



FI\$Cal

Financial Information System for California

Grants/Projects/Customer Contracts Business Process Workshop (BPW)

July 2016 Departmental Release

Agenda

- BPW Objectives
- Future Activities
- Grants Management
 - Process Overview
 - Detailed End-User Role Description
 - Demonstration
- Project Costing
 - Process Overview
 - Detailed End-User Role Description
 - Demonstration
- Customer Contracts
 - Process Overview
 - Detailed End-User Role Description
 - Demonstration
- Change Impact Activity
- Next Steps

BPW Objectives

- The Business Process Workshops will provide:
 - An overview of the business process, including key terms and functionality being implemented
 - A list of changes with the “To-Be” business process
 - An opportunity to discuss and begin identifying department-specific changes and impacts
 - An explanation of end-user roles
 - A template to capture department-specific changes and impacts

What Comes Next?

- **Role Mapping Workshop** – Workshop to review the FI\$Cal Role Mapping Template, answer any questions about the roles presented in BPWs, and begin assigning end-user roles.
- **Change Workshop** – Workshop to help prepare managers and supervisors for conversations with department end users on the new FI\$Cal business processes and their FI\$Cal end-user roles.
- **End-User Training** – Training for department end users that will need to use the System in their assigned FI\$Cal end-user roles.



What You Should Take Away

- Process overview level understanding of the FI\$Cal business processes. For this session, the business processes are:
 - Grants Management
 - Project Costing
 - Customer Contracts
- BPW Change Impact Tool for your department used to identify and manage department-specific impacts
- Understanding of the FI\$Cal end-user roles for participation in the Role Mapping Workshop

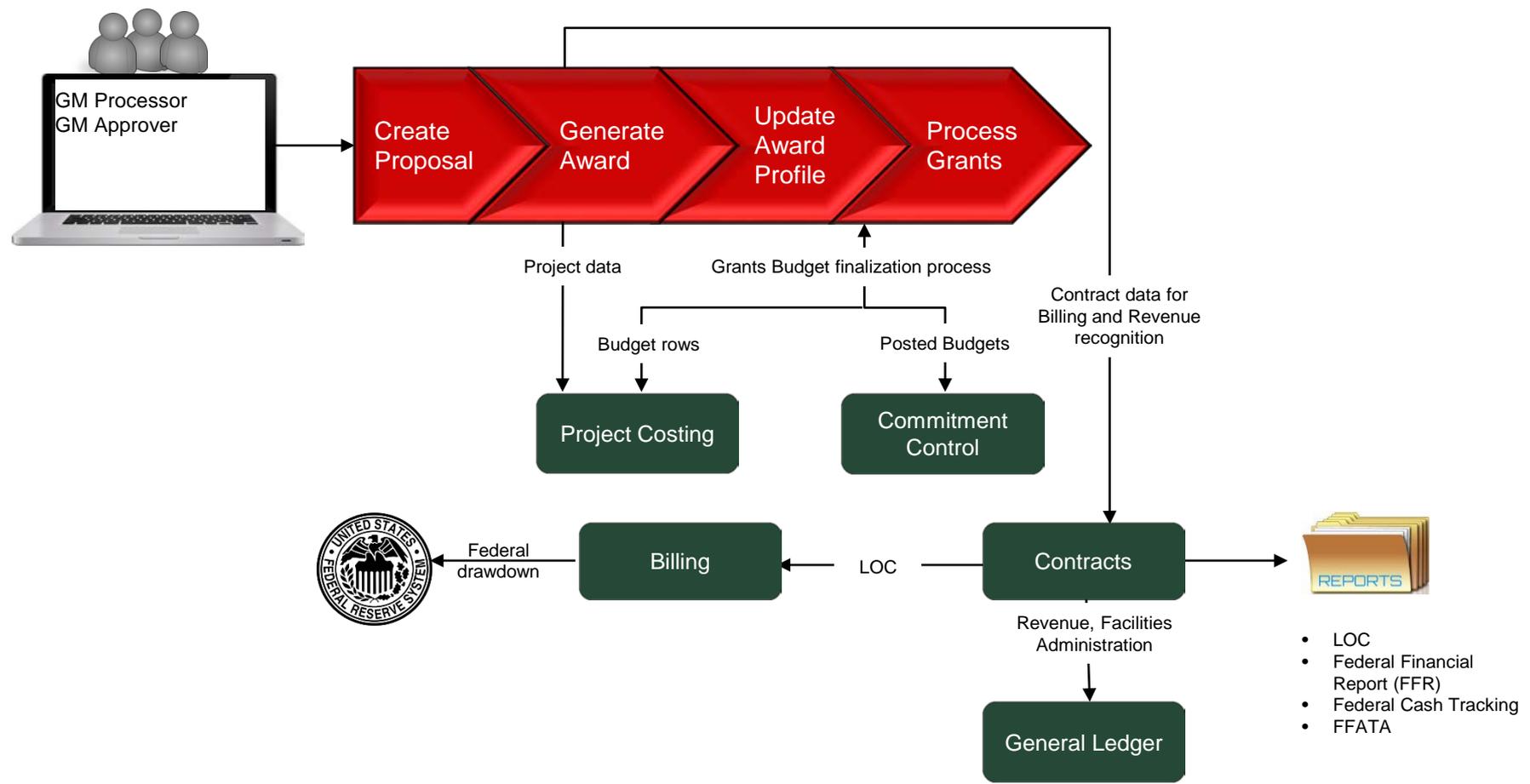


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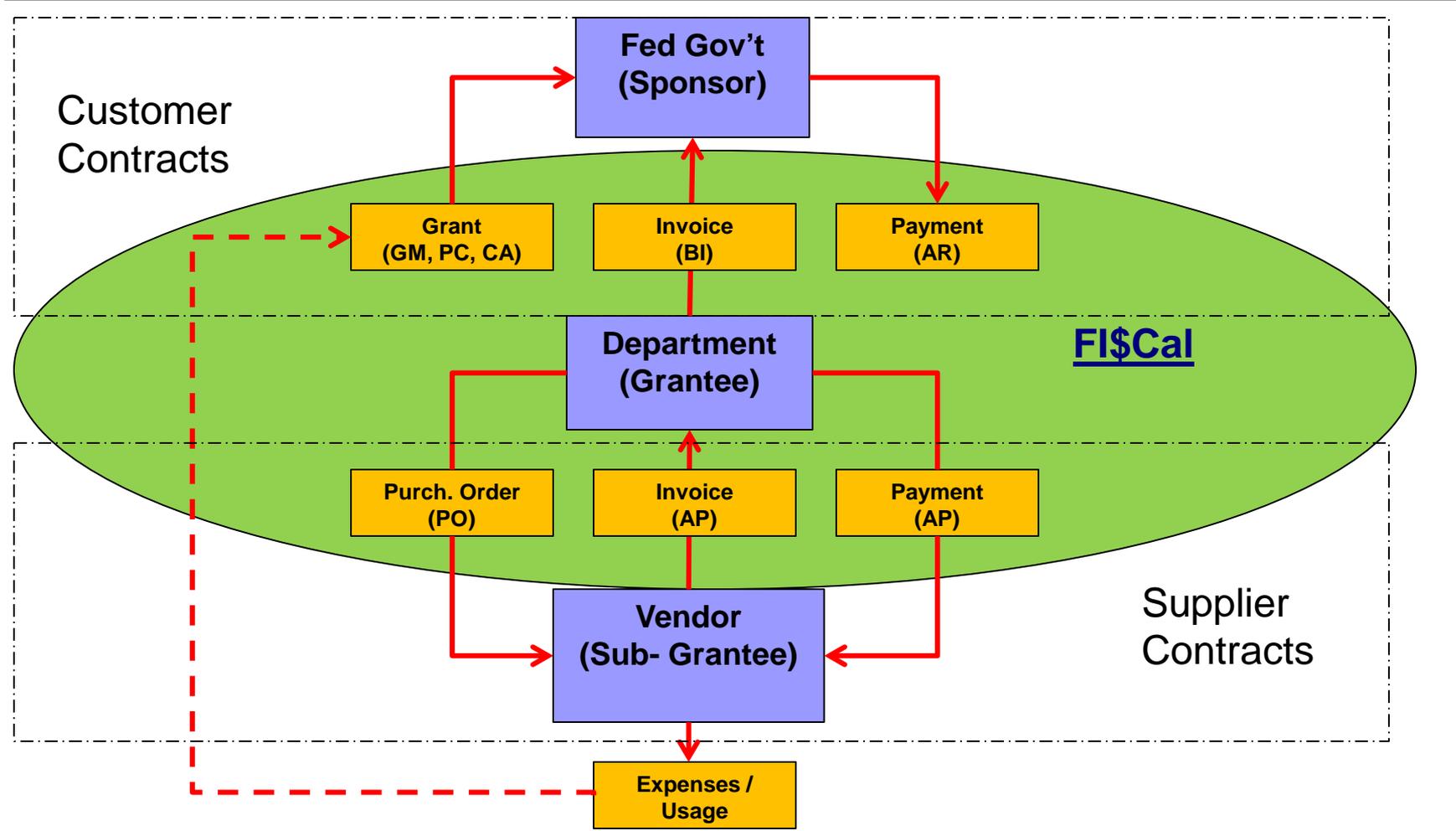
Grants Management

Grants Management Overview



- LOC
- Federal Financial Report (FFR)
- Federal Cash Tracking
- FFATA

Grants Management Overview



Grants Management Overview

Budget Act – Federal Fund (0890)

3960-001-0890—For support of Department of Toxic Substances Control, payable from the Federal Trust Fund	30,500,000
Schedule:	
(1) 3620011-Other Site Mitigation Activities	21,579,000
(2) 3625-Hazardous Waste Management	8,493,000
(3) 3630-Safer Consumer Products	428,000
Provisions:	

Key Takeaway

- If department has federal (0890) funding source, department is required to use Project Costing, Grants and Customer Contracts.

Grants Management Overview

Budget Act – Appropriated Capital Outlay

3125-301-0005—For capital outlay, California Tahoe Conservancy, payable from the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Fund	814,000
Schedule:	
(1) 0000159-Land Acquisition and Site Improvements for Implementation of the Environmental Improvement Program for the Lake Tahoe Basin, pursuant to Title 7.42 (commencing with Section 66905) of the Government Code.....	814,000

Key Takeaway

- If department has appropriated capital outlay funding source of state fund (e.g. 0005), department is required to use Project Costing only.
- If department has appropriated capital outlay funding with federal fund (0890), then use Project Costing, Grants and Customer Contracts.
- If department has appropriated capital outlay funding source with reimbursement, then use Project Costing and Customer Contracts.

