

Brief overview of the data feed finalization process:

Application List

Your Applications

AUDIT - Audits and Indirect Cost Rates



AUDIT - Audits and Indirect Cost Rates
The online Auditing and Indirect Cost application.

The consistency of the data feed with the annual financial report (AFR) is essential, as the submitted data is used for state funding, Financial Integrity Rating System of Texas (FIRST) calculations and other reports.

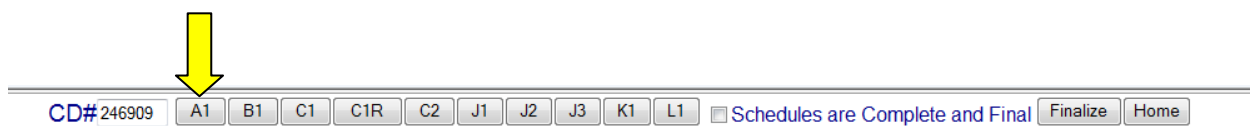
The data feed submission is not complete until the data has been finalized by district personnel. The electronic data feed reports are required to be finalized through the Audit and Indirect Costs application in the Texas Education Agency Secure Environment (TEASE).

NOTE: To request access to the TEASE AUDIT application, please refer to the following TEA web page:

<http://www.tea.state.tx.us/index2.aspx?id=2728>

Steps:

1. Select "Enter Schedules".
2. Select "Display".
 - All schedules will appear at the top of the screen.
 - You will select each schedule to verify that the data submission agrees to the AFR hard copy/PDF and to check for errors.
3. Select "A1".



- If no data is displayed in the Total column (column 3), and the district does not have any business activities, select "Save". By selecting "Save", the system will automatically update the Total column with the data that appears in the Governmental Activities column (column 1). However, if there is data in the Total column, skip this step. The B-1 schedule has a similar feature.

CD# 246909 A1 B1 C1 C1R C2 J1 J2 J3 K1 L1 Schedules are Complete and Final Finalize Home

A1 Worksheet - ROUND ROCK ISD 2012-13 (New) (Updateable)

Reset Show Errors Error List Save Help

Data Codes	Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total	4 Component Unit
1110	Cash and cash equivalents	278794			
1120	Current Investments				
1225	Property taxes receivables (net)				
1210	Current property taxes receivable				
1220	Delinquent property taxes receivables	532249			
1230	Allowance for Uncollectable Taxes (credit)	-291108			
1240	Due from other governments	601800			
1250	Accrued interest				
1260	Internal balances				

CD# 246909 A1 B1 C1 C1R C2 J1 J2 J3 K1 L1 Schedules are Complete and Final Finalize Home

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1110	Cash and cash equivalents	278794		278794	
1120	Current Investments				
1225	Property taxes receivables (net)				
1210	Current property taxes receivable				
1220	Delinquent property taxes receivables	532249		532249	
1230	Allowance for Uncollectable Taxes (credit)	-291108		-291108	
1240	Due from other governments	601800		601800	
1250	Accrued interest				
1260	Internal balances				

- Verify that each row on the district's data feed submission agrees to the AFR hard copy/PDF. Next, begin checking the data feed through Edits by clicking on the "Show Errors" button. If there are any Edit errors, the error message will appear as below. However, if there are no Edit errors, the following message will appear, "All Edit Checks Have Succeeded". The data Edit checks for this schedule have been completed, continue on to the next schedule (see Step 10).

A1 Worksheet - ROUND ROCK ISD 2012-13 (New) (Updateable)

Reset Show Errors Error List Save

Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total
Cash and cash equivalents	278794		278794
Current Investments			
Property taxes receivables (net)			
Current property taxes receivable			
Delinquent property taxes receivables			532249
Allowance for Uncollectable Taxes (credit)			-291108
Due from other governments			601800
Accrued interest			
Internal balances			
Due from fiduciary funds			
Other receivables (net)			
Inventories			
Prepaid Items			

