

Capital Budget: Details & Systems

FI-BP-006

14-16 October 2008



LaGOV

Version 1.0

Last updated: 17-Oct-08

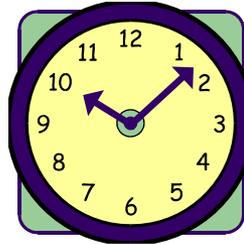


Agenda

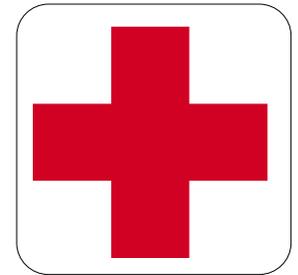
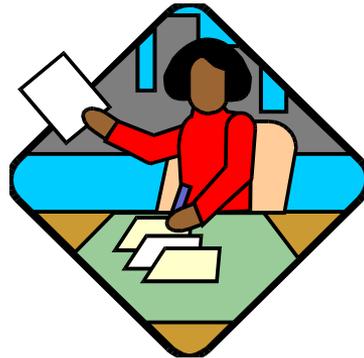
- Logistics, Ground Rules & Introduction
- Project Timeline
- Workshop Objectives
- Business Process Review
 - Process overview
 - AS-IS process flow
 - Current system alignment
 - Process improvement opportunities
 - SAP terms Glossary
 - SAP concepts & functionality
 - Business process flow
 - Leading practices
 - Enterprise readiness challenges
- Next Steps – Action items
- Questions



Logistics



Before we get started ...





Ground Rules

- Has everybody signed in?
- Everybody participates – Blueprint is not a spectator sport
- Silence means agreement
- Focus is key – please turn off cell phones and close laptops
- Challenge existing processes and mindsets
- Offer suggestions and ideas
- Think Enterprise & Integration
- Ask questions at any time
- One person at a time please
- Timeliness – returning from break
- Creativity, Cooperation and Compromise





Introduction

■ Roles

- **Process Analyst and Functional Consultant** – lead and facilitate the discussions, and drive design decisions
- **Documenter** – take detailed notes to support formal meeting minutes to be sent by the Process Analyst to all participants for review and feedback
- **Team Members** – provide additional support for process discussions, address key integration touch points
- **Subject Matter Experts** – advise project team members on the detailed business processes and participate in the decisions required to design the future business process of the State

Round the Room Introductions

Name

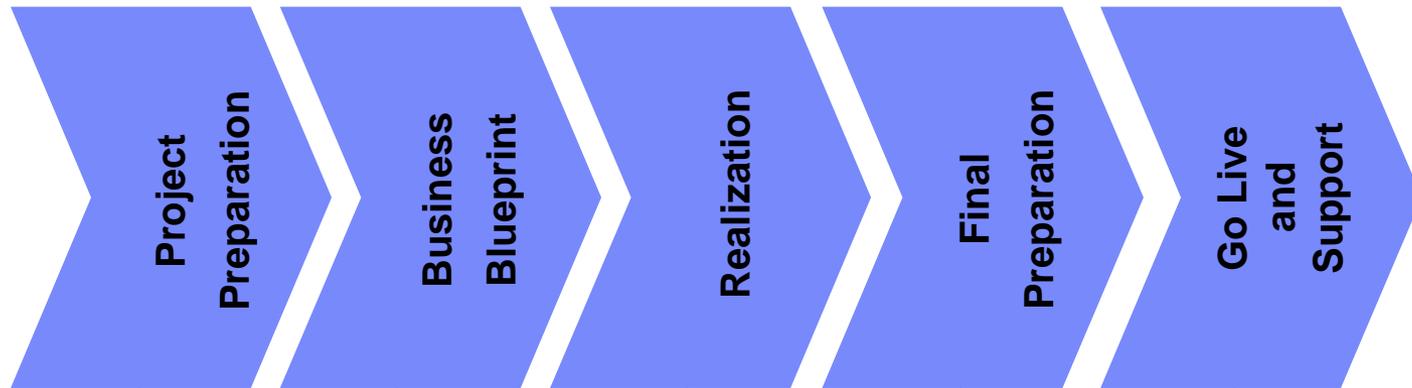
Position

Agency



Project Phases

■ Five Key Phases



- Strategy & Approach Defined
- Project Team Training

- Business Process Definition
- Development Requirements

- Development & Unit Testing
- Integration Testing
- End-User Training Materials

- User Acceptance
- Technical Testing
- End-User Training
- Conversion

- Go-Live Support
- Performance Tuning



Project Organization - Functional Teams

Finance Leads

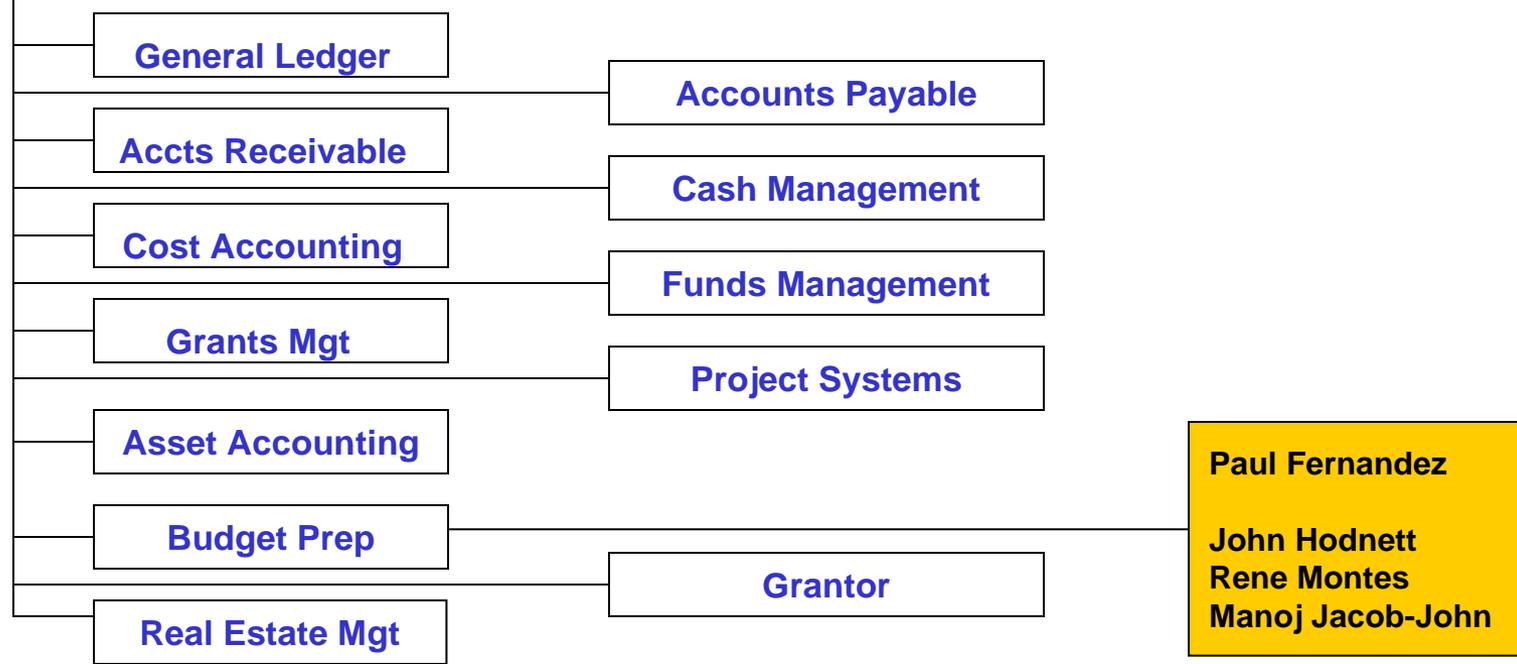
Beverly Hodges – Finance Lead
Drew Thigpen – Finance Lead
Mary Ramsrud – Consulting Lead

Logistics Leads

Belinda Rogers – Logistics Lead
Jack Ladhur – Logistics Lead
Brad Denham – Consulting Lead

Linear Assets Leads

Mark Suarez – Agile Assets Lead
Charles Pilson – Consulting Lead





Blueprint Objectives

- Review and discuss the Current or AS-IS business processes
 - Which helps to drive out the *Business requirements*
 - As well as the *integration points* with other processes
- Define Master Data
 - Address key integration points
 - Support organizational requirements
 - Consistent and appropriate use of data fields
- Define Future or TO-BE business processes based on:
 - Best Practices inherent in SAP
 - Intellectual capital from other SAP implementations
 - State business requirements
- Identify development requirements
 - Which could result in the need for a **F**orm, **R**eport, **I**nterface, **C**onversion, **E**nhancement, or **W**orkflow (FRICE-W)
- Understand and communicate any organizational impacts / Enterprise Readiness challenges
- Gather system security authorizations and district-wide training requirements



Objectives for this Work Session

- Overview of Budget Prep design with SAP's ECC module based Master data, primarily FM / CO, GM, PS and current ISIS-HR (and future changes)
- Sharing/maintenance of common master data between BP & ECC-6.0
- FPC process overview for Capital Outlay Budget – 1 day session
- DOTD process overview for Highway Capital Projects – 1 day session
- Options for Legislative Tracking of Amendments by FPC - ½ day session
- Review Budget Stages-Versions considered 'initially' for Budget Prep
- Data extractions needed, if any, between TO-BE Budget Prep & other systems
- Interfaces if any, needed from/to the TO-BE Budget Prep module



