User Guide

Financial Statements Data Warehouse (FSDW)

Final
Version 1

U.S. Department of Agriculture

Office of the Chief Financial Officer

Financial Management Services

April 30, 2015

Revision Log

The table below provides a log of each revision of the document that has been issued.

The Status column indicates whether the version of the document is a “Draft” or “Final.” The Version is set to zero (“0”) when the document is issued initially in Draft. The Version is incremented by one each time a new version of the document is issued. Each time the document is modified for a new enhancement, the Status is reset to Draft and the Version is reset to zero.

Status	Version	Description	Issue Date
Draft	0	Pre-walkthrough document	03/04/15
Final	0	Final Version	04/30/15
Update	1	Updated Version	06/02/16

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List of Exhibits

1 Introduction

This document provides guidance to United States Department of Agriculture (USDA) agencies on the generation of the Consolidated Financial Statements and the Government wide Treasury Account Symbol Adjusted Trial Balance System (GTAS) Report using the redesigned Financial Statements Data Warehouse (FSDW).

This section provides an overview of FSDW.

1.1 Document Purpose

The purpose of this document is to describe the FSDW screens, processes, and validations. The content of each chapter is described in Exhibit 1-1. The chapters are provided in the order in which the data must be entered. Chapters 4-9 include a detailed description of each table which can be accessed through the FSDW Main Menu options.

Exhibit 1-1 Document Chapters

Chapter Number	Chapter Title	Description
1	Introduction	Overview of the information presented to the user
2	General Use and Navigation	General FSDW concepts and navigation
3	FSDW Main Menu	Main Menu options and the selections available under each option
4	References	Reference components needed for FSDW processes
5	Annual Settings	Annual settings used in FSDW processes
6	Departmental Configuration	Departmental-level configuration items
7	POD Configuration	POD-level configuration items
8	Footnotes	Defining and using report footnotes
9	Batch	Description of Batch process screens
Appendix A	Glossary/Acronyms/Agency Codes	Glossary of terms and acronyms in this document as well as agency codes
Appendix B	Original General Ledger Layout	Original General Ledger Layout

2 General Use and Navigation

This section provides the user with a base knowledge for interacting with FSDW User Interface.

2.1 System Requirements

FSDW must be run on Windows Internet Explorer Version 8 or higher.

2.2 Logging In and Out

The user must have an existing FSDW User ID and a USDA eAuthentication ID to successfully log into FSDW. If the user is missing either of these credentials, the user can apply for a USDA eAuthentication Account from the eAuthentication home page. If the user can successfully log into the system but cannot perform necessary tasks, the Agency Security Administrator should be contacted.

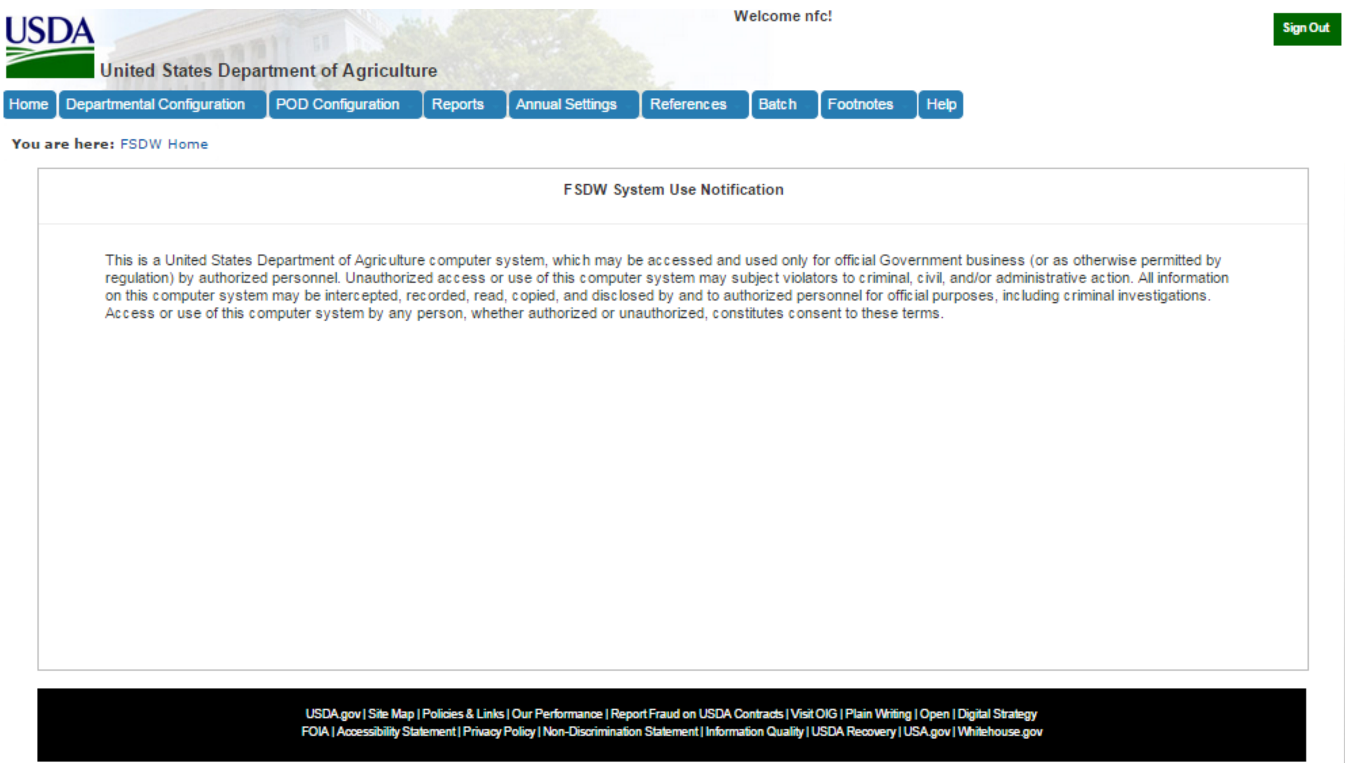
To log onto FSDW, the user should go to the FSDW website which redirects the user to the eAuthentication Login screen. After entering the USDA eAuthentication ID and password, the user is redirected to the FSDW home page. Exhibit 2-1 displays the eAuthentication Login screen.

Exhibit 2-1 eAuthentication Login Screen

Upon successful eAuthentication login, the user is directed to the FSDW Home Page – Welcome Message. The blue tabs across the top of the screen are the FSDW menu options. The User Name displays in the welcome message on the top of the page above the Main Menu as shown in Exhibit 2-2. To log out of FSDW, the user clicks the green 'Sign Out' button located on the top right of the page.

Exhibit 2-2 displays the FSDW Main Menu and Welcome message.

Exhibit 2-2 FSDW Home Page – Welcome Message



2.3 Pages

This section describes elements common to FSDW pages and how to navigate between pages.

2.3.1 FSDW Main Menu

The FSDW Main Menu is comprised of nine menu items, including the Home Page link, and it appears on every page.

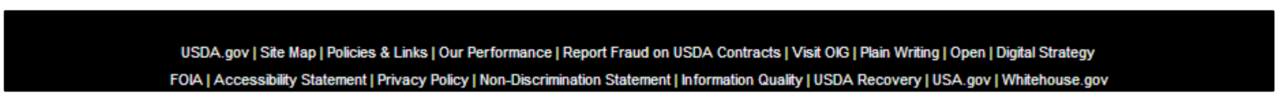
The table in Exhibit 2-3 displays main menu items. Each FSDW Main Menu item is described in Chapters 4-9 of this User Guide. The Help item is described in Section 2.6. The reports are described in a separate document, FSDW Reports User Guide.

Exhibit 2-3 Main Menu

2.3.2 Footer

The black box containing links, located at the bottom of every FSDW page, is known as the footer. The footer contains links related to the USDA and the United States Government.

Exhibit 2-4 Footer

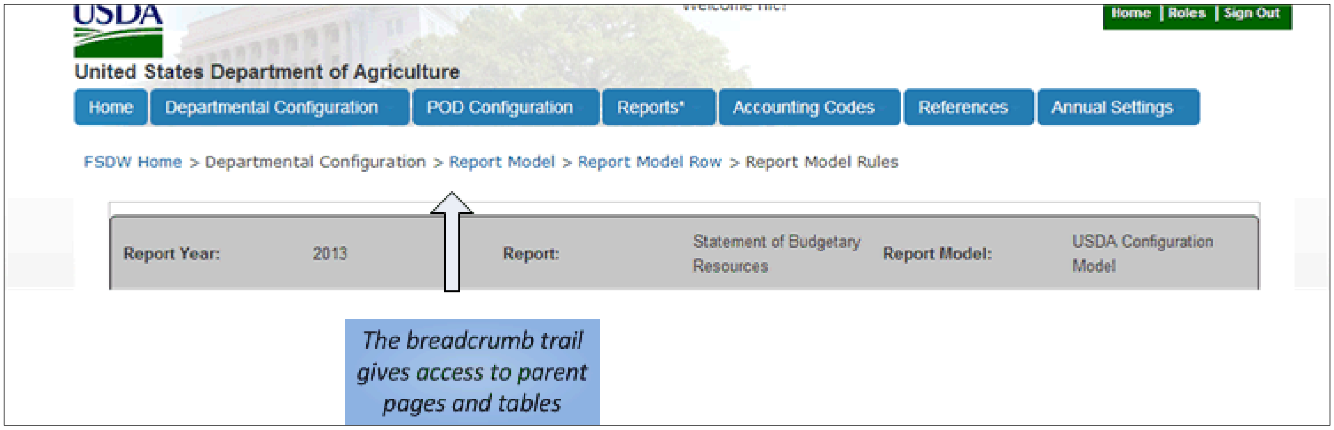


2.3.3 Navigation

This section describes the navigation between FSDW pages and general link behavior.

Clicking any link in the Main Menu brings the user to a new page. A “breadcrumb trail” appears underneath the Main Menu to provide a series of links tracing back to the Home page, as seen in Exhibit 2-5. As the user navigates to more pages, the breadcrumb trail grows. Individual links in the breadcrumb trail are called “breadcrumbs”. Clicking these breadcrumbs allows the user to retrace his/her steps and return to previous pages.

Exhibit 2-5 Breadcrumb Trail



Most links inside FSDW take the user from the current page to a new page. Occasionally a link triggers a pop-up window, or takes the user to a new tab or window. This generally occurs when the user is adding or editing data. A new window saves time by allowing the user to perform the desired task and then continue entering data into the original page. In Exhibit 2-6, the hyperlink 'Add New' triggers the pop-up window shown in Exhibit 2-7.

Exhibit 2-6 Link to a Pop-Up Window

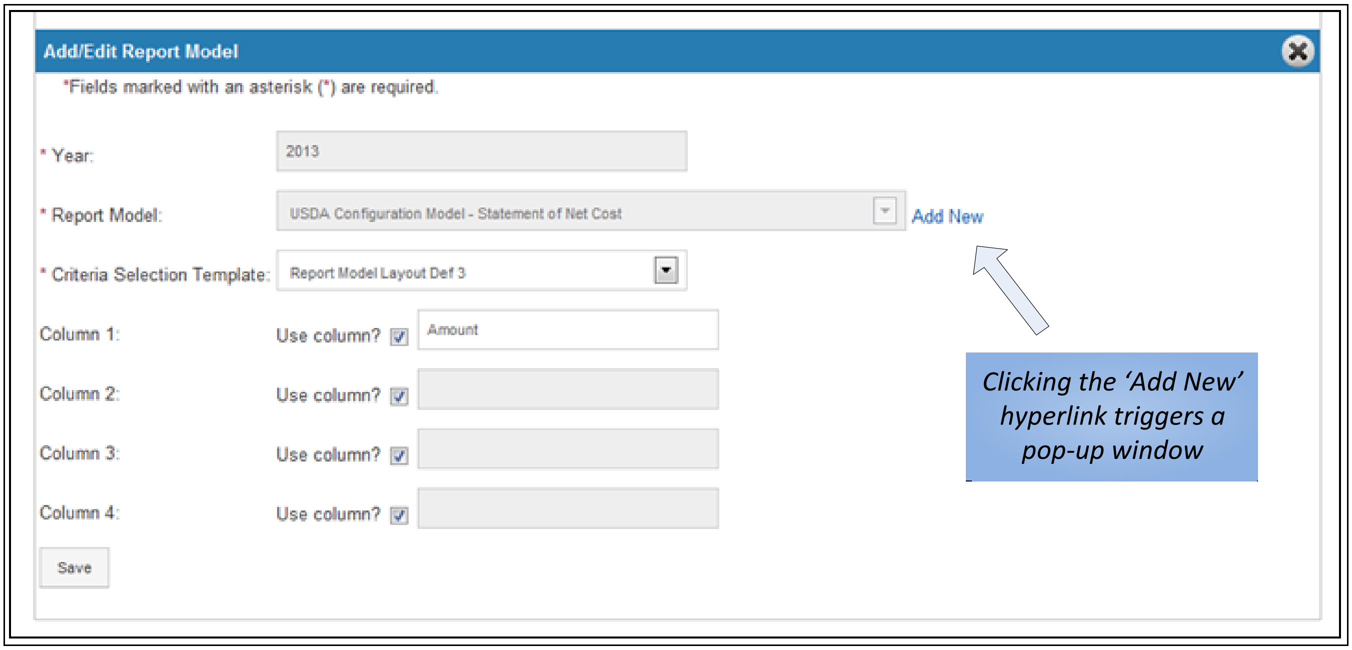
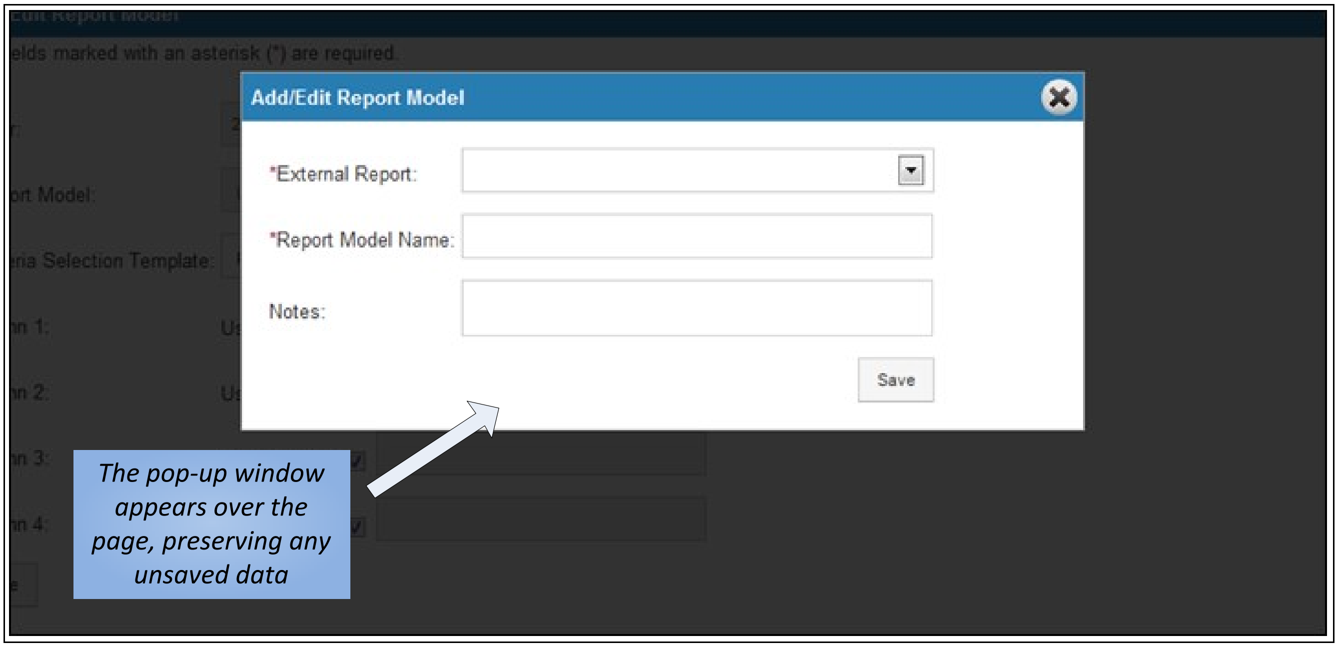


Exhibit 2-7 Pop-up Window



2.3.4 Data Entry

Depending on whether the data values must be standardized, FSDW uses two main methods for entering text:

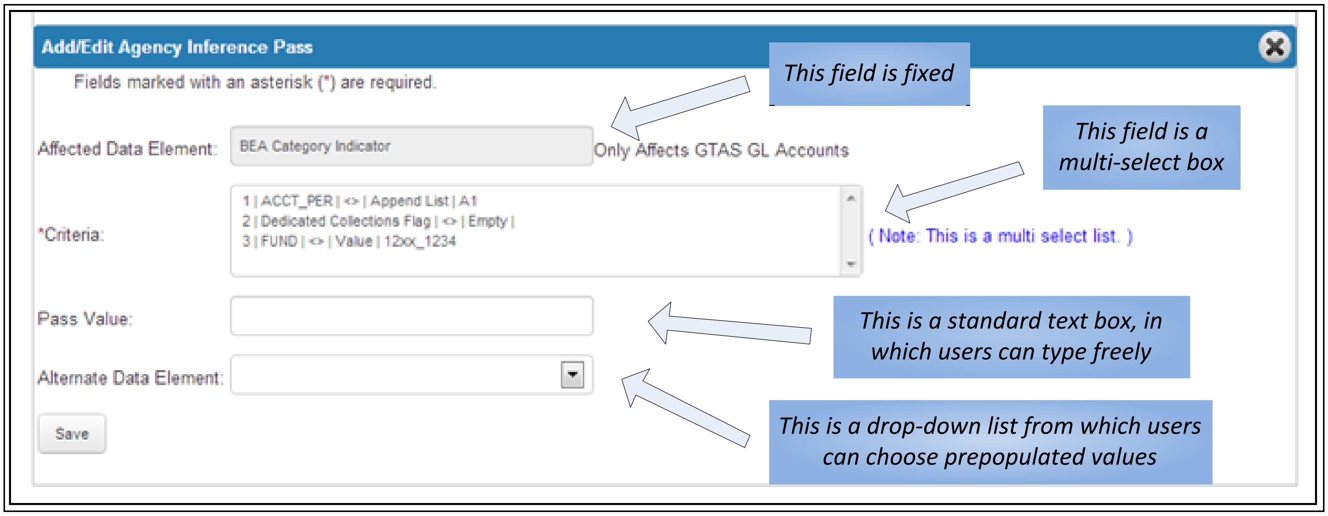
- **Standard Text Box** – Users can freely type information which is validated upon save (see Section 2.4.6 for more detail).
- **Dropdown List** – Users select from a list of prepopulated values. These values are either populated when the page is loaded or when the user makes another selection on the page.

In certain scenarios, a third method of entering data is available to the user – multi-select boxes which allow the user to select multiple items for one field. To select multiple consecutive items from a multi-select box, the user holds down the ‘Shift’ key and clicks two separate lines. All elements within the bounds of those lines are selected. To select multiple non-consecutive items, the user can hold down the ‘Control’ key and select items as desired. Clicking a selected item while holding the ‘Control’ key deselects the item.

Grey shading in a field indicates that it cannot be modified. Fields may become fixed or modifiable dynamically depending on other selections the user makes.

Exhibit 2-8 displays examples of the general data entry methods.

Exhibit 2-8 Data Entry Methods

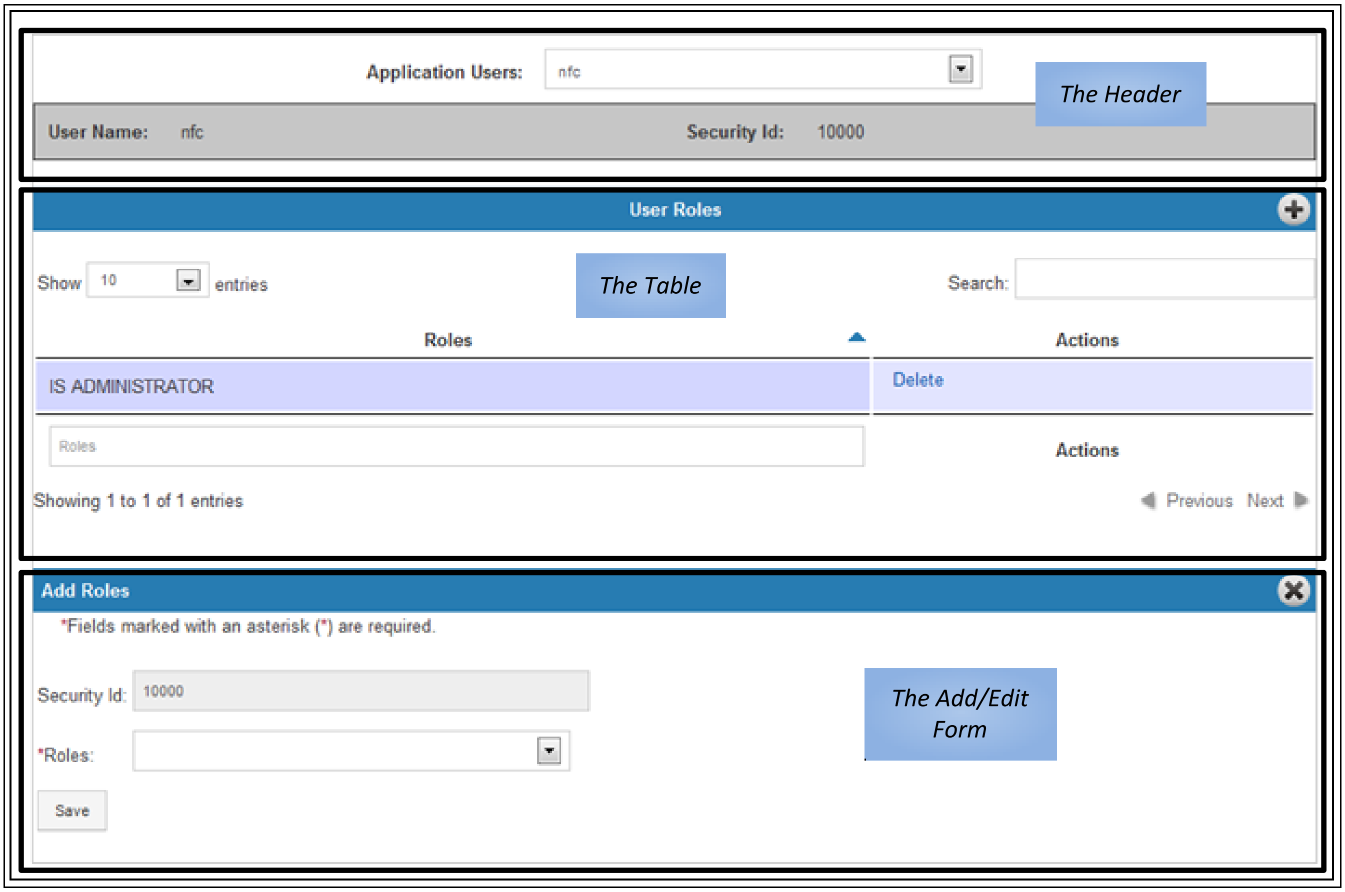


2.3.5 Page Layout

FSDW pages contain three common components: the Header, the Table, and the Add/Edit Form, all shown in Exhibit 2-9. Note that when they exist, these three elements are always contained within a grey outline. Each component provides the following functionality:

- **The Header** is located directly below the breadcrumb trail within the grey outline and appears only when the user needs to enter more parameters to display a table, or if the table is referencing a parameter that has been selected previously. The Header may display a shaded grey bar containing one or more values – these reflect previously selected elements and are shown to provide context to the user; they cannot be edited.
- **The Table** is located beneath the Header (or the breadcrumb trail if the Header does not exist) and is identified by its title in the blue Title Bar bordering the top of the table. The Table displays the information or records associated with that page. Navigating through and interacting with tables is explained in detail in Section 2.4.
- **The Add/Edit Form** allows the user to interact with the data in the table. If active, the Add/Edit Form for a particular table or record is located directly below the table, and displays all fields of a record and their current values. The end of the Table and the beginning of the Add/Edit Form are marked by another blue bar. The Add/Edit Form is discussed in detail in Section 2.4.4 (add) and Section 2.4.5 (edit).

Exhibit 2-9 Header, Table, and Add/Edit Form



2.4 Tables

This section describes how to interact with the main element of FSDW, tables, which allow the user to view and manipulate data. Tables are defined as a set of rows and columns interacting to form cells, or fields, which contain data. Rows are generally referred to as records in a table. In the case of 'Parent' and 'Child' tables, the data inside the record can be a table itself. The main table is referred to as the Parent, and all tables held in the cells of that Parent table are referred to as its Children. This can propagate down many levels. Tables can contain any number of rows and columns.

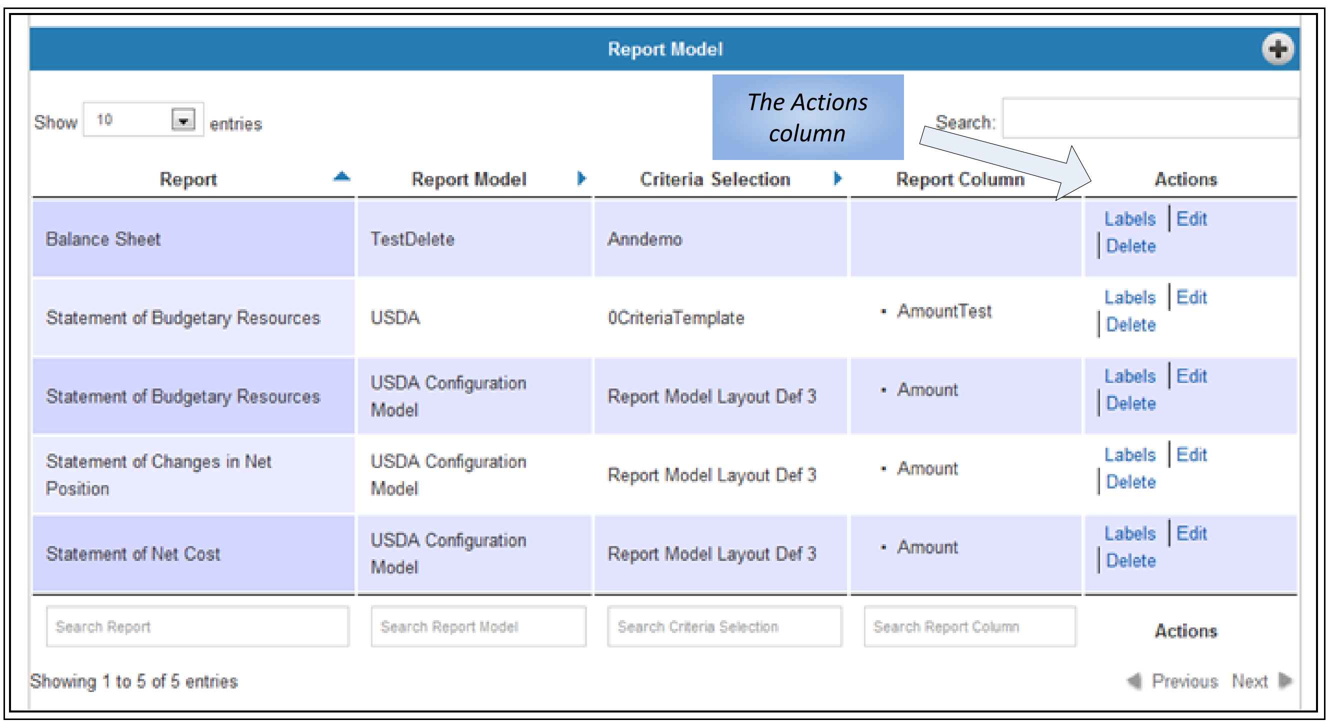
2.4.1 Actions Column

Most FSDW tables have a common column called ‘Actions’, as displayed in Exhibit 2-10. The Actions column is the rightmost column in the table and may display one or more of the following standard links, as relevant:

- ‘Edit’ provides functionality to edit a record.
- ‘Delete’ provides functionality to delete a record.

Note: These are the standard links that are displayed most often. Links in a table that are not listed here are described in detail in the documentation for each specific page in Chapters 4-9.

Exhibit 2-10 Actions Column



2.4.2 Sorting Records in a Table

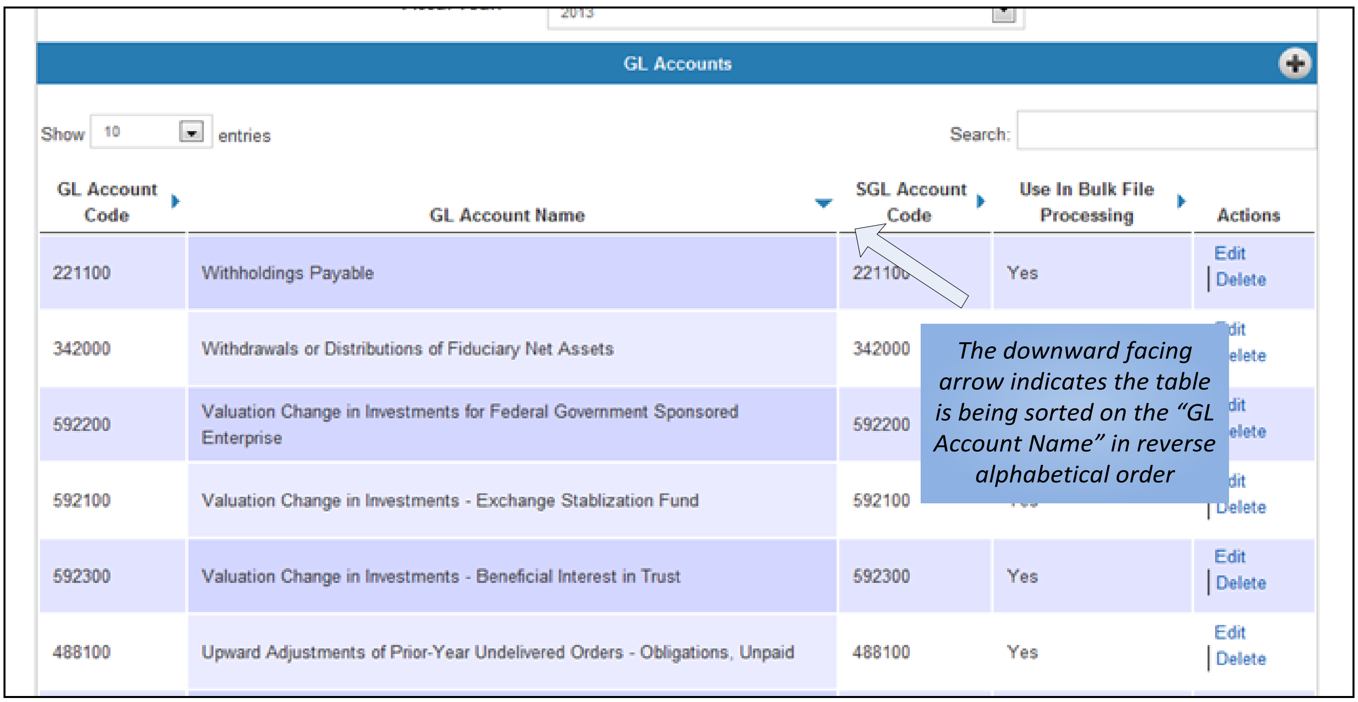
Table data can be sorted to aid the user in searching for a particular record or records.

- The arrow next to each column name denotes the column and the order in which the table is currently sorted. An arrow facing the top of the page indicates an alphanumeric sort, while an arrow facing the bottom of the pages indicates a reverse alphanumeric sort. An arrow facing the right of the page indicates that the column is not being used to sort.

- Tables can only be sorted on one column at a time.
- The user can click either the desired column name or the arrow to the right of the column name to sort on that column.
- If the column is not currently sorted, the table data is displayed in alphanumeric order.
- Clicking the column currently being used to sort reverses the sort order.
- The Actions column does not support the sort feature because sorting on the Actions column would not result in a meaningful sort.

In Exhibit 2-11, the table is sorted on the General Ledger (GL) Account Name column in reverse alphanumeric order.

Exhibit 2-11 Sorted Table



2.4.3 Navigating through Records in a Table

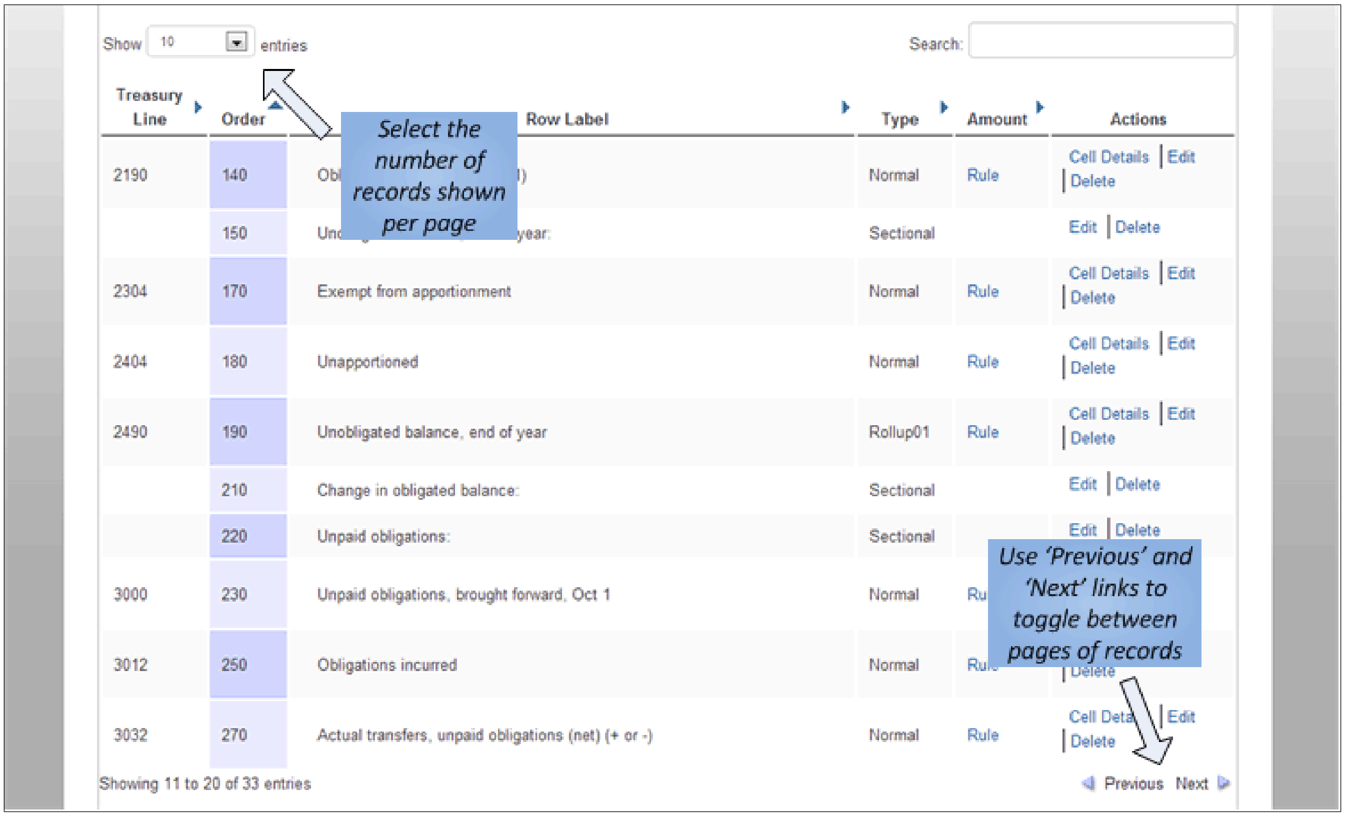
There are multiple ways a user can review the records in a table:

- By default, a page displays up to the first ten records of a table. To view more than ten records, the user can change the number of records shown per page by changing the value of the 'Show' dropdown list located above and to the left of the table rows. Possible values are '10', '25', '50', '100' and 'All'.

- The user can also view additional records by clicking the ‘Previous’ and ‘Next’ links, located on the bottom right of the table. Each page contains the number of records specified by the user in the dropdown list.

These options are illustrated in Exhibit 2-12.

Exhibit 2-12 Navigating Through Records in a Table



2.4.4 Adding a Record

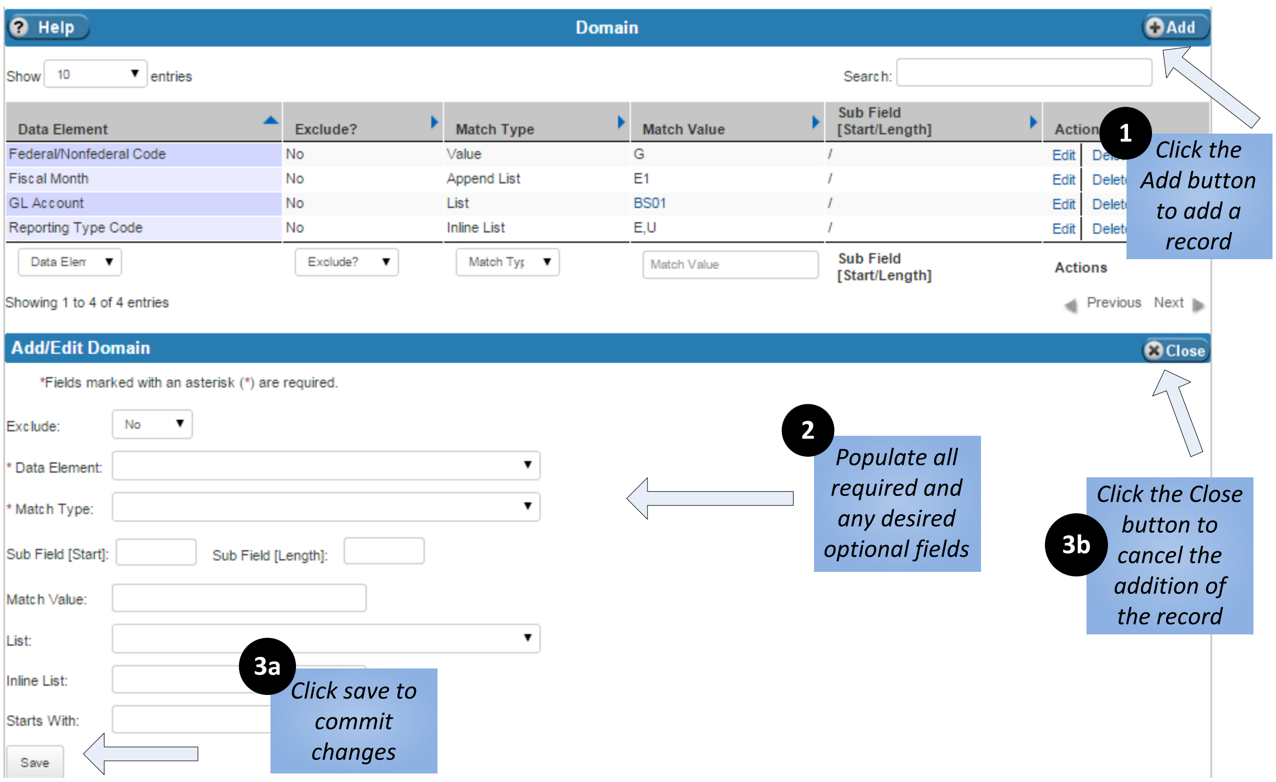
The user can add a record to a table by following these steps:

- Clicking the ‘+’ (Add) button in the title bar of a table opens the Add/Edit Form for that table.
- The user can add information to desired fields within the constraints discussed in Chapters 4-9.
- Required fields are marked with an asterisk (*). The table descriptions in Chapters 4-9 identify conditionally required fields.
- The user can click the ‘Save’ button to validate a record and, if valid, add the record to the database.

- If the record is invalid, the user sees a list of errors. Clicking an error highlights the field causing the error.
- If the record is valid, the page refreshes and the user sees the record added to the table.
- The user can cancel the addition of a record while the Add/Edit form is still open by clicking the 'X' (Close) button in the blue bar at the top of the Add/Edit form.

This process is depicted in Exhibit 2-13.

Exhibit 2-13 Adding a Record



2.4.5 Editing a Record

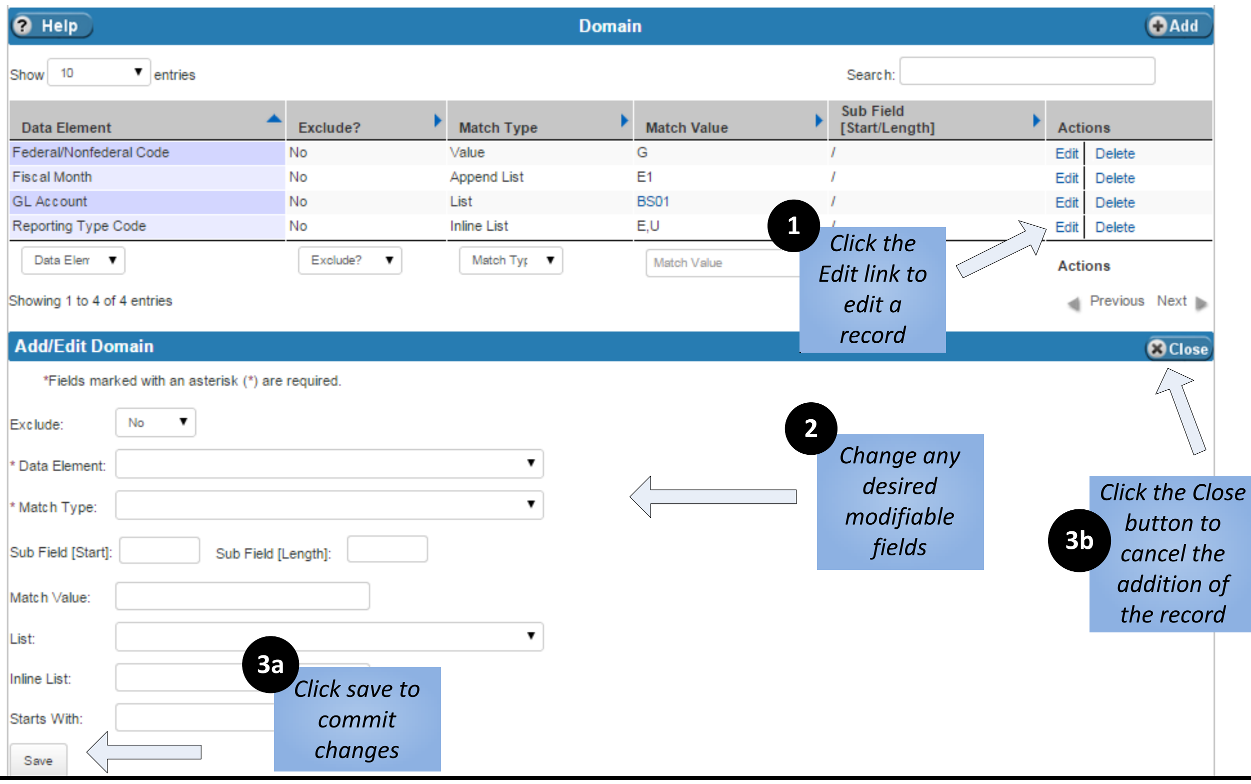
The user can edit a table record by following these steps:

- Clicking the 'Edit' link in the Actions column of the row corresponding to the desired record brings up the Add/Edit form, showing the record's current values.
- The user can make any desired changes to the modifiable fields on the record. As previously mentioned, fields that are shaded in grey are not modifiable.

- Clicking the ‘Save’ button saves all changes.
- The user can cancel an edit while the Add/Edit form is still open by clicking the ‘X’ button in the blue bar at the top of the Add/Edit form.

This process is depicted in Exhibit 2-14.

Exhibit 2-14 Editing a Record



2.4.6 Error Processing and Validation

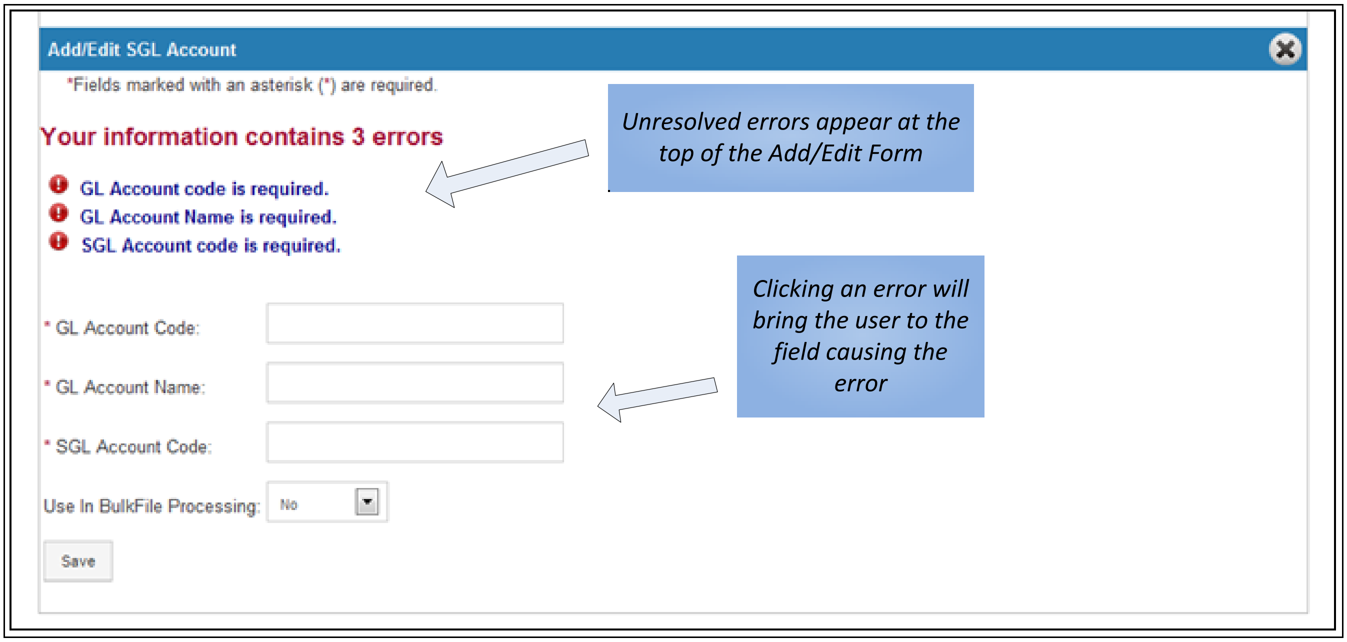
Each field in the Add/Edit Form has certain validation requirements. For example, some fields must be populated with exactly two numbers and others must be populated with values that exist in a different table. Upon clicking ‘Save’, the data entered in the Add/Edit Form is validated as follows:

- If any required data is missing or invalid, the record is not saved and an error message appears above the fields in the Add/Edit Form, as seen in Exhibit 2-15.
- Each error message lists exactly which field is invalid and what is required to make the field valid.

- Clicking the error message takes the user to the field causing that error.
- Once fields are corrected, the user clicks 'Save' to validate the data.
- If all errors were corrected, the record is added or modified.

Validations for each field can be found in the table descriptions in Chapters 4-9 for the screen on which the field appears.

Exhibit 2-15 Errors



2.4.7 Deleting a Record

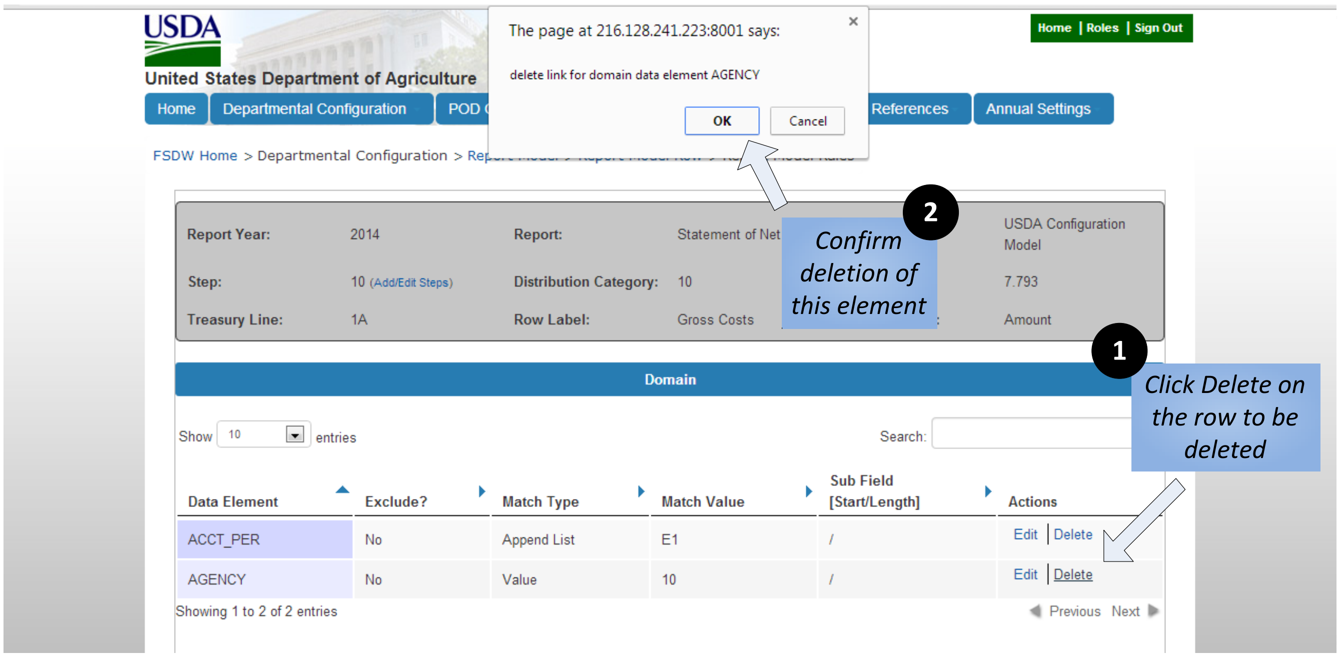
The user can delete a table record by following these steps:

- Clicking the 'Delete' link in the Actions column of the row corresponding to the desired record triggers a prompt asking the user to either confirm or cancel the deletion.
- Clicking the 'OK' button deletes the record. The page refreshes and the deletion is reflected in the table.
- Clicking 'Cancel' closes the prompt and returns the user to the table in its current state.

The deletion process is depicted in Exhibit 2-16.

Note: FSDW will not delete an entry if dependent entries exist. An error is shown, for example, if you try to delete a list name (e.g., Name1) that has list codes (e.g., Code1, Code2) defined for it. You will not be able to delete Name1 until after you delete Code1 and Code2 because the list codes are dependent on the list name.

Exhibit 2-16 Deleting a Record



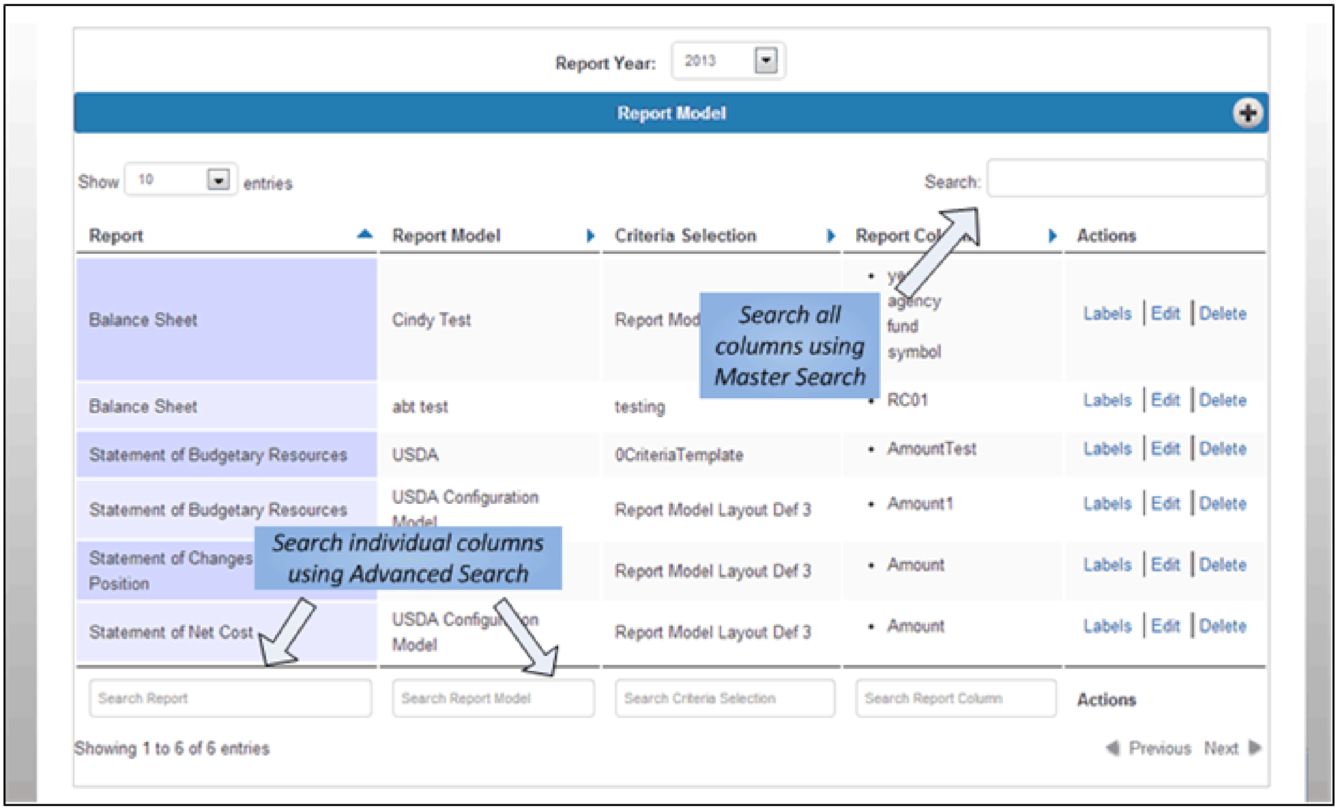
2.4.8 Searching for Records

There are two ways to find a record or records by searching for a specific string of text in a table:

- **Master Search** allows the user to search for text matches in all columns of the table. The Master Search box is located below the title bar of the table.
- **Advanced Search** allows the user to search for text matches in a particular column. Advanced Search boxes are located directly below each column of the table.

Because the Actions column does not contain meaningful values, the search features ignores the Actions column. In some cases, where the column contains a finite set of possible options instead of a text search, a dropdown of values is provided. Both text based search features are shown in Exhibit 2-17.

Exhibit 2-17 Searching for Records



2.5 Security

Different users can have different levels of access within FSDW, depending on which Security Roles are assigned to a user. A user's Security Role determines the privileges a user has regarding a page. A user can be given 'Update', 'Read-Only', or 'Blocked' privileges for a page:

- **Update** privileges provide the user with all functionality on the page, including access to the Add/Edit Form.
- **Read-Only** privileges allow the user to see the page and table contents, but do not provide access to the Add/Edit Form.
- **Blocked** privileges prevent the user from seeing any table contents and, in some cases, from even accessing the page.

The three main FSDW roles are Default, Administrator, and Security Administrator:

- A user assigned the **Default** role has Read-Only privileges for all tables not related to security, and is Blocked from all tables related to security. A user with no explicit roles assigned or whose roles have no meaning related to the current page is automatically given the Default role.
- A user assigned the **Administrator** role has Update privileges for all tables not related to security, and has Read-Only privileges for tables related to security. The Administrator Role must be explicitly assigned.
- A user assigned the **Security Administrator** role is Blocked from all tables not related to security, and is the only user with Update privileges for tables related to security. The Security Administrator Role must be explicitly assigned.

Users can also be assigned more specific Security Roles relating to the whole system, an individual POD, or an individual agency. For example, a user can be given permission to create POD overrides for one specific POD. The FSDW Security Administrators Guide provides more details about FSDW security.

2.6 Online Help

FSDW provides users with a built-in Online Help tool which can be accessed directly from FSDW. This section describes how to access and interact with Online Help.

2.6.1 Online Help Contents

The FSDW Online Help is a copy of the Microsoft Word User Guide. There are also links to the online exercises.

The FSDW Online Help contains the following main sections:

- Introduction
- FSDW Main Menu Items
- References
- Annual Settings
- Departmental Configuration
- POD Configuration
- Footnotes
- Batch Jobs
- Glossary/Acronyms/Agency Codes
- Original General Ledger Layout

2.6.2 Accessing Online Help

The user can access Online Help via FSDW two ways:

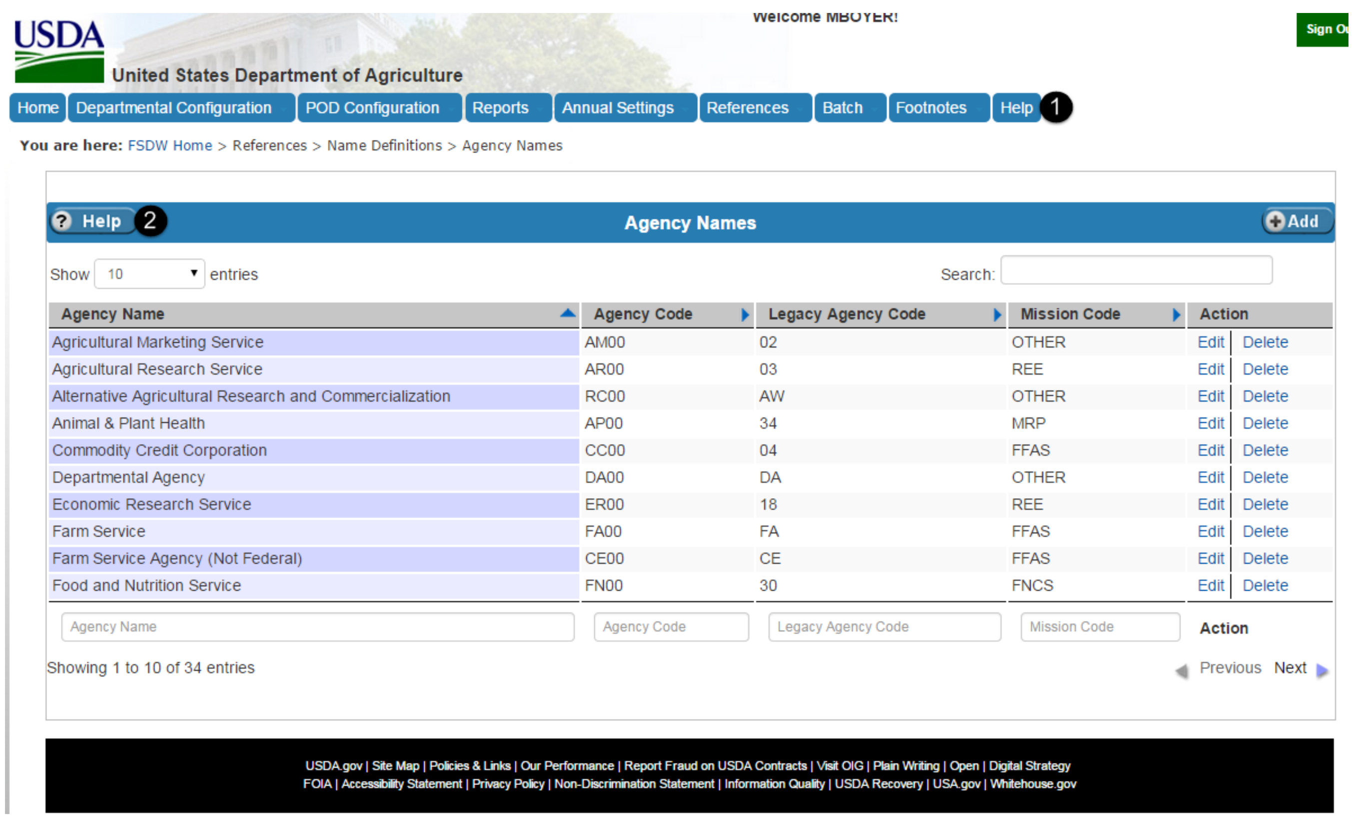
- The Main Menu 'Help' button

- The Table Help button (located on each FSDW table)

Clicking the Main Menu Help button, as seen in Exhibit 2-18 (Item 1), takes the user to the Home page of FSDW Online Help. The user can then navigate the FSDW Online Help to find any desired information. Users should click the Main Menu Help button when looking for broad information about FSDW (not specific to a table).

Clicking the Table Help button on an FSDW Table (Agency Names, for example), as seen in Exhibit 2-18 (Item 2), takes the user to that table's page in the FSDW Online Help. Users can navigate to different sections in the Online Help from this page. Users should click the Table Help button when looking for specific information related to a table.

Exhibit 2-18 Navigating to Online Help



2.6.3 Using Online Help

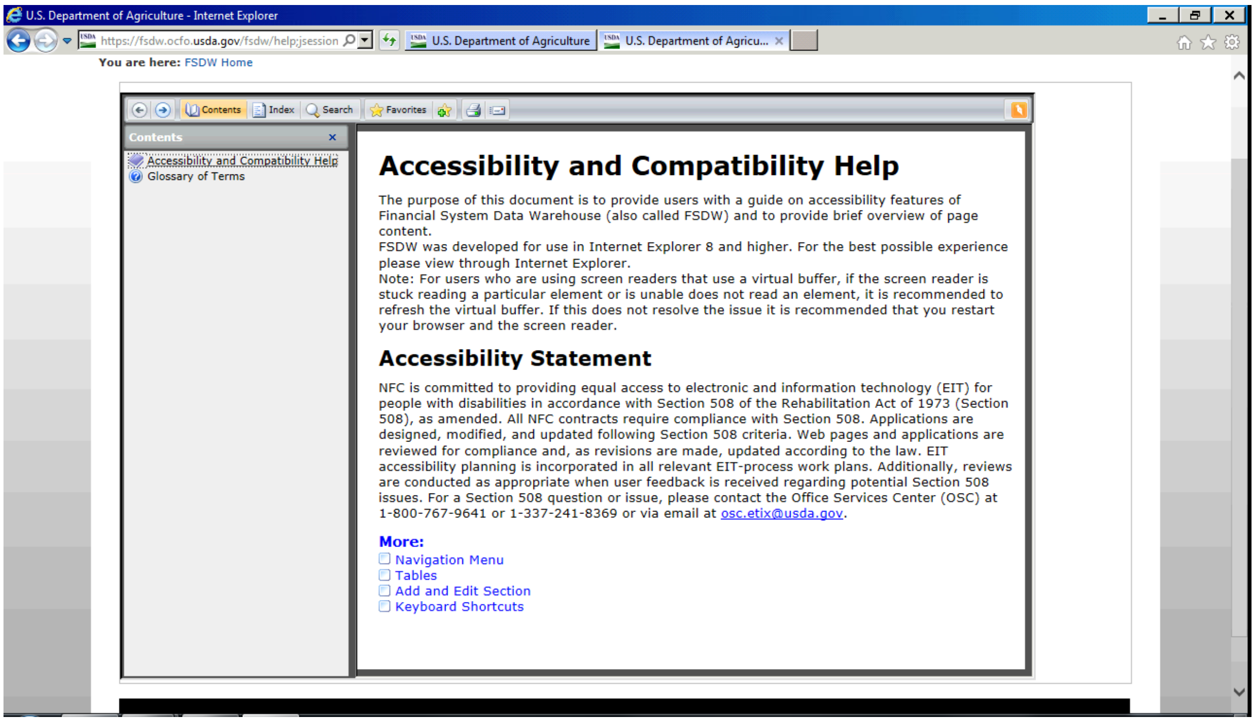
The Online Help contains the following panes:

- Navigation Pane

- Content Pane

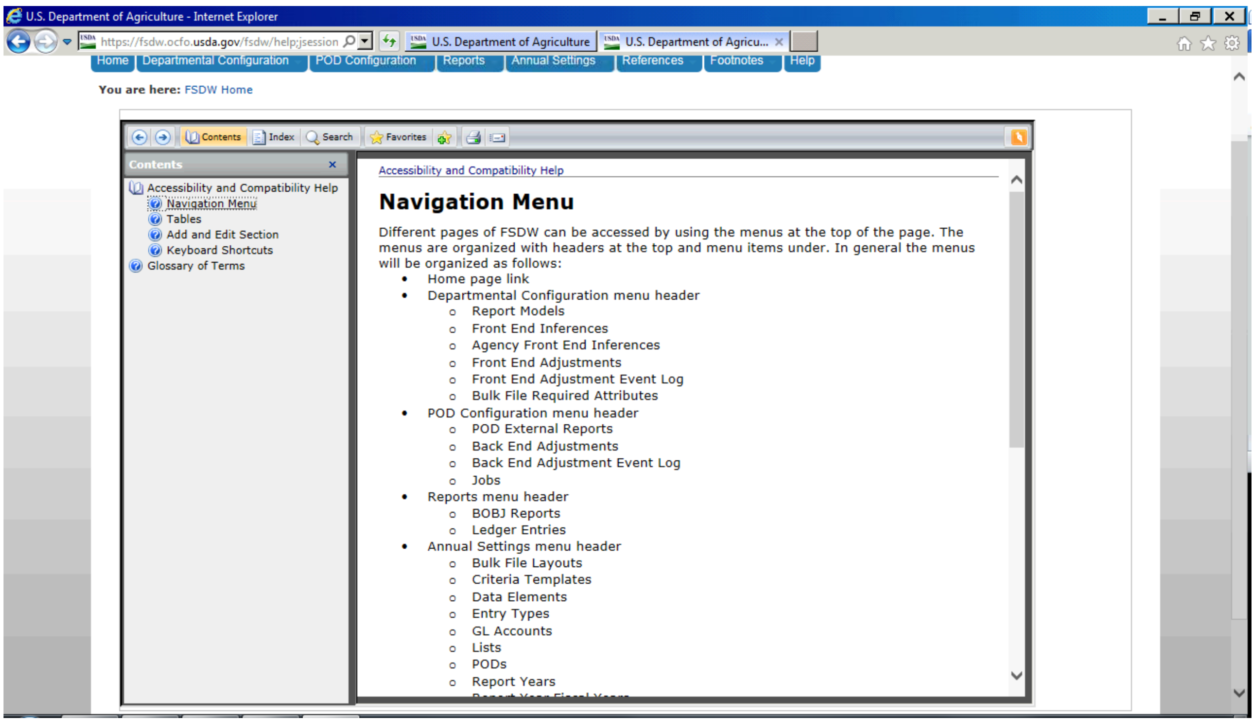
The Navigation Pane, shown in Exhibit 2-19, displays the Online Help Contents. It also gives the user the ability to navigate back and forward to pages and search for content.

