Primary responsibility is with SPS for follow up on outstanding receivables

Dual responsibility as Department is primarily responsible for unallocated available balance and SPS for unallocated restricted balance

The total available balance should not be less than $0
If total available balance is less than $0, the Business Manager will review overdrafts monthly and make arrangements to clear within the month
Unallocated balance should be zero by 60 days after expiration
Primary responsibility is with the Department