



**FI\$Cal**

*Financial Information System for California*

# Cash Management Design Validation

***September 29-30, 2015***

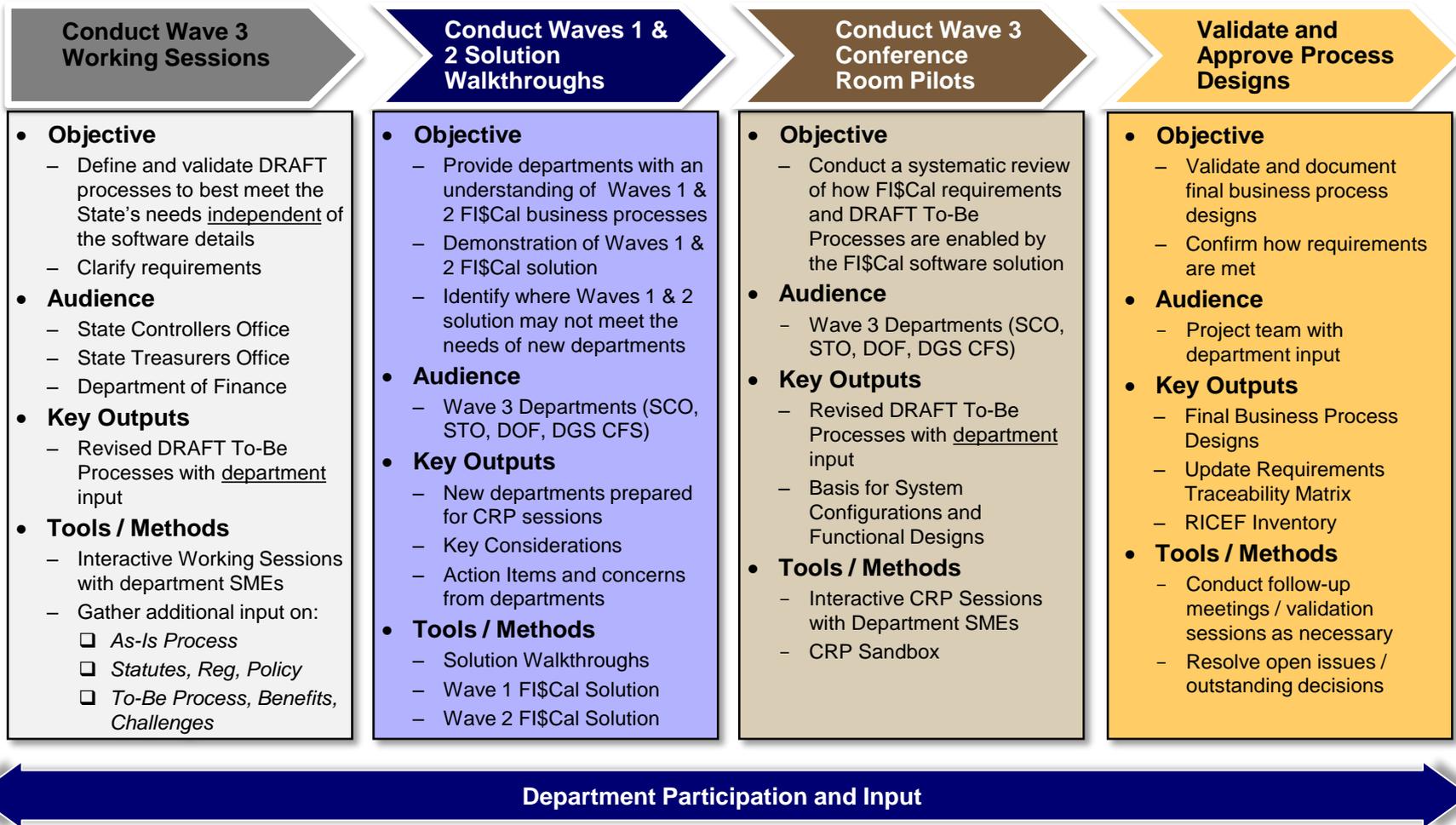
# Schedule/Calendar

Session ID	Session Description	Participants	Dates	Location
	Kick Off presentation	Disb/DAR/Audits	9/09 -- 1 to 4	Jade
	Kick Off presentation	Disb/DAR/Audits	9/16 -- 9 to 12	Jade
<b>AP</b>	<b>3 -3 hour sessions</b>			
1	Payment Processing – Part 1	Disb/DAR/Audits	9/22 -- 9 to 12	Sapphire/Topaz
2	Payment Processing – Part 2	Disb/DAR/Audits	9/22 -- 1 to 4	Sapphire/Topaz
3	Post Issuance	Disb/DAR/Audits	9/23 -- 9 to 12	Sapphire/Topaz
<b>CM/AR</b>	<b>4 -3 hour sessions</b>			
1	Overview of solution: SCO Focus STO Focus	DAR	9/29 -- 9 to 12	Jade/Amethyst
2	Deposit and Transfers/Payroll ARs	DAR	9/29 -- 1 to 4	Jade/Amethyst
3	Bank Statements & Reconciliation: CTS Accounts STO Accounts	DAR	9/30 -- 9 to 12	Jade/Amethyst
4	STO Cash Forecasting	STO	9/30 -- 1 to 4	Jade/Amethyst
<b>FI</b>	<b>2 - 3 hour sessions</b>			
1	Overview of solution (ledgers, trees, nVision)	DAR	10/01 -- 9 to 12	Jade/Amethyst
2	Budgetary Legal and CAFR Reports	DAR	10/01 -- 1 to 4	Jade/Amethyst
	<b>Week off to update FDs</b>		<b>10/6 -- 10/8</b>	

# Schedule/Calendar

Session ID	Session Description	Participants	Dates	Location
<b>LA</b>	<b>2 - 3 hour sessions</b>			
1	Overview of Solution Configuring Loans Recording Loan Transactions	DAR	10/13 -- 9 to 12	Sapphire/Topaz
2	Accruing Interest Daily General Fund Loans	DAR	10/13 -- 1 to 4	Sapphire/Topaz
<b>DM</b>	<b>2 - 3 hour sessions</b>			
1	Configuring Bonds Processing Bonds	DAR	10/14 -- 9 to 12	Sapphire/Topaz
2	Bond Inquiries and Reports	DAR	10/14 -- 1 to 4	Sapphire/Topaz
<b>AP</b>				
4	Registered Warrants	Disb/DAR/Audits	10/15 -- 9 to 12	Sapphire/Topaz
<b>GL</b>	<b>3 - 3 hour session</b>			
1	GL Journal Workflow Automated Transfers Cash Accounting	DAR	10/20 -- 9 to 12	Sapphire/Topaz
2	Non-FI\$Cal Department Interfaces	DAR	10/20 -- 1 to 4	Sapphire/Topaz
3	Cash Validation	DAR/Disb	10/21 -- 9 to 12	Sapphire/Topaz
	<b>General Overflow</b>		10/22 -- 9 to 4	Sapphire/Topaz

# FI\$Cal Design Approach



# Expectations of Participants

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- Bring FI\$Cal Overview
- Constructive Interaction
- Participation During Sessions
- Participant Expectations of FI\$Cal

# Ground Rules & Guiding Principles

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- **Challenge** how the State does things today
- **Perspective** – Adopt a “Statewide” perspective
- **Be Present**– Actively engage in the session
- **There are no Bad Questions** – Better to question, then assume
- **Consider Best Practices** and business process changes
- **Think of the data** and information you require

# Next Steps

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- Build Phase
  - Business Process Workshops (BPW)
  - User Acceptance Test Planning and Desired Outcomes
- Test Phase
  - Interface and Conversion Testing
  - Functional and End-to-End Testing
  - User Acceptance Testing (UAT)
- Training
  - Pre-Test Training
  - Post-Test Training

# Agenda

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- FI\$Cal Project Overview
- Cash Management Solution Overview
- What's Changing for SCO
- What's Changing for STO
- Deposits and Transfers
- Bank Statements and Reconciliation – CTS and STO
- Cash Forecasting

# Why are we here?

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- These presentations are at a high level to introduce you to the functions being designed
- On July 1, 2017, FI\$Cal becomes book of record for the SCO and STO replacing many legacy system and integrating with others
- Approximately 250+ CTS accounts will be configured in FI\$Cal which will affect all the State departments
- All the future wave, deferred and exempt departments will continue to process their Deposit Slip and eFITS transactions as they do today
- WE NEED YOUR INPUT, don't be afraid to ask questions

# FI\$Cal Project Overview

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- The Financial Information System for California (FI\$Cal) is a business transformation project for the State in the areas of budgeting, accounting, procurement, and cash management. The Project prepares the State to work in an integrated financial management system.
  
- California's Partner Agencies are working together to form the partnership to support FI\$Cal at the highest level:
  - Department of Finance (DOF)
  - Department of General Services (DGS)
  - State Controller's Office (SCO)
  - State Treasurer's Office (STO)

# Cash Management Overview

# Key CM Concepts and Terms

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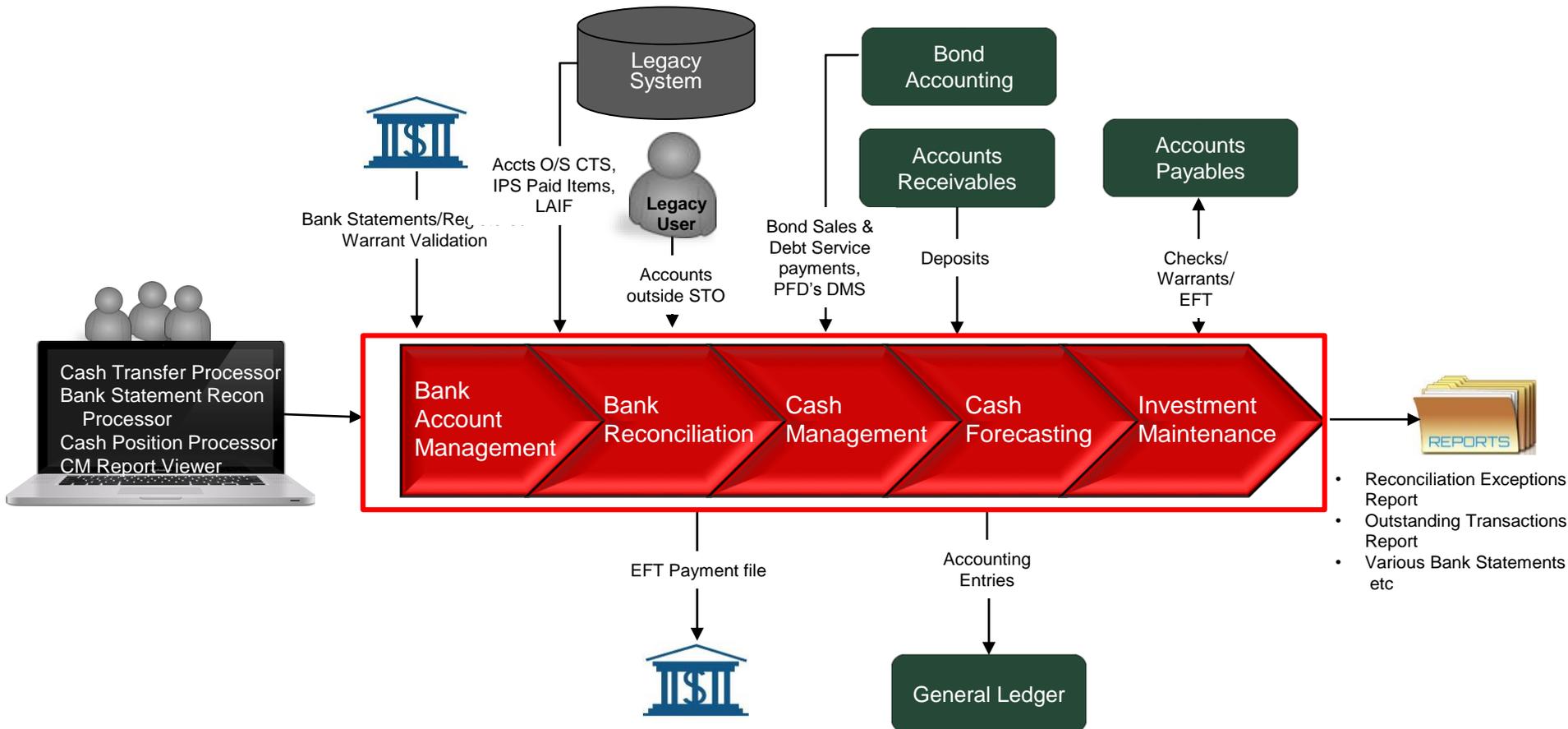
- **Deposit Slips** – A report form from FI\$Cal listing the items being deposited into a depository bank
- **Bank Deposit** - Money received by the departments and placed into the Treasurer’s account at an approved depository bank within the Centralized Treasury System
- **Federal Funds** – An electronic payment in a Demand Account generally associated with a Federal Drawdown initiated by a Department
- **Demand Accounts** –The eight accounts at the depository banks that contain all the banking activity for State of California Centralized Treasury System deposits and disbursements
- **Bank Reconciliation** - The process used to reconcile FI\$Cal transactions to bank statement transactions

