Texas A&M Engineering

TEES
Texas A&M Engineering
Experiment Station

ABEST/USAS Reconciliation Process

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Setting the Stage

Imagine a swirling vortex of colorful chaos, where ideas collide and morph into fantastical forms. Picture a carnival of creativity, where the unexpected is the norm and imagination knows no bounds. In this realm of craziness, whimsical creatures dance amidst a kaleidoscope of swirling patterns, while surreal landscapes stretch out into the unknown. It's a wild, untamed spectacle where anything is possible and madness reigns supreme.

Getting Started

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State agencies and institutions of higher education must reconcile annual and quarterly expenditures, as reported in the Uniform Statewide Accounting System (USAS) application, to their strategic planning and budget structures (goals, objectives, and strategies) for legislative appropriations in the Automated Budget and Evaluation System of Texas (ABEST) application. The Comptroller of Public Accounts maintains USAS; the Legislative Budget Board (LBB) maintains ABEST.

Reconciliation allows the Texas legislature, state agencies and institutions, and the public to see how state agencies and institutions spend legislative appropriations.

Reconciliation occurs quarterly each fiscal year, with data rolling up from the first through fourth quarters in a fiscal year.

- 1st Quarter – September – November
- 2nd Quarter – December – February
- 3rd Quarter – March – May
- 4th Quarter – June – August

FAMIS Reports

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The following 3 reports run automatically except for the 4th quarter which needs to be requested through the FAMIS Report Request Link.

- FBAR311 – USAS Expenditure Report by Strategy, MOF, LBB Code, Comp Obj
- FBMR031 – Open Commitment Status
- VSMR098 – Payables Report for USAS

The reports will be available in Laserfiche to review and will show any potential errors, within these 3 reports. If there are errors, correct the error in FAMIS and request to have the report reprocessed so the file is clear of errors before the next step.

Useful FAMIS Screens

806 Maintain SL Subcode Descriptions – Press F7 to look up USAS COBJ (comptroller object) numbers to find all corresponding FAMIS object codes.

80 Inquiry by Subcode – Look up accounts an object code has posted to (useful for PCA errors to determine account/obj to use on screen 991)

991 USAS PCA Calculation – Look up mapped PCA for object codes on a specific account.

File Transfer Process/Protocol (FTP)

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Once all errors have been cleared an email will need to be sent to famisprod@tamus.edu requesting the reports be FTP'd. This is the process of sending the actual FAMIS batches to USAS.

Example email:

> "Please FTP the following reports for part 28-TEES FY** # quarter.
>
> Local E&G Payables (FBAR318)
> Payables (VSMR098)
> Open Commitments (FBMR031)"

Once the FTP request has been completed it may take 1 to 2 days to appear in USAS.

USAS

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Once the USAS batches are released check for any errors in USAS. Errors must be addressed and corrected before releasing again. If you don't correct the errors and release the batches again the next day the errors will still appear. Repeat this step until all USAS batches successfully post.

Once the batches successfully post in USAS, send an email to your CFO or higher official requesting certification of binding encumbrances and payables quarterly (1^{st}-3^{rd}) and annually (4^{th} only). The link to the form is found at https://fmx.cpa.texas.gov/fmx/forms/

Quarterly Certification of Binding Encumbrances/Payables Annual Certification of Binding Encumbrances/Payables	--	Used by the chief fiscal officer or higher official for each agency to certify that the binding encumbrance and payable entries have processed in USAS for the first three quarters of the fiscal year and to certify that the binding encumbrance and payable entries have processed and all unobligated balances have been lapsed or brought forward for previous year appropriations (includes the fourth quarter of the previous appropriation year) per APS 018.

At the System Office, USAS Screen 62 and the FAMIS FBMR031 (Open Commitments) is provided with the email request for signature. Please note the timeframe for obtaining signatures may vary based on the level of authority.

