

2012 Yearend Closing- Everything You Need to Know

Treasury Backdated Documents

2012 YEAREND CLOSING – EVERYTHING YOU NEED TO KNOW

Overview

- Thresholds,
- Review/Approvals,
- FACTS II reporting edits and prior year attributes; more details,
<http://www.fms.treas.gov/factsii/index.html>
- Submission deadlines and delivery,
- OMB MAX Budget Exercise
- Contact and Reference Information

Backdated Document Submission Window

FISCAL 2012 REPORTING			
Quarter	Quarter Ends	Tentative FACTS II Window	*Deadline (per TFM Bulletin No. 2012-04 (3 rd Workday,))
July	July 31, 2012	Tuesday, August 7, 2012, 2 p.m. EST Monday, August 20, 2012, 5 p.m. EST	N/A
August	August 31, 2012	Monday, September 10, 2012, 2 p.m. EST Friday, September 21, 2012, 5 p.m. EST	N/A
4 th (July-Sept)*	September 30, 2012	Friday, October 5, 2012, 2 p.m. EST Friday, October 19, 2012, 5 p.m. EST	Wednesday, October 3, 2012
Revision Window		Thursday, November 1, 2012, 10 a.m. EST Tuesday, November 13, 2012, 2 p.m. EST	

How To Submit Your Treasury Backdated

Documents...

Prior-Year Backdated

Complete Treasury Backdated Documents with Approving Signatures

Gather all supporting documentation (i.e. CARS Account Statement, Formal Request, Legislation, etc.)

Submit documents in the OMB MAX Portal @ <https://max.omb.gov/community/x/6YLrHQ>

Contact the Budget Reports Division upon Completion of Document Submission.

Current-Year Backdated

Complete Treasury Backdated Document with Approving Signatures

Gather all supporting documentation (i.e. CARS Account Statement, Request, Legislation. etc.)

Contact Budget Reports Division Staff at 202-874-9888 prior to submission.

Submit documents in PDF format to Budget Reports Division Mailbox @ CFY.Backdated.Documents@fms.treas.gov

OMB MAX Portal

(Screen for Registration or Login)

MAX Home Page - Windows Internet Explorer

https://max.omb.gov/maxportal/home.do

File Edit View Favorites Tools Help

MAX.GOV HOMEPAGE

Don't Have a MAX ID Yet? **Register Now**

BFELoB Budget Formulation & Execution Line of Business

Helping the budget community build a budget office of the future by sharing information and best practices across government agencies. **Learn More**

Welcome to the MAX Homepage
If you are a new user, please [register here](#). Registration is **ONLY** available to Federal government employees and contractors with a valid .gov, .mil, or .fed.us email address. Please visit our [FAQ](#) for any questions about accessing MAX or to view our user agreement.

MAX Federal Community
The MAX Federal Community is used by OMB and Federal agencies to share information and collaborate. It is part of the Budget Formulation and Execution Line of Business (BFELoB). **Go to MAX Federal Community**

Apportionment
OMB Circular A-11 requires all executive branch agencies to use OMB's web-based apportionment system to send apportionment requests to OMB. Agency budget offices use the apportionment application to: help prepare apportionment requests; send requests to OMB; and, run reports against previously approved apportionments. OMB examining divisions use the application to send electronic copies of approved apportionment to agencies, and, run reports against previously approved apportionments.

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MAX Availability
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Weekdays
8:30AM - 9:00PM EST
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9:00AM - 6:00PM EST
(response within 2 hours)

Contact Us
E-Mail
maxsupport@omb.eop.gov
Phone
202-395-6860

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Max.Gov HomePage

MAX.gov Home Page - Windows Internet Explorer

https://max.omb.gov/maxportal/sa/login.do

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1 2 3 4 5 6 7

Collaboration Groups Communities Shared Desktop

My Collaboration Groups [Modify My Groups](#)

- Budget Community
- Department of the Treasury
- MAX Information and Reports
- Treasury-Financial Management Service

Successfully Logged In!
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General

- [Change Applications](#)
- [Change Communities](#)
- [Change Groups](#)
- [Search Agency Admins](#)
- [Search Group Admins](#)
- [Search Users](#)

MAX Availability

[Available 24 Hours](#)
Maintenance window
Sundays 2-8:00AM EST

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Budget Community

Home - Budget Community - MAX Federal Community - Windows Internet Explorer

https://max.omb.gov/community/display/Budget/Home

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Favorites Congressional Budget ... overview US Standard ... Federal Agencies' Cent... Fiscal 2011 Reporting S...

Home - Budget Community - MAX Federal C...

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BUDGET COMMUNITY
Home

PERMISSIONS OPEN - EXECUTIVE BRANCH

Budget Community Home (14)

Edited By Mark Dronfield(ED) on Feb 27, 2012 at 02:37 PM

Edit Add Favorites Share Watchers (116)

Welcome to the Budget Community!

Budget Officers Advisory Council (BOAC)
Budget Data Calls and Exercises
Budget Line of Business (BFELoB)
Budget Reports
Calendar of Events
Collaborations
Documents and Guidance
Human Capital
Media on Budget
Shared Information (Documents, Resources, etc.)
Feedback and Comments

Budget Community Frequently Used Pages

- **OMB Circular No. A-11 (August 2012)**
- **Budget Data Requests (BDRs)**
- **Budget Procedure Memorandum (BPMs)**
- **Budget Reports**
- **Vacancies, Rotations, & Temporary Assignments**
- **BFELoB Sponsored Trainings**
- **Request an Online Meeting**
- **Hands-on MAX Federal Community Training**
- **BFELoB-Newsletters**

Budget Community-Highlights

- **OMB Circular No. A-11 (August 2012)**
- **FY 2013 Mid-Session Review**

Recently Updated

Agency status transitioning from FACTS II to GTAS
updated by Chris Fairhall(OMB) about an hour ago

2012 SAVE Award Review Questions and Feedback
commented by Steven Wynands(OMB) yesterday at 06:58 PM

Done Internet 100%

Previous Budget Exercises

Backdated Treasury Documents

Budget Data Calls and Exercises - Budget Community - MAX Federal Community - Windows Internet...

https://max.omb.gov/community/display/Budget/Budget+Data+Calls+and+Exercises

File Edit View Favorites Tools Help

☆ Favorites Congressional Budget ... overview US Standard ... Federal Agencies' Cent... Fiscal 2011 Reporting S...

Budget Data Calls and Exercises - Budget Co...

Home Find Help Feedback Welcome Dana Log Out

BUDGET COMMUNITY
Budget Data Calls and Exercises

PERMISSIONS OPEN - EXECUTIVE BRANCH

Budget Community Home Budget Data Calls and Exercises (14)

Edited By Rhodia Ewell(OMB) on May 18, 2012 at 11:50 AM

See below for Active and Previous Budget Exercises.

To be notified by email when new announcements are posted, click the **Watchers** button near the top right of the screen, and then on **Watch This Page**.

BDRs **BPMS** **FY 2014 Budget Guidance** **Data Calls & Exercises Open to the Agencies (All Communities)** **Budget Documents and Guidance**

Active Exercises

- (Previous Budget Exercises)
- 2012 President's SAVE Award Review (BDR 12-36)
- Agency status transitioning from FACTS II to GTAS
- Anticipated Reporting Requirements under the Sequestration Transparency Act of 2012 (BDR 12-38)
- Apportionment System Enhancements

Previous Budget Exercises

- (Prior Years - Budget Data Calls and Exercises)
- 2012 Circular A-11 Revision Proposals
- 2012 Revisions to Circular A-11
- Administratively Withdraw Balances (BDR 12-04)
- Backdated Treasury Documents**
- FY 2012 Across-The-Board Reductions (BDR 12-15)

Internet 100%

Backdated Treasury Documents

(Main Screen)

Backdated Treasury Documents - Budget Community - MAX Federal Community - Windows Internet ...

https://max.omb.gov/community/pages/viewpage.action?pageId=501973737

File Edit View Favorites Tools Help

Home Find Help Feedback Welcome Dana Log Out

BUDGET COMMUNITY
Backdated Treasury Documents

PERMISSIONS OPEN - EXECUTIVE BRANCH

Budget C Home Budget D (Previous Budget Exercises) Backdated Treasury Documents (2)

Edited By Teresa Tancre(OMB) on Jul 30, 2012 at 02:13 PM

Edit Add Favorites Share Watchers (54)

Overview

The Backdated Treasury Documents Exercise is a request to agencies to provide a backdated Treasury document for any of their Treasury Appropriation Fund Symbols (TAFSS) where there is an error in budgetary reporting for a previous fiscal year that impacts Fund Balance with Treasury.