Message from webpage

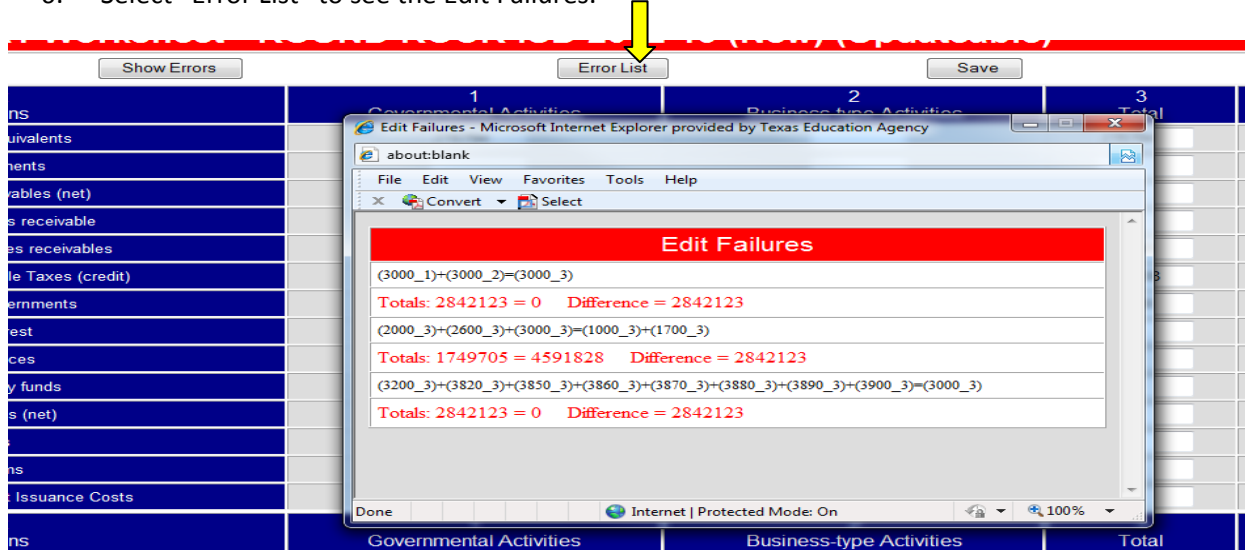
In all 3 Edits Have Failed.

OK

- If there are any Edits, a red dot will appear next to the related fields. Edits are not necessarily errors. Small rounding edits of less than 100 are acceptable and do not need to be corrected.

2516	Premium & Discount on Issuance of Bonds			
2501	Non current liabilities due within one year	131000		131000
2502	Non current liabilities due in more than one year	1302234		1302234
2000	Total liabilities	1749705		1749705
2600	Deferred inflows			.
3200	Net investment in capital assets	2036859		2036859
3820	Restricted for Federal and state programs	69106		69106
3850	Restricted for Debt service			.
3860	Restricted for Capital projects			.
3870	Restricted for Campus activities			.
3880	Restricted for Scholarships			.
3890	Restricted for Other			.
3900	Unrestricted	736158		736158
3000	Total net position	2842123	.	.
Data Codes	Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total

- Select "Error List" to see the Edit Failures.



- To resolve any "Edit Failures", first verify that the data feed agrees to the AFR hard copy/PDF. If the data feed does not agree, you may correct the data feed submission so it agrees to the AFR hard copy/PDF. However, if the data feed and the AFR hard copy/PDF agree with each other, do not make any changes to the data feed submission. Instead, contact your auditor to discuss the edit failures to determine how the errors must be corrected and if a revised schedule must be submitted. In the edit failures shown above, you will see the rows that contain the errors and directly below in red font you will see the difference calculated by the system. In this edit failure example, you can see that the total net position number is missing. Find the correct data from the AFR hard copy/PDF and then fill in the correct number. Any changes you make to the data feed, must first be discussed with your auditor.

2502	Non current liabilities due in more than one year	1302234			1302234
2000	Total liabilities	1749705			1749705
2600	Deferred inflows				
3200	Net investment in capital assets	2036859			2036859
3820	Restricted for Federal and state programs	69106			69106
3850	Restricted for Debt service				
3860	Restricted for Capital projects				
3870	Restricted for Campus activities				
3880	Restricted for Scholarships				
3890	Restricted for Other				
3900	Unrestricted	736158			736158
3000	Total net position	2842123			
Data Codes	Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total	

3020	Restricted for Federal and state programs	69106			69106
3850	Restricted for Debt service				
3860	Restricted for Capital projects				
3870	Restricted for Campus activities				
3880	Restricted for Scholarships				
3890	Restricted for Other				
3900	Unrestricted	736158			736158
3000	Total net position	2842123			2842123
Data Codes	Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total	

- After all the necessary changes have been made, select "Save". Without selecting "Save", all the changes will not be captured.
- After the corrections have been made, click on the "Show Errors" button to see that "All Edit Checks Have Succeeded".

- Continue checking the remaining schedules B1, C1, C1R, C2, J1, J2, J3 (optional), K1 (if single audit) and L1 by repeating steps 3 through 9. ALL Schedules must be checked for edit failures and resolved as well as verified to the AFR hard copy/PDF before moving on to step 11.

