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3. Reports

See Chapter 01 - Financial to select a report from the Generate Reports Window.

End of Month Processing

Data from the WIC food instrument and participant systems is summarized in a End of Month process to feed the FNS statements and management reports.

If the data is inserted, updated or replaced via an import of data, the outcome of the end of month summarizing and the data reported will be affected. The State is responsible for the integrity of the data imported into the database. Monthly, quarterly, yearly, etc. reports need to be run based on the monthly hard close date. The data issues will need to be tracked back to the system that generated the import files.

Beginning a New Fiscal Year

Accounting Months: Set up accounting months for the new FY. All accounting months default to open. Close the accounting months as necessary in the prior fiscal year. Close the accounting months as necessary in the new fiscal year. At the very least, add the two calendar years that fall within the fiscal year so that only a few months can be selected for journal transaction entry for convenience when selecting an accounting period. See the Journal menu option for Accounting Period.

Financial Statement Setup: Set up fund variants for the months in the new FY. See the Journal menu option for Financial Statements. At the very least, add the two calendar years that fall within the fiscal year so that the variant values all default to 100% of the closeout month values. Otherwise, the computation for projections will be bypassed if there is no value; anything multiplied by zero is zero.

Apply Imported Files: Maintain the system in a timely manner for the FNS-798. Make sure the bank paid file is applied on a regular schedule. If the clinic data is imported, validate it is correct. Make sure the rebates are invoiced. Otherwise, the rebates estimated and rebates billed data will not have any data to report.

Current on End of Month Processing: Make sure the end of month has been run for the FNS-798. Some data is dependent upon values that are set by the progress of the end of month module. For example, the issued participation counts by WIC category are no longer update after closeout. The monthly vs. annual closeout report format is determined based upon the September closeout. The September monthly report will not show as closed until the month of September is the closed month.

The redeemed obligation values will continue to be updated since the final report is submitted in March allowing for the lag in redemption to be processed. These spreadsheets are generated to quickly give you an idea of what that period looks like as it stands.

Fund Management: Setup any new fund sources if necessary. There might be a special type of fund that is available for a limited time that you may or may not choose to track separately. This would not be a fund that recurs annually. You may need to mark a limited fund that has expired as inactive. See the Journal menu option for Funds.

Financial Accounting Codes Management: If you have chosen to maintain the same detail level codes and need that continuity with the Dept of Accounting, you may choose to setup additional financial and natural account codes to match the Dept. of Accounting general ledger account codes. If you are using summary accounts then this would not apply. See the Journal menu option for Financial and Natural Accounts.

3.1 Generate Supplier Rebate Report…

When this option is selected, the system will display the Generate Supplier Rebate Report dialog to print the Supplier Rebate Report.

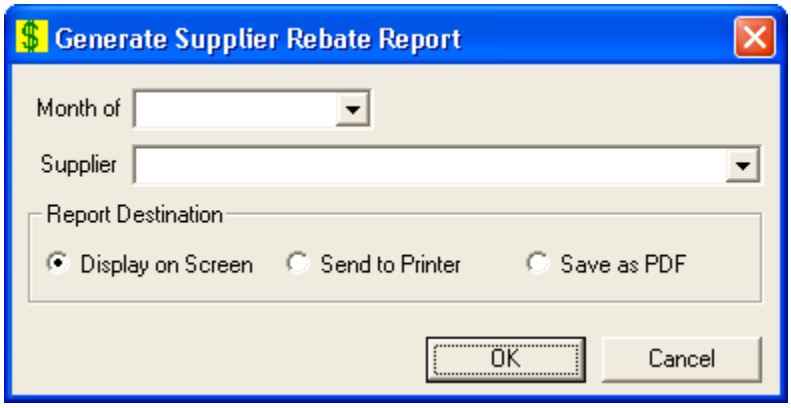

Figure 1 – Generate Supplier Rebate Report Dialog

3.1.1 Controls

3.1.1.1 Month of Dropdown

This control allows the user to select the redemption.

3.1.1.1.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.1.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.1.1.2 Rebate Supplier Dropdown

This control allows the user to select the Rebate Supplier.

3.1.1.2.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. It will be filled with all rebate suppliers in the RebateSupplier table. It will default to blank.

3.1.1.2.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Rebate Supplier".

3.1.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.1.1.3.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. It will default to Display on Screen.

3.1.1.3.2 Edits

There are currently no edits defined for this control.

3.1.1.4 OK Button

This control allows the user to print the report.

3.1.1.4.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.1.1.4.2 Edits

There are currently no edits defined for this control.

3.1.1.5 Cancel Button

This control allows the user to exit the Generate Supplier Rebate Report dialog.

3.1.1.5.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.1.1.5.2 Edits

There are currently no edits defined for this control.

3.1.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Supplier Rebate Report dialog.

3.1.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Supplier Rebate Report dialog and present the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.1.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Supplier Rebate Report dialog and present the Reports dialog.

3.2 Supplier Rebate Report (Output) FIN001

The user may generate the Rebate Report from the Generate Rebate Report Dialog. This report will also be generated as part of the month-end process. When selecting the report from the generate dialog, only one supplier is included in the report. When the report is generated during the month-end process, all suppliers are included.

The possible units issued are determined by the quantity of the items issued. Then we calculate obligation amount for the issued items by multiplying the quantity by the peer group price history value for the item on FI. Remember rebate items must be the issued as one specific single item on a check.

The calculated units redeemed are determined by dividing the redeemed value by the peer group price history value for the item on FI and using the whole number value. We added a catch to make sure the redeemed units never exceeds the issued units. This calculation works and allows the FI to be redeemed for items on sale or for a lesser quantity to be redeemed and still calculate a reasonable number of units redeemed. Because it is a calculation and there is no other information to indicate the exact number of units redeemed, it is possible that the store could redeem the items for 50% off and this would cause the redemption to appear partial. This calculation is more accurate than the previous methods of guessing at the number of units sold.

```
FIN001
                                    <STATE NAME DEPARTMENT OF HEALTH>                                RUN DATE XX/XX/XXXX
                                        SUPPLIER REBATE REPORT                                       RUN TIME XX:XX:XX
                                     REDEMPTION MONTH OF <MARCH 2001>                                PAGE:    XXX

SUPPLIER 1 NAME XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
                                                                      #POSSIBLE   CALCULATED   REBATE
          ISSUE                                   PRODUCT      DOLLARS      UNITS      UNITS     PER UNIT      REBATE
PRODUCT   MONTH                                   AVG PRICE    REDEEMED     ON FI    PURCHASED    AMOUNT      DOLLARS

XXX(FORMULA MILK BASED 4 OZ. CAN)XXXXXXXXXXXXXXXXXXXXXX
          MARCH 2001
                   PEER GROUP - 01                 999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   PEER GROUP - 02                 999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   TOTAL                                    9,999,999.99    999,999    999,999              9,999,999.99

          FEBRUARY 2001
                   PEER GROUP - 01                 999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   PEER GROUP - 02                 999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   TOTAL                                    9,999,999.99    999,999    999,999              9,999,999.99

TOTAL                                                       9,999,999.99    999,999    999,999              9,999,999.99

XXX(FORMULA SOY BASED 4 OZ. CAN)XXXXXXXXXXXXXXXXXXXXXX
          MARCH 2001
                   XXXXXXXXXXXXXXXXXXXXXXXXXXXX    999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   TOTAL                                    9,999,999.99    999,999    999,999              9,999,999.99

          FEBRUARY 2001
                   XXXXXXXXXXXXXXXXXXXXXXXXXXXX    999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   XXXXXXXXXXXXXXXXXXXXXXXXXXXX    999.99   9,999,999.99    999,999    999,999     999.99   9,999,999.99
                   TOTAL                                    9,999,999.99    999,999    999,999              9,999,999.99

TOTAL                                                       9,999,999.99    999,999    999,999              9,999,999.99

TOTAL SUPPLIER REBATE                                                                                        9,999,999.99

*** END OF REPORT ***
```

3.2.1.1 Data Elements

The redeemed quantity per food instrument will be derived using Vendor Class Price Table Method I. For the selected food instruments, the redemption price will be divided by the item's average price for that vendor peer group. The resulting value will be rounded to the nearest whole number. The redeemed quantity will not be allowed to exceed the issued quantity.

3.2.1.1.1 Redemption Month Of

3.2.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.2.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.2.1.1.2 Supplier ID

3.2.1.1.2.1 Origin of Data Element

This value comes from the SupplierID column of the RebateAgreement tables.

3.2.1.1.2.2 Format

This is a ten-digit number.

3.2.1.1.3 Supplier Name

3.2.1.1.3.1 Origin of Data Element

This value comes from the SupplierName column of the RebateSupplier table.

3.2.1.1.3.2 Format

This is a fifty-character value.

3.2.1.1.4 Product ID

3.2.1.1.4.1 Origin of Data Element

This value is the rebate product code associated with the issued item. The value comes from the Product-ID column of the RebateAgreementItem table.

3.2.1.1.4.2 Format

This is a ten-digit number.

3.2.1.1.5 Product Description

3.2.1.1.5.1 Origin of Data Element

The value comes from the ProductDesc column of the RebateMfctrProduct table.

3.2.1.1.5.2 Format

This is a one-hundred-character value.

3.2.1.1.6 Issue Month

3.2.1.1.6.1 Origin of Data Element

This value is taken from the ParticipationDate column of the FoodInstrumentSet table. The CCYYMM value is converted to a calendar month name and year format.

3.2.1.1.6.2 Format

This is an accounting month and year formatted as "Month Name CCYY.

3.2.1.1.7 Peer Group

3.2.1.1.7.1 Origin of Data Element

This value is the peer group code associated with the vendor that redeemed the food instrument. The value comes from the PeerGroup column of the FoodInstrument table.

3.2.1.1.7.2 Format

This is a two-character value.

3.2.1.1.8 Product Average Price

3.2.1.1.8.1 Origin of Data Element

This value is the product average price assigned to the peer group from the vendor pricing process. The price in effect at the end of the reported month will be used. This value comes from the AvgeragePrice column of the PeerGroupFoodItemHistory table.

3.2.1.1.8.2 Format

This is a three-digit number plus two decimal places.

3.2.1.1.9 Dollars Redeemed

3.2.1.1.9.1 Origin of Data Element

This value is the sum of the paid amount on the redeemed food instruments for the product and peer group.

3.2.1.1.9.2 Format

This is a ten-digit number plus two decimal places.

3.2.1.1.10 # Possible Units on FI

3.2.1.1.10.1 Origin of Data Element

This value is the sum of the issued quantity on the redeemed food instruments for the product and peer group. The number of possible units is a whole number; there is no rounding.

3.2.1.1.10.2 Format

This is a nine-digit number.

3.2.1.1.11 Calculated Units Purchased

3.2.1.1.11.1 Origin of Data Element

This value is calculated by totaling the redeemed quantities for the product. The redeemed quantity for the product is calculated for each food instrument by dividing the PaidAmount column of the FoodInstrument table by the product average price in the PeerGroupfooditemhistory table for the month the FI was issued. The number of calculated units is a whole number; there is no rounding.

3.2.1.1.11.2 Format

This is a nine-digit number.

3.2.1.1.12 Rebate Per Unit Amount

3.2.1.1.12.1 Origin of Data Element

This value is the rebate per unit amount assigned to the product. The rebate per unit amount in effect at the end of the reported participation month will be used. The value comes from the RebatePerUnit column of the RebateAgreementItem table.

3.2.1.1.12.2 Format

This is a four-digit number plus five decimal places.

3.2.1.1.13 Rebate Dollars

3.2.1.1.13.1 Origin of Data Element

This value is calculated by multiplying the Calculated Units Purchased by the Rebate Per Unit Amount.

3.2.1.1.13.2 Format

This is a twelve-digit number with 2 decimal places.

3.2.1.2 Filter Criteria

3.2.1.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument must include a rebate item.
- The printed date of the food instrument must be within the date range of an active contract.
- Redemption data must meet one of the following selection criteria.
    - The food instrument paid date must be within the selected month and food instrument was not redeemed early. (i.e. The paid date CCYYMM value is greater than or equal to food instrument's participation date CCYYMM value.)
    - The food instrument participation date must be within the selected month and the food instrument was redeemed early. (i.e. The paid date CCYYMM value is less than the food instrument's participation date CCYYMM value.)

3.2.1.3 Sort Order

3.2.1.3.1 Supplier ID

This report will be sorted first by supplier ID.

3.2.1.3.2 Item Code

This report will be sorted by product ID within supplier ID.

3.2.1.3.3 Issue Month

This report will be sorted by issue month in ascending sequence within product ID.

3.2.1.3.4 Peer Group

This report will be sorted by peer group in ascending sequence within issue month.

3.2.1.4 Control Breaks

3.2.1.4.1 Supplier ID

A page break will occur on a change in supplier ID. Totals will be calculated for each supplier ID.

3.2.1.5 Grand Total

A Grand Total for the Rebate Supplier will be printed for month and Supplier selected.

3.2.1.6 Frequency and Distribution

This report can be generated on demand.

3.3 Print Rebate Invoice

When the Print Rebate Invoice button is pressed on the Supplier Account dialog, the system will display the Print Rebate Invoice dialog.

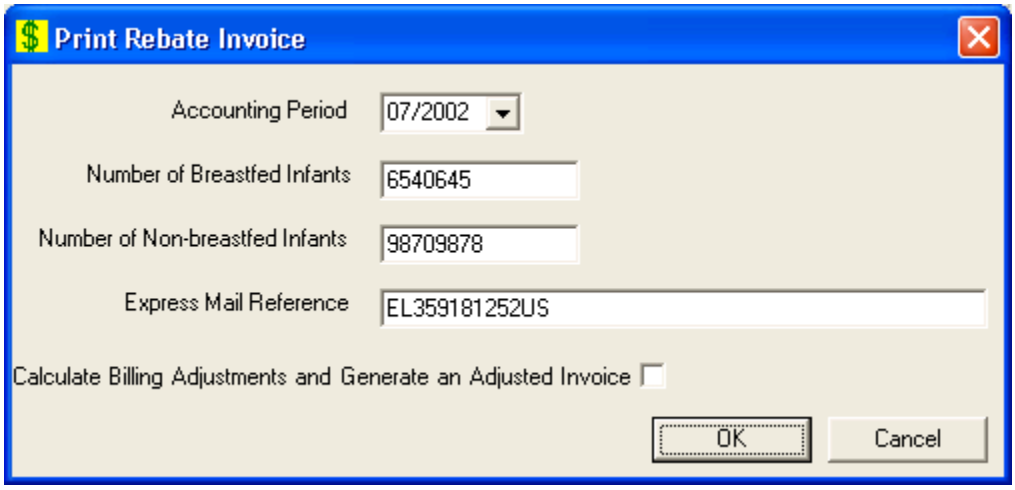

Figure 2 – Print Rebate Invoice Dialog

3.3.1 Controls

3.3.1.1 Accounting Period Dropdown List

This control allows the user to select the invoice accounting period. Each journal entry item posted to the system is assigned an accounting period code (fiscal year and month).

3.3.1.1.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. It will be filled with all the accounting periods in the AccountingPeriod table. The format will be "MM/CCYY" in descending order. It will default to blank.

3.3.1.1.2 Edits

If the accounting period is not selected the system will present a critical error message that states, "An entry is required for the Accounting Period."

If the accounting period selected is already associated with an invoice and the Calculate Billing Adjustments and Generate an Adjusted Invoice checkbox is not checked, the system will present a critical error message that states, "The selected accounting period has been invoiced."

If the Calculate Billing Adjustments and Generate an Adjusted Invoice checkbox is checked and the accounting period selected is not already associated with an invoice, the system will present a critical error message that states, "The selected accounting period has not been invoiced."

3.3.1.2 Number Breastfed Infants Text Box

This control allows the user to enter the number of breastfed infants to print on the cover letter.

3.3.1.2.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. The text control will only accept entry of numeric digits. It will default to blank.

3.3.1.2.2 Edits

If this control is not valued, the system will present a critical error message that states, "An entry is required for the Number of Breastfed Infants."

3.3.1.3 Number Non-breastfed Infants Text Box

This control allows the user to enter the number of non-breastfed infants to print on the cover letter.

3.3.1.3.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. The text control will only accept entry of numeric digits. It will default to blank.

3.3.1.3.2 Edits

If this control is not valued, the system will present a critical error message that states, "An entry is required for the Number of Non-Breastfed Infants."

3.3.1.4 Express Mail Reference Text Box

This control allows the user to enter the express mail reference to print on the cover letter.

3.3.1.4.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. It will default to blank. This control will only accept entry of the following characters:
1234567890abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ ,.:'-/_

3.3.1.4.2 Edits

If this control is not valued, the system will present a critical error message that states, "An entry is required for the Express Mail Reference."

3.3.1.5 Calculate Billing Adjustments and Generate an Adjusted Invoice Check Box

This control allows the user to generate and adjustment invoice.

3.3.1.5.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. It will default to unchecked.

3.3.1.5.2 Edits

There are currently no edits defined for this control.

3.3.1.6 OK Button

This control allows the user to generate and print the supplier rebate invoice for the specified accounting period.

3.3.1.6.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.3.1.6.2 Edits

There are currently no edits defined for this control.

3.3.1.7 Cancel Button

This control allows the user to exit the Print Rebate Invoice dialog.

3.3.1.7.1 Characteristics

The control will be enabled when the Print Rebate Invoice dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.3.1.7.2 Edits

There are currently no edits defined for this control.

3.3.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Print Rebate Invoice dialog.

3.3.2.1 OK

Upon selection of the OK button, the system will present a confirmation message that states, "Have you validated the Rebate Supplier Report for this period?" The message box will have Yes and No buttons. Upon selection of the Yes button, the system will dismiss the Print Rebate Invoice dialog, generate and print the invoice and return to the Supplier Account dialog. A cover page will also print with the invoice. Upon selection of the No button, the message box will be dismissed, and control will return to the Print Rebate Invoice dialog.

The invoice ID will be system generated. Invoice line items will be generated based on the rebate agreement in effect and the redeemed food instruments with a participation date (which is generally the same as the use-as-of-date) for the specified accounting period. The outstanding balance and the payment for the previous accounting period invoiced will also be included.

If the Calculate Billing Adjustments and Generate an Adjusted Invoice checkbox is checked, the system will present a confirmation message that states, "Adjusting Invoice ID ######. Do you wish to continue?" The message box will have Yes and No buttons. Upon selection of the Yes button, the system will print an adjusted invoice. Upon selection of the No button, control will return to the Print Invoice dialog.

If the Calculate Billing Adjustments and Generate an Adjusted Invoice checkbox is checked and the Accounting Period selected has not been invoiced, the system will present a critical message that states, "The selected accounting period has not been invoiced."

3.3.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Print Rebate Invoice dialog and return to the Supplier Account dialog.

3.4 Reprint Rebate Invoice

When this Report is selected or when the Reprint Invoice button is pressed on the Supplier Account dialog, the system will display the Reprint Rebate Invoice dialog.

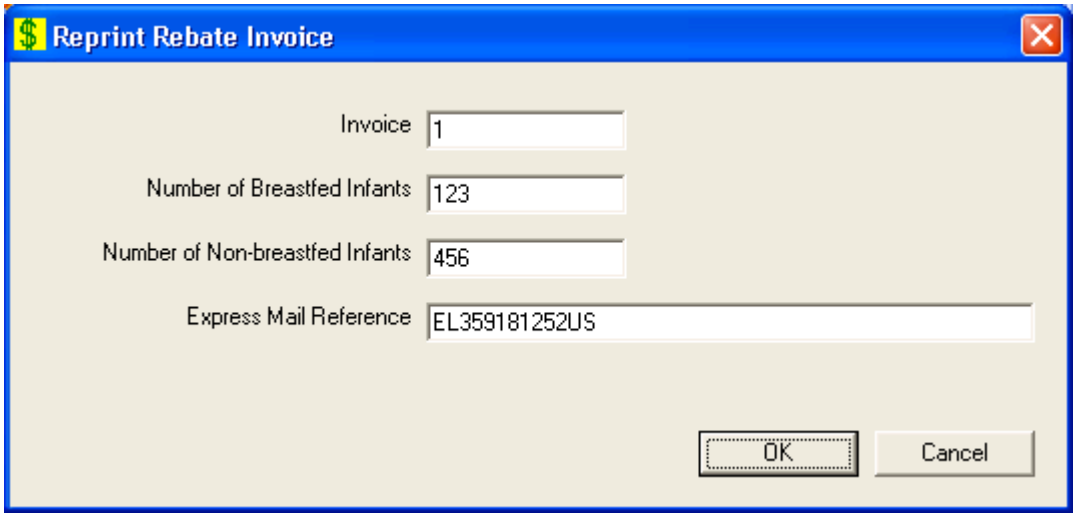

Figure 3 – Reprint Rebate Invoice Dialog

3.4.1 Controls

3.4.1.1 Invoice ID Text Box

This control allows the user to verify the Invoice ID to be reprinted.

3.4.1.1.1 Characteristics

The control shows the selected Invoice ID. It is always disabled.

3.4.1.1.2 Edits

There are currently no edits defined for this control.

3.4.1.2 Number Breastfed Infants Text Box

This control allows the user to enter the number of breastfed infants to print on the cover letter.

3.4.1.2.1 Characteristics

The control will be enabled when the Reprint Rebate Invoice dialog is active. This control will only accept entry of numeric digits. It will default to the value in the RebateInvoice table.

3.4.1.2.2 Edits

If this control is not valued, the system will present a critical error message that states, “An entry is required for the Number of Breastfed Infants.”

3.4.1.3 Number Non-breastfed Infants Text Box

This control allows the user to enter the number of non-breastfed infants to print on the cover letter.

3.4.1.3.1 Characteristics

The control will be enabled when the Reprint Rebate Invoice dialog is active. This control will only accept entry of numeric digits. It will default to the value in the RebateInvoice table.

3.4.1.3.2 Edits

If this control is not valued, the system will present a critical error message that states, "An entry is required for the Number of Non-Breastfed Infants."

3.4.1.4 Express Mail Reference Text Box

This control allows the user to enter the express mail reference to print on the cover letter.

3.4.1.4.1 Characteristics

The control will be enabled when the Reprint Rebate Invoice dialog is active. It will default to the value in the RebateInvoice table. This control will only accept entry of the following characters: 1234567890abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ ,.:'-/_

3.4.1.4.2 Edits

If this control is not valued, the system will present a critical error message that states, "An entry is required for the Express Mail Reference."

3.4.1.5 OK Button

This control allows the user to regenerate and print the supplier rebate invoice specified.

3.4.1.5.1 Characteristics

The control will be enabled when the Reprint Rebate Invoice dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.4.1.5.2 Edits

There are currently no edits defined for this control.

3.4.1.6 Cancel Button

This control allows the user to exit the Reprint Rebate Invoice dialog.

3.4.1.6.1 Characteristics

The control will be enabled when the Reprint Rebate Invoice dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.4.1.6.2 Edits

There are currently no edits defined for this control.

3.4.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Reprint Rebate Invoice dialog.

3.4.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Reprint Rebate Invoice dialog and return to the Supplier Account dialog. A cover page will also print with the invoice.

3.4.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Reprint Rebate Invoice dialog and return to the Supplier Account dialog.

3.5 Supplier Rebate Invoice and Cover Letter (Output)

The user may generate the Supplier Rebate Invoice from the Print Rebate Invoice Dialog and the Reprint Supplier Rebate Invoice Dialog. A cover page or summation letter is also generated merging the number of breastfed infants and number of non-breastfed infants variables recorded on the print and reprint rebate invoice dialogs.

The invoice will include adjustment figures when the option to calculate adjustments option is selected. One invoice layout will be used to accomplish the initial printing of the invoice, reprinting of the invoice, and generating adjustments for an invoice. Adjustments could result in negative values.

The Rebate Report should be reviewed and any adjustments to the rebate tables should be made prior to generating an invoice. This will help to reduce the number of adjustments to the initial invoice. Also, since the database is completely replaced via the import process, the outcome of the invoice could change. The data will need to be tracked back to the system that generated the import files.

The invoice matches the rebate supplier report except that the subtotaling is raised to the issue month level, where the report subtotals at the peer group and food item detail level. The sums between the two reports can be off by a few pennies due to the rounding of hundredths of cents when summing at different levels.

The cover page is a Crystal report. The text is composed of values from the invoice print process and values that come from the StateInvoiceProfile table.

