

09 **Public Assistance and Administrative Revolving (PAAR) Fund - Overview**

The PAAR fund is intended to provide for immediate expenditures for any of the following:

- Birth certificates O.D. packages
- Postage
- Supplies
- Travel
- Other miscellaneous and minor items for which no other standard is available

Policy and procedures regarding the PAAR Fund are outlined as follows:

- [PAAR Fund Coordinator Responsibilities](#)
- [PAAR Check Requisitions](#)
- [PAAR Check Security](#)
- [PAAR Check Signature Authorization](#)
- [PAAR Check Requests](#)
- [Spoiled PAAR Checks](#)
- [PAAR Check Accountability](#)
- [PAAR Check Mail Procedures](#)
- [Issuing PAAR Checks to Employees](#)
- [Returned PAAR Checks](#)
- [Canceling PAAR Checks](#)

EXCEPTION

Hospital sites do not maintain a PAAR fund.