# Key CM Concepts and Terms

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- **Cash Accounting Reclassification** – The custom FI\$Cal process that automatically generates system transactions for:
  - ORF Replenishments based on approved vouchers in Accounts Payable
  - eFITS Remittances based on funds that have been remitted to Cash in State Treasury in Accounts Receivable
- **Cash Clearing** – Deposits will be automatically recorded in GL as debit to general cash and credit to uncleared collections within CTS funds
- **Bank Account Transfers** - The transfer of money between CTS bank Accounts to make corrections or adjustments or move money between STO demand accounts
- Direct and non-Direct Transfers will be done in-out of Virtual Account

# Cash Management



# Cash Management

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- Before money can be moved in and out of PeopleSoft, Banks and Bank Accounts must be defined

# Two-Tiered Banking

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- The State of California operates a two-tiered banking structure:
  - Tier 1: Demand Account
  - Tier 2: CTS and Warrant Accounts

# Three Types of Banks

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- Depository Banks
- Presenting Banks
- State Bank

# Bank Information

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- The Bank Information page will be used to define Bank information for the Banks with which State of California has banking relationship
- The Address Information Page will be used to enter Bank contact information
- The Bank Contact Notes page can be used to enter general notes, but will only be viewable by the STO

# Bank Branch Information

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- A branch, banking center, or financial center is a retail location where a bank, credit union, or other financial institution (and by extension, brokerage firms) offers a wide array of face-to-face and automated services to its customers
- For Depository Banks, the main address for each Bank will be the address associated with the address required by the Banks for Deposit Slips
- For Centralized Treasury accounts, each department will be configured as a bank branch

# External Accounts

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- External accounts in PeopleSoft normally represent accounts at physical ("brick and mortar") financial institutions. The State will define external accounts for each physical bank with which it maintains a banking relationship. PeopleSoft's definition of a banking relationship includes any of the following (or any combination of the following) banking activities that are settled through Payables Pay Cycle Manager:
  - Submit checks in Accounts Payable (AP)
  - Create wires and electronic funds transfer (EFTs)
  - Send direct debits

# External Accounts

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## Why are we using external accounts?

- Departments need to make system deposits into and issue department checks from their CTS account
- Departments need to make system deposits into and issue department checks from their Demand Accounts
- SCO needs to make disbursements out of the State Treasury with warrants and EFTs and to facilitate interagency billing
- All of the account activity needs to be reconciled in the CM module
- Allows for internal transactions such as replenishing a department Office Revolving Fund (ORF), remitting cash to the appropriate Fund in Cash in State Treasury or transferring cash between CTS accounts

# External Accounts

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- Two types of External Bank Accounts:
  - Depository Bank
    - Demand Bank Accounts
    - Zero Balance Accounts
    - SCO EFT Account
  - State Bank
    - Department CTS
    - SCO Warrant
    - Inter-Agency Direct Transfer Account

# STO and SCO Overview

# What's changing for SCO

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FI\$Cal will be book of record for SCO

Warrant Bank Account Reconciliation will be done in FI\$Cal

CTS Bank Accounts Statements will be generated from FI\$Cal

Budgetary/Legal report for Bank Accounts Outside CTS will be generated from FI\$Cal

Reconciliation of Adjustments will be done in FI\$Cal

FI\$Cal will allow SCO/departments to do Manual Netting

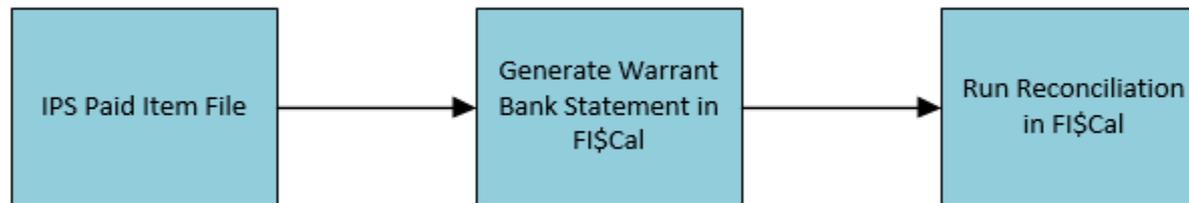
SCO's AR Remittance - eFITS, etc can be done from FI\$Cal

Conversion of Outstanding/Closed Warrant will be done in FI\$Cal

Balances for CTS Bank Account will be converted into FI\$Cal

# Warrant Account Reconciliation

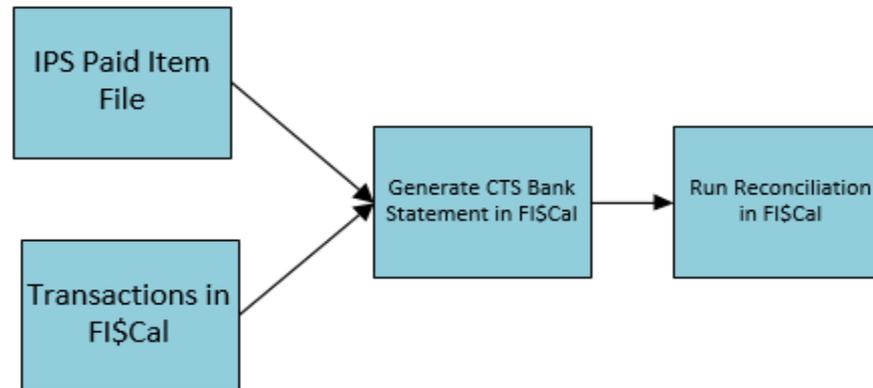
EXTCM018



- FI\$Cal receives daily inbound import file that includes the SCO Warrants paid by IPS.
- Warrant Bank Statement created in FI\$Cal will be use to reconcile the transactions.

# CTS Bank Account Statement

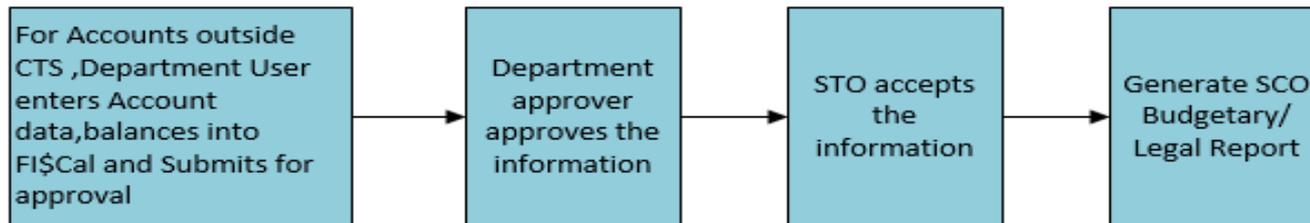
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- Replacement of SCO Centralized Treasury Trust System (CTTS)
- Will build on the bank statements already created by IPS to add:
  - any eFITs remittances & ORF Replenishments, etc. from custom Cash Accounting Process
  - Any adjustments or transfers between accounts from Bank Account Transfers
  - Deposits processing

# Budgetary Legal Report

RPTCM013



- Departments will generate/submit their Report 14 Electronically in FI\$Cal
- All approvals related to Report 14 can be tracked in FI\$Cal
- STO will enter the information for departments not currently in FI\$Cal
- SCO's budgetary legal report for Report 14 data will be generated in FI\$Cal

# Reconciliation of Adjustments

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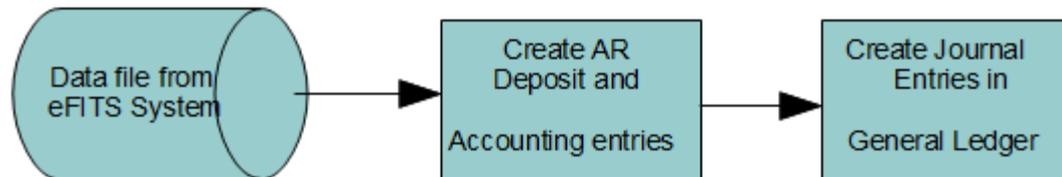
- Any Adjustments done to the customer payments will be handled in FI\$Cal (i.e. NSF checks)
- SCO will approve direct AR journals in FI\$Cal to move payments to correct funds
- Adjustments affecting bank accounts will be done in FI\$Cal

# Manual Netting

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- The State of California currently performs netting for delinquent receivables against only certain types of payments, including income tax refunds, lottery winnings and unclaimed property payments. The delinquent receivables eligible for collection by the netting process are maintained by the Franchise Tax Board (FTB) in their Intercept Program. This offset program will continue to be maintained by the FTB outside of the FI\$Cal system
- If required, SCO can use FI\$Cal(PeopleSoft) Manual Netting options to offset income tax refunds, lottery winnings and unclaimed property payments against vendor payments
- Manual netting can also be done if it is within a BU

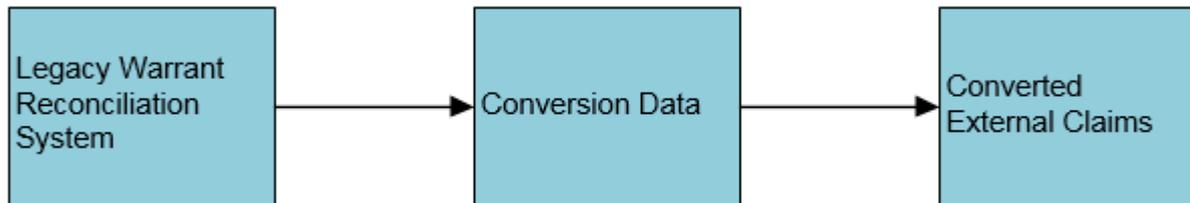
# SCO AR Remittances



- Departments use the internet Electronic Fiscal Input Transaction System (eFITS) to create transfer transactions which are currently processed by the Legacy Fiscal System. Non-FI\$CAL departments will send the CTS deposit accounting entries (remittance) to FI\$Cal through an inbound Transaction code interface.
- Interface will create Regular Zero Dollar AR Deposits for these transactions in FI\$Cal and accounting entries in GL

# Warrant Conversion

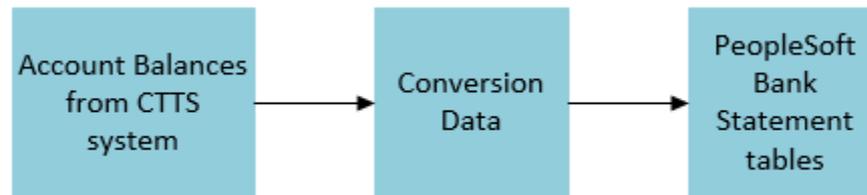
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- SCO legacy paid and unreconciled warrants from Legacy Warrant reconciliation system needs to be loaded into FI\$Cal PeopleSoft Staging tables
- SCO will be able to cancel, reissue and escheat the loaded warrants
- Approximately 20 million warrants will be loaded into conversion tables for a particular FI\$CAL year

# CTS Bank Account Balances

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- The CTS accounts will be configured in FI\$Cal
- The CTS bank account balances As-of July 1 will be converted from the SCO's CTTS
- SCO's CTTS system will retire

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Break

# What's changing for STO

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Bank Account Setup, Security and Maintenance

