



# Federal Financial Management (FFM) Functions and Activities

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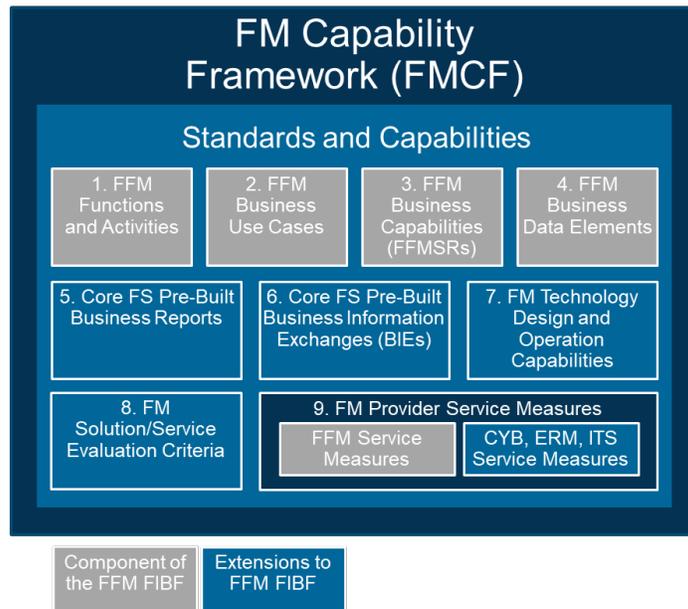
This document contains proposed updates to the currently published [Financial Management \(FM\) Standards](#) and corresponding components of the [Federal Integrated Business Framework \(FIBF\)](#) that support capabilities defined for solutions and services in the FM QSMO Marketplace. Proposed updates are reflective of feedback provided by Federal agencies and industry which are currently being reviewed for approval. Once approved, updated/final versions will be published accordingly.

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## Introduction

The Federal Financial Management (FFM) Functions and Activities are part of the Federal Integrated Business Framework (FIBF). The FIBF is a model that enables the Federal government to coordinate and document common business needs across agencies, focusing on outcomes, data, and cross-functional end-to-end business processes. FIBF can be used to drive performance discussions and investment decisions, as a model for acquiring and implementing government-wide solutions, and to establish roles and responsibilities for end-to-end process service delivery. In the Federal Financial Management (FFM) Functional Area, the FFM FIBF documents are included in the Financial Management Capability Framework (FMCF) that provides the common set of standards and capabilities that are the foundation for all offerings in the Financial Management (FM) Quality Service Management Office (QSMO) Marketplace.



Refer to the Guide to the FM QSMO Marketplace for a description of each FMCF component and how the components relate to each other.

## Purpose

The Financial Management Functions and Activities List defines the Federal Financial Management (FFM) functions and activities that an agency performs to support its mission. The Federal Financial Management functional area has 11 functions (e.g., Payable Management) and 54 activities (e.g., Payment Disbursement). This list can be helpful when:

- Going through an acquisition with a software vendor as an authoritative reference for the scope of financial management capabilities.
- Determining the scope of the financial management activities performed by an agency that can then be linked to requirements and uses cases for further evaluation.
- Onboarding new staff as a general awareness of financial management activities.

## Federal Financial Management Functions

Function ID	Function Name
<a href="#">FFM.010</a>	Budget Execution
<a href="#">FFM.020</a>	Financial Asset Information Management
<a href="#">FFM.030</a>	Payable Management
<a href="#">FFM.040</a>	Revenue Management
<a href="#">FFM.050</a>	Reimbursable Management
<a href="#">FFM.060</a>	Receivable Management
<a href="#">FFM.070</a>	Delinquent Debt Management
<a href="#">FFM.080</a>	Cost Management
<a href="#">FFM.090</a>	General Ledger Management
<a href="#">FFM.100</a>	Financial Reconciliation
<a href="#">FFM.110</a>	Financial / Performance Reporting