The system will produce a RebateExtract table detail row when invoices are generated for rebated items (i.e. formula, juice, cereal, milk products). The table will contain the following information: Supplier ID, Agreement ID, Schedule ID, Product ID, Invoice ID, Commodity (Base Food Category ID for formula, juice, cereal), Unit of Measure (cans, bottles, ounces), Issue Month/year, Redemption Month/Year, Rebate per Unit Amount, FI Serial#, FISetId, Participation Date, Paid Date, Paid Amount, Vendor ID, Calculated Units, Peer Group, Vendor Zipcode, Food Distribution ID, Food Instrument Type, and Peer Group Food Distribution Item History Price.

```
<STATE NAME DEPARTMENT OF HEALTH>

<INVOICE DATE>

<SUPPLIER CONTACT NAME>
<SUPPLIER NAME>
<SUPPLIER ADDRESS LINE 1>
<SUPPLIER ADDRESS LINE 2>
<SUPPLIER CITY, ST ZIP>

<SALUTATION>

ENCLOSED IS THE BILLING DETAIL FOR THE MONTH OF <MONTH NAME, YEAR> FOR REBATES DUE TO THE
<STATE NAME DEPARTMENT OF HEALTH>.

        THE REBATE AMOUNT FOR <MONTH NAME, YEAR>:            <INVOICE AMOUNT>

THESE FUNDS SHOULD BE WIRED INTO THE <STATE NAME> WIC PROGRAM ACCOUNT AT:

<BANK NAME>
<BANK ADDRESS 1>
<BANK ADDRESS LINE 2>
<BANK CITY, ST ZIP>
CONTACT PERSON:  <BANK CONTACT>

ACCOUNT NUMBER:  <BANK ACCOUNT NUMBER>
ABA NUMBER:  <BANK ABA NUMBER>

THE ACTUAL COUNT OF INFANT PARTICIPATION ON THE <STATE NAME> WIC PROGRAM FOR THE MONTH OF
<MONTH NAME, YEAR> WAS AS FOLLOWS:

<MONTH NAME, YEAR>
-------------------------------------------------------------------------------
NON-BREASTFED INFANTS =               <NUMBER NON-BREASTFED>
BREASTFED INFANTS =                   <NUMBER BREASTFED>

WE LOOK FORWARD TO THE TIMELY RECEIPT OF THESE FUNDS SO THAT ADDITIONAL WOMEN AND INFANTS
MAY BE ENROLLED.  SHOULD YOU HAVE ANY QUESTIONS REGARDING THIS REQUEST, PLEASE CONTACT
<CONTACT NAME AND NUMBER>.

SINCERELY,



<SIGNATURE NAME>
<SIGNATURE TITLE>
WIC PROGRAM

ENCLOSURE
EXPRESS MAIL # <REFERENCE>


<RETURN ADDRESS>
<FOOTER LINE 1>
<FOOTER LINE 2>
```

```
MS KATHY JOHNSON                                                                    INVOICE NO.:    10002
MEAD-JOHNSON                                                                        INVOICE DATE:   09/10/2000
123 ENFAMIL DRIVE                                                                   REDEMPTION MO:  08/2000
DAIRYLAND, XX  12345-1234                                                           PAGE:           XXX

                              <STATE NAME DEPARTMENT OF HEALTH>
                         WIC COMMODITY REBATE ADJUSTMENT FOR INVOICE 10001

                                                                                 CURR.  * * * ADJUSTED * * *
                                      ISSUE     REBATE PER      UNITS      REBATE    REBATE PER    UNITS       REBATE
 PRODUCT                              MONTH    UNIT AMOUNT   REDEEMED      AMOUNT   UNIT AMOUNT   REDEEMED     AMOUNT

 ENFAMIL CONCENTRATE LIQUID W/IRON, 13-FL OZ CAN
                                      8/2000       2.729    32,514     88,730.71       2.729        30       81.87
                                      7/2000                24,054     65,643.37                    10       27.29
                                      6/2000                   673      1,836.62                     1        2.73
                                                  TOTAL     57,241    156,210.70                    41      111.89

 ENFAMIL CONCENTRATE LIQUID - LOIRON, 13-FL OZ CAN
                                      8/2000       2.845        38        108.11       3.571                 27.59
                                      7/2000                    16         45.52                              11.62
                                                  TOTAL         54        153.63                              39.21

 ENFAMIL POWDER W/IRON, 1-LB CAN
                                      8/2000      10.370     7,303     75,732.11      10.370
                                      7/2000                 5,799     60,135.63
                                      6/2000                   185      1,918.45
                                                  TOTAL     13,287    137,786.19

 TOTAL INVOICE                                              70,582    294,150.52                    41     151.10

                                                              BALANCE FROM PRIOR STATEMENT              294,150.52
                                                              REMITTANCE RECEIVED 09/05/2000            294,150.52
                                                              THIS INVOICE                                  151.10
                                                                                                        ----------
                                                              CURRENT BALANCE DUE                           151.10

*** END OF REPORT ***
```

3.5.1.1 Data Elements

3.5.1.1.1 State Name Department of Health (Cover Page)

3.5.1.1.1.1 Origin of Data Element

This value comes from the ReportHeading value for the CategoryID column of the StateBusinessRules table.

3.5.1.1.1.2 Format

This is a fifty-character value.

3.5.1.1.2 Invoice Date (Cover page)

3.5.1.1.2.1 Origin of Data Element

This value comes from the InvoiceDt column of the RebateInvoice table.

3.5.1.1.2.2 Format

This is an eight-digit number formatted MM/DD/CCYY.

3.5.1.1.3 Supplier Contact Name (Cover page)

3.5.1.1.3.1 Origin of Data Element

This value comes from the ContactSalutation, ContactFirstName and ContactLastName columns of the RebateSupplier table.

3.5.1.1.3.2 Format

This is a fifty-character value.

3.5.1.1.4 Supplier Name (Cover page)

3.5.1.1.4.1 Origin of Data Element

This value comes from the SupplierName column of the RebateSupplier table.

3.5.1.1.4.2 Format

This is a fifty-character value.

3.5.1.1.5 Supplier Address (Cover page)

3.5.1.1.5.1 Origin of Data Element

This value comes from the Address1 and Address2 columns of the RebateSupplier table.

3.5.1.1.5.2 Format

This is a fifty-character value.

3.5.1.1.6 Supplier City, State, Zip (Cover page)

3.5.1.1.6.1 Origin of Data Element

This value comes from the City, StateCD and Zipcode columns of the RebateSupplier table.

3.5.1.1.6.2 Format

The values are concatenated into a fifty-character value.

3.5.1.1.7 Salutation (Cover page)

3.5.1.1.7.1 Origin of Data Element

This value comes from the ContactSalutation and ContactLastName columns of the RebateSupplier table.

3.5.1.1.7.2 Format

The values are concatenated into a fifty-character value.

3.5.1.1.8 Month Name, Year (Cover Page)

3.5.1.1.8.1 Origin of Data Element

The user records this value when the report is submitted. It is the accounting period selected by the user.

3.5.1.1.8.2 Format

This is an accounting month and year formatted as Month Name, CCYY.

3.5.1.1.9 Invoice Amount (Cover Page)

3.5.1.1.9.1 Origin of Data Element

This value comes from the InvoiceAmt column of the RebateInvoice table.

3.5.1.1.9.2 Format

This is a twelve-digit number plus two decimal points.

3.5.1.1.10 State Name (Cover Page)

3.5.1.1.10.1 Origin of Data Element

This value comes from the Description column of the ReferenceDictionary table. The state code is used to select the value.

3.5.1.1.10.2 Format

This is a fifty-character value.

3.5.1.1.11 Bank Name (Cover page)

3.5.1.1.11.1 Origin of Data Element

This value comes from the BankName column of the StateInvoiceProfile table.

3.5.1.1.11.2 Format

This is a fifty-character value.

3.5.1.1.12 Bank Address (Cover page)

3.5.1.1.12.1 Origin of Data Element

This value comes from the BankAddress1 and BankAddress2 columns of the StateInvoiceProfile table.

3.5.1.1.12.2 Format

This is a fifty-character value.

3.5.1.1.13 Bank City, State, Zip (Cover page)

3.5.1.1.13.1 Origin of Data Element

This value comes from the BankCity, BankStateCD and BankZipcode columns of the StateInvoiceProfile table.

3.5.1.1.13.2 Format

The values are concatenated into a fifty-character value.

3.5.1.1.14 Bank Contact (Cover page)

3.5.1.1.14.1 Origin of Data Element

This value comes from the BankContactSalutation, BankContactFirstName, BankContactLastName and BankContactTelephoneNbr columns of the StateInvoiceProfile table.

3.5.1.1.14.2 Format

The values are concatenated into a seventy-character value.

3.5.1.1.15 Bank Account Number (Cover page)

3.5.1.1.15.1 Origin of Data Element

This value comes from the BankAccountNumber column of the StateInvoiceProfile table.

3.5.1.1.15.2 Format

This is a 25-character value.

3.5.1.1.16 Bank ABA Number (Cover page)

3.5.1.1.16.1 Origin of Data Element

This value comes from the BankABANumber column of the StateInvoiceProfile table.

3.5.1.1.16.2 Format

This is a 25-character value.

3.5.1.1.17 Number Non-breastfed (Cover Page)

3.5.1.1.17.1 Origin of Data Element

This value comes from the NbrNonbreastFed column of the RebateInvoice table.

3.5.1.1.17.2 Format

This is a nine-digit number.

3.5.1.1.18 Number Breastfed (Cover Page)

3.5.1.1.18.1 Origin of Data Element

This value comes from the NbrBreastFed column of the RebateInvoice table.

3.5.1.1.18.2 Format

This is a nine-digit number.

3.5.1.1.19 Contact Name and Number (Cover page)

3.5.1.1.19.1 Origin of Data Element

This value comes from the ContactSalutation, ContactFirstName, ContactLastName and ContactTelephoneNbr columns of the StateInvoiceProfile table.

3.5.1.1.19.2 Format

The values are concatenated into a seventy-character value.

3.5.1.1.20 Signature Name (Cover page)

3.5.1.1.20.1 Origin of Data Element

This value comes from the SignatureName column of the StateInvoiceProfile table.

3.5.1.1.20.2 Format

This is a fifty-character value.

3.5.1.1.21 Signature Title (Cover page)

3.5.1.1.21.1 Origin of Data Element

This value comes from the SignatureTitle column of the StateInvoiceProfile table.

3.5.1.1.21.2 Format

This is a fifty-character value.

3.5.1.1.22 Reference (Cover page)

3.5.1.1.22.1 Origin of Data Element

This value comes from the ExpressMailRef column of the RebateInvoice table.

3.5.1.1.22.2 Format

This is a forty-character value.

3.5.1.1.23 Return Address (Cover page)

3.5.1.1.23.1 Origin of Data Element

This value comes from the ReturnAddress1, ReturnAddress2, ReturnCity, ReturnStateCD, and ReturnZipcode columns of the StateInvoiceProfile table.

3.5.1.1.23.2 Format

The values are concatenated into a seventy-character value.

3.5.1.1.24 Footer Line 1 (Cover page)

3.5.1.1.24.1 Origin of Data Element

This value comes from the FooterLine1 column of the StateInvoiceProfile table.

3.5.1.1.24.2 Format

This is a seventy-character value.

3.5.1.1.25 Footer Line 2 (Cover page)

3.5.1.1.25.1 Origin of Data Element

This value comes from the FooterLine2 column of the StateInvoiceProfile table.

3.5.1.1.25.2 Format

This is a seventy-character value.

3.5.1.1.26 Supplier Contact Name (Invoice)

3.5.1.1.26.1 Origin of Data Element

This value comes from the ContactFirstName and ContactLastName columns of the RebateSupplier table.

3.5.1.1.26.2 Format

This is a fifty-character value.

3.5.1.1.27 Supplier (Invoice)

3.5.1.1.27.1 Origin of Data Element

This value comes from the SupplierName column of the RebateSupplier table.

3.5.1.1.27.2 Format

This is a fifty-character value.

3.5.1.1.28 Supplier Address (Invoice)

3.5.1.1.28.1 Origin of Data Element

This value comes from the Address1 and Address2 columns of the RebateSupplier table.

3.5.1.1.28.2 Format

This is a fifty-character value.

3.5.1.1.29 Supplier City, State, Zip (Invoice)

3.5.1.1.29.1 Origin of Data Element

This value comes from the City, StateCD and Zipcode columns of the RebateSupplier table.

3.5.1.1.29.2 Format

The values are concatenated into a fifty-character value.

3.5.1.1.30 Invoice Number (Invoice)

3.5.1.1.30.1 Origin of Data Element

The system generates this value when the invoice is created.

3.5.1.1.30.2 Format

This is a ten-digit number.

3.5.1.1.31 Invoice Date (Invoice)

3.5.1.1.31.1 Origin of Data Element

This value is the date the invoice is generated.

3.5.1.1.31.2 Format

This is an eight-digit number formatted MM/DD/CCYY.

3.5.1.1.32 Redemption Month (Invoice)

3.5.1.1.32.1 Origin of Data Element

The user records this value when the report is submitted. This is the accounting period selected by the user.

3.5.1.1.32.2 Format

This is an accounting month and year formatted as MM/CCYY.

3.5.1.1.33 Product Description (Invoice)

3.5.1.1.33.1 Origin of Data Element

This value is the rebate product description associated with the issued item. The value comes from the ProductDesc column of the RebateMfctrProduct table.

3.5.1.1.33.2 Format

This is a fifty-character value.

3.5.1.1.34 Issue Month (Invoice)

3.5.1.1.34.1 Origin of Data Element

This value is taken from the ParticipationDate column of the FoodInstrumentSet table.

3.5.1.1.34.2 Format

This is an accounting month and year formatted as MM/CCYY.

3.5.1.1.35 Rebate Per Unit Amount (Invoice)

3.5.1.1.35.1 Origin of Data Element

This value is the rebate per unit amount assigned to the product. The rebate per unit amount in effect at the end of the reported participation month will be used. The value comes from the RebatePerUnit column of the RebateAgreementItem table.

For an adjustment invoice, this is the value from the original invoice.

3.5.1.1.35.2 Format

This is a four-digit number plus five decimal places.

3.5.1.1.36 Units Redeemed (Invoice)

3.5.1.1.36.1 Origin of Data Element

This value is calculated by totaling the redeemed quantities for the product. The redeemed quantity for the product is calculated for each food instrument by dividing the PaidAmount column of the FoodInstrument table by the product average price in effect as of the last day of the reported month.

For an adjustment invoice, this is the value from the original invoice.

3.5.1.1.36.2 Format

This is a six-digit number.

3.5.1.1.37 Rebate Amount (Invoice)

3.5.1.1.37.1 Origin of Data Element

This value is calculated by multiplying the rebate per unit amount times the units redeemed. The value is rounded to the nearest penny.

Rebate amount is rounded up if .5 or greater. The total is the total of the issue month lines. This means that total dollars by product will not always match total units by product times the rebate per unit amount.

For an adjustment invoice, this is the value from the original invoice.

3.5.1.1.37.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.38 Curr. Rebate Per Unit Amount (Invoice)

3.5.1.1.38.1 Origin of Data Element

This value is the rebate per unit amount assigned to the product at the time of the adjustment invoice. The rebate per unit amount in effect at the end of the reported participation month will be used. The value comes from the RebatePerUnit column of the RebateAgreementItem table.

This data appears on adjustment invoices only.

3.5.1.1.38.2 Format

This is a four-digit number plus five decimal places.

3.5.1.1.39 Adjusted Units Redeemed (Invoice)

3.5.1.1.39.1 Origin of Data Element

This value is calculated for adjustment invoices only. Units redeemed are calculated for each food instrument by dividing the PaidAmount column of the FoodInstrument table by the product average price in effect as of the last day of the reported month. The units redeemed from the original invoice, selected by the user, are subtracted from the units redeemed as of this point in time.

3.5.1.1.39.2 Format

This is a six-digit number.

3.5.1.1.40 Adjusted Rebate Amount (Invoice)

3.5.1.1.40.1 Origin of Data Element

This value is calculated for adjustment invoices only. The rebate amount of the original invoice is subtracted from the rebate amount due from the manufacturer at the time of the adjustment invoice.

3.5.1.1.40.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.41 Balance from Prior Statement (Invoice)

3.5.1.1.41.1 Origin of Data Element

This value is the current balance due from the last invoice produced for the supplier. This value comes from InvoiceEndBal column of the RebateInvoice table.

3.5.1.1.41.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.42 Remittance(s) (Invoice)

3.5.1.1.42.1 Origin of Data Element

This value is the amount posted as received since the last invoice produced for the supplier. A line is printed for every remittance. This value comes from the TranAmt column of the RebateAccountTransaction table.

3.5.1.1.42.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.43 Adjustment(s) (Invoice)

3.5.1.1.43.1 Origin of Data Element

This value is the amount posted as an adjustment since the last invoice produced for the supplier. A line is printed for every adjustment. This value comes from the TranAmt column of the RebateAccountTransaction table.

3.5.1.1.43.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.44 This Invoice (Invoice)

3.5.1.1.44.1 Origin of Data Element

This value is the total rebate amount due for this invoice. For invoices this is the total of the Rebate Amount values. For adjustment invoices, this is the total of the Adjusted Rebate Amount values. This value comes from the InvoiceAmt column of the RebateInvoice table.

3.5.1.1.44.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.1.45 Current Balance (Invoice)

3.5.1.1.45.1 Origin of Data Element

This value is calculated by totaling the following fields.

- Balance from Prior Statements
- Remittance(s)
- Adjustment(s)
- This Invoice

3.5.1.1.45.2 Format

This is a ten-digit number with 2 decimal places.

3.5.1.2 Filter Criteria

3.5.1.2.1 Base of Data

The invoice will include all food instruments with rebate items that were redeemed during the selected month and that were associated with the selected supplier. Association with the invoice number identifies the supplier. Rebate food instruments must meet the following selection criteria.

- The food instrument must include a rebate item.
- The printed date of the food instrument must be within the date range of an active contract.

- Redemption data must meet one of the following selection criteria.
    - The food instrument paid date must be within the selected month and food instrument was not redeemed early. (i.e. The paid date CCYYMM value is greater than or equal to food instrument's participation date CCYYMM value.)
    - The food instrument participation date must be within the selected month and the food instrument was redeemed early. (i.e. The paid date CCYYMM value is less than the food instrument's participation date CCYYMM value.)

3.5.1.3 Sort Order

3.5.1.3.1 Supplier Code

The invoice will be sorted by supplier code.

3.5.1.3.2 Item Code

The invoice will be sorted by item code within supplier ID.

3.5.1.3.3 Issue Month

The invoice will be sorted by issue month in ascending sequence within item code.

3.5.1.4 Control Breaks

3.5.1.4.1 Supplier Code

An invoice will be generated for each supplier code.

3.5.1.4.2 Item Code

Totals will be calculated for units redeemed and rebate amount for each item code.

3.5.1.5 Grand Total

State totals will not be calculated on this report.

3.5.1.6 Frequency and Distribution

This report can be generated on demand.

3.5.2 Data Map

The Data Map defines the values saved for all controls on the Panel. If a business rule exists that changes the functionality or edit of a control it is also indicated here.

Control Label	Entity	Attribute	Business Rule Applicable
	RebateInvoice	INVOICEID = Generated ID	
	RebateInvoice	SUPPLIERID = Selected Supplier	
	RebateInvoice	INVOICEDT = Server Date	
	RebateInvoice	REDEEMEDYR = Selected Redemption Date Year	
	RebateInvoice	REDEEMEDMO = Selected Redemption Date Month	
	RebateInvoice	ADJTOINVOICEID = If this is an adjusted invoice then this is the Selected Adjustment to InvoiceID	
	RebateInvoice	INVOICEUNITS = Total Calculated Units this Invoice	
	RebateInvoice	INVOICEAMT = Total Calculated Rebate Amount for this Invoice	
	RebateInvoice	INVOICEBEGINBAL = The supplier account balance (due/owed) prior running this invoice	
	RebateInvoice	INVOICEENDBAL = The calculated new account balance (due/owed) after running this invoice.	
	RebateInvoice	NBRBREASTFED = Selected values from prompt	
	RebateInvoice	NBRNONBREASTFED = Selected values from prompt	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateInvoice	EXPRESSMAILREF = Selected values from prompt	
	RebateInvoice	NBRNONBREASTFED = Selected values from prompt	
	RebateInvoiceItem	INVOICEID = Matches RebateInvoice	
	RebateInvoiceItem	INVOICESEQ = Generated sequence within INVOICEID for information grouped by Supplier, Agreement, Schedule, Produce, RedemptionYr, RedemptionMo, IssueYr, IssueMo, Distribution ItemID	
	RebateInvoice	SUPPLIERID = Selected Supplier	
	RebateInvoiceItem	AGREEMENTID = Agreement ID for contract agreement that is active for the participation date on the food instrument set of the food instrument included for rebate	
	RebateInvoiceItem	SCHEDULEID = Schedule ID that is active for contract agreement that is active for the participation date on the food instrument set of the food instrument included for rebate	
	RebateInvoiceItem	PRODUCTID = Product ID linked to the distribution item on the food instrument item of the food instrument included for rebate	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateInvoiceItem	ISSUEYR = The Participation Date Year on the food instrument set of the food instrument included for rebate	
	RebateInvoiceItem	ISSUEMO = The Participation Date Month on the food instrument set of the food instrument included for rebate	
	RebateInvoiceItem	REBATEPERUNIT = The Rebate Per Unit Amount for the RebateAgreementRx for the AgreementID, ScheduleID and ProductID linked to the distribution item on the food instrument item of the food instrument included for rebate	
	RebateInvoiceItem	DISTRIBUTIONITEMID = The distribution item on the food instrument item of the food instrument included for rebate.	
	RebateInvoiceItem	UNITS = The calculated redemption units for the distribution item on the food instrument item of the food instrument included for rebate	
	RebateExtract	INVOICEID = Matches RebateInvoice	
	RebateInvoice	SUPPLIERID = Selected Supplier	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateExtract	AGREEMENTID = Agreement ID for contract agreement that is active for the participation date on the food instrument set of the food instrument included for rebate	
	RebateExtract	SCHEDULEID = Schedule ID that is active for contract agreement that is active for the participation date on the food instrument set of the food instrument included for rebate	
	RebateExtract	PRODUCTID = Product ID linked to the distribution item on the food instrument item of the food instrument included for rebate	
	RebateExtract	BASEFOODCATEGORYID = The commodity on the agreement included for rebate	
	RebateExtract	UOMCD The UOMCD on the RebateMfctrProduct for the product included for rebate	
	RebateInvoice	REDEEMEDYR = Selected Redemption Date Year	
	RebateInvoice	REDEEMEDMO = Selected Redemption Date Month	
	RebateExtract	ISSUEYR = The Participation Date Year on the food instrument set of the food instrument included for rebate	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateExtract	ISSUEMO = The Participation Date Month on the food instrument set of the food instrument included for rebate	
	RebateExtract	REBATEPERUNIT = The Rebate Per Unit Amount for the RebateAgreementRx for the AgreementID, ScheduleID and ProductID linked to the distribution item on the food instrument item of the food instrument included for rebate	
	RebateExtract	SERIALNO = The Serial Number on the food instrument included for rebate	
	RebateExtract	DELIVERYSYSTEMTYPE = The Delivery System Type on the food instrument included for rebate	
	RebateExtract	FOODINSTRUMENTID = The Food Instrument ID on the food instrument included for rebate	
	RebateExtract	FOODINSTRUMENTSETID = The Food Instrument Set ID on the food instrument included for rebate	
	RebateExtract	ISSUEDDATE = The participation Date on the food instrument set of the food instrument included for rebate	
	RebateExtract	PAIDDATE = The Paid Date on the food instrument included for rebate	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateExtract	PAIDAMT = The Paid Amount on the food instrument included for rebate	
	RebateExtract	VENDORID = The Vendor ID on the food instrument included for rebate	
	RebateExtract	UNITS = The calculated redemption units for the distribution item on the food instrument item of the food instrument included for rebate	
	RebateExtract	PEERGROUP = The Peer Group on the food instrument included for rebate	
	RebateExtract	PHYSICALZIPCODE= The Vendor's Physical Zipcode for the Vendor ID on the food instrument included for rebate	
	RebateExtract	DISTRIBUTIONITEMID = The distribution item on the food instrument item of the food instrument included for rebate.	
	RebateExtract	FOODINSTRUMENTTYPE = The Food Instrument Type on the food instrument set of the food instrument included for rebate	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateExtract	ITEMPRICE = The AVERAGEPRICE unless the OVERRIDEPRICE is valued (not null and not zero) from the PEERGROUPFOODITEMHISTORY table for the month matching the Participation Date Month/Year on the food instrument set of the food instrument included for rebate	
	RebateAccountTransactoint	ACCTTRANID = Generated ID	
	RebateAccountTransactoint	SUPPLIERID = Selected Supplier	
	RebateAccountTransactoint	TRANTYPECD = "I" for Invoice Amount. (Static values for REBATEACCTTRANS Ref Category)	
	RebateAccountTransactoint	TRANDT = The System Date	
	RebateAccountTransactoint	TRANAMT = The RebateInvoice.INVOICEAMT	
	RebateAccountTransactoint	REMARKS = "Generated for period 10/2005" where the "10/2005" is the RebateInvoice.REDEEMEDMO / REDEEMEDYR	
	RebateAccountTransactoint	PRINTEDINVOICEID = RebateInvoice.InvoiceID This transaction contains information printed on this specific invoice	

Control Label	Entity	Attribute	Business Rule Applicable
	RebateAccountTransactoint	TRANREFERENCE = Null	

3.6 Generate Food Obligations and Expenditures Report

When this report is selected, the system will display the Generate Food Obligations & Expenditures Report dialog to select criteria for printing the Food Obligations & Expenditures report.

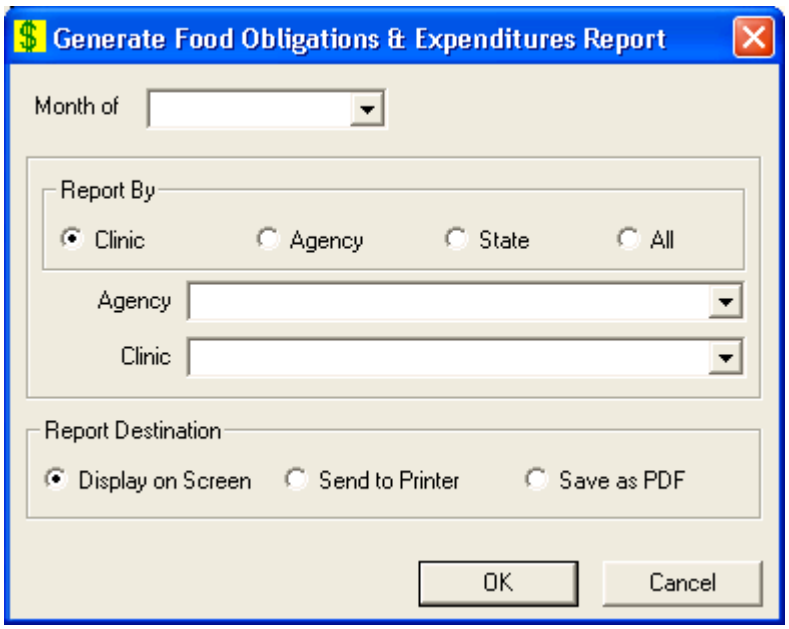

Figure 4 – Generate Food Obligations & Expenditures Report Dialog

3.6.1 Controls

3.6.1.1 Month of Dropdown List

This control allows the user to select issue month.

3.6.1.1.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.6.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.6.1.2 Report By Radio Button

This control allows the user to select a report break. Clinic break only, Agency break only, State grand total only or all three.

3.6.1.2.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. It will default to Clinic.