Exhibit 2-19 FSDW Online Help – Navigation Pane



The Content pane, as seen in Exhibit 2-20 displays the currently selected Online Help topic.

Exhibit 2-20 FSDW Online Help – Content Pane



2.7 Accessibility Features

This section describes the need for Section 508 accessibility and the specific accessibility features included in FSDW. Included in this section is an accessibility statement, an overview of navigating without a mouse, and a note about screen reader software support. Although what is mentioned here is intended for users who require additional assistance, accessibility has the potential to help all users.

2.7.1 Accessibility Statement

The USDA's National Finance Center (NFC) is committed to providing equal access to electronic and information technology (EIT) for people with disabilities in accordance with Section 508 of the Rehabilitation Act of 1973 (Section 508), as amended. All NFC contracts require compliance with Section 508. Applications are designed, modified, and updated following Section 508 criteria. Web pages and applications are reviewed for compliance and, as revisions are made, updated according to the law. EIT accessibility planning is incorporated in all relevant EIT-process work plans. Additionally, reviews are conducted as appropriate when user feedback is received regarding potential Section 508 issues. For a Section 508 question or issue, please contact the Office Services Center (OSC) at 1-800-767-9641 or 1-337-241-8369, or via email at osc.etix@usda.gov.

Some accessibility features are not enabled by default. To ensure that pages are displayed with the full range of accessibility features, contact your security administrator and request the accessibility role.

FSDW was developed and tested to be used in Internet Explorer 8 (IE8). To ensure you have the best possible experience, please use IE8 or higher.

2.7.2 Navigating Without Using a Mouse

To help users who are unable to use a mouse, FSDW can be fully navigated using a keyboard alone. To move forward from item to item, press the Tab key. To move backward to a previous item, press the Alt and Tab keys together. To make selections, to use on screen buttons, or to use a link, press the 'Enter' key ('Return' on some keyboards). When using dropdown menus for selecting form options, press enter and use the arrow keys to move through the options. To select an option from the dropdown menu, press the Enter key. Section 2.3 describes the FSDW navigation.

When navigating through pages, the general layout of pages, from top to bottom, is:

- **The main menu bar**, which contains links to the different screens the user has permission to access. When a page is reloaded and it is not necessary to navigate through the main menus to get to the content of the page, a skip navigation link is provided as the first element on the page.
- **The bread crumb**, which identifies the current page that you are on and the pages that you navigated through to reach the current page.
- **The header**, which either provides global options for the table below it (such as the Report Year) or a section that describes global details about the table below it. When a dropdown menu appears in the header, the page does not refresh for the selected options until the users tabs over to the 'Go' button located next to the dropdown menu.
- **The data table**, which contains specific entries based on selection criteria and the related data entry form. Data tables have columns describing features of entries. When additional actions are allowed for entries, such as edit and delete, these actions are shown in the Actions column at the far right. The data table's title bar contains, on the left, a button for online Help specific to the table and, on the right, a button for accessing the Add form. Using the 'Add' button redirects focus to the form, which appears below the table. This behavior applies also to using the 'Edit' link in the Actions column. To close the Add or Edit section, use the Shift and Tab keys together to move backward until you get to the close button. Use the close button to close the section. For additional information about specific data tables or forms, refer to the related sections in Chapters 4-9 of this document.
- **The footer**, which is located below the Add or Edit section. The footer contains helpful links related to USDA and FSDW.

To facilitate ease of use, FSDW has keyboard shortcuts for navigation. Exhibit 2-21 lists the shortcuts and where they take you.

Exhibit 2-21 FSDW Keyboard Shortcuts

Shortcut	Location
Alt + 1	Home Menu Link
Alt + 2	Departmental Configuration Menu Header
Alt + 3	POD Configuration Menu Header
Alt + 4	Reports Menu Header
Alt + 5	Annual Settings Menu Header
Alt + 6	References Menu Header
Alt + 7	Batch Menu Header
Alt + 8	Footnotes Menu Header
Alt + 9	Help Menu Link
Alt + B	Focus Bread Crumb
Alt + S	Focus Skip Navigation Link (top left corner of page)
Alt + F	Focus Page Footer
Alt + Shift + H	Load the Online Help page

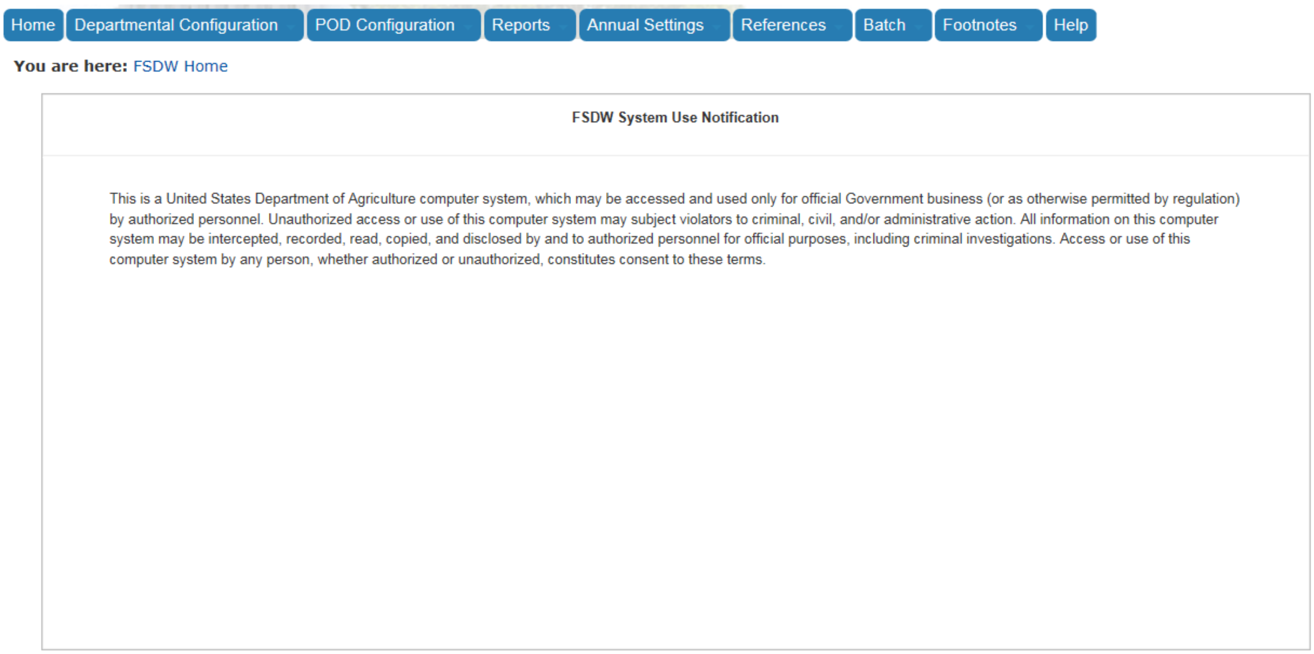
2.7.3 Screen Reader Software Support

Users who are visually impaired can use screen reader software to navigate through FSDW. FSDW does not require or support any specific screen reader, but was tested using the Job Access With Speech (JAWS) screen reader. When navigating through FSDW, screen readers read text, forms, links, tables, and alternate text for images when focused. FSDW also confirms form saves by verbal messages when using a screen reader. Please use IE8 or higher to ensure the best possible experience.

3 FSDW Main Menu Items

This chapter introduces the user to how FSDW is organized. It provides the user with a description of the FSDW Main Menu items. The FSDW Main Menu appears across the top of every FSDW page. It is comprised of nine menu items, including the Home Page link.

Exhibit 3-1 FSDW Home Page



The table in Exhibit 3-2 lists each Main Menu item, the menu items under each Main Menu item, and the section of this document describing each Main Menu Item. The menu items are presented in the order in which the values must be added. For example, References must be added before Annual Settings.

Exhibit 3-2 Main Menu Items

FSDW Main Menu Item	Description	Chapter
Home	Returns to the FSDW Main Screen.	2

<table>
<tr><th>FSDW Main Menu Item</th><th>Description</th><th>Chapter</th></tr>
<tr><td>References</td><td>Sections under this menu relate to settings that are defined once, such as Name Definition:
▪ Agency Names
▪ Bulkfile Layout Names
▪ Criteria Template Names
▪ Data Element Names
▪ Entry Type Names
▪ External Report Names
▪ List Names
▪ POD Names
▪ Report Model Names
▪ Source Names
▪ Treasury Symbol Mappings</td><td>4</td></tr>
<tr><td>Annual Settings</td><td>Sections under this menu relate to the annual settings used in FSDW processes, including:
▪ Bulkfile Layouts
▪ Criteria Templates
▪ Data Elements
▪ Entry Types
▪ General Ledger (GL) Accounts
▪ Lists
▪ PODs
▪ Report Years
▪ Report Periods
▪ Validation Errors
▪ Approval Level Settings:
    ▪ Front End Adjustment Approval Levels
    ▪ Back End Adjustment Approval Levels</td><td>5</td></tr>
<tr><td>Departmental Configuration</td><td>Sections under this menu relate to department-level actions, such as the setup and viewing of:
▪ Report Models
▪ Front End Inference
▪ Agency Front End Inference
▪ Front End Adjustments
▪ Front End Adjustments Event Log (viewing only)
▪ Bulk File (i.e., GTAS) Required Attributes</td><td>6</td></tr>
<tr><td>POD Configuration</td><td>Sections under this menu relate to POD-level actions, such as the setup and viewing of:
▪ POD External Reports
▪ Back End Adjustments
▪ Back End Adjustment Event Log (viewing only)
▪ Jobs
▪ Jobs History</td><td>7</td></tr>
</table>

FSDW Main Menu Item	Description	Chapter

Footnotes	Sections under this menu relate to the report footnotes that are defined once, and are separated into two subsections, which are:
	▪ Footnote Agency Forms
	▪ Footnotes Admin – This section includes setup of and viewing of:
	  ▪ Assign Agency Footnotes
	  ▪ Assign Footnote Agencies
	  ▪ Footnote Adjustments
	  ▪ Footnote Eliminations
	  ▪ Footnote Fields
	  ▪ Footnote Names
	  ▪ Footnote Reports
	  ▪ Pending Footnote
		8

Batch	Sections under this menu relate to FSDW Jobs: ▪ Batch Jobs ▪ Batch Step Status ▪ Batch Header Table ▪ Batch Schedule Alerts	9
Help	Opens the FSDW Help Screen in a new tab.	2.6

Under the FSDW Main Menu Items, there are menu items that, when selected, take the user to the applicable table where the users can enter the reference and set-up data needed to create reports.

The following information is provided for every FSDW table that users view and/or update:

- **Field Name** – The name of the field.
- **Requirements** – Whether the field is required or optional.
- **Editable** - Under which conditions the field is editable (on add only, on edit only, on add or edit, N/A).
- **Description** - A short description of the field in the context of the screen.
- **Possible Values:**
  - If this is a dropdown, lists the possible values or the table from which the values are populated.
  - If not a dropdown, shows N/A (not applicable) or the type of data allowed, such as any alphanumeric value or any number.
- **Validation** – How the data is validated.

Every FSDW table has one or more Actions. The standard Actions are Add, Edit and Delete. Refer to Chapter 2 for more details.

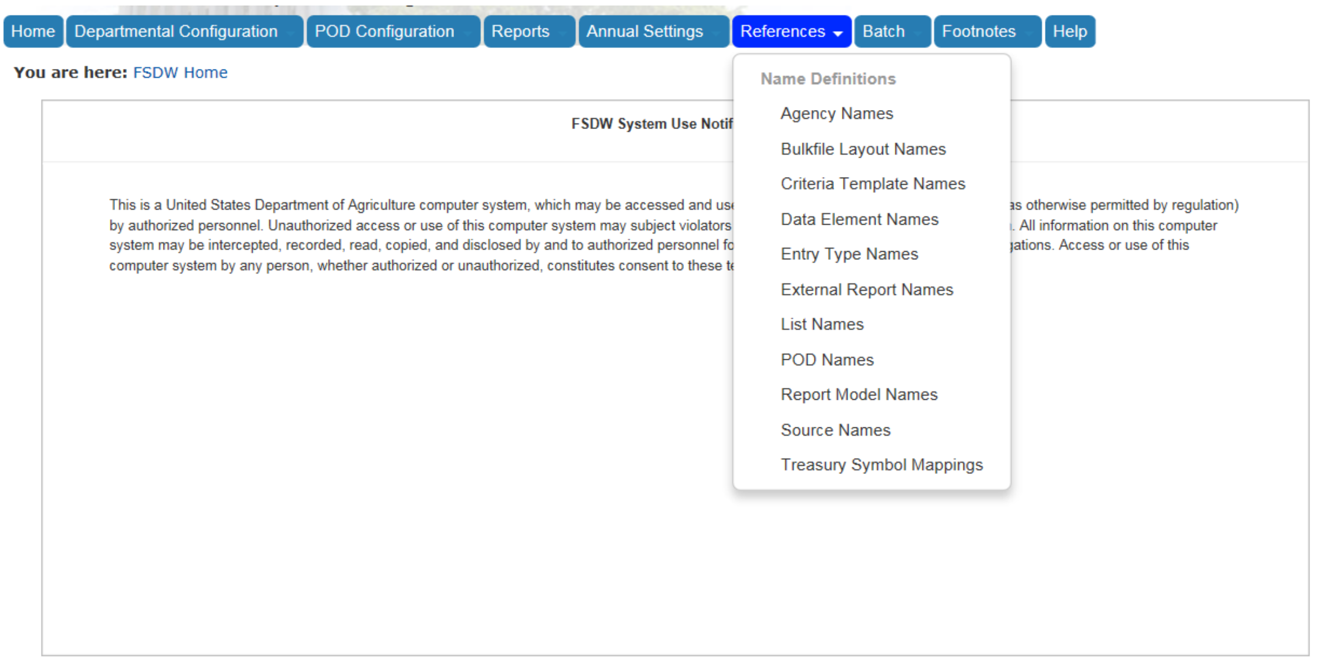
4 References

The References Main Menu Item includes sections that establish the reference components needed for FSDW processes. These sections relate to settings that are defined once because they are not dependent on year.

- Name Definitions
  - Agency Names
  - Bulkfile Layout Names
  - Criteria Template Names
  - Data Element Names
  - Entry Type Names
  - External Report Names
  - List Names
  - POD Names
  - Report Model Names
  - Source Names
  - TAFS Treasury Mappings

Exhibit 4-1 displays the menu options listed under the References menu item. If the user has access to the Security tables, the Security items are listed on the References menu before the Name Definitions options.

Exhibit 4-1 FSDW Main Menu – References

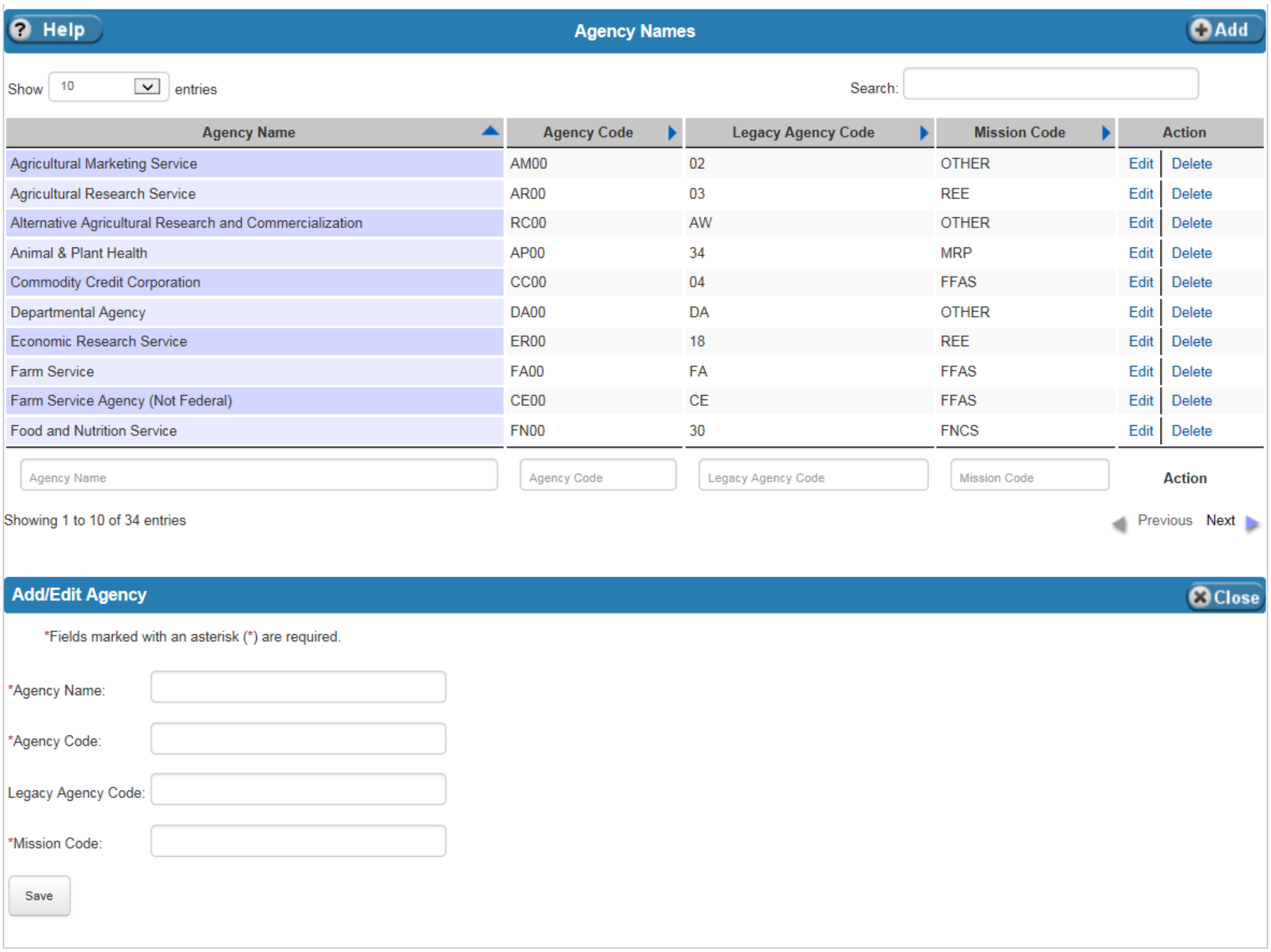


4.1 Agency Names

The Agency Names table defines the agencies in FSDW. The table includes the Agency Name, the Agency Code, the Legacy Agency Code, and the Mission Code for each agency.

Exhibit 4-2 displays the Agency Names table and the Add/Edit Agency form.

Exhibit 4-2 Agency Names Table



Help | Agency Names | Add

Show 10 entries Search:

Agency Name	Agency Code	Legacy Agency Code	Mission Code	Action
Agricultural Marketing Service	AM00	02	OTHER	Edit | Delete
Agricultural Research Service	AR00	03	REE	Edit | Delete
Alternative Agricultural Research and Commercialization	RC00	AW	OTHER	Edit | Delete
Animal & Plant Health	AP00	34	MRP	Edit | Delete
Commodity Credit Corporation	CC00	04	FFAS	Edit | Delete
Departmental Agency	DA00	DA	OTHER	Edit | Delete
Economic Research Service	ER00	18	REE	Edit | Delete
Farm Service	FA00	FA	FFAS	Edit | Delete
Farm Service Agency (Not Federal)	CE00	CE	FFAS	Edit | Delete
Food and Nutrition Service	FN00	30	FNCS	Edit | Delete
Agency Name	Agency Code	Legacy Agency Code	Mission Code	Action

Showing 1 to 10 of 34 entries Previous Next

Add/Edit Agency | Close

*Fields marked with an asterisk (*) are required.

*Agency Name:

*Agency Code:

Legacy Agency Code:

*Mission Code:

Save

Exhibit 4-3 lists the fields on the Agency Names table.

Exhibit 4-3 Agency Names Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Agency Name	Required	On add or edit	Agency Name.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Agency Code	Required	On add or edit	Agency code.	Any alphanumeric value.	Length cannot be greater than twenty characters.
Legacy Agency Code	Optional	On add or edit	Agency code from the legacy FSDW system. (For USDA, the Legacy Agency Code is two positions.)	Any alphanumeric value.	Length cannot be greater than twenty characters.
Mission Code	Required	On add or edit	Mission Code.	Any alphanumeric value.	Length cannot be greater than two hundred and ten characters.

4.2 Bulkfile Layout Names

The Bulkfile Layout Names table defines the names of the bulkfile layouts that FSDW can create.

Exhibit 4-4 displays the Bulkfile Layout Names table and the Add/Edit Bulkfile Layout Name form.

Exhibit 4-4 Bulkfile Layout Names Table

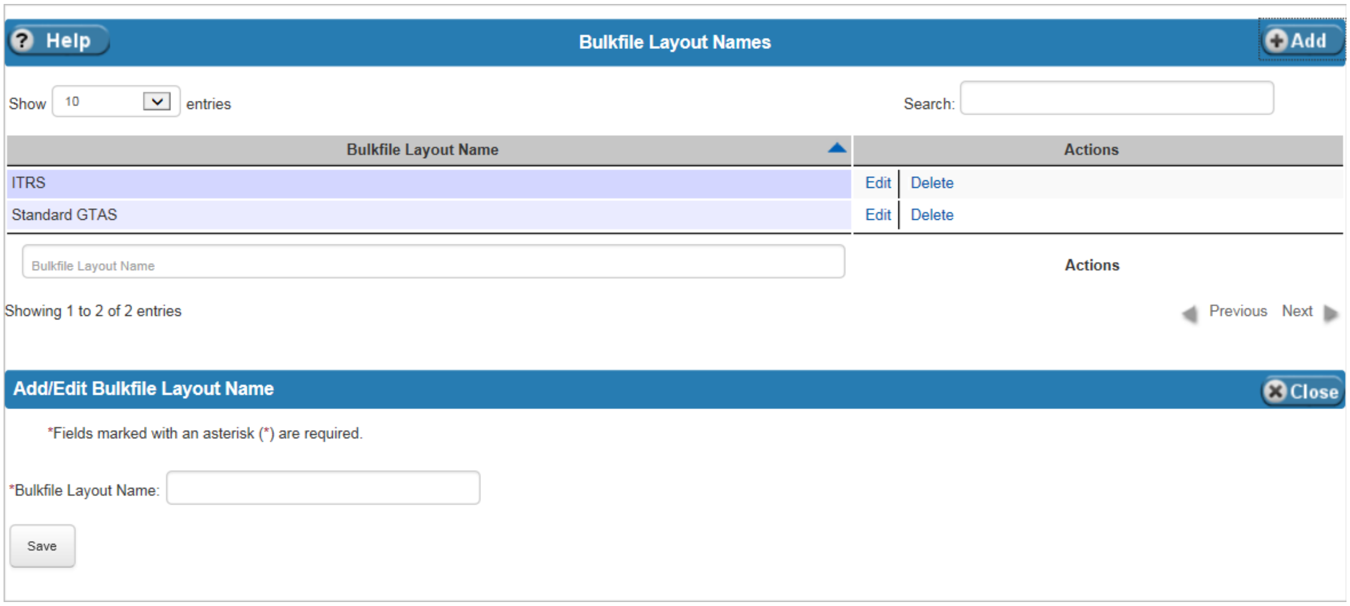


Exhibit 4-5 lists the fields on the Bulkfile Layout Names table.

Exhibit 4-5 Bulkfile Layout Names Table Fields

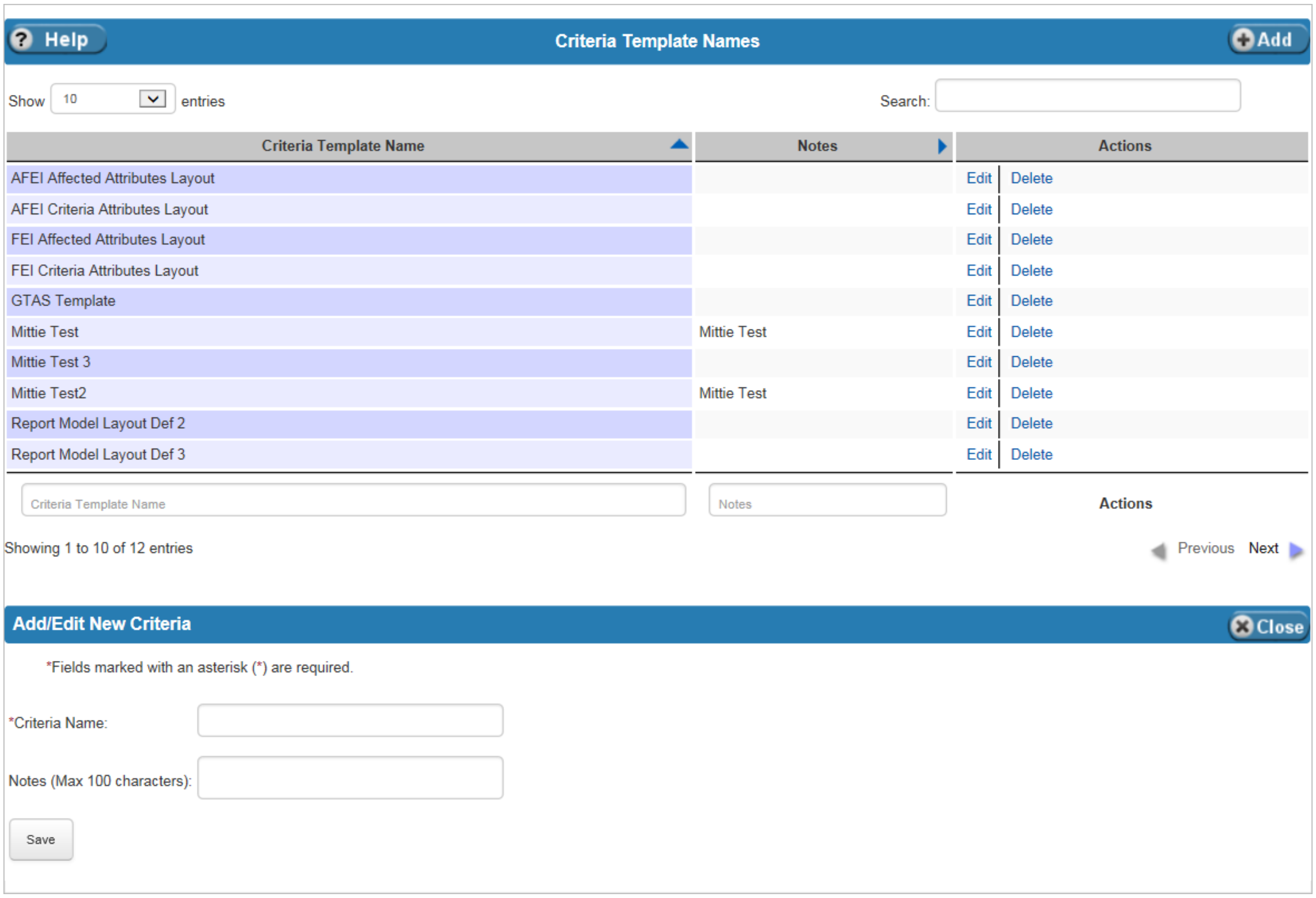
Field Name	Requirements	Editable	Description	Possible Values	Validation
Bulkfile Layout Name	Required	On add or edit	Bulk File Layout Name.	Any alphanumeric value.	Length cannot be greater than fifty characters.

4.3 Criteria Template Names

The Criteria Templates identify the data elements a user is allowed to use when creating the rules for Report Models, POD Models and Inferencing. The Criteria Template Names are established on the Criteria Template Names table. Each year, the data elements for the Criteria Template are defined on the Annual Settings Criteria Templates table.

Exhibit 4-6 displays the Criteria Template Names table and the Add/Edit New Criteria form.

Exhibit 4-6 Criteria Template Names Table


? Help | Criteria Template Names | Add

Show 10 entries Search:

Criteria Template Name	Notes	Actions
AFEI Affected Attributes Layout		Edit | Delete
AFEI Criteria Attributes Layout		Edit | Delete
FEI Affected Attributes Layout		Edit | Delete
FEI Criteria Attributes Layout		Edit | Delete
GTAS Template		Edit | Delete
Mittie Test	Mittie Test	Edit | Delete
Mittie Test 3		Edit | Delete
Mittie Test2	Mittie Test	Edit | Delete
Report Model Layout Def 2		Edit | Delete
Report Model Layout Def 3		Edit | Delete
Criteria Template Name	Notes	Actions

Showing 1 to 10 of 12 entries Previous Next

Add/Edit New Criteria Close

*Fields marked with an asterisk (*) are required.

*Criteria Name:

Notes (Max 100 characters):

Save

Exhibit 4-7 lists the fields on the Criteria Template Names table.

Exhibit 4-7 Criteria Template Names Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Criteria Name	Required	On add or edit	Name of the criteria.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Notes	Optional	On add or edit	Descriptive text.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

4.4 Data Element Names

The Data Element Names table defines the data elements available for use in FSDW. The data element names are mapped to the database yearly on the Annual Settings Data Elements table.

Exhibit 4-8 displays the Data Element Names table and the Add/Edit Data Element form.

Exhibit 4-8 Data Element Names Table

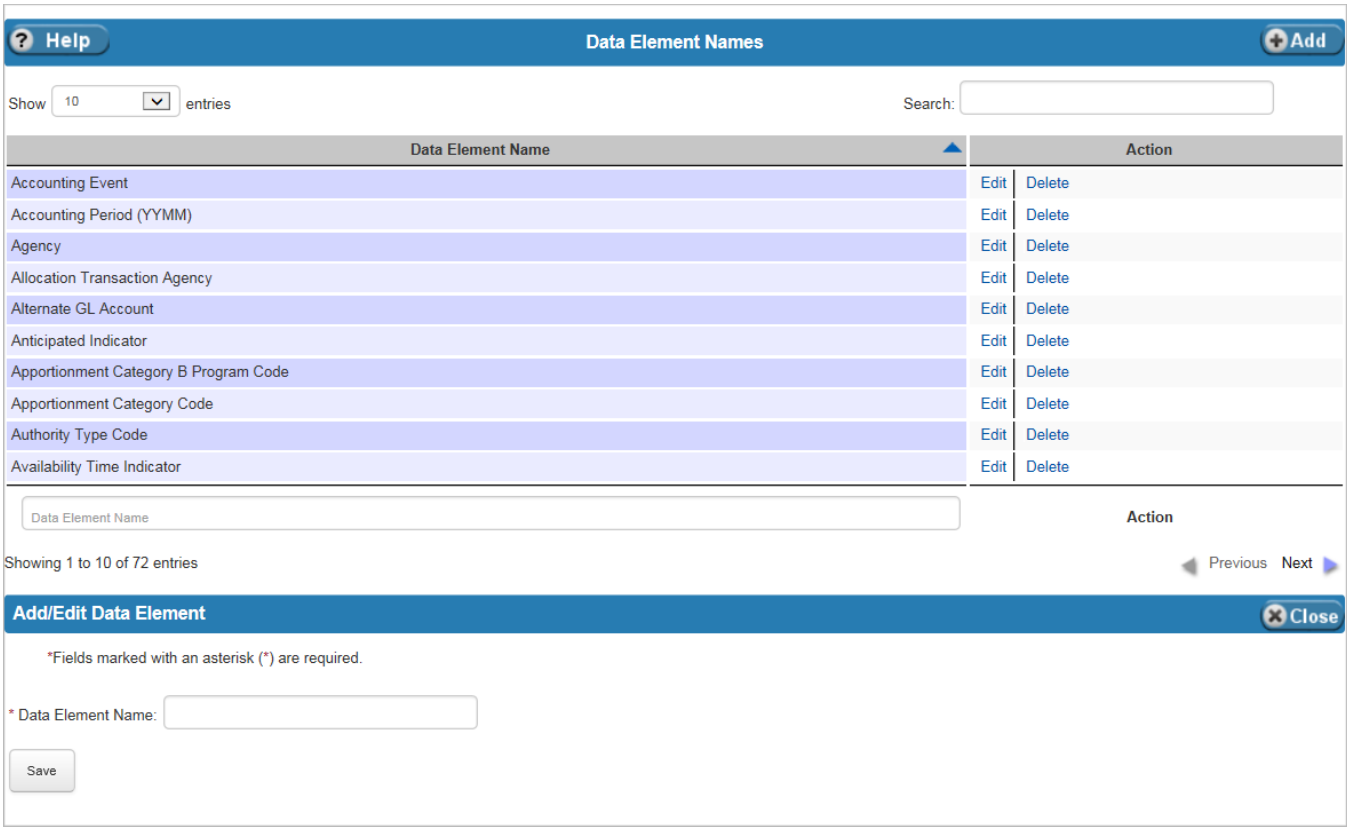


Exhibit 4-9 lists the fields on the Data Element Names table.

Exhibit 4-9 Data Element Names Table Fields

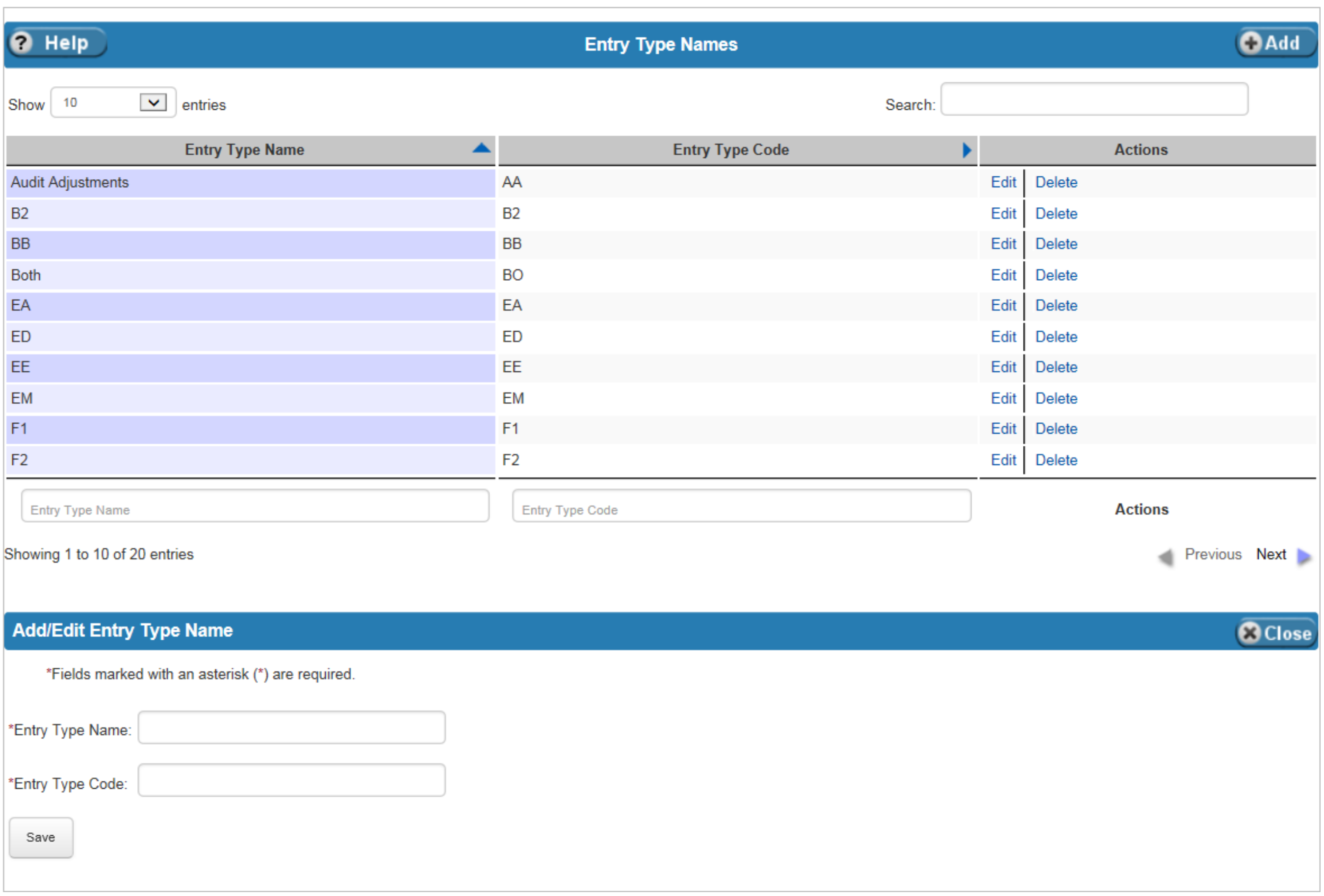
Field Name	Requirements	Editable	Description	Possible Values	Validation
Data Element Name	Required	On add or edit	Name of the data element.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

4.5 Entry Type Names

Entry Types are used to distinguish the different types of adjustments entered into FSDW, e.g. Audit Adjustments, Elimination Entries, etc. The Entry Type Names table defines the entry types. The attributes for the Entry Type are defined yearly on the Annual Settings Entry Types table.

Exhibit 4-10 displays the Entry Type Names table and the Add/Edit Entry Type Name form.

Exhibit 4-10 Entry Type Names Table


Help
Entry Type Names
Add
Show 10 entries
Search:

Entry Type Name	Entry Type Code	Actions
Audit Adjustments	AA	Edit Delete
B2	B2	Edit Delete
BB	BB	Edit Delete
Both	BO	Edit Delete
EA	EA	Edit Delete
ED	ED	Edit Delete
EE	EE	Edit Delete
EM	EM	Edit Delete
F1	F1	Edit Delete
F2	F2	Edit Delete
Entry Type Name	Entry Type Code	Actions

Showing 1 to 10 of 20 entries
Previous Next

Add/Edit Entry Type Name
Close
*Fields marked with an asterisk (*) are required.
*Entry Type Name:
*Entry Type Code:
Save

Exhibit 4-11 lists the fields on Entry Type Names table.

Exhibit 4-11 Entry Type Names Table Fields

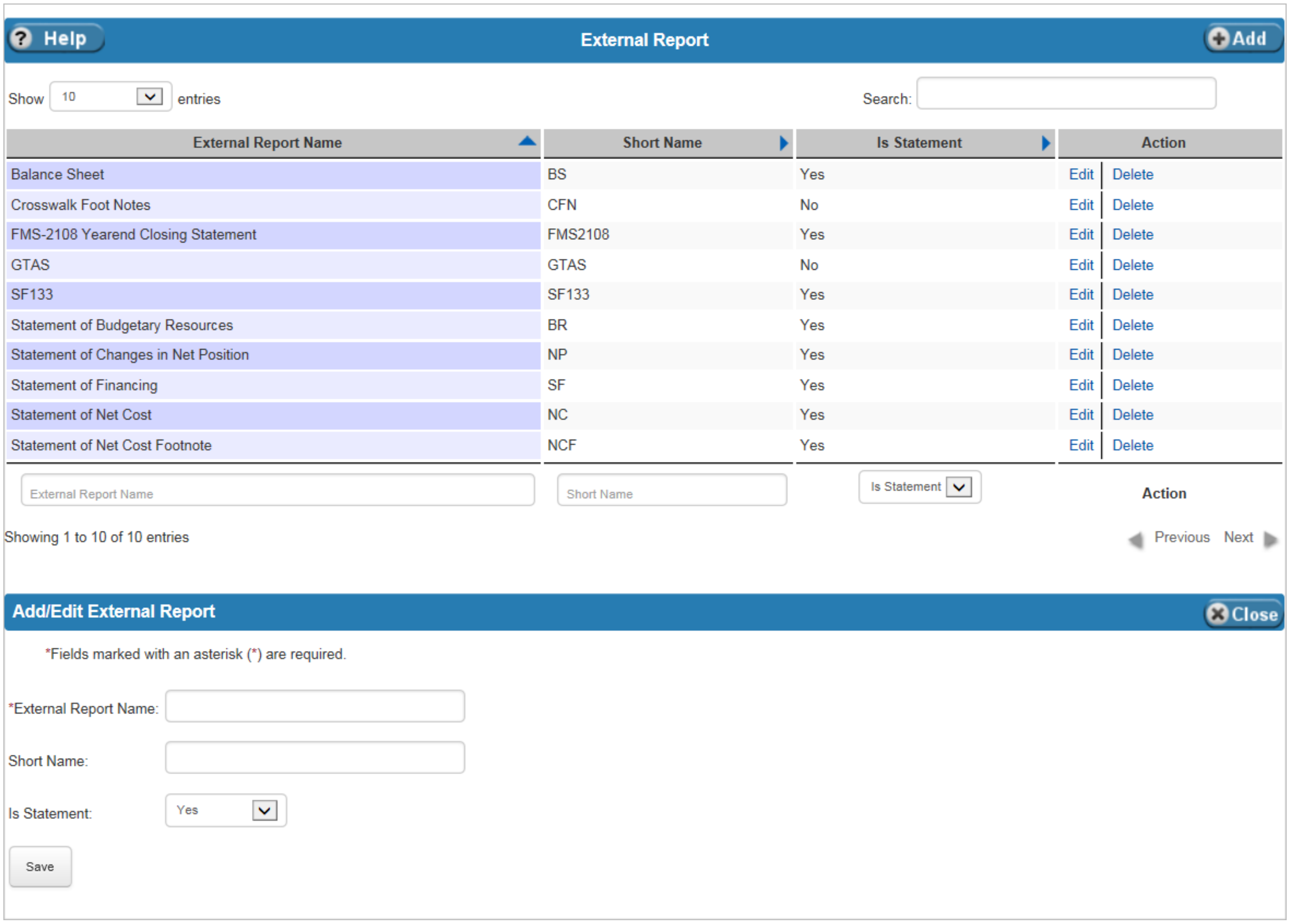
Field Name	Requirements	Editable	Description	Possible Values	Validation
Entry Type Name	Required	On add or edit	Name of the entry type.	Any alphanumeric value.	Length cannot be greater than fifty characters.
Entry Type Code	Required	On add or edit	The two digit code for the entry type.	Any alphanumeric value.	Length cannot be greater than two characters.

4.6 External Report Names

The External Report Names table defines the names of the External Reports.

Exhibit 4-12 displays the External Report Names table and the Add/Edit External Report form.

Exhibit 4-12 External Report Table



External Report Name	Short Name	Is Statement	Action
Balance Sheet	BS	Yes	Edit Delete
Crosswalk Foot Notes	CFN	No	Edit Delete
FMS-2108 Yearend Closing Statement	FMS2108	Yes	Edit Delete
GTAS	GTAS	No	Edit Delete
SF133	SF133	Yes	Edit Delete
Statement of Budgetary Resources	BR	Yes	Edit Delete
Statement of Changes in Net Position	NP	Yes	Edit Delete
Statement of Financing	SF	Yes	Edit Delete
Statement of Net Cost	NC	Yes	Edit Delete
Statement of Net Cost Footnote	NCF	Yes	Edit Delete
External Report Name	Short Name	Is Statement	Action

Exhibit 4-13 lists the fields on the External Report table.

Exhibit 4-13 External Report Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
External Report Name	Required	On add or edit	Name of the external report.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Short Name	Optional	On add or edit	Short name for the external report.	Any alphanumeric value.	Length cannot be greater than ten characters.
Is Statement	Optional	On add or edit	Indicates whether the external report is a financial statement.	Dropdown: ▪ Yes - Represents a financial statement. ▪ No - Does not represent a financial statement. Defaults to 'Yes'.	N/A

4.7 List Names

Lists Names provides a method for including or excluding several values for the report criteria and inferencing. The List Names table defines the names of the Lists and their associated data elements.

Exhibit 4-14 displays the List Names table and the Add/Edit List Definition form.

Exhibit 4-14 List Names Table

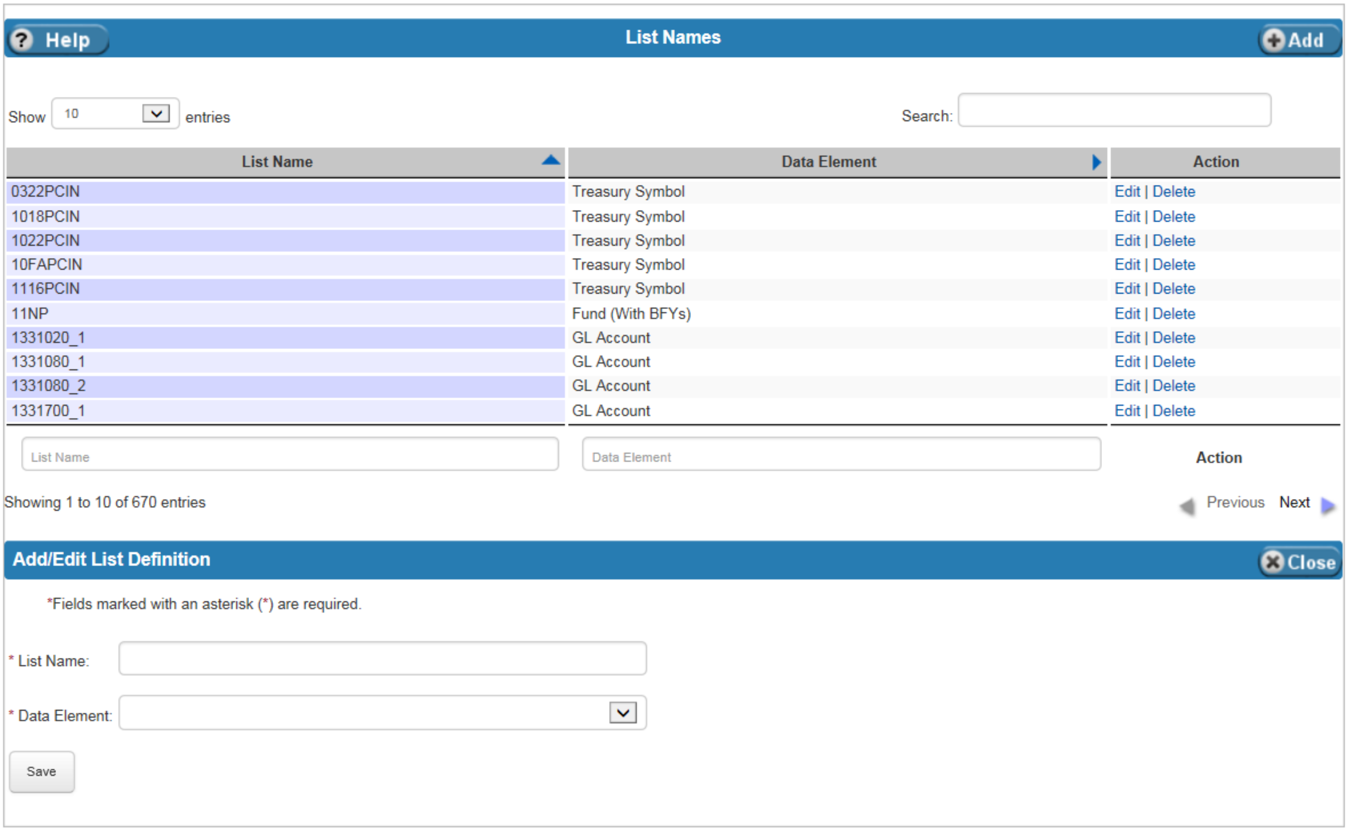


Exhibit 4-15 lists the fields on the List Names table.

Exhibit 4-15 List Names Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
List Name	Required	On add or edit	Name of the list.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Data Element	Required	On add only	Data element of the list.	Dropdown values from the Data Element Names table.	N/A

4.8 POD Names

PODs are reporting groups. The POD Names table defines the names of the PODs within FSDW.

Exhibit 4-16 displays the POD Names table and the Add/Edit POD Name form.

Exhibit 4-16 POD Names Table

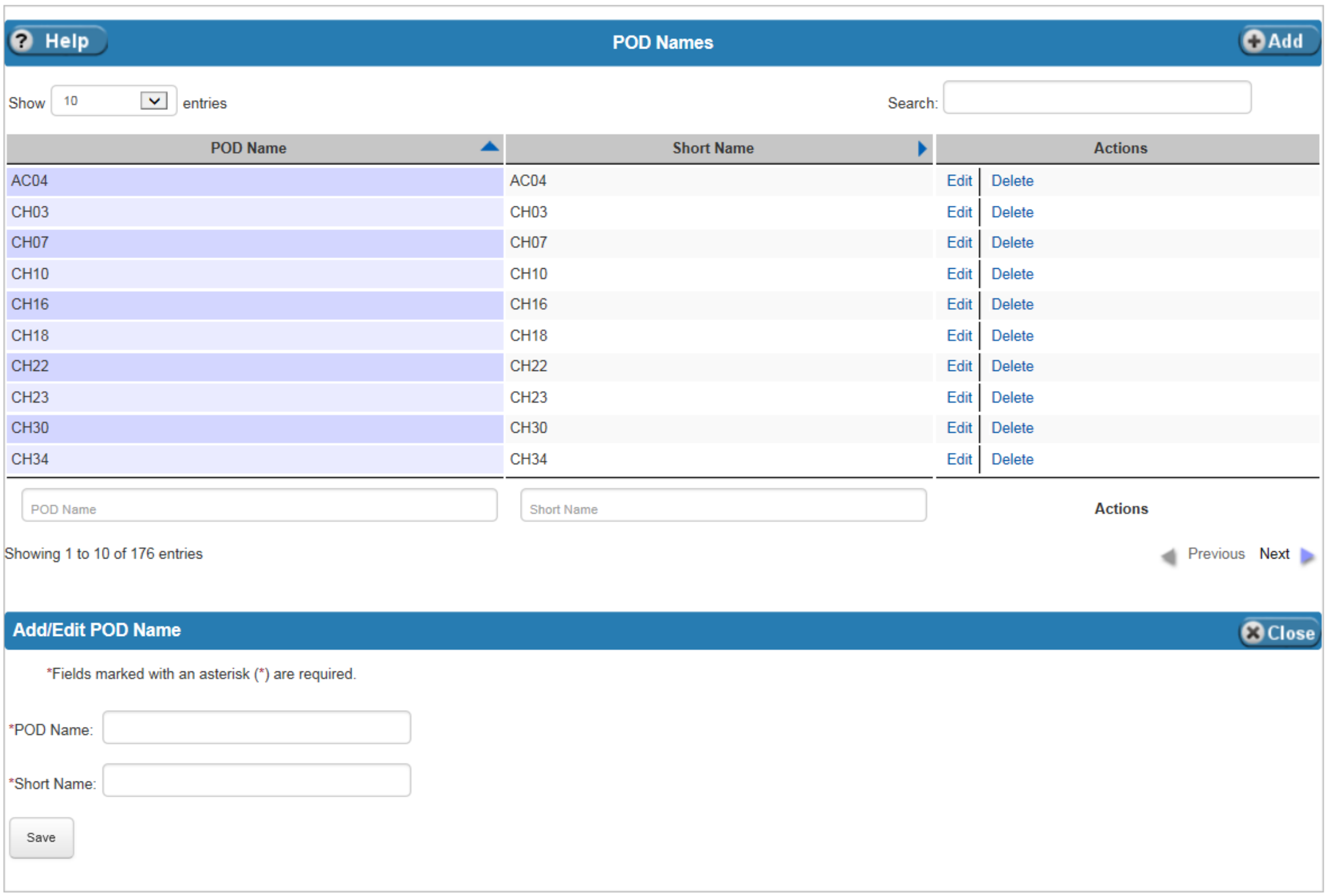


Exhibit 4-17 lists the fields on the POD Names table.

Exhibit 4-17 POD Names Table Fields

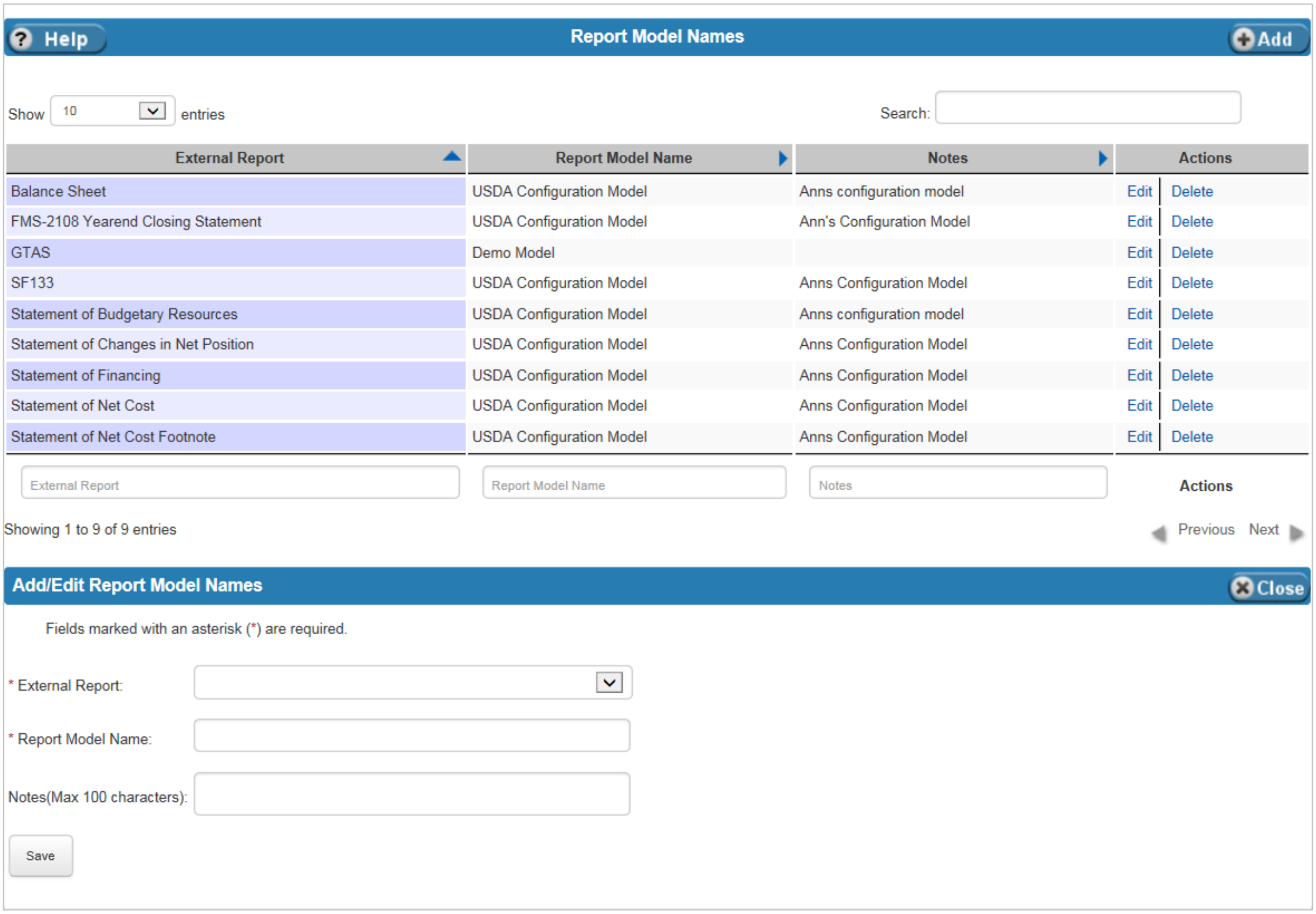
Field Name	Requirements	Editable	Description	Possible Values	Validation
POD Name	Required	On add or edit	Name of the POD.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Short Name	Required	On add or edit	Short name for the POD.	Any alphanumeric value.	Length cannot be greater than ten characters.

4.9 Report Model Names

The Report Model Names table defines the names of the Report Models and the external report associated with each Report Model.

Exhibit 4-18 displays the Report Model Names table and the Add/Edit Report Model Names form.

Exhibit 4-18 Report Model Names Table


Help Report Model Names Add

Show 10 entries Search:

External Report	Report Model Name	Notes	Actions
Balance Sheet	USDA Configuration Model	Anns configuration model	Edit Delete
FMS-2108 Yearend Closing Statement	USDA Configuration Model	Ann's Configuration Model	Edit Delete
GTAS	Demo Model		Edit Delete
SF133	USDA Configuration Model	Anns Configuration Model	Edit Delete
Statement of Budgetary Resources	USDA Configuration Model	Anns configuration model	Edit Delete
Statement of Changes in Net Position	USDA Configuration Model	Anns Configuration Model	Edit Delete
Statement of Financing	USDA Configuration Model	Anns Configuration Model	Edit Delete
Statement of Net Cost	USDA Configuration Model	Anns Configuration Model	Edit Delete
Statement of Net Cost Footnote	USDA Configuration Model	Anns Configuration Model	Edit Delete
External Report	Report Model Name	Notes	Actions

Showing 1 to 9 of 9 entries Previous Next

Add/Edit Report Model Names Close

Fields marked with an asterisk (*) are required.

* External Report:

* Report Model Name:

Notes(Max 100 characters):

Save

Exhibit 4-19 lists the fields on Report Model Names table.

Exhibit 4-19 Report Model Names Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
External Report	Required	N/A	Name of the External Report.	Dropdown values from the External Report Names table.	N/A
Report Model Name	Required	On add or edit	Name of the Report Model.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Notes	Optional	On add or edit	Descriptive text.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

4.10 Source Names

FSDW receives general ledger data from several sources. Currently, the sources that send general ledger data to FSDW are: 'FMMI', 'CCC_CORE, 'LOAN_GRT,' and 'IPAS'. The Source Names table lists the names of the Sources.

Exhibit 4-20 displays the Source Names table and the Add/Edit Source form.

Exhibit 4-20 Source Names Table

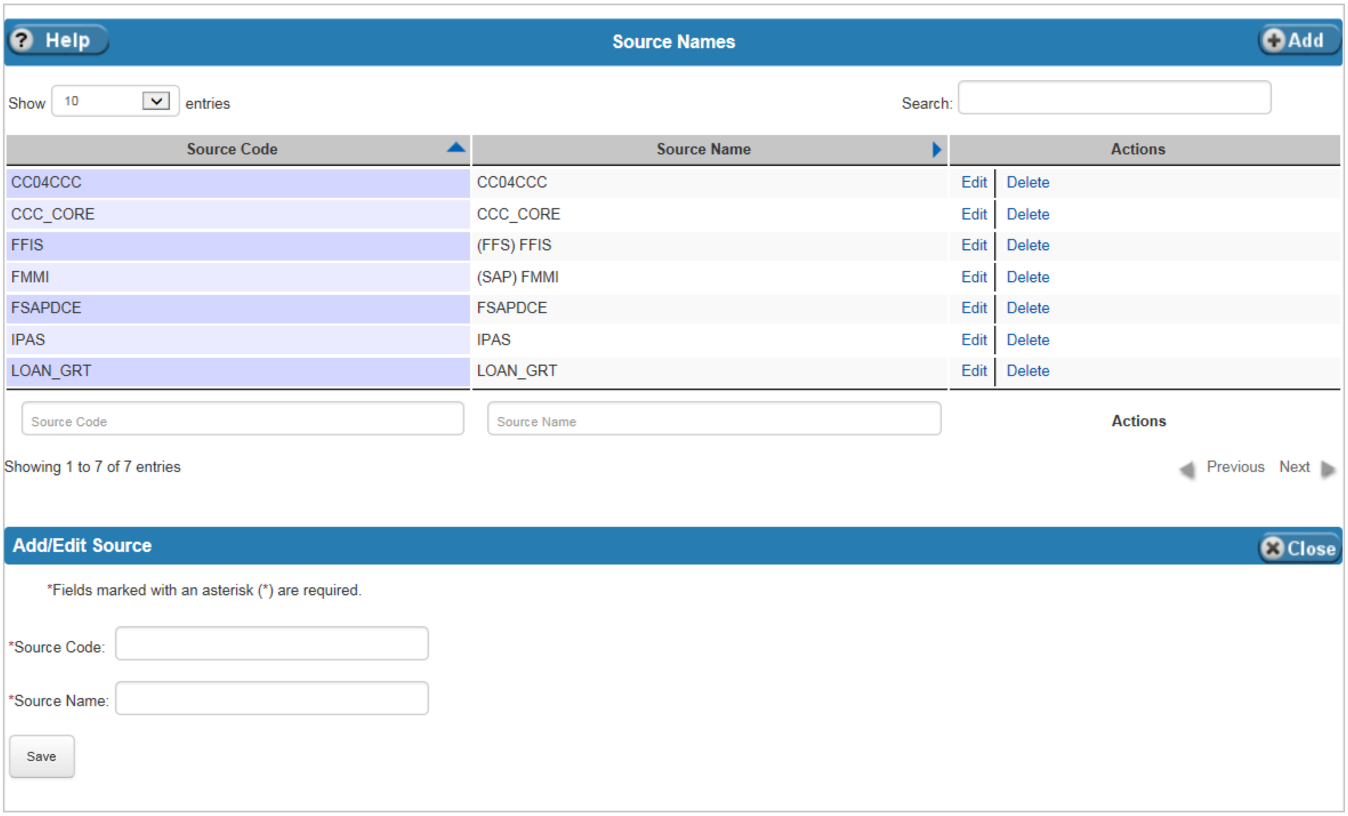


Exhibit 4-21 lists the fields on the Source Names table.

Exhibit 4-21 Source Names Table Fields

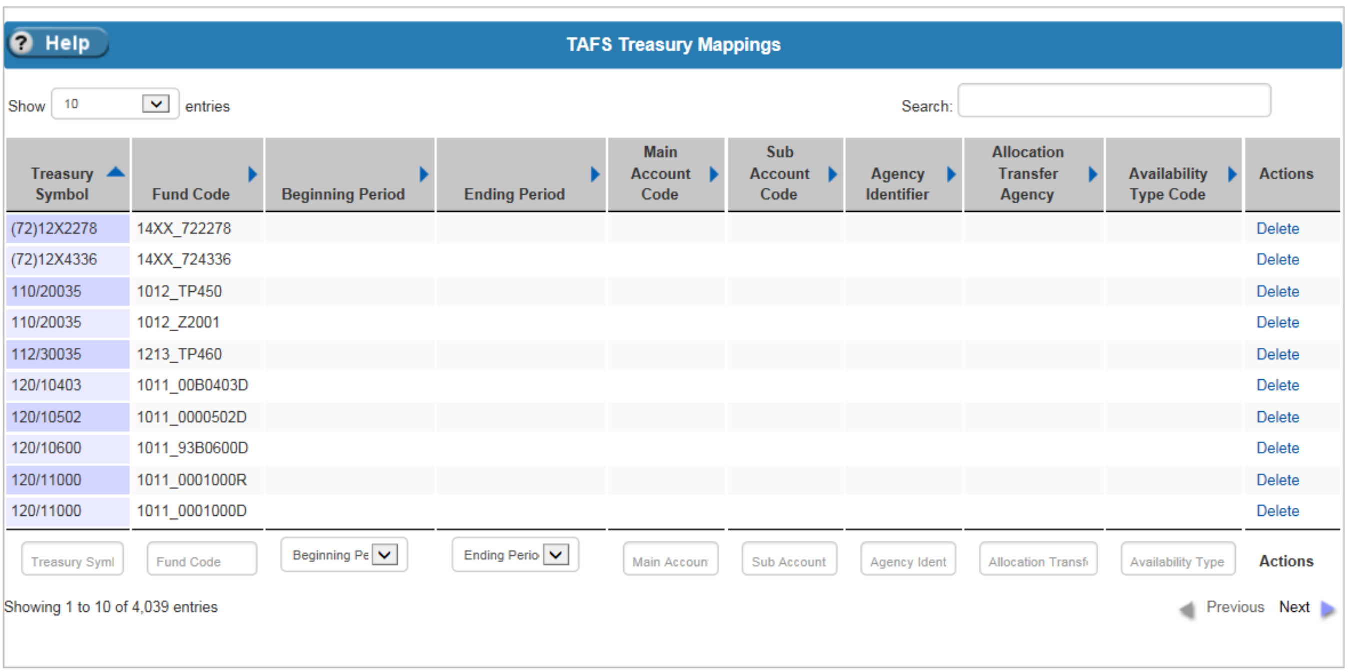
Field Name	Requirements	Editable	Description	Possible Values	Validation
Source Code	Required	On add	Name of the general ledger data source.	Any alphanumeric value.	Length cannot be greater than twenty characters.
Source Name	Required	On add or edit	Text describing the data source.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

4.11 Treasury Symbol Mappings

The Treasury Account Fund Symbol (TAFS) Treasury Mappings table displays the components of the Treasury Symbol. The table is populated by a job that deconstructs the string Treasury Symbol on the general ledger. Users cannot update this table.

Exhibit 4-22 displays the TAFS Treasury Mappings table. The only Action allowed is Delete.

Exhibit 4-22 TAFS Treasury Mappings Table



Help TAFS Treasury Mappings

Show 10 entries Search:

Treasury Symbol	Fund Code	Beginning Period	Ending Period	Main Account Code	Sub Account Code	Agency Identifier	Allocation Transfer Agency	Availability Type Code	Actions
(72)12X2278	14XX_722278								Delete
(72)12X4336	14XX_724336								Delete
110/20035	1012_TP450								Delete
110/20035	1012_Z2001								Delete
112/30035	1213_TP460								Delete
120/10403	1011_00B0403D								Delete
120/10502	1011_0000502D								Delete
120/10600	1011_93B0600D								Delete
120/11000	1011_0001000R								Delete
120/11000	1011_0001000D								Delete
Treasury Syml	Fund Code	Beginning Pe	Ending Perio	Main Accoun	Sub Account	Agency Ident	Allocation Transf	Availability Type	Actions

Showing 1 to 10 of 4,039 entries Previous Next

Exhibit 4-23 lists the fields on the TAFS Treasury Mappings table. All fields are display only.

