

D23 Funds

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Terry Polston

503 - 373 - 0714

Terry.S.Polston@das.state.or.us

503 - 378 - 8940 fax

The Life of a D23 Fund

■ From the Cradle to the Grave



New D23 Fund

- D23 fund forms are available at
 - <http://www.oregon.gov/DAS/SCD/SFMS/forms.shtml>
 - D73 fund forms are also available at this website

New D23 Fund Requests

- The legal authority must accompany the D23 fund request
 - Hard copy
 - Electronic link to ORS, SB or HB
 - E-BD minutes
 - **If no legal authority is included, get SFMS Operation's Manager okay**

New D23 Fund Requests

- All fields of the D23 Fund Request must be completed by the agency.
- An agency's Accountant 4 and above may authorize D23 fund request.

New D23 Fund Requests - Fields

- 1 - Agency Number
 - Your agency number
- 2 - Fiscal Year
 - the D23 fund will be added for each remaining FY in the current AY
- 3 - Fund
 - Agency assigned fund number

New D23 Fund Requests - Fields

- 4 - Title
 - The D23 fund title should be consistent with the legal authority wording
- 5 - Appropriated Fund – D22 Profile
 - Must match appropriated fund on 20 appropriation number profile listed

New D23 Fund Requests - Fields

- 6 - GAAP Fund – D24 Profile
 - If apprd fund is 8000-8999, the GAAP fund = 0001
 - The GAAP fund can be updated if SARS disagrees with what is on the D23 fund request
- 7 - State Fund Group – D39 Profile
 - 0015 for Lottery
 - 2009 for ARRA Stimulus Funds
 - 9999 Default

New D23 Fund Requests - Fields

- 8 - Local Fund Ind
 - 'N' – the default value. Allows agencies to issue warrants from the D23 fund. Use 'N' for receipted accounts
 - 'S' – for suspense accounts, CIB, COP or other D23 funds with treasury fund '9999'.
 - The purpose of this code is to prevent agencies from issuing warrants.

New D23 Fund Requests - Fields

■ 9 - GASB 54

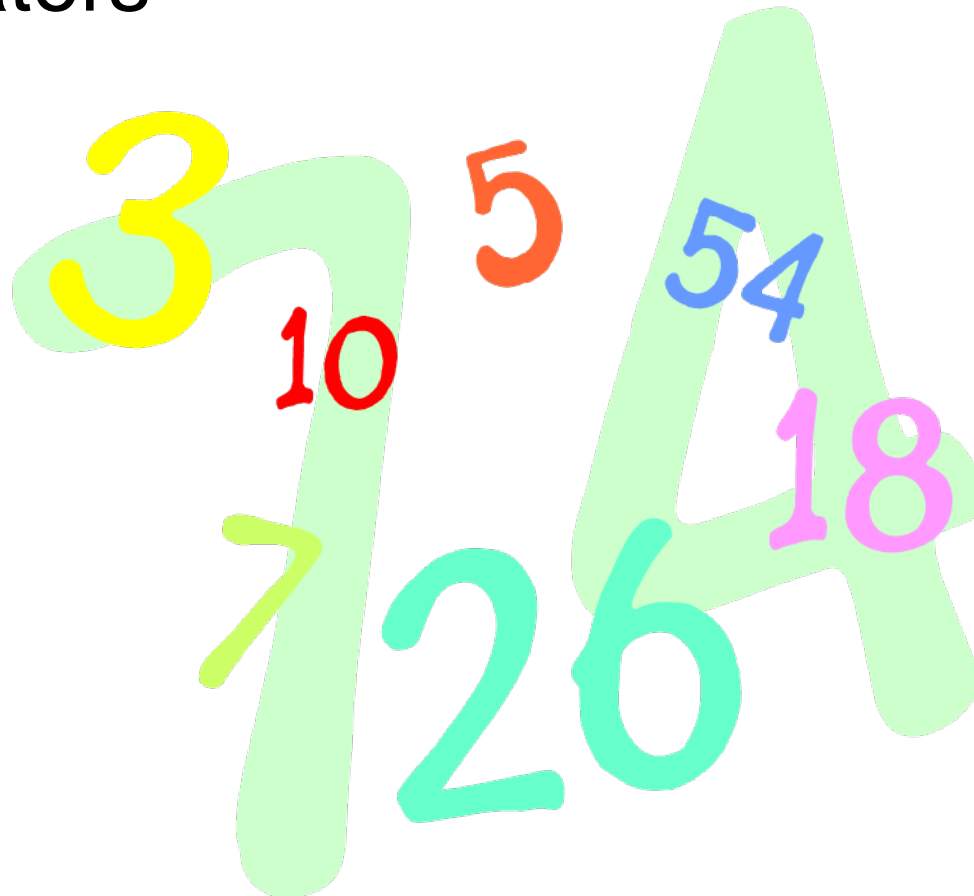
- Enter a two-character GASB 54 code or leave blank. This field is required if the GAAP fund field is numbered below 4000 or equal to 7505. The codes are as follows:
 - R1 – Restricted-Federal
 - R2 – Restricted-Oregon Constitution
 - R3 – Restricted-Enabling Legislation
 - R4 – Restricted-Debt Covenants
 - R5 – Restricted-Donor/Other External Party
 - C1 – Committed Fund Balance
 - A1 – Assigned Fund Balance
 - U1 - Unassigned

