



Foundation Data Model

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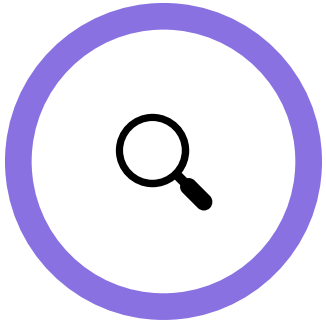
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Things you should know



Focus

FMC is not training. Today, you will see demos of the GA@WORK system and review new business processes.

- Please refrain from recording due to system changes that may occur in the future.



Data

The data used in today's presentations and demonstrations is not real data. Data is scrambled.



Feedback

Your feedback on what you see and learn today is crucial to the success of the GA@WORK system! To provide your feedback:

- Raise your hand
- Share your perspective in our testimonial booth!



FDM: What is it?



Foundation Data Model (FDM)

The goal of the FDM is to architect the key data elements across the platform to establish a foundation for GA@WORK transaction processing and reporting.

The FDM for the State of Georgia includes:

- A framework to support key cross-functional issues, as well as financial and management reporting across the organization.
- Dimensions based on reporting needs, not just a chart of accounts.
- Consistency in design and configuration across the platform, including different areas of the business.
- A scalable, future-proof solution for transaction processing and reporting.

One system, one foundation

Why is FDM Important?

The FDM provides a balance between three key functions: *Reporting*, *security* and *business transactions*. This is imperative as all transactions are impacted by the FDM.

Reporting

- Real-time, actionable, and drillable.
- Filter and analyze data using financial and non-financial dimensions.



Security

- Which transactions can I initiate?
- Which transactions can I review or approve?
- Who approves my transactions?
- What transactions can I see?

