GEN-10 Pre Built Reports - All Process Areas

Purpose

The purpose of this Quick Reference Guide (**QRG**) is to provide list of the pre-built reports and their descriptions by Process Area that are available in the North Carolina Financial System (**NCFS**).

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-044	CM FBR General Fund Allotment Reversion Report	The RPT-CM-044 General Fund Allotment Reversion report identifies agencies that have not yet processed reversion entries to close out cash for their reverting general fund budget codes for the budgetary (cash) fiscal year end. This report may be run by OSC analysts and Central Compliance staff, OSBM analysts, or by agency fiscal/budget staff as needed.

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-025	RPT-CM-025 Reverting Appropriation with Expenditures Report_R3	As part of this specification, the NC General Fund – Reverting Appropriation Expenditures, Budget, and Percent Expended report (RPTCM025) will be developed to provide public information regarding expenditures funded by state appropriations by function and agency with comparison to actual budget on a monthly and year-to-date basis. The data elements used to determine appropriation expenditures by function include budget code by category (Current Operations, Capital Improvements, and Debt Service) as well as by function (General Government, Education, Health and Human Services, Economic Development, Environment and Natural Resources, Public Safety, Correction, and Regulation, Agriculture, Operating Reserves, Capital Improvements funded from the general fund, and Debt Service. Results are calculated as: • Appropriation Expenditures = YTD Expenditures (requisitions + payments + transfers out) – YTD Receipts (deposits + transfers in) • Budget = Adjusted Appropriation • Percent of Budget Expended = YTD Appropriation Expenditures/Budget

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-026	RPT-CM-026 Receipts and Disbursements by Function_R3	This report provides the public details of the calculation of the Ending Unreserved Cash balance for the State’s general fund. For this report Receipts are the total of deposit and transfer in transactions. Disbursements are the total of requisition and transfer out transactions. The report is made of two sections. In the top section, rows are the budget code titles arranged in budget code number order within function captions. There are subtotals by function caption and a grand total. There are four columns: monthly receipts, year to date receipts, monthly disbursements, year to date disbursements. In the bottom section of the report is the Ending Unreserved Cash calculation: Beginning Unreserved Cash + Year to date Receipts - Year to date Disbursements + Reservations = Ending Unreserved Cash.

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-027	RPT-CM-027 Non-reverting Cash Receipts and Disbursements Report_R3	As part of this specification, the General Fund Non-Reverting Departmental Cash Schedule of Receipts and Disbursements by Function and Agency report will be developed to provide public information regarding receipts and disbursements that are not funded by state appropriations, by function and agency presented on a monthly and year-to-date basis. The data elements used to determine receipts and disbursements by function include budget code by function (Agriculture, Debt Service, Education, Economic Development, Environment and Natural Resources, General Government, Health and Human Services, and Public Safety, Correction, and Regulation as well as by agency. Results are calculated as: • Beginning Cash = Prior Year End cash balance • Receipts - Month = Current Month Receipts (deposits + transfers in) • Receipts – Year-To-Date = YTD Receipts (deposits + transfers in) • Disbursements – Month = Current Month Expenditures (requisitions + transfers out + payments) • Disbursements – Year-To-Date = YTD Expenditures (requisitions + transfers out + payments) • Year-To-Date Ending Cash = Beginning Cash + YTD Receipts – YTD Expenditures

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-030	RPT-CM-030 Reserve Account Balances Report_R3	As part of this specification, the Reserve Cash Balance Report will be developed to provide information regarding the availability of posted cash balances by agency budget code. The data elements used to determine cash balances (deposits, requisitions and transfers) by budget code for each agency include: • Prior Year Ending Balance– Previous year ending balance • Pending Adjustment to Prior Year: ◦ Display Prior Year Ending Balance for the following Budget Codes ▪ 19900 – 19929 ▪ 19949 – 19999 ◦ Display -0- for the following Budget Codes ▪ 19800 – 19899 ▪ 19930 – 19948 • Current Year Beginning Balance - Prior Year Ending Balance - Pending Adjustment to Prior Year • Fund Balance Reclassification: Display YTD Activity for budget codes 19800 – 19899 and 19930 – 19948 using the following Journal Categories: ◦ OSC UNRESERVE FB RECLASS ◦ OSC INTER-RESV TRANSFER • “Receipts YTD” (Deposits and Transfers In) of the Agency Cash Account by Budget Code- (Posted) • “Expenditures YTD” (Requisitions and Transfers Out) of the Agency Cash Account by Budget Code - (posted) ◦ Report will include AP transactions in the calculation of expenditures by considering transactions that have: ▪ Source: Payables

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-031	RPT-CM-031 General Fund Appropriations Expenditures and Balances_R3	As part of this specification, the General Fund Appropriations, Expenditures, and Balances Report will be developed to provide information regarding YTD unexpended appropriations and appropriation expenditures by agency and budget code. The data elements used to determine YTD balances by budget code for each agency include: • Original appropriations • Appropriation revisions • Adjusted appropriations • Unexpended appropriations (adjusted appropriation – appropriation expenditures) • YTD receipts (deposits and transfers in) • YTD expenditures (requisitions, payments and transfers out) • Appropriation expenditures (YTD expenditures – YTD receipts)
CM	RPT-CM-041	RPT-CM-041 Daily Cash Position Report_R3	This report provides a summarized calculation of the Unreserved Fund (Cash) Balance for the State’s general fund. The report includes current day’s posted transactions and current month balances. Data for the report summarizes cash transactions in Posted status within Oracle ERP for the selection period. The ending cash and unreserved fund balance calculated on the Weekly Cash Watch report and the Daily Cash report should be the same when the Report To date parms are the same.

Process Area	Report Number	Report Name	Report Description
CM	RPT-CM-042	RPT-CM-042 Monthly Financial Control Report_R3 RPT-CM-045 AP Cash Disbursements Report_CR	This report is an excel spreadsheet that lists various cash balances, calculations and identifying information for all budget code-GASB combinations that represent the General Fund, both reverting and non-reverting. The report includes data from the General Fund Cash Report Mapping table. All budget codes- GASB combinations meeting the selection criteria should be included in the spreadsheet even if the budget code is not found in the mapping table. The user of the spreadsheet will create their own pivot tables and/or calculations to aid in analyzing the General Fund Monthly Financial Report series.
CM	RPT-CM-045	RPT-CM-045 AP Cash Disbursements Report_CR	As part of this specification, the NC AP Disbursements Report (RPTCM045) will be developed to provide information regarding daily AP payments. The report will contain two sections, one related to summary data by agency and budget code and a second report containing detail related to pending and completed AP payments.
CM	RPT-CM-047	RPT-CM-047 NC OSC to DST Summary Report	The purpose of this report is to create summary data that will assist DST in reconciling daily transactional data input into CB$ from NCFS.
CM	RPT-CM-048	RPT-CM-048 NC AP IGO Payment Transfers Report	The purpose of this report is to provide AP IGO Receivers sufficient information to code transfer receipts, reconcile receipts to amounts billed, and verify remaining balances due. It will also assist in identifying exceptions to payments at an invoice level and provide contact information for AP IGO payments.

