CSEA Intermediate

Expenditures

1. How can you find out what grant the project or the RMS code maps to?
   Master Reports > CR102 Detailed Speed Chart.

2. Where can you go to find project code and RMS code definitions?
   BCFTA Website RMS http://jfs.ohio.gov/ofs/index.stm.

3. What report can you use to see direct expenditures and cost pool expenditures before the cost pool is allocated?
   Unallocated Reports > CR301 Unallocated Financials.

4. How do you handle situations when you only pay a % of a contract but claim 100%?
   A coding adjustment is completed for the non-cash amount using code 101.

Allocation Process

1. What is an indirect costs and how is it distributed?
   Administrative/operational costs are coded into cost pools. Cost pool costs are distributed by the RMS process. Combined agencies will also have FTE portion of the shared cost pool.

2. What report can you review if you want to know more about the how the cost pool is allocated?
   Allocated Report > CR404 Allocated Costs by Program/Activity.

3. When looking at the CR404 report you notice that there was an increase to Non IV-D RMS hits. What reports can you pull that will provide more details?
   RMS Response Report > RR412 Sample Detail will tell you the amount of RMS hits the RR401 – Sample Detail Report will show more detail regarding the observation including participant and comments.

4. What RMS report is comparable to the CR404 report?
   RR412 Program Activity Summary Report.

5. What reports can be utilized to illustrate the importance of RMS to participants?
   Allocated Reports > CR441 Cost Per Hit.

6. How do you know if shared costs were transferred?
   Allocated Report > CR411 Subset Transfer.

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**Office of Fiscal & Monitoring Services
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John R. Kasich. Governor
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Post Allocation

1. Your director asks you to provide information regarding how much match has been used for admin cost vs. IVD contracts for the SFY. What report would you pull and why?
   Use the CR454A, download into excel for timeframe then sort.

Budget/Draws/Cash Management

1. What report can you review to find out whether a payment at the treasurer's office belongs to the agency?
   Budget/Draw Reports > CR251 Voucher Activity or CR262 Draw Detail or OAKS Remittance or Contact *the CFIS Help Desk.*
   http://www.remitlookup.obm.ohio.gov/
   CFIS_Help_Desk@jfs.ohio.gov

2. What are the major differences between the CR251 Voucher Activity and the CR262 Draw Detail report?

CR251 Voucher Activity	*CR262 Draw Details*	*Both*
Date range greater than 3 mts	*Limited date range – 3 mts*	*Draw type*
Draws by funding source	*Show draw by date*	*Grant and Budget Reference*
Oaks Paid date	*Draw Status*	*Draw date*
Oaks voucher ID	*Shows only draw amt paid*	
Request and paid amt		

3. You didn't get your draw, what report can you review to find out what happened?
   CR262 will show draw status or you can look at draw screen and if the button says Approve then it did not get clicked prior to 2pm on Friday.

4. Your draw came in different than the request, what report can you view for more details?
   CR251 shows Request and Paid amount.

5. Where can you find allocation amounts?
   CR501 Over Under Report or CR203 Budget Notification.

Closeout Process

1. How does the closeout process work?
   All closing grants are netted first. If net is over advance then draws are increased on open grants. If net is under advanced then draws are decreased on open grants. EFT's are issued only when necessary. Quarterly Report > CR506 Closeout Planning Report.

2. What report can you run to monitor your cash on hand?
   Quarterly Reports > CR502 Cash on Hand.

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3. When should you complete the CR503 Interest Report?
   Every quarter and only have to record interest once it is over $500.

4. What if you don't know the interest rate?
   Use Star Ohio Rate - *http://www.tos.ohio.gov/starohio/*

5. If you are over advanced on your IVD grant at the end of the quarter, what reports can you pull to help you understand the impact?
   CR501 Over/Under, CR502 COH, and the CR503 Interest Report.

Additional Questions

1. The Auditors are asking for you to show that you are in compliance in meeting the 18th deadline?
   Allocated Report > CR449 Allocation Compliance Report.

2. Where can you find the cash balance?
   Quarterly Report > CR520.

3. What reports should you review if you do not balance with the County Auditor?
   CR301 Unallocated report.

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