

2.0 Appendix A – Project Aspire Conversion/Interface Functional Design

ADML ID	1830
ADML Description	Link New/Existing Projects to Existing Revenue Contracts
ADML Tech #	

2.1 Description Functionality

Agencies with large numbers of projects that switch between State and external funding would like an automated way to tie new and/or existing projects to existing revenue contracts/grants. DOT, for example, has a large volume of projects that are initially funded using State dollars, however, at a later date the Federal Government agrees to reimburse the State for these projects. If an agency intends to use the Billing and Federal Reporting functionality within Aspire, these "converted" projects must then be tied to a revenue contract/grant.

Projects/Activities can be attached to an existing Revenue Contract using the delivered “Related Projects” page (see below). The following rules apply for attaching project/activity combinations to a Revenue Contract.

- A Project/Activity combination can be attached to one and only one Cost Reimbursable (Rate-Based or As Incurred) Contract Line. .
- Multiple projects can be attached to the same Cost Reimbursable Contract Line.
- The same Project/Activity combination can be attached to a single Cost Reimbursable Contract Line and multiple Amount-Based Contract Lines.
- One and only one project can be attached to an Amount-Based Contract Line.

A new interface will be developed to automate the process of linking new or existing Projects to Revenue Contracts. The interface will insert a new row onto the CA_DETAIL_PROJ table. The following fields will be required on the interface file layout in order to populate the CA_DETAIL_PROJ table.

Field	Description
CONTRACT_NUM	Contract Number

CONTRACT_LINE_NUM	Contract Line Number
BUSINESS_UNIT_PC	PC Business Unit
PROJECT_ID	Project ID
ACTIVITY_ID	Activity ID

Contract Number: FWC000000000061 **Description:** Weatherization Grant
Amendment Number: 0000000000 **Contract Type:** FEDERAL_GRANT
Business Unit: Fish & Wildlife Conservation **Contract Status:** ACTIVE
Sold To Customer: US DEPARTMENT OF ENERGY **Processing Status:** Active [Amend Contract](#)
Contract Admin: **Currency Code:** USD

Contract Line: 1 **Description:** Federal Grant Reimbursable
Product: FED-GRANT-REIMB **Price Type:** Rate

PC Business Unit: 77000 **Discount ID:** **Retainage ID:**
 Tiered Pricing **Limit Amount:** 1,980,000.00 Limit Override

Associated Rates

Effective Date	Status	Rate Template Option	Rate Template ID	View Rates
1 09/01/2005	Active	Use Rate Template	GMSTD	View Rates

Associated Projects & Activities

Project	Description	Activity	Description
7700G2003	Weatherization Grant - Prime P	FEDERAL_OP_TF	Fed Funds Operating Transfer
7700G2004	Weatherization Grant - Prime N	FEDERAL_J	First Federal Funding Source

Cost Reimbursable Contract Line

Contract Number: FWC000000000024 **Description:** Natl Forest Fixed Contract
Amendment Number: **Contract Type:** FEDERAL_GRANT
Business Unit: Fish & Wildlife Conservation **Contract Status:** PENDING
Sold To Customer: National Forest Association **Processing Status:** Pending
Contract Admin: **Currency Code:** USD

Contract Line: 1 **Description:** Oth/Non-Fed Cntrct Fixed Price
Product: OTH-CNTRCT-FIXED **Price Type:** Amount

Business Unit: 77000

Associated Projects & Activities

Project	Description	Activity	Description	Source Type	Category	Subcategory
7700FIXTEST3	Oth/Non-Fed Cntrct Fixed Price	LOCAL_MATCH	Local Funds for Matching			

Amount-Based Contract Line

2.2 Scheduling

The Link New/Existing Projects to Existing Revenue Contracts Interface will run on demand at the agencies request.

2.3 Run Control Parameters

Interface / Conversion Parameters	
<i>Parameters (Required)</i>	<i>Possible Values (Prompt Table)</i>
Path and file name	<i>TBD</i>
<i>Parameters (Optional)</i>	<i>Possible Values</i>

