### Office of Finance: Functional Organization Chart

![Office of Finance Functional Organization Chart](chart.png)

**Office of Finance**

- **Student Finance/Financial Aid**
  - Student financial aid and accounts receivable administration
  - Financial Aid program compliance
  - Administer direct student loans
  - Preparation of IPEDS, DOE and HLC reports
  - Administer student refunds
  - Student Payment plan administration
  - Manage third party contracts (e.g., collections, payment plans)

- **Controller’s Office**
  - Financial accounting, reporting and analyses
  - Implementation and monitoring of internal accounting controls
  - Grants Accounting: Fiscal management of grant funds
  - Fixed Asset and Inventory Accounting
  - CCC Foundation accounting: Fiscal management and support activities for the City Colleges of Chicago Foundation
  - Cashiering and front line customer service to students on financial questions
  - Internal control compliance and monitoring within college
  - Budgeting, Financial reporting and analysis for college
  - Procurement and vendor payments

- **College Business Office**
  - Management of Bank account, investment services and relationships
  - Management of cash and investments; as well as associated financial transactions
  - Provide cash management support to the Colleges
  - Budgeting, Financial reporting and analysis for college
  - Procurement and vendor payments

- **Treasury**
  - Development and implementation of the Annual Budget Process, Strategic Financial Plan and Business Plan
  - Monitoring of Budget to Actual performance
  - Collaborate with all colleges and district departments to coordinate current and long-range strategies for planning, forecasting, and budgeting
  - Review and approval of funding source on Board Reports
  - Monitoring of position control for staffing requests and transfers

- **Budgeting and Planning**
  - Financial policy and procedure compliance monitoring
  - Accounts payable disbursement services
  - Development of systems, tools and procedures to monitor effectiveness of financial controls
  - Coordination of activities and communication with the technical support from OIT and/or PeopleSoft
  - Provide functional support for the HR/Payroll and Student financial transactions fed to the General Ledger

- **Fiscal Control, Compliance & Business Services**
  - Financial policy and procedure compliance monitoring
  - Accounts payable disbursement services
  - Development of systems, tools and procedures to monitor effectiveness of financial controls
  - Coordination of activities and communication with the technical support from OIT and/or PeopleSoft
  - Provide functional support for the HR/Payroll and Student financial transactions fed to the General Ledger

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*Image credits:*
- Office of Finance Functional Organization Chart: [Image source](chart.png)