

Bureau of the
Fiscal Service

# Federal Financial Management Business Use Cases for Record-to-Report

Release FY2027

# Table of Contents

Purpose ..... 1

Business Use Case Structure ..... 1

Change Log ..... 2

Record-to-Report Business Use Cases ..... 3

060.FFM.L1.01 Period End Adjustments and Reporting ..... 3

060.FFM.L2.01 Consolidated Financial Statements ..... 20

# Purpose

The Federal Financial Management (FFM) Business Use Cases reflect the business needs, or requirements that an agency must follow in the financial management community. This document is part of the FFM Business Use Case Library and contains the business use cases associated with the Record-to-Report Business Process. The ***Federal Financial Management Business Use Case Library Overview*** should be referenced in conjunction with this document for guidance on understanding and applying the FFM Business Use Cases to agency financial operations.

# Business Use Case Structure

The sections of the FFM business use cases are described below.

**Business Use Case Identifier**: includes information about the key underlying components. The notation for a business use case identifier is as shown.

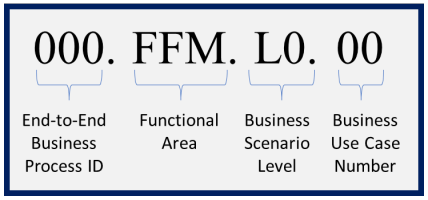



**Figure 1: The notation for a business use case identifier.**

**Business Scenario(s) Covered:** identifies differing situations or conditions that occur when executing an end-to-end business process and reflect the scope and complexity of federal government agency missions.

**Business Actor(s):** identifies the typical offices or roles performing events in the business use case.

**Synopsis:** provides a summary of the events that take place within the business use case.

**Assumptions and Dependencies:** includes context information about events that have occurred prior to the first event identified in the business use case or outside of the business use case and dependencies on events accomplished in other business use cases. There are

several common assumptions that are established for all business use cases. Additional assumptions or dependencies are included if needed for the specific business use case.

**Initiating Event:** identifies the event that triggers the initiation of the business use case.

**Typical Flow of Events:** includes the Federal Financial Management (FFM) and non-FFM events that may occur to complete the business scenario(s) included in the business use case. The non-FFM events are provided for business context. Also included are the inputs and outputs or outcomes that one would expect to occur during or as a result of the event.

# Change Log

| Item Changed | Summary of Change | Rationale |
|---|---|---|
| All Business Use Cases | Removed FFMSR ID | Realign FFMSR scope with Financial Management Capability Framework (FMCF) |
| 060.FFM.L1.01 Period End Adjustments and Reporting | Modified Business Use Case Event 7 | Respond to public feedback |

# Record-to-Report Business Use Cases

## 060.FFM.L1.01 Period End Adjustments and Reporting

**End-to-End Business Process:** 060 Record-to-Report

**Business Scenario(s) Covered**

- Audit Adjustments
- Allowance for Uncollectable Amounts
- Agency General Ledger Analysis
- Reconciliation with Treasury
- Budget Execution Reporting to OMB
- Financial Reporting to Treasury

**Business Actor(s)**

Finance Office; Program Offices

**Synopsis**

Overvaluation of an agency's real property asset is revealed by an audit finding and adjustments are required. A journal voucher is prepared for the real property asset value adjustment and posted to the agency general ledger (GL).

The allowance for uncollectable amounts is determined and posted monthly to the agency GL.

Monthly, general ledger trial balance and supporting transaction detail information is generated. General ledger account abnormal balance and relationship (tie-point) analysis information is generated and analyzed. Financial management reports on the status of obligations, payables, receivables, and reimbursable agreements are generated and analyzed. General ledger account balance traceability to aggregated or discrete agency transactions and aggregated or discrete agency transactions traceability to the point of origination and source documents is verified. If needed, manual journal vouchers are prepared and posted for adjustments.

