



# FRS Updates

# 2023 AFR Workshop

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COMPTROLLER OF PUBLIC ACCOUNTS (CPA)

# Overview

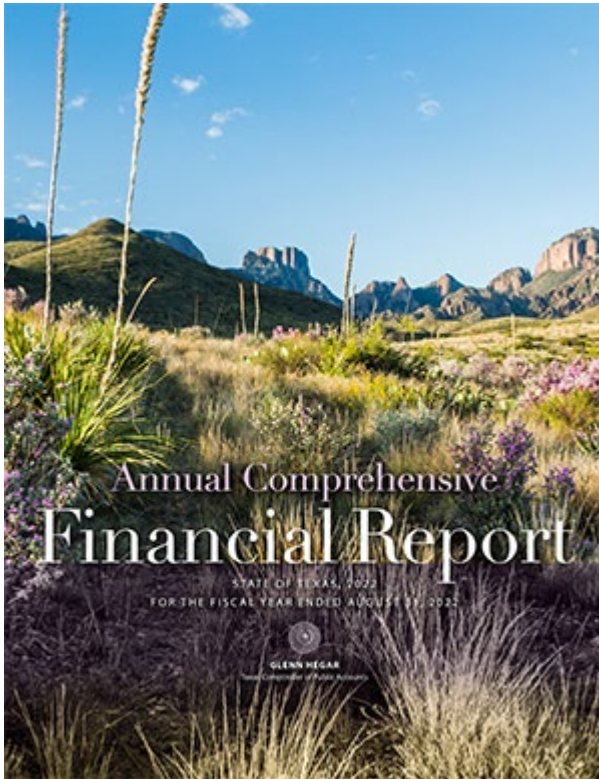


- FRS – Who we are/What we do
- AFR Requirements for Members of a System
- AFR Web Application
- Deadlines
- AFR Ad Hoc Review Reports
- Areas for Improvement
- Reporting Requirement Updates
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# FRS – Who we are/What we do

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- [Financial Reporting Directory \(texas.gov\)](https://www.texas.gov)
- FRS is responsible for compiling and preparing the [\*State of Texas Annual Comprehensive Financial Report \(ACFR\)\*](#) in accordance with generally accepted accounting principles (GAAP)
- Prescribing accounting and financial reporting procedures for state agencies and institutions of higher education (universities) to use in the preparation of their individual [annual financial reports \(AFRs\)](#)



Navigation tabs: Home, General Accounting, Specialized Accounting, USAS, Suspense Funds, CIST/Shared Funds, General Revenue Reconciliation, Capital Assets, Leases/SBITAs, Interfund Activity, Pass-Through Activity, SEFA, Notes & Samples, Universities, Global Certification.

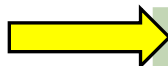
- Home
- Introduction
- Highlights
- Governmental Accounting Standards Board (GASB)

### Reporting Requirements

Issued: Sept. 1, 1993  
 FPP A.036

Except where otherwise specifically stated on this website, all references to "agency" or "agencies" refer to any agency, university or component unit that has an "agency number." The state of Texas fiscal year begins Sept. 1 of the calendar

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References

#### Latest Updates

The AFR website is now updated on a continual basis, instead of an annual release for each reporting period. The following table displays all content changes to this website made after April 1, 2023.

#### 2023 Updates Table

The following table displays all content changes to this website. Updates critical to the reporting requirements (policies/procedures) are indicated with highlighted rows.

Date	Updates
08/10/2023	Added SEFA's <b>Note 12 – Funding Sources within the CCFD Cluster</b> (for ALN 93.575 and 93.596) and <b>Note 13 – EHV Program Funding</b> (for ALN 14.871).
08/10/2023	Moved the "Specialized Accounting" content (from the General Accounting tab) into the new <b>Specialized Accounting</b> top menu item (tab).
08/01/2023	Updated <b>Instructions for the ITLN Web Application</b> to include SBITAs.
08/01/2023	Added the new <b>FRA Fluctuation Analysis (Excel)</b> to the <b>Annual Financial Report Working Papers</b> page.
07/25/2023	Clarified <b>Deadlines</b> for Fiscal 2024.
07/18/2023	Updated <b>Note 5 – Long-Term Liabilities</b> to include SBITAs and availability payment arrangements.
07/18/2023	Updated and renamed <b>Note 27 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements</b> to include guidance from GASB 94.
07/18/2023	Updated instructions for the <b>SEFA Web Application</b> .

