

BUDGET AND AUDIT UPDATE WITH FAST FROM DLGS

PRESENTED BY: CYNTHIA LINDSAY, ASSISTANT DIRECTOR, DLGS



OVERVIEW

- Why did the DCA chose Dynamics 365 as the platform for FAST
- What's new in FAST and how to navigate though some of the new features in FAST for AFS, Budget and Audit
- A review of the timeline for FAST

FAST PLATFORM- WHY DID THE DLGS CHOOSE DYNAMICS 365?

Microsoft Dynamics 365 is a cloud-based applications platform that combines the components of customer relationship management ([CRM](#)) into resource planning.

It will allow for the using of those components for decision making in budget planning, trend analysis, and the tracking of behaviors of the various points of information.

THE FAST SOLUTION -

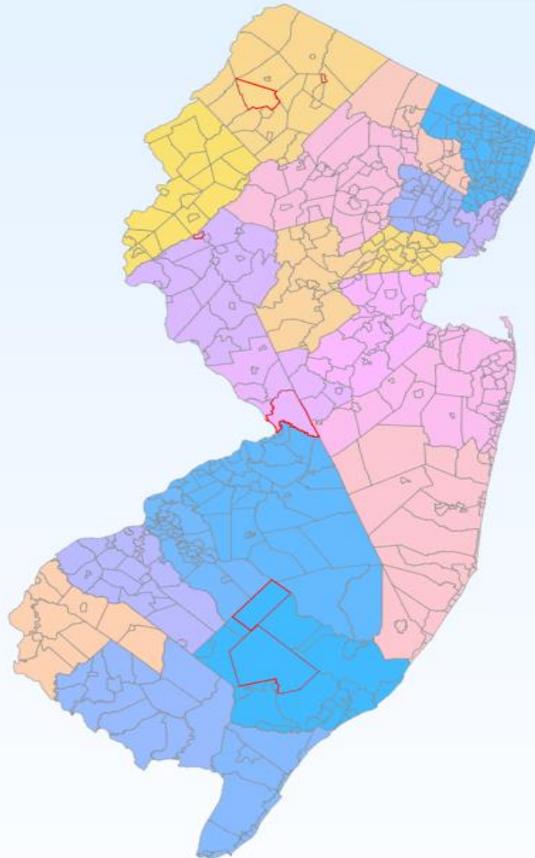
- The hub that stores the data.
- The tool to access, share and exchange to improve fiscal analysis for various scientific, social, and economic interpretations or presentation.
- The ability to access local government public information from a single source
- Increase the efficiency in dissemination of local government financial information.

FAST DATA HUB

Home / FAST - Open Data Project

Quick Search:

Home / Municipality



ATLANTIC

Hamilton
Township
0112

Hammonton
0113

HUNTERDON

Hampton
Borough
1013

MERCER

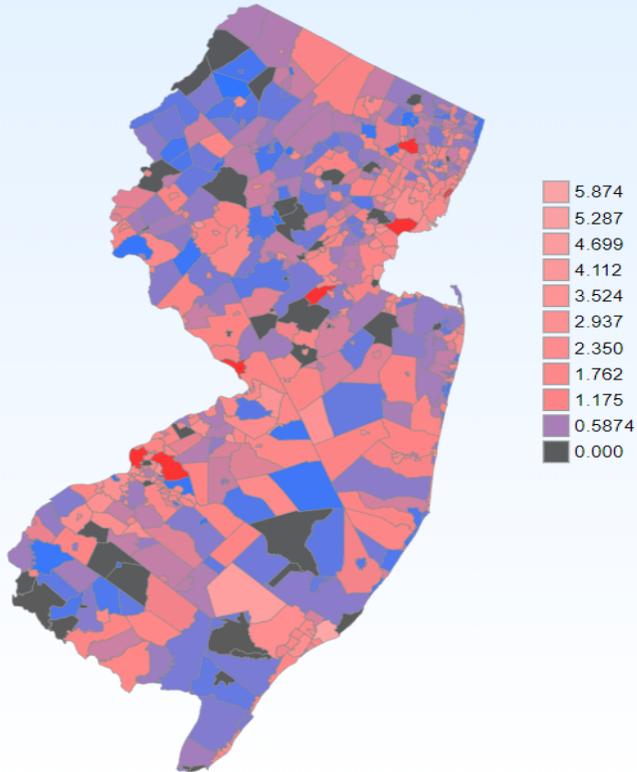
Hamilton
Township
1103

SUSSEX

OUTSTANDING DEBT

Home / FAST - Open Data Project

Quick Search:



Home / Debt

Outstanding
% of Net Debt

Debt Amount

Bond Rating

Municipality Code ↑	Municipality ↓↑	Outstanding % of Net Debt ↓↑
0101	Absecon	0.8090000000
0102	Atlantic City	5.8740000000
0103	Brigantine	0.0000000000
0104	Buena Borough	0.6710000000
0105	Buena Vista Township	0.6270000000
0106	Corbin City	0.0000000000
0107	Egg Harbor City	0.0000000000
0108	Egg Harbor Township	2.5800000000
0109	Estell Manor	0.0000000000
0110	Folsom Borough	0.2440000000

557 records found.

First Prev 1 / 56 Next Last

COMPARING LABOR COSTS TO OTHER LGE'S

Home / FAST - Open Data Project
Home / Personnel

Quick Search:
Cost

Category	Toms River Township	Hamilton Township	Woodbridge Township
All Other Non-Union Employees not listed above	0.08	0.05	0.20
All Other Union Employees not listed above	0.38	0.50	0.42
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00
Governing Body	0.00	0.00	0.00
Police Officers (Including Superior Officers)	0.42	0.40	0.35
Supervisory Staff (Department Heads & Managers)	0.12	0.05	0.02

Municipality Code ↑	Municipality Name ↓↑	Total Personnel Cost ↓↑
1103	Hamilton Township	67782355.82
1225	Woodbridge Township	93577309
1507	Toms River Township	67215654.61

3 records found.

First Prev 1 / 1 Next Last

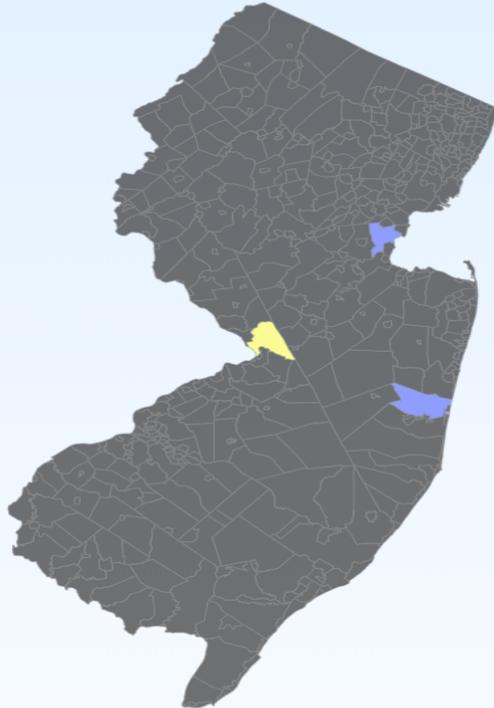
COMPARING LABOR COSTS WITHIN LGE

Home / FAST - Open Data Project

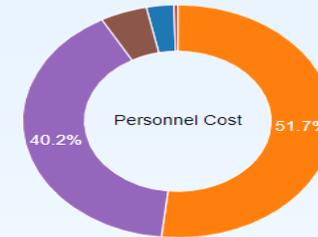
Quick Search:

Home / Personnel

Cost



Hamilton Township



- All Other Non-Union Employees not listed above
- All Other Union Employees not listed above
- Fire Fighters (Including Superior Officers)
- Governing Body
- Police Officers (Including Superior Officers)
- Supervisory Staff (Department Heads & Managers)

Municipality Code ↑	Municipality Name ↓	Total Personnel Cost ↓
All Other Non-Union Employees not listed above	1947561.23	
All Other Union Employees not listed above	35036890.35	
Fire Fighters (Including Superior Officers)	0	
Governing Body	264391.34	

DATA MAPS & REPORTS

MAPS (Use interactive maps to find information on your local government entity)