## Summary of Updates in this Release

	Activity Changed	Summary of Change	Rationale
FFM.010.010	Budget Setup and Maintenance	Clarified references to funding levels	FM QSMO Marketplace RFI industry request for clarification
FFM.010.030	Budgetary Reporting	Updated to reflect changes in budgetary resource reporting (SF-132, SF-133)	FM QSMO Marketplace RFI industry request for clarification
FFM.020 FFM.020.010 FFM.020.020 FFM.020.030 FFM.020.040 FFM.020.050	Financial Asset Information Processing – Property, Plant and Equipment Loans Heritage Assets Oil and Gas Resources Other Federal Assets	Clarified aggregated or discrete level of asset financial information can be recorded in FFM	FM QSMO Marketplace RFI industry request for clarification
FFM.090.020	General Ledger Posting		
FFM.030.020	Obligation Management	Clarified use of tolerance amounts/percentages between obligation-commitment amounts and expenditure-obligation amounts	FM QSMO Marketplace RFI industry request for clarification

	Activity Changed	Summary of Change	Rationale
FFM.030.030	Payment Processing – Intragovernmental Payments	Updated to reflect impacts of G-Invoicing	Deployment of G-Invoicing Treasury Centralized Service
FFM.050.010	Reimbursable Agreement Setup and Maintenance		
FFM.050.020	Reimbursable Invoicing		
FFM.050.030	Reimbursable Receipt Processing		
FFM.050.040	Reimbursable Reconciliation		
FFN.050.050	Reimbursable Closeout		
FFM.030.070 FFM.030.080 FFM.030.090 FFM.030.100	Payment Processing - Commercial Payments Grant Payments Loan payments Other Payments	Added references to CARES Act and missing references to DATA Act	Additional payment information required by Coronavirus Aid, Relief and Economic Security Act of 2019 (CARES Act)
FFM.030.070 FFM.030.090 FFM.030.100 FFM.090.030 FFM.110.010	Payment Processing – Commercial Payments Loan payments Other Payments General Ledger Posting Treasury Reporting	Clarified payment approval processing	FM QSMO Marketplace RFI industry request for clarification
FFM.060.050	Public Receivable Monitoring and Maintenance	Clarified agency receivable monitoring activities	FM QSMO Marketplace RFI industry request for clarification
FFM.110.040	Financial Performance and Operational Reporting	Added financial transaction information as an output; added pre-defined and user defined outputs of financial and master reference information	FM QSMO Marketplace RFI industry request for clarification

## Definitions

- **Function ID:** The identifier for an FFM function.
- **Activity ID:** The identifier for an FFM activity.
- **Activity Name:** The name of the FFM activity.
- **Activity Definition:** The description of the activity along with its applicability.
- **Activity FFMSR Reference:** The FFMSR(s) that support the activity.
- **Activity Measure:** Measure(s) associated the activity where applicable.

