Getting Ready for Fiscal Close

**Revenue on SP Funds Not From Contracts:** This report shows transactions in OFC posted to UCPath specific funds which do not meet the revenue criteria. If a transaction is incorrectly posted to an SP fund, the budget will not be properly updated. These transactions need to be removed. Clear these entries, but cost transfers may be needed. The report will help identify these issues and the process for correction. There is also a report showing IDC expenses billed and not recorded as of 6/30/21. This report will help identify any outstanding IDC expenditures that need to be processed. Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is also provided. Details can be found on the Blink page.

**Cost Transfers:** This report shows costs in PPM that are charged to the wrong task and/or Funding Source. This will help identify any cost transfer issues and the process for correction. Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is also provided. Details can be found on the Blink page.

**Exceptions Panorama:** This report shows exceptions of GL Journal entries and financial transactions which may require additional review. It will help identify any exceptions that need to be investigated and the process for correction. Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is also provided. Details can be found on the Blink page.

**Audit Preparation:** A list of all transactions that are required to be closed as of (EOD) VC offices last day to submit exception GL Journal Entry. This will help ensure all necessary transactions are completed. Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is also provided. Details can be found on the Blink page.

**Fiscal Close Activities:** The best way to contact our team is via the UCPath Financials Cloud. This section provides information on the UCPath Financials Cloud and Concur Travel & Expense Financials Cloud. Each Tuesday important updates related to Concur Travel & Expense Financials Cloud and Concur Travel & Expense are posted to the Blink page. This validation will check up to fifteen lines of the requisition and ensure, if a PO is processed, that the PO number is populated. If you do not have WalkMe downloaded already, please visit the WalkMe Blink page. Information on Departmental Action and Cutoff dates for Fiscal Closing 2020-2021 is also provided. Details can be found on the Blink page.