



Agency to Agency (ATA) Transactions Information Sheet

About ATA Transactions

Agency to Agency transactions (ATAs) include payments by one agency to another for goods or services, as well as transfers of other funds, cash, etc.

When you receive a payment from another state agency for goods / services, that agency is treated as a customer. When entering a deposit for a payment from another state agency, use that agency's **Business Unit** as the **Customer ID** on the **Payments** tab of the **Regular Deposit** page, and select **ATA** as the **Payment Method**. (VDOT is an exception; VDOT uses their own unique set of Customer IDs.)

When you make a payment to another state agency for goods / services provided to your agency, that agency is treated as a **Supplier**. When entering a voucher to pay another state agency for goods / services, enter the agency's **Supplier ID** on the **Voucher** page.

ATAs for other transfers are handled through a journal entry. The journal entry will need to be submitted to DOA to be uploaded and posted into Cardinal (CAPP-Cardinal Topic No. 20405). Please refer to the **Uploading Spreadsheet Journals** job aid for detailed information on how to create a file to be uploaded.

Agency #	Agency Name	Cardinal Customer ID (Business Unit)	Cardinal Supplier ID
100	SENATE	10000	0000100248
101	HOUSE OF DELEGATES	10100	0000100249
102	LEGISLATIVE DEPT REVERSION CLEARING ACCT	10200	
103	MAGISTRATE SYSTEM	10300	0000100254
104	JUDICIAL DEPT REVERSION CLEARING ACCT	10400	0000052106
105	VA COMM ON INTERGOVERNMENTAL COOPERATION	10500	0000100248
107	DIVISION OF LEGISLATIVE SERVICES	10700	0000100251
108	VIRGINIA CODE COMMISSION	10800	0000100252
109	DIV OF LEGISLATIVE AUTOMATED SYSTEMS	10900	0000052106
110	JOINT LEGISLATIVE AUDIT & RVW COMMISSION	11000	0000100253
111	SUPREME COURT	11100	0000100254
112	JUDICIAL INQUIRY AND REVIEW COMMISSION	11200	0000100254
113	CIRCUIT COURTS	11300	0000100254
114	GENERAL DISTRICT COURTS	11400	0000100254
115	JUVENILE & DOMESTIC RELATIONS DIST COURT	11500	0000100254
116	COMBINED DISTRICT COURTS	11600	0000100254
117	VIRGINIA STATE BAR	11700	0000055055
118	VIRGINIA COAL AND ENERGY COMMISSION	11800	0000100497
119	LIEUTENANT GOVERNOR	11900	0000100242
121	OFFICE OF THE GOVERNOR	12100	0000100243
122	DEPARTMENT OF PLANNING AND BUDGET	12200	0000100222
123	DEPARTMENT OF MILITARY AFFAIRS	12300	0000100220
125	COURT OF APPEALS OF VIRGINIA	12500	0000100254
127	DEPARTMENT OF EMERGENCY MANAGEMENT	12700	0000072517
128	VIRGINIA VETERANS CARE CENTER	12800	0000100333
129	DEPARTMENT OF HUMAN RESOURCE MANAGEMENT	12900	0000050488
132	DEPARTMENT OF ELECTIONS	13200	0000100247
133	AUDITOR OF PUBLIC ACCOUNTS	13300	0000053461
136	VIRGINIA INFORMATION TECHNOLOGIES AGENCY	13600	0000031508
140	DEPARTMENT OF CRIMINAL JUSTICE SERVICES	14000	0000086747
141	ATTORNEY GENERAL & DEPT OF LAW	14100	0000050456
142	VIRGINIA STATE CRIME COMMISSION	14200	0000100257
143	ATTY GENERAL - DIV OF DEBT COLLECTION	14300	0000050456
145	PROMOTION OF UNIFORMITY OF LEGISLATION	14500	0000100499
146	THE SCIENCE MUSEUM OF VIRGINIA	14600	0000086773