Treasury account monthly activity information is retrieved from Treasury and reconciled with agency account balance, activity, and transaction information. If needed, manual journal vouchers are prepared and posted for adjustments. Requests to reclassify miscellaneous receipts are received from Program Office(s), manual journal vouchers are prepared and posted for adjustments to

## 060.FFM.L1.01 Period End Adjustments and Reporting

the agency GL, and Treasury account activity reclassification information is provided to Treasury. The accounting period is closed. The agency's United States Standard General Ledger (USSGL) account balance information is reviewed, approved, and provided monthly to Treasury. Agency cumulative budgetary resource and budget execution information (Schedule P information for the Combined Schedule X) is reviewed, approved, and submitted monthly to OMB to support Federal government budget management. Agency appropriations account, object class/program activity, and award financial information is provided monthly to Treasury and certified quarterly to support USAspending.gov public information sharing.

After monthly activities are completed, the Aged Receivables report is generated and analyzed and the Treasury Report on Receivables (TROR) is generated, reviewed, approved, and submitted quarterly to Treasury. Financial management reports on financial assets, revenue, and other financing sources are generated to support financial statement generation. The agency financial statements are generated, validated, certified, and submitted quarterly to Treasury.

**Assumptions and Dependencies**

General

1.1 There may or may not be automated (near/real-time or batch) interfaces between functional areas/functions/activities or between provider solutions/systems.

1.2 There is no presumption as to which activities are executed by which actor, or which activities are automated, semi-automated, or manual.

1.3 Supporting information for general ledger transactions includes sub-ledger entries when sub-ledgers areused.

1.4 Appropriate attributes (e.g., object class and project) are included as part of the accountingstring.

1.5 Relationships between use cases are described in the Framework for Federal Financial Management Use Cases found in the related overview document.

1.6 All predecessor activities required to trigger the Initiating Event have been completed.

1.7 Funds availability checks are performed against appropriations/fund accounts for obligating funds, and against obligations for disbursing funds in accordance with OMB A-11, Section 150.2.

Business Use Case Specific

2.1 The agency processes and calculations are in place for determining the appropriate allowances for uncollectable amounts.

2.2 The agency's statutory authority specifies the portion of the funds that are retained for use in agency operations and are reclassified to the appropriate General Fund Receipt Account (GFRA).

## 060.FFM.L1.01 Period End Adjustments and Reporting

2.3 The agency retrieves Treasury account monthly activity information using the Treasury Central Accounting Reporting System (CARS) Reports component.

2.4 The agency provides Treasury account activity adjustment and reclassification information using the Treasury CARS Agency Transaction Module (ATM) Classification Transactions and Accountability (CTA) component.

2.5 The agency provides USSGL account balance information using the Treasury Governmentwide Treasury Account Symbol Adjusted Trial Balance System (GTAS).

2.6 The agency provides appropriations account, object class/program activity, and award financial information for USAspending.gov using the Treasury DATA Act Broker.

Federal Records Management

3.1 The types of digital objects received or created during FFM events (Business Use Case Inputs or Outputs) that are considered FFM Federal records (ERM.010.010, ERM.010.020) are specified with a superscript (FR). FFM Federal records are managed as temporary Federal records unless agency personnel designate a specific FFM Federal record as having permanent value because of high dollar value, media attention, historical value, research value, or other extenuating circumstances.

3.2 FFM Federal records are retained for a period of 7 years from the FFM event date if the retention period for a specific type of FFM Federal record has not been established in the National Archives General Records Schedules (GRS) (ERM.010.030). If special circumstances occur such as an order, law, or business justification, the temporary Federal record's retention period is changed (ERM.030.040) or the permanent Federal record's retention period is extended (ERM.040.040).