3.6.1.2.2 Edits

There are currently no edits defined for this control.

3.6.1.3 Agency Dropdown List

This control allows the user to select a specific agency.

3.6.1.3.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. It will be disabled if the Report By value of All or State is selected. It will be filled with all agencies in the Agency table. It will default to blank.

3.6.1.3.2 Edits

If Report By value of Clinic or Agency is selected, one agency must be selected from the drop down list. If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Agency".

3.6.1.4 Clinic Dropdown List

This control allows the user to select a specific clinic.

3.6.1.4.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. It will be disabled if the Report By value of Agency or All or State is selected. It will be filled with all clinics in the ServiceSite table for the selected agency (by Agency and Clinic). It will default to blank.

3.6.1.4.2 Edits

If Report By value of Clinic is selected, one clinic must be selected from the drop down list. If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Clinic".

3.6.1.5 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.6.1.5.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. It will default to Display on Screen unless the Report By radio button has the value of "All". When the Report By radio button is valued with "All", the control will default to Send to Printer.

3.6.1.5.2 Edits

Due to page volume and view control limitations, when the Report By radio button is valued with "All", the Report Destination must be Send to Printer.

3.6.1.6 OK Button

This control allows the user to print the report.

3.6.1.6.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.6.1.6.2 Edits

There are currently no edits defined for this control.

3.6.1.7 Cancel Button

This control allows the user to exit the Generate Food Obligations & Expenditures Report dialog.

3.6.1.7.1 Characteristics

The control will be enabled when the Generate Food Obligations & Expenditures Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.6.1.7.2 Edits

There are currently no edits defined for this control.

3.6.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Obligations & Expenditures Report dialog.

3.6.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Obligations & Expenditures Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.6.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Obligations & Expenditures Report dialog and return to the Reports dialog.

3.7 Food Obligations and Expenditures – Closeout Month (Output) FIN002

The user may generate the Food Obligations and Expenditures – Closeout Month report from the Generate WIC Food Obligations and Expenditures Report Dialog. This report will also be generated as part of the month-end process using the selection criteria of "All". Individual clinics, agency summaries and the state summary will be printed.

The Food Obligations and Expenditures report is made up of the following individual reports.

- Food Obligation and Expenditures – Closeout Month
- Food Obligation and Expenditures – 30 Day Status Month
- Food Obligation and Expenditures – Issue Month

If the selected month has been closed, the Closeout Month report will print. If the selected month is in the 30-day status, the 30-Day Status Month report will print. If the selected month is the current month, the Issue Month report will print.

Data is grouped on the report based on selection criteria- agency, clinic, state or all. Within this, the data is grouped by WIC category.

The report includes the following summaries.

- Issued counts
    - The count of all food instruments issued for the requested month.
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
    - Issued count values will match corresponding count values on Obligation Value for O/S FIs Issued report.
- Redeemed count
    - The count of all food instruments issued for the requested month with a paid date during one of the following months – a) the requested month, b) one month greater than the requested month or c) two months greater than the requested month. (If requested month is 10-2002, all food instruments with issuance month of 200210 and paid date during 10-2002, 11-2002 or 12-2002 would be counted.)
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
    - Redeemed counts do not include early or late payments.
- Redeemed amount
    - The sum of the paid amount for all food instruments issued for the requested month with a paid date during one of the following months – a) the requested month, b) one month greater than the requested month or c) two months greater than the requested month. (If requested month is 10-2002, all food instruments with issuance month of 200210 and paid date during 10-2002, 11-2002 or 12-2002 would be counted.)

    - Plus the sum of the paid amount for all skeleton checks paid in the requested month (paid without issuance).
    - Redeemed amounts do not include early or late payments.
- De-obligated counts
    - The count of all food instruments issued for the requested month with either a paid date or void date during one of the following months – a) the requested month, b) one month greater than the requested month or c) two months greater than the requested month. (If requested month is 10-2002, all food instruments with issuance month of 200210 and paid/void date during 10-2002, 11-2002 or 12-2002 would be counted.)
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
- De-obligated amount
    - The sum of the obligation amount for all food instruments issued for the requested month with either a paid date or void date during one of the following months – a) the requested month, b) one month greater than the requested month or c) two months greater than the requested month. (If requested month is 10-2002, all food instruments with issuance month of 200210 and paid/void date during 10-2002, 11-2002 or 12-2002 would be counted.)
    - Plus the sum of the obligation amount for all skeleton checks paid in the requested month (paid without issuance). Skeleton checks will always have a zero obligation amount.

The redemption values on the following month-end reports are totaled and used to balance to the total expenditure for the associated month.

- Food Instruments Redeemed Early
- Food Obligation and Expenditure – Issue Month
- Food Obligation and Expenditures – 30 Day Status Month (current month dollars)
- Food Obligation and Expenditures – Closeout Month (previous month-end cumulative dollars minus the current month-end cumulative dollars for the same calendar month.)
- Food Instruments Redeemed Late

```
FIN002
                                  <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                <WIC> FOOD OBLIGATIONS AND EXPENDITURES                      RUN TIME XX:XX:XX
                               CLOSEOUT FOR ISSUE MONTH OF <JANUARY 2001>                    PAGE:    XXX
<CLINIC OR AGENCY OR STATE TOTAL>

WIC CATEGORY    ** FI ISSUED **      **** FI REDEEMED ****        *** FI DEOBLIGATED ***
                      NUMBER          NUMBER          AMOUNT        NUMBER          AMOUNT

CUM P TOTAL           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM B TOTAL           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM N TOTAL           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM WOMAN             999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM I TOTAL           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM C TOTAL           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM UNKNOWN           999,999         999,999  99,999,999.99        999,999  99,999,999.99
CUM TOTAL             999,999         999,999  99,999,999.99        999,999  99,999,999.99


*** END OF REPORT ***
```

3.7.1.1 Data Elements

The reported month in the series of Obligations and Expenditures reports is the current, 30-day or closeout month. If the selected month is March of 2001, the following months are reported.

- The month reported as current is March of 2001.
- The month reported as 30-day is February of 2001.
- The month reported as closeout is January of 2001.

3.7.1.1.1 Issue Month

3.7.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. The issue month for the closeout report is two months prior to the selected month. If the month of March 2001 is selected, the closeout month is January 2001.

3.7.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.7.1.1.2 Clinic / Agency / State Total

3.7.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

3.7.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.7.1.1.3 Category

3.7.1.1.3.1 Origin of Data Element

This value is the category of the participant that is issued the food instrument. The value comes from the WICStatus column of the FoodInstrumentSet table.

3.7.1.1.3.2 Format

This is a one-character value.

3.7.1.1.4 FI Issued Number

3.7.1.1.4.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the closeout month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the closeout month.

3.7.1.1.4.2 Format

This is a six-digit number.

3.7.1.1.5 FI Redeemed Number

3.7.1.1.5.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the closeout month and the PaidDate column of the FoodInstrument table is during the closeout, 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the closeout month.

3.7.1.1.5.2 Format

This is a six-digit number.

3.7.1.1.6 FI Redeemed Amount

3.7.1.1.6.1 Origin of Data Element

This value is the summary of the PaidAmount column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the closeout month and the PaidDate column of the FoodInstrument table is during the closeout, 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the closeout month.

3.7.1.1.6.2 Format

This is an eight-digit number plus two decimal places.

3.7.1.1.7 FI Deobligated Number

3.7.1.1.7.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the closeout month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the closeout, 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the closeout month.

3.7.1.1.7.2 Format

This is a six-digit number.

3.7.1.1.8 FI Deobligated Amount

3.7.1.1.8.1 Origin of Data Element

This value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the closeout month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the closeout, 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the closeout month.

3.7.1.1.8.2 Format

This is an eight-digit number plus two decimal places.

3.7.1.2 Filter Criteria

3.7.1.2.1 Base of Data

The report is based on food instruments that meet one or more of the following selection criteria.

- Issued for the closeout month

- Paid within the closeout month, but issuance is not recorded for the food instrument. An example would be skeleton food instruments.

3.7.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all clinics, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

The food instruments that do not have an associated agency and clinic will be include in the state summary only.

3.7.1.3 Sort Order

3.7.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency code then clinic code.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then clinic code.

3.7.1.3.2 Category

This report will be sorted by category within clinic/agency/state. Category data will be listed in the following sequence.

- Pregnant Women
- Breastfeeding Women
- Non-Breastfeeding Women
- Infants
- Children

3.7.1.4 Control Breaks

3.7.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency. Totals will be calculated for FI Issued, FI Redeemed and FI Deobligated for each clinic/agency.

3.7.1.5 Grand Total

State totals will be calculated for FI Issued, FI Redeemed and FI Deobligated when the state or all option is selected.

3.7.1.6 Frequency and Distribution

This report can be generated on demand and will automatically be generated during the month-end process.

3.8 Food Obligations and Expenditures – 30 Day Status (Output) FIN003

The user may generate the Food Obligations and Expenditures – 30-Day Status Month report from the Generate WIC Food Obligations and Expenditures Report Dialog. This report will also be generated as part of the month-end process using the selection criteria of "All". Individual clinics, agency summaries and the state summary will be printed.

The Food Obligations and Expenditures report is made up of the following individual reports.

- Food Obligation and Expenditures – Closeout Month
- Food Obligation and Expenditures – 30 Day Status Month
- Food Obligation and Expenditures – Issue Month

If the selected month has been closed, the Closeout Month report will print. If the selected month is in the 30-day status, the 30-Day Status Month report will print. If the selected month is the current month, the Issue Month report will print.

Data is grouped on the report based on selection criteria- agency, clinic, state or all. Within this, WIC status, food instrument type and current vs. cumulative months group the data.

The report includes the following summaries.

- Issued counts - cumulative
    - The count of all food instruments issued for the requested month.
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
    - Issued count values will match corresponding count values on Obligation Value for O/S FIs Issued report.
- Issued counts – current month
    - The count of all food instruments selected for the cumulative total that have a printed date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- Issued amount - cumulative
    - The sum of the obligation amounts for all food instruments issued for the requested month.
    - Plus the sum of the obligation amount for all skeleton checks paid in the requested month (paid without issuance). Skeleton checks will always have a zero obligation amount.
- Issued amount - current
    - The sum of the obligation amounts for all food instruments selected for the cumulative total that have a printed date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- Redeemed count - cumulative

  - The count of all food instruments issued for the requested month with a paid date during one of the following months – a) the requested month or b) one month greater than the requested month. (If requested month is 11-2002, all food instruments with issuance month of 200211 and paid date during 11-2002 or 12-2002 would be counted.)
  - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
  - Redeemed counts do not include early or late payments.
- Redeemed count - current
  - The count of all food instruments selected for the cumulative total that have a paid date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- Redeemed amount - cumulative
  - The sum of the paid amount for all food instruments issued for the requested month with a paid date during one of the following months – a) the requested month or b) one month greater than the requested month. (If requested month is 11-2002, all food instruments with issuance month of 200211 and paid date during 11-2002 or 12-2002 would be counted.)
  - Plus the sum of the paid amount for all skeleton checks paid in the requested month (paid without issuance).
  - Redeemed amounts do not include early or late payments.
- Redeemed amount - current
  - The sum of the paid amount for all food instruments selected for the cumulative total that have a paid date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- De-obligated counts - cumulative
  - The count of all food instruments issued for the requested month with either a paid date or void date during one of the following months – a) the requested month or b) one month greater than the requested month. (If requested month is 11-2002, all food instruments with issuance month of 200211 and paid/void date during 11-2002 or 12-2002 would be counted.)
  - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
- De-obligated count - current
  - The count of all food instruments selected for the cumulative total that have a paid date or void date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- De-obligated amount - cumulative

    - The sum of the obligation amount for all food instruments issued for the requested month with either a paid date or void date during one of the following months – a) the requested month or b) one month greater than the requested month. (If requested month is 11-2002, all food instruments with issuance month of 200211 and paid/void date during 11-2002 or 12-2002 would be counted.)
    - Plus the sum of the obligation amount for all skeleton checks paid in the requested month (paid without issuance). Skeleton checks will always have a zero obligation amount.
- De-obligated count - current
    - The sum of the obligation amount for all food instruments selected for the cumulative total that have a paid date or void date during the month after the requested month. If requested month is 11-2002, current month would be 12-2002.
- Outstanding count - cumulative
    - Calculated by subtracting the de-obligated (cumulative) count from the issued (cumulative) count.
    - Outstanding count values will NOT necessarily match corresponding values on Obligation Value for O/S FIs Issued report. This report looks at paid/void dates within given ranges. The Obligation Value for O/S FIs Issued reports look at paid/void dates with values greater that zero.
- Outstanding amount - cumulative
    - Calculated by subtracting the de-obligated (cumulative) amount from the issued (cumulative) amount.
    - Outstanding amount values will NOT necessarily match corresponding values on Obligation Value for O/S FIs Issued report. This report looks at paid/void dates within given ranges. The Obligation Value for O/S FIs Issued reports look at paid/void dates with values greater that zero.
- Total estimated expenditures - cumulative
    - Calculated by adding the outstanding (cumulative) amount and the redeemed (cumulative) amount.

```
FIN003
                                    <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                 <WIC> FOOD OBLIGATIONS AND EXPENDITURES                       RUN TIME XX:XX:XX
                              30-DAY STATUS FOR ISSUE MONTH OF <FEBRUARY 2001>                 PAGE:    XXX
<CLINIC OR AGENCY OR STATE TOTAL>

WIC CATEGORY *****FI ISSUED****** *****FI REDEEMED***** *** FI DEOBLIGATED*** ***FI OUTSTANDING****     TOTAL EST.
/ FI TYPE    NUMBER       AMOUNT   NUMBER       AMOUNT   NUMBER       AMOUNT   NUMBER       AMOUNT     EXPENDITURES
UNKNOWN
CUR TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - P
CUR XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
CUR TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - B
CUR XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
CUR TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - N
WOMEN
INFANTS       "
CHILDREN      "

CUR TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99
CUM TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

PERCENT                           999.99%               999.99%               999.99%

*** END OF REPORT ***
```

3.8.1.1 Data Elements

The reported month in the series of Obligations and Expenditures reports is the current, 30-day or closeout month. If the selected month is March of 2001, the following months are reported.

- The month reported as current is March of 2001.
- The month reported as 30-day is February of 2001.
- The month reported as closeout is January of 2001.

3.8.1.1.1 Issue Month

3.8.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. The issue month for the 30-day report is one month prior to the selected month. If the month of March 2001 is selected, the 30-day month is February 2001.

3.8.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.8.1.1.2 Clinic / Agency / State Total

3.8.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

3.8.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.8.1.1.3 Category

3.8.1.1.3.1 Origin of Data Element

This value is the category of the participant that is issued the food instrument. The value comes from the WICStatus column of the FoodInstrumentSet table.

3.8.1.1.3.2 Format

This is a one-character value.

3.8.1.1.4 FI Type

3.8.1.1.4.1 Origin of Data Element

This value is the code associated with the combination of distribution items and quantities on the food instrument. The value comes from the FoodInstrumentType column of the FoodInstrument table.

3.8.1.1.4.2 Format

This is a five-digit number.

3.8.1.1.5 FI Issued Number

3.8.1.1.5.1 Origin of Data Element

The cumulative value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the 30-day month.

The current value is the count of the total number of food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- The IssueDate column of the FoodInstrumentSet table is during the current month.

3.8.1.1.5.2 Format

This is a six-digit number.

3.8.1.1.6 FI Issued Amount

3.8.1.1.6.1 Origin of Data Element

The cumulative value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where the ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month.

The current value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- The IssueDate column of the FoodInstrumentSet table is within the current month.

3.8.1.1.6.2 Format

This is an eight-digit number plus two decimal places.

3.8.1.1.7 FI Redeemed Number

3.8.1.1.7.1 Origin of Data Element

The cumulative value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month and the PaidDate column of the FoodInstrument table is during the 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the 30-day month.

The current value is the count of the total number of food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- The PaidDate column of the FoodInstrument table is during the current month.

3.8.1.1.7.2 Format

This is a six-digit number.

3.8.1.1.8 FI Redeemed Amount

3.8.1.1.8.1 Origin of Data Element

The cumulative value is the summary of the PaidAmount column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month and the PaidDate column of the FoodInstrument table is during the 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the 30-day month.

The current value is the summary of the PaidAmount column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- The PaidDate column of the FoodInstrument table is during the current month.

3.8.1.1.8.2 Format

This is an eight-digit number plus two decimal places.

3.8.1.1.9 FI Deobligated Number

3.8.1.1.9.1 Origin of Data Element

The cumulative value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the 30-day month.

The current value is the count of the total number of food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- Either the PaidDate column or the VoidDate column of the FoodInstrument table is during the current month.

3.8.1.1.9.2 Format

This is a six-digit number.

3.8.1.1.10 FI Deobligated Amount

3.8.1.1.10.1 Origin of Data Element

The cumulative value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the 30-day month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the 30-day or current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the 30-day month.

The current value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The food instrument was selected for the cumulative total.
- Either the PaidDate column or the VoidDate column of the FoodInstrument table is during the current month.

3.8.1.1.10.2 Format

This is an eight-digit number plus two decimal places.

3.8.1.1.11 FI Outstanding Number

3.8.1.1.11.1 Origin of Data Element

The cumulative value is calculated by subtracting the FI Deobligated Number from the FI Issued Number for the cumulative row. (It is also the number of food instruments for the 30-day month where both the paid date and void date are blank.)

The current value does not apply for this data element.

3.8.1.1.11.2 Format

This is a six-digit number.

3.8.1.1.12 FI Outstanding Amount

3.8.1.1.12.1 Origin of Data Element

The cumulative value is calculated by subtracting the FI Deobligated Amount from the FI Issued Amount for the cumulative row. (It is also the total obligation amount for food instruments for the 30-day month where both the paid date and void date are blank.)

The current value does not apply for this data element.

3.8.1.1.12.2 Format

This is an eight-digit number plus two decimal places.

3.8.1.1.13 Total Est. Expenditures

3.8.1.1.13.1 Origin of Data Element

The cumulative value is calculated by totaling the FI Outstanding Amount and the FI Redeemed Amount for both the cumulative and current rows.

The current value does not apply for this data element.

3.8.1.1.13.2 Format

This is a nine-digit number plus two decimal places.

3.8.1.2 Filter Criteria

3.8.1.2.1 Base of Data

The report is based on food instruments that meet one or more of the following selection criteria.

- Issued for the 30-day month
- Paid within the 30-day month, but issuance is not recorded for the food instrument. An example would be skeleton food instruments.

3.8.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all sites, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

The food instruments that do not have an associated agency and clinic will be included in the state summary only.

3.8.1.3 Sort Order

3.8.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency code then clinic code.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then clinic code.

3.8.1.3.2 Category

This report will be sorted by category within clinic/agency/state. Category data will be listed in the following sequence.

- Pregnant Women
- Breastfeeding Women
- Non-Breastfeeding Women
- Infants
- Children

3.8.1.4 Control Breaks

3.8.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency. Totals will be calculated for FI Issued, FI Redeemed, FI Deobligated, FI Outstanding and Total Expenditures for each clinic/agency.

3.8.1.5 Grand Total

State totals will be calculated for FI Issued, FI Redeemed, FI Deobligated, FI Outstanding and Total Expenditures when the state or all option is selected.

3.8.1.6 Frequency and Distribution

This report can be generated on demand and will automatically be generated during the month-end process.

3.9 Food Obligations and Expenditures – Issue Month (Output) FIN004

The user may generate the Food Obligations and Expenditures – Issue Month report from the Generate WIC Food Obligations and Expenditures Report Dialog. This report will also be generated as part of the month-end process using the selection criteria of "All". Individual clinics, agency summaries and the state summary will be printed.

The Food Obligations and Expenditures report is made up of the following individual reports.

- Food Obligation and Expenditures – Closeout Month
- Food Obligation and Expenditures – 30 Day Status Month
- Food Obligation and Expenditures – Issue Month

If the selected month has been closed, the Closeout Month report will print. If the selected month is in the 30-day status, the 30-Day Status Month report will print. If the selected month is the current month, the Issue Month report will print.

Data is grouped on the report based on selection criteria- agency, clinic, state or all. Within this, WIC status and food instrument type group the data.

The report includes the following summaries.

- Issued counts
    - The count of all food instruments issued for the requested month.
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
    - Issued count values will match corresponding count values on Obligation Value for O/S FIs Issued report.
- Issued amount
    - The sum of the obligation amounts for all food instruments issued for the requested month.
    - Plus the sum of the obligation amount for all skeleton checks paid in the requested month (paid without issuance). Skeleton checks will always have a zero obligation amount.
- Redeemed count
    - The count of all food instruments issued for the requested month with a paid date during the requested month. (If requested month is 12-2002, all food instruments with issuance month of 200212 and paid date during 12-2002 would be counted.)
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
    - Redeemed counts do not include early or late payments.
- Redeemed amount
    - The sum of the paid amount for all food instruments issued for the requested month with a paid date during the requested month. (If requested month is 12-2002, all food instruments with issuance month of 200212 and paid date during 12-2002 would be counted.)
    - Plus the sum of the paid amount for all skeleton checks paid in the requested month (paid without issuance).

    - Redeemed amounts do not include early or late payments.
- De-obligated counts
    - The count of all food instruments issued for the requested month with either a paid date or void date during the requested month. (If requested month is 12-2002, all food instruments with issuance month of 200212 and paid/void date during 12-2002 would be counted.)
    - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
- De-obligated amount
    - The sum of the obligation amount for all food instruments issued for the requested month with either a paid date or void date during the requested month. (If requested month is 12-2002, all food instruments with issuance month of 200212 and paid/void date during 12-2002 would be counted.)
    - Plus the sum of the obligation amount for all skeleton checks paid in the requested month (paid without issuance). Skeleton checks will always have a zero obligation amount.
- Outstanding count
    - Calculated by subtracting the de-obligated count from the issued count.
    - Outstanding count values will NOT necessarily match corresponding values on Obligation Value for O/S FIs Issued report. This report looks at paid/void dates within given ranges. The Obligation Value for O/S FIs Issued reports look at paid/void dates with values greater that zero.
- Outstanding amount
    - Calculated by subtracting the de-obligated amount from the issued amount.
    - Outstanding amount values will NOT necessarily match corresponding values on Obligation Value for O/S FIs Issued report. This report looks at paid/void dates within given ranges. The Obligation Value for O/S FIs Issued reports look at paid/void dates with values greater that zero.
- Total estimated expenditures
    - Calculated by adding the outstanding amount and the redeemed amount.

```
FIN004
                                   <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                 <WIC> FOOD OBLIGATIONS AND EXPENDITURES                      RUN TIME XX:XX:XX
                                      ISSUE MONTH OF <MARCH 2001>                             PAGE:    XXX
<CLINIC OR AGENCY OR STATE TOTAL>

WIC STATUS   ****FI ISSUED*****    *****FI REDEEMED***   *** FI DEOBLIGATED*** ***FI OUTSTANDING****     TOTAL EST.
/ FI TYPE    NUMBER       AMOUNT   NUMBER       AMOUNT   NUMBER       AMOUNT   NUMBER       AMOUNT     EXPENDITURES
UNKNOWN
    XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
    TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - P
    XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
    XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
    TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - B
    XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
    TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN - N
    XXXXX   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99
    TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

WOMEN
    TOTAL   999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

INFANTS       "
CHILDREN      "

TOTAL       999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99 999,999 99,999,999.99   999,999,999.99

PERCENT                           999.99%               999.99%               999.99%

*** END OF REPORT ***
```

3.9.1.1 Data Elements

The reported month in the series of Obligations and Expenditures reports is the current, 30-day or closeout month. If the selected month is March of 2001, the following months are reported.

- The month reported as current is March of 2001.

3.9.1.1.1 Issue Month

3.9.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. The issue month is the selected month.

3.9.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.9.1.1.2 Clinic / Agency / State Total

3.9.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of "State Total" will be printed.

3.9.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.9.1.1.3 Category

3.9.1.1.3.1 Origin of Data Element

This value is the category of the participant that is issued the food instrument. The value comes from the WICStatus column of the FoodInstrumentSet table.

3.9.1.1.3.2 Format

This is a one-character value.

3.9.1.1.4 FI Type

3.9.1.1.4.1 Origin of Data Element

This value is the code associated with the combination of distribution items and quantities on the food instrument. The value comes from the FoodInstrumentType column of the FoodInstrument table.

3.9.1.1.4.2 Format

This is a five-digit number.

3.9.1.1.5 FI Issued Number

3.9.1.1.5.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the current month.

3.9.1.1.5.2 Format

This is a six-digit number.

3.9.1.1.6 FI Issued Amount

3.9.1.1.6.1 Origin of Data Element

This value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where the ParticipationDate column of the FoodInstrumentSet table is the same as the current month.

3.9.1.1.6.2 Format

This is an eight-digit number plus two decimal places.

3.9.1.1.7 FI Redeemed Number

3.9.1.1.7.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the current month and the PaidDate column of the FoodInstrument table is during the current month.

- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the current month.

3.9.1.1.7.2 Format

This is a six-digit number.

3.9.1.1.8 FI Redeemed Amount

3.9.1.1.8.1 Origin of Data Element

This value is the summary of the PaidAmount column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the current month and the PaidDate column of the FoodInstrument table is during the current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the current month.

3.9.1.1.8.2 Format

This is an eight-digit number plus two decimal places.

3.9.1.1.9 FI Deobligated Number

3.9.1.1.9.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the current month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the current month.

3.9.1.1.9.2 Format

This is a six-digit number.

3.9.1.1.10 FI Deobligated Amount

3.9.1.1.10.1 Origin of Data Element

This value is the summary of the ObligationAmt column on the FoodInstrument table for food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the current month and either the PaidDate column or VoidDate column of the FoodInstrument table is during the current month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the current month.

3.9.1.1.10.2 Format

This is an eight-digit number plus two decimal places.

3.9.1.1.11 FI Outstanding Number

3.9.1.1.11.1 Origin of Data Element

This value is calculated by subtracting the FI Deobligated Number from the FI Issued Number for the row. (It is also the number of food instruments for the current month where both the paid date and void date are blank.)

3.9.1.1.11.2 Format

This is a six-digit number.