2.4 Unit Test Considerations

- After Interface has been run, ensure CA_DETAIL_PROJ is updated with new row and with the appropriate CONTRACT_NUM, CONTRACT_LINE_NUM, PROJECT_ID, and ACTIVITY_ID values. Ensure BILLED_TO_DATE is set to 0.00 and the ACTIVITY_FLAG is populated with “ONE”. If the Contract Line is Amount-Based and Source Type, Category, and/or Subcategory are populated in the interface, ensure RESOURCE_TYPE, RESOURCE_CATEGORY, and RESOURCE_SUB_CAT are saved appropriately. Ensure these three fields are blank if the Contract Line is Cost Reimbursable. Process expenditures through Billing/AR, update Contracts/Projects with the billing information, and recognize revenue to ensure end-to-end processing can be performed on the Project/Activity.
- After Interface has been run, review “Related Projects” page and ensure Project/Activity is correctly displayed. If the Contract also has an Award, review the “Award Profile” and ensure the Project/Activity is correctly displayed under Associated Project. Also, ensure the Project has a row on Project Funding, but no Start Date, End Date, or Funded Amount.
- Run the interface for a project with a project type that requires a CFDA value and an Award Profile that does not have the CFDA field populated. Ensure error message is created and CA_DETAIL_PROJ is not updated.

- Run the interface for a project with a project type that requires a CFDA value and an Award Profile that has the CFDA field populated. Ensure CA_DETAIL_PROJ is updated successfully.
- Run the interface for a project with a project type that does not require a CFDA value and an Award Profile that does not have the CFDA field populated. Ensure CA_DETAIL_PROJ is updated successfully.
- Run the Interface with missing required fields. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Contract Number that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Contract Line Number that does not exist for the Contract. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Contract that is Cancelled. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Contract that is Closed. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Contract Line that is Cancelled. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Project/Activity that is already attached to a different Cost reimbursable Contract Line. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for an Amount-Based Contract Line that has a Project already attached to it. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for an Amount-Based Contract that does not have a Project already attached to it, but the interface has multiple Projects for the same Contract Line. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for an Amount-Based Contract where the Project in the interface file is already attached to another Amount-Based Contract. Ensure that CA_DETAIL_PROJ is updated successfully.
- Run Interface for an Amount-Based Contract where the Project in the interface file is already attached to another Cost Reimbursable Contract. Ensure that CA_DETAIL_PROJ is updated successfully.

- Run Interface for a PC Business Unit that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Project that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for an Activity that does not exist for the Project. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for a Project that is “inactive”. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface for an Activity that is “inactive” on the Project. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface with a Source Type that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface with a Category that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface with a Subcategory that does not exist. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface with an invalid Source Type – Category relationship where the Business Unit requires this valid relationship. Ensure error message is created and CA_DETAIL_PROJ is not updated.
- Run Interface with an invalid Category – Subcategory relationship where the Business Unit requires this valid relationship. Ensure error message is created and CA_DETAIL_PROJ is not updated.

2.5 Miscellaneous

Produce an error report if any of the following conditions are met:

- Required fields are missing
- Contract Number is invalid
- Contract Line Number for Contract is invalid
- Contract is Cancelled or Closed
- Contract Line is Cancelled

- Project and Activity combination already exists on the CA_DETAIL_PROJ table for a Cost Reimbursable Contract Line..
- The Amount-Based Contract Line already has a Project assigned to it.
- Multiple Project IDs in the interface file are assigned to the same Amount-Based Contract Line
- The CFDA field is not populated on the Award Profile for a project that requires a CFDA
- Project Business Unit is invalid
- Project is invalid
- Project and Activity combination are invalid
- Project or Activity are inactive
- Source Type, Category, or Subcategory is invalid
- If the Business Unit requires a relationship between Source Type – Category, or Category – Subcategory and the relationship is invalid

2.6 Assumptions

- Expenditures that are recorded to non-billable projects that later become eligible for reimbursement, must be moved to a new billable activity via a journal in order to be billed. This interface will only link the project and activity to an existing Revenue Contract if the new billable activity is added to the project before the interface is run. Only those costs eligible to be billed should be moved to the billable activity.
- Expenditures that are either moved or recorded to a billable activity before the activity is linked to a Revenue Contract, must be priced (to create BIL rows) before they can be billed. The “Price Unpriced Rows” process will be run nightly in batch before the Contracts to Billing process to pick up any expenditures that were not priced when initially brought into Projects. Pricing will not automatically be kicked off as a part of this interface.
- Source Type, Category, and Subcategory are optional and are only applicable for Amount-Based Contracts.
- Multiple Projects/Activity combinations can be assigned to a Cost Reimbursable Contract Line.

- Amount-Based Contract Lines can have one and only one project assigned to it.
- For Amount-Based Contracts, the revenue accounting distributions must be manually added using the Accounting Distribution page.
- The interface will not update Award Funding (Begin/End Date, Funded Amount, etc.) information nor will it update any Project Budget information.
- The interface will not change the Grant Flag to “Y” nor will it populate Indirect Cost rates.
- The Link Project to Revenue Contract Interface will incorporate the CFDA/Project Type edit (See ADML 1919).