 Municipality	 County	 Fire Districts	 Authorities
 Taxes	 Spending	 Debt	 Personnel

REPORTS (Search and download reports)

 Annual Debt Statements	 Audit Reports	 Annual Financial Statements	 Budget Reports
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ACCESS FINANCIAL REPORTS FROM SINGLE SOURCE

Home / FAST - Open Data Project

Home

Search Text:

Municipalities Counties

County:

Municipality:

Class of Government:

2016 2017 2018 2019

0-9 A B C D E F
G H I J K L M
N O P Q R S T
U V W X Y Z

Search Results

Filename ↑	Category ↓↑	Document Type ↓↑	Download ↓↑
0102_ads_2018.pdf	Municipality	Annual Debt Statement	⬇
0102_ads_2018.pdf	Municipality	Annual Debt Statement	⬇
10-2018 Bond Ordinance - 2018 General Capital.doc	Municipality	Annual Debt Statement	⬇
11-2018 Bond Ordinance - 2018 Sewer Ordinance (2).doc	Municipality	Annual Debt Statement	⬇
1405_dbo_12-Apr-2018.pdf	Municipality	Annual Debt Statement	⬇
20180131083145589.pdf	Municipality	Annual Debt Statement	⬇
Bay Head Borough - 2018.pdf	Municipality	Annual Debt Statement	⬇
Lindenwold Borough - 2017 - Revised 2.17.2018.pdf	Municipality	Annual Debt Statement	⬇
Lyndhurst NJEIT A-2 SCHEDULES DW-CW-2018.xlsx	Municipality	Annual Debt Statement	⬇
Ridgewood Village - 2018.pdf	Municipality	Annual Debt Statement	⬇

18 records found.