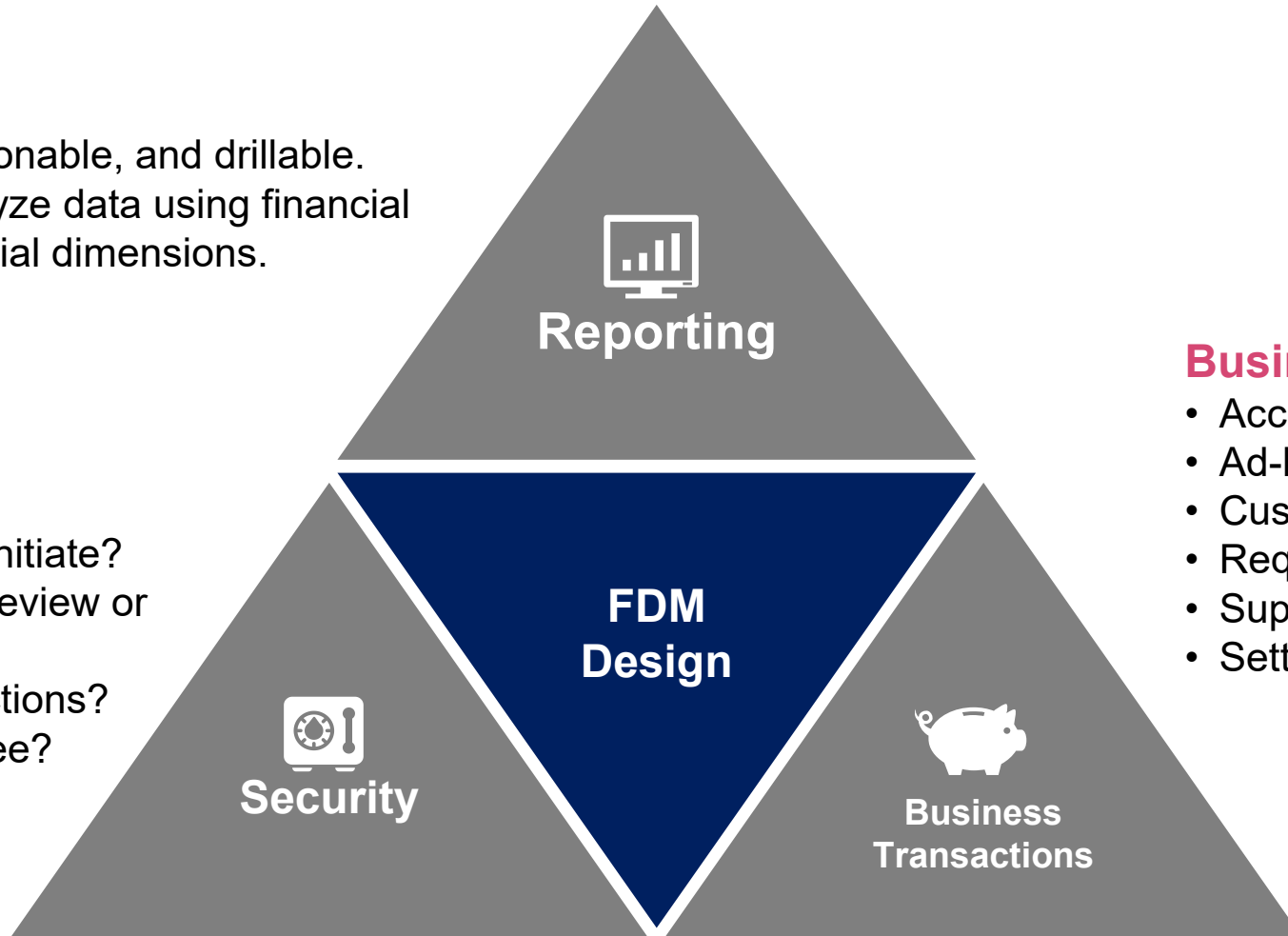


Business Transactions

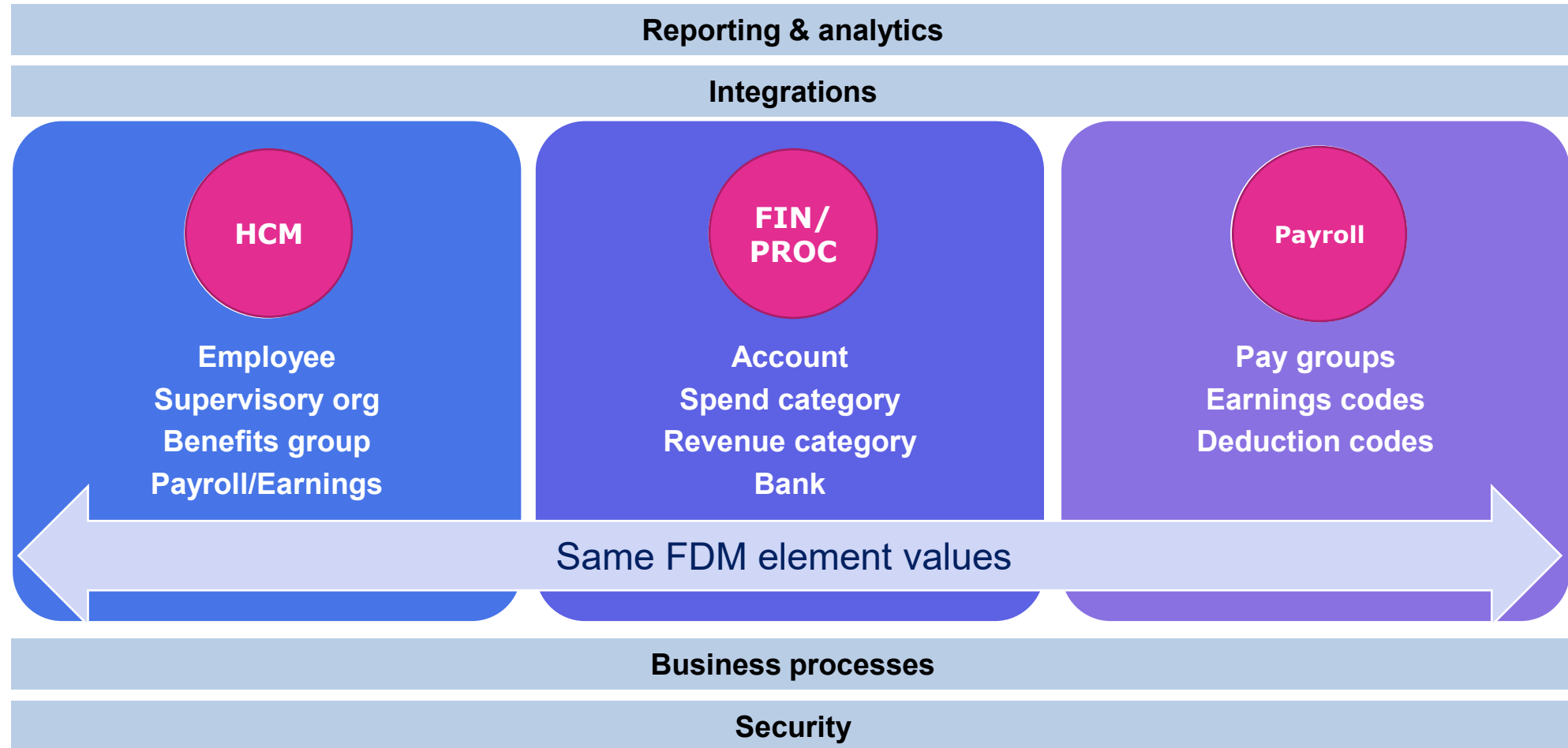
- Accounting journals
- Ad-hoc payments
- Customer invoices
- Requisitions
- Supplier invoices
- Settlement



