

Fiscal Administrators Meeting
 Areas to Monitor: March 6, 2024

Area to Monitor	Description	Action
<p>UPDATE: Fund 96 (FD096 Private Unrestricted) Conversion to FD002 (Unrestricted Local)</p>	<p>This is a centrally managed transition project with low impact on fiscal administrators . FD002 will become the default fund on March 13, at which point the worktags will be corrected centrally to manage future costing allocations and EPO changes.</p> <p>SIF and Cornerstone funds are the primary fund sources that will be impacted. Cleanup will be done centrally with accounting adjustments and manual journals.</p> <p>What will this look like from ISDs on MBU</p>	<p>If you have a DN that is set up with a naming convention of the business unit prefix private/unrestricted:</p> <ul style="list-style-type: none"> - Do you want activity/beginning balance moved to a different FD002 designated worktag? (Let us know by March 13th) - Would you like the Designated worktag renamed if you plan to continue use of the worktag? (Optional) <p>If you want consolidation, submit to AskFinance by 3/13.</p>

	<p>end? There will be a mass approach by Unit, will share an overview of transactions. Will reach out to ISPs directly to make sure they are aware (processing systems) and will be updated by 3/13.</p>	
<p>UPDATE: Gift Cards</p>	<p>We will have the gift card form ready for March blog digest.</p>	<p>https://uvafinance.blogspot.com/2024/03/strategic-sourcing-updates-march-7-2024.html</p> <p>https://forms.office.com/pages/responsepage.aspx?id=x4A0ewc3c0iLd-IWczplrFFbt2s-pElNiwTOXgtTZQJUNjREUEJQMzExU0Y2TFBRSEZKQ0FJUkdJWS4u</p>
<p>UPDATE: Match Exceptions</p>	<p>What causes a match exception? > QRG for match exception:</p> <p>Procurement will work to make some changes to these documents throughout March.</p>	<p>https://uvafinance.virginia.edu/news/match-exceptions-how-avoid-them-correct-them</p> <p>https://uvafinance.virginia.edu/resources/match-exception-investigation-and-correction-qrg</p>
	<p>Will it trigger a match exception if we put in an invoice with multiple small supplies as a Service?</p>	<p>No</p>
	<p>There was a request to have BU/Cost Center</p>	

	Hierarchy added as a field to report "Match Exceptions on Supplier Invoices"	
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Q&A

Questions	Answers	OTHER COMMENTARY
Non Employee Travel Reimbursement: Departments are not able to do supplier invoice request any longer for NETR, and recommended to use PO's now. Do you have additional guidance on this?	<p>Why we don't allow suppliers to be paid through reimbursement is that we are paying them through a course of goods/services – it is part of the procurement of that service (such as travel). If they are registered as a supplier, we block reimbursement requests because of tax purposes.</p> <p>Ultimately, have them register as an individual and not as a supplier.</p>	