Agenda

- Project Status
- SPR 5
- Chart of Accounts
- Budget Functionality
- Panel Discussion
Status of Wave 1

- **Testing**
  - FI$Cal Project focused on testing activities
    - Functional Test – In Progress
    - Configuration Test – In Progress
    - Interface Test – In Progress
    - Conversion Test – In Progress

- **Managing Change**
  - Working with Department Liaisons to incorporate identified changes from completed Change Impact Tools into department-specific tasks in the Master Department Workplans

- **Training**
  - FI$Cal training course materials under development
  - FI$Cal Training Team is working with departments to plan their engagement with Train-the-Trainer and training deployment
SPR 5 Highlights

On January 17, 2014 the California Department of Technology approved Special Project Report 5 for the FI$Cal Project

SPR 5 makes the following changes to FI$Cal:

- Adds DGS from a partially deferred department for its operations to a Wave 2 department
- Shifts STO and SCO control agency functions to Wave 3 with a new go live date of July 2016
- Shifts the majority of departments to Wave 4 with a new go live date of July 2017
- Includes a PeopleSoft upgrade in Wave 3

SPR 5 does not propose any changes to Wave 1
### Calendar Years

<table>
<thead>
<tr>
<th></th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Q1</td>
<td>Q2</td>
<td>Q3</td>
<td>Q4</td>
<td>Q1</td>
<td>Q2</td>
<td>Q3</td>
</tr>
</tbody>
</table>

#### SPR 4

- **Pre-Wave ~12 Months**
- **Wave 1 20 Months**
- **Wave 2 12 Months**
- **Wave 3 12 Months**
- **Wave 4 12 Months**

#### SPR 5

- **Pre-Wave ~12 Months**
- **Wave 1 20 Months**
- **Wave 2 15 Months**
- **Wave 3 24 Months**
- **Wave 4 24 Months**

**O&M**
Why SPR 5?

- The FI$Cal Project is over a year into the implementation. There is a clearer picture of the magnitude of work necessary for success that is now based upon first-hand experience.

- Overlapping workload associated with the design, build, and test activities for the end-to-end System functionality for SCO, STO, and DGS Control Agency functions and the remaining departmental functionality all in Wave 2 while bringing on several very large departments, creates an even greater risk than anticipated.
Why SPR 5? (con’t.)

- Experience and knowledge gained from Pre-Wave and Wave 1 efforts, and the advice of the ERP Advisors highlighted that a change is necessary to decrease Project risk and increase the probability of success in each FI$Cal wave.

- The schedule change will provide the ability to focus on full solution and stabilization before rollout to the majority of the departments.

- Implementing the Control Agencies and the entire end-to-end FI$Cal solution as well as the upgrade prior to deployment to the majority of State departments and agencies will significantly reduce the amount of retraining and rework required.
CHART OF ACCOUNTS

Cathy Leal
Tracy Milner
ChartFields

**Business Unit (BU):** An organizational unit with a balanced set of books that is used to segregate GL reports and processing. Access to the use of Business Units can be controlled with security configuration. FI$Cal Business Units will be defined as the Organization Codes to which Departmental appropriations are made.

**Business Unit Affiliate:** Identifies the Business Unit *counterparty* on a cross-BU (“InterUnit) entry, i.e. the “other Business Unit”

**Appropriation Reference (Reference):** Identifies the *appropriation and financial control structure* of a transaction. It is typically used to maintain uniqueness across multiple appropriations involving the same Department (BU) and Fund.

**Fund:** A fiscal and accounting entity with a balanced set of books. FI$Cal Funds will include values that combine funds and subfunds into a single coding element.

**Fund Affiliate:** Identifies the Fund counterparty on a cross-Fund (“IntraUnit”) entry, i.e. the “other Fund”

**Statewide values - centrally maintained**

**BU specific values - centrally maintained**

**BU specific values - BU maintained**
ChartFields

**Enactment Year (ENY/YOE):** The year an appropriation was first authorized or enacted. DOF refers to this as Year of Appropriation (YOA).

