

# Notice to Chief Fiscal Officers

## Important Changes to the Annual Financial Report (AFR)

### 1. New Accounting Releases

[Accounting and Financial Reporting for Subscription-Based Information Technology Arrangements \(SBITAs\) as Required by GASB Statement No. 96](#)

This bulletin provides accounting and financial reporting guidance for subscription-based information technology arrangements (SBITAs) and illustrate how local governments and school districts will need to account for and report these SBITAs in the Annual Financial Report (AFR) and the ST-3. [Reasonably Certain Template \[.xlsx\]](#)

[Accounting for Direct Payment Opioid Settlement Funds](#)

This bulletin provides accounting guidance related to direct payments of opioid settlement funds from the New York State Attorney General's Office to county and city governments.

[Account Code for Marijuana Regulation and Taxation Act \(MRTA\) Revenues – Tax on Adult-Use Cannabis Sales](#)

This bulletin provides guidance related to the accounting for moneys received by a county, city, town, or village from the Marijuana Regulation and Taxation Act (MRTA). These revenues are derived from a 4 percent local excise tax on the sale of adult–use cannabis products by a retail dispensary to a cannabis consumer.

### 2. Various account codes have been added. Summary of recent changes:

**Activated:**

Financial Statement	Code	Code name	Funds	Class
Results of Operations (Rev)	2735	Opioid Settlement Funds	A, CM, SM, EF, EH, EI, EM	CCTV, FD
Balance Sheet	894	Asset Forfeiture Escrow Fund	A	CCTV
Results of Operations (Rev)	1116	Tax on Adult-Use Cannabis	A	CCTV
Results of Operations (Exp)	90168	Fire Retirement	A, B, CM, DA, M, SM	CCTV, FD
Balance Sheet	633	Due to Financial Institution for Overdrawn Accounts	All	All

See GASB 96 Bulletin (link above) for a complete listing of new account codes related to GASB 96.

3. Online Services Enrollment/Contact Update Process

At this time all contacts listed as the Chief Fiscal Officer (CFO) in our system have been enrolled in the new AFR software in OSC Online Services. If there is a change in CFO, please make sure to update the contact information using OSC's contact update system or emailing the name, title, email address, and phone number of the new contact to [AFRfile@osc.ny.gov](mailto:AFRfile@osc.ny.gov). Once the CFO has been updated in our system, the new CFO will be enrolled in the AFR software and the old CFO's AFR user account will be locked. For security and audit trail purposes, user credentials should not be shared, and you should not modify the name on the old CFO's account to reflect the new CFO.

4. AFR filing due dates for Towns and Villages have been updated as a result of 2020 Census population data. These new filing deadlines are effective starting with fiscal year end 2/28/2022 and after. Please see current [Annual Financial Report Filing Deadlines](#).

CPA Reports and notes to financial statements may be filed electronically. Email to the following email address: [afrfile@osc.ny.gov](mailto:afrfile@osc.ny.gov)

If you have questions pertaining to the accounting guidance described in this notice, please contact the Local Government & School Accountability Data Management Unit at 866.321.8503 or 518.408.4934 (option 4) or email [afrfile@osc.ny.gov](mailto:afrfile@osc.ny.gov).