Grants Management Overview

Budget Act – Reimbursements

8660-001-0462—For support of Public Utilities Commission, payable from the Public Utilities Commission Utilities Reimbursement Account 93,506,000

Schedule:

- (1) 9900100-Administration 44,924,000
- (2) 9900200-Administration—Distributed -44,924,000
- (3) 6680055-Energy 117,639,000
- (4) 6680064-Water/Sewer 11,234,000
- (5) 6680073-Communications 23,077,000
- (6) Reimbursements to 6680055-Energy -58,444,000

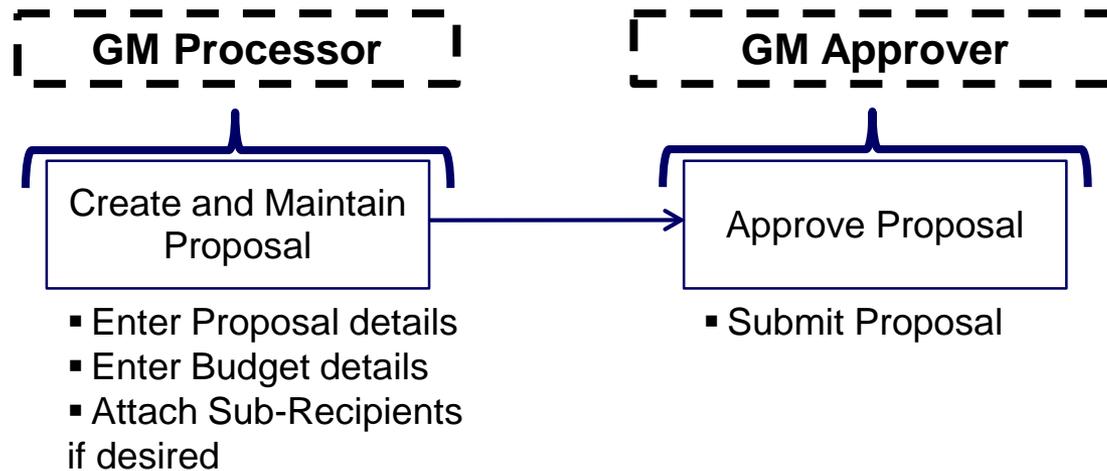
Key Takeaway

- If department has REIMBURSEMENT funding source and needed to track expenditures associated with reimbursement, recommend the use of Project Costing and Customer Contracts.

GM End-User Roles

FI\$Cal End-User Role	Responsibilities
GM Processor	<ul style="list-style-type: none"> • Individuals and or department who create and maintain grant proposals and awards
GM Approver	<ul style="list-style-type: none"> • individuals and or department who submit/approve grant proposals and awards

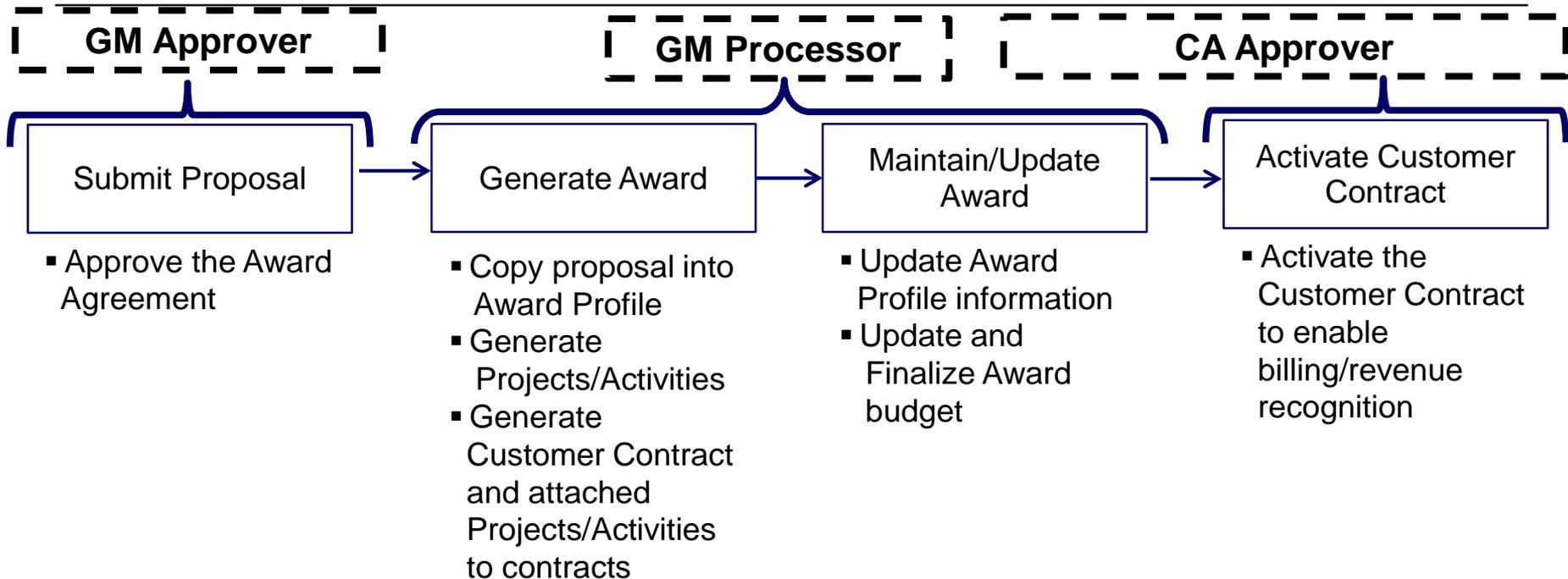
Create Proposal



Key Impacts

- Proposals are optional but are key to system integration.
- Proposals do not trigger processing within the system – equivalent to a pending award.
- Most proposal information can be updated/added on the Award after generation.

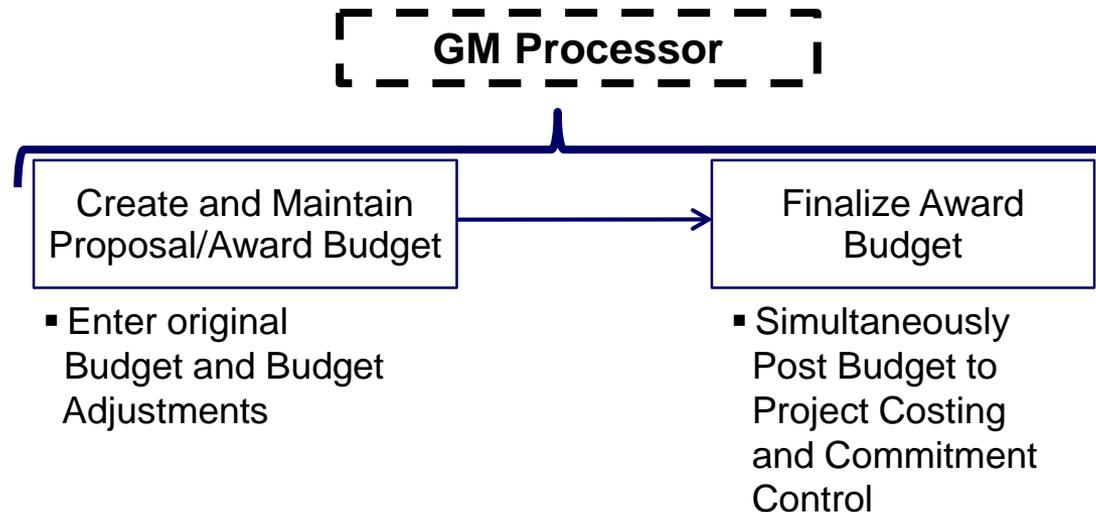
Generate Award



Key Impacts

- Award is generated from submitted Proposal.
- Generate Award will create Projects/Activities and Customer Contracts automatically.
- Budgets not posted to Project Costing and Commitment Control until Finalized.

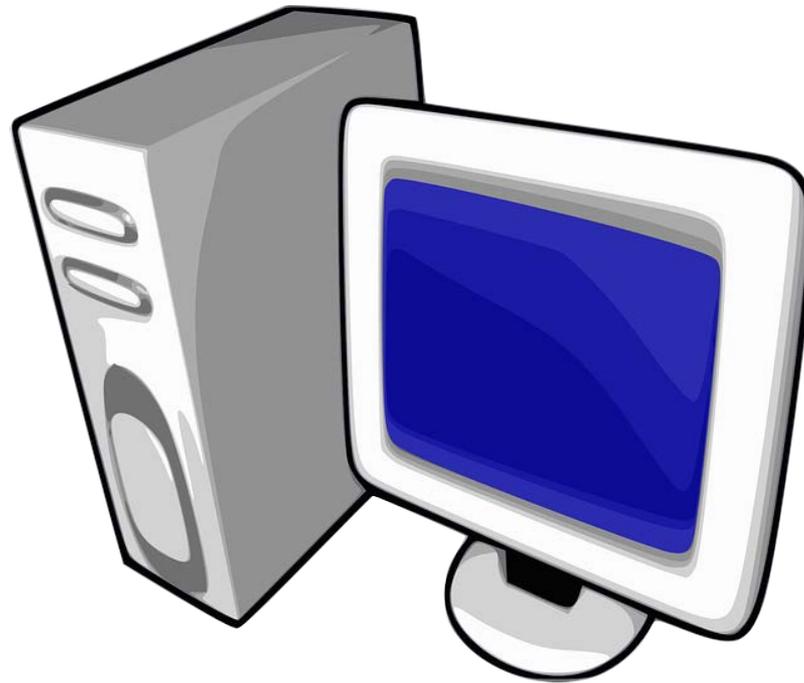
Process Grants



Key Impacts

- Budget maintained within Grants Module for the life of the Award.
- Billing and Revenue for Grants is managed within the Customer Contracts Module.
- Billing can be in advance (Prepaid) or As Incurred.
- Revenue is managed independently of Billing.

