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BUSINESS AND FINANCIAL SERVICES

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Budget & Finance Fiscal Close Bulletin



July 20, 2023 | FY22-23: 11th Edition

Welcome to the Fiscal Close Bulletin.

The Fiscal Close Bulletin is a limited-edition newsletter, complimentary to the Weekly Digest, issued from May to July to provide you with weekly updates and guidance related to Fiscal Close.

View Department Deadlines

Upcoming Deadlines

July 21, EOD

Last day for VC Central Offices to submit and approve journal entries.

- Blink: Ledger Close Dates

What You Need To Know

Information on FYE VC Journal Entries

VC offices have identified the individuals who are authorized to submit journal entries until the end of the day on July 21. Here is a link to the list of authorized FY2023 VC Office Users for each VC area.

PPM 410-5 and PPM 410-6

Advancement Services is reviewing balances of gift funds and will ask your business unit for help to comply with the following:

- A notice of gift funds non-compliant with PPM 410-5 will be sent to fund holders and business officers in August 2023 using June 30 balances to help prepare a carryforward request or spending plan, due **September 30, 2023.** More information can be found on the Policy on Expenditure of Gift Funds webpage.
- All units with gift funds are responsible for developing and providing timely and impactful stewardship reports to donors on the use of and expenditure of their gifts. The Office of Gift Policy and Donor/Fund Stewardship will be asking for a narrative of the use of endowed gifts for the period July 1, 2022 to June 30, 2023 to be submitted by **July 28, 2023**. If you have any questions, please email fundstewardship@ucsd.edu.
    - Endowment Guide
    - PPM 410-6 Financial Stewardship of Donor Gift Funds and Reporting to Donors

Fiscal Year End Support

We are here to support you.

Below are resources that are available to you through Fiscal Close.

Call the Finance Help Line

(858) 246-4237
Tuesdays through Thursdays
10AM - 12PM | 1PM - 3PM
Covered Topics

Attend Office Hours

Attend Office Hours
Event Calendar
Reporting: Schedule a 1-on-1 Zoom Session

Submit a Ticket

Submit a ticket in Services & Support
Browse the Knowledge Base

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