

2.0 Appendix A – Project Aspire Conversion/Interface Functional Design

ADML ID	091
ADML Description	DCF - Public Assistance Payments
ADML Tech #	091

2.1 Description Functionality

Aspire will need to create a custom program to process public assistance (PA) warrants. This program will need to be able to load and edit PA voucher details so that Aspire can record a manual warrant and then create all related accounting entries.

All PA disbursements will be interfaced from the Department of Children and Families' (DCF) current legacy business system and loaded into Aspire. Voucher and disbursement data will map to the following tables: the delivered quick voucher tables (VCHR_HDR_QV, VCHR_LINE_QV, and VCHR_PYMT_QV), a custom table for legacy business system specific fields (FL_VCHR_INTFC), and two single payment vendor tables (VCHR_VNDR_INFO and VCHR_VNDR_BANK). After these tables are loaded by the interface, Aspire's voucher build program (AP_VCHRBLD) will create vouchers and their associated payment records for all interfaced transactions.

This design assumes that only one distribution record will be provided for each voucher line. This should not be a problem for the current PA vouchers because all of them currently pass a single voucher line and a single distribution line. In the future, if a multi-funded PA payment request is interfaced to Aspire then a separate voucher line should be created for each distribution. All required ChartField information for the invoice will be mapped to current Aspire ChartFields on the VCHR_LINE_QV record and the delivered voucher build program will create the DISTRIB_LINE record for the voucher.

All invoices using this interface will need to be loaded into Aspire with no matching required (MATCH_ACTION = 'N' and MATCH_STATUS_VCHR = 'N') and in a valid postable status (POST_VOUCHER = 'P'). The standard voucher workflow approvals and pre-audit functions will not be performed for PA disbursements in Aspire. Instead, these vouchers will be loaded as pre-approved, requiring no further approvals, and will not be eligible for budget checking or the random selection/pre-audit functions.

PA disbursements will utilize the single payment voucher functionality in Aspire. This will enable the legacy business system to pass individual payee name and address

information along with the disbursement and accounting information without having to set up a vendor prior to saving the voucher.

All PA disbursements will use the same Aspire single payment vendor information. Unique vendor information for a disbursement will be saved in the single payment vendor information table (VCHR_VNDR_INFO). The single payment vendor banking information table (VCHR_VNDR_BANK) record will need to be created for each voucher with all related warrant information. No vendor bank account or routing information should be included because EFT payments are not being created. The information in these two tables will be reunited with the rest of the core voucher record information after the voucher build process has created the records in the other core voucher tables. To accomplish this, the voucher id cannot be system generated by Aspire; instead it must be provided with the rest of the disbursement information from the source business system.

A custom table (FL_VCHR_INTFC) will be created to capture agency data used to create the disbursement's advice lines. All warrant advice message lines or advice message codes in Aspire will need to be provided on the source file from DCF in the FL_VCHR_INTFC record for each transaction because Aspire does not have a delivered component to maintain custom warrant advice information. Consequently, the actual advice message information (~~four~~ 11 messages of up to eighty characters each) or a one character label type and a one character indicator will need to be provided for each individual disbursement. If label types and indicators are provided, they will need to match the legacy messages in the current message database. There will be no edit in Aspire to verify that label message references are correct. This custom interface table (FL_VCHR_INTFC) will need to be accessed to create the PA warrant print file to send to the printer during Pay Cycle processing.

Voucher header and line information will be mapped to the following Aspire quick invoice tables: VCHR_HDR_QV and VCHR_LINE_QV. Voucher payment information will be mapped to the VCHR_PYMT_QV quick table. A valid single payment vendor id and location will be required for all PA vouchers. Each PA disbursement will be interfaced with a unique voucher id originating from the legacy business system as their assigned warrant number. DCF will provide a one digit year indicator as the first character of the eight character voucher id. This will be accomplished by concatenating the year indicator with the seven digit warrant number. The Aspire voucher id will need to be unique when combined with its Payables business unit.

It is important that all "agency-specific" validations and edits be conducted before the voucher information is brought into Aspire. These include all non-standard voucher edits currently not performed in Aspire's delivered product. This will ensure that processing incomplete or erroneous information in Aspire is kept to a minimum.

Pre-edit errors in Aspire will require that the associated data be removed from Aspire's tables and resent in a subsequent DCF interface. Prior to removal of the pre-edit errors

these lines should be written to the program's log file that indicates the errors (i.e. which fields are missing / invalid values or don't exist in Aspire). This will aid in the error handling of these files as these files have substantial amounts of data. In addition, the invalid records should be written to an output file that, once corrected, can be reprocess-able by our custom load process and voucher build. Thus, this output error file will be in the same format as the file produce by this ADML. File name on this output file will be in compliance with Aspire naming convention.