Budget Prep Sessions

Session #	No of days	Schedule	Session Description/Major Business Process Group	Overview of major Session Topics
FI-BP-001	2 days	17-18 Sep	Budget Prep Overview (merged with FI-FM-002)	Budget Prep design coordination with FM & GM, sharing of Master Data, Budget Transfers & Adjustments
FI-BP-002	1/2 day	14-Aug	Operating Budget: Central controlling perspective	Overview of Budget Prep system, Overall timelines for HB1, Versions for Budget Prep, etc
FI-BP-003	1-1/2 days	27-28 Aug	Operating Budget: Details & Systems	Op Budget: BR & CB Forms Op Budget: Continuation Budget prep details Op Budget: Executive Budget prep details Op Budget: Legislative Tracking & OPB involvement Op Budget: BA-7 Adjustment process
FI-BP-004	3 days	23-25 Sep	Operating Budget: Agencies' perspective	Details of Salary & Non-Salary budget, as included in: - Continuation Budget Request (CB forms) - New & Expanded Service Requests (NE forms) - Technical/Other Adjustments (T/OAP forms) - Total Request Summary (see Addenda below) <u>Five Addenda to Total</u>
FI-BP-005	1/2 day	2-Oct	Capital Budget: Central controlling perspective	Overview of Budget Prep system, Overall timelines for HB2, Versions for Budget Prep, etc
FI-BP-006	2-1/2 days	14-16 Oct	Cap Outlay Budget: Details & Systems	Cap Outlay Bud: Initial ECORTS Request review Cap Outlay Bud: Review / Analysis of info by FPC Cap Outlay Bud: Capital Projects into HB2, including DOTD Cap Outlay Bud: Legislative tracking of Amendments
FI-BP-007	2 days	22-23 Oct	Capital Budget: Agencies' perspective	- DOTD systems that support Capital projects activity - CO Request submission in ECORTS
FI-BP-008	2 days	12-13 Nov	Integration with FM/GM (Retraction details)	Details of how Budget Prep data is retracted to FM & GM
FI-BP-009	2 days	05-06 Nov	Budget Data Conversion (incl. Historical Data)	Details to be included in Budget data conversion, including (a) BRASS data, (b) AFS data, (c) How many years of conversion data, etc
FI-BP-010	2 days	29-Oct	Budget Reports, Publishing of Budget	Data transfer from Budget Prep for Publishing, Approach for all Budget Reports and compilation thereof
FI-BP-011	1 day	18-Nov	Performance Measures: Process & Tools	How Measures are used together with Budget data, BRASS and LaPAS Performance data, Transition to SAP





AS-IS Process (page-1)





AS-IS Process (page-2)





Current Legacy Systems Alignment - FPC

1. **ECORTS** Used by Agencies for CO request submission.

2. **NCORTS**
 - review Agency CO Request data
 - prep / consolidation of Capital Outlay Budget
 - ranking/priority of Capital Budget requests
 - Financial Fund allocation for project, incl Bonds
 - Tracking of Performance Measures

3. **BDS** Approved Capital Budget dataload to AFS

4. **STARS** Capital Projects data

5. **Publishing?** Tool used for publishing HB2 Capital Budget

6. **Excel Sheets**
 - a) Project data Consolidation at FPC
 - b) FPC's other data spreadsheets



Current Legacy Systems Alignment - DOTD

1. **TOPS** Project numbering, other Project-related data
2. **LETS** System that manages DOTD Projects, covering
 - Project Delivery Dates & Project Scheduling
 - manages Letting process
 - Interfaces with other Project related systems
3. **PMFA** Part of PMFS that manages Project Finance
4. **STIP files** Data file generated for FHWA authorizations
5. **Excel Sheets**
 - a) Budget Partitions, including 7 year Analysis
 - b) Re-Cap Sheets
6. **TRNS.PORT** Need to align with existing/future implementation



DOTD systems: Engineering Applications

```
Session A - [24 x 80]
File Edit View Communication Actions Window Help
*** ENGINEERING APPLICATIONS MENU ***
CICSPROD MENU01
USER= D8019
10-01-08 15:31

SELECTION===> _____ Type Selection NUMBER or NAME and press ENTER.

PROJECT NUMBER SYSTEMS
1. BIDS - Bid Letting
2. ENVI - Environ. Impact, Permits
3. ESTI - Construction Estimates
4. HCPB - Bridge Eng Contract Fee
5. HCPC - Road Eng Contract Fee
6. LETS - Letting List
7. MATT - Materials Testing
8. PECS - Plan Error Cost
9. PGDM - Project Assignments
10. SUBS - Subcontractors
11. TOPS - Tracking of Projects

HIGHWAY NETWORK SYSTEMS
20. HPMS - Highway Performance Monitor
21. MOPS - Maintenance Operations
22. RSIS - Railroad Crossings
23. STRM - Structures Inventory
24. TAHI - Highway Inventory
25. TAND - Highway Needs & Priorities

MISCELLANEOUS SYSTEMS
15. ETRN - Education & Training
16. RTNG - Consultant Rating
17. TWVC - Truck Weight/Volume
18. WELL - Water Well Registration

SIGNS, SIGNALS & TRAFFIC DATA
30. HSIG - Highway Sign Sizing
31. SGNT - Sign Truss Inventory
32. SIGN - Advertising & Logo Signs
33. TAGS - Traffic Signals
34. TATV - Traffic Counts (ADT)

F1 HELP      F3 MAIN MENU  F9 HELP MENU  F10 INFO MENU  F12 BUSI MENU
a
04/016
Connected to remote server/host ld3270 using lu/pool TCP10061 and port 6623
```



DOTD systems: Business Applications

```
Session A - [24 x 80]
File Edit View Communication Actions Window Help
*** BUSINESS APPLICATIONS MENU ***
CICSPROD MENU81
USER= D8019
10-01-08 15:33
SELECTION==> _____ Type Selection NUMBER or NAME and press ENTER.

1. ADDS - Accounts Payable
2. AFLO - Applicant Flow
3. APPS - Automated Payroll/Personnel
4. AREC - Automated account/receivable
5. DAJR - Daily Journal *(Monthly Additives Only)
6. EQMS - Equipment
7. FAID - Federal Aid
8. FMSP - Financial Management
9. HOUR - Hourly Rate
10. MSDP - Control Section Project
11. PCRD - Purchasing Card
12. PIMS - Purchasing Inventory
13. PMFS - Project Management Financing
14. PRCO - Property Control
15. RAMS - Real Estate Acquisition
16. RINS - Retired Employees Insurance
17. WORD - WORD Upload Status

F1 HELP      F3 MAIN MENU      F9 HELP MENU      F10 INFO MENU      F11 ENGR MENU
MA a
04/016
128 Connected to remote server/host kb3270 using ksjpool TCP10061 and port 6623
```



Process Improvement Opportunities

- To facilitate Agency submission, such that FPC Analysts can rely on and review project estimates, without requiring data Re-entry / Re-keying
- Full system data integration between Accounting ('actual') and Budget data
- Ability to better manage development/monitoring of Capital Budget including:
 - Collection and comparison of Budget & Actual data
 - Collation / Consolidation of capital project data for Capital Budget
 - Analysis & Presentation (Summary, Slice & dice of the same information)
- Ease of reference-ability for "budget build" data of each year, in terms of Stages-Versions, documented during the budget build/approval process
- Ability to capture greater detail by Budget Category/Program, Project and Account code (new codes especially for Grants, etc)
- Ad hoc Reporting tools and/or capability for Capital Budget Analysts
- Provide quicker, easier and 24 x 7 access to Budget prep tool for all Users, especially during peak Budget closing times



Glossary of SAP terms (page-1)

- A. **BRASS/Excel data**: Legacy data systems used for budget prep by OPB, Departments, Agency, et all.
- B. **AFS (Budget control)**: Legacy system for execution / control of budgetary spending
- C. **CFMS (Purchasing)**: Legacy system for records and purchasing data.
- D. **No Budget Data Warehouse on the Legacy side**
- E. **No equivalent in Legacy**

- A. **BP system**: Budget preparation, a Business Warehouse based SAP solution for preparation of budget.
- B. **FM module**: Funds Management module in SAP ECC 6.0, which aids in the execution/control of budgetary spending in US public sector units.
- C. **SAP ECC 6.0**: The transactional system of SAP (older version was SAP R/3), which includes Finance, HR and **Procurement** modules.
- D. **BI**: SAP Business Intelligence also known as Analytical system of SAP.
- E. **Infocubes**: Multi-dimensional BI tables showing interactions of Characteristics and Key figures





Glossary of SAP terms (page-2)

- F. No equivalent in Legacy:** but the equivalent examples would be General Fund, Budget Org, Budget Year, which are used to budget.
- G. No equivalent in Legacy:** but equivalent examples will be FTE (Full Time Equiv), Dollar amounts such as Salaries.
- H. Forms:** Entry screens of BRASS used by Analysts.
- I. No equivalent in Legacy:** But similar to Business Objects reports which references data from tables.

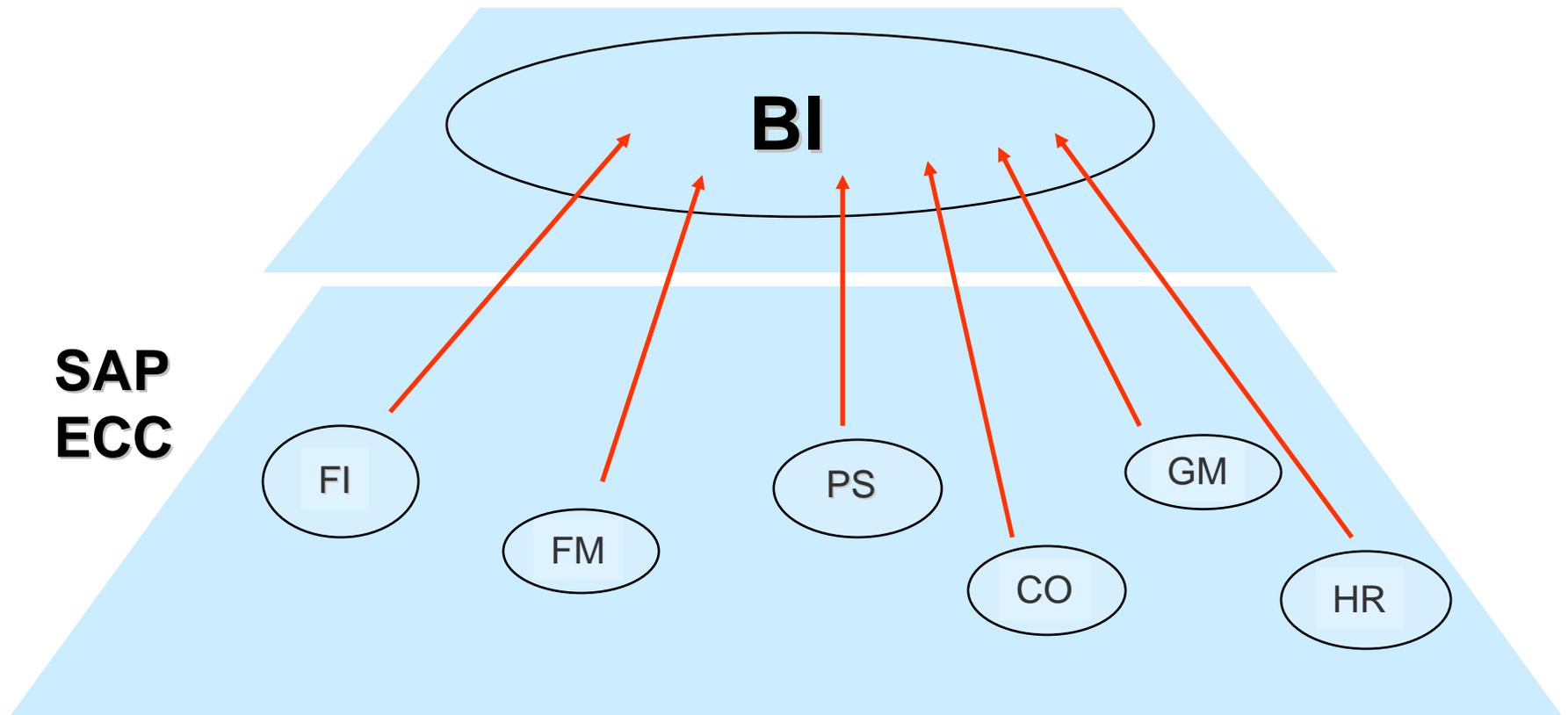
- F. Characteristics:** Data like Fund, Cost Center, Fiscal year or Period; in BP, these values (i.e. master data) are used for budgeting.
- G. Key Figures:** Values, quantities, or dollar amounts of transactional data; in BP, the amount/quantity is used for budgeting.
- H. Planning Layouts:** Entry screen of Budget Prep modules, with front-end tools of either Excel or Web-based.
- I. BEx (Business Explorer):** Excel-based front-end tool for End-users for Planning Layouts or Reports, which references data from Infocubes.