3.9.1.1.12 FI Outstanding Amount

3.9.1.1.12.1 Origin of Data Element

This value is calculated by subtracting the FI Deobligated Amount from the FI Issued Amount for the row. (It is also the total obligation amount for food instruments for the current month where both the paid date and void date are blank.)

3.9.1.1.12.2 Format

This is an eight-digit number plus two decimal places.

3.9.1.1.13 Total Est. Expenditures

3.9.1.1.13.1 Origin of Data Element

This value is calculated by totaling the FI Outstanding Amount and the FI Redeemed Amount for both the row.

3.9.1.1.13.2 Format

This is a nine-digit number plus two decimal places.

3.9.1.2 Filter Criteria

3.9.1.2.1 Base of Data

The report is based on food instruments that meet one or more of the following selection criteria.

- Issued for the current month
- Paid within the current month, but issuance is not recorded for the food instrument. An example would be skeleton food instruments.

3.9.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all sites, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

The food instruments that do not have an associated agency and clinic will be include in the state summary only.

3.9.1.3 Sort Order

3.9.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency code then clinic code.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then clinic code.

3.9.1.3.2 Category

This report will be sorted by category within clinic/agency/state. Category data will be listed in the following sequence.

- Pregnant Women

- Breastfeeding Women
- Non-Breastfeeding Women
- Infants
- Children

3.9.1.4 Control Breaks

3.9.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency. Totals will be calculated for FI Issued, FI Redeemed, FI Deobligated, FI Outstanding and Total Expenditures for each clinic/agency.

3.9.1.5 Grand Total

State totals will be calculated for FI Issued, FI Redeemed, FI Deobligated, FI Outstanding and Total Expenditures when the state or all option is selected.

3.9.1.6 Frequency and Distribution

This report can be generated on demand and will automatically be generated during the month-end process.

3.10 Generate Food Instruments Redeemed Early

When this report is selected, the system will display the Generate Food Instruments Redeemed Early Report dialog to select criteria for printing the Food Instruments Redeemed Early report.

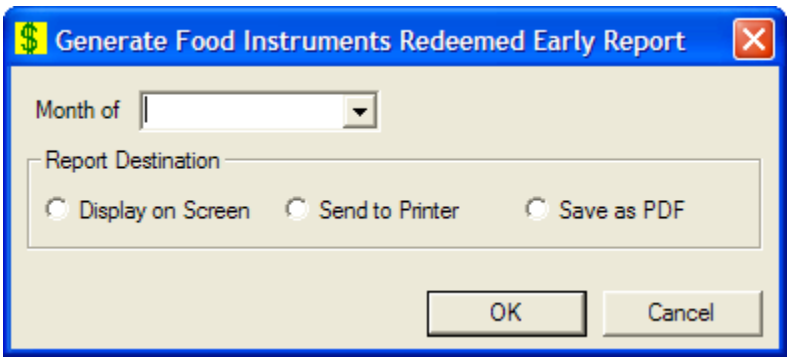

Figure 5– Generate Food Instruments Redeemed Early Report Dialog

3.10.1 Controls

3.10.1.1 Month of Dropdown List

This control allows the user to select redemption month.

3.10.1.1.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Early Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.10.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.10.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.10.1.2.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Early Report dialog is active. It will default to Display on Screen.

3.10.1.2.2 Edits

There are currently no edits defined for this control.

3.10.1.3 OK Button

This control allows the user to print the report.

3.10.1.3.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Early Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.10.1.3.2 Edits

There are currently no edits defined for this control.

3.10.1.4 Cancel Button

This control allows the user to exit the Generate Food Instruments Redeemed Early Report dialog.

3.10.1.4.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Early Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.10.1.4.2 Edits

There are currently no edits defined for this control.

3.10.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instruments Redeemed Early Report dialog.

3.10.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instruments Redeemed Early Report dialog and return to the Reports dialog.

3.10.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instruments Redeemed Early Report dialog and return to the Reports dialog.

3.11 Food Instruments Redeemed Early (Output) FIN005

The user may generate the Food Instruments Redeemed Early report from the Food Instruments Redeemed Early Report Dialog. This report will also be generated as part of the month-end process. Food instruments that are redeemed before their participation date are included on this report.

This report includes all food instruments redeemed in the requested month that were also redeemed prior to the start of their issuance month. The report does not include paid without issuance (skeleton checks). The issuance month is normally the same month as first-use-date. Food instruments with first-use-date of 12-05-2002 would have an issuance month of "200212".

An example of a food instruments that would be included on this report is a food instrument with the following values.

- Redemption date of 10-30-2002
- First-use-date of 11-01-2002
- Issuance date of 200211

This is a state report only.

Food instruments listed on this report are included in the issued values on the Obligation & Expenditure report for the corresponding issuance month. They are NOT included in the redeemed or de-obligated values. Food instruments listed on this report are included in the issued values on the Obligation Value for O/S FIs Issued report for the corresponding issuance month.

```
FIN005
                                  <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                <WIC> FOOD INSTRUMENTS REDEEMED EARLY                        RUN TIME XX:XX:XX
                                   REDEMPTION MONTH OF <MARCH 2001>                          PAGE:    XXX
<STATE TOTAL>

PARTICIPATION
    DATE            FI NUMBER        DATE PAID          PAID AMOUNT

  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99

  TOTAL                                            99,999


*** END OF REPORT ***
```

3.11.1.1 Data Elements

3.11.1.1.1 Redemption Month

3.11.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.11.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.11.1.1.2 Participation Date

3.11.1.1.2.1 Origin of Data Element

This value comes from the ParticipaitonDate column of the FoodInstrumentSet table.

3.11.1.1.2.2 Format

This is a six-digit number in the format of CCYYMM.

3.11.1.1.3 FI Number

3.11.1.1.3.1 Origin of Data Element

This value comes from the SerialNo column of the FoodInstrument table.

3.11.1.1.3.2 Format

This is an eight-character value.

3.11.1.1.4 Date Paid

3.11.1.1.4.1 Origin of Data Element

This value comes from the PaidDate column of the FoodInstrument table.

3.11.1.1.4.2 Format

This is a date in the format of MM/DD/CCYY.

3.11.1.1.5 Paid Amount

3.11.1.1.5.1 Origin of Data Element

This value comes from the PaidAmt column of the FoodInstrument table.

3.11.1.1.5.2 Format

This is a five-digit number plus two decimal points.

3.11.1.2 Filter Criteria

3.11.1.2.1 Base of Data

The report is based on food instruments paid during the reported month with a participation date value greater than the reported month. An example would be a food instrument with a participation date value of 2001/06 and paid in May of 2001.

3.11.1.3 Sort Order

3.11.1.3.1 Participation Date

This report will be sorted first by participation date.

3.11.1.3.2 Field

This report will be sorted by food instrument number within participation date.

3.11.1.4 Control Breaks

Control breaks are not needed for this report.

3.11.1.5 Grand Total

Totals will be calculated for the paid amount as the state total.

3.11.1.6 Frequency and Distribution

This report can be generated on demand and will automatically be generated during the month-end process.

3.12 Generate Food Instruments Redeemed Late

When this report is selected, the system will display the Generate Food Instruments Redeemed Late Report dialog to select criteria for printing the Food Instruments Redeemed Late report.

Figure 6 – Generate Food Instruments Redeemed Late Report Dialog

3.12.1 Controls

3.12.1.1 Month of Dropdown List

This control allows the user to select redemption month.

3.12.1.1.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Late Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.12.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.12.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.12.1.2.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Late Report dialog is active. It will default to Display on Screen.

3.12.1.2.2 Edits

There are currently no edits defined for this control.

3.12.1.3 OK Button

This control allows the user to print the report.

3.12.1.3.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Late Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.12.1.3.2 Edits

There are currently no edits defined for this control.

3.12.1.4 Cancel Button

This control allows the user to exit the Generate Food Instruments Redeemed Late Report dialog.

3.12.1.4.1 Characteristics

The control will be enabled when the Generate Food Instruments Redeemed Late Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.12.1.4.2 Edits

There are currently no edits defined for this control.

3.12.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instruments Redeemed Late Report dialog.

3.12.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instruments Redeemed Late Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.12.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instruments Redeemed Late Report dialog and return to the Reports dialog.

3.13 Food Instruments Redeemed Late (Output) FIN006

The user may generate the Food Instruments Redeemed Late report from the Food Instruments Redeemed Late Report Dialog. This report will also be generated as part of the month-end process.

This report includes all food instruments redeemed in the requested month that were also redeemed after the end of their issuance month. The report does not include paid without issuance (skeleton checks). The issuance month is normally the same month as first-use-date. Food instruments with first-use-date of 12-05-2002 would have an issuance month of "200212".

An example of a food instruments that would be included on this report is a food instrument with the following values.

- Redemption date of 12-02-2002
- First-use-date of 09-29-2002, last-use-date of 10-29-2002
- Issuance date of 200209

This report will include data for states that have daily feeds from their banking agent.

An example of when this would happen:

- The participant, vendor and bank have 35 days from the last day-to-use value to complete the redemption process. It is possible that a participant could receive a food instrument with a first date to use late in the month (01-28), making the last date to use late in the next month (02-28). The bank is still obligated to make the payment, even though the issuance month is "closed" (expiration date would be 04-05).

This is a state report only.

Food instruments listed on this report are included in the issued values on the Obligation & Expenditure report for the corresponding issuance month. They are NOT included in the redeemed or de-obligated values. Food instruments listed on this report are included in the issued values on the Obligation Value for O/S FIs Issued report for the corresponding issuance month.

```
FIN006
                                  <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                 <WIC> FOOD INSTRUMENTS REDEEMED LATE                        RUN TIME XX:XX:XX
                                   REDEMPTION MONTH OF <MARCH 2001>                          PAGE:    XXX
<STATE TOTAL>

PARTICIPATION
    DATE            FI NUMBER        DATE PAID          PAID AMOUNT

  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99
  CCYY/MM           XXXXXXXX         99/99/9999         999.99

  TOTAL                                            99,999


*** END OF REPORT ***
```

3.13.1.1 Data Elements

3.13.1.1.1 Redemption Month

3.13.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.13.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.13.1.1.2 Participation Date

3.13.1.1.2.1 Origin of Data Element

This value comes from the ParticipaitonDate column of the FoodInstrumentSet table.

3.13.1.1.2.2 Format

This is a six-digit number in the format of CCYYMM.

3.13.1.1.3 FI Number

3.13.1.1.3.1 Origin of Data Element

This value comes from the SerialNo column of the FoodInstrument table.

3.13.1.1.3.2 Format

This is an eight-character value.

3.13.1.1.4 Date Paid

3.13.1.1.4.1 Origin of Data Element

This value comes from the PaidDate column of the FoodInstrument table.

3.13.1.1.4.2 Format

This is a date in the format of MM/DD/CCYY.

3.13.1.1.5 Paid Amount

3.13.1.1.5.1 Origin of Data Element

This value comes from the PaidAmt column of the FoodInstrument table.

3.13.1.1.5.2 Format

This is a five-digit number plus two decimal points.

3.13.1.2 Filter Criteria

3.13.1.2.1 Base of Data

The report is based on food instruments paid during the reported month with a participation date value less than the close out month. An example would be a food instrument with a participation date value of 2001/02 and paid in May of 2001. (During month-end processing for the month of May, May is the current month, April is the 30-day month and March is the closeout month.)

3.13.1.3 Sort Order

3.13.1.3.1 Participation Date

This report will be sorted first by participation date.

3.13.1.3.2 Field

This report will be sorted by food instrument number within participation date.

3.13.1.4 Control Breaks

Control breaks are not needed for this report.

3.13.1.5 Grand Total

Totals will be calculated for the paid amount as the state total.

3.13.1.6 Frequency and Distribution

This report can be generated on demand and will automatically be generated during the month-end process.

3.14 Generate Obligation Value for Outstanding FIs Issued

When this report is selected, the system will display the Generate Obligation Value for Outstanding FIs Issued Report dialog to select criteria for printing the Obligation Value for Outstanding FIs Issued report.

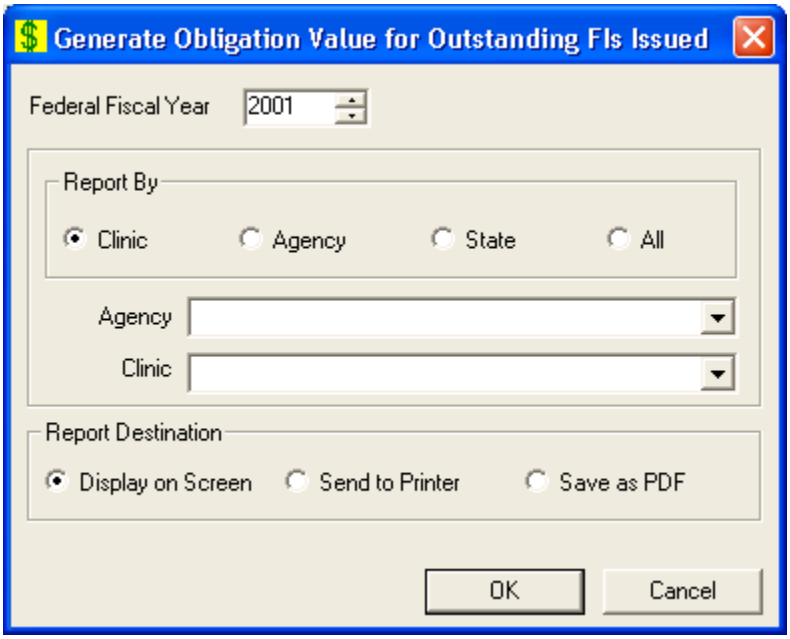

Figure 7– Generate Obligation Value for Outstanding FIs Issued Report Dialog

3.14.1 Controls

3.14.1.1 Federal Fiscal Year Spin Control

This control allows the user to select a fiscal year.

3.14.1.1.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. It will be filled with the two recent fiscal years. It will default to blank.

3.14.1.1.2 Edits

If the year is not selected the system will present a critical error message that states, “A selection is required in the Federal Fiscal Year.”

3.14.1.2 Report By Radio Button

This control allows the user to select a report break. Clinic break only, Agency break only, state grand total only or all three.

3.14.1.2.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. It will default to Clinic.

3.14.1.2.2 Edits

There are currently no edits defined for this control.

3.14.1.3 Agency Dropdown List

This control allows the user to select a specific agency.

3.14.1.3.1 Characteristics

The control will be enabled when Generate Obligation Value for Outstanding FIs Issued Report dialog is active. It will be disabled if the Report By value of All or State is selected. It will be filled with all agencies in the agency table. It will default to blank.

3.14.1.3.2 Edits

If Report By value of Clinic or Agency is selected, one agency must be selected from the drop down list. If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Agency".

3.14.1.4 Clinic Dropdown List

This control allows the user to select a specific clinic.

3.14.1.4.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. It will be disabled if the Report By value of Agency or All or State is selected. It will be filled with all clinics in the clinic table for the selected agency (by Agency and Clinic). It will default to blank.

3.14.1.4.2 Edits

If Report By value of Clinic is selected, one clinic must be selected from the drop down list. If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Clinic".

3.14.1.5 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.14.1.5.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. It will default to Display on Screen unless the Report By radio button has the value of "All". When the Report By radio button is valued with "All", the control will default to Send to Printer.

3.14.1.5.2 Edits

Due to page volume and view control limitations, when the Report By radio button is valued with "All", the Report Destination must be Send to Printer.

3.14.1.6 OK Button

This control allows the user to print the report.

3.14.1.6.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.14.1.6.2 Edits

There are currently no edits defined for this control.

3.14.1.7 Cancel Button

This control allows the user to exit the Generate Obligation Value for Outstanding FIs Issued Report dialog.

3.14.1.7.1 Characteristics

The control will be enabled when the Generate Obligation Value for Outstanding FIs Issued Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.14.1.7.2 Edits

There are currently no edits defined for this control.

3.14.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Obligation Value for Outstanding FIs Issued Report dialog.

3.14.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Obligation Value for Outstanding FIs Issued Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.14.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Obligation Value for Outstanding FIs Issued Report dialog and return to the Reports dialog.

3.15 Obligation Value for O/S FIs Issued (Output) FIN008

The user may generate the Obligation Value for Outstanding FIs Issued Report from the Generate Obligation Value for Outstanding FIs Issued Dialog. This report will also be generated as part of the month-end process using the selection criteria of "All". Individual clinics, agency summaries and the state summary will be printed.

Data is grouped on the report based on selection criteria- agency, clinic, state or all. Within this, issuance month groups the data.

The report includes the following summaries.

- Issued counts
  - The count of all food instruments issued for the requested month.
  - Plus the count of all skeleton checks paid in the requested month (paid without issuance).
  - Issued count values will match corresponding count values on the Obligation & Expenditure reports (closeout, 30-day cumulative and current months).
- Re-Issued counts
  - The count of all food instruments issued for the requested month that have a value in the reprint reason column.
- Voided counts
  - The count of all food instruments issued for the requested month that have a value in the void-date and do not have a value in the paid-date.
- Stolen counts
  - The count of all food instruments issued for the requested month that have a value in the void-date, do not have a value in the paid-date.
- Lost counts
  - The count of all food instruments issued for the requested month that have a value in the stolen-date, do not have a value in the paid-date, and have a void-reason value of "L".
- Unmatched Redemption counts
  - The count of all skeleton food instruments paid for the requested month.
- Returned counts
  - The count of all food instruments issued for the requested month that have been rejected for payment (have a value in the rejected-date), do not have a value in either the paid-date or void-date, and their expiration date >= current system date.
- Expired counts
  - The count of all food instruments issued for the requested month that do not have a value in the paid-date and their expiration date < current system date.
- Pending counts
  - The count of all food instruments issued for the requested month that do not have a value in either the paid-date, void-date or rejected-date and their expiration date >= current system date.
- Outstanding counts

- The count of all food instruments issued for the requested month that do not have a value in either the paid-date or void-date and their expiration date >= current system date.
- Outstanding count values will not match corresponding count values on the Obligation & Expenditure reports (closeout, 30-day cumulative and current months). This report looks at paid/void dates with values greater that zero. The Obligation & Expenditure reports look at paid/void dates within given ranges.

FIN008

<STATE NAME DEPARTMENT OF HEALTH>
OBLIGATION VALUE FOR OUTSTANDING FIS ISSUED
FISCAL YEAR OF <2001>

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

<CLINIC OR AGENCY NAME OR STATE TOTAL>

ISSUE MONTH	#FIS ISSUED	#FIS REISSUED	#FIS VOIDED	#FIS STOLEN	#FIS LOST	#FIS UNMATCH REDEMP	#FIS RETURN	#FIS EXPIRE	#FIS PENDING	#FIS OUTSTAND	OUTSTAND DOLLARS
OCT 2000 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
NOV 2000 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
DEC 2000 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
JAN 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
FEB 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
MAR 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
APR 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
MAY 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
JUN 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
JUL 2001 C/O	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
AUG 2001 30D	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
SEP 2001 ISS	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999
TOTAL	9,999,999	9,999,999	9,999,999	999,999	999,999	999,999	999,999	999,999	9,999,999	9,999,999	9,999,999

*** END OF REPORT ***

3.15.1.1 Data Elements

3.15.1.1.1 Fiscal Year of

3.15.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.15.1.1.1.2 Format

This is an accounting month and year formatted as "CCYY".

3.15.1.1.2 Clinic / Agency / State Total

3.15.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of "State Total" will be printed.

3.15.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.15.1.1.3 Issue Month

3.15.1.1.3.1 Origin of Data Element

This value is the participation date.

3.15.1.1.3.2 Format

This is an accounting month and year formatted as Month Abbreviation and CCYY.

3.15.1.1.4 # FIs Issued

3.15.1.1.4.1 Origin of Data Element

This value is the count of the total number of food instruments where one of the following selection criteria is met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The ParticipationDate column of the FoodInstrumentSet table is zero and the PaidDate column of the FoodInstrument table is during the accounting month.

3.15.1.1.4.2 Format

This is a six-digit number.

3.15.1.1.5 # FIs Reissued

3.15.1.1.5.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The ReprintReason column of the FoodInstrument table is non-blank (not-null).

3.15.1.1.5.2 Format

This is a six-digit number.

3.15.1.1.6 # FIs Voided

3.15.1.1.6.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The DateVoided column of the FoodInstrument table is greater than zero.

3.15.1.1.6.2 Format

This is a six-digit number.

3.15.1.1.7 # FIs Stolen

3.15.1.1.7.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The DateStolen column of the FoodInstrument table is greater than zero.

3.15.1.1.7.2 Format

This is a six-digit number.

3.15.1.1.8 # FIs Lost

3.15.1.1.8.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The VoidDate column of the FoodInstrument table is greater than zero.
- The VoidReason column of the FoodInstrument table is equal to the value "L"

3.15.1.1.8.2 Format

This is a six-digit number.

3.15.1.1.9 # FIs Unmatch Redemp

3.15.1.1.9.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is zero
- The PaidDate column of the FoodInstrument table is during the accounting month

3.15.1.1.9.2 Format

This is a six-digit number.

3.15.1.1.10 # FIs Return

3.15.1.1.10.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The VoidDate column of the FoodInstrument table is zero.
- The ExpirationDate column of the FoodInstrument table is greater than or equal to the current system date.
- The RejectionDate column of the FoodInstrumentRejection table is greater than zero.

3.15.1.1.10.2 Format

This is a six-digit number.

3.15.1.1.11 # FIs Expire

3.15.1.1.11.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The ExpirationDate column of the FoodInstrument table is less than the current system date.

3.15.1.1.11.2 Format

This is a six-digit number.

3.15.1.1.12 # FIs Pending

3.15.1.1.12.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The ExpirationDate column of the FoodInstrument table is greater than or equal to the current system date.
- The VoidDate column of the FoodInstrument table is zero.
- The food instrument has not been rejected.

3.15.1.1.12.2 Format

This is a six-digit number.

3.15.1.1.13 # FIs Outstanding

3.15.1.1.13.1 Origin of Data Element

This value is the count of the total number of food instruments where the following selection criteria are met.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The VoidDate column of the FoodInstrument table is zero.
- The ExpirationDate column of the FoodInstrument table is greater than or equal to the current system date.

3.15.1.1.13.2 Format

This is a six-digit number.

3.15.1.1.14 Outstanding Dollars

3.15.1.1.14.1 Origin of Data Element

This is the sum of the Obligation-Amount attribute of food instruments with the following selection criteria.

- The ParticipationDate column of the FoodInstrumentSet table is the same as the accounting month.
- The PaidDate column of the FoodInstrument table is zero.
- The VoidDate column of the FoodInstrument table is zero.
- The ExpirationDate column of the FoodInstrument table is greater than or equal to the current system date.

3.15.1.1.14.2 Format

This is an eight-digit number plus two decimal places.

3.15.1.2 Filter Criteria

3.15.1.2.1 Base of Data

The report is based on food instruments that meet one or more of the following selection criteria.

- Issued for the accounting month
- Paid within the accounting month, but issuance is not recorded for the food instrument. An example would be skeleton food instruments.

3.15.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all sites, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

3.15.1.3 Sort Order

3.15.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency code then clinic code.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then clinic code.

3.15.1.3.2 Issue Month

This report will be sorted by issue month within clinic/agency/state.

3.15.1.4 Control Breaks

3.15.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency. Totals will be calculated for each column.

3.15.1.5 Grand Total

State totals will be calculated for each column when the state or all option is selected.

3.15.1.6 Frequency and Distribution

This report can be generated on demand.

3.16 Generate Average Cost Per Food Instrument Type

When this report is selected, the system will display the Generate Average Cost Per Food Instrument Type Report dialog to select criteria for printing the Average Cost Per Food Instrument Type report.

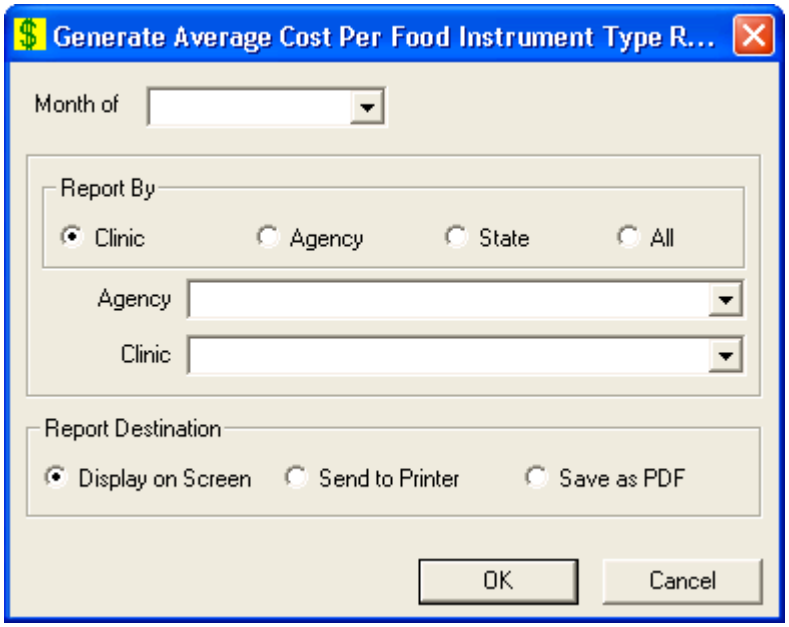

Figure 8 – Generate Average Cost Per Food Instrument Type Report Dialog

3.16.1 Controls

3.16.1.1 Month of Dropdown List

This control allows the user to select issue month.

3.16.1.1.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is enabled. It will be filled with months for one year prior to and including the current month.

3.16.1.1.2 Edits

There are currently no edits defined for this control.

3.16.1.2 Month of Dropdown List

This control allows the user to select redemption month.

3.16.1.2.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.16.1.2.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.16.1.3 Report By Radio Button

This control allows the user to select a report break. Clinic break only, Agency break only, state grand total only or all three.

3.16.1.3.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. It will default to Clinic.

3.16.1.3.2 Edits

There are currently no edits defined for this control.

3.16.1.4 Agency Dropdown List

This control allows the user to select a specific agency.

