

**EE1 ESA In\_Out of Scope Requirements Detail**

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-001.001	The system shall provide functionality for users to attach electronic documents to a customer master record	Fit	PS does allow attachments to the customer/sponsor tables. Business Process: Manual process to attach document(s) to the customer/sponsor table for tracking purposes	New configuration  Fed Grant sponsor data will be under multiple BUs	Full	In-scope	
PCG-001.002	Ability to define a customer as a grant sponsor	Fit	Configuration solution: You can flag a customer as Grants Management Sponsor in the customer/sponsor tables. Grants Management Sponsor - Select to indicate that the customer is a Grants sponsor. This enables the customer information that you enter on these pages to be included in other Grants pages and processing. In addition, PS also allows the user to further identify if the customer is a Federal Customer - Select if the customer is a federal entity for reporting purposes	Business process change for OSC  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design	Full	In-scope	
PCG-001.003	Ability to record and maintain an Identification Number for a customer (to create a unique customer ID)	Fit	Configuration solution: Customer set controls establish rules that apply to every customer in a SetID. You can enable the system to auto number customer IDs. If you do, the system automatically assigns a customer ID to each customer that is unique within the SetID as you enter customers online.  When using customer auto numbering, you may have to set the value of the last customer ID that you assign after converting the customers to ensure that you do not duplicate customer numbers. To update auto numbering, access the Automatic Numbering page and enter a customer ID as the field in the appropriate SetID.	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.004	Ability to record and maintain multiple Addresses for a customer.	Fit	Configuration solution: PS does allow multiple addresses for a customer with effective dated at the customer and customer contact tables	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.005	Ability to record and maintain multiple Phone Numbers for a customer.	Fit	Configuration solution: PS does allow multiple phone number for a customer with effective dated at the customer and customer contact tables	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.006	Ability to record and maintain multiple email Addresses for a customer.	Fit	Configuration solution: PS does allow multiple email addresses for a customer with effective dated at the customer and customer contact tables	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.007	Ability to record and maintain Tax Identification information for a customer.	Fit	Configuration solution: PS does allow capturing of Tax ID, Exemption Certificates, and Certificate Data for a customer. The user can set the tax defaults at the customer level for sales tax applicability and rates with override capability at the invoice level. The tax code is applicable to a ship-to customer.	Assumption: No automation/interface to update the tax tables in PS. New tax configuration for SFS  Partial because no automation to third party software like Vertex or Taxware	Partial	In-scope	
PCG-001.008	Ability to record and maintain multiple Contact Names for different roles for a single customer.	Fit	Configuration solution: PS does allow multiple contacts, multiple addresses/emails/phones/fax for a contact, for a customer with effective dated	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.009	Ability to classify customers through use of multiple institution-defined customer classification types (grant/revenue contract)	Fit	Best practice - Contract Type classification should be performed in the PS Customer Contract module This is a Customer Contracts requirement	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.010	Ability to define customers as internal or external to the institution.	Gap	Configuration solution: PS does allow the user to flag if a customer is an inter agency customer  Also SFS also customized the Customer Type field to add: InterAgency, IntraAgency, Fed, Comm, Individual, Municipal, Non-Profit, POS, Sole  PO: Agreed	Customization is moving forward. Modification to current customization for additional values  PO: Agreed		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-001.011	Ability to capture/record and maintain multiple Addresses: Customer Bill-To information (Customer, Contact Person, Address, City, State, Zip, Country, Phone #, Fax#, email, website)	Fit	Configuration solution: PS does allow multiple roles (Bill To, Ship To, Sold To, Remit From, Correspondence, Parent Customers to segregate and group them as appropriate) with multiple addresses/emails/phones/fax/websites for a customer with effective dated at the customer tables	Related to: PCG-001.028	Full	In-scope	

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PCG-001.012	Ability to capture/record and maintain multiple Addresses: Customer Ship-To information (Customer, Contact Person, Address, City, State, Zip, Country, Phone #, Fax#, email, website)	Fit	Configuration solution: PS does allow multiple Ship-To's addresses/emails/phones/fax/websites for a customer with effective dated at the customer tables	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.013	Ability to define various SFS invoice distribution method at the customer level (print/email)	Fit	Currently, SFS has the following invoice formats: -NYBI3852 Standard Invoice -NYBI3853 Banking Invoice -NYBI3854 Insurance Invoice -NYBI3856 AGM Employee Invoice -NYBI3857 Terminal Market Invoice -NYBI3858 FDA Invoice. SQR Report -NYBI3859 Weights & Measures Invoice -NYBI3860 Counsel's Office Invoice	Related to PCG-006.034 & PCG-006.050  Business process change for OSC  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design	Full	In-scope	
PCG-001.014	Customer methods of payment to include Checks, ACH, Wire, Lockbox , Credit Card, and <b>Journal Voucher</b> .	Gap	Configuration solution: The delivered Payment Method Code & Descr: -CC Credit Card -CHK Check -CSH Cash -DD Direct Debit -DR Draft -EFT Electronic Fund Transfer -GE Giro - EFT -Letter of Credit (LOC)  BI/AR processes rely on these values-not best practice to add another value (Journal Voucher) just for reporting purposes  PO:In Scope, Gap/Partial. Not doing Journal Voucher method in billing. Journal vouchers are interagency bills for online agencies.	Assumption: If we add Payment Method of Journal Voucher and changing PS delivered processes to meet this requirement, the complexity will be complicated  Not recommended so solution is Partial.  PO:In Scope, Gap/Partial. Not doing Journal Voucher method in billing. Journal vouchers are interagency bills for online agencies.  Moved to In-scope per PO Comment. Adjust sub-categorization.	Partial	In-scope	1 Partially Met, Delivered Only (Gap In-Scope)
PCG-001.015	Ability to segregate Bill To, Ship To, Sold To, Remit From, Correspondence and Parent Customers and group them as appropriate.	Fit	Configuration solution: PS supports a master customer record with multiple role usages. The SFS supported role usages are: Grant Sponsor/Drawee, Bill-To, Ship-to, Sold To, Ship To, Correspondence Customer, Corporate Customer, and Consolidated Customer	Business process change for OSC  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design	Full	In-scope	
PCG-001.016	Ability to capture Doing Business As (DBA) reference	Fit	Configuration solution: At the customer level, PS allows capturing the Customer's primary name and referencing an Alternate Customer Name in the <b>Name 2</b> field. The user can enter an alternate name in the Name 2 field on this page if the customer has a different doing business as (DBA) name. A third name field, Name 3, appears on the Miscellaneous General Information page, in addition to the Name 1 and Name 2 fields if necessary	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design		In-scope	
PCG-001.017	Ability to set defaults at the customer level for sales tax applicability and rates with override capability at the invoice level.	Fit	Configuration solution: PS does allow capturing of Tax ID, Exemption Certificates, and Certificate Data for a customer. The user can set the tax defaults at the customer level for sales tax applicability and rates with override capability at the invoice level. The tax code is applicable to a ship-to customer. The complexity is based on no interface with Vertex or Taxware  PO: Out of scope follow current business process. Future business process change, consider for onboarding agencies to billing. High priority for post EE1 review.	SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design  PO: Out of scope follow current business process. Future business process change, consider for onboarding agencies to billing. High priority for post EE1 review.  Need sub-categorization	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-001.018	Ability to set defaults address for statement different from billing address	Fit	Configuration solution: PS does allow multiple roles with associated addresses/emails/phones/fax/websites for a customer with effective dated at the customer tables: -Bill To: for invoicing/customer that receive the invoices -Correspondence: for sending statements to the customer	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.019	Ability to setup Customer Support Personnel	Fit	Configuration solution: PS allows tracking of Sales Person or Sales Team at the customer level	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	

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PCG-001.020	Ability to validate customer names and addresses with a variety of national and international security lists.	Fit	<p>Configuration solution and third party interface: The Office of Foreign Assets Control (OFAC) of the U.S. Department of the Treasury administers and enforces economic and trade sanctions based on U.S. foreign policy and national security goals, as well as the mandates of the United Nations and other international organizations.</p> <p>The targets of these sanctions—Specially Designated Nationals (SDN)—are individuals or entities that engage in terrorism, international narcotics trafficking, and activities that are related to the proliferation of weapons of mass destruction. The OFAC enforces these sanctions against SDNs by freezing their assets under U.S. jurisdiction and by controlling their transactions.</p> <p>PeopleSoft has Financial Sanction Screening (FSS) functionality is at the system level and at the customer level (FSS screening validates customer information with a variety of national and security lists). In addition to manual searches, you can enable validation to be performed automatically when processing transactions or adding customers or vendors/suppliers. In addition to manual searches, you can enable searches to be performed automatically when processing transactions. If, for example a supplier name or address matches one on the SDN list, PeopleSoft provides a process for administrators to verify that the match is correct and prevent any financial transactions from occurring with that individual or entity or approve the transaction if the match proves to be a false positive.</p> <p>Note: interface with third party applications is out of scope for the EE1 upgrade project.</p> <p>PO: Long term customer governance issue</p>	<p>Note: Basing the complexity on no automation and the agency will provide the value for security list requirement</p> <p>Partial because no automation/interfaces to third party systems</p> <p>PO: Long term customer governance issue</p> <p>Need sub-categorization</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-001.021	Ability to classify and group customers by various categories including hierarchy relationship (parent/child relationship)	Fit	<p>Configuration solution: PS does allow Parent/Child customer relationship. Use the Corporate Customer role to establish parent/child relationship between itself and its subsidiaries. Establishing a corporate customer enables you to perform analysis and reporting either at the individual customer levels or at the higher corporate customer level</p>	<p>SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design.</p>	Full	In-scope	
PCG-001.022	Ability to code credit profile of the customer account for special actions/circumstances, identification, collection status, collection agency assigned to, bankruptcy, contested, deceased, small claims/litigation	Fit	<p>Configuration solution: PS does allow capturing the D&amp;B credit worthiness info to the customer/sponsor tables. Credit profile includes Collection Information, Dispute Information and separate Parent/Child Credit Limits for accessing credit risks</p> <p>PO: Customer management consideration post EE1.</p>	<p>Note: Basing the complexity on no automation/interface with D&amp;B and the agency will provide valid values for credit risks requirement. Configuration of credit and dispute for the Parent/Child customers only.</p> <p>Partial because no automation/interfaces to D&amp;B third party systems</p> <p>PO: Customer management consideration post EE1.</p> <p>Need sub-categorization</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-001.023	Ability to capture Security Deposit Required (Y/N)	Fit	<p>Configuration solution/modify user defined field: The Security Deposit Required Y/N at the customer level can be capture at one of the PeopleSoft user defined fields. User-defined fields are available to provide the SFS a way to define additional user-defined attributes that SFS can associate to a customer.</p> <p>See Immediate Payment Options workaround for this requirement</p>	<p>New configuration</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>	Full	In-scope	

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PCG-001.028	Ability to capture One-time customer (Y/N)	Gap	<p>Configuration solution/modify user defined field:</p> <p><b>Option 1:</b> The One-Time customer can be captured as one of the PeopleSoft user defined fields. User defined fields are available to provide the SFS a way to define additional user-defined attributes that SFS can associate to a customer.</p> <p><b>Or Option 2:</b> Utilize the delivered PS Customer Level to indicate the customer is a Temporary Customer.</p> <p>Option 2: Configuration &amp; Training solution: Utilize the delivered fields in PS the way they are intended. PS Customer Level controls processing within certain module. Select a level to indicate the level of processing that can occur for the customer:</p> <p>-New: Indicates that the customer has been recently added into the system. All processing is the same as the Regular level.</p> <p>-Prospect: Indicates that the customer ID does not appear in customer ID prompts within PeopleSoft Receivables and cannot be entered on an invoice or sales order. You can enter a quote and a conversation for a prospect customer.</p> <p>-Regular: Indicates that the customer ID does appear in customer ID prompts within PeopleSoft Receivables and can be entered on an invoice or sales order.</p> <p>-Short-Term: Indicates that the customer is not expected to be a long term customer. Short-term customers can be used for cash sales and counter sales. An expiration date may be set for the short-term customer which is used to display a warning message when an order is being created for an expired short-term customer.</p> <p>-Temporary: Indicates that the customer may not be a long term customer. All processing is the same as the Regular level.</p> <p>Additional effort to parse out existing customization and old reports with this One-Time customer value in the Customer Type will no longer work</p> <p><b>Or Option 3:</b> SFS has customized the Customer Type to allow the translation values for Customer Type to include One-Time customer for analysis and reporting AR_CST_FS_ONE_TIME_CUSTOMER_001</p> <p>PO: Agree with Option 3</p>	<p>Basing the complexity on SFS will be moving the customization forward</p> <p>PO: Agree with Option 3</p>	Full	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-001.030	Ability to capture customer specific banking information (direct debits)	Fit	<p>Configuration solution: PS allows capturing of Draft and Direct Debit and Credit Card information on the Payment Method Options page</p>	<p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>	Full	In-scope	
PCG-001.032	The system shall provide functionality for users to assign a credit and collections manager to each customer	Fit	<p>Configuration solution: PS allows setting up various Bill To Responsibilities: Credit Analyst, Collector, AR Specialist, Billing Specialist, Billing Authority, and Bill Inquiry Phone at the customer level</p>	<p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>	Full	In-scope	
PCG-001.033	Ability to associate a status with a customer/sponsor (active, inactive, pending, hold, barred)	Gap	<p>Business process solution:</p> <p><b>PS Customer Status</b> (Inactive or Active) controls how the transactions can be processed:</p> <p>-Active: There are no restrictions on how the customer can be used in the system.</p> <p>-Inactive: You cannot post pending items to inactive customer accounts in PeopleSoft Receivables. Additionally, prompt lists exclude inactive customers. Their account information, however, appears on the customer pages and remains part of historical information.</p> <p>NOTE: Hold and Barred are not status options for PS. The 'Hold' functionality in PS only works if you are implementing PS Order Management module. The hold process doesn't work for PS Projects, Customer Contracts, Billing or Receivables.</p> <p>PO: In scope partial. Active and Inactive are delivered and available for use.</p>	<p>New business process to capture the reasoning why the customer is inactivated</p> <p>SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design. If inactivate in NYS01, must also inactivate for all BUs that have the same fed grant sponsor data</p> <p>PO: In scope partial. Active and Inactive are delivered and available for use.</p> <p>Moved to In-scope per PO Comment. Adjust sub-categorization.</p>	Partial	In-scope	1 Partially Met, Delivered Only (Gap In-Scope)
PCG-001.034	Ability to associate a beginning date with a customer/sponsor	Fit	<p>Configuration solution: PS allows the user to enter the date when establishing the customer in the system. The user can also specify that the customer has been a customer <i>since</i> a certain date, which might or might not be the date added.</p>	<p>Business process change for OSC</p> <p>SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design</p>	Full	In-scope	