Process Area	Report Number	Report Name	Report Description
PTP	RPT-EX-001	RPT-EX-001 Employee Cash Advance Summary and Detail Report	This report shows open employee cash advances and any employee reimbursements that are partial applied to advances with remaining outstanding balance.
PTP	RPT-EX-004	RPT-EX-004 Wright Express and Bank of America Credit Card Duplicate Transactions Report	This report captures possible duplicate transactions that interface from Wright Express (WEX) and Bank of America.
PTP	RPT-EX-005	RPT-EX-005 Wright Express Spending Report	The NC Wright Express Spending report captures spending on individual Wright Express gas cards. Report displays transaction data by card holder and by vendor as interfaced from WEX.
PTP	RPT-EX-006	RPT-EX-006 - Expense Report Template	This report provides a printable/PDF friendly copy of employee expense reports. The template includes approver information with dates and expense item information. The AP invoice and payment information populate as the expense moves through the payment process.
PTP	RPT-EX-011	RPT-EX-011 Expense Analytics Report	This report shows analytical information regarding the process of employee expenses and cash advances including who prepared the expense, the expense item information, approval and auditor information, along with the number of days the expense remained at each stage of processing.

Process Area	Report Number	Report Name	Report Description
			As part of this specification, the Canceled Invoice Line Report (CILR) will be developed to generate list of source lines related to asset invoice lines purchases that were canceled or to credit/debit memos lines created for assets returns in Oracle Cloud Accounts Payable System. These records would interface to Mass Additions Interface as source lines with cost of zero or less. The Asset Accountant will review the source lines with cost of zero or less in the Mass Additions Interface before deleting the related source lines from Mass Additions Interface or retiring the related assets from Oracle Cloud Fixed Assets System.
FA	RPT-FA-001	RPT-FA-001 Canceled Invoice Line Report	Report data flow: • Once scheduled <<Custom AP to FA Interface program>> Interface runs successfully, an Asset Account will run The Canceled Invoice Line Report in Oracle Cloud Fixed Assets System. • An Asset Accountant will review the CILR report output to validate that the source lines from MAI and/or assets from the Fixed Assets System correspond with AP Invoice Lines. • Once link between Source Lines and/or assets is validated against AP Invoice Lines, an Asset Accountant will delete the source lines from MAI or retire the assets in Oracle Cloud Fixed Assets System.

Process Area	Report Number	Report Name	Report Description
FA	RPT-FA-002	RPT-FA-002 Deleted Capitalized Source Lines Report	As part of this specification, the Deleted Capitalized Source Lines Report will be developed to generate the list of Source Lines that were deleted from the Mass Additions Interface from the date of last ‘Delete Mass Additions’ ESS program run. Report data flow: • Asset Clerks will review the Source Lines in the Mass Additions Interface and make necessary changes/maintenance (Split, Merge, Hold, Delete, Post). • Asset Accountants/Agency Management will generate the Deleted Capitalized Source Lines Report for the selected period. • Asset Accountants/Agency Management will review the results and take the necessary actions on the deleted capitalized Source Lines.

Process Area	Report Number	Report Name	Report Description
INV	RPT-IN-015	RPT-IN-015 Pick List Report	As part of this specification, Pick List Report will be developed to generate the list of items that are due to be picked and shipped for Inter-Org Transfers along with Consumer Orders/Self Service Procurement and Movement Request Report data flow: • Inventory (Warehouse) receives Inter-Org Transfers along with Consumer Orders/Self Service Procurement and Movement Request from Oracle Cloud Inventory. • Schedule Pick Wave ESS or Warehouse Manager/staff runs Create Pick Wave. This process prints Pick List Report. • Warehouse Staff pick the items from their inventory locations based on the Pick List Report. • Warehouse Manager/staff confirm the Pick Confirm (Post) the pick in Oracle and the items are then shipped (Post as Shipped) to requesting Inventories or consumers. • Receiving Warehouse Manager/staff or consumers receive the Items and signs the Pick List Report and send the signed document back to the Issuing Warehouse.

Process Area	Report Number	Report Name	Report Description
INV	RPT-IN-017	RPT-IN-017 NC_Print_Cycle_Count _Listing_Report	As part of this specification, NC Print cycle count listing report’ will be developed to generate list of items that will be physically counted in the given warehouse as part of scheduled cycle counting. Report data flow: • Warehouse Manager runs the ‘NC Print Cycle Count Listing Report’ and prints it. • Warehouse Staff counts and enters the quantities for the items in above report. • Warehouse Manager records counted quantities in Oracle system. • Warehouse Approver compares the actual physical quantities counted with the on-hand quantities and decides either to approve, recount or reject the cycle count entries.

Process Area	Report Number	Report Name	Report Description
INV	RPT-IN-018	RPT-IN-018 DAC_Food-Warehouses_Issues&Returns-Report	The report will show either items issued (NC Direct Issue and NC Deduct Inventory Adjustment) or returned (NC Direct Return and NC Add Inventory Adjustment) data for the date range and warehouse(s) parameters selected. Report data flow: • Warehouse Manager issues items (over the counter issue to customers/warehouses) or does negative adjustment (reduce on-hand quantity due to damage or loss of item) in Food Warehouses (423010F through 424905F). • Warehouse Manager runs DAC Food Warehouse Issues and Returns Report for specific or all Food Warehouses and for a given date range. • Warehouse Manager will review the results.

Process Area	Report Number	Report Name	Report Description
INV	RPT-IN-019	RPT-IN-019 DAC_Produce-Warehouse_Issues&Returns-Report.docx	The report will show either items issued (NC Direct Issue and NC Deduct Inventory Adjustment) or returned (NC Direct Receipt and NC Add Inventory Adjustment) data for the date range parameters selected. Report data flow: • Warehouse Manager issues items (over the counter issue to customers/warehouses) or does negative adjustment (reduce on-hand quantity due to damage or loss of item) in Produce Distribution Warehouse (428330R). • Warehouse Manager runs DAC Produce Distribution Warehouse Issues and Returns Report for specific or all Food Warehouses and for a given date range. • Warehouse Manager will review the results.
INV	RPT-IN-020	RPT-IN-020 Pre-pick Item Availability Report	This report displays items by Inventory Org, Preferred Stock Location and Transfer Order line details to assist with preparing to pick orders to ship out.
INV	RPT-IN-021	RPT-IN-021 NC Expense Transactions and Exceptions Report	This report was designed to assist Inventory Agencies Accounting Divisions with reconciling accounting segment data keyed during Inventory Transactions.