If you are entering data into this exercise, you were requested to record a correction as an adjustment to data for the previous fiscal year, even though the action taken to correct the data occurs in the current year. This is because budgetary transactions must be booked against the fiscal year in which they were incurred so that they can be reconciled to the legal period of availability of the appropriations available at the time. In these cases, Treasury will backdate the correction to the appropriate fiscal year, to prevent recording prior fiscal activity as current fiscal year activity for financial activity.

In the box on the right-hand side of the page is various links.

Application, Guidance, and Reference Links

Instructions for using the Data Collection Exercise

View the instructions [here](#)

Link to Data Collection Tool:
<https://max.omb.gov/exercises/collect/x/i0xTHp>

You will use the data collection tool to submit your action item implementation plans.

In the Data Collection Tool, you can also view examples of different types of previously approved and processed backdated Treasury document requests.

Reference Links:

- Treasury Financial Manual Bulletin 2012-04
- Treasury Financial Manual Bulletin 2012-06
- OMB Circular A-11, Section 82.12 (c)

Comments and Questions

Please direct questions regarding specific **Backdated Treasury**

PAGE NUMBER

9

Agency Action Folder

Quick Tip's

In the Navigation on the left side,

1. Click on the + Backdated Treasury Documents,
2. Click on the + Backdated Actions Processed in FY 2012,
3. Double Click on the + next to your agency's name,

(Note you will see the folder open and if there are any documents already created they will also be appear on the right navigation pane.)

In the Navigation on the Right Side,

1. Locate the Section "Items"
2. Click on +Add Item

Actions for this category

[Permissions](#) [PDF Preview](#) [Export to Word](#) [Export to Excel](#) [Quick Preview](#) [Change Phases](#)

Subcategories

[Add Subcategory](#)

Items

[Add Item](#)

Name	Status	Actions
20X4444_Statement of Transacti...	Agency Review	Edit Delete
20X0141_ negative warrant	Agency Review	Edit Delete
202614_203220_Statement of Tra...	Agency Review	Edit Delete
20x0919 Rescission - ERF FY 2007	Agency Review	Edit Delete

Assigning the Item Name



Naming Convention: TAS and document type, (i.e. 20x9999SF224)

The screenshot shows the 'MAX COLLECT Backdated Treasury Documents' web application. The browser window title is 'Backdated Treasury Documents - Windows Internet Explorer'. The address bar shows the URL: https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer. The page features a navigation bar with 'Home', 'Find People', 'Help', and 'Feedback' menus, and a user profile for 'Dana' with a 'Log Out' button. The main content area is titled 'Backdated Treasury Documents' with a status of 'Active'. A sidebar on the left contains a tree view of departments, including 'LEGIS - Legislative Branch', 'AG - Department of Agriculture', 'JUDIC - Judicial Branch', 'DOC - Department of Commerce', 'DOD - Dept of Defense--Military', 'HHS - Dept of Health & Human Service', 'DOI - Department of the Interior', 'DOJ - Department of Justice', 'DOL - Department of Labor', 'TREASURY - Department of the Treasury', 'SSA - Social Security Administration', 'ED - Department of Education', 'DOE - Department of Energy', 'EPA - Environmental Protection Agency', 'DOT - Department of Transportation', 'GSA - General Services Administration', and 'DHS - Dept of Homeland Security'. The main content area has a header 'Edit Exercise Edit All Exercises' and a section 'Actions for this category' with buttons for 'Permissions', 'PDF Preview', 'Export to Word', 'Export to Excel', 'Quick Preview', and 'Change Phases'. Below this is a 'Subcategories' section with an 'Add Subcategory' button. The 'Items' section has an 'Add Item' button and an 'Item name' input field containing '20X9999SF224'. A red arrow points to this input field. Below the input field are 'Save', 'Cancel', and 'Show All Item Fields' buttons. At the bottom, there is a table with columns 'Name', 'Status', and 'Actions'. The table contains two rows: one for '99-9999 Nonexpenditure transfe...' with status 'Agency Review' and actions 'Edit Delete', and another for '999-999 SF 224' with status 'Setup' and actions 'Edit Delete'.

Name	Status	Actions
99-9999 Nonexpenditure transfe...	Agency Review	Edit Delete
999-999 SF 224	Setup	Edit Delete

New Item Added (20x9999SF224)

Backdated Treasury Documents - Windows Internet Explorer

https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer

File Edit View Favorites Tools Help

Home Find People Help Feedback Welcome Dana Log Out

MAX COLLECT
Backdated Treasury Documents
Status: Active

CLICK HERE FOR INSTRUCTIONS Contact: Teresa Tancre

Share

Action Control

- Backdated Treasury Documents
 - Backdated Actions Processed in FY2011
 - Backdated Actions Processed in FY2012
 - Examples
 - LEGIS - Legislative Branch
 - AG - Department of Agriculture
 - JUDIC - Judicial Branch
 - DOC - Department of Commerce
 - DOD - Dept of Defense--Military
 - HHS - Dept of Health & Human Service
 - DOI - Department of the Interior
 - DOJ - Department of Justice
 - DOL - Department of Labor
 - TREASURY - Department of the Treasury
 - SSA - Social Security Administration
 - ED - Department of Education
 - DOE - Department of Energy
 - EPA - Environmental Protection Agency
 - DOT - Department of Transportation
 - GSA - General Services Admin
 - DHS - Dept of Homeland Security

Edit Exercise Edit All Exercises

Actions for this category

Permissions PDF Preview Export to Word Export to Excel Quick Preview Change Phases of

Subcategories

Add Subcategory

Items

Add Item

Name	Status	Actions
99-9999 Nonexpenditure transfe...	Agency Review	Edit Delete
999-999 SF 224	Setup	Edit Delete
20X9999SF224	Agency Review	Edit Delete

Internet 100%

Treasury Backdated Document Template

(Fields to be completed by the Agency)

- **Accounting Period**

Month, Year, Fiscal Year

- **Account Code Information**

Treasury Department, FY1, FY2, Treasury Account Symbol, Treasury Sub Account

- **Backdated Treasury Document**

Document Type

- **Attach Document(s)**

PDF Format

- **Amount (in dollars)**

Expenditure/Receipt Account, Original Amount (A), Change (B), Revised Amount (C=A+B)

- **Budgetary Impact**

Type of Budgetary Impact, Explanation if there is a combination of items from list

- **Point of Contact Information**

Name, Title, Phone Number, Email Address, Date/Time

- **Change Phases of Items**

Agency Review, Treasury & OMB Review

Accounting Period

Backdated Treasury Documents - Windows Internet Explorer

https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parent_id=... Live Search

File Edit View Favorites Tools Help

Backdated Treasury Documents

Home Find People Help Feedback Welcome Dana Log Out

MAX COLLECT
Backdated Treasury Documents
Status: **Active**

[CLICK HERE FOR INSTRUCTIONS](#) Contact: [Teresa Tancre](#) [Share](#)

Action Center: Edit Exercise Edit All Exercises

Actions for this item

- [Permissions](#)
- [PDF Preview](#)
- [Export to Word](#)
- [Export to Excel](#)
- [Quick Preview](#)
- [Configure Item](#)
- [Change Phases of the Item: \(Current "Agency Review"\)](#)
- (select) -

20X9999SF224

Tracking Number (No agency action required)
FMS will enter the tracking number. The Tracking Number is the Treasury Department (Agency) and the sequential number (in order of receipt or counting mechanism) received from the Treasury Department (Agency). For example, 14(1) represents the Department of the Interior (14) and the number sequence of the document (1) received from the Interior.

