

FY2022 State Budget Accruals

State Funds only: June 2022 invoice expenses keyed in July as accruals (fiscal period 14, FY2022) are now reflected in the current year (FY2023) budgets. The document number is BE000047. Please note the invoice document number within the transaction description to further review items keyed in the accrual period. Contact Dawn Quist quists@ecu.edu or 737-2100 if you have questions.

State Funds only: June 2022 invoice expenses keyed in fiscal period 12 (FY2022), where checks were not written as of June 30, 2022, are now reflected in the current year (FY2023) budgets. These invoices were reversed in June in order for the University to close on the cash basis of accounting per Office of State Budget and Management (OSBM). The invoices were re-entered in July (fiscal period 01, FY2023). The document number is EOYR0016. Please contact Dawn Quist quists@ecu.edu or if you have questions



[Month End Schedule](#)



[Report Information](#)



[Upcoming Training](#)



[Contacts](#)

Payment Lookup Tips

- [How to lookup Banner Vendor ID](#)
- [How to lookup Vendor Payment History using ecuBIC](#)
- [How to lookup Vendor Payment History using ODS Quick Query](#)
- [How to lookup Vendor Payment History using a Purchase Order](#)
- [How to lookup ProCard Payment History in Chrome River](#) (coming soon)
- [How to view/retrieve scanned invoices in Xtender](#)

Good Accounting Practices

- Visit the revised [Guide to Materials Management and Purchasing](#).
- Complete the [Monthly Departmental Review Process](#) for every FOAPAL.
- Complete and submit the security reviews as requested.
- Attend training for the newest version of Finance Self Service. Register for training classes on [Cornerstone](#) located in Pirate Port.
- [Monthly journal entry review](#) to verify the status to ensure all journal entries have posted to the general ledger.