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INV	RPT-IN-022	RPT-IN-022 Warehouse and Ship to Location Report	This report displays Inventory Organization and Ship to Locations and addresses for each facility.
INV	RPT-IN-024	RPT-IN-024 NC INV Inventory Item Details Report	This report was designed to display inventory item details such as item attributes, category codes, accounting segment mapping, etc...
INV	RPT-IN-026	RPT-IN-026-Warehouse Picking Document Report	This report displays Transfer Orders/SSP Orders by item and Preferred Stock Location. This assists the warehouse with picking the same item for multiple orders from one location in the warehouse.
INV	RPT-IN-027	RPT-IN-027 NC SSP Open-Back Orders Report	As part of this specification, the NC SSP Open Orders Report will be developed to list Internal Requisitions by Customers that are not yet fully shipped and Backorder details. Requester (User) will be able to view the SSP Open Orders Report for the Inventory Organization(s) and Backorder details based on the delivery to location selected.
INV	RPT-IN-029	RPT-IN-029 - NC Inventory Item subinventory and Transaction Defaults	A BIP report will be created as part of this specification to deliver information concerning all sub-inventory items related to inventory. This report aims to assist agencies in identifying sub-inventory items and transaction defaults. It will include most of the columns found in the Manage Subinventory and Locators, as well as the Manage Item Transaction Defaults Area.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-OTC-003 - DHHS AR Invoice Template	As part of this specification, the invoice template will be used to inform the customer that the state is billing them for a product or service including detailed information about what they are being billed for as well as where they need to remit payments to. It is also used to communicate any changes to the customers outstanding balance on any given AR invoice. It is a legal requirement to present a bill to a customer for any goods or services provided for which return payment is expected. Report data flow: • AR transactions will be created via an interface from the PPM module or manually created outlining the items and services for which they are billing the customer for payment. This will include all lines for items and services as well as any charges (penalty and/or interest) if applicable. • Agency AR team will validate and complete all transactions so that a report can be generated and printed or directly emailed to the customer contact responsible for payment of the amount outlined in the AR transaction. • Agency staff will validate the reports are generated successfully with correct details and that they are either emailed or printed out successfully. • Any time an adjustment is made to an outstanding AR invoice balance by agency staff, the adjustment will go to an approval role to be approved based on approval limits defined. When the changes are approved, invoice will be adjusted and sent to the customer. • If an outstanding invoice balance goes past due and the

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RTR		RPT-OTC-004 AR Transactions Detail Report	The RPT-OTC-004 Transactions Details Report will be run by the AR Manager to aid in reconciliation. It will list all applicable transactions based on the selected parameters at the transaction line level, showing all applicable related transaction details, including the total transaction amount, individual line amounts, Transaction Date, Due Date, Transaction Status, Billable Flag, Receivables Distribution Account, and Revenue Distribution Account. For Posted transactions, the Receivables and Revenue Distribution Accounts will get derived from the Accrual Ledger after the Create Accounting program has completed. Report data flow: • AR transactions will be created and completed outlining the items and services for which they are billing the customer for payment. This will include all lines for items and services as well as tax, freight and charges (penalty and/or interest) if applicable. • Create Accounting program will run and post all applicable transactions to the ledger. • During reconciliation process, AR Manager will run report and validate all transactions in report, verifying the correct amounts, statuses, and distribution accounts. Access to run this report should be restricted to those with the role of Accounts Receivable Manager or the equivalent customer role created for the State (NC AR Invoice Management, NC AR Period Management, and NC AR Supervisor job roles). • If the Create Accounting program has not run, then the Receivables Distribution Account and Revenue Distribution

Process Area	Report Number	Report Name	Report Description
RTR		RPT-OTC-006 - DPI AR Invoice Template	As part of this specification, the invoice template will be used to inform the customer that the state is billing them for a product or service including detailed information about what they are being billed for as well as where they need to remit payments to. It is also used to communicate any changes to the customers outstanding balance on any given AR invoice. It is a legal requirement to present a bill to a customer for any goods or services provided for which return payment is expected. Report data flow: • AR transactions will be created via an interface from the Inventory module or manually created outlining the items and services for which they are billing the customer for payment. This will include all lines for items • Agency AR team will validate and complete all transactions so that a report can be generated and printed or directly emailed to the customer contact responsible for payment of the amount outlined in the AR transaction • Agency staff will validate the reports are generated successfully with correct details and that they are either emailed or printed out successfully • Any time an adjustment is made to an outstanding AR invoice balance by agency staff, the adjustment will go to an approval role to be approved based on approval limits defined. When the changes are approved, invoice will be adjusted and sent to the customer. • If an outstanding invoice balance goes past due and the customer is eligible for late fees, the system will automatically

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RTR		RPT-OTC-007 Daily AR Receipt Activity by Budget Fund Report	The RPT-OTC-007 Daily AR Receipt Activity by Budget Code will be run by the AR Manager or Receipt Management user to aid in reconciliation. It will list all applicable receipts based on the selected parameters, showing all applicable related receipt details, including the total receipt amount, applied Transaction number (if applicable), and Customer Account. Report data flow: • AR transactions will be created outlining the items and services for which they are billing the customer for payment. This will include all lines for items and services as well as tax, freight and charges (penalty and/or interest) if applicable. • Create Accounting program will run and post all applicable transactions to the ledger. • Receipts will be entered for both applicable transactions, as well as On-Account receipts and Unapplied receipts for specific. customer accounts. This will include the total amount the receipt is created for as well as the bank account information. • Create Accounting program will run and post all applicable receipts to the ledger. • During reconciliation process, AR Manager or Receipt Management user will run report and validate all receipts in report, verifying the correct amounts, applications, and customers.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-OTC-011 AR Aging Report by Invoices	The RPT-OTC-011 AR Aging Report by Invoices will be run by AR Managers and Collections Managers to aid in the collections process. It will list all applicable outstanding Invoices based on the selected parameters, showing all applicable related transaction details, including the total transaction amount, total outstanding amount, specific aging bucket based on 7-bucket aging, Invoice write-off status, and the Receivables Distribution Account. The report can be run two different ways, one where it is Grouped by Customer, and another where it is grouped by Receivables Distribution Account. Report data flow: • AR transactions will be created outlining the items and services for which they are billing the customer for payment. This will include all lines for items and services as well as tax, freight and charges (penalty and/or interest) if applicable. • Create Accounting program will run and post all applicable transactions to the ledger. • During collections process, AR Manager will run report and identify all transactions in report, verifying the correct outstanding amounts, statuses, and distribution accounts.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-OTC-012 DPI Allotment Report	The RPT-OTC-012 DPI Allotment Report will be run by the AR Manager to aid in month-end activities. It will list all applicable invoices and credit memos completed using both state allotment and local funds based on the selected parameters, showing all applicable related transaction details down to the line level, including the total transaction amount, individual line amount, applied Transaction number (if applicable for Credit Memos), Customer Account, Distribution Details, Allotment Account, and Subtotals by Invoice, Customer, and Allotment Account. Report data flow: • For textbook orders by LEAs, an Internal Requisition will be created in SSP including all applicable item information. The distribution account used will determine whether the order is placed using LEA allotment or local funds. • The Internal Requisition will automatically trigger the creation of a transfer order in Inventory. The items on the transfer order will be picked, packed, and shipped. • For textbook returns by LEAs, a Miscellaneous Transaction will be created in Inventory, detailing the materials being returned. The distribution account used will determine whether the order is placed using LEA allotment or local funds. • The INT-IN-002 outbound DPI Inventory to AR Interface will retrieve Internal Requisition (Consumption Requisition) from Self Service Procurement and/or Miscellaneous Transaction (Transaction type = ‘Returns for SSP Orders’) from the Oracle Cloud Inventory for DPI Agency (0800 DEPARTMENT OF PUBLIC INSTRUCTION) system and transform the comma separated