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PCG-001.035	Ability to capture the ASAP location code to control which LOC is drawn	Gap	ASAP is used for grant payments and reimbursements to financial agents that are performing financial services for FMS and other Federal Agencies. The user can enter the ASAP address and Location Code at the customer level and select it at the Customer Contract level for processing	Some Fed Grant defaults are at the customer level e.g. Location code for ASAP  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work  Program to keep ASAP's Location code in sync at the BU SetID level  Do we meet the 'control' aspect of this requirements. If not, we should move to gap/partial and state that we capture but do not control.	Partial	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-001.036	Ability to capture the customer payment terms (Immediate, N15, N30, N45)	Fit	Configuration solution: PS allows setting up default Payment Terms at the customer level which can be overridden at the invoice level	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.037	Ability to capture the customer billing cycle	Fit	Configuration solution: PS allows setting up a default billing cycle at the customer level and can be overridden at the contract or invoice level	Business process change for OSC  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design	Full	In-scope	
PCG-001.038	Ability to capture the Customer Credit Profile (D&B)	Fit	Configuration solution: PS does allow capturing the D&B credit worthiness info to the customer/sponsor tables. Credit profile includes Collection Information, Dispute Information and separate Parent/Child Credit Limits for accessing credit risks Assuming that this process is done manually.	Note: Basing the complexity on no automation/interface with D&B and the agency will provide valid values for credit risks requirement. Configuration of credit and dispute for the Parent/Child customers only.  Partial because no automation/interfaces to D&B third party systems. Related PCG-001.022		In-scope	1 Partially Met, Delivered Only (Gap In-Scope)
PCG-001.039	Ability to capture dunning method	Fit	Configuration solution: PS does allow capturing the Dunning method to automate the Dunning Letter schedule at the customer level	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-001.040	Ability to capture overdue % or flat amount	Fit	Configuration solution: PeopleSoft Receivables uses an open-item based approach to overdue charges that calculates overdue charges based on the number of days that an invoice is overdue. An important aspect of the overdue charge functionality is whether or not an overdue charge is considered a collectible item, and part of the customer's balance, when it is created. Some businesses exclude overdue charges from the customer's balance, while other businesses include them. PeopleSoft Receivables supports both approaches and provides flexibility for how and when to create accounting entries.  Note: There is a customization that SFS provided to the agencies the functionality for interest to be calculated on deposits. AR_CST_FS_INTEREST_CALC_DEPOSIT_017(ENH_AR_011) Related to AR PCG-007.073 - see Possible Gap - See PCG-001.040, PCG-007.073 PCG-007.083 and PCG-007.084 in the Receivables tab	this process exists but not currently utilized  Also see gap on PCG-007.073 in AR for solution  If this is not currently being utilized, then lets move this out of scope. Need sub-categorization		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)

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PCG-001.026	Ability to produce customer classification listing report - Customer ID - All customers Addresses - All customers Contacts (internal/external) and roles - customer status - Billing methods - Remit to - Payment method - Customer Credit profile - Bill Cycle	Gap	This customer report will be developed as a part of PS query  PO: Gap/Partial Use delivered report for customer data.	New custom report will be written for this requirement  Business process change for OSC  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant draw down process to work - to discuss during detail design PO: Gap/Partial Use delivered report for customer data.  Moved to In-scope, Partial per PO Comment. Adjust sub-categorization.	Partial	In-scope	1 Partially Met, Delivered Only (Gap In-Scope)
PCG-007.048	A conversion of Agency Customers related to grant and revenue contract to the PeopleSoft Accounts Receivable system.	Gap	Conversion: Flexible tool to convert the various customer masters and customer contact masters into PS customer and customer contact tables. Before converting customer information, you should analyze existing data and:  •Do not convert inactive customers.  •Clean up customer data.  Some of the data that you are trying to convert may be corrupt due to code changes in the legacy system or bugs that allowed bad data to enter the system. If you convert this data before cleaning it up, you may introduce bad data into the PeopleSoft database.  Delete duplicate name and address records for each customer. For example, a customer may have one customer ID that is defined by the initials of the company and another that is defined by the full company name.  PO: Out of scope for Customer/BI/AR. In-scope for EE1 project task	Basing complexity on modifying the existing customization with new customer fields requirements above.  We also have to convert CAM vendors to customers for all 33 BUs Revenue Customer Contracts requirement. Note: 4/30 Per John Corbett, CAM customers are in the system in 9.0  PO: Out of scope for Customer/BI/AR. In-scope for EE1 project task	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.001	Ability to independently close the billing period from the general accounting close.	Fit	Configuration solution: The following PeopleSoft applications can require open period date ranges independently of PS General Ledger and each other. For the applications that can have separate open period ranges, the open periods are defined for each business unit. Date ranges for open periods in an application can be the same as the open period date ranges for the associated general ledger business unit or they can be different. You can change these dates for applications by entering lag days or by changing the beginning and ending dates for the open period: -Asset Management -Billing -Expense -Accounts Payable -Accounts Receivable -Projects Note : delivered is a soft-close and agencies can change the acctg date when warning message is received  PO: This will be reviewed under Obligation Date closing period design.	Solution is in PCG-006.003  PO: This will be reviewed under Obligation Date closing period design.		In-scope	
PCG-006.002	Ability for institution-defined multiple billing types e.g., Revenue Contract, Grant Administration (for draw and direct billing), interagency, external sources, online Miscellaneous Departmental Billings, lease and rent, draw request, memo billing,	Fit	Configuration solution: The user can set up various Bill Type at the customer level to control processing in PS Inventory, Grants, Projects, Customer Contracts, Billing by customer versus at the business unit level. NOTE: Bill Type is currently setup at the BU SetID level  PO: Add DHS01 to list of BUs. Change to FIT. This follows current process (configuration), and is an onboarding activity.	Policy and Change Management to change configuration for TableSet Control.  PO: Add DHS01 to list of BUs. Change to FIT. This follows current process (configuration), and is an onboarding activity.	Full	In-scope	

