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Year-end Closing Highlights

Cheryl Dixon
Djuna Strong-Price
Mark Ross
August 11, 2014

Year-end Closing Highlights

Agenda

- Welcome and Introductions
- Treasury Financial Manual (TFM) Bulletin Highlights
- Account Rollover processing
- Overview of the new Year-end Transaction Module
- Questions and Answers

Year-end Closing Highlights

Changes for fiscal year 2014

- FACTSII replaced by GTAS for most agencies
- FACTSI reporting requirements are eliminated
- New module for cancellation of expired accounts
- New requirements for Treasury Account Symbols (TAS) with annual, multi-year or X-year availability

Year-end Closing Highlights

Important items to note

- Submission of backdated Treasury documents
- Contact information and addresses
- Table of required documents and submission dates
- Strict enforcement by Treasury of deadlines

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Account Rollover

Cheryl Dixon

August 11, 2014

Key Topics for Discussion

- What is Account Rollover?
- How does the Account Rollover process work?
- Example of accounts that roll over
- Why is the Account Rollover process important?
- What are the consequences if FPA's don't participate in the rollover process?

What is Account Rollover?

- Treasury account symbols scheduled to close by the end of the current FY (Sept 30th) to activate/rollover accounts for agency use for the new year---by October 1st
- System generated list of agency specific Treasury account symbols to be rolled over from the current FY into the next FY
- **CURRENT FISCAL YEAR** and/or **MULTI-YEAR** accounts already established on the books of Treasury

Why is the rollover process important?

It prepares Treasury's accounting system (CARS) for the fiscal year availability of Treasury account symbols on October 1st

How does the Account Rollover process work?

- Email to FPA's outlining a list of pending accounts to be rolled over beginning the next FY
- Respond to Treasury within 2 weeks
- Complete the form by noting yes or no next to each account listed
- Accounts marked "yes" will be activated for agency use on Oct 1st; accounts marked "no" will not be rolled over

What type of accounts are rolled over?

Annual Year Accounts

- 20 14 0100
- 020 2014 0100 000

Multi-Year Accounts

- 20 13/14 0200
- 020 2013 2014 0200 000

Annual Year Rolled (+1)

- 20 15 0100
- 020 2015 0100 000

Multi Year Rolled (+1)

- 20 14/15 0200
- 020 2014 2015 0200 000

✓ Excludes no year accounts (ex. 20 X 0100 or 020 X 0100)
✓ Excludes new accounts not yet established by Public Law

Consequences of not participating in the Account Rollover process

- ✓ Unnecessary accounts are rolled over and established for the new fiscal year
- ✓ Reporting to Treasury will be required on those account symbols rolled over, regardless of a zero balance or no activity
- ✓ YES – the GTAS SMAF and/or FACTS II will show the accounts and reporting will be required
- ✓ FPA's will have to submit discontinue letters of request to close account symbols

CONTACT INFORMATION

Primary Contact

Cheryl Dixon, Section Chief

Phone: 202-874-9771

Email: cheryl.dixon@fiscal.treasury.gov

Secondary Contact

Latesha Coaxum, Staff Accountant

Phone: 202-874-9785

Email: latesha.coaxum@fiscal.treasury.gov.

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The “New” Year-End Transaction Module