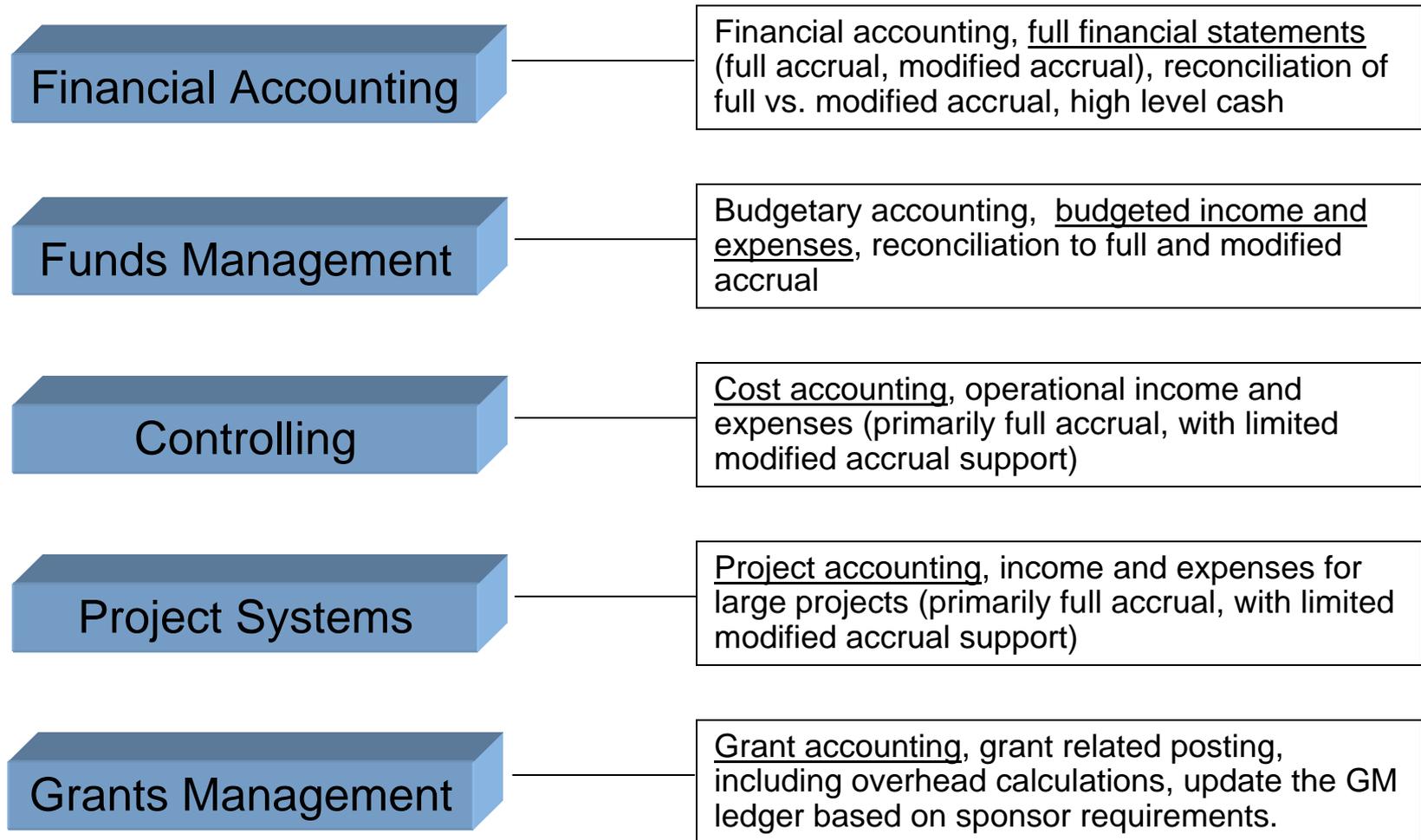
BI system / ECC system interface

Detailed data from the various ECC modules are 'extracted' nightly into BI. This information is organized into the pre-defined Cubes and reports.