Demand Account Reconciliation

Bank Account outside CTS - Collateralization Requirements

Reconciling Adjustments

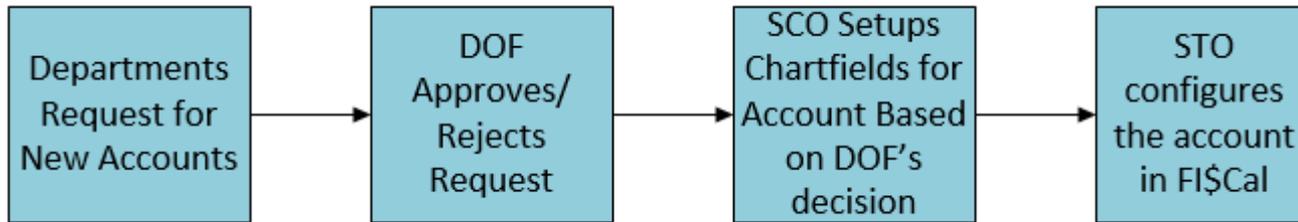
Record Wire Payments

AR Deposit Slip Functionality(EDF/FEDS)

CheckWrite(CWS) Functionality Replacements

Outstanding and Closed Items Conversion- EDF, FEDS, CheckWrite and Frontier

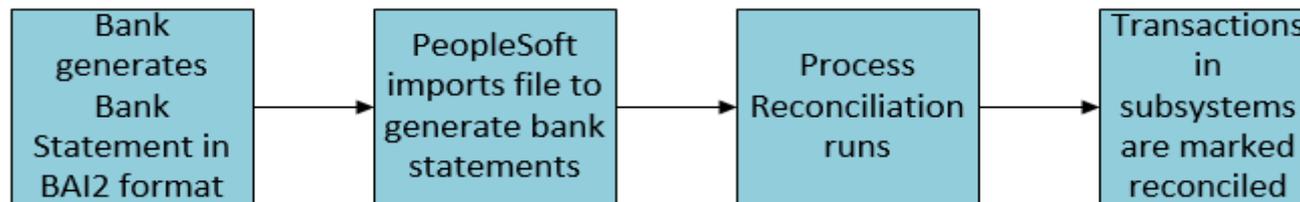
# Bank Account Setup and Maintenance



- CTS Accounts, Warrant Account, Demand Accounts, ZBA Accounts, EFT Account, etc. will be configured and maintained in the Cash Management Module by STO
- Users will be able to see only those accounts for which they have Business Unit (BU) security
- STO will have a BU associated specifically with their Demand Accounts

# STO Demand Account Reconciliation

INFCM013-010



- Transactions for Demand accounts will be recorded in FI\$Cal
- Banks will push BAI2 files for the demand and ZBA accounts to a secured PeopleSoft server so they can be imported into CM Bank statement tables
- Demand account reconciliation involves matching transactions on the Bank statements with system (book side) transactions that are generated in CM, AR and AP modules

# Cont. STO Demand Account Reconciliation

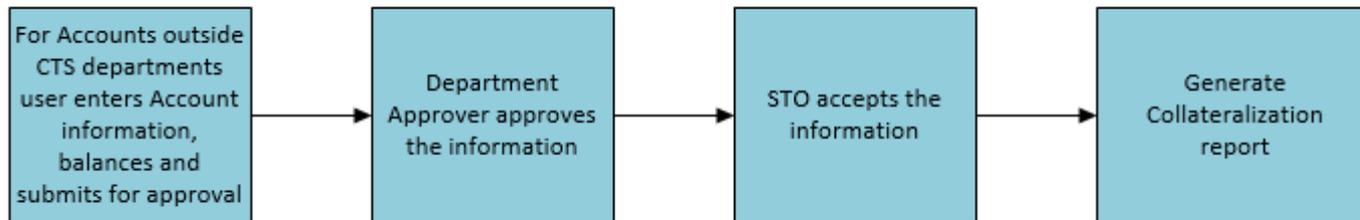
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INFCM013-010

- Some system transactions are:
  - CM: Bank Account Transfers for wires sent between demand accounts
  - AR: CTS deposits (EDF/FEDS), LCs (Federal money)
  - AP: Demand checks, funding warrants (Outgoing wires)
  
- These system transactions will be posted to the STO Statement of Cash Accountability in the GL

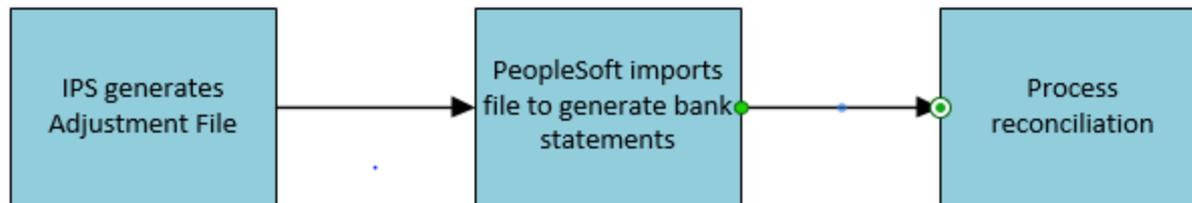
# Account outside CTS -Collateralization

EXTCM015



- Departments will submit/generate their Report 14 electronically in FI\$Cal
- All approvals related to Report 14 can be tracked in FI\$Cal
- STO will enter information for the departments not in FI\$Cal
- STO will be able to generate collateralization reports and reports to determine compliance on department reporting
- SCO will have the information for their Budgetary/Legal Basis Report

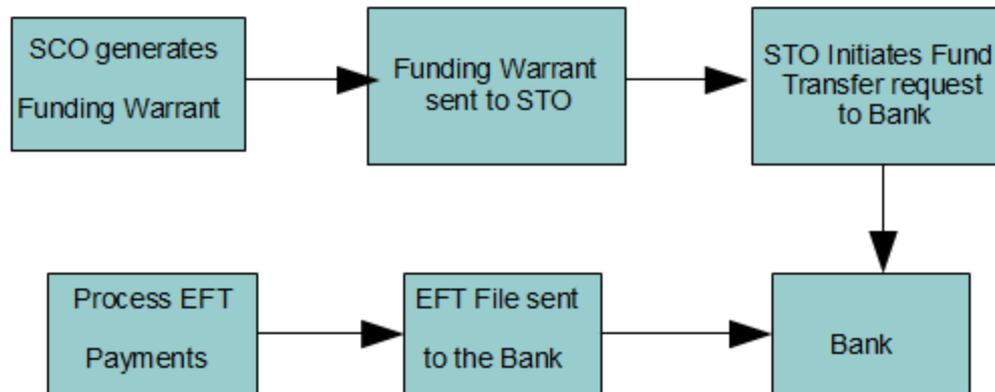
# Reconciling Paid Item Adjustments



INFCM011

- IPS will send file(s) containing Paid Item adjustments for items paid incorrectly (i.e. paid to the wrong account or for the wrong amount)
- A custom process will load these adjustments in the bank statement table
- Department/SCO reconciliation staff will reconcile these transactions in the CM module

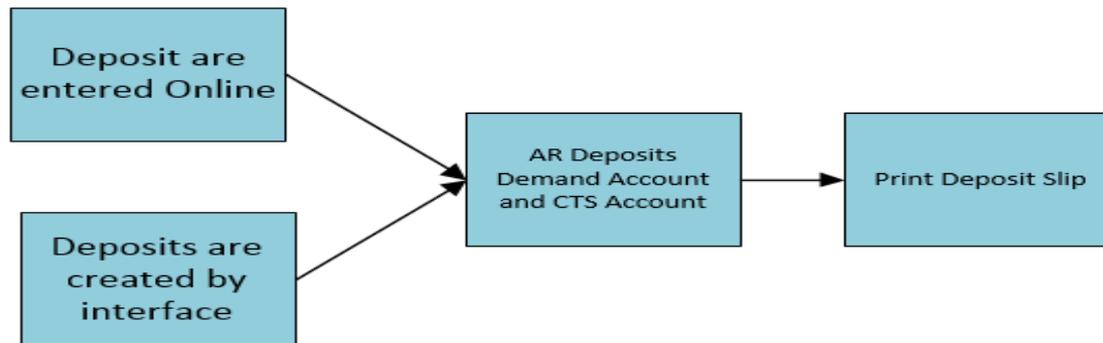
# Wire Payment for SCO Disbursement EFTs



- FI\$Cal's Pay Cycle will run to generate the payments and create the EFT file to be dispatched to the EFT Bank
- SCO will issue a warrant to authorize the STO to wire the payment to the EFT bank in FI\$Cal
- Outside of FI\$Cal: Upon receipt of warrant, STO will initiate a wire from one of the State's Demand Accounts to the EFT bank for the total amount of the EFT file and process the warrant as paid

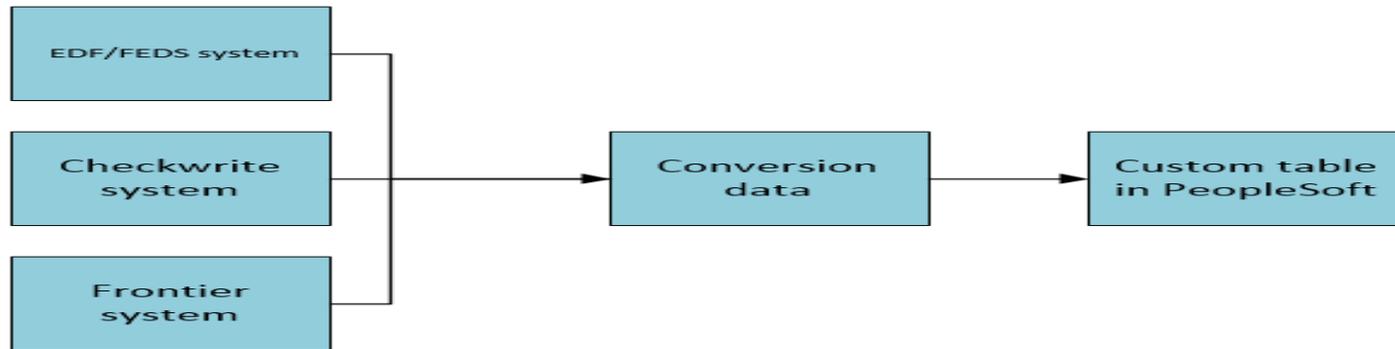
# AR Deposit Slip Functionality

EXTAR012\_15\_18



- Functionality for STO's EDF and FEDS systems will be in FI\$Cal
- FI\$Cal departments will enter/print deposit slips from FI\$Cal AR
- Departments using the EDF and not in FI\$Cal will have their deposits interfaced into AR
- STO staff will enter deposit slip information in AR for departments that aren't in FI\$Cal and aren't using the EDF

## Historical and Outstanding Items Conversions (EDF, FEDS, Frontier, CheckWrite)



- Historical data STO is converting:
  - 2+ years of data from EDF and FEDS
  - Demand check data on CheckWrite (2009 – Wave 3 go-live)
  - 5 years of reconciliation data from Frontier
- STO will combine data from all 4 systems and send a single conversion file to FI\$CAL so that each record will have all the necessary fields from all 4 systems. This data will be in a custom table in PeopleSoft

# Cont. Historical and Outstanding Items Conversion

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- All outstanding transactions on 6/30 will be entered into the appropriate module such as:
  - CM: unreconciled bank transactions
  - AR: unreconciled deposits
  - AP: unreconciled demand checks
- The following systems will be retired:
  - FEDS
  - Frontier
  - CheckWrite
- The EDF will not be retired until all the Wave 4 departments and any Deferred/Exempt department using it are creating their deposit slips in FI\$Cal

# Checkwrite Functionality Replacement

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- STO's CheckWrite System contains the daily banking activity in the Depository Banks
- CheckWrite's functionality is being replaced in FI\$Cal so that CheckWrite can be retired
- This banking activity be recorded in the Statement of Cash Accountability in FI\$Cal
- STO Bank Rec will reconcile to the Statement of Cash Accountability in FI\$Cal

