

I.80.2.B General Revenue Service Charge Payment

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Revision History

Version	Date	Revision Notes

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Business Process Overview

The General Revenue Service Charge (GRSC) Payment interim business process describes how Wave organizations remit payment to the General Revenue Fund (GR) and access the GRSC Report. It also describes how the Department of Financial Services (DFS), Division of Accounting and Auditing (A&A) tracks outstanding GRSC balances for Wave organizations. As part of the GR cash balance monitoring, A&A validates that organizations remit payments for the GRSC in a timely manner.

Dependencies and Constraints

- There is sufficient data within the Departmental FLAIR voucher transaction to create a journal entry within Florida PALM.
- DFS tracks Wave organizations GRSC via an external spreadsheet.
- Wave organizations access Florida PALM to run the GRSC Report.
- Departmental FLAIR exports payment voucher data to load into Florida PALM.
- Wave organizations continue to enter Departmental FLAIR transactions to record GRSC payments or to reconcile to changes made in Florida PALM.

Business Process Flow Details

Table 1: Process Steps Included on Interim Business Process Model Flow

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Swim Lanes – Definition	DFS GL Journal Approver: DFS role responsible for final approval of InterUnit journal entries including payments for GRSC Wave Organization Fund Cash Reporter: Wave organization role responsible for Fund cash reporting	
Process Step ID	Process Step Title	Description of Process
1	Generate GRSC Report	DFS generates the GRSC Report, which calculates the amount due for all applicable organization trust fund revenue.
2	Track GRSC	The DFS GL Journal Approver tracks the amounts due, payments, and remaining balances for all applicable organizations via spreadsheet.
3	Run GRSC Report	The Wave organization runs the GRSC Report within Florida PALM, which calculates the amount due for the Wave organization trust fund revenue.
4	Review GRSC Report	The Wave organization reviews the report to identify any discrepancies with the amount due. The Wave organization creates a Journal Transfer (JT) voucher in Departmental FLAIR and submits supporting documentation for any identified discrepancies through the I.10.2 Enter and Process Inter/Intraunit Journals interim business process.
5	Update GRSC Tracking Spreadsheet	After DFS reviews and approves the GRSC payment transactions, DFS updates the GRSC Tracking Spreadsheet

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Process Step ID	Process Step Title	Description of Process
		to continue monitoring amounts due, payments, and remaining balances for all applicable organizations.

Interim Reports

Table 2: Reports Included on Interim Business Process Flow Model Flow

Report Number	Report Description	Report Frequency	Audience
R1	GR Service Charge Report – lists service charges by ChartField combination for each organization Agency	Periodic	DFS, Wave Organization
R2	InterUnit Journal Entry Report – provides a listing of all Inter/Intraunit journal entries for a designated period recorded in Florida PALM	Periodic	DFS

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