



Florida Government Finance Officers Association

e-Bulletin

Fiscal Year End Reporting and Other Requirements

The FGFOA Legislative and Technical Resources Committee are continuously working to provide you with timely information to assist local governments in navigating the various reporting requirements and complying with new legislation and technical bulletins, including the Government Resource Manual (GRM). The GRM contains a wealth of information for local governments including key deadlines for various required reports. The GRM can be found here [Basic Government Resource Manual \(fgfoa.org\)](http://fgfoa.org) (an updated version will be posted shortly) and the year-end reporting information is in Section 9. Additionally, we want to bring your attention to two time sensitive items.

Public Deposit Annual Report

Section 280.17(6), Florida Statutes, requires each public depositor shall submit by November 30 an annual report to the Chief Financial Officer which includes:

- (a) The official name, mailing address, and federal employer identification number of the public depositor.
- (b) Verification that confirmation of public deposit information as of September 30, as described in subsection (5), has been completed.
- (c) Public deposit information in a report format prescribed by the Chief Financial Officer. The manner of required filing may be as a signed writing or electronic data transmission, at the discretion of the Chief Financial Officer.
- (d) Confirmation that a current public deposit identification and acknowledgment form, as described in subsection (2), has been completed for each public deposit account and is in the possession of the public depositor.

The annual report form may be found here:

https://myfloridacfo.com/docs-sf/treasury-libraries/treasury-documents/publicdepositorannualreportdfs11009.pdf?sfvrsn=6a54659d_2

Florida DEM Audit Tracking Report Notification

The Florida Division of Emergency Management (DEM) have recently sent out a notification regarding Federal Single Audit reporting. FDEM has established a process for tracking whether its subrecipients are required to obtain a Federal single audit. Please note that the FloridaPA

Single Audit Tracker is a FDEM-specific requirement that only applies to subrecipients receiving Federal grants through FDEM. All local governments who have received this email are advised to login to <http://FloridaPA.org> and complete the certification in the FloridaPA Single Audit Tracker.