Exhibit 4-23 TAFS Treasury Mappings Table Fields

Field Name	Description
Treasury Symbol	Treasury Symbol

Field Name	Description
Fund Code	Fund code associated with the Treasury Symbol.
Beginning Period	In annual and multiyear Treasury Symbols, identifies the first year of availability under law that an account can incur new obligations. ▪ Null = no-year (X), clearing/suspense (F), Canceled (C) or unavailable receipt account ▪ Four digit year = annual or multiyear account. For an annual account, the Beginning and Ending Periods of availability are the same.
Ending Period	In annual and multiyear Treasury Symbols, identifies the last year of availability under law that an account can incur new obligations. ▪ Null = no-year (X), clearing/suspense (F), canceled (C) or unavailable receipt account. ▪ Four-digit year = annual or multiyear account. For an annual account, the Beginning and Ending Period of availability are the same.
Main Account Code	Main Account Code of the Treasury Symbol. Identifies the type and purpose of the fund.
Sub Account Code	Sub Account Code of the Treasury Symbol. Identifies an available receipt or other Treasury-defined subdivision of the main account. Value range: 000-999, where 000 indicates no sub-account.
Agency Identifier	Agency identifier of the department, agency, or establishment of the U.S. government responsible for the Treasury Symbol.
Allocation Transfer Agency	Agency identifier of the agency receiving funds through an allocation transfer.
Availability Type Code	Code values are: ▪ X - Identifies no-year Treasury Account Symbols (TASs), including Deposit Funds ▪ F - Clearing/Suspense TAS ▪ C - Canceled TAS for reporting assets ▪ Null - Annual, multiyear, or unavailable/miscellaneous receipt accounts

5 Annual Settings

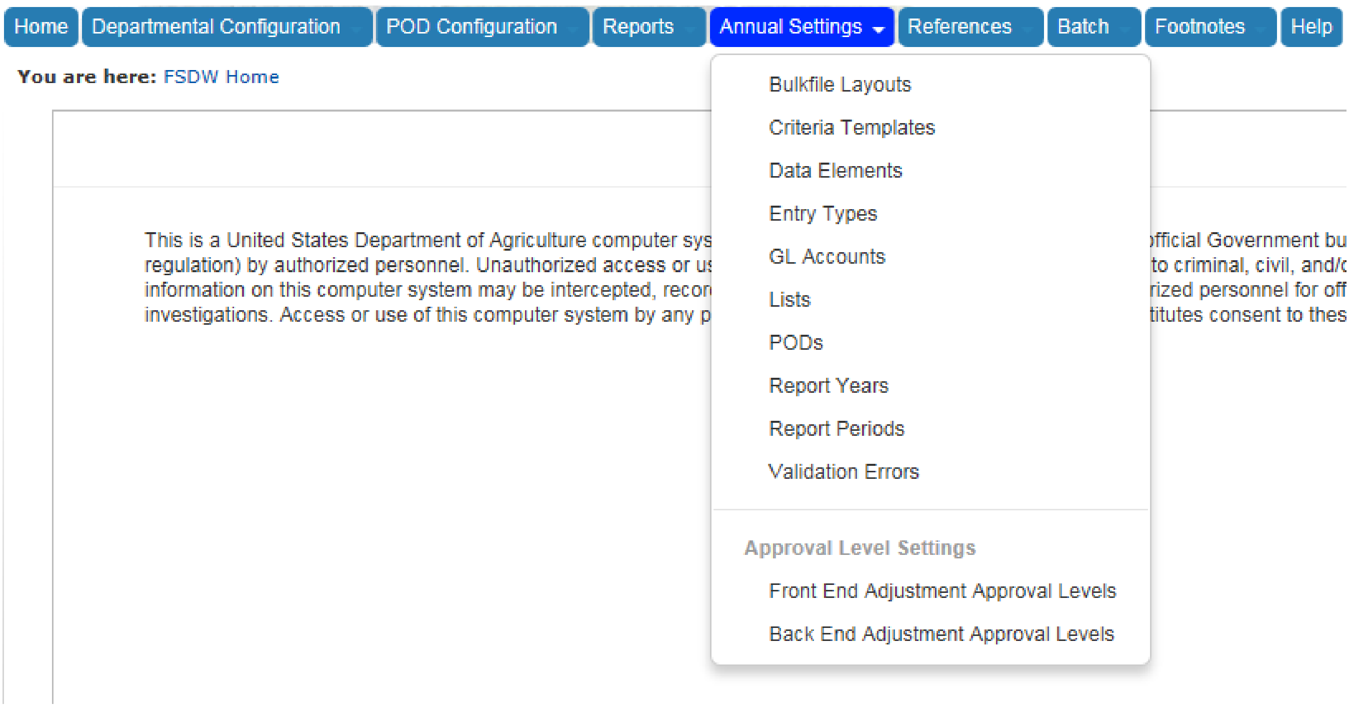
The Annual Settings Main Menu Item includes sections that define the annual settings used in FSDW processes. Users establish the annual settings for each Report Year.

Sections under this menu item are:

- Bulkfile Layouts
- Criteria Templates
- Data Elements
- Entry Types
- GL Accounts
- Lists
- PODs
- Report Years
- Report Periods
- Validation Errors
- Approval Level Settings – Only users with administrative privileges can view these options.
  - Front End Adjustment Approval Levels
  - Back End Adjustment Approval Levels

Exhibit 5-1 displays the menu options listed under the Annual Settings menu item.

Exhibit 5-1 FSDW Main Menu – Annual Settings



5.1 Bulkfile Layouts

The Bulkfile Layouts table defines the Bulkfile Layouts FSDW processes use for each Report Year. The table includes the Bulkfile Layout Name, Bulkfile Type, and associated notes.

Exhibit 5-2 displays the Bulkfile Layouts table and the Add/Edit Bulkfile Layout form.

Exhibit 5-2 Bulkfile Layouts Table

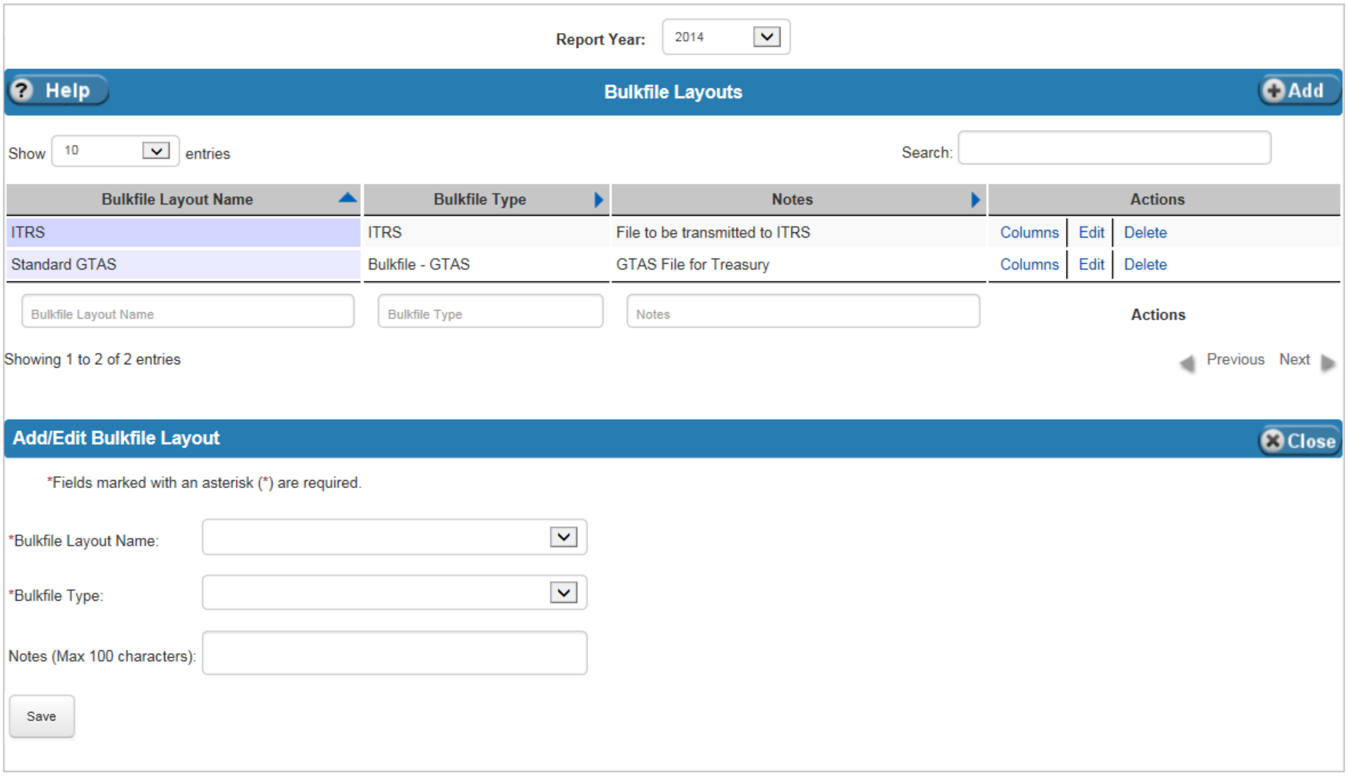


Exhibit 5-3 lists the fields on the Bulkfile Layouts table.

Exhibit 5-3 Bulkfile Layouts Table Fields

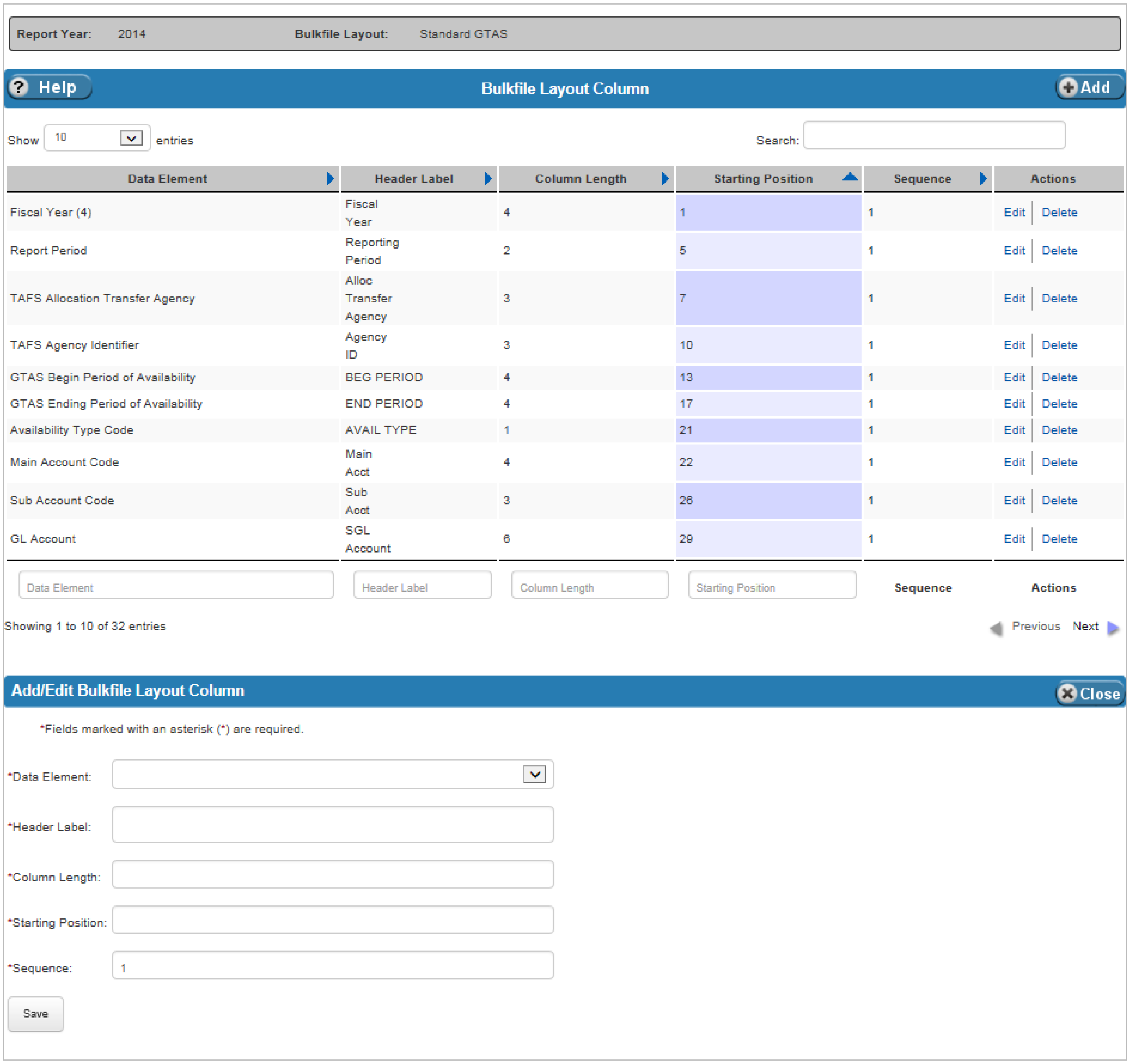
Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Fiscal Year of the reporting period.	Dropdown values from the Report Years table. Changing the selected value causes the page to be refreshed with data for the new Report Year.	N/A
Table					
Bulkfile Layout Name	Required	On add	Bulkfile Layout Name.	Dropdown values from the References Bulkfile Layout Names table.	N/A
Bulkfile Type	Required	On add or edit	The system defined bulkfile types.	Dropdown: ▪ Bulkfile – GTAS ▪ ITRS	N/A
Notes	Optional	On add or edit	Descriptive text.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

5.1.1 Bulkfile Layouts Actions

In addition to the edit and delete actions, the Action column has a link to the Bulkfile Layout Columns action page. The Bulkfile Layout Columns action allows the user to define the data elements, length of the elements, and positions in the bulkfile of the elements for each Bulkfile Layout.

Exhibit 5-4 displays the Bulkfile Layout Column table and the Add/Edit Bulkfile Layout Column form.

Exhibit 5-4 Bulkfile Layout Column Table



Report Year: 2014 Bulkfile Layout: Standard GTAS

Bulkfile Layout Column

Help | Add

Show 10 entries Search:

Data Element	Header Label	Column Length	Starting Position	Sequence	Actions
Fiscal Year (4)	Fiscal Year	4	1	1	Edit | Delete
Report Period	Reporting Period	2	5	1	Edit | Delete
TAFS Allocation Transfer Agency	Alloc Transfer Agency	3	7	1	Edit | Delete
TAFS Agency Identifier	Agency ID	3	10	1	Edit | Delete
GTAS Begin Period of Availability	BEG PERIOD	4	13	1	Edit | Delete
GTAS Ending Period of Availability	END PERIOD	4	17	1	Edit | Delete
Availability Type Code	AVAIL TYPE	1	21	1	Edit | Delete
Main Account Code	Main Acct	4	22	1	Edit | Delete
Sub Account Code	Sub Acct	3	26	1	Edit | Delete
GL Account	SGL Account	6	29	1	Edit | Delete
Data Element	Header Label	Column Length	Starting Position	Sequence	Actions

Showing 1 to 10 of 32 entries Previous Next

Add/Edit Bulkfile Layout Column Close

*Fields marked with an asterisk (*) are required.

*Data Element:

*Header Label:

*Column Length:

*Starting Position:

*Sequence: 1

Save

Exhibit 5-5 lists the fields on the Bulkfile Layout Column table.

Exhibit 5-5 Bulkfile Layout Column Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Data Element	Required	On add	Data Element.	Dropdown values from the References Data Elements Names table.	N/A
Header Label	Required	On add or edit	Column Header Label.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Column Length	Required	On add or edit	Column Length.	Any numeric value.	Must be an integer.
Starting Position	Required	On add or edit	Starting Position on the bulkfile.	Any numeric value.	Must be an integer.
Sequence	Required	On add	Identifies the position of an element that occurs more than once.	Any numeric value. Defaults to '1'.	Must be an integer.

5.2 Criteria Templates

The Criteria Templates, which are defined for a year, identify the data elements the user is allowed to use when creating the rules for Reports Models, POD Models and Inferencing. The data elements appear as selection dropdowns when defining rules.

Exhibit 5-6 displays the Criteria Templates table and the Add/Edit Criteria Template form.

Exhibit 5-6 Criteria Templates Table

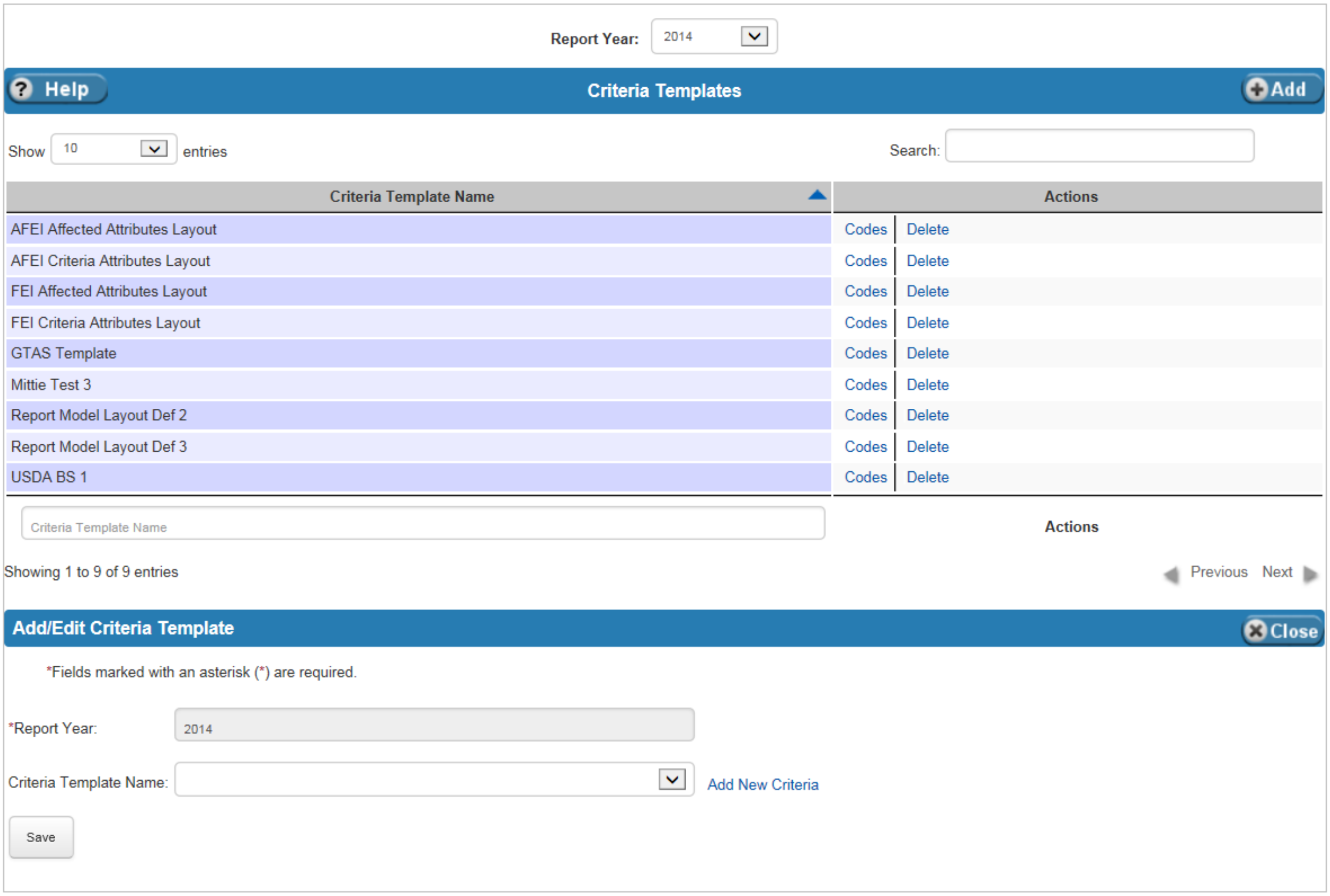


Exhibit 5-7 lists the fields on the Criteria Templates table.

Exhibit 5-7 Criteria Templates Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Report Year	Required	N/A	Report Year.	Report Year selected in the header.	N/A
Criteria Template Name	Required	On add	Criteria Template Name.	Dropdown values from the References Criteria Template Names table.	N/A

5.2.1 Criteria Templates Actions

The Actions on the Criteria Templates table are Codes and Delete. When the Codes Action is selected, the Criteria Template's Data Element(s) are displayed. On this table, users define the data elements used on the criteria template. The entries here do not have an Actions edit option.

Exhibit 5-8 displays the Criteria Template's Data Element table and the Add/Edit Data Elements form.

Exhibit 5-8 Criteria Template's Data Element Table

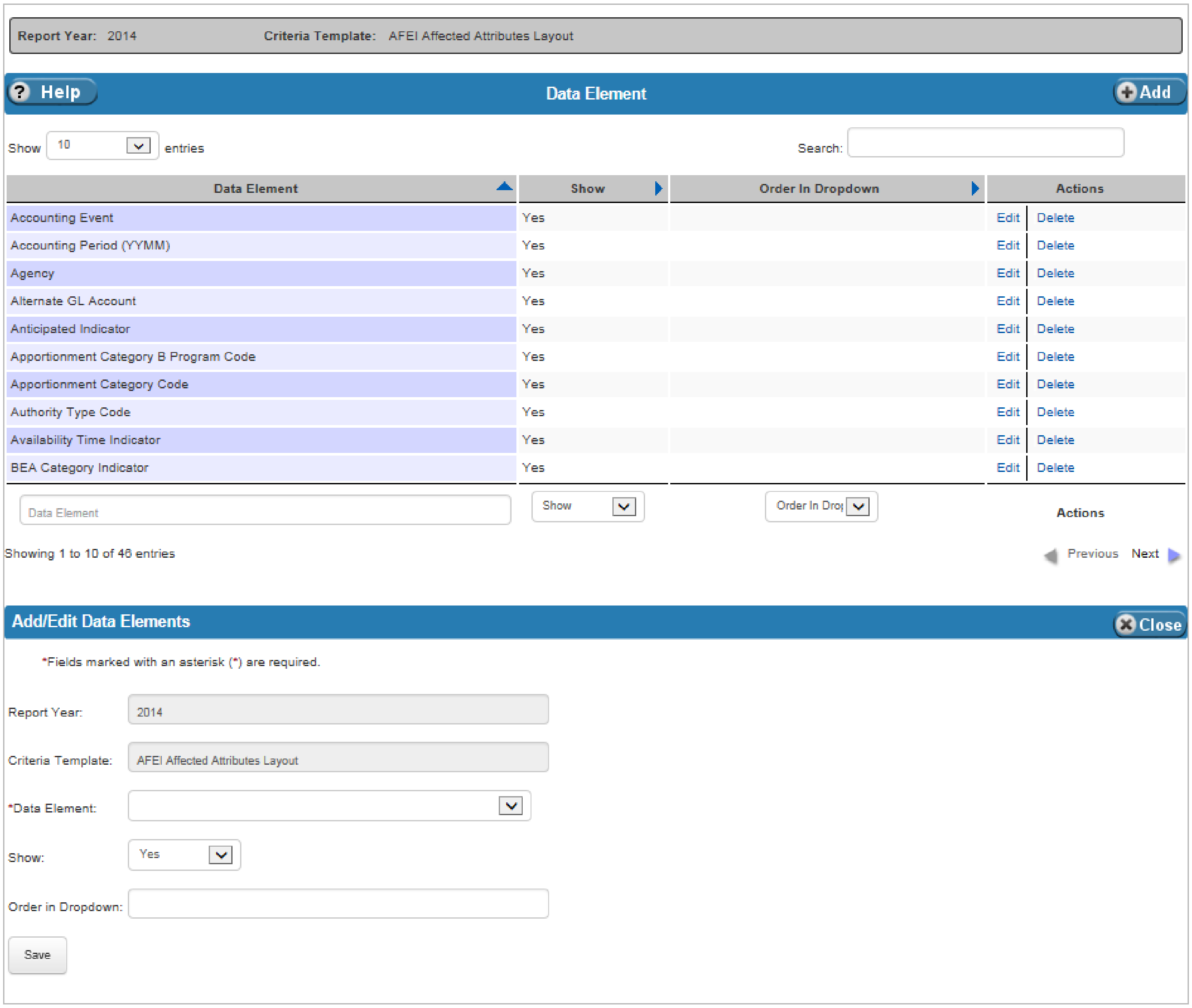


Exhibit 5-9 lists the fields on Criteria Template's Data Element table.

Exhibit 5-9 Criteria Template's Data Element Table Fields

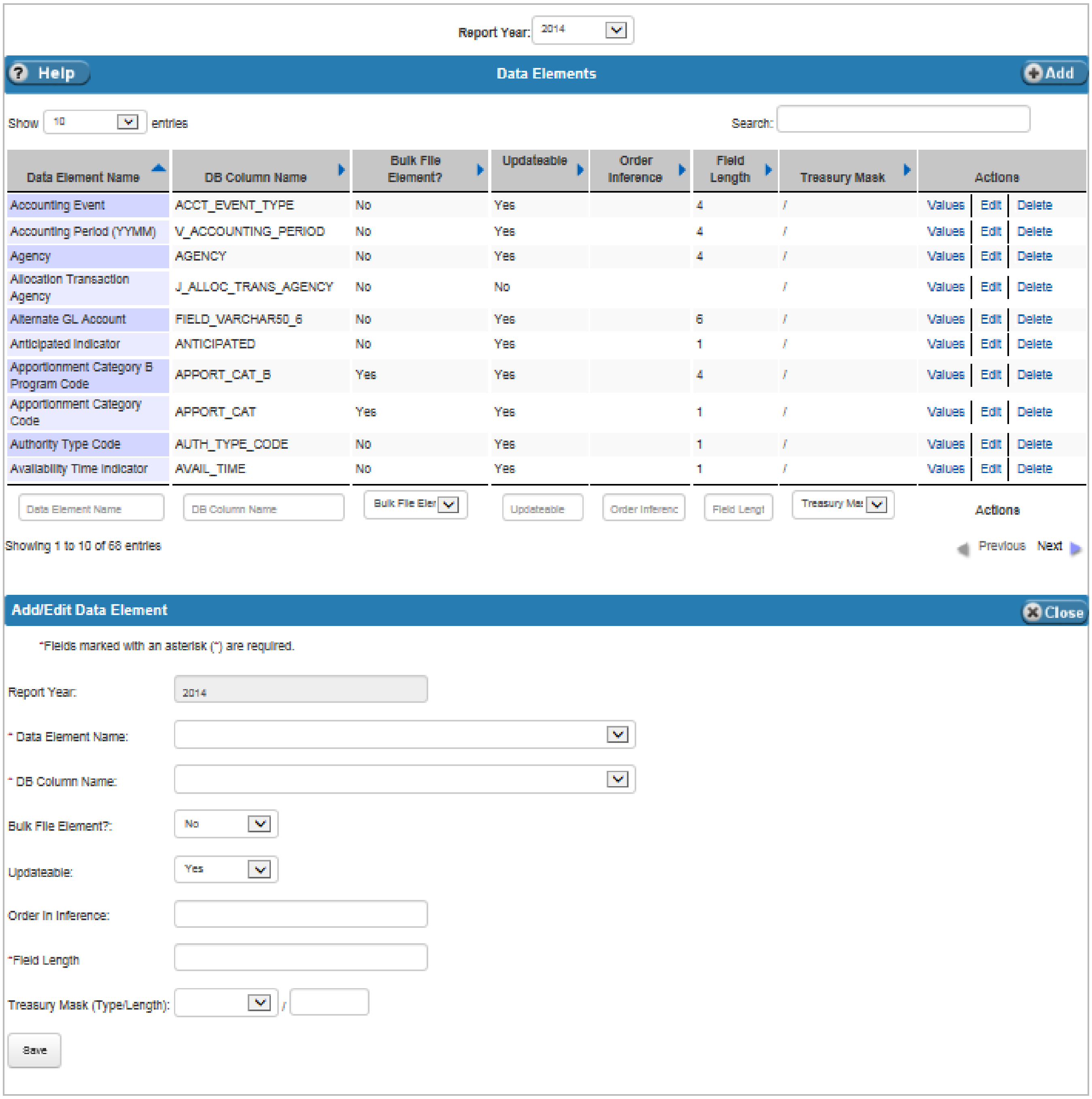
Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Year	N/A	N/A	Report Year shown in the header.	Report Year selected on the previous page.	N/A
Criteria Template	N/A	N/A	Criteria Template shown in the header.	Criteria Template selected on the previous page.	N/A
Data Element	Required	On add	One of the data elements to be assigned to the selected criteria template for the selected Report Year.	Dropdown values for the Data Elements for the selected Report Year.	N/A
Show	Required	On add or edit	Indicates whether or not the Data Element appears in the dropdown.	Dropdown: ▪ Yes ▪ No	N/A
Order in Dropdown	Optional	On add or edit	Indicates the order in which the data element appears in the dropdown seen when defining rules for the selected criteria template.	Any numeric value.	Must be a number.

5.3 Data Elements

The Data Elements table defines, for each report year, the data elements FSDW uses when creating a report.

Exhibit 5-10 displays the Data Elements table and the Add/Edit Data Element form.

Exhibit 5-10 Data Elements Table



Report Year: 2014

Help | Data Elements | Add

Show 10 entries | Search:

Data Element Name	DB Column Name	Bulk File Element?	Updateable	Order Inference	Field Length	Treasury Mask	Actions
Accounting Event	ACCT_EVENT_TYPE	No	Yes		4	/	Values | Edit | Delete
Accounting Period (YYMM)	V_ACCOUNTING_PERIOD	No	Yes		4	/	Values | Edit | Delete
Agency	AGENCY	No	Yes		4	/	Values | Edit | Delete
Allocation Transaction Agency	J_ALLOC_TRANS_AGENCY	No	No			/	Values | Edit | Delete
Alternate GL Account	FIELD_VARCHAR50_6	No	Yes		6	/	Values | Edit | Delete
Anticipated Indicator	ANTICIPATED	No	Yes		1	/	Values | Edit | Delete
Apportionment Category B Program Code	APPORT_CAT_B	Yes	Yes		4	/	Values | Edit | Delete
Apportionment Category Code	APPORT_CAT	Yes	Yes		1	/	Values | Edit | Delete
Authority Type Code	AUTH_TYPE_CODE	No	Yes		1	/	Values | Edit | Delete
Availability Time Indicator	AVAIL_TIME	No	Yes		1	/	Values | Edit | Delete
Data Element Name	DB Column Name	Bulk File Eler	Updateable	Order Inferenc	Field Lengt	Treasury Mas	Actions

Showing 1 to 10 of 68 entries | Previous Next

Add/Edit Data Element | Close

*Fields marked with an asterisk (*) are required.

Report Year: 2014

* Data Element Name:

* DB Column Name:

Bulk File Element?: No

Updateable: Yes

Order In Inference:

*Field Length

Treasury Mask (Type/Length): /

Save

Exhibit 5-11 lists the fields on Data Elements table.

Exhibit 5-11 Data Elements Table Fields

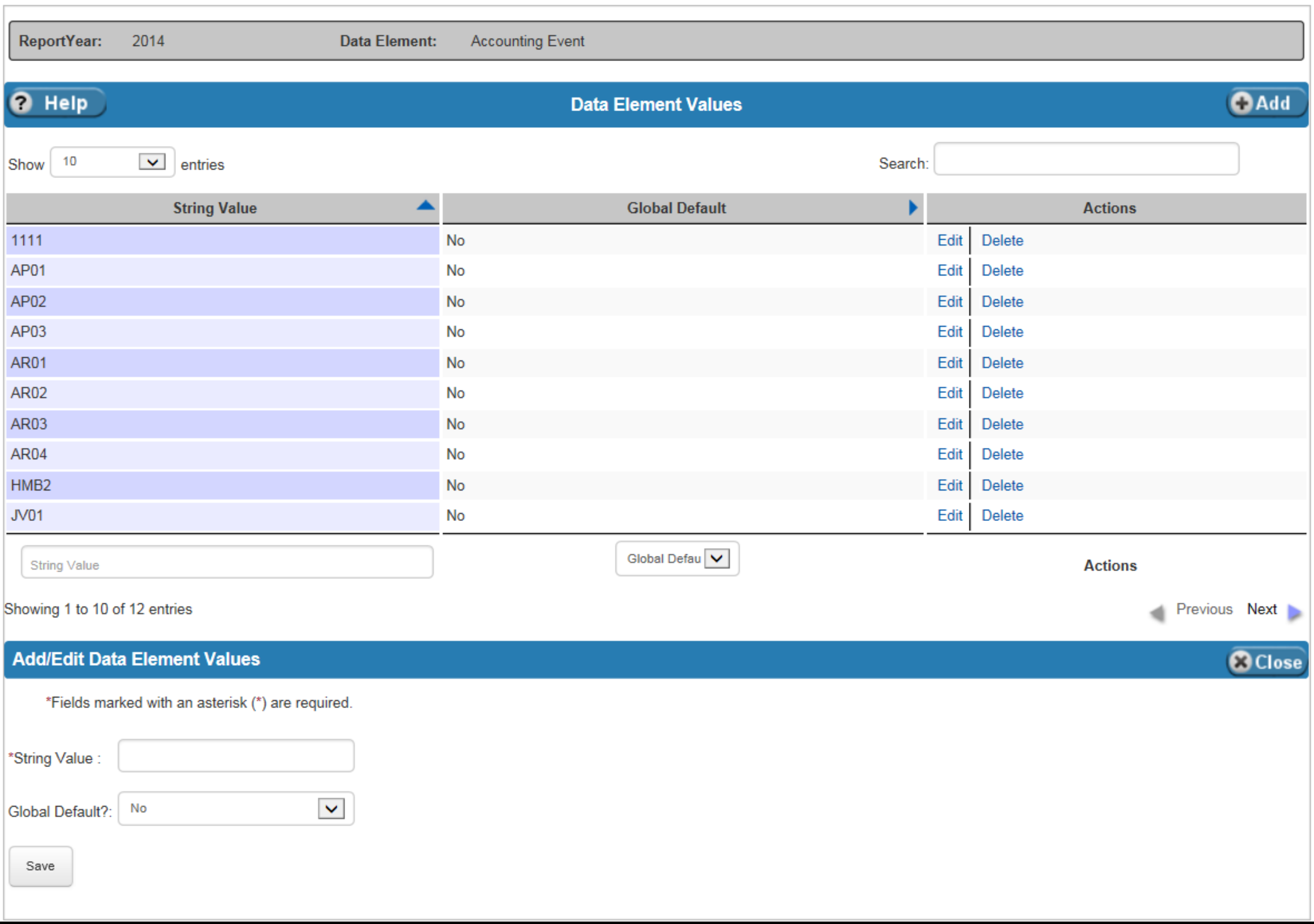
Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Report Year	N/A	N/A	Report Year selected in the header.	N/A	N/A
Data Element Name	Required	On add	Data Element Name to associate with current report year.	Dropdown values from the References Data Element Names table.	N/A
DB Column Name	Required	On add or edit	Database Column Name.	Dropdown list of column names from the database.	N/A
Bulk File Element?	Required	On add or edit	Indicates whether or not the Data Element can be updated by the Bulk File Required Attributes (BFRA) table.	Dropdown: ▪ Yes ▪ No	N/A
Updatable	Required	On add or edit	Indicates whether or not the Data Element can be updated through BFRA or inferencing.	Dropdown: ▪ Yes ▪ No	N/A
Order in Inference	Optional	On add or edit	The order the Data Element appears in the inferencing dropdowns.	Any numeric value.	Must be an integer.
Field Length	Required	On add or edit	The maximum length of the field.	Any numeric value.	Must be an integer.
Treasury Mask Type	Optional	On add	The format of allowed values for the Data Element.	Dropdown choice: ▪ ALPHA ▪ NUMERIC Defaults to 'ALPHA' of any length.	None.
Treasury Mask Length	Optional	On add	The length of the allowed values for the Data Element.	0 through 15.	Must be an integer between 0 and 15 inclusive.

5.3.1 Data Element Values Actions

The Actions on the Data Elements table are Values, Edit and Delete. When the Values Action is selected, the possible Data Element Values display. On this table, users define the values related to the selected data element.

Exhibit 5-12 displays the Data Element Values table and the Add/Edit Data Element Values form.

Exhibit 5-12 Data Element Values Table



ReportYear: 2014 Data Element: Accounting Event

Help Data Element Values Add

Show 10 entries Search:

String Value	Global Default	Actions
1111	No	Edit | Delete
AP01	No	Edit | Delete
AP02	No	Edit | Delete
AP03	No	Edit | Delete
AR01	No	Edit | Delete
AR02	No	Edit | Delete
AR03	No	Edit | Delete
AR04	No	Edit | Delete
HMB2	No	Edit | Delete
JV01	No	Edit | Delete
String Value	Global Defau	Actions

Showing 1 to 10 of 12 entries Previous Next

Add/Edit Data Element Values Close

*Fields marked with an asterisk (*) are required.

*String Value :

Global Default?: No

Save

Exhibit 5-13 lists the fields on the Data Element Values table.

Exhibit 5-13 Data Element Values Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
String Value	Required	On add or edit	Allowed value for the Data Element.	Any value one hundred characters or less.	Value does not already exist on the table. Length cannot be greater than the Field Length defined on the Data Elements page.
Global Default?	Required	On add or edit	Indicates whether or not this value is used as the default value for the Data Element.	Dropdown: ▪ Yes ▪ No Defaults to 'No'.	N/A

5.4 Entry Types

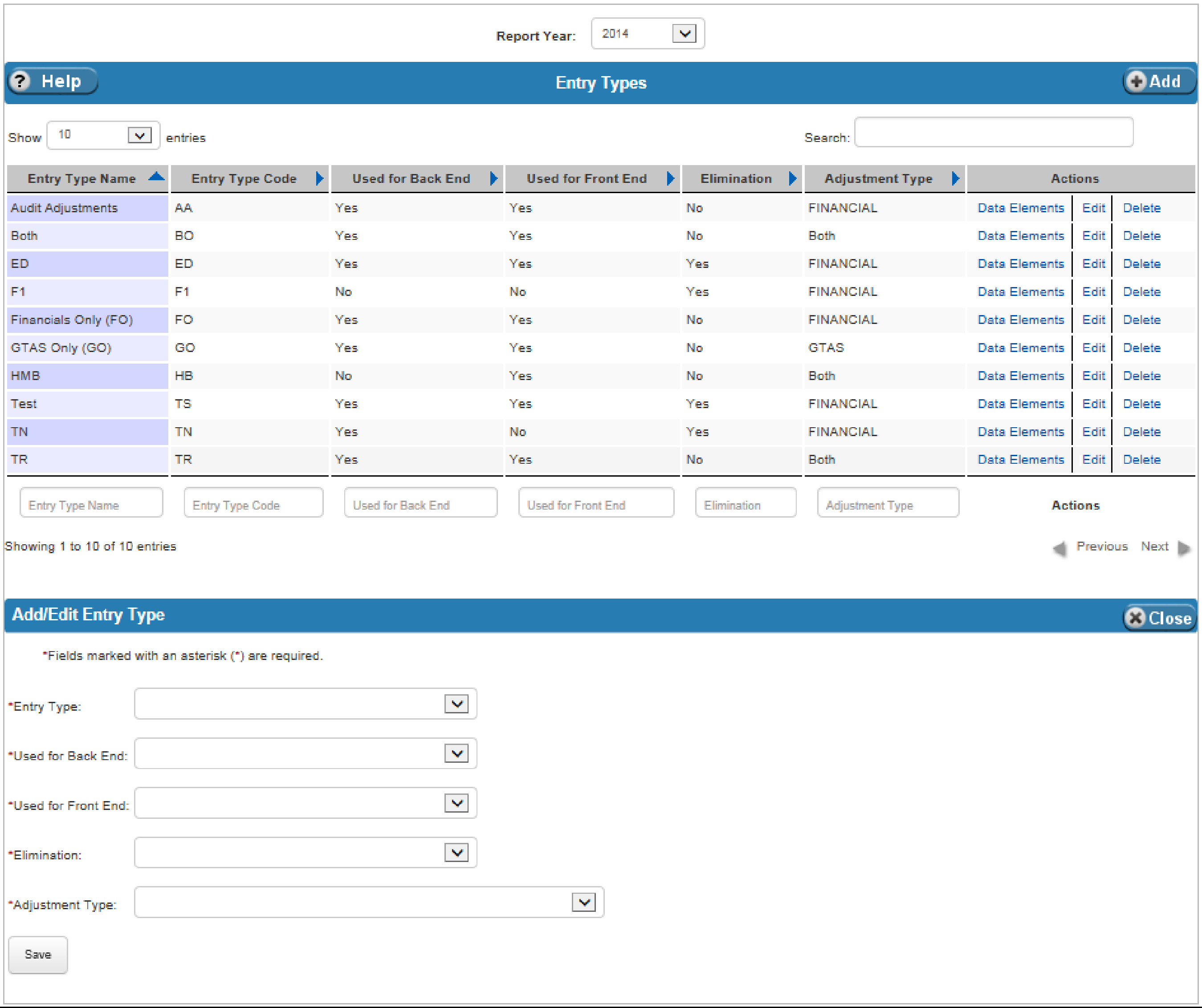
FSDW has two kinds of adjustments: Front End Adjustments and Back End Adjustments. Front End Adjustments are adjustments to GL accounts. Back End Adjustments are adjustments to the report lines. Users can enter Front End and Back End adjustments to adjust the Financial Statements, or the GTAS reports, or both. The Entry Type on the Front End Adjustments and Back End Adjustments determines what types of reports are affected by the adjustments.

The Entry Types table defines the entry types used for processing Front End and Back End Adjustments. The table identifies what type of adjustment uses the Entry Type and where it is included. It also defines what data elements are required, optional or prohibited on the adjustment. The same Entry Type Code is used for Front End and Back End adjustments.

The Entry Type also defines the data elements needed for adjustments. Data Elements are defined as 'Required', 'Optional', or 'Prohibited'.

Exhibit 5-14 displays the Entry Types table and the Add/Edit Entry Type form.

Exhibit 5-14 Entry Types Table



Report Year: 2014

? Help | Entry Types | Add

Show 10 entries Search:

Entry Type Name	Entry Type Code	Used for Back End	Used for Front End	Elimination	Adjustment Type	Actions		
Audit Adjustments	AA	Yes	Yes	No	FINANCIAL	Data Elements	Edit	Delete
Both	BO	Yes	Yes	No	Both	Data Elements	Edit	Delete
ED	ED	Yes	Yes	Yes	FINANCIAL	Data Elements	Edit	Delete
F1	F1	No	No	Yes	FINANCIAL	Data Elements	Edit	Delete
Financials Only (FO)	FO	Yes	Yes	No	FINANCIAL	Data Elements	Edit	Delete
GTAS Only (GO)	GO	Yes	Yes	No	GTAS	Data Elements	Edit	Delete
HMB	HB	No	Yes	No	Both	Data Elements	Edit	Delete
Test	TS	Yes	Yes	Yes	FINANCIAL	Data Elements	Edit	Delete
TN	TN	Yes	No	Yes	FINANCIAL	Data Elements	Edit	Delete
TR	TR	Yes	Yes	No	Both	Data Elements	Edit	Delete
Entry Type Name	Entry Type Code	Used for Back End	Used for Front End	Elimination	Adjustment Type	Actions		

Showing 1 to 10 of 10 entries Previous Next

Add/Edit Entry Type Close

*Fields marked with an asterisk (*) are required.

*Entry Type:

*Used for Back End:

*Used for Front End:

*Elimination:

*Adjustment Type:

Save

Exhibit 5-15 lists the fields on the Entry Types table.

Exhibit 5-15 Entry Types Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Entry Type	Required	On add	Descriptive name of Entry Type populated from the References Entry Type Names table.	Dropdown values from the References Entry Type Names table.	N/A
Used for Back End	Required	On add or edit	Indicates whether the Entry Type is a Back End Adjustment.	Dropdown: ▪ Yes – Adjustment is a Back End Adjustment. ▪ No – Adjustment is not a Back End Adjustment.	N/A
Used for Front End	Required	On add or edit	Indicates whether the Entry Type is a Front End Adjustment.	Dropdown: ▪ Yes – Adjustment is a Front End Adjustment. ▪ No – Adjustment is not a Front End Adjustment.	N/A
Elimination	Required	On add or edit	Indicates whether the adjustment is an elimination entry.	Dropdown: ▪ Yes – Adjustment is an elimination entry. ▪ No – Adjustment is not an elimination entry.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Adjustment Type	Required	On add or edit	Indicates whether the adjustment is a GTAS type, a Financial type, or both.	Dropdown: ▪ GTAS – Adjustment is a GTAS type entry only. ▪ Financial – Adjustment is a Financial type entry only. ▪ Both – Adjustment is a both a GTAS and Financial type entry.	N/A

5.4.1 Entry Types Actions

The Actions on the Entry Types tables are Data Elements, Edit, and Delete. When the Data Elements Action is selected, the Entry Type Data Elements table is displayed. On this table, users define the data elements that can be entered on adjustments with this entry type. Data elements can be defined as:

- Required – A value for the data element must be entered on the adjustment.
- Optional – A value for the data element may be entered on the adjustment.
- Prohibited – A value for the data element cannot be entered on the adjustment.

Exhibit 5-16 displays the Entry Type Data Elements table and the Add/Edit Entry Type Data Element form.

Exhibit 5-16 Entry Type Data Elements Table

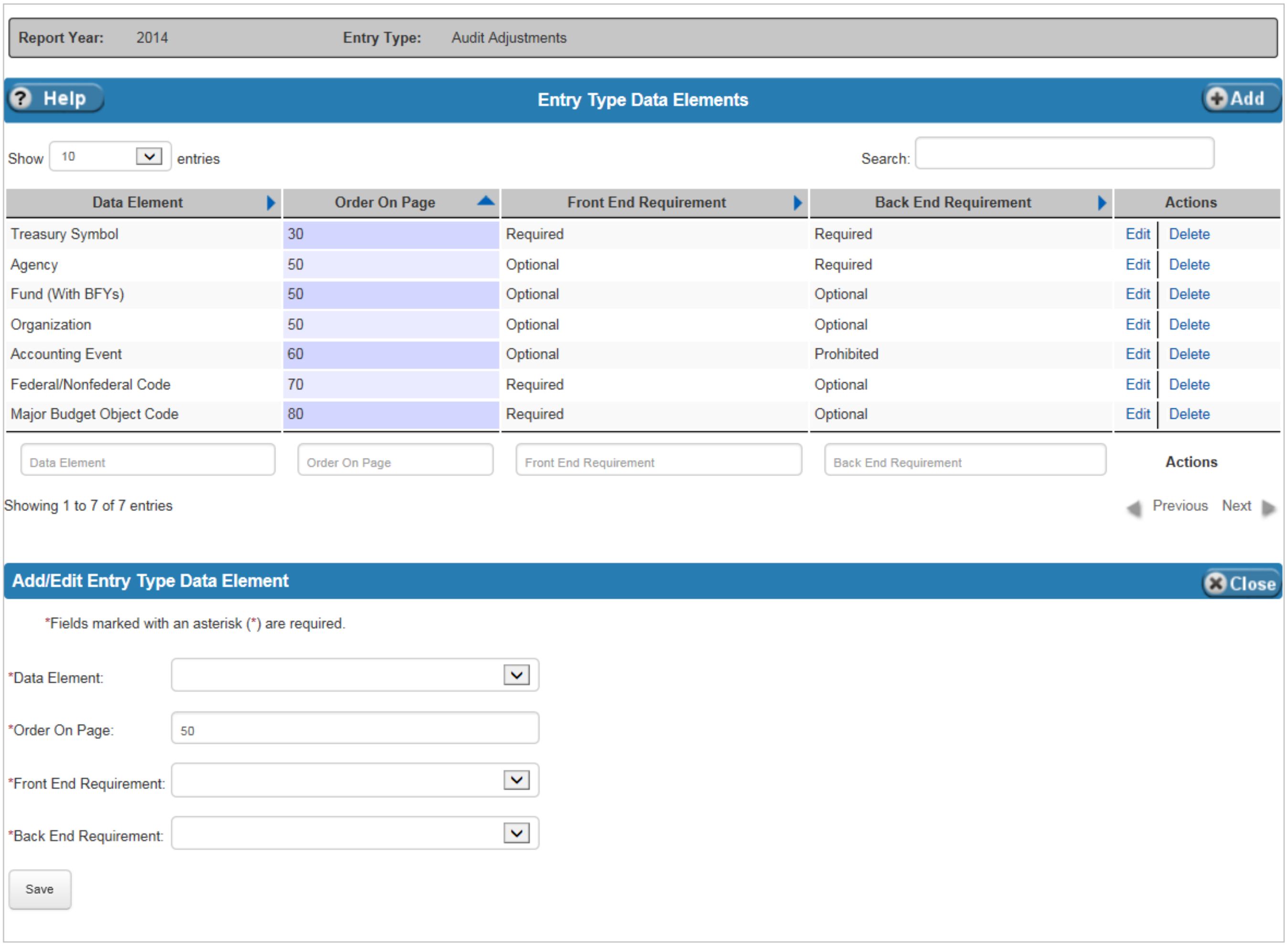


Exhibit 5-17 lists the fields on the Entry Type Data Elements table.

Exhibit 5-17 Entry Type Data Elements Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Data Element	Required	On add	Data Element.	Dropdown value from the Data Element table for the selected Report Year.	N/A
Order On Page	Required	On add or edit	Identifies the order in which the data element should appear on the adjustment screen.	Any numeric value.	Must be an integer.
Front End Requirement	Required when 'Yes' is selected as the Used for Front End value on the Entry Types table.	On add or edit	Indicates whether the data element is required, optional or prohibited on the Front End Adjustment.	Dropdown: ▪ Required – A value for the data element must be entered on the Front End Adjustment. ▪ Optional – A value for the data element may be entered on the Front End Adjustment. ▪ Prohibited – A value for the data element cannot be entered on the Front End Adjustment.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Back End Requirement	Required when 'Yes' is selected as the Used for Back End value on the Entry Types table.	On add or edit	Indicates whether the data element is required, optional or prohibited on the Back End Adjustment.	Dropdown: ▪ Required – A value for the data element must be entered on the Back End Adjustment. ▪ Optional – A value for the data element may be entered on the Back End Adjustment. ▪ Prohibited– A value for the data element cannot be entered on the Back End Adjustment.	N/A

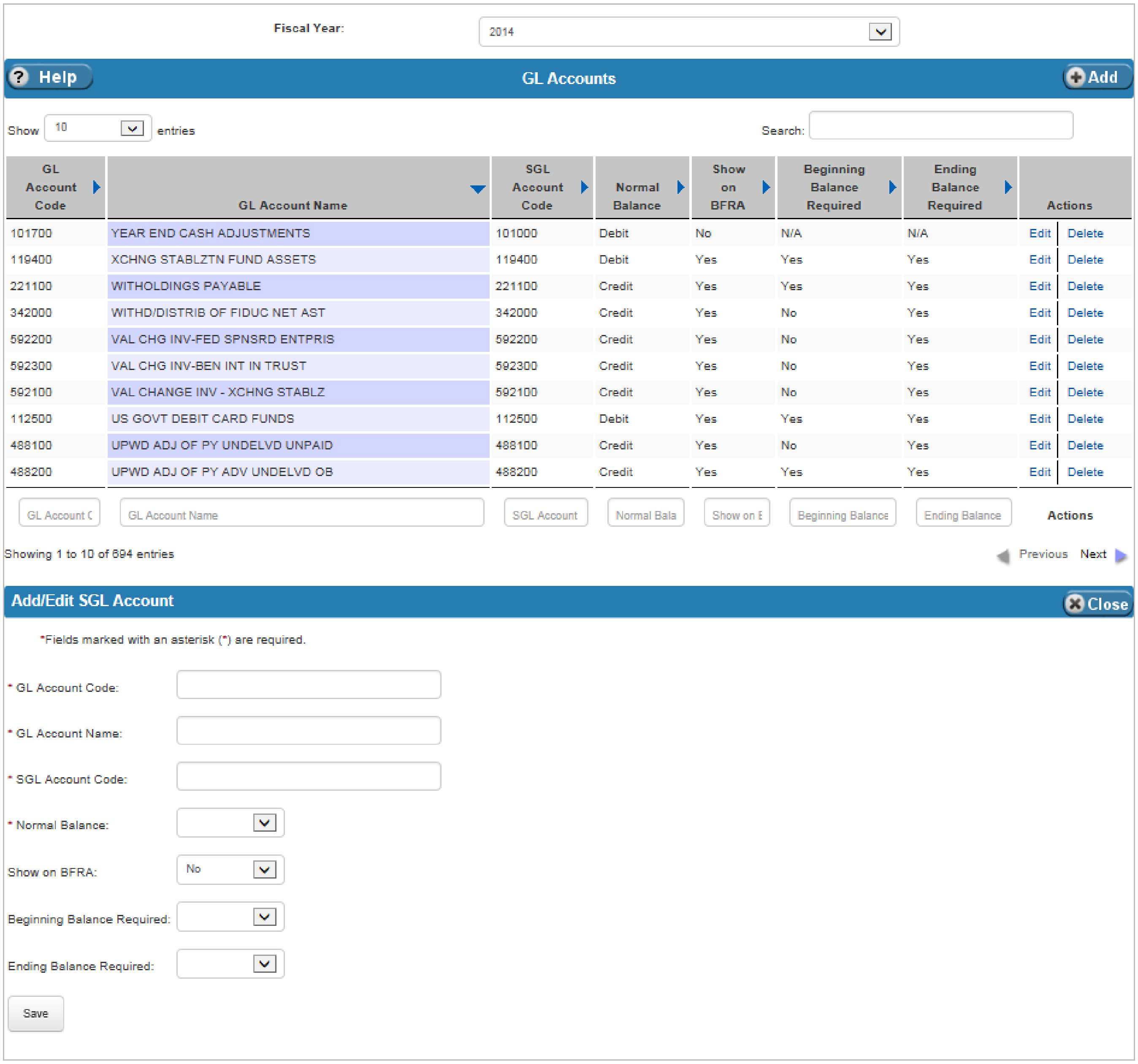
5.5 GL Accounts

The GL Accounts table defines the GL accounts FSDW uses in the Report Year. The table contains the following information about the GL account:

- GL Account Code
- GL Account Name
- Standard General Ledger (SGL) Account Code
- GL Account Normal Balance
- Whether the GL account is shown on the Bulk File Required Attributes (BFRA) table
- Whether the Beginning and/or Ending Balances are required on the GTAS Bulkfile

Exhibit 5-18 displays the GL Accounts table and the Add/Edit SGL Account form.

Exhibit 5-18 GL Accounts Table


Fiscal Year: 2014

? Help GL Accounts Add

Show 10 entries Search:

GL Account Code	GL Account Name	SGL Account Code	Normal Balance	Show on BFRA	Beginning Balance Required	Ending Balance Required	Actions	
101700	YEAR END CASH ADJUSTMENTS	101000	Debit	No	N/A	N/A	Edit	Delete
119400	XCHNG STABLZTN FUND ASSETS	119400	Debit	Yes	Yes	Yes	Edit	Delete
221100	WITHOLDINGS PAYABLE	221100	Credit	Yes	Yes	Yes	Edit	Delete
342000	WITHD/DISTRIB OF FIDUC NET AST	342000	Credit	Yes	No	Yes	Edit	Delete
592200	VAL CHG INV-FED SPNSRD ENTPRIS	592200	Credit	Yes	No	Yes	Edit	Delete
592300	VAL CHG INV-BEN INT IN TRUST	592300	Credit	Yes	No	Yes	Edit	Delete
592100	VAL CHANGE INV - XCHNG STABLZ	592100	Credit	Yes	No	Yes	Edit	Delete
112500	US GOVT DEBIT CARD FUNDS	112500	Debit	Yes	Yes	Yes	Edit	Delete
488100	UPWD ADJ OF PY UNDELVD UNPAID	488100	Credit	Yes	No	Yes	Edit	Delete
488200	UPWD ADJ OF PY ADV UNDELVD OB	488200	Credit	Yes	Yes	Yes	Edit	Delete
GL Account C	GL Account Name	SGL Account	Normal Bala	Show on E	Beginning Balance	Ending Balance	Actions	

Showing 1 to 10 of 694 entries Previous Next

Add/Edit SGL Account Close

*Fields marked with an asterisk (*) are required.

* GL Account Code:

* GL Account Name:

* SGL Account Code:

* Normal Balance:

Show on BFRA: No

Beginning Balance Required:

Ending Balance Required:

Save

Exhibit 5-19 lists the fields on the GL Accounts table.

Exhibit 5-19 GL Accounts Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Fiscal Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
GL Account Code	Required	On add	USDA GL Account Code.	Any value ten characters or less.	Value does not already exist on the table. Length cannot be greater than ten characters.
GL Account Name	Required	On add or edit	GL Account Name.	Any alphanumeric value.	Value does not already exist on the table. Length cannot be greater than two hundred characters.
SGL Account Code	Required	On add or edit	The Standard General Ledger (SGL) Account Code from the United States Standard General Ledger (USSGL) with which the USDA GL account is associated.	Any value ten characters or less.	Value does not already exist on the table. Length cannot be greater than ten characters.
Normal Balance	Required	On add or edit	Normal Balance of the GL account.	Dropdown: ▪ Debit ▪ Credit	N/A
Show on BFRA	Required	On add or edit	Indicates whether the GL account is used in Bulk File Processing. The Show on BFRA setting determines whether the GL account is included in the GL Account dropdown on the BFRA table. FSDW does not apply Agency Front End Inference (AFEI) rules to GL accounts that do not have entries for the affected data elements on BFRA.	Dropdown: ▪ No – Do not show on the BFRA table. ▪ Yes – Show on the BFRA table. Defaults to 'No'.	Must be 'No' if the GL Account Code is different than the SGL Account Code.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Beginning Balance Required	Optional	On add or edit	Indicates whether FSDW should apply the BFRA rules to records with Fiscal Months equal to 00.	Dropdown: ▪ No – BFRA rules are not applied to records with Fiscal Months equal to 00. ▪ Yes – BFRA rules are applied to records with Fiscal Months equal to 00.	Must be 'No' if the Show on BFRA field is 'No'.
Ending Balance Required	Optional	On add or edit	Indicates whether FSDW should apply the BFRA rules to records with Fiscal Months other than 00.	Dropdown: ▪ No – BFRA rules are not applied to records with Fiscal Months other than 00. ▪ Yes – BFRA rules are applied to records with Fiscal Months other than 00.	Must be: ▪ 'No' if the Show on BFRA field is 'No'. ▪ 'Yes' if the Show on BFRA field is 'Yes'.

5.6 Lists

The Lists table identifies the Lists FSDW uses during the Report Year. The Lists are defined by the Report Year and Data Element.

Exhibit 5-20 displays the Lists table and the Add/Edit List form.

Exhibit 5-20 Lists Table

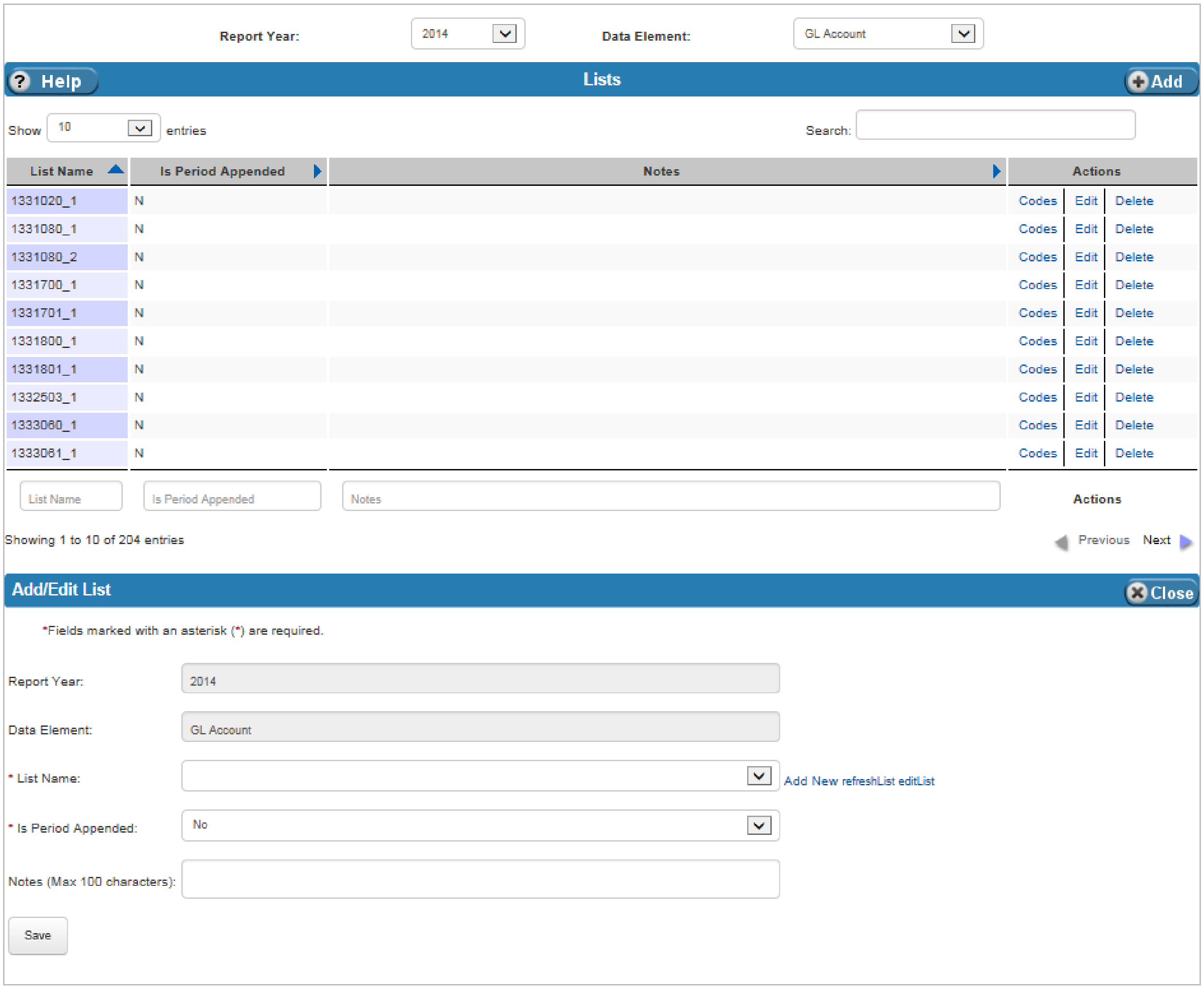


Exhibit 5-21 lists the fields on Lists table.

Exhibit 5-21 Lists Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Data Element	Required	On add	Data Element.	Dropdown values from the Data Elements table.	N/A
Table					
List Name	Required	On add	List Name.	Dropdown values from the References List Names table. Note: Users can add lists to the References Lists table by clicking 'Add New' link.[1]	N/A
Is Period Appended	Required	On add or edit	Indicates whether the Report Period is appended to the end of the list when the criteria rules are applied.	Dropdown: ▪ No ▪ Yes Defaults to 'No'.	N/A
Notes	Required	On add or edit	Descriptive text.	N/A	Length cannot be greater than one hundred characters.

5.6.1 Lists Actions

The Actions on the Lists table are Codes, Edit and Delete. When the Codes Action is selected, the List Codes table displays. The Report Year, Data Element and List Name are displayed in the header.

Exhibit 5-22 displays the List Codes table.

[1] This feature requires use of a mouse. It is not available when using the keyboard alone.

Exhibit 5-22 List Codes Table

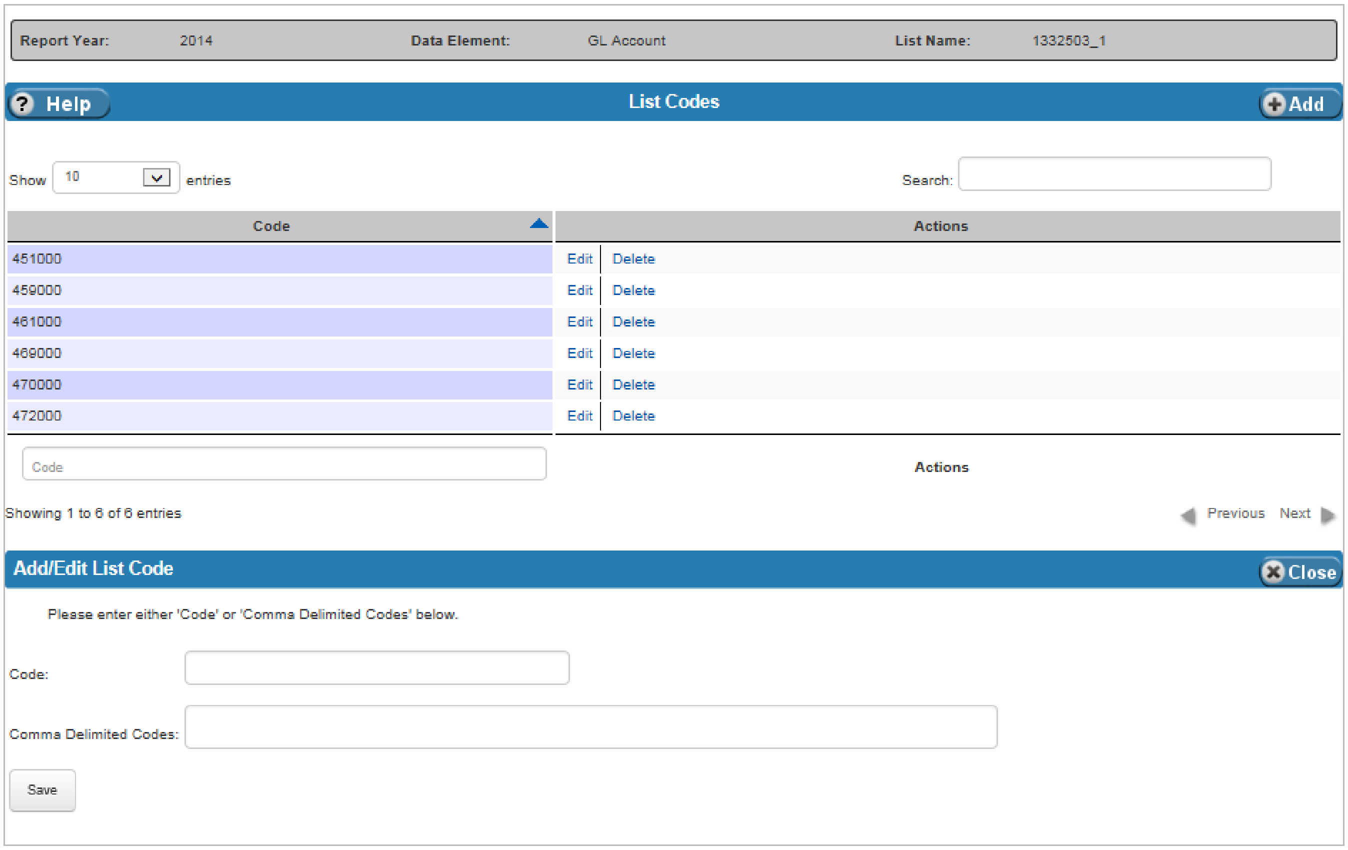


Exhibit 5-23 lists the fields on the List Codes table.