## FFM Functions and Activities

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
FFM.010	FFM.010.010	Budget Setup and Maintenance	Establish and maintain budgetary resource reporting attributes; Receive agency spend and operating plan; Establish and maintain appropriated fund subdivisions and associated funding levels before any of the appropriated funds are obligated, expended, or disbursed according to OMB apportionments and agency spend and operating plan; Set up the funds control structure, levels, and accounting segments; Record the Treasury Accounting Fund Symbol (TAFS)/ Program/ Project/ Activity (PPA) information and organizational information for fund subdivisions; Includes setting up direct, reimbursable, revolving, contract, borrowing, financing, liquidating, advanced appropriation, anticipated collections, and non-expenditure transfer funds; Includes recording appropriation warrants, apportionments, allotments, sub-allotments, allowances, allocations, reapportionments, transfer allocations, continuing resolutions, rescissions, and reprogramming actions	FFMSR 2.1.1 Recording Budget Authority	Number of budget distribution lines
	FFM.010.020	Fund Allocation and Control	Implement controls designed to detect or prevent overspending for defined accounting segments; Execute statutory limitation control of funds restricting obligations and expenditures to amounts authorized by law; Execute administrative control of funds restricting obligation and expenditure from each account to the lower of the amount apportioned by OMB or the amount available for obligation and/or expenditure; Update funds control rules	FFMSR 2.1.2 Recording Budget Obligation and Outlays	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.010.030	Budgetary Reporting	Perform budgetary resource and budget execution analysis; Verify required budgetary resource and budget execution reporting information can be traced to general ledger account balances; Provide reviewed and approved cumulative budgetary resource and budget execution information to governing financial management authorities (e.g., OMB) for generation of SF-132 and SF-133; Provide reports of impacts from unusual events, such as sequestration, rescission, and deferrals; Provide reports on Antideficiency Act violations; Includes providing information needed for Budget Formulation	FFMSR 2.1.3 Reporting Budgetary Resources and Budget Execution; FFMSR 2.3.2 Verifying Traceability	
FFM.020	FFM.020.010	Financial Asset Information Processing - Property, Plant, and Equipment	Record aggregated or discrete financial asset information including asset type, category, value, and value adjustments (e.g., depreciation, impairment); Includes financial asset information processing for purchase and lease transactions, inventory, constructed assets, and software	FFMSR 1.1.3 Managing Financial Asset Information	
	FFM.020.020	Financial Asset Information Processing - Loans	Record aggregated or discrete financial asset information including asset type, category, value, and value adjustments (e.g., allowance for uncollectible amounts, subsidy allowance)	FFMSR 1.1.3 Managing Financial Asset Information	
	FFM.020.030	Financial Asset Information Processing - Heritage Assets and Stewardship Land	Record aggregated or discrete financial asset information including asset type, category, value, and value adjustments (e.g., depreciation, impairment)	FFMSR 1.1.3 Managing Financial Asset Information	
	FFM.020.040	Financial Asset Information Processing - Federal Oil and Gas Resources	Record aggregated or discrete financial asset information including asset type, category, value, and value adjustments	FFMSR 1.1.3 Managing Financial Asset Information	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.020.050	Financial Asset Information Processing - Other Federal Assets	Record aggregated or discrete financial asset information including asset type, category, value, and value adjustments; Includes financial asset information processing for seized and forfeited assets and investments in Treasury securities	FFMSR 1.1.3 Managing Financial Asset Information	
	FFM.020.060	Financial Asset Information Reporting	Provide financial asset information (e.g., asset type, value) for financial reporting and reconciliation with information in the asset management systems	FFMSR 1.1.3 Managing Financial Asset Information	
FFM.030	FFM.030.010	Payee Setup and Maintenance	Establish and maintain federal and nonfederal payee information; Validate payee information against other payee information sources (e.g., SAM, Do Not Pay List)	FFMSR 2.2.1 Establishing Payables	Number of payees established
	FFM.030.020	Obligation Management	Establish and maintain tolerance percentages or amounts (if applicable) between obligation amounts and commitment amounts and between expenditure amounts and obligation amounts; Record commitments (if applicable); Record obligations for both procurement and non-procurement purchases; Confirm difference between obligation amount and commitment amount does not exceed tolerance percentage/amount (if applicable); Confirm difference between expenditure amount and obligation amount does not exceed tolerance percentage/amount (if applicable); Monitor undelivered orders balance/obligation status; Includes decommitments/modifications, liquidating commitments, de-obligations/ modifications, and liquidating obligations; Includes capturing obligation information as required to support the Digital Accountability and Transparency Act of 2014 (DATA Act)	FFMSR 2.2.1 Establishing Payables	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.030.030	Payment Processing - Intragovernmental Payments	Record federal intragovernmental performance information retrieved from G-Invoicing; Route federal intragovernmental performance information for approval by appropriate party (as needed); Provide payment information to execute intragovernmental funds transfers; Retrieve settlement information from G-Invoicing; Confirm payments were settled properly; Record payment adjustments; Includes processing payments for incurred expenses and payments in advance	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of intragovernmental payments recorded
	FFM.030.040	Payment Processing - Payroll Payments	Record payroll payments generated by payroll service; Reconcile payroll service information with financial management information; Record payment adjustments	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of payroll payments recorded
	FFM.030.050	Payment Processing - Travel Temporary Duty (TDY) and Local Payments	Record approved vouchers for reimbursement of temporary duty (TDY) and local travel expenditures; Match travel vouchers to authorizing obligation documents; Generate payment transactions; Resolve payment issues; Record payment adjustments; Audit payments; Includes processing payments for E2s and SF-1164s, incurred expenses, and payments in advance	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of TDY and local travel payments generated
	FFM.030.060	Payment Processing - Travel PCS Payments	Record approved vouchers for travel expenditures related to temporary and permanent change of station (TCS/PCS); Match travel vouchers to authorizing obligation documents; Generate payment transactions; Resolve payment issues; Record payment adjustments; Audit payments; Includes processing payments for incurred expenses and payments in advance	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of PCS travel payments generated

