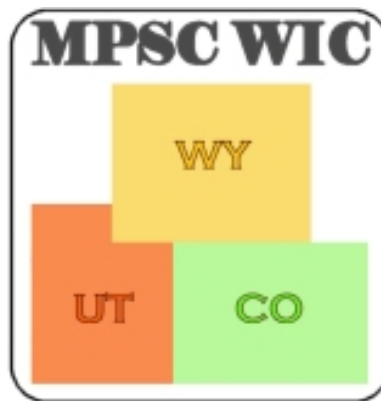

Mountain Plains States Consortium WIC System Project

DETAILED FUNCTIONAL DESIGN DOCUMENT FINANCE REPORTS

Presented to:



Revision Date: January 7, 2011

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Document Revisions

Revision Date	Updated By	Requested By	Description of Revision

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1 Introduction

This reports DFDD contains the reports related to the Finance functional area. The following set of reports represents existing reports from the transfer system as well as new reports requested during the MPSC project's design phase.

2 Redemption Reports

2.1 EBT Category History Report (EBT Only)

This report is for EBT States only.

Description	The EBT Category History Report shows the previous month's issuance, redemption and unredeemed unit counts and amounts from a food category perspective. It is in a format that allows easy exporting to a spreadsheet.
Parameters	Start Month, Start Year and End Month, End Year Note: Start Month/Year represents the first day of month. End Month/Year represents the last day of month. If a single month is desired, then the parameter sets match in value.
Record Selection / Filtering / Calculations	Select all EBT issuances from the start to end dates. Sum the EBT issuances by category with counts and dollars by totals, redeemed and unredeemed. Direct Ship food is excluded from this report.
Print Columns	Food Category Food Category Number Unit (of measurement for category) Issuance – Units Issuance – Dollars Redeemed – Units Redeemed – Dollars Redeemed – Pct (of Issuance – based on Units) Unredeemed – Units Unredeemed – Dollars Unredeemed – Pct (of Issuance – based on Units)
Sort Order	By Food Category Number
Total / Count Columns	Totals on Issuance – Dollars Redeemed – Dollars Unredeemed – Dollars Food items that are directly shipped are considered redeemed upon issuance.
State Totals	This is a state wide report.

Primary Group (page break) None

Additional Group By None

Special Notes There is no unit for a category. This is an assumption that is based on all the subcategories within that category will use the same unit of measure for issuance.

EBT Redemption Category History Report

Data Effective: 11/4/2007

10/1/2007 to 10/31/2007

Print Date: 11/5/2007

Category	#	Unit	Issuance		Redeemed			Unredeemed		
			Units	Dollars	Units	Dollars	Pct.	Units	Dollars	Pct.
Milk	01	Quart	62,333	\$76,669.59	38,148	\$46,921.79	61.2%	24,185	\$29,747.80	38.8%
Cheese	02	Pound	53,853	\$175,022.25	29,404	\$95,562.15	54.6%	24,449	\$79,460.10	45.4%
Eggs	03	Dozen	23,944	\$29,451.12	14,055	\$17,287.81	58.7%	9,889	\$12,163.31	41.3%
Juice	04	Container	23,423	\$5,434.14	14,616	\$3,390.90	62.4%	8,807	\$2,043.24	37.6%
Cereal (Adult)	05	Ounce	12,344	\$40,118.00	5,863	\$19,056.05	47.5%	6,481	\$21,061.95	52.5%
Legumes	06	Container	16,641	\$43,765.83	5,475	\$14,398.96	32.9%	11,166	\$29,366.87	67.1%
Vegetables	07	Ounce	36,333	\$7,993.26	15,987	\$3,517.03	44.0%	20,346	\$4,476.23	56.0%
Fish	08	Ounce	132,734	\$45,129.56	90,657	\$30,823.49	68.3%	42,077	\$14,306.07	31.7%
Infant Food	09	Ounce	72,342	\$14,468.40	57,295	\$11,458.97	79.2%	15,047	\$3,009.43	20.8%
Infant Juice	10	Ounce	245,341	\$29,440.92	143,279	\$17,193.50	58.4%	102,062	\$12,247.42	41.6%
TOTALS				\$467,493.07		\$259,610.65			\$207,882.42	



2.2 Bank Reconciliation Report (FI Only)

This report is for FI Only.

Description The Bank Reconciliation Report is used to review the results of the processing of the Banking Interface FI Redemption File. The report shows daily activity so that it may be used for daily (single day parameter range) or monthly (first to last day of the month parameter range). It shows what the bank sent, what WIC redemptions successfully processed according to issuance, what FIs had no issuance and what FIs were duplicate redemptions.