Pre-edit errors prohibit the associated voucher transactions from being processed by the voucher edit portion of voucher build program (AP_VCHRBLD). Vouchers without pre-edit errors will be passed to the voucher edit sub-process. If the voucher is successfully passed from the voucher build to the voucher edit process, the transaction's data is also moved from the quick invoice tables to the voucher transaction tables. The voucher edit sub-process marks all vouchers that fail any of its edits as *Recycled*. The edits performed by the voucher edit process are essentially the same as those performed by the Voucher component at save time. There can be five different types of errors in the voucher edit process that will result in a 'Recycled' voucher; they are the following: voucher header level errors, line level errors, distribution line level errors, miscellaneous charge errors, and scheduled payments errors.

Both pre-edit and voucher edit errors will need to be output into a file and sent back to DCF for processing. A second program, tied in a PSJOB to the voucher batch process, or yet another new section will need to be added to ADML #136 to accomplish this because errors will not be identified until after the voucher batch process completes. The DCF warrant error file will need to be created using the delivered voucher error tables as the source (TSE_VCHR_FLD, TSE_VCHRLN_FLD, TSE_MISC_FLD, TSE_ACCTLN_FLD, and TSE_PYMNT_FLD). After this file is created, all of the corresponding voucher information (from either the quick voucher and/or standard voucher tables) will need to be deleted so that the warrant's information can be resent without errors after the original vouchers are corrected in DCF's source business system. Finally, all DCF warrants with errors in Aspire will need their warrant print information removed from the print file before it is released for printing on the mainframe.

All of DCF's legacy business systems will need to provide at least the minimum amount of information necessary to process a single payment vendor voucher. These required fields are identified as such within the record layouts in section 1.7 of this document.

The PA interface will not update or correct vouchers that have been successfully processed by Aspire. Any changes to the data on the voucher and/or payment after the initial interface will need to be handled as a warrant cancellation in Aspire. This means that DCF will initiate an Aspire warrant cancellation (marked to close the voucher liability) and send a new voucher in a future PA interface. All payment cancellations and disbursement reissues will be entered and processed in Aspire either via the online component or through the available batch cancellation interface (see ADML #092).

After PA disbursement information is loaded into Aspire’s quick voucher tables, the voucher batch program will be run to load and edit the voucher data. A new section will need to be added to the Voucher Audit application engine program (ADML #136) to make several necessary updates to single payment vouchers. All PA single payment vouchers will need the following updates to the VOUCHER record: their VOUCHER_STYLE updated to ‘SGLP’ from ‘REG’, the BUDGET_HDR_STATUS set equal to ‘V’ (valid), and the BUDGET_MISC_STATUS set equal to ‘V’ (Valid). Also, the PYMNT_VCHR_XREF will need the SINGLE_PYMNT_FLG also set to ‘Y’. The vouchers will then be eligible for Pay Cycle selection and warrant creation.

A batch header record (FL_PA_HDR) will need to be sent with each PA warrant batch file. This should be the first record in the file and it will have summary amount and count totals for data loading verification purposes. This header record will need to provide the following information: BANK_SETID, BANK_CD, BANK_ACCT_KEY, PYMNT_METHOD, TTL_GROSS_AMT, and TTL_VOUCHERS. These fields represent the Aspire bank account information for PA warrants, the file counts for vouchers, and the file voucher amount totals. This information will be used to validate that all vouchers were successfully loaded into Aspire’s quick voucher tables. The batch header record should be the first processing that this program attempts. If the control totals do not match the detail information in the file the file should be rejected and no further processing should occur.

2.2 Scheduling

This will be nightly batch process (M-F).

2.3 Run Control Parameters

Interface / Conversion Parameters	
<i>Parameters (Required)</i>	<i>Possible Values (Prompt Table)</i>
FILE_PATH_NAME	None
<i>Parameters (Optional)</i>	<i>Possible Values</i>

2.4 Unit Test Considerations

- Test run control page. The run control must have a valid payables business unit (prompt table should return only valid values).
- Test single payment vendor functionality and the corresponding records created for single payment functionality.
- Test custom warrant advice message lines and message indicators are populated correctly.
- Run a complete Pay Cycle, voucher posting and payment posting for all interfaced PA disbursements.
- Test processing a blank or empty source file.
- Test error file and message log functionality.
- Test to make sure vouchers in error are deleted from Aspire.
- Send an invalid Category (i.e. category that does not exist on tree) – Negative condition
- Send an invalid Account (i.e. Account that does not exist on tree) – Negative condition
- Send an valid Account (i.e. Account that does exist on tree) – Positive condition
- Send an valid Category (i.e. Category that does exist on tree) – Positive condition