[Edit Table](#)

Directions	Tracking Number	Actions
Please enter in your tracking number here:		

[Export All to Excel](#)

Accounting Period
Select the accounting period that the backdated document should be effective. Identify the month, year, and fiscal year.

Internet 100%

Account Code Information and Backdated Treasury Document

Backdated Treasury Documents - Windows Internet Explorer

https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer

Home Find People Help Feedback Welcome Dana Log Out

 **MAX COLLECT**
Backdated Treasury Documents
Status: **Active**

[CLICK HERE FOR INSTRUCTIONS](#) Contact: [Teresa Tancre](#) [Share](#)

Action Control Edit Exercise Edit All Exercises

Account Code Information

Enter codes for sub-class, Treasury department (agency), FY1, FY2, and four-digit Treasury Account Symbol for affected expenditure account(s). Enter sub-class (agency), four-digit Treasury Account Symbol, and three-digit Treasury sub account for affected receipt account(s). OMB will enter OMB agency, OMB bureau, and OMB account. A sub-class may be required for backdated Statement of Transactions. It is not required for any other backdated documents.)

[Edit Table](#)

OMB Agency	OMB Bureau	OMB Account	Sub-class	Treasury Department (Agency)	FY1	FY2	Treasury Account Symbol	Treasury Sub Account	Actions

[Export All to Excel](#)

Backdated Treasury Document

Select the type of backdated Treasury document that you are requesting be approved and processed.

[Edit Table](#)

Document Type	Actions
[Please Choose]	

[Export All to Excel](#)

Attach Document

Attach Document and Amount

Backdated Treasury Documents - Windows Internet Explorer

https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer

Home Find People Help Feedback Welcome Dana Log Out

Backdated Treasury Documents
Status: **Active**

[CLICK HERE FOR INSTRUCTIONS](#) Contact: [Teresa Tancre](#) [Share](#)

Action Control Edit Exercise Edit All Exercises

Attach Document
Attach the backdated Treasury document [PDF documents only] for nonexpenditure transfers, Statement of Transactions, and Statements of Accountability an Additionally, include the "GWA Account Statement" balances before and after balances this transactions plus any additional supporting documentation such as specific legislation for nonexpenditure transfers and warrants; and original warrant/NET request to FMS.
[Edit Attachments](#)

Treasury Control Number (No agency action required.)
FMS will enter the Agency Location Code as noted on the FMS 224 or 1219 form. FMS wil enter the Warrant or NET number as indicated as the GWA number fro
[Edit Table](#)

ALC	Warrant	NET	Actions

[Export All to Excel](#)

Amount (in dollars)
Use Treasury agency, FY1, FY2, and four-digit Treasury Account Symbol for affected expenditure account(s) identified above. Use Treasury agency, four-digit T Symbol, and three-digit Treasury subaccount for affected receipt account(s) identified above. Enter the original amount recorded on the Treasury document ini specific examples, please refer to instructions. If there was no document, leave blank. Enter the change that you are requesting on the Treasury backdated do of the original amount and the change as the revised amount.
[Edit Table](#)

Expenditure/Receipt Account	Original Amount [A]	Change [B]	Revised Amount [C = A+B]	Actions

Attach Document

ALL FILES ARE TO BE UPLOADED IN PDF FORMAT.

Steps to Attach Document

- Click Edit Attachment.
- Type a brief description file/document you are uploading. i.e. . CARS Account Statement, SF224, Legislation, etc.
- Click Browse to obtain file from computer.
- Save.
- Click, Done.

Repeat until all files are uploaded. One document at a time.

ALL FILES ARE UPLOADED IN PDF FORMAT.

The screenshot shows the 'Backdated Treasury Documents' web application. The browser window title is 'Backdated Treasury Documents - Windows Internet Explorer'. The URL is 'https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer'. The page header includes 'MAX COLLECT Backdated Treasury Documents' and 'Status: Active'. There are navigation links for 'Home', 'Find People', 'Help', and 'Feedback'. A user is logged in as 'Dana'. The main content area is titled 'Attach Document' and contains the following sections:

- Attach Document**: A section for uploading PDF documents. It includes a 'Description:' field, a 'File:' field with a 'Browse...' button, and a 'Save' button. A green checkmark and the word 'Done' are visible above the fields.
- Treasury Control Number (No agency action required.)**: A section for entering the Treasury Control Number. It includes an 'Edit Table' button and a table with columns for ALC, Warrant, NET, and Action.
- Amount (in dollars)**: A section for entering the amount in dollars. It includes an 'Edit Table' button and a table with columns for ALC, Warrant, NET, and Action.

The 'Attach Document' section is highlighted with a red oval.

Budgetary Impact and Point of Contact

The screenshot shows a web browser window titled "Backdated Treasury Documents - Windows Internet Explorer". The address bar contains the URL: https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer. The page header includes "MAX COLLECT" and "Backdated Treasury Documents" with a status of "Active". A navigation bar contains "Home", "Find People", "Help", and "Feedback". A user profile for "Dana" is visible with a "Log Out" button. A "Share" button is also present.

The main content area is divided into two sections:

- Budgetary Impact**: A section with the instruction "Identify how this request impacts the expenditure and/or receipt account (s)". It includes an "Edit Table" button and a table with the following structure:

Type of Budgetary Impact	Explanation if there is a combination of items from list	Actions
[Please Choose]		

An "Export All to Excel" button is located below the table.
- Point of Contact Information**: A section with the instruction "Provide the name, title, phone number, and email address of the person best able to address any backdated Treasury document questions. Each person taking the date/time (with the format MM/DD/YY HH:MM PM) upon completion of entry. More than one contact is permissible." It includes an "Edit Table" button and a table with the following structure:

Name	Title	Phone Number	Email Address	Date/Time	Actions

An "Export All to Excel" button is located below the table.

Two red arrows point to the "Edit Exercise" and "Edit All Exercises" links in the top navigation bar, and another red arrow points to the "Export All to Excel" button in the "Point of Contact Information" section.

Comments

Backdated Treasury Documents - Windows Internet Explorer

https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parer

Home Find People Help Feedback Welcome Dana Log Out

MAX COLLECT
Backdated Treasury Documents
Status: **Active**

[CLICK HERE FOR INSTRUCTIONS](#) Contact: [Teresa Tancre](#)
[Share](#)

Action Control Edit Exercise Edit All Exercises

Required Approvals (No Agency Action Required)
For each record to be processed, individuals from the following organizations and roles must concur: FMS FACTS II Team Approver; FMS MTS Team Team Approver; OMB Approver; FMS FACTS II Team Processor; FMS MTS Team Processor; FMS BAAT Team Processor; OMB Net Outlays Receipt Processor. Each person taking action must enter the date/time (with the format MM/DD/YY HH:MM PM) upon completion of entry.

[Edit Table](#)

Approver/Processor	Organization	Approver Status (APPROVERS ONLY)	Processor Status (PROCESSORS ONLY)	Date/Time	Actions
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		
[Please Choose]	[Please Choose]	[Please Choose]	[Please Choose]		

[Export All to Excel](#)

Comments
Please provide any comments you would like included in this record.

[Edit Comments](#)

Comment	User	Viewable by	Actions

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Change Phase of the Item

The screenshot shows a web browser window titled "Backdated Treasury Documents - Windows Internet Explorer". The address bar shows the URL: https://max.omb.gov/exercises/collect?type=Exercise&id=961&parent_type=none&parent_id=961. The page header includes "MAX COLLECT Backdated Treasury Documents" with a status of "Active". A navigation bar contains "Home", "Find People", "Help", and "Feedback". A user profile "Welcome Dana" and "Log Out" are visible. A "Share" button is also present.