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147	OFFICE OF THE STATE INSPECTOR GENERAL	14700	0000092830
148	VIRGINIA COMMISSION FOR THE ARTS	14800	0000086739
149	ADMINISTRATION OF HEALTH INSURANCE	14900	0000050488
151	DEPARTMENT OF ACCOUNTS	15100	0000050211
152	DEPARTMENT OF THE TREASURY	15200	0000056459
154	DEPARTMENT OF MOTOR VEHICLES	15400	0000050212
155	TREASURY BOARD	15500	0000056459
156	DEPARTMENT OF STATE POLICE	15600	0000053353
157	COMPENSATION BOARD	15700	0000100211
158	VIRGINIA RETIREMENT SYSTEM	15800	0000050422
160	VIRGINIA CRIMINAL SENTENCING COMMISSION	16000	0000100254
161	DEPARTMENT OF TAXATION	16100	0000050217
162	DEPT OF ACCOUNTS TRANSFER PAYMENTS	16200	0000050211
165	DEPT OF HOUSING & COMMUNITY DEVELOPMENT	16500	0000051204
166	SECRETARY OF THE COMMONWEALTH	16600	0000053331
171	STATE CORPORATION COMMISSION	17100	0000053156
172	VIRGINIA LOTTERY	17200	0000055977
174	Virginia College Savings Plan	17400	0000093891
180	SECRETARY OF ADMINISTRATION	18000	0000100229
181	DEPARTMENT OF LABOR AND INDUSTRY	18100	0000050059
182	VIRGINIA EMPLOYMENT COMMISSION	18200	0000052006
183	SECRETARY OF NATURAL RESOURCES	18300	0000100216
184	SECRETARY OF TECHNOLOGY	18400	0000100241
185	SECRETARY OF EDUCATION	18500	0000100244
186	SECRETARY OF TRANSPORTATION	18600	0000100214
187	SEC OF PUB SAFETY&HOMELAND SEC	18700	0000100215
188	SECRETARY OF HEALTH AND HUMAN RESOURCES	18800	0000100217
190	SECRETARY OF FINANCE	19000	0000100212
191	VA WORKERS' COMPENSATION COMMISSION	19100	0000053565
192	SECRETARY OF COMMERCE AND TRADE	19200	0000100234
193	SECRETARY OF AGRICULTURE AND FORESTRY	19300	0000100231
194	DEPARTMENT OF GENERAL SERVICES	19400	0000031103
197	DEPT OF ED-DIRECT AID TO LOCALITIES	19700	0000100239
199	DEPT OF CONSERVATION AND RECREATION	19900	0000055812
200	COMPREHENSIVE SRVC-ATRISK YOUTH/FAMILIES	20000	0000108223
201	DEPT OF EDUC-CENTRAL OFFICE OPERATIONS	20100	0000100239
202	THE LIBRARY OF VIRGINIA	20200	0000053552
203	WOODROW WILSON REHABILITATION CENTER	20300	0000050605
204	THE COLLEGE OF WILLIAM AND MARY IN VA	20400	0000046256
207	UNIVERSITY OF VIRGINIA - ACADEMIC DIV	20700	0000054250
208	VPI & STATE UNIVERSITY	20800	0000046258
209	UNIVERSITY OF VIRGINIA MEDICAL CENTER	20900	0000054250
211	VIRGINIA MILITARY INSTITUTE	21100	0000050974
212	VIRGINIA STATE UNIVERSITY	21200	0000052008
213	NORFOLK STATE UNIVERSITY	21300	0000100237
214	LONGWOOD UNIVERSITY	21400	0000050036
215	UNIVERSITY OF MARY WASHINGTON	21500	0000055790
216	JAMES MADISON UNIVERSITY	21600	0000086014
217	RADFORD UNIVERSITY	21700	0000086015
218	VA SCHOOL FOR THE DEAF & BLIND	21800	0000100236



