

INTERFUND PAYABLES CLOSING PACKAGE

(GAAP CLOSING PROCEDURES MANUAL – SECTION 3.18)


INSTRUCTIONS FOR SCEIS INTERFUND PAYABLES REPORTING INFORMATION

TRANSACTION: **FAGLB03**

Objective: The Interfund Payables Closing Package requires reporting interfund payable balances between GAAP funds. If you have recorded interfund transactions balances in SCEIS at June 30, 2010, you may obtain the balance information by using **FAGLB03** and the steps below.

Note: The Interfund Payables Closing Package requires that you report only the payable side of the transaction. For your information only, this ECC report will show you interfund receivables for your agency as well.

Step 1: Type FAGLB03 in the main menu screen.

Step 2: Select the Variant icon , delete your ID in the *Created by* line, then execute, click on INTERFUND to select this report, and click the green check. The variant will populate the *Account Number* field with those GL accounts needed to retrieve Interfund receivables and payables.

Click the Execute button.

Step 3: The screen should look like the following with debits and credits equal and a balance of -0-. Double click on the blank total in the Balance line.

Account Edit Goto Environment System Help

Balance Display: G/L Accounts For the Ledger ZL

Document Currency Document Currency Document Currency Individual Account

Account Number *
 Company Code SC01 State of South Carolina
 Fiscal Year 2010
 Display More Chars
 All Documents in Currency * Display Currency USD Company code currency

Period	Debit	Credit	Balance	Cum. balance
Bal. Carryfo...				
1	1,500,000.00	1,500,000.00		
2	10,000.00	10,000.00		
3				
4	25,000.00	25,000.00		
5				
6	325,000.00	325,000.00		
7	16,150,000.00	16,150,000.00		
8	6,700,212.50	6,700,212.50		
9	2,900,000.00	2,900,000.00		
10	1,800,000.00	1,800,000.00		
11	31,222,212.50	31,222,212.50		
12	40,812,000.00	40,812,000.00		
13				
14				
15				
16				
Total	101,444,425.00	101,444,425.00		

Step 4: You should get a screen with detail transactions similar to that shown below.

Account	BusA	Cost Ctr	Func. Area	Fund	Funded Program	Order	DocumentNo	Type	Doc. Date	LC amnt
2090010000	J120		J120_UNBD	35280000	J120000010_UNBD		1000020929	SU	01/28/2010	150,000.00-
1390010000	J120		J120_UNBD	10010000	J120000010_UNBD		1000020929	SU	01/28/2010	150,000.00
2090010000	J120		J120_UNBD	35280000	J120000010_UNBD		1000032489	SU	01/28/2010	150,000.00
1390010000	J120		J120_UNBD	10010000	J120000010_UNBD		1000032489	SU	01/28/2010	150,000.00-
2090010000	J120		J120_UNBD	37640000	J120000010_UNBD		4200007352	ZL	01/26/2010	1,000,000.00-
1390010000	J120		J120_UNBD	37640001	J120000010_UNBD		4200007352	ZL	01/26/2010	1,000,000.00
2090010000	J120		J120_UNBD	37570000	J120000010_UNBD		4200007406	ZL	01/27/2010	1,500,000.00-
1390010000	J120		J120_UNBD	37640001	J120000010_UNBD		4200007406	ZL	01/27/2010	1,500,000.00
2090010000	J120		J120_UNBD	30370000	J120000010_UNBD		4200007406	ZL	01/27/2010	500,000.00-
1390010000	J120		J120_UNBD	30370006	J120000010_UNBD		4200007406	ZL	01/27/2010	500,000.00
2090010000	J120		J120_UNBD	37570000	J120000010_UNBD		4200007469	ZL	01/28/2010	13000,000.00-
1390010000	J120		J120_UNBD	37570001	J120000010_UNBD		4200007469	ZL	01/28/2010	13000,000.00
2090010000	J120		J120_UNBD	35280000	J120000010_UNBD		4200007705	ZL	02/03/2010	500,000.00-
1390010000	J120		J120_UNBD	10010000	J120000010_UNBD		4200007705	ZL	02/03/2010	500,000.00
2090010000	J120		J120_UNBD	35280002	J120000010_UNBD		4200007917	ZL	02/08/2010	200,000.00-
1390010000	J120		J120_UNBD	10010000	J120000010_UNBD		4200007917	ZL	02/08/2010	200,000.00
2090010000	J120		J120_UNBD	10010002	J120000010_UNBD		4200008195	ZL	02/16/2010	212.50-
1390010000	J120		J120_UNBD	10010000	J120000010_UNBD		4200008195	ZL	02/16/2010	212.50
2090010000	J120		J120_UNBD	37640000	J120000010_UNBD		4200008319	ZL	02/18/2010	5,000,000.00-
1390010000	J120		J120_UNBD	37640001	J120000010_UNBD		4200008319	ZL	02/18/2010	5,000,000.00
2090010000	J120		J120_UNBD	37570003	J120000010_UNBD		4200008585	ZL	02/24/2010	100,000.00-
1390010000	J120		J120_UNBD	37640002	J120000010_UNBD		4200008585	ZL	02/24/2010	100,000.00
2090010000	J120		J120_UNBD	37790000	J120000010_UNBD		4200008585	ZL	02/24/2010	900,000.00-
1390010000	J120		J120_UNBD	37640002	J120000010_UNBD		4200008585	ZL	02/24/2010	900,000.00
2090010000	J120		J120_UNBD	31520000	J120000010_UNBD		4200008798	ZL	03/02/2010	1,000,000.00-

Step 5: Click on *Account* and *Fund*, then click the sort icon

Step 6: Click on *Account* and *Fund*, then click the subtotal icon

Step 7: Go to the bottom of the report and double click on the 3 asterisks. This will give you totals by the 2 account numbers, interfund receivables 1390010000 and interfund payables 2090010000.

Account	BusA	Cost Ctr	Func. Area	Fund	Funded Program	Order	DocumentNo	Type	Doc. Date	LC amnt	Text
** 1390010000										4,000,000.00	
** 2090010000										4,000,000.00-	
***										0.00	

Step 8: Click once on the double astericks beside each account number to get the listing by fund within each account number.

Account	BusA	Cost Ctr	Func. Area	Fund	Funded Program	Order	DocumentNo	Type	Doc. Date	LC amt	Text
* 1390010000				49730000						4,000,000.00	
** 1390010000										4,000,000.00	
* 2090010000				43810000						4,000,000.00-	
** 2090010000										4,000,000.00-	
***										0.00	

Step 9: Use Appendix A - STARS Subfunds and GAAP Fund Codes mailed to your agency by the CG's Office along with the STARS to SAP Fund Listing on the SCEIS website (<http://www.sceis.sc.gov/page.aspx?id=140>) to determine which SCEIS funds to report in which GAAP funds.

Step 10: You can save this to an Excel spreadsheet where you can insert the GAAP fund and summarize by GAAP fund to determine the information needed for the closing package.