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.030.070	Payment Processing - Commercial Payments	Record receiving and acceptance reports; Receive and record invoices; Match invoice, order, acceptance and receiving report (as appropriate); Route invoices for approval by appropriate party (as needed); Net AR and AP for commercial vendors with outstanding balances; In accordance with federal regulations, calculate discounts for early payments, and interest and penalties for late payments; Hold payments that fail validation; Generate payment transactions; Resolve invoice and payment issues; Record credits and payment adjustments; Audit payments; Includes processing payments for incurred expenses, payments in advance, credit card statements, and non-travel temporary and permanent change of station (TCS/PCS) costs (e.g., relocation services vendor, household goods shipment); Includes capturing commercial payment information as required to support the Digital Accountability and Transparency Act of 2014 (DATA Act) and Coronavirus Aid, Relief and Economic Security Act of 2019 (CARES Act) reporting	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of commercial payments generated
	FFM.030.080	Payment Processing - Grant Payments	Record requests for grant payment; Match grant payment requests to obligating documents; Route grant payment requests for approval by appropriate party (as needed); Generate payment transactions; Resolve payment issues; Record credits and payment adjustments; Audit payments; Includes processing payments for incurred expenses and payments in advance; Includes capturing grant and cooperative agreement payment information as required to support the Digital Accountability and Transparency Act of 2014 (DATA Act) and Coronavirus Aid, Relief and Economic Security Act of 2019 (CARES Act) reporting	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of grant payments generated

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.030.090	Payment Processing - Loan Payments	Record requests for loan payment; Match loan payment requests to obligating documents; Route loan payment requests for approval by appropriate party (as needed); Generate payment transactions; Resolve payment issues; Record payment adjustments; Audit payments; Includes capturing loan payment information as required to support the Digital Accountability and Transparency Act of 2014 (DATA Act) and Coronavirus Aid, Relief and Economic Security Act of 2019 (CARES Act)	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of loan payments generated
	FFM.030.100	Payment Processing - Other Payments	Record receiving reports; Record invoices; Match invoice, order, and receiving report (as appropriate); Route invoices for approval by appropriate party (if needed); Complete foreign exchange conversions for foreign payments; Generate payment transactions; Resolve invoice and payment issues; Record payment adjustments; Audit payments; Includes processing payments for incurred expenses and payments in advance; Includes capturing payment information for other forms of financial assistance as required to support the Digital Accountability and Transparency Act of 2014 (DATA Act) and Coronavirus Aid, Relief and Economic Security Act of 2019 (CARES Act)	FFMSR 2.2.1 Establishing Payables; FFMSR 2.2.2 Making Payments	Number of foreign and miscellaneous payments generated
	FFM.030.110	Payment Disbursement	Generate disbursement schedules from payment transactions; Perform quality assurance validations; Certify disbursement schedules; Warehouse disbursement schedules for transmission to Treasury	FFMSR 2.2.2 Making Payments	Number of disbursement schedules generated
	FFM.030.120	Payment Confirmation and Issue Resolution	Record disbursement status, confirmation, and identification information; Provide disbursement status, confirmation, and identification information	FFMSR 2.2.2 Making Payments	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.030.130	Payment Reporting	Provide invoice status, payment transaction, Prompt Pay, Electronic Funds Transfer (EFT) payment, and improper payment information; Generate and provide payment reports to IRS and payee when applicable (e.g., 1099-MISC); Provide disbursement summary and detail information to support financial reconciliation activities; Includes providing payment information to Travel Management, Grants Management, and Loans Management functions, as applicable	FFMSR 2.2.3 Reporting on Payments	
FFM.040	FFM.040.010	Revenue Processing	Record federal government revenue or other financing source information; Perform revenue reconciliations; Resolve issues; Record revenue adjustments	FFMSR 1.1.5 Managing Revenues and Other Financing Sources	
	FFM.040.020	Revenue Reporting	Provide revenue and other financing sources disclosure and supplementary information for agency and government-wide reporting	FFMSR 1.1.5 Managing Revenues and Other Financing Sources	
FFM.050	FFM.050.010	Reimbursable Agreement Setup and Maintenance	Establish and maintain customer, agreement, and unfilled customer order (UCO) information; Retrieve and provide agreement general terms and conditions (GT&C) and order information with G-Invoicing; Establish projects, as appropriate, to accumulate costs; Request advance payments; Includes setup and maintenance of Interagency Agreements (IAA) and federal and nonfederal agreements; Includes all pertinent customer information for trading partner processing	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.4 Establishing Receivables	Number of reimbursable agreements established