Demonstration Overview



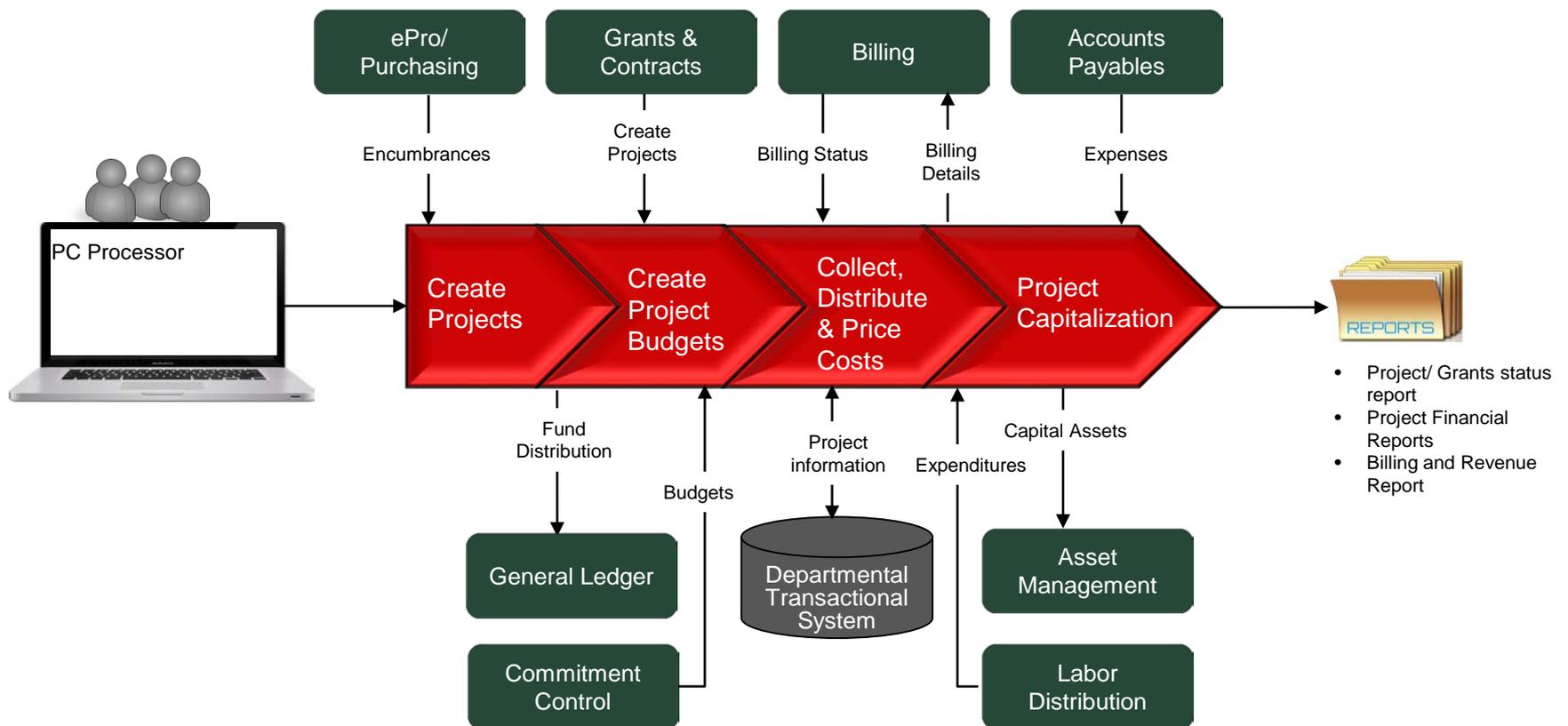


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Project Costing

Project Costing - Overview



Project Costing Overview

Budget Act – Federal Fund (0890)

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Project Costing Overview

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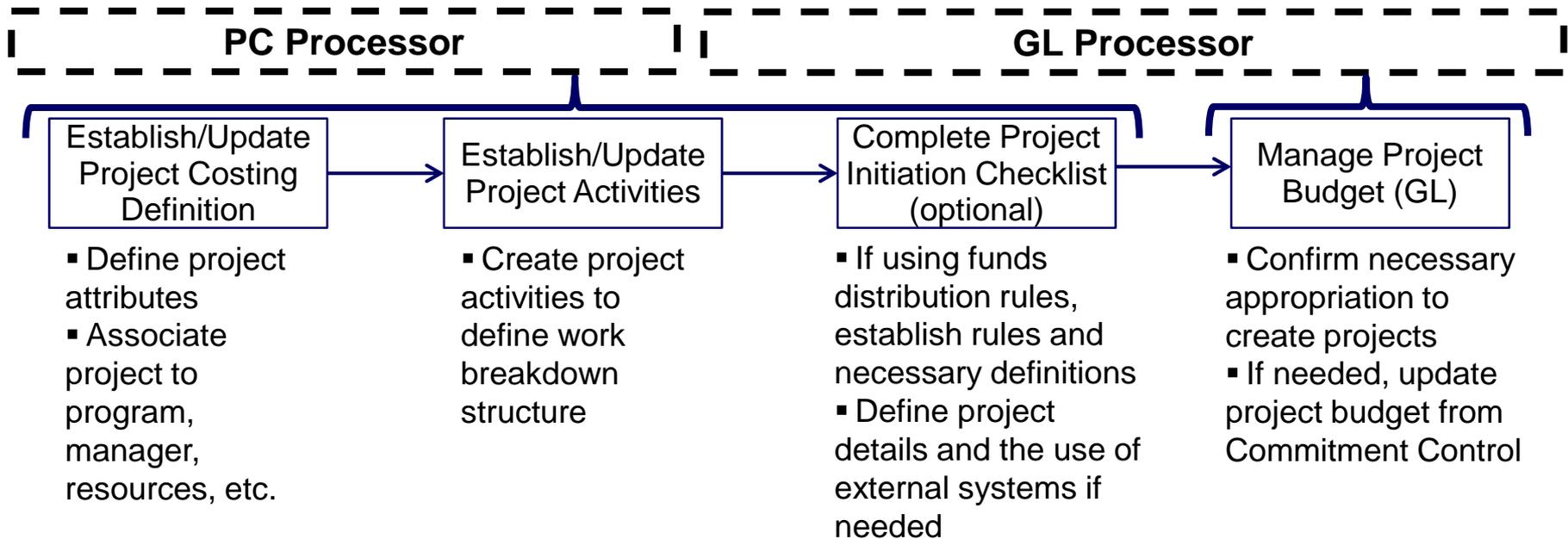
Key Takeaway

- If department has REIMBURSEMENT funding source and needed to track expenditures associated with reimbursement, recommend the use of Project Costing and Customer Contracts.

PC End-User Roles

FI\$Cal End-User Role	Responsibilities
PC Processor	Individuals and or department who create projects
PC Job Processor	Individuals in your department who will ran the batch processes
PC Maintainer	Individuals in your department who will maintain department configuration items for Project Costing

Create and Maintain Project & Budgets

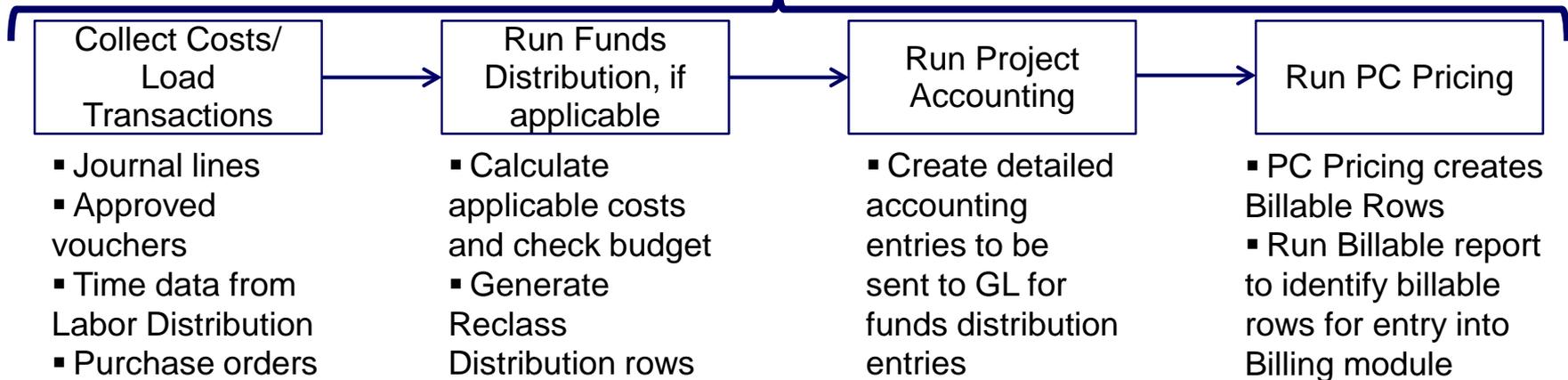


Key Impacts

- Standardized project reporting capability across departments through consistency and use of common system configured fields.
- Statewide reporting for emergencies.

Collect, Distribute, and Price Cost

PC Job Processor*

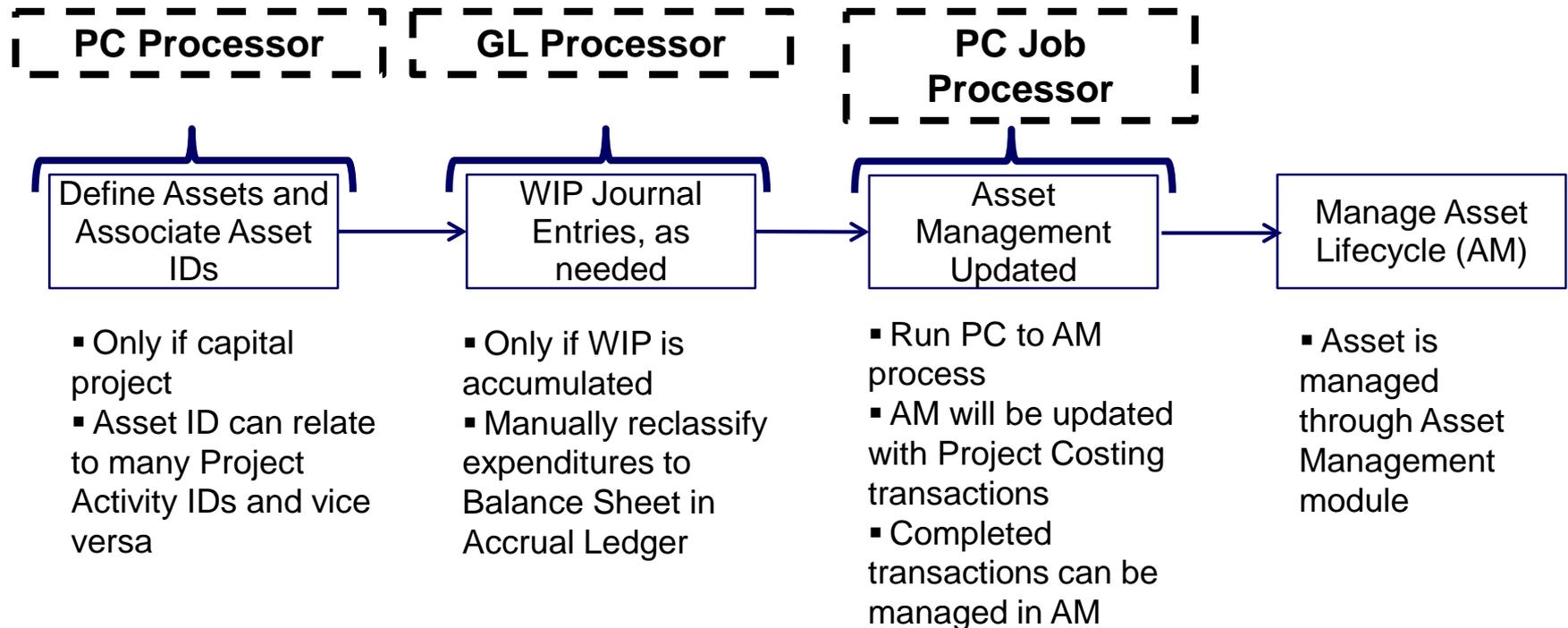


* This role is required when the process needs to be run manually otherwise it is run via the nightly batch process

Key Impacts

- Funds Distribution functionality allows source and target rules to be defined, producing new accounting distributions that will be sent to GL.