FDM
Design



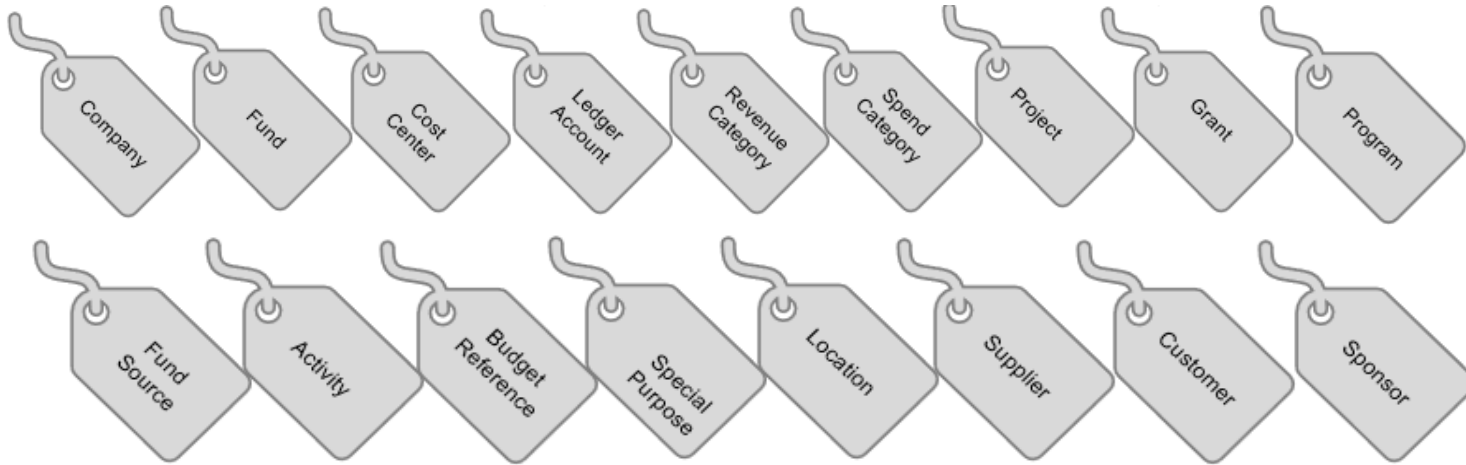
Where is FDM used?



What is a worktag?

Worktags are a fundamental part of how data and information is organized in GA@WORK. Instead of using account numbers, worktags will now be attached to transactions. These worktags are identifiers that show where money is coming from and going, what it's being used for, and who's associated with it.

Examples of worktags



Worktags help with more than just keeping the books

Worktags also:

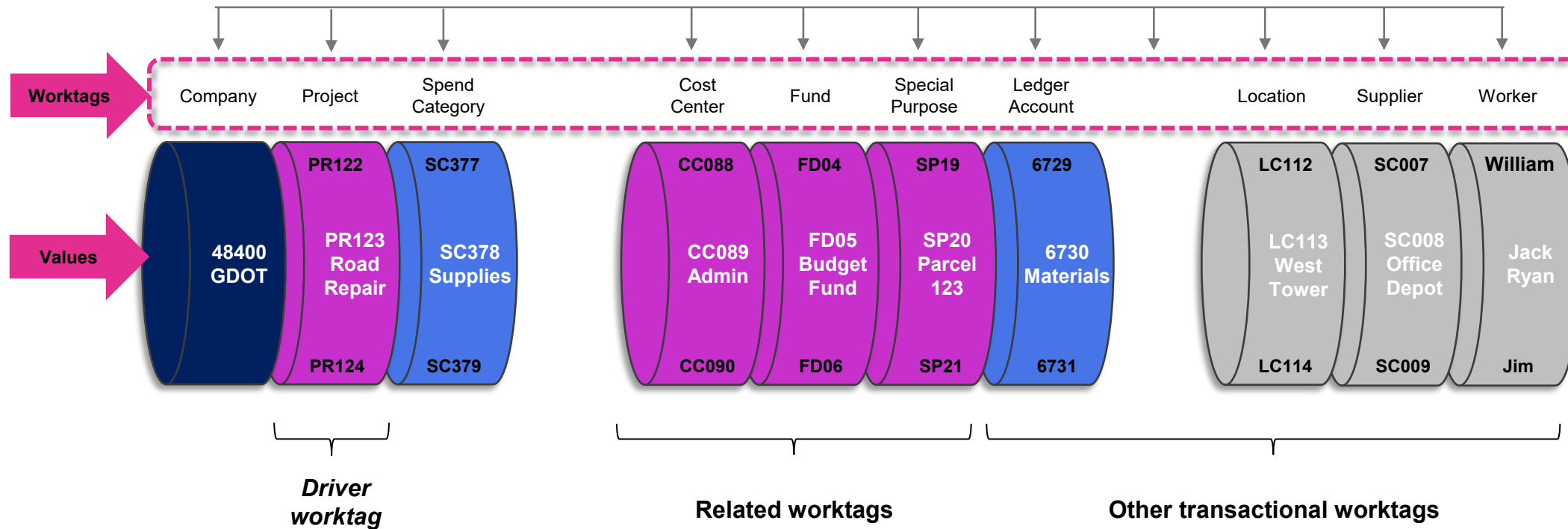
- Define security and approval workflows for transactions.
- Drive ledger account assignment to standardize accounting entries.
- Relate financial and non-financial dimensions for robust reporting.

Why worktags?

- Worktags are an innovative way to capture and report on financial information.
- Worktags provide the ability to also capture data not contained within the traditional chart of accounts, such as customer and supplier.
- Worktags allow us to find information more easily, filter searches to focused results, and analyze information via aggregated and summarized reporting by dimension.

FDM in action

Illustrated example of worktags entered on a business transaction



Relationship between the FDM and worktags

- Worktags are only required on transactions as applicable to the business purpose of the transaction.
- As users select a **driver** worktag, the **related** worktags will automatically be populated.
- Some transactional worktags (i.e., Ledger Account) are derived, as applicable, based on system configuration.
- Additional worktags may also be derived, as applicable, based on relationships that exist between the worktags captured on the business transactions.

GA@WORK: FDM defined values



FDM concepts

- Generally, GA@WORK uses words, not numbers for searching and entering transactions.
 - More intuitive for users.
 - Will be flexibility in how certain elements are named.
 - No real limitation in number of characters for naming.
- There are underlying numbers (reference ID).
 - Data uploads/EIB will use that number.
- Most elements and transactions will be auto-numbered.

Revenue Category	Reference ID
State Funds	RC4000001
Lottery Funds	RC4000002
Motor Fuel Tax Appropriation	RC4000003
Tobacco Funds	RC4000004
Brain And Spinal Injury Trust Fund	RC4000005

FDM impact on State financial data

- Because this is such a different structure and terminology:
 - FDM team mapped Statewide data elements such as agency name (to company) and fund (to fund) and accounts (to ledger account and revenue and spend categories).
 - State organizations then mapped the other chartfields (department, project, activity, etc.) to the new FDM element.
 - Ability to have hierarchies, which is a way to “roll up” the data and allow for more efficient reporting.

But remember: all this updated structure and terms will impact any data flowing in or out of GA@WORK. Will most likely need to update any external system using or creating data.