3.3 During the retention period of an FFM Federal record: appropriate access levels are maintained (ERM.020.010); associated metadata (e.g., record identifier, creator, creation date, security classification, access rights) and an audit trail of changes to Federal record content, metadata, and access level are maintained (ERM.020.020); if a records hold is placed, the Federal record is locked down until the records hold is lifted to ensure no changes can be made (ERM.020.030); if needed to satisfy a Freedom of Information Act, Congressional, or e-discovery request, the Federal record is made available (ERM.020.040); and if needed because of technology obsolescence, the Federal record is converted to an acceptable format and/or migrated to another repository to serve out its retention period (ERM.020.050).

3.4 Once an FFM Federal record has met its records retention period, it is approved for disposal and disposed (ERM.030.010, ERM.030.020, ERM.030.030) or prepared for transfer, transferred to NARA, and removed from the FFM solution (ERM.040.010, ERM.040.020, ERM.040.030).

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Initiating Event:** The agency receives its audit findings for the previous fiscal year.

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **1** | Prepare manual journal voucher for real property asset value adjustment required by audit finding<br>(FFM.090.020 General Ledger Posting) | | • Audit findings | • Manual journal voucher with appropriate asset adjustment GL entries |
| **2** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |
| **3** | Monthly determine allowance for uncollectable amounts<br>(FFM.070.010 Delinquent Debt Collection) | | • Current receivable and delinquent debt information<br>• Historical receivable collection and delinquent debt collection and write-off information | • Allowance for uncollectable amounts information |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **4** | a. Receive the allowance for uncollectable amounts information<br>(FFM.090.030 Accrual and Liability/Asset Processing)<br>b. Prepare manual journal voucher<br>(FFM.090.020 General Ledger Posting) | | • Allowance for uncollectable amounts information | • Manual journal voucher with appropriate allowance for uncollectable amounts GL entries |
| **5** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **6** | Monthly:<br>a. Generate agency GL trial balance and supporting transaction detail information<br>b. Generate and analyze GL account abnormal balance analysis information<br>c. Generate and analyze GL account relationship (tie-point) analysis information<br>d. Generate and analyze reconciliation of net operating cost and net budgetary outlays information<br>(FFM.100.010 Reconciliation of General Ledger and Subledgers) | | • GL account balance and transaction detail information | • Trial Balance report<br>• Transaction Detail report<br>• GL Account Relationship Analysis report<br>• GL Account Abnormal Balance Analysis report<br>• Reconciliation of Net Operating Cost and Net Budgetary Outlays report |
| **7** | Monthly:<br>a. Generate and analyze obligation status information<br>(FFM.010.030 Budgetary Reporting) | | • GL account balance and transaction detail information | • Obligation Status report<br>• Status of Funding report<br>• AP Invoice Status report<br>• AP Prompt Pay report<br>• Receivable Status report |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| | b. Generate and analyze accounts payable (AP) status and prompt payment information (FFM.030.130 Payment Reporting)<br>c. Generate and analyze receivable status and delinquent debt information (FFM.070.030 Delinquent Debt Reporting)<br>d. Generate and analyze reimbursable agreement information (FFM.060.090 Intragovernmental Receivable Monitoring and Reporting)<br>e. Verify traceability of GL balances to aggregated or discrete transactions and traceability of aggregated or discrete transactions to the point of origination and source documents | | | • Aged Receivables report<br>• Reimbursable Agreement Status report<br>• Reimbursable Agreement Analysis report<br>• Manual journal voucher(s) with appropriate adjustment GL entries |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| | (FFM.100.010 Reconciliation of General Ledger and Subledgers)<br>f. If needed, prepare manual journal vouchers for adjustments<br>(FFM.090.020 General Ledger Posting) | | | |
| **8** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |
| **9** | Monthly:<br>a. Generate agency GL trial balance and supporting transaction detail information<br>(FFM.100.010 Reconciliation of General Ledger and Subledgers) | | • GL account balance and transaction detail information<br>• Treasury account monthly activity information | • Trial Balance report<br>• Transaction Detail report<br>• Appropriate disbursement and/or collection GL entries created with reference to source information |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| | b. Retrieve Treasury account monthly activity information at the Treasury Account Symbol (TAS) - Business Event Type Code (BETC) – Agency Location Code (ALC) level for agency TAS(s) from Treasury<br>(FFM.100.030 Reconciliation with Treasury Balance)<br>c. Reconcile agency USSGL Fund Balance with Treasury (FBwT) account balance, activity, and transaction information with Treasury account balance, activity, and transaction information<br>(FFM.100.030 Reconciliation with Treasury Balance)<br>d. Determine appropriate agency USSGL FBwT account adjustments | | | |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| | (FFM.100.030 Reconciliation with Treasury Balance)<br>e. Prepare disbursement and/or collection adjustment information for agency USSGL FBwT account adjustments<br>(FFM.090.020 General Ledger Posting) | | | |
| **10** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **11** | | a. Monthly, determine the amount of miscellaneous receipts that are retained for use in agency operations and to be reclassified to a GFRA<br>b. Request reclassification of miscellaneous receipts to appropriate GFRA<br>(Program Mission Activity) | • Miscellaneous receipts collection information | • Request to reclassify miscellaneous receipts to GFRA |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **12** | a. Receive request to reclassify miscellaneous receipts to GFRA<br>(FFM.100.030 Reconciliation with Treasury Balance)<br>b. Prepare collection adjustment information for reclassification of receipts<br>(FFM.090.020 General Ledger Posting)<br>c. Provide appropriate Treasury account activity reclassification information to Treasury<br>(FFM.100.030 Reconciliation with Treasury Balance) | | • Request to reclassify miscellaneous receipts to GFRA | • Appropriate collection adjustment GL entries with reference to source information<br>• Treasury account activity reclassification information (FR) |
| **13** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **14** | Close the accounting period<br>(FFM.090.040 Period End Closing) | | • GL account balance and transaction detail information | • Appropriate accounting period close GL entries |
| **15** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |
| **16** | Monthly:<br>a. Generate, review, approve and provide required agency USSGL account balance information to Treasury<br>b. Generate, review, approve and provide required agency appropriations account, object class/program activity, and award financial information to Treasury<br>(FFM.110.010 Treasury Reporting) | | • GL account balance information | • Agency USSGL account balance information (FR)<br>• Agency appropriations account, object class/program activity, and award financial information (FR) |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **17** | Monthly generate, review, approve, and submit to OMB cumulative budgetary resource and budget execution information (Schedule P information for the Combined Schedule X)<br>(FFM.010.030 Budgetary Reporting) | | • GL account balance information<br>• Supporting budgetary resource and budget execution information | • Combined Schedule X (Schedule P data) report (FR) |
| **18** | Quarterly certify the agency appropriations account, object class/program activity, and award financial information submitted to Treasury<br>(FFM.110.010 Treasury Reporting) | | • Agency appropriations account, object class/program activity, and award financial information (FR) | • Certified agency appropriations account, object class/program activity, and award financial information (FR) |
| **19** | Quarterly generate and review the aged receivables report<br>(FFM.060.060 Public Receivable and Collection Reporting) | | • GL account balance information<br>• Supporting public receivable and collection information | • Aged Receivables report |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **20** | Quarterly generate, review, approve, and submit to Treasury the Treasury Report on Receivables (TROR)<br>(FFM.060.060 Public Receivable and Collection Reporting) | | • GL account balance information<br>• Supporting public receivable and collection information | • Treasury Report On Receivables (TROR) (FR) |
| **21** | Quarterly generate and analyze the property, plant, and equipment (PP&E) and other financial asset information needed to support financial statement preparation<br>(FFM.020.060 Financial Asset Information Reporting) | | • GL account balance information<br>• Supporting property management information | • Financial asset information |
| **22** | Quarterly generate and analyze the revenue and other financing sources information needed to support financial statement preparation<br>(FFM.040.020 Revenue Reporting) | | • GL account balance information<br>• Supporting revenue and other financing sources information | • Revenue and other financing sources information |

