

Ohio

**Department of
Job and Family Services**

John R. Kasich, Governor
Cynthia C. Dungey, Director

Fiscal and Monitoring Services
Bureau of County Finance
and Technical Assistance

WIA CFIS Web Module Updates

Topics

- Financial management and reporting definitions
- WIA grants and service month selection
- RMS reporting

Financial Management and Reporting Definitions

Expenditures

Charges made to the project or program in support of its authorized activities

Financial Management and Reporting Definitions cont.

Accruals

- The charges incurred by the grantee during a given period requiring the provision of funds.
- Includes costs where services have been received but not yet billed.

Financial Management and Reporting Definitions cont.

Obligations

- Reference actions where there is a legal commitment to pay
- Legal commitments for services that have yet to be rendered

Service Month Selection

The “**service month**” is the **reporting month** in which you make the disbursement when disbursing funds for an expenditure.

Service Month Selection cont.

When disbursing funds for an accrued expenditure from an open older grant, the “**service month**” is the ***third*** month in the quarter in which the accrual was originally reported.

RMS reporting

All WIA Fiscal Agents and Sub Areas that are combined with a CDJFS are to report WIA RMS costs that originate in the PA fund as **accruals** until the PA fund is reimbursed by the WIA fund.

RMS reporting cont.

CDJFS agencies with WIA staff participating in the RMS sample will report WIA program RMS costs utilizing WIA financial project and account codes associated with each WIA Program and Activity.

RMS reporting cont.

Combined Agency WIA Reporting

- **Accrual reporting**
 - Select an applicable RMS financial project or financial project with the RMS sub project.
 - Use accrual account code 201105.

RMS reporting cont.

Combined Agency WIA Reporting

- **Expenditure reporting**
 - Select an applicable RMS financial project or financial project with the RMS sub project.
 - Use expense account code 529204.

RMS reporting cont.

WIA Stand Alone Agency Reporting

- The RMS process will remain the same except for Administration RMS program and activity 410/405.
 - RMS expenditures will map to project group Youth Admin (WW500).
 - Perform coding adjustment to move expenditures from RMS Youth Admin to Adult Admin or Dislocated Admin as needed.

RMS reporting cont.

WIA agencies not importing Web RMS will maintain their current practice.

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Questions?