

# DAFM355 – Profile Roll Program

## Overview:

- This program automatically creates new records for specific Fiscal Year (FY) and Appropriation Year (AY) profiles for the coming biennium.
- This program will be run on April 6th, 2011
- Profiles must meet specific criteria in order to roll

## The 16 profiles listed below are affected by DAFM355:

### 13 AY Profiles:

20	Appropriation	D04	Program Code
21	Index/PCA Relationship Profile	D09	Comptroller Source/Group
22	Cost Allocation	D10	Comptroller Object
24	Index Code	D11	Agency Object
26	Program Cost Account	D34	NACUBO Source/Object
82	Comptroller Relationship Edit	D52	Function Code
D03	Organization Code		

### 3 FY profiles:

D23	Fund	D73	Cash Fund Control
D67	General Ledger Control		

## Criteria for choosing profiles to roll:

- FY or AY must equal the **97 System Management Profile's** Current Fiscal Year field.
- The Status Code must be 'A' (Active).
- The Effective End Date must be blank or greater than the last date of the **97's** Current Fiscal Year (e.g. 06302011).

## Effect of the DAFM355 Program:

If the profiles selected meet the criteria as stated above, the following results will occur:

### *For AY Profiles:*

- One new record will be created
- AY for the new record will equal the AY from the **97** profile + 2 years
- The Effective Start Date of the new record will be set to 0701[YYYY]. (YYYY equals the Current Fiscal Year from the **97** profile)
- For the **20 Appropriation** profile, the Effective End Date for the new record will be set to 1231[YYYY+2] (e.g. 12312013)
- For all other AY profile records, the Effective End Date will be copied from the previous record

*For FY Profiles:*

- Two new records will be created
- The FY will equal the current FY from the **97** profile + 1 year for the first record and + 2 years for the second record
- The Effective Start Date of each profile will be set to 0701[YYYY]. (YYYY equals the Current Fiscal Year from the **97** profile)
- The Effective End Date will be copied from the previous record

### **Examples:**

The following examples are provided to assist in understanding the selection criteria of DAFM355.

**Current Conditions: AY = 11; Current Fiscal Year = 11 (97 Profile)**

**Profiles with FY in the Key:**

#### **FY Example #1**

- **FY10**, Effective End Date is blank or greater than the last day of the Current Fiscal Year; Status is 'A'
  - Does the FY equal the **97** profile's Current Fiscal Year? **No**
  - Is the Effective End Date blank or greater than the last day of the **97** profile's Current Fiscal Year? Yes
  - Is the Status 'A'? Yes

**Then:**

- DAFM355 will not create a new profile.

#### **FY Example #2**

- **FY11**, Effective End Date is blank or greater than the last day of the Current Fiscal Year; Status is 'A'
  - Does the FY equal the **97** profile's Current Fiscal Year? Yes
  - Is the Effective End Date blank or greater than the last day of the **97** profile's Current Fiscal Year? Yes
  - Is the Status 'A'? Yes

**Then:**

- DAFM355 will create two records for this FY profile
  - A new profile record is created for FY12 (FY11 + 1)
  - A new profile record is created for FY13 (FY11 + 2)
- Effective Start Date will be set to 07012011
- Effective End Date will be read from the old record

## Profiles with AY in the Key (excluding the 20 profile):

- **AY11**, Effective End Date is blank; Status is 'A'
  - Does the AY equal the **97** profile's Current Fiscal Year? Yes
  - Is the Effective End Date blank or greater than the last day of the **97** profile's Current Fiscal Year? Yes
  - Is the Status 'A'? Yes

### Then:

- DAFM355 will create one new profile record
  - For AY13 (FY11 + 2)
  - Effective Start Date is set to 07012011.
  - Effective End Date will be read from the old record

## 20 Appropriation Profile (AY in the Key)

- **AY11**, Effective End Date is 20111231; Status is 'A'
  - Does the AY equal the **97** profile's Current Fiscal Year? Yes
  - Is the Effective End Date blank or greater than the last day of the **97** profile's Current Fiscal Year? Yes
  - Is the Status 'A'? Yes

### Then:

- DAFM355 will create one new profile record
  - For AY13 (AY11 + 2)
  - Effective Start Date is set to 07012011
  - Effective End Date will be set to 12312011 + 2 (12312013)

## What Agencies Need To Do:

Prior to Wednesday, April 6, 2011, agencies need to review their current SFMS structures to determine if they still meet their objectives. There are different reconfiguring variations that an agency can use in establishing their structures for the New Year. Depending on the variation an agency selects the following steps will need to be taken. Regardless of which variation is chosen, each agency will need to set up two new **25 Agency Control Profiles** - one for each new fiscal year.

- Agency Accounting Structures Remain the Same
  - DAFM355 creates the listed agency and statewide profiles prior to the new fiscal year.
  - Review the titles on the new profiles to make sure they are still correct. Make changes if necessary.
- Minor Changes to the Current Accounting Structure
  - DAFM355 creates the listed agency and statewide profiles prior to the new fiscal year.
  - Agency modifies the NEW profiles to include new appropriation numbers and any other necessary changes after DAFM355 runs.
  - Review the titles on the new profiles to make sure they are still accurate. Make changes if necessary.
  - If agencies need to make changes to their **D23 Fund** or **D73 Cash Control** profiles the appropriate forms need to be completed and forwarded to SFMS Operations for review and entry.

- Substantial Change to the Current Accounting Structure
  - If balances do not exist in a current profile structure and that structure is not needed in the new AY/FY either inactivate the profile or place an Effective End Date on the profile to prevent DAFM355 from creating a new record. This must be done prior to running DAFM355.
  - Agency establishes new agency profiles and SFMS Operations establishes new statewide profiles as needed and/or requested after DAFM355 runs.
  - If an Effective End Date was added to a profile or if that profile was inactivated in the current FY/AY those profiles will need to be corrected prior to using them in the current FY/AY. The Effective End Date will need to be deleted or the profile will need to be activated.