The main content area has a sidebar on the left with a tree view. The main content area shows a section titled "for this item" with several action buttons: "PDF Preview", "Export to Word", "Export to Excel", "Quick Preview", and "Configure Item". A red arrow points from the "Configure Item" button to a dropdown menu titled "Change Phases of the Item: (Current phase is 'Agency Review')". The dropdown menu is circled in red and contains the following options:

- (select) -
- (select) -
- Promote [Agency Review --> Treasury and OMB Review]
- Demote [Agency Review --> Setup]

Below the dropdown menu, there is a section titled "No agency action required" with a paragraph of text: "ing number. The Tracking Number is the Treasury Department (Agency) and the sequential number (in order of receipt or counting mechanism) from the Agency). For example, 14(1) represents the Department of the Interior (14) and the number sequence of the document (1) received from the Department of the Interior (14) and the number sequence of the document (1) received from the Department of the Interior (14)." Below this text is a table with two columns: "Tracking Number" and "Actions".

Tracking Number	Actions
ing number here:	

At the bottom of the page, there is a text input field with the label "period that the backdated document should be effective. Identify the month, year, and fiscal year."

*Don't forget to Promote the Item!

Contact Information and References

Governmentwide Accounting Staff:

📧 Dana Robinson, Email: Dana.Robinson@fms.treas.gov

📧 Tranise Heath, Email: Tranise.Heath@fms.treas.gov

Other:

📧 Theresa Tancre, OMB Email: ttancre@omb.eop.gov

📧 MAX Tech Support, (202) 395-6860

maxsupport@omb.eop.gov

References:

📧 TFM Bulletin Vol. 1 2012-06 and 2012-04

<http://www.fms.treas.gov/tfm/vol1/bull.html>

📧 FACTS II

<http://www.fms.treas.gov/factsii/index.html>

2012 YEAR END

“EVERYTHING YOU NEED TO KNOW”



SURVIVING THE STORM: DURING YEAR-END

- The past two months have been rough with many experiencing the “derecho” and other storms in our area/region.
- Many know the need of a plan of action.
- Year-end for some agencies can be like a “storm” as much goes on during that time period.
- All agency personnel have to pull together to weather the storm.



PLAN FOR THE STORM

- Just as the region was warned by broadcasting, agencies should hold regular meetings and briefings to keep personnel informed of upcoming deadlines.
- Patience is a key part of the plan working through this time.
- Communication is another key factor to ensure all goes according to plan. Reading the Treasury Financial Manuals and Bulletins to stay abreast and distribute that information among others.
- Key players should have access to the various systems to meet necessary deadlines and be able to execute accordingly.

FACTS II

- For those agencies who may have forgotten, there are now 7 windows for FACTSII Reporting. Today, August 20th is the deadline for July data.
- There will be two other windows in which to report during this fiscal year. For August data, Sept 10-21, 2012 and for September data, Oct 5-19, 2012.
- Edit 7 Fund Balance with Treasury will change from a 4th Quarter only edit to a hard edit all quarters. This began this July reporting window. (In other words from now on). If you fail Edit 7, you will receive an email from FMS with information regarding the failure.
- Edit 18 will be a hard edit for 1st Quarter 2013 (December FACTS II Reporting window) meaning if you do not pass edit 18 you will be unable to certify your data.

FACTS II CONT'D

- For Edit 18, the SF 133 Line Validations are Line 1700, Line 1800 and Lines 2004 and 2014. If you do not pass Edit 18 the data will not appear on the FACTSII Edit Report.
- Remember beginning FY 2012, FACTS II required agencies to provide a direct-reimbursable distinction when reporting end-of-year unobligated balances for each Treasury Appropriation Symbol (TAS). Three domains accepted for direct-reimbursable attribute are “X”-Default (not using D or R), “D”-Direct Appropriation and “R”-Reimbursable appropriation.
- Edit 21 Transfer Edit will compare USSGL amounts reported in the CARS Net application to USSGL amounts reported in FACTS II. For example if you report in FACTS II USSGL 4170 with a Debit of \$25 and also report in CARS Net application 4170 with a Debit of \$25, you pass.

FACTS II CONT'D

- USSGL accounts with a Prior Year Adjustment “PYA” of P-Prior or B-Backdated will not be included in this edit.
- You should report the same USSGL account and the same amount in both FACTS II and CARS Net application.
- If USSGL account in the CARS Net application is **incorrect**, the agency should record the correct USSGL account in FACTS II and explain the difference in a footnote.
- Agencies are not required to update the CARS Net application to correct the USSGL account. Currently, Edit 21 is a soft edit.
- Lastly, OMB made some changes to the SF 133 for this reporting window. Please refer to IRC Handout for July 26, 2012 found on www.treas.gov/ussgl/Board_IRC_Mtgs.irc_jul_26_2012/index.html for the summary of changes.

TREASURY FINANCIAL MANUAL BULLETIN 2012-06

Items	Submission and Availability Instructions	Deadlines
FACTS I MAF window opens.	Access via GOALS II.	Aug. 23, 2012
Closing Package data submission window opens in GFRS.	Access via GOALS II.	Sept. 6, 2012
FACTS I MAF window closes.	Access via GOALS II.	Sept. 14, 2012
Process IPAC transaction requesting interest payment on Credit Reform: Interest on Uninvested Funds.	Access via IPAC .	Sept. 30, 2012
FACTS I reporting window opens for ATB submissions.	Access via GOALS II.	Sept. 28, 2012
Sept. 2012 new account symbol requests	Express mail/fax to the Budget and Appropriation Analysis Section.	Oct. 1, 2012
Sept. 2012 appropriation requests	Express mail/fax to the Budget and Appropriation Analysis Section.	Oct. 1, 2012
Sept. 2012 CARS NET Authorizations	Transmit via the CARS NET application to the Budget and Appropriation Analysis Section.	Oct. 1, 2012
Sept. 2012 FMS 224: Statement of Transactions	Transmit via CARS CTA application to the Cash Accounting Division.	Oct. 3, 2012

Items	Submission and Availability Instructions	Deadlines
Sept. 2012 FMS 1219 and FMS 1220: Statement of Transactions and Accountability	Transmit via CARS CTA application to the Cash Accounting Division.	Oct. 3, 2012
Sept. 2012 FMS 1219 and FMS 1220: Statement of Transactions and Accountability (Military)	Transmit via Connect:Direct to the Cash Accounting Division.	Oct. 3, 2012
Sept. 2012 SF 1218 and SF 1221: Statement of Accountability and Transactions (Foreign Service Account)	Transmit via Connect:Direct to the Cash Accounting Division.	Oct. 5, 2012
FACTS II reporting window opens.	Access via FMS Internet/"In Touch Page".	2 p.m. EST Oct. 5, 2012
IFCS window opens for confirmation users to input fiscal yearend 2012 reconciliation.	Access via GOALS II.	Oct. 9, 2012
FACTS II accounts and balances verified by agencies	Access via FMS Internet/"In Touch Page".	Oct. 9, 2012
Sept. 2012 CARS Account Statement	Access via CARS Internet.	Oct. 10, 2012
IFCS window closes for confirmation users to input final fiscal yearend 2012 reconciliation data.	Access via GOALS II.	Oct. 22, 2012
FACTS II reporting window closes.	Access via FMS Internet/"In Touch Page".	5 p.m. EST Oct. 19 , 2012

