

2.0 Appendix A – Project Aspire Conversion/Interface Functional Design

ADML ID	1934
ADML Description	Recording UC EFT
ADML Tech #	

2.1 Description Functionality

There are 2 distinct processes for Unemployment Compensation (UC) interaction within Aspire, ADML 093 and this current ADML. ADML 093 addresses the warrant payments process, while this current interface addresses recording the accounting effect for EFT payments. In other words, it records the cash impact in Aspire's GL for EFT payments. This process will only record the accounting events and no vouchers will be created. Therefore, unlike payments made by ADML 093, the payments being recorded with this ADML will not be recorded in the PAYMENT_TBL. In order to facilitate UC reporting requirements, common reporting views will need to be created which will display all UC payments regardless if the payment impacted the PAYMENT_TBL or was recorded in FL_JGEN_ACCT_ENTRY (or custom version of this record). An additional UC requirement is that we use the same input file format for both processes (ADML 093 and current ADML). UC will ensure that 2 separate files are produced, one containing warrants and the other containing EFT records only.

Essentially this ADML encompasses the following requirements of UC and Treasury

- A common input file format between current and 093 ADML
- Recording the EFT payments and cancellation accounting event
- The EFT funding can be split over multiple projects and activities
- Maintaining the EFT detail for research purposes
- Having a common reporting view to research all UC payments whether warrants or EFT
- Having a summary transaction to reconcile the movement in cash

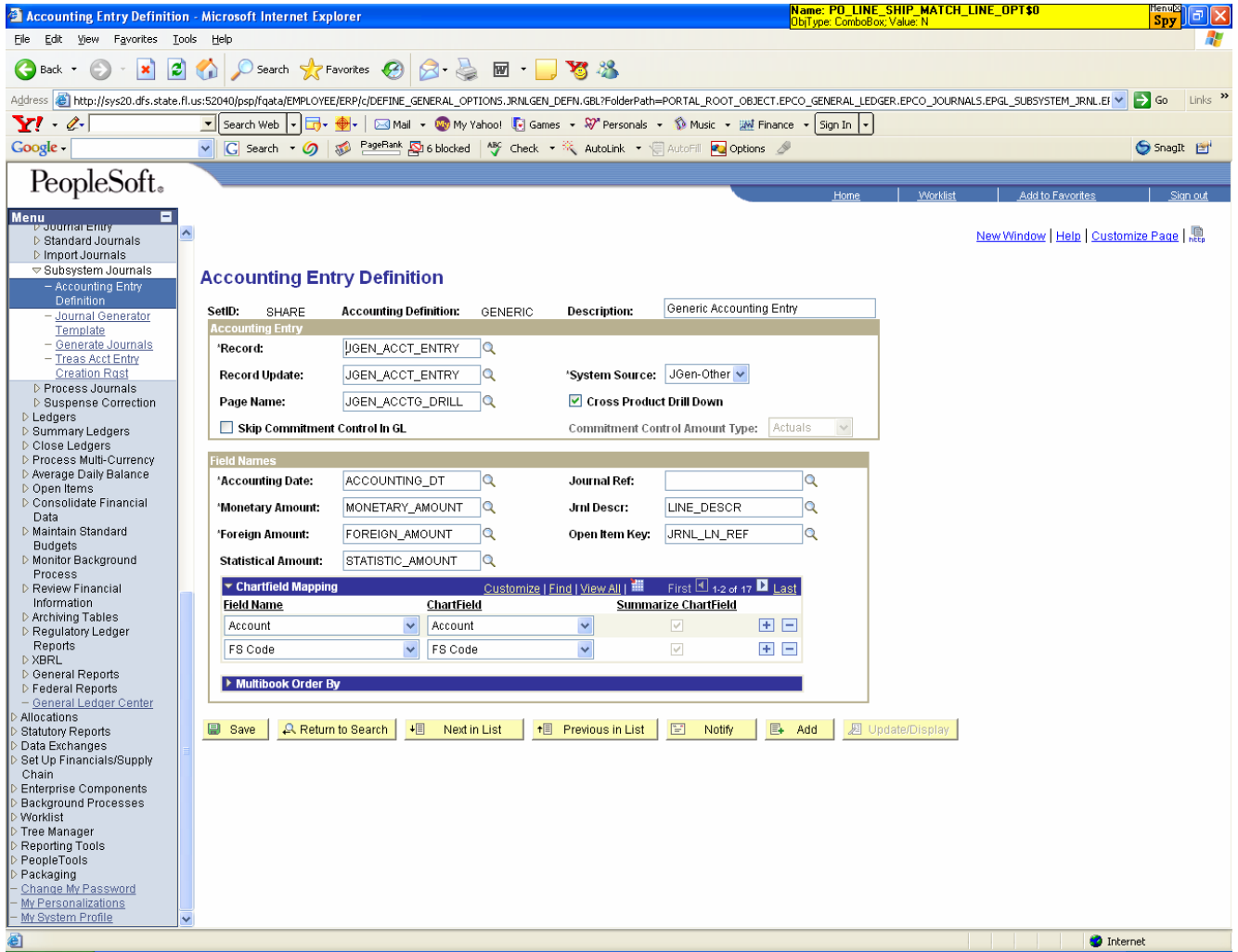
The Input file used by this ADML will be the same format as the input file used in ADML 093. See attached document for how the data will map to the custom record .