3.16.1.4.1 Characteristics

The control will be enabled when Generate Average Cost Per Food Instrument Type Report dialog is active. It will be disabled if the Report By value of All or State is selected. It will be filled with all agencies in the agency table. It will default to blank.

3.16.1.4.2 Edits

If Report By value of Clinic or Agency is selected, one agency must be selected from the drop down list.

3.16.1.5 Clinic Dropdown List

This control allows the user to select a specific clinic.

3.16.1.5.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. It will be disabled if the Report By value of Agency or All or State is selected. It will be filled with all clinics in the clinic table for the selected agency (by Agency and Clinic). It will default to blank.

3.16.1.5.2 Edits

If Report By value of Clinic is selected, one clinic must be selected from the drop down list.

3.16.1.6 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.16.1.6.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. It will default to Display on Screen unless the Report By radio button has the value of "All". When the Report By radio button is valued with "All", the control will default to Send to Printer.

3.16.1.6.2 Edits

Due to page volume and view control limitations, when the Report By radio button is valued with "All", the Report Destination must be Send to Printer.

3.16.1.7 OK Button

This control allows the user to print the report.

3.16.1.7.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.16.1.7.2 Edits

There are currently no edits defined for this control.

3.16.1.8 Cancel Button

This control allows the user to exit the Generate Average Cost Per Food Instrument Type Report dialog.

3.16.1.8.1 Characteristics

The control will be enabled when the Generate Average Cost Per Food Instrument Type Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.16.1.8.2 Edits

There are currently no edits defined for this control.

3.16.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Average Cost Per Food Instrument Type Report dialog.

3.16.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Average Cost Per Food Instrument Type Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.16.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Average Cost Per Food Instrument Type Report dialog and return to the Reports dialog.

3.17 Average Cost Per Food Instrument Type (Output) FIN009

The user may generate the Average Cost Per Food Instrument Type Report from the Generate Average Cost Per Food Instrument Type Dialog. This report will also be generated as part of the month-end process using the selection criteria of "All". Individual clinics, agency summaries and the state summary will be printed.

Data is grouped on the report based on selection criteria- agency, clinic, state or all. Within this, vendor peer group and food instrument type group the data.

The report includes the following summaries.

- Total food instruments with paid date within the requested month
- Total paid amount of those food instruments
- Average per food instrument type for each line (total paid amount / total food instruments)

```
FIN009
                                  <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                AVERAGE COST PER FOOD INSTRUMENT TYPE                        RUN TIME XX:XX:XX
                                      REDEEMED <MARCH 2001>                                  PAGE:    XXX

<CLINIC OR AGENCY OR STATE TOTAL>

                                            TOTAL          TOTAL        AVERAGE PER
PEER GROUP                    FI TYPE     FI PAID      DOLLARS PAID      FI TYPE
01  CHAIN
                              00101        1,234        103,465.91         83.85
                              00202          865          9,082.50         10.50
                              00303        2,154         34,700.94         16.11
    TOTAL PEER GROUP 01                    4,253        147,249.35         34.62

02  LARGE INDEPENDENT
                              00101        1,001         84,204.12         84.12
                              00215          294         15,943.62         24.23
                              00406        1,201         15,576.97         12.97
    TOTAL PEER GROUP 02                    2,496        115,724.71         46.36

TOTAL                                      6,749        262,974.06         38.96



*** END OF REPORT ***
```

3.17.1.1 Data Elements

3.17.1.1.1 Redeemed Month

3.17.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.17.1.1.1.2 Format

This is an accounting month and year formatted as "Month Name CCYY".

3.17.1.1.2 Clinic / Agency / State Total

3.17.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of "State Total" will be printed.

3.17.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.17.1.1.3 Peer Group Code

3.17.1.1.3.1 Origin of Data Element

This value is the peer group code associated with the vendor that redeemed the food instrument. The value comes from the PeerGroup column of the FoodInstrument table.

3.17.1.1.3.2 Format

This is a two-character value.

3.17.1.1.4 Peer Group Description

3.17.1.1.4.1 Origin of Data Element

This value is the description associated with the peer group code. The value comes from the Description column of the PeerGroup table.

3.17.1.1.4.2 Format

This is a fifty-character value.

3.17.1.1.5 FI Type

3.17.1.1.5.1 Origin of Data Element

This value is the code associated with the combination of distribution items and quantities on the food instrument. The value comes from the FoodInstrumentType column of the FoodInstrument table.

3.17.1.1.5.2 Format

This is a five-digit number.

3.17.1.1.6 Total FI Paid

3.17.1.1.6.1 Origin of Data Element

This value is the count of the total number of food instruments where the PaidDate column of the FoodInstrument table is during the selected month.

3.17.1.1.6.2 Format

This is a six-digit number.

3.17.1.1.7 Total Dollars Paid

3.17.1.1.7.1 Origin of Data Element

This value is the summary of the PaidAmount column on the FoodInstrument table for food instruments paid during the selected month.

3.17.1.1.7.2 Format

This is an eight-digit number plus two decimal places.

3.17.1.1.8 Average Per FI Type

3.17.1.1.8.1 Origin of Data Element

This value is calculated by dividing the Total Dollars Paid by the Total FI Paid. This value is rounded to the nearest penny.

3.17.1.1.8.2 Format

This is a three-digit number plus two decimal places.

3.17.1.2 Filter Criteria

3.17.1.2.1 Base of Data

The report is based on the counts and payment summary of all food instruments redeemed during the selected month.

3.17.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all sites, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

3.17.1.3 Sort Order

3.17.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency code then clinic code.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then clinic code.

3.17.1.3.2 Peer Group Code

This report will be sorted by peer group code within clinic/agency/state.

3.17.1.3.3 FI Type Code

This report will be sorted by FI type code within peer group code.

3.17.1.4 Control Breaks

3.17.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency. Totals will be calculated for total FI paid and total dollars paid for each clinic/agency. Average per FI type value will be re-calculated using the clinic/agency totals.

3.17.1.4.2 Peer Group

Totals will be calculated for total FI paid and total dollars paid for each peer group. Average per FI type value will be re-calculated using the peer group totals.

3.17.1.5 Grand Total

State totals will be calculated for each column when the state or all option is selected.

3.17.1.6 Frequency and Distribution

This report can be generated on demand.

3.18 Generate Food Instrument Redemption Summary

When this report is selected, the system will display the Generate Food Instrument Redemption Summary Report dialog to select criteria for printing the Food Instrument Redemption Summary report.

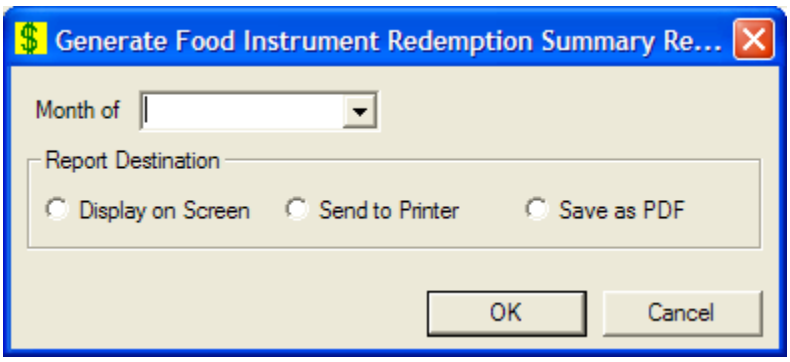

Figure 9 – Generate Food Instrument Redemption Summary Report Dialog

3.18.1 Controls

3.18.1.1 Month of Dropdown List

This control allows the user to select redemption month.

3.18.1.1.1 Characteristics

The control will be enabled when the Generate Food Instrument Redemption Summary Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.18.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.18.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.18.1.2.1 Characteristics

The control will be enabled when the Generate Food Instrument Redemption Summary Report dialog is active. It will default to Display on Screen.

3.18.1.2.2 Edits

There are currently no edits defined for this control.

3.18.1.3 OK Button

This control allows the user to print the report.

3.18.1.3.1 Characteristics

The control will be enabled when the Generate Food Instrument Redemption Summary Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.18.1.3.2 Edits

There are currently no edits defined for this control.

3.18.1.4 Cancel Button

This control allows the user to exit the Generate Food Instrument Redemption Summary Report dialog.

3.18.1.4.1 Characteristics

The control will be enabled when the Generate Food Instrument Redemption Summary Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.18.1.4.2 Edits

There are currently no edits defined for this control.

3.18.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instrument Redemption Summary Report dialog.

3.18.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instrument Redemption Summary Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.18.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instrument Redemption Summary Report dialog and return to the Reports dialog.

3.19 Food Instrument Redemption Summary (Output) FIN010

The user may generate the Food Instrument Redemption Summary report from the Generate Food Instrument Redemption Summary Report Dialog. A redemption month is selected.

The Food Instrument Redemption Summary is a state summary report of food instruments redeemed in the reported month. The intent of this report is to aide in determining monthly draw-downs of Farmer's Market Funds.

The redemption data will include the number of food instruments redeemed, the total redemption value broken out by WIC and Farmer's Market followed by a grand total. The figures will be based on all of the FIs in the food instrument master.

This is a simple summary level report to calculate WIC and Farmer's Market counts and dollars redeemed for the selected month only. In this release, there is NO logic to filter or determine the following.

- Paid Without Issuance
- Food Instruments that have been Redeemed but are Not Recorded on the FoodInstrumentMaster
- Food Instruments Redeemed for a Check Number that has Not Been Consigned
- Food Instruments Redeemed for a Check Number that has Expired
- Food Instruments Redeemed Twice for the Same Check Number
- Food Instruments that have already been Recorded as Paid
- Compliance Buys
- Average Values
- WIC Category Breakout
- Bank Account Breakouts

```
FIN010
                                  <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE XX/XX/XXXX
                                FOOD INSTRUMENT REDEMPTION SUMMARY                           RUN TIME XX:XX:XX
                                     FOR MONTH OF <MARCH 2001>                               PAGE:    XXX
<STATE TOTAL>

WIC
  TOTAL NUMBER REDEEMED             999,999
  TOTAL VALUE REDEEMED        99,999,999.99



*** END OF REPORT ***
```

3.19.1.1 Data Elements

3.19.1.1.1 For Month of

3.19.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted.

3.19.1.1.1.2 Format

This is an accounting month and year formatted as “Month Name CCYY”.

3.19.1.1.2 Program

3.19.1.1.2.1 Origin of Data Element

This value is the program code description associated with the vendor that redeemed the food instrument. The code comes from the ProgramCode column of the FoodInstrument table. The code is used to retrieve the Description column from the ReferenceDictionary table.

3.19.1.1.2.2 Format

This is a fifty-character value.

3.19.1.1.3 Total Number Redeemed

3.19.1.1.3.1 Origin of Data Element

This value is the count of the total number of food instruments where the PaidDate column of the FoodInstrument table is during the selected month.

3.19.1.1.3.2 Format

This is a six-digit number.

3.19.1.1.4 Total Value Redeemed

3.19.1.1.4.1 Origin of Data Element

This value is the summary of the PaidAmount column on the FoodInstrument table for food instruments paid during the selected month.

3.19.1.1.4.2 Format

This is an eight-digit number plus two decimal places.

3.19.1.2 Filter Criteria

3.19.1.2.1 Base of Data

The report is based on the counts and payment summary of all food instruments redeemed during the selected month.

3.19.1.3 Sort Order

This report will be sorted by program code.

3.19.1.4 Control Breaks

Control breaks have not been defined for this report.

3.19.1.5 Grand Total

Grand totals for this report are the Total Number and Total Value Redeemed figures.

3.19.1.6 Frequency and Distribution

This report can be generated on demand.

3.20 Generate FNS-798 Statement Spreadsheet

When this option is selected, the system will display the Generate FNS-798 Statement dialog.

Figure 10 – Generate FNS-798 Statement Spreadsheet Dialog

3.20.1 Controls

3.20.1.1 Federal Fiscal Year Spin Control

This control allows the user to select the federal fiscal year.

3.20.1.1.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. It will be filled with the two recent federal fiscal years, current and previous. It will default to previous.

3.20.1.1.2 Edits

If the year is not selected the system will present a critical error message that states, "A selection is required in the Fiscal Year."

3.20.1.2 Through Accounting Period Dropdown

This control allows the user to select the accounting period for the FNS-798 Statement. Each journal transaction posted to the system is assigned an accounting period code (fiscal year and month).

3.20.1.2.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. It will be filled with the twelve accounting period months in a federal fiscal year beginning with October. It will default to blank.

3.20.1.2.2 Edits

If the accounting period is not selected the system will present a critical error message that states, "A selection is required in the Through Accounting Period."

If a future accounting period is selected the system will present a critical error message that states, "The Through Accounting Period must be less than or equal to the current month."

3.20.1.3 Name and Title of Certifying Officer Text Box

This control allows the user to enter the preparer name.

3.20.1.3.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. It will default to blank. This control will only accept entry of the following characters including both upper and lower case: 1234567890ABCDEFGHIJKLMNOPQRSTUVWXYZ ,.'-/

3.20.1.3.2 Edits

If this control is not valued or is valued with only with spaces, the system will present a critical error message that states, "An entry is required for the Name and Title of Certifying Officer."

3.20.1.4 Telephone Text Box

This control allows the user to enter the preparer telephone.

3.20.1.4.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. It will default to blank. The mask will be ###-###-####. The control will only accept entry of numeric digits and dashes.

3.20.1.4.2 Edits

If this control is not valued or is valued with only with spaces, the system will present a critical error message that states, "An entry is required for the Telephone."

If this control is valued and is incomplete, the system will present a critical error message that states, "A complete entry is required for the Telephone."

3.20.1.5 OK Button

This control allows the user to print the FNS-798 Statement specified by the accounting period.

3.20.1.5.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.20.1.5.2 Edits

There are currently no edits defined for this control.

3.20.1.6 Cancel Button

This control allows the user to exit the Generate FNS-798 Statement dialog.

3.20.1.6.1 Characteristics

The control will be enabled when the Generate FNS-798 Statement dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.20.1.6.2 Edits

There are currently no edits defined for this control.

3.20.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate FNS-798 Statement dialog.

3.20.2.1 OK

Upon selection of the OK button, the system will launch Excel and dismiss the Generate FNS-798 Statement dialog and return to the Reports dialog. The date & time stamp will be appended to the file name to prevent overwrites.

3.20.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate FNS-798 Statement dialog and return to the Reports dialog.

3.21 FNS-798 – Page 1 – Statement Spreadsheet (Output)

The user may generate the FNS-798 Spreadsheet from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

The counts for Federal participation are the counts of participants that received WIC benefits for the reported months. The counts are grouped by category (pregnant, breastfeeding, non-breastfeeding, child, or infant). The participant is counted in each month that they were issued a food instrument, regardless of the status of the food instrument (paid, voided or outstanding).

U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE

WIC FINANCIAL MANAGEMENT AND PARTICIPATION REPORT

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection unless it displays a valid OMB control number. The information collection is 0584-0045.
The time required to complete this collection is estimated to average 9.7 hours per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection.

STATE	LGC	FEDERAL FISCAL YEAR	REPORT MONTH/CALENDAR YEAR	DATE SUBMITTED	Page 1
RHODE ISLAND	99-99-9999	2999	January, 2000	February 23, 2007	

SEVEN DIGIT CODE	DATE RECEIVED IN FNS	DATE ENTERED IN SYSTEM	MONTHLY REPORT ___ ANNUAL CLOSEOUT REPORT _X_
449700			

Food Obligation Estimates	October	November	December	January	February	March	April	May	June	July	August	September	YTD Total
1. Adjusted Gross Obligations	1,097,559	1,029,769	1,045,429	1,082,487	1,097,994	1,029,880	1,063,539	1,081,804	1,079,932	1,053,938	1,097,904	1,082,800	12,859,991
2. Estimated Rebates	953,970	955,355	984,911	987,354	985,369	997,125	994,014	931,939	939,092	979,041	957,197	958,534	4,454,739
3. Net Federal Obligations	879,139	887,914	831,112	895,119	872,191	838,595	874,569	879,821	890,290	835,945	830,707	708,018	3,193,542

Actual Food Outlays	October	November	December	January	February	March	April	May	June	July	August	September	YTD Total
4. Gross Outlays	1,097,559	1,029,769	1,045,429	1,082,487	1,097,994	1,029,880	1,063,539	1,081,804	1,079,932	1,053,938	1,097,904	1,082,800	12,859,991
5. Unliquidated Obligations													0
6. Gross Outlays & Unliq.	1,097,559	1,029,769	1,045,429	1,082,487	1,097,994	1,029,880	1,063,539	1,081,804	1,079,932	1,053,938	1,097,904	1,082,800	12,859,991
7. Rebates Billed	953,970	955,355	984,911	987,354	985,369	997,125	994,014	931,939	939,092	979,041	957,197	958,534	4,454,739
8. Program Income													0
9. Postpyml Vendor Collections													0
10. Participant Collections													0
11. Other Credits													0
12. Net Federal Outlays & Unliq.	879,139	887,914	831,112	895,119	872,191	838,595	874,569	879,821	890,290	835,945	830,707	708,018	3,193,542
13. Month Closed Out (Y/N)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
14. Annual Net Federal Cost	879,139	887,914	831,112	895,119	872,191	838,595	874,569	879,821	890,290	835,945	830,707	708,018	3,193,542

Federal Participation	October	November	December	January	February	March	April	May	June	July	August	September	YTD Total
15.a. Women Pregnant	2,878	2,581	2,420	2,478	2,491	2,572	2,578	2,589	2,810	2,589	2,584	2,538	30,194
b. Women Breastfeeding	550	543	599	597	518	597	598	597	598	543	521	569	6,483
c. Women Postpartum	1,799	1,738	1,739	1,797	1,709	1,708	1,727	1,855	1,859	1,817	1,557	1,581	20,956
d. Total Women	5,025	4,915	4,308	4,310	4,658	4,315	4,399	4,775	4,305	4,154	4,642	4,718	57,553
16. Infants	5,436	5,493	5,462	5,591	5,475	5,555	5,521	5,482	5,442	5,911	5,219	5,922	65,224
17. Children	12,982	12,208	12,193	12,112	11,940	12,217	12,166	12,283	12,999	12,294	12,209	12,197	148,882
18. Total	22,879	22,669	22,488	22,459	22,071	22,587	22,548	22,505	22,840	22,359	22,070	22,295	269,444

Year-to-Date NSA Costs	YTD Total
19. Gross Outlays	9,533,414
20. Unliquidated Obligations	59,099
21. Gross Outlays & Unliq.	9,847,447
22. Program Income	
23. Postpyml Vendor Collections	
24. Participant Collections	
25. Other Credits	
26. Net Federal Outlays & Unliq.	9,847,447
27. Est. Future Month(s) Oblig.	
28. Annual Net Federal Cost	9,847,447

FORM FNS-798 (05-2000)

3.21.1.1 Data Elements

The fiscal year to generate the spreadsheet for is selected by the user on the "Generate dialog". The data to be included is based the month selected by the user on the "Generate dialog". This month is also printed in the heading of the spreadsheet.

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

Most columns on this report are reported for each of the twelve months of the selected fiscal year.

3.21.1.1.1 Line 1 – Adjusted Gross Obligations

3.21.1.1.1.1 Origin of Data Element

This value is calculated one of three ways. Each month is calculated.

Actual Redemption

For closeout months, this value is the total of the PaidAmount column of the FoodInstrument table where one of the following selection criteria is met.

- The ParticipationDate is equal to the reported month and the PaidDate is greater than zero.
- The ParticipationDate is equal zero and the PaidDate is within the reported month.

Adjusted Redemption/Obligation

For 30-day and current months, this value is the sum of the paid amounts and the obligation amounts on outstanding food instruments. The sum of the paid amounts is the total of the PaidAmount column of the FoodInstrument table where one of the following selection criteria is met.

- The ParticipationDate is equal to the reported month and the PaidDate is greater than zero.
- The ParticipationDate is equal zero and the PaidDate is within the reported month.

The sum of the obligation amounts is the total of the ObligationAmount column of the FoodInstrument table where all of the following selection criteria are met.

- The ParticipationDate is equal to the reported month.
- The PaidDate is equal to zero.
- The ExpirationDate is greater than or equal to the current date.
- The VoidDate is zero.

Estimated Obligation

For future months, this value is calculated based on the value of the last closeout month for the line and the variant values on the FundObligationVariant table. The value of the last closeout month (for this line) is multiplied times the RedemptionVariantValue column. That product is multiplied times the CaseLoadVariantValue column. That product is multiplied times the InflationVariantValue column.

Add Actual Breast Pump Expense:

The breast pump expense is added after the food obligation value is calculated and before the variants are applied for estimated obligations. This value is calculated for orders received in the selected fiscal year that were flagged with "use food funds". Multiply the EstimatedCostEach column of the OrderItem table by the Quantity column of the associated OrderItemReceived table and accumulate by the ReceivedDate month and year of the OrderItemReceived table. Months up to and including the requested months are calculated.

3.21.1.1.1.2 Format

This is a nine-digit number.

3.21.1.1.2 Line 2 – Estimated Rebates

3.21.1.1.2.1 Origin of Data Element

This value is calculated one of two ways. Each month is calculated.

Actual

For closeout months, this value is the total of the billed rebated amount for all rebate products. The Units and RebatePerUnit columns of the RebateInvoiceItem table are multiplied for all rows where the IssueYear and IssueMonth columns are for a closeout month. The products of the rows are totaled.

Estimated

For 30-day, current and future months, this value is calculated based on the value of last the closeout month for the line and two of the variant values on the FundObligationVariant table. The value of the last closeout month (for this line) is multiplied times the RedemptionVariantValue column. That product is multiplied times the CaseLoadVariantValue column.

3.21.1.1.2.2 Format

This is a nine-digit number.

3.21.1.1.3 Line 3 – Net Federal Obligations

3.21.1.1.3.1 Origin of Data Element

This value is calculated by subtracting line 2 (Estimated Rebates) from line 1 (Adjusted Gross Obligations). Each month is calculated.

3.21.1.1.3.2 Format

This is a nine-digit number.

3.21.1.1.4 Line 4 – Gross Outlays

3.21.1.1.4.1 Origin of Data Element

This value is the total of the PaidAmount column of the FoodInstrument table for rows where one of the following selection criteria is met. Months up to and including the requested months are calculated.

- The ParticipationDate is equal to the reported month and the PaidDate is greater than zero.
- The ParticipationDate is equal zero and the PaidDate is within the reported month.

Add Actual Breast Pump Expense:

Same as Line 1 above.

The breast pump expense is added after the food instrument redemption value is calculated. This value is calculated for orders received in the selected fiscal year that were flagged with "use food funds". Multiply the EstimatedCostEach column of the OrderItem table by the Quantity column of the associated OrderItemReceived table and accumulate by the ReceivedDate month and year of the OrderItemReceived table. Months up to and including the requested months are calculated.

3.21.1.1.4.2 Format

This is a nine-digit number.

3.21.1.1.5 Line 5 – Un-liquidated Obligations

3.21.1.1.5.1 Origin of Data Element

This value is calculated for the reporting month of September only and is the value of the food instruments issued for the month of September that have not been paid.

This is the sum of the Obligation-Amount attribute of food instruments with the following selection criteria.

- The ParticipationDate column of the FoodInstrumentSet table is September of the reported year.
- The PaidDate column of the FoodInstrument table = zero.
- The VoidDate column of the FoodInstrument table = zero.
- The ExpirationDate column of the FoodInstrument table is >= the current system date.

3.21.1.1.5.2 Format

This is a nine-digit number.

3.21.1.1.6 Line 6 –Gross Outlays and Un-liquidated Obligations

3.21.1.1.6.1 Origin of Data Element

This value is calculated by adding line 4 (Gross Outlays) and line 5 (Un-liquidated Obligations). Each month is calculated.

3.21.1.1.6.2 Format

This is a nine-digit number.

3.21.1.1.7 Line 7 – Rebates Billed

3.21.1.1.7.1 Origin of Data Element

For closeout months, this value is the total of the billed rebated amount for rebate products excluding milk and cheese. These products have a base food category value of "A" (formula), "G" (cereal), "I" (Infant cereal), "F" (juice) or "K" (infant juice). The Units and RebatePerUnit columns of the RebateInvoiceItem table are multiplied for all rows where the IssueYear and IssueMonth columns are for a reported month. The products of the rows are totaled. Each month up to and including the requested month is calculated.

3.21.1.1.7.2 Format

This is a nine-digit number.

3.21.1.1.8 Line 8 – Program Income

3.21.1.1.8.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.8.2 Format

This is a nine-digit number.

3.21.1.1.9 Line 9 – Post Payment Vendor Collections

3.21.1.1.9.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.9.2 Format

This is a nine-digit number.

3.21.1.1.10 Line 10 – Participant Collections

3.21.1.1.10.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.10.2 Format

This is a nine-digit number.

3.21.1.1.11 Line 11 – Other Credits

3.21.1.1.11.1 Origin of Data Element

For closeout months, this value is the total of the billed rebated amount for dairy rebate products. These products have a base food category value of "B" (milk) or "E" (cheese). The Units and RebatePerUnit columns of the RebateInvoiceItem table are multiplied for all rows where the IssueYear and IssueMonth columns are for a reported month. The products of the rows are totaled. Each month up to and including the requested month is calculated.

3.21.1.1.11.2 Format

This is a nine-digit number.

3.21.1.1.12 Line 12 – Net Federal Outlays & Un-liquidated

3.21.1.1.12.1 Origin of Data Element

This value is calculated by adding the following lines.

- Line 7 (Rebates Billed)
- Line 8 (Program Income)
- Line 9 (Post Payment Vendor Collections)
- Line 10 (Participant Collections)
- Line 11 (Other Credits)

This total is then subtracted from line 6 (Gross Outlays and Un-liquidated Obligations). Each month is calculated.

3.21.1.1.12.2 Format

This is a nine-digit number.

3.21.1.1.13 Line 13 – Month Closed (Y/N)

3.21.1.1.13.1 Origin of Data Element

For reported months that are less than or equal to the current closeout month, this value is a 'Y'. For reported months that are greater than the current closeout month, this value is an 'N'. Each month is calculated.

3.21.1.1.13.2 Format

This is one-character value.