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221	OLD DOMINION UNIVERSITY	22100	000050281
222	DEPT OF PROFESSIONAL & OCCUPATIONAL REG	22200	000052020
223	DEPARTMENT OF HEALTH PROFESSIONS	22300	000087705
226	BOARD OF ACCOUNTANCY	22600	0000100078
229	VPI&SU-COOP EXT & AG EXPERIMENT DIV	22900	0000046258
233	VIRGINIA BOARD OF BAR EXAMINERS	23300	0000100235
234	COOP EXT/AGRICULTURAL RESEARCH SERVICE	23400	0000052008
236	VIRGINIA COMMONWEALTH UNIVERSITY	23600	0000050937
238	VIRGINIA MUSEUM OF FINE ARTS	23800	0000086016
239	FRONTIER CULTURE MUSEUM OF VIRGINIA	23900	0000085843
241	RICHARD BLAND COLLEGE	24100	0000100233
242	CHRISTOPHER NEWPORT UNIVERSITY	24200	0000057551
245	STATE COUNCIL OF HIGHER EDUCATION FOR VA	24500	0000100228
246	UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE	24600	0000054250
247	GEORGE MASON UNIVERSITY	24700	0000052222
260	VIRGINIA COMMUNITY COLLEGE SYSTEM	26000	0000071580
261	VA COMMUNITY COLLEGE SYS-SYSTEM OFFICE	26100	0000071580
262	DEPT OF AGING AND REHABILITATIVE SERVICES	26200	0000061193
263	VA REHAB CTR - BLIND & VISION IMPAIRED	26300	0000046242
268	VIRGINIA INSTITUTE OF MARINE SCIENCE	26800	0000063603
274	EASTERN VIRGINIA MEDICAL SCHOOL	27400	0000090379
275	NEW RIVER COMMUNITY COLLEGE	27500	0000094392
276	SOUTHSIDE VIRGINIA COMMUNITY COLLEGE	27600	0000070552
277	PAUL D CAMP COMMUNITY COLLEGE	27700	0000050018
278	RAPPAHANNOCK COMMUNITY COLLEGE	27800	0000052332
279	DANVILLE COMMUNITY COLLEGE	27900	0000071740
280	NORTHERN VIRGINIA COMMUNITY COLLEGE	28000	0000051710
282	PIEDMONT VIRGINIA COMMUNITY COLLEGE	28200	0000070550
283	J SARGEANT REYNOLDS COMMUNITY COLLEGE	28300	0000030505
284	EASTERN SHORE COMMUNITY COLLEGE	28400	0000055464
285	PATRICK HENRY COMMUNITY COLLEGE	28500	0000072322
286	VIRGINIA WESTERN COMMUNITY COLLEGE	28600	0000052333
287	DABNEY S LANCASTER COMMUNITY COLLEGE	28700	0000100213
288	WYTHEVILLE COMMUNITY COLLEGE	28800	0000085784
290	JOHN TYLER COMMUNITY COLLEGE	29000	0000055662
291	BLUE RIDGE COMMUNITY COLLEGE	29100	0000053462
292	CENTRAL VIRGINIA COMMUNITY COLLEGE	29200	0000050265
293	THOMAS NELSON COMMUNITY COLLEGE	29300	0000051201
294	SOUTHWEST VIRGINIA COMMUNITY COLLEGE	29400	0000085785
295	TIDEWATER COMMUNITY COLLEGE	29500	0000052326
296	VIRGINIA HIGHLANDS COMMUNITY COLLEGE	29600	0000050486
297	GERMANNA COMMUNITY COLLEGE	29700	0000052327
298	LORD FAIRFAX COMMUNITY COLLEGE	29800	0000050721
299	MOUNTAIN EMPIRE COMMUNITY COLLEGE	29900	0000070548
301	DEPT OF AGRICULTURE & CONSUMER SERVICES	30100	0000051003
307	VIRGINIA AGRICULTURAL COUNCIL	30700	0000051003
310	VIRGINIA ECONOMIC DEVELOPMENT PARTNERSHP	31000	0000087807
312	ECONOMIC DEVELOPMENT INCENTIVE PAYMENTS	31200	0000106259
320	VIRGINIA TOURISM AUTHORITY	32000	0000049921
330	VIRGINIA-ISRAEL ADVISORY BOARD	33000	0000100493