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PCG-006.003	Allow flexibility for accounting period to remain open a specified number of days beyond month/year end to accommodate closing/correcting/other entries.	Gap	<p>This is a current issue in 9.0 also:</p> <p>As delivered, Billing has a different treatment for open period. PS allows the user to enter and finalize invoices outside the open period. The system only issues a warning and not a hard stop. There is no validation at Billing Interface or Finalization processes for open periods.</p> <p>This issue is working as designed per Oracle to allow scenario where users would like to create invoices in advance. The system will give a warning and allow the invoices to continue processing. Currently, OSC controls the open period range</p> <p>PO: Out of Scope</p>	<p>A customization is needed to not allow the user to change the status to RDY and allowing the invoice to continue processing if outside of the open period range</p> <p>Fit or out of scope? They are osc policy decision unless we give separate controls for each BU to control open periods. I don't see much value in proceeding with changes for these. Jared</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.073	The ability to display billable and non-billable costs on the bill	Gap	<p>Report modification: Customizing the delivered invoice format to pull in non-billable costs to display on the invoice.</p> <p>PO: Out of Scope</p>	<p>Custom report for attachment to the invoice to show non-billable costs in Projects</p> <p>PO: Out of Scope</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.079	From the customer contract that has security deposit, the ability to generate billing that reflects the payment status of the security deposit	Fit	<p>Configuration solution: The integration between PS Customer Contracts, Billing, and Receivables enables you to match or refund the security payments in PS Receivables to invoices in the PS Billing from the PS Customer Contracts system. You can check PS Receivables for on-account or security/prepayment items by business unit and customer ID; match them to a contract, order, account, or policy number; and apply them as deposits or prepayments to invoices. This is useful, for example, for a contract that doesn't begin until you receive a deposit on account, or for an insurance policy that doesn't take effect until you receive a prepayment. An on-account or prepayment item is a PS Receivables entry type category that is applied to a payment received from a customer for which there is no matching open item. On-account or Prepaid items are assigned a system function ID of either WS-05 or DM-03.</p> <p>PO: Duplicate of ESA requirement (piggy-back)</p>	<p>Basing customization on existing Cash Ledger customization</p> <p>PO: Duplicate of ESA requirement (piggy-back)</p> <p>Identify ESA requirement, per PO comment change to Out-of-Scope Duplicate</p>	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-006.085	The ability to retrieve the bill lines by Attribute value (e.g. as listed in PCG-004.049) and view the total amount of those lines on the Billing Approve page.	Gap	<p>Configuration solution and modification: Customizing the delivered Billing Worksheet page to allow the user to search, retrieve, and view the temporary invoices by the customer Attribute field</p> <p>PO: Out of Scope - New Conceptual design corrects this problem</p>	<p>New customization to fix current Billing Worksheet issue in V9.0</p> <p>3/26 - approved with the draw down conceptual design</p> <p>PO: Out of Scope - New Conceptual design corrects this problem</p>		Out-of-scope	9 Contrary to Best Practice Design (Gap Out-of-Scope)
PCG-006.086	The ability to deselect/select and view the total amount of the selected amount separately from the retrieved lines on the Billing Approve page	Gap	<p>Configuration solution and modification: Customizing the delivered Billing Worksheet page to allow the user to search, retrieve, view, and approve (select all and deselect) the temporary invoices by the customer Attribute field. This solution does not meet the requirement. It would be a custom calculation that will need to be applied to the billing worksheet page</p> <p>Related to PCG-006.085 and PCG-006.087</p> <p>PO: Out of Scope - New Conceptual design corrects this problem</p>	<p>PCG-006.086: New customization to fix current Billing Worksheet issue in V9.0 and new customization to enhance new draw down design</p> <p>Related to PCG-008.015 and PCG-008.016.</p> <p>1) 3/26 - Customization for mass approval with the new draw down design process: There will be a custom mass update capability for OSC and Cognizant agency usage (e.g. DOL01) in the Billing Worksheet. Related to PCG-008.015</p> <p>2) 3/26 - Also a detail report customization to allow cognizant agencies and OSC to utilize the custom Billing Worksheet Detail Temporary Bills report to allow the on-board cognizant agencies and OSC to review the Billing Worksheet detail billing lines by Business Unit(s). Related to PCG-008.016</p> <p>PO: Out of Scope - New Conceptual design corrects this problem</p>		Out-of-scope	9 Contrary to Best Practice Design (Gap Out-of-Scope)
PCG-006.087	The system must restrict use of budgetary level account codes when performing adjustment transactions to federal bills and worksheets	Fit	<p>This is the current OSC PC process to go back and make the adjustments in PS Projects.</p> <p>Related to PCG-006.085 and PCG-006.086</p>	<p>This is a Project requirement</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>		In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.004	The system shall provide functionality for users to code an invoice against multiple GL account numbers	Fit	Processing solution: Best practice - transactional GL ChartField classification should perform at the source or other sub-modules prior to passing to PS Billing for invoicing. Reconciliation may not be possible if it's not at the source Duplicate to PCG-006.057	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design		In-scope	
PCG-006.005	The system shall provide functionality to enable users to override any information in the invoice that defaults from the customer master (e.g., sales tax information) during invoicing	Fit	Configuration and processing solution: PS allows users to override default customer information on the pending bill prior to invoicing	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  Changed to Gap, Partial,, Use Delivered only (no customization). The solution will provide capability relative to requirement as delivered. 'All' information defaulted from the customer as referenced in the requirement is not met.	Full	In-scope	
PCG-006.006	The system shall provide functionality to validate certain data fields as part of the invoice entry including:- Customer number, Federal ID (e.g. FHWA, FAP), LOC ref (e.g. PMS doc number), Grant/Rev Contract number	Gap	Configuration solution and modification: PS will validate certain data fields like Customer number, Project ID, LOC and Customer Contracts ID. FHWA, FAP, PMS references can be captured at the customer level but will not be validated without customization  PO: Out of Scope	Basing complexity on if PS has to validate additional custom IDs/number fields outside of PS transactional required for financial processing  Partial because we don't know how many non-PS fields we have to code for validation  PO: Out of Scope	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.007	The system shall provide functionality for users to identify different types of deposits to create deposits to joint custody bank account including general checking account	Gap	PS provides the user to select correct bank during deposit application.  It's a fit but there is a security customization that could make this a gap. Each user must be added to the security custom page to utilize the bank  PO: In Scope - moving forward with 9.0 customization	Basing complexity on current customization is moving forward  PO: In Scope - moving forward with 9.0 customization	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-006.008	Ability to copy a bill online	Fit	Configuration and training solution: You can copy a single bill when you must send out a new bill with all or most of the same information on it as another bill. Bills that cannot be copied are: -Temporary bills, which have a status of TMR and TMP. -Bills that are not confirmed for Financial Sanctions Screening (FSS). If your system is activated to perform financial sanctions screening (FSS), your newly copied invoice will go through FSS again. For example, if you have loaded an updated financial sanctions list since the original invoice was validated, you should perform another validation on the new bills. Use the Screen for Denied Parties process or the Finalization process to perform the FSS on the new bill.	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Partial	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.009	Ability to process single billing.	Fit	PS Billing allows the user to change the status of a limited number of bills, one at a time, using the bill entry pages.  PO:In Scope - moving forward with 9.0 customization	Basing complexity on current customization is moving forward  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design. Dup of PCG-006.017 PO:In Scope - moving forward with 9.0 customization  Fit due to PO referenced customization is already captured in another requirement. The requirement as written is met with delivered PeopleSoft.		In-scope	
PCG-006.010	Ability to process mass billing.	Fit	The Invoice Status Change process (BIIVCSTS) enables you to change the status of multiple bills at once. For example, you can change a large group of bills to RDY (ready) status for invoicing, or place an entire group of bills on hold. There are two methods for changing bill status: -Change the status of a large number of bills at once using the Status Change page. -Change the status of a limited number of bills, one at a time, using the bill entry pages. Note: There is a customization for the online and mass change at SFS.  PO:In Scope - moving forward with 9.0 customization	Basing complexity on current customization is moving forward  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design. Dup of PCG-006.017  PO: In Scope - moving forward with 9.0 customization  Fit due to PO referenced customization is already captured in another requirement. The requirement as written is met with delivered PeopleSoft.		In-scope	
PCG-006.011	Ability to consolidate billing and statements for customers who are related and have the same billing parent customer.	Gap	Some customers might want to receive the individual invoices grouped or consolidated for ease in processing. To consolidate bills, create a consolidated bill header and then attach the individual bills to it. Bills that are attached to the same consolidated bill header are invoiced at the same time, but only if all the attached bills and the consolidated header are in RDY (ready) status. With PeopleSoft Billing, you can consolidate across business units and across bill-to customers. BI_EXTRCT contains information for both the consolidated header and all attached headers. The fields CONSOL_HDR, CONSOL_BUS_UNIT, and CONSOL_INVOICE indicate which rows are the consolidated headers, which are the attached headers, and what consolidated invoices they are attached to.  PO: Out of Scope	New consolidated billing configuration - SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  Also, partial because we of Obligation Date enhancement currently in place could affect this requirement  DOT's - can be deferred  PO: Out of Scope	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.012	The system shall provide functionality for users to set up invoice templates that can be copied to facilitate the creation of new invoices	Fit	PS provides two invoice templates to facilitate the creation of new invoices: -Recurring: The user can schedule for recurring bills by define the time period during which the recurring bills are to be generated. -Installments: Installment billing information prints on installment billing invoices. The installment number, installment amount due, total number of installments, and total invoice amount are included on each, whether you print SQR or Crystal invoices.	Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.014	The system shall provide functionality to automatically release recurring invoices based on a schedule (monthly/quarterly/annual or specified date)	Fit	<p>PS Customer Contracts enables the biller to reproduce bills or portions of bills and generate invoices (e.g. real estate related customer contracts and billing)</p> <p>PS Billing enables the biller to reproduce bills or portions of bills and generate invoices by using templates. By associating a recurring template with a predefined schedule, the user control when and how often recurring bills are generated. The schedules automate and control the generation of recurring bills. The user can generate bills daily, weekly, monthly, or annually. The user can also configure schedules for rent or utilities.</p> <p>The schedule assigns the bill-from dates in recurring bills. To determine the bill-to date, subtract one day from the next bill-from date. For example, if the bill-from date is the 15th of the month, the bill-to date is the 14th of the next month.</p> <p>The billing cycle plays an important role in generating recurring bills. It:</p> <ul style="list-style-type: none"> <li>-Links the schedule to the recurring bill template.</li> <li>-Defines when the recurring bill is to be generated.</li> <li>-Defines the number of days before the bill generation date that you can generate a recurring bill.</li> <li>-Establishes the invoice date that appears by default on the Recurring Bill Schedule page.</li> </ul> <p>PO: Agreed</p>	<p>Partial because we of Obligation Date enhancement currently in place could affect this requirement</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>	Partial	In-scope	
PCG-006.015	The system shall provide functionality for users to add, edit, or delete recurring invoice information based on changes to agreement terms, amounts, or frequencies	Fit	<p>Re-generate Recur Bill Schedule feature is utilized to regenerate the entire schedule if the options on the bill cycle have changed. The schedule generates all lines where the INV Generated (invoice generated) check box is N.</p> <p>PO: Agreed</p>	<p>New Configuration for SFS</p> <p>Based on Obligation date customization is moving forward (also see PCG-006.015 below)</p>	Full	In-scope	
PCG-006.016	The system shall provide functionality for users to create recurring invoice transactions for a fixed or percentage allocation amount between multiple accounts	Fit	<p>PS displays the amount to be billed for this contract line. Proration occurs for the following situations:</p> <p>If the schedule start date is different from the start date on the contract line, the system prorates the difference for the first period.</p> <p>If the end date on the recurring billing plan is not the exact end date of a period, than the system prorates the difference.</p> <p>PO:Agreed</p>	<p>New Configuration for SFS</p> <p>Based on Obligation date customization is moving forward (also see PCG-006.016 above)</p> <p>PO:Agreed</p>	Full	In-scope	
PCG-006.017	The system shall provide functionality for users to review, revise, and approve invoices	Gap	<p>PS provides the ability to review, revise, and approve pending invoices prior to invoicing. SFS has Bill Status Change Approval customization: -AR_CST_FS_STATUS_CHNG_006</p> <p>Related to PCG-006.048 and PCG-006.030, PCG-006.009, PCG-006.010</p> <p>PO: Action - Team to review all Gaps where same customization is referenced multiple times and does not directly affect requirement.</p>	<p>Basing complexity on current customization is moving forward</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Action - Team to review all Gaps where same customization is referenced multiple times and does not directly affect requirement. Done EC</p>	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-006.018	The system shall provide functionality to post all invoices to the general ledger and AR modules and/or accounts payable module for I/A	Gap	<p>It is a fit but SFS has an interagency customization to update the delivered Generate AP Voucher Process (BIGNAP01) from auto-approval of the created voucher to default from the agency approval rule set. This will require the billed agency to approve the AP voucher prior to posting after invoicing. All the CFs and AP amount will also be avail to editing (not the invoice ID and Invoice amount): AR_CST_FS_INTERAGENCY_BILLING_0014(ENH_AR_010) Related to PCG-006.018 and PCG-006.023</p> <p>PO: Carry forward to 9.2</p> <p>Action: John C to discuss with BFR for posing IA billing (BI and AR) to GL.</p>	<p>Basing complexity on current customization is moving forward. Related PCG-006.023</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Carry forward to 9.2</p> <p>Action: John C to discuss with BFR for posing IA billing (BI and AR) to GL.</p>	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.019	The system shall provide functionality for users to make edits to any fields in an invoice after saving it, but prior to posting it to the GL	Fit	Business Process solution: PS provides the ability to review and edit pending invoices not key fields prior to finalizing the invoices.  PO: Agreed	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Agreed  'Any' fields interpreted as any fields available for edits as delivered.	Full	In-scope	
PCG-006.020	The system shall provide functionality for users to identify and hold disputed invoices	Fit	Business Process solution: Users can manually analyze and put on Hold pending invoices prior to finalizing the invoices. If the customer disputes the invoice after invoicing, There's a process to analyze and make appropriate adjustments as necessary	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.021	The system shall provide functionality to regenerate an existing paper invoice	Fit	PS provides the Biller or Receivable Specialist the ability to re-print the invoice(s) in PS Billing or PS Receivables modules	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.022	The system shall provide functionality to not generate an invoice for a customer billing	Fit	Configuration solution: PS provides NOPRINT format: No Invoice Form Printed option and can be set at the customer level if desired		Full	In-scope	