Exhibit 5-23 List Codes Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Code	Required when the Comma Delimited Code is not populated.	On add or edit	Individual List value.	Any value twenty characters or less.	List values must be unique. Length cannot be greater than twenty characters.

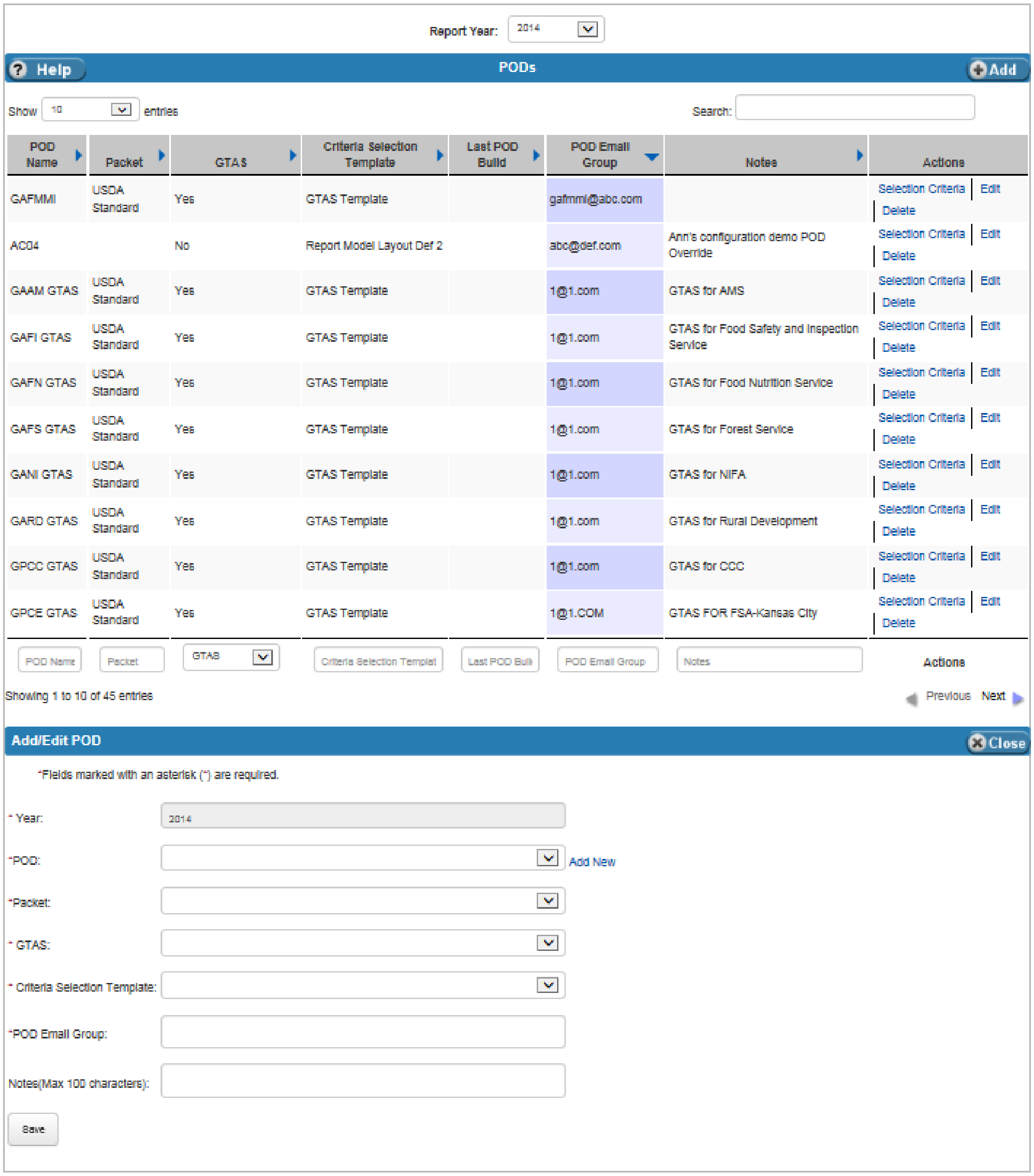
Field Name	Requirements	Editable	Description	Possible Values	Validation
Comma Delimited Code	Required when the Code is not populated.	On add	Comma-delimited list of values. The list of values is added to the table as individual entries, and not as a list of values.	Any alphanumeric value.	List values must be unique. List values must be all upper case alphabetic or numeric. List cannot contain spaces or commas. No individual member of the list can be greater than twenty characters.

5.7 PODs

The PODs table identifies the PODs, or governance groups, for which FSDW created reports during the Report Year.

Exhibit 5-24 displays the PODs table and the Add/Edit POD form.

Exhibit 5-24 PODs Table



Report Year: 2014

Help | PODs | Add

Show 10 entries | Search:

POD Name	Packet	GTAS	Criteria Selection Template	Last POD Build	POD Email Group	Notes	Actions
GAFMMI	USDA Standard	Yes	GTAS Template		gafmmi@abc.com		Selection Criteria | Edit | Delete
AC04		No	Report Model Layout Def 2		abc@def.com	Ann's configuration demo POD Override	Selection Criteria | Edit | Delete
GAAM GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for AMS	Selection Criteria | Edit | Delete
GAFI GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for Food Safety and Inspection Service	Selection Criteria | Edit | Delete
GAFN GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for Food Nutrition Service	Selection Criteria | Edit | Delete
GAFS GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for Forest Service	Selection Criteria | Edit | Delete
GANI GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for NIFA	Selection Criteria | Edit | Delete
GARD GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for Rural Development	Selection Criteria | Edit | Delete
GPCC GTAS	USDA Standard	Yes	GTAS Template		1@1.com	GTAS for CCC	Selection Criteria | Edit | Delete
GPCE GTAS	USDA Standard	Yes	GTAS Template		1@1.COM	GTAS FOR FSA-Kansas City	Selection Criteria | Edit | Delete
POD Name	Packet	GTAS	Criteria Selection Templat	Last POD Buil	POD Email Group	Notes	Actions

Showing 1 to 10 of 45 entries | Previous Next

Add/Edit POD | Close

*Fields marked with an asterisk (*) are required.

* Year: 2014

*POD: Add New

*Packet:

* GTAS:

* Criteria Selection Template:

*POD Email Group:

Notes(Max 100 characters):

Save

Exhibit 5-25 lists the fields on the PODs table.

Exhibit 5-25 PODs Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Year	N/A	N/A	The Report Year selected in the header.	The Report Year selected in the header.	N/A
POD	Required	On add	Name of the selected POD.	Dropdown values from the References POD Names table. Note: Users can add lists to the References List table by clicking the 'Add New' link.[2]	N/A
Packet	Required	On add	A field describing a group of reports.	Dropdown: ▪ N/A – Typically used for GTAS. ▪ CCC Standard ▪ USDA Standard – Used for Financials.	N/A
GTAS	Required	On add or edit	Indicates whether the POD is a GTAS POD.	Dropdown: ▪ Yes ▪ No	N/A
Criteria Selection Template	Required	On add or edit	Identifies the Criteria Template the POD uses.	Dropdown values from the Criteria Templates table.	N/A
POD Email Group	Required	On add or edit	POD Email Group.	Email addresses.	Value is a valid email address format.

[2] This feature requires the use of a mouse. It is not available when using the keyboard alone.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Notes	Optional	On add or edit	Descriptive text.	Any alphanumeric value.	Length cannot be greater than one hundred characters.

5.7.1 PODs Actions

The Actions on the PODs table are Selection Criteria, Edit and Delete. When the Selection Criteria Action is selected, the POD Model Criteria table displays.

Exhibit 5-26 displays the POD Model Criteria table and the Add/Edit POD Model Criteria form.

Exhibit 5-26 POD Model Criteria Table

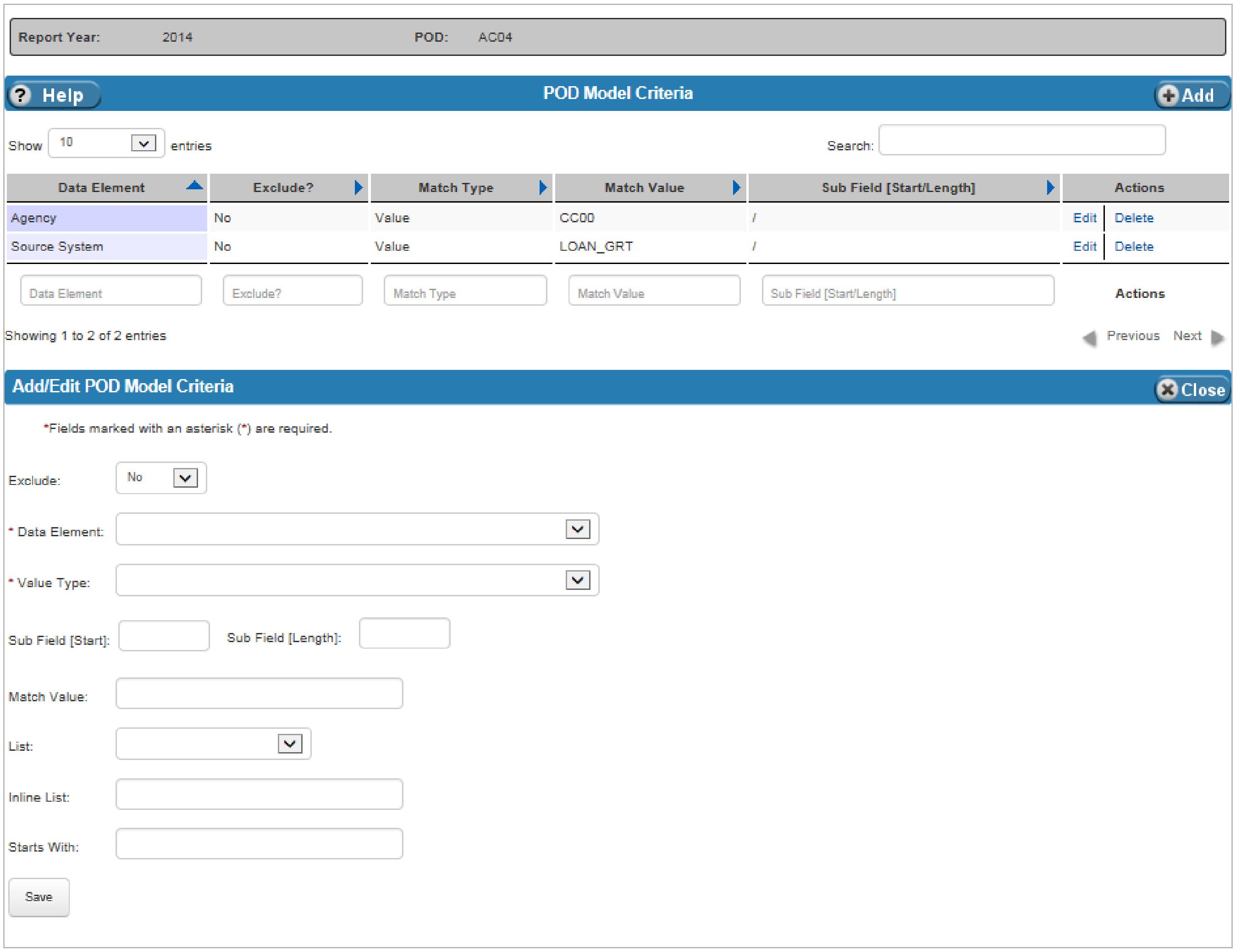


Exhibit 5-27 lists the fields on the POD Model Criteria table.

Exhibit 5-27 POD Model Criteria Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Exclude	Required	On add or edit	Indicates whether the records that match the criteria are included or excluded.	Dropdown: ▪ Yes - Exclude ▪ No - Include Defaults to ‘No’.	N/A
Data Element	Required	On add or edit	Identifies the data element being used in the selection criteria.	Dropdown value from the Data Elements table.	N/A
Value Type	Required	On add or edit	Identifies the type of matching rule to be used.	Dropdown: ▪ Append List ▪ Empty ▪ Inline List ▪ List ▪ Starts With ▪ Value	N/A
Sub Field [Start]	Optional	On add or edit	Identifies the starting positon of a string, if used.	Any positive numeric value.	Must be integer greater than zero. Sub Field Length is required when Sub Field Start is defined.
Sub Field [Length]	Optional	On add or edit	Identifies the length of the string, if used.	Any positive numeric value.	Must be integer greater than zero. Sub Field Start is required when Sub Field Length is defined.
Match Value	Required when Value Type is ‘Value’.	On add or, if value type is ‘Value’, on edit.	Identifies the value used to match against during selection.	Any uppercase alphanumeric value.	Must be uppercase alphabetic or numeric values and cannot contain symbols except underscore (‘_’), back slash (‘\’) and slash (‘/’). Value is required when the Value Type equals ’Value’.
List	Required when Value Type is ‘Append List’ or ‘List’.	On add or, if value type is ‘List’ or ‘Append List’, on edit.	List of values, defined on the Lists table, that can be used when making selection when the Value Type equals ‘Append List’ or ‘List’.	Dropdown value from Lists table.	Must be selected if Value Type is ‘Append List’ or ‘List’.

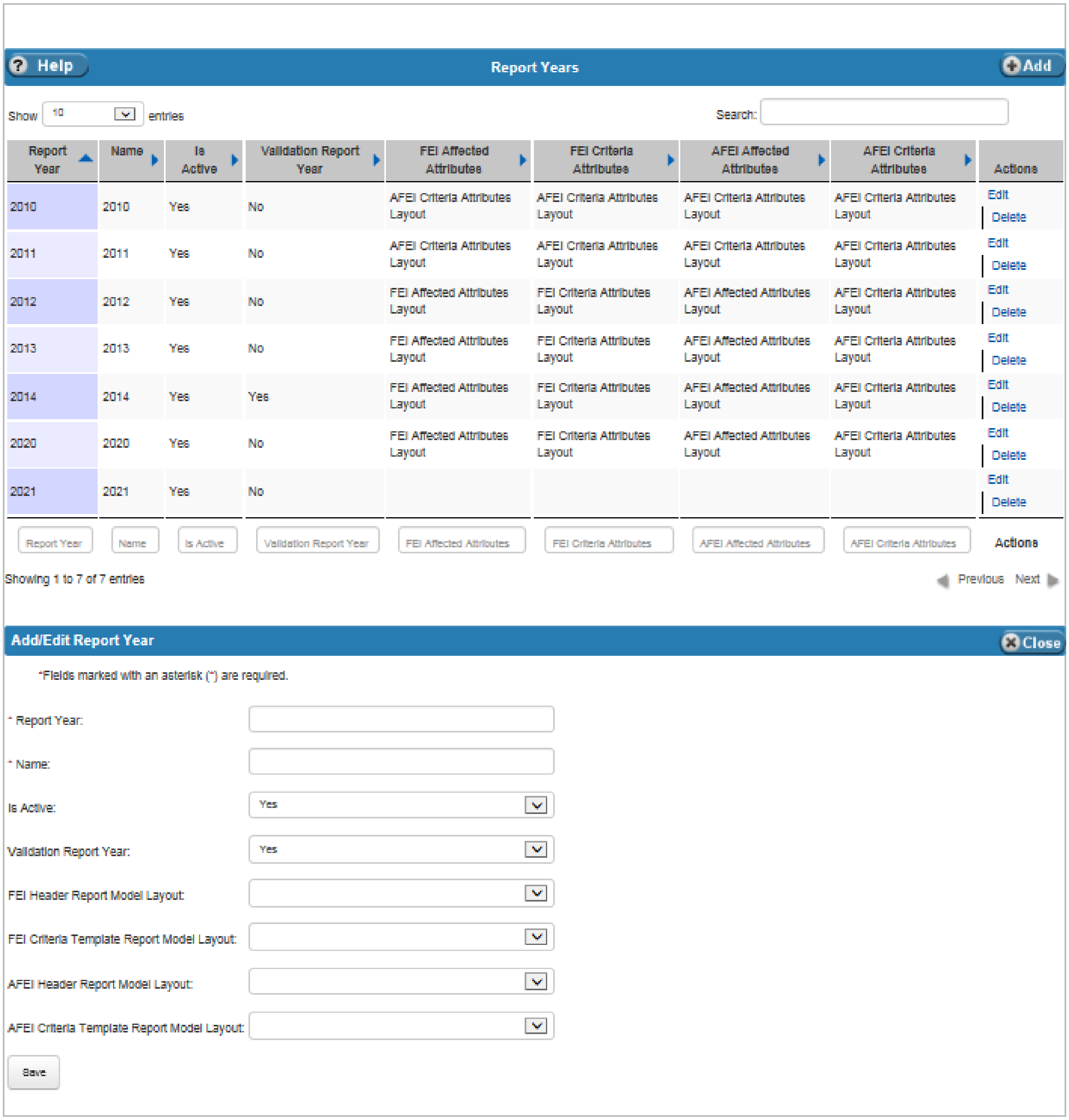
Field Name	Requirements	Editable	Description	Possible Values	Validation
Inline List	Required when Value Type selected is 'Inline List'.	On add or, if Value Type is 'Inline List', on edit.	List of values that can be used when making selection when the value type equals 'Inline List'.	Any uppercase alphanumeric value.	List values must be all uppercase alphabetic or numbers, and cannot contain symbols except '_', '\', '/'. List cannot contain spaces or lowercase letters.
Starts With	Required when Value Type selected is 'Starts With'.	On add or, if Value Type is 'Starts With', on edit.	Value to use when making selection when the value type equals 'Starts With'.	Any uppercase alphanumeric value.	Value must be all uppercase alphabetic or numbers, and cannot contain symbols except '_', '\', '/'.

5.8 Report Years

The Report Years table identifies the fiscal years for which FSDW has data.

Exhibit 5-28 displays the Report Years table and the Add/Edit Report Year form.

Exhibit 5-28 Report Years Table



Help | Report Years | Add

Show 10 entries | Search:

Report Year	Name	Is Active	Validation Report Year	FEI Affected Attributes	FEI Criteria Attributes	AFEI Affected Attributes	AFEI Criteria Attributes	Actions
2010	2010	Yes	No	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2011	2011	Yes	No	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2012	2012	Yes	No	FEI Affected Attributes Layout	FEI Criteria Attributes Layout	AFEI Affected Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2013	2013	Yes	No	FEI Affected Attributes Layout	FEI Criteria Attributes Layout	AFEI Affected Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2014	2014	Yes	Yes	FEI Affected Attributes Layout	FEI Criteria Attributes Layout	AFEI Affected Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2020	2020	Yes	No	FEI Affected Attributes Layout	FEI Criteria Attributes Layout	AFEI Affected Attributes Layout	AFEI Criteria Attributes Layout	Edit | Delete
2021	2021	Yes	No					Edit | Delete
Report Year	Name	Is Active	Validation Report Year	FEI Affected Attributes	FEI Criteria Attributes	AFEI Affected Attributes	AFEI Criteria Attributes	Actions

Showing 1 to 7 of 7 entries | Previous Next

Add/Edit Report Year | Close

*Fields marked with an asterisk (*) are required.

* Report Year:

* Name:

Is Active: Yes

Validation Report Year: Yes

FEI Header Report Model Layout:

FEI Criteria Template Report Model Layout:

AFEI Header Report Model Layout:

AFEI Criteria Template Report Model Layout:

Save

Exhibit 5-29 lists the fields on the Report Years table.

Exhibit 5-29 Report Years Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Year	Required	On add or edit	Report Year.	Any numeric value.	Value is four digits.
Name	Required	On add or edit	Report Year Name.	Any numeric value.	Value entered must match value entered in Report Year field.
Is Active	Required	On add or edit	Defines whether the Report Year is open or closed. Note: The year does not show in dropdowns if this field is set to 'No'. Only active report years display in the dropdown.	Dropdown values: ▪ No ▪ Yes	N/A
Validation Report Year	Required	On add or edit	Defines whether the Report Year is the validation report year.	Dropdown values: ▪ No ▪ Yes	Only one report year at a time can be the validation report year. Verifies that some other year is currently the validation report year.
FEI Header Report Model Layout	Optional	On add or edit	Defines the Criteria Template used to determine the Data Elements listed in the FEI (Front End Inferencing) Affected Data Element dropdown.	Dropdown values from Criteria Templates table for the selected Report Year. Note: Define the year first, then the criteria template, and then come back to see new criteria templates.	N/A
FEI Criteria Template Report Model Layout	Optional	On add or edit	Defines the Criteria Template used to determine the Data Elements in the FEI (Front End Inferencing) Criteria Data Element dropdown.	Dropdown values from Criteria Templates table for the selected Report Year. Note: Define the year first, then the criteria template, and then come back to see new criteria templates.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
AFEI Header Report Model Layout	Optional	On add or edit	Defines the Criteria Template used to determine the Data Elements in the AFEI Affected Data Element dropdown.	Dropdown values from Criteria Templates table for the selected Report Year. Note: Define the year first, then the criteria template, and then come back to see new criteria templates.	N/A
AFEI Criteria Template Report Model Layout	Optional	On add or edit	Defines the Criteria Template used to determine the Data Elements in the AFEI Criteria Data Element dropdown.	Dropdown values from Criteria Templates table for the selected Report Year. Note: Define the year first, then the criteria template, and then come back to see new criteria templates.	N/A

5.9 Report Periods

The Report Periods table identifies the Report Periods for a Report Year

Exhibit 5-30 displays the Report Periods table and the Add/Edit Report Period form.

Exhibit 5-30 Report Periods Table

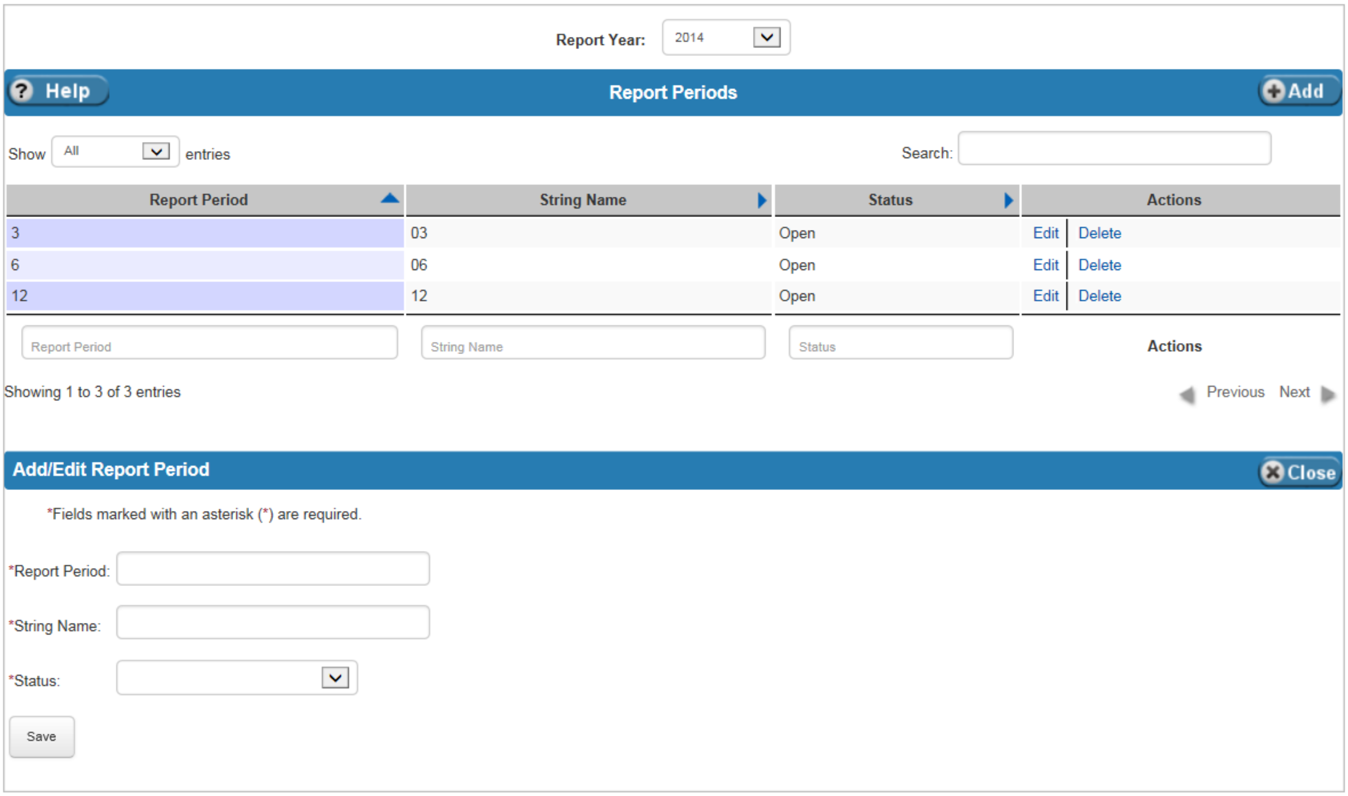


Exhibit 5-31 lists the fields on the Report Periods table.

Exhibit 5-31 Report Periods Table Fields

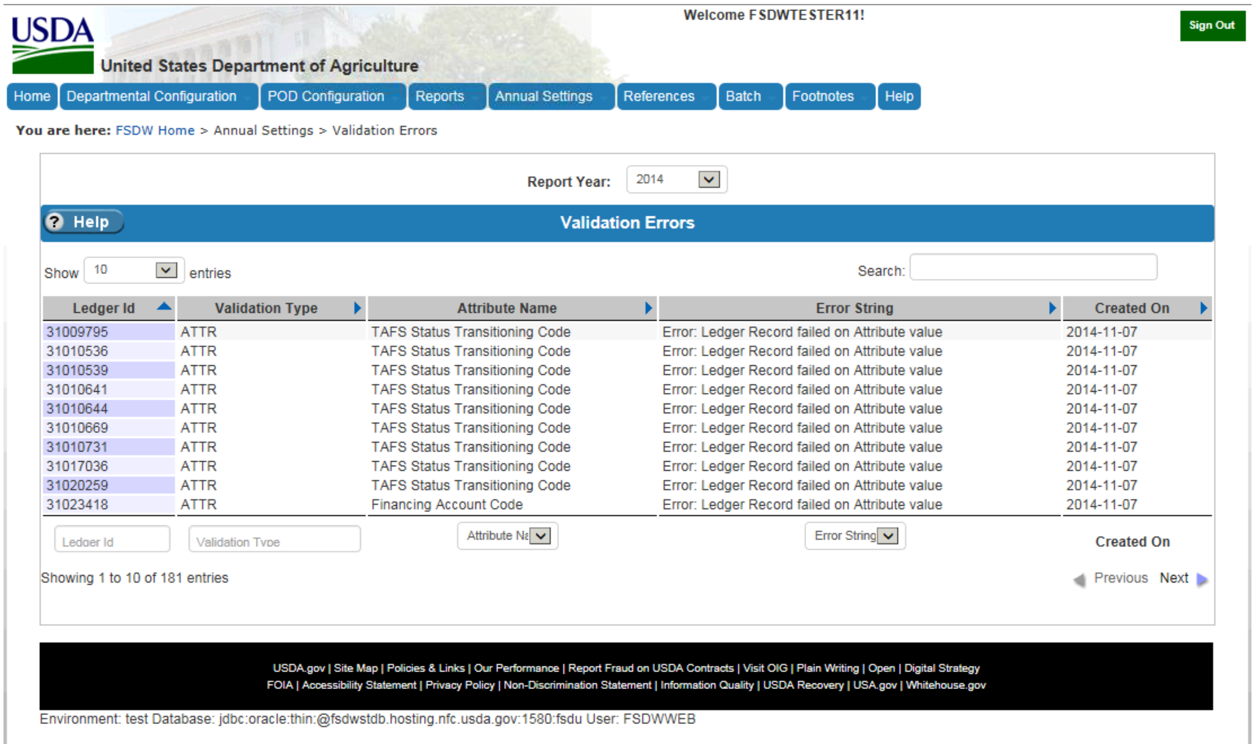
Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Report Period	Required	On add	Report Period.	Any numeric value.	Must be an integer.
String Name	Required	On add or edit	String Name.	Any alphanumeric value.	Must be two characters or less.
Status	Required	On add or edit	Indicates whether the period is open, closed or unassigned.	Dropdown: ▪ Closed ▪ Open ▪ Not Assigned	N/A

5.10 Validation Errors

The Validation Errors table displays Ledger entries that do not pass validation of Attribute Values or Bulkfile Required Attributes. The user can select the Report Year to see all GL values that do not match the Inferencing rules. All other fields on the table are system-generated and display only. The Validation Report is run weekly, but can also be run by user request. The Validation Errors table does not have any editable fields.

Exhibit 5-32 displays the Validation Errors table.

Exhibit 5-32 Validation Errors Table



USDA United States Department of Agriculture

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Home | Departmental Configuration | POD Configuration | Reports | Annual Settings | References | Batch | Footnotes | Help

You are here: FSDW Home > Annual Settings > Validation Errors

Report Year: 2014

Help **Validation Errors**

Show 10 entries Search:

Ledger Id	Validation Type	Attribute Name	Error String	Created On
31009795	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010536	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010539	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010641	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010644	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010669	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31010731	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31017036	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31020259	ATTR	TAFS Status Transitioning Code	Error: Ledger Record failed on Attribute value	2014-11-07
31023418	ATTR	Financing Account Code	Error: Ledger Record failed on Attribute value	2014-11-07
Ledger Id	Validation Type	Attribute Na	Error String	Created On

Showing 1 to 10 of 181 entries Previous Next

USDA.gov | Site Map | Policies & Links | Our Performance | Report Fraud on USDA Contracts | Visit OIG | Plain Writing | Open | Digital Strategy
FOIA | Accessibility Statement | Privacy Policy | Non-Discrimination Statement | Information Quality | USDA Recovery | USA.gov | Whitehouse.gov

Environment: test Database: jdbc:oracle:thin:@fsdwstdb.hosting.nfc.usda.gov:1580:fsdu User: FSDWWEB

Exhibit 5-33 lists the fields on the Validation Errors table.

Exhibit 5-33 Validation Errors Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	No	Report Year.	Dropdown values from the Report Years table.	N/A
Table					
Ledger Id	N/A	System-generated	The Ledger Id of the record that failed validation.	N/A	N/A
Validation Type	N/A	System-generated	The Validation the Ledger record failed: ▪ Attribute Value Validation (ATTR) ▪ Bulkfile Required Attribute Validation (BFRA)	N/A	N/A
Attribute Name	N/A	System-generated	Data Element that failed validation.	N/A	N/A
Error String	N/A	System-generated	Error message that describes why the Ledger record failed validation.	N/A	N/A
Created On:	N/A	System-generated	Date the Validation Report was last run.	N/A	N/A

5.11 Front End Adjustment Approval Levels

The Front End Adjustment Approval Levels, along with the Back End Adjustment Approval Levels, link is located below the Approval Level Settings section of the Annual Settings menu. Only users who have administrative privileges can view and modify the Front End Approval Levels table. The table allows users to define how many approval levels are required before a front end adjustment can be processed. Entries are defined for a Report Year and Source.

Exhibit 5-34 displays the Front End Approval Levels table and the Add/Edit Front end Approval Level form.

Exhibit 5-34 Front End Approval Levels Table

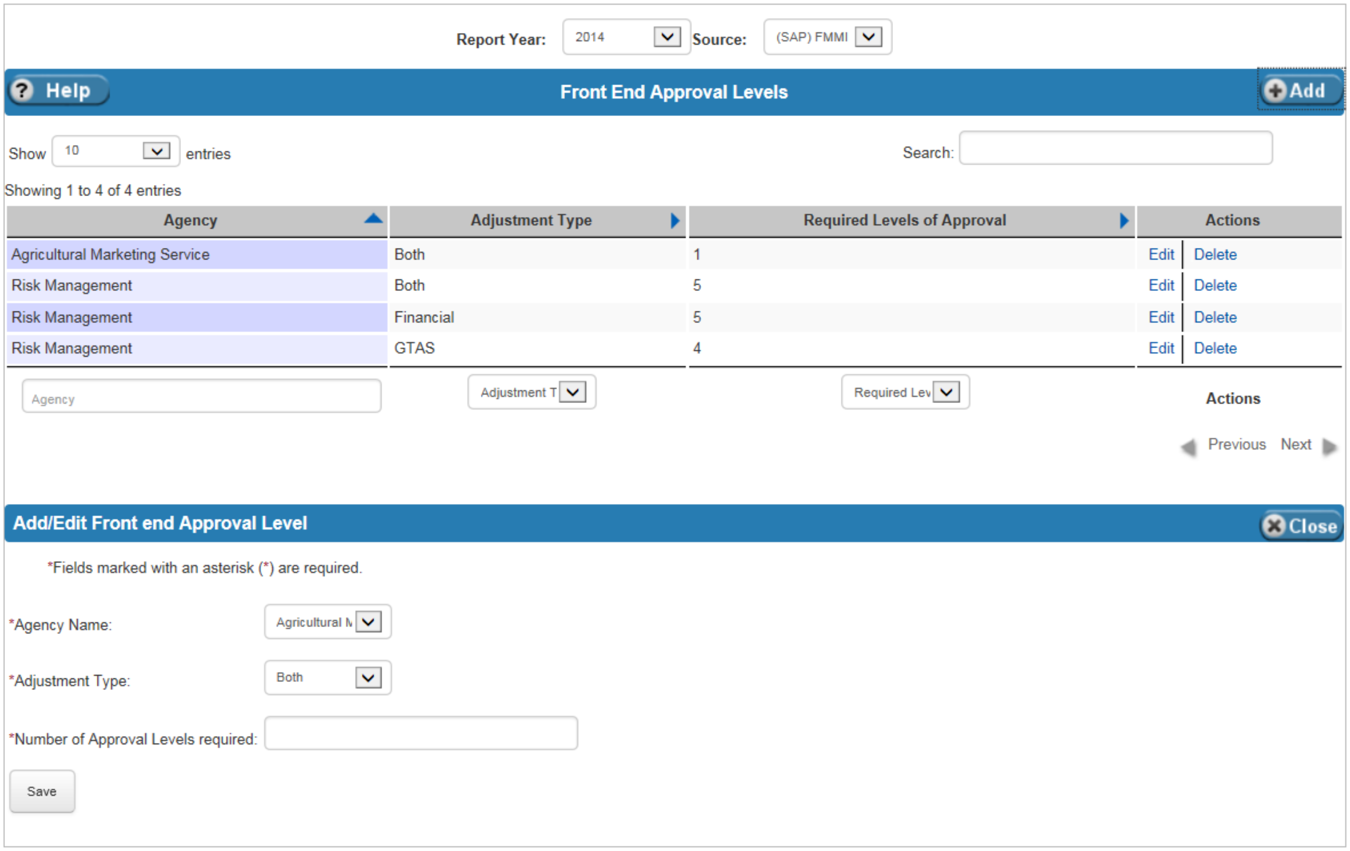


Exhibit 5-35 lists the fields on the Front End Approval Levels table.

Exhibit 5-35 Front End Approval Levels Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	The Report Year to which this rule applies.	Dropdown values from the Report Years table.	N/A
Source	Required	On add	The Source to which this rule applies.	Dropdown values from the References Source Names table.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Table					
Agency Name	Required	On add	The Agency to which this rule applies.	Dropdown values from the References Agency Names table.	N/A
Adjustment Type	Required	On add or edit	The type of adjustment to which this rule applies.	Dropdown: ▪ GTAS ▪ Financial ▪ Both	N/A
Number of Approval Levels required	Required	On add or edit	The number of approval levels required for the defined Report Year, Source, Agency Name, and Adjustment Type.	Any numeric value.	Must be an integer between 1 and 5 inclusive.

5.12 Back End Adjustment Approval Levels

The Back End Adjustment Approval Levels, along with the Front End Adjustment Approval Levels, link is located below the Approval Level Settings section of the Annual Settings menu. Only users who have administrative privileges can view and modify the Back End Approval Levels table. The table allows users to define how many approval levels are required before a back end adjustment can be processed. Entries are defined for a Report Year and POD.

Exhibit 5-36 displays the Back End Approval Levels table and the Add/Edit Back end Approval Level form.

Exhibit 5-36 Back End Approval Levels Table

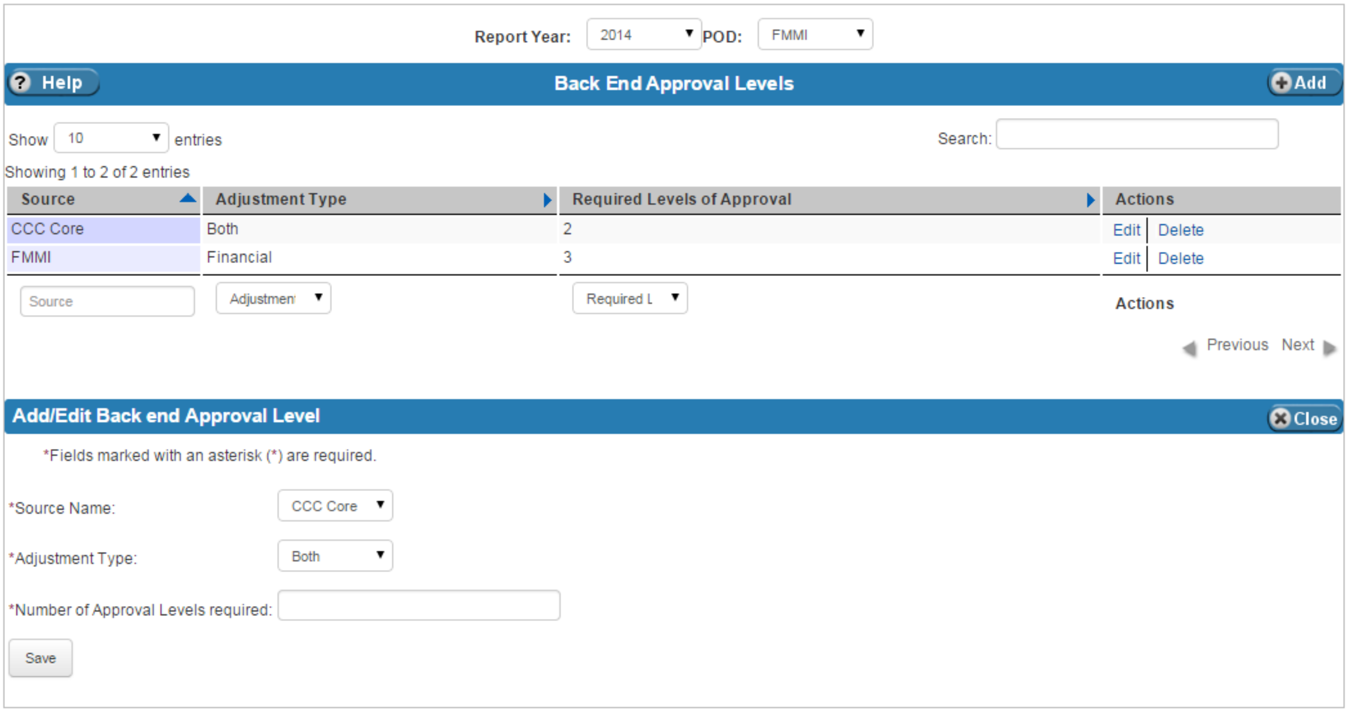


Exhibit 5-37 lists the fields on the Back End Approval Levels table.

Exhibit 5-37 Back End Approval Levels Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	The Report Year to which this rule applies.	Dropdown values from the Report Years table.	N/A
POD	Required	On add	The POD to which this rule applies.	Dropdown values from the References POD Names table.	N/A
Table					
Source Name	Required	On add	The Source to which this rule applies.	Dropdown values from the References Source Names table.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Adjustment Type	Required	On add or edit	The type of adjustment to which this rule applies.	Dropdown: ▪ GTAS ▪ Financial ▪ Both	N/A
Number of Approval Levels required	Required	On add or edit	The number of approval levels required for the defined Report Year, POD, Source Name, and Adjustment Type.	Any numeric value.	Value must be an integer between 1 and 5 inclusive.

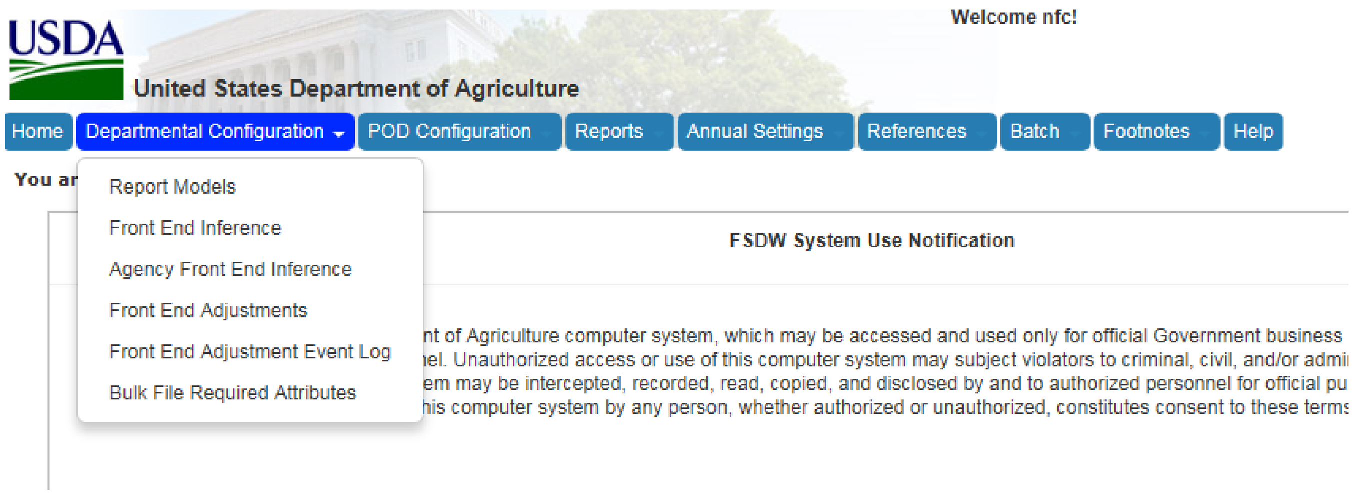
6 Departmental Configuration

The Departmental Configuration Main Menu Item includes the department-level actions. The options under Departmental Configuration Main Menu item are:

- Report Models
- Front End Inference (FEI)
- Agency Front End Inference (AFEI)
- Front End Adjustments (FEAM)
- Front End Adjustment Event Log
- Bulk File Required Attributes (BFRA)

Exhibit 6-1 displays the menu options listed under the Departmental Configuration menu item.

Exhibit 6-1 FSDW Main Menu - Departmental Configuration

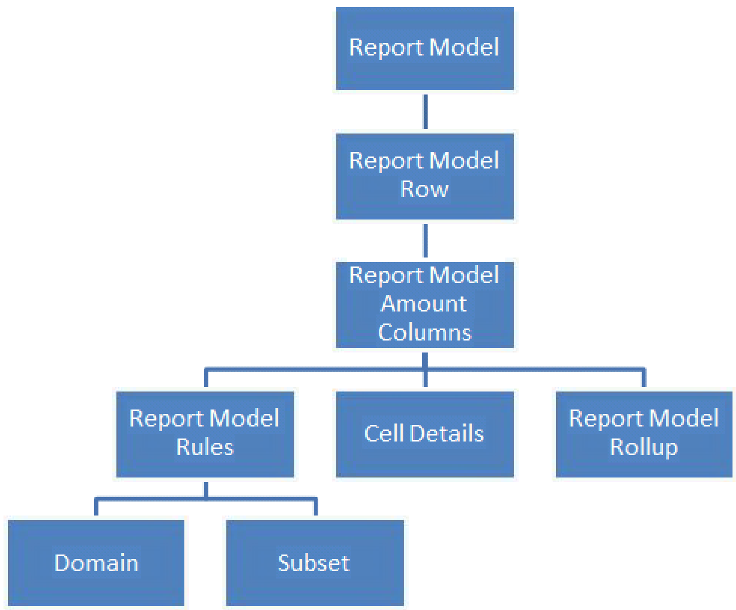


6.1 Report Model

The Report Model table defines the reports for each year. Users select the Report Year in the Header to view the existing Report Models. The Report Models contain the rules used to create reports. The report models defined here are general; to define a model for a specific POD group based on the report models defined here, visit the POD Configuration POD External Reports table.

Exhibit 6-2 illustrates the relationships between the Report Model screen and the screens accessed through it.

Exhibit 6-2 Report Model Screen Hierarchy



To define the report lines for a report, click the ‘Labels’ link in the Actions column of the Report Model table. The link takes the user to the Report Model Row table.

Exhibit 6-3 displays the Report Model table and the Add/Edit Report Model form.

Exhibit 6-3 Report Model Table

Report Year: 2014

Help | **Report Model** | Add

Show 10 entries | Search:

Report	Packet	Report Model	Criteria Selection	Report Column	Conditional Type	Actions
Balance Sheet	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Amount	• TSAG	Labels | Edit | Delete
FMS-2108 Yearend Closing Statement	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Amount	• Treasury Symbol	Labels | Edit | Delete
GTAS	USDA Standard	Demo Model	Report Model Layout Def 2	• Amount	• TSAG	Labels | Edit | Delete
SF133	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Amount	• TSAG	Labels | Edit | Delete
Statement of Budgetary Resources	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Budgetary • Non-Budgetary Credit Reform Financing Accounts	• TSAG	Labels | Edit | Delete
Statement of Changes in Net Position	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Earmarked Funds • All Other Funds • Eliminations	• TSAG	Labels | Edit | Delete
Statement of Financing	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Amount	• Departmental • Agency • Treasury Symbol • TSAG • AGRP	Labels | Edit | Delete
Statement of Net Cost	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Amount	• TSAG	Labels | Edit | Delete
Statement of Net Cost Footnote	USDA Standard	USDA Configuration Model	Report Model Layout Def 2	• Intragovernmental • With the Public	• TSAG	Labels | Edit | Delete
Search Report	Search Packet	Search Report Model	Search Criteria Selectio	Search Report Column	Conditional Type	Actions

Showing 1 to 9 of 9 entries | Previous Next

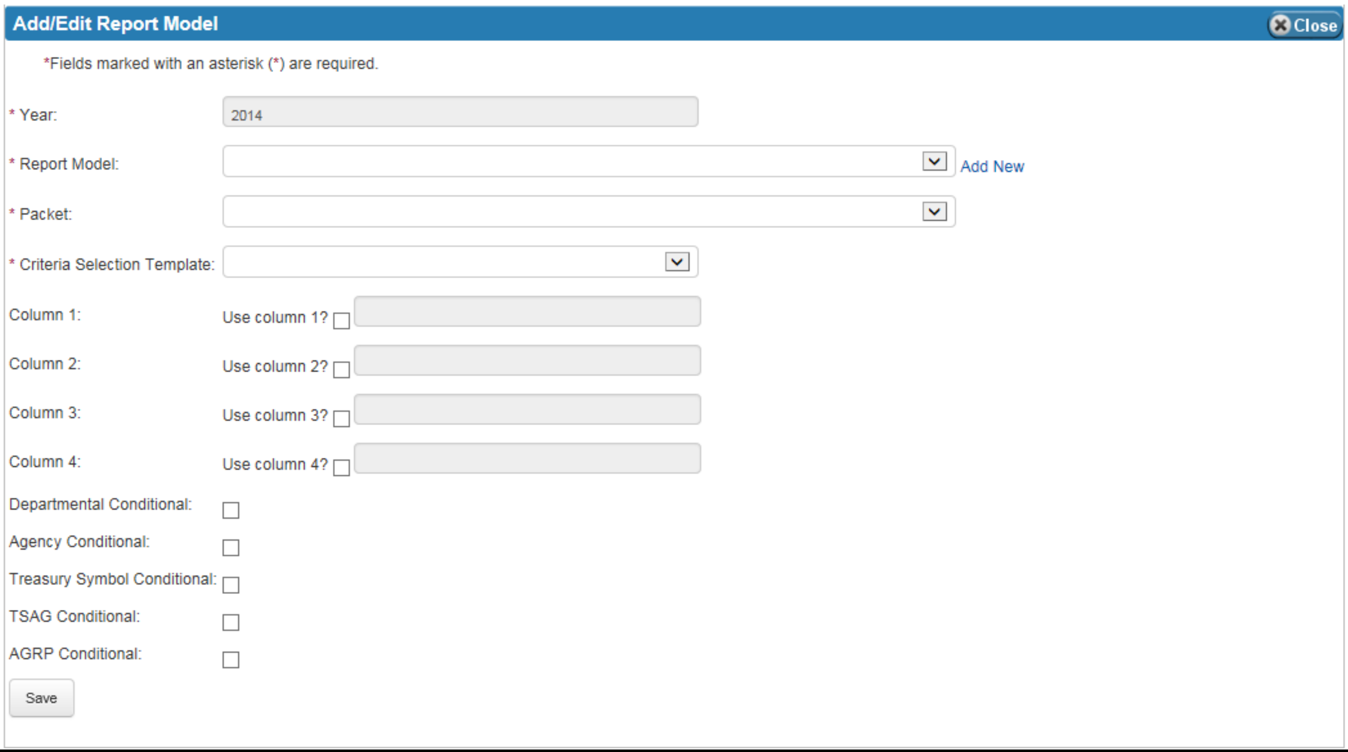


Exhibit 6-4 lists the fields on the Report Model table in the order shown on the Add/Edit Report Model form.

Exhibit 6-4 Report Model Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year of a report. The default is the current open reporting year.	Dropdown values from the Annual Settings Report Years table.	N/A
Table					
Year	N/A	N/A	Report Year of the current report.	The Report Year selected in the header.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Model	Required	On add	Report Model of the current report.	Dropdown values from the Report Model table. Note: Click 'Add New' to add an entry to the Report Model table.	N/A
Packet	Required	On add	Packet to which the report belongs.	Dropdown of system-defined packets.	N/A
Criteria Selection Template	Required	On add or edit	Criteria Template.	Dropdown values from the Annual Settings Criteria Template table.	N/A
			Note: At least one of the following column fields must be selected. For each box checked, enter the name for the column.		
Column 1: Use column 1?	At least one column must be selected. On add or edit		Column Label for the current report. These labels appear as column headings on the report. Click the checkbox to select the column(s) on the report.	Enter the column heading in the field next to the checkbox for each column selected. N/A	At least one column must be selected.
Column 2: Use column 2?					
Column 3: Use column 3?					
Column 4: Use column 4?					
Departmental Conditional	Optional	On add or edit	Conditional levels determine the level at which conditional rows are summarized. Check one or more of the boxes of the levels that apply to the report.	Check box or not.	N/A
Agency Conditional	Optional	On add or edit		Check box or not.	N/A
Treasury Symbol Conditional	Optional	On add or edit		Check box or not.	N/A
Treasury Symbol Group (TSAG) Conditional	Optional	On add or edit		Check box or not.	N/A
Agency Group (AGRP) Conditional	Optional	On add or edit		Check box or not.	N/A

6.1.1 Report Model Row

Clicking the 'Labels' link in the Actions column of the Report Model table for a report takes the user to the Report Model Row table where users define the report lines for a report. Report lines are defined by Treasury line, order on the report, row label, and type. Once a report line is defined, users can define the rules, or criteria, for calculating the value of the report line and modify the cell details of the report line.

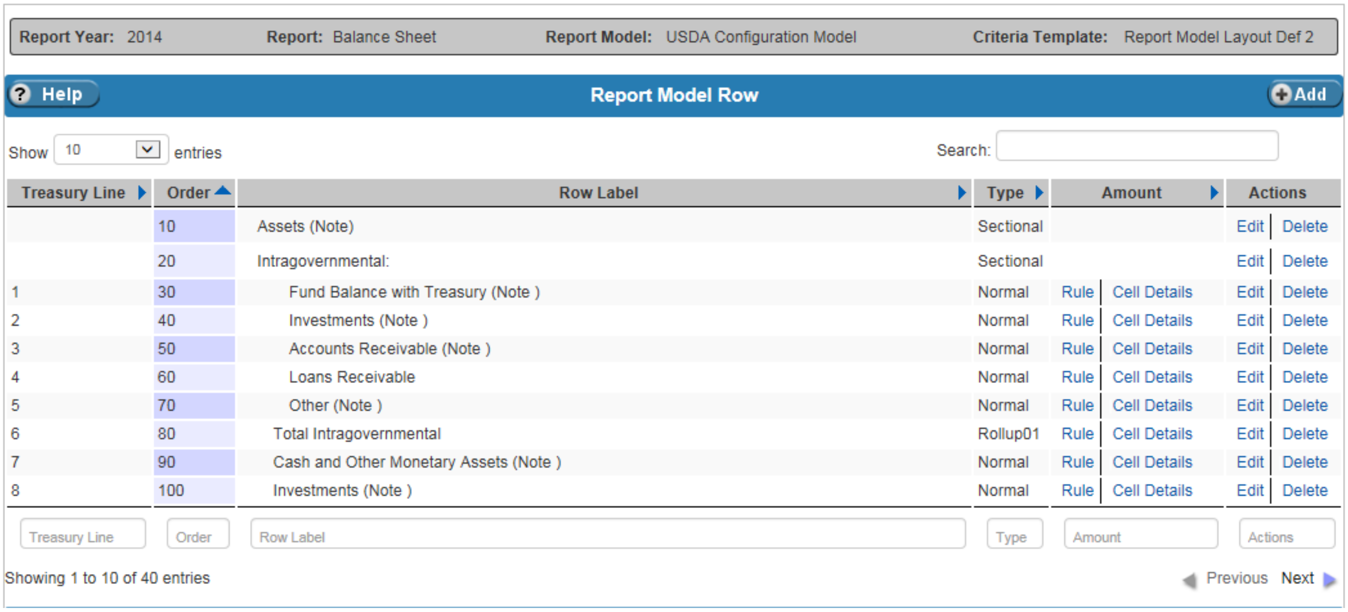
There are five different types of report lines:

- **Sectionals**, which appear on the reports as section headers (e.g., "Intragovernmental:" or "Net Position:"). These lines are textual only and do not have rules defined for them.
- **Normals**, which are report lines that are processed normally according to the rules defined. Normal lines have the option of setting cell details. For POD Cell details, users can reverse the balance of a selected column.
- **Rollup01-Rollup15**, which are report lines that act as totals built from other report lines (e.g., Rollup01 = Normal row 1 + Normal row 2). Rollups can contain other rollups, but only rollups that are not of the same level or higher. For example, Rollup02 can contain a Rollup01 and other types of report lines, but it cannot contain another Rollup02 or Rollup03, Rollup04, etc.
- **Remote Report**, which are report lines from other reports. For example, if there is a total on another report that is needed in a calculation on the selected report, then this type of report line is used. Remote rows are only referential; they do not appear on the report like normals do.
- **Conditional Rows**, which define the credit and/or debit row and column where the results of the defined rules go. Conditionals are used in calculations, but do not appear as a report line on the final report.

Each report column in the table has the label assigned to it on the report model (usually in the Amount column). There are two links in the Amount columns, the 'Rule' link and the 'Cell Details' link. To define the criteria for the report line, follow the Rule link to either the Domain and Subset tables or the Report Model Step table. To reverse (negate) the balance, or prevent the Rules link from displaying for the report line, follow the Cell Details link.

Exhibit 6-5 displays the Report Model Row table and the Add/Edit Report Model Row form.

Exhibit 6-5 Report Model Row Table



Report Year: 2014 **Report:** Balance Sheet **Report Model:** USDA Configuration Model **Criteria Template:** Report Model Layout Def 2

Help **Report Model Row** Add

Show 10 entries Search:

Treasury Line	Order	Row Label	Type	Amount		Actions	
	10	Assets (Note)	Sectional			Edit	Delete
	20	Intragovernmental:	Sectional			Edit	Delete
1	30	Fund Balance with Treasury (Note)	Normal	Rule	Cell Details	Edit	Delete
2	40	Investments (Note)	Normal	Rule	Cell Details	Edit	Delete
3	50	Accounts Receivable (Note)	Normal	Rule	Cell Details	Edit	Delete
4	60	Loans Receivable	Normal	Rule	Cell Details	Edit	Delete
5	70	Other (Note)	Normal	Rule	Cell Details	Edit	Delete
6	80	Total Intragovernmental	Rollup01	Rule	Cell Details	Edit	Delete
7	90	Cash and Other Monetary Assets (Note)	Normal	Rule	Cell Details	Edit	Delete
8	100	Investments (Note)	Normal	Rule	Cell Details	Edit	Delete
Treasury Line	Order	Row Label	Type	Amount		Actions	

Showing 1 to 10 of 40 entries Previous Next

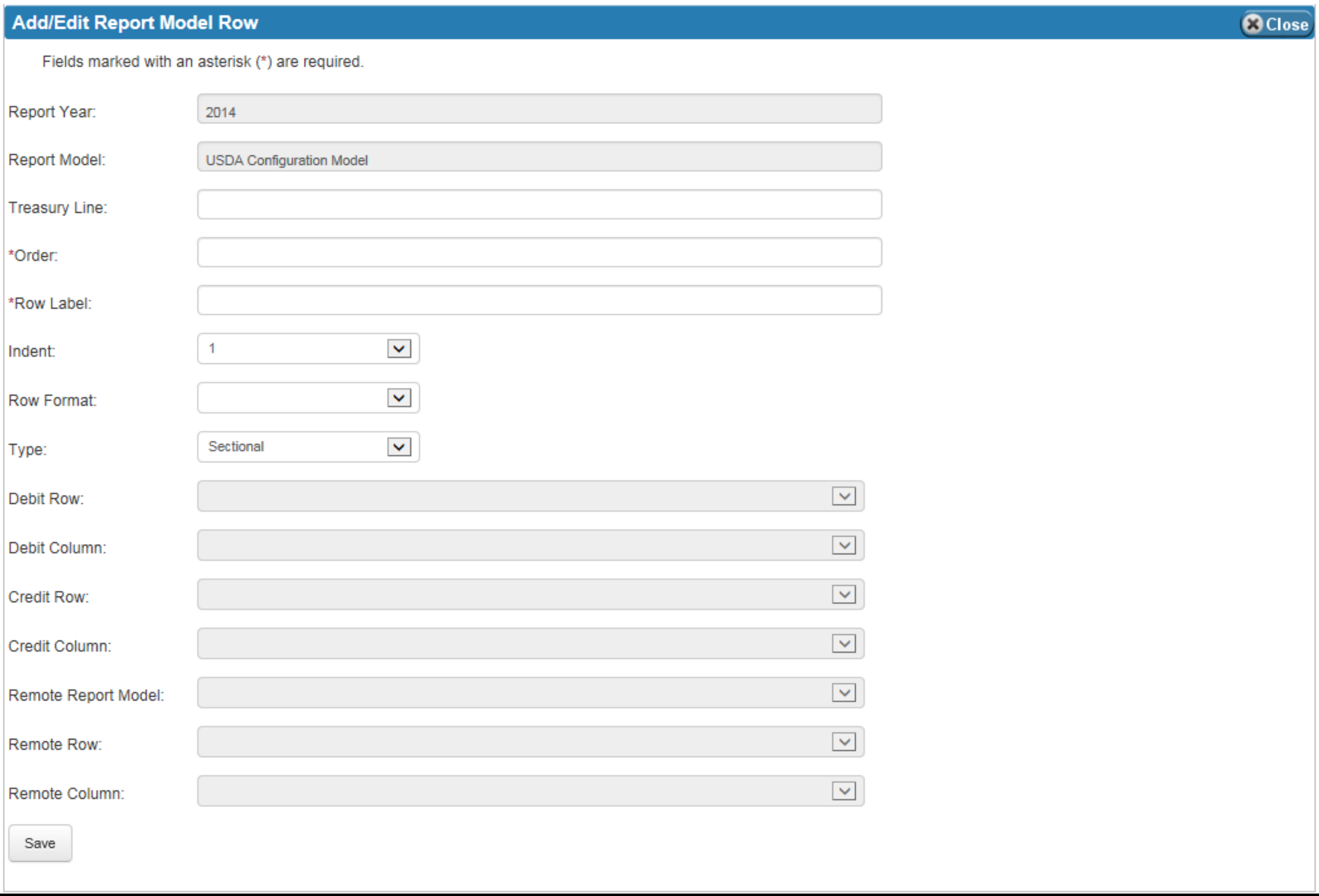


Exhibit 6-6 lists the fields on the Report Model Row table in the order in which they appear on the Add/Edit form.

Exhibit 6-6 Report Model Row Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Year	N/A	N/A	Report Year.	Report Year shown in the header.	N/A
Report Model	N/A	N/A	Report Model.	Report Model shown in the header.	N/A
Treasury Line	Optional	On add or edit	Treasury Line of the current report line.	Any alphanumeric value.	Cannot be more than 20 characters.
Order	Required	On add or edit	Order on the report of the current report line.	N/A	Must be an integer.
Row Label	Required	On add or edit	Row Label of the current report line.	N/A	Cannot be blank.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Indent	Optional	On add or edit	Indentation of the Row Label of the current report line.	Dropdown: ▪ 1 ▪ 2 ▪ 3 ▪ 4 ▪ 5 Defaults to 1.	N/A
Row Format	Optional	On add or edit	Allows a user to select a special format for the report line.	Dropdown: ▪ Empty ▪ Bold ▪ Hide Defaults to blank, or no formatting.	N/A
Type	Optional	On add or edit	The row type of the current report line. The beginning of Section 6.1.1 defines the five types of report lines.	Dropdown: ▪ Sectional ▪ Normal ▪ Conditional ▪ Remote Report ▪ Rollup 01-Rollup 15	N/A
Debit Row	Required when Type is 'Conditional'.	On add or edit	Row where the amount is included if the amount is a debit.	Dropdown values are the Report rows defined on the Report Model Row table.	N/A
Debit Column	Required when Type is 'Conditional'.	On add or edit	Column where the amount is included if the amount is a debit.	Dropdown values are the Report columns defined on the Report Model Row table.	N/A
Credit Row	Required when Type is 'Conditional'.	On add or edit	Row where the amount is included if the amount is a credit.	Dropdown values are the Report rows defined on the Report Model Row table.	N/A
Credit Column	Required when Type is 'Conditional'.	On add or edit	Column where the amount is included if the amount is a credit.	Dropdown values are the Report columns defined on the Report Model Row table.	N/A
Remote Report Model	Required when Type is 'Remote Report'.	On add or edit	Report Model of the Remote Report Cell.	Dropdown values are Report Models defined for the selected Report Year.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Remote Row	Required when Type is 'Remote Report'.	On add or edit	Row of the Remote Report Cell.	Dropdown values are Report Model Rows defined for the selected Remote Report Model.	N/A
Remote Column	Required when Type is 'Remote Report'.	On add or edit	Column of the Remote Report Cell.	Dropdown values are Report Model Columns defined for the selected Remote Report Model.	N/A

All row types have the option of including a Treasury Line, and require an Order number and Row Label. Conditionals and Remote Report rows have additional requirements:

- Conditional Type
  - Debit Row and Debit Column - These are a pair and if one is entered, the other must also be entered.
  - Credit Row and Credit Column - These are a pair and if one is entered, the other must also be entered.
- Remote Report Type
  - Remote Report Model, Remote Row, and Remote Column - These are a triad and if one is entered, the others must also be entered.

6.1.1.1 Report Model Row Amount

The Report Model Row table has the following links in the Amount column:

- **Cell Details** – This link takes the user to the Cell Details table which allows users to reverse (negate) the value summed by the selection criteria, or hide the 'Rules' link for a report line. To make changes, click the 'Edit' link.
- **Rule** – For normal report lines, this link takes the user to the Report Model Steps table.
  - If there is only one step, the link takes the user directly to the Domain and Subsets tables.
  - For rollup rows, the link takes the user to the Report Model Rollup table.

On these tables, users can select the criteria used to calculate the value of the report line.

6.1.1.1.1 Cell Details

Exhibit 6-7 displays the Cell Details table and the Edit Cell Details form.

Exhibit 6-7 Cell Details Table

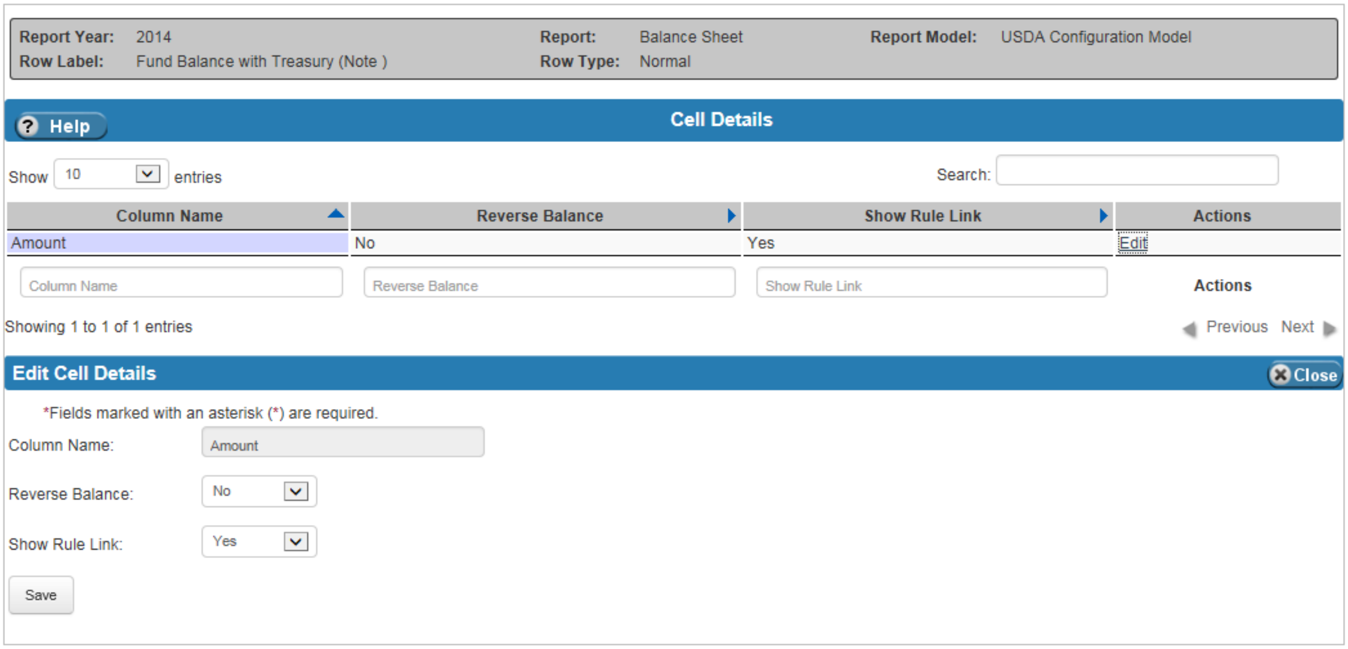


Exhibit 6-8 lists the fields on the Cell Details table.

