MEMORANDUM

TO: All EI Payees

FROM: Amy S. Tarr, Chief
       Bureau of Early Intervention

DATE: 04/29/13


The Illinois Office of Comptroller issued Accounting Bulletin 186 on September 13, 2012. The information contained in the bulletin affects all EI Payees in addition to the other users of the IOC payment systems.

Per Public Act 97-0969, it establishes a minimum dollar threshold for processing vouchers that are not paid through electronic funds transfer (EFT). Effective September 17, 2012:

(15ILCS 405/9) Sec 9. Warrants; vouchers; preaudit (b-1) An itemized voucher for under $5 that is presented to the Comptroller for payment shall not be paid except through electronic funds transfer.

This means that any EI payment on the weekly voucher process and approved for payment for an amount under $5 cannot be sent to IOC if IOC must mail the payment to the payee.

At this time the Bureau of Early Intervention would encourage any payee to utilize the free service of EFT offered through the IOC office to avoid any issues in future payments. Additionally, by agreeing to EFT you will receive your payments more efficiently, more quickly and directly into a financial institution account without the worries of mail delivery.

To enroll in EFT through the IOC office, you may contact the IOC at 217/557-0930 to enroll. As an EI payee, you must have received at least one payment through the mail to enroll and have a valid financial institution account (checking/savings) to have the funds deposited into. The EFT process also eliminates the paper check process from IOC. As a payee you will need to obtain the warrant information directly from the IOC website at www.ioc.state.il. You have always been able to obtain electronic information from this website about payments but once enrolled in EFT, this is the source for specific payment information for you. For more information about the IOC payment details as an EI provider, you can review the information offered on the EI Provider Connections website at www.wiu.edu/providerconnections.