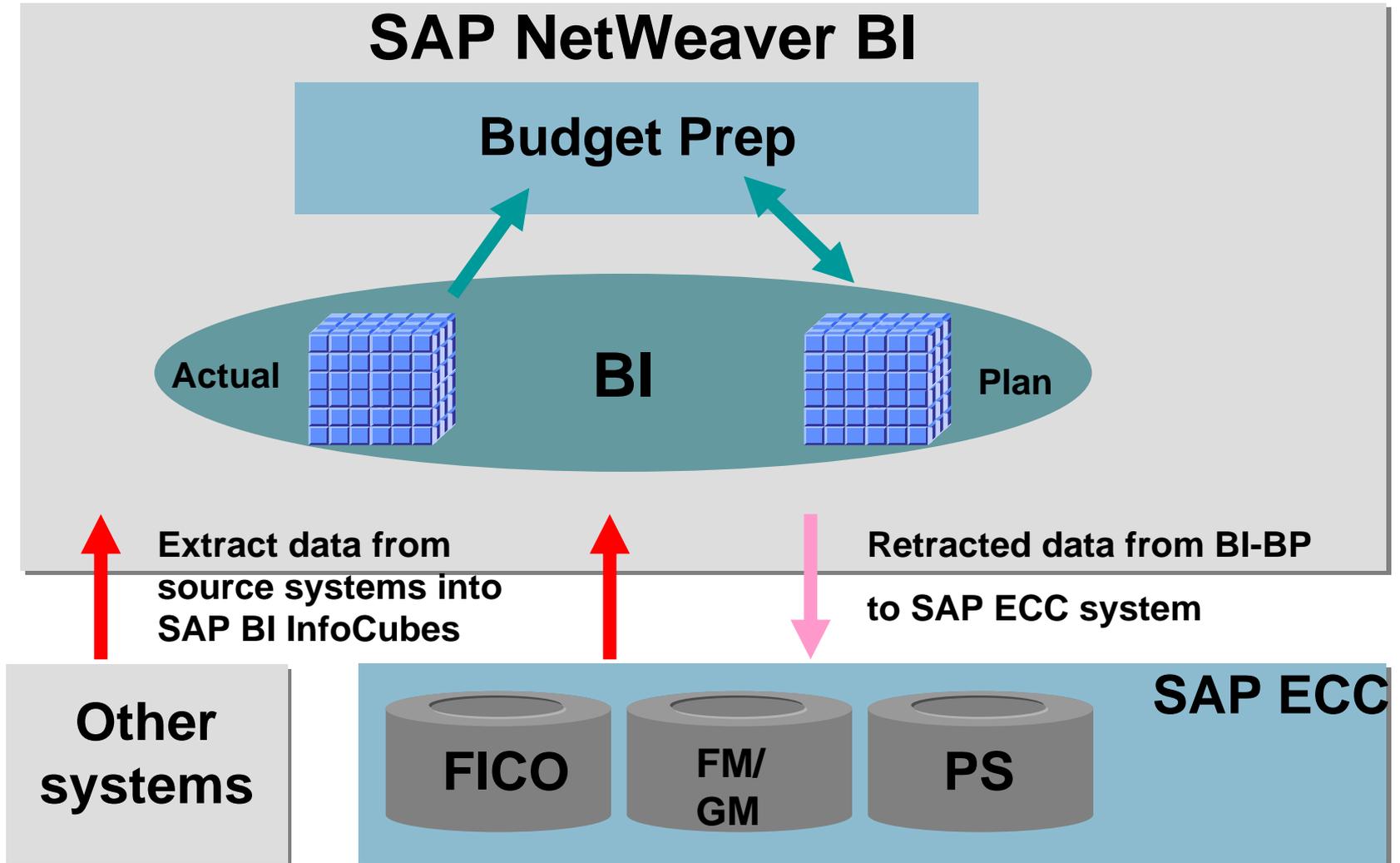


Accounting Methods



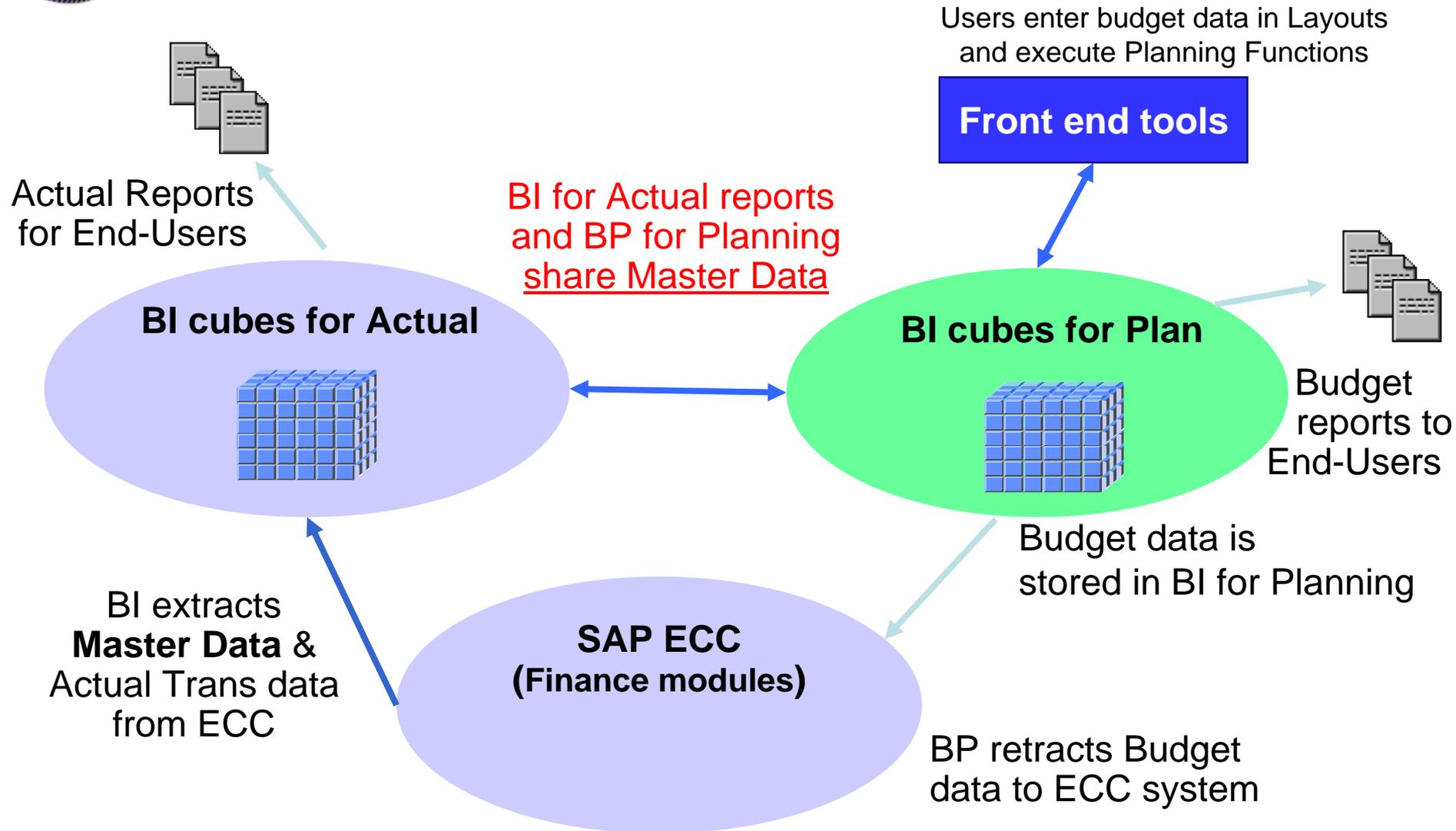


Budget Prep concepts: BI-based orientation (1)





BP & BI relationship to ECC





FM and other ECC master data groups

- Master data from ECC are the same master data extracted and used in both, BI Reporting & BI-Integrated Planning
- FM dimensions are used in budget prep process, including for Grants budget, and not Grant Sponsor's dimensions (for e.g. not Sponsor's fiscal year basis)
- Key Master data needed for Budget Prep, from ECC-FM:
 - Funds
 - Fund Centers
 - Commitment Items
 - Funded Programs
 - Functional Areas
 - Grants
- Other ECC master data whenever used (e.g. Cost center), which are also extracted from ECC, are always mapped to FM dimension equivalents, before Retraction (e.g. Fund Center)



FM concepts - 3 different Addresses

Posting addresses (PA) and Budget Addresses (BA) can be mapped to different account assignments for Budget Availability Control purposes (AVC).

For example:

Budget item	Posting Address	Budget Address	AVC Address
Fund	1000	1000	1000
Funds Center	3315118510	3315118510	3315118510
Functional Area	5652143040000000	5652143040000000	5000143040000000
Commitment Item	55110000	55000000 *	55000000
Funded Program	Not Relevant	Not Relevant	Not Relevant
Grant	Not Relevant	Not Relevant	Not Relevant

* For Exceptions: Budget Address and Posting Address levels use the 3-digit Commitment Item 55110000



Budget (Planning) data concepts (1)

Plan or Budget Versions

A BP version is used to record budget data at a given point in the budget build or development process.

In most cases, Budget versions will 'look' identical to the one that preceded it, e.g., version D3 (First Public Hearing) looks like version D5 (Adopted Version). But to accommodate the responsibilities of the various organizations reviewing the budget, each version will hold potentially different data versions as 'used' by them in the budget prep process, e.g., version D1 (Budget Office Prep version) data will be different from version D5 (Adopted Budget).

Sample BP Versions

- D-1** Department Budget Version (Budget Office prior preparation)
- D-2** Department Budget Version (Department Up-date & Approval)
- D-3** Department Budget Version (Budget Office Approval) - First Public Hearing
- D-4** Department Budget Version (Budget Amendments before 2nd Public Hearing)
- D-5** Department Budget Version (After 2nd Public Hearing – Adopted Budget)



Budget (Planning) data concepts (2)

Budget Year or Plan Year

The year for which the budget is being prepared. The Plan/Budget Year is a single number, four digits in length. The Plan Year will actually span over two calendar years, from 01 July to 30 June, each year.

Example: Budget Year 2010-11 → Starts July 1, 2010 – June 30, 2011
(same as State's financial fiscal year)

Discuss: What is the appropriate equivalent terminology for Plan/Budget year at the State?
Appropriation Year? Enactment Year?



BP Overview: Planning process and tools (1)

Overview of Process Steps and how these are related to each other:

- 1) Set up Infocubes with all required Characteristics & Key Figures for data from ECC and other sources;
- 2) Create Master data, master data Texts & Hierarchies for the Characteristics for the reference data from ECC modules and other sources;
- 3) Create Info-Providers (Infocubes, ODS, etc) which have the budget data;
- 4) Create Aggregation Levels - select Characteristics/Key Figures from Infocube in Aggregation levels, to define aggregation level to perform planning;
- 5) Create Filters - represents the quantity of transaction data, for the operation of planning functions and planning layouts;
- 6) Create BEx Queries & Web Templates, which facilitate Planning Layouts in BEx & Web;
- 7) For manual planning, create suitable Planning Layouts for users to enter data
- 8) At Aggregation Level, create Planning Functions, for e.g. copy, calculate %.



BP Overview: Planning process and tools (2)

Other related planning environment setups include:

- a) Set up Security Profiles – for an authorized individual view of Budget data
- b) Set up BEx Workbooks or Portal layouts/reports – for End-Users
- c) Set up custom Status & Tracking to control planning process of many users
- d) Define Data Slices to lock an area of completed data within the planning area against changes (e.g. by Version)

Saving of Data: Changes to data and planning objects are automatically stored temporarily, and must be explicitly saved when you end the planning session.

Planning Functions & Planning Sequences:

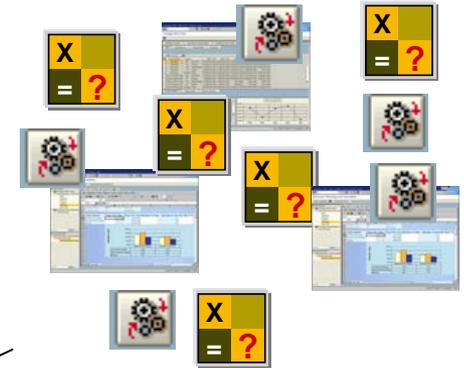
After setups are completed and data is entered, execute the Planning Functions, to see the changed Key Figure values. Planning Functions can be arranged as Local/Global Planning Sequences – also run automatically with Process Chains.



Authorizations in BP – Transaction & Config.

Period	Product	Country	Revenue
Jan	Orange J.	Germany	100
Jan	Orange J.	France	120
Jan	Orange J.	Italy	200
Jan	Orange J.	USA	170
Feb	Orange J.	Germany	110
Feb	Orange J.	USA	110

Authorizations on transaction data in the InfoCube



Authorizations on customizing objects in BW -BP

- Authorizations on Transaction data & Customizing objects ?
 - Transaction data: Budget data that can be changed by End-users
 - Customizing: Layouts & Planning Functions that are changed by Super-Users



Data Authorizations in BP & BW

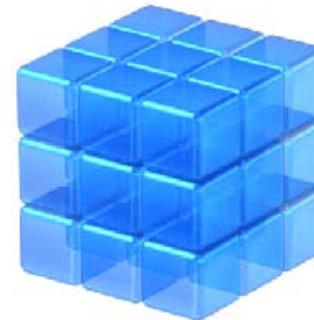
Reporting

Planning

- Authorization for Planning & Reporting – e.g. for a cost center
- In Planning, need to distinguish between read & write ability
- Approach for Authorizations ?
 - (a) Change or Display – User-role based
 - (b) Web authorizations – for Plan & Report
 - (c) Layouts (incl. Function execution)