Data Updated	Daily (previous night interface execution results available the next day)
Parameters	Start Date and End Date (inclusive)
Record Selection / Filtering / Calculations	<p>Select all the bank FI redemption transactions from the date range.</p> <p>Summarize daily:</p> <p>The counts, redeemed amounts and returned amounts from the bank records.</p> <p>The counts, redeemed amounts and returned amounts from WIC processing.</p> <p>The counts, redeemed amounts and returned amounts for FIs with no record of issuance.</p> <p>The counts, redeemed amounts and returned amounts for FIs with duplicate redemptions.</p> <p>For each, subtract the sum of the successful WIC processing, the FIs with no issuance and FIs with duplicate redemptions from the bank transactions. Zeroes would show balancing occurred.</p> <p>Subreports (detail FIs)</p> <ul style="list-style-type: none"> No issuance FIs Duplicate FI redemptions.
Print Columns	<p>For each date:</p> <ul style="list-style-type: none"> Bank Records – Total Count Bank Records – Total Redeemed Amount Bank Records – Total Returned Amount (rejected) WIC Records – Total Count WIC Records – Total Redeemed Amount WIC Records – Total Returned Amount (rejected) No Issuance FIs – Total Count No Issuance FIs – Total Redeemed Amount No Issuance FIs – Total Returned Amount (rejected) Duplicate FIs – Total Count Duplicate FIs – Total Redeemed Amount Duplicate FIs – Total Returned Amount (rejected) Balance – Total Count Balance – Total Redeemed Amount Balance – Total Returned Amount (rejected)
Sort Order	By date
Total / Count Columns	Counts and Amounts for enter date range
State Totals	NA
Primary Group (page break)	None
Additional Group By	None

Bank Reconciliation Report
10/1/2007 to 10/31/2007

Data Effective: 11/1/2007

Print Date: 11/7/2007

Date	BANK RECORDS			WIC RECORDS			NO ISSUANCE FIs			DUPLICATE FIs			BALANCE		
	Count	Redeemed	Returned	Count	Redeemed	Returned	Count	Redeemed	Returned	Count	Redeemed	Returned	Count	Redeemed	Returned
1-Oct-07	9,233	\$80,233.23	\$1,835.32	9,231	\$80,190.89	\$1,835.32	2	\$42.34	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
2-Oct-07	8,332	\$78,393.32	\$1,493.23	8,329	\$78,340.79	\$1,478.69	0	\$0.00	\$0.00	3	\$52.53	\$16.54	0	\$0.00	\$0.00
3-Oct-07	7,292	\$68,393.23	\$1,674.94	7,291	\$68,368.89	\$1,674.94	1	\$24.34	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
4-Oct-07	6,383	\$59,303.34	\$1,483.93	6,383	\$59,303.34	\$1,483.93	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
5-Oct-07	8,320	\$79,293.92	\$1,529.03	8,319	\$79,293.92	\$1,512.29	1	\$0.00	\$16.74	0	\$0.00	\$0.00	0	\$0.00	\$0.00
6-Oct-07	0	\$0.00	\$1,634.03	0	\$0.00	\$1,634.03	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
...															
31-Oct-07	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Totals	39,580	\$365,617.04	\$9,650.48	39,553	\$365,497.83	\$9,617.20	4	\$66.68	\$16.74	3	\$52.53	\$16.54	0	\$0.00	\$0.00

NO ISSUANCE FIs

Date	FI Number	Count	Redeemed	Returned	Vendor ID
1-Oct-07	145837	1	\$21.32	\$0.00	03-383
1-Oct-07	174644	1	\$21.02	\$0.00	21-373
3-Oct-07	183474	1	\$24.34	\$0.00	21-393
5-Oct-07	285348	1	\$0.00	\$16.74	04-453
Totals		4	\$66.68	\$16.74	

DUPLICATE FIs

Date	FI Number	Count	Redeemed	Returned	Vendor ID
2-Oct-07	17383	1	\$21.45	\$0.00	04-453
2-Oct-07	28393	1	\$0.00	\$16.54	27-383
2-Oct-07	294459	1	\$31.08	\$0.00	05-293
Totals		3	\$52.53	\$16.54	

2.3 EBT Daily Redemption Reconciliation Report (EBT Only)

This report is for EBT only.