UC_EFT_1.xls

For each record loaded from the input file to the FL_JGEN_ACCT_ENTRY, an offset transaction to the cash account (i.e., Verified Cash) will be generated. In other words, the exact same transaction except for opposite amounts. Also, the line description should be "EFT Payment Offset". This offset will ensure that the journals generated will be balanced. The journals generated to GL will be summarized, therefore, any detailed analysis of the transaction will have to be looked at in FL_JGEN_ACCT_ENTRY or its related views.

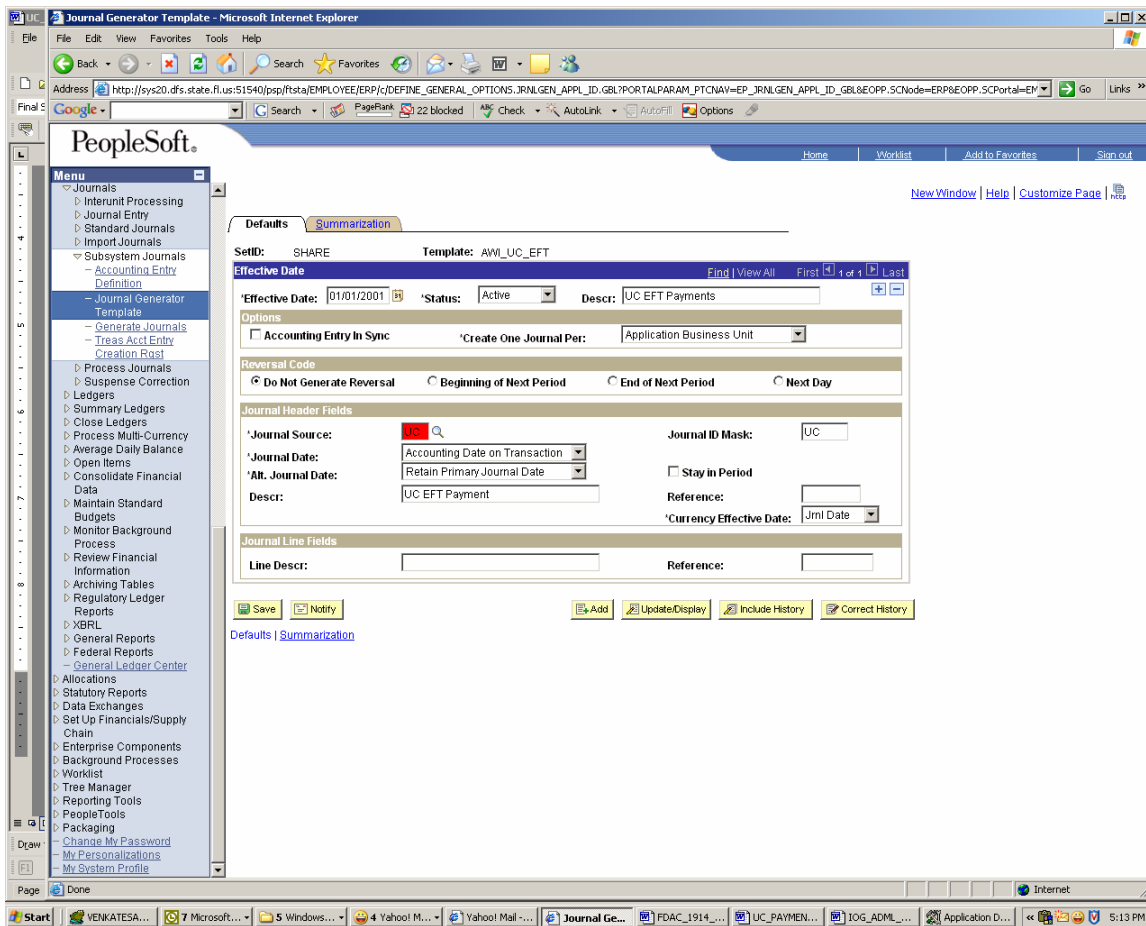
Additional configuration will be needed to generate journals (one for returns one for disbursements) from the FL_JGEN_ACCT_ENTRY record. 2 separate Accounting Entry Definition will be established as follows:



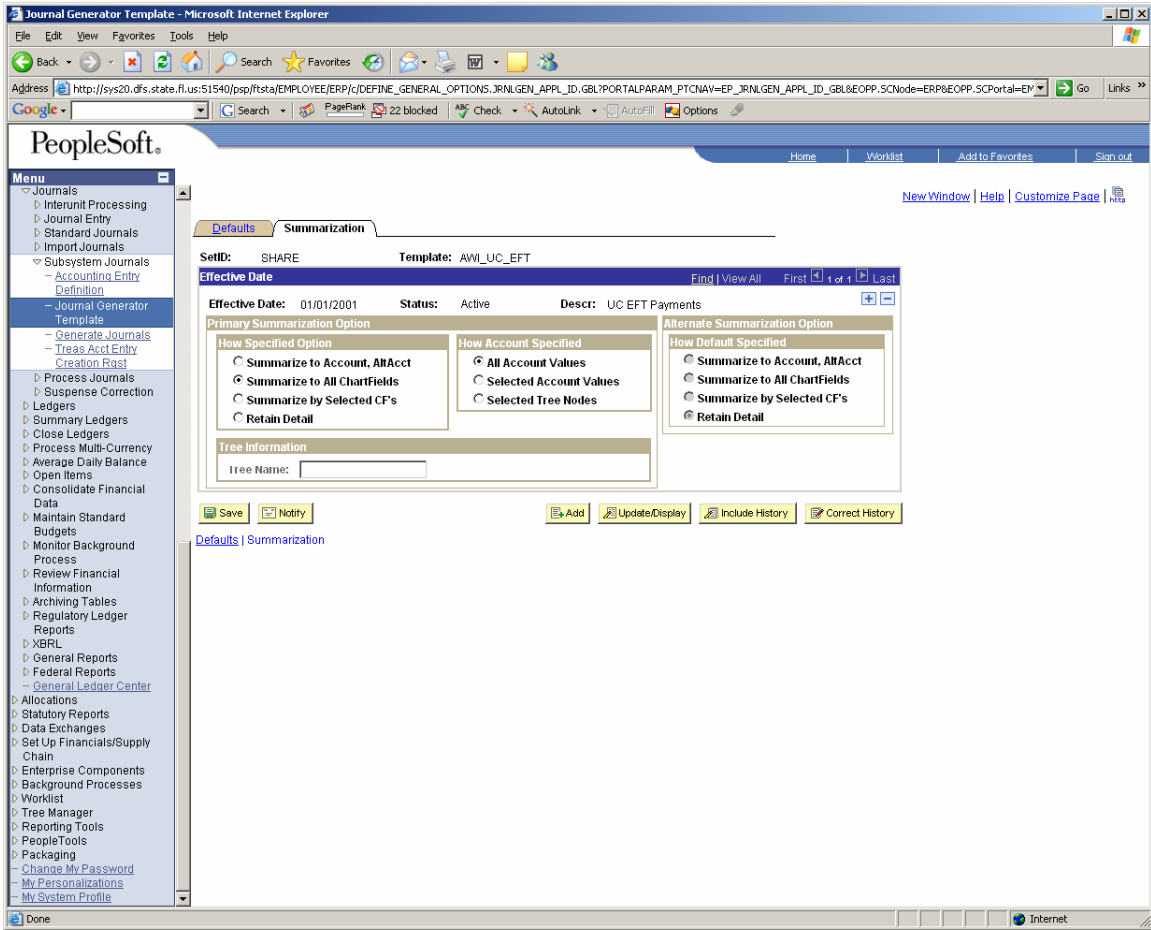
Views will be needed and entered in the Record field on this accounting entry definition. It will only select the transactions loaded by this interface (one for Disbursements the other for returns / voids). These transactions can be identified as follows:

- FL_JGEN_ACCT_ENTRY.APPL_JRNL_ID = FL_UC_EFT

A new Journal Generator Template will need to be created and a new journal source of UCE & UCR (UC EFT Payments & UC EFT Returns) will be used on these templates.



A journal Mask of UC will be configured in the Journal Generator template to distinguish UC journals.



The accounting entries that should be generated from the journal generator are as follows

Agency	Dr	Cr (Created by ADML)
Expenditure	XXX	
Verified Cash		XXX
Per ADML 1733		
Treasury	Dr	Cr (Not created by ADML – Ref ADML1733)
Due to State Funds – Cash	XXX	
O/S Warrants		XXX

The custom cloned record of FL_JGEN_ACCT_ENTRY will have the below additional fields associated (Note: some fields are marked required or optional, these processing rules are only for this interface and should not be imposed at the field level on the record)

ORIGIN	R	VARCHAR (3)	(Set to UC for this ADML)
ACTIVITY_ID	O	VARCHAR (15)	(Project fields can be
ANALYSIS_TYPE	O	VARCHAR (3)	populated but only activity id
RESOURCE_TYPE	O	VARCHAR (5)	will be required if
RESOURCE_CATEGORY	O	VARCHAR (5)	PROJECT_ID is populated)
RESOURCE_SUB_CAT	O	VARCHAR (5)	
REMIT_SETID	O	VARCHAR (5)	
REMIT_VENDOR	O	VARCHAR (10)	
NAME1	O	VARCHAR (40)	(Used for Payee Name)
NAME2	R	VARCHAR (40)	(Used for Vendor Name)
COUNTRY	R	VARCHAR (3)	
ADDRESS1	R	VARCHAR (55)	
ADDRESS2	O	VARCHAR (55)	
ADDRESS3	O	VARCHAR (55)	
ADDRESS4	O	VARCHAR (55)	
CITY	R	VARCHAR (30)	
COUNTY	R	VARCHAR (30)	
STATE	R	VARCHAR (6)	
POSTAL	R	VARCHAR (12)	
PYMNT_METHOD	R	VARCHAR (3)	(Set to EFT for this ADML)
DOCUMENT NUMBER	O	VARCHAR (10)	

O = Optional for this Interface

R = Required for this interface

Note

The Fiscal Year indicator is the 1st digit of the EFT ID

There will be 2 custom reporting views; one view will be joining the DISTRIB_LINE with the FL_JGEN_ACCT_ENTRY.(custom record) This view will give the individual detail for EFT and warrants (i.e., the related accounting associated with UC payments).