PCG-006.023	The system shall provide functionality for Interagency Billing without issuing a physical check payment	Gap	SFS has an interagency customization to update the delivered Generate AP Voucher Process (BIGMAP01) from auto-approval of the created voucher to default from the agency approval rule set. This will require the billed agency to approve the AP voucher prior to posting after invoicing. All the CFs and AP amount will also be avail to editing (not the invoice ID and invoice amount): AR_CST_FS_INTERAGENCY_BILLING_0014(ENH_AR_010) Related to PCG-006.025 and PCG-006.036  PO: Check receivables tab for duplicated requirement.	See PCG-006.018 write-up  Basing complexity on current customization is moving forward Related to PCG-006.018, PCG-006.023, PCG-006.066, PCG-007.002, PCG-007.079  Is this a duplicated requirement? If so, then out-of-scope and reference the duplicate requirement. If not, then in-scope. Then, we need to determine which customization addresses the requirement to support interagency billing <i>without issuing a physical check</i> . The referenced customization does not appear to do this. No change made.		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-006.024	Ability for the system to support the automatic assignment of invoice numbers - unique invoice number at time of invoice creation with alpha prefix and sequential number by type of customer contract	Fit	PS allows user to define invoice numbers for automatic number sequencing for new bills and for adjustment bills with a static Prefix if desire. You can structure invoice numbers to have up to three parts. You can define any one of the parts as auto-sequenced; for all other parts, you must select the static option. A static part can be alphabetic, numeric, or a combination of the two.  On the Installation Options - Billing - General Options page, you specify the default level for controlling invoice numbering. Because of the default hierarchy, you can define invoice numbers as system-wide, or you can assign a unique structure for different business units, bill types, or bill sources. Relate to PCG-006.076	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.025	Ability to indicate due dates on the invoice.	Fit	PS net term values determine the due date. A due date that varies depending on when the basis date occurs in the month is called split terms. For example, if you use two different due dates (one if the basis date occurs between the first and the fourteenth of the month and a second if the basis date occurs between the fifteenth and the end of the month). To determine the payment due date, add the number of days that is indicated in the Timing ID field to the base date.	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.026	Ability to indicate billed/issued date on invoice.	Fit	PS provides the ability to capture two dates at the bill header level: -Invoice Date  Related to PCG-006.054			In-scope	
PCG-006.027	Ability to indicate service dates on the invoice.	Fit	PS provides the user to capture the From Date and To Date to indicate the date range of billing activity that the corresponding invoice covers.		Full	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.028	Ability to generate an invoice and have the option of printing or not printing the physical SFS format invoice.	Fit	Configuration solution: PS provides NOPRINT format: No Invoice Form Printed option and can be set at the customer level if desired. SFS also provides various SFS specific print formats - Also see PCG-006.029 and PCG-006.050		Full	In-scope	
PCG-006.029	Ability to generate a proforma invoice.	Fit	SFS has nine proforma invoices: -BI_RPT_FS_Invoice_PN_1 -BI_RPT_FS_Invoice_PN_2 -BI_RPT_FS_Invoice_PN_3 -BI_RPT_FS_Invoice_PN_4 -BI_RPT_FS_Invoice_PN_5 -BI_RPT_FS_Invoice_PN_6 -BI_RPT_FS_Invoice_PN_7 -BI_RPT_FS_Invoice_PN_8 -BI_RPT_FS_Invoice_PN_9  PO: Action to see if there is another requirement for remit to address. If so, make this a fit.	SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  Basing complexity on current proforma customizations are moving forward and adding any new agreed formats e.g. G5/FEMA/PMS/ASAP & Direct Loan  PO: Action to see if there is another requirement for remit to address. If so, make this a fit. <i>Changed to FIT</i>	Full	In-scope	
PCG-006.030	Ability to approve invoicing before generating/finalizing the invoice	Gap	SFS has Bill Status Change Approval customization: -AR_CST_FS_STATUS_CHNG_006  Related to PCG-006.048 and PCG-006.017  PO: Bring customization forward.	Basing complexity on current customization is moving forward  PO: Bring customization forward.  Duplicate of what requirement? Dup of PCG-006.048 and PCG-006.017		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-006.032	Ability to support multiple billing frequency schedules: (1) Customer (e.g., Sponsor Agency) defined period (weekly, monthly, quarterly, semi-annually, annually, or specific date) and (2) Milestone (the occurrence of a particular event such as time of delivery or performance based metric) within a stated date range.	Fit	PS provides several billing frequency schedule and the best business practice is to set the billing frequency default at the Customer Contracts Bill Plan.  The system associates the information that the user define on this page with all billing lines that the user create under this billing plan. This information is then sent to PS Billing.	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.034	The system shall provide functionality to generate a paper version of the invoice (pdf or txt)	Gap	Currently, SFS has the following invoice formats: -NYBI3852 Standard Invoice -NYBI3853 Banking Invoice -NYBI3854 Insurance Invoice -NYBI3856 AGM Employee Invoice -NYBI3857 Terminal Market Invoice -NYBI3858 FDA Invoice SQR Report -NYBI3859 Weights & Measures Invoice -NYBI3860 Counsel's Office Invoice  PO: This can be fit PDF is delivered. Agencies can print PDF. Validate count against requirement 29.	Text format is out of scope (see PCG-006.034A below) PO: This can be fit PDF is delivered. Agencies can print PDF. Validate count against requirement 29.	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-006.034A	The system to generate an <b>extract</b> (similar to the invoice format) in excel format -FED PROJECT -FP -PROJ ID -TOTAL COST -NON PART e.g. CB / Column 1: This code is used on an exception basis, on federal aid project costs only, to identify those costs which are not eligible for normal federal participation. "ineligible" costs populate the non-part field on the current bill and -SUSPENSE e.g. CB / Column 2: CB codes referring to "suspense" populate the suspense (not billing suspense) field on the current bill. -PARTIC AMT -PCT -AGREEMNT AMT -FED SHARE -BILL SUSP -PREV BILLED -CUR BILLING Related to PCG-006.034	Gap	A custom extract can be developed with projects and billing data and calculations per agency requirement Related to PCG-006.073 and PCG-006.034  PO: Out of Scope for EE1	New report extract customization  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out of Scope for EE1	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.035	Ability to generate deferred revenue billing	Fit	PS supports both deferred revenue recognition (billing in advance and recognizing revenue over a scheduled period) and advanced revenue recognition for unbilled items	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  Based on Obligation date customization is moving forward	Full	In-scope	
PCG-006.036	Ability to generate inter company/agency billing	Fit	Related to PCG-006.025, PCG-006.018 and PCG-006.023	Is this a gap met by a 9.0 customization? See PCG-006.023 and PCG-006.018 write up	Full	In-scope	
PCG-006.037	Ability to reconcile invoice activity	Fit	After you create invoices, you can run the Invoice Register process or the Consolidation Invoice Register process. These processes register invoice activity that has occurred in the system. You control which bills appear on the registers by setting certain parameters.  PS provides the Access the Invoice Register page or the Consolidation Register page for the user to enter the start date and end date, including the run dates of the finalized invoices that you want to review on the report.  The user has the option to enter either the parameters to use to create the Invoice Register by Invoice Number report and the Invoice Register by Customer Name report. Related to PCG-006.052  PO: Agreed	New configuration and business process  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Agreed	Full	In-scope	
PCG-006.038	Ability to create credit invoices	Fit	PS allows user to Credit Entire Bill - Create a credit bill for the displayed bill. The bill has a status of RDY (ready).	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.039	Ability to create re-bill invoices based on credit invoices	Fit	PS allows user to Credit & Rebill bills - Create a credit bill and create a copy of the displayed bill with the status of RDY. The rebill copy has the status of NEW and the user can make changes to the rebill invoice as necessary	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	
PCG-006.040	Ability to display remittance information on invoicing	Gap	PS allows the user to set a default or enter the Remit To bank and bank account to which you instructed the customer to send payments.  SFS has a customization AR_CST_TS_REMIT_TO_ADDRESS_004 Using the bank address as the 'Remit To' address is not preferred as most agencies require that payments from their customers be sent directly to an agency office. This requirement is referred to as the Remit to Address enhancement, or simply "Remit to Address".  This Remit to Address enhancement, is also incorporated for Dunning Letters and Receivables Statement addresses. PeopleSoft Dunning extract process is modified to update the Remit to Addresses based on AR Entry Type and Entry Reason.  PO: Bring customization forward to 9.2	Basing complexity on current customization is moving forward  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Bring customization forward to 9.2	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.041	Ability to identify whether a sponsor reference (e.g. contract #, purchase order #, revenue contract #, by agency, remit to address, agency billing contact info) is required on a sponsor invoice.	Gap	TBD - need more information on the required sponsor reference # on a sponsor invoice requirement  PO: Partial solution. Not procurement contract.  Action: Associate new UID (for attribute)to Grants requirement	Basing complexity and Partial on we need detail required Sponsor Reference # on a sponsor invoice requirement  Interface ASAP/PMS/GS/Direct Loan reference in BI_INTERFACE to PS BI for invoicing and to PS AR for ease of search, reporting and draw down process  PO: Partial solution. Not procurement contract.  Action: Associate new UID (for attribute)to Grants requirement: UID 15210	Partial	In-scope	4 New Enhancement - Gap Solution (Gap In-Scope)
PCG-006.042	Ability to invoice based on non-cost reimbursable terms, including fixed fee, milestone payments criteria.	Fit	Best Practice Solution: Revenue Recognition should be set at the Customer Contracts level  Your core contractual obligations are the products and services that you provide to your customer. Before you can bill or recognize revenue for your contract, you must define a standard set of products, associate any attributes such as pricing structure and accounting information, and then add them to your contract.  You can only add amount or rate-based type products to government contract lines. Amount and rate-based products are associated with a price type of Amount or Rate, respectively. Your government contracts may contain either type of product, or a combination of both of these product types. Similar to PeopleSoft Contracts core functionality, certain government contracting sub-features are designed specifically for amount-based contract lines, such as progress payments, while other sub-features are designed specifically for rate-based contract lines, such as limits, cost-plus, and withholding.  Amount-based products: -Progress payments processing -Milestones  Rate-based products: -Prepaid processing  PO: Agreed -Cost-plus functionality -Withholding management -Variance pricing -Limit management	SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work  PO: Agreed -Cost-plus functionality -Withholding management -Variance pricing -Limit management	Full	In-scope	
PCG-006.053	The system shall provide functionality to enable users to override any information in the invoice that defaults from the customer master (e.g., sales tax information)	Fit	Configuration and processing solution: PS allows users to override default customer information on the pending bill but not the key fields prior to invoicing (e.g., Payment Term, sales tax information)	SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work	Full	In-scope	
PCG-006.054	Ability to capture the invoice date different from the accounting date (GL date)	Fit	PS allows the user to capture two dates at the bill header level: -Invoice Date -Accounting Date  Related to PCG-006.026		Full	In-scope	
PCG-006.055	The system shall provide functionality to notify users when a duplicate customer invoice number is entered	Fit	PS ensures that a unique invoice number is assigned to the business unit when you save the bill or interface the bill into PS.	SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work	Full	In-scope	
PCG-006.056	The system shall provide functionality for users to record the appropriate receivable accounting entry to offset based on the type of transaction	Fit	Configuration Solution: PS provides the ability to default the appropriate AR accounts based on Business Unit, Bill Type, Bill Source, or at the Customer level. Chart of account usage is defined by OSC	SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work	Full	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.057	The system shall provide functionality for users to code an invoice against multiple General Ledger account numbers	Fit	Processing solution: Best practice - transactional GL Chartfield classification should perform at the source or other sub-modules prior to passing to PS Billing for invoicing. Reconciliation may not be possible if it's not at the source Duplicate to PCG-006.004	SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work		In-scope	
PCG-006.059	The system shall provide functionality for the capability to attach supporting documentation and emails to invoices	Fit	1) PS Invoice Finalization process carries out the normal invoicing processes on bills with an invoice media setting of Email, but normally does not print them. You can override the invoice media setting for a batch of bills by changing the Email Option on the run control page. If you choose Print, the invoices will be printed, but no email will be sent when the Email Notification process is run. If you chose Email and Print, then the invoice will both be printed and an email notification will be sent. Also related to PCG-006.069  2) PS supports Adding Supporting Documentation to a Bill - Billing specialists can also view attached documents using the Supporting Documentation component under the Maintain Bills and Review Billing Information sections. Limitation: When a bill is copied or adjusted, the system does not copy attachments to the new invoice. Likewise, when an installment or recurring invoice is generated, the system does not copy attachments from the template bill. The system stores attached documents on the file server that is identified on the Administer File Servers page (under Set Up Financials/Supply Chain, Utilities). Note. When you detach a document from a bill, the file is not deleted from the file server. You should institute a maintenance policy to remove outdated files from the server periodically.  PO: Out of Scope	Basing complexity on configuration with SFS email server for email invoice format  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  Need sub-categorization for out-of-scope. Need a sub-categorization.	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.062	The system shall provide functionality for users to create invoices with a zero dollar amount	Fit	PS allows for bill lines with zero-dollar gross extended amounts and can produce zero dollar amount invoice if desired		Full	In-scope	
PCG-006.063	The system shall provide functionality for users to create an invoice that cross-references against a voucher number (e.g., payment of fees to third party)	Fit	PS allows the user to capture the PO number at the invoice level but there is no cross-reference back to the PS PO module.  PO: Out of Scope	Basing complexity on customizing configuration to capture voucher number.  PO: Out of Scope  Need sub-categorization for out-of-scope	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.064	The system shall provide functionality for users to save an incomplete invoice	Fit	PS allows the user to capture and save an incomplete invoice for later processing in PND or NEW status		Full	In-scope	
PCG-006.065	The system shall provide functionality to notify users, after a set number of days has elapsed, to take action on any incomplete invoices	Gap	NY is not using Billing Workflow currently  PO: Out of Scope	SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUS for the Fed Grant workflow process to work - to discuss during detail design.  Basing complexity if we have to configure BI workflow  PO: Out of Scope	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.066	The system shall provide functionality for users to review, revise, and approve invoices	Fit	PS allows the user to capture and save an incomplete invoice for later processing in PND or NEW status  PO: Make to fit, this enhancement already referenced.	Basing complexity on current customization is moving forward Related to PCG-006.018, PCG-006.023, PCG-006.066, PCG-007.002, PCG-007.079  PO: Make to fit, this enhancement already referenced.		In-scope	
PCG-006.069	The system shall provide functionality to distribute invoices electronically: email	Fit	PS Invoice Finalization process carries out the normal invoicing processes on bills with an invoice media setting of Email, but normally does not print them. You can override the invoice media setting for a batch of bills by changing the Email Option on the run control page. If you choose Print, the invoices will be printed, but no email will be sent when the Email Notification process is run. If you chose Email and Print, then the invoice will both be printed and an email notification will be sent. Related to PCG-006.059  PO: Out of Scope	Must be configured with SFS email server See PCG-006.059 for solution  DOT's requirement - can be deferred  PO: Out of Scope Need sub-categorization for out-of-scope Dup of PCG-006.059	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.071	Ability to bill FEMA (Federal Emergency Management Agency) for reimbursement and tie billable costs to the FEMA draw.	Gap	A custom FEMA invoice can be developed with projects and billing data and calculations per agency requirement  PO: In-Scope  Action: Meet with Brad and Ed to discuss	New FEMA draw down format customization DOT (could be deferred)  PO: In-Scope  Action: Meet with Brad and Ed to discuss  Changed sub-categorization to 4	Full	In-scope	5 New Enhancement - Report Solution (Gap In-Scope)