# AFR Tabs by Topic

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## Resources

### Agency Fiscal Year-End USAS Adjustments and AFR Checklist

- [Step 1 – General Cleanup](#)
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- [View Entire Checklist](#)

# Right-hand Toolbox

## AFR Checklist

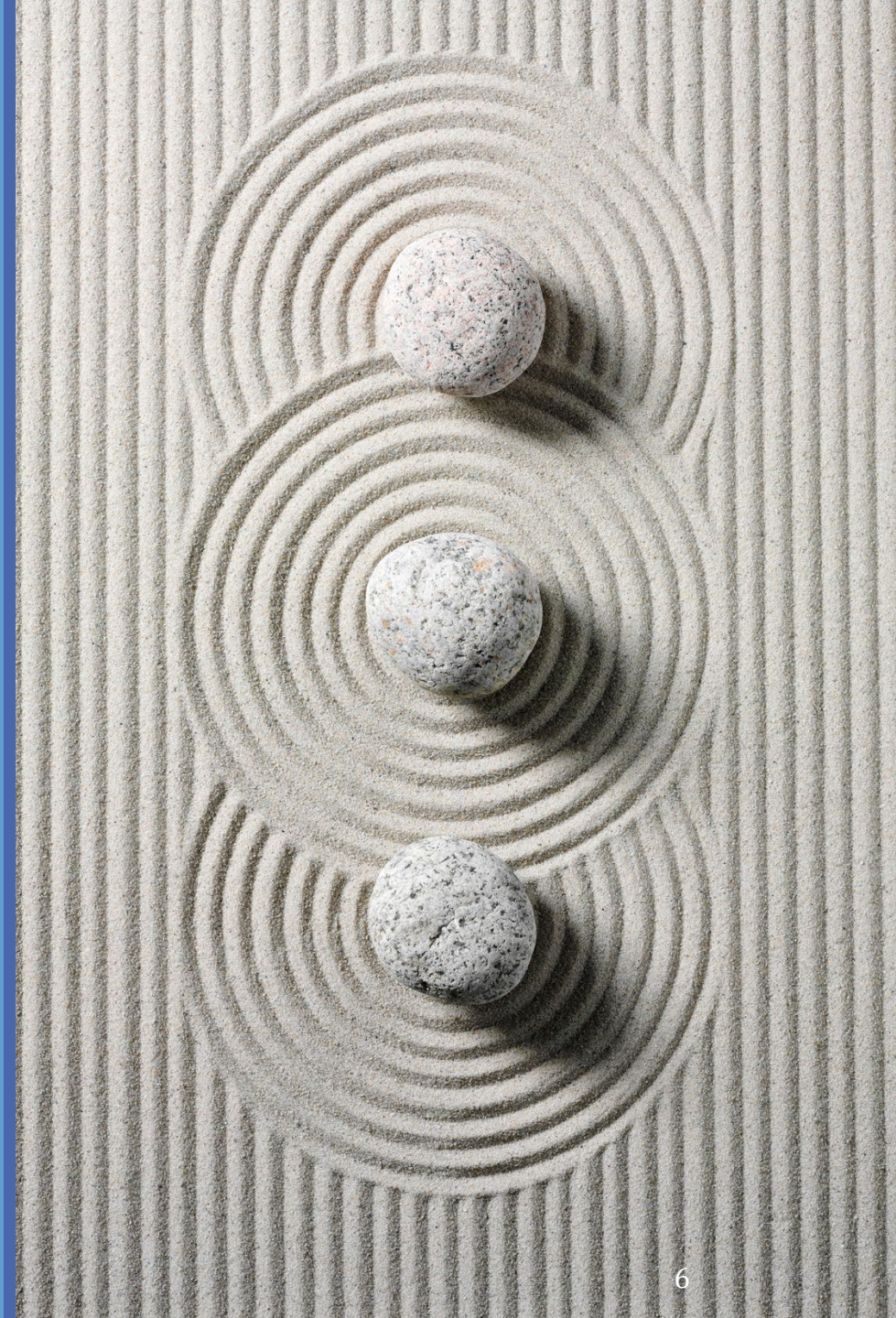
Agency Fiscal Year-End USAS Adjustments and AFR Checklist

