

Daily Reporting: The Government's Bank Statement Tools for Reconciling FBWT

Maria Davis Governmentwide Accounting Customer Relationship Management Division August 2014

The Road to a Reconciled FBWT

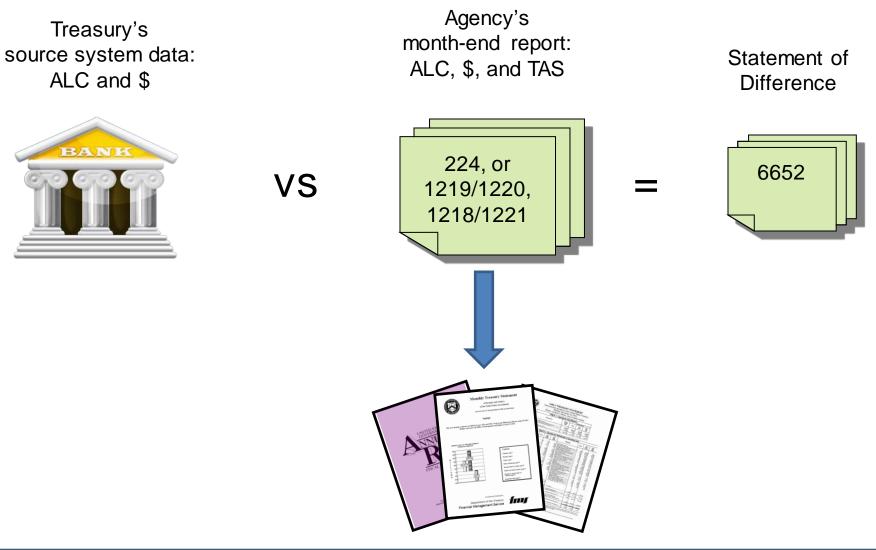
- Review Reconciliation Process
- Discuss Reconciliation tools
- Screenshots of Recon tools



• Tips & Reminders for Reconciling as a CARS Reporter



Reconciling FBWT for Non or Partial CARS Reporters





SCORECARDING!!!





Performance Standard	Performance Criteria	Score	Justification
Accuracy of Reporting	<i>Green:</i> 5% or less over/under reporting to Treasury source systems <i>Yellow:</i> 6% - 9% over/under reporting to Treasury source systems <i>Red:</i> 10% or more over/under reporting to Treasury source systems	Green	
Statement of Difference Reconciliation	Yellow if the Red if differences are older than 6 months	*2.16%	(1) As of December 31, 2011, the following ALCs have differences older than 6 months: XX000001, XX000000, XX000003
Suspense/Default Account Reconciliation** "F" 3875 and "F" 3885	 Green: 5% or less of total current month transactions/accountability reported to suspense account Yellow: 6 - 9% of total current month transactions/accountability reported to suspense account Red: 10% or more of total current month transactions/accountability reported to suspense account. 	Yellow	The following ALCs reported 7% of total current month transactions/accountability to a suspense/default account: XX000304, XX000002, XX000004
F3500 and F3502	Default account balances cleared by 3 rd workday receive Green. Balances left in default account after 3 rd workday receive automatic <mark>Red</mark> score.	Green	
Timeliness of Reporting	<i>Green</i> if original and supplemental reporting completed by the 3 rd workday for all ALCs <i>Yellow</i> if original submitted by the 3 rd workday and supplemental report submitted on the 4 th workday	<mark>Red</mark> *.72%	The following ALC submitted the original report after the 3 rd workday: XX000091 Total Receipts: \$646,185,847.09
	<i>Red</i> if original submitted after the 3 rd workday and/or supplemental submitted after the 4 th workday		Total Disbursements: \$11,855,069,775.65



