



STATE OF WASHINGTON

OFFICE OF FINANCIAL MANAGEMENT

*Insurance Building, PO Box 43113 • Olympia, Washington 98504-3113 • (360) 902-0555*

April 29, 2020

Chris Liu, Director  
Department of Enterprise Services  
P.O. Box 41401  
Olympia, WA 98504-1401

Dear Director Liu:

Pursuant to Chapter 7, Laws of 2020, I hereby allocate \$360,000 to the Department of Enterprise Services from the Disaster Response Account. The purpose of this allocation is to translate COVID-19 documents into 37 languages for 40 state agencies.

Using expenditure authority code 6C0, please submit the required allotment amendment packet to the Office of Financial Management using the "Operating Allocation" packet type. If you receive any federal funding for this purpose, report the amount and fund source to OFM so we can appropriately account for it.

We appreciate your vital efforts in responding to this health crisis. If you have any questions, please contact Nona Snell, Assistant Director for Budget, at (360) 902-0542 or [nona.snell@ofm.wa.gov](mailto:nona.snell@ofm.wa.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "D. Schumacher".

David Schumacher  
Director

cc: Charlie Gavigan, Staff Coordinator, House Appropriations Committee  
Michael Bezanson, Staff Coordinator, Senate Ways and Means Committee  
Nona Snell, Assistant Director for Budget, Office of Financial Management  
Cheri Keller, Senior Budget Assistant, Office of Financial Management  
Lynne McGuire, CFO, Department of Enterprise Services