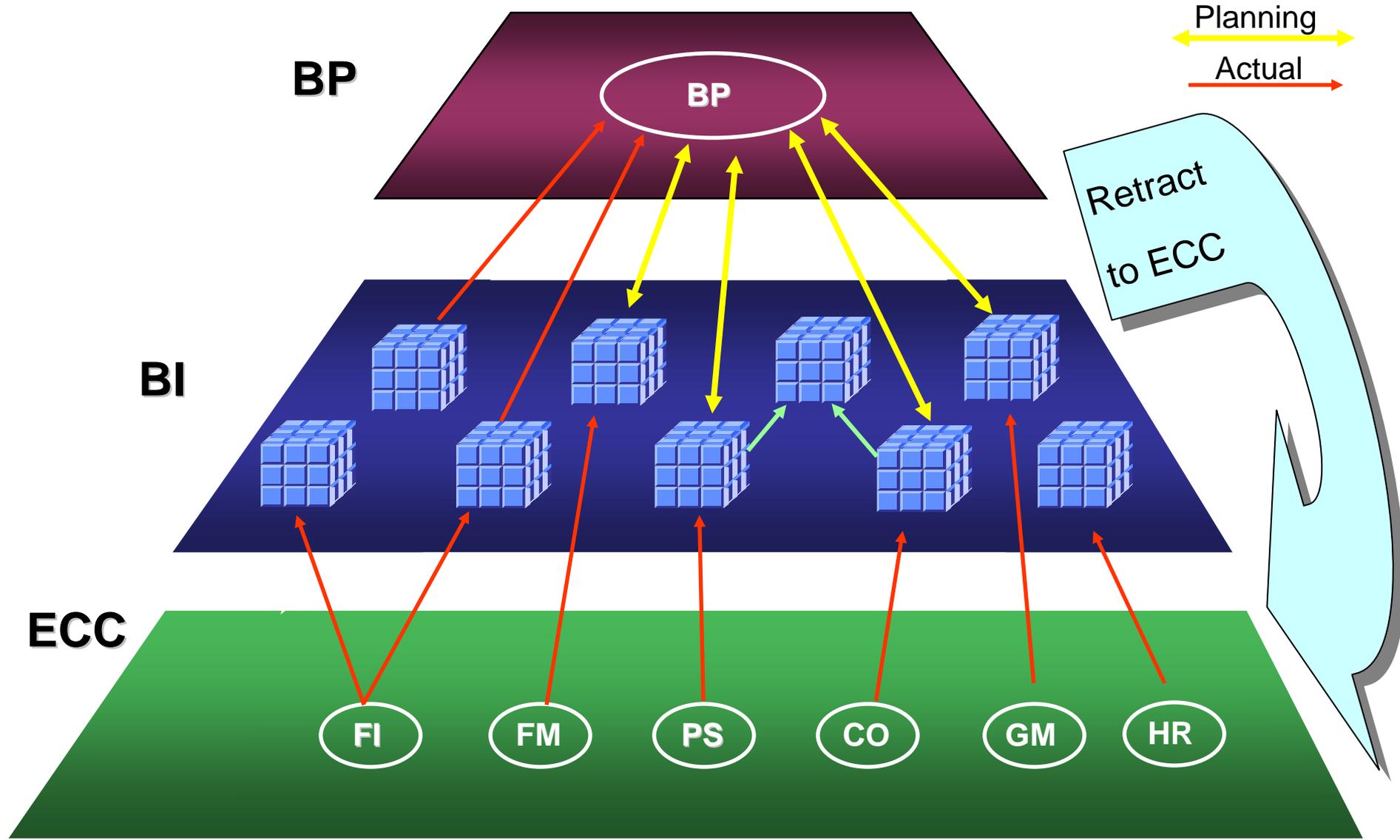


Authorizations





Options for BI-BP Extraction / Retraction frequency





Retraction of 'detailed' Budget data from BP to ECC

List Edit Data Settings System Help

Transfer of SAP BW Plan Data to BCS

Transfer of SAP BW Plan Data to BCS

Source: XBOCLNT300
 BW System: L_DPU_C51ZB001002
 BW Query: CYCLE1RETRD
 Query Variant: 20090107
 Derivation Key Date: Add data
 Processing status: Update Run
 Mode: 1000000004
 Document family: 1
 Number of posted documents: 0
 Number of warning messages: 0
 Number of error messages: 0

Target: SBBC
 FM Area: 000
 Version: 2009
 Fiscal Year: Posted
 Document status: Posted

Results list

Type	Doc. Number	Lnitm	Grant	Fund	Funds Ctr	Commt Itc	Functional Area	Funded Program	Bdgt. Ctg	Process	Type	Amount LC
■	2000000040	000050	NOT RELEVANT	1000	3100095510	55110000	7200000000000000	NOT RELEVANT	9F	ENTR	ORGR	10,850.00
■	2000000040	000051	NOT RELEVANT	1000		55120000	7901000000000000	NOT RELEVANT	9F	ENTR	ORGR	1,500.00
■	2000000040	000052	NOT RELEVANT	1000		55130000	6141000000000000	NOT RELEVANT	9F	ENTR	ORGR	15,000.00
■	2000000040	000053	NOT RELEVANT	1000		55130000	6303000000000000	NOT RELEVANT	9F	ENTR	ORGR	840.00
■	2000000040	000054	NOT RELEVANT	1000		55140000	6141000000000000	NOT RELEVANT	9F	ENTR	ORGR	200.00
■	2000000040	000055	NOT RELEVANT	1000		55140000	6303000000000000	NOT RELEVANT	9F	ENTR	ORGR	850.00
■	2000000040	000056	NOT RELEVANT	1000		55140000	7200000000000000	NOT RELEVANT	9F	ENTR	ORGR	50.00
■	2000000040	000057	NOT RELEVANT	1000		55310000	7200000000000000	NOT RELEVANT	9F	ENTR	ORGR	500.00
■	2000000040	000058	NOT RELEVANT	1000		56430000	6110000000000000	NOT RELEVANT	9F	ENTR	ORGR	3,500.00
■	2000000040	000059	NOT RELEVANT	1000		57330000	6303000000000000	NOT RELEVANT	9F	ENTR	ORGR	1,980.00
■	2000000040	000060	NOT RELEVANT	1000		57330000	7200000000000000	NOT RELEVANT	9F	ENTR	ORGR	1,520.00
3100095510												3,523,783.00
-												92,491,747.00



Considerations for BP-FM Design: Master Data

- Based on previous slides, review of few initial considerations for the Realization phase:
 - Need to coordinate BP design with FM, GM, PS & HR on ECC
 - Primarily, the source of actual data is ECC Transactional system
 - Hence, the blueprint decisions for transactional data from SAP ECC 6.0 impacts BP
 - Process challenge for ECC-BP master data maintenance – another level of coordination

 - Approach to maintain common Master data between ECC & BI / BP
 - Who, what, when, how – to maintain master data, such as the following:
 - Cost Centers & Fund Centers
 - GL accounts & Commitment Items (Primary Cost Elements are automatically created)
 - FM Derivation Strategies
 - Validations & Substitutions for postings

 - To prepare 2010-11 SAP Budget, need to translate Legacy data to ECC6.0 Master data
 - Cross-walk challenges and mass Budget End-User training of new SAP account codes



Development of ECORTS form – M.o.F details

Project ID 536049
 Project Level Agency
 TRANS & DEVE

CAPITAL OUTLAY REQUEST

FISCAL YEAR 2009 - 2010

<http://www.state.la.us/ecorts/>

07-270 - Secretary's Emergency Fund for Bridge Damages, Other Reimbursements, Federal Funds, and Opportunity Grants

Prior Funding

Page 2

FPC Project No. Assigned to Prior Funding

Sub-project No.

Authorized Means of Financing	Amount	Year	Act#	Priority	Bond	Credit
Fees & Self-gen	9,000,000	2002	23	1	<input type="checkbox"/>	<input type="checkbox"/>
Fees & Self-gen	15,000,000	2003	24	1	<input type="checkbox"/>	<input type="checkbox"/>
Fees & Self-gen	15,000,000	2004	2	1	<input type="checkbox"/>	<input type="checkbox"/>
Fees & Self-gen	15,000,000	2005	26	1	<input type="checkbox"/>	<input type="checkbox"/>
Fees & Self-gen	15,000,000	2006	27	1	<input type="checkbox"/>	<input type="checkbox"/>
Total	\$69,000,000					

Proposed New Funding

This project does not require funding in Year 1

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
State Funds	25,000,000	0	0	0	0	\$25,000,000
IAT	0	0	0	0	0	\$0
*Local Funds	0	0	0	0	0	\$0
*Reimbursement Bonds	0	0	0	0	0	\$0
*Fees/Self-Gen. Rev.	25,000,000	0	0	0	0	\$25,000,000
*Revenue Bonds	0	0	0	0	0	\$0
**Statutory Dedications	50,000,000	0	0	0	0	\$50,000,000
Federal Funds	5,000,000	0	0	0	0	\$5,000,000
Total	\$105,000,000	\$0	\$0	\$0	\$0	\$105,000,000

*Describe specific source of funds

**Type of Statutory Dedication

What fiscal year (FY) was the project or program first submitted for consideration?

Agency Impact Statement



House Bill-2 marked up, after HB2 & Bond process

	HB NO. 2		<u>ENROLLED</u>
1	(1666)	Repair, Restoration and Replacement for Hurricanes	
2		Katrina and Rita, Planning, Construction, Renovation,	
3		and Acquisition	
4		(Statewide)	
5		Payable from General Obligation Bonds	
6		Priority 1	\$ 92,000,000
7		Priority 5	<u>\$ 70,000,000</u>
8		Total	<u>\$ 162,000,000</u>
9	(1667)	Shreveport State Office Building Mechanical and	
10		Electrical Renovations	
11		(Caddo)	
12		Payable from General Obligation Bonds	
13		Priority 1	<u>\$ 3,000,000</u>
14	(1668)	State Emergency Shelters	
15		(Statewide)	
16		Payable from General Obligation Bonds	
17		Priority 1	<u>\$ 29,940,000</u>
18	01/111	HOMELAND SECURITY & EMERGENCY PREPAREDNESS	
19	(1960)	GOHSEP Building Expansion, Planning and Construction	
20		(East Baton Rouge)	
21		Payable from General Obligation Bonds	
22		Priority 1	\$ 4,000,000
23		Priority 5	<u>\$ 1,720,000</u>
24		Total	<u>\$ 5,720,000</u>
25	(1988)	Emergency Generators - Medical Special Needs Shelters	
26		(Statewide)	
27		Payable from General Obligation Bonds	
		Priority 1	\$ 2,500,000



AFS appropriation, after HB2 & Bond process: P1

DOA - MYS - A - DOALU747

File Edit View Communication Actions Help

Jump Save Save and Exit Send Recv Copy Paste Print Screen Resnap Color Play Macro... Record Macro... Stop Macro Pause Macro Run Applet... Information Center

ACTION: s SCREEN: EAP2 USERID: Z107A81 10/09/08 10:29:16 AM

A P P R O P R I A T I O N I N Q U I R Y (E X T E N D E D)

BUDGET FY= 07 FUND= 075 AGENCY= 115 ORGANIZATION= APPR UNIT= 139
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 49 BUD AUTH OPT: L
APPR NAME: 01-111-068-01 APPR SHORT NAME: G.O. BONDS
CAT CNTL: N GRPC: 19 CHECK CASH: N BOND SERIES NUMBER: LOC
RECEIPTS: ORIG EST: 0.00 CUR EST: 4,000,000.00 ACT: 4,000,000.00
APPROP: ORIG: 0.00 CUR: 0.00 BEG DAY: 0.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 4,000,000.00 ALLOT: 0.00 EXP BUD: 0.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	854,607.25	854,607.25
EXPENDED AMT:	517,594.52	517,594.52

UNCOMMITTED: 2,627,798.23 / 65.70 % UNEXPENDED: 3,482,405.48 / 87.07 %



AFS appropriation, after HB2 & Bond process: P5

DOA - MYS - A - DOALU747

File Edit View Communication Actions Help

Jump Same Save and Exit Send Recv Copy Paste PrtScrn Remap Color Play Macro... Record Macro... Stop Macro Pause Macro Run Applet... Information Center

ACTION: R SCREEN: EAP2 USERID: Z107A81 10/09/08 10:30:09 AM

A P P R O P R I A T I O N I N Q U I R Y (E X T E N D E D)