CTA Sections

Classification Transactions and Accountability

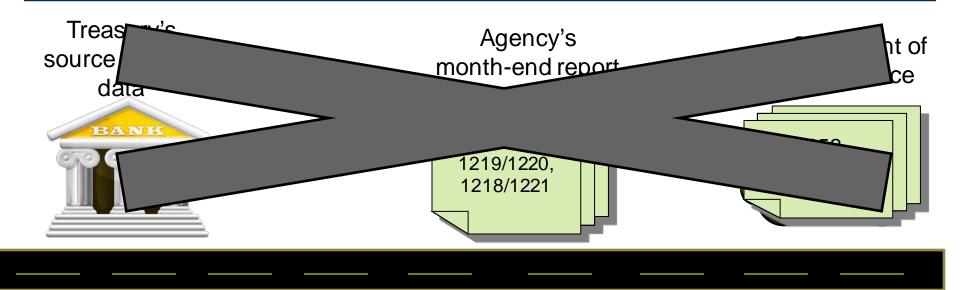
- <u>Classification & Reclassification</u> (224 Section 1, 1220, or 1221)
 - Report dollar amounts of collections, disbursements, and intragovernmental transactions, classified to valid TAS
- <u>Payments & IPAC</u> (224 Section 2, 1218, or 1219)
 - Report disbursement accountability total amounts from IPAC & TDO Payments

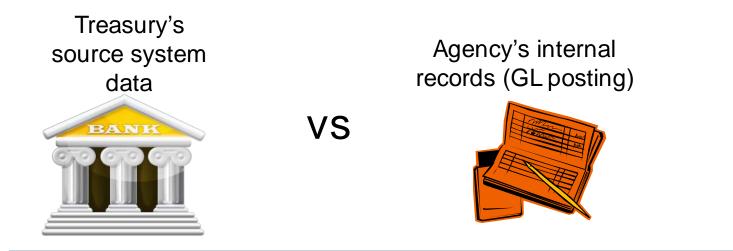
THIS SECTION GOES AWAY ONCE PAYMENTS ARE CLASSIFIED WITH TAS BETC AT INITIATION

- <u>Collections</u> (224 Section 3, 1218, or 1219)
 - Report collection accountability total amounts from CIR *THIS SECTION GOES AWAY ONCE COLLECTIONS ARE CLASSIFIED WITH TAS BETC AT INITIATION*



Reconciliation Processes

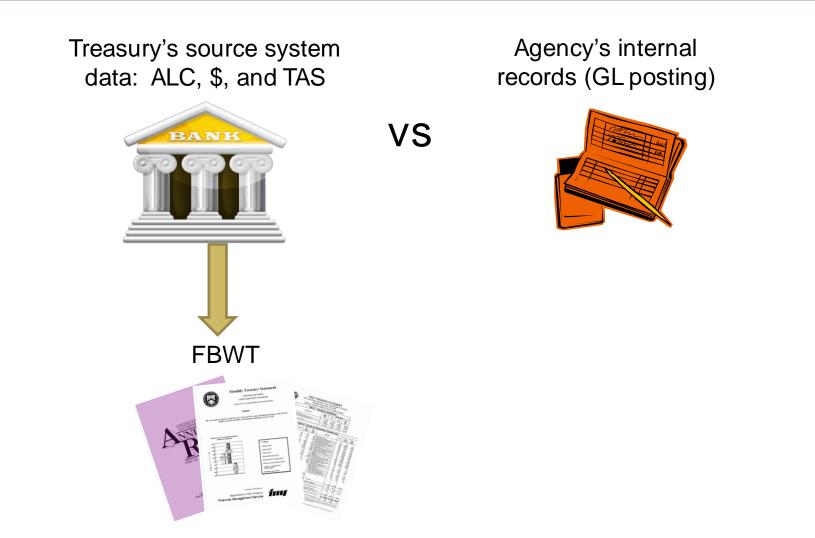






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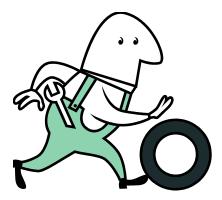
Reconciling FBWT for CARS (TAS BETC) Reporters





Reconciliation Tools

- Account and/or ALC Statement
 - view TAS BETC even as Non-CARS Reporter
 - view and/or download daily provisional txns
 - additional data elements available
 - customizable formats/layouts
- Reclassification
 - upload bulk file
 - online entry at summary level, using current CTA app
 - online entry at transaction level, using Account Statement transaction details



CARS Homepage

Read important messages posted here – Notices, News, System Alerts.

