Getting Ready for Fiscal Close

We added a new section in the Weekly Digest to help prepare you for Fiscal Close.

Department Cutoff Dates: Next Up

- July 7: (BD) Foundation and Finance. Last day to request draw downs and/or transfers from the Foundation.
- July 7: (BD) All Billing - Non-student/non-patient AR invoices must be in Oracle. Note: the effective date on the invoices must be the date when the services were provided or the goods shipped.
- July 7: (BD) AR Process: Timecard support in Oracle. Note: invoices with final approval required by EOD 7/17.
- July 8: (BD) Recharges via AP on Application. Last day to upload and process invoices.
- July 8: (BD) Recharges using RMP or AP on Application. Last day to upload and process invoices.
- July 8: (BD) S&A Group: Self-Supporting Activities. Note: self-supporting transactions can be posted after 7/16.
- July 8: (BD) Dept deadline to transfer June Payroll costs posted to Department from Project/Function in Oracle with final approval by EOD 7/9.

Information on Department Action and Cutoff dates for Fiscal Closing 2021-2022 is posted to Blink. Please note that this page is subject to change and updates on our Financials Cloud becomes available link to the Blink page at regular intervals.

Tips & Tricks

General

- How to Invite Supplier Contacts to Payment Compass

Payment Compass is a tool used to manage the payments and reconciliations for non-employee payees at UC San Diego. You can invite a contact to view their existing payee/supplier profile per the instructions in our new KBA. There are several other KBAs available to help you use the system so far, so take the time to check them out by searching Payment Compass in the Financials Cloud and Concur Travel & Expense, are delivered to your inbox. Our goal is to deliver timely information that matters to you.

Concur Travel & Expense

Business Meetings and Entertainment

Information regarding COVID-19 in Event Planning and Attendance can be found in the Event Planning and Attendance Guidelines in addition to UC Travel Policy requirements when handling business and entertainment expenses.

Adding Sufficient Allocation Data

When creating an invoice with your chart string, verify that you have added all of the COA (Fund, Financial Unit, Appropriation Code) under the POET (Project, Task) Expenditure Type) values required for the Concur document. If your Project is a Sponsored Project (begins with SP), please be sure to enter a Funding Source in addition to the chart string. Your output is to successfully pass validation.

About the Weekly Digest

Every Tuesday, important updates related to Budget & Finance, including Oracle Financials Cloud and Concur Travel & Expense, are delivered to your inbox. Our goal is to deliver timely information that matters to you.

Contact us

Have questions about this edition? The best way to contact our team is via Services & Support.