Process Area	Report Number	Report Name	Report Description
RTR		RPT-OTC-015 - AR Collections Dunning Letter Report	The RPT-OTC-015 AR Collections Dunning Letter Report will be run by AR Collections Managers to aid in the collections process. It will generate letters for all overdue invoices based on the selected parameters, showing relevant related transaction details, including the relevant customer information, total amount due, invoice information, and remittance information. Additionally, based on the amount of days overdue that a transaction is, either the 30 day or 60 day Dunning Letter will generate. Report data flow: • AR transactions will be created outlining the items and services for which they are billing the customer for payment. This will include all lines for items and services as well as tax, freight and charges (penalty and/or interest) if applicable. • Create Accounting program will run and post all applicable transactions to the ledger. • Transaction balances will remain unpaid for over 30 days past due, with appropriate penalty charges and interest getting applied. • During collections process, AR Collections Manager will run report and generate the appropriate Dunning Letters for all transactions that are at least 30 days past due.

Process Area	Report Number	Report Name	Report Description
PTP		RPT-PO-001 PO Balance by Various COA Elements Report	This report captures Open Purchase Orders with remaining obligations at the PO distribution level.
PTP		RPT-PO-003 PO Receipt Details	PO Receipt Details Report will be developed to report PO receipts daily & monthly which are entered in the system.
PTP		RPT-PO-009 Suppliers Report OTBI	The Supplier Dashboard provides information regarding Supplier, Sites & Contacts in the system to facilitate an ability to track and report on the list of master supplier data so that Business User can manage the process. This dashboard shows suppliers on hold, suppliers set up EPay, and suppliers with 3rd Party/Factor relationships.
PTP		RPT-PO-010 PO Line Count Extract for Cost Allocation	This report captures PO lines counts by COA as a basis for agencies to complete cost allocations.
PTP		RPT-PO-011 Bread and Dairy Purchase Orders DAC Report	This report is specific to DAC and tracks PO purchases for Bread and Diary.
PTP		RPT-PO-012 Bread and Dairy Receipts DAC Report	This report is specific to DAC and tracks receipts again purchase orders for Bread and Diary.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR - 144 EAGLE ACFR 11F - Fiduciary Net Position	EAGLE ACFR 11F - Fiduciary Net Position report lists balance sheet account balances for Fiduciary Funds summarized by Account Captions in the natural account hierarchy as specified in section 2.5. The Eagle version of the ACFR 11F provides measurements and percentage calculations to allow users to complete their internal control analysis required by the Risk Mitigation section of the Office of the State Controller. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-001 Available Funds Report AFF	The Available Funds Report would provide details of expense for specific budget fund—Agency Management Unit—Agency Program—Project combination. The budget also would be captured for same combination in Budgetary Control menu. This report can be run at any date and the expenses would be captured till date along with budget amounts. The summary levels will be based on the control budget used by the agency for funds checking. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-003 Cash Basis - Project Life to Date Balances	This report is designed to provide a Life-To-Date view of projects tracked using the Project Segment of the Chart of Accounts. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results • Report can be scheduled or run ad-hoc by both agency staff and central managers

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-006 Liability Report for All Ledgers	This report displays the debits, credits, beginning, and ending balances for liability accounts based on parameters selected as specified in section 2.3. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-007 Accrual Report for All ledgers	This report lists the debits, credits, beginning, and ending account balances for accrual balances based on parameters selected in section 2.3. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-008 Detailed Balances by Bank ID	Detailed balances by bank ID Report lists the GL transactional balances, period debits, period credits, Journal batch name, Journal name, Journal category, Journal Source and other details for selected Agency, Budget code, and Accounting Period by bank account number. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-009 Income and Expenditures Report by Fiscal Year (Audit)	The report would list all revenue and expenditure accounts at individual code combination level for the selected Agency, period, Budget Fund Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-011 Trial Balance by Agency and GASB Fund or Budget Code	Trial Balance Report lists period debits, period credits, beginning, and ending account balances summarized by natural account, account type, and budget fund segment (Parent and Child) Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-012 Prior Year Posting Activity Alert	The report is expected to show the transactions that are entered by Agency to a period that has been previously certified. This report will be scheduled to run on a nightly basis and will be delivered by email to the appropriate groups. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-013-NCAS to GL Reconciliation Reports	NCAS to GL reconciliation report will have the following worksheets: 1. Compare account balances at the R1 clearing budget fund level vs the R3 detailed budget funds 2. Compare account balances at the Budget Code Level in R1 vs R3 3. Compare cash account balances between the ledgers (Cash Ledger vs Modified Accrual Ledger vs Full Accrual Ledger) 4. Compare net balances in 13th periods in 37000000 & 38000000 accounts in Modified Accrual Ledger & Full Accrual Ledger. If an accounting distribution has a non-zero balance, then it needs to be flagged and reviewed. 5. Extract the Journal Entries created using conversion clearing account- 29000001 (Cash Ledger) & 32900000 (Accrual Ledger) 6. Programmatic comparison of trial balance between NCAS & Oracle as of 13th period