3.21.1.1.14 Line 14 – Annual Net Federal Cost

3.21.1.1.14.1 Origin of Data Element

If the month is closed out, this value is the same as the value in line 12 (Net Federal Outlays & Un-Liquidated). If the month is not closed out, this value is the same as the value in line 3 (Net Federal Obligations). Each month is valued.

3.21.1.1.14.2 Format

This is a nine-digit number.

3.21.1.1.15 Line 15a – Federal Participation – Women Pregnant

3.21.1.1.15.1 Origin of Data Element

This value is the count of WIC participants with a category of pregnant ('P'). Participants are counted in each month that they were issued a food instrument. They are counted in one category total per month, based on their category on the last food instrument issued to them for the reported month. Only closeout months are reported.

3.21.1.1.15.2 Format

This is a seven-digit number.

3.21.1.1.16 Line 15b – Federal Participation – Women Breastfeeding

3.21.1.1.16.1 Origin of Data Element

This value is the count of WIC participants with a category of breastfeeding ('B'). Participants are counted in each month that they were issued a food instrument. They are counted in one category total per month, based on their category on the last food instrument issued to them for the reported month. Only closeout months are reported.

3.21.1.1.16.2 Format

This is a seven-digit number.

3.21.1.1.17 Line 15c – Federal Participation – Women Postpartum

3.21.1.1.17.1 Origin of Data Element

This value is the count of WIC participants with a category of postpartum non-breastfeeding ('N'). Participants are counted in each month that they were issued a food instrument. They are counted in one category total per month, based on their category on the last food instrument issued to them for the reported month. Only closeout months are reported.

3.21.1.1.17.2 Format

This is a seven-digit number.

3.21.1.1.18 Line 15d – Federal Participation – Women Total

3.21.1.1.18.1 Origin of Data Element

This value is calculated by adding Federal Participation line 15a (Women Pregnant), line 15b (Women Breastfeeding) and line 15c (Women Postpartum). Only closeout months are reported.

3.21.1.1.18.2 Format

This is a seven-digit number.

3.21.1.1.19 Line 16 – Federal Participation – Infants

3.21.1.1.19.1 Origin of Data Element

This value is the count of WIC participants with a category of infant ('I' or 'F'). Participants are counted in each month that they were issued a food instrument. They are counted in one category total per month, based on their category on the last food instrument issued to them for the reported month. Only closeout months are reported.

3.21.1.1.19.2 Format

This is a seven-digit number.

3.21.1.1.20 Line 17 – Federal Participation – Children

3.21.1.1.20.1 Origin of Data Element

This value is the count of WIC participants with a category of child ('C'). Participants are counted in each month that they were issued a food instrument. They are counted in one category total per month, based on their category on the last food instrument issued to them for the reported month. Only closeout months are reported.

3.21.1.1.20.2 Format

This is a seven-digit number.

3.21.1.1.21 Line 18 – Federal Participation – Total

3.21.1.1.21.1 Origin of Data Element

This value is calculated by adding Federal Participation line 15d (Women Total), line 16 (Infants) and line 17 (Children). Only closeout months are reported.

3.21.1.1.21.2 Format

This is a seven-digit number.

3.21.1.1.22 Line 19 – Year-to-Date NSA Costs – Gross Outlays

3.21.1.1.22.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.22.2 Format

This is a nine-digit number.

3.21.1.1.23 Line 20 – Year-to-Date NSA Costs – Un-liquidated Obligations

3.21.1.1.23.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.23.2 Format

This is a nine-digit number.

3.21.1.1.24 Line 21 – Year-to-Date NSA Costs – Gross Outlays & Un-liquidated Obligations

3.21.1.1.24.1 Origin of Data Element

This value is calculated by adding Year-to-Date NSA costs line 19 (Gross Outlays) and line 20 (Un-liquidated Obligations).

3.21.1.1.24.2 Format

This is a nine-digit number.

3.21.1.1.25 Line 22 – Year-to-Date NSA Costs – Program Income

3.21.1.1.25.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.25.2 Format

This is a nine-digit number.

3.21.1.1.26 Line 23 – Year-to-Date NSA Costs – Post Payment Vendor Collections

3.21.1.1.26.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.26.2 Format

This is a nine-digit number.

3.21.1.1.27 Line 24 – Year-to-Date NSA Costs – Participant Collections

3.21.1.1.27.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.27.2 Format

This is a nine-digit number.

3.21.1.1.28 Line 25 – Year-to-Date NSA Costs – Other Credits

3.21.1.1.28.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.28.2 Format

This is a nine-digit number.

3.21.1.1.29 Line 26 – Year-to-Date NSA Costs – Net Federal Outlays & Un-liquidated

3.21.1.1.29.1 Origin of Data Element

This value is calculated by adding the following Year-to-Date NAS Cost lines.

- line 22 (Program Income)
- line 23 (Post Payment Vendor Collections)
- line 24 (Participant Collections)
- line 25 (Other Credits)

This total is then subtracted from line 21 (Gross Outlays & Un-liquidated Obligations).

3.21.1.1.29.2 Format

This is a nine-digit number.

3.21.1.1.30 Line 27 – Year-to-Date NSA Costs – Est. Future Month(s) Obligations

3.21.1.1.30.1 Origin of Data Element

The user manually enters this value.

3.21.1.1.30.2 Format

This is a nine-digit number.

3.21.1.1.31 Line 28 – Year-to-Date NSA Costs – Annual Net Federal Cost

3.21.1.1.31.1 Origin of Data Element

This value is calculated by adding Year-to-Date NSA Cost line 26 (Net Federal Outlays & Un-liquidated) and line 27 (Est. Future Month(s) Obligations).

3.21.1.1.31.2 Format

This is a nine-digit number.

3.21.1.2 Filter Criteria

3.21.1.2.1 Base of Data

Each cell in the spreadsheet has its own definition of how to collect the data.

3.21.1.3 Sort Order

Sort Order does not apply to this spreadsheet.

3.21.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.21.1.5 Grand Total

Grand totals do not apply to this spreadsheet.

3.21.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

	October	**November**	**December**	**January**	**February**	**March**	**April**
	Close	**30**	**Issue**	**+1**	**+2**	**+3**	**+4**
Food Obligation Estimates							
Line 1. Adjusted Gross Obligation	Actual Gross Redeemed + Breast Pump Total	Actual Redeemed – Original Estimate + Net remaining unredeemed + Breast Pump	Actual Redeemed – Original Estimate + Net remaining unredeemed + Breast Pump	Net Estimated	Net Estimated	Net Estimated	Net Estimated
Line 2. Estimated Rebate	Rebate Billed by Issue Mo (Total Actual Billed)	Net Estimated	Net Estimated	Net Estimated	Net Estimated	Net Estimated	Net Estimated
Line 3. Net Federal Obligations	Line 1 - Line 2	Line 1 - Line 2	Line 1 - Line 2	Line 1 - Line 2	Line 1 - Line 2	Line 1 - Line 2	Line 1 - Line 2
Actual Food Outlays							
Line 4. Gross Outlays	Actual Redeemed + Breast Pump + Warehouse Costs	Actual Redeemed + Breast Pump	Actual Redeemed + Breast Pump	Breast Pump	Breast Pump	Breast Pump	Breast Pump
Line 5. Unliquidated Obligations	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Line 6. Gross Outlays and Unliquidated Obligations	Line 4 + Line 5	Line 4 + Line 5	Line 4 + Line 5	Line 4 + Line 5	Line 4 + Line 5	Line 4 + Line 5	Line 4 + Line 5
Line 7. Rebates Billed	Rebate Billed by Issue Mo (Formula and Cereal)	N/A	N/A	N/A	N/A	N/A	N/A
Line 8. Program Income	Rebate Billed by Issue Mo (Juice)	N/A	N/A	N/A	N/A	N/A	N/A
Line 9. Post-Payment	Manual	Manual	Manual	Manual	Manual	Manual	Manual

	October	**November**	**December**	**January**	**February**	**March**	**April**
Vendor Collections	Entry	Entry	Entry	Entry	Entry	Entry	Entry
Line 10. Participant Collections	Manual Entry	Manual Entry	Manual Entry	Manual Entry	Manual Entry	Manual Entry	Manual Entry
Line 11. Other Credits	Rebate Billed by Issue Mo (Dairy)	N/A	N/A	N/A	N/A	N/A	N/A
Line 12. Net Federal Outlays and Unliquidated Obligations	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11	Line 6 – Line 7 – Line 8 – Line 9 – Line 10 – Line 11
Line 13. Month Closed Out (Y/N)	Y	N	N	N	N	N	N
Line 14. Annual Net Federal Cost	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3	If closed, Line 12, else Line 3
Federal Participation:							
15a. Women Pregnant	# with issued FI	# with issued FI	# with issued FI	N/A	N/A	N/A	N/A
15b. Women Breastfeeding	# with issued FI	# with issued FI	# with issued FI	N/A	N/A	N/A	N/A
15c. Women Postpartum	# with issued FI	# with issued FI	# with issued FI	N/A	N/A	N/A	N/A
15d. Total Women	Lines 15a through 15c	Lines 15a through 15c	Lines 15a through 15c	N/A	N/A	N/A	N/A
16. Infants	# with issued FI	# with issued FI	# with issued FI	N/A	N/A	N/A	N/A
17. Children	# with issued FI	# with issued FI	# with issued FI	N/A	N/A	N/A	N/A
18. Total	Lines 15d through 17	Lines 15d through 17	Lines 15d through 17	N/A	N/A	N/A	N/A

Year-to-Date NSA Costs	**YTD Total**

19. Gross Outlays	Manual Entry (Total Admin Costs – Program Income)
20. Un-liquidated Obligations	Manual Entry from Financials
21. Gross Outlays & Un-liquidated Obligations	Line 19 + Line 20
22. Program Income	Manual Entry from Financials
23. Post-payment Vendor Collections	Manual Entry (Fees & Penalties Collected from Vendor)
24. Participant Collections	Manual Entry (Fraudulent recoveries)
25. Other Credits	Manual Entry (Sale of assets, etc.)
26. Net Federal Outlays & Unliquidated	Line 21 – Line 22 – Line 23 – Line 24 – Line 25
27. Estimate of Future Month(s) Obligation	Manual Entry (Total Grant – Line 26)
28. Annual Net Federal Costs	Line 26 + Line 27

3.22 FNS-798 – Page 2 – Statement Spreadsheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

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WIC FINANCIAL MANAGEMENT AND PARTICIPATION REPORT Page 2

TRANSACTION	COST CATEGORY (A) FOOD	(B) NSA	(C) TOTAL
29. Formula Grant	3,591,999	9,628,227	12,211,616
30. Prior Year Spending Options.			
a. Spent forward from Prior Year		150,909	150,909
b. Backspend to Prior Year			0
31. Subtotal (29 plus 30)	3,591,999	9,756,598	12,347,925
32. Annual Net Federal Cost	3,158,542	9,847,447	11,345,989
33. Balance Before Application of Prepayment Vendor Collections (31 minus 32)	992,347	109,039	501,936
34. Prepayment Vendor Collections Applied to NSA			0
35. Balance Before Conversion (33 plus 34)	992,347	109,039	501,936
36. Conversion.			
a. Food to NSA	(45,984)	45,984	0
b. NSA to Food			0
37. Balance After Conversion (35 plus 36)	947,439	154,459	501,936
38. Current Year Spending Options.			
a. Spent forward to Following Year		(154,459)	(154,459)
b. Backspend from Following Year			0
39. Results of Report Year Program Operations (37 plus 38)	947,439	0	947,439
40. Preliminary Recoveries/Cash Transfers			
a. Preliminary Recoveries			0
b. Cash Transfers In (out)			0
c. Total Recoveries/Cash Transfers	0	0	0
41. Federal Funds to be Recovered (Returned) (39 plus 40c)	947,439	0	947,439

Explanatory Notes

42. Funds Spent for Breast Pumps			0
43. Portion of Spent forward to Following Year Attributable to Vendor Part. Collections		45,984	45,984

Remarks

Certification:

I certify to the best of my knowledge and belief that this report is correct and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.

Typed Name and Title of Certifying Officer

Signature

Telephone Number

FORM FNS-798 (05-2000)

3.22.1.1 Data Elements

Page two of the FNS-798 report includes columns of information for Food, NSA and Total. Unless otherwise noted the following definitions apply to both the Food and NSA columns. Unless otherwise noted, the definition for the Total column is the addition of the Food value and the NSA value for the line.

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.22.1.1.1 Line 29 – Formula Grant

3.22.1.1.1.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.1.2 Format

This is a nine-digit number.

3.22.1.1.2 Line 30a – Prior Year Spending – Spend Forward

3.22.1.1.2.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.2.2 Format

This is a nine-digit number.

3.22.1.1.3 Line 30b – Prior Year Spending – Back Spend

3.22.1.1.3.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.3.2 Format

This is a nine-digit number.

3.22.1.1.4 Line 31 – Prior Year Spending – Subtotal

3.22.1.1.4.1 Origin of Data Element

This value is calculated by adding line 29 (Formula Grant) plus line 30a (Prior Year Spending - Spend Forward) plus line 30b (Prior Year Spending – Back Spend).

3.22.1.1.4.2 Format

This is a nine-digit number.

3.22.1.1.5 Line 32 – Annual Net Federal Cost

3.22.1.1.5.1 Origin of Data Element

For the Food column, this value is the same as the value in line 14 of page 1 (Annual Net Federal Cost) for the reported month. For the NSA column, this value is the same as line 28 of page 1 (Annual Net Federal Cost).

3.22.1.1.5.2 Format

This is a nine-digit number.

3.22.1.1.6 Line 33 – Balance Before Application of Pre-payment Vendor Collections

3.22.1.1.6.1 Origin of Data Element

This value is calculated by subtracting line 32 (Annual Net Federal Cost) from line 31 (Prior Year Spending – Subtotal).

3.22.1.1.6.2 Format

This is a nine-digit number.

3.22.1.1.7 Line 34 – Pre-payment Vendor Collections Applied to NSA

3.22.1.1.7.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.7.2 Format

This is a nine-digit number.

3.22.1.1.8 Line 35 – Balance Before Conversion

3.22.1.1.8.1 Origin of Data Element

This value is calculated by adding line 33 (Balance Before Application of Pre-payment Vendor Collections) and line 34 (Pre-payment Vendor Collections Applied to NSA).

3.22.1.1.8.2 Format

This is a nine-digit number.

3.22.1.1.9 Line 36a – Conversion – Food to NSA

3.22.1.1.9.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.9.2 Format

This is a nine-digit number.

3.22.1.1.10 Line 36b – Conversion – NSA to Food

3.22.1.1.10.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.10.2 Format

This is a nine-digit number.

3.22.1.1.11 Line 37 – Balance After Conversion

3.22.1.1.11.1 Origin of Data Element

This value is calculated by adding line 35 (Balance Before Conversion) plus line 36a (Conversion Food to NSA) plus line 36b (Conversion NSA to Food).

3.22.1.1.11.2 Format

This is a nine-digit number.

3.22.1.1.12 Line 38a – Current Year Spending Options – Spend Forward

3.22.1.1.12.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.12.2 Format

This is a nine-digit number.

3.22.1.1.13 Line 38b – Current Year Spending Options – Back Spend

3.22.1.1.13.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.13.2 Format

This is a nine-digit number.

3.22.1.1.14 Line 39 – Results of Report Year Program Operations

3.22.1.1.14.1 Origin of Data Element

This value is calculated by adding line 37 (Balance After Conversion) plus line 38a (Current Year Spending Options – Spend Forward) plus line 37b(Current Year Spending Options – Back Spend).

3.22.1.1.14.2 Format

This is a nine-digit number.

3.22.1.1.15 Line 40a – Preliminary Recoveries/Cash Transfers – Preliminary Recoveries

3.22.1.1.15.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.15.2 Format

This is a nine-digit number.

3.22.1.1.16 Line 40b – Preliminary Recoveries/Cash Transfers – Cash Transfers In (Out)

3.22.1.1.16.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.16.2 Format

This is a nine-digit number.

3.22.1.1.17 Line 40c – Preliminary Recoveries/Cash Transfers – Total

3.22.1.1.17.1 Origin of Data Element

This value is calculated by adding Preliminary Recoveries/Cash Transfers line 40a (Preliminary Recoveries) and line 40b (Cash Transfers In (Out)).

3.22.1.1.17.2 Format

This is a nine-digit number.

3.22.1.1.18 Line 41 – Federal Funds to be Recovered

3.22.1.1.18.1 Origin of Data Element

This value is calculated by adding line 39 (Results of Report Year Program Operations) and line 40c (Preliminary Recoveries/Cash Transfers – Total).

3.22.1.1.18.2 Format

This is a nine-digit number.

3.22.1.1.19 Line 42a – Explanatory Notes – Funds Spent for Breast Pumps - Food

3.22.1.1.19.1 Origin of Data Element

This value is the total of the TotalReceived column of the BreastPumpReceived table by ReceivedDate. Months up to and including the requested months are calculated and include in the total. .

3.22.1.1.19.2 Format

This is a nine-digit number.

3.22.1.1.20 Line 42b – Explanatory Notes – Funds Spent for Breast Pumps - NSA

3.22.1.1.20.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.20.2 Format

This is a nine-digit number.

3.22.1.1.21 Line 43 – Explanatory Notes – Portion of Spend forward to Following Year Attributable to Vendor/Part. Collections

3.22.1.1.21.1 Origin of Data Element

The user manually enters this value.

3.22.1.1.21.2 Format

This is a nine-digit number.

3.22.1.1.22 Remarks

3.22.1.1.22.1 Origin of Data Element

The system will place the federal unduplicated migrant enrollment count in the Remarks cell in this format: "Federal Unduplicated Migrant Enrollment = 99,999".

This value is the count of WIC participants with a migrant status. Participants are counted in the first month of the federal fiscal year in which they were certified. Unduplicated means the participant is counted only once during the specified year type.

3.22.1.1.22.2 Format

This is a text value.

3.22.1.2 Filter Criteria

3.22.1.2.1 Base of Data

Each cell in the spreadsheet has its own definition of how to collect the data.

3.22.1.3 Sort Order

Sort Order does not apply to this spreadsheet.

3.22.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.22.1.5 Grand Total

Grand totals do not apply to this spreadsheet.

3.22.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

Transaction	**(A) Food**	**(B) NSA**	**(C) Total**
29. Formula Grant	Manual Entry - New Total (Federal WIC Food Funding) Grant Account (excluding rebates)	Manual Entry - New Total Federal WIC Admin Grant Account (Base and Supplemental and Allocation Adjustments)	Columns A + B
30. Prior Year Spending Options a. Spend-forward from Prior Year	N/A	Manual Entry - New Spend Forward Account	Columns A + B
b. Back-spend to Prior Year	Manual Entry - New Back-spend Account	Manual Entry - New Back-spend Account	Columns A + B
31. Subtotal	Line 29 + Line 30a + Line 30b	Line 29 + Line 30a + Line 30b	Line 29 + Line 30a + Line 30b
32. Annual Net Federal Cost	Line 14	Line 28	Columns A + B
33. Balance Before Application of Pre-payment Vendor Collections	Line 31 – Line 32	Line 31 – Line 32	Line 31 – Line 32
34. Pre-payment Vendor Collections Applied to NSA	Manual Entry - New Account that contains value of (Total Rejected + Reprocessed Presented – Reprocessed Authorized (inclusive of handling fee)) (Total Value of Rejected FIs and Reprocessed with Net Change $.00 and Reprocessing Fees for Force Pay and Full Value of Outstanding Unredeemed FIs)	Manual Entry - Reversal of Column A Value (Unexpected food funds to Admin. – Reduces food allotment available and increases the Admin. Allotment) This is the positive amount to the reduction on the food column to convert funds from food to administration.	Columns A + B (always zero value)

Transaction	**(A) Food**	**(B) NSA**	**(C) Total**
35. Balance Before Conversion	Line 33 + Line 34	Line 33 + Line 34	Line 33 + Line 34
36. Conversion: a. Food to NSA	Manual Entry - *** See Note	Manual Entry - Reversal of Column A	Columns A + B (always zero value)
b. NSA to Food	Manual Entry	Manual Entry	Columns A + B (always zero value)
37. Balance After Conversion	Line 35 + Line 36a + Line 36b	Line 35 + Line 36a + Line 36b	Line 35 + Line 36a + Line 36b
38. Current Year Spending Options: a. Spend-forward to Following Year	N/A	Manual Entry - New Financial Account - Current Year Spend Forward	Columns A + B
b. Back-spend from Following Year	Manual Entry - New Financial Account - Following Year Backspend	Manual Entry - New Financial Account - Following Year Backspend	Columns A + B
39. Results of Report Year Program Operations	Line 37 + Line 38a + Line 38b	Line 37 + Line 38a + Line 38b	Line 37 + Line 38a + Line 38b
40. Preliminary Recoveries/Cash Transfers a. Preliminary Recoveries	Manual Entry	Manual Entry	Columns A + B
b. Cash Transfers In (Out)	Manual Entry	Manual Entry	Columns A + B
c. Total Recoveries/Cash Transfers	Line 40a + Line 40b	Line 40a + Line 40b	Line 40a + Line 40b
41. Federal Funds to be Recovered (Restored)	Line 39 + Line 40c	Line 39 + Line 40c	Line 39 + Line 40c
Explanatory Notes:			
42. Funds Spent for Breast Pumps	Breast Pump Total	Manual Entry	Columns A + B
43. Portion of Spend-forward to Following Year Attributable to Vendor/Part. Collections	N/A	Manual Entry	Columns A + B

*** Note - Calculation of Food to NSA Conversion:

Two methods of Food to NSA Conversion:

- Formula Method: If Actual Participant Total > Annual Target → Amount Moved from Food to NSA = The lesser of (Actual Participant Total – (Administrative Grant per Person * 12 * Annual Target)) and Actual Overexpenditure of NSA Funds (Line 35b))
- Request Method: Manual Calculation (Note: This requires FNS approval)

3.23 FNS-798 – Page 3 – Obligations Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Food	4/25/2001												
7.8 FOOD OUTLAYS							U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE						
							WIC MONTHLY OBLIGATIONS WORKSHEET FOR MONTH ENDING AUGUST, 2001						
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
AUGUST	16												16
SEPTEMBER	48	21											69
OCTOBER	494,521	116											494,637
NOVEMBER	536,164	445,435	191										981,790
DECEMBER	31,112	566,638	534,425	407	151								1,132,733
JANUARY	36	17,841	428,486	581,913	131								1,028,407
FEBRUARY		462	19,634	475,766	451,160	292	7						947,321
MARCH		5	345	30,942	551,369	537,720	203						1,120,584
APRIL			13	582	17,728	431,716	494,374	48					944,461
MAY		25	205	99	223	28,807	520,994	463,168	329				1,013,850
JUNE				42	121	292	32,616	580,364	522,475	323	20		1,136,253
JULY						20	245	24,351	512,074	499,409	43	7	1,036,149
AUGUST								216	24,625	537,398	531,195	51	1,093,445
SEPTEMBER													0
OCTOBER													0
NOVEMBER													0
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
7.D TOTAL	1,061,897	1,030,543	983,299	1,089,751	1,020,883	998,847	1,048,439	1,068,147	1,059,503	1,037,130	531,218	58	10,929,715

3.23.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.23.1.1.1 Month Ending

3.23.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.23.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.23.1.1.2 Food Obligations - Issuance Months

3.23.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.23.1.1.2.2 Format

This is a ten-character value.

3.23.1.1.3 Food Obligations - Redemption Months

3.23.1.1.3.1 Origin of Data Element

This value is the month of redemption. These values vary and are the row headings. There will be a row for each month of redemption during the selected reporting period.

3.23.1.1.3.2 Format

This is a ten-character value.

3.23.1.1.4 Food Obligations - Dollars

3.23.1.1.4.1 Origin of Data Element

This value is the sum of the PaidAmount column of the FoodInstrument table for food instruments with one of the following selection criteria. The values are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The ParticipationDate is between the start of the federal fiscal year and the through accounting period, inclusive, and the PaidDate is greater than zero.

- The ParticipationDate is equal zero and the PaidDate is between the start of the federal fiscal year and the through accounting period, inclusive.

3.23.1.1.4.2 Format

This is a nine-digit value.

3.23.1.2 Filter Criteria

3.23.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The food instrument issuance date must be within the start of the selected federal fiscal year and the through accounting period.
- The food instrument must be redeemed.

3.23.1.3 Sort Order

3.23.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.23.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.23.1.5 Grand Total

Each column and row will be summarized.

3.23.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.24 FNS-798 – Page 4 – Formula Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Formula	4/25/2001												
7.B FOOD OUTLAYS						U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE WIC MONTHLY FORMULA REBATE WORKSHEET FOR MONTH ENDING AUGUST, 2001							
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
SEPTEMBER	19	20											39
OCTOBER	198,470	20											198,490
NOVEMBER	155,232	185,921	91										341,244
DECEMBER	46,696	160,495	201,870	207	80								409,348
JANUARY		3,721	130,129	202,153	110								336,113
FEBRUARY		60	3,199	133,304	178,120	148							314,831
MARCH			19	4,583	158,842	211,787	104						375,335
APRIL				40	2,645	124,328	170,913						297,926
MAY		21	88	45		5,062	158,026	179,859	41				343,142
JUNE				22	22	67	6,282	177,027	203,377	176			386,973
JULY							187	4,359	149,982	195,750			350,278
AUGUST								107	4,693	161,268	211,750	21	377,839
SEPTEMBER													0
OCTOBER													0
NOVEMBER													0
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
7.D TOTAL	400,417	350,258	335,396	340,354	339,819	341,392	335,512	361,352	358,093	357,194	211,750	21	3,731,558

3.24.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.24.1.1.1 Month Ending

3.24.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.24.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.24.1.1.2 Issuance Months

3.24.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.24.1.1.2.2 Format

This is a ten-character value.

3.24.1.1.3 Redemption Months

3.24.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.24.1.1.3.2 Format

This is a ten-character value.

3.24.1.1.4 Dollars

3.24.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "A" (formula), "G" (cereal) or "I" (Infant cereal).

3.24.1.1.4.2 Format

This is a nine-digit value.