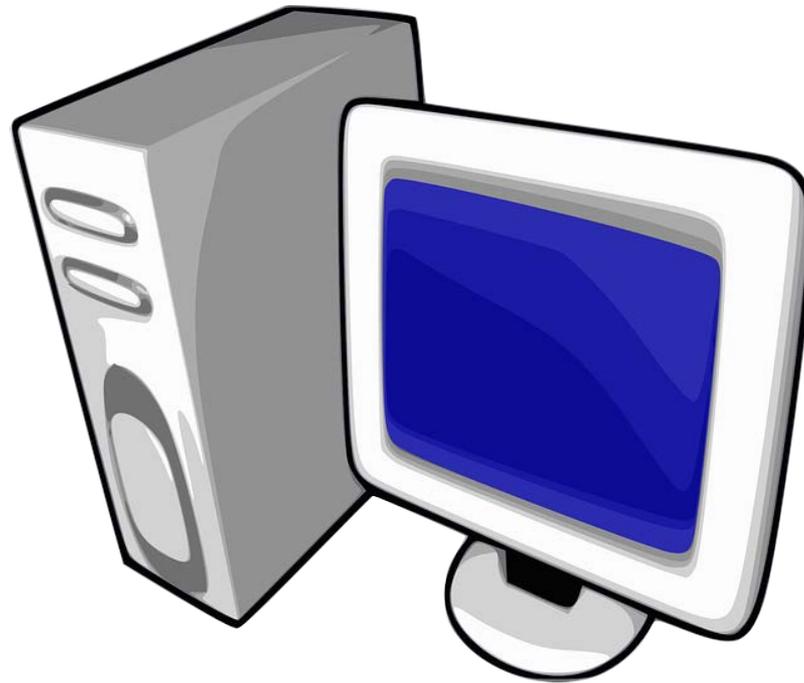
Project Capitalization



Key Impacts

- Integration between Project Costing and Asset Management allows for automated tracking of WIP in Projects, and automated interfacing of assets to Asset Management when the asset is ready to be capitalized.

Demonstration Overview



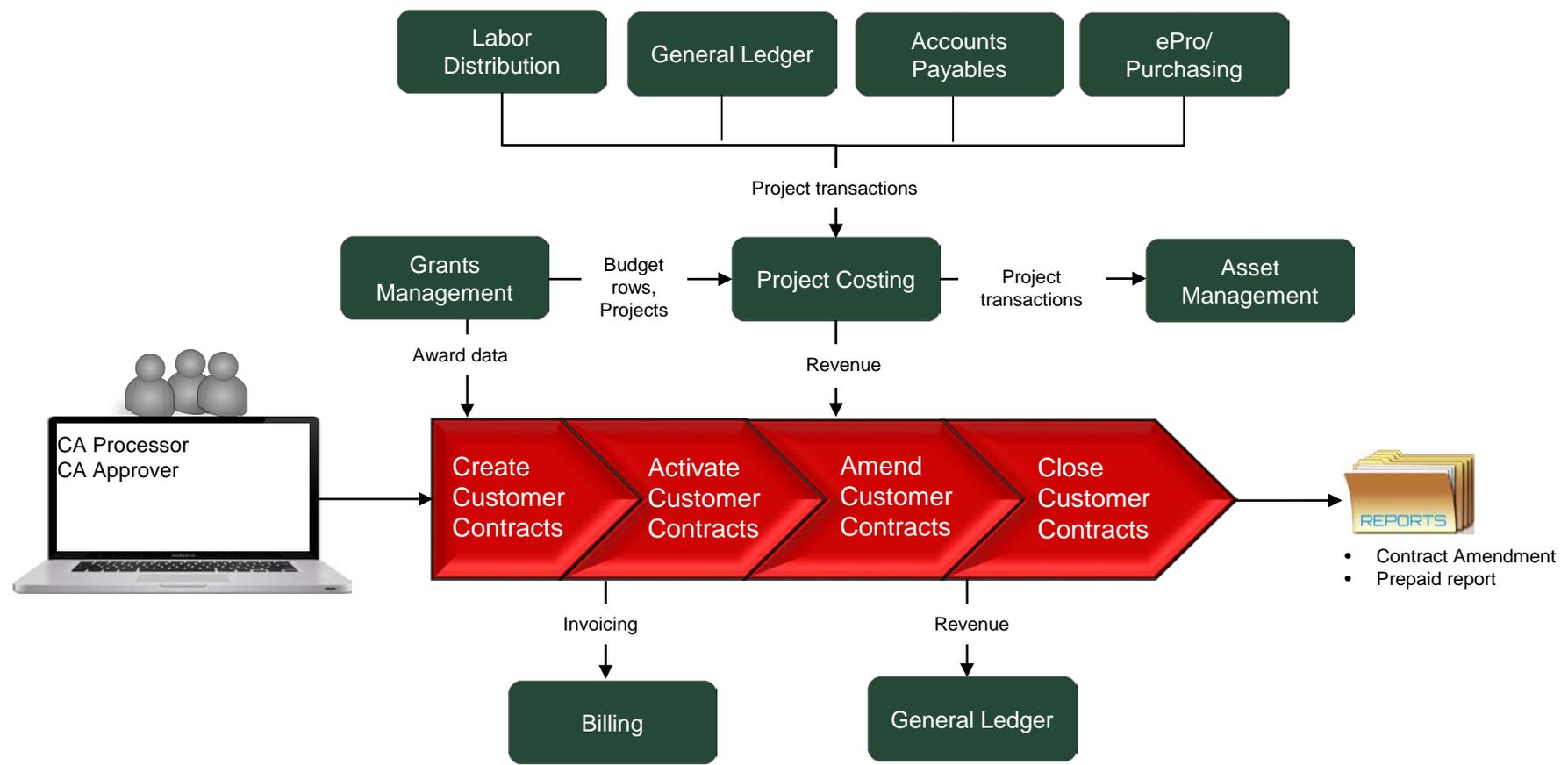


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Customer Contracts

Customer Contracts Overview



Customer Contracts Overview

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Customer Contracts Overview

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Customer Contracts Overview

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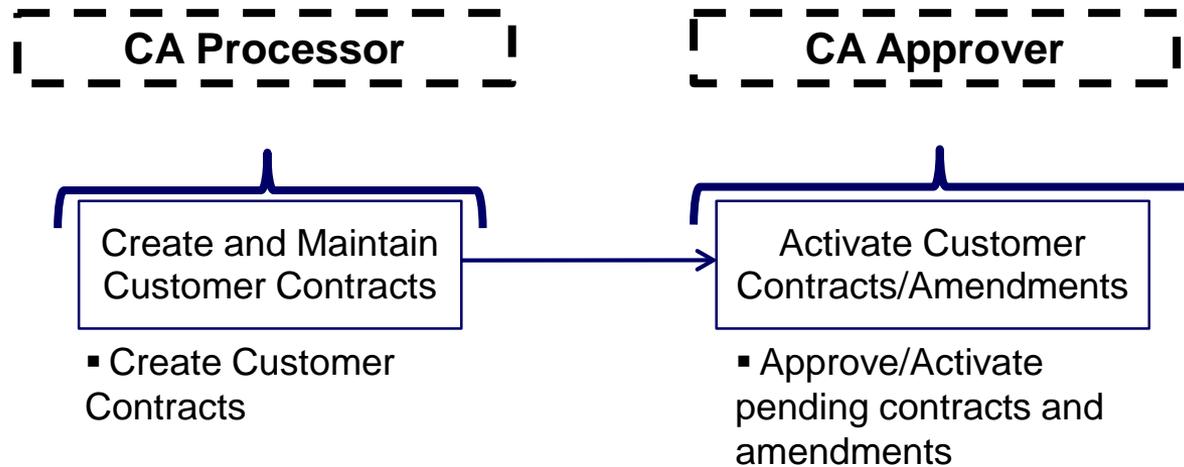
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CA End-User Roles

FI\$Cal End-User Role	Responsibilities
CA Processor	Individuals and or department who create customer contracts
CA Approver	Individuals and or department who, <ul style="list-style-type: none"> • Activate customer contracts • Amend customer contracts • Approve customer contracts • Close customer contracts • Cancel customer contracts
PC Job Processor	Individuals in your department who will ran the batch processes

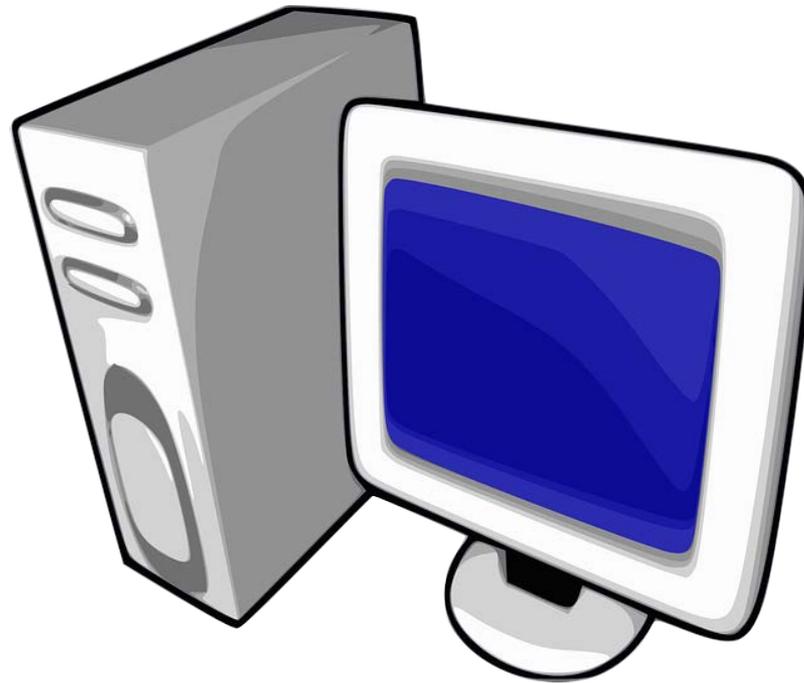
Create Customer Contracts



Key Impacts

- Rate Based contract lines link Project Costing to Billing.
- All billing information sent into Billing Interface tables.