First Prev 1 / 2 Next Last

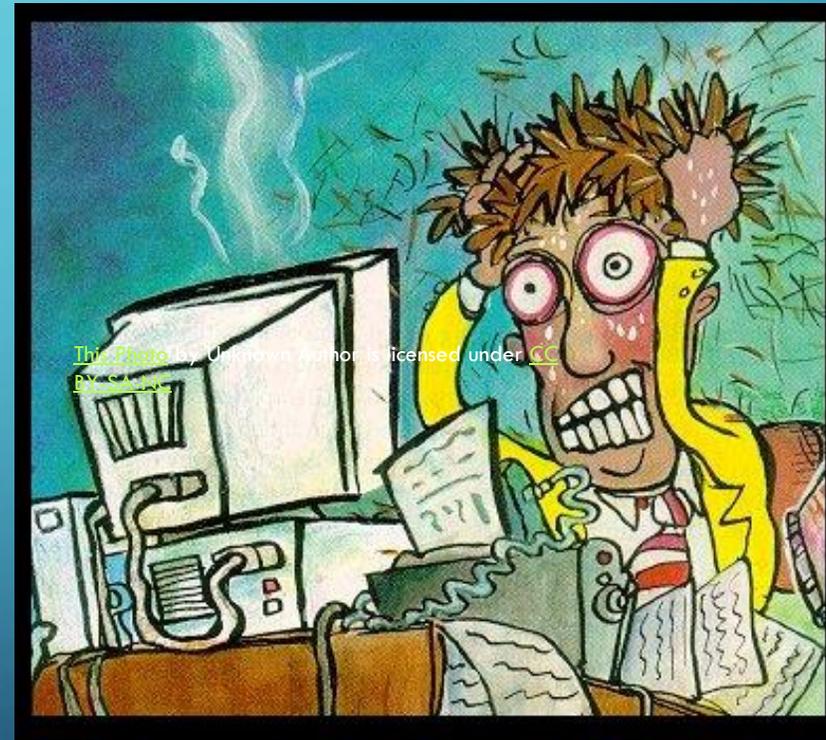
Annual Debt Statements

Annual Financial Statements

Budget Reports

Audit Reports

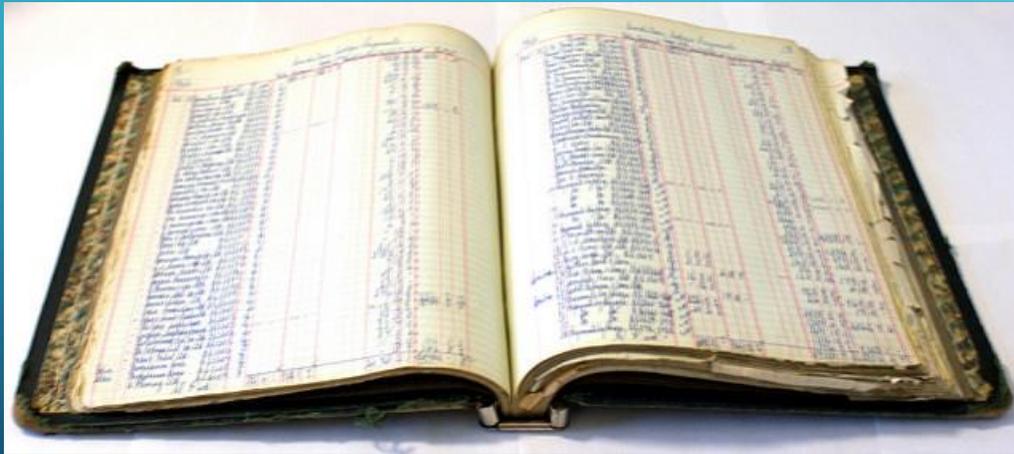
INTRODUCING FAST



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CHANGING THE WAY WE DO FINANCIAL REPORTING

THIS WAS THEN...



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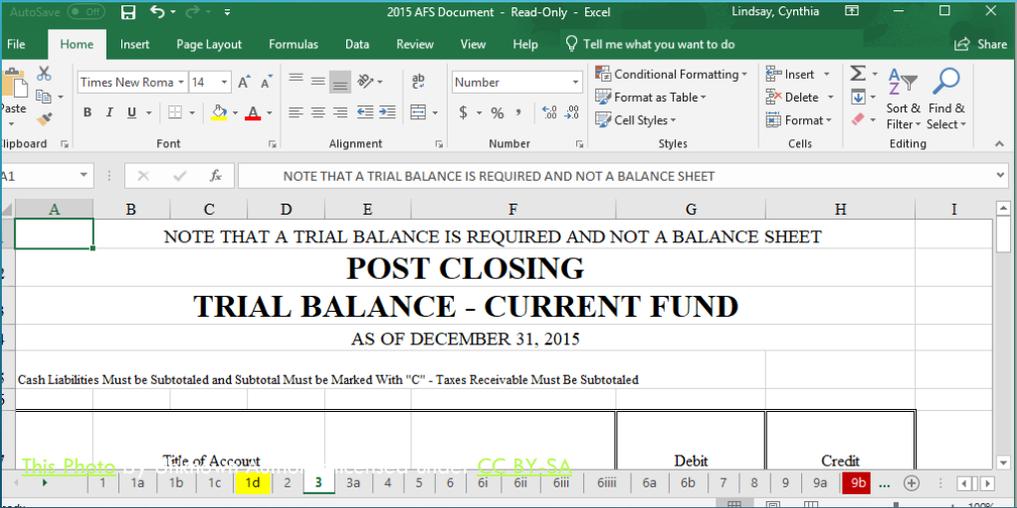
THIS IS NOW...



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FINANCIAL REPORTING TO THE DLGS

THIS WAS THEN...



THIS IS NOW...



- About DCA
- Divisions & Offices
 - ▶ Codes & Standards
 - ▶ Fire Safety
 - ▶ Housing & Community Resources
 - ▼ Local Government Services
 - ▶ About DLGS
 - ▶ Hot Topics
 - ▶ Information Resources
 - ▶ Programs
 - ▶ Keeping Up to Date
 - ▶ I want to...
 - ▶ Contact or Find Us
 - ▶ Sandy Recovery Division
 - ▶ Office of Local Planning Services
 - ▶ Office of Policy & Regulatory Affairs
 - ▶ Office of Legislative Affairs
 - ▶ Office of Communications
- Affiliates
- News Room
- Announcements
- Contact Us