BUDGET FY= 07 FUND= 075 AGENCY= 115 ORGANIZATION= APPR UNIT= 140
APPR TYPE: 02 MY IND: Y STATUS: A APPR END DATE: 06 30 49 BUD AUTH OPT: L
APPR NAME: 01-111-06B-01 APPR SHORT NAME: G.O. BONDS
CAT CNTL: N GRPC: 19 CHECK CASH: N BOND SERIES NUMBER: NLOC
RECEIPTS: ORIG EST: 0.00 CUR EST: 1,720,000.00 ACT: 0.00
APPROP: ORIG: 0.00 CUR: 0.00 BEG DAY: 0.00

BEGIN CASH BAL: 0.00 REVERTED AMT: 0.00
TRANSFER IN AMT: 0.00 TRANSFER OUT AMT: 0.00

BUD AUTH: 0.00 ALLOT: 0.00 EXP BUD: 0.00

	CURRENT AMOUNTS	BEGIN DAY AMOUNTS
PRE-ENCUMBERED AMT:	0.00	0.00
ENCUMBERED AMT:	0.00	0.00
EXPENDED AMT:	0.00	0.00

UNCOMMITTED: 0.00 / 0.00 % UNEXPENDED: 0.00 / 0.00 %



TO-BE FPC Capital Projects discussion

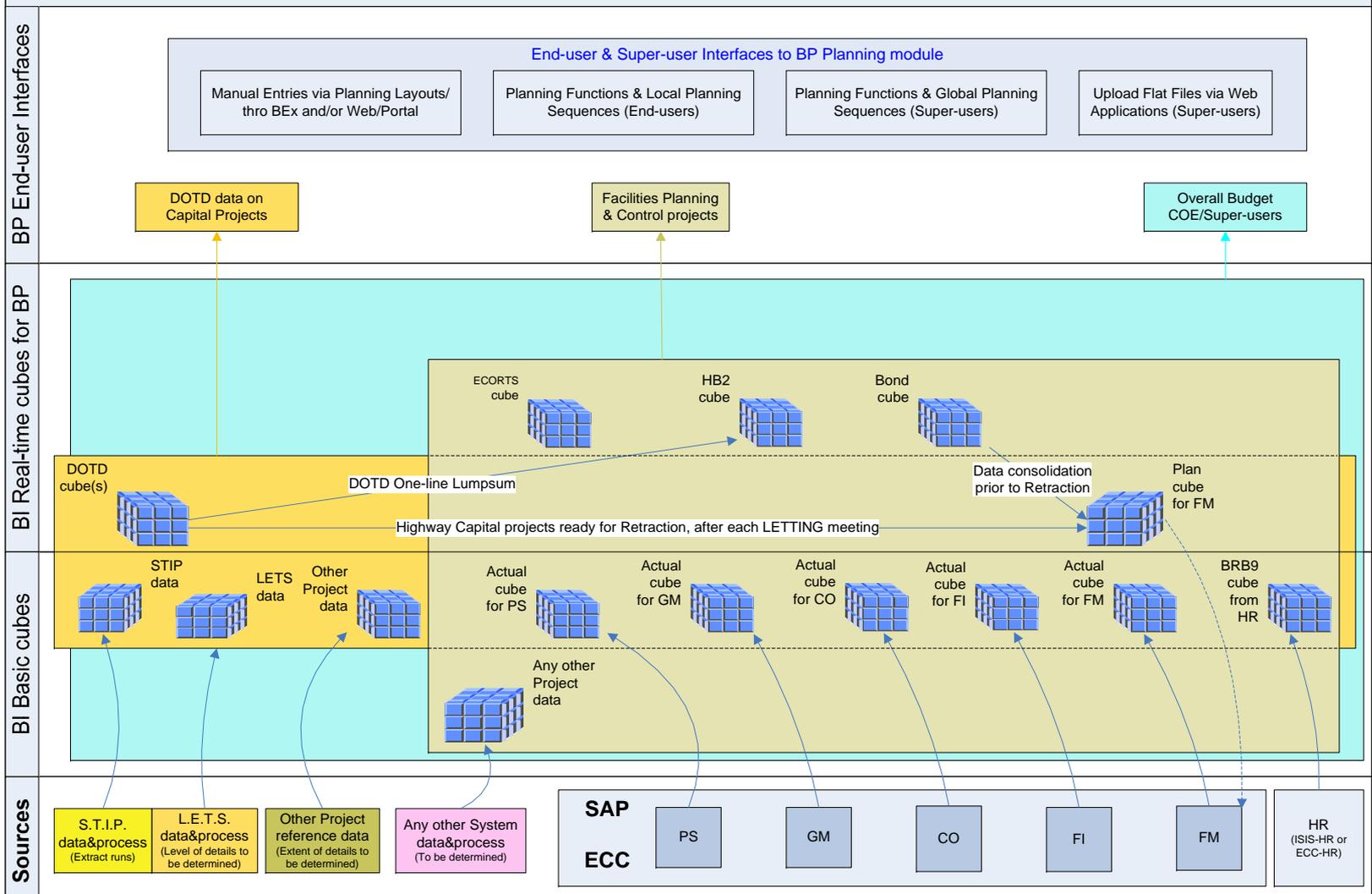
- Discuss-1 Reference of Project Numbers, from “sun-rise” to “sun-set”:
- Request #: Assign upon “Save” (similar to ECORTS stage)
 - Schedule #: Review NN-AGY-FYA-Request# format proposed (or LEG session year?)
 - Process: Manual assignment process, and combinations of projects
- Discuss-2 Retraction of Capital Budget, from BI-IP to ECC-FM & PS:
- Details: By Project Number or lump-sum budget at a rolled-up Fund level; and
 - Timing: Immediately after HB2 or in Stages after monthly Bond meetings
 - Type: Non-Consumable Budget or Consumable/Non-Consumable Budget
- Discuss-3 Need for long term Capital Budget estimates beyond 5 years: 10 or 20 years
- Discuss-4 Consideration for a Needs database and the carryover of any information.
- Discuss-5 Design complexity initially versus subsequent development of details.



Capital Budget Prep TO-BE Dataflow Overview

BPDDBP0010 - BI-BP Dataflow overview for State of LA Capital Budget

Note: While the above does not include BI reporting of "Actuals", some of the Basic Cubes shown here may become the BI Reporting cubes





First pass of FPC Capital Budget Versions

FPC Capital Projects Budget data in House Bill 2

#	InfoCube	Process overview	BI Back-end & IP Front-end	Version	Remarks
ECORTS cube	<u>Agencies</u> submit Capital Outlay Request forms (equivalent to ECORTS forms)	<ol style="list-style-type: none"> All relevant fields of ECORTS (or any new version of its modified form), incorporating the new SAP account codes for "M.o.Financing" MOF, Ranking & Text on separate tabs Agency submission recorded/tracked Agency "Save" to generate a Request #, a continuous sequential number for each "Save" 	<ul style="list-style-type: none"> BI back-end based on the Data Matrix of ECORTS Generate a Sequential number for Save IP front-end based on ECORTS Form Custom develop "Approval tracking" Data Marts to move data Report to list Request # by Agency 	Agency version A1	<p>To discuss M.o.F. in Blueprint session</p> <p><u>Check:</u> Finer FPC Agency break-down</p>
ECORTS cube	<u>Department</u> reviews Capital Outlay Request forms	<ol style="list-style-type: none"> All relevant fields of ECORTS (or any new version of its modified form), incorporating the new SAP account codes for "M.o.Financing" MOF, Ranking & Text on separate tabs Dept submission to FPC recorded/tracked Dept "Save" to record in same Request #, all Dept data changes in a separate version 	- Reqts quite similar to above	Dept version A2	<p>To discuss M.o.F. in Blueprint session</p> <p>Discuss Dept rank in Agency session</p>
ECORTS cube	For Dept 19, <u>Board</u> reviews Capital Outlay Request forms	<ol style="list-style-type: none"> All relevant fields of ECORTS (or any new version of its modified form), incorporating the new SAP account codes for "M.o.Financing" MOF, Ranking & Text on separate tabs Board submission to FPC recorded/tracked Board "Save" to record in same Request #, all Dept data changes in a separate version 	- Reqts quite similar to above	Board version A3	<p>To discuss M.o.F. in Blueprint session</p> <p>Any type of Board ranking of projects?</p>
ECORTS cube	For Non-State projects (36 & 50), <u>Legislature</u> reviews Capital Outlay Request forms	<ol style="list-style-type: none"> All relevant fields of ECORTS (or any new version of its modified form), incorporating the new SAP account codes for "M.o.Financing" MOF, Ranking & Text on separate tabs LEG submission to FPC recorded/tracked LEG "Save" to record in same Request #, all Dept data changes in a separate version 	- Reqts quite similar to above	LEG version A4	<p>To discuss M.o.F. in Blueprint session</p> <p>Any type of LEG ranking of projects?</p> <p>Also Letter of Support with Recomm.</p>
HB2 cube	Consolidation for House Bill 2 <u>Note:</u> "Projects with funding" to bypass the "Bond cube"	<ol style="list-style-type: none"> Assign equiv of Schedule #, during the prep for House Bill 2 (NN-AGY-FYA-Request #) FPC ranking process & prioritisation, St./N-St. Allocation of CLOC, NCLOC, etc to projects Re-appearance in HB2 for Projects "not yet funded" (NN-AGY-FYA-Request #) HB2 consolidation of next FY for all Projects, based on CLOC, NCLOC, etc - in SAP acct code HB2 Reports and publishing process 	<ul style="list-style-type: none"> BI back-end based on, but not limited to, the Data Matrix of structure similar to "2008 Original HB2 Final Original for BDS load" Request # embedded in Schedule # IP front-end based on BEX layouts Data Marts to move data Check HB2 publishing and 	FPC versions Different versions for each iteration	<p>To discuss M.o.F. in Blueprint session</p> <p>Also "Year" of session vs "Plan Year"</p> <p>Outline of Ranking</p> <p>Outline of Funding</p> <p>Discuss need to have separate # Copy function from 1 Req# to another</p> <p>Review Data Matrix with Process Owners to decide Planning Functions</p> <p>Pattern Stream or any other?</p> <p>Word Perfect HB2 output for LEG</p>



