80.2 Monitor and Manage Fund Cash

80.2.1 Monitor Trust Fund Cash Balance

Start
1 Record Florida PALM Financials
2 Monitor Real Time Fund Cash Balance

Cash Needed?
Yes
Invest Excess Cash?
Yes
6 Create Entry to Invest Cash

No
End

No

Yes

5 Request Loan
6 Request Loan Transfer Request

5 Determine Need to Disinvest or Transfer Cash

Yes
Disinvest

Cash Movement?

Cash Transfer

Disinvest or Cash Transfer?

Loan

Federal Draw

80.2.4-5 Create/Modify Cash Transfer

80.2.1-7 Review Fund Type

80.1-5 Override

80.1-7 Review Fund Type

End

End

3 Request Federal Draw

50.2.1-1 Need to Create Customer Invoice

End

7 Extract Transparency Portal Data

8 Cash Transaction and Balance Data

10.2.1-1 Prepare to Record Journal

70.7.2-1 Review Ledger Balances

5 Update ADB Ledger Balances

80.2.6-1 Submit Loan Transfer Request

End

Draft from All Agencies Confirmation Session
80.2 Monitor and Manage Fund Cash

80.2.2 Forecast Trust Fund Cash Balance

Start

1. Create Annual Forecast Model

2. External Forecast Data

3. Record Florida PALM Financials

4. Extract Transparency Portal Data

5. Cash Transaction and Balance Data

End

6. Load BI Data

7. Generate Fund Cash Balance Forecast

8. Update Parameter

Update Parameter?

Yes

9. Compare Actuals to Forecast

No

10. Monitor Fund Cash Trends

End

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80.2 Monitor and Manage Fund Cash

80.2.3 Monitor and Forecast GR Fund Cash Balance

**DFS Fund Cash Processor**

1. Start
2. External Forecast Data
3. Create Annual Forecast Model
4. Load B1 Data
5. Generate GR Fund Cash Balance Forecast
6. Update Parameter?
7. 80.1-5 Override
8. 80.1-7 Review Fund Type
9. Compare Actuals to Forecast
10. 80.2.6-1 Submit Loan Transfer Request
11. 80.2.6-1 Request Loan
12. Anticipated Cash Shortage?

Branches:
- Yes:
  - 80.2.6-1 Submit Loan Transfer Request
  - 80.2.6-1 Request Loan
  - 80.1-5 Override
  - 80.1-7 Review Fund Type

- No:
  - 80.2.6-1 Submit Loan Transfer Request
  - 80.2.6-1 Request Loan
  - 80.1-5 Override
  - 80.1-7 Review Fund Type

- End

Other Activities:
- 3 Record Florida PALM Financials
- 4 Extract Transparency Portal Data
- 5 Cash Transaction and Balance Data
- 10 Monitor Real Time GR Fund Balance
- 11 Manage Payment Schedules

**Flowchart Notes:**
- Draft from All Agencies Confirmation Session
- Resolution Type?
**80.2 Monitor and Manage Fund Cash**

**80.2.4 Process InterUnit Cash Transfer**

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**1. Determine Need to Transfer Cash**

- **Spreadsheet**: Import Cash Transfer Spreadsheet
- **Manual**: Import Cash Transfer

**2. Prepare Cash Transfer**

- Spreadsheet Interface

**3. Import Cash Transfer Spreadsheet**

**4. External System Cash Transfers**

**5. Import Cash Transfer**

**6. Create/Modify Cash Transfer**

- **LIS**: 20.2-2 Run Budget Check
- **LIS**: 80.1-1 Run Cash Checking

**7. Correct Coding**

- **No**

**8. Request Amount Adjustment**

- **No**

**9. Approve Cash Transfer**

- **Yes**

**10. Approve Cash Transfer**

**11. Request Amount Adjustment**

- **Coding**: Adjust Amount
- **Adjustment Type?**

**12. Approve Cash Transfer**

**13. Post Cash Transfer**

---

**Draft from All Agencies Confirmation Session**
80.2 Monitor and Manage Fund Cash

80.2.6 Manage Fund Loans

Start

1. Submit Loan Transfer Request

2. Review Loan Transfer Request

3. Generate Loan Invoice

4. Split into Multiple Payments

5. Load Loan Payments

60.2.1-1 Prepare to Record Journal

60.3.1-3 Monitor AR Aging Analysis

End

Draft from All Agencies Confirmation Session
80.2 Monitor and Manage Fund Cash

80.2.7 Manage Revolving Funds

- **Agency AP Processor**
  - Start
  - 1 Need to Record Revolving Fund Payment
    - Yes
    - No
  - 30.4.1-3 Schedule Payment
    - Yes
    - No
  - Automated Reconciliation? (Yes/No)
    - Yes
      - 2 Need to Record Deposits in Revolving Fund
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Agency AR Deposit Processor**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Fund Cash Processor**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Bank Reconciliation Processor**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Manual Reconciliation**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Automated Reconciliation**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Previous Day Bank Statement**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Import Previous Day Bank Statement**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Process Automatic Reconciliation**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **Run Book to Bank Reconciliation**
  - Start
  - Need to Record Deposits in Revolving Fund
    - Yes
      - 60.2.1-7 Create Deposits
        - Yes
          - 30.3.1-8 Enter/Update Voucher
          - 10.1.3-6 Prepare Fund Questionnaire (FQ)
        - No
          - 10.3.1-2 Proactively Review Exception Reports
  - 10.1.3-6 Prepare Fund Questionnaire (FQ)
    - Yes
      - Monitor Revolving Fund Cash Balance
      - Replenishment Needed? (Yes/No)
        - Yes
          - Change in Authorized Amount Needed? (Yes/No)
            - Yes
              - End
            - No
              - No
        - No
          - End
    - No
      - End

- **End**
80.2 Monitor and Manage Fund Cash

80.2.8 Monitor CMIA

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**Agency Various Roles**

1. Record Florida PALM Financials
2. Load Data to BI
3. Audited SEFA Data
4. External CMIA Data Interface
5. Calculate Top 90% of Grants
6. Calculate Clearance Pattern
7. Annual CMIA Report Generated
8. Generate Final CMIA Report

---

**DFS CMIA Processor**

30.4.1-3 Schedule Payment
70.2-1 Previous Day Bank Statement File

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**DFS Various Roles**

End

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**DFS CMIA Processor**

3. Audited SEFA Data

---

**Agency CMIA Processor**

30.3.1-8 Enter/Update Voucher
50.2.1-1 Need to Create Customer Invoice

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**DFS CMIA Processor**

Start

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**Agency Various Roles**

Start

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**Draft from All Agencies Confirmation Session**