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-014 BD725 Project to Date Capital Improvements Report-Detailed	This report is a report used as part of an agency’s official monthly cash basis financial reports. It lists all budget funds within an active Capital Improvement Budget code, it associated Life-to-Date Unallotted and Allotted budgetary amounts as well as actuals in a month, Year to Date, and Project to Date fashion. It also contains the remaining Allotment balance for each natural account listed. Unlike the standard Monthly Report on Capital Improvement Funds which summarizes everything at the budget fund level, this report will break amounts down into the Agency Management Unit, Agency Program, and Project level as appropriate. This allows for agencies to view and manage items within a CI budget fund that are tracked at a lower level than just the fund. Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-015 Statements of Cash Receipts Disbursements and Balances by Budget Fund Report	Statements of Cash, Receipts, Disbursements and Balances by Budget fund as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.
RTR		RPT-RTR-019 Budget to Actuals (Cash Basis) BD701 Org Mask Excel	The Budget to Actuals org mask report is a report that shows budgeted and actual revenues and expenditures, as well as encumbrances, on the cash basis. The report is organized by budget code and budget fund. This report also contains the remaining accounting string elements. This report will export in a columnar form to allow for easy sorting and filtering based on all 11 segments of the Account string. Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-022 Statewide Cost Allocation Plan Report (Count)	The report is expected to show the count of expenditure lines in the cash ledger based on the parameters selected. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-024 Annual Fee Report	The OSBM Annual Fee Report lists statutory or regulatory authority for each fee, the amount of the fee, when the amount of the fee was last changed, the number of times the fee was collected during the prior fiscal year, and the total receipts from the fee during the prior fiscal year. The report generated by this RICE object will pull the actual accounting balances from NCFS that will be used by agencies as part of the OSBM reporting requirements. The report generated as part of this RICE object would be the basis for the OSBM team to publish their final Annual Fee Report annually. Report data flow: • OSC/OSBM team will run the report and review the results. Report results used to generate information requests to agencies.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-025 Budgetary Compliance Report	The NC Budgetary Compliance Report (RPTRTR025) will be developed to inform the State on any budget codes/funds that have negative unexpended authorized budget balances for expenditure accounts for NC CASH ledger . This report displays negative budget balance when actual exceeds budget balance and unexpended budget balance when actual does not exceed budget balance. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-100 ACFR 11F - Fiduciary Net Position	ACFR 11F - Fiduciary Net Position report as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-102 CAFR 11G Debt Balance Sheet Report	CAFR 11G Debt Balance sheet report lists account balances for debt related budget codes as specified by OSC summarized by Account Groups as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-103 ACFR 11P - Stmt of Net Position	The report is expected to provide details of every account of Assets, Liabilities and Net Position for the current year. This report will be populated by proprietary GASB funds and will use the Proprietary account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-104_163 ACFR 12G-Operating-Expenditures by Function Report	ACFR 12G – Operating Statement- Expenditures by Function Report lists Operating expenditures balances for Governmental Funds summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report contains both a static view of the report and a version of the report that is drillable both on rows and columns. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-105_160-CAFR 17G-Combining Schedule of Revenues and Expenditures-General Fund Report	ACFR 17G-Combining Schedule of Revenues and Expenditures-General Fund Report lists Revenue and Expenditure account balances for Governmental Funds summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report contains both a static view version of the report as well as a version of the report that has both row and column expansion capabilities. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-106_161-CAFR 17P-Combining Schedule of Revenues and Expenditures-Permanent Funds Report	ACFR 17G-Combining Schedule of Revenues and Expenditures-Permanent Fund Report lists Revenue and Expenditure account balances for Permanent Funds summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report contains both a static view version of the report as well as a version of the report that has both row and column expansion capabilities. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-107_159 CAFR 17S - Combining Schedule of Revenues and Expenditures - Special Revenue Funds Report	ACFR 17S - Combining Schedule of Revenues and Expenditures - Special Revenue Funds Report as specified in section 2.5. This report contains both a static view version of the report as well as a version of the report that has both row and column expansion capabilities. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-108 CAFR 50 - Statement of Activities - Part 1	ACFR 50 report lists account balances for Governmental Funds summarized by revenue categories in the natural account hierarchy as specified in section 2.5. This report is a Governmental Funds Income Statement. The governmental funds are designated by their GASB fund classification. The revenues and expenditures are further functionalized consistent with the government wide presentation of revenues and expenditures. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-109 ACFR 50G-Statement of Activities-Part 2 - Govt'l Funds Report	ACFR 50G report lists revenue account balances for Governmental Funds summarized by revenue categories in the natural account hierarchy as specified in section 2.5. This report is a Governmental Funds Revenue Statement. The governmental funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-110 ACFR 52G - DEBT (Debt Statement of Revenues, Expenditures and Changes in Fund Balances)	ACFR 52G - DEBT (Debt Statement of Revenues, Expenditures and Changes in Fund Balances) the system to generate a report that is a Debt Statement of Revenues, Expenditures and Changes in Fund balance for Debit Issues by statement captions, that allows for drilldown capabilities as well as filtering for month and fiscal year as well as other dimensions, so that the report will be able to prepare for yearend financial reporting. This report is specific to Dept. of State Treasurer Legacy report is ACFR 52G-DEBT. Also, this report will be used primarily by the Department of the State Treasurer, along with the 11G-Debt. Report security should allow them to run both of these reports even though the budget codes presented are not in the DST budget fund hierarchy. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-111 ACFR 52G Statement of Revenues Expenditures and Changes in Fund Balance Report	ACFR 52G report lists account balances for Governmental Funds summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report is a Governmental Funds Income Statement. The governmental funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-112 ACFR 53P -Qrtrly Stmt of Revenues Expenses Changes in Fund Net Position	The report is expected to provide details at every account level under operating revenue and operating expenses for the current year. This report will be populated by proprietary GASB funds and will use the Prop account hierarchy. The report would provide such details of balances for every month of every quarter and then total for each quarter The report would also provide the same details for the Net Position and changes in Net Position Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-113 ACFR 53P - Stmt of Revenues Expenses Changes in Fund Net Position	The report is expected to provide details at every account level under operating revenue and operating expenses for the current year. This report will be populated by proprietary GASB funds and will use the Prop account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-114 ACFR 54F Statement of Changes in Fiduciary Net Position Report	ACFR 54F Statement of Change in Fiduciary Net Position Report lists the fiduciary balances total additions, total deductions, and its change in Net Position. The fiduciary funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-115 ACFR COMP 11F - Comparative Fiduciary Net Position	COMP 11F - Comparative Fiduciary Net Position as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.
RTR		RPT-RTR-116 COMP 11G - Comparative Balance Sheet	Ability to generate and a Comparative Balance Sheet for Governmental Funds and Account Groups by statement captions, that allows for drilldown capabilities as well as filtering for month and fiscal year as well as other dimensions as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-117 COMP11P-Comparative Net Position Report	The report is expected to provide details of every account of Assets, Liabilities and Net Position for the current year And immediate previous year along with difference and % difference. This report will be populated by proprietary GASB funds and will use the Proprietary account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-118_162 ACFR 12G - Comparative Operating Statement- Expenditures by Function Report	ACFR 12G- Comparative Operating Statement- Expenditures by Function Report lists Comparative operating expenditures balances for current year and prior year and its differences by amount and percentage wise summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report contains both a static view of data as well as a view that is drillable on both rows and columns. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-119 COMP 52G Statement of Revenues Expenditures and Changes in the Fund Balance	COMP 52G report lists account balances for Governmental Funds summarized by Account Groups in the natural account hierarchy as specified in section 2.5. This report is a 2 year comparison report of the data presented on the ACFR 52G. The governmental funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-120 COMP 53P - Stmt of Revenues Expenses Changes in Fund Net Position	The report is expected to provide details at every account level under operating revenue and operating expenses for the current year and previous year along with differences. This report will be populated by proprietary GASB funds and will use the Prop account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-121 COMP 54F Comparative Statement of Changes in Fiduciary Net Position Report	COMP 54F Comparative Statement of Changes in Fiduciary Net Position Report lists the fiduciary balances total additions, total deductions, and its change in Net Position for current period and prior period and its differences by amount and percentage wise summarized by Account Groups in the natural account hierarchy as specified in section 2.5. The fiduciary funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-122 CAFR Prep-Major Fund Enterprise Report	The relative size of an individual enterprise fund is assessed based on its proportionate share of any of the four financial statement elements: 1. Assets + Deferred outflows of resources 2. Liabilities + Deferred inflows of resources 3. Revenues 4. Expenditures/Expenses These financial statement elements are judged proportionality to the: • Governmental funds in total or enterprise funds in total • Governments funds and enterprise funds in total The Major Fund Calculation for Governmental and Enterprise Funds Reports are used to help evaluate the quantitative size factors. Analysis is done 3 times per year: 1) around May (preliminary), 2) after files are frozen (preliminary), and 3) after the ACFR statements are complete (before audited – around mid-October) (final). For both preliminary analyses, the Major Fund Calculation reports are used. For the final major fund analysis, the Narrative Reporting statements are used to capture all the adjustments made during compilation.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR123 CAFR Prep-Major Fund Governmental Report	The relative size of an individual governmental fund is assessed based on its proportionate share of any of the four financial statement elements: 1. Assets + Deferred outflows of resources 2. Liabilities + Deferred inflows of resources 3. Revenues 4. Expenditures/Expenses These financial statement elements are judged proportionality to the: • Governmental funds in total or enterprise funds in total • Governments funds and enterprise funds in total The Major Fund Calculation for Governmental and Enterprise Funds Reports are used to help evaluate the quantitative size factors. Analysis is done 3 times per year: 1) around May (preliminary), 2) after files are frozen (preliminary), and 3) after the ACFR statements are complete (before audited – around mid-October) (final). For both preliminary analyses, the Major Fund Calculation reports are used. For the final major fund analysis, the Narrative Reporting statements are used to capture all the adjustments made during compilation.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-124_125-Management Analysis- All Agencies by account and Fund Cognos Report	The Report lists budget and actual amounts by natural expenditure account and Budget Fund. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results In the legacy system, budgets were posted to the general ledger, however in Oracle, they are going to be maintained in the Budgetary Control. The report will need to pull budget information from Budgetary Control and Actuals from the ledger. This report only shows expenditure accounts (detailed logic specified in Key Logic section 2.4)