New D23 Fund Requests - Fields

- 10 - Cash Fund – D73 Profile
 - Cash funds are not required, it is up to the agency to decide if they want to use cash funds
 - Cash funds allow agencies to combine cash from multiple D23 funds on the 63 Cash Control Financial Table
 - Cash Control Fund Control must be a '3' if using a cash fund

Fund Control Levels

■ Indicators



New D23 Fund Requests – Fund Control Levels

- 11 - Appropriation
 - The level of fund control for the appropriation
 - 0 - NONE
 - 1 - APPROPRIATED FUND
 - 2 - FUND
 - 3 - CASH FUND
 - The level of control cannot be set at a higher level than the appropriated fund

New D23 Fund Requests – Fund Control Levels

- 12 - Agency Budget
 - The level of fund control for the agency budget
 - 0 – NONE
 - 1 - APPROPRIATED FUND
 - 2 – FUND
 - 3 - CASH FUND
 - The level of control cannot be set at a higher level than the appropriated fund

New D23 Fund Requests – Fund Control Levels

■ 13 - Cash Control

- The level of fund control for cash control financial profile
 - 0 – NONE
 - If appropriated fund = 9998
 - Cash control = 0
 - 1 - APPROPRIATED FUND
 - If General Fund Cash
 - CC indicator = 1
 - 2 – FUND
 - If Other Funds
 - CC indicator = 2 or 3
 - 3 - CASH FUND
 - If there is a cash fund
 - CC indicator 3

New D23 Fund Requests – Fund Control Levels

■ 14 - Treasury Fund

- If Federal or General Funds
 - Treasury fund should be 0401 unless legal authority indicates separate treasury fund
- Separate and Distinct from the General Fund
 - New Treasury funds are requested through SFMS (1xxx-7xxx)
 - Legal authority should indicate if a separate treasury fund is involved
 - The Treasury Fund title should be indicated in the legal authority

New D23 Fund Requests – Fund Control Levels

■ 14 - Treasury Fund

- Funds not held at State Treasury
 - Cash in Bank (CIB)
 - COP's
 - Treasury fund = 9999
- Suspense Accounts
 - Agencies deal directly with Treasury to establish new Suspense Accounts
 - SFMS will establish a cross-walk number between Treasury and R*STARS (8xxx)

New D23 Fund Requests

- 15 - GASB 54 Description
- Enter the GASB 54 Description up to 40 characters. For codes R2, R3 and C1, a particular description is required. For the remaining 5, suggested information is shown below.
 - R1 – Grant no., CFDA no., CFR reference, etc.
 - R2 – Required: Article X, Section X, subsection (x)*
 - R3 – Required: XXXX (year) Laws, Chap X, Section X, subsection (x)
 - R4 – Year and series of debt issue
 - R5 – Type of agreement, name, date
 - C1 – Required: ORS or other reference
 - A1 - General description
 - U1 - Unassigned
- *Oregon Constitution reference

New D23 Fund Requests

■ GASB 54 Description

- For D23 Funds that do not require a G54 Code, the legal authority listed for the D23 fund will be added to this field

New D23 Fund Requests – Fund Control Levels

- 16 - CC Org Level Ind
 - Determines whether the agency code is posted to the Cash Control financial table.
 - This indicator must match the CC Org Level Ind value on the Appropriated Fund referenced in this record (D22)
 - 0 – Do not post agency
 - 1 – Post agency
 - NOTE: If the Cash Control fund level indicator is 3, the CC Org Level Ind must be 1.