Exhibit 6-8 Cell Details Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Column Name	Required	No	Column Name of the balance being edited.	Column Name selected in the header.	N/A
Reverse Balance	Required	On edit	Indicates whether or not the cell's amount is to be reversed (negated).	Dropdown: ▪ No – Balance will not be reversed. ▪ Yes – Balance will be reversed. Defaults to 'Yes'.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Show Rule Link	Required	On edit	Indicates whether or not the 'Rule' link appears on the POD Row screen for the selected Report Year and Report Model.	Dropdown: ▪ Yes ▪ No Defaults to 'Yes'.	N/A

6.1.1.1.2 Report Model Steps

The Report Model Steps table allows users to add steps which contain the Domain and Subsets criteria. Click the 'Details' link in the Actions column to define the criteria for the Domain and Subsets for the selected step. The Report Model Steps table allows users to define a Distribution Category and Distribution Percentage for the selected step. Whenever a new step is added, a Step Number is automatically generated for the step.

To create a distribution over multiple report lines, enter a Distribution Category and a Distribution Percent for each step. The Distribution Category's name must be the same across the steps that define it. The Distribution Percent for the Distribution Category should total to 100. For example, create a step in report line 1 with a Distribution Category called 'DISTROCAT123' and a Distribution Percent of 75%. In report line 2, define another step with the same criteria, Distribution Category, and a Distribution Percent of 25%. Note, the total of all Distribution Percent values for a specific Distribution Category value should be 100%, but the system does not check for this.

Exhibit 6-9 displays the Report Model Steps table and the Add/Edit Report Model Step form.

Exhibit 6-9 Report Model Steps Table

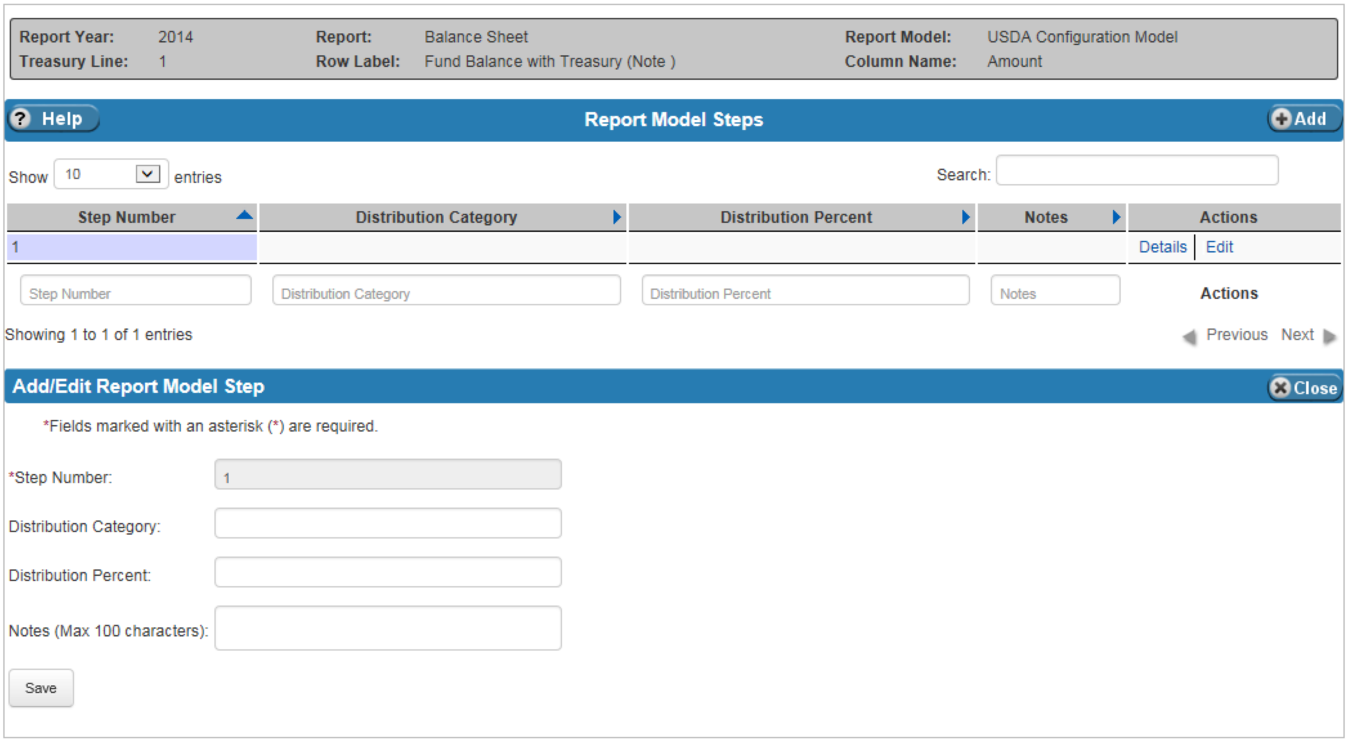


Exhibit 6-10 lists the fields on the Report Model Steps table.

Exhibit 6-10 Report Model Steps Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Step Number	N/A	System-generated	The number of the current step.	The system generates the value.	N/A
Distribution Category	Optional	On add or edit	The name of the Distribution Category for the selected step.	Any alphanumeric value.	Must be 20 characters or less.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Distribution Percent	Optional	On add or edit	The percent allocated to the selected step in the Distribution Category.	Any numeric value.	Must be a number or decimal with up to 3 decimal places (e.g., 50.123) and a number greater than 0 and less than 100.[3]
Notes	Optional	On add or edit	Notes associated with the step. Not used in processing.	Any alphanumeric value.	Must be no more than 100 characters.

6.1.1.1.3 Report Model Rollup Table

The Report Model Rollup table allows users to summarize multiple report lines. The Report Model Rollup table can be accessed by clicking the 'Rule' link in the Amount column on the Report Model Row table. Rollups can contain other rollups, but cannot contain rollups of the same level or higher. For example, a Rollup02 can contain a Rollup01 and other types of report lines, but it cannot contain another Rollup02 or Rollup03-Rollup15. The +/- field indicates whether the Row amount should be positive or negative. To assign an adjustment line to the rollup, click the Add/Edit Adjustment Line. The adjustment is to correct rounding on footed reports.

Exhibit 6-11 displays the Report Model Rollup table, and the Add/Edit Report Model and Add/Edit Adjustment Line forms.

[3] The user must verify manually that the Distribution Percents for a specific Distribution Category sum to exactly 100%. The system does not check for this.

Exhibit 6-11 Report Model Rollup Table

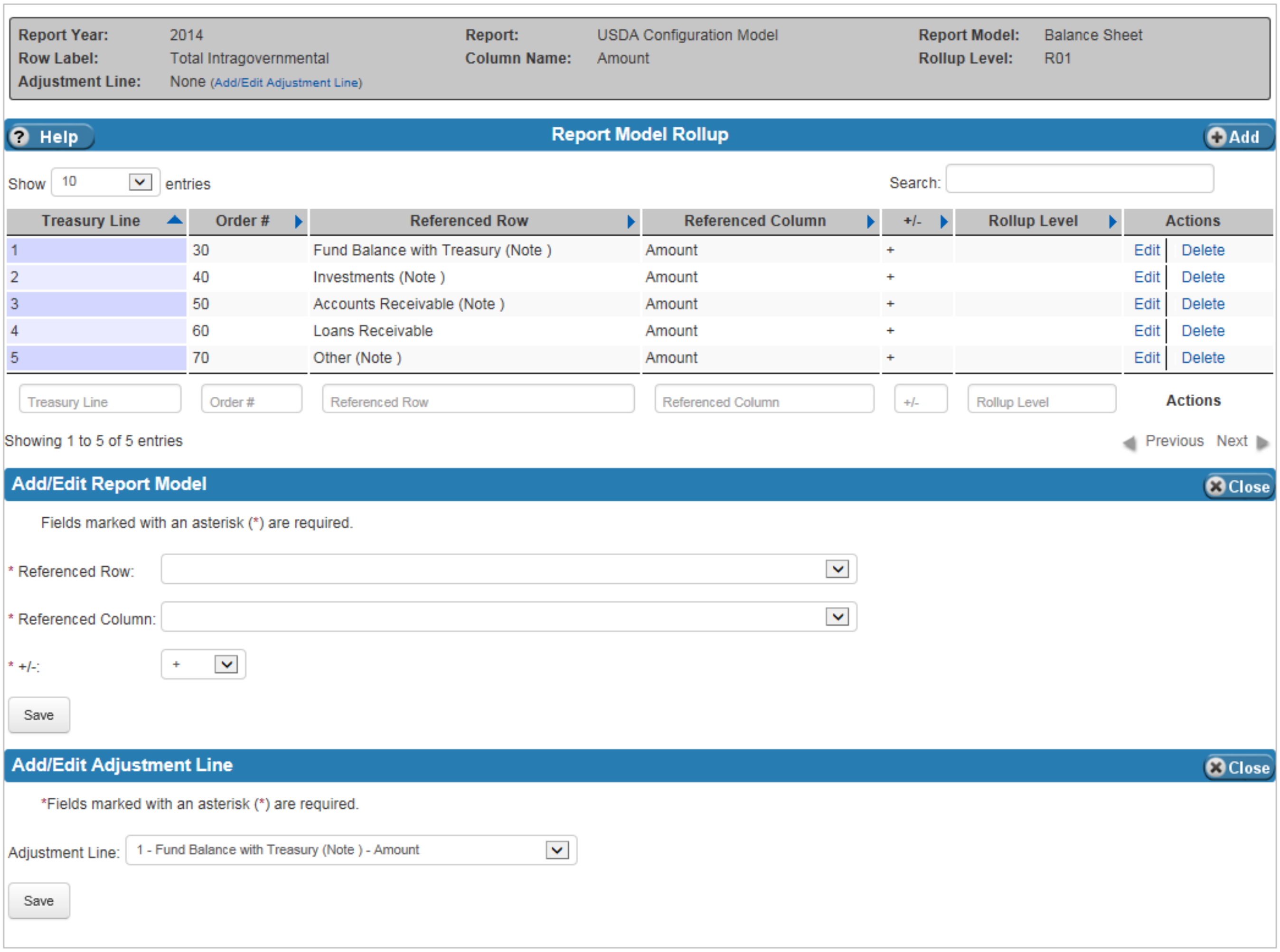


Exhibit 6-12 lists the fields on the Report Model Rollup table.

Exhibit 6-12 Report Model Rollup Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Referenced Row	Required	On add	The row of the current report line.	Dropdown of all the report model rows of the selected Report Model that can be used in the current rollup level.	N/A
Referenced Column	Required	On add	The column of the current report line.	Dropdown of all the column names defined for the selected Report Model.	N/A
+/-	Required	On add or edit	Indicates whether the row is rolled up as a positive or negative value.	Dropdown: ▪ + ▪ - Defaults to '+'.	N/A
Adjustment Line	Optional	On add or edit	The adjustment line for the report model rollup.	Any of the report lines already assigned to the current Report Model Rollup.	N/A

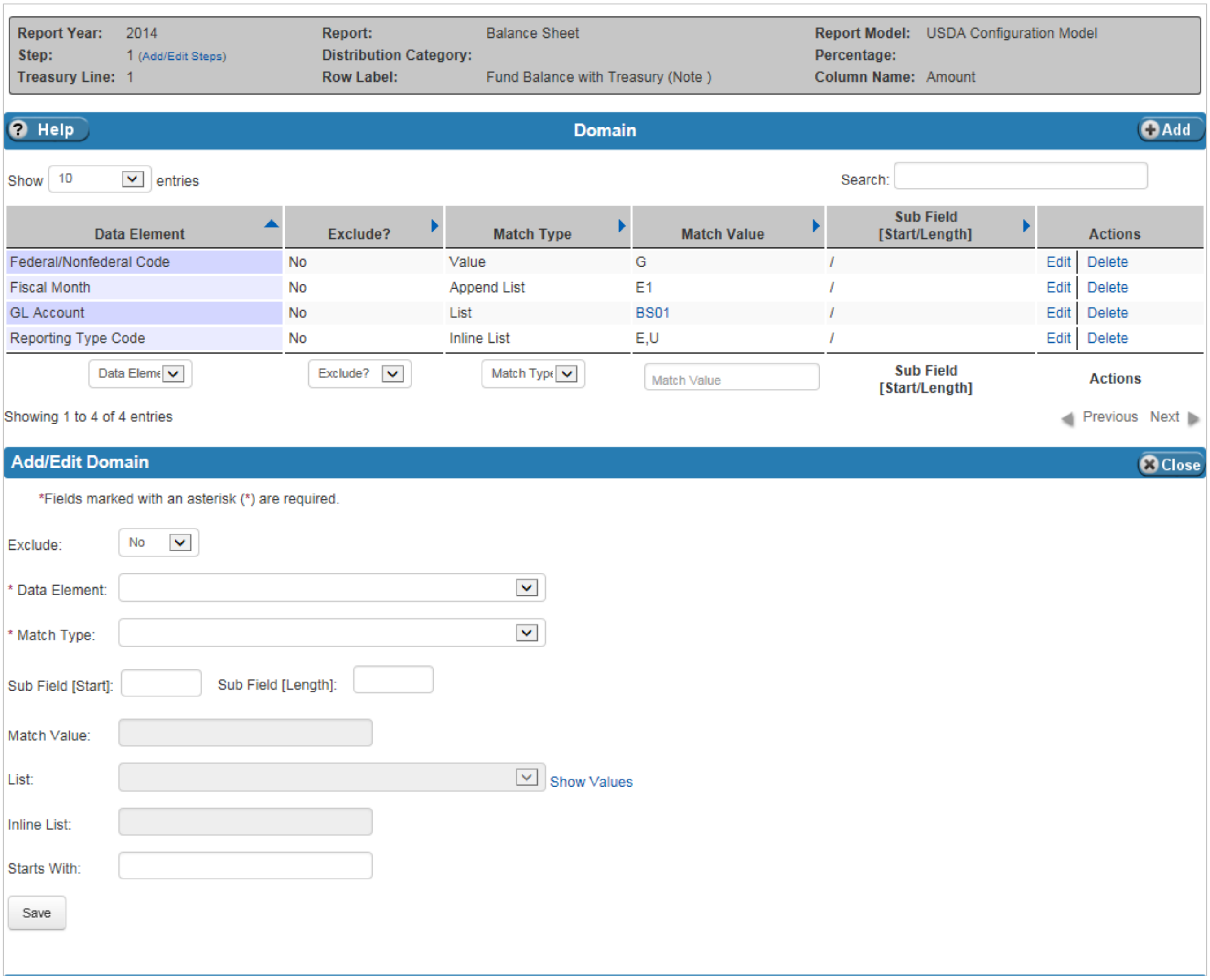
6.1.1.1.4 Domain and Subsets Tables

Clicking the 'Details' link in the Actions column of the Report Model Steps table takes users to the tables where report line rules (Domain and Subsets criteria) are defined. Data elements entered in the Domain are selected using an "and" operation, and data elements entered in the subset are selected using an "or" operation. Ledger entries are selected based on the match types in the selection criteria. There are six match types:

- **Append List**, which matches element values that have codes from the selected list appended.
- **Empty**, which matches empty values.
- **Inline List**, which matches the list a user defines in the inline list field.
- **List**, which matches a list defined in Annual Settings Lists table.
- **Starts With**, which matches values that start with what is entered in the Starts With field.
- **Value**, which matches the single value that is entered in the Value field.

Exhibit 6-13 displays the Domain and Subsets tables and the Add/Edit Domain and the Add/Edit Subset forms.

Exhibit 6-13 Domain and Subsets Tables



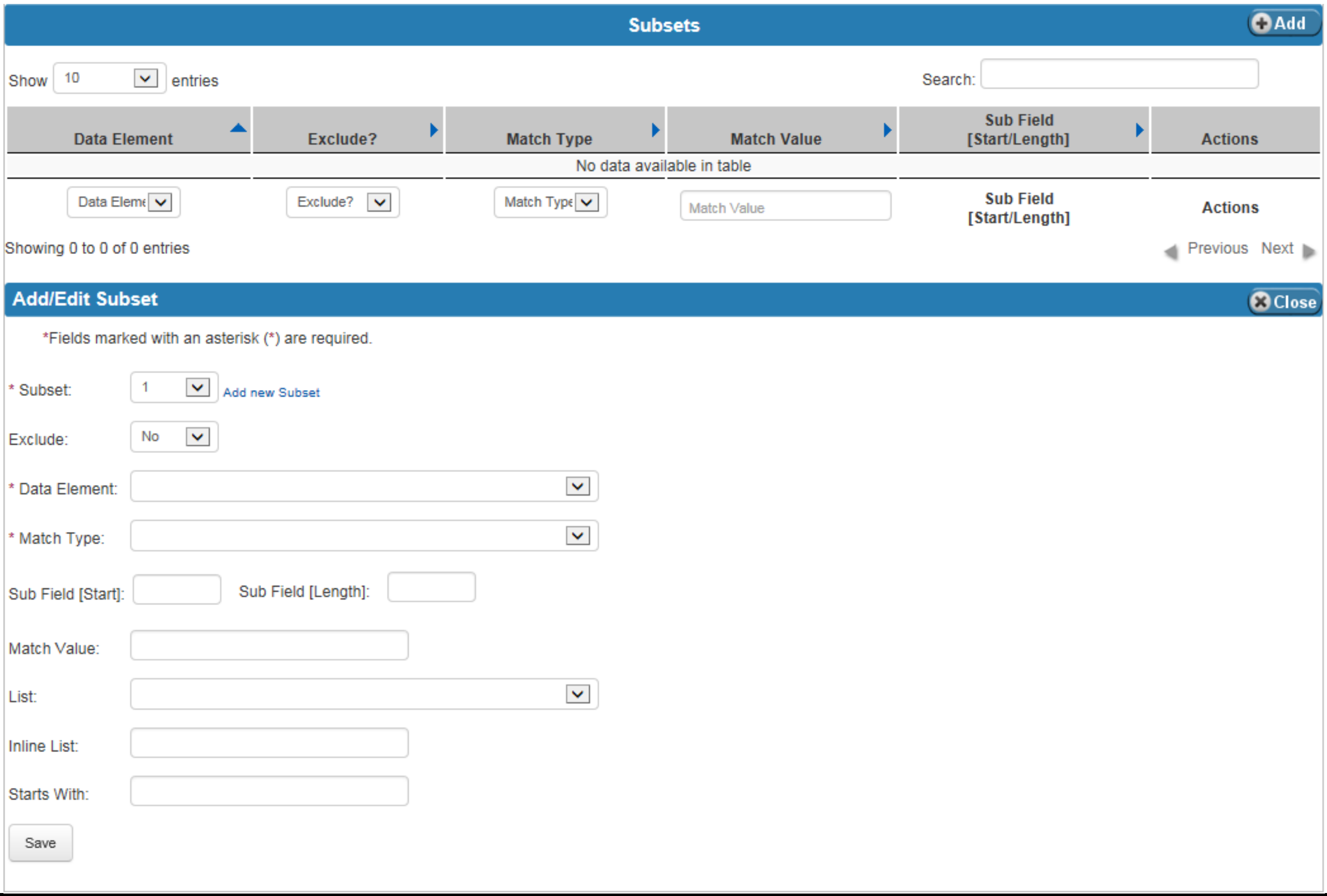


Exhibit 6-14 lists the fields on the Domain and Subsets tables.

Exhibit 6-14 Domain and Subsets Tables Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Subset (Only on the Add/Edit Subset form)	Required	On add	This is the subset for which the criteria are being defined. A subset can contain more than one criterion.	Dropdown of the available subsets.	N/A
Exclude	Required	On add or edit	Indicates whether the records that match the criteria are excluded.	Dropdown: ▪ Yes, exclude. ▪ No, include. Defaults to 'No'.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Data Element	Required	On add or edit	Identifies the data element being matched in the selection criteria.	Dropdown value from the Annual Settings Data Element table.	N/A
Match Type	Required	On add or edit	Identifies the type of matching rule to be used.	Dropdown: ▪ Append List ▪ Empty ▪ Inline List ▪ List ▪ Starts With ▪ Value	N/A
Sub Field [Start]	Optional	On add or edit	Identifies the starting positon of a string, if used.	Positive number	None
Sub Field [Length]	Optional	On add or edit	Identifies the length of the string, if used.	Positive number	None
Match Value	Required when Match Type is 'Value'.	On add or edit	Data Element value for the selection criteria.	Any alphanumeric value.	None
List	Required when Match Type is 'Append List' or 'List'.	On add or edit	Identifies the List, defined in the Annual Settings Lists table, containing data element values for the selection criteria.	Dropdown values from the Annual Settings Lists table.	N/A
Inline List	Required when Match Type is 'Inline List'.	On add or edit	A List of values, not defined in the Annual Settings Lists table, containing the data element values for the selection criteria.	Any alphanumeric value that meets the validation criteria.	List cannot contain lowercase characters or commas.
Starts With	Required when Match Type is 'Starts With'.	On add or edit	A series of characters that appear at the beginning of a data element's value for selection criteria.	Any alphanumeric value.	Value must be entered if the Match Type is 'Starts With'.

6.2 Front End Inference (FEI)

The Front End Inference (FEI) table defines the transformation rules applied to the general ledger records as they are loaded to the general ledger table. The FEI rules are defined by Report Year and Affected Data Element, which are selected in the dropdowns of the header. The FEI table has two sections:

- The **Inference Criteria** section displays the selection criteria rules. Users are given the option to exclude specific criteria or include it in the selection process. To set the criteria as an exclusion, set 'Exclude' to 'Yes'. Set 'Exclude' to 'No' to set the criteria as an inclusion.
- The **Inference Pass** section displays the transformation rules and the value inferred for all general ledger records that meet the selected inference criteria rules. To influence the Affected Data Element, the criteria in the rules must be met. When defining the transformation rules in the Inference Pass, a user defines the pass order of the transformation. The pass order is often one, but in the case where a transformation rule is dependent on another rule, then a sequential pass order can be defined.

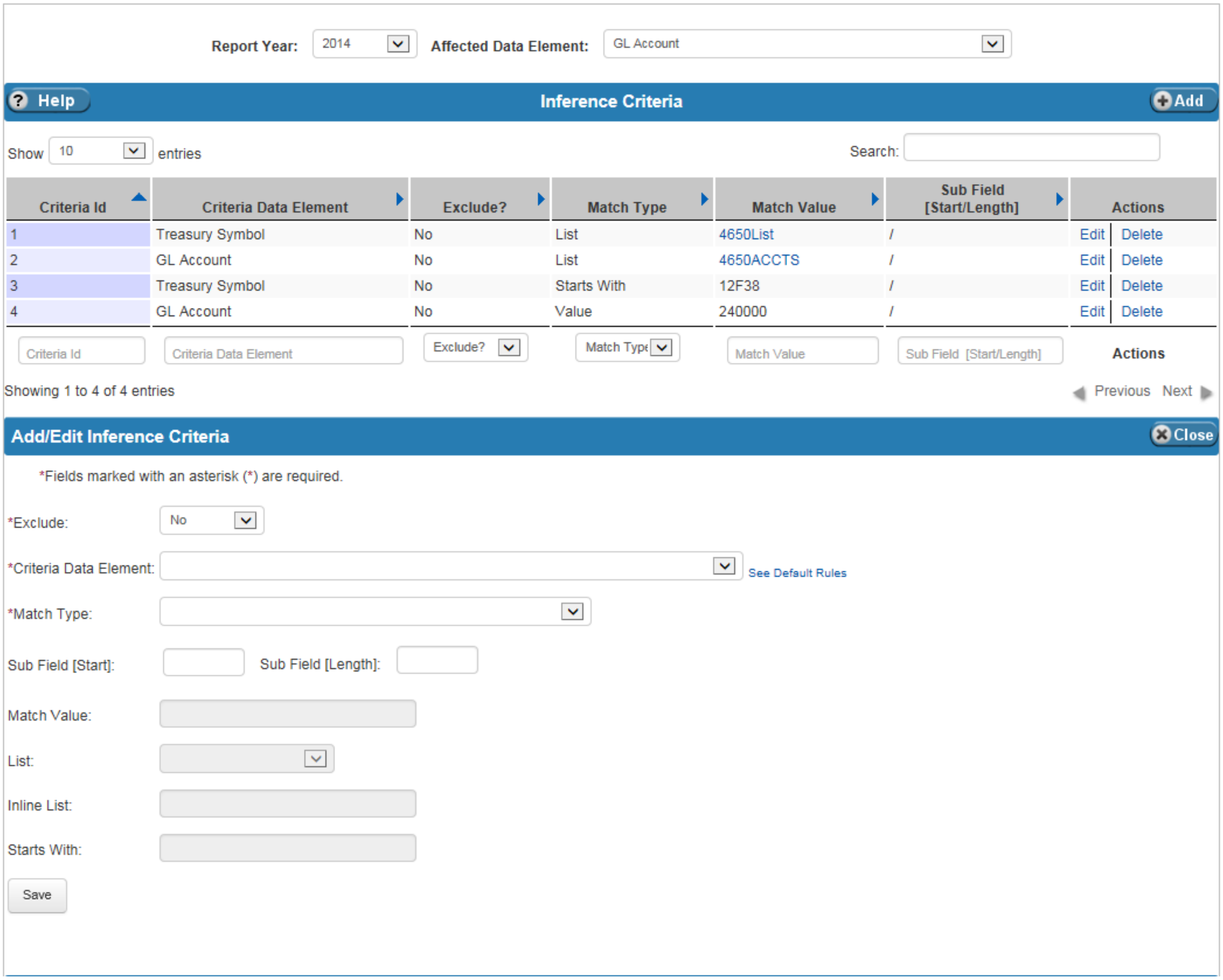
The data elements available to use in the Inference Criteria and Inference Pass sections are defined on the Annual Settings Criteria Templates table. The Criteria Template used for a given report year is defined on the Annual Settings Report Years table.

For example, to create an inference that changes the Treasury Symbol to '12A3456.000' when the Agency field is 'AB12' and the Treasury Symbol is from a list defined on the Lists table called 'TSList2015':

- Define the criteria:
  - Create an inference criterion with the data element Agency and the Match Value of 'AB12'.
  - Create another inference criterion with the data element Treasury Symbol and Match List of 'TSList2015'.
- After the Inference Criteria are saved, define the Inference Pass transformation:
  - Create an Inference Pass with the two criteria selected (Agency and Treasury Symbol).
  - Enter 12A3456.000 as the Pass Value.

Exhibit 6-15 displays the FEI Inference Criteria and Inference Pass tables, and the Add/Edit Inference Criteria and Add/Edit Inference Pass forms.

Exhibit 6-15 FEI Inference Criteria and Inference Pass Tables



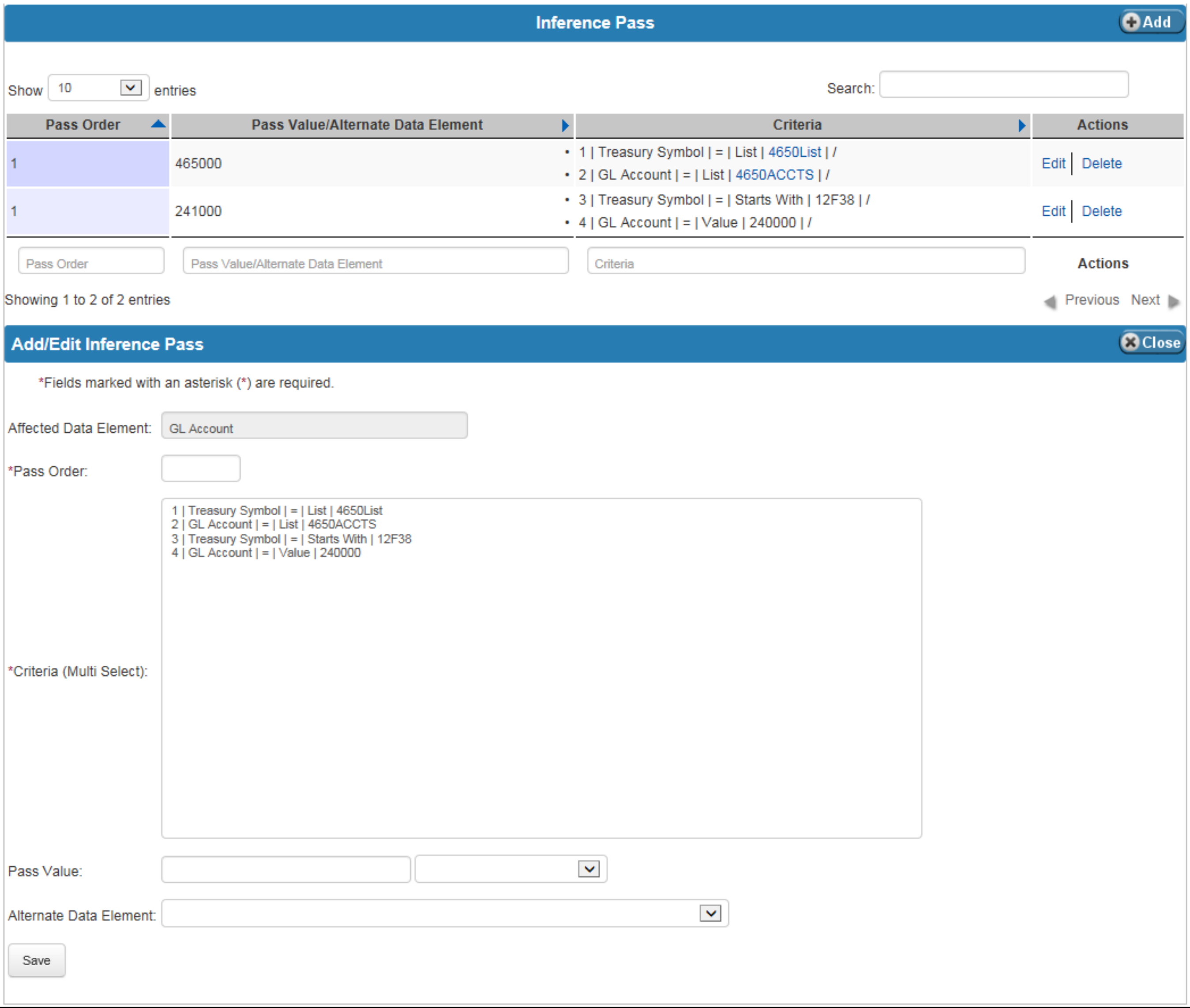


Exhibit 6-16 lists the fields on the FEI Inference Criteria and Inference Pass tables.

Exhibit 6-16 FEI Inference Criteria and Inference Pass Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Annual Settings Report Years table.	N/A
Affected Data Element	Required	On add	Data Element to be updated.	Dropdown values from the Criteria Template assigned to the Report Year on the Report Years table.	N/A
Table					
Add/Edit Inference Criteria					
Exclude	Required	On add or edit	Indicates whether the records that match the criteria are excluded or included.	Dropdown: ▪ Yes, exclude. ▪ No, include. Defaults to 'No'.	N/A
Criteria Data Element	Required	On add or edit	Identifies the data element that is being matched in the selection criteria. Note: Click the 'See Default Rules' link to see the Default Values by GL Account. Although this link is next to the criteria data elements field, it is not affected by the selection made in the field. It shows the rules that can be overridden.	Dropdown value from the Criteria Template defined on the Report Years table.	N/A
Match Type	Required	On add or edit	Identifies the type of matching rule to be used.	Dropdown: ▪ Append List ▪ Empty ▪ Not Empty ▪ Inline List ▪ List ▪ Starts With ▪ Value ▪ All	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Sub Field [Start]	Optional	On add or edit	Identifies the starting positon of a string, if used.	Positive number.	Must be greater than 0.
Sub Field [Length]	Optional	On add or edit	Identifies the length of the string, if used.	Positive number.	Must be greater than 0.
Match Value	Required when Match Type is 'Value'.	On add or edit	Value to which the criteria data element will be matched.	Any alphanumeric value.	Must be no more than 100 characters.
List	Required when Match Type is 'Append List' or 'List'.	On add or edit	List of values to which the criteria data element will be matched.	Dropdown value from the Account Settings Lists table based on the criteria data element selected.	N/A
Inline List	Required when Match Type is 'Inline List'.	On add or edit	List of values to which the criteria data element will be matched.	N/A	List can be no more than 50 characters (including commas).
Starts With	Required when Match Type is 'Starts With'.	On add or edit	Indicates what the criteria data element should start with to be selected.	N/A	Must be no more than 100 characters.
			Add/Edit Inference Pass		
Affected Data Element	N/A	N/A	Affected Data Element.	Affected Data Element selected in the header.	N/A
Pass Order	Required	On add or edit	Order in which the inference rule should be applied.	Positive number.	Must be a positive number.
Criteria (Multi Select)	Required	On add or edit	List of all Selection Criteria rules that may be used to infer a value. For example, to change the selected Affected Data Element of the criteria defined in the Inference Criteria table, apply criteria X, Y, Z to this pass. Refer to the example at the beginning of Section 6.2. Multiple rules may be selected by holding the CTRL key.	Rules from the Inference Pass section.	N/A
Pass Value (text field)	Required if Alternate Data Element is not populated.	On add or edit	Value to be assigned to the record if the record matches the selected Criteria rules.	Any alphanumeric value.	Must be no more than 200 characters.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Pass Value (dropdown)	Optional	On add or edit	If there is no specific value, use the dropdown to set the value to 'EMPTY' or 'BLANK'.	Dropdown: ▪ Blank if a Pass Value (text value) is entered. ▪ Set Pass Value to EMPTY. ▪ Set Pass Value to BLANK.	N/A
Alternate Data Element	Required if Pass Value dropdown is not 'EMPTY' or 'BLANK'.	On add or edit	Changes the affected data element's criteria to the value of the Alternate Data Element.	Dropdown of values from the criteria template for the selected report year.	N/A

6.3 Agency Front End Inference (AFEI)

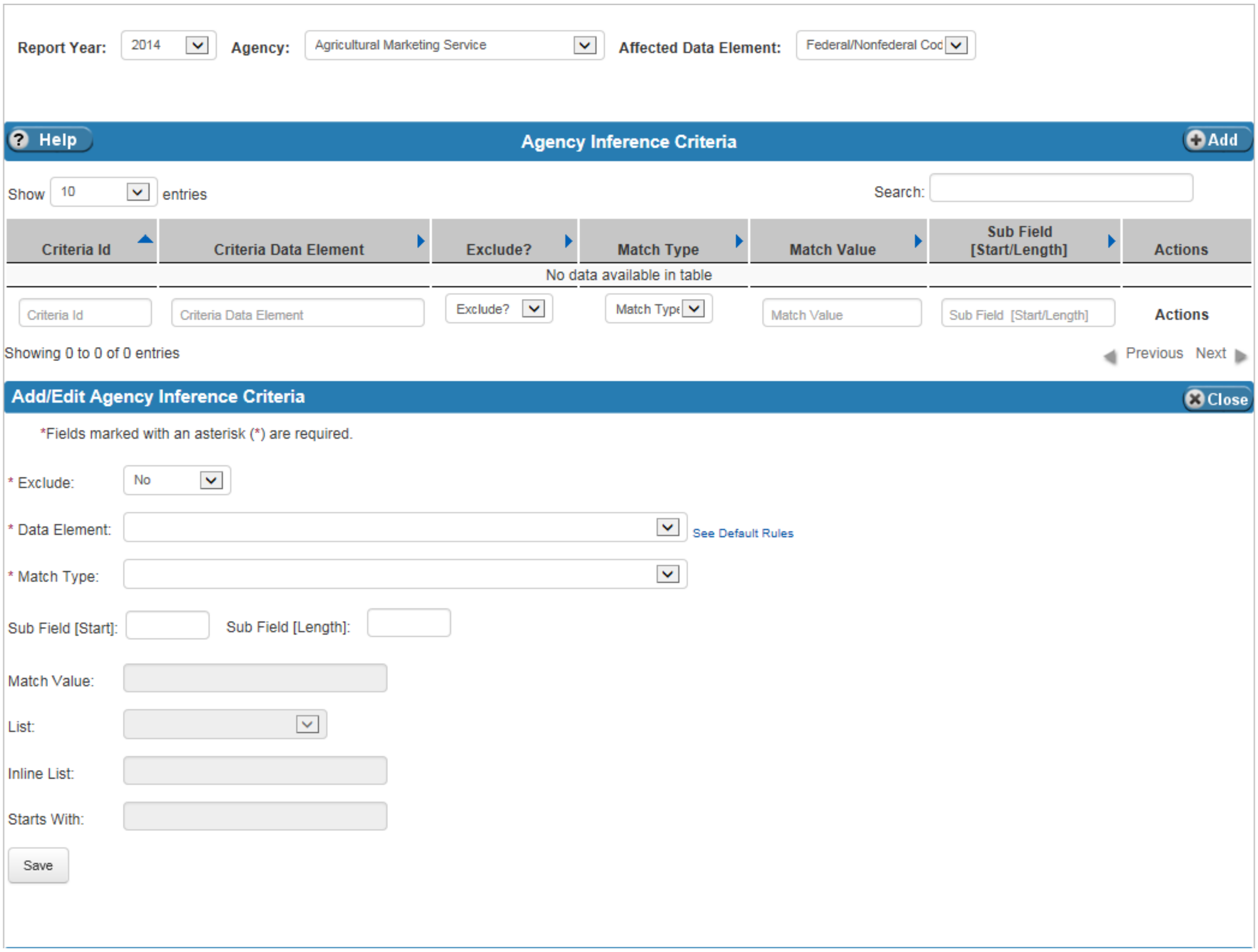
The Agency Front End Inference (AFEI) table defines an agency's transformation rules that are applied to its general ledger records as they are loaded to the general ledger table. The AFEI table has two sections:

- The **Inference Criteria** section displays the selection criteria rules. Users are given the option to exclude specific criteria or to include it in the selection process. To set the criteria as an exclusion, set 'Exclude' to 'Yes', and set 'Exclude' to 'No' to set the criteria as an inclusion.
- The **Inference Pass** section displays the transformation rules and the value inferred for all general ledger records that meet the selected inference criteria rules. To influence the Affected Data Element, the criteria in the rules must be met. When defining the transformation rules in the Inference Pass, a user defines the pass order of the transformation. The pass order is often one, but in the case where a transformation rule is dependent on another rule, then a sequential pass order can be defined.

The data elements available to use in the Agency Inference Criteria and Agency Inference Pass sections are defined on the Criteria Templates table. The Criteria Template used for a given report year is defined on the Annual Settings Report Years table. Refer to Section 6.2 for an inference example.

Exhibit 6-17 displays the AFEI Agency Inference Criteria and Agency Inference Pass tables, and the Add/Edit Agency Inference Criteria and Add/Edit Agency Inference Pass forms.

Exhibit 6-17 AFEI Agency Inference Criteria and Agency Inference Pass Tables



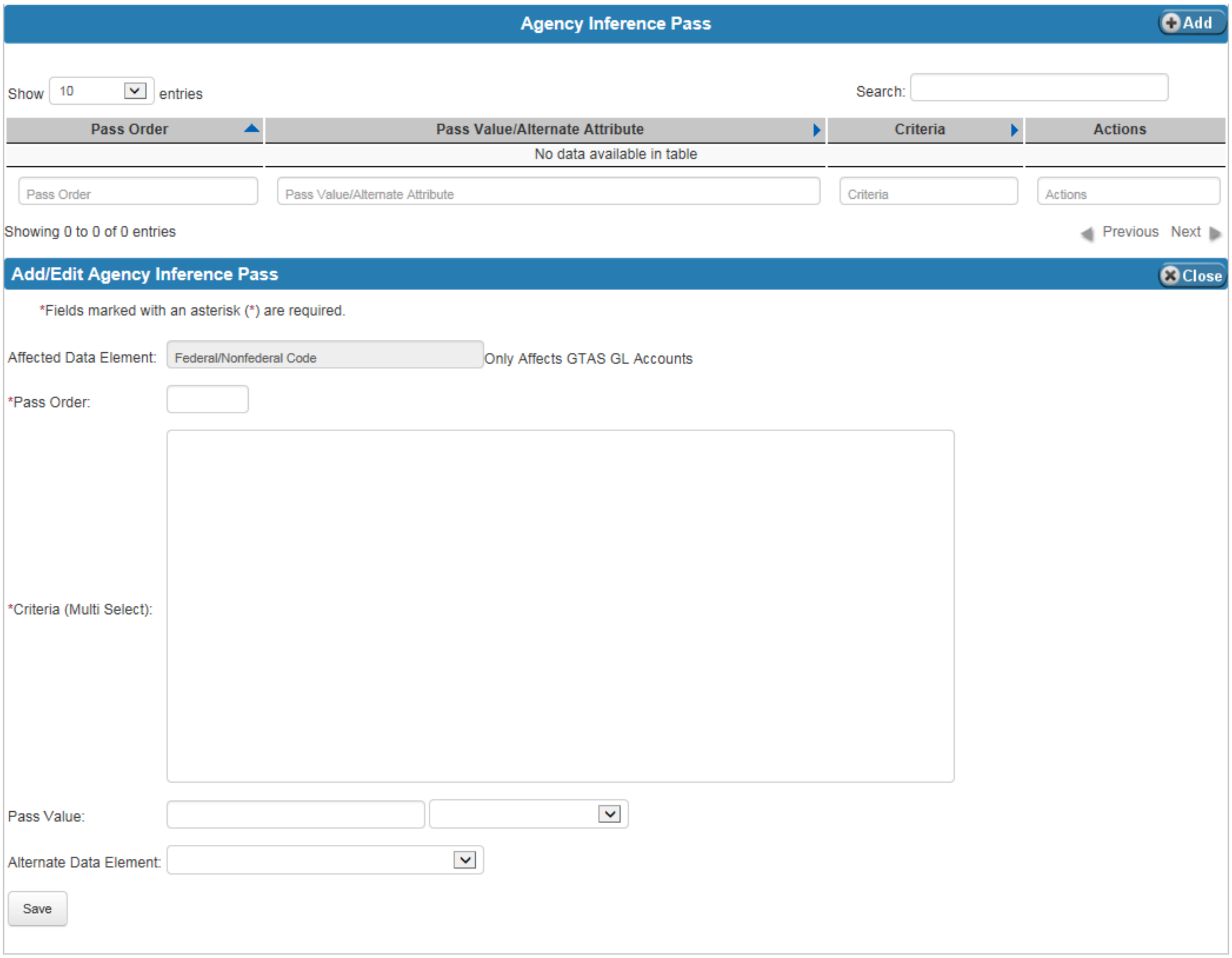


Exhibit 6-18 lists the fields on the AFEI Agency Inference Criteria and Agency Inference Pass tables.

Exhibit 6-18 AFEI Agency Inference Criteria and Agency Inference Pass Tables Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year.	Dropdown values from the Annual Settings Report Years table.	N/A
Agency	Required	On add	Agency.	Dropdown of values from the References Agency Names table.	
Affected Data Element	Required	On add	Data Element to be updated.	Dropdown values from the Criteria Template assigned to the Report Year on the Report Years table.	N/A
Table					
Add/Edit Agency Inference Criteria					
Exclude	Required	On add or edit	Indicates whether the records that match the criteria are excluded or included.	Dropdown: ▪ Yes, exclude. ▪ No, include. Defaults to 'No'.	N/A
Data Element	Required	On add or edit	Identifies the data element being matched in the selection criteria. Note: Click the 'See Default Rules' link for the Default Values by GL Account. Although this link is next to the criteria data elements field, it is not affected by the selection made in the field. It shows the rules that can be overridden.	Dropdown value from the Criteria Template defined on the Report Years table.	N/A
Match Type	Required	On add or edit	Identifies the type of matching rule to be used.	Dropdown: ▪ Append List ▪ Empty ▪ Not Empty ▪ Inline List ▪ List ▪ Starts With ▪ Value ▪ All	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Sub Field [Start]	Optional	On add or edit	Identifies the starting positon of a string, if used.	Positive number.	Must be greater than 0.
Sub Field [Length]	Optional	On add or edit	Identifies the length of the string, if used.	Positive number.	Must be greater than 0.
Match Value	Required when Match Type is 'Value'.	On add or edit	Value to which the Data Element will be matched.	Any alphanumeric value.	Must be no more than 100 characters.
List	Required when Match Type is 'Append List' or 'List'.	On add or edit	List of values to which the criteria data element will be matched.	Dropdown value from the Annual Settings Lists table based on the criteria data element selected.	N/A
Inline List	Required when Match Type is 'Inline List'.	On add or edit	List of values to which the criteria data element will be matched.	N/A	List can be no more than 50 characters (including commas).
Starts With	Required when Match Type is 'Starts With'.	On add or edit	Indicates what the criteria data element should start with to be selected.	N/A	Must be no more than 100 characters.
Add/Edit Agency Inference Pass					
Affected Data Element	N/A	N/A	Affected Data Element.	Affected Data Element selected in the header.	N/A
Pass Order	Required	On add or edit	Order in which the inference rule should be applied.	Positive number	Must be a positive number.
Criteria (Multi Select)	Required	On add or edit	List of all Selection Criteria rules that may be used to infer a value. For example, to change the selected affected data element, of the criteria defined in the Inference Criteria table, apply criteria X, Y, Z to this pass. Refer to the example at the beginning of Section 6.2. Multiple rules may be selected by holding the CTRL key.	Rules from the Inference Pass section.	N/A
Pass Value (text field)	Required if Alternate Data Element is not populated.	On add or edit	Value to be assigned to the record if the record matches the selected Criteria rules.	Any alphanumeric value.	Must be no more than 200 characters.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Pass Value (dropdown)	Optional	On add or edit	If there is no value to set, use the dropdown to set the value to 'EMPTY' or 'BLANK'.	Dropdown: ▪ Blank if a Pass Value (text field) is entered. ▪ Set Pass Value to EMPTY. ▪ Set Pass Value to BLANK.	N/A
Alternate Data Element	Required if Pass Value dropdown is not 'EMPTY' or 'BLANK'.	On add or edit	Changes the affected data element's criteria to the value of the Alternate Data Element.	Dropdown of values from the criteria template for the selected report year.	N/A

6.3.1 AFEI Processing Related to BFRA

FSDW only processes AFEI rules on GL accounts that have BFRA entries. The AFEI process only applies the AFEI rule on a Ledger record if a rule exists in BFRA for:

- Report Year = Report Year of AFEI rule
- Attribute = Affected Attribute of AFEI rule
- GL Account = GL Account of Ledger record to be processed

The GL Account by GTAS Data Element screen lists which GL accounts are updated for each AFEI rule. It shows all BFRA rules for a data element. Only Ledger records with GL accounts in this table are updated by AFEI rules for that data element.

To access the GL Account by GTAS Data Element screen:

- Select Agency Front End Inference (AFEI) from the Departmental Configuration option on the FSDW Main Menu to open the AFEI screen.
- Select the Agency and the Affected Data Element to be reviewed.
- Click the 'Add' button on the Agency Inference Criteria title bar to open the Add/Edit Agency Inference Criteria form.
- Click the 'See Default Rules' link (next to the Data Element dropdown) to open the GL Account by GTAS Data Element screen.

Refer to Exhibit 6-17 and Exhibit 6-18 for the image and field definitions, respectively, for the AFEI screen.

6.4 Front End Adjustments (FEAM)

The Front End Adjustments (FEAM) table displays the front end adjustments by Report Year and Source. Front End Adjustments are adjustments to GL pairs which are entered at the start of processing. Users enter, approve and view the status of front end adjustments on the FEAM table.

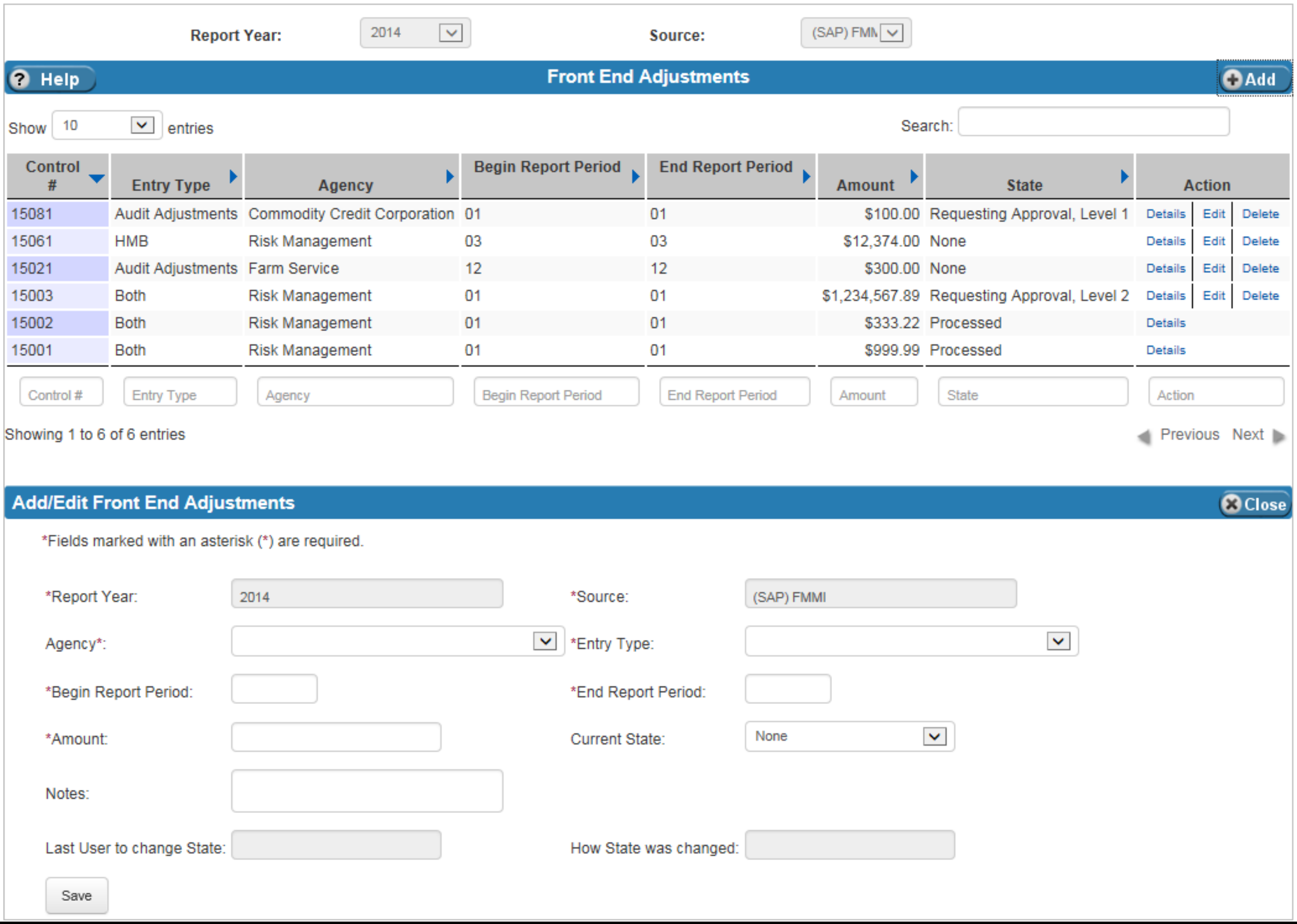
To enter front end adjustments, users click the ‘Add’ button to display the Add/Edit Front End Adjustments form, which is where front end adjustments are entered. Once an adjustment is added, it is not processed automatically. Adjustments must be approved before they can be processed. Users can check the status of an adjustment in the table by looking at the State column. Adjustment states (i.e., statuses) are:

- **None**, which means the adjustment has not been approved or may not have had its details defined, or both.
- **Requesting Approval, Level X**, which means that the current adjustment is ready to be approved by a user who has the appropriate role for approving at level X. For example, ‘Requesting Approval, Level 1’ means that the adjustment must be approved by a user authorized to apply level 1 approvals. Up to five levels of approval may be required. The number of required approvals is defined on the Annual Settings Front End Adjustment Approval Levels table.
- **Approved**, which means that the required number of approvals has been applied and the adjustment can be processed.
- **Processed**, which means that the adjustment was approved and processed.

After the user clicks the ‘Save’ button when the adjustment is first entered, FSDW assigns a control number to the adjustment, which can be seen in the first column of the table. The control numbers are not specific to an adjustment type; the same control number sequence is used for both back end and front end adjustments. As a result, a back end adjustment and a front end adjustment will never have the same control number. Before an adjustment can be approved, details, describing which GL Pairs are modified, must be defined. Click the ‘Details’ link in the Action column on the FEAM table to add the GL Pair entry being adjusted and to enter the associated data elements. Once these values are entered, the adjustment is ready for approval. Adjustments cannot be approved by the same user who entered the adjustment. In addition, a user may only approve an adjustment once. If additional approval levels are required, a different user must apply each additional approval.

Exhibit 6-19 displays the FEAM table and the Add/Edit Front End Adjustments form.

Exhibit 6-19 Front End Adjustments (FEAM) Table


Report Year: 2014 Source: (SAP) FMM

Help | Front End Adjustments | Add

Show 10 entries Search:

Control #	Entry Type	Agency	Begin Report Period	End Report Period	Amount	State	Action
15081	Audit Adjustments	Commodity Credit Corporation	01	01	$100.00	Requesting Approval, Level 1	Details | Edit | Delete
15061	HMB	Risk Management	03	03	$12,374.00	None	Details | Edit | Delete
15021	Audit Adjustments	Farm Service	12	12	$300.00	None	Details | Edit | Delete
15003	Both	Risk Management	01	01	$1,234,567.89	Requesting Approval, Level 2	Details | Edit | Delete
15002	Both	Risk Management	01	01	$333.22	Processed	Details
15001	Both	Risk Management	01	01	$999.99	Processed	Details
Control #	Entry Type	Agency	Begin Report Period	End Report Period	Amount	State	Action

Showing 1 to 6 of 6 entries Previous Next

Add/Edit Front End Adjustments | Close

*Fields marked with an asterisk (*) are required.

*Report Year: 2014 *Source: (SAP) FMMI

Agency*: *Entry Type:

*Begin Report Period: *End Report Period:

*Amount: Current State: None

Notes:

Last User to change State: How State was changed:

Save

Exhibit 6-20 lists the fields on the FEAM table.

Exhibit 6-20 FEAM Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	On add	Report year of the adjustment.	Dropdown values from the Annual Settings Report Years table. Defaults to the current open report year.	N/A
Source	Required	On add	Source.	Dropdown values from the References Source Names table.	N/A
			Table		
Control # (not on form)	N/A	System-generated	Unique, system-generated number that identifies the adjustment. Seen on Edit Action, but not on Add Action.	N/A	N/A
Agency	Required	On add	Agency.	Dropdown values from the References Agency Names table.	N/A
Entry Type	Required	On add	Adjustment Entry Type.	Dropdown values from the Annual Settings Entry Types table.	N/A
Begin Report Period	Required	On add or edit (if Current State is 'None')	Valid Report Period. Enter the first period that the adjustment should post.	Any numeric value.	Value must be an integer.
End Report Period	Required	On add or edit (if Current State is 'None')	Valid Report Period. Enter the last period that the adjustment should post.	Any numeric value.	Value must be an integer.
Amount	Required	On add or edit (if Current State is 'None')	Dollar amount of the adjustment.	Any numeric value.	Value must be a whole number or decimal with up to two decimal places (e.g., 50.12).

Field Name	Requirements	Editable	Description	Possible Values	Validation
Current State	Required	On add or edit	The state (status) of the adjustment. The status is 'None' when the adjustment is added. Authorized users use this field to approve or reject an adjustment. If no approval level requirement is defined, 'No Approval Level Defined' displays in the dropdown.	Dropdown: ▪ None (Default) ▪ Request Approval, Level 1[4] ▪ Grant Approval, Level X (where X is the level being approved)[5] ▪ Reject	N/A
Notes	Optional	On add or edit	Descriptive Text.	Any alphanumeric value.	Length cannot be greater than 500 characters.
Last User to change State	N/A	System-generated	ID of the User who last changed the adjustment's status.	N/A	N/A
How State was Changed	N/A	System-generated	Adjustment's previous status.	N/A	N/A

6.4.1 Front End Adjustments GL Pairs and Data Elements

To define what the adjustment affects, users must add entries to the Front End Adjustments - GL Pair table and enter the required data elements for the Entry Type. Details can be viewed if an adjustment is awaiting approval, but they cannot be modified unless the adjustment has a 'Reject' or 'None' State.

The contents of the Data Elements table are determined by the data elements defined for the selected Entry Type and Report Year. To modify the data elements, go to Annual Settings Entry Types.

Exhibit 6-21 displays the Front End Adjustments – GL Pairs and the Front End Adjustments – Data Elements tables, and the Add/Edit Front End Adjustments – GL Pairs form.

[4] The user selects the 'Request Approval, Level 1' value when the adjustment is ready for approval. As each level is approved, the system automatically sets the Current State to the next required approval value (e.g., 'Request Approval, Level 2').

[5] Each approver selects "Grant Approval, Level X' to approve the adjustment. 'X' varies and is the level of approval required at that time.

Exhibit 6-21 Front End Adjustments – GL Pairs and Data Elements Table

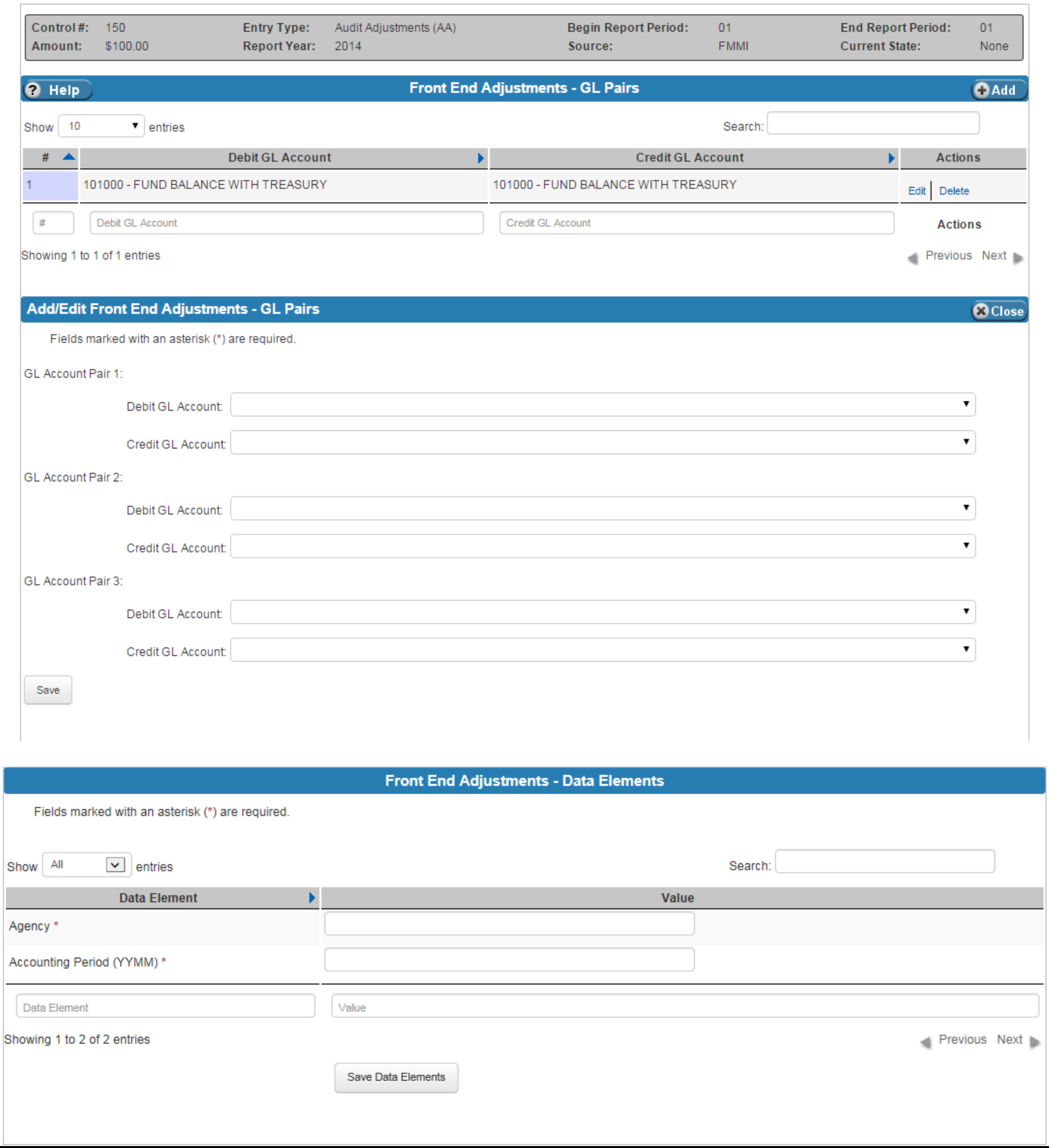


Exhibit 6-22 lists the fields on the Front End Adjustments – GL Pairs and Front End Adjustments – Data Elements tables.

Exhibit 6-22 Front End Adjustments – GL Pairs Table Fields

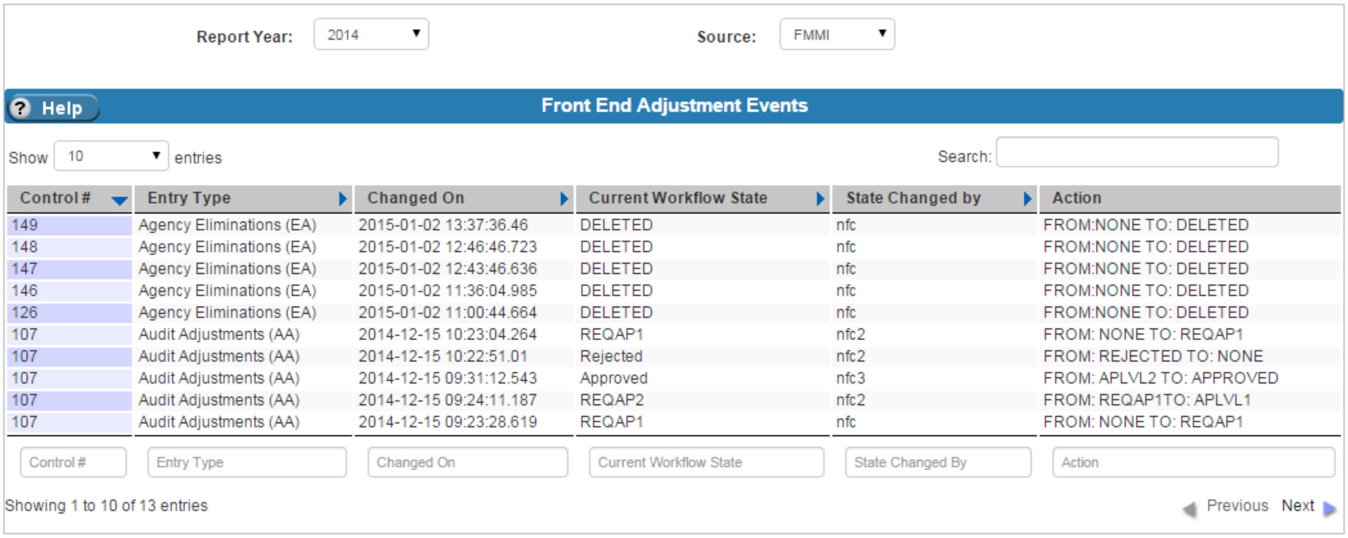
Field Name	Requirements	Editable	Description	Possible Values	Validation
GL Pairs					
Debit GL Account	Required	On add or edit	GL Account to be Debited.	Dropdown value from the Annual Settings GL Accounts table.	N/A
Credit GL Account	Required	On add or edit	GL Account to be Credited.	Dropdown value from the Annual Settings GL Accounts table.	N/A
Data Elements					
Data Element	Required or Optional, as defined on the Annual Settings Entry Types and Entry Type Data Elements table	On add or edit	A list of data elements defined for the entry type. In the example in Exhibit 6-21, the data elements are Agency and Accounting Period.	Any alphanumeric value.	The Data Elements' validations are defined on the Annual Settings Data Elements table.

6.5 Front End Adjustment Event

The Front End Adjustment Events table displays information about the Front End Adjustments. This table does not have any editable fields, but is for reference only. By viewing this table, users can track the approval status and who has performed what actions on adjustments. To find an adjustment, a Report Year and Source must be entered in the header.

Exhibit 6-23 displays the Front End Adjustment Events table.

Exhibit 6-23 Front End Adjustment Events Table



Report Year: 2014 Source: FMMI

Help Front End Adjustment Events

Show 10 entries Search:

Control #	Entry Type	Changed On	Current Workflow State	State Changed by	Action
149	Agency Eliminations (EA)	2015-01-02 13:37:36.46	DELETED	nfc	FROM:NONE TO: DELETED
148	Agency Eliminations (EA)	2015-01-02 12:46:46.723	DELETED	nfc	FROM:NONE TO: DELETED
147	Agency Eliminations (EA)	2015-01-02 12:43:46.636	DELETED	nfc	FROM:NONE TO: DELETED
146	Agency Eliminations (EA)	2015-01-02 11:36:04.985	DELETED	nfc	FROM:NONE TO: DELETED
126	Agency Eliminations (EA)	2015-01-02 11:00:44.664	DELETED	nfc	FROM:NONE TO: DELETED
107	Audit Adjustments (AA)	2014-12-15 10:23:04.264	REQAP1	nfc2	FROM: NONE TO: REQAP1
107	Audit Adjustments (AA)	2014-12-15 10:22:51.01	Rejected	nfc2	FROM: REJECTED TO: NONE
107	Audit Adjustments (AA)	2014-12-15 09:31:12.543	Approved	nfc3	FROM: APLVL2 TO: APPROVED
107	Audit Adjustments (AA)	2014-12-15 09:24:11.187	REQAP2	nfc2	FROM: REQAP1TO: APLVL1
107	Audit Adjustments (AA)	2014-12-15 09:23:28.619	REQAP1	nfc	FROM: NONE TO: REQAP1
Control #	Entry Type	Changed On	Current Workflow State	State Changed By	Action

Showing 1 to 10 of 13 entries Previous Next

Exhibit 6-24 lists the columns that appear on the Front End Adjustment Events table.