3.24.1.2 Filter Criteria

3.24.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is on of the following values.
  - "A" (formula)
  - "G" (cereal)
  - "I" (Infant cereal)

3.24.1.3 Sort Order

3.24.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.24.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.24.1.5 Grand Total

Each column and row will be summarized.

3.24.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.25 FNS-798 – Page 5 – Milk Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

MIK	4/25/2001												
		U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE											
7.B FOOD OUTLAYS		WIC MONTHLY MILK REBATE WORKSHEET FOR MONTH ENDING AUGUST, 2001											
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
SEPTEMBER													0
OCTOBER													0
NOVEMBER													0
DECEMBER	477	7,498	5,026	2	1								13,004
JANUARY	1	369	8,436	6,579	3								15,388
FEBRUARY		4	395	8,256	5,675	4							14,334
MARCH			2	496	9,245	6,838	2						16,582
APRIL				3	280	7,116	5,208	1					12,608
MAY			2	1	1	436	6,741	4,035	1				11,217
JUNE				1	2	3	452	6,656	4,196	1			11,321
JULY							1	203	3,718	2,579			6,501
AUGUST								1	296	5,475	3,885		9,657
SEPTEMBER													0
OCTOBER													0
NOVEMBER													0
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
7.D TOTAL	478	7,871	13,861	15,337	15,207	14,397	12,404	10,906	8,211	8,055	3,885	0	110,612

3.25.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.25.1.1.1 Month Ending

3.25.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.25.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.25.1.1.2 Issuance Months

3.25.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.25.1.1.2.2 Format

This is a ten-character value.

3.25.1.1.3 Redemption Months

3.25.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.25.1.1.3.2 Format

This is a ten-character value.

3.25.1.1.4 Dollars

3.25.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "B" (milk and cheese).

3.25.1.1.4.2 Format

This is a nine-digit value.

3.25.1.2 Filter Criteria

3.25.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is "B" (milk and cheese)".

3.25.1.3 Sort Order

3.25.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.25.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.25.1.5 Grand Total

Each column and row will be summarized.

3.25.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.26 FNS-798 – Page 6 – Infant Juice Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Formula 12/16/2005	U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE												
7.B FOOD OUTLAYS	WIC MONTHLY INFANT JUICE REBATE WORKSHEET FOR MONTH ENDING OCTOBER 2005												
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
													0
JULY													0
AUGUST													0
SEPTEMBER													0
OCTOBER	7,975												7,975
NOVEMBER	3,592	5,701											9,293
DECEMBER	18	5,487	6,820										12,325
JANUARY		71	4,443	6,819									11,333
FEBRUARY			125	4,503	6,068								10,696
MARCH				99	3,099	7,474							10,672
APRIL					87	4,314	7,100						11,501
MAY						121	4,684	6,170					10,975
JUNE							88	5,763	7,344				13,195
JULY								16	4,809	6,750			11,575
AUGUST									101	4,869	7,798		12,768
SEPTEMBER										50	4,022	7,448	11,520
OCTOBER											37	3,955	3,992
NOVEMBER												59	59
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
APRIL													0
MAY													0
JUNE													0
													0
7.D TOTAL	11,585	11,259	11,388	11,421	9,254	11,909	11,872	11,949	12,254	11,669	11,857	11,462	137,879

3.26.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.26.1.1.1 Month Ending

3.26.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.26.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.26.1.1.2 Issuance Months

3.26.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.26.1.1.2.2 Format

This is a ten-character value.

3.26.1.1.3 Redemption Months

3.26.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.26.1.1.3.2 Format

This is a ten-character value.

3.26.1.1.4 Dollars

3.26.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "K" (Infant juice).

3.26.1.1.4.2 Format

This is a nine-digit value.

3.26.1.2 Filter Criteria

3.26.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is on of the following values.
  - "K" (Infant juice)

3.26.1.3 Sort Order

3.26.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.26.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.26.1.5 Grand Total

Each column and row will be summarized.

3.26.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.27 FNS-798 – Page 7 – Infant Cereal Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Formula 12/16/2005	U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE												
7.B FOOD OUTLAYS	WIC MONTHLY INFANT CEREAL REBATE WORKSHEET FOR MONTH ENDING OCTOBER 2005												
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
													0
JULY													0
AUGUST													0
SEPTEMBER													0
OCTOBER													0
NOVEMBER	3,469												3,469
DECEMBER	1,592	4,503											6,095
JANUARY	12	1,487	3,099										4,598
FEBRUARY		17	1,443	4,443									5,903
MARCH			22	1,503	4,314								5,839
APRIL				18	1,099	4,337							5,454
MAY					13	2,010	3,107						5,130
JUNE						31	1,684	3,909					5,624
JULY							15	2,763	4,344				7,122
AUGUST								14	2,809	3,750			6,573
SEPTEMBER									24	3,869	3,798		7,691
OCTOBER										19	3,022	3,448	6,489
NOVEMBER											23	3,955	3,978
DECEMBER												12	12
JANUARY													0
FEBRUARY													0
MARCH													0
APRIL													0
MAY													0
JUNE													0
													0
7.D TOTAL	5,073	6,007	4,564	5,964	5,426	6,378	4,806	6,686	7,177	7,638	6,843	7,415	73,977

3.27.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.27.1.1.1 Month Ending

3.27.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.27.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.27.1.1.2 Issuance Months

3.27.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.27.1.1.2.2 Format

This is a ten-character value.

3.27.1.1.3 Redemption Months

3.27.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.27.1.1.3.2 Format

This is a ten-character value.

3.27.1.1.4 Dollars

3.27.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "I" (Infant cereal).

3.27.1.1.4.2 Format

This is a nine-digit value.

3.27.1.2 Filter Criteria

3.27.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is on of the following values.
  - "I" (Infant cereal)

3.27.1.3 Sort Order

3.27.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.27.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.27.1.5 Grand Total

Each column and row will be summarized.

3.27.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.28 FNS-798 – Page 8 – Juice Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Formula 12/16/2005	U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE												
7.B FOOD OUTLAYS	WIC MONTHLY JUICE REBATE WORKSHEET FOR MONTH ENDING OCTOBER 2005												
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
													0
JULY													0
AUGUST													0
SEPTEMBER													0
OCTOBER	8,797												8,797
NOVEMBER	3,782	9,701											13,483
DECEMBER	24	3,578	8,724										12,326
JANUARY		16	4,503	7,914									12,433
FEBRUARY			18	3,991	6,068								10,077
MARCH				19	3,099	7,474							10,592
APRIL					28	4,314	6,170						10,512
MAY						21	5,763	6,170					11,954
JUNE							16	5,763	7,344				13,123
JULY								32	4,809	6,750			11,591
AUGUST									19	4,869	7,688		12,576
SEPTEMBER										38	3,904	8,335	12,277
OCTOBER											15	4,170	4,185
NOVEMBER												17	17
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
APRIL													0
MAY													0
JUNE													0
													0
7.D TOTAL	12,603	13,295	13,245	11,924	9,195	11,809	11,949	11,965	12,172	11,657	11,607	12,522	143,943

3.28.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.28.1.1.1 Month Ending

3.28.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.28.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.28.1.1.2 Issuance Months

3.28.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.28.1.1.2.2 Format

This is a ten-character value.

3.28.1.1.3 Redemption Months

3.28.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.28.1.1.3.2 Format

This is a ten-character value.

3.28.1.1.4 Dollars

3.28.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "F" (Juice).

3.28.1.1.4.2 Format

This is a nine-digit value.

3.28.1.2 Filter Criteria

3.28.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is on of the following values.
  - "F" (juice)

3.28.1.3 Sort Order

3.28.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.28.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.28.1.5 Grand Total

Each column and row will be summarized.

3.28.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.29 FNS-798 – Page 9 – Cereal Rebate Worksheet (Output)

The user may generate the FNS-798 Report from the Generate FNS-798 Statement Dialog. All worksheets within the spreadsheet are generated.

Formula 12/16/2005	U.S. DEPARTMENT OF AGRICULTURE - FOOD AND NUTRITION SERVICE												
7.B FOOD OUTLAYS	WIC MONTHLY CEREAL REBATE WORKSHEET FOR MONTH ENDING OCTOBER 2005												
FOOD OBLIGATIONS	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	YTD TOTAL
													0
JULY													0
AUGUST													0
SEPTEMBER													0
OCTOBER	8,797												8,797
NOVEMBER	4,673	9,701											14,374
DECEMBER		3,578	8,724										12,302
JANUARY			4,503	7,914									12,417
FEBRUARY				5,175	6,068								11,243
MARCH					3,099	7,474							10,573
APRIL						4,314	6,170						10,484
MAY							5,763	6,170					11,933
JUNE								5,763	7,344				13,107
JULY									4,809	6,750			11,559
AUGUST										4,869	7,688		12,557
SEPTEMBER											3,904	8,335	12,239
OCTOBER												4,170	4,170
NOVEMBER													0
DECEMBER													0
JANUARY													0
FEBRUARY													0
MARCH													0
APRIL													0
MAY													0
JUNE													0
													0
7.D TOTAL	13,470	13,279	13,227	13,089	9,167	11,788	11,933	11,933	12,153	11,619	11,592	12,505	145,755

3.29.1.1 Data Elements

Selected cells are populated for the start of the spreadsheet. The user may update cells as needed. The spreadsheet is as of the day the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.29.1.1.1 Month Ending

3.29.1.1.1.1 Origin of Data Element

This value is the month and federal fiscal year selected when the report is generated.

3.29.1.1.1.2 Format

This is a fifty-character value formatted with Month Name and Year.

3.29.1.1.2 Issuance Months

3.29.1.1.2.1 Origin of Data Element

This value is the months of the federal fiscal year. The columns represent months of issuance. The column headings are static.

3.29.1.1.2.2 Format

This is a ten-character value.

3.29.1.1.3 Redemption Months

3.29.1.1.3.1 Origin of Data Element

This value is the month of redemption and the month that the rebate is billed. These values vary and are the row headings. There will be a row for each month of redemption/billing during the selected reporting period.

3.29.1.1.3.2 Format

This is a ten-character value.

3.29.1.1.4 Dollars

3.29.1.1.4.1 Origin of Data Element

This value is the sum of the rebates billed for the redemption/issuance month. The RebatePerUnit and Units columns from the RebateInvoiceItem table are multiplied for months that meet the following selections criteria. The product of the rows are summarized by issuance month and redemption month and placed in the appropriate spreadsheet cell.

- The issue year and month of the RebateInvoiceItem is between the start of the federal fiscal year and the through accounting period, inclusive.
- These products have a base food category value of "G" (cereal).

3.29.1.1.4.2 Format

This is a nine-digit value.

3.29.1.2 Filter Criteria

3.29.1.2.1 Base of Data

The spreadsheet is based on the following selection criteria.

- The rebate product was issued for months within the start of the selected federal fiscal year and the through accounting period.
- The base food category value is on of the following values.
  - "G" (cereal)

3.29.1.3 Sort Order

3.29.1.3.1 Redemption Month

Rows on this spreadsheet will be sorted by redemption month.

3.29.1.4 Control Breaks

Control breaks do not apply to this spreadsheet.

3.29.1.5 Grand Total

Each column and row will be summarized.

3.29.1.6 Frequency and Distribution

This spreadsheet can be generated on demand.

3.30 Generate Fund Budget Spreadsheet

When this option is selected, the system will display the Generate Fund Budget Spreadsheet dialog.

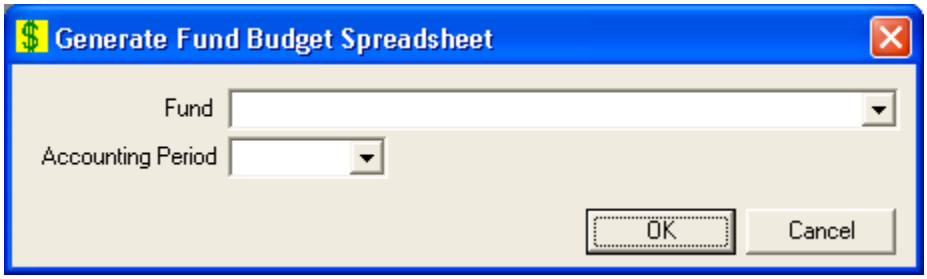


Figure 11 – Generate Fund Budget Spreadsheet Dialog

3.30.1 Controls

3.30.1.1 Fund Dropdown

This control allows the user to select the fund for this Fund Budget Spreadsheet.

3.30.1.1.1 Characteristics

The control will be enabled when the Generate Fund Budget Spreadsheet dialog is active. It will be filled with all the active non-food funds in the fund table sorted in ascending alphabetical order. It will default to blank.

3.30.1.1.2 Edits

If the fund is not selected the system will present a critical error message that states, "A selection is required in the Fund."

3.30.1.2 Accounting Period Dropdown List

This control allows the user to select the accounting period for the Fund Budget Spreadsheet. Each journal transaction posted to the system is assigned an accounting period code (fiscal year and month).

3.30.1.2.1 Characteristics

The control will be enabled when the Generate Journal by Source dialog is active. It will default to blank. It will be filled with all the accounting periods in the accounting period table sorted in descending chronological (CCYYMM) order by accounting period.

3.30.1.2.2 Edits

If the accounting period is not selected the system will present a critical error message that states, "A selection is required in the Accounting Period."

3.30.1.3 OK Button

This control allows the user to print the Fund Budget Spreadsheet specified by the accounting.

3.30.1.3.1 Characteristics

The control will be enabled when the Generate Fund Budget Spreadsheet dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.30.1.3.2 Edits

There are currently no edits defined for this control.

3.30.1.4 Cancel Button

This control allows the user to exit the Generate Fund Budget Spreadsheet dialog.

3.30.1.4.1 Characteristics

The control will be enabled when the Generate Fund Budget Spreadsheet dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.30.1.4.2 Edits

There are currently no edits defined for this control.

3.30.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Fund Budget Spreadsheet dialog.

3.30.2.1 OK

Upon selection of the OK button, the system will launch Excel and dismiss the Generate Fund Budget Spreadsheet dialog and return to the Reports dialog. The date & time stamp will be appended to the file name to prevent overwrites.

3.30.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Fund Budget Spreadsheet dialog and return to the Reports dialog.

3.31 Fund Budget Worksheet (Output)

The user may generate the Fund Budget Worksheet from the Generate Fund Budget Worksheet Dialog. It provides information similar to what is reported on a Flexible Budget Performance Report. Only journal entries allocated to the specified Budget Operating Codes are included.

A PostPeriodInd flag on the JournalEntry table will indicate post period charges. Actual postings incurred for September and posted in subsequent months will be adjusted to have an accounting period of September. The PostPeriodInd flag on the JournalEntry table will be set to "Y" for these transactions.

The Post Period column will be a hidden column that is merged into the last federal month. It will be placed after the September column. The data derived for the September column will include journal transactions that have a September accounting period. The data derived for the Post Period column will include journal transactions that have a September accounting period and a PostPeriodInd value of "Y".

Travel and Extra Hours and Total Local Agency will be hidden rows.

WIC BUDGET WORKSHEET - FY2001
OPERATING ACCOUNT

ITEM	ACCT NUM	BUDGET	Oct-00	Nov-00	Dec-00	Jan-01	Feb-01	Mar-01	Apr-01	May-01	Jun-01	Jul-01	Aug-01	Sep-01	TOTAL TO DATE	PROJECTED	TOTAL PROJECTED	% OF BUDGET	SURPLUS/ DEF. BUDGET
SALARIES/PAYROLL	210-0	666,666	26,[illegible]5	[illegible]9,918	[illegible]18,[illegible]18										[illegible]89,161	76,666	559,161	91.1%	[illegible]6,699
FRINGE BENEFITS	210-00	156,666	16,619	17,[illegible]1	115,796										1[illegible]1,956	16,666	171,956	91.1%	16,966
OPP/OTHER	261	25,666	2,[illegible]6	6	11,276										15,722	9,278	25,666	166.6%	6
SPR/OTHER	267	175,666	6	6	99,269										99,269	38,[illegible]66	137,669	78.6%	37,191
SPECIAL CLIENTERN	266	2,666	6	6	176										176	2,216	2,666	166.6%	6
OTHER/VENDOR MONITORY	269	666	6	6	6[illegible]1										6[illegible]1	2,666	1,[illegible]1	573.5%	1,[illegible]6
OTHER/VENDOR MONITORY	2666	6	6	6	57										57	6	57	66%	157
POSTAGE	121	9,666	561	6	[illegible],267										[illegible],768	[illegible],292	9,666	166.6%	6
OFFICE EXPENSE	123	7,666	7[illegible]	[illegible]57	1,778										[illegible],169	2,692	7,661	166.6%	16
DUES/SUBSCRIPTIONS	12[illegible]	1,266	6	[illegible]6	651										651	167	1,266	166.6%	6
TELEPHONE	122,127	15,666	1,126	1,176	9,569										12,869	2,[illegible]1	15,666	166.6%	6
PRINTING(IDOH)	131	[illegible]6,666	12,679	6	12,915										[illegible]5,59[illegible]	5,666	56,59[illegible]	126.5%	116,59[illegible]
PRINTING(OUTSIDE)	131	26,666	6	125	8,579										8,5[illegible]	11,696	26,666	166.6%	6
ADVERTISING	132	2,666	6	6	[illegible],971										[illegible],971	6	[illegible],971	2[illegible].7%	12,971
TRAVEL	1[illegible]1	16,666	118	766	8,1[illegible]8										9,166	81[illegible]	16,666	166.6%	6
AUTO MAINT.	151	2,566	167	226	686										1,611	1,[illegible]67	2,566	166.6%	6
REPAIRS	161	2,566	6	6	6										6	2,566	2,566	166.6%	6
EQUIPMENT RENTAL/STORAGE	181-182	2,266	6	6	1,268										1,268	992	2,266	166.6%	6
OTHER	2666	2,566	6	1,661	6										1,661	1,[illegible]99	2,566	166.6%	6
EDUCATIONAL SUPPLIES	412	5,666	6	6	16,882										16,882	566	11,382	227.6%	6,382
MEDICAL SUPPLIES/EQUIP.	41[illegible]	16,666	6	119	6,975										7,[illegible]9[illegible]	22,766	16,666	166.6%	6
EDP	418	15,666	6	1,661	8,687										9,696	5,916	15,666	166.6%	6
STAFF EDUCATION	[illegible]1	7,166	66	6[illegible]	116										87[illegible]	6,[illegible]26	7,166	166.6%	6
COMPUTER SUPPLIES	[illegible]2	5,666	166	6	1,729										[illegible],629	971	5,666	166.6%	6
ORACLE	[illegible]5	11,625	6	11,625	11,625										23,256	6	23,256	266.6%	111,625
BANK CHARGES	[illegible]66	86,666	1[illegible],966	6	5[illegible],6[illegible]5										69,625	2[illegible],966	91,625	117.6%	113,625
F.H. DEVELOPMENT	[illegible]66	2,662	6	6	661										661	2,611	2,662	166.6%	6
OTHER	[illegible]66	5,666	6	6	11,567										11,567	6,567	5,666	166.6%	6
HISCHOLARSHIPS	[illegible]6	6	18,72[illegible]	6	15,678										51,862	5,666	58,862	66%	68,862
AUDIT	[illegible]69	12,666	1,861	697	11,[illegible]96										1[illegible],566	12,566	12,666	166.6%	6
RETIREES	[illegible]96	6	6	6	6										6	6	6	66%	6
OTHER	[illegible]666,666	1,666	6	6	[illegible]6										[illegible]6	966	1,666	166.6%	6
AUTO PURCHASE	151	21,666	6	6	6										6	21,666	21,666	166.6%	6
COMPUTER EQUIPMENT	654-666	5,666	6	6	6										6	5,666	5,666	166.6%	6
INDIRECT COSTS (15.2%)	896	166,666	6	6	6										6	166,666	166,666	166.6%	6
TOTAL STATE		1,[illegible]69,687	8[illegible],966	85,226	86[illegible],918	6	6	6	6	6	6	6	6	6	1,615,11[illegible]	[illegible]6,611	1,[illegible]1,[illegible]7	166.6%	112,268
LOCAL AGENCY																			
OPERATING	596	2,[illegible]66,666	[illegible]66,675	6	1,117,668										1,722,161	596,666	2,112,161	96.1%	87,817
TRAVEL															6		6		6
EXTRA HOURS															6		6		6
TOTAL LOCAL AGENCY		2,[illegible]66,666	[illegible]66,675	6	1,117,668	6	6	6	6	6	6	6	6	6	1,722,161	596,666	2,112,161	96.1%	87,817
TOTAL ADMINISTRATION		3,[illegible]69,687	[illegible]96,611	85,226	2,182,626	6	6	6	6	6	6	6	6	6	3,757,277	1,616,611	3,7[illegible],116	98.6%	75,577

12,266 12,266

3.31.1.1 Data Elements

Selected cells are populated to initially generate the spreadsheet. The user may update cells as needed. The spreadsheet is as of the date/time stamp the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.31.1.1.1 Fiscal Year

3.31.1.1.1.1 Origin of Data Element

The user supplies this value when the report is submitted.

3.31.1.1.1.2 Format

This is formatted as CCYY.

3.31.1.1.2 Fund

3.31.1.1.2.1 Origin of Data Element

The user supplies this value when the report is submitted.

3.31.1.1.2.2 Format

This is a fifty-character value.

3.31.1.1.3 Item (column)

3.31.1.1.3.1 Origin of Data Element

This value is part of the spreadsheet definition.

3.31.1.1.3.2 Format

This is a fifty-character value.

3.31.1.1.4 Account Number (column)

3.31.1.1.4.1 Origin of Data Element

This value is the account number(s) that represent the item description and is part of the spreadsheet definition. This column is a hidden column. The column can be expanded and maintained by the user.

3.31.1.1.4.2 Format

This is a nine-digit number.

3.31.1.1.5 Budget (column)

3.31.1.1.5.1 Origin of Data Element

This value is the sum budgeted award for Federal WIC program NSA funds for the federal fiscal year. It is the total of the TranAmt column of the JournalEntry table for budget journal entry transactions for the selected fund and item for the federal fiscal year.

3.31.1.1.5.2 Format

This is a nine-digit number.

3.31.1.1.6 Actual Expenditure by Month (column)

3.31.1.1.6.1 Origin of Data Element

This value is the sum of the actual expense for each accounting period for Federal WIC program NSA funds for the federal fiscal year. It is the total of the TranAmt column of the JournalEntry table for actual expense journal entry transactions for the selected fund and item for the accounting period.

3.31.1.1.6.2 Format

This is a nine-digit number.

3.31.1.1.7 Post Period - Actual Expenditure by Month (column)

3.31.1.1.7.1 Origin of Data Element

This value is sum of the actual expense for the last accounting period for Federal WIC program nutrition services/administration funds for the federal fiscal year with a transaction date later than the last accounting month. This is the total of the TranAmt column for September journal entries with a PostPeriodInd column valued with “Y”. This column is a hidden column.

3.31.1.1.7.2 Format

This is a nine-digit number.

3.31.1.1.8 Total To Date (column)

3.31.1.1.8.1 Origin of Data Element

This value is the sum of the actual expenditures for all months for Federal WIC program nutrition services/administration funds for the federal fiscal year. The Post Period (hidden) column is not included.

3.31.1.1.8.2 Format

This is a nine-digit number.

3.31.1.1.9 Projected (column)

3.31.1.1.9.1 Origin of Data Element

This value is the result of the Budget amount minus the Total To Date amount. It may be manually overridden by typing an adjusted value into the spreadsheet after it is generated.

This value is the projected amount for the accounts for the Federal WIC program nutrition services/administration funds for the federal fiscal year (Budget Variance).

3.31.1.1.9.2 Format

This is a nine-digit number.

3.31.1.1.10 Total Projected (column)

3.31.1.1.10.1 Origin of Data Element

This value is the sum of the Total To Date plus Projected.

3.31.1.1.10.2 Format

This is a nine-digit number.

3.31.1.1.11 Percent of Budget (column)

3.31.1.1.11.1 Origin of Data Element

This value is the result of Total Projected divided by Budget. The result is then multiplied by 100 and rounded to the nearest tenth.

3.31.1.1.11.2 Format

This is a three-digit number plus one decimal point.

3.31.1.1.12 Surplus/Deficit Budget (column)

3.31.1.1.12.1 Origin of Data Element

This value is the result of the Budget minus Total Projected.

3.31.1.1.12.2 Format

This is a nine-digit number.

3.31.1.1.13 Total State (row)

3.31.1.1.13.1 Origin of Data Element

This value is the sum of the columns from Budget through Surplus/Deficit Budget. Percent of Budget for this row is recalculated using values from this row.

3.31.1.1.13.2 Format

The format follows the same definition as defined the columns.

3.31.1.1.14 Local Agency rows

3.31.1.1.14.1 Origin of Data Element

These values are generated the same manner as the above values.

3.31.1.1.14.2 Format

The format follows the same definition as defined the columns.

3.31.1.1.15 Total Local Agency (row)

3.31.1.1.15.1 Origin of Data Element

The Total Local Agency row will be hidden in the spreadsheet. This value is the sum of the columns for local agency expenditures from Budget through Surplus/Deficit Budget. Percent of Budget for this row is recalculated using values from this row.

3.31.1.1.15.2 Format

The format follows the same definition as defined the columns.

3.31.1.1.16 Total Administration (row)

3.31.1.1.16.1 Origin of Data Element

This value is the sum of the rows for Total State and Total Local Agency columns from Budget through Surplus/Deficit. Percent of Budget for this row is recalculated using values from this row.

3.31.1.1.16.2 Format

The format follows the same definition as defined the columns.

3.31.1.2 Filter Criteria

3.31.1.2.1 Base of Data

The report will include all budget and actual journal entries for the selected fund with an accounting period date that falls between the period beginning and the report's ending accounting period selected by the user.

3.31.1.3 Sort Order

3.31.1.3.1 Statement Page Number

This spreadsheet will be sorted by the StmtPageNbr column of the StatementLineAccount table. The statement page number controls which page within the spreadsheet the item detail is printed.

3.31.1.3.2 Statement Row ID

This spreadsheet will be sorted by StmtRowID within StmtPageNbr of the StatementLineAccount table. The statement row ID controls the sequence that the items are listed within the page.