USAS

Texas A&M Engineering Experiment Station

Agency ### 2nd Quarter Certification of Binding Encumbrances/Payable

F01F031B.D240304.T180002.F000001.pdf
8 KB

Good Morning,

It is time for the 2nd Quarter Certification of Binding Encumbrances/Payables. The certification is to be **completed online prior to the March 30th deadline.**

Please follow the link below to complete the online certification for Agency ###. If you have any questions, please let me know.

https://fmx.cpa.texas.gov/fm/pubs/aps/18/qrtly_certi.php

```
TEXAS  S062            UNIFORM STATEWIDE ACCOUNTING SYSTEM     03/20/24 08:40 AM
LINK TO: ____              APPROPRIATION RECORD INQUIRY                    PROD

AGY: 710 APPN YEAR: 24 APPN #: 13004   AUF-TAMU
APPR FUND: 0047  FUND: ____     COMP SRCE/GRP: ____ LBB/COMP OBJ: ____ ____
PRG CD: ____  LVL:                    ORG CD: ____ LVL:
 INQ TYPE: CB  INQ YEAR: 24  INQ MONTH: 02      NET CASH ACT:     38,257,582.12
REM CASH BASIS BUDG:      34,488,198.86      APPN CASH AVAIL:     38,257,582.12
REM ACCR BASIS BUDG:      33,715,013.96  APPN ACCR CSH AVAIL:     37,484,397.22
 REM ENC BASIS BUDG:      32,877,230.88  APPN ENC CASH AVAIL:     36,646,614.14
BT        TITLE                  AMOUNT  BT        TITLE                  AMOUNT
03 APPN TRNFRS OUT         5,000,000.00
04 APPN TRNFRS IN         70,000,000.00
11 EST COL REVENUE        65,000,000.00
15 CASH EXPEND            28,649,384.36
16 CASH RSRVD - PR         1,862,416.78
17 ACCRUED EXPEND            773,184.90
18 ENC OUTSTAND              837,783.08
20 CASH TRNSFR IN         87,122,000.00
21 CASH TRNSFR OUT        18,352,616.74
```

FBMR031 SYSTEM ADMIN & GENERAL OFFICES 03/04/2024 18:00
FY 2024 CC 01 Open Commitment Status - February 2024 PAGE: 1

NAC SUBF	FUND	APPR YEAR	APPR YR SCR 840	APPR NUMBER	PCA	MOF	LBB OBJ	COMP OBJ	ACCT	ACCT-5	OBJ CODE	REF NUMBER	AMOUNT
[illegible]	0047	2024	2024	13004	30116	AUF	1002	7041	215230	00000	1909	14186AP	91,504.89
[illegible]	0047	2024	2024	13004	30116	AUF	1002	7041	215230	00000	1909	14243AZ	121,200.55
1200	0047	2024	2024	13004	30116	AUF	1002	7041	215230	00000	1909	62395AQ	96,307.87
									*** LBB SUB-TOTAL ***				309,013.31
1200	0047	2024	2024	13004	30116	AUF	2001	7240	215740	00000	5350	121446B	0.37
1200	0047	2024	2024	13004	30116	AUF	2001	7240	215740	00000	5350	60540AY	9,250.00
									*** LBB SUB-TOTAL ***				9,250.37
1200	0047	2024	2024	13004	30116	AUF	2003	7300	215010	00000	4010	090272B	10.50
1200	0047	2024	2024	13004	30116	AUF	2003	7300	215010	00000	4014	042738B	4.61
									[illegible]				[illegible]

Pay attention to the certification due dates as certification is sent to the Comptroller's office, the SAO and the LBB. Generally, there is about a month time allotment for any USAS corrections to be made before ABEST/LBB picks up the data from USAS.

FMQuery – SIRS

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FMQuery – SIRS allows users to generate predefined ad hoc reports from the Uniform Statewide Accounting System (USAS) and Uniform Statewide Payroll/Personnel System (USPS). Customer reports can also be created from certain financial and personnel information with appropriate security.

This is useful to view and track changes made in USAS. This will also allow you to preview what should load into ABEST once you've completed all data entry into USAS. FMQuery – SIRS can be found at the following link https://fmx.cpa.texas.gov/bi/sirsmenu.php.

Below is the report I run from the drop-down box.