Exhibit 6-24 Front End Adjustment Events Table Columns

Column Name	Description	Possible Values
Control #	Unique, system-generated number that identifies the adjustment. The same control number sequence is used for both back end and front end adjustments.	An integer greater than 0.
Entry Type	The entry type of an adjustment.	Any defined Entry Type from the References Entry Type Names Table.
Changed On	The date the last change was made to the adjustment.	A date in the format: year – month – day hour: minutes: seconds.

Column Name	Description	Possible Values
Current Workflow State	Indicates the current status of the adjustment (i.e., where it is in the workflow).	Any of the following: ■ REQAP1-REQAP5: Requesting Approval Level 1 – Requesting Approval Level 5 ■ DELETED: Adjustment was removed ■ APPROVED: Adjustment was approved ■ REJECTED: Adjustment was rejected by the user who created the adjustment or a user authorized to approve or reject adjustments.
State Changed by	The last user to make a modification to the adjustment.	The system Id of the person who last changed the status of the adjustment.
Action	A brief description of the status change.	A message showing 'FROM: [previous state] TO: [new state]'. For example, 'FROM: APLVL2 TO: APPROVED'.

6.6 Bulk File Required Attributes (BFRA)

The Bulk File Required Attributes (BFRA) table shows the required bulk file attributes by Report Year and GL Account Code. BFRA is a form of inferencing rules, which are user defined rules that transform ledger data elements at different stages of processing. BFRA, specifically, sets ledger data elements based on GL Account. Users add the required bulk file attributes for each GL account by selecting the Report Year and GL Account from the dropdown and clicking the 'Add' button to display the Add/Edit Bulk File Required Attributes form.

On the Add/Edit form, users select a data element and have the option of defining a value for the data element (the local value) or using the global default for the data element defined on the Annual Settings Data Elements table. Users are presented with a list of allowed values defined on the Annual Settings Data Elements table, as a reference. If there is no Global Default value, the Default value, 'Global – Not Defined', displays.

Users have the following options when assigning the data element's default value for the GL Account:

- **None –** The data element cannot be modified, but is validated based on the Annual Settings Data Elements table.
- **Global value** – Accept the default value, defined on the Data Element Values table, for the data element.
- **Local –** Assign a local value to the data element for this GL Account. The local value is entered in the Local Value field. If the Local Value is not one of the Allowed Values, it will appear on the Overrides Report. (Refer to the FSDW Reports User Guide for more information about reports.)
- **Empty** – Set the data element value to 'Empty'.
- **Blank** – Assign a blank space to the data element value.

The BFRA table also includes the attribute value validation rules. These rules are applied, after inferencing occurs, to validate that the inferred values are allowable. Any inferred value that contradicts the BFRA validation rules is listed on the Annual Settings Validation Errors table.

Exhibit 6-25 displays the BFRA table and the Add/Edit BFRA form.

Exhibit 6-25 Bulk File Required Attributes Table (BFRA) Table

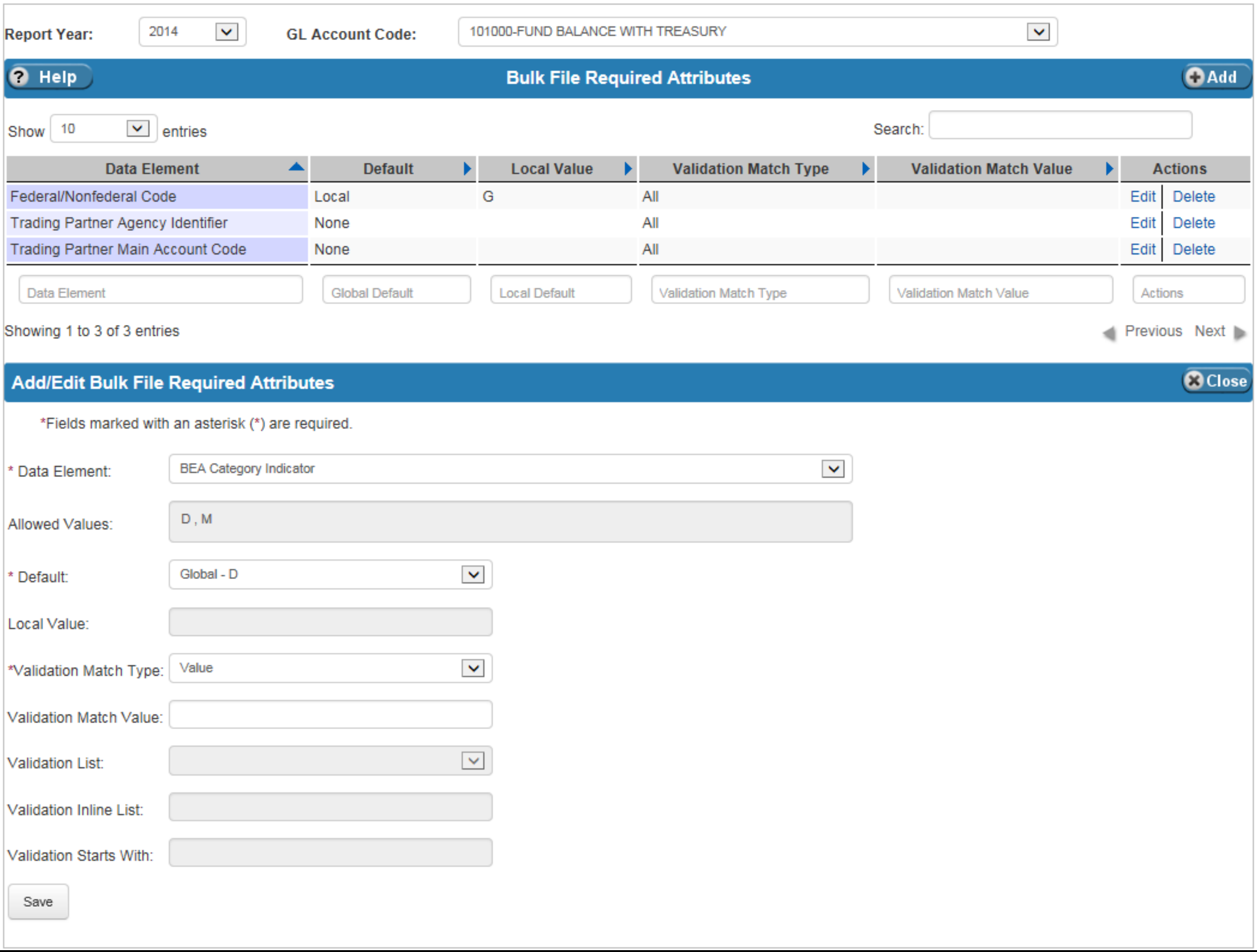


Exhibit 6-26 lists the fields on the BFRA table.

Exhibit 6-26 BFRA Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year for the Bulkfile Required Attributes.	Dropdown values from the Annual Settings Report Years table. Defaults to the current open report year.	N/A
GL Account Code	Required	On add	GL Account.	Dropdown values from the Annual Settings GL Accounts table where the 'Show on BFRA' field value is 'Yes'.	N/A
Table					
Data Element	Required	On add	The Data Element of the selected GL Account that is affected.	Dropdown values from the Annual Settings Data Elements table where the 'Bulk File Element?' field is equal to 'Yes'.	N/A
Allowed Values	N/A	No	Displays the global default values for the data element defined on the Annual Settings Data Element Values table.	N/A	N/A
Default	Required	On add or edit	Indicates how the default value is determined. If a global default is not defined for a data element, 'Global - Not Defined' displays instead of 'Global'.	Values: ▪ None ▪ Global ▪ Local ▪ Empty ▪ Blank	N/A
Local Value	Required when Default is 'Local'.	On add or edit	Local value to be assigned to the data element if the Default is 'Local'. A value can be either entered manually or selected from the dropdown.	Dropdown values from Data Element Values table for the selected Report Year and Data Element.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Validation Match Type	Required	On add or edit	Identifies the type of validation rule used to validate the attribute value.	Value Type: ▪ Empty ▪ Not Empty ▪ Inline List ▪ List ▪ Starts With ▪ Value ▪ All	N/A
Validation Match Value	Required if Match Type is 'Value'.	On add or edit	Value that the data element should have. If the inferred value does not match the Validation Match Value, the inferred value is written to the Annual Settings Validation Errors table.	Any alphanumeric value.	Must only contain upper case alphabetic characters, underscores, slashes and back slashes.
Validation List	Required if Match Type is 'List'.	On add or edit	List of possible values for the attribute. If the inferred value does not match one of the list values, the inferred value is written to the Annual Settings Validation Errors table.	Dropdown values from the Annual Settings Lists table. Note: Click the 'Go To List' link to add a new list item to the Lists table. This link displays only if Match Type is 'List'. (The link is not shown in Exhibit 6-25.)	N/A
Validation Inline List	Required if Match Type is 'Inline list'.	On add or edit	Inline list of possible values for the attribute. Values must be separated by a comma and have no spaces. If the inferred value does not match one of the inline list values, the inferred value is written to the Annual Settings Validation Errors table.	Any alphanumeric value.	Must be separated by commas and only contain alphanumeric characters, underscores, slashes, and back slashes.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Validation Starts With	Required if Match Type is 'Starts With'.	On add or edit	Characters that the attribute value must start with. If the inferred value does not begin with the same value shown in the Validation Starts With field, the inferred value is written to the Annual Settings Validation Errors table.	Any alphanumeric value.	Must contain only uppercase alphanumeric characters, underscores, slashes and back slashes.

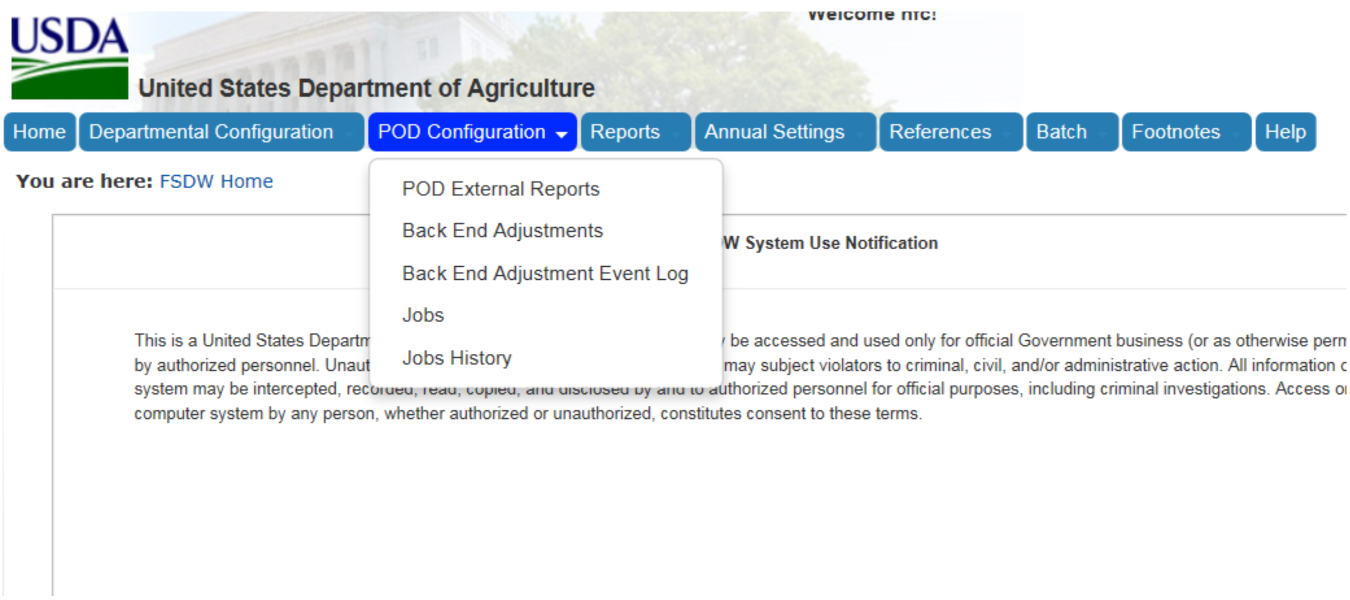
7 POD Configuration

The POD Configuration Main Menu lists the screens that allow users to set up POD specific rules and adjustments. The options under this menu item are:

- POD External Reports
- Back End Adjustments
- Back End Adjustment Event Log
- Jobs
- Jobs History

Exhibit 7-1 displays the menu options listed under the POD Configuration menu item.

Exhibit 7-1 FSDW Main Menu - POD Configuration



7.1 POD External Reports

The POD External Report table identifies the reports produced for each POD. To add an external report to a POD, select a Report Year and POD, and click the 'Add' button. This action opens the Add/Edit POD External Report form, where a user can add the external report data.

To add a report, select an External Report from a dropdown which contains the entries on the References External Report Names table, and a Report Model from a dropdown which contains the References Report Model Names table.

The POD External Reports table is where users can define new report row rules and override report row rules inherited from the selected Report Model. Click the 'Labels' link in the Action column to go to the POD Report Model Layout table to view the rules for the specific POD External Report.

Exhibit 7-2 displays the POD External Report table and the Add/Edit POD External Report form.

Exhibit 7-2 POD External Report Table

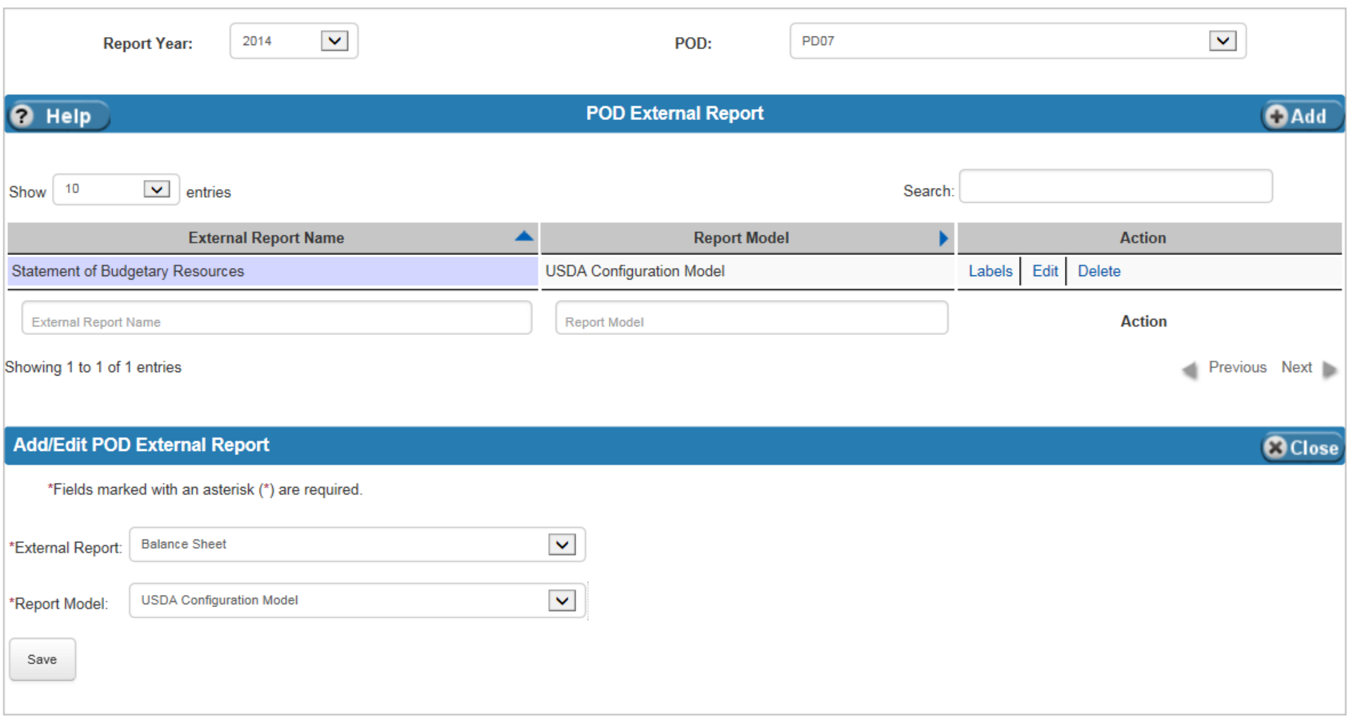


Exhibit 7-3 lists the fields on the POD External Report table.

Exhibit 7-3 POD External Report Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year for the POD external report.	Dropdown values from the Annual Settings Report Years table.	N/A
POD	Required	On add	POD of the POD external report.	Dropdown values from the Annual Settings POD table.	N/A
Table					
External Report	Required	No	External Report for the POD external report.	Dropdown values from the References External Report Names table that have report models.	N/A
Report Model	Required	On add or edit	Report Model for the POD external report.	Dropdown values from the References Report Model Names table.	N/A

7.1.1 POD Report Model Layout

The POD Report Model Layout table defines the format of the selected POD External Report. This screen is accessed by clicking the 'Labels' link in the Action column of the POD External Report table. This table contains each line of the report, access to the rules for that line, and the line's cell details. At the POD level, users can modify the rules, but they cannot define new or delete existing report lines. The names of the amount columns are inherited from the POD External Report's Report Model.

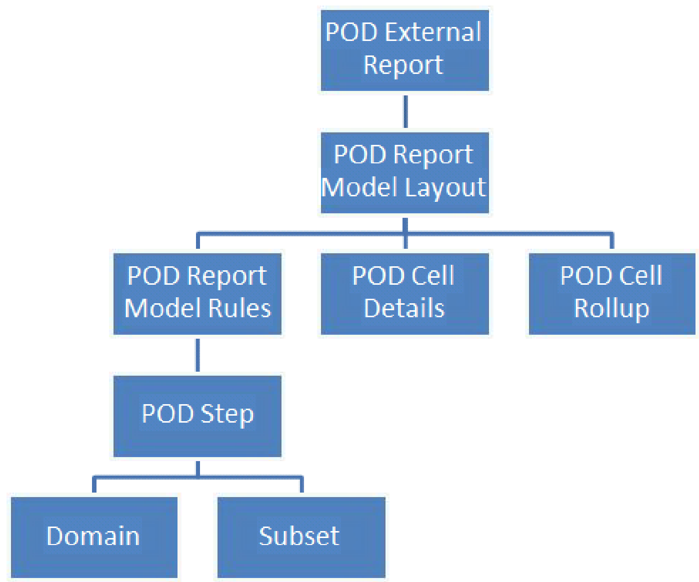
There are five different types of report lines:

- **Sectionals**, which appear on the reports as section headers (e.g., "Intragovernmental:" or "Net Position:"). These lines are textual only and do not have rules defined for them.
- **Normals**, which are report lines that are processed normally according to the rules defined. Normal lines have the option of setting cell details. For POD Cell details, users can reverse the balance of a selected column.
- **Rollup01-Rollup15**, which are report lines that act as totals built from other report lines (e.g., Rollup01 = Normal row 1 + Normal row 2). Rollups can contain other rollups, but only rollups that are not of the same level or higher. For example, Rollup02 can contain a Rollup01 and other types of report lines, but it cannot contain another Rollup02 or Rollup03, Rollup04, etc.
- **Remote Report**, which are report lines from other reports. For example, if there is a total on another report that is needed in a calculation on the selected report, then this type of report line is used. Remote rows are only referential; they do not appear on the report like normals do.

- **Conditional Rows**, which define the credit and/or debit row and column where the results of the defined rules go. Conditionals are used in calculations, but do not appear as a report line on the final report.

Exhibit 7-4 illustrates the relationship between POD External Report screens and the screens accessed through it.

Exhibit 7-4 POD External Report Screen Hierarchy



To add or override rules for a line, click the ‘Rule’ link in the report line’s amount column (in the example below there are two called “Budgetary” and “Non-Budgetary Credit Reform Financing Accounts”). To reverse the balance of a report line, click the ‘Cell Details’ link on the report line. Details from the report model for the report line can be viewed by clicking the ‘View Details’ link in the Actions column. The fields in the View Details section are the same as those found on the Departmental Configuration Report Model screen (refer to Exhibit 6-3 for details). The Rule and Cell Details links are usually in an amount column; some reports may have more than one amount column. In addition, those columns are not necessarily called ‘Amount’. The Statement of Budgetary Resources report, shown in Exhibit 7-5, has two amount columns, one called “Budgetary” and one called “Non-Budgetary Credit Reform Financing Accounts”.

Exhibit 7-5 displays the POD Report Model Layout table.

Exhibit 7-5 POD Report Model Layout Table

Report Year: 2014 Report: Statement of Budgetary Resources Report Model: USDA Configuration Model POD: PD07

Help **POD Report Model Layout**

Show 10 entries Search:

Treasury Line	Order	Row Label	Type	Budgetary	Non-Budgetary Credit Reform Financing Accounts	Actions
	10	Budgetary Resources:	Sectional	Cell Details	Cell Details	View Details
1000	20	Unobligated balance brought forward, October 1	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1020	30	Adjustment to unobligated balance brought forward, October 1 (+ or -) (Note)	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1020.5	40	Unobligated balance brought forward, October 1, as adjusted	Rollup01	Rule | Cell Details	Rule | Cell Details	View Details
1021	50	Recoveries of prior year unpaid obligations	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1043	60	Other changes in unobligated balance (+ or -)	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1051	70	Unobligated balance from prior year budget authority, net	Rollup02	Rule | Cell Details	Rule | Cell Details	View Details
1290	80	Appropriations (discretionary and mandatory)	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1490	90	Borrowing authority (discretionary and mandatory)	Normal	Rule | Cell Details	Rule | Cell Details	View Details
1690	100	Contract authority (discretionary and mandatory)	Normal	Rule | Cell Details	Rule | Cell Details	View Details
Treasury Line	Order	Row Label	Type	Budgetary	Non-Budgetary Credit Reform Financing Acc	Actions

Showing 1 to 10 of 70 entries Previous Next

Exhibit 7-6 lists the columns on the POD Report Model Layout table. Users can modify the rules by clicking the links, but they cannot add or delete report lines.

Exhibit 7-6 POD Report Model Layout Table Columns

Column Name	Description	Possible Values
Treasury Line	An optional field that indicates the Treasury line of the row.	A Treasury line which contains numbers and/or letters that come from the Report Model.
Order	A required number indicating the order in which the POD report row appears.	The numeric value that comes from the Report Model.

Column Name	Description	Possible Values
Row Label	The label that identifies a row on the POD report.	A title for a row that comes from the Report Model.
Type	Indicates the type of row.	The row type that comes from the report model. Types are: ■ Sectional ■ Normal ■ Rollup1-Rollup15 ■ Conditional ■ Remote Report
Amount Column(s)	The amount columns of a POD report. In the example screen in the section above, there are two amount columns: "Budgetary" and "Non-Budgetary Credit Reform Financing Accounts". This column contains links to 'Cell Details', 'Rules' or may be blank.	Contains the links to the screens for modifying POD rules or modifying Cell Details.
Actions	Contains the 'View Details' link.	Opens a section below the table which shows the details of the row that was defined on the Departmental Configuration Report Model table. The details cannot be modified at the POD level.

7.1.1.1 POD Report Model Layout Links

The POD Report Model Layout table may have the following links:

- **Cell Details,** which takes the user to the POD Cell Details table.
- **Rule,** which takes the user to the POD Report Model Step table or the POD Rollup Cell table.

On these tables, users can create POD rules that override the Departmental Configuration Report Model rules.

7.1.1.1.1 POD Cell Details

The POD Cell Details table allows users to override the Reverse Balance field value established by the Report Model. Click the 'Cell Details' link on the POD Report Model Layout table to go to the POD Cell Details table. Click the 'Edit' link on the POD Cell Detail's Actions column to open the Edit Cell Details form below the POD Cell Details table. This is where the Reverse Balance field can be changed.

Exhibit 7-7 displays the POD Cell Details table and the Edit Cell Details form.

Exhibit 7-7 POD Cell Details Table

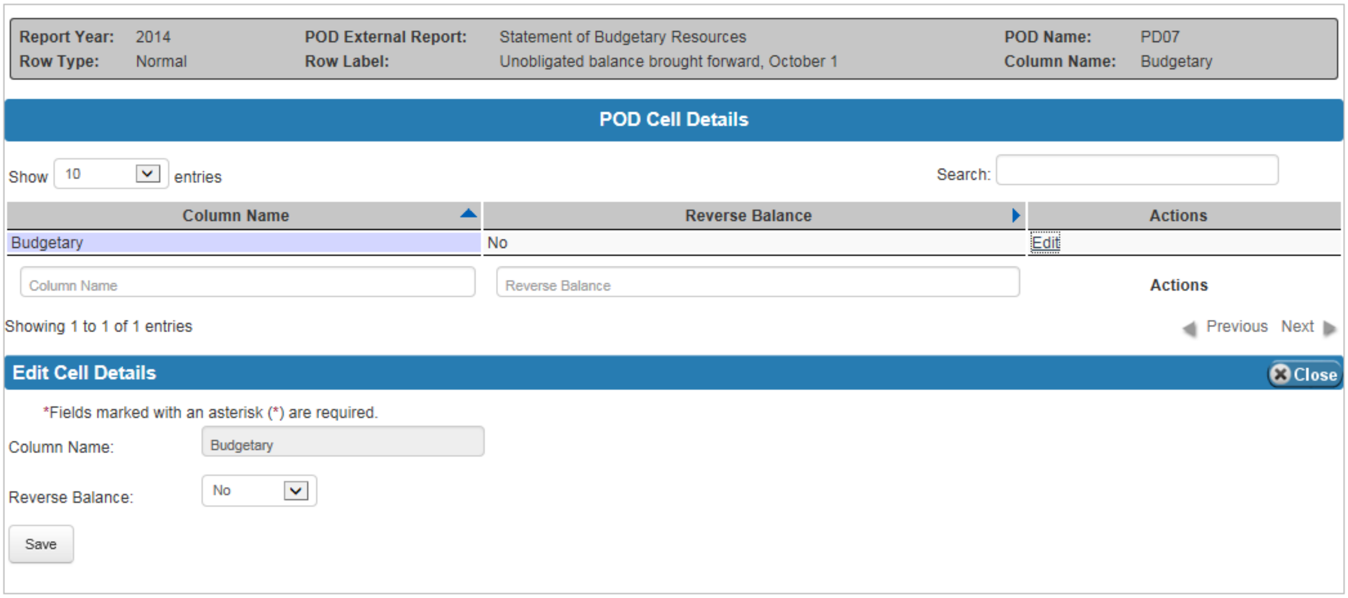


Exhibit 7-8 lists the fields on the POD Cell Details table.

Exhibit 7-8 POD Cell Details Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
POD Cell Details Table					
Column Name	Required	No	Column Name of the balance being edited.	N/A	N/A
Reverse Balance	Required	On edit	Indicates whether or not the cell's amount is to be reversed (negated). This value is inherited from the Report Model of the POD External Report.	Dropdown: ▪ Yes – Balance will be reversed. ▪ No – Balance will not be reversed.	N/A

7.1.1.1.2 POD Rules

Normal report lines and Rollup rows on the POD Report Model Layout table have links called 'Rules'.

- For normal report lines, the link takes you to the POD Step table. If there is only one step, the link takes you directly to the Domain and Subset tables.
- For rollup rows, the link takes you to the POD Cell Rollup table.

7.1.1.1.2.1 POD Step

The POD Step table allows users to override the Departmental Configuration Report Model criteria and create additional POD criteria. Click the 'Add' button to enter additional data criteria. Click the 'Details' link in the Actions column to define the POD selection criteria of the Domain and Subsets for the selected step or override the criteria inherited from the POD External Report's Report Model. Users can also choose to ignore the Report Model criteria and the POD criteria on the Domain and Subsets tables. The POD Step table allows users to define a Distribution Category and Distribution Percentage for the selected step. These are set when adding a new step. The field cannot be changed for steps from the Report Model.

To create a distribution over multiple report lines, enter a Distribution Category and a Distribution Percent for each step. The Distribution Category's name must be the same across the steps that define it. The Distribution Percent for the distribution category should total to 100. For example, create a step in report line 1 with a Distribution Category called 'DISTROCAT123' and a Distribution Percent of 75%. In report line 2, define another step with the same criteria, Distribution Category, and a Distribution Percent of 25%. Note, the total of all Distribution Percent values for a specific Distribution Category value should be 100%, but the system does not check for this.

Exhibit 7-9 displays the POD Step table and the Add/Edit POD Step form.

Exhibit 7-9 POD Step Table

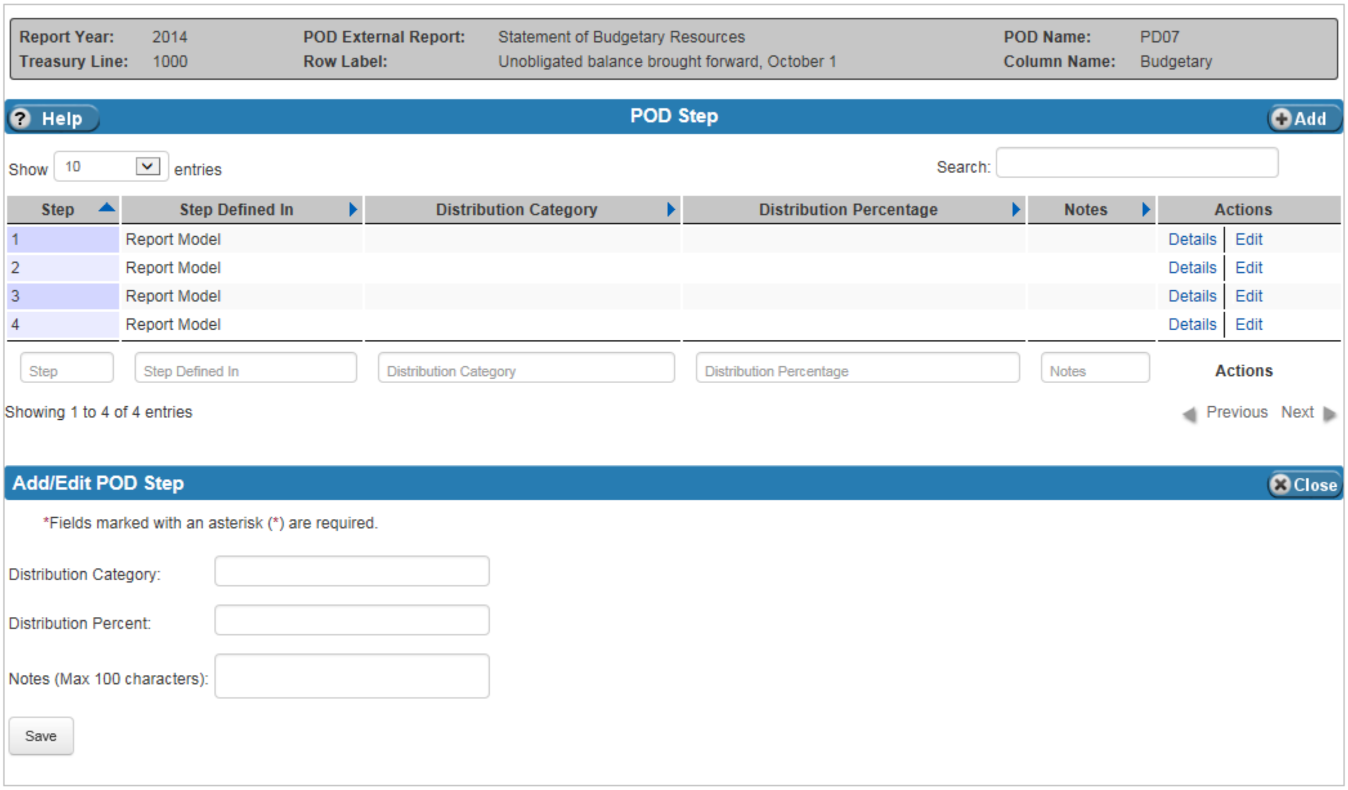


Exhibit 7-10 lists the fields on the POD Step table.

Exhibit 7-10 POD Step Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
POD Step Table					
Distribution Category	Optional	On add or edit	The name of the Distribution Category for the selected POD Step.	Any alphanumeric value.	Must be 20 characters or less.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Distribution Percent	Optional	On add or edit	The percent allocated to the selected step in the Distribution Category.	Whole or decimal value.	Must be a number or decimal with up to 3 decimal places (e.g., 50.123) and a number greater than 0 and less than 100.[6]
Notes	Optional	On add or edit	Notes associated with the POD step. If the step is from the Report Model, the note cannot be edited. If the step is POD only, then the note can be edited.	Any alphanumeric value.	Must be no more than 100 characters, including spaces.

7.1.1.1.2.2 POD Cell Rollup

The POD Cell Rollup table is accessed by clicking the ‘Rule’ link in the Amount Column of a Rollup row on the POD Report Model Layout table. The POD Cell Rollup table allows users to override the rollups defined in the Report Model or add new rows to the rollup.

Exhibit 7-11 displays the POD Cell Rollup table and the Add/Edit POD Rollup form. When clicking ‘Add’, the Add/Edit POD Rollup form in the middle of the screen displays; when clicking ‘Edit’, the form at the bottom of the screen displays.

[6] The user must verify manually that the Distribution Percents for a specific Distribution Category sum to exactly 100%. The system does not check for this.

Exhibit 7-11 POD Cell Rollup Table

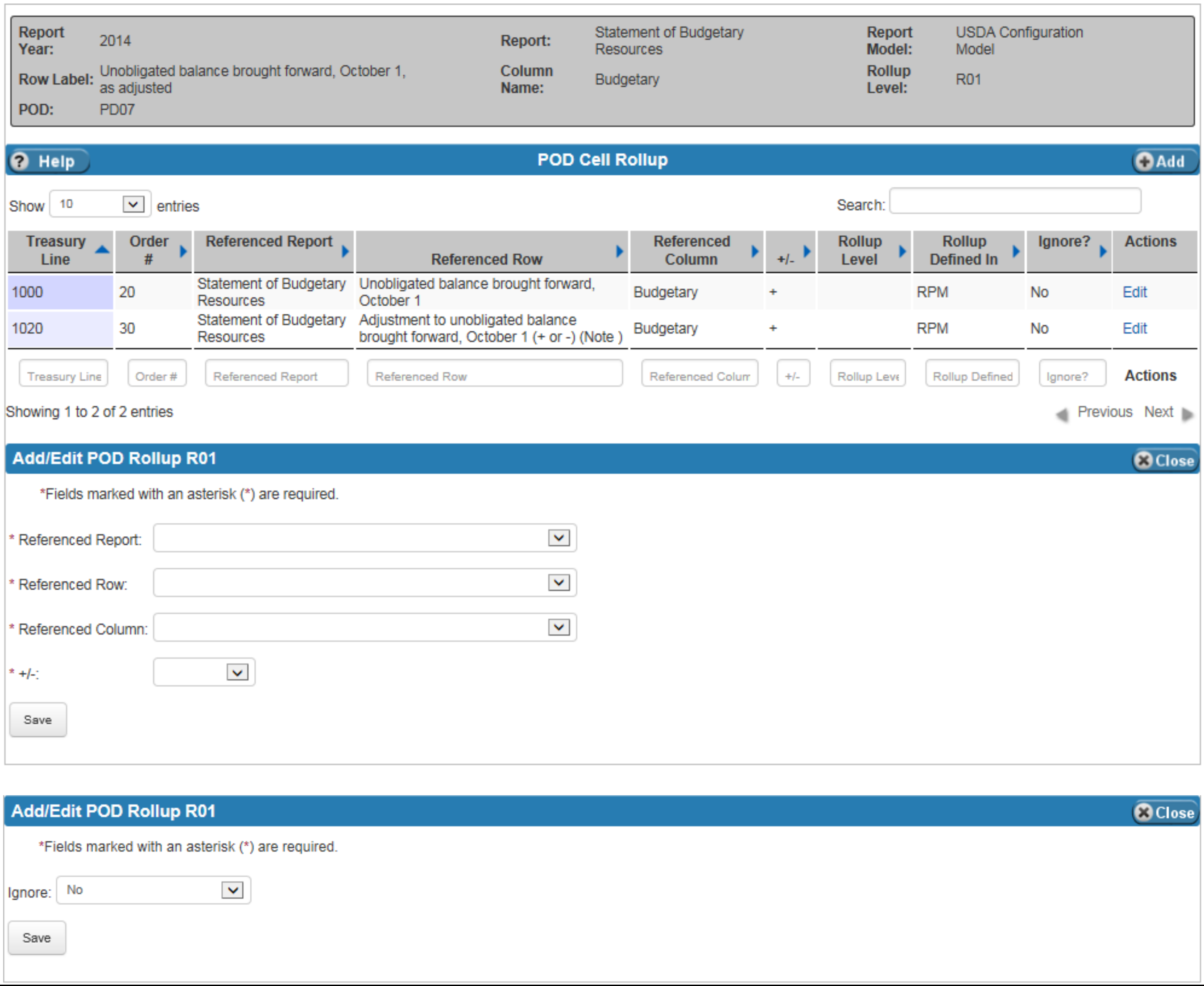


Exhibit 7-12 lists the fields on the POD Cell Rollup table.

Exhibit 7-12 POD Cell Rollup Table Fields

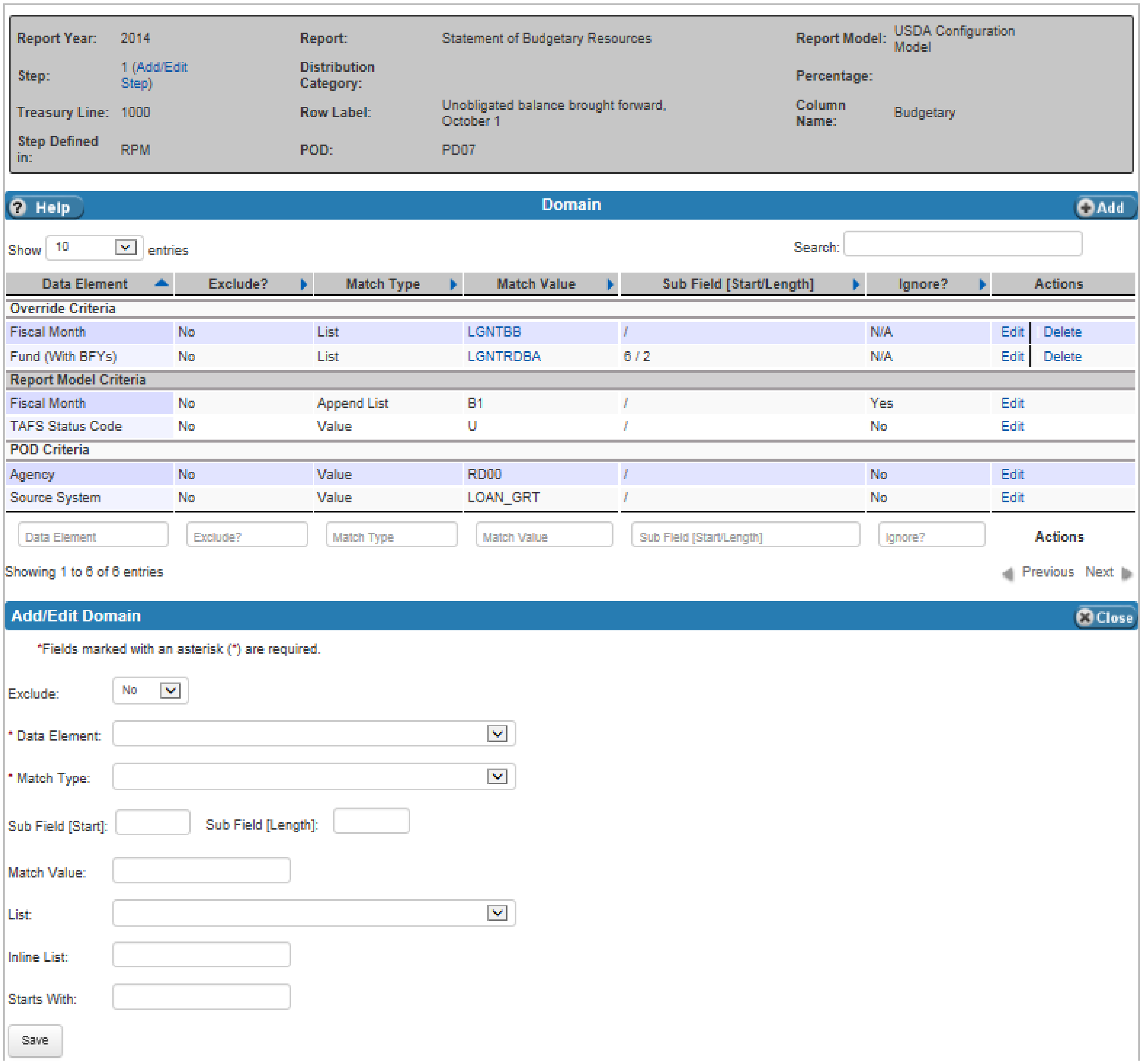
Field Name	Requirements	Editable	Description	Possible Values	Validation
Referenced Report	Required	On add	The Report from which the rollup row is coming.	Dropdown list of available reports for the selected POD.	N/A
Referenced Row	Required	On add	The referenced row from the referenced report.	Dropdown list of available rows for the selected Referenced Report.	N/A
Referenced Column	Required	On add	The column of the referenced row from the referenced report.	Dropdown list of available columns for the selected Referenced Report.	N/A
+/-	Required	On add	Indicates whether the row is rolled up as a positive (+) or negative (-) value.	Dropdown: ▪ + ▪ -	N/A
Ignore	Required	On edit	Provides the option to ignore the selected report model entry or not.	Dropdown: ▪ Yes – Ignore the entry. ▪ No – Do not ignore the entry. Defaults to 'No'.	N/A

7.1.1.1.2.3 POD - Domain and Subsets Tables

Clicking the 'Details' link in the Actions column of the POD Step table takes users to the tables where report line rules (Domain and Subsets criteria) are defined. Entries in the Domain and Subsets tables are inherited from the Report Model and POD criteria defined for the selected Report Model, POD, and Report Year. Users have the option of overriding (ignoring) criteria brought over from the Report Model and POD criteria. When necessary, users can also define new criteria for the Domain or Subsets. The criteria define the rules used to select ledger entries.

Exhibit 7-13 displays the POD Domain and Subsets Tables, which are located on the same screen, and the Add/Edit Domain and Add/Edit Subset forms.

Exhibit 7-13 POD Domain and Subsets Tables



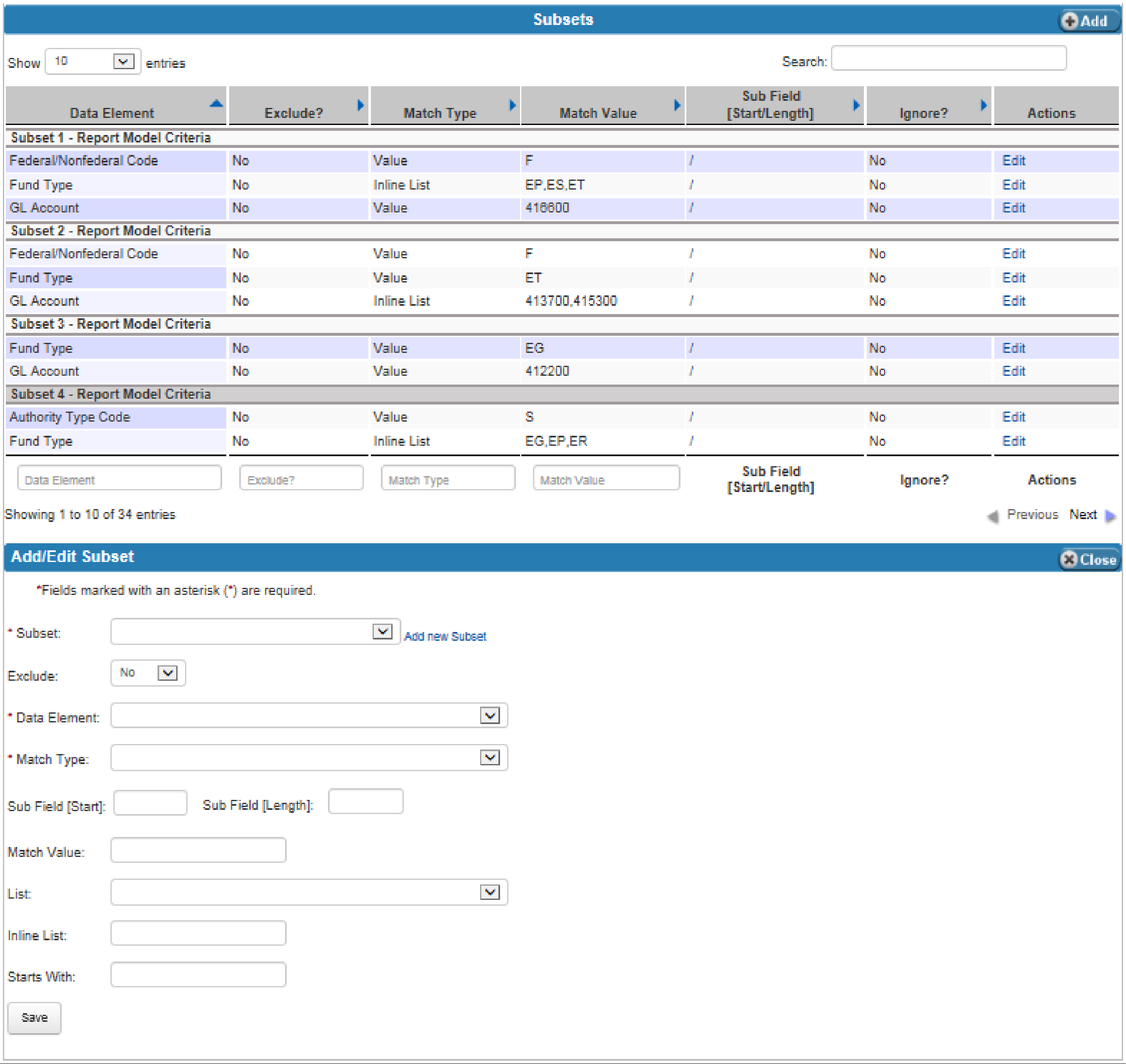


Exhibit 7-14 lists the fields on the Domain and Subsets tables.

Exhibit 7-14 POD Criteria – Domain and Subsets Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Subset (Only on the Add/Edit Subset Form)	Required	On add	This is the subset for which the criteria are being defined. A subset can contain more than one criterion.	Dropdown of the available subsets.	N/A
Exclude	Required	On add or edit	Indicates whether the records that match the criteria are excluded.	Dropdown: ■ Yes, exclude ■ No, include Defaults to 'No'.	N/A
Data Element	Required	On add or edit	Identifies the data element being matched in the selection criteria.	Dropdown value from the Annual Settings Data Element table.	N/A
Match Type	Required	On add or edit	Identifies the type of matching rule to be used.	Dropdown: ■ Append List ■ Empty ■ Inline List ■ List ■ Starts With ■ Value	N/A
Sub Field [Start]	Optional	On add or edit	Identifies the starting positon of a string, if used.	Positive number	None
Sub Field [Length]	Optional	On add or edit	Identifies the length of the string, if used.	Positive number	None
Match Value	Required when Match Type is 'Value'.	On add or edit	Data Element value for the selection criteria.	Any alphanumeric value.	None
List	Required when Match Type is 'Append List' or 'List'.	On add or edit	Identifies the List, defined in the Annual Settings Lists table, containing data element values for the selection criteria.	Dropdown values from the Annual Settings Lists table.	N/A
Inline List	Required when Match Type is 'Inline List'.	On add or edit	List of values, not defined in the Lists table, containing the data element values for the selection criteria.	Any alphanumeric value that meets the validation criteria.	List cannot contain lowercase characters or commas.

Field Name	Requirements	Editable	Description	Possible Values	Validation
Starts With	Required when Match Type is 'Starts With'.	On add or edit	A series of characters that appear at the beginning of a data element's value for selection criteria.	Any alphanumeric value.	Value is entered if the Match Type is 'Starts With'.
Ignore?	Optional	On edit	Indicates whether the POD report should ignore the rule.	Dropdown value: ▪ Yes, ignore. ▪ No, do not ignore. Defaults to 'No'.	N/A

7.2 Back End Adjustments (BEAM)

The Back End Adjustments (BEAM) table displays the back end adjustments by Report Year and POD. Back End Adjustments are adjustments to lines of the external reports. They do not update the ledgers. Users enter, approve and view the status of back end adjustments on the BEAM table.

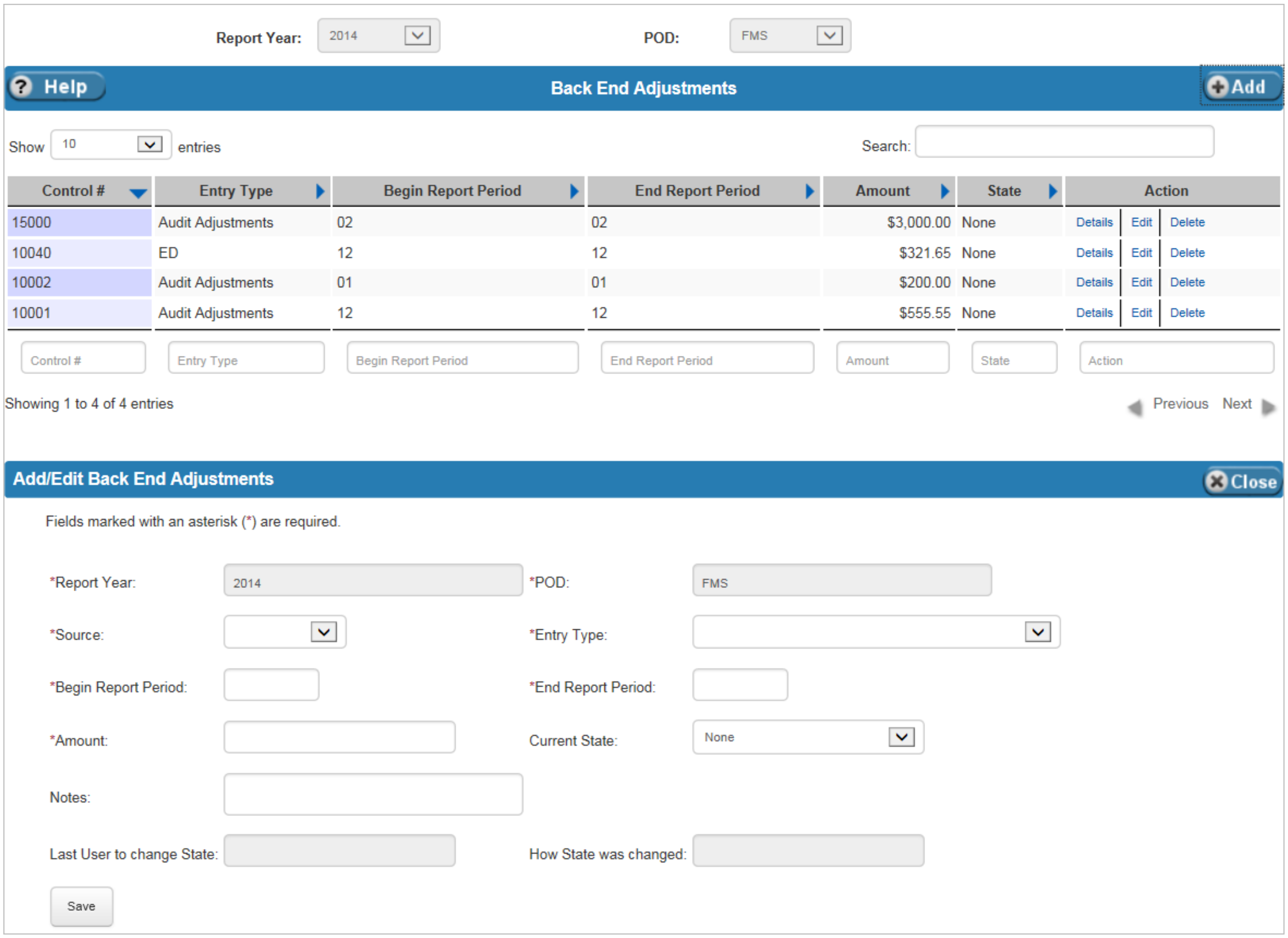
To enter back end adjustments, click the 'Add' button to display the Add/Edit Back End Adjustments form, which is where back end adjustments are entered. Once an adjustment is added, it is not processed automatically. Adjustments must be approved before they can be processed. Users can check the status of an adjustment in the table by looking at the State column. Adjustment states (i.e., statuses) are:

- **None**, which means the adjustment has not been approved or may not have had its details defined, or both.
- **Requesting Approval, Level X**, which means that the current adjustment is ready to be approved by a user who has the appropriate role for approving at the X level. For example, 'Requesting Approval, Level 1' means that the adjustment must be approved by a user authorized to apply level 1 approvals. Up to five levels of approvals may be required. The number of required approvals is defined on the Annual Settings Back End Approval Levels table.
- **Approved**, which means that the required number of approvals has been applied and the adjustment can be processed.
- **Processed**, which means that the adjustment was approved and processed.

After the user clicks the 'Save' button when the adjustment is first entered, FSDW assigns a control number to the adjustment, which can be seen in the first column of the table. The control numbers are not specific to an adjustment type; the same control number sequence is used for both back end and front end adjustments. As a result, a back end adjustment and a front end adjustment will never have the same control number. Before an adjustment can be approved, details, describing which report line is modified, must be defined. Click the 'Details' link in the Action column of the BEAM table to add the Report Lines entry being adjusted and enter the associated data elements. Once these values are entered, the adjustment is ready for approval. Adjustments cannot be approved by the same user who entered the adjustment. In addition, a user may only approve an adjustment once. If additional approval levels are required, a different user must apply each additional approval.

Exhibit 7-15 displays the Back End Adjustments table and the Add/Edit Back End Adjustments form.

Exhibit 7-15 Back End Adjustments (BEAM) Table


Report Year: 2014 POD: FMS

Help Back End Adjustments Add

Show 10 entries Search:

Control #	Entry Type	Begin Report Period	End Report Period	Amount	State	Action
15000	Audit Adjustments	02	02	$3,000.00	None	Details Edit Delete
10040	ED	12	12	$321.65	None	Details Edit Delete
10002	Audit Adjustments	01	01	$200.00	None	Details Edit Delete
10001	Audit Adjustments	12	12	$555.55	None	Details Edit Delete
Control #	Entry Type	Begin Report Period	End Report Period	Amount	State	Action

Showing 1 to 4 of 4 entries Previous Next

Add/Edit Back End Adjustments Close

Fields marked with an asterisk (*) are required.

*Report Year: 2014 *POD: FMS

*Source: *Entry Type:

*Begin Report Period: *End Report Period:

*Amount: Current State: None

Notes:

Last User to change State: How State was changed:

Save

Exhibit 7-16 lists the fields on the BEAM table.

Exhibit 7-16 BEAM Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year of the adjustment.	Dropdown values from the Annual Settings Report Years table. Defaults to the current open report year.	N/A
POD	Required	On add	The POD for which the adjustment will be made.	Dropdown values from the PODs table.	N/A
Table					
Control # (not on form)	N/A	System-generated	Unique, system-generated number that identifies the adjustment. Seen on Edit Action, but not on Add Action.	N/A	N/A
Source	Required	On add	Source.	Dropdown values from the References Source Names table.	N/A.
Entry Type	Required	On add	Adjustment Entry Type	Dropdown values from the Annual Settings Entry Types table.	N/A
Begin Report Period	Required	On add or edit (if Current State is 'None')	Valid Report Period. Enter the first period that the adjustment should post.	Any numeric value.	Must be an integer.
End Report Period	Required	On add or edit (if Current State is 'None')	Valid Report Period. Enter the last period that the adjustment should post.	Any numeric value.	Must be an integer.
Amount	Required	On add or edit (if Current State is 'None')	Dollar amount of the adjustment.	Any numeric value.	Must be a whole number or decimal with up to two decimal places (e.g., 50.12).

Field Name	Requirements	Editable	Description	Possible Values	Validation
Current State	Required	On add or edit	The state (status) of the adjustment. The status is 'None' when the adjustment is added. Authorized users use this field to approve or reject an adjustment. If no approval level requirement is defined, 'No Approval Level Defined' displays in the dropdown.	Dropdown: ▪ None (Default) ▪ Request Approval, Level 1[7] ▪ Grant Approval, Level X (where X is the level being approved)[8] ▪ Reject	N/A
Notes	Optional	On add or edit	Descriptive Text	Any alphanumeric value.	Length cannot be greater than 500 characters.
Last User to change State	N/A	System-generated	ID of the User who last changed the adjustment's status.	N/A	N/A
How State was changed	N/A	System-generated	The adjustment's previous status.	N/A	N/A

7.2.1 Back End Adjustments Report Lines and Data Elements

To define what the adjustment affects, users must add entries to the Report Line table and enter the required data elements for the Entry Type. Details can be viewed if an adjustment is awaiting approval, but they cannot be modified unless the adjustment has a 'Reject' or 'None' State.

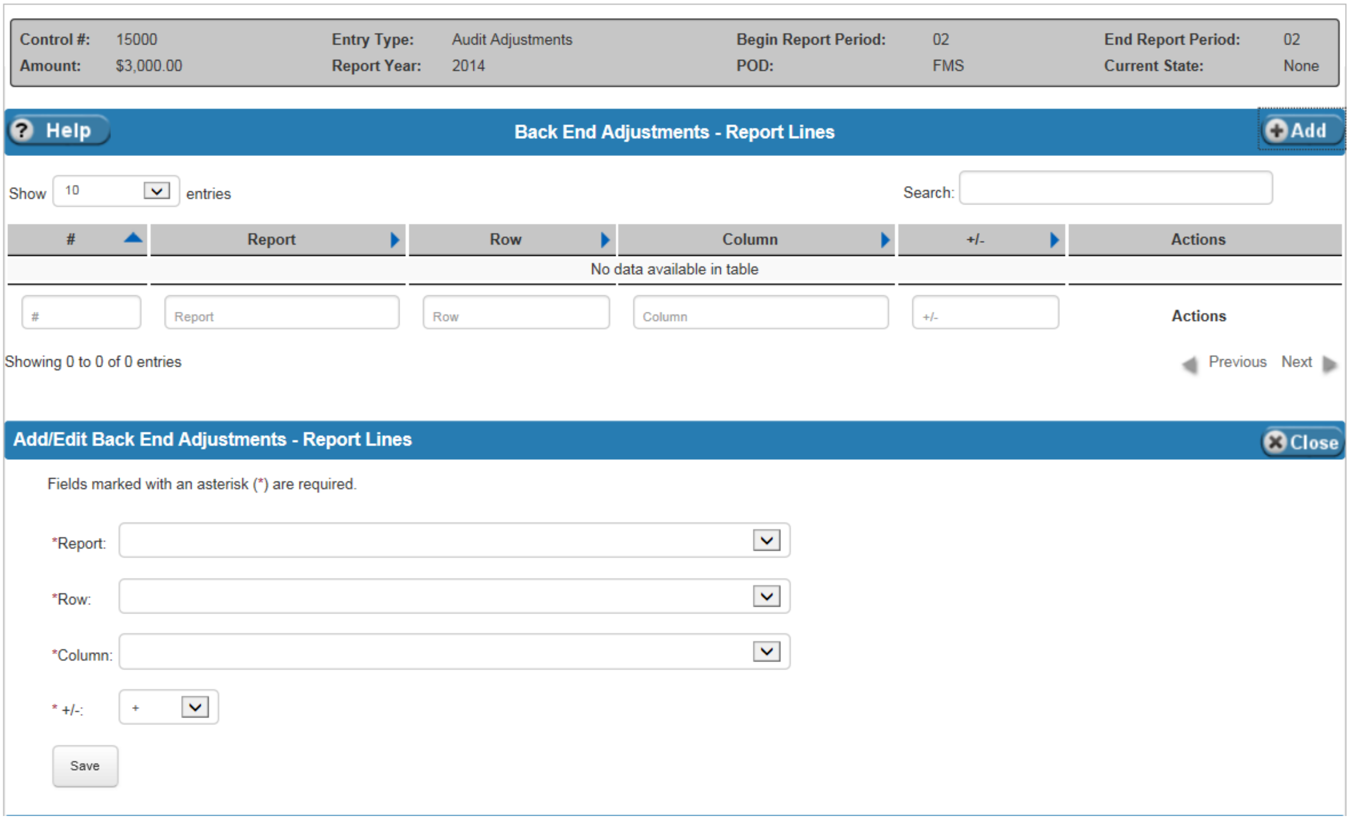
The contents of the Data Elements table are determined by the data elements defined for the selected Entry Type and Report Year. To modify the data elements, go to Annual Settings Entry Types.

Exhibit 7-17 displays the Back End Adjustments - Report Lines and Back End Adjustments - Data Elements tables, and the Add/Edit Back End Adjustments – Report Lines form.

[7] The user selects the 'Request Approval, Level 1' value when the adjustment is ready for approval. As each level is approved, the system automatically sets the Current State to the next required approval value (e.g., 'Request Approval, Level 2').

[8] Each approver selects "Grant Approval, Level X' to approve the adjustment. 'X' varies and is the level of approval required at that time.

Exhibit 7-17 Back End Adjustments – Report Lines Table and Data Elements Table



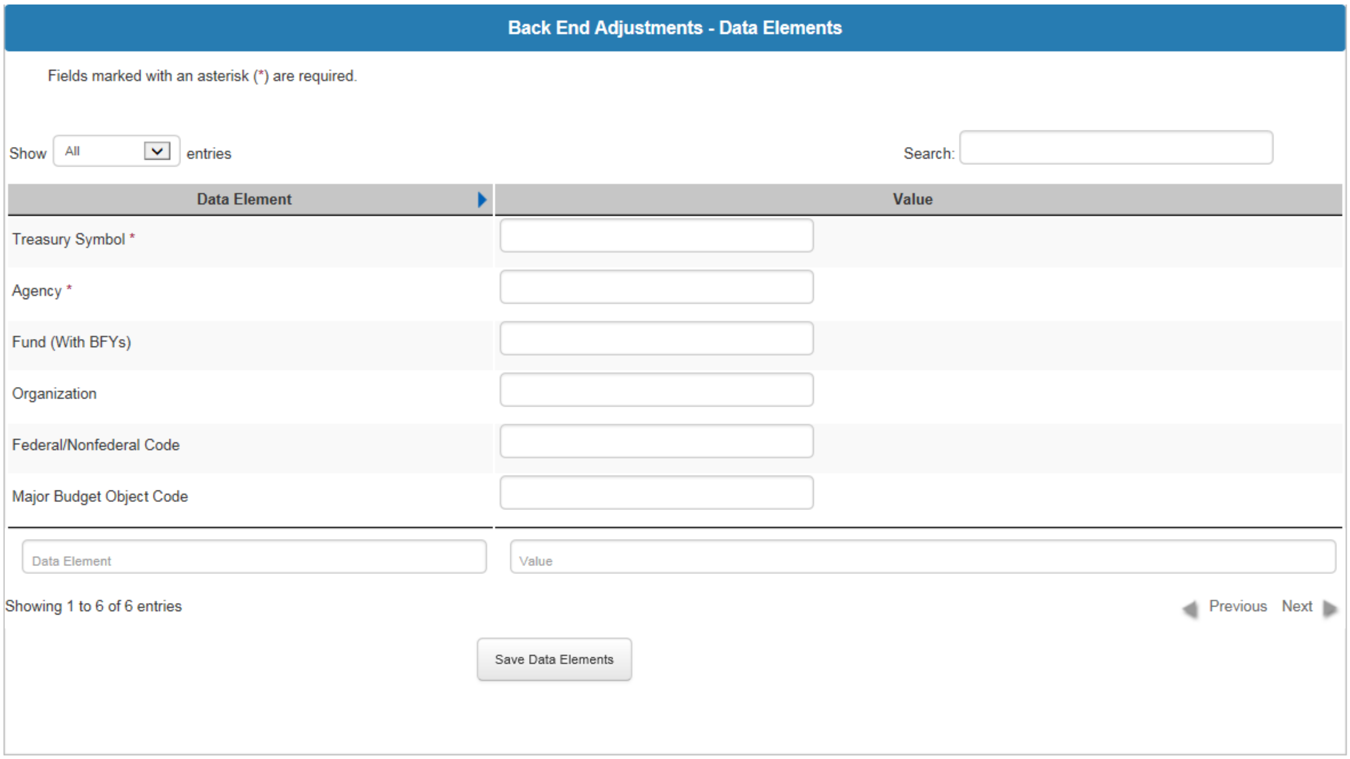


Exhibit 7-18 lists the fields on the Back End Adjustments – Report Lines table and form. Because the Data Elements vary based on the Entry Type, they are not listed.

Exhibit 7-18 Back End Adjustments – Report Lines Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Table – Report Lines					
Report	Required	On add or edit	Report to be adjusted.	Dropdown from the POD External Reports table for the selected Report Year and POD.	N/A
Row	Required	On add or edit	Row to be adjusted.	Dropdown from the POD Report Model Layout table for the selected Report Year and POD.	N/A

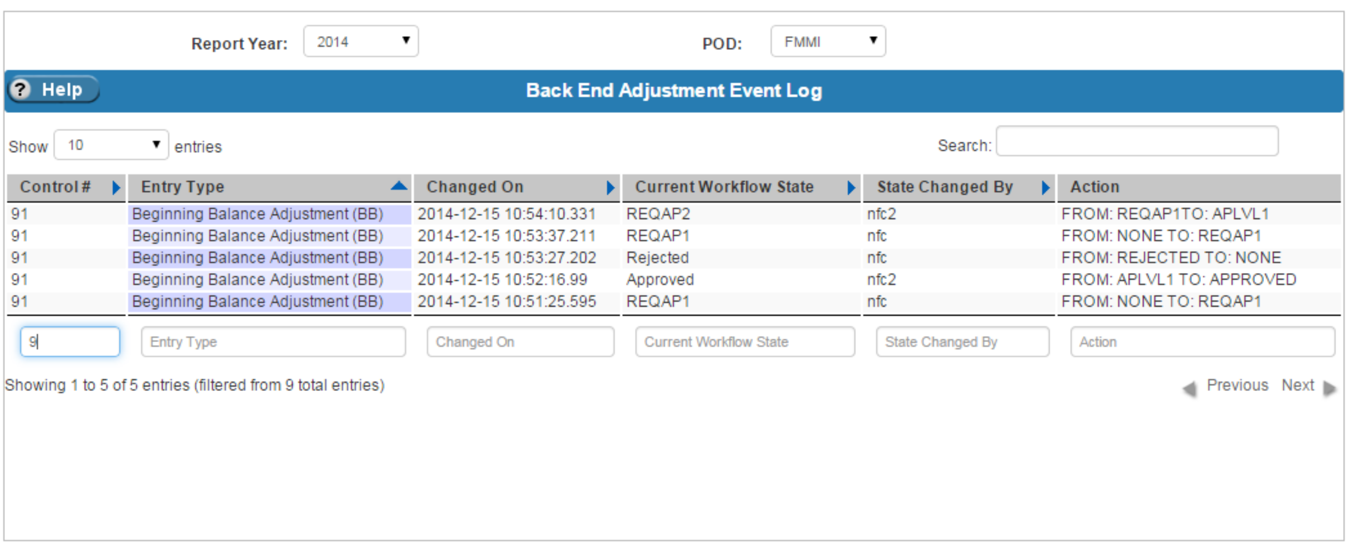
Field Name	Requirements	Editable	Description	Possible Values	Validation
Column	Required	On add or edit	Column to be adjusted.	Dropdown of Column Names from the POD External Reports table for the selected Report Year and POD.	N/A
+/-	Required	On add or edit	Indicates whether the amount is added to (+) or subtracted from (-) the Report Line.	Dropdown value: ▪ + ▪ - Defaults to '+'.	N/A

7.3 Back End Adjustment Event Log

The Back End Adjustment Event Log displays information about the Back End Adjustments. This table does not have any editable fields, but is for reference only. By viewing this table, users can track the approval process and who has performed what action on adjustments. To find an adjustment, a Report Year and POD must be entered in the header.

