

USSGL Yearend Reporting Update

FY 2004

Year-End Closing Seminar

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U.S. Government Standard General Ledger (USSGL)

- ❖ Be Ready!
- ❖ 2004 in Review
- ❖ 2004 Yearend Reminders
- ❖ BIG NO-NO's!!!
- ❖ **QUIZ**: Are you paying attention?





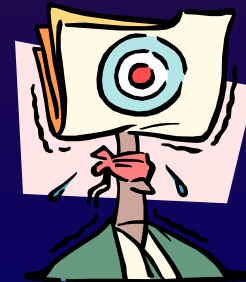
BE READY

- ❖ FACTS II

- ❖ Window opens no later than October 15, 2004

- ❖ Closing Package/FACTS I

- ❖ Window opens October 1, 2004





2004 in Review

- ❖ Reductions

- ❖ 2004 guidance vs. 2005 guidance

- ❖ Transfers

- ❖ Receivables and Unfilled Orders

- ❖ Others

- ❖ FAQ's





Trust Funds

DO NOT

Record 3100!!!!!!!!!!!!



2004 in Review ... Reductions

Crosswalks to the SF 133

USSGL	FY 2003	FY 2004	FY 2005
4392	6B	6B	6B
4393	6B	6B	6B
4396	6E	6B	Delete
4382	6B	5	5
4383	6B	5	5
4386	6E	5	Delete



2004 in Review... Transfers - Receivables & Unfilled Orders

- ❖ New 2004 Accounting Guidance Developed
 - ❖ Illustrates transfers of SAOC Receivables & Unfilled Customer Orders (4221, 4222, 4225, 4251, 4287)
 - ❖ Illustrates transfers of Receivables from Invested Balances (4126, 4166, 4171)



Trust and Special Funds

DO NOT

Record 4119!!!!!!!!!!!!



2004 in Review... Transfers - Receivables & Unfilled Orders

❖ 2003

❖ New FACTS II Authority_Type Domain Values

❖ ~~T = Transferred~~ NO LONGER VALID


❖ ~~K = Not Transferred~~ NO LONGER VALID

❖ 2004

❖ 8 new USSGL budgetary accounts (4081, 4082, 4083, 4230, 4231, 4232, 4233, 4234)



2004 in Review... Transfers - Receivables & Unfilled Orders

- ❖ Transition Entry: Posted as 1st Entry in 2004
- ❖ DR 4251 Reimb and Oth Inc Earned - Receiv
 CR 4251 “K” Reimb and Oth Inc Earned -
Receivable

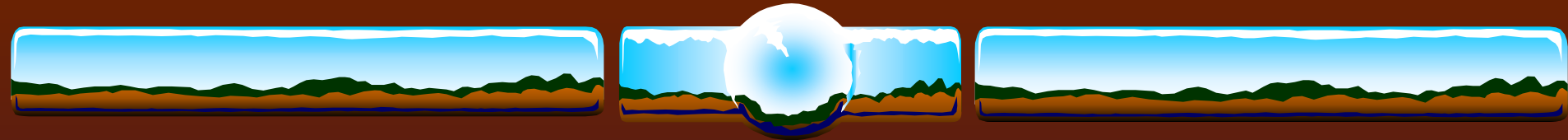


2004 in Review...

Transfers - Others

- ❖ NET Matrix
 - ❖ Appropriation Transfers
 - ❖ Balance Transfers
 - ❖ Reappropriation Transfers
 - ❖ Capital Transfers





2004 in Review...

Transfers - Others

- ❖ 4191 Balance Transfers – Extension of Availability Other Than Reappropriations
- ❖ 4199 Transfer of Expired Expenditure Transfers – Receivable

2004 in Review...

FAQ's

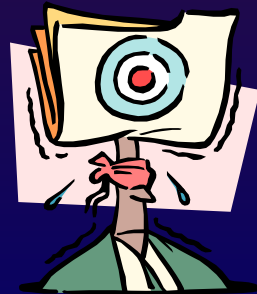


- ❖ Who do I contact, and when?
- ❖ What types of expenses should be reported in USSGL 6400?
- ❖ Why are there always changes/updates to the USSGL?