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
Account+	Ledger Account	A ledger account provides budget and actual accounting information for the general ledger. These are the natural accounts that are used for the State's financial statements. Ledger accounts should be stable and should not change year over year unless mandated by financial reporting requirements.	Numeric; 6 digits; shared value across State <u>Examples:</u> 100000 441000 501000
	Revenue Category	A revenue category provides a detailed view of the revenue earned. Revenue categories will be grouped into hierarchies for reporting and accounting purposes.	Alphanumeric; 9 digits; shared value across State <u>Examples:</u> RC4000001 RC4000002
	Spend Category	A spend category provides a detailed view of what goods or services are being purchased. Spend categories will be grouped into hierarchies for ease of reporting, have their intended usage indicated, be marked as trackable or non-trackable and be linked with the appropriate commodity codes.	Alphanumeric; 9 digits; shared value across State <u>Examples:</u> SC5000001 SC5000002 SC6000001

+ Note: the traditional TeamWorks Account will be split into different FDM values in GA@WORK.

Generally, only name will be used. Reference ID is only for EIB uploads.

State of Georgia FDM defined values

Count of Teamworks accounts vs GA@WORK ledger accounts, revenue categories and spend categories*:

** The FDM worktags will continue to be reviewed and updated during implementation.*

Chartfield/Worktag	Teamworks	GA@WORK
Account/Ledger account	3,445 - Accounts ~1,900 – Accounts with balances	234
Revenue category	N/A	352
Spend category	N/A	603

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
Budget reference	Budget reference	The Budget reference custom worktag will represent the year of appropriation.	Alphanumeric; 6 digits; shared value across State <u>Examples:</u> 2024BY 2025BY
Department	Cost center (also refer to Program/Cost center hierarchy dimension)	A cost center is a unit within a company which contains budget and associated financial transactions. A cost center should have (1) a budget to manage, (2) a manager who is accountable for the budget and reviewing/approving spend against it, and (3) employees assigned to the unit (typical but there may be use cases where this is not the case). A cost center is not used to represent a project or a grant.	Alphanumeric; 9 digits; agency requested but shared value across State <u>Examples:</u> CC0000001 CC0000002
Fund	Fund*	A fiscal and accounting entity that has a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations. Fund will be a balancing worktag.	Numeric; 5 digits; shared value across State <u>Examples:</u> 10100 10200

*These worktags will be balancing worktags. Fund will be required on all transactions.

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
Activity	Activity	The activity code is a custom worktag that can be used to track various activities for grant or other required reporting.	Alphanumeric; 9 digits; agency requested but shared value across State <u>Examples:</u> AC0000001 AC0000002
Agency/Business unit	Company*	All entities identified as an Agency, Authority, Technical College or Other Government Entity that have a unique tax ID number will be represented by a company in GA@WORK. A company is a permanent, self-balancing organization responsible for the oversight and administration of specific programs and services.	Numeric; 5 digits; shared value across State <u>Examples:</u> 40300 40700
Agency/Business unit name	Company name	Name as defined in Official Code of Georgia Annotated (O.C.G.A.)	Alpha; no limitation in digits; shared value across State <u>Examples:</u> Administrative Services, Department of Accounting Office, State

*These worktags will be balancing worktags. Company will be required on all transactions.

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
Fund source	Appropriation/ Fund source*	<p>The Appropriation/Fund source worktag will identify legislative or executive authorization that permits agencies to incur expenditures for specific purposes from designated resources available or estimated to be available during a specific time period.</p> <p>State and federal fund sources will be at the legal level of budgetary control (ex: Federal Funds not identified, State Funds, Lottery Funds, etc.) Other fund sources will continue to be at a lower level of detail.</p>	<p>Alphanumeric; 9 digits; agency requested but shared value across State</p> <p><u>Examples:</u> FS0000001 FS0000002</p>
	Grant*	Any funds coming from a Sponsor/Grantor will be represented by a Grant in GA@WORK. Grants may fund projects and may be related or restricted to other worktags such as fund, cost center, or program.	<p>Alphanumeric; 9 digits; created by a sequence generator and shared value across State</p> <p><u>Examples:</u> GR0000001 GR0000002</p>
	Project	A project is a scope of work with a distinct budget and a start and end date. Projects can be internal, capital or billable and may have multiple funding sources.	<p>Alphanumeric; 9 digits; created by a sequence generator and shared value across State</p> <p><u>Examples:</u> PR0000001 PR0000002</p>

*These worktags will be balancing worktags. Fund source will be required on all transactions. Balancing entries for grants will be done by GA@WORK when a grant is tagged on a transaction.