Financial Automation Submission Tracking ("FAST") System Updates

Existing users login: [HERE](#)

New users register : [HERE](#)

▪ **2019 FAST Schedule for Municipalities:**

<u>Calendar Year Municipalities</u>	<u>Available in FAST</u>	<u>Due to Division</u>
Annual Debt Statement	12/28/2018	01/31/2019
Annual Financial Statement	02/18/2019	03/11/2019
Budget/User Friendly Budget	03/XX/2019	
Introduced		N/A
Adopted		04/30/2019

<u>Fiscal Year Municipalities</u>	<u>Available in FAST</u>	<u>Due to Division</u>
Annual Debt Statement	06/28/2019	07/31/2019
Annual Financial Statement	07/01/2019	08/10/2019
Budget/User Friendly Budget	07/01/2019	
Introduced		08/10/2019
Adopted		09/20/2019

▪ **2019 FAST Schedule for Counties:**

Annual Debt Statement	12/28/2018	01/31/2019
Annual Financial Statement	02/18/2019	03/11/2019
Budget	TBD	

▪ **Technical Assistance:**

For technical assistance with the FAST system, please email: helpdesk@dca.nj.gov or call: 609.292.8134

▪ **Note:** During high volume periods (January – June) users should email the help desk, so that we may direct your inquiry

[HTTPS://WWW.NJ.GOV/DCA/DIVISIONS/DLGS/FAST.HTML](https://www.nj.gov/dca/divisions/dlgs/fast.html)

FAST User Manuals– This includes detailed guidance on submitting the Annual Debt Statement, Supplemental Debt Statement, Annual Financial Statement, Budget and Audits through the FAST portal.

- ***Annual Debt Statement/Supplemental Debt Statement*** – (04/02/2018)
- ***Annual Financial Statement*** – (2/15/2019)
- ***Budget/User Friendly Budget*** – (date) Under construction
- ***Audit*** – (date) Under construction

FAST Visual Aids (Under construction) - This includes detailed video guidance on preparing and submitting the Annual Debt Statement, Supplemental Debt Statement, Annual Financial Statement, Budget and Audits through the FAST portal.

- ***Annual Debt Statement/Supplemental Debt Statement***
- ***Annual Financial Statement***
- ***Budget/User Friendly Budget***
- ***Audit***

Active FAST FCOA codes for Budgets -(01/24/2019): This FCOA document will help users input the FCOA codes they need for their Budgets using the FAST portal.

Active FAST FCOA codes for Balance Sheet -(01/17/2019): This FCOA document will help users input the FCOA codes they need for the Audit and Annual Financial Statements using the FAST portal.

FAST Frequently Asked Questions -(01/17/2019):

FAST Local Finance Notices:

- ***LFN 2018-28 FAST update and 2019 Budget Matters (November 21, 2018)***
- ***LFN 2018-16 FAST Solution Update (June 4, 2018)***
- ***LFN 2018-09 Budget Deadline Update (February 23, 2018)***
- ***LFN 2018-05 Financial Automation Submission Tracking (FAST) Update (Jan 25, 2018)***
- ***LFN 2017-26 CY 2018 Budget Matters – LFN 2017-26 addresses rollout of FAST for municipalities and counties (December 14, 2017)***

ACTIVE FAST FCOA CODES FOR BALANCE SHEET -(01/17/2019): THIS FCOA DOCUMENT WILL HELP USERS INPUT THE FCOA CODES THEY NEED FOR THE AUDIT AND ANNUAL FINANCIAL STATEMENTS USING THE FAST PORTAL.