USAS ABEST Reconciliation

Institutions of Higher Education (with NACUBO and PCA)

Detail by Strategy - USAS Expenditures in ABEST Format — Run

State Agencies

Organization Code Summary - All USAS Expenditures — Run

FMQuery – SIRS

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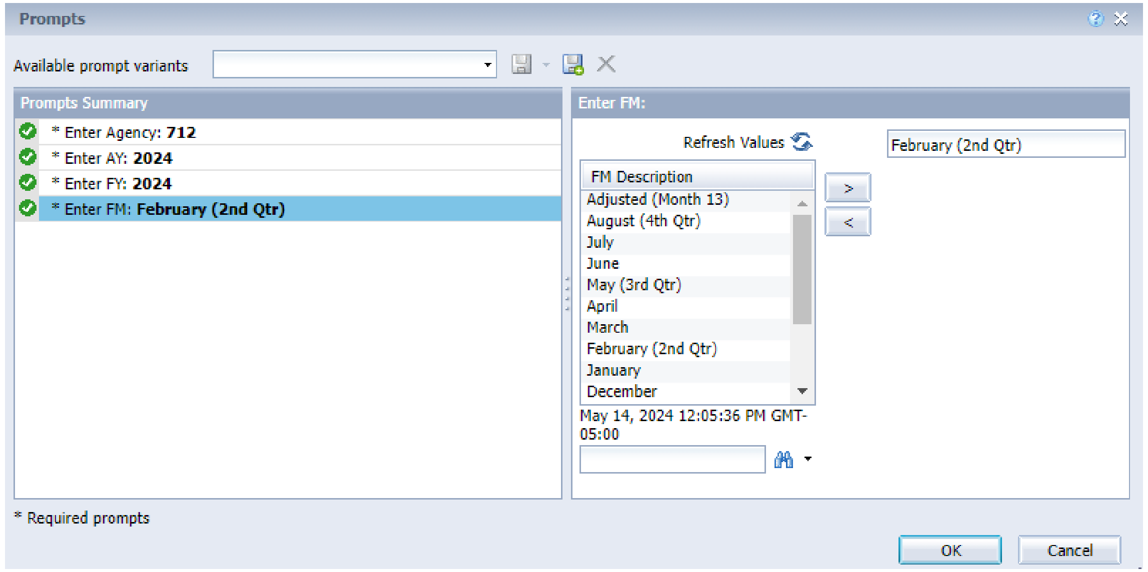
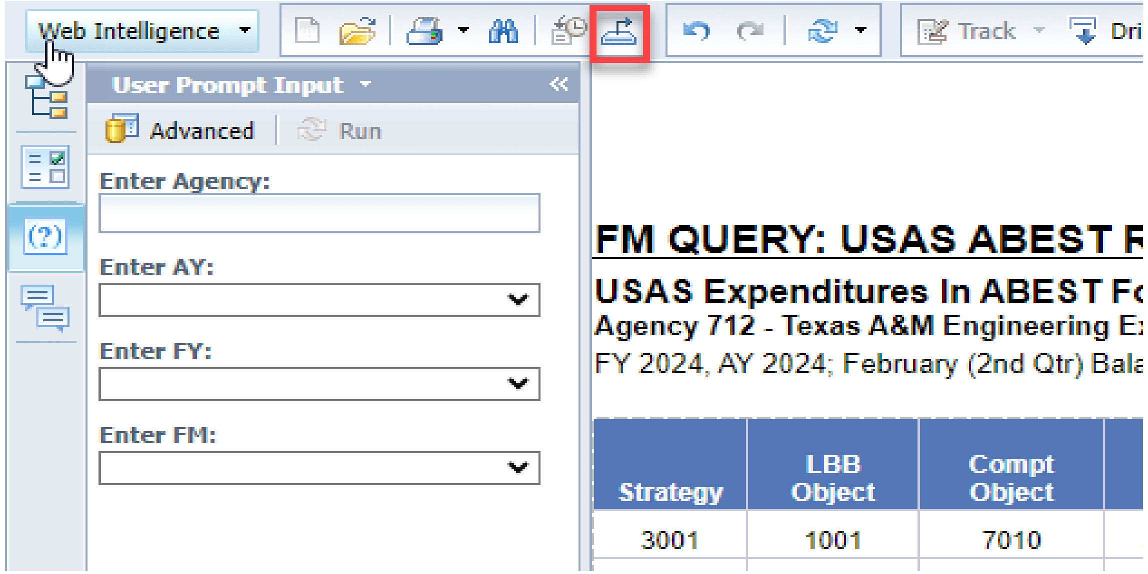
After hitting, “Run” another screen will popup. Enter the appropriate information for your member. Once entered click “OK”.