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350	DEPARTMENT OF SMALL BUSINESS SUPPLIER DI	35000	0000108224
360	FORT MONROE AUTHORITY	36000	0000108221
400	Jamestown-Yorktown Commemorations	40000	
402	MARINE RESOURCES COMMISSION	40200	0000086013
403	DEPARTMENT OF GAME AND INLAND FISHERIES	40300	0000050308
405	VIRGINIA RACING COMMISSION	40500	0000100226
407	VIRGINIA PORT AUTHORITY	40700	0000055644
409	DEPT OF MINES, MINERALS AND ENERGY	40900	0000096140
411	DEPARTMENT OF FORESTRY	41100	0000052007
413	COMM VA ALCOHOL SAFETY ACTION PROGRAM	41300	0000100245
417	GUNSTON HALL	41700	0000106260
423	DEPARTMENT OF HISTORIC RESOURCES	42300	0000052232
425	JAMESTOWN-YORKTOWN FOUNDATION	42500	0000097672
440	DEPARTMENT OF ENVIRONMENTAL QUALITY	44000	0000050815
454	SEC VETERANS & DEFENSE AFFAIRS	45400	0000100238
501	VIRGINIA DEPARTMENT OF TRANSPORTATION	50100	0000057339
505	DEPT OF RAIL AND PUBLIC TRANSPORTATION	50500	0000050238
506	MOTOR VEHICLE DEALER BOARD	50600	0000100495
509	COMMERCIAL SPACE FLIGHT AUTHORITY	50900	0000092605
530	DEPT OF MOTOR VEHICLES TRANSFER PAYMENTS	53000	0000050212
601	DEPARTMENT OF HEALTH	60100	0000053187
602	DEPT OF MEDICAL ASSISTANCE SERVICES	60200	0000100165
606	VA BOARD FOR PEOPLE WITH DISABILITIES	60600	0000100225
701	DEPT OF CORRECTIONS-CENTRAL ADMIN	70100	0000056286
702	DEPT FOR THE BLIND & VISION IMPAIRED	70200	0000046242
703	CENTRAL STATE HOSPITAL	70300	0000100079
704	EASTERN STATE HOSPITAL	70400	0000100224
705	SOUTHWESTERN VA MENTAL HEALTH INSTITUTE	70500	0000100320
706	WESTERN STATE HOSPITAL	70600	0000100319
707	CENTRAL VIRGINIA TRAINING CENTER	70700	0000050037
708	COMMONWEALTH CTR FOR CHLDRN AND ADLSCNTS	70800	0000100166
709	POWHATAN CORRECTIONAL CENTER	70900	0000056286
711	VIRGINIA CORRECTIONAL ENTERPRISES	71100	0000046257
716	VIRGINIA CORRECTIONAL CENTER FOR WOMEN	71600	0000056286
717	SOUTHAMPTON MEMORIAL HOSPITAL	71700	0000056286
718	BLAND CORRECTIONAL CENTER	71800	0000056286
719	JAMES RIVER CORRECTIONAL CENTER	71900	0000056286
720	DEPT OF BEHAVIORAL HEALTH/DVLPMENTL SERV	72000	0000100221
721	POWHATAN RECEPTN & CLASSIFICATN CENTER	72100	0000056286
723	SOUTHEASTERN VIRGINIA TRAINING CENTER	72300	0000100334
724	CATAWBA HOSPITAL	72400	0000100080
725	NORTHERN VIRGINIA TRAINING CENTER	72500	0000100264
726	SOUTHSIDE VIRGINIA TRAINING CENTER	72600	0000100318
728	NORTHERN VA MENTAL HEALTH INSTITUTE	72800	0000100263
729	PIEDMONT GERIATRIC HOSPITAL	72900	0000050074
730	BRUNSWICK CORRECTIONAL CENTER	73000	0000056286
733	SUSSEX I STATE PRISON	73300	0000056286
734	SUSSEX II STATE PRISON	73400	0000056286
735	WALLENS RIDGE STATE PRISON	73500	0000056286
737	ST BRIDES CORRECTIONAL CENTER	73700	0000056286