### Step 8 – Notes to the Financial Statements

[Note 1](#) [Note 2](#) [Note 3](#) [Note 4](#) [Note 5](#) [Note 6](#) [Note 7](#) [Note 8](#) [Note 9](#) [Note 10](#) [Note 11](#) [Note 12](#) [Note 13](#) [Note 14](#) [Note 15](#) [Note 16](#) [Note 17](#)  
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# AFR Requirements for Members of a System

- Making any necessary entries to ensure USAS accurately reflects the agency's financial position.
  - USAS is the state's "System of Record"
  - Component universities do not have to eliminate System Clearing (GLs 9999/9992) or BONA; the system level does
  - All need to eliminate Funds Held for Others ( GL 1149); clear suspense funds in a timely manner
- Submitting all applicable notes and schedules and certifying through the various AFR web applications
- Balancing pass-through transactions
  - Reporting federal and state revenues received from agencies
  - If a university grants money from federal or state sources, reporting pass-through expenditures
- Consulting with their system office for more detailed instructions
  - Earlier due dates
  - Supporting documentation (i.e. Exhibits and Schedules)





AFR Web Application	Open for Current FY Entry	Application Purpose and Instructions	Security Coordinator's Application Security Code	Who is required to submit using the web application?			
				Agency	Independent University	Component University	Consolidated University System
<a href="#">ACFR Note Reporting &amp; Certification (CNRC)</a>		<a href="#">CNRC</a>	CNRC	Yes	Yes	No	Yes
<a href="#">Bond Reporting System (BRS)</a>		<a href="#">BRS</a>	BOND	Yes	Yes	No	Yes
<a href="#">Capital Asset Note Submission System (CANSS)</a>		<a href="#">CANSS</a>	CASS	Yes	Yes	Yes	Yes
<a href="#">Component Unit &amp; Related Organizations (CURO)</a>		<a href="#">CURO</a>	CURO	Yes	Yes	Yes	Yes
<a href="#">Deposit and Investment Note Submission System (DINSS)</a>		<a href="#">DINSS</a>	INVS	Yes	Yes	No	Yes
<a href="#">General Revenue Reconciliation</a>		<a href="#">GR Recon</a>	GRSC	Yes	Yes	Yes	No
<a href="#">Lease Note Submission System (LNSS)</a>		<a href="#">LNSS</a>	LNSS	Yes	Yes	No	Yes
<a href="#">Long-Term Liability Note (LTLN)</a>		<a href="#">LTLN</a>	LTLN	Yes	Yes	No	Yes
<a href="#">Other Notes and Disclosures (ONDSS)</a>		<a href="#">ONDSS</a>	DRNS	Yes	Yes	No	Yes
<a href="#">Restatement Note Submission System (RNSS)</a>		<a href="#">RNSS</a>	RNSS	Yes	Yes	No	Yes
<a href="#">Schedule of Expenditures of Federal Awards (SEFA)</a>		<a href="#">SEFA</a>	FSSC	Yes	Yes	Yes	No
<a href="#">State Pass-Through Reporting (SPTR)</a>		<a href="#">SPTR</a>	SPTR	Yes	Yes	Yes	No
<a href="#">Statement of Cash Flows (SOCF)</a>		<a href="#">SOCF</a>	SOCF	Yes	Yes	No	Yes

# AFR Web Applications

- Component University:
  - CANSS (Note 2)
  - CURO
  - GR Rec
  - SEFA
  - SPTR
- Consolidated Univ. System:
  - All except GR Rec, SEFA and SPTR

# Deadlines

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- Deadlines- Reporting Requirements for Annual Financial Reports (texas.gov)
  - All Full Reporting Agency Deadlines:
    - 08/15 – GASB Questionnaires
    - 09/01 – **initial** certification for SEFA and SPTR
    - 09/28 – **final** cert. for SPTR and **pass-through** for SEFA
    - 10/20 – CANSS (component university)
    - 11/01 – CANSS (consolidated university system)
    - 11/01 – **final** cert. for SEFA and GR Reconciliation
    - 11/20 – CURO
    - 11/20 – SOCF, BRS, DINSS, ONDSS, LNSS, LTLN, RNSS, CNRC



# Deadlines (cont.)

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- Currently, [Texas Government Code, Section 2101.011](#), requires all agencies to file **all** annual financial reports (AFRs) no later than Nov. 20 of each year.
- This section was amended by the 88<sup>th</sup> Legislature with the passing of [HB 4510](#), which is effective in Fiscal 2024.
  - **Nov. 1** – for each agency submitting an unaudited AFR.
  - **Nov. 20** – for each institution of higher education submitting an unaudited AFR.
  - **Dec. 15** – for each agency submitting a statutorily-required audited AFR.