- Description** The EBT Daily Redemption Reconciliation Report is used to review the results of the processing of the EBT Host Interface Redemption File. The purchase transaction details are presented with totals.
- Data Updated** Daily (previous night interface execution results available the next day)
- Parameters** Date
- Record Selection / Filtering / Calculations** Select all the EBT redemption transactions from that processing date.
- Print Columns**
 - State Totals Line
 - Purchases (Trips in lane)
 - UPC Records
 - Paid Amount
 - Requested Amount
 - Purchase Detail Lines

Vendor ID
 Card Number
 Purchase Date
 Purchase Time
 FDTU
 Paid Amount
 Requested Amount

Sort Order Purchase Date
 Purchase Time

Total / Count Columns Purchases
 UPC Records
 Paid Amount
 Requested Amount

State Totals Yes

Primary Group (page break) None

Additional Group By None

EBT Daily Redemption Reconciliation Report
 4/3/2007

Data Effective: 4/3/2007

Print Date: 4/4/2007

				State Totals	Purchases	UPC Records	Paid Amount	Requested Amount
					515	1,203	\$200,387.45	\$201,101.45
Vendor #	Card Number	Purchase Number	Purchase Date	Purchase Time	FDTU	Paid Amount	Requested Amount	
12-123	80000358-0003433-8	23473834	2007/04/13	9:19:34 AM	4/7/2007	\$42.35	\$42.35	
12-123	80000358-0001243-2	23473835	2007/04/13	9:19:45 AM	4/5/2007	\$43.89	\$43.89	
22-018	80000358-0001853-4	23473836	2007/04/13	9:19:38 AM	4/5/2007	\$56.83	\$56.83	
12-123	80000358-0003433-8	23473837	2007/04/14	1:19:22 PM	4/7/2007	\$13.45	\$14.45	
22-018	80000358-0001853-4	23473838	2007/04/14	1:19:34 PM	4/5/2007	\$31.18	\$31.18	
12-123	80000358-0003433-8	23473839	2007/04/14	8:49:38 PM	4/7/2007	\$17.45	\$17.45	

....



2.4 EBT Monthly Redemption Reconciliation Report (EBT Only)

This report is for EBT only.

Description	The EBT Monthly Redemption Reconciliation Report is used to review the results of the processing of the daily EBT Host redemption interface transactions for the selected month.
Parameters	Month/Year
Record Selection / Filtering / Calculations	Select all the EBT redemption transactions from the parameter whose Insert Date matches the selected month.
Print Columns	Date (based on Insert Date) Purchases UPC Records Paid Amount Requested Amount
Sort Order	Date
Total / Count Columns	Purchases UPC Records Paid Amount Requested Amount
State Totals	Yes
Primary Group (page break)	None
Additional Group By	None

EBT Monthly Redemption Reconciliation Report				
April 2007				
Print Date: 5/4/2007				
	Purchases	UPC Records	Paid Amount	Requested Amount
State Totals	18,360	39,030	\$6,011,623.50	\$6,033,043.50
4/1/2007	672	1,353	\$205,293.03	\$206,393.93
4/2/2007	515	1,203	\$198,363.24	\$199,283.64
4/3/2007	612	1,301	\$200,387.45	\$201,101.45
...				
4/30/2007	423	1,246	\$189,383.34	\$190,234.23

3 Miscellaneous Reports

3.1 Fiscal Year Grant Summary Report

Description	Fiscal Year Grant Summary Report pulls grant/income records from various sources and shows a consolidated view of Fiscal Year Grants from a Year-To-Date perspective.
Parameters	Fiscal Year
Record Selection / Filtering / Calculations	<p>Select based on Fiscal Year (start and end date)</p> <ol style="list-style-type: none"> 1. Base grants and other collections are entered with transaction dates into the screens elsewhere in the system. Provide an aggregated line for each entry type: <ol style="list-style-type: none"> a. Line 29A – Base Food b. Line 29B – Base NSA c. Line 8 Program Income - Food d. Line 9 Vendor Collections - Food e. Line 10 Participant Collections - Food f. Line 11 Other Credits - Food g. Line 22 Program Income - NSA h. Line 23 Vendor Collections - NSA i. Line 24 Participant Collections - NSA j. Line 25 Other Credits - NSA 2. Special grants are entered into the Grant Tracking screen for each fiscal year (start and end dates). For this report, the transaction date is the same (October 1 of the start of the fiscal year), the description will be the grant ID combined with the grant type (i.e. Peer Counseling, BFP, State), and the report amount combines the Amt (Fed) and Other Amt. These are considered the “Special Grant” category.
Print Columns	Category Transaction Date Description Amount
Sort Order	Category as shown above Within Category: Transaction Date then Description
Total / Count Columns	Amount
State Totals	Year-To-Date
Primary Group	None
Additional Group By	None
Special Notes	If a category has no transactions, it may not appear on the report.