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738	SOUTHWESTERN VIRGINIA TRAINING CENTER	73800	000050219
739	SOUTHERN VA MENTAL HEALTH INSTITUTE	73900	0000100218
741	RED ONION STATE PRISON	74100	0000056286
742	CORRECTIONS-EMPLOYEE RELATNS & TRAINING	74200	0000056286
743	FLUVANNA CORRECTIONAL CENTER FOR WOMEN	74300	0000056286
744	MECKLENBURG CORRECTIONAL CENTER	74400	0000056286
745	NOTTOWAY CORRECTIONAL CENTER	74500	0000056286
747	MARION CORRECTION TREATMENT CENTER	74700	0000056286
748	HIRAM W DAVIS MEDICAL CENTER	74800	0000100262
749	BUCKINGHAM CORRECTIONAL CENTER	74900	0000056286
751	DEPT FOR THE DEAF & HARD-OF-HEARDING	75100	0000100240
752	DEEP MEADOW CORRECTIONAL CENTER	75200	0000056286
753	DEERFIELD CORRECTIONAL CENTER	75300	0000056286
754	AUGUSTA CORRECTIONAL CENTER	75400	0000056286
756	CORRECTIONS - DIVISON OF INSTITUTIONS	75600	0000056286
757	WESTERN REGION CORRECTIONAL FIELD UNITS	75700	0000056286
760	CENTRAL REGION CORRECTIONAL FIELD UNITS	76000	0000056286
761	BASKERVILLE CORRECTIONAL CENTER	76100	0000056286
765	DEPARTMENT OF SOCIAL SERVICES	76500	0000050730
766	VIRGINIA PAROLE BOARD	76600	0000100261
767	DIVISION OF COMMUNITY CORRECTIONS	76700	0000056286
768	KEEN MOUNTAIN CORRECTIONAL CENTER	76800	0000056286
769	GREENSVILLE CORRECTIONAL CENTER	76900	0000056286
770	DILLWYN CORRECTIONAL CENTER	77000	0000056286
771	INDIAN CREEK CORRECTIONAL CENTER	77100	0000056286
772	HAYNESVILLE CORRECTIONAL CENTER	77200	0000056286
773	COFFEEWOOD CORRECTIONAL CENTER	77300	0000056286
774	LUNENBURG CORRECTIONAL CENTER	77400	0000056286
775	POCAHONTAS STATE CORRECTIONAL CENTER	77500	0000056286
776	GREEN ROCK CORRECTIONAL CENTER	77600	0000056286
777	DEPARTMENT OF JUVENILE JUSTICE	77700	0000092895
778	DEPARTMENT OF FORENSIC SCIENCE	77800	0000100219
785	RIVER NORTH CORRECTIONAL CENTER	78500	0000056286
786	CULPEPER CORRECTIONAL FACILITY FOR WOMEN	78600	0000056286
790	DMHMRSAS - GRANTS TO LOCALITIES	79000	0000100221
792	MENTAL HEALTH TREATMENT CENTERS	79200	0000100221
793	INTELLECTUAL DISABILITIES TRAINING CNTRS	79300	0000100221
794	VA CENTER FOR BEHAVIORAL REHABILITATION	79400	0000100260
795	DEPT OF CORRECTIONS-DIV OF INSTITUTIONS	79500	0000056286
799	DEPT OF CORRECTIONS-CENTRAL ACTIVITIES	79900	0000056286
820	CAPITOL SQUARE PRESERVATION COUNCIL	82000	0000100614
834	VA FREEDOM INFORMATION ADVISORY COUNCIL	83400	0000055915
836	CITIZENS ADVISORY COMMITTEE	83600	0000100243
837	VIRGINIA DISABILITY COMMISSION	83700	0000106261
839	VIRGINIA COMMISSION ON YOUTH	83900	0000106262
840	VIRGINIA HOUSING COMMISSION	84000	0000106263
841	DEPARTMENT OF AVIATION	84100	0000050485
842	CHESAPEAKE BAY COMMISSION	84200	0000100250
844	JOINT COMMISSION ON HEALTH CARE	84400	0000106264
845	DR M L KING JR MEMORIAL COMMISSION	84500	0000106604