Report will generate and can be downloaded into excel.

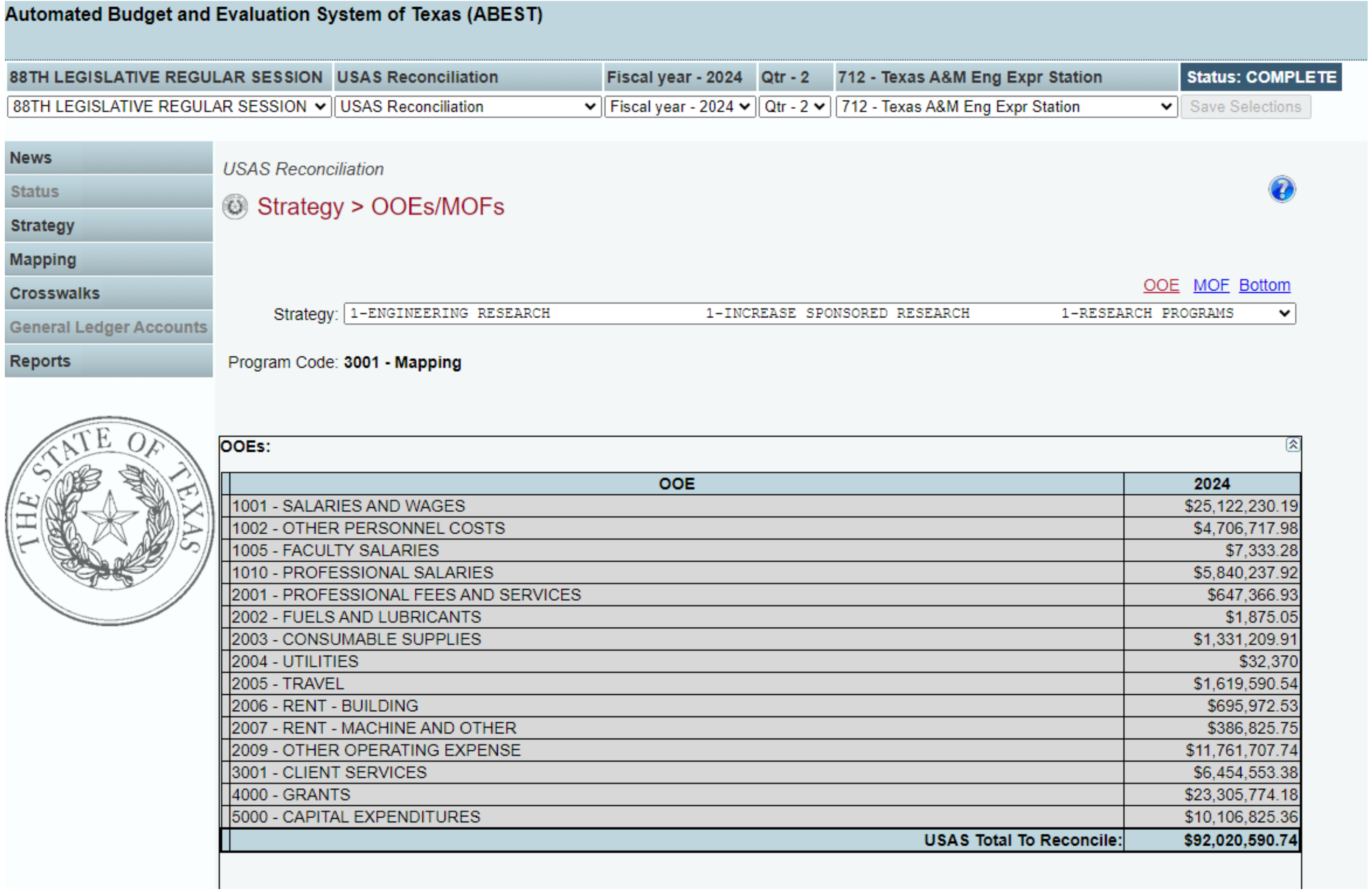


FMQuery – SIRS

Once the report is downloaded and in excel, I build a pivot from this USAS data using the fields Strategy, LBB Object and Balance.