Djuna Strong

August 11, 2014

Hot Topics

New Module

Look and Feel

Access

Enrollment

Availability

The "New" Year-End Transaction Module

FY 2014

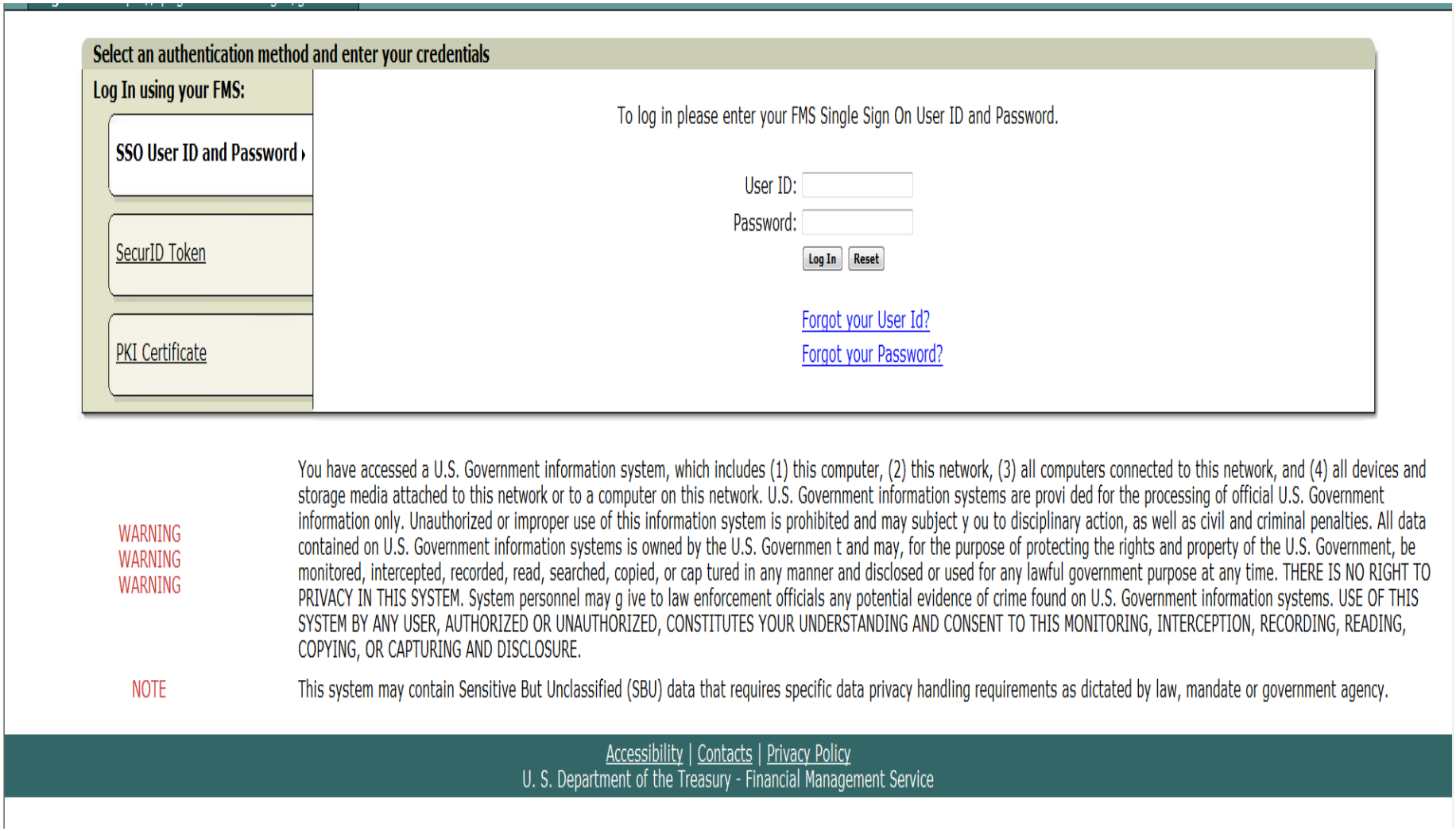
- GTAS replaced FACTS II in January 2014
- Cancel and adjust closing balances in the Year-end Module
- GTAS reporters access the Year-End Transactions Module in ATM
- Preferred method of reporting is the Component String TAS format
- <u>The Year-End Transactions Module will be available on October 7, 2014</u>

What's new?

Types of Year-End Cancellation Transactions:

- Indefinite, Year End Closing Adjustment
- Surplus, Year End Cancellation Closing of Expired Account Balances
- Surplus, Year End Closing Cancellation of Revolving, Special and Non-Revolving Trust Fund Accounts with available receipts
- Surplus, Year End Closing Cancellation of Special and Non-Revolving Trust Fund Accounts with unavailable receipts

CARS/ATM:
User ID/Password



Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

CARS Homepage:
Notices

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Profile Screen:
CGAC user

Home Transactions

Home

My CARS:

Notices

07/11/2014 10:25 AM- CARS New-End Notice

Profile

ALC Address File

News

System Alerts

About CARS

My CARS: Profile

ID: Agency Preparer
Name: Agency Preparer

Application			Role	
ID	Title	Status	ID	Title
ATM	Agency Transaction Module	Active	AR	Agency Reviewer
ATM	Agency Transaction Module	Active	AP	Agency Preparer

CGAC user? Yes No Save

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New Transaction Selection Screen:
Year-End Closing

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New Transaction Screen:
Indefinite, Year-End Closing Adjustment

New Transactions | Pending Transactions | Posted Transactions
Year End Closing | Borrowing | Non-Expenditure Transfer | Classification Transactions and Accountability
Home > Transactions > Agency Transaction Module > New Year End Closing Transaction > New Year End Closing Transaction

New Year End Closing Transaction

*** Indicates Required Field**

*** Transaction Type**	Indefinite, Year End Closing Adjustment
Transaction Date	09/30/2013
Accounting Period	09/2013
Effective Date	09/30/2013
Agency Reference #	

	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	
*** CGAC Treasury Account Symbol**	N/A	N/A	073	N/A	N/A	X	1152	000	Reset

*** Balance Adjustment Type**	Increase / Decrease
Current Balance	797,561,236.52
*** Adjustment Amount**	100.00
New Balance	797,561,336.52
Comment	

Certify | Cancel

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Transaction Detail Screen:
Indefinite, Year-End Closing Adjustment

New Transactions › Pending Transactions ▾ Posted Transactions ›

Authority Transactions ▾ Classification Transactions and Accountability ›

Home > Transactions > Agency Transaction Module > New Year End Closing Transaction > Year End Closing Transaction Detail

Year End Closing Transaction Detail

Control Number:	6898608					
Status:	STAR Interface					
Transaction Type:	Indefinite, Year End Closing Adjustment					
Transaction Date:	09/30/2013					
Accounting Period:	09/2013					
Effective Date:	09/30/2013					
Agency Reference #:						
STAR Reference #:						
CGAC TAS	SP ATA AID	073	BPOA EPOA	A X	MAIN 1152	SUB 000
Balance Adjustment Type:	Increase					
Current Balance:	797,561,236.52					
Adjustment Amount:	100.00					
New Balance:	797,561,336.52					
Most Recent Comment:						