2004 Yearend Reminders

- ❖ USSGL Pre-Closing Entries
- ❖ USSGL Closing Entries





Trust Funds...

...NO 3100



Pre-closing Reminders

- ❖ Adjust all anticipated accounts to zero
 - ❖ DR 4450 Unapportioned Authority
 - CR 4060 Anticipated Collections From Non-Federal Sources



Pre-closing Reminders

- ❖ Permanent indefinite funds: Adjust resources to match obligations (no warrant)
 - ❖ DR 4450 Unapportioned Authority
CR 4391 Adjustments to Indefinite No-Year Authority
 - ❖ DR 3106 Unexpended Approps – Adjustments
CR 1010 Fund Balance With Treasury



Pre-closing Reminders

- ❖ Permanent indefinite funds: Adjust resources to match obligations (warrant)
 - ❖ DR 4450 Unapportioned Authority
CR 4119 Other Appropriations Realized
 - ❖ DR 3101 Unexpended Approps – Approps Rec'd
CR 1010 Fund Balance With Treasury



Pre-closing Reminders

- ❖ Expiring accounts: Remove unfilled customer orders w/o advance in excess of obligations
 - ❖ DR 4610 Allotments – Realized Resources
 - CR 4221 Unfilled Customer Orders Without Advance



Special Funds...

...NO 3101



Pre-closing Reminders

- ❖ Expiring accounts: Remove unfilled customer orders w/ advance in excess of obligations
 - ❖ DR 4610 Allotments – Realized Resources
CR 4222 Unfilled Customer Orders With Advance
 - ❖ DR 2310 Advances From Others
CR 1010 Fund Balance With Treasury



Pre-closing Reminders

- ❖ Cancellation: End of 5th Expired Year
 - ❖ DR 4650 Allotments – Expired Authority
 - CR 4350 Canceled Authority
 - ❖ DR 3106 Unexpended Approps – Adjustments
 - CR 1010 Fund Balance With Treasury



Pre-closing Reminders

- ❖ Close miscellaneous receipts

- ❖ DR 2980 Custodial Liability

- CR 1010 Fund Balance With Treasury

THIS IS NOW A PRE-CLOSING ENTRY!



Budgetary Closing Reminders

- ❖ Close actual net-funded resources



4201 Total Actual Resources - Collected



- ❖ Close expended authority paid

A decorative header at the top of the slide. It consists of three rounded rectangular panels. The left and right panels show a landscape with green hills and a blue sky. The middle panel features a white globe with blue oceans, centered over the landscape.

Trust/Special Funds...

...NO 4119



Budgetary Closing Reminders

- ❖ Reclassify certain trust and special fund rescissions back to appropriate account



Budgetary Closing Reminders

- ❖ Close all unobligated balances back to unapportioned authority!!
 - ❖ DR 4510 Apportionments
 - DR 4610 Allotments – Realized Resources
 - DR 4700 Commitments
 - CR 4450 Unapportioned Authority**



Budgetary Closing Reminders

- ❖ Close upward/downward adjustments
- ❖ Close fiscal year contract authority
- ❖ Close fiscal year borrowing authority



Budgetary Closing Reminders

- ❖ Expiring TAFS
 - ❖ SF 133 4th Quarter Unexpired
 - ❖ Close unobligated balances to

4650 Allotments – Expired Authority



Proprietary Closing Reminders

- ❖ Close revenues (5000s), expenses (6000s), other financing sources (5700s), gains/losses (7000s) to

3310 Cumulative Results of Operations



Proprietary Closing Reminders

❖ Close equity series 3101 – 3109 to

3100 Unexpended Appropriations - Cumulative



NO!! NO!! NO!! NO!! NO!!

❖ **NO** direct postings to EQUITY
(3100, 3310)!!!

❖ **NO** 31XX in Trust Funds!!!



❖ **NO** 4119 in Trust or Special Funds!!!