SIRS Report Pivot matches OOEs loaded into ABEST.

Strategy	LBB Object	Sum of Balance
3001	1001	25,122,230.19
	1002	4,706,717.98
	1005	7,333.28
	1010	5,840,237.92
	2001	647,366.93
	2002	1,875.05
	2003	1,331,209.91
	2004	32,370.00
	2005	1,619,590.54
	2006	695,972.53
	2007	386,825.75
	2009	11,761,707.74
	3001	6,454,553.38
	4000	23,305,774.18
	5000	10,106,825.36
3001 Total		92,020,590.74



OOE	2024
1001 - SALARIES AND WAGES	$25,122,230.19
1002 - OTHER PERSONNEL COSTS	$4,706,717.98
1005 - FACULTY SALARIES	$7,333.28
1010 - PROFESSIONAL SALARIES	$5,840,237.92
2001 - PROFESSIONAL FEES AND SERVICES	$647,366.93
2002 - FUELS AND LUBRICANTS	$1,875.05
2003 - CONSUMABLE SUPPLIES	$1,331,209.91
2004 - UTILITIES	$32,370
2005 - TRAVEL	$1,619,590.54
2006 - RENT - BUILDING	$695,972.53
2007 - RENT - MACHINE AND OTHER	$386,825.75
2009 - OTHER OPERATING EXPENSE	$11,761,707.74
3001 - CLIENT SERVICES	$6,454,553.38
4000 - GRANTS	$23,305,774.18
5000 - CAPITAL EXPENDITURES	$10,106,825.36
USAS Total To Reconcile:	$92,020,590.74

ABEST/USAS Recon Process

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Once ABEST is open for data entry, sign into ABEST. Under the Status tab, three columns will populate. “Total To Reconcile”, “OOE Total” and “MOF Total”. The “MOF Total” should have $0.00 in it. ABEST will also have another status box for FTE’s which should match the most recently completed FTE SAO quarterly report.

Below is an example of what the completed screen will look like in ABEST once the entire process has been completed.

The “Status” screen is your friend. Check it often as it will show you where you are off and what you are needing in order to balance MOF to OOE.

USAS Reconciliation

Status

Bottom

COMPLETE

Save Cancel

Agency Load	Total To Reconcile	OOE Total	MOF Total
4/12/2024 12:38:41 PM	$116,762,992.07	$116,762,992.07	$116,762,992.07

FYI: generally, upon first load you will need to contact your ACO to have them flip the accounting signs on the feed from USAS to ABEST as the amounts will not match the previously mentioned SIRS report.

ABEST/USAS Recon Process

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I use a BusinessObjects report I created using the Financial SL-SA Account Summary universe to balance MOF to OOE.

This report pulls in actuals based on Appropriation Year, Fiscal Year, Fiscal Quarter, Strategies, LAR/LBB Code and a multitude of other items.

I manually add a column in the data for my MOF’s. I have 5 MOF’s used here at TEES. 0001 GR, 5071 TERP, 8089 IDC, 997 OTHER, 555 Federal.

I use State Banks to categorize GR and TERP, Sponsor Type of IN (Institutional Sources) for IDC, CFDA Code (Catalog of Federal Domestic Assistance number now know as ALN Assistance Listing Number) for FEDERAL and anything remaining falls under OTHER.