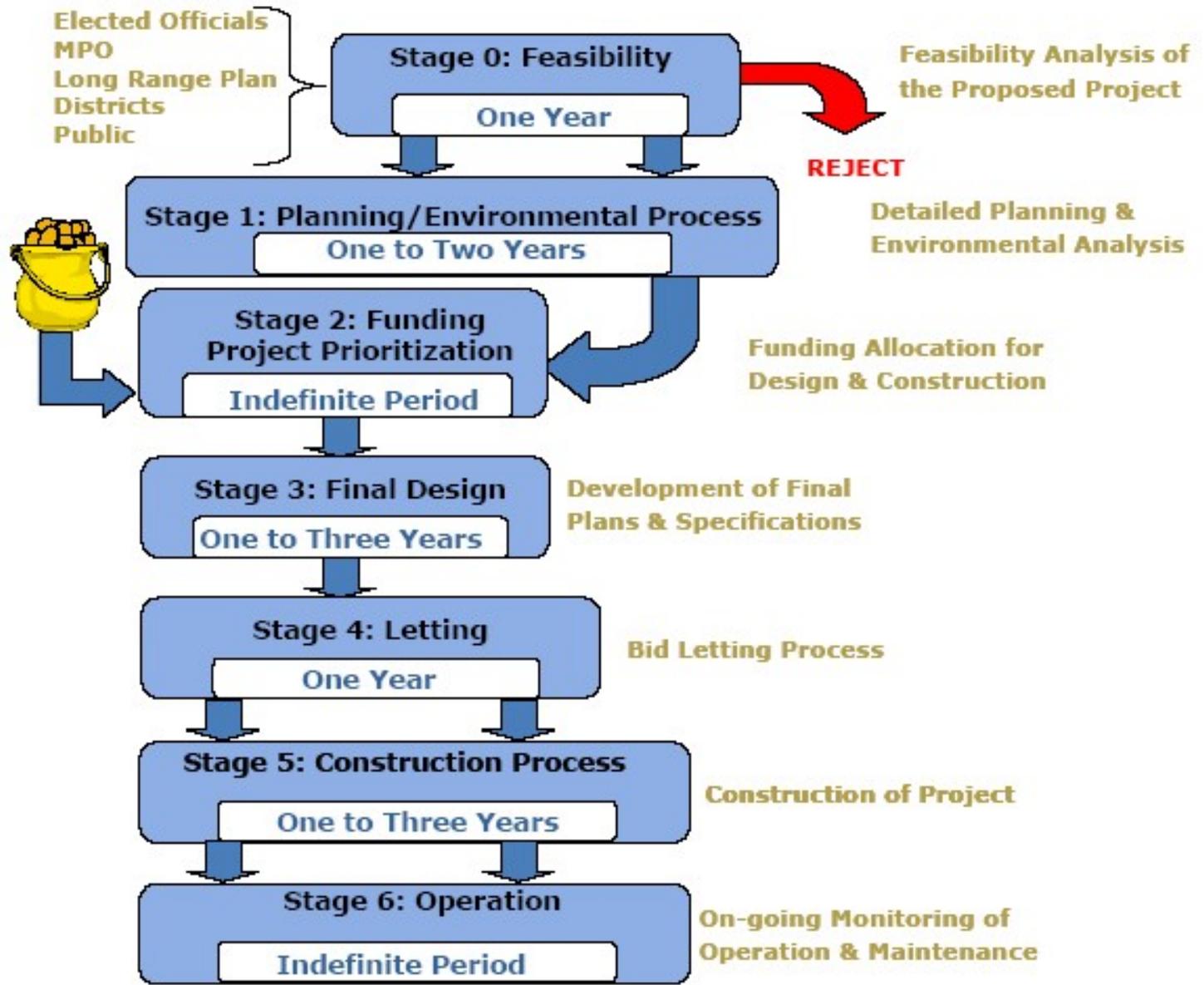


Considerations for BP-FM Design: Versions

- Based on previous slides, we need a few initial considerations for Realization Testing:
 - TO-BE Flow diagram for the Budget build process
 - Is the Flow diagram representative of OPB activities during Budget build process
 - What other interim Manual steps, processes or calculations are done by OPB
 - No. of Budget Versions to be considered (in this session)
 - Is a cost/benefit analysis possible for retention of the discussed Budget versions?
How frequently do you refer back to the other Budget version data? Are those versions used in any subsequent calculations? Are these data versions useful for future years?



DOTD Project Development Lifecycle





DOTD's Vision for TRNS.PORT Project

Branch off into TRNS.PORT
Slide deck approved by
Dye Management



Initial considerations for DOTD systems in BI

- Option-1 E-CORTS entry using Front-end Layouts:
- One-line entry of the Lump-sum for Highway projects; and
 - Individual project entries
- Option-2 Direct entry into HB2 consolidation, using front-end custom Layout
- Option-3 Build BI interfaces for DOTD system data (i.e. data from LETS, STIP, etc) and
and any other system data, used for DOTD capital projects
- Option-4 Consider replacing and managing of some of DOTD system data (e.g. STIP,
LETS, etc.) within BI system
- Budget Partition, etc to be derived from BI system
- Option-5 Build BI interfaces for DOTD system data (to meet Budget time-lines) and
consider replacing some of DOTD system data within BI system in future.



AS-IS DOTD LETS Funding Sources

Letting List - Windows Internet Explorer
http://ladotnet/hwyinfo/letswlst/letswlst.html

LADOTD Letting List

Select one of each of the Following:

Geographic Area

- Statewide
- District: 02-New Orleans
- Parish: Acadia
- MPO: ALX

Route: All

Letting Date

- All Projects not Let
- From: Oct 2008 To: Oct 2008

Delivery Date

- All
- From: Oct 2008 To: Oct 2008

Category: All

Funding Source

- AIRPORT
- CM
- DEMO
- ER100
- FBROFF
- FBRON
- FEMA
- FL
- HPDTT
- I
- IM
- LOCAL
- MAINT
- NHS
- OLAY
- OTHER
- PUBWKS
- REIMB
- STBONDS
- STCASH
- STGEN
- STP<200K
- STP<5K
- STP>200K
- STPENH
- STPFLEX
- STPHAZ
- STPRR**
- TIME
- TOLLS

Project Manager (one or more)

- All
- Blank
- Aghayan, Mike
- Allain, Peter
- Atkinson, Tom

Team Members

- Hubert
- n, Lache

Sort By: 1 Letting Date 2 Project Number 3

Show Manager: Status Details: Open in Excel:

Submit Reset Defaults

Search Within above Selection

Show Project Detail Button: Select bridge projects only: Use Proposed Delivery Date:

[Intranet Home Page](#) | [LADOTD Highway Information](#)

Done Local intranet 100%



AS-IS DOTD Program Re-Cap Sheet

FY 2008-09 Program Recap Sheet as of September 22, 2008 (costs in million dollars)

REGULAR PROGRAM

CATEGORY	SUB-CATEGORY	PROGRAM MANAGER	TARGET	LET TO DATE	% OF TARGET LET	REMAINING ON LETTING SCHEDULE	TOTAL IF ALL REMAINING ARE LET	% OF TARGET IF ALL REMAINING LET	TARGET	LET TO DATE	% OF TARGET
PRESERVATION	NON-INTERSTATE (PAYEMENT) (see note 3)	CHENEVERT	86.8	32.6	37.5%	50.4	83.0	95.6%	114.0	10.5	9.2
	NON-INTERSTATE (PAYEMENT)(NFA) (see note 3)	CHENEVERT	33.6	7.1	21.1%	20.1	27.2	81.0%			
	CONTRACT MAINTENANCE(ROAD)	BROADBENT	7.5	2.9	38.7%	5.2	8.1	108.0%			
	INTERSTATE (PAYEMENT)	CHENEVERT	20.0	2.2	11.0%	19.6	21.8	109.0%			
	BRIDGE (ON SYSTEM) (see note 4)	MUMPHREY	169.4	3.1	1.8%	200.7	203.8	120.3%			
	BRIDGE PREVENTIVE MAINTENANCE (see note 4)	TULLIER	4.5	0.0	0.0%	4.8	4.8	106.7%			
	PARISH OFF-SYSTEM BRIDGES	PENTEK	13.0	2.3	17.7%	13.8	16.1	123.8%			
				334.9	50.2	15.0%	314.6	364.8			
OPERATIONS	ITS & MAP (see note 10)	GLASCOCK	10.2	0.0	0.0%	10.3	10.3	101.4%	5.5	0.0	0.0
	TRAFFIC CONTROL DEVICES(see note 5)	ALLAIN	19.8	6.2	31.3%	10.1	16.3	82.3%			
	ROADWAY DRAINAGE	LEE	3.7	0.0	0.0%	4.0	4.0	108.1%			
	WEIGH STATIONS (see note 6)	U. GUARISCO	5.4	5.0	92.6%	0.1	5.1	94.4%			
	REST AREAS	FLETCHER	7.4	0.0	0.0%	0.0	0.0	0.0%			
	INTERSTATE LIGHTING	DOUGLAS	2.0	0.0	0.0%	0.6	0.6	30.0%			
	FERRIES		3.5	0.0	0.0%	2.5	2.5	71.4%			
	MOVABLE BRIDGE REHAB	G. GAUTREAU	11.6	0.0	0.0%	1.6	1.6	13.8%			
	TSM (see note 7)	DRAKE	6.8	0.0	0.0%	3.6	3.6	52.9%			
				70.4	11.2	15.9%	32.8	44.0			
SAFETY	REGULAR PROGRAM (see note 8)	K. SIBILLE	31.1	0.5	1.6%	32.1	32.6	105.0%	15.0	0.0	0.0
	LOCAL ROADS (LRSP)	MONAGHAN	2.8	0.0		0.0	0.0				
	SAFE ROUTES TO SCHOOLS (SR2S)	PARSONS	0.0	0.0		0.0	0.0				
	RR CROSSINGS	SHREWSBERRY	8.6	0.3	3.5%	8.3	8.6	100.0%			
			42.5	0.8	1.9%	40.4	41.2	97.1%			
CAPACITY	REGULAR PROGRAM & CORRIDOR (see note 9)	VINCHESTER	123.4	71.1	57.6%	63.3	134.4	108.9%	161.5	44.5	27.5
TOTAL DISCRETIONARY (REGULAR) PROGRAM			571.1	133.3	23.3%	451.1	584.4	102.3%	331.3	55.0	16.6