## 060.FFM.L1.01 Period End Adjustments and Reporting

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **23** | Quarterly generate, validate, certify, and submit to Treasury the agency financial statements (FFM.110.020 Financial Statement Preparation) | | • GL account balance information<br>• Supporting financial statement information | • Financial Statements (FR) |

## 060.FFM.L2.01 Consolidated Financial Statements

**End-to-End Business Process:** 060 Record-to-Report

**Business Scenario(s) Covered**

- Liabilities Not Covered by Budgetary Resources
- Liabilities Arising from Non-Routine Events
- Actuarial Liabilities
- Intra-departmental Activity Eliminations
- Consolidated Financial Statements

**Business Actor(s)**

Finance Office; Program Offices

**Synopsis**

Liabilities not covered by budgetary resources, liabilities arising from non-routine events, and actuarial liabilities are determined and recorded. Department component financial statement information to be included in department consolidated financial statements is identified. Intra-departmental eliminations required for department consolidated financial statements are determined and recorded. Department consolidated financial statements are generated.

**Assumptions and Dependencies**

General

1.1 There may or may not be automated (near/real-time or batch) interfaces between functional areas/functions/activities or between provider solutions/systems.

1.2 There is no presumption as to which activities are executed by which actor, or which activities are automated, semi-automated, or manual.

1.3 Supporting information for general ledger transactions includes sub-ledger entries when sub-ledgers are used.

1.4 Appropriate attributes (e.g., object class and project) are included as part of the accounting string.

1.5 Relationships between use cases are described in the Framework for Federal Financial Management Use Cases found in the related overview document.

## 060.FFM.L2.01 Consolidated Financial Statements

1.6 All predecessor activities required to trigger the Initiating Event have been completed.

1.7 Funds availability checks are performed against appropriations/fund accounts for obligating funds, and against obligations for disbursing funds in accordance with OMB A-11, Section 150.2.

Business Use Case Specific

2.1 Independent financial records are maintained by the department and each of its component agencies.

2.2 Both intragovernmental buy/sell activity (e.g., reimbursable work) and non-buy/sell activity (e.g., collection/revenue funds transfers) occurred in the current fiscal year between department components.

Federal Records Management

3.1 The types of digital objects received or created during FFM events (Business Use Case Inputs or Outputs) that are considered FFM Federal records (ERM.010.010, ERM.010.020) are specified with a superscript (FR). FFM Federal records are managed as temporary Federal records unless agency personnel designate a specific FFM federal record as having permanent value because of high dollar value, media attention, historical value, research value, or other extenuating circumstances.

3.2 Federal records are retained for a period of 7 years from the FFM event date if the retention period for a specific type of FFM Federal record has not been established in the National Archives General Records Schedules (GRS) (ERM.010.030). If special circumstances occur such as an order, law, or business justification, the temporary Federal record's retention period is changed (ERM.030.040) or the permanent Federal record's retention period is extended (ERM.040.040).

3.3 During the retention period of an FFM Federal record: appropriate access levels are maintained (ERM.020.010); associated metadata (e.g., record identifier, creator, creation date, security classification, access rights) and an audit trail of changes to Federal record content, metadata, and access level are maintained (ERM.020.020); if a records hold is placed, the Federal record is locked down until the records hold is lifted to ensure no changes can be made (ERM.020.030); if needed to satisfy a Freedom of Information Act, Congressional, or e-discovery request, the Federal record is made available (ERM.020.040); and if needed because of technology obsolescence, the Federal record is converted to an acceptable format and/or migrated to another repository to serve out its retention period (ERM.020.050).

3.4 Once an FFM Federal record has met its records retention period, it is approved for disposal and disposed (ERM.030.010, ERM.030.020, ERM.030.030) or prepared for transfer, transferred to NARA, and removed from the FFM solution (ERM.040.010, ERM.040.020, ERM.040.030).

