VISION
Upgrade to v9.2

Overview of Changes in Accounts Payable

NEW FUNCTIONALITY	WHAT IT MEANS TO YOU
You can change the accounting date on vouchers at month-end if needed.	At the end of the month, you will be able to change the accounting date to the next month if the voucher cannot be budget checked and approved before month end deadlines. Vouchers will no longer need to be deleted if they cannot be posted before the month end close deadlines.
A new required field called C/P Indicator has been added to the Invoice Information tab in the Invoice Lines section where you will indicate C or P on each voucher line to indicate if the invoiced line amount is for a prior year (P) or current year (C) expenditure.	Eliminates the "PY" prefix for prior year expenditures in the invoice field of the voucher so that system controls for duplicate voucher checking are not bypassed.
JNLVCHR template will automatically default into a voucher when you click "save" when "Journal Voucher" is selected from the Voucher Style drop-down menu on the Voucher - Add a New Value page.	You will not have to remember to change the accounting template on journal vouchers.
Voucher approval workflow has been added.	You will no longer approve your own vouchers. You will budget-check the voucher then submit it for approval. Approvers can return it for edits or approve it. Once approved, the voucher will post during overnight processing or can be posted by a department user. An audit trail of who approved vouchers is available on each voucher.
A new field for Grant ID has been added to the header section of the Invoice Information tab that is required when making a grant payment. The field is tied to the VT Grant Tracking Module so that only valid Grant ID's will be available to use.	The Grant ID will no longer be entered in the Invoice field of the voucher. (The Invoice field must contain the actual invoice ID from the invoice received or if no invoice ID is provided, relevant information to correlate the voucher to the request for payment.) The Grant ID field will be printed on the check stub (once the Treasurer's Office implements a new check printing system), ACH advice, and will be included in the payment information on the Treasurer's Office vendor portal.
A new field for CFDA# has been added to the header section of the Invoice Information tab. The field is required for all federal grants with a CFDA#. This is a free form field so that multiple CFDA numbers can be entered if needed.	The CFDA # field will be printed on the check stub, ACH advice, and will be included in the payment information on the Treasurer's Office vendor portal.
The Distribute by Method can no longer be changed on PO vouchers.	When a PO is copied into a voucher, the Distribute by Method (quantity or amount) is defaulted into the voucher from the PO. If the method was entered incorrectly on the PO, a change must be done to the PO before being copied into the voucher.

See the reverse for additional changes.

NEW FUNCTIONALITY	WHAT IT MEANS TO YOU
A PO voucher can be closed in 9.2 using the same functionality as closing a regular voucher.	The Department will no longer have to contact Finance & Management to close PO vouchers. A PO voucher can be closed using the same functionality as closing a regular voucher.
A new International Handling Code has been added.	A new international handling has been created and associated with all international suppliers (vendors) and will automatically default when entering a voucher. This will eliminate the need for a department to mark a voucher as separate with a handling code of DP and eliminate separate mailing from the department. Vouchers coded with the international handling code will be mailed by the Office of State Treasurer using the correct postage charge and not be kicked back by USPS for insufficient postage.
Add/Update Supplier (Vendor)	Requests will now be made using an add or update form within the VISION system. There will be no need to complete an excel file, email the form and wait for an email response from Finance Accounting as to the status of the request. The new add and update form can be tracked by the requestor using a query within VISION to see where the request is at within the process. This query will include all pertinent information regarding the request (supplier id (vendor id), form status, approval/denial comments, etc.)
Accounts Payable WorkCenter	You will be able to navigate to one place for the majority of the work that you need to do in the AP module. You will be able add links, queries, and reports that you find useful but are not included in the delivered WorkCenter.