Exhibit 7-19 displays the Back End Adjustment Event Log table.

Exhibit 7-19 Back End Adjustment Event Log Table


Report Year: 2014 POD: FMMI

Help Back End Adjustment Event Log

Show 10 entries Search:

Control #	Entry Type	Changed On	Current Workflow State	State Changed By	Action
91	Beginning Balance Adjustment (BB)	2014-12-15 10:54:10.331	REQAP2	nfc2	FROM: REQAP1TO: APLVL1
91	Beginning Balance Adjustment (BB)	2014-12-15 10:53:37.211	REQAP1	nfc	FROM: NONE TO: REQAP1
91	Beginning Balance Adjustment (BB)	2014-12-15 10:53:27.202	Rejected	nfc	FROM: REJECTED TO: NONE
91	Beginning Balance Adjustment (BB)	2014-12-15 10:52:16.99	Approved	nfc2	FROM: APLVL1 TO: APPROVED
91	Beginning Balance Adjustment (BB)	2014-12-15 10:51:25.595	REQAP1	nfc	FROM: NONE TO: REQAP1
9	Entry Type	Changed On	Current Workflow State	State Changed By	Action

Showing 1 to 5 of 5 entries (filtered from 9 total entries) Previous Next

Exhibit 7-20 lists the columns on the Back End Adjustment Event Log table.

Exhibit 7-20 Back End Adjustment Event Log Table Columns

Column Name	Description	Possible Values
Control Number	Unique, system-generated number that identifies the adjustment. The same control number sequence is used for both back end and front end adjustments.	An integer greater than 0.
Entry Type	The entry type of an adjustment	Any defined Entry Type from the References Entry Type Names table.
Changed On	The date the last change was made to the adjustment.	A date in the format year – month – day hour: minutes: seconds.
Current Workflow State	Indicates the current status of the adjustment (i.e., where it is in the workflow).	Any of the following: ▪ REQAP1-REQAP5: Requesting Approval Level 1 – Requesting Approval Level 5 ▪ DELETED: Adjustment was removed ▪ APPROVED: Adjustment was approved ▪ REJECTED: Adjustment was rejected by the user who created the adjustment or a user authorized to approve or reject adjustments.
State Changed by	The last user to make a modification to the adjustment.	The system Id of the person who last changed the status of the adjustment.
Action	A description of the status change.	A message showing 'FROM: [previous state] TO: [new state]'. For example, 'FROM: APLVL2 TO: APPROVED'.

7.4 Jobs

The Jobs screen allows users to schedule changes to inferencing and adjustments to be applied to ledger data for a POD. Jobs for specific PODs can be requested to be run by adding an entry to the Jobs table. Jobs can be scheduled to run TODAY, TONIGHT or NONE.

- Jobs that are scheduled as NONE are not run until the Scheduled to Run field is changed to TODAY or TONIGHT.
- Jobs that are scheduled for TODAY are picked up at 30 minute intervals.
- Jobs scheduled for TONIGHT are picked up at night.

The Job is run according to the defined configurations which are:

- For GTAS:
  - POD Only
  - POD and SF133
  - SF133 Only
- For Financial configurations:
  - POD only
  - POD and Footed
  - Footed Only

In the case where new adjustments are added to a POD, but the POD data should not be recalculated, the option is given for the Job to only run backend adjustments. Select either 'Yes' (only run backend adjustments) or 'No' (recalculate in addition to running backend adjustments) in the Only Run Backend Adjustments column. Users also have the option of asking for inferences to be applied before the POD report is run, which will result in recalculation. Select either 'Yes' (apply inference before run) or 'No' (do not apply inference before run) in the Apply Inference Before Run field.

The Processing Status Note field indicates the current Job state. Typically, a user does not have to monitor this, but if the Job does not complete, the name of the process where it stopped displays in this column.

Exhibit 7-21 displays the Jobs table and the Add/Edit Job form.

Exhibit 7-21 Jobs Table

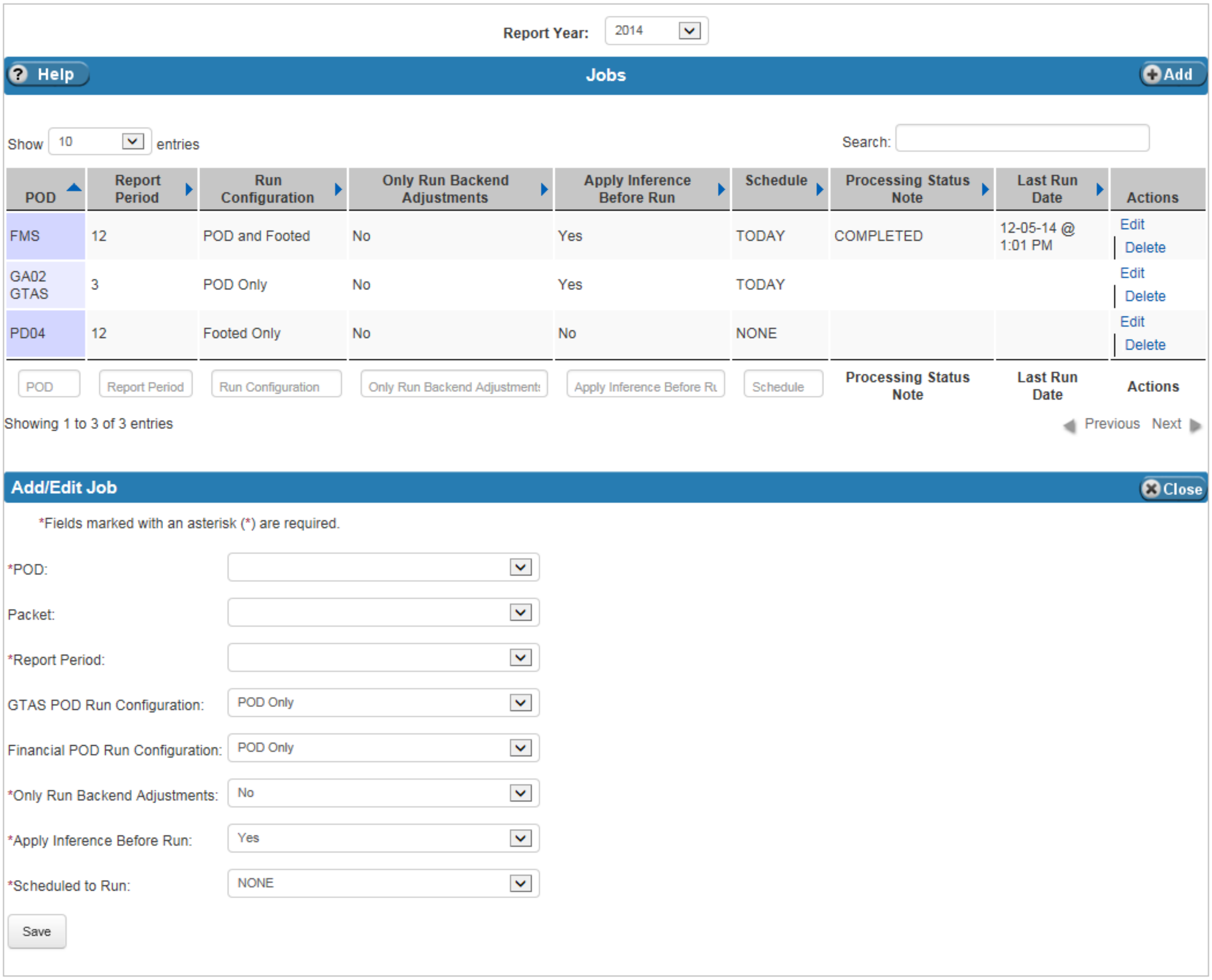


Exhibit 7-22 lists the fields on the Jobs table. To check whether a POD is GTAS or not, refer to the Annual Settings PODs table. When selecting the POD in the form:

- If the POD is GTAS, then the financial configuration field is disabled.
- If the POD is financial, then the GTAS configuration field is disabled.

Exhibit 7-22 Jobs Table Fields

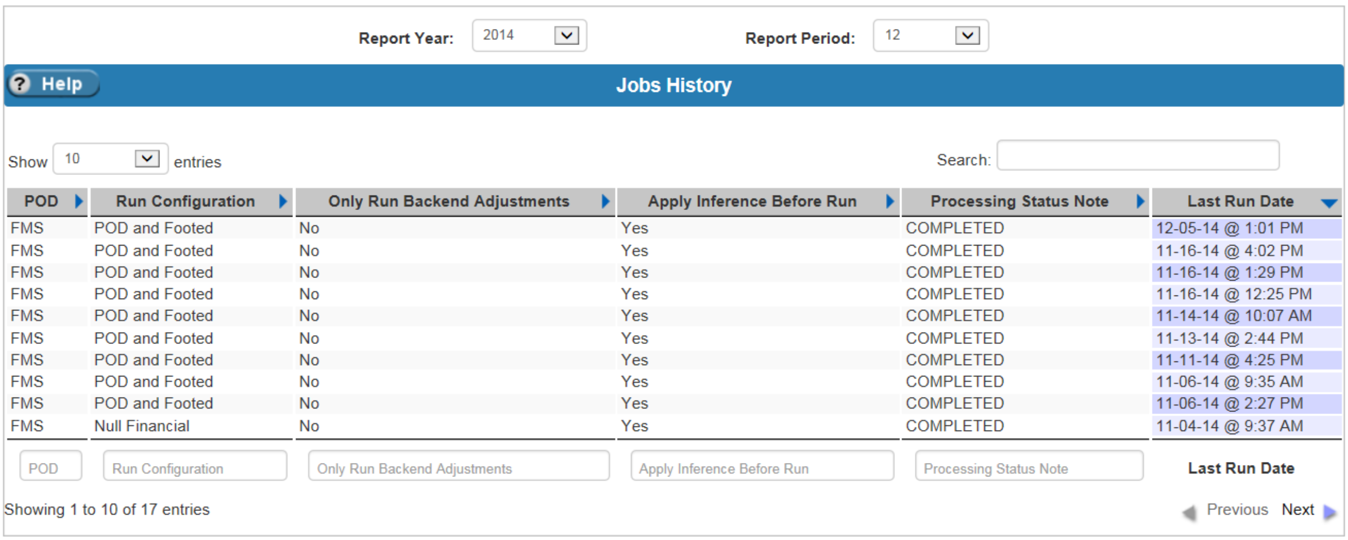
Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year	Dropdown Values from the Annual Settings Report Years table.	N/A
Table					
POD	Required	On add	POD of the Job to be run.	Dropdown values from the Annual Settings PODs table.	N/A
Packet	Optional	On add or edit	Packet for which the Job is to be run.	Dropdown values of system defined packets.	N/A
Report Period	Required	On add	Report Period of the Job to be run.	Dropdown Values from the Report Periods table.	N/A
GTAS POD Run Configuration	Required if POD is GTAS.	On add or edit	The run configurations for a GTAS POD.	Dropdown: ▪ POD Only ▪ SF133 Only ▪ POD and SF133	N/A
Financial POD Run Configuration	Required if POD is Financial.	On add or edit	The run configurations for a Financial POD.	Dropdown: ▪ POD Only ▪ Footed Only ▪ POD and Footed	N/A
Only Run Backend Adjustments	Required	No	Indicates whether only Back End Adjustments should be processed.	Dropdown: ▪ No ▪ Yes Defaults to 'No'.	N/A
Apply Inference Before Run	Required	No	Indicates whether inferencing should be executed.	Dropdown: ▪ No ▪ Yes Defaults to 'Yes'.	N/A
Scheduled to Run	Required	No	Indicates when the job should be run.	Dropdown: ▪ NONE ▪ TODAY ▪ TONIGHT Defaults to 'NONE'.	N/A

7.5 Jobs History

The Jobs History table shows the history of POD jobs. This table is for reference and is maintained by the system; the user cannot modify any of the data on the table. To view the status of a specific Job, enter the Report Year and Report Period of the Job. The table shows the POD associated with each Job and the status of the job in the Processing Status Note, which indicates the status of the job. Because Jobs can be rerun, a Last Run Date appears on the table to show the user the last time the Job was run.

Exhibit 7-23 displays the Jobs History table.

Exhibit 7-23 Jobs History Table



Report Year: 2014 Report Period: 12

Help Jobs History

Show 10 entries Search:

POD	Run Configuration	Only Run Backend Adjustments	Apply Inference Before Run	Processing Status Note	Last Run Date
FMS	POD and Footed	No	Yes	COMPLETED	12-05-14 @ 1:01 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-16-14 @ 4:02 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-16-14 @ 1:29 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-16-14 @ 12:25 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-14-14 @ 10:07 AM
FMS	POD and Footed	No	Yes	COMPLETED	11-13-14 @ 2:44 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-11-14 @ 4:25 PM
FMS	POD and Footed	No	Yes	COMPLETED	11-06-14 @ 9:35 AM
FMS	POD and Footed	No	Yes	COMPLETED	11-06-14 @ 2:27 PM
FMS	Null Financial	No	Yes	COMPLETED	11-04-14 @ 9:37 AM
POD	Run Configuration	Only Run Backend Adjustments	Apply Inference Before Run	Processing Status Note	Last Run Date

Showing 1 to 10 of 17 entries Previous Next

Exhibit 7-24 lists the fields on the Jobs History table.

Exhibit 7-24 Jobs History Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	N/A	Report Year of the Job being searched for	Dropdown of values from the Annual Settings Report Years table.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Period	Required	N/A	Report Period of the Job being searched for	Dropdown values from the Annual Settings Report Periods table.	N/A

Table		
Column Name	**Description**	**Possible Values**
POD	The name of the POD associated with the Job	A POD from the Annual Settings PODs table.
Run Configuration	The run configuration under which the Job was run.	The configuration selected when setting up the Job.
Only Run Backend Adjustments	Indicates whether the Job ran.	One of the following: ▪ Yes ▪ No
Apply Inferences Before Run	Indicates whether the Job had inferences applied before it ran.	One of the following: ▪ Yes ▪ No
Processing Status Note	Indicates the status of the Job.	If successful, COMPLETED displays. If unsuccessful, the process where the job stopped displays.
Last Run Date	The date the Job was last run.	A date in the format month – day – year @ hour:minutes AM/PM

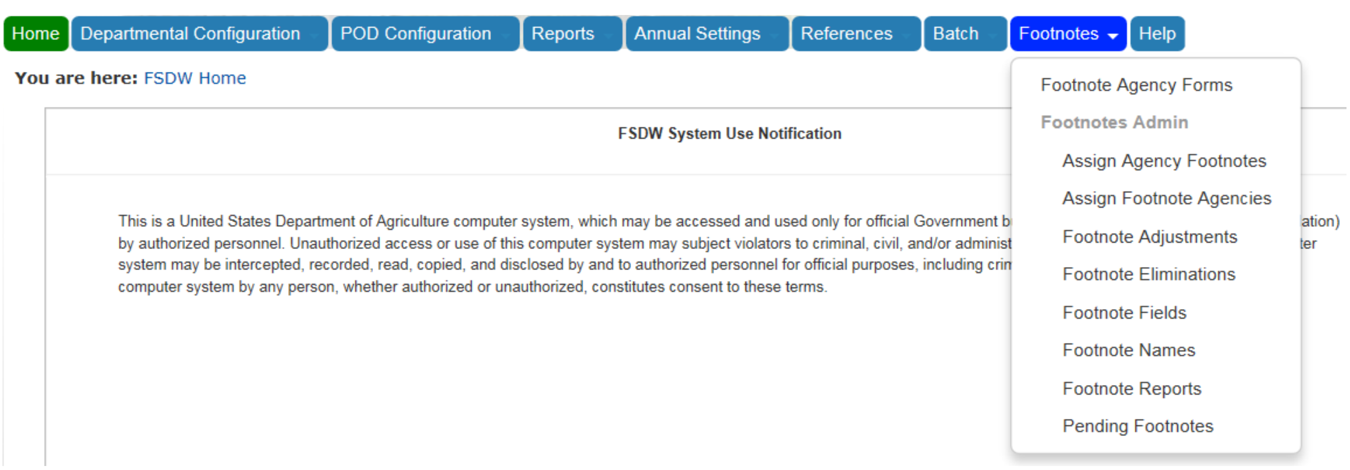
8 Footnotes

Sections under this menu relate to the report footnotes that are defined once, and are separated into two subsections, which are:

- Footnote Agency Forms
- Footnotes Administrator (Admin) – This section includes setup of:
  - Assign Agency Footnotes
  - Assign Footnote Agencies
  - Footnote Adjustments
  - Footnote Eliminations
  - Footnote Fields
  - Footnote Names
  - Footnote Reports
  - Pending Footnotes

Exhibit 8-1 displays the menu options listed under the Footnotes menu item.

Exhibit 8-1 FSDW Main Menu – Footnotes



8.1 Footnote Flow

Footnotes are additions to reports that are not included in report calculations. Instead, they are listed on a Footnote form and printed with reports. Footnotes are assigned to agencies. Once assigned, the agency completes a Footnote Form, which is a custom built form that an administrator creates and reviews. Administrators have additional menu options that allow them to create and monitor footnotes. Normal users only have access to the Footnote Agency Forms menu option. The footnote flow includes the following steps:

- Step 1 – Footnotes Setup (Footnote Administrator)
  - Footnote Names – Define a name for the footnote.
  - Footnote Field – Define the fields to appear on the footnote.
  - Assign Agency Footnotes/Assign Footnote Agencies – Pair the footnotes with the appropriate agencies and change the status of the footnotes, if needed.
- Step 2 – Agency Footnotes Processing (Agency Users)
  - Footnote Agency Forms – Users assigned footnotes complete the footnote form and submit it for review.
- Step 3 – Footnote Administrator Processing (Footnote Administrator)
  - Footnote Adjustments – Administrators make modifications to footnotes in the form of additions.
  - Footnote Eliminations – Administrators make modifications to footnotes in the form of subtractions.
  - Pending Footnotes – Administrators view footnotes that are still “In Progress” or “Failed Edit Check”.
- Step 4 – Footnotes to Excel or PDF Conversion (Footnote Administrator)
  - Footnote Reports – Administrators view and export the footnotes to Microsoft Excel or a PDF file.

8.2 Footnote Agency Forms Detail

The Footnote Agency Forms displays the footnote by Report Year, Footnote, Report Period, and Agency. Once a selection is made in the page’s header, the form appears along with the status of the report period and the status of the form. Authorized users input the footnote amounts for each field on this table. Fields that are editable have white backgrounds and fields that are calculated fields (such as totals) that cannot be edited are grey. Once the fields are entered, the user has the option to save the footnote. The user can calculate the effect of these amounts on the footnote totals and create a PDF file of the footnote. Users are also able to switch between summary and detailed views.

Exhibit 8-2 displays a Footnote Agency Forms and the options at the bottom of the form. This is an example; the form’s fields are dependent on how an administrator designs it.

Exhibit 8-2 Footnote Agency Forms Detail Table

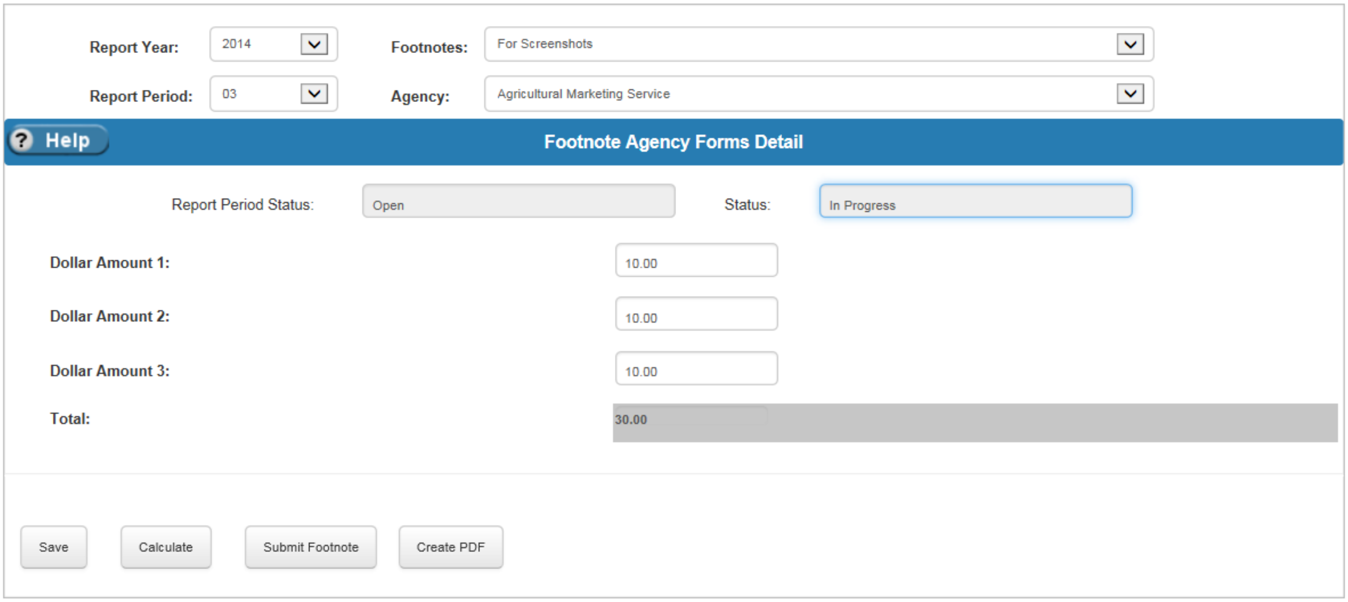


Exhibit 8-3 lists the fields that appear in the header of the Footnote Agency Forms table. It also provides a general description of the type of data a user can enter for a specific footnote.

Exhibit 8-3 Footnote Agency Forms Detail Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	The Report Year of the Footnote Form being viewed.	Dropdown values from the Annual Settings Report Years table.	N/A
Footnotes	Required	On add	The name of the Footnote Form being viewed.	Dropdown values from the Footnote Names table.	N/A
Report Period	Required	On add	The Report Period of the Footnote Form being viewed.	Dropdown values from the Annual Settings Report Periods table.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Agency	Required	On add	The Agency of the Footnote Form being viewed.	Dropdown of Agencies paired with the selected Footnote.	N/A
			Footnote		
Footnote Data	Optional	On add or edit	Three types of fields appear on the form: ▪ **Labels Field** which contains the text portion of the footnote. ▪ **Input Field** where the footnote amounts are entered. ▪ **Calculated Field** that contains the calculated portion of the footnote.	N/A	Input fields must be numeric.

8.3 Footnotes Administrator – Assign Agency Footnotes

The Assign Agency Footnotes table displays an agency's Footnotes by Report Year. The table shows the status of each Footnote by Report Period. Authorized users can update the status of a Footnote on this table. On this screen, the add form and the edit form contain different fields. When adding, the user sees a required field for Report Period. Once Report Period is selected, the footnotes for the selected Report Period appear and the user has the option of checking the "All Footnotes" box or checking boxes for specific footnotes. When making an edit, the users do not have the option of changing the Footnote or related Report Period, but they do have the added option of changing the Footnote's Status.

The Assign Agency Footnotes table's Actions column has a 'Reports' link to navigate to view the selected report. This allows the administrator to examine the report and change the status based on analysis of the data. Administrators can view the report in a detailed or summary view, and can generate Excel or PDF versions of the footnotes.

Exhibit 8-4 displays the Assign Agency Footnote table and the Add/Edit Assign Agency Footnote forms. Clicking 'Edit' in the Actions column shows the Footnote and its Status. Clicking 'Add' shows the footnotes that can be assigned to the Agency and Report Period. The Add form does not show the Status.

Exhibit 8-4 Assign Agency Footnotes Table

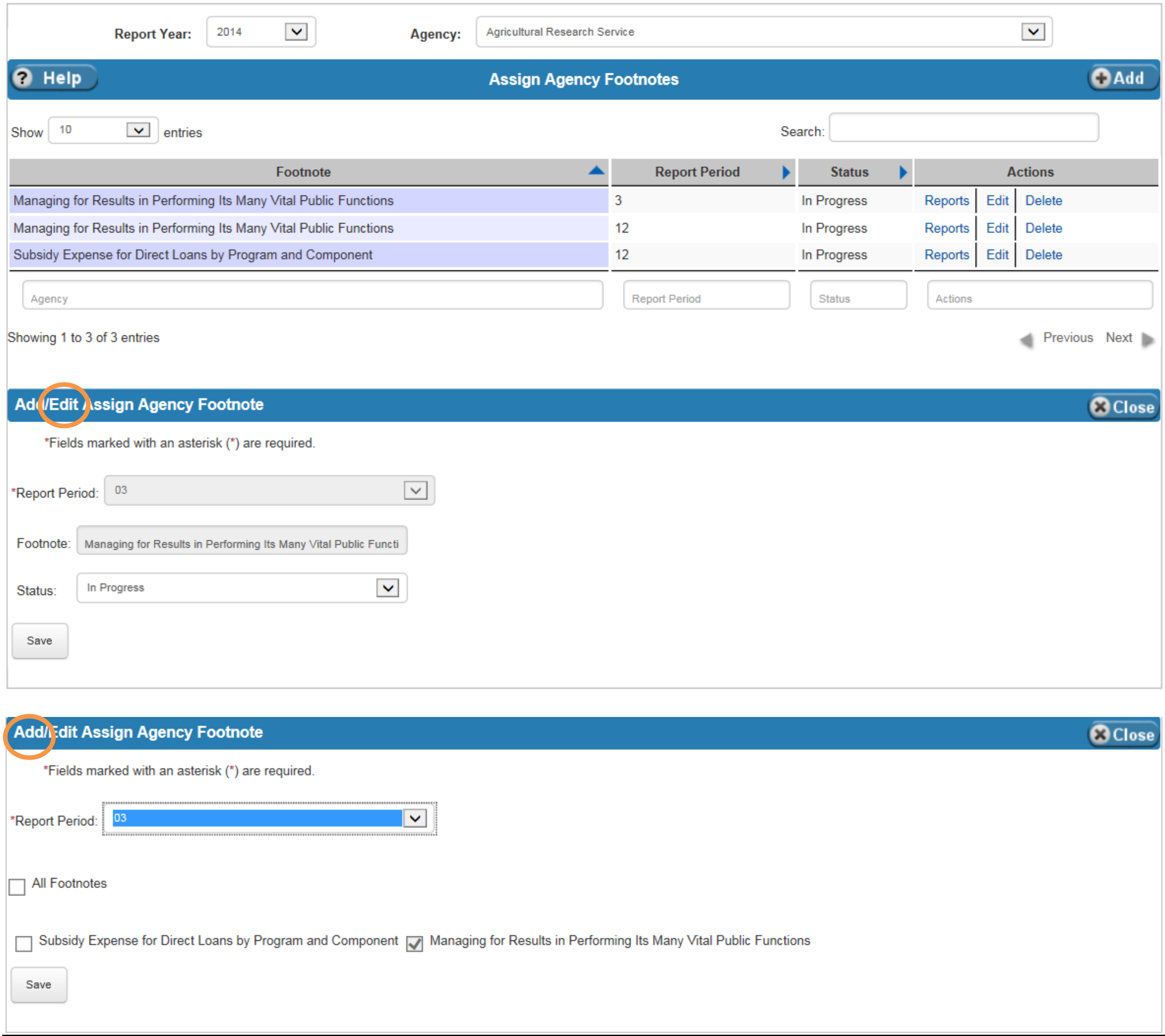


Exhibit 8-5 lists the fields on the Assign Agency Footnotes table.

Exhibit 8-5 Assign Agency Footnotes Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	On add	Report Year selected for the desired footnote.	Dropdown values from the Annual Settings Report Years table. Defaults to the currently open Report Year.	N/A
Agency	Required	On add	Agency selected for the desired footnote.	Dropdown values from the References Agency Names table for the selected Report Year.	N/A
Table					
Report Period	Required	On add or edit	Report Period for the desired footnote.	Dropdown values from the Annual Settings Report Periods table for the selected Report Year.	N/A
Footnotes	Required	On add or edit	A list of checkboxes showing the footnotes available for the selected Report Period. Click the 'All Footnotes' box to select all available Footnotes.	Footnotes available for the selected Report Period.	N/A
Status (Appears on edit only)	Required	On edit	The status of the selected footnote.	Dropdown: ▪ In Progress – The footnote may have some fields entered, but may need more entries. ▪ Completed – The footnote does not have any errors and is complete. ▪ Failed Edit Check – A user must return to the form and make corrections.	N/A

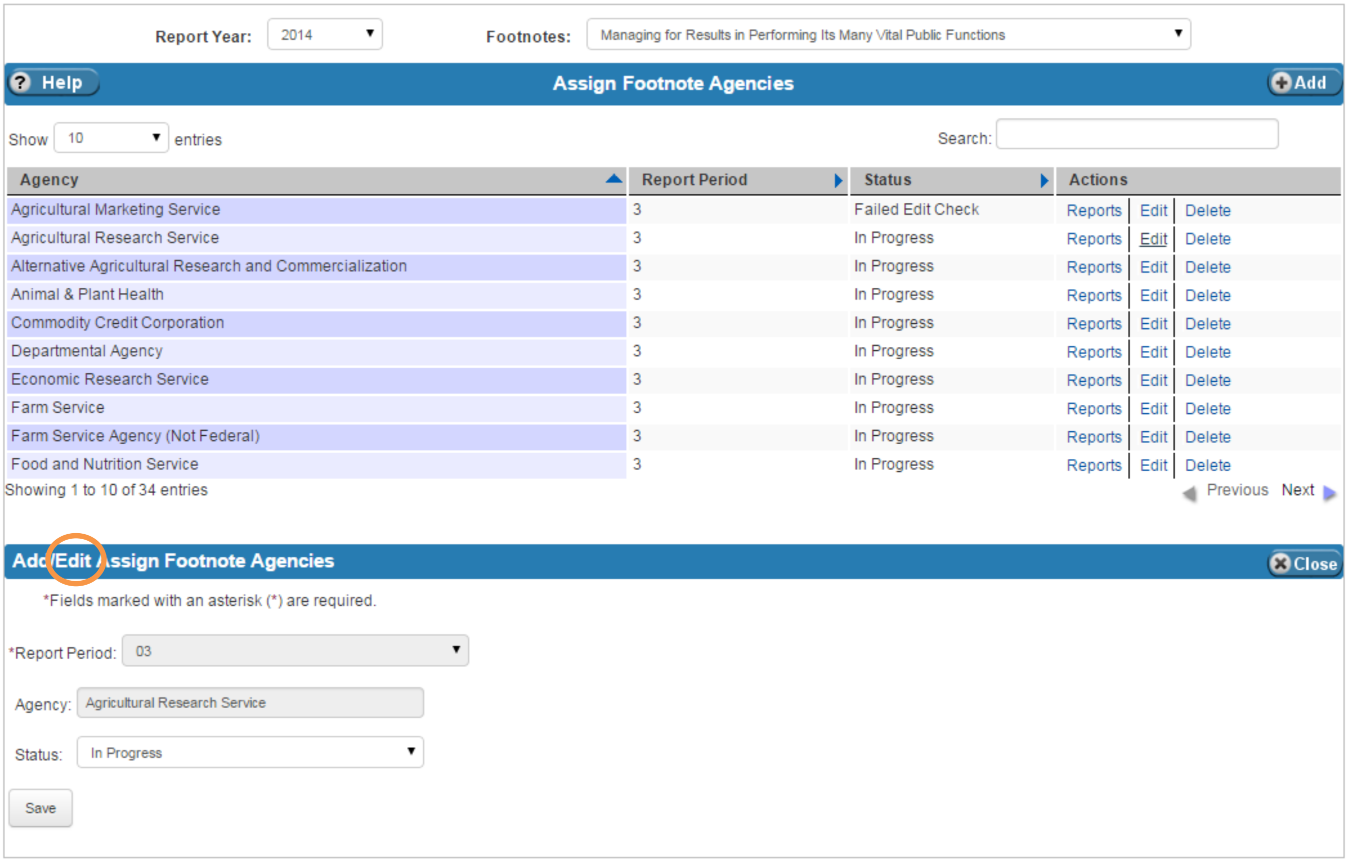
8.4 Footnotes Administrator – Assign Footnote Agencies

The Assign Footnote Agencies table displays a Footnote's agencies by Report Year. The table shows the status of the selected Footnote assigned to different agencies. Authorized users can assign agencies to a Footnote, or change the status of a specific entry. On this screen, the Add and Edit forms contain different fields. When adding, the user sees a required field for Report Period. Once Report Period is selected, the footnotes for the selected Report Period appear and the user has the option of checking an 'All Agencies' box or checking boxes for a specific agency. When editing, the users do not have the option of changing the Agency or related Report Period, but they do have the option of changing the Footnote's Status.

The Assign Footnote Agencies table Actions column has a 'Reports' link to navigate to view the selected report. This allows the administrator to examine the report and change the status based on analysis of the data. Administrators can view the report in a detailed or summary view, and can generate Excel or PDF versions of the footnotes.

Exhibit 8-6 displays the Assign Footnote Agencies table and the Add/Edit Assign Footnote Agencies forms. Clicking 'Edit' in the Actions column shows the Footnote and its status. Clicking 'Add' shows the agencies that can be assigned to the Report Period and Footnote. The Add form does not show the Status.

Exhibit 8-6 Assign Footnote Agencies Table



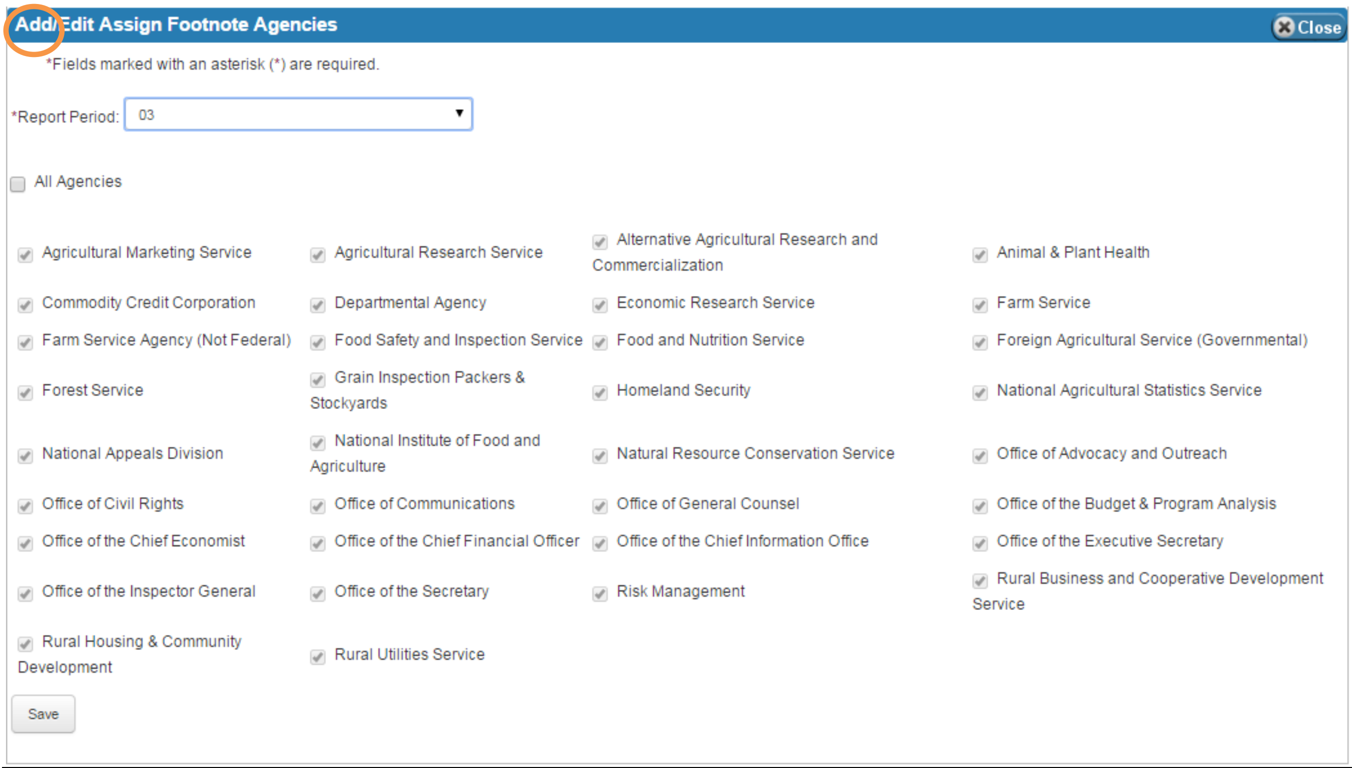


Exhibit 8-7 lists the fields on the Assign Footnote Agencies Table.

Exhibit 8-7 Assign Footnote Agencies Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	On add	Report Year selection for the target footnote.	Dropdown values from the Annual Settings Report Years table.	N/A
Footnotes	Required	On add	The name of the footnote to which the agencies will be assigned.	Dropdown values for Footnotes for the selected Report Year.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Table					
Report Period	Required	On add	Report Period for the desired footnote.	Dropdown values from the Annual Settings Report Period table for the selected Report Year.	N/A
Agency	Required	On add	A list of checkboxes showing the agencies available for the selected Report Period.	Agencies that are available for the selected Report Period.	N/A
Status (Appears on edit only)	Required	On edit	The status of the selected footnote.	Dropdown: ▪ In Progress – The footnote may have some fields entered, but may need more entries. ▪ Completed – The footnote does not have any errors and is complete. ▪ Failed Edit Check – A user must return to the form and make corrections.	N/A

8.5 Footnotes Administrator – Footnote Adjustments

The Footnote Adjustments page allows administrators to make positive dollar adjustments to footnotes (i.e., adding $100 to a specific field on the final report). Administrators see the footnote with blank fields. Administrators can enter values in the fields according to the adjustment the administrator wants to make. The administrator has the option to save the footnote, generate calculations, create an Excel or PDF document for the adjustments, or view the adjustments in a detailed or summary view. To save changes, click the 'Save' or 'Submit Footnote' button. Doing so changes the status to 'Completed'.

Below the footnote and options is a table showing the Footnote Consolidated with Eliminations form[9]. Administrators can also view their reports from the Footnote Detailed Reports screen, described in Section 8.9.

[9] The Footnote Consolidated with Eliminations section requires the use of a mouse. It is not available when using the keyboard only.

Exhibit 8-8 displays a simple example of the Footnotes Adjustments tables and its options. Each Footnote has fields according to the administrator's design.

Exhibit 8-8 Footnote Adjustments Table and Options

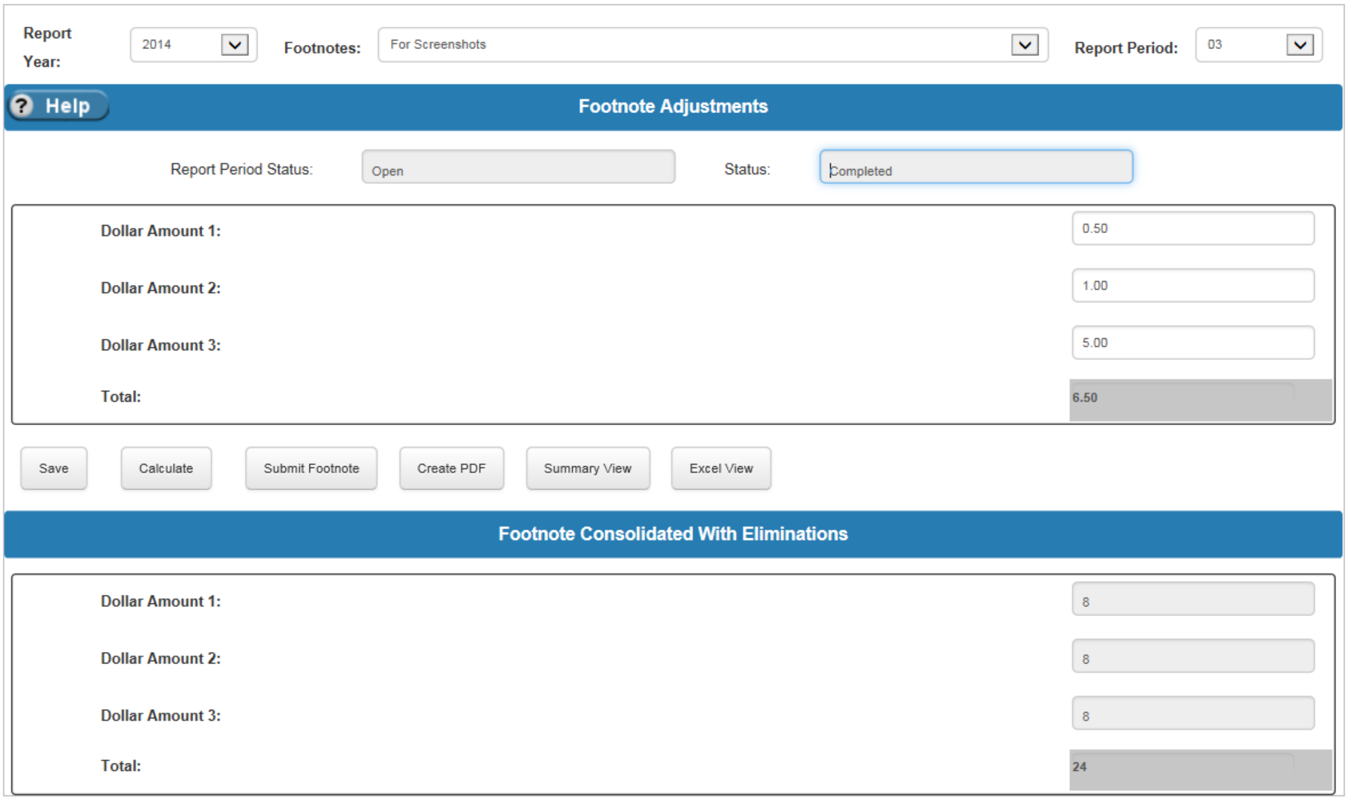


Exhibit 8-9 lists the fields on the Footnote Adjustments table.

Exhibit 8-9 Footnote Adjustments Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	On add	Report Year for the footnote being adjusted.	Dropdown of values from the Annual Settings Report Years table.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Footnotes	Required	On add	Footnotes to be adjusted.	Dropdown of footnotes for the selected Report Year and Report Period.	N/A
Report Period	Required	On add	Report Period of the footnote to be adjusted.	Dropdown of values from the Report Period for the selected Report Year.	N/A
Footnote					
Footnote Data	Optional	On add or edit	Three types of fields appear on the form: ▪ **Labels Field** which contains the text portion of the footnote. ▪ **Input Field** where the footnote amounts are entered. ▪ **Calculated Field** that contains the calculated portion of the footnote.	N/A	Input fields must be numeric.

8.6 Footnotes Administrator – Footnote Eliminations

The Footnote Eliminations page allows administrators to create eliminations (i.e., subtracting $100 from a specific field on the report) for footnotes. Administrators see the footnote with blank fields. Administrators can enter values in the fields according to the amount that the administrator wants to subtract from the total. The administrator has the option to save the footnote, generate calculations, create an Excel or PDF document for the elimination, or view the elimination in detailed or summary view. To save changes, click the 'Save' or 'Submit Footnote' button. Doing so changes the status to 'Completed'.

Exhibit 8-10 displays a simple example of the Footnotes Eliminations Detail table and its options. Each Footnote has fields according to the administrator's design.

Exhibit 8-10 Footnote Eliminations Detail Table

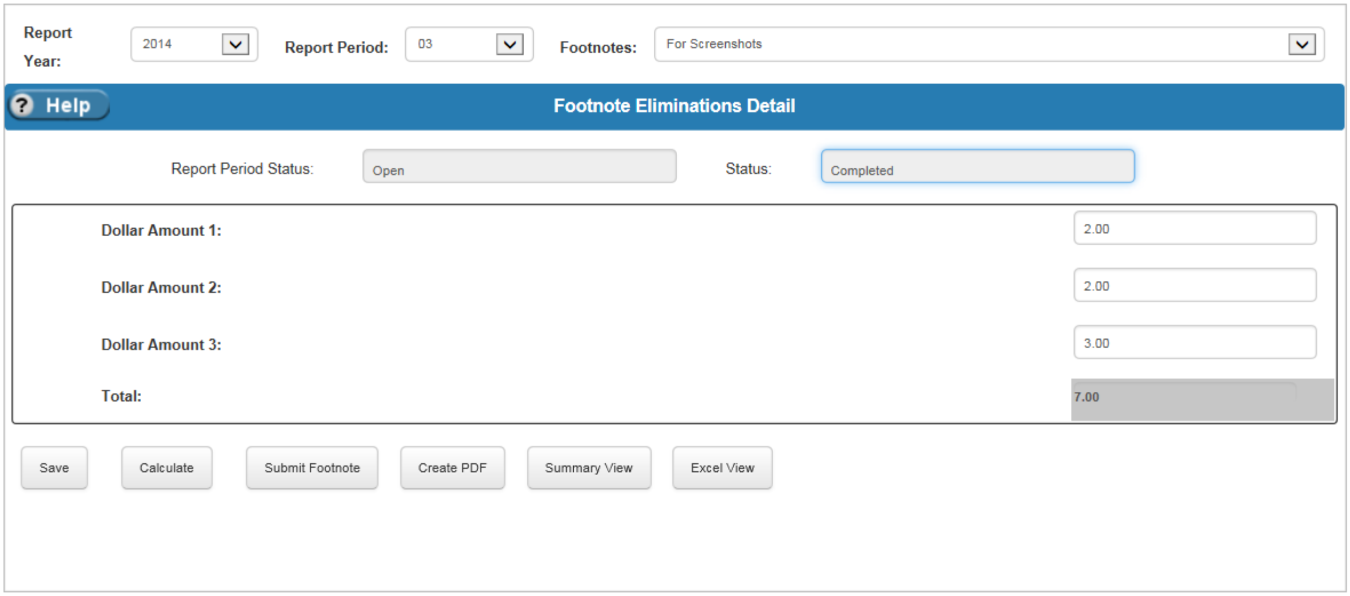


Exhibit 8-11 lists the fields on the Footnote Eliminations Detail table.

Exhibit 8-11 Footnote Eliminations Detail Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	On add	Report Year	Dropdown of values from the Annual Settings Report Years table.	N/A
Report Period	Required	On add	Report Period	Dropdown of values from the Annual Settings Report Periods table that are open.	N/A
Footnotes	Required	On add	Footnotes	Dropdown of Footnotes based on the selected Report Year.	N/A

Field Name	Requirements	Editable	Description	Possible Values	Validation
Report Period	Required	On add	Report Period	Dropdown of values from the Annual Settings Report Periods table for the selected Report Year.	N/A
Footnote					
Footnote Data	Required	No	Three types of fields appear on the form: ▪ **Labels Field** which contains the text portion of the footnote. ▪ **Input Field** where the footnote amounts are entered. ▪ **Calculated Field** that contains the calculated portion of the footnote.	N/A	Input fields must be numeric.

8.7 Footnotes Administrator – Footnote Fields

The Footnotes Fields table defines the layout of every footnote form. Footnote forms are created dynamically. After a footnote is named using the Footnote Names table, administrators use this screen to create the fields for the footnote. The fields for the footnotes appear on the Footnote Agency Forms Detail, Footnote Adjustments, and Footnote Eliminations screens. The table has two sections: Footnote Fields and Preview of Footnote Fields.

The Footnote Fields table shows each field on the selected footnote. Administrators are able to add, edit, or delete fields from the footnote on this screen. When adding, administrators have the option of creating the following different types of fields:

- **Calculated Field -** This field gives the administrator the ability to generate a value for the footnote based on a formula. Selecting this option gives the administrator the ability to define a formula containing operators (addition, subtraction, multiplication, division) and defined fields. For example, an administrator may want to create the field called “Total” which sums “Dollar amount 1” called “field1” and “Dollar amount 2” called “field2”. The administrator would create a formula saying “field1 + field2”. Selecting this option for Field Type brings the formula field to the form.
- **Collapsible Fields -** These fields allow administrators to create fields which show on the detailed view, but are hidden, or collapsed, in the summary view.
    - **Collapsible Total Field -** This field gives the administrator the ability to create a calculated field for collapsible input fields.

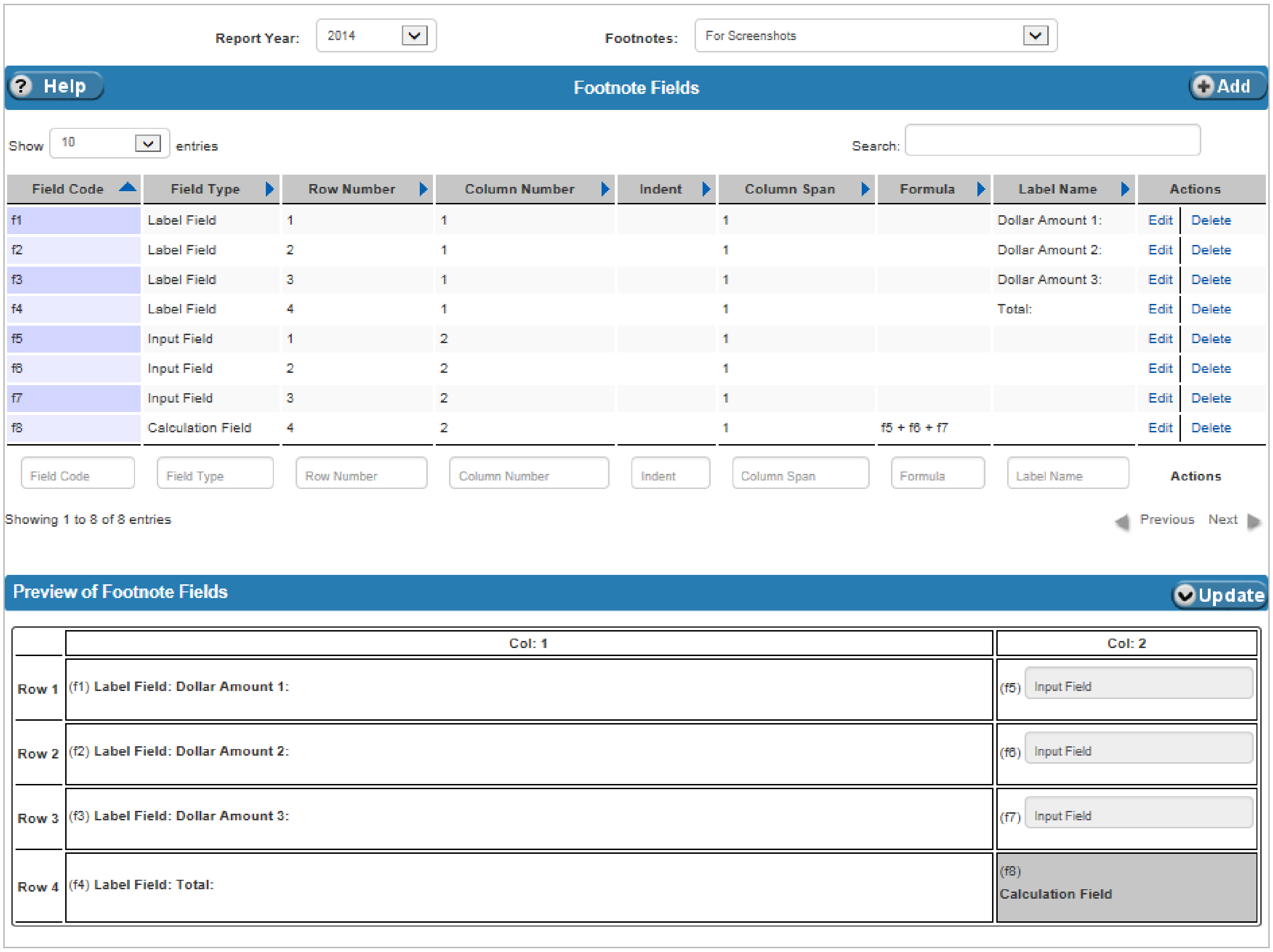
    - **Collapsible Input Field** - This field gives the administrator the ability to create input fields, which can be edited on the detailed view and are hidden on the summary view.
    - **Collapsible Label Field** - This field gives the administrator the ability to create label fields that are shown on the detailed view (best paired with collapsible input fields) and hidden on the summary view.
    - **Collapsible String Field** - This field gives the administrator the ability to add a field to the footnote in which the user can enter a string value. For example, if the administrator wants to create a user defined label for a collapsible input field, collapsible string fields allow this.
- **Control Fields** - Control fields give the administrator the ability to create fields that must be checked with a value before the footnote can be processed. If the values are not equal, then the footnote has an 'Failed Edit Check' status.
    - **Control Check Field** - This field is similar to the calculated field, which allows the administrator to define a formula of operators and defined fields. When the user is editing a footnote form containing a Control Check Field, the value input in the Control Value Field must equal the value in the Control Check Field.
    - **Control Value Field** - This field allows the administrator to enter the field that pairs with the Control Check Field. The value that the user enters into the Control Value Field must equal the value calculated in the Control Check Field for the status of the footnote to become 'Completed'.
    - **Control Label Field** - This field allows the administrator to define a label for the defined Control Check and Control Value fields.
- **Input Field** - This field allows the administrator to define fields that allow dollar amounts as an input.
- **Label Field** - This field allows the administrator to define labels, which display as text that cannot be edited.
- **String Field** - This field allows the administrator to define a field in which users can enter string values. This can be used to create user defined labels.

The remaining fields for this section are defined in Exhibit 8-15.

The Preview of Footnote Fields section is a visual aid for administrators because it gives them the ability to see the user-defined fields defined in a table format. This section also gives administrators the ability to make quick updates to the footnote, such as inserting or removing an entire row, column, or cell. These options are accessed by using the 'Update' button located on the right side of the 'Preview of Footnote Fields' title bar.

Exhibit 8-12 displays the Footnote Fields table and the Preview of Footnote Fields section. Exhibit 8-13 displays the Add/Edit Footnote Fields form when the field type is set to a calculated field type. Exhibit 8-14 displays the Update Footnote Fields Layout form; the row and column fields become editable once the dropdown values are selected.

Exhibit 8-12 Footnote Fields Table and Preview of Footnote Fields



Report Year: 2014 Footnotes: For Screenshots

Help **Footnote Fields** Add

Show 10 entries Search:

Field Code	Field Type	Row Number	Column Number	Indent	Column Span	Formula	Label Name	Actions
f1	Label Field	1	1		1		Dollar Amount 1:	Edit | Delete
f2	Label Field	2	1		1		Dollar Amount 2:	Edit | Delete
f3	Label Field	3	1		1		Dollar Amount 3:	Edit | Delete
f4	Label Field	4	1		1		Total:	Edit | Delete
f5	Input Field	1	2		1			Edit | Delete
f6	Input Field	2	2		1			Edit | Delete
f7	Input Field	3	2		1			Edit | Delete
f8	Calculation Field	4	2		1	f5 + f6 + f7		Edit | Delete
Field Code	Field Type	Row Number	Column Number	Indent	Column Span	Formula	Label Name	Actions

Showing 1 to 8 of 8 entries Previous Next

Preview of Footnote Fields Update

	Col: 1	Col: 2
Row 1	(f1) Label Field: Dollar Amount 1:	(f5) Input Field
Row 2	(f2) Label Field: Dollar Amount 2:	(f6) Input Field
Row 3	(f3) Label Field: Dollar Amount 3:	(f7) Input Field
Row 4	(f4) Label Field: Total:	(f8) Calculation Field

Exhibit 8-13   Add/Edit Footnote Fields Form for Calculated/Total Fields

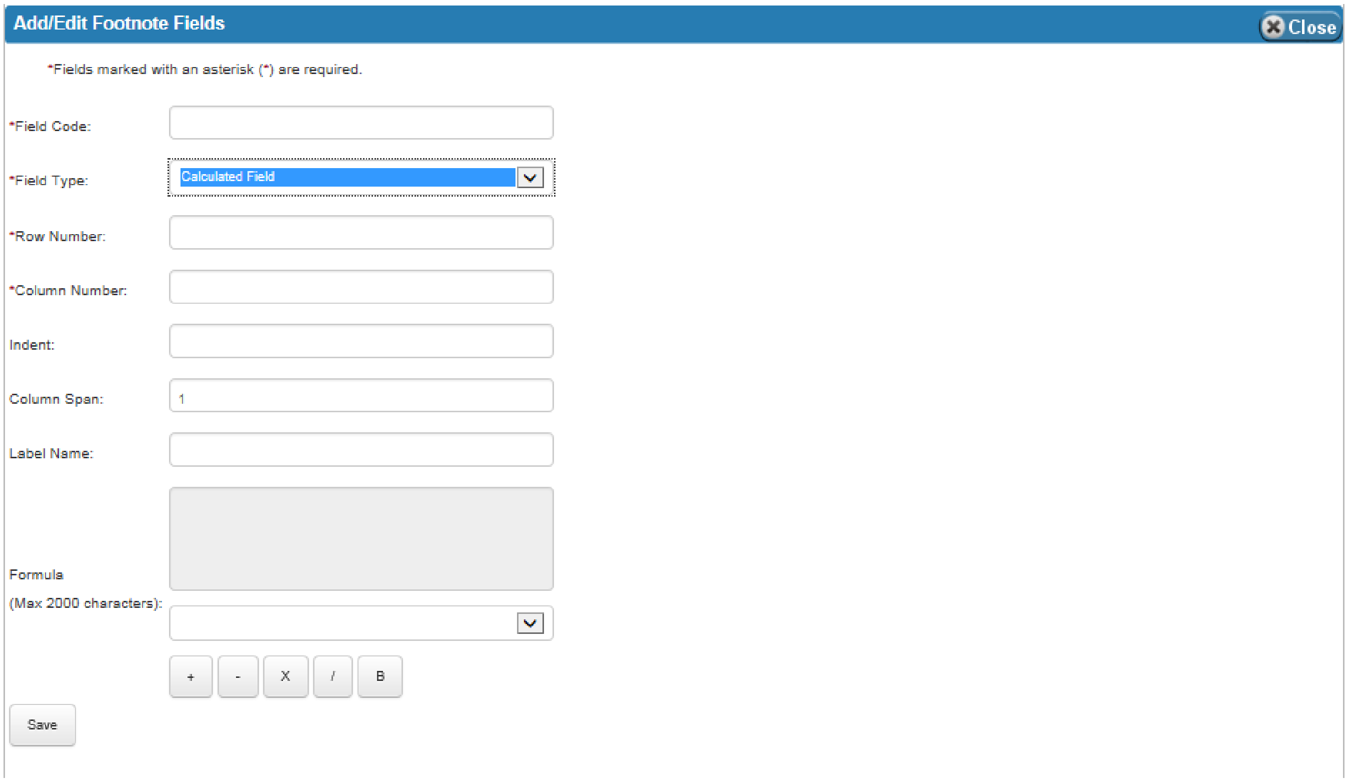


Exhibit 8-14   Update Footnote Fields Layout Form

Exhibit 8-15 lists the fields on the Footnotes Fields table.

Exhibit 8-15 Footnote Fields Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Footnote Fields					
Field Code	Required	On add	Name of the field (not be confused with Label Name).	Any alphanumeric value.	Length cannot be greater than fifty characters and cannot be just a number. Value cannot contain spaces.
Field Type	Required	On add or edit	Type of Field being defined.	Dropdown of values for types of fields.	N/A
Row Number	Required	On add or edit	The row in which the field appears.	Any numeric value.	Must be an integer.
Column Number	Required	On add or edit	The column in which the field appears.	Any numeric value.	Must be an integer.
Indent	Optional	On add or edit	Number of spaces that appear before the Label Name.	Any numeric value.	Must be an integer.
Column Span	Optional	On add or edit	The number of columns that comprise the field. For example, the Column Span for a two column field is 2.	Any numeric value.	Must be an integer.
Label Name	Optional	On add or edit	The text that appears as the title for label fields.	Any alphanumeric value.	None

Field Name	Requirements	Editable	Description	Possible Values	Validation
Formula (Only appears on the screen if the field is a Calculated Field, a Collapsible Total Field, or a Control Check Field)	Optional	On add or edit	Allows the user to enter field names and operators to create a formula. Below the field selection box are buttons: ■ + (Addition) ■ - (Subtraction) ■ x (multiplication) ■ / (division) ■ B (backspace) For example, if a footnote has the input fields "Dollar Amount 1" called D1 and "Dollar Amount 2" called D2 and a subtotal is needed, create a calculated field with the formula D1 + D2.	Field names and operators (+, -, /, x). The field names appear in a dropdown below the formula box.	N/A
			Update Footnote Fields Layout		
Action	Required	On add	The action to be performed.	Dropdown: ■ Remove ■ Insert	N/A
Action type	Required	On add	The section affected by the action.	Dropdown: ■ Row ■ Column ■ Cell	N/A
Row Number	Required if Action Type equals 'Row'.	On add	Row that receives the action, when the Action Type equals 'Row'.	Any numeric value.	Must be an integer.
Column Number	Required if Action Type equals 'Column'.	On add	Column that receives the action, when the Action Type equals 'Column'.	Any numeric value.	Must be an integer.

8.8 Footnotes Administrator – Footnote Names

The Footnote Names screen is where Footnotes are defined. On this page, administrators define the Name and the Round By attribute of the footnote. Footnotes can be rounded by thousands, ten thousands, hundred thousands, millions, and billions.

Exhibit 8-16 displays Footnote Names table.

Exhibit 8-16 Footnote Names Table

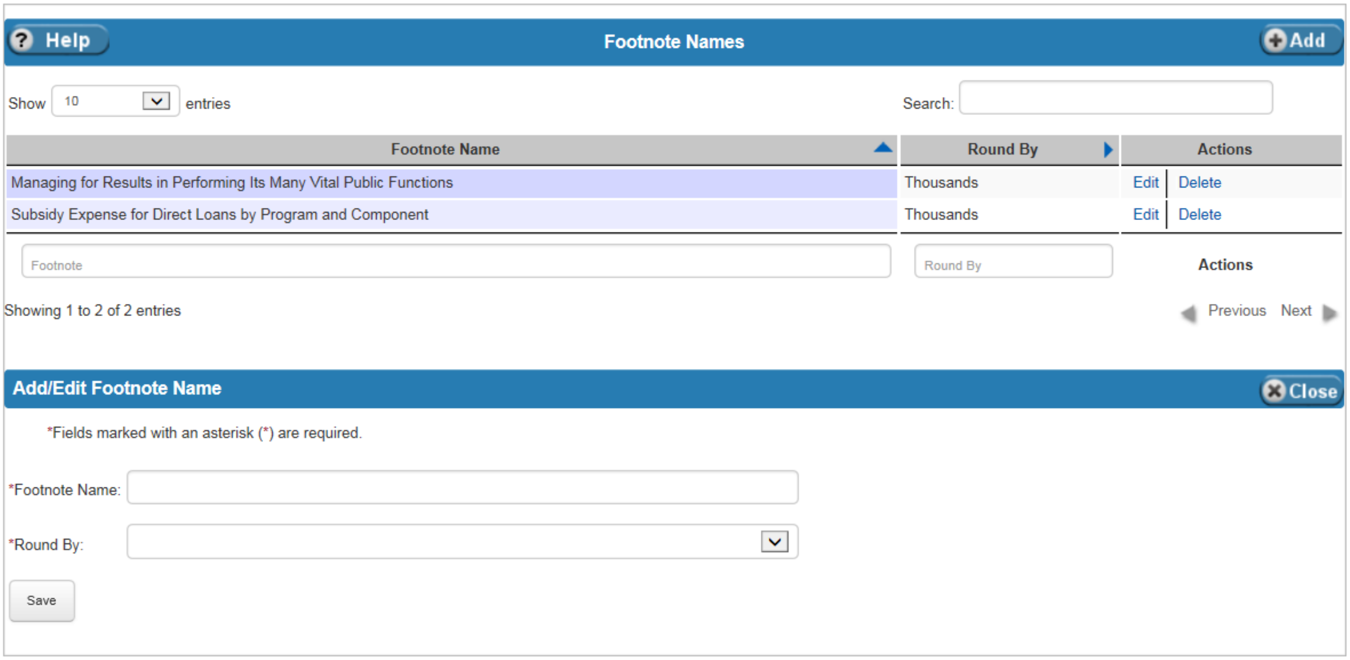


Exhibit 8-17 lists the fields on the Footnote Names table.

Exhibit 8-17 Footnote Names Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Footnote Name	Required	On add or edit	Name of the Footnote.	Any alphanumeric value.	Length cannot be greater than one hundred characters.
Round By	Required	On add or edit	Rounding instructions.	Dropdown: ■ Thousands ■ Ten Thousands ■ Hundred Thousands ■ Millions ■ Billions	N/A

8.9 Footnotes Administrator – Footnote Detailed Reports

The Footnote Detailed Reports screen displays the Footnotes by Agency, Report Year, and Report Period. Footnotes can be viewed in a Detailed or Summary view. Administrators can view footnotes:

- For a specific agency,
- For consolidated agencies, or
- For consolidated agencies with adjustments and eliminations.

After entering data in the fields in the header, an administrator can export the footnote as an Excel or PDF format.

Exhibit 8-18 displays the Footnote Detailed Reports screen.