PCG-006.072	Billing draw worksheet and report req: PMS. Sort by Federal Draw Account number, Ref award numbers, Project ID and fund -Invoice Date -Prepare by -Review by -REQ # -PAN # -PAN total amount -Federal Draw Account Number -Ref award numbers -Project IDs -Fund numbers -Billable amounts -Adjustment amounts -Requested amounts -Over Budget Disbursement -Page x of xx	Gap	A custom PMS invoice/draw worksheet can be developed with projects and billing data and calculations per agency requirement  Met with custom drawdown page, extract, download to excel report and Treasury report spec  PO: These individual requirement out of scope due to new design. Either new page or deposit, we can support a download to excel for reporting capability on drawdowns.	New PMS draw down format customization  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: Fit: met my new designout of scope due to new design. Either new page or deposit report, we can support a download to excel for reporting capability on drawdowns. These all may not be required due to new design. Partial Solution-Not fit: Prepare/review By, Req #,etc.  Moved to In-Scope, Partial. Some fields not met based on new receivables-based design. Need to change the sub-categorization	Partial	In-scope	4 New Enhancement - Gap Solution (Gap In-Scope)
PCG-006.074	The ability to display the Financial Purpose Code to support the draw or invoice	Gap	A custom draw worksheet to include Financial Purpose Code (FPC) can be developed with projects and billing data and calculations per agency requirement  PO: in scope/partial - make sure we capture data element in ESA. Draw worksheet can be deferred.  Action: Discuss with DOT to determine what it is and how it is used.	New DOT's draw down format customization with FPC code  Deferred for EE1 (DOT's FTA ECHO system project smartcoding and draw down requirement)  PO: in scope/partial - make sure we capture data element in ESA. Draw worksheet can be deferred. Done 5/1/14 with Mala  Moved to In-scope per PO comment (Make sure this is not a duplicate of an ESA requirement - if so, move to out-of-scope due to being a duplicate. Need to change sub-categorization	Partial	In-scope	1 Partially Met, Delivered Only (Gap In-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.076	Ability for the system to support the automatic assignment of invoice numbers (unique invoice number at time of invoice creation with alpha prefix and sequential number and the flexibility to assign by sponsor) DOT	Gap	<p>You can structure invoice numbers to have up to three parts. You can define any one of the parts as auto-sequenced; for all other parts, you must select the static option. A static part can be alphabetic, numeric, or a combination of the two.</p> <p>On the Installation Options - Billing - General Options page, you specify the default level for controlling invoice numbering. Because of the default hierarchy, you can define invoice numbers as system-wide, or you can assign a unique structure for different business units, bill types, or bill sources.</p> <p>You must define one invoice number ID for each invoice number structure that you plan to use. You can have invoice numbers follow a general structure, or you can define them to be completely different for separate business units, bill sources, or bill types.</p> <p>There is not a flexibility at the customer/sponsor level Relate to PCG-006.024</p> <p>Note: SFS current Installation for Billing - General Options / Auto-Numbering Parameters is set at the Bill Type level. GAP: not at the customer level like DOT's requesting</p> <p>PO: Out of Scope - not smart-coding</p>	<p>Basing complexity on new DOT's customization to allow invoice numbering at the customer level</p> <p>Partial because we need full detail requirement for various prefix and sequential numbering based on the customer type</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Out of Scope - not smart-coding</p> <p>Changed sub-categorization to 9-against best practice.</p>	Partial	Out-of-scope	9 Contrary to Best Practice Design (Gap Out-of-Scope)
PCG-006.077	The ability to produce a bill to support a text file format for upload to customer site	Gap	<p>PS supports the invoice media setting of EDI and copies the bill data to the EDI staging tables. EDI is a mechanism by which business data is transferred between a trading partner and a business application. A trading partner can be either a specific target organization, such as a vendor or a customer, or a specific application such as PeopleSoft Billing. To integrate with third-party trading partners, merchants, and other external systems more effectively, PeopleSoft provides service operations as an enterprise integration point (EIP).</p> <p>Gap: DOT needs the text format for FWHA to be the same today</p> <p>PO: Out of Scope - onboarding for DOT, need to determine if EDI meets trading partner needs</p>	<p>Basing complexity on configuration with SFS fax server for fax invoice format</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.078	The ability systematically to notify Treasury and OSC of draw completion	Gap	<p>Not a system requirement - the draw process is external to PeopleSoft and no interface exists to automatically notify PeopleSoft that the Billing Draw has been completed.</p> <p>PO: Out of Scope</p>	<p>If interfaces to external systems for draw down process is in-scope, the complexity will be complicated</p> <p>Partial because we need detail values (non PS financial values) to make this a full fit. TBD</p> <p>NOTE: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Out of Scope</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.080	Billing draw worksheet and report req: G5. Sort by Ref award numbers and fund -Invoice Date -Prepare by -Review by -REQ # -DUNS # (Grant Institution #/Agency unique #) -DUNS total amount -Ref award numbers -Fund numbers -Billable Disbursement amounts -Adjustment amounts -Requested amounts -Inter-grant adjustment amounts -Over Budget Disbursement -Page x of xx	Gap	A custom G5 draw worksheet can be developed with projects and billing data and calculations per agency requirement Modification to the existing G5 customization is needed  PO: Fit: met my new designout of scope due to new design. Either new page or deposit , we can support a download to excel for reporting capability on drawdowns. These all may not be required due to new design. Partial Solution-Not fit: Prepare/review By, Req #,etc.	New OSC G5 format  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Fit: met my new designout of scope due to new design. Either new page or deposit report, we can support a download to excel for reporting capability on drawdowns. These all may not be required due to new design. Partial Solution-Not fit: Prepare/review By, Req #,etc.  Is this considered a duplicate requirement to PCG-006.072? If not, then see EBMM response on that requirement.	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-006.081	Billing draw worksheet and report req: Direct Loan. Sort by Ref award numbers and fund -Invoice Date -Prepare by -Review by -REQ # -DUNS # -DUNS total amount -Ref award numbers -FDSL Program Identifier (grant description) -Fund numbers -Billable amounts -Adjustment amounts -Requested amounts -Over Budget Disbursement -Page x of xx	Gap	A custom Direct Loan draw worksheet can be developed with projects and billing data and calculations per agency requirement  PO: These individual requirement out of scope due to new design. Either new page or deposit, we can support a download to excel for reporting capability on drawdowns.	New Direct Loan draw down format customization  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Fit: met my new designout of scope due to new design. Either new page or deposit report, we can support a download to excel for reporting capability on drawdowns. These all may not be required due to new design. Partial Solution-Not fit: Prepare/review By, Req #,etc.  Is this considered a duplicate requirement to PCG-006.072? If not, then see EBMM response on that requirement.	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.082	Billing draw worksheet and report req: ASAP. Sort by Location, Ref award numbers and fund -Invoice Date -Prepare by -Review by -REQ # -Recipient ID -Recipient total amount -Location -Ref award numbers -Fund numbers -Billable Disbursement amounts -Adjustment amounts -Amount S/B Requested -Requested amounts -Inter-grant adjustment amounts -Over Budget Disbursement -Page x of xx	Gap	A custom ASAP draw worksheet can be developed with projects and billing data and calculations per agency requirement  PO: These individual requirement out of scope due to new design. Either new page or deposit, we can support a download to excel for reporting capability on drawdowns	New ASAP draw down format customization  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Fit: met my new designout of scope due to new design. Either new page or deposit report, we can support a download to excel for reporting capability on drawdowns. These all may not be required due to new design. Partial Solution-Not fit: Prepare/review By, Req #,etc.  Is this considered a duplicate requirement to PCG-006.072? If not, then see EBMM response on that requirement.	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-006.044	Automatic update of sponsor account for invoices generated and payments posted.	Fit	PS automatic updates (time stamped the posted balanced entries) the customer balance once the invoice is finalized (INV status) and the deposit is applied and posted to the customer's account. PS BI and AR provide several Item and Account Overview pages to view various customer balances, the most recent item and payment activity, adjustments, and summarized aging information. Including links to view detailed posted or unposted invoice or payment data, and credit data such as the customer's risk code or dispute status.		Full	In-scope	
PCG-006.045	Billing and Payment History - All invoices, adjustments and payments by customer for a user-specified period of time.	Fit	PS BI and AR provides several Item and Account Overview pages to view various customer balances, the most recent item and payment activity, adjustments, and summarized aging information. Including links to view detailed posted or unposted invoice or payment data, and credit data such as the customer's risk code or dispute status with audit trail  PO: No change necessary	New configuration and online view is at a BU level only  PO: No change necessary	Full	In-scope	
PCG-006.046	Customer statements, including beginning, open items, new charges, credits and payments, ending open balance and aging.	Gap	There is a custom Statement report for SFS: The AR_RPT_FS_Statement_00_2  There is a custom Remit-To customization - AR_CST_TS_REMIT_TO_ADDRESS_004 Using the bank address as the 'Remit To' address is not preferred as most agencies require that payments from their customers be sent directly to an agency office. This requirement is referred to as the Remit to Address enhancement, or simply "Remit to Address".  Also see PCG-006.040, PCG-006.046, PCG-007.066, PCG-007.067  PO: Gap met by 9.0 customization	Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: Gap met by 9.0 customization  Duplicate of what requirement? PCG-007.066	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.047	Provide the ability to not be bill for expenses that have not been paid unless authorized by sponsor	Gap	<p>Policy change possibility: There is a customization in PS AP to not pass voucher data to PS PC unless the voucher is paid. This customization is at the AP to PC process GR_CST_FS_CMIA_001. Best business practice is to pass all posted vouchers to PS Project Costing and Customer Contracts controls when to pass the BIL rows to PS Billing for invoicing. A new customization could be in the Customer Contract module not to pass BIL unless the voucher is paid</p> <p>PO: Pursuing Expenditure based drawdown. Requirement not valid under enterprise design. Can be met by Manager Transaction Review page in PC if necessary.</p>	<p>Basing complexity on current AP and GR_CST_FS_CMIA_001 customizations are associated with this requirement.</p> <p>Partial because AP customization is NOT moving forward and the new design is in-progress.</p> <p>GR_CST_FS_CMIA_001 customization is moving forward</p> <p>PO: Pursuing Expenditure based drawdown. Requirement not valid under enterprise design. Can be met by Manager Transaction Review page in PC if necessary.</p>	Partial	Out-of-scope	9 Contrary to Best Practice Design (Gap Out-of-Scope)
PCG-006.050	Ability to accommodate standard sponsoring agencies SFS invoice formats: NYBI52, NYBI53, NYBI54, NYBI56, NYBI57, NYBI53, NYBI59, OR NYBI60 format	Fit	<p>Additional new formats above will also be included in the list Related to PCG-006.034 &amp; PCG-001.013</p>	<p>Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p>		In-scope	
PCG-006.051	Ability to produce Billing customer listing report	Gap	<p>PS provides various Customer and Contact reports and queries.</p> <p>SFS also has a custom customer report - Agencies report of customers by SETID, Cust ID, Cust Name, Status, Type, their Addresses, and contacts: AR_RPT_FS_Customer_1</p> <p>PO: Bring 9.0 report customization forward</p>	<p>Basing complexity on current customization is moving forward.</p> <p>PO: Bring 9.0 report customization forward</p>	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-006.052	Ability to generate an invoice register report	Fit	<p>After you create invoices, you can run the Invoice Register process or the Consolidation Invoice Register process. These processes register invoice activity that has occurred in the system. You control which bills appear on the registers by setting certain parameters.</p> <p>PS provides the Access the Invoice Register page or the Consolidation Register page for the user to enter the start date and end date, including the run dates of the finalized invoices that you want to review on the report.</p> <p>The user has the option to enter either the parameters to use to create the Invoice Register by Invoice Number report and the Invoice Register by Customer Name report.</p> <p>PO: Agreed</p>	<p>New configuration and business process</p> <p>Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Agreed</p>	Full	In-scope	
PCG-006.058	Ability to have one-stop shop area to view invoice data (workbench)	Fit	<p>The Billing WorkCenter is a role-based central navigational component that is designed for users of the Billing application and related accounting functions. It offers power users a single place to perform a broad range of tasks without leaving the WorkCenter, such as daily billing functions and exception alerts, monthly activities, and reporting, resulting in improved efficiency, productivity, and effectiveness. The Work Center is configurable by organization and by function to support different requirements. The Billing WorkCenter is delivered with sample data and your system administrator can tailor, design, and create additional links for access to specific pages, pagelets, and commonly-accessed internal or external sites.</p> <p>PO: Out of Scope - Potential consideration for Workcenter for billing after EE1</p>	<p>New configuration</p> <p>Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Out of Scope - Potential consideration for Workcenter for billing after EE1</p> <p>Per PO comment moved to Out of Scope.</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-006.084	<p>Invoice header: Sponsor address and contact</p> <ul style="list-style-type: none"> <li>-Invoice date</li> <li>-Invoice number</li> <li>-Bill to address and contact</li> </ul> <p>Invoice body: "Compensation for costs associated with NYSDOL participation in study"</p> <p>"First payment due when random assignment begins"</p> <ul style="list-style-type: none"> <li>-total amount</li> </ul> <p>Invoice footer: Total amount</p> <ul style="list-style-type: none"> <li>-Payment/Credits amount</li> <li>-Balance Due (DOL invoice req)</li> </ul>	Gap	<p>A custom DOL invoice/draw worksheet can be developed with projects and billing data and calculations per agency requirement</p> <p>PO: Withdrawn requirement. DOL can use the standard format.</p>	<p>Per Margo - DOL can use same SFS invoice formats</p> <p>Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Withdrawn requirement. DOL can use the standard format.</p>		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-006.048	The system shall provide functionality for Billing Workflow to support the ability to separation of duties: the preparer and reviewer, and the person performing the draw	Gap	<p>SFS has Bill Status Change Approval customization:</p> <ul style="list-style-type: none"> <li>-AR_CST_FS_STATUS_CHNG_006</li> </ul> <p>Note: The person performing the draw process is not a system requirement. It's a business requirement</p> <p>Related to PCG-006.030 and PCG-006.017</p> <p>PO: In Scope but not BI workflow, but we have designed the business process as such where there is separation of duties. Also, bill status change enhancement is being brought forward.</p>	<p>Basing complexity on current customization is moving forward and partial because no BI workflow</p> <p>Note: SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant workflow process to work</p> <p>PO: In Scope but not BI workflow, but we have designed the business process as such where there is separation of duties. Also, bill status change enhancement is being brought forward.</p> <p>Changed to in-scope per PO comment. Need to change the sub-categorization.</p>	Partial	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-006.070	The system shall provide functionality for users to purge (archive) invoice data from the system	Fit	<p>PS has delivered functionality for archiving financial data.</p> <p>Note: Archiving will be a different initiative</p> <p>PO: Out of Scope</p>	<p>Basing complexity on if Archiving feature will be implemented for EE1</p> <p>PO: Out of Scope</p> <p>Need sub-categorization</p>	Full	Out-of-scope	7 Charter - Outside of Charter Scope (Gap Out-of-Scope)