# NSF Report

RPTAR050



- Local banks notify departments when it has dishonored checks
- Departments without return item ZBAs issue checks payable to the bank to buy back the dishonored checks
- In FI\$Cal, deposits of type NSF will be created containing total number of dishonored checks brought by an department from a bank
- NSF Report is generated to report on total number of dishonored checks

# STO Minus Float Report

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RPTCM012

- The State chooses not to earn interest on the money sitting in their accounts. The bank keeps the interest that the state would have earned and uses this to offset the banking fees for the state.
- The STO will use Minus Float Report to analyze the difference between when a department reports a deposit was taken to the bank and when the bank gives the state credit for that deposit.
- STO Minus Float Report will be generated from FI\$Cal

# STO Cash Forecasting

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- Provides the ability to review cash position by Bank
- Estimate available cash based on activity, balances, & patterns
- Drill into position details

# STO Cash Forecasting

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- Along with the delivered Cash forecasting FI\$Cal will have following custom Cash forecasting reports:
  - STO daily deposit forecasting report
  - STO daily future disbursements forecasting report
  - STO historical disbursements forecasting report
  - STO Payment method distribution forecasting report

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# AR+ SESSION BEGINS

# Account Receivables

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AR Deposit Slip Functionality

Deposit Timeliness Report

Bank Transfer updates

Deposit Cash Clearing Entries

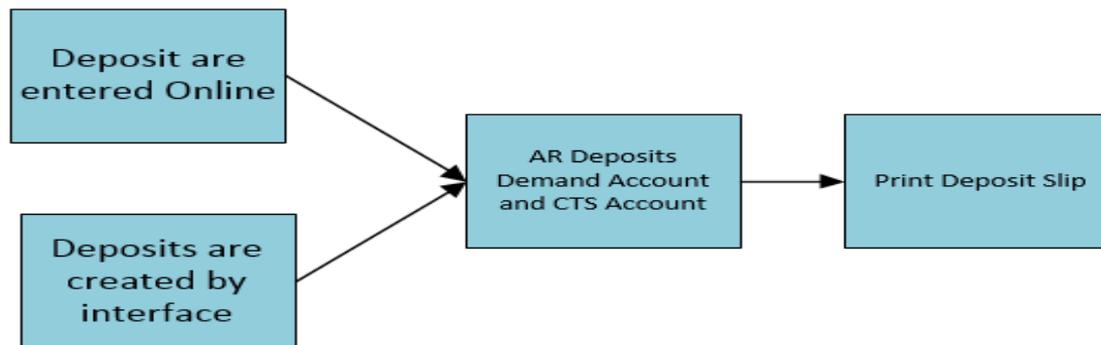
SCO Deposit Approval

FTB Intercept Program Interface

eFITS Infrface

# AR Deposit Slip Functionality

RPTCM048  
EXTAR012\_15\_18



- Functionality for STO's EDF and FEDS systems will be in FI\$Cal
- FI\$Cal departments will enter/print deposit slips from FI\$Cal AR
- Departments using the EDF and not in FI\$Cal will have their deposits interfaced into AR
- STO staff will enter deposit slip information in AR for departments that aren't in FI\$Cal and aren't using the EDF

# AR Deposit Slip Functionality

EXTAR012

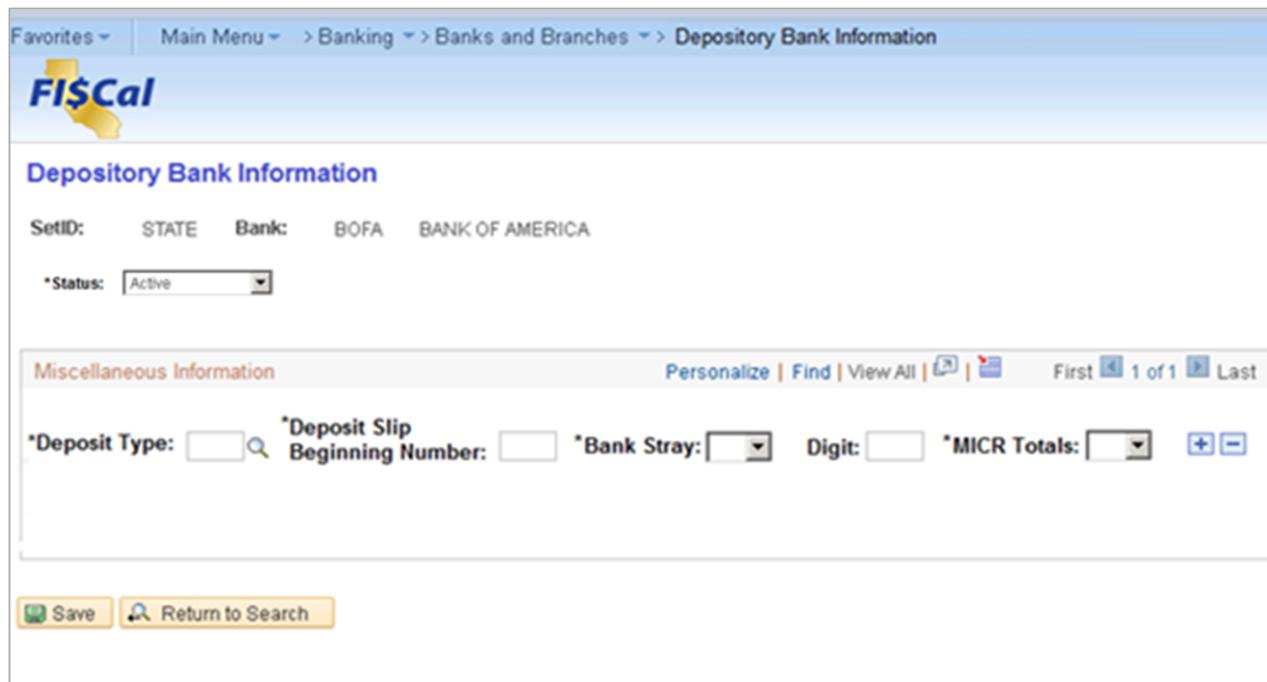
- Custom Pages will be created so STO can configure the deposit page information setup that is associated with the CTS accounts:
  - Depository Bank Setup
  - Demand Bank Account Setup
  - Department Deposit Location
  - Deposit Slip STO Approval Setup
  - Deposit Slip Entry Page
  - Deposit Slip Mass Approval Page
- Additional custom configuration pages will be created to maintain custom fields utilized to generate Deposit Slips
- Accounting entries for the deposits will be generated in the GL for SCO and STO

# AR Deposit Slip Functionality

EXTAR012

Depository Bank Page :

STO will configure values for Deposit Slip Beginning Number , Bank Stray , MICR Totals etc. for the Depository Banks.



Favorites ▾ | Main Menu ▾ > Banking ▾ > Banks and Branches ▾ > Depository Bank Information

**FI\$Cal**

**Depository Bank Information**

SetID: STATE Bank: BOFA BANK OF AMERICA  
 \*Status:

Miscellaneous Information Personalize | Find | View All | | First 1 of 1 Last

\*Deposit Type:  \*Deposit Slip Beginning Number:  \*Bank Stray:  Digit:  \*MICR Totals:

# AR Deposit Slip Functionality

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EXTAR012

Demand Bank Account Setup Page :

- Account Number, STO Assigned Bank Name, STO Assigned Bank number are associated with Demand Accounts
- Display of Coin/Currency and Adjustment section on Deposit Slip is configured
- Chartfields used to generate deposit accounting entries are configured

# AR Deposit Slip Functionality

EXTAR012

Demand Bank Account Setup Page :

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Accounts](#) > [Demand Bank Account](#)

**FI\$Cal**

### Demand Bank Account

**Account Information**

SetID: STATE Bank: STATE State Bank: External Bank ID: 121113423 Branch: AASDC-456

**Account Information**  
 Bank Account: 456 \*Bank Account Number:  \*Default Cash Type: 0000  
 \*Default Location:  \*Status: Active Deposit in Transit   
 \*STO Assigned Bank Number:  \*STO Assigned Bank Name:

**Deposit Information** Personalize | Find | View All | First 1 of 1 Last  
 \*Deposit Type:  Branch:  Coin/Currency:  Adjustment:

**Bank Account Ledger Types** Personalize | Find | View All | First 1-2 of 2 Last  
 ChartFields

Acct Type	Approp Ref	Fund	ENY	*Account	Typ Structure	Set Loc	Agency Use	Attrib	Fund All
<input type="text"/>									
<input type="text"/>									

# AR Deposit Slip Functionality

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EXTAR012

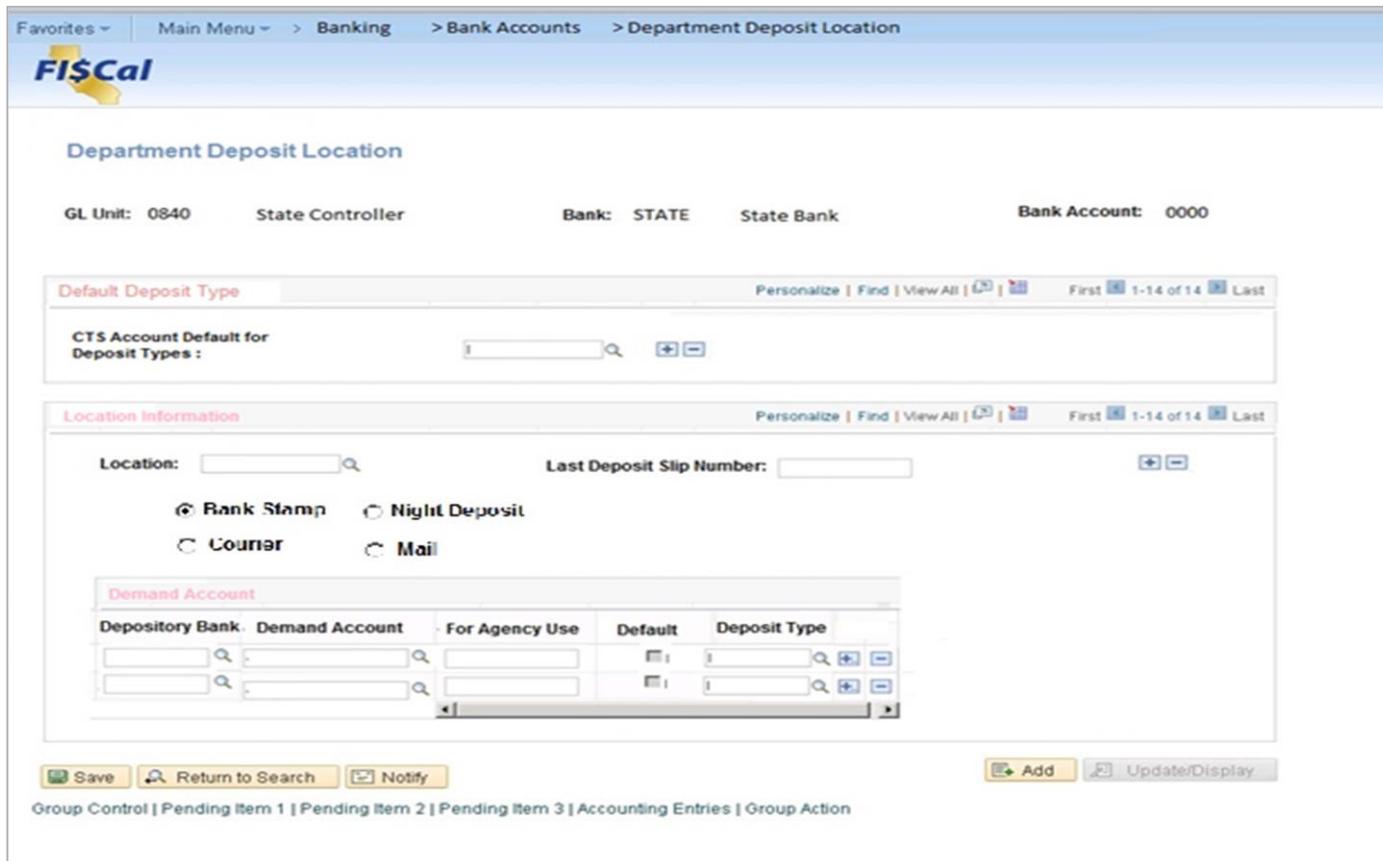
Department Deposit Location:

- Default Demand Account and Location for the CTS Account are configured
- Locations , CTS Account , and Demand Account are associated in this setup page
- CTS Account to be defaulted on the Deposit Slip Entry Page is configured

# AR Deposit Slip Functionality

EXTAR012

Department Deposit Location:



The screenshot shows the 'Department Deposit Location' page in the FI\$Cal system. The breadcrumb trail at the top reads: Favorites > Main Menu > Banking > Bank Accounts > Department Deposit Location. The page title is 'Department Deposit Location'.