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-129 Negative Unexpended Authorized Budget Report	The NC Negative Unexpended Authorized Budget Report (RPTRTR129) will be developed to inform the State on any budget codes that have negative unexpended authorized budget balances for expenditure accounts for NC CASH ledger. This report displays negative budget balance when actual exceeds budget balance and unexpended budget balance when actual does not exceed budget balance. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-130-COPS Reconciliation Report	The report shows revenue for specific Budget code for which expenditures have been incurred under specific debt supported capital GASB funds. The report also shows difference between revenue and expenditure for every Budget code and Account combination. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-132 Over Expenditures Agencies and Over Expenditures Universities Report	The Report lists budget and actual amounts by natural expenditure account It also does a calculation of budget – actuals = unexpended authorized. (These are dollar amounts and not percentages. A positive amount means you spent less than your budget. A negative amount meant you overspent your budget). Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results In the legacy system, budgets were posted to the general ledger, however in Oracle, they are going to be maintained in the Budgetary Control. The report will need to pull budget information from Budgetary Control and Actuals from the ledger. This report only shows expenditure accounts (accounts beginning with 5).
RTR		RPT-RTR-133 - Year End Analyst Gov Report	• Finance team will complete and Post all eligible transactions to the ledger • Finance team/respective user will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-134 - Year End Analyst Prop Report	• Finance team will complete and Post all eligible transactions to the ledger • Finance team/respective user will run the report and review the results
RTR		RPT-RTR-135 Permitted CoA Values for Users Report	Permitted CoA Values Report lists Chart of Account values permitted for user based on agency specific security. The report can be run for specific segments or multiple segments of Chart of Accounts. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-137 Project to Date Capital Improvements Report	This report is a report used as part of an agency’s official monthly cash basis financial reports. It lists all budget funds within an active Capital Improvement Budget code, it associated Life-to-Date Unallotted and Allotted budgetary amounts as well as actuals in a month, Year to Date, and Project to Date fashion. It also contains the remaining Allotment balance for each natural account listed. Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-138 Audit Report	The RPT-RTR-138 Audit Report is a report that lists all the journals and changes made to unposted journals within Oracle GL based on the parameters selected. This report can be run in Summary or Detail Mode. The Summary report will show all the journals and audit details at the journal batch level. The Detail Report will show all the journal and audit details at the journal header and line level. The user will have option to run with or without audit.
RTR		RPT-RTR-139 List of Agencies Certified Report	Report needs to show what Agencies are certified for a given period and the date they certified.
RTR		RPT-RTR-140 All Ledgers Reconciliation Report	This report lists the total beginning account balances, period debits, period credits, ending account balances and its differences summarized by account code combination for all three ledgers. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-141 ACFR 11G - Balance Sheet Report	ACFR 11G report lists account balances for Governmental Funds summarized by Account Groups in the natural account hierarchy. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-142 GL Account Balances Reconciliation Report	Ability to generate and analyze financial data monthly so that the report can be generated by reconciling the bank account balances with Cash and investment GL account balances as specified in section 2.5. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-143- IT Expenditure Report	This report is NCFS version of the report that is built to support and reconcile with final report that would be built from FCCS. The purpose of this lean spec is NOT to produce this final report. Simply it is to produce the NCAS replacement data needed to prepare OSC’s portion of this report. The report would capture accounts with beginning with 5 from both the General Ledger and Budgetary Control. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-145 EAGLE CAFR 52G - Statement of Revenues Expenditures and Changes in Fund Balances	EAGLE ACFR 52G - Statement of Revenues, Expenditures and Changes in Fund Balances report lists account balances for Governmental Funds summarized by Account Captions in the natural account hierarchy as specified in section 2.5. This report is a Governmental Funds Income Statement. The governmental funds are designated by their GASB fund classification. The Eagle version of the ACFR 52G provides measurements and percentage calculations to allow users to complete their internal control analysis required by the Risk Mitigation section of the Office of the State Controller. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-146 EAGLE ACFR 53P - Stmt of Revenues, Expenses, & Changes in Fund Net Position Report	The report is expected to provide details at every account level under operating revenue and operating expenses for the current year. This report will be populated by proprietary GASB funds and will use the Prop account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position. For each revenue and expenditure line, the report would calculate and provide details of % of Total Operating Revenue and % of Non-Operating Revenue and For each revenue and expenditure line, the report would calculate and provide details of % of Total Operating Expenditure and % of Non-Operating Expenditure. These calculations also contain conditional formatting to highlight percentages outside of normal range. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-148 Aggregate of Receivables for Governmental Funds Report	The report about aggregate receivables for Governmental Funds provides details of receivable balances for the governmental funds in layers along with the corresponding Allowance for Doubtful Accounts and net receivables balance. The report can be run for various period parameter such as QTD, YTD, PTD and for the selected or all GASB Fund/s. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-149 Aggregate of Receivables for Proprietary Funds Report	The report about aggregate receivables for Proprietary Funds provides details of receivable balances for the Proprietary funds in layers along with the corresponding Allowance for Doubtful Accounts and net receivables balance. The report can be run for various period parameter such as QTD, YTD, PTD and for the selected or all fund/s. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-150 EAGLE ACFR 11P - Stmt of Net Position	The report is expected to provide details of every account of Assets, Liabilities and Net Position for the current year period to date as per parameter selected. This report will be populated by GASB funds and will use the Proprietary account hierarchy. The report would also provide the same details for the Net Position and changes in Net Position. The report would provide detail by GASB Fund like- Enterprise, Internal Service, Component Units, Proprietary, OTHER and expandable into child fund values. The report would also provide for each asset line and for each liability line, the % of each line with total Assets and % of each line with Tot Asset less Tot Cap Assets for all fund columns. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-151 EAGLE ACFR 54F Statement of Change in Fiduciary Net Position Report	NC EAGLE ACFR 54F - Statement of Changes in Fiduciary Net Position Report (RPTRTR151) lists the fiduciary balances total additions, total deductions, and its change in Net Position. The fiduciary funds are designated by their GASB fund classification. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger. • Finance team will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-152 Budget to Actuals (Cash Basis) – BD701 Org Mask	The Budget to Actuals org mask report is a report that shows budgeted and actual revenues and expenditures, as well as encumbrances, on the cash basis. The report is organized by budget code and budget fund. This report also contains the remaining accounting string elements. The report parameters allow for this report to be generated for specific chart elements, or for the agency as a whole. Additionally, the sort order for the report can be selected to vary from the default of budget code, budget fund. Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-153 Master Report for Budget Fund Hierarchies	NC Master report for Budget Fund hierarchies (RPTRTR153) will list budget funds and its corresponding agency and GASB relationships in a tabular format based on fiscal year hierarchy versions. The report can be run for specific fiscal years as well as multiple fiscal years. Report data flow: • Finance team will complete and Publish all eligible hierarchies in the system • Finance team will run the report and review the results
RTR		RPT-RTR-155 - Subledger Reconciliation Report for Receivables	Subledger Reconciliation Report for Receivables compares the account balances in Oracle Receivables to those in Oracle General Ledger, and highlights transaction and/or journal sources where discrepancies might exist. This report simplifies the reconciliation process by comparing Receivables and General Ledger account balances in a single place. Subledger Reconciliation report for Receivables lists Accounting Begin Balance, Invoices, Adjustments, Bills Receivable, Accounting End Balance and other details and differences as specified in section 2.5.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-156 EAGLE CAFR 11G - Balance Sheet	The NC Eagle ACFR11G - Balance Sheet Report (RPTRTR156) report would provide details of assets and liabilities for governmental GASB Funds along with % of what every account is to the total Assets and other debits for the respective GASB Fund balance. This report is used by agency staff for completion of their annual EAGLE risk mitigation review. The report contains conditional formatting that highlights percentages that are larger than expected. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-157 Chart of Accounts Combinations Report	NC Combinations Report for Agencies (RPTRTR157) report lists all Account Code Combinations for agencies which are configured in the Oracle along with descriptions. Report data flow: • Finance team will configure the code combinations configuration in oracle. • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-158 Consolidated Statement of Enterprise Operations	This report is used specifically by the Department of Adult Correction, Correction Enterprises. It is an income statement reflecting net profit for each individual Correction Enterprise operation as well as a consolidated statement. The report is used by Correction Enterprise management in managing operations. The report is run from the NC ACCRUAL US ledger only. It lists all revenues and expenditures for the current month, current quarter and year to date. The consolidated report also includes detail budget by line item and unexpended budget balances. Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-165 - Agency Detailed Transaction Ledger	This report will extract transaction level information from NCFS for the specified parameter. This report is a replacement for the legacy NCAS report DAPG67.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-166 Spec for (DHHS WC302 replacement) Monthly Balances Report	The report would show the details of balances month wise for the selected fiscal year by every account code combination. Report data flow: • Finance team will complete and post all eligible transactions to the ledger • Finance team will run the report and review the results
RTR		RPT-RTR-167 DHHS AR Deposit Transaction Count	The report generated as part of this RICE object would be the basis for the DHHS team to complete their cost allocations. Report data flow: • OSC/DHHS team will run the report and review the results. • Report results used to generate cost allocations for DHHS

