

## CTA 224 BULK LAYOUTS

Field Number	Field Name	Starting Position	Field Length	Type	Comments
1	Record Type	1	2	N	See Record Type Table
2	Number	3	1	N	0=Original 1=Supp 1 2=Supp 2 3=Supp 3
3	ALC	4	8	A	No Embedded Dashes
4	Appropriation Number	12	20	A	Valid Only with Record Types 1 & 2
5	Entry Number	32	2	N	Valid Only With Record Types 1 & 2
6	Amount	34	14	N	Zero Filled, Right Justified, No Decimals
7	Transaction Date	48	4	A	Format MMY Y
8	Reporting Date	52	6	A	Format YYMMDD
9	Filler	58			Optional blanks up to 245 total characters

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### Explanation of Fields:

1. Field 1 (Record Type) refer to Record Type Table.
2. Field 2 (Number) refers to the number of the FMS 224 submitted for an ALC for each accounting period. For example, the original 224 should be “0”, supplemental 1 would be “1” and so forth.
3. Field 3 (ALC) refers to the 8 digit agency location code, without embedded dashes.
4. Field 4 (Appropriation number) should be left justified. Account numbers must be formatted as follows:
  - (a) For a transfer account (Ex: 20-18X1005), the account must be formatted as 2018X1005.
  - (b) For an account with a point or sub number at the end (Ex. 20X8135 (02) or 20X8135.2), the account must be formatted as 20X8135.2.
  - (c) For account with a subclass prefix code (Ex. (88)20X1806), the account must be formatted (88)20X1806.

- (d) For an account with a multiyear a “/” can separate the years.
5. Field 5 (Entry Number) refers to the sequence of a repeated appropriation number of the FMS 224. This number would only be different than “1” if the same appropriation number is used more than once. There must be an entry number for each appropriation number.
  6. Field 6 (Amount) must include pennies (but no decimal places with the number), and must be right justified. Any unused positions should be filled with zeroes. The negative sign should be in the far left hand position.
  7. Field 7 (Transaction Date) should be in MMY format. If the month is less than 10, it must be preceded by a zero. Example: April is 0400, not 400. If no transaction date, leave blank spaces (leave blank unless agency is reporting prior month activity).
  8. Field 8 (Report Date) must be in YYMMDD format. Example: May 2006 is 060531.

## Partial 224 RECORD TYPE TABLE

Record

Type	Field Description
01	Section 1 Credits
02	Section 1 Debits
03	Payment Transactions – This Month
04	Payment Transactions – Prior Month 1
05	Payment Transactions – Prior Month 2
06	Payment Transactions – Prior Month 3
07	Payment Transactions – Prior Month 4
08	Payment Transactions – Prior Month 5
09	Payment Transactions – Prior Month 6
10	Payment Transactions – Prior Month 7
11	Payment Transactions – Prior Month 8
12	Payment Transactions – Prior Month 9
13	Payment Transactions – Prior Month <sup>10</sup>
14	Collections Received <sup>2</sup>
15	Deposits Presented or Mailed to Bank This Month
16	Deposits Presented or Mailed to Bank – Prior Month 1
17	Deposits Presented or Mailed to Bank – Prior Month 2
18	Deposits Presented or Mailed to Bank – Prior Month 3
19	Deposits Presented or Mailed to Bank – Prior Month 4
20	Deposits Presented or Mailed to Bank – Prior Month 5
21	Deposits Presented or Mailed to Bank – Prior Month 6
22	Deposits Presented or Mailed to Bank – Prior Month 7
23	Deposits Presented or Mailed to Bank – Prior Month 8
24	Deposits Presented or Mailed to Bank – Prior Month 9
25	Deposits Presented or Mailed to Bank – Prior Month <sup>10</sup> <sub>3</sub>
26	Section III Net Total. <b>Omit this line if an ALC is a Participation Indicator 1 or 3 (Reports in Section 1 or Reports in Section 1 and 2). In both cases Section 3 is unavailable. Otherwise upload will result in error.</b> <sup>4</sup>
98	Subtotal for the number of records for each ALC of the bulk file. The total of all 98s must equal 99. <b>Include Number (Field 2) and ALC.</b> <sup>4</sup>
99	Last Record (For entire file only; not for each individual ALC)

<sup>1</sup> Lines 03–13: Payment Transactions includes all TDO Payment and IPAC transactions.

<sup>2</sup> Line 14: Collections Received is synonymous with all transactions that are processed thru CASHLINK II.

<sup>3</sup> Lines 15–25: Deposits Presented or Mailed to Bank – Prior Month is synonymous with all transactions that are processed thru CASHLINK II.

<sup>4</sup> Changed from Partial 224 to CTA. Required for successful upload.

**Note:** All the fields should meet the field length criteria, if no data present then should have the blank space to match the length of the field.