PCG-006.049	Ability to integrate/interface Billing with other financial related functions or systems (Projects, Contracts, Receivables, Payables).	Fit	<p>PeopleSoft Billing integrates with the following PeopleSoft applications:</p> <ul style="list-style-type: none"> <li>• PeopleSoft Order Management</li> <li>• PeopleSoft Inventory</li> <li>• PeopleSoft Customer Contracts</li> <li>• PeopleSoft Project Costing</li> <li>• PeopleSoft Pay/Bill Management</li> <li>• PeopleSoft Grants</li> <li>• PeopleSoft Real Estate Management</li> <li>• PeopleSoft Asset Management</li> <li>• PeopleSoft General Ledger</li> <li>• PeopleSoft Receivables</li> <li>• PeopleSoft Payables</li> <li>• External, non-PeopleSoft Systems is out of scope for EE</li> </ul> <p>PO: Agreed</p>	<p>Basing complexity on Real Estate configuration and interface will be new for SFS</p> <p>PO: Agreed</p>	Full	In-scope	
PCG-007.085	To expand the Project ID field on the AR: Create Accounting Entries page so that all fifteen characters of the project ID are displayed, not just four characters. Path is Accounts Receivable > Payments > Direct Journal Payments > Create Accounting Entries.	Fit	<p>When OSC drills back from PC to BI to view the customer cash, the PC ID on the Create Accounting Entries (PAYMENT_MISC_DST) page is not displaying the full PC ID on the delivered page. To change the Project ID field to display full PC ID.</p> <p>Configuration issue. The current ChartField Configurator in 9.0 is set to display 15 characters. The PAYMENT_MISC_DST page is only displaying 4 characters. This page has been customized to add new fields the developer shortened the PC ID characters to display 4 characters. The developer can change the PC ID back to 15 characters in App Designer</p> <p>PO: In Scope</p>	<p>Modify current customization to fix project ID field display</p> <p>Note: the drill back will be in one BU only as delivered and not to multiple BUs for OSC</p> <p>PO: In Scope</p>	Full	In-scope	4 New Enhancement - Gap Solution (Gap In-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.001	Ability for the institution to define the General Ledger accounts associated with the accounting entries generated by Accounts Receivable for recording; various types of billing; receivable adjustments and write-offs for treasury offset (DOT) or negative deposit (OSC)	Fit	Configuration solution: PeopleSoft provides the ability to set up various Entry Type and Reason codes with appropriate default ChartField accounting entries (Adjustments/Write-offs) at the Business Unit level. Agencies must follow applicable OSC accounting rules  PO: Agreed - To follow COA governance and current business processes	New configuration and business process for SFS. Agencies must follow applicable OSC accounting rules  SFS must keep all Federal Grant Sponsor configuration information in sync for all the BUS for the Fed Grant draw down process to work  PO: Agreed - To follow COA governance and current business processes	Full	In-scope	
PCG-007.002	Ability to handle electronic data from the bank(s) (e.g., general deposits, checks cashed, wires, EFT(s), I/A AP file).	Gap	PS delivered Payment Method value are: <ul style="list-style-type: none"> <li>• CHK (check)</li> <li>• DR (draft)</li> <li>• CC (credit card)</li> <li>• DD (direct debit)</li> <li>• EFT (electronic funds transfer)</li> <li>• GE (giro - EFT)</li> <li>• Cash</li> <li>• Letter of Credit (LOC)</li> </ul> I/A AP file is not an option. SFS has a customization to create the I/A AP file feeding into PS AR. SFS is using the CHK Payment Method for the AP file to PS AR Also related to PCG-007.011 , PCG-007.079 and PCG-007.002  PO: In Scope - Met by existing customization	Assumption: AR_CST_TS_INTERAGENCY_BILLING_001 Customization is moving forward.  Lockbox (PCG-007.007) customization to be re-evaluated since it is not in used currently.  OSC will be utilizing the Payment Spreadsheet upload  PO: In Scope - Met by existing customization	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.004	Allow user defined aging categories (e.g., current, 30, 60, 90 days).	Fit	Configuration solution: PS provides the ability to define the aging ID for the various aging buckets (e.g. current, 0, 30, 60, 90, >120) assigned to the business unit to age items. PS also enables you to define unique rules for aging deduction, disputed, and collection items. If you age deduction, disputed, and collection items, you choose to do one of the following: <ul style="list-style-type: none"> <li>• Age them like normal open items and place them in a category based on the age of the item.</li> <li>• Define a separate category for either all disputed, deduction, or collection items, regardless of their age, or create a separate category for each type of item.</li> </ul>		Full	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-007.081	Ability to establish Receivables at the line level for cash application for some agencies	Fit	Installation configuration change: At the Installation level, PS allows the user to set up Header or Line Distribution to AR at the system, Business Unit or Bill Type level. SFS current configuration is at the System - Header for Distribution.  SFS will need to change the Installation- AR Options configuration at the Business Unit level to allow each agency the flexibility to pass invoice data at Header or Line Distribution level from Billing to Receivables  PO: Out of Scope	New Configuration, new business process and training to apply cash at the line level  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out of Scope  Need sub-classification	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.082	Ability to establish Receivables at the summary level for cash application for some agencies	Fit	Configuration solution: At the Installation level, PS allows the user to set up Header or Line Distribution to AR at the system, Business Unit or Bill Type level. SFS current configuration is at the System - Header for Distribution.  Related to PCG-007.081  PO: Out of Scope - All agencies at summary distribution level	New Configuration, new business process and training  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out of Scope - All agencies at summary distribution level  Need sub-classification	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.083	Based on Billing Type or revenue type, the ability to set a penalty and fee schedule specific to that billing type or revenue type (e.g. as defined in statute) and automatically <b>calculate penalties or fees</b>	Gap	<p>PS Overdue or penalties functionality is not based on Billing Type or Revenue Type. Overdue Charge ID is set at the business unit and can be overridden at the customer level.</p> <p>Best practice: Overdue/Penalties should be calculated for the whole customer's balance and not at the Bill Type level .</p> <p>User defined Overdue method is not a delivered functionality</p> <p>Note: SFS has a overdue customization AR_CST_FS_INTEREST_CALC_DEPOSIT_017(ENH_AR_011). that may impact delivered functionality.</p> <p>Related to PCG-001.040, PCG-007.073, PCG-007.083 and PCG-007.084</p> <p>PO: Out of Scope for EE1 - Continue with the current business process. This will become a bigger issue as more agencies onboard. e.g.. eLicensing</p>	<p>Modify current Over Due customization to meet this requirement</p> <p>Partial because of various Over Due Calculations required by different agencies</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Out of Scope for EE1 - Continue with the current business process. This will become a bigger issue as more agencies onboard. e.g.. eLicensing</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.084	The ability to assess the calculated penalty or fee based on the % or flat fee depend upon the business rule	Gap	<p>Configuration solution: PS allows the user to select an overdue charge ID for each of these fields whose overdue charge type matches the field name: Admin ID (administrative ID), Finance ID, and Penalty ID.</p> <p>These IDs determine the conditions and parameters that the system uses to generate overdue charge invoices. The system also uses these IDs to determine when not to prepare an overdue charge invoice. You define these IDs in the Overdue Charging component (OVRDUE_CHG_TABLE2).</p> <p>Note: SFS has an overdue customization AR_CST_FS_INTEREST_CALC_DEPOSIT_017(ENH_AR_011). that may impact delivered functionality.</p> <p>Related to PCG-001.040, PCG-007.073, PCG-007.083 and PCG-007.084</p> <p>PO: Out of Scope for EE1 - Continue with the current business process. This will become a bigger issue as more agencies onboard. e.g.. eLicensing</p>	<p>Modify current Over Due customization to meet this requirement</p> <p>Partial because of various Over Due Calculations required by different agencies</p> <p>PO: Out of Scope for EE1 - Continue with the current business process. This will become a bigger issue as more agencies onboard. e.g.. eLicensing</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.005	Ability to accept cash payments.	Fit	<p>PS delivered Payment Method values are:</p> <ul style="list-style-type: none"> <li>• CHK (check)</li> <li>• DR (draft)</li> <li>• CC (credit card)</li> <li>• DD (direct debit)</li> <li>• EFT (electronic funds transfer)</li> <li>• GE (giro - EFT)</li> <li>• Cash</li> <li>• Letter of Credit (LOC)</li> </ul>	<p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p>	Full	In-scope	
PCG-007.006	Ability to accept check payments.	Fit	<p>PS delivered Payment Method values are:</p> <ul style="list-style-type: none"> <li>• CHK (check)</li> <li>• DR (draft)</li> <li>• CC (credit card)</li> <li>• DD (direct debit)</li> <li>• EFT (electronic funds transfer)</li> <li>• GE (giro - EFT)</li> <li>• Cash</li> <li>• Letter of Credit (LOC)</li> </ul>		Full	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.007	Ability to utilize a banking lockbox	Gap	<p>PS has the ability to capture lockbox files into PS AR. PeopleSoft delivers an SQR which loads lockbox payment files (AR25001). This SQR will only load lockbox files which are in BAI2 (Bank Administration Institute) standard format.</p> <p>SFS has a AR_INT_FS_LOCKBOX_001(INT_AR_010) customization to reformat using cross-reference mapping table in order to create a file in the BAI2 format</p> <p>PO: In Scope - agencies coming online with BI and AR in future may have lockbox accounts and need this functionality.</p>	<p>Implement the Lockbox AR_INT_FS_LOCKBOX_001(INT_AR_010) customization that SFS has today</p> <p>Partial because SFS is not utilizing this customization today</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: In Scope - agencies coming online with BI and AR in future may have lockbox accounts and need this functionality.</p>	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.008	Ability to enter/track application of non-customer payment/cash receipts (direct journals) e.g. donations	Gap	<p>PS has the ability to capture non-customer cash.</p> <p>SFS has two customizations to the Direct Journal functionality to capture additional info to misc. receipts: AR_CST_FS_ADD_FIELD_008(AR_ENH_009): Agencies require the SFS system to provide the functionality for users to enter receipt data in the following fields for receipt entry: Item quantity, Alternate Payer, Comments, Tax Code</p> <p>AR_CST_FS_REV_CONTRACT_001: Add a sub page for Contract Reference information to the Payment Entry page to enter the 'revenue' Contract Number. Validate the Contract Number entered in identical fashion to that done on the Payment Worksheet page. Modify the Contract Number prompt to validate against active, Revenue Contracts processed through Purchase Order Contracts.</p> <p>Related to PCG-007.008 and PCG-007.053</p> <p>PO: In Scope - Continue with current business processes for agencies not using ESA.</p>	<p>The AR_CST_FS_ADD_FIELD_008(AR_ENH_009) and AR_CST_FS_REV_CONTRACT Customizations are moving forward.</p> <p>PO: In Scope - Continue with current business processes for agencies not using ESA.</p>	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.009	Ability to handle overpayments and underpayments	Fit	<p>Business Process Solution: Depends on the scenario, for underpayment, PS allows the user to leave the remaining balance open, create a new item for the underpayment, or adjust off the remaining underpayment amount.</p> <p>For overpayment, PS allows the user to create a new item for the overpayment (on-account) to apply to a future open item, or adjust off the remaining overpayment.</p>		Full	In-scope	4 New Enhancement - Gap Solution (Gap In-Scope)
PCG-007.010	Ability to process unidentified cash receipts and record in a holding account for subsequent resolution e.g. insurance receipts for purchases made with federal \$, audit disallowances	Fit	<p>PS allows the user to apply cash to a dummy customer account and transfer the cash at a later date to the correct customer account</p> <p>PO: If a BU gets funds which may relate to a customer, this should be the process. If an a Bu gets cash for direct journal process that way.</p> <p>Audit disallowances seems to be an improper example for this requirement. Audit disallowances are handled in a different business process.</p>	New configuration and business process	Full	In-scope	
PCG-007.011	Ability to identify payment source, i.e., cash, check, wire, ACH, over the counter, CC, & accounts payable (IA).	Fit	<p>PS delivered Payment Method value are:</p> <ul style="list-style-type: none"> <li>• CHK (check)</li> <li>• DR (draft)</li> <li>• CC (credit card)</li> <li>• DD (direct debit)</li> <li>• EFT (electronic funds transfer)</li> <li>• GE (giro - EFT)</li> <li>• Cash</li> <li>• Letter of Credit (LOC)</li> </ul> <p>I/A AP file is not an option. SFS has a customization to create the I/A AP file feeding into PS AR. Also related to PCG-007.002, PCG-007.079 and PCG-007.015</p> <p>PO: Out of Scope - Continue current business process</p>	<p>Assumption: AP File is out of scope. Credit card interface is out of scope</p> <p>New configuration for cash wire, ACH, over the counter, CC, LOC</p> <p>Partial because AP File is out of scope</p> <p>PO: Out of Scope - Continue current business process</p> <p>Need sub-classification</p>		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.013	Ability for automatic allocation of payment to oldest outstanding charges while also providing the ability for manual application to specific invoices.	Fit	Configuration Solution: PS delivers the Payment Predictor Application Engine process (ARPREDECT) that applies a payment to a customer's account based on configurable algorithm. The deliver #OLDEST1 algorithm: the system selects items with oldest due dates first until the remaining payment amount is less than the next item.  PO: In Scope	New configuration for #OLDEST payment predictor method  OSC will be using #REFERENCE PP method and apply cash for multiple BUS  PO: In Scope	Full	In-scope	
PCG-007.014	Ability to record and properly account for advance (on-account) payments.	Fit	Configuration solution: PS allows you to place the entire payment or partial payment amount on account (without referencing any items) by creating a new item and entering a negative amount for the amount of the payment. You then can later apply this payment to an existing open item	Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing & delivered to work - to discuss during detail design	Full	In-scope	
PCG-007.015	Ability to support the posting of cash received to associate cash received to the Letter of Credit draw-downs	Fit	PS delivered Payment Method value are: <ul style="list-style-type: none"> <li>• CHK (check)</li> <li>• DR (draft)</li> <li>• CC (credit card)</li> <li>• DD (direct debit)</li> <li>• EFT (electronic funds transfer)</li> <li>• GE (giro - EFT)</li> <li>• Cash</li> <li>• Letter of Credit (LOC)</li> </ul> PO: Out of Scope - Continue current business process	Assumption: AP File is out of scope  New configuration for cash, wire, ACH, over the counter, CC, LOC is in-scope  Partial because AP File is out of scope  See PCG-007.011 and PCG-007.002 Gap verbiage solution  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out of Scope - Continue current business process  Need sub-classification		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.016	Ability to track and print log of customer comments (i.e., comments screen). Used for customer/staff initiated comments and should be tied to operator code.	Gap	PS allows the user to track history (date conversation entered, customer's contact, who entered and/or updated the conversation, the user can tie the conversation to a specific open item or open items) on the customer comments on the Conversations page.  The Conversation page also allows the user to track customer promise date, follow-up date, calculate broken promises, promises that require supervisor review, keywords, track follow up letter... Utilize the delivered ARXCUSTCONV report  PO: Out Of Scope	New report to print detail customer conversation  Note: Fed Grant sponsor data will be under all BUS. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out Of Scope	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.017	Ability to integrate with the General Ledger and automatically generate General Ledger entries for recording receivable, revenue, cash applications, receivable write-offs, etc.	Fit	PeopleSoft Billing sends AR and Revenue accounting entries to PeopleSoft General Ledger through the Journal Generator Application Engine process (FS_JGEN).  PeopleSoft Receivables sends payment and adjustment accounting entries to PeopleSoft General Ledger through the Journal Generator Application Engine process (FS_JGEN).  Duplicate to PCG-007.042		Full	In-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.018	Ability to integrate/interface Accounts Receivable with other financial related functions or systems (Contracts and Grants, Cashiering, Collections, Banks, Local/Departmental Systems).	Gap	PeopleSoft Receivables integrates with other PeopleSoft applications: Grants integrates down to Customer Contracts, which integrates down to Billing and then down to Receivables. Note: Third party integration (banks and external Local/Departmental Systems) to PS AR is out of scope for the EE1 project  PO: Out of Scope for EE1 - Continue current business process.	If integration to external systems is in scope (banks and external Local/Departmental Systems), the complexity will be Complicated. How are many are there?  PO: Out of Scope for EE1 - Continue current business process.	Partial	Out-of-scope	7 Charter - Outside of Charter Scope (Gap Out-of-Scope)
PCG-007.020	Ability to track the date receivable was paid (payment date)	Fit	PS AR provides the user to enter Accounting Date, Received Date and Entered Date on the Deposit		Full	In-scope	