New D23 Fund Requests – Fund Control Levels

- 17 – Deposit Interest-Ind
 - Identifies whether the funds is eligible for depository interest
 - The default is 'Y' = Yes
- 18 – GAAP Fund Group
 - System generated from D24 Profile
- 19 – GAAP Fund Type
 - System generated from D24 Profile
 - The GAAP Fund Type on D21 Profile will show which GL acct the D23 fund will close to when DAFM351 year end close processes

Establishing a New Fund

- Questions to be answered



Establishing a New Fund

- Include the following information in the space provided on the bottom half of the Fund Profile (D23) request
 - What will this fund be used for?
 - What is the revenue funding source?

Establishing a New Fund

- What appropriation number will be used for this fund? (20 Profile)
 - The guideline is to have only one appropriation associated with a D23 fund
 - This is due to the complexity of reporting
 - An agency can choose to have more than one appropriation associated with a D23 fund but they should be advised of reporting complexities
 - Both appropriations must have the same appropriated fund
- Separate PCA's should be established

Establishing a New Fund

- Appropriation Number – 20 Profile cont
 - Non-budgeted D23 funds should have an appropriation
 - Suspense accounts do not have an appropriation
 - The appropriated fund on the D23 request must match the appropriated fund on the listed appropriation

Establishing a New Fund

- What are the legal/legislative expenditure restrictions?
 - List the legal authority(ies) in this field
 - ORS, E-Board Minutes, Senate Bill, House Bill etc

Cash Funds

- If this D23 fund requires a new D73 Cash Fund
 - Include a D73 Cash Fund request with your D23 Fund Profile request
 - The D73 Cash fund must be added before the D23 fund profile can be added

Treasury Funds

- If this D23 fund requires a new Treasury Fund
 - Include the legal authority for the treasury fund that contains the wording 'separate and distinct from the general fund'
 - Indicate which account will earn interest
 - Indicate which account will pay Treasury fees
 - The Treasury fund must be added before the D73 Cash Fund and D23 Fund Profile can be added.

Changes

■ The adolescence of a D23 fund



D23 Fund Changes

- Very few elements on an existing D23 fund can be changed
 - Changes should be requested by email with any required SARS approval included
 - Fund Title
 - Only if the new title is consistent with the intention of the old title
 - GAAP fund – current FY only (unless specified)
 - with approval from SARS
 - If the GAAP fund is changed in the first fiscal year of a biennium after nominal entries were posted and the GAAP fund type changes; there may need to be transactions entered in the second fiscal year to move equity balances.

D23 Fund Changes - cont

- GASB 54 Code – current FY only
(unless specified)
 - with approval from SARS
 - If the G54 code is changed in the first fiscal year of a biennium after nominal entries were posted; there may need to be transactions entered in the second fiscal year to move equity balances.
- GASB 54 Description – current FY only
(unless specified)
 - The new description must be consistent with the legal authority for the D23 fund.

The Life of a D23 Fund

■ From the Cradle to the Grave



D23 Fund Inactivation's

- Requests to inactivate a D23 fund should be sent by email
 - A D23 fund must have zero balances in all “Real” General Ledger (GL) accounts before it can be inactivated.
 - Exception –
 - if the balance in the Real GL account that the D23 fund will close to at year end balances to 0.00 with a nominal GL account(s).
 - See D21 Profile for the GL account that the D23 fund will close to

D23 Fund Inactivation's

- If there is a separate Treasury fund or cash fund (D73) associated with the D23 fund, then these may be requested to be inactivated also.
 - The D23 fund and cash fund must be requested to be inactivated separately from the Treasury fund inactivation request
 - There is a query in the shared Repository on BRIO to check the balances in GL accounts for D23 funds
 - GL Balances can be looked up separately on the 89 screen

