Treasury Financial Manual

Chapter 5100

FUND BALANCE WITH TREASURY ACCOUNTS

This chapter prescribes policies and procedures for agencies' Fund Balance with Treasury (FBwT) accounts.

Section 5110—Applicability

This chapter applies to all Federal Agencies and U.S. Disbursing Officers (DO) that report collections and disbursements to the Department of the Treasury (Treasury), Bureau of the Fiscal Service (Fiscal Service).

Section 5115—Authority

In accordance with 31 U.S.C. 3513, the Secretary of the Treasury must prepare reports to inform the President, Congress, and the public on the financial operations of the U.S. Government. The head of each executive agency must provide reports and information on the financial conditions and operations of the agency that the Secretary of the Treasury requires. Therefore, Treasury requires that agencies reconcile their FBwT accounts on a regular and recurring basis to ensure the integrity and accuracy of their internal and government-wide financial report data.

Section 5120—Background

Fiscal Service receives Treasury Account Symbol/Business Event Type Code (TAS/BETC) data included in agency receipt and disbursement reporting activity from agencies and U.S. DOs. Fiscal Service relies on this financial reporting to meet its congressionally mandated central accounting and reporting responsibilities. It reports information to the President, Congress, the Office of Management and Budget (OMB), and the public.

Fiscal Service also uses TAS/BETC data to update its record of FBwT account balances in its Central Accounting Reporting System (CARS). Agency reconciliation of FBwT accounts is a key internal control process and it ensures the accuracy of the government's receipt and disbursement data. Therefore, agencies must perform timely reconciliations of their agency's United States Standard General Ledger (USSGL) account 101000 to Fiscal Service CARS Account Statement and implement effective and efficient reconciliation

processes. For assistance in ensuring proper use of BETCs, please reference the BETC guidance posted on the [Fiscal Service](#) website.

Fiscal Service produces a CARS Statement of Differences (SOD) on agency data that is submitted prior to the submitting agency becoming a full CARS reporter. Unresolved differences in these reports compromise the overall integrity and status of the government's financial position. Therefore, agencies that had remaining differences at conversion to a full CARS reporter, must continue to work to clear those differences. Agencies should contact their Fiscal Service representative within the Cash Accounting Branch for assistance (*See* Contacts).

Section 5125—Definition of Terms

Collections Information Repository (CIR)—CIR is an electronic cash concentration and information system used to manage the collection of U.S. Government funds throughout the world. It links agencies, commercial banks, Federal Reserve Banks (FRBs), and Treasury through an electronic network. CIR receives deposit information, initiates funds transfers, and concentrates daily deposits made through multiple collection mechanisms. It provides agencies with real-time information to reconcile their accounts. In addition, CIR assists Treasury in managing depositary services provided by financial institutions and monitoring the cash position of the U.S. Government. For further information, please go to **[CIR](#)**.

Cash Accounting Branch (CAB)—CAB is part of Fiscal Service Central Accounting and Reporting Division. CAB assists agencies with clearing their statement of differences and transactions posted to the CARS Account Statement by providing data and guidance on collection and disbursement reporting.

Classification, Transactions, and Accountability (CTA) Module—Federal Program Agencies (FPA) use the CTA Module to reclassify their accounting activity which serves as a basis of Treasury's publications to Congress and the public regarding federal revenues and expenditures. These adjustments are made in Section 1, Classification, and Reclassification by Treasury Account Symbol (TAS).

Fund Balance with Treasury (FBwT) Account—This asset account represents the future economic benefits of monies that agencies can spend for future authorized transactions. Transactions such as appropriation warrants, nonexpenditure transfers, collections, disbursements, and related adjustments reported to Fiscal Service and classified to a TAS increase or decrease the FBwT account balance. Agencies must reconcile the corresponding USSGL account 101000 balance for each TAS reported, as shown on the GWA Account Statement. For further information, refer to **[FBwT](#)**.

Central Accounting Reporting System (CARS)—CARS is an internet-based application that provides agencies with account statement transactions. CARS is the Government-wide network by which agencies provide automated financial reporting to Fiscal Service and OMB. It also provides agencies with reports on their receipt and disbursement activity and other FBwT transactions. For further

information, go to **CARS**.