**EE1 ESA In\_Out of Scope Requirements Detail**

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	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.021	Ability to enter returned checks (NSF) to accounts receivable records and re-open the item to re-bill customer	Fit	Business Processing Solution: You can handle returned payments in a variety of ways according to your organization's policies and the conditions surrounding the return. -Unpost in the correct period with appropriate Reason Code to reinstate receivable with audit trail. The user can create a debit item to record the service charge (NSF fee) if applicable. Except for Sole Custody bank - must follow OSC guidelines -Create a Negative Deposit to reverse with appropriate Reason Code to reinstate receivable with audit trail. The user can create a debit item to record the service charge (NSF fee) if applicable.  PO: In Scope	New configuration and process  PO: In Scope		In-scope	
PCG-007.022	Ability to enter the return check information, reinstate receivable and assess service charges.	Fit	Business Processing Solution: You can handle returned payments in a variety of ways according to your organization's policies and the conditions surrounding the return. -Unpost in the correct period with appropriate Reason Code to reinstate receivable with audit trail. The user can create a debit item to record the service charge (NSF fee) if applicable. Except for Sole Custody bank - must follow OSC guidelines -Create a Negative Deposit to reverse with appropriate Reason Code to reinstate receivable with audit trail. The user can create a debit item to record the service charge (NSF fee) if applicable.	Business Processing Solution Also see PCG-007.021 solution		In-scope	
PCG-007.023	Ability to re-apply payments for a misapplied cash receipt, with appropriate audit trail.	Fit	Business Processing Solution: You can handle misapplied payments with Unpost Payment functionality: -Unpost in the correct period with appropriate Reason Code to reinstate receivable with audit trail. Then reapply the unposted payment to the correct open item with audit trail. Must follow the OSC guidelines	Business Processing Solution Also see PCG-007.021 solution  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing & delivered to work - to discuss during detail design	Full	In-scope	
PCG-007.024	Ability to integrate with the General Ledger to automatically post transactions resulting from adjustments to receivables upon final approval.	Fit	Business Process Solution: PeopleSoft Receivables sends payment and adjustment accounting entries to PeopleSoft General Ledger through the Journal Generator Application Engine process (FS_JGEN).		Full	In-scope	
PCG-007.025	Ability to calculate Accounts Receivable aging based on invoice date or customer payment terms.	Fit	Configuration Solution: PS allows you to define and select the type of date for aging open items. The values are: -As of Date: A user-defined date for aging items. -Acctg Date (accounting date): The accounting date for the item. -Item Date: Usually the invoice date, but it may differ by implementation. -Due Date: The due date assigned to the item.  PO: In Scope	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: In Scope	Full	In-scope	
PCG-007.026	Ability to indicate receivable is uncollectible.	Fit	Business Processing Solution: You can handle the uncollectible receivables in a couple of ways according to your organization's policies and the conditions surrounding the uncollectible open item(s). - If the customer open items are approved to be written-off and sent to a collection agency, the user can write-off the customer open items with appropriate collection reason code -OR You can use Transfer Worksheets to transfer expected bad debt to a Doubtful Receivables account. The transferred item remains open, but does not appear in your normal receivables (AR) account on your balance sheet. At a later date, you can either apply a payment to the item or write it off and send to collection agency as necessary  PO: In Scope - Good idea to add and use new doubtful AR account  Action: Discuss if a new policy should include doubtful AR account and when this should occur.	New configuration and process if agencies are allow to create various write-off with appropriate reason codes and with different tolerances based on user role  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: In Scope - Good idea to add and use new doubtful AR account  Action: Discuss if a new policy should include Doubtful AR account and when this should occur.	Full	In-scope	
PCG-007.027	Ability to handle short pays in revenue recognition.	Fit	Business Process Solution: Depends on the scenario, for underpayment, PS allows the user to leave the remaining balance open, create a new item for the underpayment, or adjust off the remaining underpayment amount. Related to PCG-007.009	Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design	Full	In-scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.028	Ability to indicate Accounts Receivable items in dispute by line item.	Fit	Business process solution: If a customer is disputing an invoice, you can put the invoice/item in dispute and indicate the amount and reason for the dispute. Putting an item in dispute does not generate any accounting entries. Note: If configuration is set to pass invoice data at Line Distribution level from Billing to Receivables, then the user can flag the dispute by line item.  Related to PCG-007.081  PO: Out of Scope	New configuration for Dispute codes and Dispute reason codes  PO: Out of Scope  Need sub-classification	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.029	Ability to support the use of agency defined write-off reason codes and permit customer accounts to be flagged for no future business.	Fit	Configuration solution: PS supports user defined write-off reason codes with appropriate default chart of accounts that can be overridden at write-off time for each agency if required.  The user can inactivate the customer to flag for no future business  PO: Policies exist, this should be added to Customer Management Governance.	New configuration and process if agencies are allow to create various write-off with appropriate reason codes and with different tolerances based on user role  see PCG-007.026 solution Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Policies exist, this should be added to Customer Management Governance.		In-scope	
PCG-007.030	The system shall provide functionality to allow for Non-invoice/Point-of-sale transactions (e.g. program income)	Fit	NY business process: Point of Sales are entered using the Direct Journal functionality: Debit Cash and Credit Revenue Related to PCG-007.034  PO: In Scope	Current Direct Journal AR_CST_TS_ACCTS_RECV_015 customization moving forward Partial because Rev Contract re-architecture will impact this requirement-we will need to change the view in the current customization PO: In Scope		In-scope	
PCG-007.032	Ability to write-off miscellaneous amounts from customer accounts	Fit	Policy Solution: Current SFS policy is no write-off is allowed in PS AR system. Credit Memo is passed from Billing and the user must offset the credit and the debit invoices to clear the open small balance. Susan Hedderman is currently working with John n Corbett/OSC and Mary/DOB on a Statewide policy for small balance write-off  Related to PCG-007.026, PCG-007.029, PCG-007.032, PCG-007.077, and PCG-007.080  PO: To follow the existing policies	New configuration and process if agencies are allow to create various write-off with appropriate reason codes and with different tolerances based on user role  see PCG-007.026 solution PO: To follow the existing policies		In-scope	
PCG-007.033	Ability to accumulate and report on interest earned and return to sponsor (if required).	Gap	This is a general requirement and SFS is not involved in calculating earning interest. Not a Receivables requirement This is related to STIP.  ARBI_RPT_TS_STIP_INTR_DISTR_469 report is moving forward  PO: Capture business process to support what agency need to do to associate STIP to a grant. This may be met by GL business process.  Action Item: Document Project and GL Business Process (ESA to capture this?)	Complexity is based on STIP will fit or can be modified for this requirement for DOT  PO: Capture business process to support what agency need to do to associate STIP to a grant. This may be met by GL business process.  Action Item: Document Project and GL Business Process (ESA to capture this?)  Per PO Comment this is to be in-scope, gap, partial and addressed through business process. Changed to In-scope. Need to change sub-categorization.	Partial	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.034	The system shall provide functionality for users to code multiple revenue classifications on a receipt	Gap	<p>Related to PCG-007.030</p> <p>Using Direct Journals functionality, agencies can record multiple revenue classifications as defined on the receipt. Payments for receivables must use the revenue recorded at the time of billing.</p> <p>PO: In Scope - continue current process</p>	<p>Partial because Rev Contract re-architecture will impact this requirement-we will need to change the view in the current customization</p> <p>Related to PCG-007.030</p> <p>SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: In Scope - continue current process</p>	Partial	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-007.035	Allow partial payments to be applied to specific invoice line items or to the invoice as a whole.	Fit	<p>Business process solution:</p> <p>If configuration is set to pass invoice data at Line Distribution level from Billing to Receivables, then the user can apply the partial cash at invoice line item</p> <p>If configuration is set to pass invoice data at Header Distribution level from Billing to Receivables, then the user can apply the partial cash at invoice as a whole</p> <p>Related to PCG-007.081</p> <p>PO: Out of Scope - Not using line level distribution</p>	<p>Related to PCG-007.081</p> <p>New Configuration, new business process and training to apply cash at the line level</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Out of Scope - Not using line level distribution</p> <p>Need sub-classification</p>	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.036	Apply a single check to multiple open items.	Fit	<p>PS provides the ability to apply a single check (a payment) to multiple customers or single customer with multiple open items</p> <p>PO: In Scope - follow existing processes</p>	<p>Business Processing Solution</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: In Scope - follow existing processes</p>	Full	In-scope	
PCG-007.037	Automatically apply cash receipts to open line items, open invoices or active accounts.	Fit	<p>Business process solution:</p> <p>If configuration is set to pass invoice data at Line Distribution level from Billing to Receivables, then the Payment Predictor can be configured to automatically apply at invoice line item</p> <p>If configuration is set to pass invoice data at Header Distribution level from Billing to Receivables, then the Payment Predictor can be configured to automatically apply at invoice as a whole</p> <p>Related to PCG-007.081</p> <p>PO: Out of Scope - not using line level distribution</p>	<p>SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>Data should pass the same for all BUs</p> <p>PO: Out of Scope - not using line level distribution</p> <p>Need sub-classification</p>	Full	Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.038	Enter a reference number and reason code on any AR adjustments.	Fit	<p>PS provides the ability to enter a Reason Code with appropriate default Chart of Account with the ability to override of the Chart of Account the when creating an adjustment in PS AR</p> <p>PO: Out of Scope</p>	<p>Partial because of <u>Reference</u> number. Not all reference number can be accommodated. Complexity is based on individual request must be identified</p> <p>PO: Out of Scope</p> <p>Need sub-classification</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
	Statewide Requirement Description	Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.063	The system shall provide functionality to electronically receive and identify alpha-numeric deposit numbers from inbound ACH transactions	Gap	<p>SFS provides the ability to enter a unique alpha-numeric deposit numbers from inbound lockbox file(s). Fit but required interfacing with all applicable banks</p> <p>PO: In Scope - continue current process. Onboarding task for agencies using lockbox functionality.</p>	<p>Assumption: The SFS has a AR_INT_FS_LOCKBOX_001(INT_AR_010) customization is being migrated to v9.2 and will fit this requirement</p> <p>See PCG-007.007 solution write up</p> <p>Related to PCG-007.002, PCG-007.007,PCG-007.063</p> <p>PO: In Scope - continue current process. Onboarding task for agencies using lockbox functionality.</p> <p>Identify duplicate requirement PCG-007.007</p>		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.064	The system shall provide functionality to automatically reconcile bank statement data to receipt and withdrawal transactions in the AR and GL modules	Gap	<p>SFS can import bank statements for reconciliation to Banking/Cash Management module. Book to bank recon would be performed using sole custody report NYAR0331. Joint custody bank reconciliations are performed solely by OSC.</p> <p>PO: Out of Scope for EE1 - Continue with current business process.</p>	<p>If agencies are allowed to access bank setup and Cash Management module, security will need to be re-assessed</p> <p>Partial because full detail requirement is needed if agencies are allowed access to CM module</p> <p>SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Out of Scope for EE1 - Continue with current business process.</p>	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.066	The system shall provide functionality for users to combine multiple invoices on a single customer statement	Gap	<p>There is a custom Statement report for SFS: The AR_RPT_FS_Statement_00_2. Note: PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)</p> <p>There is a custom Remit-To customization - AR_CST_TS_REMIT_TO_ADDRESS_004 Using the bank address as the 'Remit To' address is not preferred as most agencies require that payments from their customers be sent directly to an agency office. This requirement is referred to as the Remit to Address enhancement, or simply "Remit to Address".</p> <p>PO: In Scope - continue current process</p>	<p>The AR_RPT_FS_Statement_00_2 customization is being migrated to v9.2.</p> <p>PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)</p> <p>For AR_CST_TS_REMIT_TO_ADDRESS_004 see BI PCG-006.040</p> <p>PO: In Scope - continue current process</p> <p>Is sub-categorization correct? If this is an existing customer statement should it be 3? Changed to 3</p>	Full	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-007.069	The system shall provide functionality to automatically notify the credit manager when a customer's account is deemed delinquent based on SFS delinquency business rules	Gap	<p>Configuration solution and change: PS provides the ability to assign a delinquency code on the Item Delinquency page to open items whose amounts you want to include in various report lines.</p> <p>Custom workflow would have to be defined and setup to meet SFS delinquency business rules</p> <p>PO: Out of Scope for EE1 - Continue with current business process.</p>	<p>Complexity is based on new configuration solution and if AR workflow is in scope</p> <p>SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.</p> <p>PO: Out of Scope for EE1 - Continue with current business process.</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

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		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.070	The system shall provide functionality to generate delinquency/dunning notices based on SFS business rules	Gap	<p>There are three custom Dunning reports for SFS: The AR_RPT_FS_Dunning_Letter_00_03 AR_RPT_FS_Dunning_Letter_00_1(NYAR3848) AR_RPT_FS_Dunning_Letter_00_2(NYAR3849)</p> <p>PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)</p> <p>PO: In Scope - continue current process</p>	<p>Complexity is based on current customizations moving forward and we can modify the letter verbiage per agency's need</p> <p>PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)</p> <p><b>PO: In Scope - continue current process</b></p>	Full	In-Scope	5 New Enhancement - Report Solution (Gap In-Scope)
PCG-007.073	The system shall provide functionality for users to calculate late/overdue fees	Gap	<p>Configuration solution: PeopleSoft Receivables uses an open-item based approach to overdue charges that calculates overdue charges based on the number of days that an invoice is overdue. An important aspect of the overdue charge functionality is whether or not an overdue charge is considered a collectible item, and part of the customer's balance, when it is created. Some businesses exclude overdue charges from the customer's balance, while other businesses include them. PeopleSoft Receivables supports both approaches and provides flexibility for how and when to create accounting entries.</p> <p>User defined Overdue method is not a delivered functionality</p> <p>There is a customization that SFS provided which gives to the agencies the functionality for interest to be calculated on deposits. AR_CST_FS_INTEREST_CALC_DEPOSIT_017(ENH_AR_011)</p> <p>Related to PCG-001.040, PCG-007.073 and PCG-007.083</p> <p>PO: In Scope - continue current process</p>	<p>Modify current Over Due customization to meet this requirement</p> <p>Partial because we need the agency's specific calculation to modify the current customization</p> <p>PO: In Scope - continue current process</p>	Partial	In-Scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.074	The system shall provide functionality for users to determine which customers or group of customers will be charged late fees	Gap	<p>PS provide the ability to set Overdue Charge at the customer level</p> <p>PO: Out of Scope for EE1 - Continue current business process. Met at BU and Customer level only.</p>	<p>Modify current Over Due customization to meet this requirement</p> <p>Partial because we need the agency's specific calculation to modify the current customization</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Out of Scope for EE1 - Continue current business process. Met at BU and Customer level only.</p> <p>Provide duplicate req. number PCG-001.040, PCG-007.073 and PCG-007.083</p>		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.076	The system shall provide functionality for users to apply credit memos against a single invoice or multiple invoices	Fit	<p>PS provides the ability to match a credit invoice to a debit invoice or multiple debit invoices</p> <p>PO: In Scope - follow existing processes</p>	<p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: In Scope - follow existing processes</p>	Full	In-Scope	