D23 Fund Inactivation's

- Not all D23 funds can be inactivated
 - Capital Construction D23 funds will not be inactivated
 - Appd Fund 3020, 4020, 6020, 8020
 - These inactivation's cause errors on the financial archive
 - Any D23 fund with a balance in memo GL's 1011 or 1111
 - The agency will need to work with the vendors to get the warrants redeemed or wait until the warrant expires

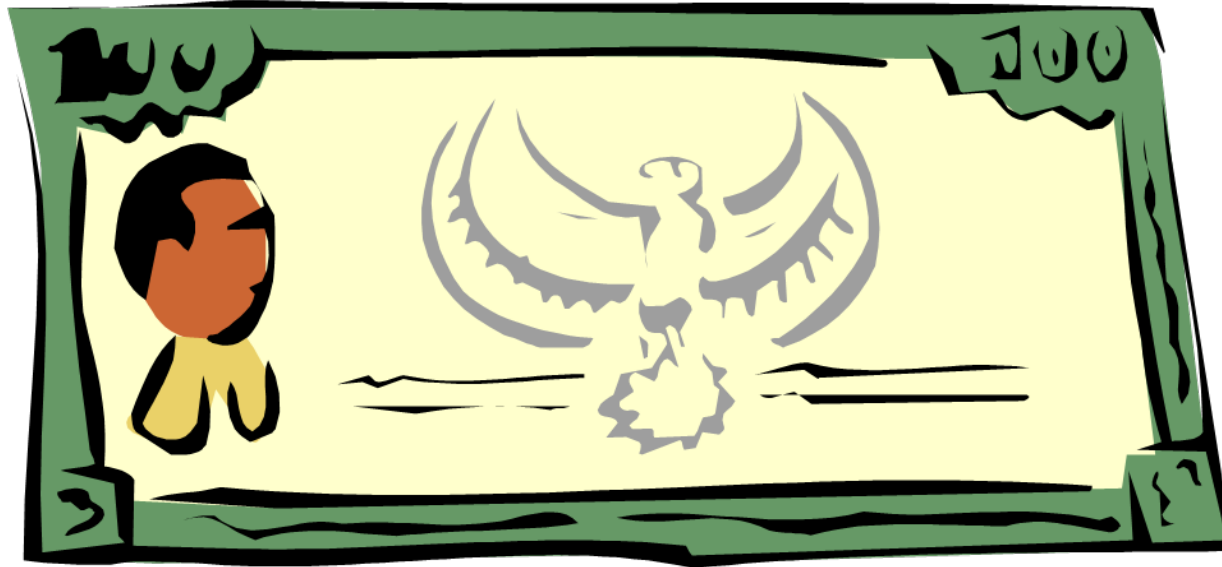
D23 Fund Inactivation's

- General Fund D23 funds
 - Appd Fund between 8000 – 8999 (except 8020)
 - The negative cash and equity are moved to agency 999 by SFMS
 - SFMS will notify the agency of the transaction number and transaction amount
 - This change in equity will need to be included on the agency CAFR disclosures
 - The D23 fund will be inactivated the day after the cash balances have been moved

D23 Funds

- D23 Funds that are active in the current FY will be rolled forward into the new biennium when DAFM355 Profile Roll program is run
 - Inactive D23 funds will not roll forward
- Inactive D23 funds will be temporarily re-activated for year end when DAFM351 Year-End close program processes
 - The D23 funds will be inactivated after this program is completed

Bonds & COP's



Bonds & COP's

■ TYPES OF BONDS

■ DAS BONDS

- Sells bonds which cover several agencies.
- BAM will provide agencies with Bond detail (source and use statements).
- DAS maintains Administrative Fund
- New treasury fund for each bond series issue

Bonds & COP's

■ COP's

- Proceeds held at a trustee
 - Requires a separate D23 fund
 - Treasury fund will be 9999
 - DAS is responsible for crediting interest earning on funds held by the Trustee
 - DAS will calculate interest earned
- Proceeds held at Treasury
 - Requires a separate D23 fund
 - Requires separate treasury fund