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-168 Spec for GASB Transfers Reconciliation Report	The Report needs to capture balances under parents ‘4800999C Transfers In’ and ‘5809999C Transfers Out’ during a fiscal year. The report needs to show data in 5 tabs of excel depending on some conditions and criteria as listed in 2.1 section below. Because the following agencies transact business in NCFS on a cash basis, but their financial information for ACFR is received through external means, the following agency values are excluded from this report completely. • 0A00 NC Housing Finance Authority • 4800 UNC Hospitals • U* All university agency numbers beginning with U Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-169 GASB Due To & Due From Reconciliation Report	The Report needs to capture balances under ‘Accounts listed in Key logic section below’ during a fiscal year. The report needs to show data in 10 tabs of excel depending on some conditions and criteria as listed in 2.1 section below. Report data flow: • Finance team will complete and Post all eligible transactions to the ledger • Finance team will run the report and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-170 Agency Journal Import Errors Report	This report is going to be similar logic to the FBR Journals Conversion Log Report, but it will set up for agencies to run against the items in the Journal Import Errors Dashboard in NCFS. To develop this report, the existing Journal Import output would be used as input to identify Group Ids in the batches that have failed. This report will be available to be run by agency staff. The Agency User can run this Error Report with Agency and Group id as parameter to see details of records failed in the Interface. Report data flow: • Finance team will run the process for import of transactions • Finance team will run the ‘Agency Journal Import Errors Report’ specific to the Agency and review the results