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.050.020	Reimbursable Invoicing	Review costs incurred for delivering goods/services; Provide earned unbilled information to trading partners; Incorporate cost information when generating invoices; Generate nonfederal invoices and federal intragovernmental performance information; Generate customer account statements; Establish and monitor receivables; Provide federal intragovernmental performance information to G-Invoicing	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.4 Establishing Receivables	Number of reimbursable receivables established
	FFM.050.030	Reimbursable Receipt Processing	Monitor/confirm funds were transferred from federal agency trading partners; Receive payments from nonfederal trading partners or payment information from Treasury; Match funds transfers/collections to nonfederal invoices or federal intragovernmental performance information; Prepare and record collections and deposits for non-federal receipts; Process returned negotiable instruments (e.g., returned check because of insufficient funds or closed account) for non-federal receipts; Includes processing of unbilled (advance) and billed collections, and researching and resolving collections not clearly identified to an agreement	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.5 Managing Debt	Number of reimbursable funds transfers/ collections processed
	FFM.050.040	Reimbursable Reconciliation	Reconcile federal reimbursable order, intragovernmental performance, and funds transfer information with G-Invoicing; Reconcile reimbursable activity on nonfederal orders; Resolve reconciliation issues; Work with trading partner to resolve unsettled invoices; Apply credit and debit memos and adjustments to nonfederal invoices; Assess interest, penalties and administrative fees on nonfederal unpaid invoices; Determine whether to transfer nonfederal receivable for delinquent debt collection; Provide adjustments to federal intragovernmental performance information to G-Invoicing	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.5 Managing Debt	Number of reimbursable reconciliation adjustments applied

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.050.050	Reimbursable Closeout	Review orders' financial status to confirm final costs were accumulated and invoiced; Liquidate unfilled customer order balances; Close orders; Provide federal intragovernmental order information to G-Invoicing	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.5 Managing Debt	Number of reimbursable agreements closed
	FFM.050.060	Reimbursable Reporting	Analyze and report on reimbursable orders, costs, invoices/federal intragovernmental performance, receivables, and receipts/funds transfers; Provide nonfederal deposit summary and detail information to support financial reconciliation activities	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.6 Reporting on Debt	
FFM.060	FFM.060.010	Payer Setup and Maintenance	Establish and maintain federal and nonfederal payer information	FFMSR 2.2.4 Establishing Receivables	
	FFM.060.020	Public Receivable Setup and Billing Invoicing	Record receivables; Generate invoices and remit to debtors; Establish Installment Payment Plans (i.e., recurring billing invoices) for receivables; Includes applying cost information when generating invoices	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.4 Establishing Receivables	Number of public receivables established