Fiscal Year Grant Summary Report

10/1/2005 to 9/30/2006

Data Effective: 11/3/2005

Print Date: 11/5/2005

Category	Txn Date	Description	Amount	
	10/1/2005	Estimate Entry	\$27,000,000.00	
	10/6/2005	Adjusted to USDA Allocation	\$194,223.00	
Line 29A – Base Food				\$27,194,223.00
	10/1/2005	Estimate Entry	\$3,400,000.00	
	10/6/2005	Adjusted to USDA Allocation	-\$7,830.00	
Line 29B – Base NSA				\$3,392,170.00
	10/20/2005	Special Donation	\$4,234.93	
Line 8 Program Income - Food				\$4,234.93
	10/5/2005	01-232 Acme Store #212	\$32.56	
	10/7/2005	01-232 Acme Store #212	\$22.12	
	10/7/2005	03-311 Joe General Store	\$23.34	
	10/9/2005	04-212 Acme Store #214	\$19.84	
Line 9 Vendor Collections - Food				\$97.86
	10/3/2005	John Doe (part id of 2345)	\$10.50	
	10/12/2005	Mary Smith	\$21.00	
Line 10 Participant Collections - Food				\$31.50
	10/20/2005	Appreciation Donation	\$100.00	
Line 25 Other Credits - NSA				\$100.00
	10/1/2005	12-35-0871 Peer Counseling	\$177,151.00	
	10/1/2005	14-234-343 BFP	\$98,343.00	
	10/1/2005	182 State	\$87,394.00	
Special Grant Total				\$362,888.00
GRAND TOTAL YEAR TO DATE				\$30,953,745.29

3.2 269 Financial Status Report

Description	The 269 Financial Status Report is based on 269 type grants and the fiscal year records from the Grant Tracking screen
Parameters	Grant Fiscal Years (dropdown from the entered fiscal year rows)
Record Selection / Filtering / Calculations	Select Grant which filters to the Fiscal Year Start Date <ol style="list-style-type: none"> 1. Box 1 contains the Grant Name of the selected 269 grant record. 2. Box 2 contains the Grant Number of the selected 269 grant record. 3. Box 3 is from the system parameters Finance.OrgAddr1, Finance.OrgAddr2, Finance.OrgAddr3 and Finance.OrgAddr4 4. Box 4 is from the system parameter Finance.EmployerIDNumber 5. Box 5 is from the system parameter Finance.269RecipientAcctNumber 6. Box 6 is set to Yes when the Grant Completed checkbox is checked; otherwise, it is set to No. 7. The checked values in Box 7 are from the system parameter Finance.269Basis (Cash or Accrual). 8. Box 8 contains the Start Date and End Date in mm/dd/yyyy format from the selected 269 grant record. 9. Box 9 contains the Start Date and End Date in mm/dd/yyyy format for the selected Fiscal Year Data row. 10. Box 10a, Column I is the sum of Box 10b, Column I and Box 10c, Column I. 11. Box 10b, Column I contains the total of Other Amt that are older than the selected Fiscal Year Data row. Older is based on a comparison of Fiscal Year Data Start Dates. 12. Box 10c, Column I contains the total of Amt (Fed) that are older than the selected Fiscal Year Data row. Older is based on a comparison of Fiscal Year Data Start Dates. 13. Box 10a, Column II is the sum of Box 10b, Column II and Box 10c, Column II. 14. Box 10b, Column II contains the Data Other Amt in the selected Fiscal Year Data row. 15. Box 10c, Column II contains the Data Amt (Fed) in the selected Fiscal Year Data row. 16. Box 10a, Column III is the sum of Box 10a, Column I and Box 10a, Column II. 17. Box 10b, Column III is the sum of Box 10b, Column I and Box 10b, Column II. 18. Box 10c, Column III is the sum of Box 10c, Column I and Box 10c, Column II. 19. Box 10d, Column III is the sum of Box 10e, Column III and Box 10f, Column III. 20. Box 10e, Column III contains the Oth Unl Obl in the selected Fiscal Year Data row.