ABEST/USAS Recon Process

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		0001	5071	8089	997	555	
Sum of Actuals		TEES MOF					
Strategy Code	LAR Code	GR	TERP	IDC	OTHER	FEDERAL	Grand Total
3001	1001	3,318,721.69	133,134.91	4,844,720.51	4,691,139.52	14,167,734.67	27,155,451.30
	1002	236,847.64	37,793.59	1,123,516.60	903,705.97	3,017,686.47	5,319,550.27
	1005			(61,325.75)			(61,325.75)
	1010	343,169.35	8,678.70	906,506.41	943,623.46	4,092,148.69	6,294,126.61
	2001			396,697.86	364,374.30	88,245.05	849,317.21
	2002			1,449.00	129.93	1,122.17	2,701.10
	2003	726.45		324,874.07	140,515.19	885,009.99	1,351,125.70
	2004			33,877.45	265.97	839.20	34,982.62
	2005		90.58	781,998.19	132,769.69	749,797.18	1,664,655.64
	2006		50,000.00	1,054,347.59	459.52	41,997.96	1,146,805.07
	2007		300.00	236,889.64	44,618.89	132,975.02	414,783.55
	2009	10,646.43	2,318.00	6,667,217.51	1,321,912.40	3,982,405.96	11,984,500.30
	3001			895,738.10	1,069,835.45	4,822,735.73	6,788,309.28
	4000			5,352.66	8,896,757.68	13,957,980.22	22,860,090.56
	5000	69,000.00		1,937,282.01	776,597.62	2,630,669.95	5,413,549.58
3001 Total		**3,979,111.56**	**232,315.78**	**19,149,141.85**	**19,286,705.59**	**48,571,348.26**	**91,218,623.04**
3003	1001	(6,990.89)		1,290.00		39,708.91	34,008.02
	1002	4.00				13,840.27	13,844.27
	1010					24,318.53	24,318.53
	2005			2,275.64		3,100.75	5,376.39
	2006			310.00			310.00
	2009			3,020.19		5,565.76	8,585.95
	3001				8,000.00		8,000.00
3003 Total		**(6,986.89)**		**6,895.83**	**8,000.00**	**86,534.22**	**94,443.16**
3004	1001	1,131,639.39		107,720.95		223,269.64	1,462,629.98
	1002	11,285.40		47,318.74		65,891.97	124,496.11
	1005			441.10			441.10
	1010			107,797.32		27,769.08	135,566.40
	2001			43,477.82		61,648.60	105,126.42
	2002			2,678.29			2,678.29
	2003	232.08		39,440.60		(2,667.30)	37,005.38
	2004			4,911.55		216.00	5,127.55
	2005	8,447.62		23,945.53		34,774.24	67,167.39
	2006			14,680.05		724.58	15,404.63
	2007			109,344.94		3,362.81	112,707.75
	2009	1,645,896.93		315,820.24	(6,000.00)	341,120.99	2,296,838.16
	3001					8,000.00	8,000.00
	4000					1,617,603.33	1,617,603.33
	5000	(152.25)		279,525.64		837,027.67	1,116,401.06
3004 Total		**2,797,349.17**		**1,097,102.77**	**(6,000.00)**	**3,218,741.61**	**7,107,193.55**
3005	1001			1,378.79			1,378.79
	1002	1,925,702.17		293,568.63			2,219,270.80
	2009			161,599.99			161,599.99
3005 Total		**1,925,702.17**		**456,547.41**			**2,382,249.58**
3016	2004			721,297.28			721,297.28
	2006			1,560,363.72			1,560,363.72
	2009			3,902,766.44			3,902,766.44
	5000	12,255.86		2,532,213.15			2,544,469.01
3016 Total		**12,255.86**		**8,716,640.59**			**8,728,896.45**
3022	1001	18,498.90					18,498.90
	1002	30.00					30.00
	2001	47,147.00					47,147.00
	2003	287.87					287.87
	2004	5,373.77					5,373.77
	2005	1,386.00					1,386.00
	2006	3,775.71					3,775.71
	2007	1,487.44					1,487.44
	2009	5,428.26					5,428.26
3022 Total		**83,414.95**					**83,414.95**
3024	1001	850,593.87					850,593.87
	1002	8,681.74					8,681.74
	1010	10,752.12					10,752.12
	2009	70.58					70.58

