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ALSO OF INTEREST



7/1/2016 - CLEAR deadline (15 day)

7/14/2016 -NOON- June Error Clearing Deadline

7/16/2016 - CLEAR deadline (30 day)

8/1/2016 - CLEAR deadline (45 day)

8/4/2016 - July Error Clearing Deadline

8/23/2016 - University-Wide Post Award (PAWS) Meeting; 9:30-10:30, 118 Academic Success Center

9/6/2016 - August Error Clearing Deadline



LETTER FROM THE DIRECTOR

Internal Audit will be assisting Elliott Davis Decosimo with our annual federal audit again this year. Some of you have already received requests from Arthur Leonard to provide supporting documentation for expenditures. Please notify Cindy Seaborn or Roberta Elrod if you have questions about the required documentation. The external auditors will be on campus beginning August 15th for three weeks at which time more sampling will be performed. We appreciate your cooperation with the auditors and GCA.

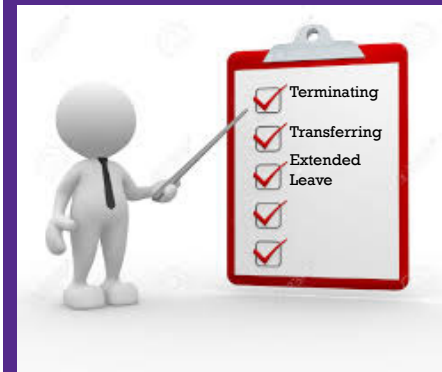
Roberta H Elrod



- June 30 Last day to receive goods or services for payment to be made against the Fiscal Year 2015-2016 budget.
- July 1 Noon. Last day for deposit of University gifts and revenues received during Fiscal Year 2015-2016.
- July 11 Post 7/15/16 payroll.
- July 11 Last day to enter invoices for goods and services provided by University departments no later than June 30, 2016.
- July 11 Last day to enter account numbers and approvals for departmental credit card purchases made by June 30, 2016.
- July 12 Last day (prior to 4:30 pm) to enter and approve all vouchers for goods and services received by June 30, 2016.
- July 13 Last day (prior to 4:30 pm) to enter journal entries and final approval of corrections for transactions in Fiscal Year 2015-2016.
- July 14 Noon. All June errors must be cleared. Facilities and Administrative costs posted for June.
- July 15 Central accounting staff prepares final University-level fiscal year end entries and closes FY
- July 22 16. Journal entry panels available in "View" mode.

IN OTHER NEWS

Checklist for Principal Investigator (PI)



The Checklist for PI Terminating, Transferring from Clemson, or Going on Extended Leave is being revised to include additional information. The revised version will replace the current form, located on the [GCA website \(GCA Essential Tools\)](#).



If you know of someone who may benefit from the information contained in the GCA newsletter, please feel free to share!

Contact name and e-mail address should be provided to Stephanie Duncan at sduncan@clemson.edu.