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
Program	Cost center hierarchy (also refer to Department/Cost center dimension)	The cost centers will be grouped into cost center hierarchies for reporting and budget control purposes as well as for security assignments. The cost center hierarchies will match the legal level of budgetary control.	Alpha; no limitation in digits; agency requested but shared value across State <u>Examples:</u> TBD
Project	Grant*	Any funds coming from a Sponsor/Grantor will be represented by a grant in GA@WORK. Grants may fund projects and may be related or restricted to other worktags such as fund, cost center, or program.	Alphanumeric; 9 digits; created by a sequence generator and shared value across State <u>Examples:</u> GR0000001 GR0000002
	Project	A project is a scope of work with a distinct budget and a start and end date. Projects can be internal, capital or billable and may have multiple funding sources.	Alphanumeric; 9 digits; created by a sequence generator and shared value across State <u>Examples:</u> PR0000001 PR0000002

*These worktags will be balancing worktags. Balancing entries for grants will be done by GA@WORK when a grant is tagged on a transaction.

Note: Program from TeamWorks does not have the same meaning in GA@WORK.

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
None	Program	<p>A program will be used to capture activities that may or may not have a unique budget and do not have a designated start and end date but needs spend (and potentially revenue) tracked for reporting and/or approval purposes. Programs may represent initiatives or ongoing activities, recurring or annual events, or one-time events.</p> <p><u>NOTE</u>: Program in GA@WORK does not have the same meaning that it does in Teamworks.</p>	<p>Alpha; no limitation in digits; agency requested but shared value across State</p> <p><u>Examples</u>: PG0000001 PG0000002</p>
Special purpose	Special purpose	<p>The special purpose code is used heavily by certain agencies to track various types of items. A custom organization for special purpose code will be grouped into hierarchies for each type of code to be used by the appropriate agencies for their tracking and reporting purposes.</p>	<p>Alphanumeric; 9 digits; agency requested but shared value across State</p> <p><u>Examples</u>: SP0000001 SP0000002</p>

State of Georgia FDM defined values

TeamWorks chartfield	New FDM value	GA@WORK basic definition	Proposed FDM value Reference ID
None	Investment profile	The investment profile will be used to track balances in accounts at LGIP. Values will be established as needed to allow for efficient reconciliations between monthly statements and the general ledger.	Alphanumeric; 9 digits; agency requested but shared value across State <u>Examples:</u> TBD
None	Location	Locations in GA@WORK will represent the physical location of a worker, asset or activity.	Alphanumeric; 9 digits; agency requested but shared value across State <u>Examples:</u> TBD

TW to GA@WORK: Account

One field becomes two in GA@WORK

TeamWorks chartfield Account number	New FDM value Ledger account	New FDM value Revenue or spend category
<u>401002</u> : Appropriation Allotments - Lottery Funds	Appropriation Allotment (401000)	Lottery Funds (RC4000002)
<u>441006</u> : Sales and Services - Goods	Sales and Services (441000)	Other Goods - Sales and Services (RC4000120)
<u>441007</u> : Sales and Services – Services	Sales and Services (441000)	Other Services - Sales and Services (RC4000121)
<u>614003</u> : Supplies & Materials - Office Supplies	Supplies and Materials (614000)	Office Supplies (SC6000034)
<u>614009</u> : Supplies and Materials - Postage Meter/Postage	Supplies and Materials (614000)	Postage (SC6000007)
<u>622001</u> : Freight	Other Operating Expenses (627000)	Freight Expense (SC6000141)

Remember, the different FDM structure (new “chart of accounts”) will also impact any data flowing in or out of GA@WORK. Most likely will need to update any external system using or creating ERP-related data.

TW to GA@WORK: Fund

One field becomes one in GA@WORK

TeamWorks chartfield Fund	New FDM value Fund
<u>10100</u> : Operations <u>A</u> : Appropriation A <u>A1</u> :Appropriation A – General Fund	Budget Fund (10100)
<u>90161</u> : Highway Authority, Georgia <u>90231</u> : North Georgia Mountains Autho: <u>AI16</u> : North GA Mountain Auth <u>90251</u> : OneGeorgia Authority	Discretely Presented CU (90000)

During this transition, SAO is using this opportunity to make names more consistent and remove old data fields.

Also, no longer need to worry so much about character limits or field lengths. Names do not need to be shortened or abbreviated.