Key information displayed includes:

- GL Unit: 0840
- State Controller
- Bank: STATE
- State Bank
- Bank Account: 0000

The interface features several sections:

- Default Deposit Type:** Includes a search field for 'CTS Account Default for Deposit Types' and navigation options like 'Personalize', 'Find', 'View All', and 'First/Last'.
- Location Information:** Contains search fields for 'Location' and 'Last Deposit Slip Number', along with radio buttons for 'Bank Stamp', 'Night Deposit', 'Courier', and 'Mail'.
- Demand Account Table:** A table with columns for 'Depository Bank', 'Demand Account', 'For Agency Use', 'Default', and 'Deposit Type'. It shows two rows of data with search icons for each cell.

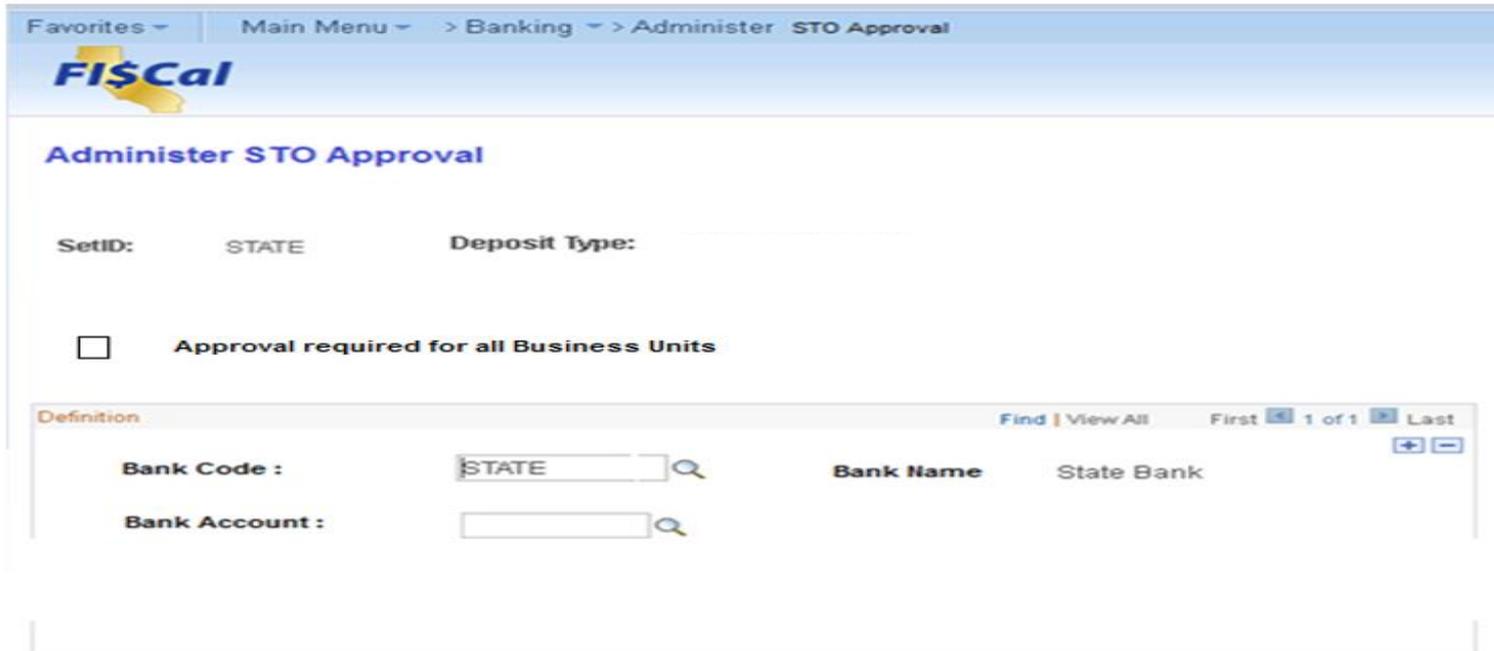
At the bottom, there are buttons for 'Save', 'Return to Search', 'Notify', 'Add', and 'Update/Display'. A status bar at the very bottom indicates 'Group Control | Pending Item 1 | Pending Item 2 | Pending Item 3 | Accounting Entries | Group Action'.

# AR Deposit Slip Functionality

EXTAR013

## Deposit Slip STO Approval Setup

- Below page is used to configure setup for Supplemental Deposit Slip to be selected in STO Approval process.



Favorites > Main Menu > Banking > Administer STO Approval  
**FI\$Cal**  
**Administer STO Approval**  
 SetID: STATE Deposit Type:  
 Approval required for all Business Units  
 Definition Find | View All First 1 of 1 Last  
 Bank Code : STATE Bank Name : State Bank  
 Bank Account :

# AR Deposit Slip Functionality

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EXTAR015

- Departments will still have the ability to determine their location codes
- Departments will still be able to enter 'Agency only' information on the deposit slip
- Deposit Slip still contains the detail that STO needs for statistics and to compute banking fees

# AR Deposit Slip Functionality

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- Compliant Departments take their deposits to the banks in a timely manner so they have the ability to record and remit that money in the GL the same day and record the deposit on the CTS bank statement table that same day
- Non-Compliant Departments are those that create deposits and don't take it to the bank in a timely manner. These deposits will be subject to STO's bank reconciliation before it records in the GL and can be remitted or appear on the CTS bank statement table

# AR Deposit Slip Functionality

EXTAR015

## Deposit Slip Entry Page:

[Favorites](#) > [Main Menu](#) > [Accounts Receivable](#) > [Payments](#) > [Online Payments](#) > [Deposit Slip Entry](#)




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\*CTS Bank Account:  \*Location:   
 Deposit Slip Status:   
 For Agency Use:   
 Deposit Slip Number:   
 \*Deposit Type:  Regular  
 STO Override  
 \*Depository Bank:   
 Currency Only:  Currency: USD  
 \*Demand Bank Account:   
 Coin Only:   
 Adjustment:   
 Bank Stamp  Night Deposit  
 Courier  Mail  
 Check:  \*Item Count:   
 Entered Date:   
 \*Total Deposit:   
 Entered By:   
 Deposit Date: From:  To:   
 Approval Status: Pre-approved  
 Approved By: NA  
 Deposit Unit: NA  
 Deposit ID: NA  
 STO Comment:

# AR Deposit Slip Functionality

EXTAR014

STO Supplemental Deposit Slip Approval Page:

[Favorites](#) | [Main Menu](#) > [Account Receivable](#) > [Payments](#) > [Deposit Slip Approval](#)

[Home](#) | [Worklist](#)

---

## Deposit Slip Approval

**Search Criteria**

CTS Bank Account: <input type="text" value="0840"/>	Depository Bank: <input type="text"/>
Location: <input type="text" value="05"/>	Demand Bank Account: <input type="text"/>
Deposit Slip Number: <input type="text" value="8276020193"/>	Deposit Type: <input type="text" value="R"/> Regular
Deposit Date: From: <input type="text"/> To: <input type="text"/>	*Approval Status: <input type="text" value="Pending"/>

**Search Result**

Select	CTS Account	Location	Deposit Slip Number	Depository Bank	Demand Bank Account	Deposit Type	Total Deposits	Deposit Date (From To)	Entered By	Approval Status
1 <input type="checkbox"/>	0840	05	8276020193	Bank Of America	011263698	R	5000.00	05/10/15 - 10/10/15	Jon, Smith	Pending
2 <input type="checkbox"/>										

# AR Deposit Slip Functionality

---

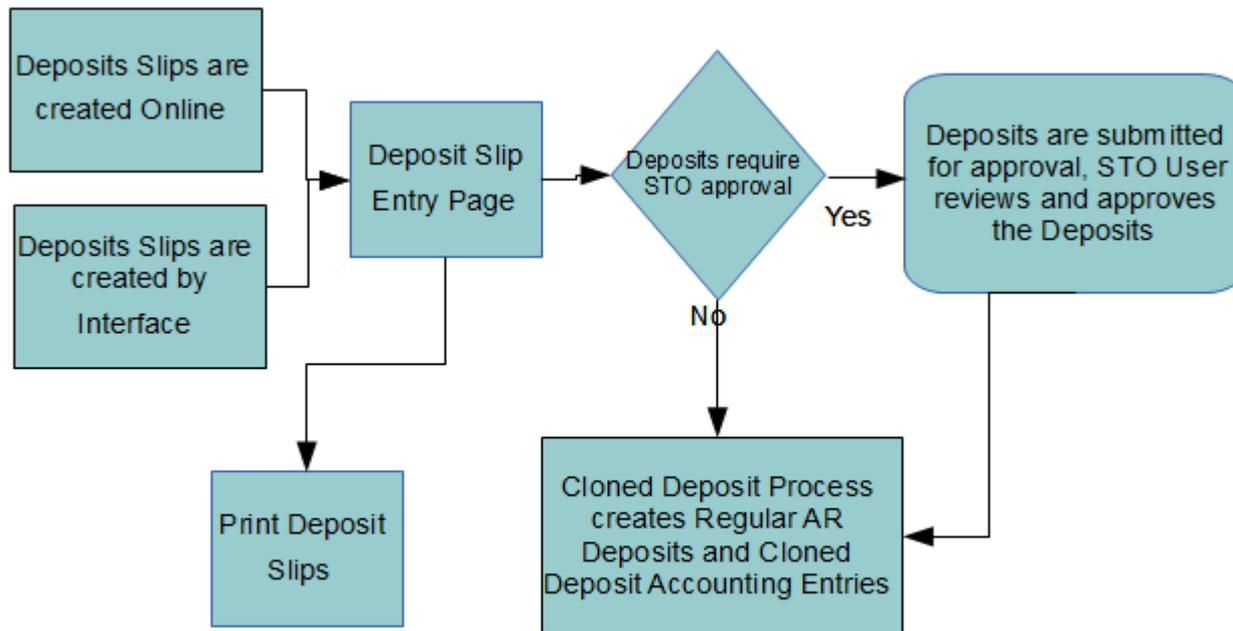
EXTAR015

## Deposit Slip Process Flow:

- User enters all the required Information on Deposit Slip Entry Page
- Deposit Slip number is generated when deposit is saved
- The Print Deposit Slip Button is enabled for user to Print the Deposit Slip
- If Deposit Slip is subject to STO approval then the Deposit Slip Status is changed to Hold. Other Deposit Slips are saved with Pre-approved status
- STO User logs in and approves the Deposit Slips on Hold

# AR Deposit Slip Functionality

Deposit Slip Process Flow :



# AR Deposit Slip Functionality

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EXTAR018

## Deposit Slip Process:

- Pre-approved and Approved Deposit Slips are processed by Custom Cloned Deposit Process
- Cloned Deposit Process Creates Regular AR Deposits, Cloned Deposits for STO Bank Rec and accounting entries for the Demand Account transaction in the STO Statement of Cash Accountability
- STO Depository Bank Statement (BAI2) will be loaded in FI\$Cal
- Custom Reconciliation rules will be setup to reconcile the STO Depository Bank statements with Cloned Deposit Slips