# CANSS – Note 2 Preparation

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- Each university reporting to the State Property Accounting (SPA) system must annually reconcile capital asset balances and activity with its internal asset management system.
- All universities are required to disclose the summary of changes in capital assets in **Note 2** and submit capital asset activity disclosures through the **CANSS web application**.
- Each university reporting to SPA must begin its capital asset reconciliation by completing the steps in the [SPA/CANSS Reconciliation Checklist](#).
- Discrepancies must be corrected in SPA, CANSS and USAS during the reconciliation process by the applicable deadlines.
  - Property transfer deadline is **Sept. 20** so GR consolidated agencies can complete their FYE recon.
  - Upon CANSS certification, SPA staff will close the current fiscal year accounting period in SPA.
    - CANSS and SPA will be closed globally on **Oct. 20**
  - SPA balances must tie to CANSS and USAS balances or changes will be made during ACFR preparation.

# Schedule of Expenditures of Federal Awards (SEFA)

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## THREE CERTIFICATIONS DEADLINES

- 09/01 – Initial
- 09/28 – Pass-through
- 11/01 – Final
- 09/26 – Interfund Activity Confirmation Form (and entered in USAS)
- [Reporting Requirements for SEFA](#)
- Each agency that expends federal awards is required to submit the [SEFA web application](#).
  - Do not include non-federal awards in SEFA.
- Reconcile: pass-throughs, COVID and R&D
- Email: [SEFA.Texas@cpa.texas.gov](mailto:SEFA.Texas@cpa.texas.gov)

# State Pass-Through Reporting (SPTR)

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## TWO CERTIFICATIONS DEADLINES

- 09/01 – Initial
- 09/28 – Final
- 09/26 – Interfund Activity Confirmation Form (and entered in USAS)
- [Reporting Requirements for Pass-Through Activity](#)
- Pass-through activity may be awarded from a federal or state agency.
- SPTR Schedule tracks **state** pass-through records (including accruals)
- Grant ID: add/delete, contact FRS
- Email: [FRS@cpa.texas.gov](mailto:FRS@cpa.texas.gov)

# Interfund Activity

	Interfund Activity
	Reporting Interfund Activity
	SECO Federal Revolving Loans
	Financial Statement and Note Presentation
→	Interfund Activity Confirmation Form
	AGL on Interfund Activity
	T-Code Chart for ITVs and RTIs
→	RTI Tables
	ITV Monitoring
	Transfers
	Balance Sheet for Interfund Activity

- Interfund Activity Confirmation Form
  - Coordinate and enter in USAS by **Sept. 26**
- AGL on Interfund Activity
  - Eight-digit number contains the agency and the D23 fund to or from which funds flow
    - i.e. points to opposite side of transaction
  - “No Post” indicates a missing AGL
- RTI Tables
  - Recurring Transaction Profile (55) screen
    - EFF END DATE should be blank or Sept. 27 or later

# General Revenue(GR) Reconciliation

## General Revenue Reconciliation (RR tab)

- General Introduction
  - The GR reconciliation applies only to appropriated fund 0001
- [General Info about Design and Layout](#)
- Instructions for the GR Rec web app
  - Nine steps listed; [Step 9 – Download Spreadsheet](#)
- Payroll-Related Costs
  - Universities **must not** include benefits paid on their behalf in USAS. However, the expense and associated additional appropriation revenue **must** be included on their operating statement.
  - Universities have the **option** of manually populating lines 400100, 400200 and 400300 in the GR Recon web app.
- Lapsed Appropriations

## AFR Checklist – Step 6

- Verify the difference between each column's Calc. I total and Calc. II total equal zero
- Verify GL 9000 (from balance sheet) matches Computed Leg Appn total lines
- Verify operating statement line items equal the GR Reconciliation amounts

# AFR Ad Hoc Review Reports

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- Beginning **Sept. 4**, the [AFR Ad Hoc Review Reports](#) will be available via secure file transfer protocol (SFTP)
  - CR101, CR111S, GR201A, GR202, etc.
- Reports are manually generated each weekday afternoon at approximately 2 p.m., not with the system-generated nightly USAS cycle
  - Each day's information is replaced on the following business day by the next transmission

