

State of Rhode Island
Department of Administration

INTER-OFFICE MEMORANDUM

Office of Accounts and Control

TO: Chief Financial Officers

DATE: December 18, 2006

FROM: Lawrence C. Franklin, Jr., State Controller

SUBJECT: New Reports in RIFANS
CFO 07-31

The following new reports are available from RIFANS:

- *CFDA Detail Report*
 - *Cash Resources Report*
 - *Federal Drawdowns Report*
 - *General Revenue Report*
 - *Interfund Analysis*
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- use your RIFANS userID/password to logon or if you do not have GL access, use the inquiry user.
 - Within the General ledger menu, select "REPORTS" menu and select "FINANCIAL" (Use STANDARD for all other reports.)
 - Select single request
 - From the list of values - select one of the above reports
 - Click on the "Segment Override" field
 - Insert your report parameters
 - Press OK button
 - Press the SUBMIT button
 - View Requests
 - Press the REFRESH button until your selected report shows as completed
 - Press the VIEW OUTPUT button