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.077	The system shall provide functionality for users to review, approve, and perform write-off of invoices	Gap	<p>1) PS delivers the capability to write-off an open item with an appropriate reason code</p> <p>2) PS AR uses the write-off tolerances that can be defined for the customer, business unit, and entry reason assigned to the write-off item to determine whether the item is eligible to be written off automatically or on the Maintenance Worksheet. The system also uses the write-off tolerances for the user using the worksheet to determine whether items on a worksheet can be written off. The system uses the most restrictive write-off tolerance values. For example, if the maximum write-off amount is 100.00 for a business unit, 20.00 for a customer, 50.00 for a deduction reason, and 30.00 for the user, the maintenance worksheet uses the 20.00 maximum write-off requirement for the customer because it is the most restrictive. Note: If you enable a user to override write-off tolerances on the maintenance worksheet, the write-off must still meet the write-off tolerances for the user.</p> <p>3) The write-off approval workflow is designed to require approval for write-off amounts entered on the maintenance worksheet that are below the write-off tolerances but above the approval-needed. This approval workflow is controlled by the Approval Framework feature in PeopleSoft Enterprise Components. You must set up the write-off approval workflow before using this feature.</p> <p>PO: Out of Scope for EE1 - Continue current business process.</p>	<p>If write-off is and AR workflow in scope, the complexity will be Complicated</p> <p>Partial because AR Workflow is out of scope</p> <p>PO: Out of Scope for EE1 - Continue current business process.</p>		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.078	The system shall provide functionality for users to net a customer's outstanding receivables to his/her outstanding payables	Fit	<p>Change Management solution for SFS: PS Cash Management integrates with PS AR through the Treasury Netting Center. You must use PS Cash Management with PS AP to use the bilateral netting functionality that offsets open items with open vouchers in PS AP. This functionality is useful when you have customers that are also vendor/suppliers. PeopleSoft Cash Management also provides the Financial Gateway feature, which enables you to communicate directly with the bank for direct debit payments. Financial Gateway creates the electronic funds transfer file (EFT) after receiving the direct debit information from PS AR, and sends the transmission to the bank. It also provides acknowledgement statuses to PeopleSoft Receivables from the bank.</p> <p>PO: Out of Scope for EE1 - Continue current business process.</p>	<p>The decision was made by OSC that Netting automation process is not in-scope</p> <p>Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports &amp; delivered functionality to work - to discuss during detail design</p> <p>PO: Out of Scope for EE1 - Continue current business process.</p> <p>Need sub-classification</p>	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.079	The system shall provide functionality for Interagency Billing without issuing a physical check payment	Gap	<p>Currently, SFS has a customization to meet this requirement</p> <p>AR_CST_INTERAGENCY_BILLING_001</p> <p>Also related to PCG-007.011, PCG-007.079 and PCG-007.002.</p> <p>PO: In Scope - continue current process</p>	<p>Basing complexity on current customization is moving forward</p> <p>Related to PCG-006.018, PCG-006.023, PCG-006.066, PCG-007.002, PCG-007.079</p> <p>PO: In Scope - continue current process</p> <p>Identify duplicate req # Dup PCG-007.002</p>		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.080	Ability to automatically write-off small remaining balances that are within institution-defined tolerances and to generate and record the appropriate accounting entries in the General Ledger. (e.g. legislation w-off for DCJS)	Gap	<p>PS provides Automatic Maintenance methods define rules for matching debits and credits and for handling remaining balances for each match group. The Automatic Maintenance process uses the method that you assign to the business unit for processing unless you override the method for all business units on the Automatic Maintenance run control page.</p> <p>In addition to matching CR and DR items, you can the process write off items with a specific entry type and reason with tolerance (e.g. less than 25.00 or -25.00). The write-off amount must meet the write-off tolerances defined for the entry reason assigned to the automatic entry types associated with the Write-off a Credit or Debit.</p> <p>NOTE: PS does not balance by Fund the way SFS requires it. It is a manual process to balance by Fund SFS cannot perform Auto-Maint to I/A receivables</p> <p>PO: Out of Scope for EE1 - Continue current business process</p>	<p>Auto maintenance functionality is new configuration and partial because it's a policy change. TBD</p> <p>PO: Out of Scope for EE1 - Continue current business process</p>		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)

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Req ID	Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.043	Ability to search for a specific account by Customer Name.	Fit	PS provide the user the ability to perform online search the customer by: -Customer ID or partial customer ID -Customer Name 1 or partial customer Name 1 -Customer Name 2 or partial customer Name 2 -Customer telephone # or partial telephone # -Customer City or partial City name -Customer State -Customer Postal or partial Postal #  PO: In Scope - follow existing processes	Business Process  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.	Full	In-scope	
PCG-007.046	Ability to inquire or report on any system-provided data element in the accounts receivable module.	Gap	Individual request must be identified  PO: Out of Scope for EE1 - Continue Current Business Process.  Action: Discuss with Data warehouse	Complexity is based on <i>individual request</i> must be identified  Note: Fed Grant sponsor data will be under all BUs. Keep data in sync for the OSC draw down, processing, reports & delivered functionality to work - to discuss during detail design  PO: Out of Scope for EE1 - Continue Current Business Process.  Action: Discuss with Data warehouse. Met with Owen Devine and Ashley Turchiarelli 5/6. Per Owen, DW/AnalyzeNY is in the process of implementing BI Aps for BI/AR/CM and will contact us the next 2 months if DW's team needs further information.	Partial	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.047	Ability to search for a specific account by the Customer Identification Number.	Fit	PS provide the user the ability to perform online search the customer by: -Customer ID or partial customer ID	SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.	Full	In-scope	
PCG-007.049	Ability to provide an online query and standard report of billing/payment history by customer.	Fit	PS deliver online view and standard payment history reports by customer or by business unit  SFS also has various payment history reports  PO: In Scope - follow existing processes	SFS payment history reports are moving forward to V9.2. Tweaking for agencies need may be required  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: In Scope - follow existing processes	Full	In-scope	
PCG-007.050	Ability to provide an online query and standard report on account status that details charges, payments, invoices, credit history, cash receipts, debit memos, adjustments and credit memos online.	Fit	PS AR provides the user the online Collections Workbench (user can personalize page content) to perform the customer account overview: • Review the customer's info, customer hierarchy info, and customer's contact info • Review the customer's credit and risk profile • Review customer payment or all payments information • Research customer open items, balance and attachment information • Manage customer conversations and promises • Review customer correspondence • Review and Send customer statements by e-mail • Review customer aging, notes, conversations, promise date • Review contracts by contract or contract line	SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.	Full	In-scope	
PCG-007.052	Ability to export the results of an online query or report to a spreadsheet.	Fit	PS provides the ability to export query to CSV or PDF format  PO: This is general requirement. This is met as delivered.	PS provides the ability to export query to CSV or PDF format  PO: This is general requirement. This is met as delivered.	Full	In-scope	

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PCG-007.053	Ability to run journal entry report on direct journal payments as GL activity.	Gap	The is a custom Direct Journal report to satisfy this requirement as well as online-inquiry pages  PO: In Scope - continue current process	Custom Direct Journal ( NYAR0466 & NYAR0472) reports are moving forward  PO: In Scope - continue current process	Full	In-scope	3 Retrofit 9.0 Custom with Change (Gap In-Scope)
PCG-007.055	Ability to run cash reports on individual customer payments.	Gap	PS AR provides the user multiple online pages to view the customer payment history (cash applied and cash application that are still in-progress).  PS also delivers multiple deposit and payment history reports.  SFS also has various payment history reports  PO: In Scope - continue current process	Custom NYAR3842 report moving forward  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: In Scope - continue current process	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.059	Ability to review customer receivable data in one central work area (workbench)	Fit	PS AR provides the user the online Collections Workbench (user can personalize page content) to perform the customer account overview: <ul style="list-style-type: none"> <li>Review the customer's info, customer hierarchy info, and customer's contact info</li> <li>Review the customer's credit and risk profile</li> <li>Review customer payment or all payments information</li> <li>Research customer open items, balance and attachment information</li> <li>Manage customer conversations and promises</li> <li>Review customer correspondence</li> <li>Review and Send customer statements by e-mail</li> <li>Review customer aging, notes, conversations, promise date</li> <li>Review contracts by contract or contract line</li> </ul> PO: In scope	Configuration  SFS must keep all Federal Grant Sponsor Parent/Child & configuration information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: In scope	Full	In-scope	
PCG-007.060	The system shall provide functionality to generate a deposit slip report based on receipts recorded during a period of time, with the ability to remove any selected receipt	Gap	PS provides various deposit slip reports.  SFS also has a custom deposit reports. Custom Reports exists- NYAR3617, NYAR3843, NYAR3844, NYAR3845  PO: In Scope - continue current process	Custom deposit reports are moving forward. Tweaking for agencies need may be required  SFS must keep all Federal Grant Sponsor Parent/Child information in sync for all the BUs for the Fed Grant reporting and draw down process to work - to discuss during detail design.  PO: In Scope - continue current process	Full	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.061	Ability to view or produce a standard financial reports for Accounts Receivable aging based upon agency defined aging buckets.	Fit	PS provides detail and summary aging reports by BU or customer level. PO: In Scope - follow existing processes Action: Establish a policy need for aging receivable management	Custom deposit reports are moving forward. Tweaking for agencies need may be required  Related to PCG-007.060  PO: In Scope - follow existing processes  Action: Establish a policy need for aging receivable management		In-scope	

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Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.067	The system shall provide functionality to automatically generate recurring customer statements based on user specified criteria	Gap	PS delivered customer statements process can be utilized  PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)  PO: Delivered In Scope - continue current process	Custom Statement report are moving forward  Partial because we may have to tweak for agency's specific verbiage needs  PS no longer provides Crystal Reports for any processes in 9.2. Any custom report that may have been created using Crystal Reports would need to be redesigned into an appropriate technology tool (ex. XMLP)  PO: Delivered In Scope - continue current process  Identify duplicate req # PCG-007.066		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.068	The system shall provide functionality for users to reprint existing customer statements	Fit	PeopleSoft Receivables enables you to generate and reprint customer statements on a regular schedule for many customers or a single statement for only one customer.  PO: In Scope	Custom Statement report are moving forward - related to PCG-007.068  Partial because we may have to tweak for agency's specific verbiage needs  PO: In Scope		In-Scope	
PCG-007.071	The system shall provide functionality to maintain multiple versions of delinquency follow-up letters	Gap	PeopleSoft Receivables delivers a sample follow-up letter that you create by using BI Publisher that you can modify to suit your organization's needs. The system generates follow-up letters as long as you provide a valid contact ID, follow-up action, follow-up user ID, and letter code on the Conversations page.  PO: Out of Scope for EE1 - Continue with the current business process.	Follow-up customization is moving forward  Partial because we will have to create agency's specific Follow Up letter verbiage needs. How many follow up letters - TBD  PO: Out of Scope for EE1 - Continue with the current business process.	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.072	The system shall provide functionality for users to reprint an existing dunning or follow-up letter(s) for a customer	Fit	The system generates and allows reprint of follow-up letters as long as you provide a valid contact ID, follow-up action, follow-up user ID, and letter code on the Conversations page.  PO: Out of Scope - Out of Scope for EE1. Agency onboarding activity	New Configuration for SFS - related PCG-007.071  Partial because we will have to create reprint agency's specific Follow Up verbiage needs  PO: Out of Scope - Out of Scope for EE1. Agency onboarding activity  Need sub-classification PCG-007.071		Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)
PCG-007.019	The system shall provide functionality for users to purge AR items & receipts (archive) from the system	Gap	Most PeopleSoft Receivables tables contain data keyed either by business unit or TableSet. The tables keyed by business unit accumulate large volumes of data over time. Eventually, you may not need to access some of the data routinely. PeopleSoft Receivables enables you to archive the inactive data on the transaction tables keyed by business unit to the history tables. If you need to access the data later, you can restore it.  PO: Out of Scope for EE1 - Continue with the current business process.	If archive is in-scope, the complexity will be building/sizing the archiving tables  Partial because Archiving is out of scope for EE1  PO: Out of Scope for EE1 - Continue with the current business process.	Partial	Out-of-scope	7 Charter - Outside of Charter Scope (Gap Out-of-Scope)

EE1 ESA In\_Out of Scope Requirements Detail

Req ID	Requirement Description Statewide Requirement Description	PS Fit/Gap		Recommended Solution		Scope	
		Fit/Gap	Solution Comment	Solution Comments/Assumptions	Solution Full/Partial	Final Requirement Scope (In Scope or Out of Scope)	Gap In-Scope & Out-of-Scope Sub-classification
PCG-007.040	The system shall provide functionality for Accounts Receivable cash application approval (create deposit and cash application). Data Entry user needs a manager's approval for deposits.	Gap	Currently there is no customization for approving regular AR customer deposits. SFS has a custom approval for Direct Journal Deposit only AR_CST_TS_ACCTS_RECVD_015  PO: In Scope - continue current process	-Current customization is moving forward the complexity is complicated -Partial because AR workflow is out of scope -OSC deposit for multiple BUs will be under NYS01 only  PO: In Scope - continue current process	Partial	In-scope	2 Retrofit 9.0 Custom As-Is (Gap In-Scope)
PCG-007.041	Ability for departments and/or PIs to view cash receipts online by account, project, or sponsor.	Gap	Based on the user security, the user can have view access to search and view online the customer balance by business unit, customer/sponsor, project or customer contract ID  SFS also provides custom reports for the PIs to view customer cash receipts data  PO: In Scope - continue current process	OSC will be viewing the Fed Grant invoices for multiple BUs under multiple SETIDs data online Related to PCG-007.061  PO: In Scope - continue current process  Identify duplicate req # PCG-007.061		Out-of-scope	10 Duplicate Requirement (Gap Out-of-Scope)
PCG-007.042	Ability to integrate with the General Ledger and automatically generate General Ledger entries for recording receivable, revenue, cash applications, receivable write-offs	Fit	PeopleSoft Billing sends AR and Revenue accounting entries to PeopleSoft General Ledger through the Journal Generator Application Engine process (FS_JGEN).  PeopleSoft Receivables sends payment and adjustment accounting entries to PeopleSoft General Ledger through the Journal Generator Application Engine process (FS_JGEN).  Duplicate to PCG-007.017	Assuming write-off is in-scope  Is this a duplicate to PCG-007.017? No		In-scope	
PCG-007.044	A conversion of Agency open AR balances relate to grant and revenue contract to the PeopleSoft Accounts Receivable system.	Gap	There is a custom Open Item interface for SFS: AR_CST_FS_BILLING_DATA_ELECTRONICALLY_002(INT_AR_006) for interagency and non-interagency open item transactions  There's also an attachment customization: AP_AR_CST_FS_Voucher_Deposit_Document_Attach_001 for interagency and non-interagency attachment  PO: Out of scope for AR. In-scope for EE1 project task	Current customization is moving forward and possibly changing data structure per agency's need  SFS must keep all Federal Grant Sponsor information in sync for all the BUs for the Fed Grant delivered functionality and draw down process to work  PO: Out of scope for AR. In-scope for EE1 project task	Full	Out-of-scope	11 Risk/Reward Project Officer Decision (Gap Out-of-Scope)