



SUSANA A. MENDOZA
ILLINOIS STATE COMPTROLLER

ACCOUNTING BULLETIN

TO: Fiscal Officers of All State Agencies
FROM: Kathleen Killion, Director of State Accounting
DATE: August 22, 2023
SUBJECT: Debt Transparency Act Report – Revision to Column B Liabilities
NUMBER: 269

Beginning with the DTA reporting period ending August 31, 2023 (submissions due by September 8, 2023), Column B liabilities of less than \$500 in total do not need to be reported in agencies' submission. Liabilities of \$500-\$999 should be rounded to \$1,000, per the current rounding requirement.

Revised language in Accounting Bulletin 234 is underlined below:

Column B: Agency Liabilities – This column should include all current liabilities of at least \$500 in total held at the agency as of the last day of the reporting period, regardless of whether the agency has sufficient appropriation to cover the liability. Liabilities associated with continuing or non-appropriations should also be included in the agency's liabilities. For the purposes of this report, a liability is recognized when the agency is in receipt of an invoice/bill or other documentation containing sufficient information necessary to process a payment. Although, the assignment of an appropriation is not required to be considered a liability, the fund or funds from which the payment(s) will be made will need to be specified. If the fund is not determinable at the reporting period date, the liability should be assigned to the most likely fund from which it will be paid.

Intergovernmental payments (including Revolving Fund payments) and agency liabilities that have begun with the Court of Claim process should be included in each agency's individual report.

Payroll liabilities (including accrued vacation and sick pay) should not be included in the report.

If your agency would only report liabilities of less than \$500 for any fund or section, then per IOC

rules already in effect, you will not need to submit an excel report for the respective reporting period. You will just need to provide an email as described in section 33.17.20 of the SAMS Manual and in the "Submission" section of IOC Accounting Bulletin 234.

Please ensure this bulletin is provided to everyone in your organization impacted by the change. If you have any questions concerning this Accounting Bulletin, please email Chris Maley at chris.maley@illinoiscomptroller.gov.

Agencies may access this and other [Accounting](#), [Payroll](#), and [SAMS](#) bulletins, as well as DTA reporting forms SCO-961, SCO-961A and SCO-961B, on the IOC website.