USSGL Guidance on Web

- ❖ Budgetary and Proprietary
- ❖ Borrowing Authority and Contract Authority
- ❖ Credit Reform
- ❖ Revolving Funds
- ❖ Trust and Special Funds

... and much more!!

www.fms.treas.gov/ussgl/approved_scenarios



USSGL Issues Form

(SAMPLE)

- ❖ Date:
 - ❖ Submitted By:
 - ❖ Point of Contact:
 - ❖ Scope of Issue:
_____ Government-Wide _____ Agency Specific _____ Other
- Complete the following lines and attach supporting documentation of issue.*
- ❖ Affected USSGL Account(s):
 - ❖ Description of problem:
 - ❖ Relevant References: (cite specific page or section numbers)
 - ❖ Proposed Solution:
 - ❖ Agency Representative:



Contact Information

- ❖ USSGL Contacts

- ❖ www.fms.treas.gov/ussgl



Web Sites

- ❖ FMS home page

www.fms.treas.gov/

- ❖ USSGL home page

www.fms.treas.gov/ussgl/

- ❖ OMB home page

www.whitehouse.gov/omb/

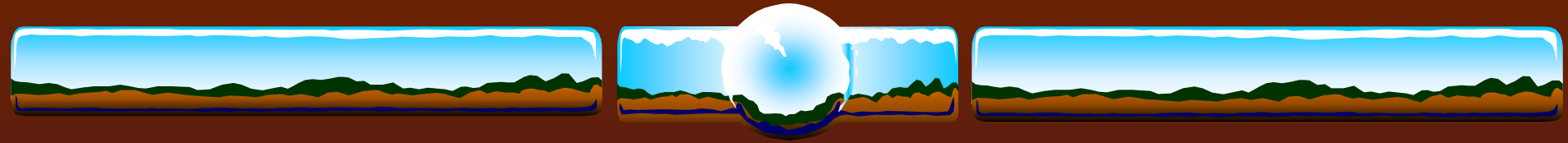




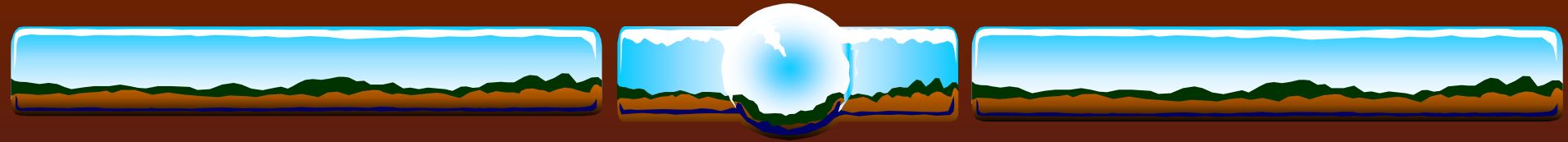
References

- ❖ USSGL TFM S2-04-01
- ❖ USSGL Federal Trust Fund Accounting Guide
- ❖ OMB Circular No. A-11
- ❖ OMB Form and Content Bulletin No. 01-09





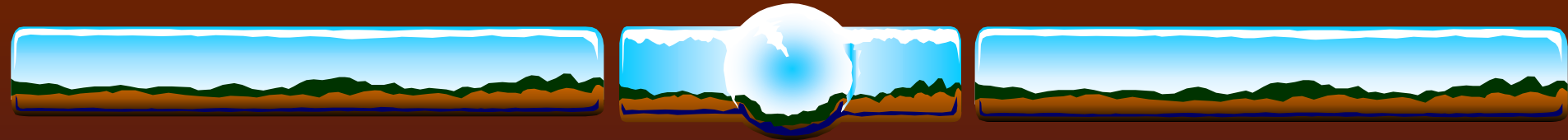
QUIZ



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10/15/04. I should...

A. Start preparing NOW.

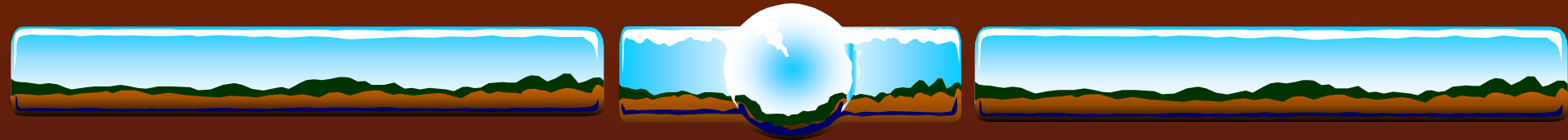
B. Plan a mid-October vacation.