2.5 Miscellaneous

- A new translate value (PA) will need to be created for PA transactions in Aspire on the VCHR_SRC record.
- A new single payment vendor for PA vouchers will need to be created.
- The following tables are a list of quick voucher tables that should be cleared out if a pre-edit error is created (TSE_JOBID = 'AP_VCHRBLD'): VCHR_HDR_QV, VCHR_LINE_QV, VCHR_DIST_QV, VCHR_PYMT_QV, VCHR_VNDR_QV, VCHR_BANK_QV, VCHR_IBANK_QV, VCHR_FRGH_QV, VCHR_MSCH_QV, VCHR_MSCL_QV, VCHR_SLTX_QV. It is possible that not all tables listed will have data to delete.

- The following tables are a list of voucher tables that should be cleared out if a voucher edit error is created (TSE_JOBID = 'APVCHREDIT'): VOUCHER, VOUCHER_LINE, VCHR_DOCSEQ_HDR, VCHR_USETAX_CHG, VCHR_SALETX_CHG, VCHR_FRGH_CHRG, VCHR_MISC_CHRG, VOUCHER_LINE, PYMNT_VCHR_XREF, PYMNT_VCHR_MSG, PYMNT_VCHR_WTHD, VCHRLN_MISC_CHG, and DISTRIB_LINE. It is possible that not all tables listed will have data to delete.
- The log files generated should have statistical summary information on records loaded, records rejected, total count of records as well as rejected record details of error.

The interfaces should validate that the account and category being transmitted in the data file are valid value on 'FL_ACCT_TREE' and 'FL_CAT_TREE' under the following nodes.

Chartfields	Tree	Node
Account	FL_ACCT_TREE	P2P
Category (Product)	FL_CAT_TREE	P2P

For example, if the Account or category in the data file does not exist on the P2P node that vouchers needs be written to an error log and the next transaction processed.

Error Message

“For Business unit ##### Voucher ##### has invalid P2P Account #####”

Or

“For Business unit ##### Voucher ##### has invalid P2P Category #####”

2.6 Assumptions

- All of the DCF legacy business systems will be expected to create/modify their own outbound interface of PA disbursement items into Aspire using the record layouts in this design specification document.
- This interface will need to map the state's current PA legacy layout to Aspire's record layouts in section 1.7 of this document.
- This voucher load design assumes that only one distribution line will be provided for each PA voucher line. Multiple lines can be provided for multi-funded vouchers if desired.
- All necessary Aspire ChartFields must be provided by the legacy business system. This includes all ChartFields that are mapped to fields currently not sent to Central FLAIR.
- Single payment vendor functionality will be used for all PA disbursements using this voucher interface.
- All DCF legacy business systems will pass their current warrant number along with a year identifier as the VOUCHER_ID for Aspire. The first character of the eight character voucher id will be reserved to identify the warrant's issue year. This will leave the last seven digits to specify the unique warrant number from DCF's system. The VOUCHER_ID, when used with the Payables business unit, will uniquely identify each voucher in Aspire. This concatenation will be done by DCF prior to their send.
- Matching, workflow approvals, budget checking, and auditing will not be performed in Aspire for PA vouchers interfaced into Aspire.
- Only paper warrants will be created for all PA disbursements; EFT's will not be created.
- Both recycled vouchers and vouchers in error will need to be deleted from Aspire before a warrant can be resent from DCF. This will need to be accomplished in new program or an additional section to ADML #136.
- Only single-payment vendors will be included in this interface. No regular vendors will be interfaced into Aspire using this program.
- All DCF vouchers will be populated with a voucher origin of 'PA'. The voucher source (VCHR_SRC) on all interfaced vouchers will also be a unique identifier ('PA') specifying the DCF business system. This new voucher source will be configured in Aspire as a new translate value.

- There will be no verification in Aspire that referenced message labels are correct.
- A process and a strategy need to be in place regarding the archiving of FL_VCHR_INTFC – This table can have potentially 100,000 records per week. This may be accomplished by an Archive table that gets populated on a pre determined time schedule.
- The “BATCH” user id which will run this interface will have the appropriate org security and business unit permission.
- Aspire will make the voucher source available on the warrant advice for agency identification and back office use.

2.7 Record Layout

The spreadsheet below contains all PA disbursement interface record layouts.



PA layouts v2