The fields requested from FL_JGEN_ACCT_ENTRY are as follows:

BUSINESS UNIT
ACCOUNTING_DT
APPL_JRNL_ID
BUSINESS UNIT_GL
FISCAL_YEAR
ACCOUNTING PERIOD
JOURNAL_ID
JOURNAL_DATE
JOURNAL LINE
ACCOUNT
ALTACCT
DEPTID
OPERATING UNIT
PRODUCT
FUND_CODE
CLASS_FLD
BUDGET_REF
AFFILIATE
CHARTFIELD1
CHARTFIELD2
CHARTFIELD3
PROJECT ID
CURRENCY_CD
MONETARY AMOUNT
JRNL_LN_REF
LINE_DESCR

All custom fields are requested

The fields requested from the DISTRIB_LINE are as follows:

BUSINESS_UNIT
VOUCHER_ID
VOUCHER_LINE_NUM
DISTRIB_LINE_NUM
BUSINESS_UNIT_GL
ACCOUNT
MONETARY_AMOUNT
JRNL_LN_REF
DESCR
MERCHANDISE_AMT
ACCOUNTING_DT

BUSINESS_UNIT_PC
ACTIVITY_ID
ANALYSIS_TYPE
RESOURCE_TYPE
RESOURCE_CATEGORY
RESOURCE_SUB_CAT
OPERATING_UNIT
PRODUCT
FUND_CODE
CLASS_FLD
PROGRAM_CODE
BUDGET_REF
AFFILIATE
CHARTFIELD
CHARTFIELD
CHARTFIELD
PROJECT_ID
ALTACCT
DEPTID
FL_CASHCHK_LN_STAT

The second view will give the Payment related information such as who the warrant / EFT was made to, address, warrant / EFT ID. This view will have the below fields (Note: it will sum by PAYMENT_REF_ID on PAYMENT_TBL and LINE_DESCR (which contains EFT ID) on FL_JGEN_ACCT_ENTRY.

The fields requested from FL_JGEN_ACCT_ENTRY are as follows:

BUSINESS UNIT
ACCOUNTING_DT
APPL JRNL ID
BUSINESS UNIT GL
FISCAL YEAR
ACCOUNTING PERIOD
JOURNAL ID
JOURNAL DATE
JOURNAL LINE
MONETARY AMOUNT
JRNL LN REF
LINE_DESCR
REMIT SETID
REMIT VENDOR
NAME 1
NAME 2
COUNTRY

ADDRESS 1
ADDRESS 2
ADDRESS 3
ADDRESS 4
CITY
COUNTY
POSTAL
CITY

The fields requested from the PAYMENT_TBL are as follows:

CANCEL ACTION
CANCEL_DT
RECON STATUS
PYMNT STATUS
PYMNT METHOD
PYMNT_AMT
PYMNT_DT
PYMNT_ID
BANK ACCOUNT NUM
CREATION_DT
POST STATUS AP
REMIT SETID
REMIT VENDOR
NAME 1
NAME 2
COUNTRY
ADDRESS 1
ADDRESS 2
ADDRESS 3
ADDRESS 4
CITY
COUNTY
POSTAL
CITY

In addition a sum of transaction entries successfully loaded per File in to the FL_JGEN_ACCT_ENTRY needs to be created and inserted in to the BNK_RCN_TRAN record. The insert should be as follows

This will map to the correct ASPIRE bank number. Capital City	BNK_RCN_TRAN.BNK_ID_NBR
This will map to the correct ASPIRE bank account. Capital City UC bank acct	BNK_RCN_TRAN.BANK_ACCOUNT_NUM
UCE##### (incremental number)	BNK_RCN_TRAN.TRAN_REF_ID
UCR#####(incremental number)	
SYS DATE (MMDDYY)	BNK_RCN_TRAN.TRAN_DT
	BNK_RCN_TRAN.BUSINESS_UNIT
Sum of EFT Amount successfully loaded to FL_JGEN_ACCT_ENTRY.	BNK_RCN_TRAN.TRAN_AMT
Default to 'USD'	BNK_RCN_TRAN.CURRENCY_CD
UC EFT Offset Recon record	BNK_RCN_TRAN.TRAN_DESCR
Set to 'EFT' for Disbursements / ACR for cancellation entries.	BNK_RCN_TRAN.RECON_TRANS_CODE
Default to 'A' Automatic reconciliation	BNK_RCN_TRAN.RECON_TYPE
Default to 'UNR'	BNK_RCN_TRAN.RECON_STATUS

This summary transaction will be used by treasury to reconcile bank transfers.

