

Spring Finance Forum Notes

April 14th & 15th 2026

[Link to Primary PDF of Power Point Presentation](#)

Budget Updates--Jeff Souder:

FY27 Telecom Changes:

Monthly billing methodology from per unit to headcount

Centralized Billing for desk phones (not cell/MiFi) by program (additional information should be communicated by Budget Management with the FY27 budget packets).

4, 5, 8 & 9 departments will be charged individually

FY27 Card Services Changes:

C-Bord transferred from Card Services to Facilities Management

Depts will still pay for C-Bord Equipment

Reengineering Madison Update—Mark Angel:

Mark gave an overview of where we are currently with the ERP/HR portions of the Reengineering Madison project. The expectation is that end users will be brought in for testing/training as we get further along.

Year-End Memo Important Dates:

SEE YEAR-END MEMO OR ATTACHED POWER POINT FOR ALL IMPORTANT YEAR-END DATES

Available at: [Finance Office: News & Announcements - JMU](#)

Updates and Reminders:

W-9 threshold has been increased from \$100 to \$250 related to incentive payments. Vendors paid through Accounts Payable are still required to submit a completed COVA W-9 regardless of payment amount.

Cords, stoles, medallions may not be purchased for entire group – selective, documented criteria is required. See the Financial Procedures Manual subsection 4205.392: [4205 - Expenditures - JMU](#) for additional details.

Prepaid card reminders:

Must be picked up from UBO within 5 days of date confirmed by CI

Limited quantities available at one time

Must be distributed within 60 days of receipt

Five days required from the time CI receives order before fulfilment (per diem cards for students should be submitted 10 days ahead so students can have up to five days to pick up cards).

Training provides detailed instructions, including how to complete each form.