ABEST/USAS Recon Process

Texas A&M Engineering Experiment Station

OOE ties to USAS/SIRS

		0001	5071	8089	997	555			
Sum of Actuals		TEES MOF							
Strategy Code	LAR Code	GR	TERP	IDC	OTHER	FEDERAL	Grand Total		
		ABEST Entries						OOE	Balancing
111	3001	4,872,758.30	235,175.45	19,466,112.27	15,514,227.52	51,932,317.20	92,020,590.74	92,020,590.74	-
	3002						-		-
121	3003	(6,821.00)	-	11,701.25	12,805.42	86,534.22	104,219.88	104,219.88	-
131	3004	2,908,610.85	-	1,014,934.65	(6,000.00)	4,033,449.32	7,950,994.82	7,950,994.82	-
132	3022	3,599,217.41	-	-	-	-	3,599,217.41	3,599,217.41	-
211	3800	2,815,041.99	-	429,565.54	1,079,110.82	-	4,323,718.34	4,323,718.34	-
212	3016	12,255.86	-	7,481,263.11	-	-	7,493,518.97	7,493,518.97	-
311	3005	1,925,702.17	-	(654,970.26)	-	-	1,270,731.91	1,270,731.91	-
312	3006						-		-
313	3007						-		-
314	3008						-		-
315	3013						-		-
411	3024	(0.00)	-	-	-	-	(0.00)		0.00
		16,126,765.58	235,175.45	27,748,606.55	16,600,143.75	56,052,300.74	116,762,992.07	116,762,992.07	0.00

MOF columns balance to OOE by Strategy.

Amounts used for data entry into ABEST for MOF categories.

ABEST/USAS Recon Process

Texas A&M Engineering Experiment Station

USAS Reconciliation

Strategy > OOEs/MOFs

OOE = MOF

OOE MOF Bottom

Strategy: 1-ENGINEERING RESEARCH 1-INCREASE SPONSORED RESEARCH 1-RESEARCH PROGRAMS

Program Code: **3001 - Mapping**

OOEs:

OOE	2024
1001 - SALARIES AND WAGES	$25,122,230.19
1002 - OTHER PERSONNEL COSTS	$4,706,717.98
1005 - FACULTY SALARIES	$7,333.28
1010 - PROFESSIONAL SALARIES	$5,840,237.92
2001 - PROFESSIONAL FEES AND SERVICES	$647,366.93
2002 - FUELS AND LUBRICANTS	$1,875.05
2003 - CONSUMABLE SUPPLIES	$1,331,209.91
2004 - UTILITIES	$32,370
2005 - TRAVEL	$1,619,590.54
2006 - RENT - BUILDING	$695,972.53
2007 - RENT - MACHINE AND OTHER	$386,825.75
2009 - OTHER OPERATING EXPENSE	$11,761,707.74
3001 - CLIENT SERVICES	$6,454,553.38
4000 - GRANTS	$23,305,774.18
5000 - CAPITAL EXPENDITURES	$10,106,825.36
USAS Total To Reconcile:	**$92,020,590.74**

MOFs:

MOF	2024
1 - General Revenue Fund	$4,872,758.3
555 - Federal Funds	$51,932,317.2
997 - Other Funds, estimated	$15,514,227.52
5071 - Texas Emissions Reduction Plan	$235,175.45
8089 - Indirect Cost Recov, Loc Held, est	$19,466,112.27
MOF Distributed (including CFDA):	**$92,020,590.74**

OOE/MOF Balance:	**$0**

Top

USAS Reconciliation

USAS Recon > CFDAs

Bottom

Strategy: 1-ENGINEERING RESEARCH 1-INCREASE SPONSORED RESEARCH 1-RESEARCH PROGRAMS

MOFs: 555 - Federal Funds

Program Code: **3001 - Mapping**

CFDA:

Strategy CFDAs	2024
010.025.000. - Plant and Animal Disease	$49,100.41
010.206.000. - Grants for Agricultural	$39,396.26
010.216.000. - 1890 Institution Capacit	$622.33
010.310.000. - Agriculture Food Research (AFRI)	$197,997.48
011.000.007. - Joint Enforcement Agreement	$4,201.83
011.417.000. - Sea Grant Support	$382.39
011.419.000. - Coastal Zone Management	$34,619.95
011.467.000. - Hydrometeorological Development	$62,304.24
011.609.000. - Measurement and Engineer	$37,012.18
011.620.000. - Science, Tech, Business Ed Outreach	$440,677.81
012.000.000. - DOD MAINTENANCE	$10,494,328.87
012.300.000. - Basic and Applied Scient	$2,559,056.38
012.420.000. - Military Medical Researc	$398,158.3
012.431.000. - Basic Scientific Researc	$3,299,016.46
012.598.000. - Centers for Academic Excellence	$15,837.76
012.630.000. - Basic, Applied, and Adva	$725,682.36
012.750.000. - USU Medical Research Proj	[illegible]3,270.59

If you are a State Agency and have Federal Funds you must list each ALN (formerly CFDA) and the amount associated with it.