Each file loaded will create one transaction to be inserted into BNK_RCN_TRAN Therefore if 3 files where loaded in a given day ie 1 for cancellation 1 for payments and 1 reprocessable files, 3 separate transaction will be insert into BNK_RCN_TRAN each summing the incremental transactions successfully loaded to FL_JGEN_ACCT_ENTRY

Note

- Summary transactions need to be unsigned (no + / -)

For Cancellation file the summary BNK_RCN_TRAN entries will be loaded as follows:

UCR#####(incremental number)	BNK_RCN_TRAN.TRAN_REF_ID
ACR for cancellation entries.	BNK_RCN_TRAN.RECON_TRANS_CODE

For Disbursements file the summary BNK_RCN_TRAN entries will be loaded as follows:

UCE#####(incremental number)	BNK_RCN_TRAN.TRAN_REF_ID
EFT for Disbursement entries.	BNK_RCN_TRAN.RECON_TRANS_CODE

Error handling

- (1) If file being loaded is empty – An error needs to be written to a log file

“ File ##### is empty”

- (2) If Batch header totals do not Match the entire file needs to be rejected stating

“File counts do not match header record”

- (3) If Batch header payment method does not agree then the file needs to be reject

“ File should contain only EFT or ACR records”

- (4) If File contains any inactive or invalid chartfields those data records need to be rejected and written to a reprocessible file indicating which fields are invalid or inactive.

“Field ### on line ### is invalid or inactive. Please verify field.”

- (5) If a cancellation is being sent in on the data file, then that EFT ID needs to have another corresponding transaction (EFT ID) already loaded to the FL_JGEN_ACCT_ENTRY in the same total amount, otherwise those records needs to be rejected.

“EFT ID ##### on Line ### for Amount \$ - is trying to perform a cancel action on an EFT that has not been loaded.”

If amounts of the cancellation transaction is greater:

“EFT ID ### on Line ##### for Amount \$ - Is greater than EFT ID on line ### on data file”

or

“EFT ID ### on Line ##### for Amount \$ - Is greater than EFT ID and amount \$ ### previously loaded to FL_JGEN_ACCT_ENTRY”

- (6) Only one ACR cancellation should be allowed for an EFT, if more than one cancellation is transmitted that transaction should be rejected (The sum of Cancellation transaction amount for an EFT ID and Sum of Positive amounts for the same EFT ID need to compared.)

“EFT ID ##### for Amount \$ ### has already been cancelled”

- (7) If the data file is missing key data elements such as required chartfields (Business Unit, Fund Code, Budget Entity, Account, Alt Account, and Deptid), amount, and

line description, the records need to be rejected and written to a reprocessible file indicating which fields are missing.

“Field ### is missing on line ####, Please correct data.”

- (8) File with header record of EHD should only contain positive numbers a file with header record of AHV should only contain cancellation amounts

“ File should contain only Positive amounts” – EHD Header

“ File should contain only Cancellation amounts” – AHV Header

Note: A reprocessible file needs to be produced with data elements rejected from initial validation as well as a log file indicating errors (a separate reprocessible file will be created for EHD and AHV). The reporting manager will be used as the distribution mechanism and a business process with UC on error handling will need to be established (Not part of this ADML).