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Velcome, Aileen G. Burgman last logged in Home - Transactions > System Controls >		HOME HELP LOG 0 Go To V 02/25/2014 01:30:43 PM
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My CARS: Notices 02/24/2014 09:14 AM- CARS HomePage Profile ALC Address File News System Alerts About CARS	02/24/2014 09:14 AM CARS HomePage Bookmark URL Attention: CARS Users Effective February 22nd, 2013, Any bookmarks to the CARS application login page (https://www.gwa.fms.treas.gov/gwa.htr To AVOID any issues that you may encounter while logging into the CARS application, please bookmark the URL to the CA Note: If you have previously bookmarked the Single Sign-On login page (https://www.gwa.fms.treas.gov/gwa.html), you w (https://www.gwa.fms.treas.gov/gwa/Home. If you have any questions or experience any problems, please contact Treasu 	IRS Home Page (https://www.gwa.fms.treas.gov/gwa/Home). ill encounter problems logging into the CARS application. Please re-bookmark the URL to the CARS Home Pa
	<u>Accessibility Contact Us</u> <u>Privacy Policy</u> U. S. Department of the Treasury - Financial Management S	ervice

Click this link to see User Profile – shows access to applications and assigned roles . Also can change TAS views, to see Component vs String formats.





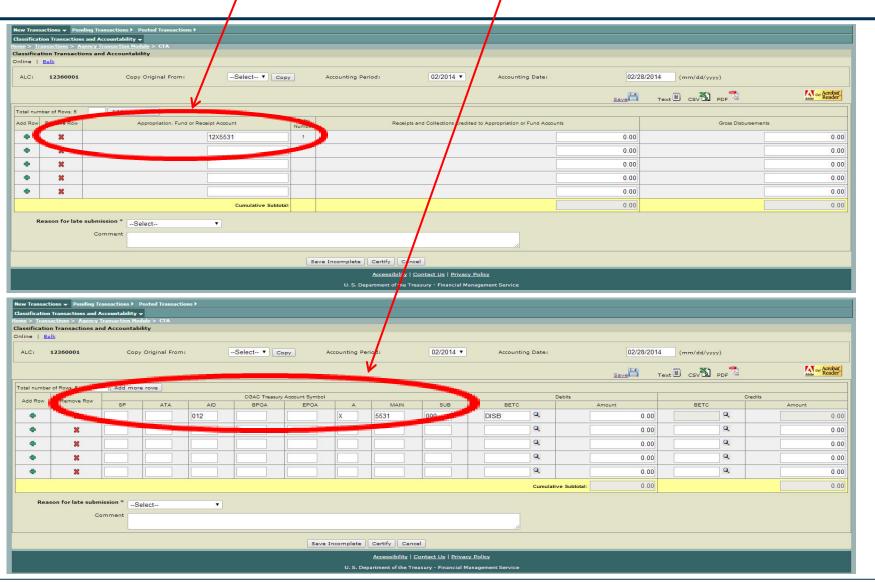
CARS Profile – CGAC User (TAS Component)

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Set to "Yes" if you would like to enter transactions using the TAS Component Format and BETCs, or for viewing/downloading reports in the TAS Component Format and BETCs.



