

Profile Roll – DAFM355

ROSE MATTIX

Profile Roll Program DAFM355

The Profile Roll Program:

- It will run April 21, 2021.
- It creates new profiles for FY22, FY23, AY23.
- It will NOT create new profiles for profiles that your agency no longer needs.

Profile Roll – How it Works

Let's look at how the Profile Roll works:

- A. Which profile screens are involved?
- B. How does the system determine which agency profiles to roll?
- C. What will the new profiles look like?
- D. Some examples.
- E. What do I need to do at my agency?
- F. Important Reminders and Helpful Hints.

Profile Roll Program - AY Profiles

A - Which profile screens are involved?

There are currently 11 profiles in use with an AY key.

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

Profile Roll Program – FY Profiles

A - Which profile screens are involved?

There are only 2 profiles currently involved that use an **FY** key.

- D23 Fund
- D73 Cash Fund

Profile Roll Program - Criteria

B - How does the system determine which agency profiles to roll?

1. The profile key's AY or FY must equal the current values on the 97 screen.
2. The Status code must be 'A' (Active).
3. The Effective End Date must be blank or greater than 06302021.

This prevents old or unnecessary profiles from being created for the next FY/AY.

Profile Roll Program – 97 Screen

B - How does the system determine which agency profiles to roll? 97 Screen Profile

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S097 UC: 08 STATE OF OREGON 01/08/21 05:04 PM
LINK TO: _____ SYSTEM MANAGEMENT PROFILE PROD
CONTROL INDICATORS - NEXT DIR DEP SEQ NO: 951700921
CURRENT INDICATORS- NEXT AVAILABLE WARRANT NO: 125947416
FISCAL YEAR: 21 MONTH: 07 AY: 21 LABOR DISTRIBUTION RUN: N
EFF DATE: 01082021 LABOR DISTRIBUTION PAY DATE: _____
PRIOR EFF DATE: 01072021 YEAR END CLOSING RUN: N
TIME: 1200 NEW YEAR INITIALIZATION: N
LAST CLOSED- COST ALLOCATION RUN: Y
FISCAL YEAR: 20 MONTH: 05 GRANT/PROJ BILLING RUN: N
REPORTING INDICATORS- RECURRING TRANS RUN: Y
WEEK: Y YEAR: N INAE: N FIXED ASSET DEPRECIATION RUN: N
MONTH: N QUARTER: N RPTS: F FIXED ASSET SUSPENSE RECONC: N
ADVANCE PAYMENT DAYS- FIXED ASSET SUSPENSE POST: N
WARR/CHK: 00 DIR DEP: 00 TAX OFFSET RUN: N
BACKUP WITHHOLDING PCT: 24.00 : 30.00 MAX CHG TRANS: 01000
NEXT AVAIL ARCH REF NO (XMITL) CURR: 21 000001 PRIOR: 20 000001
NEXT AVAIL ARCH REF NO (NON-XMITL) CURR: 21 A00001 PRIOR: 20 A00001
-----PROCESSING CYCLE INFORMATION----- BATCH RESTORE
CURRENT: DATE: 01082021 TIME: 21:20 CYCLE: 3237 INDICATOR (Y/N): N
PRIOR: DATE: 01072021 TIME: 19:12 CYCLE: 3236 ONLINE AVAILABLE: Y

F1-HELP F9-INTERRUPT F10-SAVE F11-SAVE/CLEAR CLEAR-EXIT

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Profile Roll Program – New AY Profiles

C - What will the new profiles look like?

- **AY** profiles will have 1 new record created.
 - AY will be 2023.
 - Effective Start Date will be 07012021.
 - Effective End Date will be:
 - Blank if previously blank.
 - **Or** 3 years greater than the date on the current profile.
 - **Except** 20 Appropriation profiles which will be 12312023.

Profile Roll Program- New FY Profiles

C - What will the new profiles look like?

- **FY** profiles will have 2 records created.
 - 1 with FY of 22 and 1 with FY of 23.
 - Both with an Effective Start Date of 07012021.
 - Both with an Eff End Date the same as the current profile.

FY22
Eff Start Date 07012021
Eff End Date

FY23
Eff Start Date 07012021
Eff End Date

Profile Roll Program - Examples

D. Some Examples – What will the new profile(s) be?

1. An AY21 active 24 screen Index Profile with a blank Eff End Date.

- ❖ Is it an AY or FY profile?
- ❖ Is it for a current FY or AY per the 97 profile?
- ❖ Is it active?
- ❖ Is the Effective End Date blank or > 06302021?

Profile Roll Program - 24 Profile

D. Some Examples – What will the new profile(s) be?

1. An AY21 active 24 screen Index Profile with a blank Eff End Date.
 - a. No new profile.
 - b. 2 new profiles: 1 for FY22 an Eff Start Date of 070121, and an Eff End Date of 06302022; and 1 for FY23 an Eff Start Date of 07012022 and an Eff End Date of 07012023.
 - c. 1 new profile: for AY23 an Eff Start Date of 070121, and a blank Eff End Date.

