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Division of Local Government Services (DLGS)

“The Division strives to help all local governments achieve excellence, efficiency, and long-term fiscal stability in their operations”

Title: Financial Automation Submission Tracking (FAST) Updates

Budget Module

As part of our continuing efforts to automate the financial reporting of local government agencies, the Division of Local Government Services (DLGS) has released the Financial Automation Submission Tracking (FAST) Budget Module to Municipalities for input of their CY 2019 Adopted Budgets.

Completing 2019 Adopted Budgets in the FAST portal allows this information to be included in the rollover process to create the new CY 2020 budget records. Upon implementation of the budget module, the DLGS will receive, review, and certify all municipal levies in the Fast system. The DLGS will no longer accept paper copies.

Chief Financial Officers must submit the 2019 adopted budget by January 15, 2020.

To assist with user input through the FAST portal, the division is offering training workshops and webinars. More information is available at: https://www.nj.gov/dca/divisions/dlgs/pdf/EGG_Notice-FAST_Budget_Training.pdf.

Frequently Asked Questions (FAQs) are also available at https://www.nj.gov/dca/divisions/dlgs/pdf/Budget_FAQ-Quick_Tips%20.pdf

Please visit the FAST webpage <https://www.nj.gov/dca/divisions/dlgs/fast.html> for up to date FAST information.

The use of FCOA codes is required for reporting all revenue and appropriations in the Budget. Due to recent FCOA code updates, Chief Financial Officers must review any previously entered FCOA codes prior to submission. For convenience, a listing of FCOA codes is provided and can be accessed in the FAST portal.

Audit/Annual Financial Statement/Annual Debt Statement Modules

Registered Municipal Accountants and Chief Financial Officers must input their 2018 Audits into the FAST Audit Module. The Audited Balance Sheet amounts from the 2018 Audit will be included in a rollover process and will reflect as opening balances for 2019 Annual Financial Statements.

2018 audited balance sheet amounts must be submitted by November 30, 2019. 2019 Annual Financial Statement records will be available for preparation on or about December 9, 2019.

2019 Annual Debt Statement records will be available for preparation on December 2, 2019.