# Deposit Timeliness Report

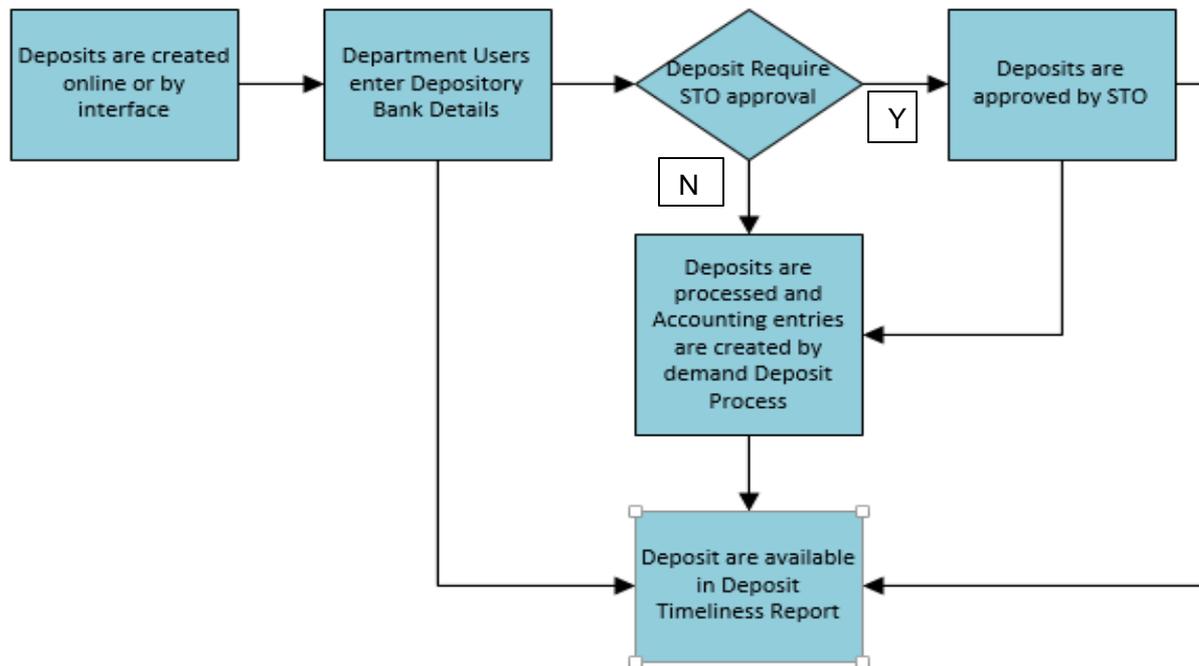
---

RPTAR051

- The AR Regular Deposits go through various processes (i.e. Deposit creation, Payment application, Accounting of Deposits, Demand Deposit process, GL posting etc.). There are various dates associated with Deposits corresponding to life cycle of the Deposits
- A custom report will be created for the Departments, containing all the dates associated with Deposit to monitor timeliness of the Deposit processing

# Deposit Timeliness Report

EXTAR015



# Bank Transfer Update

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EXTCM014

- In Wave 3, STO will do Bank Account transfers between demand accounts in FI\$Cal
- No Cash Type will be associated with Demand Accounts
- Validations will be applied to stop user from initiating any Bank Account transfers between CTS accounts and Demand Accounts
- For Cash transfers between CTS accounts, GLBU security will be applied to control the access to accounts
- Departments can initiate transfers between CTS accounts within their BU, but SCO will approve those transfers
- SCO will be initiating and approving the transfers across BUs and Funds

# Bank Transfer Update

EXTCM014

Cash Management > Fees and Transfers > Bank Account Transfer

### Bank Account Transfer

**Bank Transfer Information**

Business Unit: 0820    Transfer ID: NEXT    Transfer Type: External Transfer

\*Description:     \*Trans Date: 09/18/2013  [Charfields](#)

**Template Information**

Transfer Template ID:      Template Expiration:

Repetitive Transfer Code:

**Transfer From Account**

\*Bank Code:      Cash Type: 

AgencyCash

Gen Cash

ORF Cash

    Payment Method:      Layout:  

Bank Account:      \*Amount:     Currency:

**Transfer To Account**

Bank Code:      Cash Type: 

AgencyCash

Gen Cash

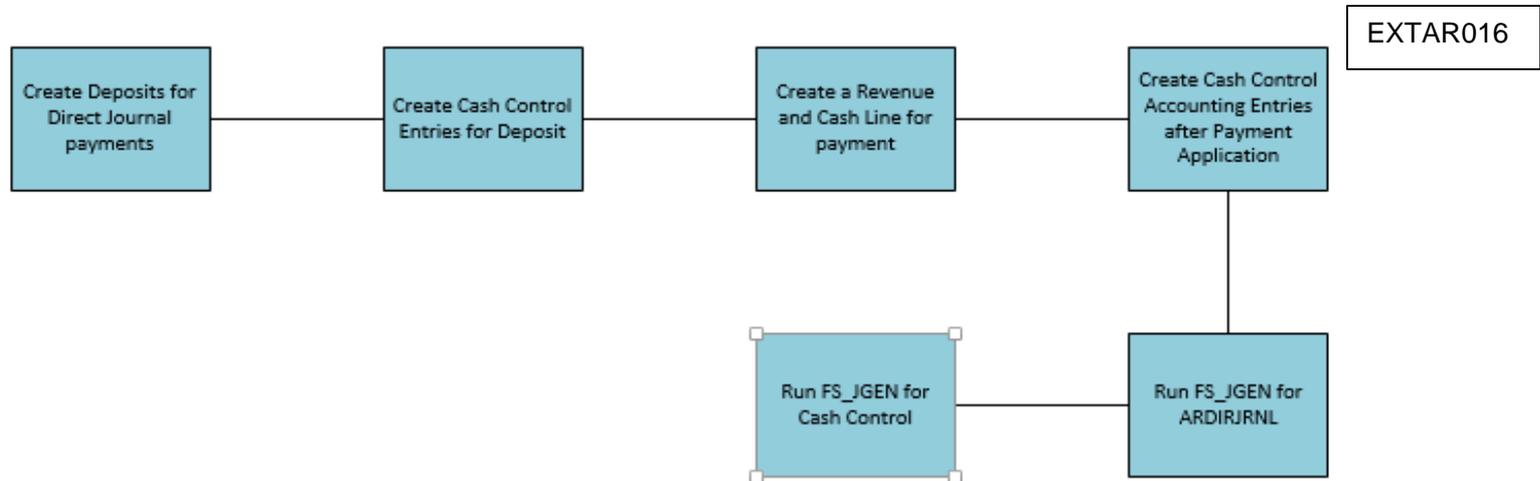
ORF Cash

    Instructions: 

Bank Account:  

[Event Log](#)

# Deposit Cash Clearing Entries



EXTAR016

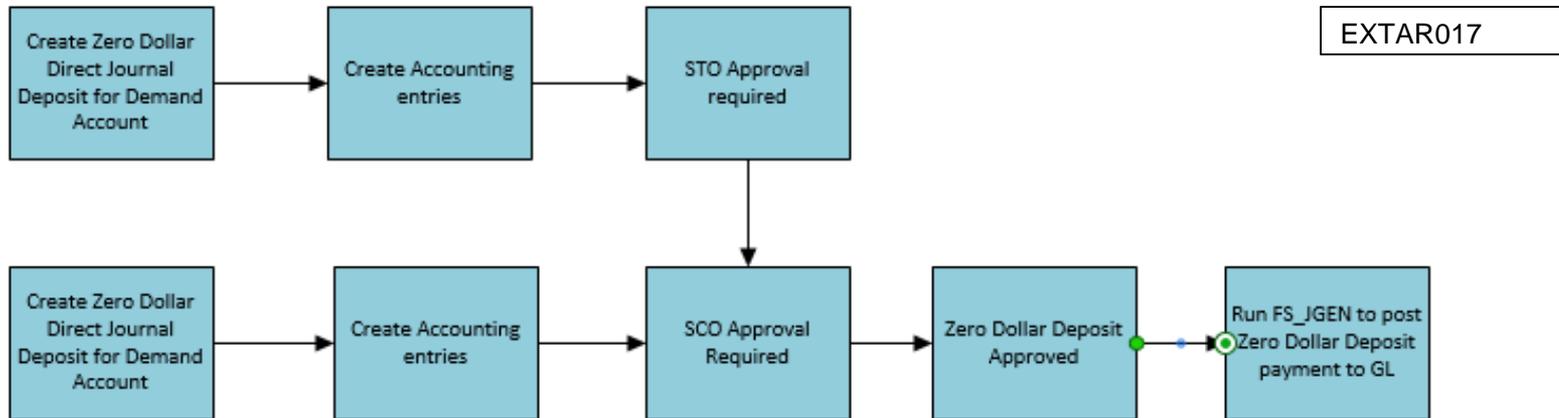
- Create Cash Control Accounting entries when saving the deposit.
  - General Cash
  - Uncleared Collections

# Deposit Cash Clearing Entries

---

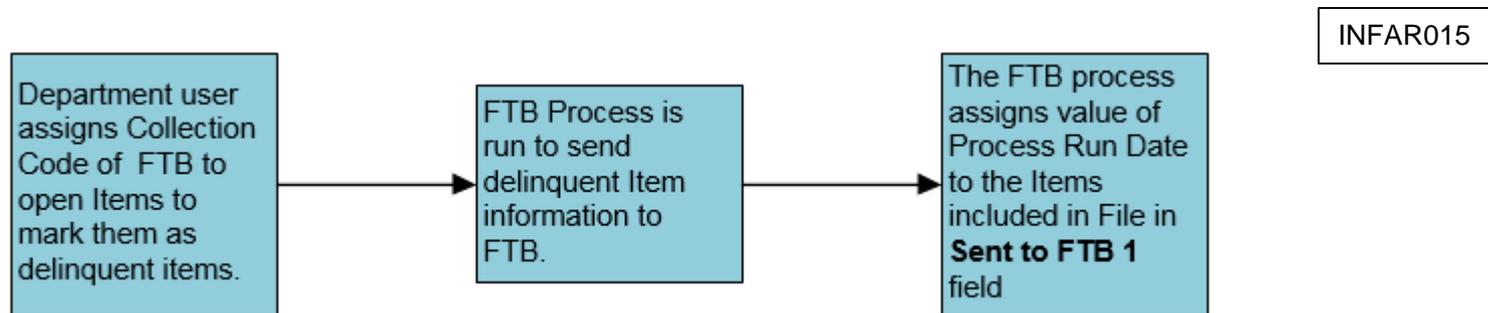
- Create Cash Control Accounting entries when online accounting entries are created by user
  - Direct Journal Payment accounting entries
    - User
    - Pending Cash Transfers
  - Cash Control accounting entries
    - General Cash
    - Uncleared Collections
- Modification in the DJP amount when the cash clearing accounting entries are not posted to GL
- Modification in the DJP when the cash clearing accounting entries are posted to GL
- Modification in the accounting entry created by the User

# SCO Deposit Approval



- In wave 3, the departments associate with the “zero dollar” and with the appropriate Depository Bank and Demand Account; these Deposits go for SCO’s approval and without SCO’s approval the deposits will not go for further processing

# FTB Intercept Program Interface



- In Order to retrieve payments for delinquent Items through FTB, department users will identify delinquent Items in FI\$Cal
- The Open Items having Collection Code as FTB (Collection Codes configured in FTB Offset Defaults page) will be identified as Delinquent Item
- Customers with Total Delinquent Item amount greater than or equal to amount specified in FTB Offset defaults page will be sent to FTB