Demonstration Overview



Change Impact Activity

- Description:
 - A walkthrough with the FI\$Cal team to assist departments to complete example change impacts
 - Departments will have the understanding on how to complete the remainder of the tool on their own
 - At your table, discuss how the FI\$Cal business processes and related change impacts may affect your department
 - Document three impacts in your BPW Change Impact Tool
- Roles:
 - Facilitator – Helps lead the discussion with your department on the FI\$Cal business processes and change impacts
 - Recorder(s) – Captures the department-specific impacts from the activity in your BPW Change Impact Tool
- Tool:
 - Change Impact Tool – Excel document for departments to identify and document the changes in People, Process, Technology, and Communication that will arise from the implementation of FI\$Cal business processes

Next Steps

- Share BPW materials at your department
- Complete the BPW Change Impact Tool
 - BUSN625: Identify Department-Specific Change Impacts
- Review with your FI\$Cal CMO Department Readiness Coordinator
 - Identify and work on updating internal department policies, processes, and documentation
- Prepare for:
 - Role Mapping Workshop (TECH617) – Early March
 - Change Workshop (READ616) – Late May/Early June
 - End-User Training (TRNG606) – May through July
 - User Support Labs (TRNG612) – August

Next Steps

- **Role Mapping Workshop** – Workshop to review the FI\$Cal Role Mapping Template, answer any questions about the roles presented in BPWs, and begin assigning end-user roles.
- **Change Workshop** – Workshop to help prepare managers and supervisors for conversations with department end users on the new FI\$Cal business processes and their FI\$Cal end-user roles.
- **End-User Training** – Training for department end users that will need to use the System in their assigned FI\$Cal end-user roles.
- **User Support Labs** – Sessions for end-users to bring real life examples to FI\$Cal for transaction assistance from FI\$Cal Subject Matter Experts.

Question and Answer



FI\$Cal Project Information:

<http://www.fiscal.ca.gov/>

or e-mail the FI\$Cal Project Team at:

fiscal.cmo@fiscal.ca.gov

Appendix

Additional information and screenshots for reference

Illustration: Create Proposal

Create Proposal: Proposal Definition



- Proposal
- Projects
- Budgets
- Resources
- Certifications
- Reports
- Attachments

Proposal ID: CDA-3CNUTRITION Version ID: V101
 Description: Title III C Currency: USD

Add to My Proposals

*Title: Title III C Congregate Nutrition
 Long Description: Title III C Congregate Nutrition
 *PI ID: KU0068 Kessler, Marc
 *Sponsor ID: 1020 Department of Health & Human Services
 Pre-Award Administrator: KU0006 Scott, William
 Purpose: NUTRI
 *Proposal Type: New
 Confidence %: 100
 CFDA: CFDA_1234

Status

*Proposal Status: Awarded
 Submit Status: Submitted
 Generate Status: Contract Generated
 In Approval Process

- Facilities & Admin Requested
- Foreign Application/Component
- NIH Modular Grant

Due By Budget Express Additional Information

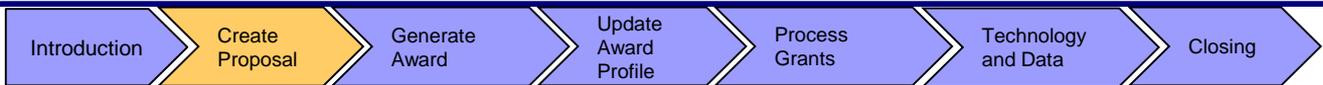


Illustration: Create Proposal

Create Proposal: Proposal Definition Page 2

*Start Date: *End Date: No. Periods:

Budget Periods Personalize | Find | | First Last

Period	*Start Date	*End Date	Target Sponsor Budget
1	<input type="text" value="07/01/2013"/>	<input type="text" value="06/30/2014"/>	500,000,000.00 <input type="button" value="+"/> <input type="button" value="-"/>

Target Sponsor Budget: 500,000,000.00

Go To: [Location](#) [Protocols](#) [Component](#) [Setup Level](#) [Keywords](#) [Gender & Minority Study](#) [Trainee](#) [Attributes](#)

Return To: [My Proposals](#)

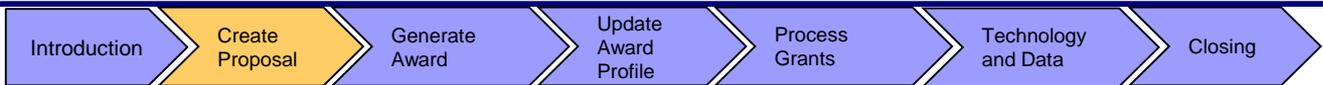


Illustration: Create Proposal

Create Proposal: Proposal Projects

ORACLE

[Proposal](#) | [Projects](#) | [Budgets](#) | [Resources](#) | [Certifications](#) | [Reports](#) | [Attachments](#)

Proposal ID: CDA-3CNUTRITION Version ID: V101
 Description: Title III C Currency: USD

Proposal Projects

Find | View All First 1 of 1 Last

Project ID: Primary Project: 3C0S + -

*Title:

Long Description: ↕ ↗

*Department:

*Subdivision:

*Institution:

SPO:

F & A Distribution

Personalize | Find | First Last

*Department	Location	Comments	Percent Share		
<input type="text" value="Planning & Economic Dev"/> <input type="text"/>			<input type="text" value="100.00"/>	<input type="text"/>	<input type="text"/>



Illustration: Create Proposal

Create Proposal: Proposal Budget

ORACLE

[Proposal](#) | [Projects](#) | **[Budgets](#)** | [Resources](#) | [Certifications](#) | [Reports](#) | [Attachments](#)

Proposal ID: CDA-3CNUTRITION **Version ID:** V101
Description: Title III C **Currency:** USD

Proposal Project Find | View All First 1 of 1 Last

Project ID: 3C0S **Title:** Title III C Congregate Nutrition

Budget Header Find | View All First 1 of 1 Last

Budget ID: BUD **Description:** + -
Start Date: 07/01/2013 **End Date:** 06/30/2014 **Include in Proposal**

Budget Period Personalize | Find | First 1 of 1 Last

Period	Start Date	End Date	Amount	Program Income	Number of Participant/Trainees
1	07/01/2013	06/30/2014	500,000,000.00	Program Income	<input type="text"/>

F & A and Pricing Setup **Total:** 500,000,000.000

Illustration: Generate Award

Generate Award: Generate Award

Generate Award

From Proposal: PI-PRP002 To Award:

From Version: V101 Pre-award Spending Add to Grants Portal Security?

Project Find | View All First 1 of 1 Last

Primary Project Included for Preadward Spending

From Project: PI-PRJ20 Nanotechnology applied on chemical and bio-detectors Project:

Budget Personalize | Find |   First 1 of 1 Last

	From Budget	Activity	Description	Pre-Award Spending
<input checked="" type="checkbox"/>	IMPLEMENTATION	IMPLEMENTATION	IMPLEMENTATION	<input checked="" type="checkbox"/>

Generate

All automated integration with Contracts and Projects is triggered here.

Illustration: Generate Award

Generate Award: Award Profile

Award	Funding	Resources	Certifications	Terms	Milestones	Key Words	Funding Inquiry
Award ID:	CDA-3CNUTRITION						
Reference Award Number:	<input type="text" value="635362-486"/>						
Title:	<input type="text" value="Title III C Congregate Nutrition"/>						
Long Description:	<input type="text" value="Title III C Congregate Nutrition"/>						
Award PI:	<input type="text" value="Kessler,Marc"/>	<input type="button" value="Search"/>	Reporting Role				
Sponsor:	Department of Health & Human Services						
Post Award Administrator:	<input type="text"/>	<input type="button" value="Search"/>					
Purpose:	<input type="text" value="NUTRI"/>	<input type="button" value="Search"/>					
Status:	Accepted ▼						
Award Type:	Grant ▼						
CFDA:	<input type="text" value="CFDA_1234"/>	<input type="button" value="Search"/>					
Proposal ID:	<input type="text" value="CDA-3CNUTRITION"/>						
Version ID:	<input type="text" value="V101"/>	<input type="button" value="Search"/>					
Start Date:	<input type="text" value="07/01/2013"/>	<input type="button" value="Calendar"/>					
End Date:	<input type="text" value="06/30/2014"/>	<input type="button" value="Calendar"/>					

Illustration: Generate Award

Generate Award: Funding

- [Award](#)
- [Funding](#)**
- [Resources](#)
- [Certifications](#)
- [Terms](#)
- [Milestones](#)
- [Key Words](#)
- [Funding Inquiry](#)

Award ID CDA-3CNUTRITION

Award Title Title III C Congregate Nutrition

Reference Award Number

Currency USD

Award PI Kessler,Marc

Primary Project PI Kessler,Marc

Total Award Amount 500,000,000.00

Funding Info										Find View All		First 1 of 1 Last	
Project 3C0S			Title III C Congregate Nutriti				Project PI Kessler,Marc						
Detail										Personalize Find  		First 1 of 1 Last	
Period		*Start Date	*End Date	Funded Amount	To Project ID	Budget Posting Status	PC Distribution Status						
1		07/01/2013 	06/30/2014 	500,000,000.00	3C0S 	Posted	Distributed						

- Go To: [Sponsor](#) [Protocols](#) [Attributes](#) [Department Credit](#) [Notepad](#) [Award Modifications](#)