TW to GA@WORK: Fund source & project

Different fields in GA@WORK

TeamWorks chartfield Fund source and project number	New FDM value Fund source number/hierarchy
<u>Fund Source:</u> 01-State General Funds <u>Project:</u> 01-State General Funds	<u>Fund Source:</u> State General Funds <u>Fund Source Hierarchy:</u> All State of GA/BCR/State Funds <u>Project:</u> no longer needed
<u>Fund Source:</u> 63844 Oglethorpe Power Donation 63496 Admin Fees- SW Ga Train Author 63409 McDuffie Environmental Ed Cent 63402 Sapelo Island Boat Fares	<u>Fund Source:</u> Oglethorpe Power Donation Admin Fees- SW Georgia Training Authority McDuffie Environmental Education Center Sapelo Island Boat Fares <u>Fund Source Hierarchy:</u> All State of GA/BCR/Other Funds

TW to GA@WORK: Fund source & grant

Different fields in GA@WORK	
TeamWorks chartfield Fund source and project	New FDM value Fund source, grant, project and activity
<div>Sample</div> <p><u>Fund Source</u>: 30201-DBHDD-Underage Alc. Enforcement</p> <p><u>Project</u>: 30201-DBHDD - Underaged Alc. Enforcem</p>	<p><u>Fund Source</u>: Prevention and Treatment of Substance Abuse Block Grant</p> <p><u>Fund Source Hierarchy</u>: All State of GA/BCR/Fed Funds</p> <p><u>Grant</u>: DBHDD-Underage Alc. Enforcement</p> <p><u>Grant Hierarchy</u>: All SOG Grants/All 47400 Grants/Block Grants for Prevention and Treatment of Substance Abuse</p> <p><u>Project</u>: no longer needed</p> <p><u>Activity</u>: no longer needed, but could be used if there are specific grant reporting requirements</p>

Company hierarchy

Updated Workday ID	Workday description	Hierarchy level 3 (Security/Admin)	Hierarchy level 2 (Security/Admin)	Hierarchy level 1 (Security/Admin)	Hierarchy level 2 (ACFR)	Hierarchy level 1 (ACFR)	Hierarchy level 2 (Budget)	Hierarchy level 1 (Budget)
40300	Administrative Services, Department of	Payroll SS	State Accounting Office Hierarchy	State of Georgia - Administrative Hierarchy	General Government	State of Georgia - ACFR Hierarchy	Executive Branch	State of Georgia - Budget Hierarchy
40400	Audits and Accounts, Department of	Payroll SS/Fin SS	State Accounting Office Hierarchy	State of Georgia - Administrative Hierarchy	General Government	State of Georgia - ACFR Hierarchy	Legislative Branch	State of Georgia - Budget Hierarchy
40500	Public Health, Department of	Payroll SS	State Accounting Office Hierarchy	State of Georgia - Administrative Hierarchy	Health & Welfare	State of Georgia - ACFR Hierarchy	Executive Branch	State of Georgia - Budget Hierarchy
98100	OneGeorgia Authority			State of Georgia - Administrative Hierarchy		State of Georgia - ACFR Hierarchy		

Hierarchy is a way to roll up data to meet different reporting or security requirements...

Fund hierarchy

Workday ID	Workday description	Fund type	Fund hierarchy Level 3 - ACFR	Fund hierarchy Level 2 - ACFR	Fund hierarchy Level 1 - ACFR	Fund hierarchy - Budget
10100	Budget Fund	Sponsor Funded	General Fund	Governmental Funds	All SOG Funds	Budget Fund
10000	General Fund	Sponsor Funded	General Fund	Governmental Funds	All SOG Funds	
10200	Revenue Collections	Non-Sponsor Funded	General Funds	Governmental Funds	All SOG Funds	
30100	State Health Benefit Plan Admin	Sponsor Funded	State Health Benefits Plan	Proprietary Funds	All SOG Funds	Budget Fund
90000	Discretely Presented CU	Sponsor Funded		Component Unit	All SOG Funds	

Hierarchy is a way to roll up data differently to meet different reporting or security requirements...