**Account:** Identifies the type of asset, liability, fund balance, receipt, expense, transfer or statistical measurement involved in a transaction. FI$Cal Accounts will merge the existing GL Code, Receipt Code and Object Code concepts into a single coding element. Accounts will be numbered as shown below:

<table>
<thead>
<tr>
<th>First Digit</th>
<th>Account Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Asset</td>
</tr>
<tr>
<td>2</td>
<td>Liability</td>
</tr>
<tr>
<td>3</td>
<td>Equity / Fund Balance</td>
</tr>
<tr>
<td>4</td>
<td>Revenue</td>
</tr>
<tr>
<td>5</td>
<td>Expense</td>
</tr>
<tr>
<td>6</td>
<td>Transfers (revenue &amp; expense)</td>
</tr>
<tr>
<td>9</td>
<td>Statistical</td>
</tr>
</tbody>
</table>

- **Statewide values - centrally maintained**
- **BU specific values - centrally maintained**
- **BU specific values - BU maintained**
ChartFields

**Alternate Account:** An Account subclassification, typically used for receipt and expense accounts. Each Alternate Account is linked to one “parent” Account, but an Account can have multiple “child” Alternate Accounts.

**Program:** Identifies the *programmatic function* of a transaction, including its program, element, component and task, as applicable. Departments can define lower level classifications of Programs as needed. Similar to the UCM Program concept.

**Reporting Structure:** Identifies the *organizational entity* associated with a transaction. Such as Division, Office, Unit.

**Service Location:** An agency defined ChartField that identifies the location (county, city, district, building, etc.) associated with a transaction.

Statewide values - centrally maintained
BU specific values - centrally maintained
BU specific values - BU maintained
ChartFields

**Project:** Associates transactions with grants, capital projects and other activities having a finite duration. Projects can cross multiple budget years, funds and departments. Use of a Project ID on a transaction involves the use of other Project related ChartFields such as Activity (required), Resource Type, Resource Category and Resource Subcategory (all optional).

**Agency Use:** An agency defined ChartField that is used to meet reporting and/or budgeting requirements not met by other ChartFields.

**Statistics Code:** Useful for tracking statistical data (units) related to a financial transaction.

**Budget Period:** Although not actually a ChartField, the Budget Period field is similar in usage to ChartFields. This field represents the budget fiscal year to which a budget transaction applies. It is similar to the existing Funding Fiscal Year concept, and is referred to by DOF as Year of Budget (YOB).

Statewide values - centrally maintained
BU specific values - centrally maintained
BU specific values - BU maintained
## ChartField Design Summary (1 of 2)

<table>
<thead>
<tr>
<th>ChartField Label</th>
<th>Max Length</th>
<th>Maintained</th>
<th>When Required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Unit ✓</td>
<td>4 (max length is 5)</td>
<td>Centrally</td>
<td>Always</td>
</tr>
<tr>
<td>Business Unit Affiliate</td>
<td>4 (max length is 5)</td>
<td>Centrally</td>
<td>Never</td>
</tr>
<tr>
<td>Appropriation Reference</td>
<td>4 (most will be 3)</td>
<td>Centrally</td>
<td>On expenditure and reimbursement transactions</td>
</tr>
<tr>
<td>Fund ✓</td>
<td>4 (when no Subfund exists)</td>
<td>Centrally</td>
<td>Always</td>
</tr>
<tr>
<td>Fund Affiliate</td>
<td>4 / 9</td>
<td>Centrally</td>
<td>ChartField Label</td>
</tr>
<tr>
<td>Enactment Year</td>
<td>4</td>
<td>Centrally</td>
<td>On expenditure and reimbursement transactions</td>
</tr>
<tr>
<td>Account</td>
<td>7</td>
<td>Centrally</td>
<td>Always</td>
</tr>
<tr>
<td>Alt Account</td>
<td>10 (first 7 digits is the corresponding Account)</td>
<td>By Departments</td>
<td>Never</td>
</tr>
<tr>
<td>Program</td>
<td>10 (Program segment 4, Subprogram segment 3, Subtask Segment 3)</td>
<td>Statewide 1-7, Departmentally defined 8-10, subject to central review</td>
<td>On expenditure and reimbursement transactions</td>
</tr>
</tbody>
</table>

