**State Controller’s Office – Shared E-mail Address**

**Accounting Services**

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| * 1099 Forms, enterprise
 | DOASCO1099@wisconsin.gov  |
| * Annual Appropriation Certifications
* Budget Load
* Fiscal Year-End
* General Accounting related, other
* Interunit Journals
* Policy & Procedure Questions within STAR Modules:
* (Accounts Payable (AP), Expense (EX), General Ledger (GL) and Commitment Control (KK) as Subject Matter Experts)
 | DOADEBFSCOAccountingServices@wisconsin.gov  |
| * Specialized ACH and Check writing Jobs, Other Disbursement Activity including On-Demand Check Payments
 | DOASCOSPECIALIZEDDISBURSEMENTS@wisconsin.gov  |

**Audit Services**

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| * General SCO Audit Services mailbox for agency submissions (e.g., Prompt Payment Interest Forms, Appropriation Overdraft Certifications, SEFA Submissions, etc.) and general questions.
 | DOADEBFAuditServices@wisconsin.gov |
| * General mailbox for state single audit guideline questions or submissions for updates from agencies.
 | DOASSAGGeneral@wisconsi.gov |

**Business Partner Services**

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| * Supplier questions about payments,
* Supplier additions/maintenance questions, support dashboard help,
* e-Supplier questions
* Customer additions/maintenance questions, support dashboard help
 | WIVendors@wisconsin.gov |

**Capital Accounting Services**

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| * Capital Accounting Mailbox for Agency questions and requests related to Capital project under **BU 867BC**.
* New Capital project setup
* Capital project budget adjustments
* Focus on Energy Rebate check process
* Direct charges
* Project Manager change requests
* Capital project closings
 | DOASCOPROJECTBUDGET@wisconsin.gov |

**Cash Management**

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| * Questions on the daily inflows/outflows of the state’s general bank account.
 | doacashdesk@doa.state.wi.us |
| * Deposits that need to be completed
* Agencies to notify SCO cash management about any wires and/or ACHs they are anticipating receiving
 | DOACashReceipts@wisconsin.gov |
| * Inquiries regarding pledged securities held by the state.  (This is used by outside entities)
 | TrustDeposits@wisconsin.gov |
| * Correspondence regarding fines, forfeitures, assessments, surcharges and court fees.  (This is used by outside entities).
 | DOAMunicipals@wisconsin.gov |
| * Agencies use to submit check stop pay reissues, check copies or the reissue of checks from the cancel draft system.
 | DOAStopPay@wisconsin.gov |

**Financial Reporting Services**

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| * Agency annual GAAP submissions.
 | doadebfgaap@wisconsin.gov |

**Payroll Services**

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| * Agency Payroll, & Finance staff **questions and clarifications** requests related to:
* Task reporting corrections in HCM,
* Mass updates to Task Reporting information in HCM,
* Overdrawn Leave
* A/R Invoice repayments,
* Payroll payments that need to be reversed or reprinted in HCM, HCM Earnings Code questions,
* Earnings taxability questions.
* **Requests to process** anything in the HCM system should be submitted via Payroll or Time & Labor JIRA, not via email.
* Employee and former employee payroll-related questions should be made directly to their agency’s payroll staff.
 | DOACentralPayroll@wisconsin.gov |

**Treasury Services**

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| * Communicating with the Local Government Investment Pool participants
 | LGIP@wisconsin.gov |
| * Communicating with agencies we perform central federal draws for.
* Used to assist with STAR accounts receivable and billing questions along with accounts receivable reporting.
 | DOACentralFederalDraw@wisconsin.gov |
| * Establishing new bank accounts
* Setting up online receipting applications
* Managing paper lockboxes
* Requesting new banking services
* Questions dealing with credit card receipting.
* Requesting access and resetting passwords for SinglePoint, US Bank ePayment/eBill application, and Deluxe retail lockbox operations.
 | DOATreasury@wisconsin.gov |