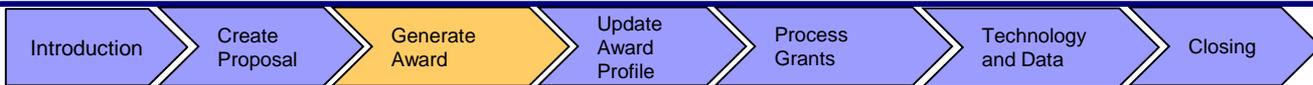


Illustration: Generate Award

Generate Award: Budget Detail - General

Budget Detail

Post Budget to KK and to PC

Project: 3C0S Title III C Congregate Nutriti

Budget Period: 1 Begin Date: 07/01/2013 End Date: 06/30/2014 Finalize [Process Monitor](#)

Project Budget Summary

Cost Share Direct: \$0.00 Currency: USD Total Budget: \$500,000,000.00

Sponsor Budget: \$500,000,000.00

Security Status: None

Budget Amounts for Period Personalize | Find | View All |   First  1 of 1  Last

Activity	Budget Item	Begin Date	Quantity	Unit of Measure	Amount	Currency		
BUD	PERSON		1.00		500,000,000.00	USD		

Illustration: Generate Award

Generate Award: Funding Inquiry

- Award
- Funding
- Resources
- Certifications
- Terms
- Milestones
- Key Words
- Funding Inquiry

Award ID: CDA-3CNUTRITION
Reference Award Number: 635362-486
Total Projected Award Amount: \$500,000,000.000
Total Reported Award Amount: \$500,000,000.000
Total Posted Budget Amount: \$500,000,000.000
Total Limit Amount: \$500,000,000.000
Begin Date: 07/01/2013
End Date: 06/30/2014

Recalculate the Amounts

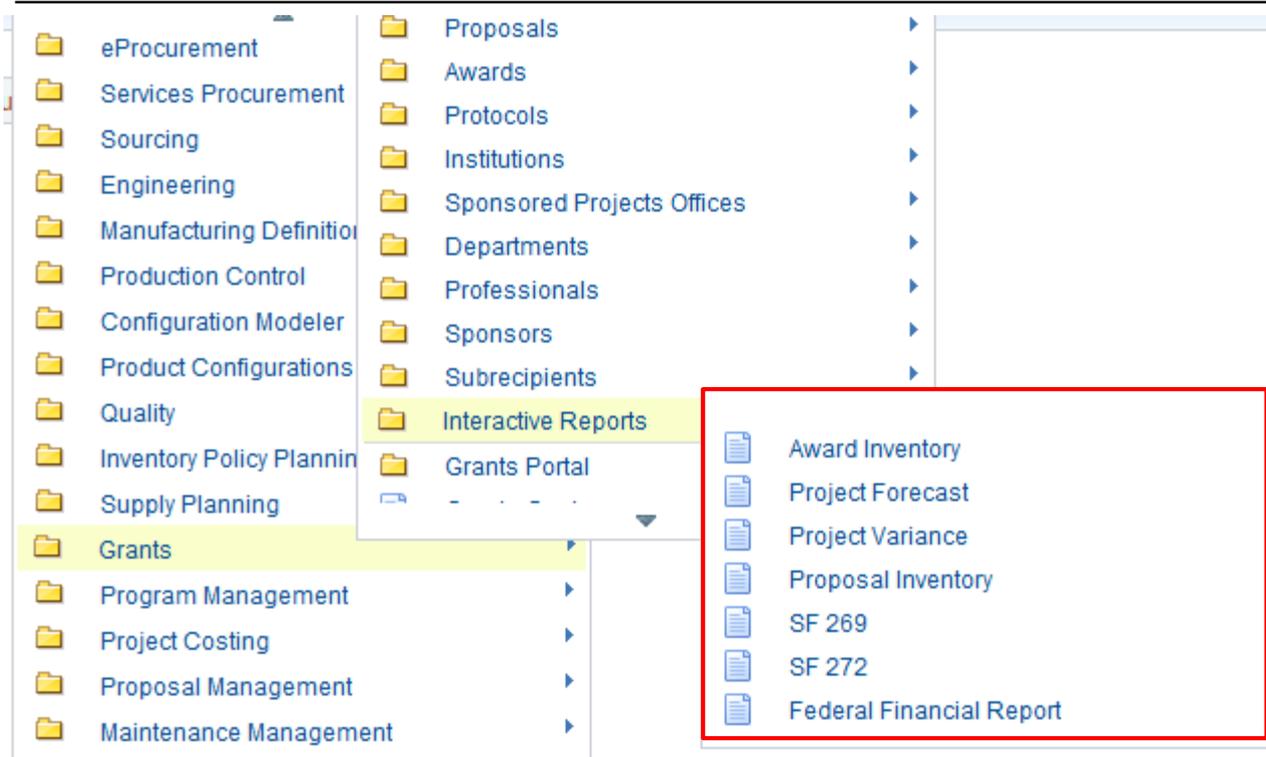
Contract Lines		Find View All	First	1 of 1	Last
Contract Line:	1	Total Posted Budget Amount:	\$500,000,000.000		
Billing Limit Amount:	\$500,000,000.000				
Project Detail		Personalize Find	First	1 of 1	Last
Project	Activity	Funded Amount	Posted Budget Amount		
1 3C0S	BUD	\$500,000,000.000	\$500,000,000.000	+	-

Illustration: Generate Award

Generate Award: Contract Header

General		Lines	
Contract Number:	CDA-3CNUTRITION	Sold To Customer:	Department of Health & Human Services
		*Contract Status:	PENDING 
Add to My Contracts			
Description:	Title III C Congregate Nutriti 	Processing Status:	Pending
Contract Admin:	<input type="text"/> 	Amendment Status:	
Region Code:	<input type="text"/> 	Business Unit:	California Department of Aging
Contract Type:	GRANTS 	Contract Classification:	Standard
Currency Code:	USD	Last Amended:	
Exchange Rate Type:	CRRNT 	Start Date:	07/01/2013
Contract Signed:	07/01/2013 	End Date:	06/30/2014
		Last Update Date/Time:	04/30/2014 9:37:13AM
		Last Update User ID:	DHoferkamp
Other Information			
Summary of Amounts			
Go To:	Billing Plans	Revenue Plans	Milestones
		Renewals	Amount Allocation
			More 

Interactive Reports



Delivered Interactive Reports allow for dynamic Real Time analysis

Interactive Reports

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted National Institute of Health		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) 333		Page e 1	of 1 pages
3. Recipient Organization (Name and complete address including Zip code) PeopleSoft University 4305 Hacienda Dr , Pleasanton, CA, 94588					
4a. DUNS Number 144709193	4b. EIN 000000000000000000 0000649310000	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) PI-PRP003		6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual
8. Project/Grant Period From: (Month, Day, Year) 01/01/2001		To: (Month, Day, Year) 12/31/2009		9. Reporting Period End Date (Month, Day, Year) 05/01/2014	
10. Transactions				Cumulative	
<i>(Use lines a-c for single or multiple grant reporting)</i>					
Federal Cash (To report multiple grants, also use FFR attachment):					
a. Cash Receipts				\$0.00	
b. Cash Disbursements				\$6,168,000.00	
c. Cash on Hand (line a minus b)				\$(6,168,000.00)	
<i>(Use lines d – o for single grant reporting)</i>					
Federal Expenditures and Unobligated Balance:					
d. Total Federal funds authorized				\$44,312,000.00	



FI\$Cal

Financial Information System for California

Project Costing

Create and Maintain Projects

■ Creating a Project

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Project Definitions](#) > [General Information](#)


Ho

[General Information](#) | [Project Costing Definition](#) | [Manager](#) | [Location](#) | [Phases](#) | [User Fields](#) | [Rates](#) | [Attachments](#) | [Asset Integration Rules](#) | [Budget Alerts](#)

Project: 000000000000412 [Add to My Projects](#)

*Description: Program Processing Status: Active

*Integration: Project Status: Approved

Project Type:

Percent Complete: As Of:

Project Health: As Of:

Project Schedule

*Start Date: *End Date: [Additional Dates](#)

Description [Find](#) | [View All](#) | First Last

Date/Time Stamp: 04/21/14 1:27:15PM User ID: Z_FUNC_SUPER_USER

Description:

Long Description:

[Save as Template](#) [Copy Project](#)

Create and Maintain Project

- User Fields: Required for CFDA number/PN/C

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Project Definitions](#) > [General Information](#)

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[General Information](#) | [Primavera Sync](#) | [Manager](#) | [Location](#) | [Phases](#) | **User Fields** | [Rates](#) | [Attachments](#) | [Asset Integration Rules](#)

Project: 000000000000965 **Description:** Administration

User Fields

Field 1:	<input type="text" value="10098"/>	User Currency:	<input type="text" value=""/> 
Field 2:	<input type="text" value="02"/>	Amount 1:	<input type="text"/>
Field 3:	<input type="text" value="1"/>	Amount 2:	<input type="text"/>
Field 4:	<input type="text"/>	Amount 3:	<input type="text"/>
Field 5:	<input type="text"/>	Date 1:	<input type="text" value="31"/> 
		Date 2:	<input type="text" value="31"/> 

Create and Maintain Project

■ Creating Activities

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Project Definitions](#) > [General Information](#) > [Project Activities](#)
[Home](#) | [Wc](#)

FI\$Cal New

[Project Activities](#) | [Gantt Chart](#)

Project: 000000000000412
Description: Federal Grant Project 1
Processing Status: Active


Number Rows:
Expand: [All Subtasks](#)

Project Activities [Personalize](#) | [Find](#) | [View All](#) |  | [First](#) | 1-3 of 3 | [Last](#)

Select	WBS ID	*Activity Name	*Activity	*Start Date	*End Date	Percent Complete			
<input checked="" type="checkbox"/>	1	Plan	0000000000000001	04/21/2014	07/21/2014	0.00			
<input type="checkbox"/>	2	Design	0000000000000002	07/21/2014	04/21/2015	0.00			
<input type="checkbox"/>	3	Build	0000000000000003	04/21/2015	04/21/2016	0.00			

[Save as Template](#)

[Return to General Information](#)

[Save](#) | [Return to Search](#) | [Notify](#) | [Refresh](#)

Create and Maintain Project

- Adding a Team Member to the Project

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Project Definitions](#) > [General Information](#) > [Team](#)

FI\$Cal

[Team](#) | [Team Detail](#)

Team Member Find | View All First 1 of 1 Last

Project: 00000000000412 Description: Federal Grant Project 1
 Start Date: 04/21/2014 End Date: 04/21/2016 Processing Status: Active

*Employee ID: Name: Last,First
 Email ID: Email Notify for Status Change

Description

[Availability dates](#) Personalize | Find | View All First 1 of 1 Last

Schedule	*Project Role	Project Manager	*Start Date	*End Date
1	<input type="text" value="TEAM_MEMBER"/>	<input type="checkbox"/>	<input type="text" value="04/21/2014"/>	<input type="text" value="04/21/2016"/>