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847	JOINT COMM ON TECHNOLOGY AND SCIENCE	84700	0000106265
848	INDIGENT DEFENSE COMMISSION	84800	0000100259
851	TOBACCO INDEMNIFICATION & REVITALIZ COMM	85100	0000100232
852	VA FOUNDATION FOR HEALTHY YOUTH	85200	0000098821
858	BROWN V BOARD OF ED SCHOLARSHIP COMM	85800	0000100615
859	VA SESQUICENTNL AMERICAN CIVIL WAR COMM	85900	0000084270
860	COMMISSION ON UNEMPLOYEMENT COMPENSATION	86000	0000106266
862	SMALL BUSINESS COMMISSION	86200	0000106267
863	COMMISSION ON ELECTRIC UTILITY REG	86300	0000115490
864	MANUFACTURING DEVELOPMENT COMMISSION	86400	0000106268
865	JOINT COMMISSION ON ADMINISTRATIVE RULES	86500	0000106269
867	VA BICENTNL OF AMERICAN WAR OF 1812 COMM	86700	0000106270
870	COMMISSION ON CIVICS EDUCATION	87000	0000106271
871	AUTISM ADVISORY COUNCIL	87100	0000100501
872	WW I & II Commemoration Comm	87200	0000115443
874	CENTENNIAL WOMEN'S RIGHT VOTE	87400	
875	JOINT COMM TRANS ACCTABILITY	87500	
876	CONFLICT INT & ETHICS ADV CNCL	87600	0000115491
877	Vrgnians Aspiring & Divrse com	87700	
885	INSTITUTE FOR ADVANCED LEARNING/RESEARCH	88500	0000070561
900	HEALTH & HUMAN RESOURCES CAP CLRNG ACCT	90000	
901	PUBLIC SAFETY CAPITAL CLEARING ACCOUNT	90100	
912	DEPARTMENT OF VETERANS SERVICES	91200	0000100223
921	INTERSTATE ORGANIZATION CONTRIBUTIONS	92100	0000100243
922	SITTER-BARFOOT VETERANS CARE CENTER	92200	0000100258
934	INNOV & ENTREPRENEURSHIP INVESTMENT AUTH	93400	0000056305
935	ROANOKE HIGHER EDUCATION AUTHORITY	93500	0000056479
936	JEFFERSON SCIENCE ASSOCIATES, LLC	93600	0000087718
937	SOUTHERN VIRGINIA HIGHER EDUCATION CNTR	93700	0000100331
938	NEW COLLEGE INSTITUTE	93800	0000040615
941	VIRGINIA COLLEGE BUILDING AUTHORITY	94100	0000056459
942	VIRGINIA MUSEUM OF NATURAL HISTORY	94200	0000083433
948	SOUTHWEST VA HIGHER EDUCATION CENTER	94800	0000054250
949	CENTRAL APPROPRIATIONS-CAPITAL OUTLAY	94900	
950	CENTRAL APPROPRIATIONS-REVENUE BONDS 9 C	95000	
951	CENTRAL APPROPRIATIONS-DEBT BONDS 9 D	95100	
957	COMMONWEALTH ATTORNEYS' SERVICES COUNCIL	95700	0000100246
960	DEPARTMENT OF FIRE PROGRAMS	96000	0000054651
961	DIVISION OF CAPITOL POLICE	96100	0000100255
971	STATE WATER COMMISSION	97100	0000100496
980	HIGHER ED TUITION MODERATION INCNTVE FND	98000	
987	COUNCIL ON VIRGINIA'S FUTURE	98700	0000056459
989	HIGHER EDUCATION RESEARCH INITIATIVE	98900	
990	APPROPRIATION VETOES-OPERATING	99000	
991	APPROPRIATION VETOES-CAPITAL	99100	
992	PLANNED REVERSIONS	99200	
993	TREASURY CONSTRUCTION FINANCING	99300	0000056459
994	DEPARTMENT OF THE TREASURY-TRUST FUNDS	99400	0000056459
995	CENTRAL APPROPRIATIONS-ADMINISTRATION	99500	
996	DEPT OF TREASURY-STATEWIDE ACTIVITIES	99600	0000050211



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997	DEPT OF ACCOUNTS-STATEWIDE ACTIVITIES	99700	0000094468
998	CITY/COUNTY TREASURERS	99800	
999	DEPT OF ALCOHOLIC BEVERAGE CONTROL	99900	0000094468