STATE OF MONTANA
STATEWIDE ACCOUNTING SYSTEM

FORM DA-120
INTER-ENTITY LOAN AUTHORIZATION

1) In compliance with Section 17-2-107(2) and 17-2-107(8) M.C.A., the undersigned requests the establishment of an inter-entity loan for the reasons listed below in section 2.

Amount of Loan _____

Requesting Agency Number/Name _____

	Fund Number
From Fund	
To Fund	

If the request is from the general fund, are internal unrestricted funds available instead? ☐ Yes ☐ No

Does receiving fund have STIP available? ☐ Yes ☐ No

If receiving fund is a federal fund, are there budget constraints impeding repayment? ☐ Yes ☐ No

2) Justification for Loan

3) Source of Revenue for Repayment of Loan

4) Anticipated Repayment Schedule

Payment Date *(mm/dd/yy)*	Amount
Total	

5) Establishment Document

Business Unit _____

Document Number _____

Date *(mm/dd/yy)* _____

6) Borrower's Authorization:
I certify there is reasonable evidence that the revenue in the borrowing fund will be sufficient to repay the amount borrowed. If the loan is payable from federal or third party revenues, the department certifies that it is current on the related billing process and will continue to bill timely.

Authorized Signature	Email Authorization Attached ☐ Yes
Title	Date

To Be Completed by Department of Administration

Department of Administration Authorization: Based upon the above certification, the Department of Administration authorizes the inter-entity loan described within.	Authorized Signature	Email Authorization Attached ☐ Yes
	Title	Date
Director or Deputy Director needs to approve when loan exceeds $ 250,000.	Authorized Signature	Email Authorization Attached ☐ Yes
	Title	Date

REVISED 6/2016