[Activity Team](#) Personalize | Find | View All First 1 of 1 Last

Activity	Description	Start Date	End Date

[Add Member to Activity Team](#)

[Return to Project Team Summary](#)

Create and Maintain Projects

- Creating a Project Budget in Commitment Control

[Favorites](#) | [Main Menu](#) > [Commitment Control](#) > [Budget Journals](#) > [Enter Budget Journals](#)

[Home](#) | [Worklist](#) | [Add to](#)


New Window

[Budget Header](#) | [Budget Lines](#) | [Budget Errors](#)

Unit: 0840 Journal ID: NEXT Date: 04/25/2014 Budget Header Status: None

*Process:

Lines Personalize | Find | View All | First 1 of 1 Last

[Chartfields and Amounts](#) | [Base Currency Details](#)

Delete	Line	Ledger	Budget Period	PC Bus Unit	Project	Activity	Rptg Structure	Set Options	Currency	Amount
<input type="checkbox"/>	1	CC_PRJ_BUD	2013	0840	0000000000000004	0000000000000001	08400100	<input type="button" value="Set Options"/>	USD	1000000

Collect, Distribute, and Price Project Cost

Rate Sets and PC Pricing – Rate Set Source Criteria

Rate Sets | Target

Business Unit: 4170 Rate Set: GMRT1

Rate Set Type: Standard *Rate Definition Type: Billing

*Description: Grants Rates Rate Set Category:

Define Rate Set Find | View All First 1 of 1 Last

Effective Date: 01/01/1900 Status: Active

Enable Variance

Define Criteria for Incoming Transactions Personalize | Find | View All | First 1-3 of 3 Last

Target	Analysis Type	Source Type	Category	Subcategory	Project Role	Job Code	Time Reporting Code	Employee ID	Unit of Measure	Currency
Target	ACT	%	%	%	%	%	%	%	%	%
Target	GLE	%	%	%	%	%	%	%	%	%
Target	TLX	%	%	%		%	%	%	%	%

Collect, Distribute, and Price Project Cost

Rate Sets and PC Pricing – Rate Set Target Criteria

Rate Sets | **Target**

Business Unit: 4170 Rate Set: GMRT1
 Description: Grants Rates Rate Definition Type: Billing
 Rate Set Type: Standard Rate Set Category:

Source Criteria Find First ◀ 1 of 3 ▶ Last

Analysis Type: ACT Project Role: % General Ledger Business Unit: %
 Job Code: % Time Reporting Code: % Unit of Measure: %
 Employee ID: % Currency: %

General Ledger Information

Source Type	Category	Subcategory	Account	Alternate Account	Operating Unit	Fund Code	Department	Program Code	Class Field	Budget Ref
%	%	%	%	%	%	%	%	%	%	%

Target

Define Target Rows Personalize | Find | View All | | First ◀ 1 of 1 ▶ Last

Rate Option	Rate Amount	Description	Target Analysis Type	Override Source	Target Source Type	Target Category	Target Subcategory	To Currency		
NON	1.000000		BIL	<input type="checkbox"/>					<input type="button" value="+"/>	<input type="button" value="-"/>

Collect, Distribute, and Price Project Cost

- Project Chartfield values on an AP voucher

Invoice Lines Find | View All First 1 of 1 Last

Line: 1 Item: UOM:

*Distribute by: Amount Unit Price: 1,000.00000 Quantity: 1.0000

Ship To: 3980000001 Line Amount: 1,000.00

SpeedChart: Description: Laptop for planning One Asset

Calculate Sales/Use Tax

▼ Distribution Lines Personalize | Find | View All First 1 of 1 Last

GL Chart	Exchange Rate	Statistics	Assets	Line	Merchandise Amt	Quantity	PC Bus Unit	Project	Activity	Source Type	Category
				1	1,000.00	1.0000	0840	0000000000	0000000000000001		

Collect, Distribute, and Price Project Cost

- Project Chartfield values on a GL Journal Line

[Favorites](#) > [Main Menu](#) > [General Ledger](#) > [Journals](#) > [Journal Entry](#) > [Create/Update Journal Entries](#)

FI\$Cal

[Header](#) | [Lines](#) | [Totals](#) | [Errors](#) | [Approval](#)

Unit: 0840 Journal ID: 0000002306 Date: 04/22/2014
 Template List Search Criteria Change Values

Inter/IntraUnit *Process: Edit Journal Process

Lines

Select	Line	gram	PC Bus Unit	Project	Activity	Source Type	An Type
<input type="checkbox"/>	1		0840	0000000000000412	0000000000000001		GLE
<input type="checkbox"/>	2						

Lines to add: 1

Totals

Unit	Total Lines	Total Debits	Total Credits
0840	2	10,000.00	10,000.00

Collect, Distribute, and Price Project Cost

■ Fund Distribution Source Criteria

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Funds Distribution](#) > [Funds Distribution](#)
[Home](#)

FI\$Cal

Funds Distribution - Source

Business Unit: 0840 [Copy From](#)
 Project: 000000000000412 Description: Federal Grant Project 1

Activity Options

All Participating Activities
 Specify Activity

Rates [Find](#) First 1 of 1 Last

*Effective Date:
 Rate Selection:
[View/Add Rates](#)

Source Criteria [Find](#) | [View All](#) First 1 of 1 Last

*Effective Date:

Define Criteria for Incoming Transactions [Personalize](#) | [Find](#) | First 1 of 1 Last

[Project Costing and HR](#) | [General Ledger](#)

Target	Analysis Type	Source Type	Category	Subcategory	Project Role	Job Code	Time Reporting Code	Employee ID	Unit of Measure	Cur
Target	<input type="text" value="ACT"/> <input type="button" value="🔍"/>	<input type="text" value="%"/> <input type="button" value="🔍"/>								

Collect, Distribute, and Price Project Cost

- Fund Distribution Target Rules

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Funds Distribution](#) > [Funds Distribution](#)
[Home](#) | [Worklist](#)

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Funds Distribution - Target

Business Unit: 0840
Project: 000000000000412 **Description:** Federal Grant Project 1
Activity: 000000000000001 **Description:** Plan

Source Criteria
Effective Date: 04/29/2014 **Status:** Active

Define Criteria for Incoming Transactions [Personalize](#) | [Find](#) | [Print](#) | [First](#) 1 of 1 [Last](#)

Project Costing and HR	General Ledger								
Analysis Type	Source Type	Category	Subcategory	Project Role	Job Code	Time Reporting Code	Unit of Measure	Empl ID	Currency Code
ACT	%	%	%	%	%	%	%	%	%

Sort Descending Sequence

Target Thresholds [Find](#) | [View All](#) | [First](#) 1 of 1 [Last](#)

Sequence: 1 **Description:** **Status:** Active **Adjustment** **Start Date:** 04/29/2014 **End Date:**

Threshold Amount: 1,000,000.00 **Distributed Amount:** 0.00 **Exception Amount:** 0.00 **Currency:** USD

Define Target Rows [Personalize](#) | [Find](#) | [Print](#) | [First](#) 1-2 of 2 [Last](#)

Project Costing	General Ledger								
Percentage	*Analysis Type	Description	*Activity	Source Type	Category	Subcategory	Threshold Amount	Distributed Amount	Bu
80.0000	FDF	Federal Distribution	0000000000000001	%	%	%	800,000.00	0.00	<input checked="" type="checkbox"/>
20.0000	FDS	State Distribution	0000000000000001	%	%	%	200,000.00	0.00	<input checked="" type="checkbox"/>

Collect, Distribute, and Price Project Cost

- Rate Set Criteria for Incoming Transactions

[Favorites](#) > [Main Menu](#) > [Set Up Financials/Supply Chain](#) > [Product Related](#) > [Project Costing](#) > [Pricing Structure](#) > [Rate Sets](#)

FI\$Cal

[Rate Sets](#) | [Target](#)

Business Unit: 0840 **Rate Set:** ACT10
Rate Set Type: Standard ***Rate Definition Type:** Billing
***Description:** Actual Expenditures_CZ **Rate Set Category:**

[Define Rate Set](#) [Find](#) | [View All](#) First 1 of 2 Last

Effective Date: 01/06/2014 **Status:** Active

Enable Variance

[Define Criteria for Incoming Transactions](#) [Personalize](#) | [Find](#) | [View All](#) First 1 of 1 Last

Target	Analysis Type	Source Type	Category	Subcategory	Project Role	Job Code	Time Reporting Code	Employee ID	Unit of Measure	Currency
Target	ACT	%	%	%	%	%	%	%	%	%

Collect, Distribute, and Price Project Cost

■ Rate Set Target Rules

[Favorites](#) > [Main Menu](#) > [Set Up Financials/Supply Chain](#) > [Product Related](#) > [Project Costing](#) > [Pricing Structure](#) > [Rate Sets](#)

FI\$Cal

[Rate Sets](#) | [Target](#)

Business Unit: 0840 **Rate Set:** ACT10
Description: Actual Expenditures_CZ **Rate Definition Type:** Billing
Rate Set Type: Standard **Rate Set Category:**

Source Criteria Find First 1 of 1 Last

Analysis Type: ACT	Project Role: %	General Ledger Business Unit: %
Job Code: %	Time Reporting Code: %	Unit of Measure: %
	Employee ID: %	Currency: %

General Ledger Information

Source Type	Category	Subcategory	Account	Alternate Account	Service Location	Fund	Reporting Structure	Program	Appropriation Reference	Yea Ena
%	%	%	%	%	%	%	%	%	%	

Target

Define Target Rows Personalize | Find | View All | First 1 of 1 Last

Rate Option	Rate Amount	Description	Target Analysis Type	Override Source	Target Source Type	Target Category	Target Subcategory	To Currency
NON	1.00	bill rate	ACT	<input checked="" type="checkbox"/>	EXPEN			USD

Collect, Distribute, and Price Project Cost

- Project Transaction List

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Transaction Definitions](#) > [Transaction List](#)

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Transaction List

Project: 000000000000412 **Description:** Federal Grant Project 1
Activity: 000000000000001 **Description:** Plan

[Add Transactions](#) [Transaction Adjustment](#)

Analysis Group: **From Date:** **Through Date:**
Date Type: **Max Rows:** 1 to 6 of 6

Project Transactions [Personalize](#) | [Find](#) | [View All](#) | [Print](#) | [Calendar](#)

