
Schedule of Expenditures of Federal Awards (SEFA)

March 27, 2009
Comptroller's of Public Accounts

Agenda

Time	Topic	Presenter(s)
8:30-8:35	Registration and Teleconferencing Sign-On	Aurora Ramirez, Comptroller's Office
8:35-8:45	Introduction	Irene Lee, Comptroller's Office
8:45-9:20	SEFA Presentation	Kathy Hubert, Comptroller's Office
9:20-10:00	Vendor vs. Subrecipient Classification	Susan Warren KPMG
10:00-10:15	--- BREAK ---	
10:15-11:15	Federal Funding Accountability and Transparency Act (FFATA)/ Federal Stimulus Package Updates	Denise Francis Governor's Office
11:15-11:30	Questions and Answers Session	

SEFA Basis of Accounting

- Modified accrual for governmental funds
- Full accrual for proprietary funds
- Not cash basis
- Accrue expenses for the whole fiscal year

Expense Reporting for SEFA

- Report expenses in SEFA
- Federal revenue reported on operating statements
- Federal revenue has to be reconciled to SEFA expenses in SEFA Note 2
 - Reconciling items
 - Deferred Revenues

Deferred Revenue

- Cash received but not spent
 - Not reported in SEFA as revenue/expense
 - Record the revenue as deferred revenue in financial statements
 - Report deferred revenue in SEFA Note 7

Deferred Revenue--continued

- Governmental Funds Only –

Cash spent but not reimbursed within 60 days of fiscal year end

- Not common
- Reported in SEFA
- Record the revenue as deferred revenue in fund financial statements
- Report deferred revenue in “Other Reconciling Items” in Note 2 –Only FRS can enter into SEFA web application

CFDAs

- CFDA numbers:
 - No need to enter program names
- Extra field will be added in SEFA system
 - Or a check box
- Please call FRS if you have a new CFDA
- Clusters are updated centrally
 - Please ask if you have any questions

R&D Clusters

- R&D cluster
 - Please make sure you check the box to override its natural clusters
- There should not be any R&D cluster overrides for Student Financial Assistance (SFA) cluster
- Please verify with the programs if you have any questions about R&D designation

Non-Monetary

- Please make sure you check the box to indicate it's non-monetary
 - The amounts will be pulled into Note 2 as reconciling items
- For non-monetary pass-through transactions, identify pass-through to/from agency number

DUNS/CCR/EINS

- The Data Universal Numbering System (DUNS) number is a unique nine-digit identification number provided by Dun & Bradstreet (D&B)
- If you have questions about applying for a DUNS number, contact the Dun & Bradstreet special phone number 1-866-705-5771
- Registration in the Central Contractor Registry (CCR) is mandatory for anyone wishing to submit a grant application electronically through Grants.gov. Your organization will need a DUNS number in order to register in the CCR
- EINs—Employer Identification Number

NSE/ID

- Pass-through from NSE should be reported as direct revenue on your operating statement—not reconciling items on SEFA Note 2
 - SEFA reporting:
 - Federal granting agencies are not NSE
 - Other state entities are not NSE
 - Examples: City of Austin, AISD, etc
 - Please spell out the whole names for NSE
 - ID:
 - Do not use dates
 - Do not use program names
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Pass-through T-codes

- RTI T-code: 268/279
- The T-codes are to record pass-through activities between funds in state treasury and funds outside of state treasury
- The RTI process will ensure all pass-through revenue and expenditures are matched in USAS
- RTIs must be set up in USAS by receiving agency
- See instruction at :
<https://fmx.cpa.state.tx.us/fmx/pubs/afrrptreq/08/index.php>

Pass-through Reconciliation

- Same procedures for pass-through coordination are required between agencies/universities for fiscal 09
- Pass-through reconciliation tool will be available for the process
- Work sessions can be scheduled to resolve any issues/concerns before pass-through certification is due
- Ad hoc reports on pass-through expenditures by vendors and by agency GL accounts are sent quarterly
 - Latest one was sent on March 5, 2009
 - Next report will be at the beginning of June

SEFA Dates to Remember

- September 18, 2009
 - Pass-through data entered

- September 26, 2009
 - Interfund Activities entered in USAS
 - Pass-through Certification

- November 1, 2009
 - SEFA Certification

Work Sessions

- **When:** September 21 through 24, 2009
- **Where:** To be announced
- **Who:** Any agency/university
- **Why:** To reach agreement between two sides of pass-through before the pass-through certification and USAS adjustments for AFR
- **How:** Schedule with FRS
Please be available for the meetings
- **What is needed:** Supporting documents

SEFA Web Application

- <http://txcpa.cpa.state.tx.us/fedsched/login.html>

Obtain User IDs, Passwords through your agency security coordinator

Pass-through vs. Vendor Relationship from Statewide Perspective

- Federal funded transactions between state entities are considered “pass-through,” not “vendor,” when CFDA number can be identified
 - Federal government views the State of Texas as ONE entity
- Funds given to merchant/sellers (non-state entity providers) who provide goods or services – “Vendor”
- Funds going to non-state entities
 - Report as “pass-through to non-state entities” on SEFA – “Subrecipient”
 - On operating statement, report as “expenditure,” not “pass-through expenditure”

Contacts

- Interagency Contacts:

https://fmx.cpa.state.tx.us/fm/contacts/intagy_000-305.php

- FRS:

<https://fmx.cpa.state.tx.us/fm/contacts/fm.php?list=finrpt>

Questions:

Thank You