Examples of String Format vs Component – Transaction Entry





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Examples of String Format vs Component - Report View

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2 of 2 Transactions			Previous 20 Next 20 Page
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Offsetting Collection - (COLL)	03/214 12X5531	4,118.05	0.
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ALC Statement - Provisional Balance Display for a CARS Reporter

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Each + (plus sign) can be expanded to see further details/breakdowns

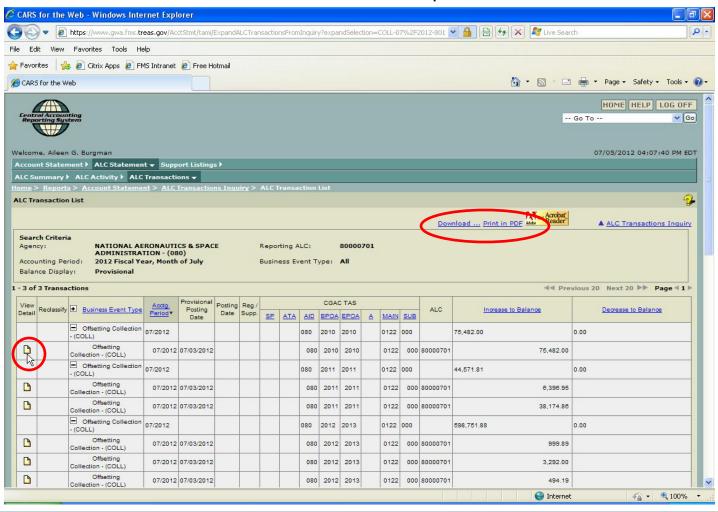
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ALC Transaction List	3
Download Print in PDF And Reader	ALC Transactions Inquiry
Agency: NATIONAL AERONAUTICS & SPACE ADMINISTRATION - (080) Reporting ALC: 80000701 Accounting Period: 2012 Fiscal Year, Month of July Business Event Type: All Balance Display: Provisional	
	s 20 Next 20 ▶▶ Page ◀ 1 ▶
Business Event Type Acdg. CGAC TAS Increase to Balance Increase to Balance	Decrease to Balance
■ Iffsetting Collection - (COLL) 07/2012 080 2010 0122 000 75,482.00	0.00
• Offsetting Collection - (COLL) 07/2012 080 2011 0122 000 44,571.81	0.00
• Offsetting Collection - (COLL) 07/2012 080 2012 2013 0122 000 598,751.88 Total	0.00
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ALC Transaction Level Report

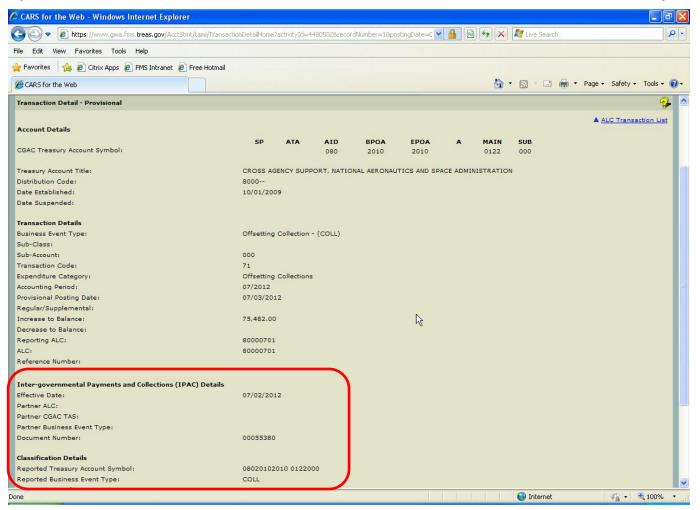
This ALC transaction level is recommended for reconciliation. Note the "Download" or "Print in PDF" options. Click on the "View Detail" icon to see specific details of each transaction.





Transaction Detail Report - IPAC

This is the lowest level of detail you can retrieve from the Acct Stmt. This example shows the additional IPAC details available for a CARS IPAC Reporter.