# Areas for Improvement

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## **DR100:**

USAS IT file is clear of all documents with a 20CY effective date

## **Web Apps:**

Balanced and certified by deadlines

## **GR Rec:**

GL 9000 (BS) ties to Calc. I total;  
GSO 1212 (OS) detail ties to Payroll Related Revenue by line item



# RR Website Updates

## **GASB 96, SBITAs – implemented fiscal 2023**

- Tab affected include:
  - [Leases/SBITAs](#) (formerly titled Leases)
  - Capital Assets
  - Notes & Samples: Impact to Notes 2, 5 and 8
- Web Applications affected include:
  - CANSS, LTLN, LNSS

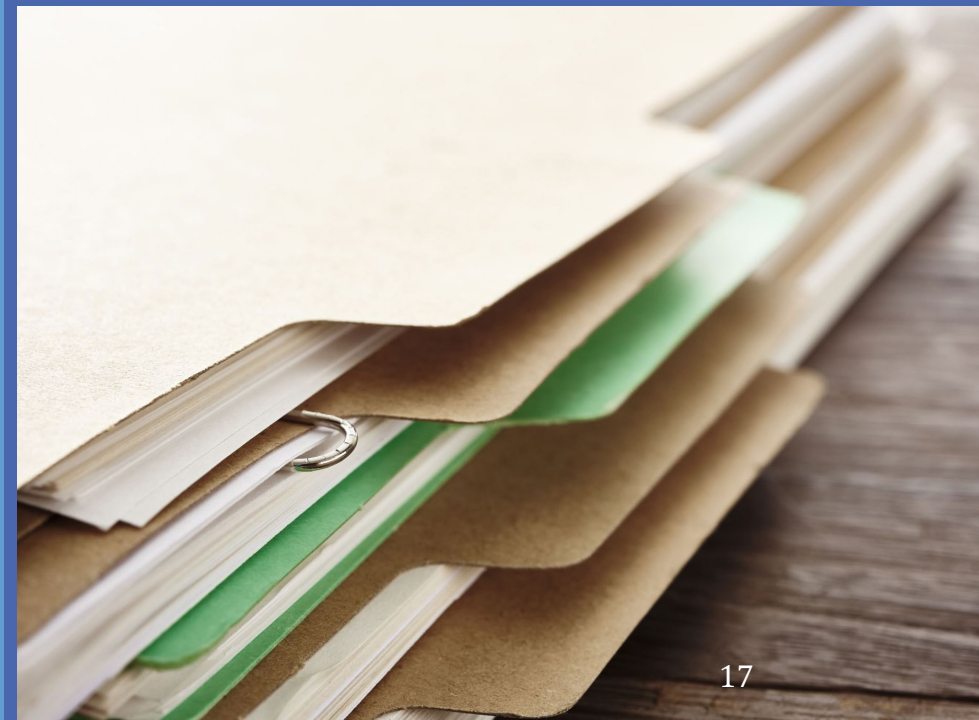
## **GASB 94, PPPs & APAs – implemented fiscal 2023**

- Impact to Note 5 and 27 disclosures

## **GASB91, Conduit Debt Obligations – implemented fiscal 2023**

- Impact to Note 30 disclosure

**Specialized Accounting** was placed on its own tab (formerly under **General Accounting** tab)





# RR Website Updates (cont.)

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## Right-hand Toolbox Menu

- Resources:
  - Updated [FAQs](#) page to include implementation of GASB 94 & 96
  - Updated the [Definitions](#) page
- Tools:
  - Updated [Templates and Sample Exhibits](#)
  - Updated [Working Papers](#)
    - Main page is grouped by subject matter
    - Updated [Long-Term Liabilities \(FT05\) Instructions](#)