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.060.030	Public Receipt Processing	Receive direct payments made by public or payment information from Treasury; Match payments received to invoices and payer account or determine they are miscellaneous receipts (e.g., user fees retained by the agency or other collections that must be deposited to the General Fund of the U.S. Government); Prepare and record collection deposits; Process credits for instances of overpayment; Process returned negotiable instruments (e.g., returned check because of insufficient funds or closed account); Includes receipt and processing of miscellaneous receipts, processing of billed and unbilled collections, and researching and resolving collections not clearly identified to an agreement	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.5 Managing Debt	Number of public receipt collections recorded
	FFM.060.040	Credit Memo and Adjustment Processing	Communicate with federal agency and debtor; Resolve issues; Record receivable credit memos and adjustments	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.5 Managing Debt	Number of public receivable credit memos and adjustments recorded
	FFM.060.050	Public Receivable Monitoring and Maintenance	Analyze status of receivables; Contact debtors; Assess interest, penalties, and administrative fees; Monitor age of receivables; Determine whether to transfer receivables for delinquent debt collection	FFMSR 1.1.5 Managing Revenues and Other Financing Sources;	
	FFM.060.060	Public Receivable and Collection Reporting	Provide receivable and collection status information to support federal receivable and collection reporting activities; Provide public receivable information to credit reporting agencies; Provide deposit summary and detail information to support financial reconciliation activities; Generate Treasury Report on Receivables (TROR); Includes providing receivable and collection information to Loans Management and Sales Order and Fulfillment Management functions, as applicable	FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 2.2.6 Reporting on Debt	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
FFM.070	FFM.070.010	Delinquent Debt Collection	Generate and send dunning notices, with due process language, to alert the payers of debt delinquent status; Determine allocation of amounts collected (e.g., first to penalties, second to administrative costs, third to interest, then to accounts receivable); Update receivables based on agency negotiated installment plan or compromise agreement; Request agency internally offset a federal payment; Consult agency's legal counsel to determine whether to refer debts to the Department of Justice for litigation or use other litigation authority; Refer debts to Treasury's Debt Management Services (DMS) for cross-servicing based on agency advice and as soon as due process requirements are met (i.e., 120 days delinquent); Includes processing of fines, penalties, and administrative fees	FFMSR 2.2.5 Managing Debt	Number of delinquent debts referred to Treasury for collection
	FFM.070.020	Delinquent Debt Write-off and Closeout	Make recommendations to agency to write off delinquent debts older than two years; Appropriately classify written-off debts as currently not collectible (CNC) or closed out	FFMSR 2.2.5 Managing Debt	Number of delinquent debts written off
	FFM.070.030	Delinquent Debt Reporting	Provide delinquent debt status information to support federal receivable and collection reporting activities; Provide delinquent debt information to credit reporting agencies; Provide deposit summary and detail information to support financial reconciliation activities; Generate and provide cancellation of debt reports to IRS and debtor; Generate Treasury Report on Receivables (TROR)	FFMSR 2.2.6 Reporting on Debt	
FFM.080	FFM.080.010	Cost Management Setup and Maintenance	Set up and maintain projects/responsibility segments/ cost centers, cost pools and cost objects to assign, allocate, or accumulate costs; Establish project/ responsibility segment/ cost center spend limits	FFMSR 1.2.1 Determining Costs	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.080.020	Cost Accumulation and Allocation	Accumulate direct and indirect costs; Capture cost allocation basis; Determine cost allocations and Intragovernmental entity costs by cost object/pool and project/responsibility segment/cost center	FFMSR 1.2.1 Determining Costs	
	FFM.080.030	Cost Reporting	Analyze and report on costs by cost object and project/responsibility segment/cost center; Includes providing cost information to budget formulation and reimbursable and public receivable invoicing activities	FFMSR 1.2.1 Determining Costs	
FFM.090	FFM.090.010	General Ledger Setup and Maintenance	Establish and maintain general ledger account classifications, categories, and subcategories consistent with the USSGL accounts; Establish and maintain proprietary and budgetary account attributes; Establish and maintain attributes to support agency financial performance and operations reporting	FFMSR 1.1.1 Defining GL Accounts and Attributes; FFMSR 1.4.1 Defining Federal Funding Attributes to Align Financial Management Information with Performance Goals	