✓ indicates a balancing ChartField
## ChartField Design Summary (2 of 2)

<table>
<thead>
<tr>
<th>ChartField Label</th>
<th>Max Length</th>
<th>Maintained</th>
<th>When Required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reporting Structure</td>
<td>8 (BU Prefix, 4 departmentally defined)</td>
<td>By Departments</td>
<td>On receipt and expenditure transactions</td>
</tr>
<tr>
<td>Service Location</td>
<td>5</td>
<td>By Departments</td>
<td>Never</td>
</tr>
<tr>
<td>Project</td>
<td>15</td>
<td>By Departments</td>
<td>Never (could be required on transactions involving Fed funds)</td>
</tr>
<tr>
<td>Agency Use</td>
<td>10</td>
<td>By Departments</td>
<td>Never</td>
</tr>
<tr>
<td>Statistics Code</td>
<td>3</td>
<td>Centrally</td>
<td>Never</td>
</tr>
<tr>
<td>Budget Period (not an actual ChartField)</td>
<td>4</td>
<td>Centrally</td>
<td>Budget journals only</td>
</tr>
</tbody>
</table>

✓ indicates a balancing ChartField
ChartField / UCM Codes Cross-reference

BUDGET FUNCTIONALITY

Amanda Martin
Budget Functionality

Legend
- Pre-Wave
- Wave 1
- Wave 3

Other Sources (Spreadsheet Templates)
- Statistical Data

SCO Payroll
- HR Data

Hyperion Public Sector Planning & Budgeting
- View/Update Data
- Actuals and Budget Data
- Final Budget Data

Smart View for Office

Budget Books
- PDF
- HTML

General Ledger / Commitment Control

January 2014

What **IS** Changing for Budgets

- DOF centralized budget development functionality in FI$Cal will be implemented in Wave 1 **statewide**
  - Wave 1 departments will enter their budgets directly in FI$Cal
  - Non-Wave 1 departments will submit their BCPs and Planning Estimate Adjustments to DOF using new standardized templates to be uploaded into FI$Cal
- All budget requests (current year and budget year) will be entered into FI$Cal
- Automated workflow is introduced for Wave 1 Departments
- All Items of Appropriation will be scheduled to a Program, eliminating most payables and the BR-1 process
- Reimbursements must be scheduled to a Program
What **IS** Changing for Budgets

- Initiating the budget
  - Starting base budget year (BY) budget amounts will not solely be the enacted current year (CY) amount
    - For Wave 1 only, new starting figures will reflect the enacted budget, and need to be adjusted by approved one-time costs, full-year annualization, and other approved out-year impacts
  - Human Capital Planning (HCP) information will be uploaded to FI$Cal through a new Schedule 7A/8 process for base positions
- Every dollar in the department’s budget will be in a decision package (whole dollars)
FI$Cal Decision Package Concept

One of many decision packages

Revenue Estimates
Capital Outlay Package
Policy Change Package
Workload Package
Current Baseline Funding

Decision Package

Extend ERS  Justification  2014  COA  $3,000,000
narrative

Ongoing Iterations
FI$Cal Decision Package Concept

Revenue Estimates
Capital Outlay Package
Policy Change Package
Workload Package
Current Baseline Funding

Legislative Actions
Revenue Estimates
Capital Outlay Package
Policy Change Package
Workload Package
Current Baseline Funding

Start → Gov Budget → May Revision → Budget Enact

January 2014
Budget Functionality
Budget Functionality
Budgets: Next Steps

- Targeted Outreach to Non-Wave 1 Departments to inform them of upcoming events

- FI$Cal Forum Presentation – Overview of Budget Development for Non-Wave 1 (March 2014)

- Budget Instructions – Ongoing throughout budget development cycle
PANEL DISCUSSION

Mark Howard
Cathy Leal
Amanda Martin
Kirk McCain
Tracy Milner
Nevil Pesika
Talk with your Departmental Liaisons
http://fiscal.ca.gov/about-vision/department_liaison_network_corner/

or e-mail the FI$Cal project team at:
fiscal.cmo@fiscal.ca.gov