FDM worktags detail

Transaction details	GA@WORK FDM element
Who is the transaction associated with?	<ul style="list-style-type: none"> • Company – State Organization (Agency, Authority, etc.) • Cost center – unit within a company
How is the transaction funded?	<ul style="list-style-type: none"> • Fund – fiscal and accounting entity that has a self-balancing set of accounts • Appropriation/Fund source – authorization that permits State Organization to incur expenditures for specific purposes • Grant – any funds coming from a Sponsor/Grantor • Budget reference – year of appropriation
What was done with the money during the transaction?	<ul style="list-style-type: none"> • Ledger account – accounting information for the general ledger and reporting <ul style="list-style-type: none"> • Revenue category – detailed view of the revenue earned • Spend category – detailed view of what goods or services are being purchased
Why did this transaction happen?	<ul style="list-style-type: none"> • Project – scope of work with a distinct budget and a start and end date • Activity – custom worktag used to track various activities for grant reporting • Special purpose code – tracks various types of specific items
When did this transaction occur?	<ul style="list-style-type: none"> • Fiscal year – fiscal year in which the transaction occurs • Fiscal period – period within the fiscal year in which the transaction occurs

FDM requirements for transactions

Worktag	Supplier invoice, ad hoc or miscellaneous payment	Customer invoice	Ad hoc bank transaction	Expense report
Company	Required	Required	Required	Required
Fund	Required	Required	Required	Required
Cost Center	Required	Required	Required	Required
Fund Source	Required	Required	Required	Required
Budget Reference	Required	Required	Required	Required
Grant	Optional	Optional	Optional	Optional
Project	Optional	Optional	Optional	Optional
Ledger Account	Derived from spend category	Derived from revenue category	Derived from revenue or spend category	Derived from expense item
Revenue Category	Optional or required on refunds of revenue	Required	Either a revenue or spend category required	N/A
Spend Category	Required	Optional	Either a revenue or spend category required	Derived from expense item
Activity	Optional	Optional	Optional	Optional
Program	Optional	Optional	Optional	Optional
Special Purpose Code	Optional	Optional	Optional	Optional
Expense Item	N/A	N/A	N/A	Optional
Bank Account	N/A	N/A	Required	N/A
Location	Optional	Optional	Optional	Optional
Investment Profile	N/A	N/A	Optional	N/A
Employee	Optional – required for company paid travel items	N/A	Optional	Required
Intercompany Affiliate	Required on interagency activity	Required on interagency activity	N/A	N/A

FDM requirements for transactions

Worktag	Accounting journal	Requisition/Purchase order	Asset registration	Payroll costing allocation
Company	Required	Required	Required	Required
Fund	Required	Required	Required	Required
Cost Center	Required for revenue/expense lines	Required	Required	Required
Fund Source	Required	Required	Required	Required
Budget Reference	Required for revenue/expense lines	Required	Optional	N/A
Grant	Optional	Optional	Optional	Optional
Project	Optional	Optional	Optional	Optional
Ledger Account	Required	Derived from spend category	Derived from spend category	Derived from pay components
Revenue Category	Optional	Optional	N/A	N/A
Spend Category	Optional	Required	Required	Derived from pay components
Activity	Optional	Optional	Optional	N/A
Program	Optional	Optional	Optional	Optional
Special Purpose Code	Optional	Optional	Optional	Optional
Expense Item	N/A	N/A	N/A	N/A
Bank Account	N/A	N/A	N/A	N/A
Location	Optional	Optional	Required	N/A
Investment Profile	Optional	N/A	N/A	N/A
Employee	Optional	N/A	N/A	Required
Intercompany Affiliate	Required on interagency activity	N/A	N/A	N/A

GA@WORK: FDM defined values and internal controls



Internal controls

FDM in GA@WORK will allow for certain controls to be implemented:

- Restricts transactions viewed by that user (for example: will restrict to only see your “Company” and only for your “Cost center”, etc.)
- Allows for approval routing of transactions to the user with that specific role (can limit based on Cost center, Grants, Projects, etc.)

FDM: Data validation

GA@WORK will have “rules” where certain transactions will error out if not entered correctly.

Cost centers will be restricted to a company. While other worktags will be shared by all agencies, relationships between worktags and custom validations will enforce valid combinations and use of the worktags.

Some examples of these guardrails are:

- A project is required for all DOT transactions.
- Fund 10200 can only be used with Revenue Collections fund sources.
- Ledger account 390104 cannot be used in fund 50600.

Efficiencies

FDM in GA@WORK will allow for certain efficiencies to be implemented:

- Ability to reduce redundant data fields being used.
- Names no longer having character limitations allows for better transparency as full name could now be used.
- Names as words (and not just numbers) allows for more intuitive searching and data entry (hopefully, reducing the number of entry errors).
- More consistency in use of fields by different State organizations, which allows for more data comparability and better Statewide financial reports.



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Questions about NextGen

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