Account Title	Fund	General Ledger Account	CAFR	G/L Sub Set
Current Fund	01	XXX	XX	XXX
Asset Accounts	01	100-199		XXX
Cash	01	101	01	001
Change Fund	01	101	01	002
Petty Cash	01	101	01	003
Sub- total Cash	01			
Investments	01	102	02	XXX
Sub- total Investments				
Due from State: NJ Sr. Citizens and Veterans Deductions	01	104	03	XXX
Other Assets and Receivables	01	105	03	XXX
Other Assets and Receivables	01	105	03	XXX
Other Assets and Receivables	01	105	03	XXX
Sub-total Assets not offset by Reserve for Receivables				
Delinquent Property Taxes Receivable	01	106	04	XXX
Personal Property Taxes Levied under RS 54:4-9	01	109	04	XXX
Tax Title Liens Receivable	01	113	04	XXX
Property Acquired for Taxes (Foreclosed Property)	01	114	04	000
Assessed Valuation	01	114	04	001
Morgages Receivable	01	114	04	002
Prepaid School Taxes	01	116	04	XXX
Other Accounts Receivable "Defined by user"	01	117	04	XXX

Current Fund (1)
 Federal & State Grant Fund (2)
 General Capital Fund (4)
 Water Operating Fund (5)
 Wa

ACTIVE FAST FCOA CODES FOR BUDGETS -(01/24/2019): THIS FCOA DOCUMENT WILL HELP USERS INPUT THE FCOA CODES THEY NEED FOR THEIR BUDGETS USING THE FAST PORTAL.

FCOA	Description	Group
20: General Government	20-100: General Administration	(A) Operations - within "CAPS"
20: General Government	20-105: Human Resources (Personnel)	(A) Operations - within "CAPS"
20: General Government	20-110: Board of Chosen Freeholders	(A) Operations - within "CAPS"
20: General Government	20-110: Governing Body	(A) Operations - within "CAPS"
20: General Government	20-110: Mayor and Council	(A) Operations - within "CAPS"
20: General Government	20-120: County Clerk	(A) Operations - within "CAPS"
20: General Government	20-120: Municipal Clerk	(A) Operations - within "CAPS"
20: General Government	20-130: Financial Administration (Treasury)	(A) Operations - within "CAPS"
20: General Government	20-135: Audit Services	(A) Operations - within "CAPS"
20: General Government	20-140: Computerized Data Processing	(A) Operations - within "CAPS"
20: General Government	20-145: Revenue Administration (Tax Collection)	(A) Operations - within "CAPS"
20: General Government	20-150: County Board of Taxation	(A) Operations - within "CAPS"
20: General Government	20-150: Interest on Tax Appeals	(A) Operations - excluded from "CAPS"
20: General Government	20-150: Tax Appeals	(A) Operations - excluded from "CAPS"
20: General Government	20-150: Tax Assessment Administration (Tax Assessor)	(A) Operations - within "CAPS"
20: General Government	20-155: Legal Services (Legal Dept.)	(A) Operations - within "CAPS"
20: General Government	20-160: County Surrogate's Office	(A) Operations - within "CAPS"
20: General Government	20-165: Engineering Services	(A) Operations - within "CAPS"
20: General Government	20-170: Economic Development Agencies	(A) Operations - within "CAPS"
20: General Government	20-175: Historical Sites Office	(A) Operations - within "CAPS"
21: Land-Use Administration	21-180: Planning Board	(A) Operations - within "CAPS"
21: Land-Use Administration	21-181: Flex Acct- Land Use Administration	(A) Operations - within "CAPS"

FOR TECHNICAL ASSISTANCE WITH FAST

- **Technical Assistance:**

For technical assistance with the FAST system, please email: helpdesk@dca.nj.gov or call: 609.292.8134

- **Note:** During high volume periods (January – June) users should email the help desk, so that we may direct your inquiry to the FAST support section more efficiently.