- Select "Schedules are Complete and Final" (By selecting this box you have confirmed that the data feed reports are correct and reflect the AFR for ALL Schedules).
- Select "Finalize" (Submit the finalized data feed to TEA. You just finished the last step of finalizing your district's data feed). **** After you select the "Finalize" button, the data feed is no longer updateable.**

- The data will not be viewable until the final posting procedures are performed by TEA.

Thank you for finalizing the financial data feed for ROUND ROCK ISD. You have completed your data feed finalization process. The data will be viewable shortly after final posting procedures are performed by TEA.

- After TEA's posting procedures are done, the data will become viewable to your district. At this point, the data feed cannot be updated or finalized again.

Data Codes	Account Descriptions	1 Governmental Activities	2 Business-type Activities	3 Total
1110	Cash and cash equivalents	278794		278794

Useful TEA website reference: <http://www.tea.state.tx.us/index4.aspx?id=3819>

TEXAS EDUCATION AGENCY
Administrators school resources
Teachers teacher resources
Funding school finance & grants
Testing / Accountability student assessment & ratings
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Reports data, statistics & research
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[CALENDAR OF IMPORTANT SUBMISSION DATES](#)


[Annual Financial Reports](#)
Each year, charter schools, education service centers, and school districts must have their annual financial and compliance report audited by an independent auditor. The resulting annual financial and compliance report must then be submitted to TEA for review.

[Depository Contracts](#)
Texas Education Code (TEC) requires a depository contract between a school district or charter holder and any bank into which state funds are deposited. School district depository contracts are to be renewed or extended every two years. Charter schools are required to file depository contract information annually by November 1st.

[Electronic Submissions](#) ←

Charter schools, education service centers, and school districts are required to submit their annual financial and compliance report in electronic format. The electronic format submission consists of two files: an Adobe Acrobat® Portable Document Format (PDF) file and a GASB data text file (the text file is not required from charter schools). In addition, most charter schools and school districts are required to submit their state compensatory education district and campus improvement plans in PDF.

Useful TEA website reference: http://www.tea.state.tx.us/index4.aspx?id=3968&menu_id=645



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Teachers
teacher resources

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school finance & grants

Testing / Accountability
student assessment & ratings

Curriculum
standards, college prep & programs

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data, statistics & research

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communications & calendars

ARRA/Ed Jobs
stimulus, stabilization, & ed jobs

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Electronic Submissions

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Charter schools, education service centers and school districts must submit a copy of the Annual Financial and Compliance Report (AFR) with accompanying audit reports in electronic format to the Texas Education Agency (TEA) no later than 150 days after the close of their respective fiscal year.

The AFR electronic submission consists of two parts with the first being the submission of an Adobe Acrobat® Portable Document Format (PDF) file. Instructions on this requirement can be found in the *Electronic Reports Submission Standards*. The second part is the submission of the GASB Audit Data Feed, which only applies to education service centers and school districts. Instructions for this portion of the submittal are specified in the *Annual Financial Audit GASB Data Feed Standards*.

Charter schools and school districts are also required to submit a district and at least two campus improvement plans if their state compensatory education allotment was more than a certain amount for the previous fiscal year. The improvement plans are to be submitted not later than the 150th day after the last day permissible to send data for the PEIMS data FINAL Midyear resubmission 2. Additional reports may also be required, refer to the State Compensatory Education module of the *Financial Accountability System Resource Guide* for more information.

Additional information can be found in the Data Collection and Reporting and the State Compensatory Education modules in the *Financial Accountability System Resource Guide*, Texas Administrative Code(TAC) §109.1 and the Texas Education Code (TEC) §44.008.

All of the above mentioned electronic reports are submitted through the Audit and Indirect Costs application in the Texas Education Agency Secure Environment (TEASE). Refer to the appropriate link below to set up an account.

[Application for TEASE Audit Account - CPA only](#)

[Application for TEASE Audit Account - non TEA users except CPA](#)

[TEASE/TEAL Log On Page](#)

[November 8, 2013, Submitting the Annual Financial and Compliance Report and Data Feed, To The Administrator Correspondence *IMPORTANT CHANGES*](#)

[September 24, 2012, Changes to the Annual Financial and Compliance Report Submission Requirements, To The Administrator Addressed Correspondence](#)

[Electronic Reports Submission Standards \(PDF, 1057KB\)](#)

[Electronic Data Feed Standards for School Districts and Regional Education Service Centers \(Word, 566KB\)](#)

The Annual Financial Report Electronic Data Feed Standards manual has been updated to include row changes and final submission procedures. Overall the data mapping remains the same for the schedules. New row numbers 1700 and 2600 have been added to the A-1; and 1700, 1000a and 2600 to the C-1 schedules as a result of GASB 63.

[Electronic Reports Public Viewer](#)