Exhibit 8-18 Footnote Detailed Reports Screen

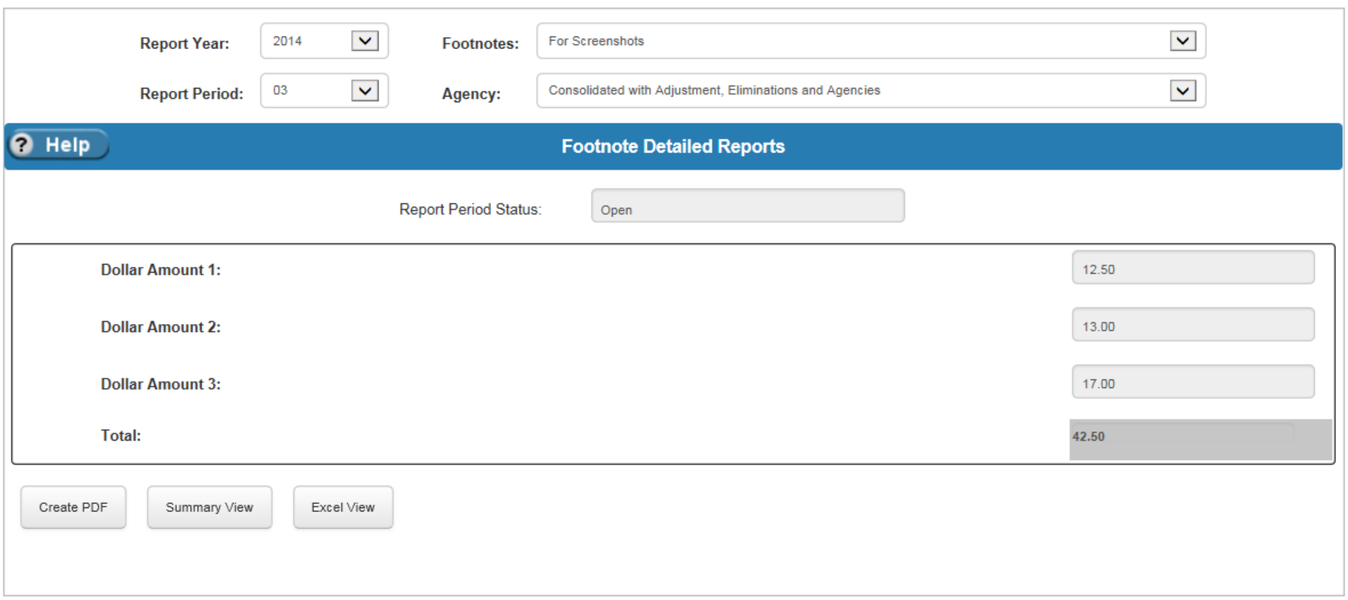


Exhibit 8-19 lists the fields in the header of the Footnote Report screen. The Footnote Reports screen does not have an associated editable table. To modify the report, users can make changes to their assigned Footnote Forms. Administrators can also use the Eliminations and Adjustments screens to make modifications.

Exhibit 8-19 Footnote Detailed Reports Header Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
Header					
Report Year	Required	N/A	The Report Year of the Footnote Report being viewed.	Dropdown values from the Annual Settings Report Years table.	N/A
Footnotes	Required	N/A	The name of the Footnote Report being viewed.	Dropdown values from the Footnote Names table.	N/A
Report Period	Required	N/A	The Report Period of the Footnote Report being viewed.	Dropdown of open Report Periods from the Annual Settings Report Periods table.	N/A
Agency	Required	N/A	The Agency of the Footnote Report being viewed.	A dropdown of Agencies from the References Agency Names table.	N/A

8.10 Footnotes Administrator – Pending Footnotes

The Pending Footnotes screen allows administrators to view a list of footnotes for a selected Report Year that have a status of either ‘In Progress’ or ‘Failed Edit Check’ (i.e., anything that is not ‘Completed’). The table shows the Agency, Footnote Name, Report Period, and Status of each footnote. The ‘Footnote Reports’ link in the Actions column allows the administrator to view the amounts on the footnote.

Exhibit 8-20 displays the Pending Footnotes table.

Exhibit 8-20 Pending Footnotes Table

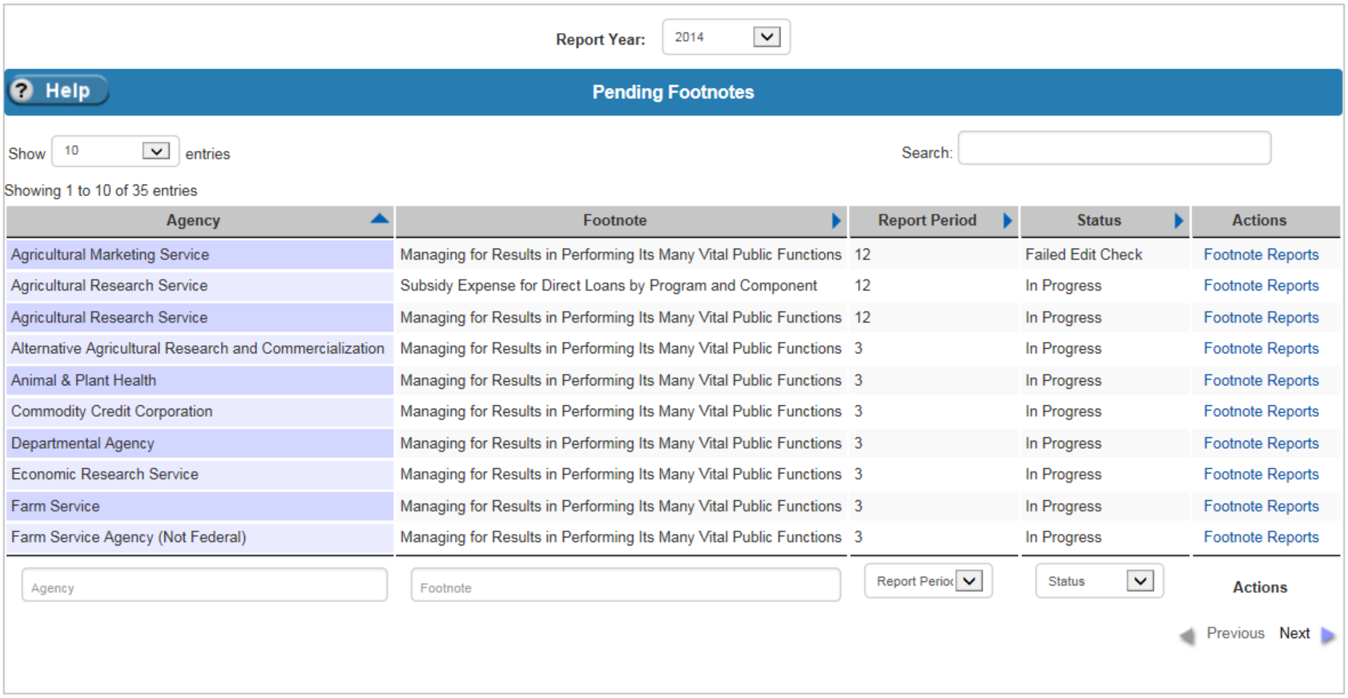


Exhibit 8-21 lists the fields on the Pending Footnotes table.

Exhibit 8-21 Pending Footnotes Table Fields

Field Name	Requirements	Editable	Description	Possible Values	Validation
			Header		
Report Year	Required	N/A	The Report Year of the Footnotes being viewed.	Dropdown of values from the Annual Settings Report Years table.	N/A

Table		
Column Name	**Description**	**Possible Values**
Agency	The Agencies of the selected Report Year that have Footnotes assigned.	Agencies that have Footnotes assigned.
Footnote	The names of Footnotes that are either 'In Progress' or 'Failed Edit Check'.	The names of Footnotes that are either 'In Progress' or 'Failed Edit Check'.
Report Period	The Report Periods of the Report Year that have Footnotes assigned.	The Report Periods of the Report Year that have Footnotes assigned.
Status	The status of the Footnotes.	Either 'In Progress' or 'Failed Edit Check'.

9 Batch

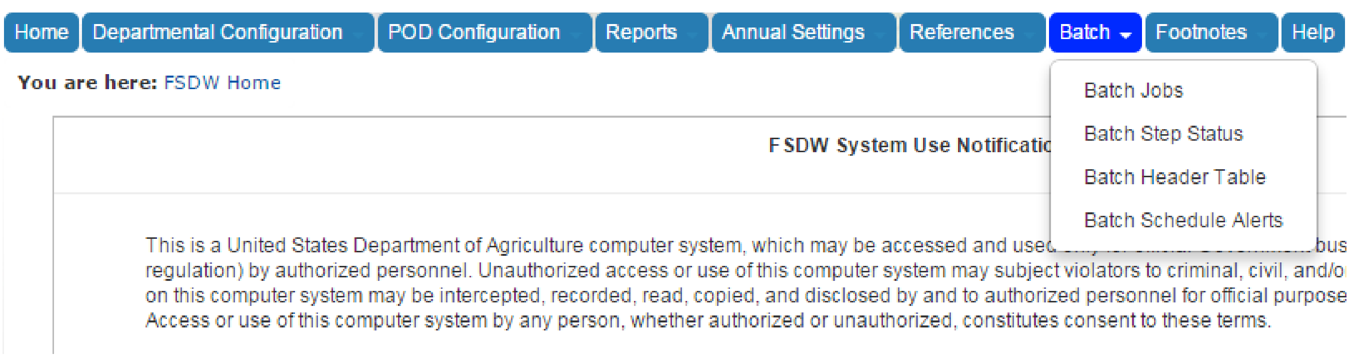
The Batch Main Menu Item includes sections that relate to the execution of Batch Jobs, which require batch administrator permissions. Batch jobs modify and process FSDW data. The tables on these screens show system-generated information about jobs and are not editable. The screens and tables were created to help with debugging, testing, and running jobs using an FSDW screen. FSDW functional users do not use these screens.

Sections under this menu item are:

- Batch Jobs
- Batch Step Status
- Batch Header Table
- Batch Schedule Alerts

Exhibit 9-1 displays the menu options listed under the Batch menu item.

Exhibit 9-1 FSDW Main Menu – Batch



9.1 Batch Jobs

The Batch Jobs table displays the FSDW jobs that are currently running, or have recently completed. The form below the table allows batch administrators to initiate specific Jobs using an FSDW screen.

Exhibit 9-2 displays the Batch Jobs table.

Exhibit 9-2   Batch Jobs Table

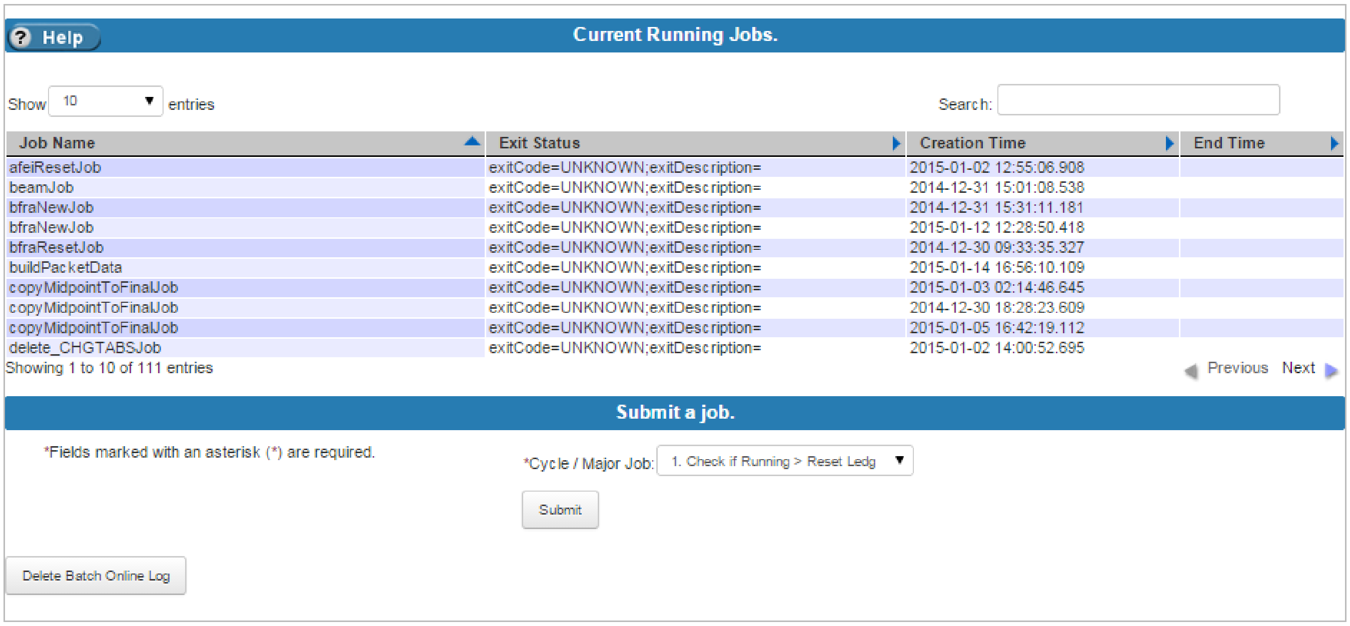


Exhibit 9-3 lists the fields on the Batch Jobs table.

Exhibit 9-3   Batch Jobs Table Fields

Current Running Jobs	
Field Name	**Description**
Job Name	The name of the batch job.
Exit Status	A note about the Exit Status of the job execution.
Creation Time	The time that the Job started.
End Time	The time that the Job ended. May be blank.

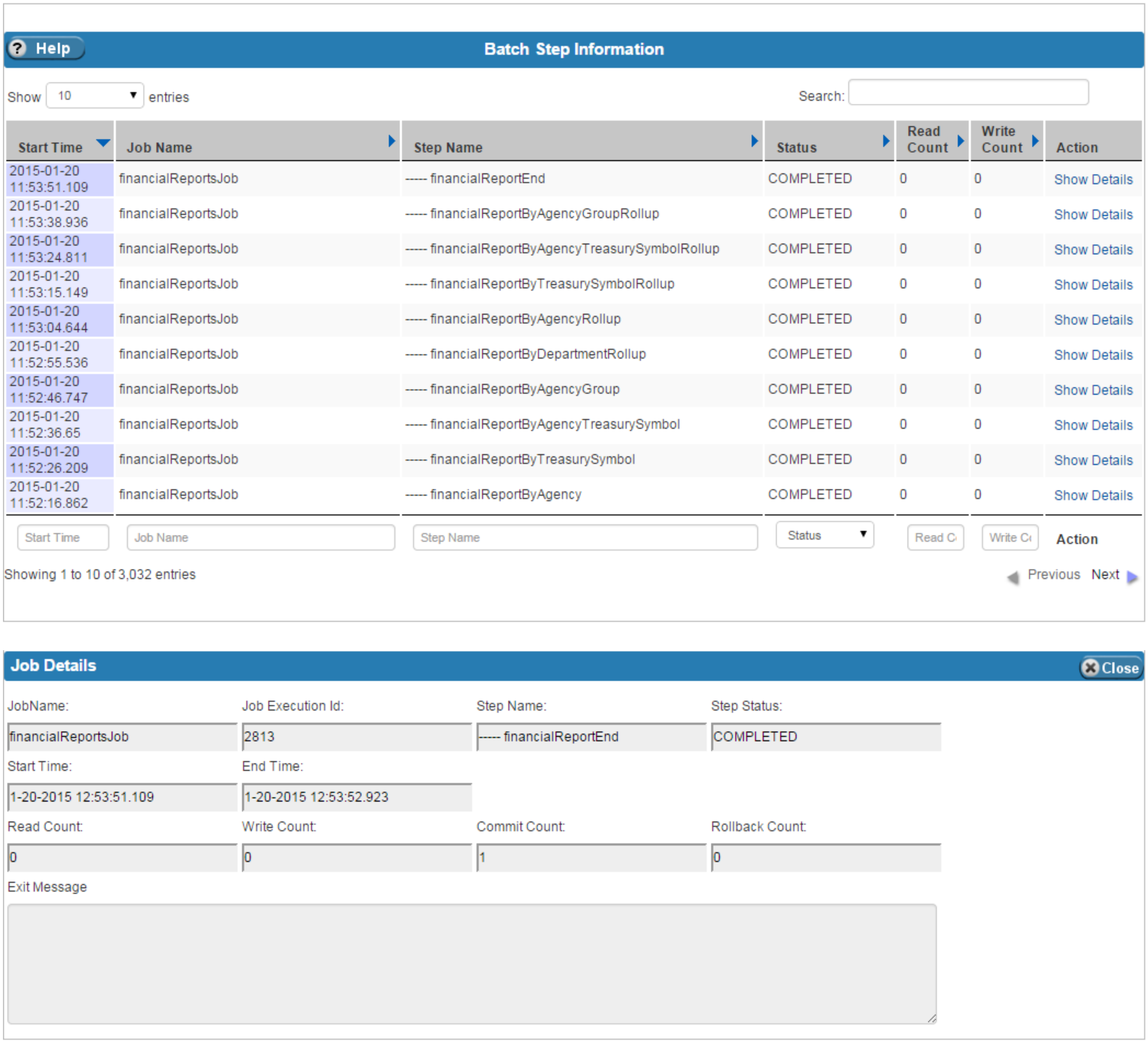
Submit a Job			
Field Name	**Requirements**	**Description**	**Possible Values**
Cycle / Major Job	Required	FSDW batch jobs.	Dropdown.

9.2 Batch Step Status

The Batch Step Status table displays the status of a job's steps. To see additional details about the step, click the 'Show Details' link in the Action column.

Exhibit 9-4 displays the Batch Step Information table and Job Details.

Exhibit 9-4 Batch Step Information Table



Help

Batch Step Information

Show 10 entries Search:

Start Time	Job Name	Step Name	Status	Read Count	Write Count	Action
2015-01-20 11:53:51.109	financialReportsJob	----- financialReportEnd	COMPLETED	0	0	Show Details
2015-01-20 11:53:38.936	financialReportsJob	----- financialReportByAgencyGroupRollup	COMPLETED	0	0	Show Details
2015-01-20 11:53:24.811	financialReportsJob	----- financialReportByAgencyTreasurySymbolRollup	COMPLETED	0	0	Show Details
2015-01-20 11:53:15.149	financialReportsJob	----- financialReportByTreasurySymbolRollup	COMPLETED	0	0	Show Details
2015-01-20 11:53:04.644	financialReportsJob	----- financialReportByAgencyRollup	COMPLETED	0	0	Show Details
2015-01-20 11:52:55.536	financialReportsJob	----- financialReportByDepartmentRollup	COMPLETED	0	0	Show Details
2015-01-20 11:52:46.747	financialReportsJob	----- financialReportByAgencyGroup	COMPLETED	0	0	Show Details
2015-01-20 11:52:36.65	financialReportsJob	----- financialReportByAgencyTreasurySymbol	COMPLETED	0	0	Show Details
2015-01-20 11:52:26.209	financialReportsJob	----- financialReportByTreasurySymbol	COMPLETED	0	0	Show Details
2015-01-20 11:52:16.862	financialReportsJob	----- financialReportByAgency	COMPLETED	0	0	Show Details
Start Time	Job Name	Step Name	Status	Read C	Write C	Action

Showing 1 to 10 of 3,032 entries Previous Next

Job Details Close

JobName:	Job Execution Id:	Step Name:	Step Status:
financialReportsJob	2813	----- financialReportEnd	COMPLETED
Start Time:	End Time:		
1-20-2015 12:53:51.109	1-20-2015 12:53:52.923		
Read Count:	Write Count:	Commit Count:	Rollback Count:
0	0	1	0

Exit Message

Exhibit 9-5 lists the fields on the Batch Step Information table.

Exhibit 9-5 Batch Step Information Table Fields

Batch Step Information	
Field Name	**Description**
Start Time	The time that the step began.
Job Name	The name of the job that includes the step.
Step Name	The name of the step.
Status	The status of the step.
Read Count	The number of reads the step performed.
Write Count	The number of writes the step performed.
Job Details	
Job Name	The name of the job that includes the step.
Job Execution Id	The system-generated ID of the job.
Step Name	The name of the step.
Step Status	The status of the step.
Start Time	The start time of the step.
End Time	The end time of the step.
Read Count	The number of reads the step performed.
Write Count	The number of writes the step performed.
Commit Count	The number of commits the step performed.
Rollback Count	The number of rollbacks the step performed.
Exit Message	An exit message the step produced.

9.3 Batch Header

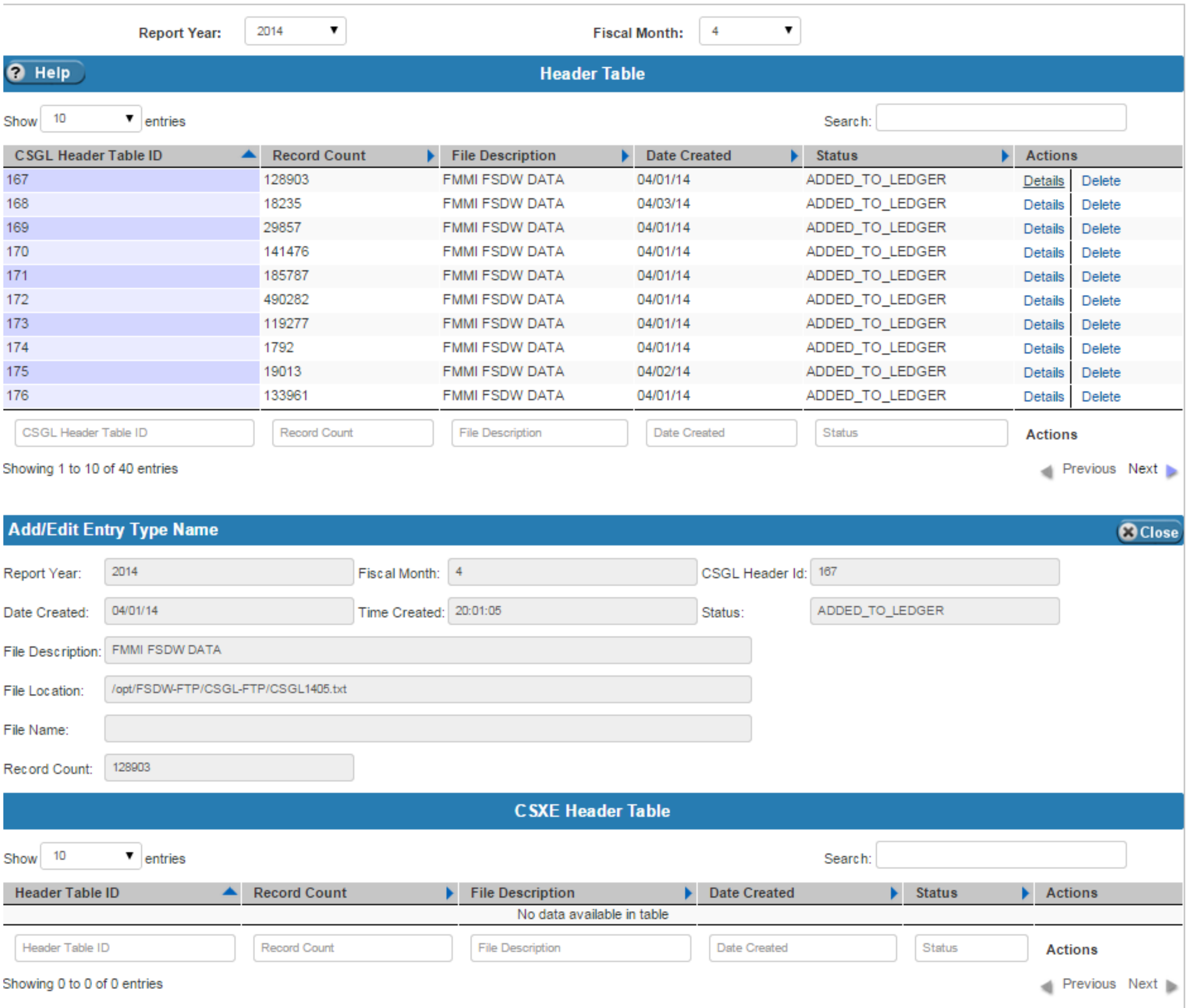
The Batch Header screen contains two tables:

- Header Table which provides details about the interface (or feed) files from FMMI and the program agencies (CSGL) for a given Report Year and Fiscal Month.
- CSXE Header Table which provides details about the adjustments (CSXE) load for a given Report Year and Fiscal Month.

To view the details of the entries of either of the tables, click the ‘Details’ link in the Actions column.

Exhibit 9-6 displays the Batch Header tables with CSGL data. The Add/Edit Entry Type Name section appears after clicking ‘Details’ in the Actions column of the Header Table section of the screen.

Exhibit 9-6 Batch Header Tables – CSGL Data



Report Year: 2014 Fiscal Month: 4

Help **Header Table**

Show 10 entries Search:

CSGL Header Table ID	Record Count	File Description	Date Created	Status	Actions
167	128903	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
168	18235	FMMI FSDW DATA	04/03/14	ADDED_TO_LEDGER	Details | Delete
169	29857	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
170	141476	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
171	185787	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
172	490282	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
173	119277	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
174	1792	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
175	19013	FMMI FSDW DATA	04/02/14	ADDED_TO_LEDGER	Details | Delete
176	133961	FMMI FSDW DATA	04/01/14	ADDED_TO_LEDGER	Details | Delete
CSGL Header Table ID	Record Count	File Description	Date Created	Status	Actions

Showing 1 to 10 of 40 entries Previous Next

Add/Edit Entry Type Name Close

Report Year: 2014 Fiscal Month: 4 CSGL Header Id: 167

Date Created: 04/01/14 Time Created: 20:01:05 Status: ADDED_TO_LEDGER

File Description: FMMI FSDW DATA

File Location: /opt/FSDW-FTP/CSGL-FTP/CSGL1405.txt

File Name:

Record Count: 128903

CSXE Header Table

Show 10 entries Search:

Header Table ID	Record Count	File Description	Date Created	Status	Actions
		No data available in table			
Header Table ID	Record Count	File Description	Date Created	Status	Actions

Showing 0 to 0 of 0 entries Previous Next

Exhibit 9-7 displays the Batch Header tables with CSXE data. The CSXE Header Details section appears after clicking ‘Details’ in the Actions column of the CSXE Header Table section of the screen.

Exhibit 9-7 Batch Header Tables – CSXE Data

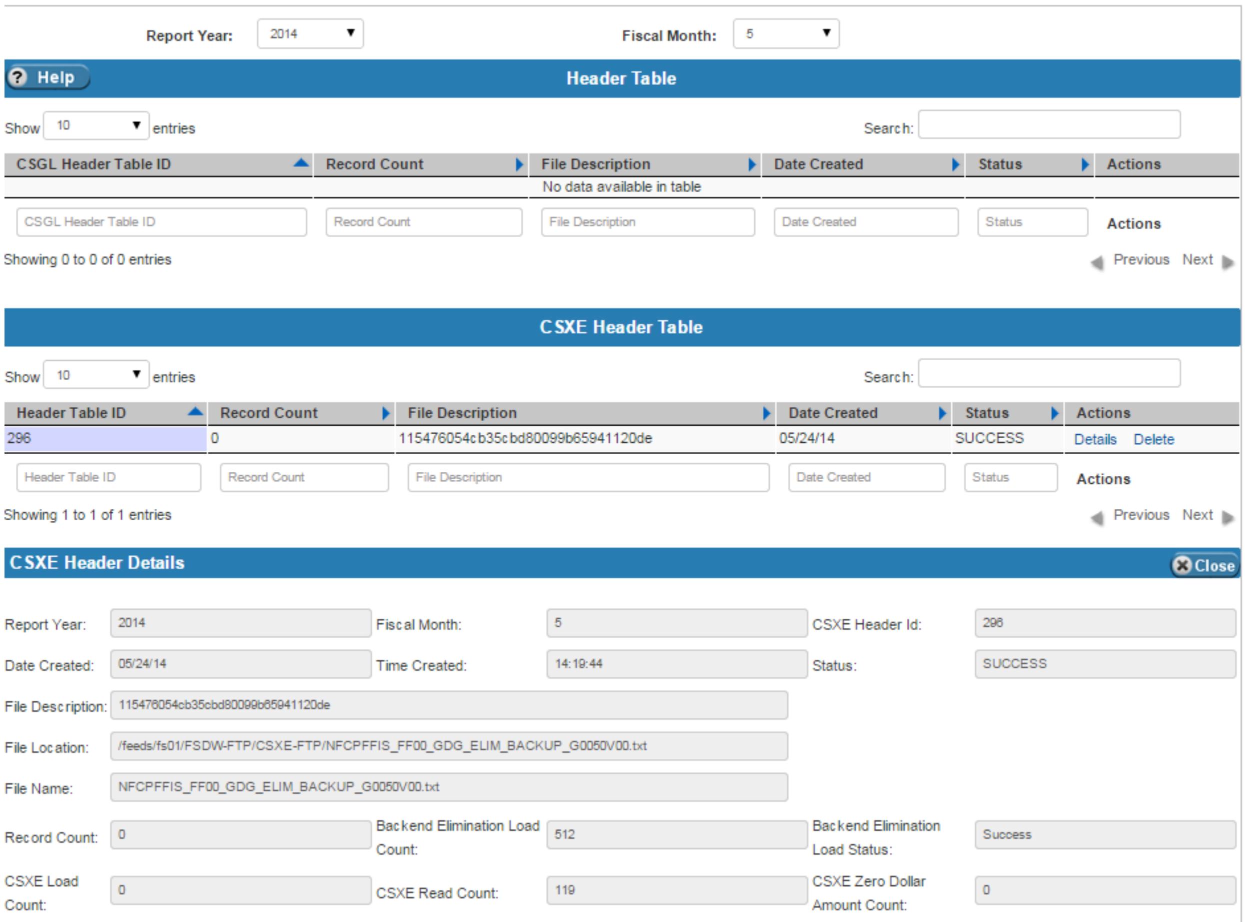


Exhibit 9-8 lists the fields on the Batch Header tables, including Details.

Exhibit 9-8 Batch Header Tables Fields

Header					
Field Name	**Requirements**	**Editable**	**Description**	**Possible Values**	**Validation**
Report Year	Required	N/A	The Report Year of the Header information being viewed.	Dropdown of values from the Annual Settings Report Years table.	N/A
Fiscal Month	Required	N/A	The Fiscal Month of the Header Information being viewed.	The Fiscal Month for the data loaded into FSDW.	N/A

Header Table	
Field Name	**Description**
CSGL Header Table ID	A unique, numeric identifier for the CSGL file.
Record Count	The total number of records on the data file.
File Description	A short description of the data file.
Date Created	The date the data file was created.
Status	A short description of what happened to the data file during processing.

	Header Table Details (Add/Edit Entry Type Name)
Report Year	The report year for the data.
Fiscal Month	The fiscal month for the data.
CSGL Header Id	A unique, numeric identifier for the CSGL file.
Date Created	The date the data file was created.
Time Created	The time the data file was created.
Status	A short description of what happened to the data file during processing.
File Description	A short description of the data file.
File Location	The location on the server where the file is located.
File Name	The name of the file.
Record Count	The total number of records on the file.
	CSXE Header Table
Header Table ID	A unique, numeric identifier for the CSXE File.
Record Count	The total number of records on the data file.
File Description	A short description of the data file.
Date Created	The date the data file was created.
Status	A short description of what happened to the data file during processing.
	CSXE Header Details
Report Year	The report year for the data.
Fiscal Month	The fiscal month for the data.
Field Name	**Description**
CSXE Header Id	A unique, numeric identifier for the CSXE file.
Date Created	The date the data file was created.
Time Created	The time the data file was created.
Status	A short description of what happened to the data file during processing.
File Description	A short description of the data file.
File Location	The location on the server where the file is located.
File Name	The name of the file.
Record Count	The total number of records on the file.
Backend Elimination Load Count	The number of back end eliminations loaded.
Backend Elimination Load Status	The status of the back end eliminations load.
CSXE Load Count	The number of CSXE loads.
CSXE Read Count	The number of CSXE reads.
CSXE Zero Dollar Amount Count	The number of records that have a zero dollar amount.

9.4 Batch Schedule Alerts

The Batch Schedule Alerts table displays the database table with the same name. It shows the jobs that are running, their alert codes, and the repeat counter for each job. This table is display only.

Exhibit 9-9 displays the Batch Schedule Alerts table.

Exhibit 9-9 Batch Schedule Alerts Table

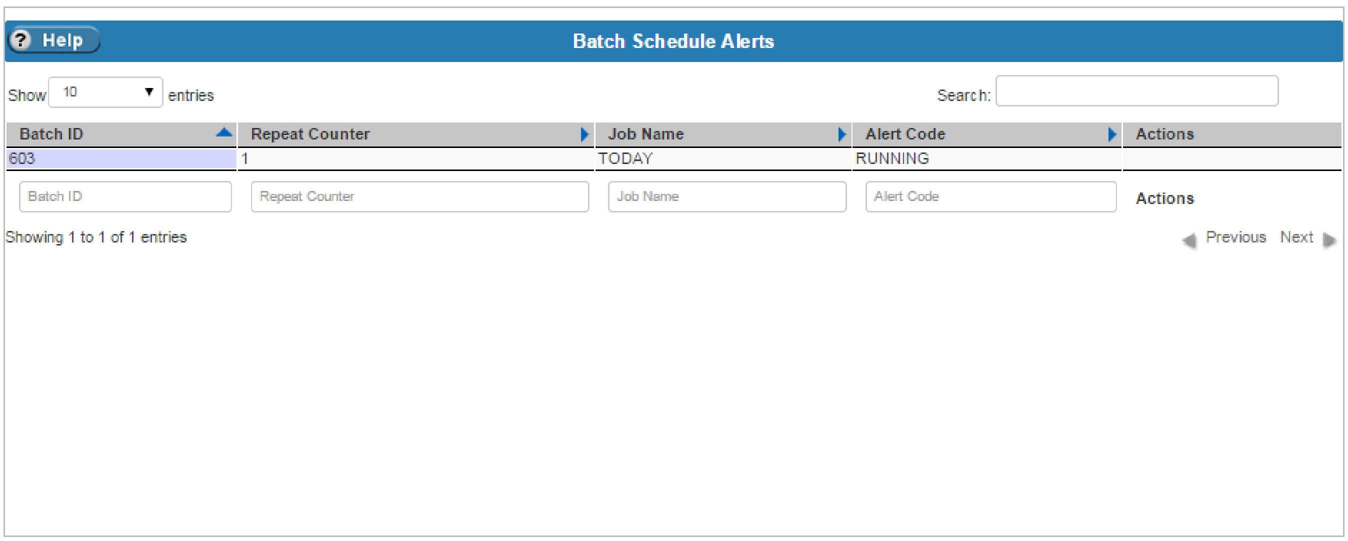


Exhibit 9-10 lists the columns on the Batch Schedule Alerts table.

Exhibit 9-10 Batch Schedule Alerts Table Columns

Batch Schedule Alerts	
Field Name	**Description**
Batch ID	A unique, numeric value that identifies the table entry (not to be confused with the Id that identifies a Job).
Repeat Counter	The number of times that an entry occurs in the table.
Job Name	The name of the job.
Alert Code	The Alert Code the system generated.

A Glossary/Acronyms/Agency Codes

This section provides a glossary of common terms and acronyms. It also lists the USDA agencies and associated agency codes.

A.1 Glossary/Acronyms

Exhibit A-1 provides definitions for the terms and acronyms that appear in this guide.

Exhibit A-1 Terms and Acronyms

Term/Acronym	Description
ACFO-FO	Associate Chief Financial Officer for Financial Operations
ACFO-FS	Associate Chief Financial Officer for Financial Systems.
AFEID	Agency Front End Inferences
AGRP	Agency Group
ALC	Agency Location Code. The United States Department of the Treasury (Treasury) uses the Agency Location Code (ALC) to identify transactions, documents, and reports processed through the Treasury Department by a specific accounting point or station, within an agency or bureau of a Federal Department or independent agency. The use of the ALC, also referred to as the accounting station symbol, enables Treasury to reconcile deposits and disbursements distributed by appropriation, fund, and receipt by account symbol on the monthly FMS Form 224, Statement of Transactions, with the Treasury Department regional disbursing offices maintaining the total control accounts.
AMS	Agricultural Marketing Service
APHIS	Animal and Plant Health Inspection Service
ARS	Agricultural Research Service
BEAM	Back End Adjustments
BETC	Business Event Type Code
BFY	Budget Fiscal Year
BI	Business Intelligence (FMMI reports)
BOBJ	Business Objects (SAP reports)
BOC	Budget Object Class
CARS	United States Department of the Treasury's Central Accounting Reporting System
CAS	USDA’s Central Accounting System
CCC	Commodity Credit Corporation - A Government-owned and operated entity that was created to stabilize, support, and protect farm income and prices. CCC also helps maintain balanced and adequate supplies of agricultural commodities and aids in their orderly distribution. CCC has no operating personnel; its activities are carried out primarily through the personnel and facilities of the Farm Service Agency (FSA).

Term/Acronym	Description
CGAC	Common Government-Wide Accounting Classification Structure. GSA’s Financial Systems Integration Office (FSIO) issued a final definition in July 2007 with intent of creating common financial elements across all federal agencies.
COTR	Contracting Officer's Technical Representative
CSGL	Summary General Ledger Table (CSGL)
CSREES	Cooperative State Research, Education and Extension Service. Now called National Institute of Food and Agriculture (NIFA).
DASO	Departmental Administration and Staff Offices
eAuth	eAuthentication
eAuthentication	USDA agencies use the eAuthentication system to enable customers to obtain accounts that allow them access to USDA’s Web applications and services via the Internet.
ERS	Economic Research Service
FACTS	Federal Agencies' Centralized Trial Balance System
FAS	Foreign Agricultural Service
FAST Book	The FAST Book is Supplement 1 to Volume I of the Treasury Financial Manual. It lists receipt, appropriation, and other fund account symbols and titles assigned by the Department of the Treasury. FAST Book I displays the two-digit department regular codes. FAST Book II displays the three-digit agency identifier codes.
FBWT	Fund Balance with Treasury
FDW	Financial Data Warehouse
FEID	Front End Inferencing
FFIS	Foundation Financial Information System
Fiscal Service	The Bureau of the Fiscal Service (Fiscal Service) was established on October 7, 2012, with the consolidation of two Treasury Department bureaus: the Bureau of the Public Debt (BPD) and the Financial Management Service (FMS). See http://www.fiscal.treasury.gov.
FMMI	Financial Management Modernization Initiative, USDA's initiative to modernize their financial management systems
FMS	Financial Management Service, formerly a bureau of the U.S. Department of Treasury, which provided central payment services to federal program agencies, operated the federal government's collections and deposit systems, provided government wide accounting and reporting services, and manages the collection of delinquent debt. Now part of Treasury’s Bureau of Fiscal Service.
FNS	Food and Nutrition Service
FS	Forest Service
FSA	Farm Service Agency
FSDW, FSDW-II	Financial Statements Data Warehouse
FSIO	Financial Systems Integration Office with the GSA. Formerly the JFMIP. Writes requirements for financial systems. Certifies financial systems. The FSIO Director is the Financial Management Lines of Business (FMLOB) project manager.
FSIS	Food Safety and Inspection Service
Funds Center	A FMMI term. "Funds" should always be plural.
FY	Fiscal Year
GIPSA	Grain Inspection, Packers and Stockyards Administration
GL	General Ledger

Term/Acronym	Description
GPRA	Government Performance and Results Act
GTAS	Government wide Treasury Account Symbol Adjusted Trial Balance System
GWA	Government wide Accounting and Reporting Modernization. The Financial Management Service's (FMS) systems for collecting Agency transactions, include STAR, the current Central Accounting System, and GWA, the future system. //fms.treas.gov/gwa/index.html
Inference	Process of assigning new ledger values based on the criteria entered in FSDW.
IPAS	Integrated Program Accounting Systems, a custom FNS system for their grant program
ITRS	Intradepartmental Transaction Reconciliation System
JCL	Job Control Language
NASS	National Agricultural Statistics Service
NFC	National Finance Center
NIFA	National Institute of Food and Agriculture, formerly Cooperative State Research, Education and Extension Service (CSREES).
NRCS	Natural Resources Conservation Service
OCFO	Office of the Chief Financial Officer
OCIO	Office of the Chief Information Officer
OIG	Office of the Inspector General
OLHP	Online Help Procedures
OMB	Office of Management and Budget. Part of the Executive Office of the President. Prepares and monitors the Federal budget. Provides guidance (rules) for Agency financial statements.
Packet	Group of PODs that run their reports together. Packets are usually associated with financial PODs.
Pdf	Portable Document Format
QA	Quality Assurance
RD	Rural Development
RMA	Risk Management Agency
SBR	Statement of Business Requirements. A CIO Project Service Request - Statement of Business Requirements (SBR) is required for a project that will serve multiple users or requires input from multiple areas of discipline, like network, security, desktop, etc.
SGL	Standard General Ledger
TAFS or TAF	Treasury Account Fund Symbol, also referred to as Treasury Symbol
TAS	Treasury Account Symbol
TFM	Treasury Financial Manual
Treasury	U.S. Department of the Treasury
TSYM	Treasury Symbol
TSAG	Treasury Symbol Group
USDA	United States Department of Agriculture
USSGL	United States Standard General Ledger
WCF	Working Capital Fund

A.2 Agencies

Exhibit A-2 provides a list of the USDA agencies and associated agency codes.

Exhibit A-2 USDA Agencies/Agency Codes

Agency Name	FMMI Agency Identifier	Legacy (FFIS) Agency Code	Mission Code
Agricultural Marketing Service	AM00	02	OTHER
Agricultural Research Service	AR00	03	REE
Alternative Agricultural Research and Commercialization	RC00	AW	OTHER
Animal & Plant Health	AP00	34	MRP
Commodity Credit Corporation	CC00	04	FFAS
Departmental Agency	DA00	DA	OTHER
Economic Research Service	ER00	18	REE
Farm Service	FA00	FA	FFAS
Farm Service Agency (Not Federal)	CE00	CE	FFAS
Food and Nutrition Service	FN00	30	FNCS
Food Safety and Inspection Service	FI00	37	N/A
Foreign Agricultural Service (Governmental)	FX00	10	FFAS
Forest Service	FS00	11	NRE
Grain Inspection Packers & Stockyards	GP00	36	MRP
Homeland Security	HS00	HL	N/A
National Agricultural Statistics Service	NS00	20	REE
National Appeals Division	NA00	NA	OTHER
National Institute of Food and Agriculture (Formerly Cooperative State Research, Education and Extension Service. Now called National Institute of Food and Agriculture	NI00	22	REE
Natural Resource Conservation Service	NR00	16	NRE
Office of Advocacy and Outreach	AO00	AO	N/A
Office of Civil Rights	CR00	EO	N/A
Office of Communications	CM00	13	OTHER
Office of General Counsel	GC00	14	OTHER
Office of the Budget & Program Analysis	BP00	42	OTHER
Office of the Chief Economist	EC00	38	OTHER
Office of the Chief Financial Officer	CF00	90	OTHER
Office of the Chief Information Office	IT00	IT	OTHER
Office of the Executive Secretary	ES00	ES	OTHER

Agency Name	FMMI Agency Identifier	Legacy (FFIS) Agency Code	Mission Code
Office of the Inspector General	IG00	23	OTHER
Office of the Secretary	SE00	01	OTHER
Risk Management	RM00	08	FFAS
Rural Business and Cooperative Development Service	RB00	32	RD
Rural Housing & Community Development	RD00	07	RD
Rural Utilities Service	RU00	15	RD

B Original General Ledger Layout

This section provides a table that describes the fields on the original General Ledger layout.

Field	Data Type	Source	Description	Comments
Ledger ID	Number	System-generated number	Identifies the ledger record by a unique, system-generated number.	N/A
Amount	Number	Feed File	The dollar amount associated with the record.	N/A
Fiscal Year	Character	Feed File	Identifies the fiscal year.	N/A
Fiscal Month	Character	Feed File	Identifies the fiscal month.	N/A
Source	Character	Feed File	Identifies the source of external data. Valid values include the following: ▪ CCC_CORE – CCC program activity. ▪ FMMI – FMMI data. ▪ FSA_CORE – FSA program activity. ▪ IPAS – FNS program activity. ▪ LOAN_GRT – FSA, CCC, and RD Loan Grant program activity.	N/A
Agency	Character	Feed File	Identifies the agency. The Feed Files send the two position legacy agency code.	Convert the legacy Agency Code to the FMMI Agency Identifier.
Beginning Budget Fiscal Year	Character	Calculated from Feed File	Identifies the Beginning Budget Fiscal Year.	Equal to the first two characters of the Fund Code field on the Feed File.
Ending Budget Fiscal Year	Character	Calculated from Feed File	Identifies the Ending Budget Fiscal Year.	Equal to the third and fourth characters of the Fund Code field on the Feed File.
GL Account	Character	Feed File	Identifies the general ledger account.	Add two zeroes to the end of the GL_ACCOUNT.

Field	Data Type	Source	Description	Comments
Fund Code (CSGL)	Character	Feed File	Identifies the fund. FMMI Files: ■ Positions 1-4 are the beginning and ending budget period. ■ Positions 6-9 are the Treasury Symbol Main Account. CCC Loan Grant Files: ■ Positions 1-4 are the beginning and ending budget period positions. ■ Positions 6-7 are entity number. ■ Positions 8-10 are minor code. (For CCC, Positions 8-10 are blank.) RD, CCC and FSA Loan Grant Files: ■ Positions 1-4 are the beginning and ending budget fiscal year. ■ Positions 6-7 are the entity number. ■ Positions 8-10 are the posting minor codes. FSA/CCC Core Files: ■ Positions 1-4 are the beginning and ending budget period. ■ Positions 5-10 are the fund code.	N/A
Treasury Symbol	Character	Feed File	Identifies the Treasury Symbol.	N/A
Fund Category	Character	Feed File	Identifies the category of the fund code.	N/A
Budget Category	Character	Feed File	Identifies the budget category of the fund code.	N/A
No Year Indicator	Character	Feed File	Indicates whether or not the fund is designated as no-year. Valid values are as follows: ■ Y - It is a no-year fund. ■ N - It is not a no-year fund.	N/A
Reimbursable Indicator	Character	Feed File	Indicates whether the fund is designated as reimbursable or direct. Domain values are: ■ R – Reimbursable. ■ D – Direct.	N/A

Field	Data Type	Source	Description	Comments
Business Line	Character	Feed File	Identifies the FACTS business line.	N/A
Guest Treasury Symbol	Character	Feed File	Identifies the Trading Partner Agency and Main Account.	N/A
Organization	Character	Feed File	Identifies the Category (CAT) B Detail for the FMMI files and some of the Program Agencies. FMMI Files: ■ Positions 3 and 4 of the Functional Area, which represent the CAT B DETAIL. RD, FSA, and CCC Loan Grant Files: ■ 3 Position Program Category. ■ 3 Position Program Type.	N/A
Program	Character	Feed File	Identifies the FMMI Fund Code for the FMMI files and the Program for some of the Program Agencies. FMMI Files: ■ Populated with Positions 3-10 of the FMMI Fund. FSA/CCC Core Files: ■ 9 Position Program Code.	N/A
Reporting Category	Character	Feed File	Identifies the Reporting Category. FSA/CCC Core Files: ■ Positions 1-2 are the funding year. ■ Positions 3-4 are the program year.	N/A
Major Budget Object Code (BOC)	Character	Feed File	Identifies the budget object code (BOC). FMMI Files: ■ If position 7-8 of GL account = 41, then '41'. ■ If position 7-8 of GL account = 42, then '42'. ■ If position 7 of GL account = 3, then '3X'. ■ Else 'XX'.	N/A
Accounting Event	Character	Feed File	Identifies the unique accounting information from the different systems. FMMI: ■ Last 4 digits of the FMMI GL Account. RD, FSA, and CCC Loan Grant: ■ 4 digit code that represents the GL Posting Account.	If Position 1-2 = '01' Then Nonexchange (Values = T); If Position 1-2 = '02' Then Exchange Activity (Value = 'X')

Field	Data Type	Source	Description	Comments
Vend Type	Character	Feed File	Identifies the Vendor Type.	N/A
Anticipated Indicator	Character	GTAS Attribute Value is inferred.	Indicates that the transaction is expected or anticipated to occur in the current fiscal year. Domain values are: ▪ N – No. ▪ Y – Yes.	N/A
Apportionment Category B Program Code	Character	GTAS Attribute Value is inferred.	Value is a four position code. The code representing the category A/B and B program used on the SF 132 apportionment schedule. Apportionment Category B Program Code is a four digit number that represents a line on the apportionment schedule. The Category B program code is required if the apportionment category is A/B or B. Category B programs are subject to the Anti-Deficiency Act.	N/A
Apportionment Category Code	Character	GTAS Attribute Value is inferred.	Identifies OMB apportionments by quarters (Category A) or by other specified time periods, programs, activities, projects, objects, or combinations of these (Category B), or are not subject to apportionment (Category E). Domain values are: ▪ A - Category A, Quarterly Apportionments. ▪ B - Category B, Apportionments other than quarterly. ▪ E - Exempt from Apportionment.	N/A

Field	Data Type	Source	Description	Comments
Authority Type Code	Character	GTAS Attribute Value is inferred.	Distinguishes among the types of budgetary resources, where it is not possible to do so by the USSGL Account Number Code. For example, the USSGL rescission accounts (USSGL accounts 4392 and 4393) do not distinguish between rescissions of appropriations or contract authority. Domain values are: ▪ B - Borrowing Authority. ▪ C - Contract Authority. ▪ D - Advance Appropriation. ▪ E - Appropriation (Advance Funding) available in Prior Year. ▪ F - Appropriation (Advance Funding) available from Subsequent Year. ▪ P – Appropriation (excluding Advance Funding) ▪ R – Reappropriation. ▪ S – Spending Authority from Offsetting Collections.	N/A
Availability Time Indicator	Character	GTAS Attribute Value is inferred.	Indicates whether a budgetary resource is available for new obligations in the current period, or in a subsequent period within the current fiscal year or after being reapportioned in a future fiscal year. Domain values are: ▪ A - Available in current period. ▪ S - Available in subsequent period.	N/A
BEA Category Indicator	Character	GTAS Attribute Value is inferred.	Indicates whether the Budget Enforcement Act (BEA) category is mandatory or discretionary. Domain values are: ▪ D – Discretionary. ▪ M – Mandatory.	N/A
Borrowing Source Code	Character	GTAS Attribute Value is inferred.	Indicates whether borrowing took place from the public, Treasury, or a Federal financing bank. Required if authority type code is B (borrowing). Domain values are: ▪ F - Federal Financing Bank. ▪ P – Public. ▪ T – Treasury.	N/A

Field	Data Type	Source	Description	Comments
Budgetary Impact Indicator	Character	GTAS Attribute Value is inferred.	Indicates whether financing resources and non-exchange revenue have an impact on the budget. Domain values are: ■ D - Budgetary Impact. ■ E - Non-Budgetary Impact.	N/A
Credit Cohort Year	Character	GTAS Attribute Value is inferred.	Fiscal year when direct loans are obligated or guarantees committed by a program, even if disbursements occur in subsequent fiscal years. Domain values are the Fiscal year(s) when direct loans are obligated or guarantees committed by a program.	N/A
Custodial/ Noncustodial Indicator	Character	GTAS Attribute Value is inferred.	Custodial amounts are reported on the Statement of Custodial Activity (SCA) or on the custodial footnote. Noncustodial amounts are not reported on the SCA or on the custodial footnote. Domain values are: ■ A – Noncustodial. ■ S – Custodial.	N/A
Exchange/ Nonexchange Code	Character	GTAS Attribute Value is inferred.	Indicates whether the revenue, gains or losses balances being reported is exchange (X), nonexchange (T) or (E) exchange revenue with little or no associated costs. Domain values are: ■ E - Exchange without associated costs. ■ T – Nonexchange. ■ X – Exchange.	For FMMI Files only, use the ACCT EVENT field to determine the value. If Position 1-2 = ‘01’ then ‘T’ (for Nonexchange activity), Else If Position 1-2 = ‘02’ then ‘X’ (for Exchange activity).
Federal/ Nonfederal Code	Character	GTAS Attribute Value is inferred.	Indicates the type of entity involved in transactions with the reporting entity: other Federal entities (F); non-Federal entities such as private/local/state/tribal/foreign governments (N), exceptions for other non-Federal partners (E), or General Fund only (G). Domain values are: ■ E - Non Federal Exception. ■ F – Federal. ■ G - General Fund Only. ■ N - Non Federal.	N/A

Field	Data Type	Source	Description	Comments
Financing Account Code	Character	TAS Attribute Value is inferred.	Indicates whether the Federal account is a direct loan financing account, a guaranteed loan financing account or is not a financing account, as defined by the Federal Credit Reform Act of 1990. Domain values are: ▪ G – Guaranteed. ▪ D – Direct. ▪ N – Null.	N/A
Fund Type	Character	TAS Attribute Value is inferred from the Treasury Symbol Main Account.	Describes an account's relationship to the government. This classification is established in law. FMS maintains the individual fund type codes in the Master Account File (SMAF). The SMAF consists of a record for each Treasury/Appropriation Fund Group. Inferred from the Treasury Symbol Main Account. The Fund Type value can be inferred from Treasury Symbol Main Account. Lists might be necessary for Special and Trust Funds which are special Domain values are: ▪ EG – General Fund (0000 – 3899). ▪ UG – Unavailable General Fund Receipt (0000 – 3499). ▪ EC – Consolidated Working Fund (3900 – 3959). ▪ EM – Management Fund (3960 – 3999). ▪ EP – Public Enterprise Revolving Fund (4000 – 4499). ▪ ER – Intragovernmental Revolving Funds (4500 – 4999). ▪ ES – Special Fund (5000 – 5999). ▪ US – Unavailable Special Fund Receipt (5000 – 5999). ▪ DF –Deposit Fund (6000 – 6999). ▪ ET – Trust Non-revolving Fund (8000 – 8399 & 8500 – 8999). ▪ UT – Trust Non-Revolving Fund Receipt (8000 – 8399 & 8500 – 8999). ▪ TR – Trust Revolving Fund (8400 – 8499). ▪ CF – Clearing Account (F3500 – F3885).	N/A

Field	Data Type	Source	Description	Comments
Prior Year Adjustment Code	Character	Adjustment.	Changes to obligated or unobligated balances that occurred in the previous fiscal year but were not recorded in the appropriate TAFS as of October 1 of the current fiscal year. Exclude upward and downward adjustments to current-year/prior-year obligations and most reclassifications from clearing accounts. Domain Values are: ▪ B - Adjustment to prior-year reporting - backdated in Treasury's central accounting system. ▪ P - Adjustment to prior-year reporting - not backdated in Treasury's central accounting system. ▪ X - Not an adjustment to prior-year reporting.	N/A
Program Indicator	Character	GTAS Attribute Value is inferred.	The amount of cost or revenue directly or indirectly traceable to programs. Domain Values are: ▪ P - Assigned to programs. ▪ Q - Not assigned to programs.	N/A
Program Report Category Code	Character	GTAS Attribute Value is inferred.	Identifies a program report category that agencies use when reporting their obligations in their detailed financial information. Agencies may use this code when reporting either Category A or Category B obligations. Unlike the Apportionment Category B Program, this code is NOT subject to the Anti-Deficiency Act. Domain Values are the Program Report Category Number (001-255).	N/A
Reimbursable Flag Indicator* *Populated with the value from the Reimbursable Indicator field on the Feed File.	Character	Populated from the Feed File.	Indicates whether amounts for goods, services, and joint project support are financed by offsetting collections. Domain Values are: ▪ D – Direct. ▪ R – Reimbursable.	Currently, this field is populated with the same value as the Reimbursable Indicator that is on the Feed File.

Field	Data Type	Source	Description	Comments
Reporting Type Code	Character	TAS Attribute Value is inferred.	Indicates at the TAS level activity related to non-Federal ownership interest or statutory dedication of specifically identified revenues to designated activities. Domain values are: ▪ E – Earmarked. ▪ F – Fiduciary. ▪ U – Undesignated.	N/A
TAFS Status Code	Character	TAS Attribute Value is inferred.	Identifies the TAFS Status Code. The Fund Type value can be inferred from Treasury Symbol Main Account. Lists might be necessary for Special and Trust Funds which are special. Domain values are: ▪ E - Expired – Time period the budget authority is no longer available for new obligations but is still available for disbursement. ▪ U - Unexpired – Time period the budget authority is available for incurring "new" obligations. Annual budget authority lasts for up to one fiscal year. Multi-year authority lasts for longer periods. No-year authority last indefinitely. ▪ C - Canceled – Time period after the last expired year, the account is closed, and the balances are canceled. The authority to disburse is canceled and is no longer available for any purpose.	N/A

Field	Data Type	Source	Description	Comments
TAFS Status Transitioning Code	Character	TAS Attribute Value is inferred.	Expiring – Applies to annual and multiyear accounts only. TAS Status Transitioning Flag is set to expiring in period 12 of the ending year of availability. Canceling – Applies to annual, multi and no-year accounts. For annual and multiyear accounts, the TAS Status Transitioning Flag is set to canceling in period 12 of the 5th expired year. For no-year accounts, the TAS Status Transitioning Flag is set to canceling when the account has been discontinued. Domain values are: X – Expiring. K – Canceling. N – Not Applicable.	USDA does not use this field in the crosswalks, so no values are inferred.
Trading Partner Agency Identifier	Character	Calculated from Feed File	Represents the agency identifier of the other department, agency, or establishment of the U. S. government involved in transactions with the reporting entity. Required if the Fed/Non-Federal Indicator = F or G. ###-Trading Partner (CGAC three-digit department code) Blank is acceptable.	This is inferred as the first three characters from the Guest Treasury Symbol.
Trading Partner Main Account Code	Character	Calculated from Feed File	Represents the Treasury Main Account code of the other department, agency, or establishment of the U. S. Government involved in transactions with the reporting entity. Required if the Fed/Non-Federal Indicator = F. ####-Trading Partner Account. (Must be a valid main account for the trading partner.)	The Trading partner main code is from the four characters starting at the forth position of the Guest Treasury Symbol.
Year of Budget Authority Code	Character	GTAS Attribute Value is inferred.	Identifies whether outlays are from the new budget authority (NEW) or from budget authority carried forward from the prior year (BAL). Used for expenditure Treasury Symbols that are not credit financing Treasury Symbols. Domain values are: ▪ BAL - Outlays from balances brought forward. ▪ NEW - Outlays from new budget authority.	N/A
USDA Bureau	Character	Value is inferred.	Identifies the USDA Bureau included on the ITRS file.	N/A

Field	Data Type	Source	Description	Comments
Reduction Type	Character	Value is Inferred.	Identifies the Reduction Type.	N/A
Expired Flag	Character	Value is Inferred.	Identifies the Expired flag.	N/A
Accounting Period (YYMM)	Character	Virtual Field	Identifies the Accounting Period in the format YYMM.	FISC_YEAR +FISC_MONTH
Fund Code (Ledger)	Character	Virtual Field	Identifies the fund code. FMMI: ▪ Equal to the Program from the Feed File. Non-FMMI: ▪ Equal to contents of positions 6-10 of the Fund Code (CSGL) from the Feed File.	
Entry Type Code	Character	FSDW field	Identifies the Entry Type Code populated on Front End and Back End Adjustments.	N/A
Trading Partner Bureau	Character	Feed File	Identifies the Trading Partner Bureau.	If the fourth character of the trading partner input value is not defined, then the Trading Partner Bureau is not defined. If there is a value in the fourth position, then the third and fourth positions are assumed to be the trading partner Bureau.
Dedicated Collections Flag	Character	Value is inferred.	Identifies the Dedicated Collections Flag.	N/A
Fiscal Year (4)	Character	Virtual Field	Identifies the four-position Fiscal Year.	'20'+ FISC_YEAR
Control #	Character	FSDW field	Identifies the Control # from the Front End and Back End Adjustments.	N/A
Debit/ Credit Indicator	Character	Virtual Field	Indicates if amount is a debit amount or a credit amount.	If "DOLLAR_AMT">=0 THEN 'D' ELSE 'C'
Functional Area	Character	Feed File	Identifies the FMMI Functional Area.	N/A
Commitment Item	Character	Feed File	Identifies the FMMI Commitment Item.	N/A
Apportionment Category B Program Text	Character	CGAC Element Value is inferred.	Identifies the text description associated with the Apportionment Category B Program.	USDA does not use CGAC Elements.
Program Report Category Text	Character	CGAC Element Value is inferred.	Identifies the text description associated with the program report category.	USDA does not use CGAC Elements.

Field	Data Type	Source	Description	Comments
Business Event Type Code	Character	CGAC Element Value is inferred.	Indicates the type of activity being reported (e.g., gross disbursement, funds held outside of Treasury, offsetting collection, collection to an unavailable receipt.). It is used in combination with the TAS to determine the transaction effect on the FBWT.	USDA does not use CGAC Elements.
Transfer To or From Code	Character	CGAC Element Value is inferred.	Indicates whether the transfer is to or from another agency or account.	USDA does not use CGAC Elements.
Receipt Account Indicator	Character	CGAC Element Value is inferred.	Indicates whether a fund is a receipt account or is not a receipt account (an expenditure account). Domain values are: ▪ Y – Yes. ▪ N – No.	USDA does not use CGAC Elements.
Definite or Indefinite Code	Character	CGAC Element Value is inferred.	Indicates whether the amount of the budget authority is definite (specified amount or amount not to exceed the specified amount) or indefinite (determined by other factors). Domain values are: ▪ D – Definite. ▪ I – Indefinite.	USDA does not use CGAC Elements.
Object Class Extension Code	Character	CGAC Element Value is inferred.	An agency-defined extension to the Object Class Code for agency-specific reporting.	USDA does not use CGAC Elements.
Government-Wide Project Code	Character	CGAC Element Value is inferred.	A project or special unplanned event cutting across all Federal agencies for which costs are to be tracked and for which funding may or may not have been previously provided.	USDA does not use CGAC Elements.
USSGL Account Extension Code	Character	CGAC Element Value is inferred.	An agency-defined extension to the USSGL account for agency-specific reporting needs.	USDA does not use CGAC Elements.
Federal Account Symbol Title	Character	CGAC Element Value is inferred.	The title of the Federal account symbol assigned by Treasury. Federal account symbols are listed in the FAST Book (a supplement to the TFM).	USDA does not use CGAC Elements.
Public Law Number	Character	CGAC Element Value is inferred.	The specific public law number that makes budget authority available to an agency, or reduces or rescinds it. Most frequently, the public law will be an appropriation act. Other types of authority include contract authority and borrowing authority. The most current public law number is used if there are multiple, such as when there are continuing resolutions.	USDA does not use CGAC Elements.

Field	Data Type	Source	Description	Comments
Strategic Goal Code	Character	CGAC Element Value is inferred.	A statement of aim or purpose included in a strategic plan (required under GPRA) that defines how an agency will carry out a major segment of its mission over a certain period. In a performance budget, strategic goals are linked with the cost of specific activities and programs that contribute to them.	USDA does not use CGAC Elements.
Agency Location Code	Character	CGAC Element Value is inferred.	A code assigned by Treasury to identify each agency that reports disbursements and collections to Treasury (can be 3, 4, or 8 digits).	USDA does not use CGAC Elements.
Agency Identifier	Character	CGAC Element Value is inferred.	Identifies a major department or independent agency of the Federal government.	USDA does not use CGAC Elements.
Cancellation Date	Character	CGAC Element Value is inferred.	The last date on which a fund may disburse. For most funds, it is 5 years beyond the ending fiscal year of the period of availability. This date is overridden for expired funds that are authorized by law to make disbursements beyond the normal 5-year period.	USDA does not use CGAC Elements.
Bureau Identifier	Character	CGAC Element Value is inferred.	Identifies a major sub organization of the agency, sometimes called an administration, service, or agency. (Not all agencies have bureaus.)	USDA does not use CGAC Elements.
Budget Function or Sub function Code	Character	CGAC Element Value is inferred.	A classification of data according to major purpose served or national need addressed. Classifications are required by the Congressional Budget Act of 1974.	USDA does not use CGAC Elements.
Project Code	Character	CGAC Element Value is inferred.	A planned undertaking of something to be accomplished or produced or an undertaking having a finite beginning and finite end.	USDA does not use CGAC Elements.
Advance Code	Character	CGAC Element Value is inferred.	Indicates whether a portion of the appropriation was advanced from a future year, or was made available in a prior year. Domain values are: ▪ P – Advanced in prior year. ▪ F – Advanced from future year. ▪ X – Not applicable.	USDA does not use CGAC Elements.
Activity Code	Character	CGAC Element Value is inferred.	A specific and distinguishable line of work performed by a governmental unit to perform a function or sub function for which the government unit is responsible.	USDA does not use CGAC Elements.
Company Code	Character	N/A	Identifies the Company Code.	N/A

Field	Data Type	Source	Description	Comments
Funds Center	Character	Feed File	Identifies the Funds Center.	N/A
Ledger ID Mod 6	Number	Processing	For FSDW Use.	MOD("ORIG_LEDGER_ID",6)
Ledger ID Mod 12	Number	Processing	For FSDW Use.	MOD("ORIG_LEDGER_ID",12)
Ledger ID Mod 24	Number	Processing	For FSDW Use.	MOD("ORIG_LEDGER_ID",23)
Accounting Document Entry Date	Character	Feed File	Identifies the FMMI Accounting Document Entry Date. This field is not included in the Summarized ledgers.	N/A
GTAS Agency Identifier	Character	Feed File	Identifies the FMMI GTAS Agency Identifier. This field is not included in the Summarized ledgers.	N/A
GTAS Allocation Transfer Agency Identifier	Character	Feed File	Identifies the FMMI GTAS Allocation Transfer Agency Identifier. This field is not included in the Summarized ledgers.	N/A
GTAS Availability Type Code	Character	Feed File	Identifies the FMMI GTAS Availability Type Code This field is not included in the Summarized ledgers.	N/A
GTAS Beginning Period Of Availability	Character	Feed File	Identifies the FMMI Beginning Period Of Availability. This field is not included in the Summarized ledgers.	N/A
GTAS Ending Period Of Availability	Character	Feed File	Identifies the FMMI Ending Period Of Availability. This field is not included in the Summarized ledgers.	N/A
GTAS Main Account Code	Character	Feed File	Identifies the FMMI Main Account Code. This field is not included in the Summarized ledgers.	N/A
GTAS Sub Account Code	Character	Feed File	Identifies the FMMI Sub Account Code. This field is not included in the Summarized ledgers.	N/A
Sublevel Prefix Code	Character	Feed File	Identifies the FMMI Sublevel Prefix Code. This field is not included in the Summarized ledgers.	N/A