

AFS Data Mapping to LaGov

(Issue Date: 05/04/2009)

Spreadsheets with current AFS data for Orgs, Reporting Categories and Sub-Objects have been provided to Agencies for use in data mapping from AFS to LaGov. These spreadsheets will require completion by the Agency and are to be returned to the [LaGov Project Team](#). They will be used to begin the process of setting up each Agency's financial structure in LaGov.

The [LaGov Financial Structure](#) contains instructions to assist agencies in completing each spreadsheet. The instructions include educational material on new LaGov terminology (such as Cost Centers, Internal Orders, and General Ledger) as well as detailed instructions for completing the spreadsheets.

The following Excel spreadsheets were sent to the agencies (if applicable)

- Orgs
- Reporting Categories
- Sub Objects

Completed spreadsheets should be returned using the **same file naming convention in which they were received.**

Please contact the LaGov team with any questions or if assistance is needed at LaGov-ERP-Support@la.gov

IMPORTANT NOTE:

In order to ensure all data is captured, the LaGov team will request periodic updates of changes to your structure. These updates will be requested quarterly for Orgs and Reporting categories. Updates for Sub Objects will be requested around April 2010. Updates will include:

- additions of new Orgs, Reporting Categories or Sub Objects that need to be mapped to LaGov
- deletions of previously mapped Orgs, Reporting Categories or Sub Objects that will no longer be mapped to LaGov

Spreadsheets including any newly created Orgs and Reporting Categories will be provided to the Agencies along with a timeline for returning them to LaGov. Instructions for completing the updated spreadsheets will be the same as for this initial request. Additional information related to future changes will be provided at a later date.