	FFM.090.020	General Ledger Posting	Receive general ledger account transaction information provided by supporting financial management operations; Prepare manual journal vouchers and route for approval (as needed); Post general ledger proprietary, budgetary, and memorandum account transactions; Includes posting adjustments to the general ledger, discrete and aggregated transactions from subledgers, and transactions funded, obligated, or expended over multiple years to general ledger accounts that do not close	FFMSR 1.1.2 Posting GL Transactions	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.090.030	Accrual and Liability/Asset Processing	Record, adjust, and liquidate budgetary and financial (proprietary) accruals; Record allowance for uncollectible amounts; Record actual and estimated liabilities; Includes, but is not limited to, intragovernmental liabilities, accrued employees' wages and entitlement benefits, and other liabilities	FFMSR 1.1.4 Managing Financial Liability Information; FFMSR 1.1.5 Managing Revenues and Other Financing Sources; FFMSR 1.2.1 Determining Costs	
	FFM.090.040	Period End Closing	Close and open accounting periods; Record period-end accounting entries; Includes month-end and year-end closings and closing non-fiduciary and fiduciary accounts	FFMSR 1.1.2 Posting GL Transactions	
FFM.100	FFM.100.010	Reconciliation of General Ledger and Subledgers	Reconcile general ledger account relationships/ tie-points; Verify general ledger account balances can be traced to aggregated or discrete agency transactions and aggregated or discrete agency transactions can be traced to the point of origination and source documents; Identify and record corrections	FFMSR 2.3.2 Verifying Traceability	
	FFM.100.020	Reconciliation of Intragovernmental Activity	Manage intragovernmental suspense activity; Reconcile intragovernmental activity transactions; Resolve issues; Record adjustments; Includes non-expenditure transfer transactions	FFMSR 1.1.2 Posting GL Transactions; FFMSR 1.1.3 Managing Financial Asset Information; FFMSR 1.1.4 Managing Financial Liability Information; FFMSR 1.2.1 Determining Costs	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.100.030	Reconciliation with Treasury Balance	Record Treasury's general ledger account balance and transaction data for the agency; Prepare general ledger account, disbursement, and deposit reconciliation information required by Treasury; Review, reclassify, and reconcile fund activity and balances; Includes reconciliation of fund balance, general ledger accounts, disbursements, and deposits with Treasury	FFMSR 2.3.1 Reconciling Fund Balance with Treasury	
FFM.110	FFM.110.010	Treasury Reporting	Prepare statements of accountability and foreign currency reports; Verify required financial reports can be traced to general ledger account balances; Provide reviewed and approved financial reporting information to Treasury; Includes, but is not limited to, Government-wide Treasury Account Symbol Adjusted Trial Balance System (GTAS) reporting, transactional posting to the Central Accounting Reporting System (CARS), and reporting to USAspending.gov	FFMSR 1.3.1 Providing GL Information; FFMSR 2.3.2 Verifying Traceability	
	FFM.110.020	Financial Statement Preparation	Prepare financial statements and footnotes required by OMB Circular A-136; Verify financial statements and other required financial reports can be traced to general ledger account balances and are compiled in accordance with the USSGL Crosswalks; Determine and record eliminations required to generate consolidated financial statements; Includes generating variance analyses for timely submissions, balance sheet, statement of net cost, statement of changes in net position, statement of budgetary resources, , statement of custodial activity, statement of social insurance, statement of changes in social insurance amounts and required supplementary information.	FFMSR 1.3.1 Providing GL Information; FFMSR 2.3.2 Verifying Traceability	

Function ID	Activity ID	Activity Name	Activity Definition	Activity FFMSR Reference	Activity Measure
	FFM.110.030	Cash Forecasting and Reporting	Prepare cash flow projections; Report large dollar requirements for deposits and disbursements	FFMSR 2.2.2 Making Payments; FFMSR 2.2.3 Reporting on Payments; FFMSR 2.2.5 Managing Debt	
	FFM.110.040	Financial Performance and Operational Reporting	Provide general ledger and financial transaction information for agency-specific financial reports; Verify required financial reports can be traced to general ledger account balances; Provide financial performance and operational information to agency program offices; Includes providing pre-defined and user-defined outputs of financial and master reference information	FFMSR 1.3.1 Providing GL Information; FFMSR 1.4.1 Defining Federal Funding Attributes to Align Financial Management Information with Performance Goals; FFMSR 2.3.2 Verifying Traceability	FFM.110.040
	FFM.110.050	Internal Control/ Compliance Reviews	Implement standard internal control and compliance assurance procedures; Provide documentation to satisfy "Prepared By Client" requests from auditors; Prepare cycle memos; Provide sample information and documentation for compliance with other guidance, such as OMB Circular A-123; Record adjustments based on audit findings	FFMSR 2.3.2 Verifying Traceability	