*Analysis Type	Source Type	Category	Subcategory	Quantity	Unit of Measure	Source Amount	Source Currency	Transaction Detail	Drill to Source
<input type="text" value="BD1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			100,000,000.00	USD		
<input type="text" value="BIL"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1.00		1,000.00	USD		
<input type="text" value="BIL"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1.00		85.00	USD		
<input type="text" value="ACT"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1.00		1,000.00	USD		
<input type="text" value="COM"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1.00	EA	1,085.00	USD		
<input type="text" value="ACT"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1.00		85.00	USD		

Process Project Capitalization

- Defining a WIP Asset in Project Costing

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Assets](#) > [Define Assets](#)

FI\$Cal

Define Assets

Asset Business Unit: 0840 **Description:** State Controller
Asset Identification: 000000000078

Asset Detail

*Profile:	<input type="text" value="BUILDINGS"/>	Description:	<input type="text" value="Blue Building"/>
Quantity:	<input type="text" value="1.0000"/>	Short Description:	<input type="text" value="Blue Build"/>
Transaction Date:	<input type="text" value="04/23/2014"/>	Reporting Structure:	<input type="text"/>
Accounting Date:	<input type="text" value="04/23/2014"/>	Cost Type:	<input type="text" value="W"/>
In Service Date:	<input type="text" value="04/23/2014"/>	Category:	<input type="text"/>
<input type="checkbox"/> Parent Asset		Location:	<input type="text"/>
Parent:	<input type="text"/>	Model:	<input type="text"/>
Group:	<input type="text"/>	Manufacturer:	<input type="text"/>
Tag Number:	<input type="text"/>	Load Type:	Financial & Physical Add
Serial ID:	<input type="text"/>		

Enable Book Processing

[Relate by Asset](#)

Process Project Capitalization

■ Assigning Transactions to the WIP Asset

[Favorites](#) > [Main Menu](#) > [Project Costing](#) > [Assets](#) > [Define Assets](#) > [Assign Transactions to Assets](#)

[Home](#) | [Worklist](#) | [Add](#)

FI\$Cal New Window | Help

Assign Transactions

Project: 000000000000412 **Description:** Federal Grant Project 1

Assignment Parameters [Find](#) | [View All](#) First 1 of 1 Last

Assign Type: Asset

Asset Business Unit: 0840 **Asset ID:** 0000000000078 **Description:** Blue Building

Criteria ID: **Description:**

Define Filter Criteria

Activity: ***Include Type:**

Max Rows: 1 to 2 of 2

Transactions [Personalize](#) | [Find](#) | [View All](#) First 1-2 of 2 Last

Action	Activity	Asset Business Unit	Profile ID	Asset ID	Analysis Type	Source Type	Category	Subcategory	Quantity	Amount
<input type="button" value="Include"/>	0000000000000001				ACT				1.00	\$1,000.00
<input type="button" value="None"/>	0000000000000001				ACT				1.00	\$85.00

Total Amount: \$1,085.00 USD

[Return to Assign Transactions to Assets](#)



FI\$Cal

Financial Information System for California

Customer Contracts

Accounting Entries

- Revenue Entry: The accounting entry is generated when the revenue process is run by debiting Unbilled AR and crediting Revenue Account.

Account	Debit	Credit
Unbilled AR Account	100	
Revenue Account		100

- Billing Entry: The accounting entry is generated when the billing process is run, by debiting AR and crediting Unbilled AR account.

Account	Debit	Credit
AR Account	100	
Unbilled AR Account		100

Accounting Entries

- When cash applications are posted in Accounts Receivable Cash is debited and AR is credited.

Account	Debit	Credit
Cash Account	100	
AR Account		100

Create and Amend Customer Contracts – Demonstration

Create Customer Contract: Contract General Information

General | Lines | Amendments

Contract Number: TULARE_K8 Sold To Customer: Master Services
 Amendment Number: 0000000000 *Contract Status: ACTIVE

Amend Contract

Add to My Contracts

Description:	<input type="text" value="New Tulare K8 School"/>	Processing Status:	Active
Contract Admin:	<input type="text" value="Emmerson,Nancy"/>	Amendment Status:	Complete
Region Code:		Business Unit:	Department of General Services
Contract Type:	GRANTS	Contract Classification:	Standard
Currency Code:	USD	Start Date:	07/01/2013
Exchange Rate Type:	CRRNT	End Date:	12/31/2099
Contract Signed:	05/12/2014	Last Update Date/Time:	05/12/2014 5:43:19PM
		Last Update User ID:	DHoferkamp

▶ Other Information

▶ Summary of Amounts

Go To: [Billing Plans](#) [Revenue Plans](#) [Milestones](#) [Renewals](#)

Create and Amend Customer Contracts – Demonstration

Create Customer Contract: Contract Lines

General | **Lines** | Amendments

Contract Number: TULARE_K8



Sold To Customer: Master Services

Amendment Number: 0000000000

Contract Status: ACTIVE

Amend Contract

Contract Lines

Personalize | Find | View All |   First 1 of 1 Last

Line	Product	Description	Price Type	Start Date	End Date	Status
1	DSA-SERVICES	DSA Services	Amount	07/01/2013 	12/31/2099 	Active

Go To: Billing Plans Revenue Plans Milestones Renewals

More 

Create and Amend Customer Contracts – Demonstration

Create Customer Contract: Line Details

[General](#) | [Lines](#) | [Amendments](#)

Contract Number: TULARE_K8  **Sold To Customer:** Master Services
Amendment Number: 0000000000 **Contract Status:** ACTIVE

Amend Contract

Contract Lines Personalize | Find | View All |  |  First 1 of 1 Last

Line	Product	Billing Plan	Revenue Plan	Contract Terms	Accounting	Internal Notes	Ship to Customer Name
1	DSA-SERVICES	In Progress	Ready	Contract Terms	Distribution	Internal Notes	Master Services

Go To: [Billing Plans](#) [Revenue Plans](#) [Milestones](#) [Renewals](#) More ▾

Create and Amend Customer Contracts – Demonstration

Create Customer Contract: Line Details - Contract Terms

Related Projects

Contract Amendments

Contract Number: TULARE_K8

Amendment Number: 0000000000

Contract Line: 1

Product: DSA-SERVICES

Description: DSA Services

 Sold To Customer: Master Services

Contract Status: ACTIVE

Price Type: Amount

Amend Contract

PC Business Unit: 

Associated Projects & Activities Personalize  First  1 of 1  Last

*Project	Description	*Activity	Description	Source Type	Category	Subcategory
<input type="text" value="000000000000178"/> 	New Tulare K8 School	<input type="text" value="W"/> 	Working Drawings	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 

Create Project

Create Activity

Process Billing and Revenue – Demonstration

Create Customer Contract: Line Details – Bill Plan

Contract: TULARE_K8 **BI Unit:** 7760
Sold To Customer: 0000050039 Master Services **Bill To:** 0000050039 Master Services
Billing Plan: B101 Immediate Billing Plan **Currency:** USD

Description: ***Billing Status:**
Billing Method: Hold

Customer Information

BI Unit: Department of General Services
***Bill To Customer:** Master Services **Addr Num:**
Bill To Contact: Marcos Oliveria

Amount Detail

Negotiated Amount:	4,000,000.00
Total Amount:	4,000,000.00
Total Billing History:	4,000,000.00

Billing Options

Bill Type: Pre Approved [Billing Header Note](#)
Bill Source: Direct Invoice [Internal Notes](#)
Summarization Template ID [Preview Summarization Template](#)

Billing Default Overrides

Invoice Form:
Cycle ID: [View Customer Defaults](#)
Bill By ID: Contract
Payment Method:
Payment Terms:
Billing Inquiry:
Billing Specialist: Catherine O Toole

Process Billing and Revenue – Demonstration

Create Customer Contract: Line Details – Revenue Plan

Revenue Plan

Revenue Plan

Contract: TULARE_K8 **Business Unit:** 7760 **Currency:** USD
Sold To Customer: 0000050039 **Master Services** **GL Business Unit:** 7760
Revenue Plan: R101 **GL Currency:** USD

Description: ***Plan Status:** ▾
Recognition Method: Percent Complete Hold

Define Events By

Percent Source: ▾
Internal Notes

Amount Detail

Total Amount:	4,000,000.00
Remaining Percent:	100.00000000
Remaining Amount:	4,000,000.00

Event Detail [Personalize](#) | [Find](#) | [View All](#) | | First 1 of 1 Last

Event	*Event Status	Percent Complete	Accounting Date		Incremental % Complete	Amount
1	<input type="text" value="Pending"/> ▾		<input type="text" value="05/12/2014"/>	Event Note		0.00

Process Billing and Revenue – Demonstration

Process Billing: Establish Prepaid

Prepays | Audit History | Amendments

Contract Number: TULARE_K8  Sold To Customer: Master Services
 Amendment Number: 0000000000 Contract Status: ACTIVE

Contract Prepaid Totals	
Purchased Amount:	50,000,000.00
Remaining Amount:	50,000,000.00
Committed Amount:	0.00

Amend Contract

Prepays for this Contract Personalize | Find |   First  1 of 1  Last

General		Utilization	Initial Billing	Deferred Revenue Distribution			
Status	Hold	Purchased Amount	Remaining Amount	Committed Amount	Expiration Date	Depleted Date	
1 Ready	<input type="checkbox"/>	50,000,000.00	50,000,000.00	0.00	12/31/2099		 

Go To: [Billing Plans](#)

Customer Contract Amendments

[General](#) | [Lines](#) | [Amendments](#)

Contract Number: TULARE_K8  **Sold To Customer:** Master Services
Amendment: 0000000000 **Contract Status:** ACTIVE

Amendments Personalize | Find | View All |  |  First  1-2 of 2  Last

Amendment	Amendment Type	Reason	Process Date	Amendment Status	Detail	Notes
0000000000	Contract Activation		05/12/2014	Complete	Detail	Notes

Click Amend Contract to initiate a Contract Amendment.

Customer Contract Amendments

General | Lines | Amendments

Contract Number: TULARE_K8 Sold To Customer: Master Services
 Pending Amendment: 0000000001 Contract Status: ACTIVE

View Current

Amendments Personalize | Find | View All | First 1-2 of 2 Last

General | Statistics | Amended Amounts | Misc.

Amendment	Amendment Type	Reason	Process Date	Amendment Status	Detail	Notes
0000000000	Contract Activation		05/12/2014	Complete	Detail	Notes
0000000001	Additional Purchase	Additional Purchase	05/12/2014	Pending	Detail	Notes

Go To: Billing Plans Revenue Plans Milestones Renewals Amount Allocation More

Original Contract Agreement is always Amendment “0000000000” and is “greyed out” upon Activation.