



**Date:** April 1, 2011

**Sequence:** 2011 - 19

**Topic:** Automated Financial Statements

ODJFS is in the process of developing a CFIS report that will assist the county agencies and WIA areas in the preparation of the Financial Statements (JFS 2827, 2750, 2820, 1992) by automating the process.

This automation will provide a higher level of integrity to the reports and is necessary to ensure adequate internal controls are in place. This process will become mandatory beginning with the July reporting period. We are in the process of amending OAC rule 5101:9-7-29 which will be released for clearance in the near future.

In order to prepare for this automation, county agencies and WIA areas must enter their beginning cash balance for each month into their local agency's system for upload into CFIS/OAKS. The following coding has been established for that purpose and is currently available for use:

<u>Description</u>	<u>Account</u>	<u>Project</u>
CSEA CASH BALANCE	391100	JFSFC001
PA CASH BALANCE	391100	JFSFA001
PCSA CASH BALANCE	391100	JFSFP001
WIA CASH BALANCE	391100	JFSFW001

Although this process will not be mandatory until SFY 2012, we are asking counties to assist with the development and testing of the report by entering their beginning balance for each month of the current open reporting quarter (January-March.) Please have these balances entered no later than the 20<sup>th</sup> day of April.

Additional information on this new process will be provided via video conferences and OJFSDA spring conference in May.

Please contact your ODJFS Fiscal Supervisor if you have questions. Thank you.