TO-BE DOTD Highway Program discussion

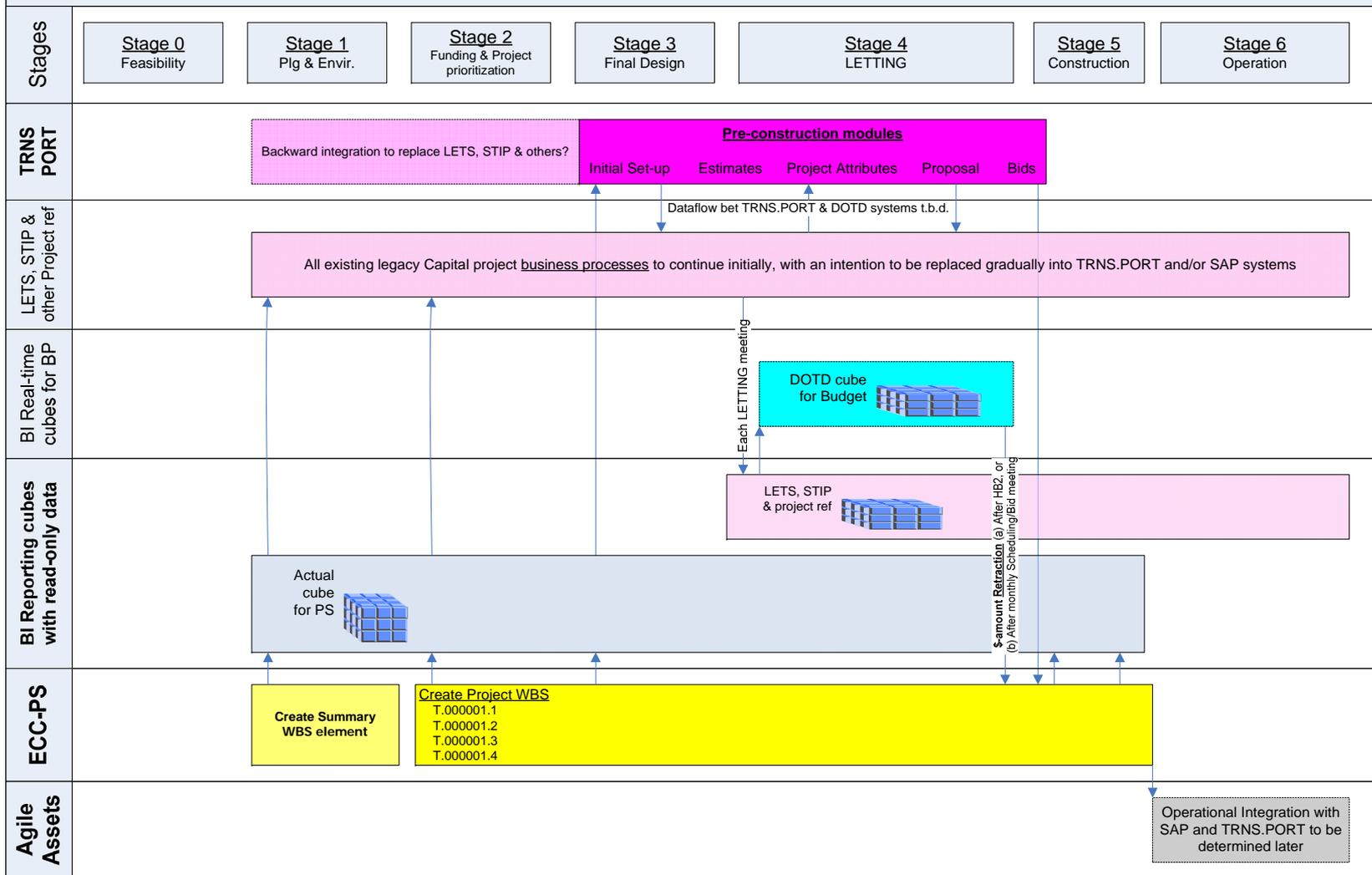
- Discuss-1 Options for Project Number creation:
- Timing: Stage-2 or later; and
 - Dataflow: Project Number data to TRNS.PORT and other Legacy systems
- Discuss-2 Retraction of Capital Budget, from BI-IP to ECC-FM & PS:
- Details: By Project Number or lump-sum budget at a rolled-up Fund level; and
 - Timing: Immediately after HB2 or in Stages after monthly Scheduling/Bid meetings
 - Type: Non-Consumable Budget or Consumable/Non-Consumable Budget
- Discuss-3 Need for long term Capital Budget estimates over 4 years (STIP), 5 years, or 7 years (Budget Partition) or any longer term plans
- Discuss-4 Consideration for a Needs database and the carryover of any information.
- Discuss-5 DOTD aging system replacement considerations for LETS and other systems.





TO-BE DOTD Highway Project Overview

BPDDDBP0010 – Potential integration for year-round 'draft' TO-BE process flow overview for State of LA DOTD Highway Capital Projects





First pass of DOTD Capital projects data

DOTD Capital Projects Budget data in House Bill 2					
#	InfoCube	Process overview	BI Back-end & IP Front-end	Version	Remarks
LETS	Continue all <u>business processes</u> in LETS, including process for HB2 submission and consolidation	<ol style="list-style-type: none"> 1. Budget Partition (from Robin to Mary) by Category 2. Budget Partition (from Mary to Program Managers) by Sub-Category 3. Program Managers submit allocations of Budget to Highway projects 4. Feed related Hwy project data to other Main-frame Engineering applications, including GIS 5. Project-wise Budget allocations, submitted by Pgm Mgrs, entered into LETS 		n.a.	<p>To discuss M.o.F. in Blueprint session</p> <p>Need for Project-wise funding in detail</p>
Cube for LETS	<p><u>Capture of LETS snapshot:</u></p> <p>Initially: for House Bill 2 Year-round: after Letting meetings</p>	<ol style="list-style-type: none"> 1. For HB2, LETS snapshot taken after Project-wise Budget allocations, into HB2 version 2. For year-round process, LETS snapshot taken after each Letting meeting, into Yearly Version 	<ul style="list-style-type: none"> - BI back-end based on Data Matrix of LETS system - Check need for IP front-end BEx layouts - Data Marts to move data 	HB2 version and Yearly version	Need to map M.o.F. details
TOPS residue	Follow residue <u>business process</u> in TOPS (or TRNS.PORT data)	<ol style="list-style-type: none"> 1. Tie-up SAP-PS Project # to Control Section, etc 2. Feed related Hwy project data to other Main-frame Engineering applications 		n.a.	
Cube for TOPS	Update from TOPS data to Cube	<ol style="list-style-type: none"> 1. Ensure validation for all data, together with SAP-PS based Project# 2. Error correction process initiated for invalid data 	<ul style="list-style-type: none"> - BI back-end based on Data Matrix of TOPS system - Check need for IP front-end BEx layouts - Data Marts to move data 	Only 1 Version	Need to map M.o.F. details
STIP	STIP submissions (every 4 years) and Periodic <u>STIP run files</u>	<ol style="list-style-type: none"> 1. STIP submission data, every 4 years 2. Periodic STIP run files (data different from LETS) 		n.a.	Need to map M.o.F. details
Cube for STIP	<p><u>Update to STIP Cube:</u></p> <p>STIP submissions (every 4 years) Periodic STIP run files</p>	<ol style="list-style-type: none"> 1. STIP submission data, every 4-years, captured into STIP submission version 2. Periodic STIP run files captured into Yearly Version 3. Provision for comparison with future project-wise Federal Aid / Initial Construction authorizations 	<ul style="list-style-type: none"> - BI back-end based on Data Matrix of LETS system - Check need for IP front-end BEx layouts - Data Marts to move data 	STIP submit version and Yearly version	Need to map M.o.F. details
DOTD cube	DOTD Capital projects data, as included in House Bill 2 and as per Letting process (thro the year)	<ol style="list-style-type: none"> 1. LETS snapshot <u>periodically</u> from LETS cube 2. Reconciliation with list of Highway Pgm projects 3. Reconcile Funding in list of Highway Pgm projects 4. Management Reports based on HB2 data 5. Data consolidation of Highway Program to one line as needed for HB2 consolidation in FPC cube 6. Data Mart to move Hwy Cap projects to FPC cube, including possible auto-creation of ECORTS entry for the Highway program 	<ul style="list-style-type: none"> - BI back-end based on, but not limited to, the Data Matrix of structure as a sub-set of LETS data with Financial information - IP front-end based on BEx layouts - Data Marts to move data 	Any interim Versions as related to HB2 version	<p>For HB2 & after each Letting meeting</p> <p>Listing by Parish, Categories, etc</p> <p>To discuss mapping of M.o.F. details</p> <p>Review consolidation process to decide on Planning Functions</p>





Legislative Tracking of Amendments

Branch off into
Legislative Tracking
by FPC



Leading Practices

- Increased visibility of budget and cost activity: This will allow OPB, Agencies, the Legislature to be more cognizant of the Budget, Program and policies.
- Identify financial and Program results: This leading practice, which is implemented through account coding structure improvements, places emphasis on program results, and allows those results to be visible in budget preparation decisions.
- Standardize budgeting and business planning processes for all components of the State: This allows Agencies & OPB to use the same common basis of data and processes to prepare/review/approve Budget data at various stages (viz., Agency preparation, OPB Review, Governor Executive Budget, Legislature review and Issue of Appropriation Letters).
- Use enabling technologies to empower Analysts: Automation of processes related to data compilation, budget development, review & approval process (viz., covering Agency prep, OPB review, Governor's Executive Budget, Legislative review and issue of Appropriation Letters).



Enterprise Readiness Challenges

- Budget prep process will change from BRASS/Excel-based processes to the BI-based Budget Prep system, using Business Explorer and/or Web Tools. There will be the need for Training to all authorized end-users for the Operating and Capital Budget processes.
- In addition to the above process/tool Training, all Budget End-users need training to be familiar with the new ECC-based account code structure (e.g. Fund, Grant, Func. Area, etc) sufficiently in advance, to be able to prepare/use the new Budget module.
- Need for all Departments/Agencies to input 'detailed budget' for all Expense & Revenue accounts in the budget preparation process and submit budgets online to OPB.
- Master data in all ECC modules will need to be ready, together with multiple Cross-walks to SAP (from AFS, BRASS, DOTD, ISIS-HR and CORTS/BDS) prior to Budget Go-live. Similarly, sufficient test data will also be needed for DEV and QA environments.
- After creation of ECC Master data, the ISIS-HR data (Positions, Employee, etc) will need to be "transformed" (Note: Options being considered) to the new ECC-Finance account code structure, in the HR data extraction process for Salary-based budget preparation.



Next Steps

- Prepare and send out Minutes of this Meeting to all Invitees
- Commence incorporation of details into draft Design document (PDD)
- Follow-up on Action Items identified during this Workshop
- Schedule off-line meeting(s) to discuss areas of special concern, if any
- Plan follow-on Workshops, as required
- Review Overall design in the Validation Workshop
- Ensure all To-Do's are appropriately documented



Questions?

