

FISCAL YEAR-END REMINDERS

CENTRAL ACCOUNTING REPORTING SYSTEM (CARS) TRANSACTIONS

Please have all FY 2014 transactions in CARS 'Agency Certified' on or before
3:00 pm ET on Tuesday, September 30th

General Reminders

- All unobligated balances of indefinite borrowing authority must be returned by 3:00 pm ET on Tuesday, September 30th.
- A point of contact with the ability to certify CARS transactions should be available all day on Tuesday, September 30th.
- All CARS transactions should have a status of 'STAR Interface' or 'Posted' before agency contacts leave the office on Tuesday, September 30th.
- All FY 2014 CARS transactions should be 'Agency Certified' prior to submitting the related Credit Subsidy Calculator (CSC2).
- CARS transactions can be future dated and may contain activity for multiple combinations of cohorts, maturity dates, and sub-cohorts for a specific Treasury Account Symbol (TAS).

Transaction Requirements

- Borrowings for Normal Operations
 - CARS Effective Date – 10/01/2013
 - CARS Transaction Date – Current Date (no later than 09/30/2014)
- Borrowings to Pay Interest
 - CARS Effective Date – 09/30/2014
 - CARS Transaction Date – 09/30/2014
- Repayments of Principal
 - CARS Effective Date – Current Date (no later than 09/30/2014)
 - CARS Transaction Date – Current Date (no later than 09/30/2014)

FISCAL YEAR-END REMINDERS

CREDIT SUBSIDY CALCULATOR (CSC2) SUBMISSIONS

Please submit all CSC2s to Treasury on or before
3:00 pm ET on Tuesday, September 30th

General Reminders

- OMB should release the FY 2014 CSC2, with updated rates, ten business days prior to fiscal year-end.
- Agencies are encouraged to use early cutoffs and estimates so that there is ample time to complete and submit their CSC2 for verification.
 - Early submissions can be verified by Treasury much quicker than those received on the last two business days of September, so early submissions are encouraged.
- When submitting your CSC2, remember the following:
 - Send all CSC2 and fiscal year-end related correspondence to: borrowings@bpd.treas.gov.
 - Name the CSC2 output file with the TAS and sub-cohort, if applicable.
(Example: 99X9999 – AB123)
 - Title emails containing CSC2s with 'CSC2' then the TAS and, if applicable, the revision number.
(Example: CSC2 – 99X9999 Revision #1)
- For each sub-cohort, agencies are encouraged to include all cohort years in one CSC2.
 - If you are unable to do this, call your OMB Examiner or email CSC2@omb.eop.gov and ask for help using the compiler tool.
- If unable to include on the CSC2, an additional spreadsheet (see example below) must be sent showing year-end balances including the 'Borrowings (end of year).'

Sub-cohort AB123			
Cohort Year	Debt to Treasury FYE 14 (per the CSC2)	Borrowings to Pay Interest	Debt to Treasury FYE 14 (actual)
2006	\$5,000,000.00	\$750,000.00	\$5,750,000.00
2007	\$7,000,000.00	\$1,000,000.00	\$8,000,000.00
Total	\$12,000,000.00	\$1,750,000.00	\$13,750,000.00

Tips to Avoid Common Problems

- Ensure that your 'Debt to Treasury EOY' for FY 2013 is correct and includes any borrowings to pay interest made last year-end.
 - To confirm this number, please contact FBB at 304-480-7488 or borrowings@bpd.treas.gov.
- Ensure that all transactions entered into CARS for the current fiscal year are included in the CSC2 and are properly classified (see below).

CSC2 Heading	Description	CARS Effective Date
Borrowings from Treasury SOY	Borrowings initiated during the fiscal year for normal operations	10/01/2013
Borrowings from Treasury EOY	Borrowings initiated at fiscal year-end to pay interest	09/30/2014
Repayments of Treasury MOY	Repayments made outside of September	10/01/2013 – 08/31/2014
Repayments of Treasury EOY	Repayments made within September	09/01/2014 – 09/30/2014

FISCAL YEAR-END REMINDERS

INTRAGOVERNMENTAL PAYMENTS AND COLLECTIONS (IPAC) TRANSACTIONS

Please submit all interest payments in IPAC immediately after Treasury has approved the corresponding CSC2(s)

General Reminders

- Agencies are encouraged to submit one payment per TAS in IPAC for the entire amount of interest due.
 - Transactions in IPAC should not be separated by cohort year or sub-cohort.
- Interest payments should not be initiated until Treasury has confirmed interest costs per the CSC2.
 - Treasury will send their approval/confirmation of the interest cost amounts to the individual(s) who originally submitted the CSC2 to Treasury.

Transaction Requirements

- **Interest costs** should be paid to **ALC 20550865**.
 - Interest earnings cannot be collected from this ALC.
 - Interest earnings and interest costs cannot be netted.
- Interest payments must include the appropriate Business Event Type Code (BETC) and Treasury Account Symbol (TAS) for both the sender and receiver (see below).

Transaction Type	TAS	BETC	Transaction Use
Payment	Sender TAS -- Agency Account	DISB	Initiate an interest payment.
	Receiver TAS -- Treasury Account	COLUVRCT	
Adjustment	Sender TAS -- Agency Account	DISBAJ	Initiate a correction of an interest overpayment.
	Receiver TAS -- Treasury Account	COLUVRAJ	

- **Interest earnings** should be collected from **ALC 20180002**
 - For more information regarding reminders and requirements related to interest earnings, please contact the Funds Management Branch.
 - Telephone: (304) 480-5307
 - Email: MG.CAB.Personnel@fms.treas.gov

FISCAL YEAR-END REMINDERS

GENERAL INFORMATION

Agencies are encouraged to provide after-hours contact information in case there are discrepancies between the CSC2 and the transactions in CARS and/or IPAC

Contact Information

Federal Borrowings Branch

Adam Charlton, Manager (304) 480-5248

Shared Telephone Number: (304) 480-7488

Shared Email Address: borrowings@bpd.treas.gov

Processing Team

Christopher Harbour, Lead Accountant (304) 480-5131

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Samuel Doak, Lead Accountant (304) 480-5117

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Useful Links

- **Federal Borrowings Branch Website**
<http://www.treasurydirect.gov/govt/apps/tbp/tbp.htm>
- **IPAC Information**
<http://fms.treas.gov/ipac>
For IPAC Assistance, Please Call Treasury Support Center: (866) 809-5218
- **CARS (formerly GWA) User Manual**
http://fms.treas.gov/gwa/user_documentation.html
For CARS Assistance, Please Call CARS (GWA) Help Desk: (202) 874-8270