Month-End Close Timeline

**Daily Processing**
- Complete and approve all transactions
- Review dashboard and fix errored transactions
- Cash bank statements and reconciliation
- PPM Project and Award performance data

**GL**
- Open next period for all ledgers

**Assets***
- Allocate depreciation
- Close period

**Payables**
- Close current/open next period
- Generate and review reports
- Calculate accruals

**PPM***
- Transfer balances
- Release from restrictions (NAC 45)
- Close current/open next period

**Receivables**
- Generate and review reports
- Write off bad debt
- Close current/open next period

**Cash Mgmt.**
- Generate external transactions and auto reconciliation manually

**Intercompany**
- 6745 balances
- Close period

**GL**
- Run allocations
- Submit financial reports
- Close secondary ledger
- Close GL period
- Add fiscal year to accounting calendar
- Open next encumbrance year and carry forward balances

**Core Team/System Actor**
- All Modules
- Central Finance
- Payables
- PPM

* Year end close requires assets to close before PPM to process cores depreciation expense report
Yearly or quarterly cadence in teal