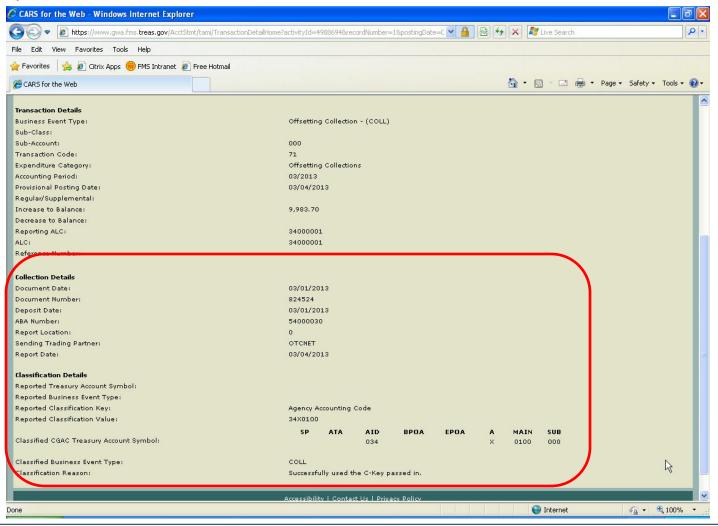




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Transaction Detail Report - Collections

This example shows the additional Collection details available for a CARS Collection Reporter.





Page 18

Transaction Detail Report - Payment

This example shows the additional Payment details available for a CARS Payment Reporter.

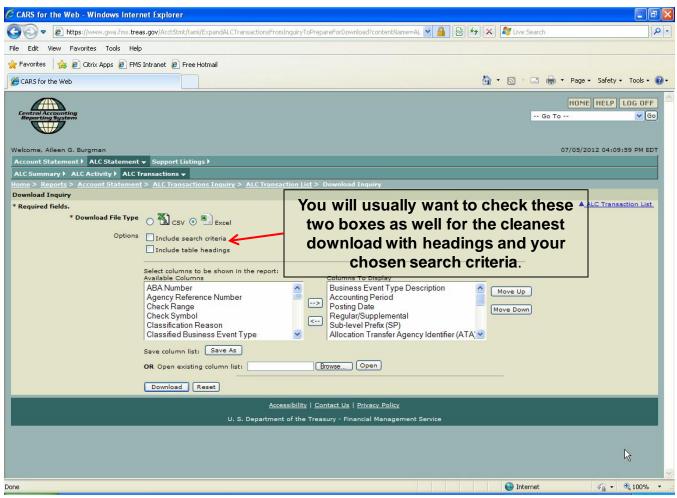
Date Established:	03/15/1999
Date Suspended:	
Transaction Details	
Business Event Type:	Gross Disbursement - (DISB)
Sub-Class:	
Sub-Account:	000
Transaction Code:	61
Expenditure Category:	Gross Disbursements
Accounting Period:	11/2011
Provisional Posting Date:	11/21/2011
Regular/Supplemental:	
Increase to Balance:	
Decrease to Balance:	14,036.40
Reporting ALC:	95670000
ALC:	95570000
Reference Number:	
TDO Payment Details	
Regional Finance Center:	00000303
Schedule Number:	0000012F-BZ1-5
Check Symbol:	0303
Check Range:	00874881 00874882
Document Type Code:	E
Document Type Description:	1166-EFT PYMTS
Confirm Date:	11/21/2011
RFC Posting Date:	11/21/2011
Classification Details	
Reported Treasury Account Symbol:	513 X1200000
Reported Business Event Type:	DISB
Reported Classification Key:	
Reported Classification Value:	
	SP ATA AID BPOA EPOA A MAIN SUB
Classified CGAC Treasury Account Symbol:	513 X 1200 000
Classified Business Event Type:	DISB
Classification Reason:	Successfully used the TAS-BETC passed in.



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Transaction Download Inquiry

If you select "Download", this screen would allow you to choose which data elements to include in your report (in CSV or Excel). There are about 50 available data elements.