Profile Roll Program - 24 Profile Answer

D. Some Examples – What will the new profile(s) be?

1. An active 24 screen Index Profile for AY21 with a blank Eff End Date.

The correct answer is:

c. 1 new profile: for AY23 an Eff Start Date of 070121, and a blank Eff End Date.

Profile Roll Program - D23 Profile

D. Some Examples – What will the new profile(s) be?

2. An active FY21 D23 screen Fund Profile with a blank Eff End Date.
 - a. 1 profile for FY22 & Eff Start Date of 07012021.
 - b. 1 profile for FY22, Eff Start Date of 07012021 and Eff End Date of 06302022.
 - c. 2 profiles:
 - 1 for FY22 with an Eff Start Date of 07012021 and a blank Eff End Date
 - 1 for FY23 with an Eff Start Date of 07012021 and a blank Eff End Date.
 - d. No new profiles.

Profile Roll Program - D23 Answer

D. Some Examples – What will the new profile(s) be?

2. An active FY21 D23 screen Fund Profile with a blank Eff End Date.

The correct answer is:

c. 2 profiles:

- 1 for FY22 with an Eff Start Date of 07012021 and a blank Eff End Date
- 1 for FY23 with an Eff Start Date of 07012021 and a blank Eff End Date.

Profile Roll Program - 20 Profile

D. Some Examples – What will the new profile(s) be?

3. An AY21 active 20 screen Appropriation Profile with an Eff End Date of 123121.
 - a. 1 profile for AY23 with an Eff Start Date of 07012021 and an Eff End Date of 12312023.
 - b. No profile.
 - c. 1 profile for AY23 with an Eff Start Date of 07012021 and an Eff End Date of 063023.

Profile Roll Program - 20 Profile Answer

D. Some Examples – What will the new profile(s) be?

3. An AY21 active 20 screen Appropriation Profile with an Eff End Date of 123121.

The correct answer is:

a. 1 Profile for AY23 with an Eff Start Date of 07012021 and an Eff End Date of 12312023.

Profile Roll Program - Agency Responsibility

E. What do I need to do at my agency?

- **BEFORE** April 21, 2021 review your agency structure to determine what level of change needs to be made for AY23.
 - **No** changes needed to the accounting structure.
 - **Minor** changes are needed, including new appropriation numbers.
 - **Substantial** change is needed, profiles need to be created or deleted.

Profile Roll Program - No changes needed

E. What do I need to do at my agency?

- **No** changes needed to the accounting structure.
 - **BEFORE** the roll, ensure that necessary profiles are active and have appropriate Eff End Dates to generate new profiles.
 - After the roll, but **BEFORE** using the new profiles, review and make changes to titles as necessary.

Profile Roll Program - Minor Changes

E. What do I need to do at my agency?

- **Minor** changes are needed, including new appropriation numbers.
 - **BEFORE** the roll, ensure that necessary profiles are active and have appropriate Eff End Dates to generate new profiles.
 - After the roll, but **BEFORE** using the new profiles, review and make changes to titles as necessary.
 - After the roll, but **BEFORE** using the new profiles, make modifications as necessary.

Profile Roll Program - Substantial Changes

E. What do I need to do at my agency?

Substantial change is needed, profiles need to be created or deleted.

- **Before** the roll, inactivate or place an Eff End Date > 063021 on profiles to be deleted.
 - Must **not** have balances. If they do, a profile will be needed for adjustments.
 - After the roll, profiles must be returned to their original configuration to allow transactions to process.
- **After** the roll, agency establishes new agency profiles.
- **After** the roll, complete and submit appropriate forms for SFMS to set up D23 Fund and D73 Cash Fund profiles.

Profile Roll – Helpful Hints and Reminders

- Before July 1, 2021, agencies will need to set up 2 new 25 screen Agency SFMS Control Profiles – 1 for FY22 and 1 for FY23.
- Review the 91 screen Report Request Profiles. Will dates need to be changed or new profiles created?
- Review 550 screen Recurring Transaction Profiles. Will new profiles need to be created to accommodate changes to agency accounting structure?
- Changes to profile data elements **MUST NOT** be made once the profile has been used.
- If you have questions, contact your SFMS Analyst.
- Review SFMS Desk Manual Prof .2 Creation of New Year Profiles.

Payment Control and Cancel Archive

JULIE TACCHINI

What is the Payment Archive?

Archive of warrant records.

- Expired warrants.
- Warrants cancelled before July 1, 2018.
- Warrants stopped before July 1, 2018.
- Warrants redeemed before July 1, 2018.



What else should I know about the archives?

This year the archive will be on Thursday, Feb 25.

- There should be no system downtime.

There is no agency responsibility for this archive.

The most visible change will be on 44 and 47 screens.

- Archived warrants will not be accessible.

This archive is necessary to maximize system efficiency and minimize data storage needs.