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-171 Interface Agency Reconciliation Report	This report is designed to assist interface agencies with balancing their monthly financial interface file with the balances in NCFS caused by daily cash related activities. The report will gather system balances for clearing budget funds, summarize the related unposted entries that are from the financial interface, and calculate the projected ending balances by distribution. This will allow agencies to determine if the cash at the budget code level will be in balance after the journal posts and also determine if there are any additional balances in the clearing budget funds that will need to be corrected prior to certification. Report data flow: • Interface agency will run the report and review the results.

Process Area	Report Number	Report Name	Report Description
			Report data flow: As part of this specification, the DHHS Allocation Detail Report (DAPG2605) will be developed to generate a view of financial information for data as of a specific Accounting Period for which the report is run. It will provide expense and revenue data grouped, sorted, and summed at various levels all based upon NCFS chart of account values. It will display authorized budget, expense, revenue, obligations and unpaid invoices for all transactions and include:
RTR	RPT-RTR-174	NC DHHS Direct and Allocated Expenditures Report	Report data flow: • Budgetary Transactions Imported from IBIS and posted to Oracle Cloud ERP Budget Cube • Financial transactions created directly in NCFS and posted to Oracle General Ledger or loaded through csv files as part of the data migration process. Direct to GL Journal entries referencing Project level information that was not part of conversion • The ability to run this report on an as needed basis to review expense and revenue performance • Data will be presented with separate tabs for expenditures and revenues and a tab with raw data for the parameters entered, that users can filter by and sort as per needs.

Process Area	Report Number	Report Name	Report Description
RTR		RPT-RTR-177 NC AP Accrual Injections Report (After Year- End)	State reporting requirements entail the need to reclass invoice expenditures (unpaid keyed before year-end) and to accrue back invoice expenditures (keyed after year-end) at year-end. This document provides the design specifications for requirements and business rules required for the technical design of AP Accrual Injections Report for Invoices keyed after year-end.
RTR		RPT-RTR-178 NC Budget to Actuals with Certified Budget (Cash Basis) Report	State reporting requirements entail the need to compare budgetary balances interfaced from the Integrated Budget Information System (IBIS) with the actual consumption of cash in Oracle Cloud ERP. This report details cash basis budget to the rolled-up levels on the Certified Budget to Actuals report.

Process Area	Report Number	Report Name	Report Description
SEC		RPT-SEC-002 Agency User Security Report ap	As part of this specification, NCFS Agency User Security Report will be developed with the ability to execute on demand, by Agency/Business Unit, Department Name or by User ID. The user should be able to select one parameter, or multiple parameters, or ALL parameters at report generation time. The user should also be able to select one Username or multiple Usernames or ALL Usernames at report generation time. Report data flow: • NCFS Security will create/enter all State of North Carolina Usernames, their Job Role access as well as their Data access for the NCFS. • NCFS Security team will grant access for Agency Security Administrators so they may execute the report quarterly for Security Reviews by Managers. • NCFS Security team may also generate this NCFS User Security report on demand for Security Reviews. • Managers will submit Security Change requests as needed after reviewing report.

Process Area	Report Number	Report Name	Report Description
SEC		RPT-SEC-003 FBR AAC Incidents By Agency - Detail Report	As part of this specification, FBR AAC Incidents by Business Unit • Detail Report will be developed with the ability to execute by Business Unit, Control Name, or by User ID. The user should be able to select one parameter, or multiple parameters, or ALL parameters at report generation time. The user should also be able to select one Username or multiple Usernames or ALL Usernames at report generation time. This report should also include detailed information on user access conflicts so that the NCFS Security team can resolve any role level SODs that may need to be remediated. Report data flow: • NCFS Security team will create/enter all State of North Carolina Usernames, their Job Role access as well as their Data access for the NCFS. • NCFS Security team will schedule the schedule the access controls to run on a regular basis. • NCFS Security team will schedule the schedule the report synchronization process to run on a regular basis. • NCFS Security team will execute the report quarterly for Security Reviews by Agency Security Administrators. • NCFS Security team may also generate this NCFS AAC Incidents report on demand for Security Reviews. • Agency Security Administrators will submit Security Change requests or remediation documentation as needed after reviewing the report.

Process Area	Report Number	Report Name	Report Description
SEC		RPT-SEC-004 FBR AAC Incidents By Agency - Summary Report	As part of this specification, FBR AAC Incidents by Business Unit • Summary Report will be developed with the ability to execute by Business Unit, Control Name, or by User ID. The user should be able to select one parameter, or multiple parameters, or ALL parameters at report generation time. The user should also be able to select one Username or multiple Usernames or ALL Usernames at report generation time. Report data flow: • NCFS Security team will create/enter all State of North Carolina Usernames, their Job Role access as well as their Data access for the NCFS. • NCFS Security team will schedule the schedule the access controls to run on a regular basis. • NCFS Security team will schedule the schedule the report synchronization process to run on a regular basis. • NCFS Security team will execute the report quarterly for Security Reviews by Agency Security Administrators. • NCFS Security team may also generate this NCFS AAC Incidents report on demand for Security Reviews. • Agency Security Administrators will submit Security Change requests or remediation documentation as needed after reviewing the report.

Process Area	Report Number	Report Name	Report Description
SEC		RPT-SEC-005 FBR AAC Intra Role Conflicts Report	As part of this specification, FBR AAC Intra Role Conflicts Report will be developed with the ability to execute by Role Name or Control Name. The user should be able to select one parameter, or multiple parameters, or ALL parameters at report generation time. This report should also include detailed information on role access conflicts so that the NCFS Security team can resolve any role level SODs that may need to be remediated. Report data flow: • NCFS Security team will create/enter all State of North Carolina Usernames, their Job Role access as well as their Data access for the NCFS. • NCFS Security team will run the controls following any role changes where new privileges have been granted. • NCFS Security team will run the Report Synchronization Process following any role changes where new privileges have been granted. • NCFS Security will generate this NCFS AAC Intra Role Conflicts Report on demand for Security Reviews to determine if a role change has introduced a new SOD conflict.

First Published

Wed, 01/08/2025

Last Updated

Thu, 10/02/2025

Printable PDF