# USAS AFR Entries – Helpful Tips

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- [USAS Coding Instructions - FPP Q.010 \(texas.gov\)](#)
- If you receive an error message at time of entry, take a screenshot for reference
  - Navigate to the **90 screen** in USAS to research the error message further
- [USAS Reference - FPP Q.012 \(texas.gov\)](#)
  - [Comptroller Objects Sorted by Object Group for AY 2023 \(texas.gov\)](#)
- [USAS T-Code Reference Guide - FPP Q.014 \(texas.gov\)](#)
  - [T-Codes Most Commonly Used](#)

```

TEXAS S28A UNIFORM STATEWIDE ACCOUNTING SYSTEM 08/14/23 08:54 AM
LINK TO: TRANSACTION CODE DECISION PROFILE PROD
ACTION: R (A=ADD, C=CHANGE, D=DELETE, N=NEXT, R=RECALL)
TRAN CODE: 644 TITLE: REAL GL DEBIT BALANCE - GENERIC
GENERAL LEDGER DR-1: CR-1: 9999 DR-2: CR-2:
POSTING DR-3: CR-3: DR-4: CR-4:
TRANS DOCD PDDT N SVDT N CDOC I RDOC MODI N AGCY R IDX PCA R COBJ N
ED IND: AOBJ N RVRS PDT N CI N 1099 N WARR N INVC N VNUM N VNAM N VADD N
RQDT DMETH N APN# FUND R GLA I AGL N GRNT SUBG PROJ MULT DI# N
POST SEQ: 9 REG NO: 5 WW IND: 0 D/I: D WAR CANCL TC: PYTC: FUTMY: N
GEN TC: GEN ACCR TC: GEN TC2: INTERFACE IND: B
PAY LIQ TC: BALTC: AFRTC: INTTC:
A/S BT MATCH GLA DOC A/S BT MATCH GLA DOC
DF: AGY GL:
FILE AP:
POSTING AB:
INDS: CC:
GP:
PJ:
CF:
EFF START DATE: 09011994 EFF END DATE: LAST PROC DATE: 04052013
Z06 RECORD SUCCESSFULLY RECALLED
F1-HELP F3-END F4-INTERRUPT F6-PROCESS F10-28B PROFILE F11-28C DESC

```

# USAS AFR Entries – Helpful Tips (cont.)

- Prior to entry, use the **28A** and **28B** profile screens to confirm you have the necessary data for your entry
  - These transaction code (t-code) profiles will indicate required data elements and valid coding options (I=includes, E=excludes)
- Example t-code 644:
  - Per 28A; needs Debit GL entered, does not require a COBJ or an AGL
  - Per 28B; excludes listed GL accounts, valid Doc Types and Batch Types listed

```

TEXAS S28B UNIFORM STATEWIDE ACCOUNTING SYSTEM 08/14/23 08:54 AM
LINK TO: TRANS CODE OPTIONS PROFILE PROD
ACTION: R (A=ADD, C=CHANGE, D=DELETE, N=NEXT, R=RECALL)
TRAN CODE: 644 (MUST BE IN 28A TRANSACTION CODE DECISION PROFILE)
ENTER APPROPRIATED FUNDS SEPARATED WITH EITHER A "-" OR ", "
-----
ENTER FUND TYPES SEPARATED WITH EITHER "-" OR ", "
-----
COLUMNS 1234567890 1234567890 1234567890 1234567890 1234567890
USER 01 - 50: Y YY Y Y YYYYY
CLASSES 51 - 99: Y Y Y
OBJECT 01 - 50:
GROUPS 51 - 99:
ENTER COMPTROLLER GL ACCOUNTS SEPARATED WITH EITHER "-" OR ", "
E 0045 + 0280 - 0284 + 1050 - 1054 + 5000 - 8999 + 9001 - 9999 + 0052 +
E 0015 - 0030 + 0041 - 0043 + 0500 - 0699 + 1500 - 1899 + 3000 - 3999 +
VALID DOC TYPES 1: U 2: Y 3: G 4: L 5: 6: 7: 8: 9: 10:
VALID BATCH TYPES 1: 5 2: G 3: 4 4: 5: 6: 7: 8: 9: 10:
("%" IN FIRST FIELD MEANS ALL TYPES) STATUS CODE: A
EFF START DATE: 09011994 EFF END DATE: LAST PROC DATE: 02042021
Z06 RECORD SUCCESSFULLY RECALLED
PLEASE ENTER FUNCTION
F1-HELP F3-END F4-INTERRUPT F6-PROCESS F9-28A F11-28C

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# APS Meetings

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[Accounting Policy Meetings](#) (landing page)

- Upcoming Meeting:
  - [August 17, 2023](#) at 2:00 p.m. CDT
  - Registration for Webinar
- Past Meetings:
  - [July 20, 2023](#)
    - Meeting Handout available in PDF
  - Prior year meeting material (including Q&A)