



STATE OF MISSISSIPPI
HALEY BARBOUR, GOVERNOR

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH
EXECUTIVE DIRECTOR

To: State Agency Executive Directors
Agency Purchasing Contacts
Agency Finance Contacts

From: Gayle Chittom, CSIO, MMRS
Leila Malatesta, Director, Office of Fiscal Management.

Gayle Chittom

Leila Malatesta

Date: June 29, 2009

Re: Memo #20 – SAAS Reporting Category Table Updates in support of:

- American Recovery and Reinvestment Act of 2009 (ARRA Stimulus)
- Mississippi Accountability and Transparency Act of 2008 (MATA)
- Senate Bill 2923, 2009 Regular Session, Mississippi Legislature

DFA has determined that the Statewide Automated Accounting System (SAAS) Grants Module is the best solution for capturing grant information and for providing controls for the processing of all grants whether related to Stimulus funds or not. Modifications to the SAAS Grants Module and other processes for Stimulus (ARRA) reporting will provide for the capture of a large number of financial elements in SAAS. Therefore, all agencies receiving Stimulus or new grant funds (grants starting July 1, 2009) are required to set up grants through the SAAS Grants Module as of July 1, 2009. Stimulus grants also require the use of Reporting Categories (RPTG table) as outlined in *Reporting Instructions Related to ARRA - Memorandum No. 1*, issued February 27, 2009.

All agencies with current entries on the RPTG table must verify that their FY '09 and '10 table entries are valid and have been updated to reflect the changes being implemented. On June 30, 2009 an Ad-hoc job will run to correct the following fields on the RPTG table:

- The CFDA number, a six digit number will require a dot in the third position and the last numerical value will be dropped.
- If the CMIA indicate is blank in 'N' will be inferred.
- The Source-of-Funding field will no longer be entered by the agency; the system will infer the name from the Federal Agency Table (FEAG).

A report of the Reporting Category table (RPTG) which includes FY'09 and FY'10 entries will be sent to your agency for review. Please review the report and delete any entries from the table that are no longer being used. Instructions for deleting entries are outlined in the new procedures #5115 Reporting Category Procedures posted on the SAAS Training Page of the MMRS website at www.mmrs.state.ms.us.

Please contact the MMRS Call Center at 601-359-1343 or mash@dfa.state.ms.us if you have any questions.