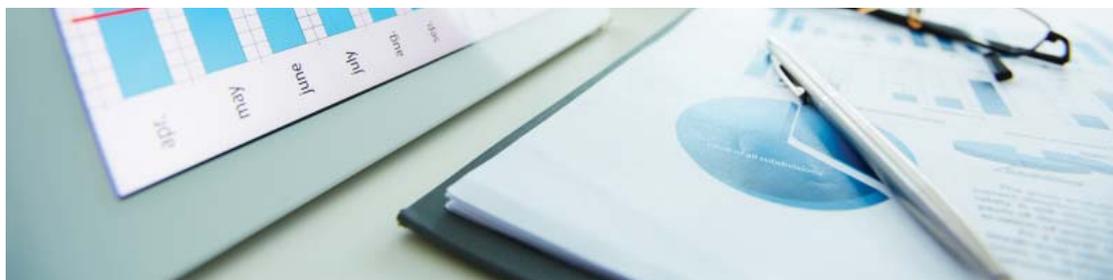


Vital financial services help ISD divisions support their business and serve their customers.



ISD Administration and Financial Services

Financial & Accounting Services



Internal
Services
Department

SERVICES INCLUDE



Accounting support

Includes encumbrances, payments, County utilities, training and travel processing, analysis of contracts and grants and reconciliations.



Budget analysis and support

Work with division managers to develop ISD's annual budget request, establish billing rates and prepare financial projections.



Billing support

Management of bills to ISD customers, grants accounting and claiming and cost accounting for ISD services.

ISD's Finance Division provides both internal and external customers with timely and accurate financial and budget information, including the evaluation of financial options for project funding and coordination with ISD operational divisions to assist in meeting departmental goals. Finance staff also set up ISD customer accounts, pay all vendor and contractor invoices and process billing and accounts receivables generated from ISD's numerous lines of business.

ISD Financial and Accounting services include:

- Payment processing for contractors and vendors
- Billings between ISD and County departments and other entities
- Development of billing rates to ensure equitable and full cost recovery
- Utility vendor payments and customer billings including electricity, natural gas, water, and industrial waste
- Petty cash reimbursements and acceptance of payments

AFS FINANCIAL AND ACCOUNTING SERVICES BENEFITS

HELPS CUSTOMERS FIND FUNDING FOR ISD PROJECTS

Through budgetary mechanisms, grants and other funding strategies, assists ISD divisions to expand services and helps customers organize funding sources.

SETS BILLING RATES FOR FULL COST RECOVERY

Helps divisions develop billing rates for lines of business to ensure that they cover the cost of providing service and comply with federal, state and County guidelines.

PROVIDES PROMPT VENDOR PAYMENTS

Provides timely payment to contractors and vendors to help ensure the viability of the businesses utilized by ISD and other County customers and encourage quality vendors to work with ISD.

SUPPORTS ISD FISCAL SYSTEMS

Provides development and ongoing technical support, along with the Management Information Systems Division, of ISD's financial information technology applications.

BILLING INQUIRIES | BillingHotline@ISD.LACOUNTY.GOV

VENDOR PAYMENTS | InvoiceInquiries@ISD.LACOUNTY.GOV