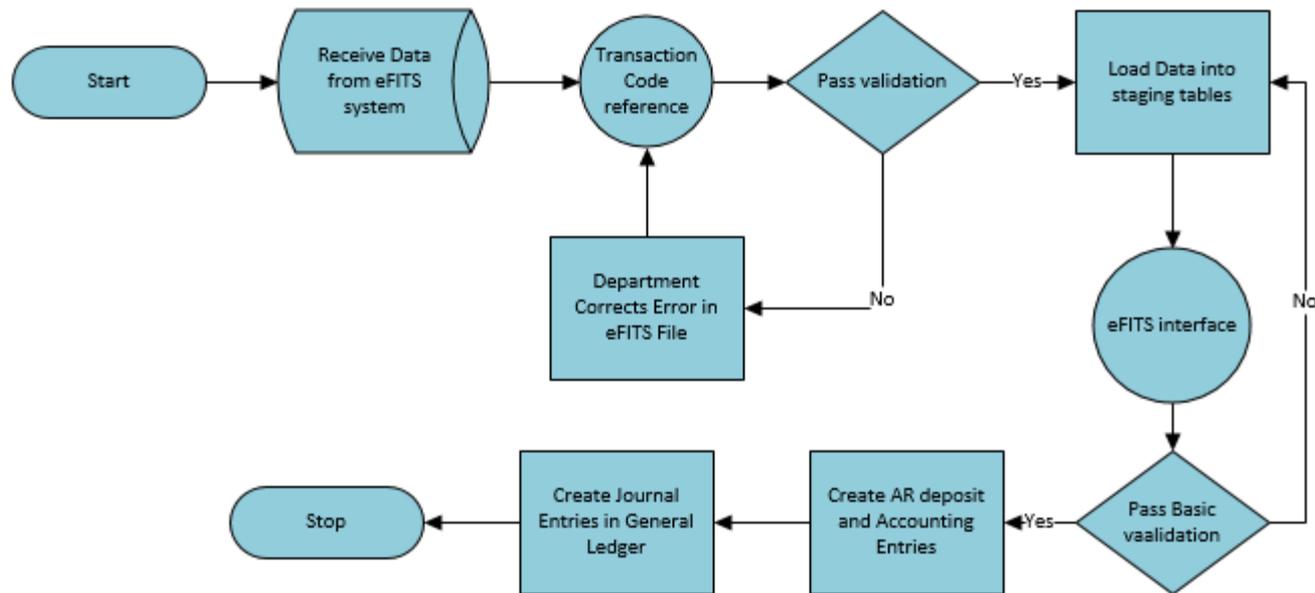
# FTB Intercept Program Interface

---

- Department Users can assign collection Code of FTB to Open Items at navigation Account Receivables > Customer Account > Item Information > View/Update Item
- Also to assign Collection Code to multiple Items delivered process of Mass Change Process can be used
- A Custom Interface will be developed to send the delinquent Item information to FTB

# eFITS Interface

INFAR016



# eFITS Interface

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- Non-FI\$CAL departments will send the deposit accounting entries (remittance) to FI\$Cal through inbound Transaction code interface into PeopleSoft General Ledger staging table
- Transaction code interface validates these deposit accounting entries and create balanced accounting entries for it
- eFITS interface will pick these accounting entries from PeopleSoft General Ledger staging table and create deposits for these transactions so that reference transaction of these accounting entries is captured in FI\$Cal.

# Bank Reconciliation

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Bank Reconciliation begins

# Bank Reconciliation

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Bank Account Reconciliation

Demand Account Reconciliation

CTS Account Reconciliation

Warrant Account Reconciliation

External Transaction Interface

IPS Paid Item Interface

Reconciliation Reports

# Bank Account Reconciliation

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- STO demand account reconciliation involves matching transactions on the BAI2 files (bank side) with transactions on the system (book side) that are generated in CM, AR and AP modules
  
- CTS bank account reconciliation matches transactions on the CTS bank tables (bank side) with those on the system (book side) in CM, AR and AP
  - Exception: Food Voucher accounts and EDD's UI/DI accounts will have all paid instruments recorded as reconciled in the bank table since these items are issued outside of FI\$Cal

# Cont. Bank Account Reconciliation

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- Warrant account reconciliation matches the STO paid warrants (bank side) with the outstanding warrants in AP (book side)
- EFT account reconciliation will have all the EFT transactions recorded as reconciled transactions since FI\$Cal will not be getting a BAI2 file from the bank
- Internal Transaction Account is a pass-through account for the direct and non-direct transfers

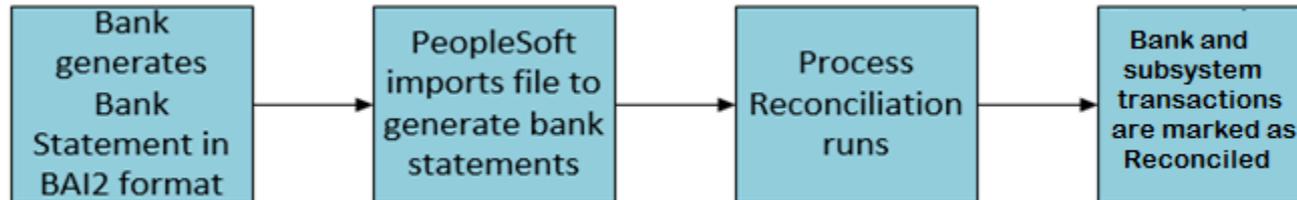
# Cont. Bank Account Reconciliation

---

- Optional – Departments with Accounts Outside the CTS:
  - Wave 3: reconcile a ZBA that sweeps into the STO's demand account
    - Reconcile ZBA BAI2 file (bank side) with interfaced transactions loaded to the CM External Transaction table (system side)
  - Wave 4: reconcile Accounts not associated with the STO's demand account
    - Use existing BAI2 interface (bank side) to import bank file and reconcile with transactions loaded to the CM External Transaction table (system side)

# Demand Account Reconciliation

INFCM003\_010



- In Wave 3, demand accounts will be configured in FI\$Cal  
Transactions for these accounts will be recorded in FI\$Cal
- Banks will push BAI2 files for the accounts configured in the system to a secured server from where PeopleSoft will import them in Bank statement tables
- BAI2 codes will be configured in system to process the statements
- Demand account reconciliations will be done in FI\$Cal
- All reconciliation issues will be handled in PeopleSoft

# Demand Account Reconciliation

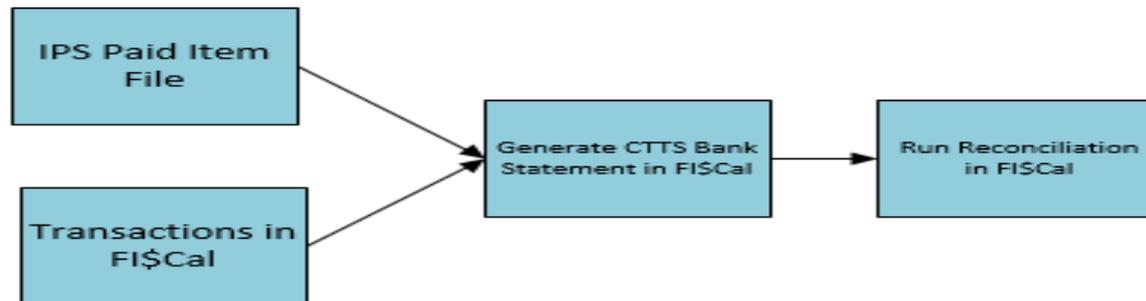
---

INFCM003\_010

- Daily automated integration with all eight Depository Banks to receive previous day BAI2 files
- Automated reconciliation of Demand Account activity including, but not limited to:
  - FI\$Cal Deposits
  - FI\$Cal Bond Proceeds
  - FI\$Cal generated EFT files
  - LAIF deposits and withdrawals
  - Investment activity
  - Wire requests
  - Demand Checks

# CTS Account Reconciliation

EXTCM018



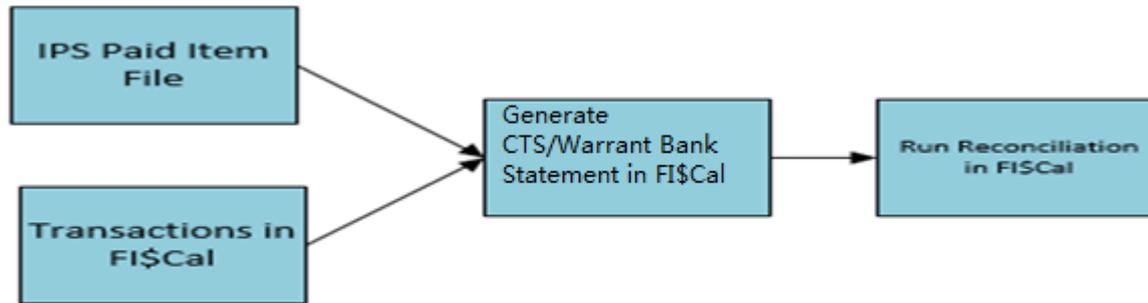
- FI\$Cal will generate statements for CTS accounts
- Will build on the bank statements already created by IPS to add:
  - eFITS remittances & ORF Replenishments (Cash Accounting Process)
  - Adjustments or Bank Account Transfers
  - Deposits from AR module
- These statements will be reconciled system transactions

# CTS Account Reconciliation

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- Department CTS account transactions include:
  - Deposits
  - Checks (including UI/DI) and vouchers
  - Adjustments to deposits and checks/vouchers
  - FTB/Lottery Offsets
  - ORF Replenishments
  - eFITS type transactions
  - Account changes and other JEs

# Warrant Account Reconciliation Transactions



- FI\$Cal will generate statements for Warrant accounts.
- Will build on the bank statements already created by IPS to add:
  - Warrants (issued, cancelled, void, paid, funding, etc.)
  - eFITS type transactions (deposits)
  - ORF Replenishments
- These statements will be reconciled system transactions

# External Transactions Interface

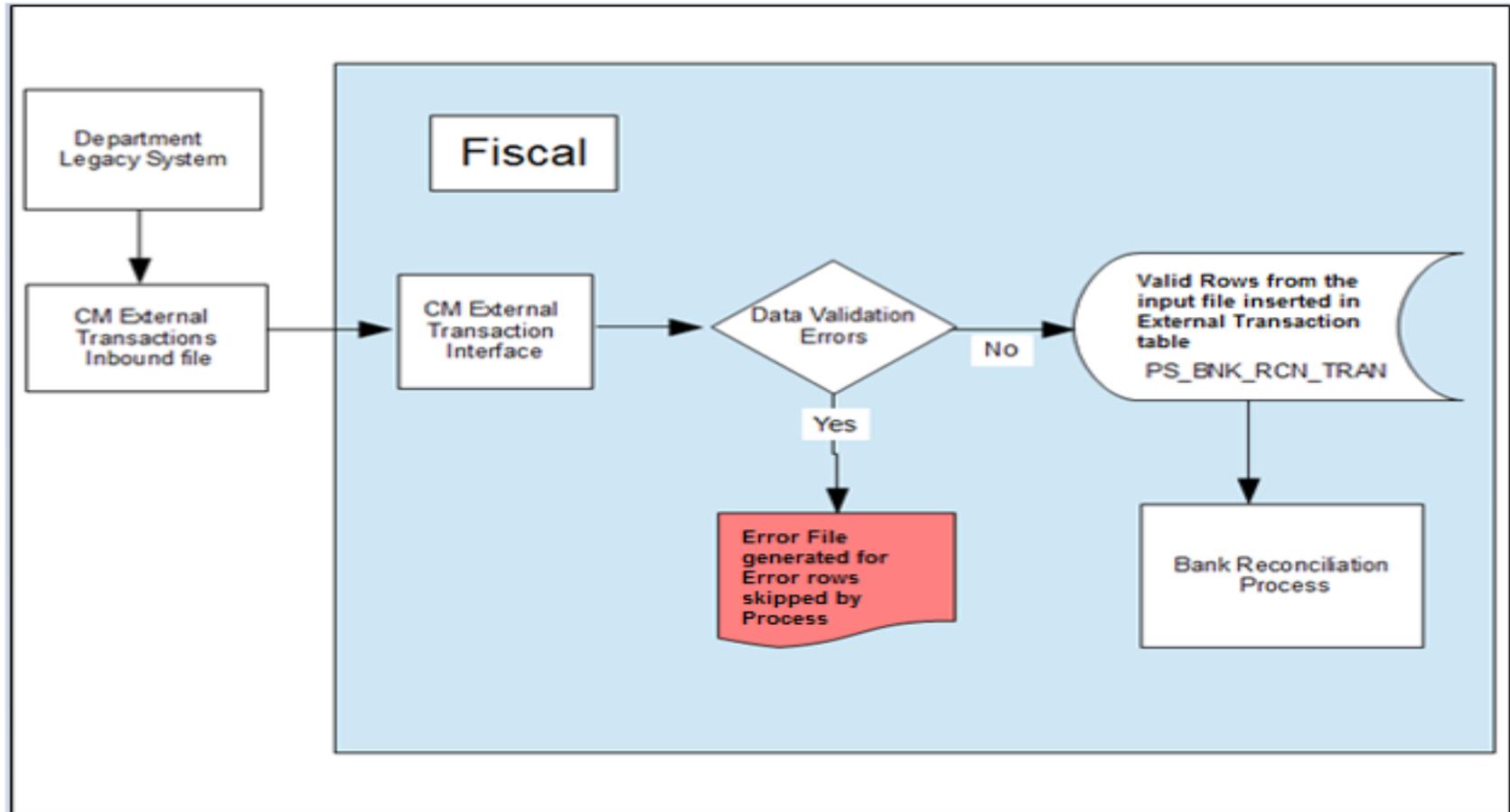
---

INFCM012

- Departments who have received either statutory authority or DOF approval to open accounts outside of the CTS will have the ability to reconcile that account within FI\$Cal
- For Wave 3, these only pertain to the ZBA accounts that sweep into the STO's demand accounts
- In Wave 4, it can be any account outside the CTS
- STO would configure the account in FI\$Cal
- The bank would need to send an acceptable BAI2 file
- The department would need to use an External Transaction interface to import their 'book side' transactions to a CM external transaction table