**Initiating Event:** The fiscal year closes.

## 060.FFM.L2.01 Consolidated Financial Statements

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **1** | | Determine program total liabilities not covered by budgetary resources and text for the financial statement footnotes<br>(Program Mission Activity) | • GL account balances<br>• Program information | • Total liabilities not covered by budgetary resources information<br>• Text for financial statement footnotes |
| **2** | a. Receive total liabilities not covered by budgetary resources information<br>(FFM.090.030 Accrual and Liability/Asset Processing)<br>b. Prepare manual journal voucher<br>(FFM.090.020 General Ledger Posting) | | • Total liabilities not covered by budgetary resources information | • Manual journal voucher with appropriate liability adjustment GL entries |
| **3** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L2.01 Consolidated Financial Statements

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **4** | | a. Determine and summarize program liabilities information arising from non- routine events<br>b. Develop text for the financial statement footnotes<br>(Program Mission Activity) | • GL account balances<br>• Program information | • Summarized program non-routine liabilities information<br>• Text for financial statement footnotes |
| **5** | a. Receive summarized program liabilities information<br>(FFM.090.030 Accrual and Liability/Asset Processing)<br>b. Prepare manual journal voucher<br>(FFM.090.020 General Ledger Posting) | | • Summarized program non-routine liabilities information | • Manual journal voucher with appropriate liability adjustment GL entries |
| **6** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L2.01 Consolidated Financial Statements

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **7** | | a. Determine and summarize program actuarial liabilities information<br>b. Develop text for the financial statement footnotes<br>(Program Mission Activity) | • GL account balances<br>• Program information | • Summarized program actuarial liabilities information<br>• Text for financial statement footnotes |
| **8** | a. Receive summarized program actuarial liabilities information<br>(FFM.090.030 Accrual and Liability/Asset Processing)<br>b. Prepare manual journal voucher<br>(FFM.090.020 General Ledger Posting) | | • Summarized program actuarial liabilities information | • Manual journal voucher with appropriate liability adjustment GL entries created |
| **9** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |

## 060.FFM.L2.01 Consolidated Financial Statements

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **10** | Retrieve and identify department component financial statement information to be included in department consolidated financial statements<br>(FFM.110.020 Financial Statement Preparation) | | • GL account balances<br>• Department component financial statement information | • Department component financial statement information to be included in department consolidated financial statements |
| **11** | a. Analyze intragovernmental activity payable, settlement payment, and funds transfer payment information<br>(FFM.030.130 Payment Reporting)<br>b. Generate reimbursable status information and analyze intragovernmental activity receivable, settlement collection, and funds transfer collection information<br>(FFM.060.090 Intragovernmental Receivable Monitoring and Reporting) | | • GL account balances<br>• Supporting intragovernmental activity information | • Intragovernmental activity payable, settlement payment, and funds transfer payment information<br>• Reimbursable Agreement Status report |

## 060.FFM.L2.01 Consolidated Financial Statements

**Typical Flow of Events**

| | FFM Event | Non-FFM Event | Input(s) | Output(s) / Outcome(s) |
|---|---|---|---|---|
| **12** | a. Determine intra-departmental eliminations required for department consolidated financial statements<br>(FFM.100.020 Reconciliation of Intragovernmental Activity)<br>b. Prepare manual journal voucher<br>(FFM.090.020 General Ledger Posting) | | • Intragovernmental activity payable, settlement payment, and funds transfer payment information<br>• Intragovernmental activity receivable, settlement collection, and funds transfer collection information | • Manual journal voucher with appropriate elimination GL entries created |
| **13** | Post appropriate budgetary, proprietary, and/or memorandum entries to the general ledger (GL)<br>(FFM.090.020 General Ledger Posting) | | • GL entries | • Appropriate GL accounts updated (FR) |
| **14** | Generate department consolidated financial statements<br>(FFM.110.020 Financial Statement Preparation) | | • GL account balances<br>• Text for financial statements | • Financial Statements (FR) |