Bonds & COP's

■ COP's

- A reserve account is needed unless you are paying a surety bond
 - Requires a separate D23 fund
- Acquisition Acct – Cash in Bank (CIB)
 - Requires a separate D23 fund
 - Cost of issuance comes out of the acquisition acct
- Include COP series information in the title
 - Can use one debt service fund for all COP's in a series

Bonds & COP's

■ COP's

- Debt Service will be treasury fund 9999 if held by the Trustee
 - Requires a separate D23 fund
 - Debt Service fund must be in the same GAAP fund as the COP payable
 - Separate treasury fund if funds held at Treasury
 - Agencies with a General Fund appropriation will not be required to record Other Fund revenues for COP interest earnings, nor will they be required to establish Other Fund budgetary or accounting structures to record interest earnings or debt service

Bonds & COP's

■ Lottery Bonds

- Debt Service and Reserve accounts established at the Trustee
 - If funding source for debt service is NOT from lottery dollars, D23 State Fund Group will be 9999
 - If funding source for debt service IS from lottery dollars, D23 State Fund Group will be 0015
- Proceeds D23 fund requires a separate Treasury Fund
- Lottery Bond Admin Fund requires a separate Treasury fund for each bond series
 - This fund is established at DAS

Lottery Bond D23 Funds

■ Lottery Bond Administrative Fund:

- Established in the State Treasury, separate and distinct from the General Fund.
 - One new treasury account is established for each bond series. This account is specific to agency 107, DAS.
- Includes amounts of unobligated net lottery proceeds specified in section 6 (2) © of this 1999 Act, proceeds of any lottery bonds issued to pay bond-related costs and investment earnings on amounts in the Lottery Bond Administrative Fund.
- All moneys credited from time to time to the Lottery Bond Administrative Fund, including any investment earnings thereon, are appropriated continuously to the DAS only for payment of bond related costs.

Lottery Bond D23 Funds

■ Proceeds

- The agency will receive a net dollar amount for proceeds. This will be deposited into the treasury account established for disbursement of proceeds.

■ Lottery Bond Administrative Fund

- DAS will receive monies from agency for other cost of issuance payments. DAS will record receipt as revenue and record payment as revenue refund

Lottery Bond D23 Funds

■ Reserve Account

- Requires a separate D23 fund
- The Reserve Account is located at the Trustee. As part of the bond closing, the amount for the reserve account was directly wire transferred to the Trustee.

■ Debt Service Account

- Requires a separate D23 fund
- The Debt Service Account is located at the Trustee. As part of the bond closing, the accrued interest amount was directly wire transferred to the Trustee.

Terms

■ Revolving Fund

- Suspense Account
- SFMS treasury fund number 0001– 0400 or 8000 – 9998

■ Receipted Account

- Separate Treasury fund
- SFMS treasury fund number 0401 – 7999

Terms

■ Cash in Bank (CIB)

- Funds not held at State Treasury
- Treasury fund number 9999 (on D23 fund)

■ Cash Fund (D73)

- An account that will allow agencies to group multiple D23 fund transactions in a single cash fund on the 63 screen

SD22 UC: 02
LINK TO:
ACTIVE

STATE OF OREGON
APPROPRIATED FUND PROFILE

03/23/11 01:45 PM
PROD

⑤ APPROPRIATED FUND: 3600
TITLE: OTHER FUNDS NON-BUDGETED

REPORT ROUTE AGENCY: 000 (DEFAULT AGENCY TO ROUTE FUND BASED REPORTS;
MUST BE 000 OR IN D02 AGENCY PROFILE)

CASH CONTROL-

TYPE: 1 (0=NO, 1=ABSOLUTE, 2=ADVISORY)
LEVEL: 1 (0=DO NOT CONTROL BY APPR FUND,
1=CONTROL BY APPR FUND)

CASH BALANCE DISP - IND: N APPROPRIATED FUND: %/AMT:

DESCRIPTION:

CC ORG LEVEL IND: 1 (0=DO NOT POST AGENCY, 1=POST AGENCY)

DEPOSITORY INTEREST IND: N

STATUS CODE: A

EFF START DATE: 12151993 EFF END DATE:

LAST PROC DATE: 12151993

Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT

Profile Person

S020 UC: 02
LINK TO:

STATE OF OREGON
APPROPRIATION NUMBER PROFILE

03/23/11 01:47 PM
PROD

AGY: 999 APPN YEAR: 11 APPN NO: 27000 OREGON RAINY DAY FUND - NB

APPROP - TYPE: 9 GROUP: 01 LEG SESS: 00 SESS CALL #: ACT BL #: 000005
BL LN #: 0000 RIDER #: 0000 PROG CODE: COMP SRC/GRP: REL APPN: 27000

I/E (I=INCLUDE, E=EXCLUDE)

ENTER ONE FUND WITH UP TO 10 COMP OBJS SEPARATED WITH EITHER "-" OR ",".

APPD FUND I 3600 , 5
REV OBJ I 0000 - 2999 ,
EXP OBJ I 3000 - 8999 ,

APPN INDS- UB: 1 CTL TYP- CASH: 0 ACCR: 0 ENC: 0 BUDG TYPE: N REV EXC COL: N
DEP INT IND: N APPN LEVEL- ORGANIZATION: 0 PROG: 2 OBJ: 0
ALLOT INDS- SEL: N CTL TYP: 0 QTR: N PERC: 00 PROG/OBJ BUD OBJ LEV IND: 0
AGY BDG INDS- CTL TYPE: 0 OBJ LVL: 0 ALLOT SEL: N ALLOT CTL:
STATUS CODE: A

EFF START DATE: 07012009 EFF END DATE: 12312011 LAST PROC DATE: 04082009
Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT

SD24 UC: 02
LINK TO:
ACTIVE

STATE OF OREGON
GAAP FUND PROFILE

03/23/11 01:46 PM
PROD

6 GAAP FUND: 1114

TITLE: OREGON RAINY DAY FUND

19 GAAP FUND TYPE: 02 (MUST BE IN D21 GAAP FUND TYPE PROFILE)

CAFR FILE ID: SPECREV ("", "?", *, AND SPACES NOT ALLOWED)

BUDGETED FUND IND: Y (Y OR N)

18 GAAP FUND GROUP: 01 (SYSTEM GENERATED)

EFF START DATE: 07012007 EFF END DATE:
Z06 RECORD SUCCESSFULLY RECALLED

STATUS CODE: A
LAST PROC DATE: 07272007

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT

SD21 UC: 02
LINK TO:STATE OF OREGON
GAAP FUND TYPE PROFILE03/23/11 04:24 PM
PROD

(19)

GAAP FUND TYPE: 02

TITLE: SPECIAL REVENUE

(18)

GAAP FUND GROUP: 01

(MUST BE IN D20 FUND GAAP GROUP PROFILE)

CLOSE DEBIT TC: 350

(TRANS CODE FOR CLOSING DEBIT BALANCE,
NOMINAL ACCOUNTS TO FUND BALANCE, OR
RETAINED EARNINGS; MUST BE IN 28 TC PROFILE)

CLOSE CREDIT TC: 351

(TRANS CODE FOR CLOSING CREDIT BALANCE,
NOMINAL ACCOUNTS TO FUND BALANCE, OR
RETAINED EARNINGS; MUST BE IN 28 TC PROFILE)

FUND BALANCE GL: 3020

(GL ACCOUNT NUMBER FOR THE EQUITY
ACCOUNTS MUST BE IN D31)

CAFR FUND TYPE: SPECREV

(GENERAL, SPECREV, DEBTSRV, CAPPROJ,
ENTPRSE, INTSER, FIDUCIR, PENSION)

CAFR OPER STAT: G

(G = GOVERNMENTAL, P = PROPRIETARY,
H = HIGHER EDUCATION, A = AGENCY)

STATUS CODE: A

EFF START DATE: 12151993 EFF END DATE:

LAST PROC DATE: 09152001

Z06 RECORD SUCCESSFULLY RECALLED

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT

SD39 UC: 02
LINK TO:

STATE OF OREGON
STATE FUND GROUP PROFILE

03/23/11 04:23 PM
PROD

⑦

STATE FUND GROUP: 9999

TITLE: DEFAULT OREGON

EFF START DATE: 03141994 EFF END DATE:
Z06 RECORD SUCCESSFULLY RECALLED

STATUS CODE: A
LAST PROC DATE: 03141994

F1-HELP F3-DEL F5-NEXT F9-INT F10-SAVE F11-SAVE/CLEAR ENTER-INQ CLEAR-EXIT

S063 UC: 02
LINK TO:

STATE OF OREGON
CASH CONTROL FINANCIAL INQUIRY

03/23/11 04:26 PM
PROD

AGENCY: ⁽¹⁾999 APPR FUND: ⁽⁵⁾CASH FUND: ⁽¹⁰⁾FUND: ⁽³⁾2700 GRANT NO/PH:

INQ TYPE: MC (MA, YA, MY, YY, MC, YC) DETAIL/SUMMARY: D
INQ YEAR: 11 INQ MONTH: 09 CASH BALANCE: 126,018,035.80

BT	TITLE	AMOUNT	BT	TITLE	AMOUNT
12	CASH REVEN	19,464,796.56			
20	TRAN IN-CA	341,583,135.00			
21	TRAN OUT-C	235,029,895.76			
34	UNREC DEPO	.00			

F1-HELP F2-DOC INQ F5-NEXT F9-INTERRUPT ENTER-INQUIRE CLEAR-EXIT

Hyperion Interactive Reporting Studio - Untitled

File Edit View Insert Format Query Data Model Tools Window Help

Process

Request(0) Filters(0) Sort(0)

Sections

- Query
- Results

Request: Drag Topic Items here to build a Query

Filter: Drag Topic or Computed Request Items here to create Filters

Open from Repository

- Repository
 - Data Model
 - Standard Query
 - Standard Query v
 - Budget vs. A
 - D23 Balance**
 - DAFR6610 M
 - DAFR6610 P
 - DAFR6610 P
 - DAFR6610 Y
 - DAFR6620 M
 - DAFR6620 P
 - DAFR6620 Y

Model Info

Unique Name: D23 Balances
 Creator: dasby82
 Created: 08/05/10 12:00 AM

Description

This is a Shared Repository Report. Your agency may find the need to make modifications for accurate reporting. This query will help agencies find the GL balances for a D23 Fund they want to have closed.

Open
 Cancel
 Help

Friday, March 25, 2011

				Trans Yy	2011
				D23 Fund	2700
				CI Title	OR RAINY DAY FUND
Agency	Type	Dr	Gl Acct	Title	M13 Balance
999	NOM	C	3100	REVENUE CONTROL - CASH	496,006.93
			3105	REVENUE CONTROL - FIN STMT ACCRUAL	-56,755.23
	REAL	C	1532	DUE TO OTHER FUNDS/AGENCIES	0.00
			3020	UNRESERVED, UNDESIGNATED FUND BALANCE	125,578,784.10
		D	0065	UNRECONCILED DEPOSIT	0.00
			0070	CASH ON DEPOSIT WITH TREASURER	126,018,035.80
			0586	DUE FROM OTHER FUNDS/AGENCIES	0.00

S089 UC: 02

STATE OF OREGON

03/25/11 09:32 AM

LINK TO:

SUMMARY GENERAL LEDGER ACCOUNT INQUIRY

PROD

AGENCY: 999 CENTRAL AGY/STATE GENERAL FUND/BACKUP WH
COMPTROLLER GL: 0070 CASH ON DEPOSIT WITH TREASURER
AGENCY GL:

STATE FUND GROUP:

APPR FUND:

FUND: 2700 OR RAINY DAY FUND

ORG:

TC:

GRANT/PH:

PROJ/PH:

G38-TRANSFER:

AGY CD 1:

INQ TYPE: MC (MA, YA, MY, YY, MC, YC) DETAIL/SUMMARY: S

INQ YEAR: 11 INQ MONTH: 09

BEGINNING BALANCE	DEBIT	CREDIT	ENDING BALANCE
.00	361,047,931.56	235,029,895.76-	126,018,035.80

F1-HELP

F5-NEXT

F9-INTERRUPT

ENTER-INQUIRE

CLEAR-EXIT