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ILLINOIS STATE COMPTROLLER

ACCOUNTING BULLETIN

TO: Fiscal Officers of All State Agencies

FROM: Ellen Andres, Assistant Comptroller - Operations

DATE: July 23, 2020

SUBJECT: FY20 Public Accountability Report – Reporting Dates Extended

NUMBER: 240

Procedure 33.20.20 of the Statewide Accounting Management System (SAMS) Manual states:

The purpose of the Public Accountability Report (PAR) is to provide information on the service efforts, costs, and accomplishments of the agency and its major programs. This report is to be submitted annually to the Illinois Office of Comptroller (IOC) as part of the year-end reporting package. The PAR is due to the IOC by November 15.

REPORTING DATES

State agencies report SEA information annually to the Comptroller's Office, as prescribed in the following instructions, according to the schedule below:

*By **August 15**, agencies submit for the approval of the Comptroller's Office a list of all programs that have been modified since the most recently published Public Accountability Report. Agencies will also submit for the approval of the Comptroller's Office a list of any modifications or additions in specific performance measures (input indicators, outcome indicators, external benchmarks, output indicators, and efficiency/cost-effectiveness indicators) that the agency proposes for each of the programs to be included in the PAR. Prior fiscal year indicators are only allowed to be deleted at the discretion of the IOC. (This information is to be submitted on worksheets provided by the Comptroller's Office. See Exhibit 33.20.20-A. Information previously entered on Exhibit 33.20.20-B may now be entered directly in the PAR Portal.)*

*By **November 15**, agencies submit their final SEA data to the Comptroller's Office using the PAR Portal on the Comptroller's website.*

Failure to submit these reports by the deadlines could result in a delinquency letter to the Office of the Auditor General.

Due to the global pandemic, state disaster declarations, and to accommodate agencies with their PAR reporting, the reporting dates will be as follows:

- **September 15 – Program and Indicator Worksheet**
- **December 15 – Final submission for the Service Efforts and Accomplishments Report, also known as the PAR**

Please note: Some agency GAAP Coordinators have been contacted or will be contacted by the IOC's Financial Reporting Department to submit information required for other reports. This will be due between September 18 – 28, 2020.

If you have any questions concerning this Accounting Bulletin, please contact Stephanie Blair (Stephanie.Blair@illinoiscomptroller.gov). Agencies may access this and other [Accounting](#), [Payroll](#), and [SAMS](#) bulletins on the IOC website.