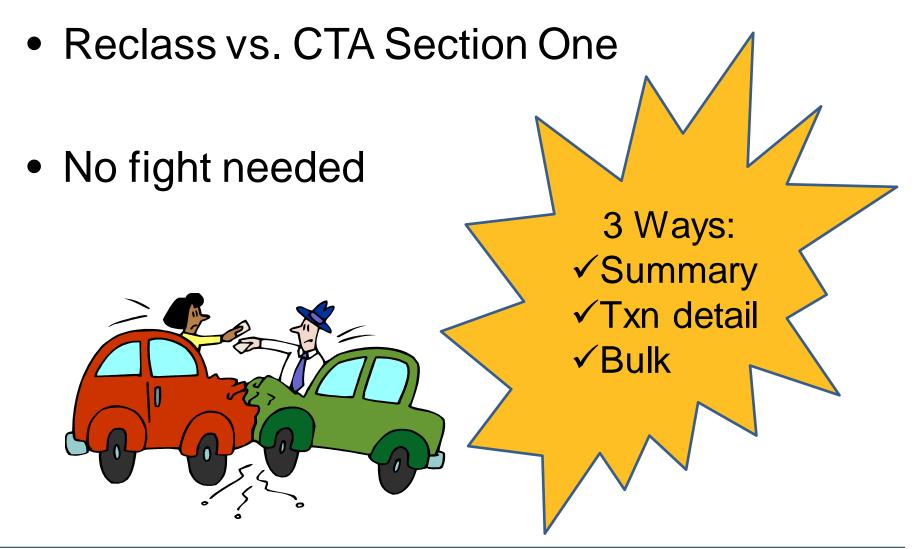
Transaction Detail Download - Excel

This is the result of a downloaded Excel report using only 15 data elements

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		07/2012			080		2013		0122	000	80000701	191620.46		COLL	07/03/2012
		07/2012			080		2013		0122	000	80000701	35982.40		COLL	07/03/2012
		07/2012			080		2013		0122	000	80000701	127809.00		COLL	07/03/2012
		07/2012			080		2013		0122	000	80000701	1256.23		COLL	07/03/2012
Offset		07/2012			080		2013		0122	000	80000701	7293.71		COLL	07/03/2012
Offset		07/2012			080		2013			000	80000701	42870.04		COLL	07/03/2012
Offset		07/2012			080		2013			000	80000701	16296.00		COLL	07/03/2012
		07/2012			080		2013			000	80000701	20696.00		COLL	07/03/2012
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The Main Event





Reclassifying from Account Statement

As a Full CARS Reporter,

Agency users can Reclassify a transaction directly from the Account Statement

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Click this icon to be automatically redirected to the CTA Reclass screen/Section1 CTA



Reclassifying from Account Statement

Negating transaction pre-populates, allowing the user to reclassify the dollar amount to different account(s) as needed

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Bulk Reclassification



Can continue to use current CTA file layout with old String TAS format (eventually retire this format, but no official date yet)

- OR –

Can switch to using new TAS Component format, refer to:



http://www.fms.treas.gov/cars/CTA-224-bulkfile-09-26-11.pdf



Tips & Reminders for Reconciling as a CARS Reporter

- 1. Download Provisional transactions before end of month, as only the **Current** Accounting Month will be available
 - Provisional details for the last **day** of the month won't be available due to the rollover to the new month, but summary level will be available in official posted view.
 - This limitation will be eliminated once CARS is system of record.
 - For assistance, call Treasury Support Center on (877) 440-9476
- 2. Always view Statement from the **ALC** perspective to see all the various TAS BETCs being reported for/against your ALC
 - This view would show defaulted transactions as well





- 3. Ensure your system default accounts are reconciled and reclassified timely:
 - F3500 for payment and collection transactions
 - F3502 for intragovernmental transactions
 - These accounts are shared across all bureaus within a Dept.
- Reclassifications & CTA Partial 224 (or 1219/1220, 1218/1221) reporting due by 4th workday
 - 1 extra day for reporting since Collection and Payment transactions are not available in Acct Stmt's official posted view until morning of 3rd workday





Reconciliation Assistance

- GWA Cash Accounting Division's Cash Analysis Branch is here to help...
 - FBWT and SoD Assistance via email, phone, webinar or local travel
 - Contact:
 - Crystal Madison, CAD Cash Analysis Branch Director (Crystal.Madison@fiscal.treasury.gov), 202-874-7752
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