View Audit Log

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Pending Transactions Results Screen: Pending Transaction Query Results

New Transactions › Pending Transactions ▾ Posted Transactions ›

Authority Transactions ▾ Classification Transactions and Accountability ›

Home > Transactions > Agency Transaction Module > Pending Transaction Query

Pending Transaction Query

Search for Transaction by Control Number

Transaction Control Number [ ] View Transaction

Search for Transactions

Date ☐ Accounting Period ☐ Effective Date ☐ Transaction Date

Start Date 08 01 2014

End Date 09 01 2014

Transaction Category Year End Closing

Transaction Type All

Action Required All

Status All

Agency

CGAC Treasury Account Symbol

All
Agency Certified
FMS Approved
FMS Certified
FMS Rejected
GWA Interface
STAR Rejected
STAR Interface

EPOA		A	MAIN	SUB
All 2012 2013	OR	All N/A X	All 0400 1152	000

(Hold CONTROL to select multiple entries or SHIFT to select a range of entries)

Reset CGAC Components

Legal Authority All

View Transaction List | Download... | Reset

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Pending Transactions Results Screen: Pending Transaction Query Results

New Transactions › Pending Transactions ⌄ Posted Transactions ›

Authority Transactions ⌄ Classification Transactions and Accountability ›

Home > Transactions > Agency Transaction Module > Pending Transaction Query > Pending Transactions List

Pending Transaction List

▲ Modify Search

Search Criteria

Transaction Category:	**Year End Closing**	Transaction Type:	**All**
Status:	**All**	Action Required:	**All**
Agency:	**All**	CGAC TAS:	SP ATA AID BPOA EPOA A MAIN SUB **N/A N/A All All All All All 000**
Legal Authority:	**All**		

Download Format: ○ Text ◉ Excel ○ XML Download

1-5 of 5 Transactions ◂◂ Previous 20 Next 20 ▸▸ **Page** ◂ **1** ▸

View	Edit	Copy	Control Number	CGAC TAS								Current Status	Status Date	Effective Date	Transaction Date	Accounting Period	Transaction Type	Amount	Legal Authority	Agency Ref #
				SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB									
🗋			6898611			069			X	5422	000	Agency Certified	08/06/2014 07:08 PM	09/30/2013	09/30/2013	09/2013	Surplus, YR End Closing Cancellation Revolving, Special and Non-Revolving Trust fund (Avail Rec)	222.84	31 USC 1552	
🗋			6898610			014	2013	2013		5412	000	Agency Certified	08/06/2014 06:39 PM	09/30/2013	09/30/2013	09/2013	Surplus, Year End Closing Cancellation Special and Non-Revolving Trust fund (Unavailable Receipts)	70.00	31 USC 1555	
🗋			6898609			070			X	0400	000	STAR Interface	08/07/2014 08:00 AM	09/30/2013	09/30/2013	09/2013	Indefinite, Year End Closing Adjustment	500.00	-	
🗋			6898608			073			X	1152	000	STAR Interface	08/07/2014 08:00 AM	09/30/2013	09/30/2013	09/2013	Indefinite, Year End Closing Adjustment	100.00	-	
🗋			6898607			073	2012	2012		1152	000	STAR Interface	08/07/2014 08:00 AM	09/30/2013	09/30/2013	09/2013	Indefinite, Year End Closing Adjustment	100.00	-	

1-5 of 5 Transactions ◂◂ Previous 20 Next 20 ▸▸ **Page** ◂ **1** ▸

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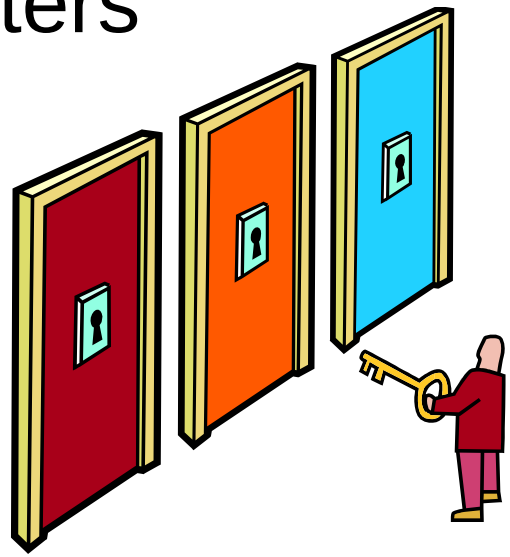
Access?

"All GTAS reporters"



Enrollment

- Self-enrollment:

  www.fms.treas.gov/cars/forms.html

- Modifying existing ATM user role:

  www.fms.treas.gov/cars/forms.html

- Enrollment assistance: Treasury Support Center

System Availability

- Opens: October 7, 2014

- Closes: October 20, 2014

Contact Information

Treasury Support Center

1-877-440-9476

GWA@stls.frb.org