

<b>Business Category:</b> NC Global TransPark Authority		<b>Business Area:</b> Office of the Finance Director
<b>Approval Date:</b> 8/6/2019	<b>Last Revision Date:</b> 9/14/2022	<b>Next Review Date:</b> 9/14/2024
<b>Authority:</b> <a href="#">NC General Statute §63A. NC Global TransPark Authority</a>		<b>Select all that apply:</b> <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Requires Board approval <u>NCGTP Board of Directors</u> <input type="checkbox"/> Requires Federal Highways Administration (FHWA) approval <input type="checkbox"/> Requires other external agency approval: <a href="#">Click here to enter external agency name(s).</a>
<b>Definitions:</b> <p>“Authority” – shall mean The North Carolina Global TransPark Authority as enacted by Section 63A of the North Carolina General Statutes, and with powers as enumerated in Section 63A-4 of the North Carolina General Statutes.</p> <p>“NCGA” – shall mean the North Carolina General Assembly.</p> <p>“OSC” – shall mean the Office of State Controller.</p>		
<b>Policy:</b> <p>The Monthly Financial Report presents revenues, receipts, appropriated expenditures, and disbursements on a cash basis generally in the month when cash is received, or cash is disbursed. The Month-End Reporting policy is intended to: demonstrate the North Carolina TransPark Authority’s (Authority’s) compliance with North Carolina’s Balanced Budget policy, present the Authority’s monthly activity versus its revised budget, and show its monthly cash position.</p>		
<b>Scope:</b> <p>It covers the preparation of monthly financial information on all funds administered by the Authority to be complete no later than 15 working days after the end of the Authority’s fiscal month</p>		
<b>Procedures:</b> <p>The Authority shall:</p> <ol style="list-style-type: none"> <li>1) publish the monthly financial statements on all funds in its control (Cash Statement) – showing funds held for others, restricted cash, and unrestricted cash. <ol style="list-style-type: none"> <li>a. When the North Carolina General Assembly (NCGA) appropriates non-recurring funds; the Authority must determine the cash position of the non-recurring funds– revenues versus expenditures; if revenues exceed expenditures, then show a reservation of cash for the excess amount.</li> </ol> </li> </ol>		

- b. When the NCGA appropriates non-recurring funds for capital expenses; the Authority must determine the cash position of the capital funds– revenues versus expenditures; if revenues exceed expenditures, then the Authority must show a reservation of cash for the excess amount.

2) publish a Statement of Cash Flows using the template provided by Office of the State Controller (OSC).

*Monthly reports to be completed* – in all there are 5 monthly financial reports, accompanied by explanatory narratives as appropriate:

Statement of Cash

Statement of Cash Flow

Expenditure by Type (chart) – from Budget Policy Reports

Budgeted Revenues-Expenses to Actual – Operating – from Budget Policy Reports

Budgeted Revenues-Expenses to Actual – Capital – from Budget Policy Reports

**Related Documents:**

Global TransPark Budget Policy

Month-End Closing

Monthly Budget Reporting

Revision History		
Revision Date	Revision Number	Description
6/20/2019	0	Approved via conference call with the GTP Board of Directors.
8/9/2019	1	Revised for technical corrections to include formatting.
9/14/2022	2	Removed procedures and reference SOP.