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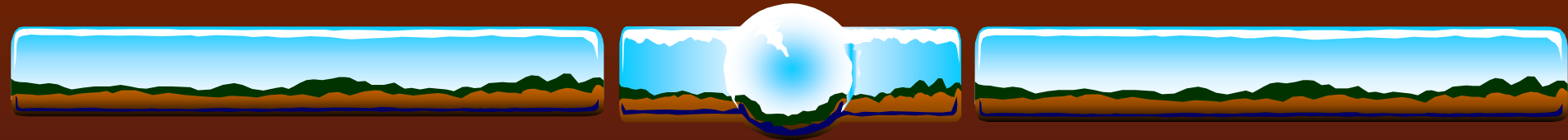
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Q: FY 2004 Reductions: Temporary vs. Permanent...

A. Crosswalk to SF 133 line 6B or 6E.

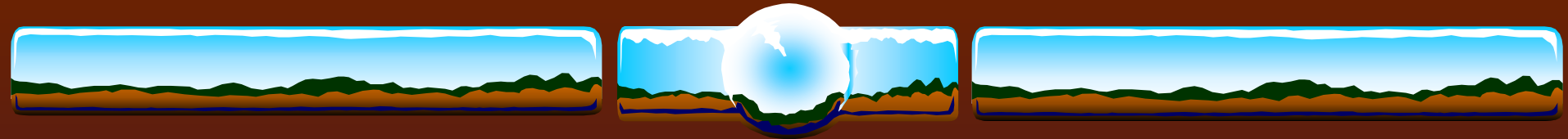
B. Crosswalk to SF 133 line 5 or 6B.



A: FY 2004 Reductions: Temporary vs. Permanent...

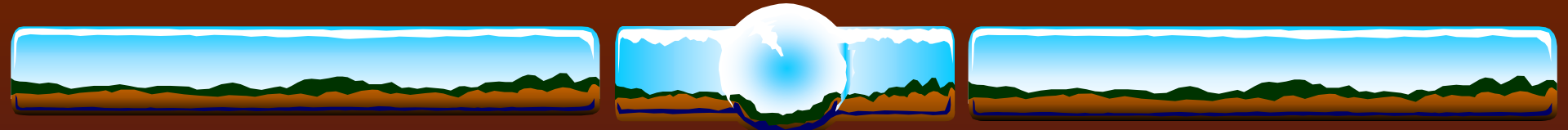
A. Crosswalk to SF 133 line 6B or 6E.

✓ B. Crosswalk to SF 133 line 5 or 6B.



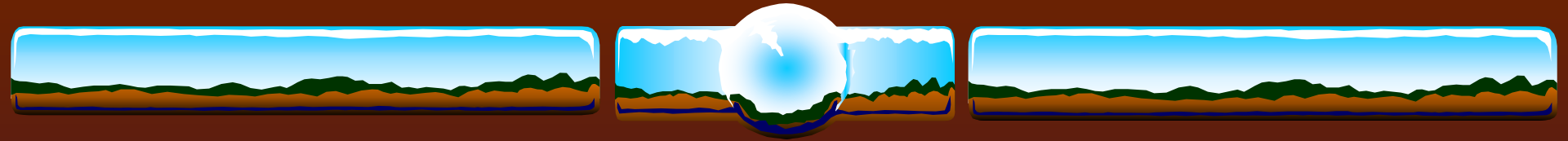
Q: I want to know how a new USSGL account works. I should...

- A. Contact a USSGL staff member immediately because they are always readily available.
- B. Go to the USSGL web site and check out TFM guidance and approved scenarios.
- C. First B, then A.



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Q: FACTS II Auth_Type Domain
Values “T” and “K” are ...