Intra-governmental Payment and Collection (IPAC)—FPAs use this online application within CARS for interagency billings and payments for goods and services. The IPAC System facilitates the intra-governmental transfer of funds, with descriptive data, from one FPA to another.

Limited Payability—Limited payability limits Treasury's payment for issued checks to 1 year. After a check has been outstanding for 1 year, Treasury cancels it and returns the funds to the agency that authorized the payment. If a check is presented for payment after it has been limited payability canceled, Treasury considers it stale dated and will not honor that payment if presented by a bank. The originating agency would need to issue, or request the RFC to issue, a replacement check to pay the outstanding obligation.

Payment Information Repository (PIR)—PIR is a centralized information repository for federal payment related data that includes details on all federal payments made by Treasury Disbursing Office (TDO) agencies, as well as Non-Treasury Disbursing Office (NTDO) agencies. For further information, please see **PIR**.

Regional Financial Centers (RFCs)—These Fiscal Service centers issue payments by check, Automated Clearing House (ACH), and electronic funds transfer (EFT) and process cancellation documents for federal agencies that do not have their own disbursing authority.

Treasury Check Information System (TCIS)—TCIS records and reconciles the worldwide issuance and payment of U.S. Treasury checks. For more information, go to **TCIS**.

Treasury Disbursing Office (TDO) Payments Application—TDO Payments Application is a module within CARS. This application replaces the RFC Agency Link. RFCs use this application to inform agencies that checks have been issued on their behalf.

U.S. Standard General Ledger (USSGL)—The USSGL provides a uniform chart of accounts for standardizing federal agency accounting. For example, USSGL account 101000 is the FBwT account. The USSGL supports the preparation of external reports required by agencies.

Section 5130—Agency USSGL FBwT Accounts

Agencies must reconcile the USSGL account 101000 balances for each fund symbol that has been recorded with Fiscal Service (CARS Account Statement; Expenditure Transactions Report; and Available, Unavailable, and Unappropriated Receipt Account Reports).

5130.10—Posting Agency Transactions to the USSGL

Agencies must post account transactions to the USSGL and must prepare an adjusted trial balance at least monthly to verify that debit and credit postings

are equal and to validate the data. They also must ensure that the balance in the USSGL account 101000 for each fund symbol agrees with their internal supporting documents. Only authorized officials should approve adjustments to their agencies' fund balance. For further information, refer to **USSGL**.

5130.20—Reconciliation of USSGL Accounts With Treasury Fund Symbols

Fiscal Service posts appropriation warrants and nonexpenditure transfers to designated account symbols. Fiscal Service updates account symbols in its central accounting system and in the CARS Account Statement daily. Agencies must compare their USSGL account 101000 transactions in their internal ledgers with the Fiscal Service reports and must reconcile any differences. The Expenditure Account Summary reflects year-to-date balances and current reporting period activity in an appropriation, trust, revolving, clearing, or deposit fund account. The Available Receipts Account Summary reflects year-to-date balances and current reporting period activity for collections made to available receipt accounts. The Unavailable Receipt Account Summary reflects year-to-date balances and current reporting period activity for collections made to unavailable receipt accounts. For further information, refer to **USSGL**.

Section 5135—Reconciling Budget Clearing Account Differences

Agencies must reconcile budget clearing account balances on a monthly basis, as suspense and default account balances are subject to scorecard performance standards as outlined in this chapter's Appendix 1. Direct questions regarding the proper use of suspense accounts to the Budget Reporting Branch (see Contacts). Direct questions regarding the reporting and reconciliation of suspense accounts to the Cash Accounting Branch (see Contacts).

Section 5140—Available Reconciliation Tools

Agencies can access Fiscal Service reconciliation data for use in reconciling and correcting SODs.

The following information is available in CARS and is updated daily:

- IPAC data interagency transfers (**Volume I, Part 2, Chapter 4700**),
- SODs for receipts and disbursements (CARS SODs),
- Support listing for CIR deposit/debit voucher and EFT payment information (SF 215 and SF 5515), and
- Support listing for prior-month IPAC data.

The following information is available in CARS Account Statement and updated daily:

- Expenditure, Available Receipts, Unavailable Receipts, and Unappropriated Receipts account data, and
- RFCs check payment data through the TDO Payments module.

