

Accept GA Reports

Scope

This section describes how to use SFA FMS to Accept GA Monthly Reports.

System References

N/A

Policy

N/A

Responsibility

SFA Financial Partner Manager

Distribution

N/A

Ownership

N/A

Activity Preface

This activity is performed whenever the responsible authority Accepts a GA Monthly or Quarterly Report.

This procedure continues from:

Reject GA Reports [PROG0005]

Accept GA Reports Reports-SFA Financial Partner Manager

1. After the report has been reviewed and determined acceptable, click the **Accept** button. Reasonability edits are performed on the data and a “Caution” window will appear.

Item No	Category Detail	Amount DueTo/(From) Guarantor	Principal Amount	Interest Amount	Other Amount
MR-1	Claims Paid	4,131,706.06			
MR-1-A	Defaults-Net		3399350.75		3433344.26
MR-1-B	Exempt/Lender of Last Resort		34504.22		
MR-1-C	Death/Disability		221920.68		
MR-1-D	Closed School/False Certificat		14817.20		
MR-1-E	Bankruptcy		461113.21		
MR-1-F	Unpaid Refunds		0.00		
MR-1-G	Discharges		0.00		
MR-2	Borrower Payment Return (Cl...	99.10	0.00	43.94	55.16
MR-3	Status Changes	1,630.84			

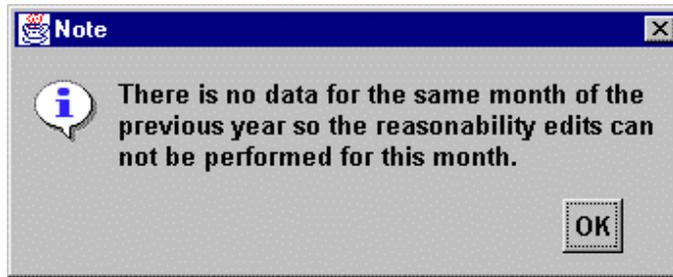
FYI: The reasonability edits performed include:

MR-1 through MR-23: + or - 5% of corresponding amount for the same month of the previous year

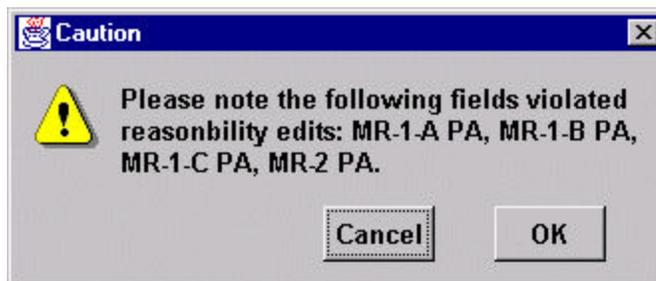
MR-1A Other: \geq MR-1A Principal for same form

AR-1 through AR-14: current amount \geq corresponding amount for previous year

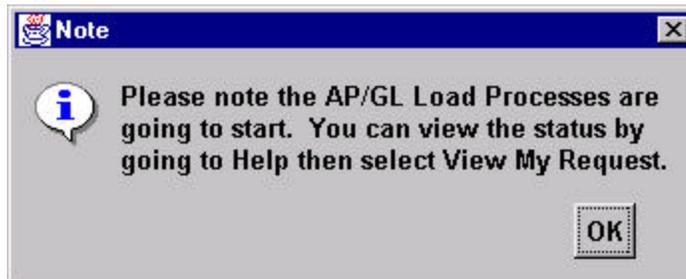
During the first year of operation, the system will not have any data from the previous year for which to perform the edits. Therefore, the message will indicate that no previous year data exists. In subsequent years, the message will indicate the line number and column in which the data does not pass the edits. Columns are indicated by: PA for Principal Amount, IA for Interest Amount, or OA for Other Amount.



2. Click **OK** to close the window and continue accepting the report OR.
3. Click the **Cancel** button to cancel acceptance of the report and review the lines.



4. Click the **OK** button to ignore the edits and continue accepting the report. A "Note" window will appear indicating that the report is being loaded into the SFA FMS AP and GL.



5. Click **OK**. The "SFA GA Monthly Financial Report" window appears with the **Accept** and **Reject** buttons disabled and the **Status** field updated to Accepted.

SFA GA MONTHLY FINANCIAL REPORT

Action Edit Query Folder Special Help

GA Code Status Source For Fiscal Month of /

GA Name

ED Comments

GA Comments

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MR-1-G	Discharges		0.00		
MR-2	Borrower Payment Return (Cl	99.10	0.00	43.94	55.16
MR-3	Status Changes	1,630.84			

Accept Reject

FYI: Once the SFA Financial Partner Manager has accepted a GA report, no updates or modifications can be made. The SFA Financial Partner Manager cannot update the ED Comments field. In addition, the GA cannot make any updates to the report. If updates to the report are deemed necessary after the report has been accepted, the GA should be instructed to make the adjustment in the report for the next time period.

- Click the **X** button to close the “SFA GA Monthly Financial Report” window. The “Navigator – SFA Financial Partner Manager” window appears.

End of activity.

Start

Accept GA Reports Reports-SFA Financial Partner Mgr

- After report has been reviewed & determined acceptable, click Accept button. Reasonability edits performed on data & a "Caution" window will appear. (1)
- Click OK to close window & continue accepting report OR. (2)
- Click Cancel button to cancel acceptance of report & review lines. (3)
- Click OK button to ignore edits & continue accepting report. A "Note" window will appear indicating that report is being loaded into SFA FMS AP & GL. (4)
- Click OK. "SFA GA Monthly Financial Report" window appears with Accept & Reject buttons disabled & Status field updated to Accepted. (5)
- Click X button to close "SFA GA Monthly Financial Report" window. "Navigator - SFA Financial Partner Manager" window appears. (6)

End