# External Transactions Interface

INFCM012



# IPS Paid Item Interface

INFCM018



- FI\$Cal receives a daily inbound file from STO - IPS of the warrants, checks (including UI/DI), and food vouchers paid
- The system reconciles bank statement transactions to system side transactions after the file is loaded
- For CTS accounts with food vouchers (Women, Infants & Children, and Senior Farmer's Food Market) and EDD's UI/DI accounts, FI\$Cal will generate accounting entries and bring the items in as reconciled

# IPS Paid Item Interface

INFCM018

## Code Mappings

Code Map Group: IPS

Description:

Copy

Mappings Find | View All First 5 of 5 Last

\*Mapping Name:  + -

Default Value:

Return Input if No Match

Field Values Personalize | Find | View 5 | First 1-11 of 11 Last

Input Value	Output Value		
<input type="text" value="0599"/>	<input type="text" value="599"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0421"/>	<input type="text" value="421"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0405"/>	<input type="text" value="405"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0244"/>	<input type="text" value="244"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0122"/>	<input type="text" value="122"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0109"/>	<input type="text" value="109"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0104"/>	<input type="text" value="104"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0094"/>	<input type="text" value="094"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0093"/>	<input type="text" value="093"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0070"/>	<input type="text" value="070"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="0050"/>	<input type="text" value="050"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

# IPS Paid Item Interface

INFCM018

**Import Bank Statements**

Run Control ID: CM\_IMPORT\_IPS [Report Manager](#) [Process Monitor](#)

Parameters [Find](#) | [View All](#) | First  of 1

\*Request Number:

\*Import Type:

File Path:

File Name:

\*Statement Type:

\*Layout:

Advanced Options

Encryption Profile:    Use Integration Broker

\*Post Process File Action:

Layout Properties [Personalize](#) | [Find](#) | [View All](#) |  |  | First -3 of 3

Property Code	Allowed Values	Value
AMOUNT_LENGTH		<input type="text" value="28"/>
CODE_MAP_GROUP	<input checked="" type="checkbox"/>	IPS
DECIMAL_PLACES		<input type="text" value="2"/>

- Interface process will run every night on batch.

# Bank Statements and Reconciliation

---

- FI\$Cal will import Demand Bank Account statement and generate CTS Bank Statements
- These statements will be loaded into FI\$Cal's Banking module. These statements will be used to reconcile the transactions for corresponding accounts in FI\$Cal
- Following methods of reconciliation will be used in FI\$Cal:
  - Automatic reconciliation
  - Semi-Manual reconciliation
  - Manual reconciliation

# SCREENSHOTS

# Bank (Statement) Balance Entry

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Statements](#) > [Enter Bank Statements](#)

**FI\$Cal**

[Bank Balance Entry](#) | [Bank Transaction Entry](#)

**Bank ID:** 121113423      **Account #:** 094      **Currency:** USD  
**Statement ID:** 188      **Statement Date:** 12/11/2014 [BT]      **Status:** Ready  
**Load Date/Time:** 12/11/2014 10:35:48PM      **Creation Date:** 12/11/2014 [BT]

**Bank & Balances**      Personalize | Find | View All | [Print] [Grid]      First [1] 1-2 of 2 [Last]

[Bank Balances](#) | [Funds Availability](#) [Filter]

*Statement Code	Description	Value Date	Balance
010	OPENING LEDGER	12/11/2014 [BT]	14,692,858.19 [+] [-]
015	CLOSING LEDGER	12/11/2014 [BT]	16,452,883.92 [+] [-]

[Save](#)   [Return to Search](#)   [Previous in List](#)   [Next in List](#)   [Notify](#)   [Refresh](#)   [Add](#)   [Update/Display](#)

[Bank Balance Entry](#) | [Bank Transaction Entry](#)

- Bank Balance will show the opening balance and closing balance of the statement
- Statement ID is the unique identifier of the Statement for the Account

# Bank (Statement) Transaction Entry

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Bank Statements](#) > [Enter Bank Statements](#)
[Home](#) | [Worklist](#) | [A](#)

**FI\$Cal** New Wind

**Bank ID:** 121113423      **Account #:** 094      **Currency:**  
**Statement ID:** 188      **Statement Date:** 04/16/2014   
**Load Date/Time:** 04/30/2014 10:52:08AM      **Creation Date:** 04/16/2014

**Bank Transactions** [Personalize](#) | [Find](#) | [View All](#) |

Statement Code	Description	Reference	Bank Date	Transaction Amount	Location Code	Trans Code	Reconciliation Status
175	CHECK DEPOSIT PACKAGE	1094000003	04/16/2014 <input type="button" value="BT"/>	42.00	DAO	Deposits	Unreconciled
475	CHECK PAID	000019	04/16/2014 <input type="button" value="BT"/>	60.55		Check	Unreconciled
495	OUTGOING MONEY TRANSFER	00R0	04/16/2014 <input type="button" value="BT"/>	116.45		Funding Receipt	Unreconciled
399	MISCELLANEOUS CREDIT	5796	04/16/2014 <input type="button" value="BT"/>	119.43		Deposits	Unreconciled
175	CHECK DEPOSIT PACKAGE	1094000004	04/16/2014 <input type="button" value="BT"/>	230.00	DAO	Deposits	Unreconciled
495	OUTGOING MONEY TRANSFER	00R0	04/16/2014 <input type="button" value="BT"/>	230.40		Funding Receipt	Unreconciled

- Reference number will be the deposit number on the deposit slip from AR, check number, or JE number
- Location Code has been added to tie to the AR Identifier
- Delivered reconciliation uses Statement Code, Reference ID, Bank Date (with Tolerance), Transaction Amount, Trans Code, and Reconciliation Status for processing

# Bank Statements and Reconciliation

---

- Streamlines the data flow and reconciliation process across the Partner Agencies, Departments and Banks
- Reconciled transactions can be seen under Semi Manual Reconciliation page and can be un-reconciled if necessary (only if its not posted all the way to GL)

# Automatic Reconciliation

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Reconcile Statements](#) > [Automatic Reconciliation](#)

**FI\$Cal**

## Automatic Reconciliation

**Search Criteria**

Bank ID:  
 Account #:

\*Date: 
 From:  
 Thru:

Bank Statements									Personalize	Find	View 100	First	1-25 of 221	Last
Select	Bank ID	Account #	Statement ID	As Of Date	Trans	Reconciled	Cycle Status	Exceptions						
<input type="checkbox"/>	121113423	0000000	18	02/01/2014	340	0	Ready							
<input type="checkbox"/>	121113423	021	191	04/16/2014	2	0	Ready	Exceptions						
<input type="checkbox"/>	121113423	021	180	04/15/2014	2	0	Ready	Exceptions						
<input type="checkbox"/>	121113423	021	163	04/10/2014	2	0	Ready	Exceptions						
<input type="checkbox"/>	121113423	021	158	04/09/2014	0	0	Ready							

- Items can be matched across dates
- Reduce manual reconciliation through the use of an automated matching process and integrated data management

# Automatic Reconciliation Exception Screen

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Analyze Exceptions](#) > [Auto Reconciliation Exceptions](#)

**FI\$Cal**

**Automatic Reconciliation Exceptions** \*Search By:

**Search Criteria**

Bank ID:  
 Account #:

Statement ID:  
 Currency Code:

From Date:  
 Thru Date:

**Auto Reconciliation Exceptions** [Find](#) | [View All](#) [First](#)  1-3 of 3  [Last](#)

	Reference	Exception	Bank / Tran Amt	Bank / Tran Date	Bank Tran Type / Tran Status
<input type="checkbox"/> Reconcile	0001826 None	Not Found In System	250.00	10/10/2014	CHK Check
<input type="checkbox"/> Reconcile	1244000153 None	Not Found In System	2,427.50	10/10/2014	D Deposits
<input type="checkbox"/> Reconcile	1244000154 None	Not Found In System	2,646.00	10/10/2014	D Deposits

[Select All](#)
 [Clear All](#)

- Items that do not match according to the reconciliation rules show up in Automatic Reconciliation Exceptions page
- Exceptions should be researched in the module of origin (AP for warrants)

# Semi Manual Reconciliation

[Favorites](#) > [Main Menu](#) > [Banking](#) > [Reconcile Statements](#) > [Semi-Manual Reconciliation](#)
Home | Worklist | Ad


New Wind

**Semi Manual Reconciliation**
\* Search By: From Date / Thru Date

**Search Criteria**

Bank ID:  Account #:  Statement ID:   
 From Date:  Thru Date:  \*Reconciliation Status:   
 From Amount:  To Amount:  Currency Code: USD

[Advanced Search](#)

Bank Transactions						System Transactions					
Select	Reference	Bank Date	Tran Amt	Type		Select	Reference	Tran Date	Tran Amt	Type	Source
<input type="checkbox"/>	000011	04/16/2014	56,000.00	CHK		<input type="checkbox"/>	0000041	05/05/2014	0.50	CHK	Payables
<input type="checkbox"/>	000010	04/16/2014	200,000.00	CHK		<input type="checkbox"/>	0000042	05/05/2014	8,765.00	CHK	Payables
<input type="checkbox"/>	000020	04/16/2014	500.00	CHK		<input type="checkbox"/>	1094000003	04/08/2014	195.50	D	Receivables
<input type="checkbox"/>	00R0	04/16/2014	2,852.00	U		<input type="checkbox"/>	1094000004	04/08/2014	941.88	D	Receivables
<input type="checkbox"/>	00R0	04/16/2014	858,113.06	U		<input type="checkbox"/>	1094000005	04/08/2014	29.24	D	Receivables

- When items do not match 100% according to the automated reconciliation criteria, semi manual reconciliation page can be used to match items
- Items can be matched manually
- Total amount of bank transactions must equal to total amount of system transactions

# Manual Reconciliation

## Manual Reconciliation

\*Search By: From Date / Thru Date

**Search Criteria**

Bank ID:  
 Account #:  
 \*Status: Unreconciled

From Date:  
 Thru Date:  
 Method:  

Total Transaction Amount: 10,330,918.79 USD

System Transactions Personalize | Find | View All |  |  | First 1-32 of 32 Last

Select	Reconciliation Date	Status	Reference	Transaction Date	Transaction Amount	Method	Source	Status	Detail
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	1094000044	04/29/2014	1,251.25 D		Receivables	Complete	Deposit
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	1094000045	04/29/2014	126,126.20 D		Receivables	Complete	Deposit
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	1094333333	05/06/2014	6.68 D		Receivables	None Appl	Deposit
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	0000023	05/05/2014	19,675.14	CHK	Payables	Paid	Check
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	0000024	05/05/2014	9,812.00	CHK	Payables	Paid	Check
<input type="checkbox"/>	05/06/2014 <input type="button" value="📅"/>	UNR	0000025	05/05/2014	8,765.00	CHK	Payables	Paid	Check

- This is used for manual adjustments that are not recorded on the bank side

# Reconciliation Reports

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## Some reconciliation reports:

- **Outstanding/Aging Report**

Lists outstanding items as of a certain date, how long they've been outstanding as of that date and if any have reconciled between as of date and date report was run
- **Bank Register Report**

Beginning and ending balances, total debits, total credits and transactions on date range selected
- **Bank Reconciliation Report**

Reconciliation balance between the bank balances and the system balances



## Question and Answer