Items	Submission and Availability Instructions	Deadlines
Treasury Report on Receivables and Debt Collection Activities	Transmit via Internet between Oct. 14 and Nov. 14, 2012.	Nov. 14, 2012
GRFS Notes and Other FR Data Submissions are due for nonverifying agencies.	Access via GOALS II.	No later than 6 p.m. EST Nov. 15, 2012
Inspector General (IG) opinion is due on the Closing Package for verifying agencies, including the Trading Partner Note.	Access via GOALS II.	No later than 6 p.m. EST Nov. 15, 2012
Chapters of the Combined Statement of Receipts, Outlays, and Balances of the United States Government	Available via FMS Web site at www.fms.treas.gov/annualreport .	No later than Nov. 23, 2012
FACTS I reporting window closes for ATBs for verifying agencies.	Access via GOALS II.	No later than 6 p.m. EST Nov. 30, 2012
Requests for classification adjustments to closed accounts and supporting statement of transactions	Mail or fax to Budget Reports Division.	Apr. 1, 2013

Items	Submission and Availability Instructions	Deadlines
FACTS II revision window opens.	Access via FMS Internet/"In Touch Page".	Nov. 1, 2012
Annual Report on UnfundFed Foreign Currency Reservation Accounts (TFM Volume I, Part 2, Chapter 3200) for Oct. 1, 2011 , through Sept. 30, 2012	Express mail to the Credit Accounting Branch (CAB), 3700 East-West Highway, Hyattsville, MD 20782.	Nov. 13, 2012
Report of Estimated Foreign Currency Collections and Expenditures (TFM Volume I, Part 2, Chapter 3200) for Oct. 1, 2011 , through Sept. 30, 2012	Express mail to CAB.	Nov. 13, 2012
Currencies Purchased From Sources Outside the U.S. Government Cumulative (TFM Volume I, Part 2, Chapter 3200) for Oct. 1, 2011 , through Sept. 30, 2012	Express mail to CAB.	Nov. 13, 2012
FACTS II revision window closes.	Access via FMS Internet/"In Touch Page.	Nov. 13, 2012
FACTS I reporting window closes for ATB submissions for nonverifying agencies.	Access via GOALS II.	No later than 6 p.m. EST Nov. 15, 2012

CONTACTS

Cash Analysis Branch
Cash Accounting Division
Cash Accounting and Reporting Directorate
Governmentwide Accounting
Financial Management Service
3700 East-West Highway, Room 500E
Hyattsville, MD 20782
Telephone: 202-874-8270
Fax: 202-874-8887

Monthly Budget Results Section
Budget Reports Division
Financial and Budget Reports Directorate
Governmentwide Accounting
Financial Management Service
3700 East-West Highway, Room 518D
Hyattsville, MD 20782 Telephone: 202-874-9880

CONTACTS CONT'D

Credit Accounting Branch

Financial Accounting and Services Division

Management

Financial Management Service

3700 East-West Highway, Room 622D

Hyattsville, MD 20782

Telephone: 202-874-8740

Email address: credit.accounting@fms.treas.gov

CONTACTS CONT'D

Budget Reports Division
Financial and Budget Reports Directorate
Governmentwide Accounting
Financial Management Service
3700 East-West Highway, Room 518D
Hyattsville, MD 20782
Telephone: 202-874-9870

Reminders

- Please adhere to the FACTSII details and remember Treasury will strictly enforce the above dates to permit timely closing of the books and publication of budget results. Please submit your data as early as possible.

*2012 Yearend Closing –
Everything You Need to Know....
“Moving into the Future Together”*



*“So we’re changing
a few things”*

Are you ready?





*“Changing ...hmmm
now that you know that.....
you ask...”*

*What’s in the future
and how do I prepare?*

The “new” Year-End Transaction Module

So why and what has changed?..... FACTS II (Federal Agencies’ Centralized Trial Balance System) will be replaced by GTAS (Governmentwide Treasury Account Symbol Adjusted Trial Balance System) and as a result, the new system will generate a 2108 (Year-End Closing Statement) but it will no longer be the mechanism for cancellations.

So what’s new and what’s in our future?..... Because GTAS will not report transactions, only trial balances, CARS (FMS’ Central Accounting Reporting System) is currently building a **Year-End Transaction Module (YETM)** that will allow FPAs (Federal Program Agencies) to accomplish the following transactions previously reported in FACTS II:

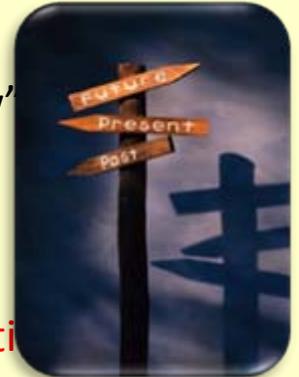
- Surplus of Expired Account Balances (5th Year Cancellation)
- Year End Adjustments to Indefinite Authority Account Balances



The “new” Year-End Transaction Module (continued).....

In addition, the YETM will also accommodate the following “new” transactions for the FPAs to initiate:

- A “Surplus, Year End Closing Cancellation of Revolving, Special and Non-Revolving Trust Fund Accounts (available receipts)” transaction previously accomplished via warrant.
- A “Surplus, Year End Closing Cancellation of Special and Non-Revolving Trust Fund Accounts (unavailable receipts)” transaction; previously accomplished via warrant.



This new module is being built in one of our current systems called the Agency Transaction Module (also referred to as ATM). FPAs are familiar with this application because this is where you find the Account Statement and where NETs (Non-Expenditure Transfers), Warrants and Journal Voucher Warrants are processed today.

FMS’ Budget Reports Division (BRD), Budget Appropriations and Analysis Section will maintain this new module.



New
W

New Transaction Screen:

Indefinite, Year-End Closing Adjustment (Non-CGAC)

New Transactions ▾ Pending Transactions ▸ Posted Transactions ▸

Appropriation Warrant ▸ Borrowing ▸ Journal Voucher Warrant ▸ Non-Expenditure Transfer ▸ Classification Transactions and Accountability ▸ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* Transaction Type: Indefinite, Year End Closing Adjustment ▾

Transaction Date: 09/30/2009

Accounting Period: 09/2009

Effective Date: 09/30/2009

Agency Reference #:

* Treasury Account Symbol: -- Select -- ▾

* Balance Adjustment Type: Increase Decrease

Current Balance: 1000.00

* Adjustment Amount:

New Balance:

Comment:

Certify Cancel

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Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.



New
With

Transaction Detail Screen:

Indefinite, Year-End Closing Adjustment (Non-CGAC view)

The screenshot displays a web application interface with a navigation menu at the top. The menu includes options like 'New Transactions', 'Pending Transactions', and 'Posted Transactions'. Below the menu, there are tabs for 'Appropriation Warrant', 'Borrowing', 'Journal Voucher Warrant', 'Non-Expenditure Transfer', 'Classification Transactions and Accountability', and 'Year End Closing'. The main content area shows a breadcrumb trail: 'Home > Transactions > ATM > New Year End Closing Transaction > Year End Closing Transaction Detail'. The title of the page is 'Year End Closing Transaction Detail'. The main content is a list of transaction details:

Control Number:	283633
Status:	STAR Posted
Transaction Type:	Indefinite, Year End Closing Adjustment
Transaction Date:	09/30/2009
Accounting Period:	09/2009
Effective Date:	09/30/2009
Agency Reference#:	sv121
Treasury Account Symbol:	2007777
Balance Adjustment Type:	Increase
Current Balance:	1000.00
Adjustment Amount:	1000.00
New Balance:	2000.00
Most Recent Comment:	New Year End Closing Transaction

Below the details is a button labeled 'View Audit Log'.

At the bottom of the page, there are links for 'Contact Us', 'Accessibility', and 'Privacy Policy', and the text 'U. S. Department of the Treasury - Financial Management Service'.

Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

Ne

New Transaction Screen:

Surplus, Year-End Closing Cancellation of Expired Account Balances (Non-CGAC view)

New Transactions ▾ Pending Transactions ▸ Posted Transactions ▸

Appropriation Warrant ▸ Borrowing ▸ Journal Voucher Warrant ▸ Non-Expenditure Transfer ▸ Classification Transactions and Accountability ▸ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* Transaction Type: Surplus, Year End Closing Cancellation of Expired Account Balances ▾

Transaction Date: 09/30/2009

Accounting Period: 09/2009

Effective Date: 09/30/2009

Agency Reference #:

Select all accounts

Select	Treasury Account Symbol	Account Title	Current Balance
<input type="checkbox"/>	2001444	Patent Trademark and Copyright Fees	1000.00
<input type="checkbox"/>	2001445	Recoveries From Federal Agencies Resulting From Reductions in the Civilian Salaries of Military Retirees, Federal Funds	2300.00
<input type="checkbox"/>	3000200	U.S. Fish and Wildlife Service	1000.00
<input type="checkbox"/>	3000201	National Park Service	5000.00
<input type="checkbox"/>	3000205	Deposits, Department of Defense Overseas Military Facility Investment Recovery Account for Army	150.00
<input type="checkbox"/>	3000207	General Fund Proprietary Receipts, not Otherwise Classified, All Other	1050.00

Comment:

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Ne

Transaction Detail Screen:

Surplus, Year-End Closing Cancellation of Expired Account Balances (Non-CGAC view)

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Appropriation Warrant ▸ Borrowing ▸ Journal Voucher Warrant ▸ Non-Expenditure Transfer ▸ Classification Transactions and Accountability ▸ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction > Year End Closing Transaction Detail

Year End Closing Transaction Detail

Control Number: 283633

Status: STAR Posted

Transaction Type: Surplus, Year End Closing Cancellation of Expired Account Balances

Transaction Date: 09/30/2009

Accounting Period: 09/2009

Effective Date: 09/30/2009

Treasury Account Symbol	Account Title	Cancellation Amount
2001444	Patent Trademark and Copyright Fees	1000.00
2001445	Recoveries From Federal Agencies Resulting From Reductions in the Civilian Salaries of Military Retirees, Federal Funds	2300.00
3000200	U.S. Fish and Wildlife Service	100,000.00
3000201	National Park Service	5000.00
3000205	Deposits, Department of Defense Overseas Military Facility Investment Recovery Account for Army	150.00
3000207	General Fund Proprietary Receipts, not Otherwise Classified, All Other	1050.00

Account

Agency Reference#: sv121

Most Recent Comment: New Year End Closing Transaction

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Ne
W

New Transaction Screen:

Surplus, Year-End Closing Cancellation

*Revolving, Special and Non-Revolving Trust Fund
with Available Receipts (Non-CGAC view)*

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Appropriation Warrant ▾ Borrowing ▾ Journal Voucher Warrant ▾ Non-Expenditure Transfer ▾ Classification Transactions and Accountability ▾ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* Transaction Type

* Legal Authority

Specific Legal Authority

Transaction Date (mm/dd/yyyy)

Accounting Period

Effective Date (mm/dd/yyyy)

Agency Reference #

* Account Current Balance Cancellation Amount

Comment

Rejection Reason

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Ne
W

Transaction Edit Screen:

Surplus, Year-End Closing Cancellation

*Revolving, Special and Non-Revolving Trust Fund
with Available Receipts (Non-CGAC view)*

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Appropriation Warrant ▾ Borrowing ▾ Journal Voucher Warrant ▾ Non-Expenditure Transfer ▾ Classification Transactions and Accountability ▾ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* Transaction Type

* Legal Authority

Specific Legal Authority

Transaction Date (mm/dd/yyyy)

Accounting Period

Effective Date (mm/dd/yyyy)

Agency Reference #

* Account Current Balance Cancellation Amount

Comment

Rejection Reason

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Ne
W

Transaction Detail Screen:

Surplus, Year-End Closing Cancellation

*Revolving, Special and Non-Revolving Trust Fund
with Available Receipts (Non-CGAC view)*

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Appropriation Warrant ▾ Borrowing ▾ Journal Voucher Warrant ▾ Non-Expenditure Transfer ▾ Classification Transactions and Accountability ▾ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction > Year End Closing Transaction Detail

Year End Closing Transaction Detail

Control Number: 283633
 Status: STAR INTERFACE
 Transaction Type: Surplus, Year End Closing Cancellation Revolving, Special and Non-Revolving Trust Fund (Available Receipts)
 Legal Authority: 31 USC 1552
 Specific Legal Authority: Ops User Entered Optional Specific Legal Authority
 Transaction Date: 09/30/2009
 Accounting Period: 09/2009
 Effective Date: 09/30/2009
 Agency Reference#: sv121

Account	Treasury Account Symbol	Cancellation Amount
	19100113	70.00

Most Recent Comment: New Year End Closing Transaction
 Rejection Reason:

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New
W

New Transaction Screen:

*Surplus, Year-End Closing Cancellation
Special and Non-Revolving Trust Fund
with Unavailable Receipts (Non-CGAC view)*

Welcome, Dave Metler 07/21/2003 01:13:18 PM EDT

New Transactions ▾ Pending Transactions ▸ Posted Transactions ▸

Appropriation Warrant ▸ Borrowing ▸ Journal Voucher Warrant ▸ Non-Expenditure Transfer ▸ Classification Transactions and Accountability ▸ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* **Transaction Type** Surplus, Year End Closing Cancellation, Special and Non-Revolving Trust fund (Unavailable Receipts) ▾

* **Legal Authority** 31 USC 1552 ▾

Specific Legal Authority

Transaction Date 09/30/2009 (mm/dd/yyyy)

Accounting Period 09/2009

Effective Date 09/30/2009 (mm/dd/yyyy)

Agency Reference #

* **From Account** 19100113 Current Balance 100.00 Cancellation Amount 70.00

* **To Account**

Total Number Of Accounts Update

No	Account	Cancellation Amount
1	(17)145000.24	30.00
2	(16)145000.28	40.00
Total		70.00

Comment

Rejection Reason ---Select---

Certify Approve Reject Delete Cancel

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Ne
W

Transaction Edit Screen: *Surplus, Year-End Closing Cancellation Special and Non-Revolving Trust Fund with Unavailable Receipts (Non-CGAC view)*

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Appropriation Warrant ▾ Borrowing ▾ Journal Voucher Warrant ▾ Non-Expenditure Transfer ▾ Classification Transactions and Accountability ▾ Year End Closing ▾

Home > Transactions > ATM > New Year End Closing Transaction

New Year End Closing Transaction

* Indicates Required Field

* Transaction Type: Surplus, Year End Closing Cancellation, Special and Non-Revolving Trust Fund (Unavailable Receipts) ▾

* Legal Authority: 31 USC 1552 ▾

Specific Legal Authority: Ops User Entered Optional Specific Legal Authority

Transaction Date: 09/30/2009 (mm/dd/yyyy)

Accounting Period: 09/2009

Effective Date: 09/30/2009 (mm/dd/yyyy)

Agency Reference #:

* From Account

Treasury Account Symbol	Current Balance	Cancellation Amount
2001444	100.00	70.00

Total Number Of Accounts Update

* To Account

No	Account	Cancellation Amount
1	(17)145000.24	30.00
2	(16)145000.28	40.00
Total		70.00

Comment:

Rejection Reason: --Select-- ▾

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Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

New
W

Transaction Detail Screen:

Surplus, Year-End Closing Cancellation Special and Non-Revolving Trust Fund with Unavailable Receipts (Non-CGAC view)

The screenshot shows a web-based interface for a financial management system. At the top, there are navigation tabs: 'New Transactions', 'Pending Transactions', and 'Posted Transactions'. Below these are sub-tabs for 'Appropriation Warrant', 'Borrowing', 'Journal Voucher Warrant', 'Non-Expenditure Transfer', 'Classification Transactions and Accountability', and 'Year End Closing'. The breadcrumb trail reads: 'Home > Transactions > ATM > New Year End Closing Transaction > Year End Closing Transaction Detail'. The main content area is titled 'Year End Closing Transaction Detail' and displays the following information:

Control Number: 283633
Status: STAR Posted
Transaction Type: Surplus, Year End Closing Cancellation Revolving Special and Non-Revolving Trust Funds (Unavailable Receipts)
Legal Authority: 31 USC 1552
Specific Legal Authority: Ops User Entered Optional Specific Legal Authority
Transaction Date: 09/30/2009
Accounting Period: 09/2009
Effective Date: 09/30/2009
Agency Reference#: sv121
From Account:

Treasury Account Symbol	Current Balance	Cancellation Amount
1909/101144	100.00	70.00

Total Number Of Accounts: 2

No.	Account	Cancellation Amount
1	(17)145000.24	40.00
2	(18)145000.28	30.00
Total		70.00

To Account:

Most Recent Comment: New Year End Closing Transaction

[View Audit Log](#)

At the bottom of the page, there are links for 'Contact Us', 'Accessibility', and 'Privacy Policy', and a footer for 'U. S. Department of the Treasury - Financial Management Service'.

Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

Ne

Pending Transactions Query Screen:

W Pending Transaction Search (Non-CGAC view)

The screenshot displays a web interface for querying pending transactions. At the top, there are navigation tabs for 'New Transactions', 'Pending Transactions', and 'Posted Transactions'. Below these are 'Authority Transactions' and 'Classification Transactions and Accountability'. The breadcrumb trail reads 'Home > Transactions > ATM > Pending Transaction Query'. The main heading is 'Pending Transaction Query'. A status message indicates 'You have 19 total pending transaction(s) in the system, with 0 requiring your action'. A search section titled 'Search for Transaction by Control Number' includes a text input field for the 'Transaction Control Number' and a 'View Transaction' button. Below this is a 'Search for Transactions' section with various filters: 'Transaction Category', 'Transaction Type', 'Action Required', 'Status', 'Agency', 'Treasury Account Symbol', and 'Legal Authority', each with a dropdown menu set to 'All'. The 'Date' section includes checkboxes for 'Accounting Period', 'Effective Date', and 'Transaction Date', and date pickers for 'Start Date' (07/01/2003) and 'End Date' (08/01/2003). At the bottom of the search section are buttons for 'View Transaction List', 'Download...', and 'Reset'. The footer contains links for 'Contact Us', 'Accessibility', and 'Privacy Policy', and the text 'U. S. Department of the Treasury - Financial Management Service'.

New Transactions ▶ Pending Transactions ▼ Posted Transactions ▶

Authority Transactions ▼ Classification Transactions and Accountability ▶

Home > Transactions > ATM > Pending Transaction Query

Pending Transaction Query

You have 19 total pending transaction(s) in the system, with 0 requiring your action

Search for Transaction by Control Number

Transaction Control Number View Transaction

Search for Transactions

Transaction Category All ▼

Transaction Type All ▼

Action Required All ▼

Status All ▼

Agency All ▼

Treasury Account Symbol All ▼

Legal Authority All ▼

Date Accounting Period Effective Date Transaction Date

Start Date 07 ▼ 01 ▼ 2003 ▼

End Date 08 ▼ 01 ▼ 2003 ▼

View Transaction List Download... Reset

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Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

New

Pending Transactions Results Screen: *Pending Transaction Query Results* (Non-CGAC view)

Search Criteria															
Transaction Category:		All		Transaction Type:		All		Action Required:		All		TAS:		All	
Status:		All		Accounting Period:		08/01/2003 - 09/30/2003		Transaction Date:		08/14/2003 - 09/15/2003		Legal Authority:		All	
Agency:		All		Effective Date:		08/14/2003 - 09/15/2003									
1-20 of 45 Transactions ◀◀ Previous 20 Next 20 ▶▶ Page 1 2 3															
View	Edit	Copy	Control Number	TAS	Current Status	Status Date ▲	Effective Date	Transaction Date	Accounting Period	Transaction Type	Amount	Legal Authority	Agency Ref #		
			28430	36X4112	Saved	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	Credit Reform Borrowing from the US Treasury	120.00	2 USC 861(d) – Federal Credit Reform Act of 1990	sv111		
			28433	36X4103	BPD Rejected	08/30/2003 03:25 PM	08/07/2003	08/07/2003	08/2003	Repayment Credit Reform Borrowing	100.00	2 USC 861(d) – Federal Credit Reform Act of 1990	sv111		
			29421	36X4002	BPD Approved	9/30/2003 01:48 PM	09/07/2003	09/07/2003	09/2003	Write-Off Non-Credit Reform Borrowing	100.00	2 USC 861(d) – Federal Credit Reform Act of 1990	sv111		
			29000	36X4122	STAR Rejected	9/30/2003 01:48 PM	09/07/2003	09/07/2003	09/2003	Reversal Credit Reform Borrowing from the US Treasury	-100.00	2 USC 861(d) – Federal Credit Reform Act of 1990	sv111		
			29000	36X4122	BPD Approved	9/30/2003 01:48 PM	09/07/2003	09/07/2003	09/2003	Reversal Credit Reform Borrowing from the US Treasury	-100.00	2 USC 861(d) – Federal Credit Reform Act of 1990	sv111		
			29420	36X4112	STAR Interface	11/15/2003 2:48 PM	11/07/2003	11/07/2003	11/2003	Balance Transfer	100.00	United States Code 12 USC 2288	sv111		
			29422	36X4112	Saved	11/15/2003 2:48 PM	11/07/2003	11/07/2003	11/2003	Balance Transfer	100.00	United States Code 12 USC 2288	sv111		
			29423	36X4114	Agency Certified	01/04/2003 11:22 AM	01/07/2003	01/07/2003	01/2003	Appropriation Transfer	100.00	United States Code 12 USC 2288	sv111		
			29423	36X4114	FMS Certified	01/04/2003 11:22 AM	01/07/2003	01/07/2003	01/2003	Appropriation Transfer	100.00	United States Code 12 USC 2288	sv111		
			29424	36X4122	Saved	11/15/2003 3:10 PM	11/08/2003	11/08/2003	11/2003	Transfer to Trust Fund	100.00	33 USC 1801 (bi-monthly) or 26 USC 9506 (quarterly) Decision of the Comptroller General, dated February 12, 1953. (B-45108)	sv111		
			29425	36X4124	FMS Certified	11/16/2003 3:10 PM	11/08/2003	11/08/2003	11/2003	Transfer from Trust Fund	100.00	33 USC 1801 (bi-monthly) or 26 USC 9506 (quarterly) Decision of the Comptroller General, dated February 12, 1953. (B-45108)	sv111		
			29423	36X4114	Saved	01/04/2003 11:22 AM	01/07/2003	01/07/2003	01/2003	Special and Trust Fund Unappropriated	300.00	United States Code 12 USC 2288	sv111		
			29433	36X4114	FMS Certified	01/04/2003 11:22 AM	01/07/2003	01/07/2003	01/2003	Special and Trust Fund Unappropriated	300.00	United States Code 12 USC 2288	sv111		
			29423	36X4114	Saved	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Regular/Supplemental	300.00	United States Code 12 USC 2288	sv111		
			29423	36X4114	FMS Certified	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Regular/Supplemental	300.00	United States Code 12 USC 2288	sv111		
			29435	36X4115	Saved	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Appropriation - Other	400.00	United States Code 12 USC 2288	sv222		
			29435	36X4115	FMS Certified	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Appropriation - Other	400.00	United States Code 12 USC 2288	sv222		
			29436	36X4116	Saved	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Surplus Warrants Unavailable for Restoration	400.00	United States Code 12 USC 2288	sv333		
			29436	36X4116	FMS Certified	01/04/2003 12:22 PM	01/07/2003	01/07/2003	01/2003	Surplus Warrants Unavailable for Restoration	400.00	United States Code 12 USC 2288	sv333		
			29447	36X5555	Saved	01/04/2003 12:22 PM		09/30/2009	01/2009	Appropriation Transfer	300.00	PL-123-456	sv344		
			29447	36X5555	STAR Rejected	01/04/2003 12:22 PM			01/2009	Indefinite, Year End Closing Adjustment	300.00	2	sv344		
			29447	36X5555	STAR Rejected	01/04/2003 12:22 PM			01/2009	Surplus, Year End Closing Cancellation of Expired Account Balances	300.00		sv344		
			29447	36X5555	FMS Certified	01/04/2003 12:22 PM			01/2009	Surplus, Year End Closing Cancellation Revolving, Special and Non-Revolving Trust Fund (Unavailable Receipts)	300.00	United States Code 31 USC 1552	sv344		
			29447	36X5555	FMS Certified	01/04/2003 12:22 PM			01/2009	Surplus, Year End Closing Cancellation Revolving, Special and Non-Revolving Trust Funds (Available Receipts)	300.00	United States Code 31 USC 1552	sv344		
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Note: Mockups are for presentation purposes. All data is not factual and the design is subject to change.