21. Box 10f, Column III contains the Fed Unl Obl in the selected Fiscal Year Data row.
22. Box 10g, Column III is the sum of Box 10c, Column III and Box 10f, Column III.
23. Box 10h, Column III contains the Grant Total of the selected 269 grant record.
24. Box 10i, Column III is Box 10h Column III minus Box 10g Column III.
25. Box 11a is set according to the selected value found in the Rate Type of the selected Fiscal Year Data row.
26. Box 11b contains the Rate concatenated with the Rate Desc of the selected Fiscal Year Data row.
27. Box 11c contains the value found in the Base of the selected Fiscal Year Data row.
28. Box 11d contains the Total Amt of the selected Fiscal Year Data row.
29. Box 11e contains the Fed Share of the selected Fiscal Year Data row.
30. Box 12 contains the Remarks of the selected Fiscal Year Data row.
31. Box below (left) Box 13 is from system parameter Finance.ManagerName
32. Box below (right) Box 13 is from system parameter Finance.ManagerPhoneNumber

Print Columns	Boxes are described above and shown in mockup
Sort Order	NA
Total / Count Columns	See calculations
State Totals	NA
Primary Group	None
Additional Group By	None
Special Notes	

FINANCIAL STATUS REPORT (Short Form) (Follow Instructions on the back.)				
1. Federal Agency and Organizational Element to Which Report is Submitted USDA-FNS-WIC Peer Counseling	2. Federal Grant or Other Identifying Number Assigned By Federal Agency 12-35-0871	OMB Approval No.	Page 1	of 1 pages
3. Recipient Organization (Name and complete address, including ZIP code)		Colorado Department of Public Health & Environment WIC Program 4300 Cherry Creek Drive South Denver, Colorado 80246-1530		
4. Employer Identification Number 84 - 0644739	5. Recipient Identifying Account #	6. Final Report Yes <input type="checkbox"/> No <input type="checkbox"/>	7. Basis Cash <input type="checkbox"/> Accrual <input type="checkbox"/>	
8. Funding/Grant Period (See instructions) From: (Month, Day, Year) 10/01/03 To: (Month, Day, Year) 09/30/07		9. Period Covered by this Report From: (Month, Day, Year) 10/1/2005 To: (Month, Day, Year) 9/30/2006		
10. Transactions:	I Previously Reported	II This Period	III Cumulative	
a. Total outlays	\$300,777.02	\$177,551.00	\$478,328.02	
b. Recipient share of outlays	\$0.00	\$0.00	\$0.00	
c. Federal share of outlays	\$300,777.02	\$177,551.00	\$478,328.02	
d. Total unliquidated obligations			\$0.00	
e. Recipient share of unliquidated obligations			\$0.00	
f. Federal share of unliquidated obligations			\$0.00	
g. Total Federal share (Sum of lines c and f)			\$478,328.02	
h. Total Federal funds authorized for this funding period			\$700,000.00	
i. Unobligated balance of Federal funds (Line h minus line g)			\$221,671.98	
11. Indirect Expense	a. Type of Rate (Place "X" on appropriate line)			
	<input type="checkbox"/> Provisional	<input type="checkbox"/> Predetermined	<input checked="" type="checkbox"/> Final	<input type="checkbox"/> Fixed
	b. Rate 1.7% Flow Through	c. Base	d. Total Amount \$0.00	e. Federal Share \$0.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation. FY05-FY06 Breastfeed Peer Counselor Grant				
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.				
Typed or Printed Name and Title Philip Waggoner, WIC Fiscal Admin. Susan Thomson, Acting Controller		Telephone (area code, number and extension) (303) 692 - 2465		
Signature of Authorized Certifying Official		Date Report Submitted 1/31/2006		

Standard Form 269A (REV 7-97)

3.3 Price Resend Report (FI Only)

This report is for FI Only.

Description	Price Resend Report displays the impact of a price resend. A price resend occurs when the state changes food prices and resends the re-calculated unredeemed FI's prices to the bank.
Data Updated	Daily
Parameters	Date
Record Selection / Filtering / Calculations	Select FIs from the FoodPriceResend table based on entered date. Total FIs Resent is a count of the records found in the table. Total 'Before' Obligation is the sum of the BeforeObligationAmt (at the time of the resend, this amount was pulled from the FI's Average Price of the Statewide Peer Group) Total 'After' Obligation is the sum of the recalculated FI's Average Price of the Statewide Peer Group (for unredeemed FIs) or the Actual Redemption Price (for redeemed FIs) Total Difference - Total 'After' Obligation minus Total 'Before' Obligation
Print Columns	Total FIs Resent Total 'Before' Obligation Total 'After' Obligation Total Difference
Sort Order	NA
Total / Count Columns	Total FIs Resent Total 'Before' Obligation Total 'After' Obligation Total Difference
State Totals	NA
Primary Group	None
Additional Group By	None
Special Notes	If this report is re-executed on another day, the Total 'After' Obligation will likely change because more FIs will be redeemed between executions.

Price Resend Report
11/1/2007

Data Effective : 11/1/2007

Print Date : 11/2/2007

Total File Resend	Total Before Obligation	Total After Obligation	Total Difference
2,342	\$22,234.78	\$26,783.21	\$4,548.43