- **When submitting a question, please provide:**

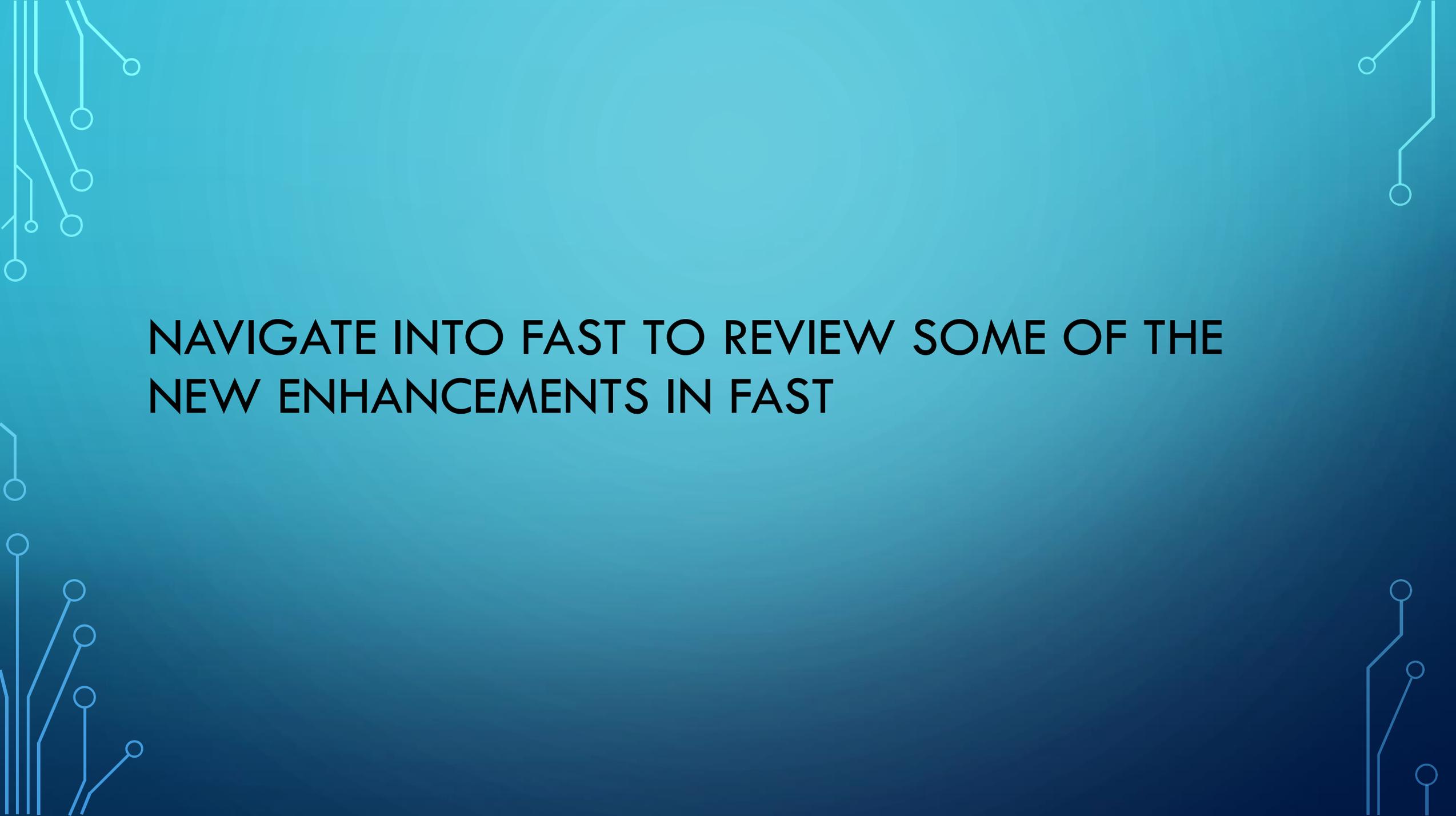
- Name
- Municipality
- FAST Document/Module
- Question or Issue

BUDGET

- Added Class Codes so that users may order their Budgets according to their entity.
- Added the RUT calculation to the Budget
- Inserted the Cap Calculations directly into the Budget
- Streamlined the information from the Budget to the UFB

AUDIT

- Generated a Balance Sheet from the AFS
- RMA's will audit the Balance Sheet and make any adjustments
- Under more construction

The background is a gradient of blue, transitioning from a lighter shade at the top to a darker shade at the bottom. In the four corners, there are decorative white line-art patterns resembling circuit traces or data paths, with small circles at the end of the lines.

**NAVIGATE INTO FAST TO REVIEW SOME OF THE
NEW ENHANCEMENTS IN FAST**

FOR SUPPORT: DCA HELP DESK

- **Email:** helpdesk@dca.nj.gov
- **Call:** (609) 292-8134
- **Please include:**
 - **Name**
 - **Municipality**
 - **Document/Module**
 - **Question or Issue**