Ne

Posted Transactions Query Screen:

W Posted Transaction Search (Non-CGAC view)

The screenshot displays a web interface for querying posted transactions. At the top, there are navigation tabs for 'New Transactions', 'Pending Transactions', and 'Posted Transactions'. Below these are dropdown menus for 'Authority Transactions' and 'Classification Transactions and Accountability'. A breadcrumb trail shows 'Home > Transactions > ATM > Posted Transaction Query'. The main section is titled 'Posted Transaction Query' and contains two search areas. The first area, 'Search for Transaction by Control Number', has a text input field for the 'Transaction Control Number' and a 'View Transaction' button. The second area, 'Search for Transactions', includes several dropdown menus for 'Transaction Category', 'Transaction Type', 'Agency', 'Treasury Account Symbol', and 'Legal Authority'. It also features a 'Date' section with three checked checkboxes: 'Accounting Period', 'Effective Date', and 'Transaction Date'. Below these are date pickers for 'Start Date' (07/01/2003) and 'End Date' (08/01/2003). At the bottom of the search area are buttons for 'View Transaction List', 'Download...', and 'Reset'. The footer contains links for 'Contact Us', 'Accessibility', and 'Privacy Policy', along with the text 'U. S. Department of the Treasury - Financial Management Service'.

New Transactions ▾ Pending Transactions ▾ Posted Transactions ▾

Authority Transactions ▾ Classification Transactions and Accountability ▾

Home > Transactions > ATM > Posted Transaction Query

Posted Transaction Query

Search for Transaction by Control Number

Transaction Control Number View Transaction

Search for Transactions

Transaction Category

Transaction Type

Agency

Treasury Account Symbol

Legal Authority

Date Accounting Period Effective Date Transaction Date

Start Date

End Date

View Transaction List Download... Reset

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U. S. Department of the Treasury - Financial Management Service

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New
W

Posted Transactions Results Screen: Posted Transaction Query Results (Non-CGAC view)

[New Transactions](#) | [Pending Transactions](#) | [Posted Transactions](#)

Home > Transactions > ATM > Posted Transaction Query > Posted Transaction List

Posted Transaction List [▲ Modify Search](#)

Search Criteria

Transaction Category:	All	Transaction Type:	All
Agency:	All	TAS:	All
Legal Authority:	All	Accounting Period:	08/01/2003 - 09/30/2003
Effective Date:	08/14/2003 - 09/15/2003	Transaction Date:	08/14/2003 - 09/15/2003

[CSV](#)

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View	Create Reversal	Control Number	TAS	Current Status	Status Date ▲	Effective Date	Transaction Date	Accounting Period	Posting Date	Transaction Type	Amount	Legal Authority	Agency Ref #
		28432	36X4112	STAR Posted	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Credit Reform Borrowing from the US Treasury	100.00	2 USC 661(d) – Federal Credit Reform Act of 1990	sv111
		28433	36X4122	Pending Reversal	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Credit Reform Borrowing from the US Treasury	100.00	2 USC 661(d) – Federal Credit Reform Act of 1990	sv111
		28434	36X4122	Reversed	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Credit Reform Borrowing from the US Treasury	100.00	2 USC 661(d) – Federal Credit Reform Act of 1990	sv111
		29000	36X4122	STAR Posted	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Reversal Credit Reform Borrowing from the US Treasury	-100.00	2 USC 661(d) – Federal Credit Reform Act of 1990	sv112
		29422	36X4114	STAR Posted	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Appropriation Transfer	1200.00	United States Code 12 USC 2288	sv111
		29423	36X4114	STAR Posted	10/30/2003 03:48 PM	10/07/2003	10/07/2003	10/2003	10/07/2003	Transfer from Trust Fund	100.00	33 USC 1801 (bi-monthly) or 26 USC 9506 (quarterly) Decision of the Comptroller General, dated February 12, 1953. (B-45108)	sv111
		29424	36X4114	STAR Posted	10/30/2006 03:48 PM	10/07/2006	10/07/2006	10/2006	10/07/2006	Special and Trust Fund Unappropriated	100.00	United States Code 12 USC 2288	sv122
		29425	36X4122	STAR Posted	10/30/2006 03:48 PM	10/07/2006	10/07/2006	10/2006	10/07/2006	Regular/Supplemental	100.00	United States Code 12 USC 2288	sv123
		29426	36X4122	STAR Posted	10/30/2006 03:48 PM	10/07/2006	10/07/2006	10/2006	10/07/2006	Surplus Warrants Unavailable for Restoration	100.00	United States Code 12 USC 2288	sv124
		29427	36X4122	STAR Posted	10/30/2006 03:48 PM	10/07/2006	10/07/2006	10/2006	10/07/2006	Appropriation - Other	100.00	United States Code 12 USC 2288	sv125
		29428	20XFFFF	STAR Posted	10/30/2006 03:48 PM				10/07/2009	Indefinite, Year End Closing Adjustment	100.00		sv126
		29429	20X1234	STAR Posted	10/30/2006 03:48 PM				10/07/2009	Surplus, Year End Closing Cancellation of Expired Account Balances	100.00		sv127
		29429	20X1234	STAR Posted	10/30/2006 03:48 PM				10/07/2009	Surplus, Year End Closing Cancellation, Special and Non-Revolving Trust Fund (Unavailable Receipts)	100.00	United States Code 31 USC1552	sv127
		29429	20X1234	STAR Posted	10/30/2006 03:48 PM				10/07/2009	Surplus, Year End Closing Cancellation Revolving Special and Non-Revolving Trust Funds (Available Receipts)	100.00	United States Code 31 USC1555	sv127

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Getting ready.....

The Year-End Transaction Module Timeline



FY12

- Oct., 2012 FACTS II will process the 2108 Year End Closing Statement for FY12.

FY13

- Oct., 2013 FACTS II will no longer provide the capability to process the Yearend cancellations and adjustments previously accomplished via the 2108 Year End Closing Statement for FY13.
- Oct., 2013 The new Year End Transactions Module will be available for initiating FY13 transactions to cancel or adjust balances.

FY14

- Dec., 2013 GTAS will replace FACTS II in its entirety and will be available to agencies for FY14 reporting.
- Oct., 2014 All FPAs must use ATM to accomplish the Year End transactions ***using the FADS (FMS' Accounting Data Standardization) TAS format formerly known as the CGAC Component TAS format.***



Being prepared... Who will need access?

- Anyone who currently prepares or reports a 2108 Year End Closing Statement in FACTS II.
- Future users of GTAS who are required to adjust or cancel account balances at Year End.

How do I get access to this Year End Transactions Module?

- ❖ Starting late January – early February 2013, you will be able to begin self-enrollment by visiting www.fms.treas.gov/cars and selecting “enrollment”.
- ❖ If you currently have access to ATM, you are ahead of the game and you will not have to re-enroll. You will just have to modify your access by having the YETM added to your profile. Instructions on how to do this can be found by visiting our website at www.fms.treas.gov/cars and selecting “enrollment”.



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