20.3 Perform Budget Close

20.3.1 Carry Forward

**DFS**

Start

1. Draft from Representative Agency Workgroup Session

2. Confirm/Resolve with Agencies Negative Account Code Balances

3. Publish/Transmit Agency Operating Recap Detailed Reports

4. Receive EOG/OPB Approval for Continuing Appropriations

5. Transfer Tentative Carry/ Certified Forward Balances

6. Determine/Post 1st Operating Reversion Balances

7. Transfer 1st Operating Reversion Balances

8. Receive 1st Operating Reversion Balances

9. Configure Closing Rule #2 Based on EOG/OPB Documentation

10. Execute Rule #14 (Unobligated Carry Forward Balances)

11. Execute Rule #2 (Continuing Appropriations Balances)

12. Run Budget Close Reports

13. Analyze Budget Close Reports

14. Run Budget Close Undo Process

15. Correct Budget Close Issue(s)

16. Communicate Budget Close to Agencies

17. Review Appropriation Carry Forward Balances and Obligations

**EOG/OPB**

18. Post Budget Journals

19. Problem(s) identified with Close?

20.1.1-11 Budget Close Issue(s)

20.2. Perform Budget Close

20.3 Perform Budget Close
20.3 Perform Budget Close

20.3.1 Carry Forward (Cont.)

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Draft from Representative Agency Workgroup Session

Review of Legislative Authority for Continuing Appropriations?

No

Yes

Yes

Problem(s) Identified with Close?

No

Yes

20.1.1-11

End
20.3 Perform Budget Close

20.3.2 Certified Forward

DFS

1. Produce and Send Agency FCO Detail Reports

2. Receive/Conduct Review of FCO Projects

3. Continue Processing FCO Projects Payments

4. Determine/Post FCO Reversion Balances

5. Transfer FCO Reversion Balances

6. Receive FCO Reversion Balances

7. Execute Rule #4 (Certified Forward Balances)

8. Run Budget Close Reports

9. Anaylze Budget Close Reports

10. Run Budget Close Undo Process

11. Correct Budget Close Issue(s)

12. Communicate Budget Close to Agencies

13. Review Certified Forward Appropriation Balances

14. Produce/Transmit February Reversion FCO Projects Worksheet

EOG/OPB

1. Produc FCO Projects to be Reverted?

2. Yes

3. No

4. Yes

5. No

6. Yes

7. No

8. Yes

9. No

10. Yes

11. No

12. Yes

13. No

14. Yes

Draft from Representative Agency Workgroup Session

20.3.1-1 Prepare for Budget Close

Draft from Representative Agency Workgroup Session

Start