2.2 Scheduling

This process schedule will be determined during Batch Scheduling workshops

This ADML needs to run prior to Journal generator

2.3 Run Control Parameters

Interface / Conversion Parameters	
<i>Parameters (Required)</i>	<i>Possible Values (Prompt Table)</i>
GL BU	

Allow for multiple file to be received during same business day, i.e. original file and reprocessible file

2.4 Unit Test Considerations

- Test Loading a CHK to FL_JGEN_ACCT_ENTRY and custom child record (Negative condition).
- Test loading file with invalid & inactivated chartfields (Negative Condition)
- Test loading a empty data file (Negative Condition)
- Load split funding EFT with Project information. (Positive Condition)
- Test loading a transaction with a cancellation amount for an EFT id that already exists view should sum the amounts correctly (Positive condition).
- Test loading a cancellation amount for a new ACR that has never been loaded to FL_JGEN_ACCT_ENTRY (Negative Condition).
- Test loading a cancellation and positive ACR / EFT that do not sum up i.e. (cancellation amount is greater) (Negative Condition).
- Test loading file with cancellation and positive amounts on the file that are equal – expecting separate files (Negative condition)
- Test loading non project single funded item (Positive Condition)
- Test view (payment) to ensure that the Split fund is summed correctly (Positive condition).
- Test loading a EFT to FL_JGEN_ACCT_ENTRY with an EFT ID which is same as Warrant ID loaded – Both items should be returned in view indicating different payment methods (Negative Condition)
- Test view to ensure that the accounting is returned correctly for split funding (Positive condition)
- Test loading transaction and Journal Generating to GL (Positive Condition)
- Test Delivered journal generator view to drill back to FL_JGEN_ACCT_ENTRY to see detail.
- Test loading multiple files ACR and EFT -summary record should be created for each file loaded.(Positive condition)

2.5 Miscellaneous

- A reprocessible file will need to produce aiding UC with error handling.
- A log file need to generated identifying total count of items successfully loaded , as well as detail of any cancellation (EFT and ACR) records loaded in to FL_JGEN_ACCT_ENTRY for audit and treasury (to aid in the manual transfer of funds) .



EFT_UC_LOG.xls

- The cancellation records need to come in a separate file compared to payments
- If records failed to load (i.e. a reprocessible file created) then the process should run to Warning rather than success ie RUNSTATUS = '17'
- One file will be created for each Fiscal year, therefore prior year eft will not be mixed with current year eft.

2.6 Assumptions

- Custom queries will need to be developed using the custom views from this ADML and will be done in EPM (The extract data will be available in EPM).
- EFT and Warrants will come in 2 separate data files.
- Disbursements and returns for EFT will also be handled in separate files
- UC will send Aspire Chartfields in the data file.
- A error handling process needs to be developed between Aspire and UC
- Any failures after the journal has been created will have to be corrected in Aspire ie combo edit errors, Budget checking errors.
- The reprocessible file needs to resubmitted in a timely manner and not combined with any other data files ie the reprocessible needs to be corrected and resubmitted and should NOT be appended to next day submission.
- A separate reprocessible file will be created for disbursements and EFT returns
- The Expenditure account and Fund CC used in this interface should be constant.

- The fiscal year indicator will be passed in the header record of this file (same as Adml 91 & 93)

- The header record for this ADML will be similar to header record for 93

2.7 Record Layout

File Header Record:

Field Name	Field Description	Format, Type & Length	Start	End	Required/Optional	Valid Values	Avail for Agency Use Y/N
Record_id	Record ID. Identifies the type of record being sent	Char/3	1	3	Required	EHD for Disbursements For returns (voids) AHV	N
BANK_SETID	Bank Set ID	Char/5	4	8	Required		N
BANK_CD	Bank Code	Char/5	9	13	Required		N
BANK_ACCT_KEY	Bank Acct key	Char/4	14	17	Required		N
PYMNT_METHOD	Payment Method	Char/3	18	20	Required	EFT – Disbursements ACR – Returns / voids	N
TTL_GROSS_AMT	Total disbursement amounts of all vouchers in the file	NUM/28 (SIGN/23.3)	21	48	Required		N
TTL_EFT	Total counts of all vouchers in the file	Num/6	49	54	Required		N
FISCAL_YEAR_IND	Fiscal Year indicator	Num/1	55	56	Required	Fiscal Year indicator	N