ABEST/USAS Recon Process

Once all OOE's for each strategy are balanced with the MOF's by strategy, I proceed to the next phase, ensuring the FTE allocations are also in line with our strategic objectives.

The FTE numbers are sourced from the SAO FTE Quarterly report, a report which I also manage here at TEES, providing me with insight into both its data and submission process to SAO.

To allocate FTEs according to strategy, I utilize the FTE data from the SAO quarterly report. This data is sourced from the "EDW00040 – FTE Reports" in Business Objects as a published System report. The report can be found at the following location: Public Folders>TAMUS Publications. For the purposes of this portion of USAS Recon, I specifically refer to the "Detail Report" tab. However, this FTE detail report doesn't incorporate the Strategies for the accounts employees are paid from.

To integrate strategy into the "Detail Report", I run a list of all accounts and their corresponding strategies. Then, I use an Xlookup function to add these strategies to the report and generate a pivot table.

ABEST/USAS Recon Process

Texas A&M Engineering Experiment Station

This pivot table matches to the "Total FTEs Undistributed" in ABEST and aligns with the FTEs submitted to SAO for the quarterly FTE report.

Row Labels	Sum of Quarterly FTE
3001	935.0
3003	0.2
3004	33.2
3022	0.3
3024	22.3
3800	80.3
Grand Total	**1,071.2**

USAS Reconciliation

USAS Recon > FTEs

Bottom

FTEs Undistributed:

Agency Total FTEs for 2024:	1071.2
Total FTEs Undistributed:	0.0

FTE:

Strategy FTEs	Program Code	2024
1.1.1 - RESEARCH PROGRAMS	3001 - Mapping	954.9
1.2.1 - TECHNOLOGY TRANSFER	3003 - Mapping	.2
1.3.1 - WORKFORCE DEVELOPMENT	3004 - Mapping	33.9
1.3.2 - RAMI HUB	3022 - Mapping	.3
2.1.1 - INDIRECT ADMINISTRATION	3800 - Mapping	81.9
2.1.2 - INFRASTRUCTURE SUPPORT	3016 - Mapping	0
2.1.3 - CENTER FOR INFRASTRUCTURE RENEWAL	3021	0
3.1.1 - STAFF GROUP INSURANCE	3005 - Mapping	0
4.1.1 - SALARY ADJUSTMENTS	3024	0

II. FTE and Headcount Information:

	A. Paid from Appropriated Funds (Excluding Contract Workers reported in C)	B. Paid from Non-Appropriated Funds	C. Paid for Contract Workers	D. 100% Federal Funded FTEs (Not included in agency's or higher education institution's bill pattern)
5. Total number of FTEs paid in this quarter.	985.6	85.6	0.0	0.0

However, as a State Agency, and considering the accounting structure of TEES and our 840 table in FAMIS, I need to do a little additional data manipulation regarding FTE numbers associated with certain strategies.

ABEST/USAS Recon Process

Texas A&M Engineering Experiment Station

Finally, review the Status tab in ABEST (you should be doing this often throughout the process). If it reads "Congratulations, you may set the status to complete", it indicates your OOE and MOF totals match the Total to Reconcile, and FTEs have been allocated. If not, you'll need to identify and fix any discrepancies in the strategies. Remember, the Status tab your friend and is valuable throughout the data entry process, providing all the necessary information for data entry completion. Be sure to check it frequently and save your progress regularly.

Additional Information

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In ABEST, mapping task are handled by your ACO, and they're done during the 4th quarter. If ABEST has picked up incorrect data or entries from USAS, and it's past the LBB data transfer from USAS to ABEST, you'll need to provide the correcting document number and date of the entries made in USAS to the ACO along with a mapping request.

Mapping completed in the 4th quarter will carry over into the new fiscal year and quarter. The ACO must remove the mapping request for ABEST to be accurate for the new fiscal year and quarter.

Questions?

Is this a smooth process?

What are other members dealing with?

Any other questions?

Thank you.

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