A. VALID

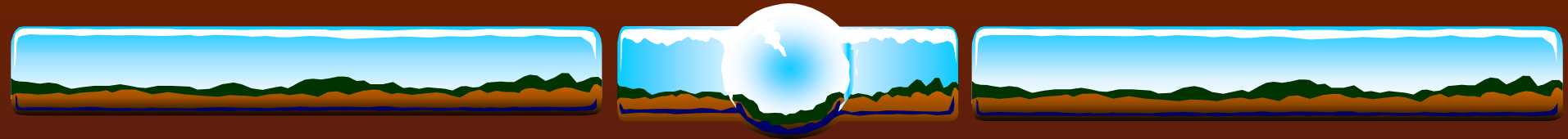
B. NO LONGER VALID



A: FACTS II Auth_Type Domain
Values “T” and “K” are ...

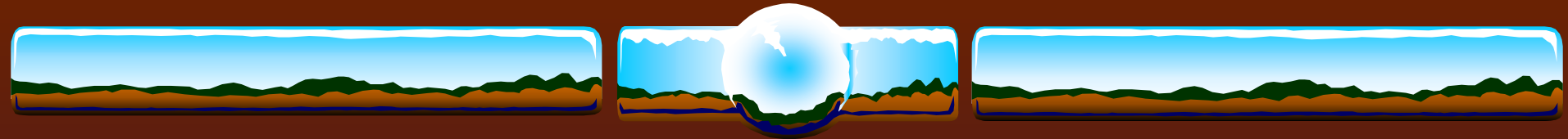
A. VALID

✓ B. NO LONGER VALID



Q: Nonexpenditure Transfers: The place to go for guidance is ...

- A. USSGL TFM and Approved Scenarios
- B. TFM NET Matrix
- C. Both A and B

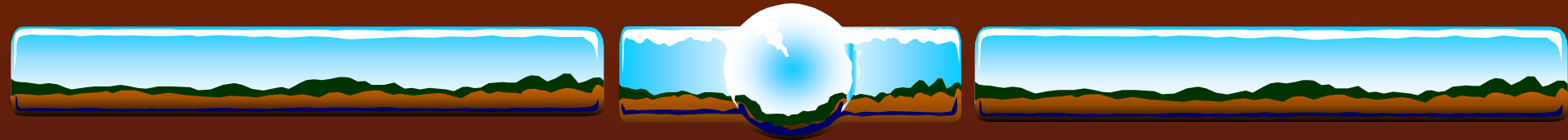


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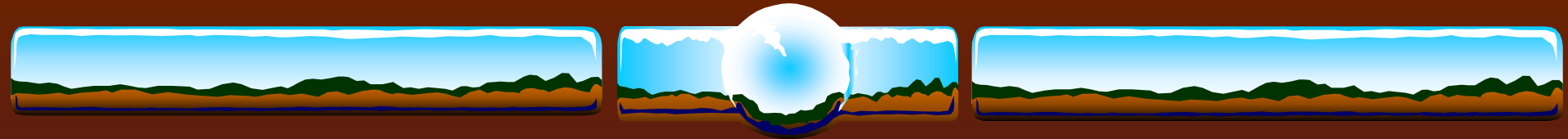
B. TFM NET Matrix

✓ C. Both A and B



Q: USSGL guidance on the web
is...

- A. Not useful at all
- B. Available and updated regularly
- C. Full of useful, up-to-date information
- D. B and C



A: USSGL guidance on the web
is...

A. Not useful at all

B. Available and updated regularly

C. Full of useful, up-to-date
information

✓ D. B and C



True/False

Anticipated accounts remain open for 4th quarter reporting, and then must adjust to zero during closing process.



True/False

Anticipated accounts remain open for 4th quarter reporting, and then must adjust to zero during closing process.

✓ **FALSE**: Must adjust to zero
PRE-closing!



True/False

Trust funds may record USSGL 31XX
for appropriated receipts ONLY.



True/False

Trust funds may record USSGL 31XX
for appropriated receipts ONLY.

✓ **FALSE:** Trust funds should never
record USSGL 31XX.



True/False

Direct postings to 3100 or 3310 are permitted **ONLY** for beginning of year adjustments.



True/False

Direct postings to 3100 or 3310 are permitted **ONLY** for beginning of year adjustments.

✓ **FALSE**: Never post directly to 3100 or 3310!