The deposit/debit voucher and DOs EFT payment information (SF 215 and SF 5515)

are processed by FRBs and financial institutions are available from CIR and updated daily.

Section 5145—Agency Operating Procedures and Certifications

Failure to implement timely and effective reconciliation processes could:

- increase the risks of fraud, waste, and mismanagement of funds,
- affect the government's ability to effectively monitor budget execution, and
- affect the ability to accurately measure the full cost of the government's programs.

Contacts

Direct questions concerning this chapter to:

Department of the Treasury
Bureau of the Fiscal Service
Fiscal Accounting
Cash Accounting Branch
3201 Pennsy Drive, Building E
Landover, MD 20785
CashAnalysisSection.FAO@fiscal.treasury.gov

Direct questions concerning the proper use of budget clearing accounts to:

Department of the Treasury
Bureau of the Fiscal Service
Fiscal Accounting
Budget Reporting Branch
3201 Pennsy Drive, Building E
Landover, MD 20785
Telephone: 304-480-7269
Email: **Budget.reports@fiscal.treasury.gov**

Fund Balance with Treasury (FBwT) Reconciliation Points of Contact List

Branch	Responsibility
Budget Reporting Branch Jerome Jackson, Manager Telephone: 304-480-7269 Email: **Jerome.Jackson@fiscal.treasury.gov**	- Appropriation warrants - SF 1151: Nonexpenditure Transfer Authorization - Fund/account symbols

General Ledger and Advisory Branch Steve Riley, Manager Telephone: 304-480-7122 Email: **Stephen.Riley@fiscal.treasury.gov**	- U.S. Standard General Ledger - USSGL chart of accounts, definitions, and crosswalks
Cash Accounting Branch Mike Davis, Manager Telephone: 304-480-5106 Email: **Michael.Davis@fiscal.treasury.gov**	- CARS Account Statement - Eight-digit Agency Location Codes (ALCs)
Operations Support Branch Shawn King, Manager Telephone: 215-516-8006 Email: **Shawn.King@fiscal.treasury.gov**	- Claims against the Check Forgery Insurance Fund - Transfer of reclamation, declination, limited payability cancellation credits, and charges to FPAs - Accounting reports for check claims - Accounting problems related to check claim processing - Check storage/retrieval charges - Check claims IPAC and statement of difference issues
Philadelphia Financial Center Operations Support Branch Telephone: 215-516-8134	- Treasury check paid data from FRBs reconciliation

	- with issue data from DOs - SF 5206 (Issue Adjustments) - SF 5209 (Paid Adjustments) - Follow-up on delinquent check issue reporting to TCIS - Four-digit ALCs
Philadelphia Financial Center Customer Service Branch Telephone: 855-868-0151	- Check claims process - Requirements to submit a claim - Information on requests for copies of government checks
Collection Information Repository Tameka J. Leonard, Manager CIR Customer Support Telephone: 800-624-1373, option #3 Email: **CIR.customersupport@clev.FRB.org**	- CIR - Detailed and summary level data on collections and deposits transaction.

Appendices Listing

Appendix No.	Form/Title
1	CFO Scorecard Criteria

Summary of Updates

Section No.	Section Title	Summary of Change
All		Throughout the chapter – For

		consistency and match what is stated on the website, change "Fund Balance With Treasury" to "Fund Balance with Treasury"
All		Throughout the chapter – For consistency, change "FBWT" to "FBwT"
5120	Background	Added hyperlink to Fiscal Service website.
Appendices List	Appendix 1	Added appendix titled "CFO Scorecard Criteria"
5130.10	Posting Agency Transactions to the USSGL	Included hyperlink for USSGL
5130.20	Reconciliation of USSGL Accounts with Treasury Fund Symbols	Included hyperlink for USSGL
5135	Reconciling Budget Clearing Account Differences	Added reference to Appendix 1
5140	Available Reconciliation Tools	Eliminate passive voice in the second paragraph.
5140	Available Reconciliation Tools	Eliminate passive voice in the fifth bullet.
5140	Available Reconciliation Tools	Eliminate passive voice in the last paragraph.