2.7 Record Layout

Conversion/Interface Requirements						
Sourcesys.table. field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
Agency Business System	CHAR/25		Must be a valid value on the CA_CONTR_HDR record. CA_STATUS cannot be in a Cancelled or Closed Status.	Required	Contract Number CA_DETAIL_PROJ. CONTRACT_NUM	CHAR/25
Agency Business System	NBR/3		Must be a valid value on the CA_DETAIL record. CA_LINE_STATUS cannot be in a Cancelled.	Required	Contract Line Number CA_DETAIL_PROJ. CONTRACT_LINE_NUM	NBR/3
Agency Business System	CHAR/5		Must be a valid value on the BUS_UNIT_TBL_PC record.	Required	Business Unit PC CA_DETAIL_PROJ. BUSINESS_UNIT_P C	CHAR/5
Agency Business System	CHAR/15		Must be a valid value on the PROJECT record. Only one Project ID can be	Required	Project ID	CHAR/15

Conversion/Interface Requirements						
Sourcesys.table. field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
			<p>linked to an Amount-Based Contract Line (WHERE PRICING_STRUCTURE on CA_DETAIL = 'AMT'), If a project is already linked to the revenue contract on the CA_DETAIL_PROJ record, then the interface record should error. If there are multiple projects in the interface file linked to the same Amount Based Contract line, then all rows should error.</p> <p>If the Project has a project type that requires a CFDA value, and the revenue contract has an existing award profile (the contract exists on the GM_AWARD record), then the GM_AWARD.CFDA field must be populated. If the</p>		CA_DETAIL_PROJ. PROJECT_ID	

Conversion/Interface Requirements						
Sourcesys.table. field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
			CFDA field is not populated, the record should error.			
Agency Business System	CHAR/15		<p>Must be a valid value on the PROJ_ACTIVITY record.</p> <p>Project/Activity combination can only be attached to one Cost Reimbursable Contract Line (where PRICING_STRUCTURE ON CA_DETAIL = 'RATE'). However, the same project/activity combination can be attached to multiple Amount-Based Contract Lines (WHERE PRICING_STRUCTURE on CA_DETAIL = 'AMT'). If project/activity combination already exists in the CA_DETAIL_PROJ record for another Cost Reimbursable Contract Line,</p>	Required	<p>Activity ID</p> <p>CA_DETAIL_PROJ. ACTIVITY_ID</p>	CHAR/15

Conversion/Interface Requirements						
Sourcesys.table. field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
			the record should error.			
N/A	N/A		Enter: 0.00		Billing to Date CA_DETAIL_PROJ. BILLED_TO_DATE	SIGN/23. 3
N/A	N/A		Enter: ONE		Activity Flag CA_DETAIL_PROJ. ACTIVITY_FLAG	CHAR/3
Agency Business System	CHAR/5		Must be a valid value on the PROJ_RES_TYPE record. Only populate if the PRICING_STRUCTURE on CA_DETAIL = 'AMT', otherwise, ignore value in the interface.	Optional; For Amount-Based Contract Lines only.	Source Type CA_DETAIL_PROJ. RESOURCE_TYPE	CHAR/5
Agency Business System	CHAR/5		Must be a valid value on the PROJ_CATG_TBL record.	Optional; For Amount-Based Contract Lines	Category CA_DETAIL_PROJ.	CHAR/5

Conversion/Interface Requirements						
Sourcesys.table.field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
			<p>If CAT_EDIT_OPTION is checked to "REL" on the BUS_UNIT_TBL_PC ensure relationship is valid on: PROJ_TYPE_CAT</p> <p>Only populate if the PRICING_STRUCTURE on CA_DETAIL = 'AMT', otherwise, ignore value in the interface.</p>	only.	RESOURCE_CATEGORY	
Agency Business System	CHAR/5		<p>Must be a valid value on the PROJ_SUBCAT_TBL record.</p> <p>If SUB_EDIT_OPTION is checked to "REL" on the BUS_UNIT_TBL_PC ensure relationship is valid on: PROJ_CAT_SUB</p> <p>Only populate if the PRICING_STRUCTURE on CA_DETAIL = 'AMT',</p>	Optional; For Amount-Based Contract Lines only.	Subcategory CA_DETAIL_PROJ. RESOURCE_SUB_C AT	CHAR/5

Conversion/Interface Requirements						
Sourcesys.table. field	Field Format / Length	Selection Criteria	Processing Rules	Comments	Targetsys.table.field	Field Format / Length
			otherwise, ignore value in the interface.			