3.31.1.4 Control Breaks

Control breaks have not been defined for this spreadsheet.

3.31.1.5 Grand Total - Total Administration

Totals will be calculated.

3.31.1.6 Frequency and Distribution

This spreadsheet can be generated on demand at any time.

3.32 Generate Financial Accounts List Report

When this report is selected, the system will display the Generate Financial Accounts List Report dialog to select criteria for printing a list of financial accounts.

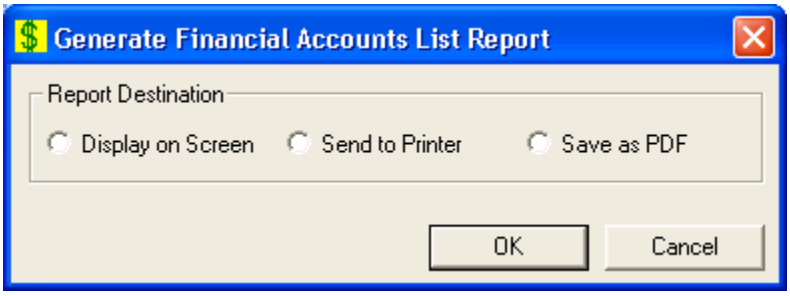


Figure 12 – Generate Financial Accounts List Report Dialog

3.32.1 Controls

3.32.1.1 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.32.1.1.1 Characteristics

The control will be enabled when the Generate Financial Accounts List Report dialog is active. It will default to Display on Screen.

3.32.1.1.2 Edits

There are currently no edits defined for this control.

3.32.1.2 OK Button

This control allows the user to print the report.

3.32.1.2.1 Characteristics

The control will be enabled when the Generate Financial Accounts List Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.32.1.2.2 Edits

There are currently no edits defined for this control.

3.32.1.3 Cancel Button

This control allows the user to exit the Generate Financial Accounts List Report dialog.

3.32.1.3.1 Characteristics

The control will be enabled when the Generate Financial Accounts List Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.32.1.3.2 Edits

There are currently no edits defined for this control.

3.32.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Financial Accounts List Report dialog.

3.32.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Financial Accounts List Report dialog and return to the Reports dialog.

3.32.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Financial Accounts List Report dialog and return to the Reports dialog.

3.33 Financial Accounts List (Output) FIN011

The user may generate the Financial Accounts List from the Generate Financial Accounts List Dialog.

```
FIN011
                    <STATE NAME DEPARTMENT OF HEALTH>                      RUN DATE XX/XX/XXXX
                         FINANCIAL ACCOUNTS LIST                           RUN TIME XX:XX:XX
                                                                           PAGE:    XXX
  FINANCIAL          FINANCIAL
  ACCOUNT CODE       ACCOUNT NAME
-----------------------------------------------------------------------------------------------
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  XXXXXXXXX          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

                *** END OF REPORT ***
```

3.33.1.1 Data Elements

3.33.1.1.1 Financial Account Code

3.33.1.1.1.1 Origin of Data Element

This value comes from the FinAcctCd column of the FinancialAccount table.

3.33.1.1.1.2 Format

This is a nine-digit number.

3.33.1.1.2 Financial Account Name

3.33.1.1.2.1 Origin of Data Element

This value comes from the FinAcctName column of the FinancialAccount table.

3.33.1.1.2.2 Format

This is a fifty-character value.

3.33.1.2 Filter Criteria

3.33.1.2.1 Base of Data

The report lists all financial account codes.

3.33.1.3 Sort Order

3.33.1.3.1 Financial Account Code

Financial account code will sort this report.

3.33.1.4 Control Breaks

Control breaks have not been defined for this report.

3.33.1.5 Grand Total

Grand totals have not been defined for this report.

3.33.1.6 Frequency and Distribution

This report can be generated on demand.

3.34 Generate Natural Accounts List Report

When this report is selected, the system will display the Generate Natural Accounts List Report dialog to select criteria for printing a list of financial accounts.

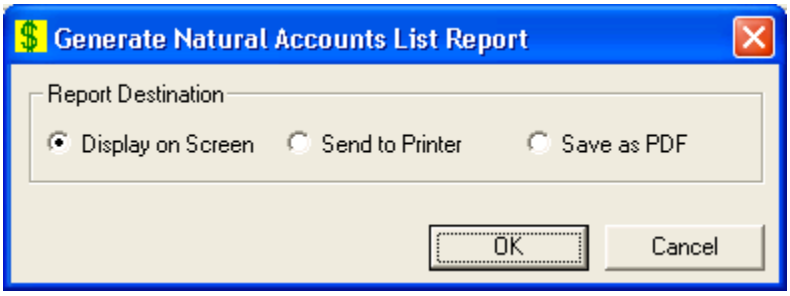


Figure 13 – Generate Natural Accounts List Report Dialog

3.34.1 Controls

3.34.1.1 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.34.1.1.1 Characteristics

The control will be enabled when the Generate Natural Accounts List Report dialog is active. It will default to Display on Screen.

3.34.1.1.2 Edits

There are currently no edits defined for this control.

3.34.1.2 OK Button

This control allows the user to print the report.

3.34.1.2.1 Characteristics

The control will be enabled when the Generate Natural Accounts List Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.34.1.2.2 Edits

There are currently no edits defined for this control.

3.34.1.3 Cancel Button

This control allows the user to exit the Generate Natural Accounts List Report dialog.

3.34.1.3.1 Characteristics

The control will be enabled when the Generate Natural Accounts List Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.34.1.3.2 Edits

There are currently no edits defined for this control.

3.34.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Natural Accounts List Report dialog.

3.34.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Natural Accounts List Report dialog and return to the Reports dialog.

3.34.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Natural Accounts List Report dialog and return to the Reports dialog.

3.35 Natural Accounts List (Output) FIN012

The user may generate the Natural Accounts List from the Generate Natural Accounts List Dialog.

FIN012

<STATE NAME DEPARTMENT OF HEALTH>
NATURAL ACCOUNTS LIST

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

NATURAL ACCOUNT CODE	NATURAL ACCOUNT NAME	NORMAL ACCOUNT BALANCE CODE	FINANCIAL ACCOUNT TYPE CODE	AGENCY REQ'D IND.	MANDATORY ACCOUNT IND.
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X	X	X	X

*** END OF REPORT ***

3.35.1.1 Data Elements

3.35.1.1.1 Natural Account Code

3.35.1.1.1.1 Origin of Data Element

This value comes from the NaturalAcctCd column of the NaturalAccount table.

3.35.1.1.1.2 Format

This is a six-digit number.

3.35.1.1.2 Natural Account Name

3.35.1.1.2.1 Origin of Data Element

This value comes from the NaturalAcctName column of the NaturalAccount table.

3.35.1.1.2.2 Format

This is a fifty-character value.

3.35.1.1.3 Normal Account Balance Code

3.35.1.1.3.1 Origin of Data Element

This value comes from the NormalAcctBalCd column of the NaturalAccount table.

3.35.1.1.3.2 Format

This is a one-character value.

3.35.1.1.4 Financial Account Type Code

3.35.1.1.4.1 Origin of Data Element

This value comes from the FinAcctTypeCd column of the NaturalAccount table.

3.35.1.1.4.2 Format

This is a one-character value.

3.35.1.1.5 Agency Req'd Ind.

3.35.1.1.5.1 Origin of Data Element

This value comes from the AgencyReqdInd column of the NaturalAccount table.

3.35.1.1.5.2 Format

This is a one-character value.

3.35.1.1.6 Mandatory Account Ind.

3.35.1.1.6.1 Origin of Data Element

This value comes from the MandatoryAcctInd column of the NaturalAccount table.

3.35.1.1.6.2 Format

This is a one-character value.

3.35.1.2 Filter Criteria

3.35.1.2.1 Base of Data

The report lists all natural account codes.

3.35.1.3 Sort Order

3.35.1.3.1 Natural Account Code

Natural account code will sort this report.

3.35.1.4 Control Breaks

Control breaks have not been defined for this report.

3.35.1.5 Grand Total

Grand totals have not been defined for this report.

3.35.1.6 Frequency and Distribution

This report can be generated on demand.

3.36 Generate Fund Management Summary

When this option is selected, the system will display the Generate Fund Management Summary Report dialog to print the Fund Management Summary report.

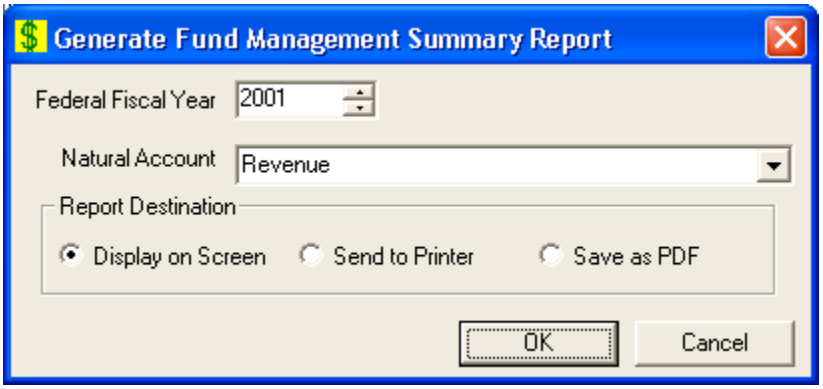


Figure 14 – Generate Fund Management Summary Report Dialog

3.36.1 Controls

3.36.1.1 Federal Fiscal Year Spin Control

This control allows the user to select the federal fiscal year.

3.36.1.1.1 Characteristics

The control will be enabled when the Generate Fund Management Summary Report dialog is active. It will be filled with the two recent federal fiscal years, current and previous. It will default to previous.

3.36.1.1.2 Edits

If the year is not selected the system will present a critical error message that states, "A selection is required in the Fiscal Year."

3.36.1.2 Natural Account Dropdown List

This control allows the user to select one natural account. Each journal transaction posted to the system is assigned a natural account number.

3.36.1.2.1 Characteristics

The control will be enabled when the Generate Fund Management Summary Report dialog is active. It will be filled with all the accounts (account code - description) in the natural accounts table sorted in ascending order by natural account code. It will default to blank.

3.36.1.2.2 Edits

If a natural account is not selected, the system will present a critical error message that states, "A selection is required in the Natural Account."

3.36.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.36.1.3.1 Characteristics

The control will be enabled when the Generate Fund Management Summary Report dialog is active. It will default to Display on Screen.

3.36.1.3.2 Edits

There are currently no edits defined for this control.

3.36.1.4 OK Button

This control allows the user to print the Fund Management Summary Report for the specified federal fiscal year and natural account.

3.36.1.4.1 Characteristics

The control will be enabled when the Generate Fund Management Summary Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.36.1.4.2 Edits

There are currently no edits defined for this control.

3.36.1.5 Cancel Button

This control allows the user to exit the Generate Fund Management Summary Report dialog.

3.36.1.5.1 Characteristics

The control will be enabled when the Generate Fund Management Summary Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.36.1.5.2 Edits

There are currently no edits defined for this control.

3.36.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Fund Management Summary Report dialog.

3.36.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Fund Management Summary Report dialog and return to the Financial Administration Window.

3.36.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Fund Management Summary Report dialog and return to the Financial Administration Window.

3.37 Fund Management Summary Report (Output) FIN013

The user may generate the Fund Management Summary Report from the Generate Fund Management Summary Report Dialog. Only journal entries allocated to the specified Budget Accounts are included. It summarizes funding information by fund classifications.

The user may generate the Fund Management Summary Report from the Generate Fund Management Summary Report Dialog. Only journal entries allocated to the specified Budget Accounts are included. It summarizes funding information by fund classifications.

```
FIN013
                        <STATE NAME DEPARTMENT OF HEALTH>      RUN DATE XX/XX/XXXX
                            FUND MANAGEMENT SUMMARY            RUN TIME XX:XX:XX
                            FEDERAL FISCAL YEAR 2001           PAGE:    XXX

NATURAL ACCOUNT: <910100 - REVENUE>

      FUND                                            AMOUNT           TOTAL

PROGRAM - <FMNP, WIC>

  FUNDING - <FOOD, ADMINISTRATION, OTHER, SPECIAL>

    <FEDERAL, STATE>
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
      < BASE GRANT, SUPPLEMENTAL, REBATE, MIS > 999,999,999.99
      < IN-KIND, SUPPORT PENALTY, ETC.        > 999,999,999.99
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
                                               --------------
                                               999,999,999.99
    <FEDERAL, STATE>
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
                                               --------------
                                               999,999,999.99
  TOTAL FUNDING <FOOD, ADMINISTRATION, OTHER, SPECIAL>          999,999,999.99

  FUNDING - <FOOD, ADMINISTRATION, OTHER, SPECIAL>

    <FEDERAL, STATE>
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
                                               --------------
                                               999,999,999.99
    <FEDERAL, STATE>
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  999,999,999.99
                                               --------------
                                               999,999,999.99
  TOTAL FUNDING <FOOD, ADMINISTRATION, OTHER, SPECIAL>          999,999,999.99

TOTAL PROGRAM -  <FMNP, WIC>                                    999,999,999.99
                                                                ==============


               *** END OF REPORT ***
```

3.37.1.1 Data Elements

3.37.1.1.1 Federal Fiscal Year

3.37.1.1.1.1 Origin of Data Element

The user supplies this value when the report is submitted.

3.37.1.1.1.2 Format

This is formatted as CCYY.

3.37.1.1.2 Natural Account Code

3.37.1.1.2.1 Origin of Data Element

The user supplies this value when the report is submitted.

3.37.1.1.2.2 Format

This is a six-digit number.

3.37.1.1.3 Natural Account Name

3.37.1.1.3.1 Origin of Data Element

This value comes from the NaturalAcctName column of the NaturalAccount table.

3.37.1.1.3.2 Format

This is a fifty-character value.

3.37.1.1.4 Fund Program Description

3.37.1.1.4.1 Origin of Data Element

This value comes from the Description column of the ReferenceDictionary table for the FundProgram category.

3.37.1.1.4.2 Format

This is a one-hundred-thirty-five-character value that will be truncated to a fifty-character value.

3.37.1.1.5 Fund Class Description

3.37.1.1.5.1 Origin of Data Element

This value comes from the Description column of the ReferenceDictionary table for the FundClass category.

3.37.1.1.5.2 Format

This is a one-hundred-thirty-five-character value that will be truncated to a fifty-character value.

3.37.1.1.6 Fund Type Description

3.37.1.1.6.1 Origin of Data Element

This value comes from the Description column of the ReferenceDictionary table for the FundType category.

3.37.1.1.6.2 Format

This is a one-hundred-thirty-five-character value that will be truncated to a fifty-character value.

3.37.1.1.7 Fund Name

3.37.1.1.7.1 Origin of Data Element

This value comes from the FundName column of the Fund table.

3.37.1.1.7.2 Format

This is a one-hundred-twenty-character value that will be truncated to a fifty-character value.

3.37.1.1.8 Amount (by Fund)

3.37.1.1.8.1 Origin of Data Element

This value is the sum budgeted award for a fiscal year. It is the total of the SummaryAmt column of the FinancialAccountSummary table for budget value type for each fund and selected fiscal year and natural account. The FinancialAccountSummary table is the total of the TranAmt column of the JournalEntry table for budget journal entry transactions for each fund, financial account, natural account and accounting period.

The fiscal year will be (or represent) the federal fiscal year for federal related funds and the state fiscal year for state related funds. For funds on a state fiscal year, a fund detail line will be printed for each of the two state fiscal years that overlap the federal fiscal year.

3.37.1.1.8.2 Format

This is a nine-digit number with no decimal places.

3.37.1.1.9 Amount (by Fund Type Subtotal)

3.37.1.1.9.1 Origin of Data Element

This value is calculated. This value is the summary of the Amount column for fund type description.

3.37.1.1.9.2 Format

This is a nine-digit number with no decimal places.

3.37.1.1.10 Total (Total Funding by Fund Class)

3.37.1.1.10.1 Origin of Data Element

This value is calculated. This value is the summary of the Amount (by Fund Type Subtotal) column for fund class description.

3.37.1.1.10.2 Format

This is a nine-digit number with no decimal places.

3.37.1.1.11 Total (Total by Fund Program)

3.37.1.1.11.1 Origin of Data Element

This value is calculated. This value is the summary of the Total (Total Funding by Fund Class) column for fund program description.

3.37.1.1.11.2 Format

This is a nine-digit number with no decimal places.

3.37.1.2 Filter Criteria

3.37.1.2.1 Base of Data

The report will include all budget journal entries for all funds with an accounting period date that falls within the selected fiscal year and selected natural account.

3.37.1.3 Sort Order

3.37.1.3.1 Fund Program Code

This report will be sorted by fund program code. (WIC, FMNP, CSFP)

3.37.1.3.2 Fund Class Code

This report will be sorted by class code within fund program code. (Food, Administration, Other, Special)

3.37.1.3.3 Fund Type Code

This report will be sorted first by fund type code within class code. (Federal, State, Other)

3.37.1.3.4 Fund Sub-Class Code

This report will be sorted by fund sub-class code within fund type code. (Base, Supplemental, Conversion, In-Kind, Carry Forward, etc.)

3.37.1.3.5 Fund Name

This report will be sorted by fund name within fund sub-class code.

3.37.1.4 Control Breaks

3.37.1.4.1 Program Code

A page break will occur on a change in fund program code. Totals will be calculated for each fund program code.

3.37.1.4.2 Fund Class Code

Totals will be calculated within Program.

3.37.1.4.3 Fund Type Code

Totals will be calculated within Fund Class.

3.37.1.5 Grand Total

Grand totals have not been defined for this report.

3.37.1.6 Frequency and Distribution

This report can be generated on demand.

3.38 Generate Food Instrument Reconciliation Summary

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Food Instrument Reconciliation Summary dialog to select criteria for printing the Food Instrument Reconciliation Summary.

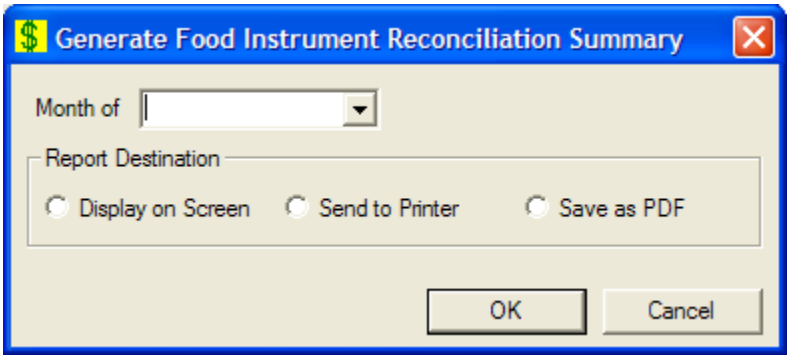


Figure 15 – Generate Food Instrument Reconciliation Summary Dialog

3.38.1 Controls

3.38.1.1 Month of Dropdown List

This control allows the user to select report month.

3.38.1.1.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Summary dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.38.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.38.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.38.1.2.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Summary dialog is active. It will default to Display on Screen.

3.38.1.2.2 Edits

There are currently no edits defined for this control.

3.38.1.3 OK Button

This control allows the user to print the report.

3.38.1.3.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Summary dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.38.1.3.2 Edits

There are currently no edits defined for this control.

3.38.1.4 Cancel Button

This control allows the user to exit the Generate Food Instrument Reconciliation Summary dialog.

3.38.1.4.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Summary dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.38.1.4.2 Edits

There are currently no edits defined for this control.

3.38.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instrument Reconciliation Summary dialog.

3.38.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instrument Reconciliation Summary dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.38.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instrument Reconciliation Summary dialog and return to the Reports dialog.

3.39 Food Instrument Reconciliation Summary (Output) FIN014

**This report will not be accessible if not applicable to your state.

The user may generate the Food Instrument Reconciliation Summary from the Generate Food Instrument Reconciliation Summary Dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Food Instrument Reconciliation Summary is a state summary report of food instruments redeemed in the reported month, food instrument exceptions and compliance-buy food instruments.

Food instrument exceptions are food instruments that have been redeemed by the banking agent, but the redemption data could not be applied to the database.

```
FIN014
                                   <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE: XX/XX/XXXX
                              FOOD INSTRUMENT RECONCILIATION SUMMARY                          RUN TIME:   XX:XX:XX
                                     MONTH OF <MARCH 2003>                                    PAGE:            XXX

                                                WOMEN         INFANTS        CHILDREN         UNKNOWN           TOTAL
TOTAL NUMBER OF FOOD INSTRUMENTS REDEEMED        XXX,XXX         XXX,XXX         XXX,XXX         XXX,XXX         XXX,XXX
TOTAL VALUE OF FOOD INSTRUMENTS REDEEMED   XX,XXX,XXX.XX    XX,XXX,XXX.XX   XX,XXX,XXX.XX   XX,XXX,XXX.XX   XX,XXX,XXX.XX
AVERAGE VALUE PER FOOD INSTRUMENT                XXX.XX          XXX.XX          XXX.XX          XXX.XX          XXX.XX

TOTAL NUMBER OF COMPLIANCE BUY FOOD INSTRUMENTS                                                                  XXX,XXX
TOTAL VALUE OF COMPLIANCE BUY FOOD INSTRUMENTS                                                             XX,XXX,XXX.XX

TOTAL NUMBER OF EXCEPTION FOOD INSTRUMENTS                                                                       XXX,XXX
TOTAL VALUE OF EXCEPTION FOOD INSTRUMENTS                                                                  XX,XXX,XXX.XX

GRAND TOTAL NUMBER OF FOOD INSTRUMENTS                                                                           XXX,XXX
GRAND TOTAL VALUE OF FOOD INSTRUMENTS                                                                      XX,XXX,XXX.XX

               *** END OF LISTING ***
```

3.39.1.1 Data Elements

3.39.1.1.1 Month of

3.39.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CurrentMonthEndDt attribute of the ProcessControl entity.

3.39.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.39.1.1.2 Number of Food Instruments Redeemed

3.39.1.1.2.1 Origin of Data Element

This value is the count of food instruments that meet the following selection criteria. Totals are grouped by category - women, infants, children and unknown.

- The PaidDate attribute of the FoodInstrument entity is during the reported month.
- The ComplianceBuy attribute of the FoodInstrumentSet entity is equal to 'N'.
- ProgramCode attribute of the FoodInstrument entity equals the WIC value.

3.39.1.1.2.2 Format

This value is a six-digit number.

3.39.1.1.3 Value of Food Instruments Redeemed

3.39.1.1.3.1 Origin of Data Element

This value is the sum of the PaidAmt attribute of the FoodInstrument entity for food instruments that meet the following selection criteria. Totals are grouped by category - women, infants, children and unknown.

- The PaidDate attribute of the FoodInstrument entity is during the reported month.
- The ComplianceBuy attribute of the FoodInstrumentSet entity is equal to 'N'.
- ProgramCode attribute of the FoodInstrument entity equals the WIC value.

3.39.1.1.3.2 Format

This value is an eight-digit number plus two decimal places.

3.39.1.1.4 Average Value per Food Instrument

3.39.1.1.4.1 Origin of Data Element

This value is calculated by dividing the Value of Food Instruments Redeemed by the Number of Food Instruments Redeemed.

3.39.1.1.4.2 Format

This value is a three-digit number plus two decimal places.

3.39.1.1.5 Number of Compliance Buy Food Instruments

3.39.1.1.5.1 Origin of Data Element

This value is a count of food instruments that meet the following selection criteria.

- The PaidDate attribute of the FoodInstrument entity is during the reported month.
- The ComplianceBuy attribute of the FoodInstrumentSet entity is equal to 'Y'.
- ProgramCode attribute of the FoodInstrument entity equals the WIC value.

3.39.1.1.5.2 Format

This value is a six-digit number.

3.39.1.1.6 Value of Compliance Buy Food Instruments

3.39.1.1.6.1 Origin of Data Element

This value is the sum of the PaidAmt attribute of the FoodInstrument entity for food instruments that meet the following selection criteria. Totals are grouped by category - women, infants, children and unknown.

- The PaidDate attribute of the FoodInstrument entity is during the reported month.
- The ComplianceBuy attribute of the FoodInstrumentSet entity is equal to 'Y'.
- ProgramCode attribute of the FoodInstrument entity equals the WIC value.

3.39.1.1.6.2 Format

This value is an eight-digit number plus two decimal places.

3.39.1.1.7 Exceptions – Redeemed Value

3.39.1.1.7.1 Origin of Data Element

This value comes from the PaidAmt attribute of the BankException entity for food instruments where the PaidDate value is within the reported month and the ProgramCode attribute of the BankException entity equals the WIC value.

3.39.1.1.7.2 Format

This value is a five-digit number plus two decimal places.

3.39.1.1.8 Exceptions – Exception Reason

3.39.1.1.8.1 Origin of Data Element

This value is the description associated with the ErrorMsgID attribute of the BankExceptions entity where the PaidDate is within the reported month and the ProgramCode attribute equals the WIC value.

3.39.1.1.8.2 Format

This value is a fifty-character value.

3.39.1.1.9 Number of Exception Food Instruments

3.39.1.1.9.1 Origin of Data Element

This value is a count of check numbers from the BankExceptions entity where the PaidDate attribute is during the reported month and ProgramCode attribute equals the WIC value.

3.39.1.1.9.2 Format

This value is a six-digit number.

3.39.1.1.10 Value of Exception Food Instruments

3.39.1.1.10.1 Origin of Data Element

This value is the sum of the paid amount from the BankExceptions entity where the PaidDate attribute is during the reported month and the ProgramCode attribute equals the WIC value.

3.39.1.1.10.2 Format

This value is an eight-digit number plus two decimal places.

3.39.1.1.11 Total Number of Food Instruments

3.39.1.1.11.1 Origin of Data Element

This value is the total of the Number of Food Instruments Redeemed plus the Number of Compliance Buy Food Instruments plus the Number of Exception Food Instruments.

3.39.1.1.11.2 Format

This value is a six-digit number.

3.39.1.1.12 Total Value of Food Instruments

3.39.1.1.12.1 Origin of Data Element

This value is the total of the Value of Food Instruments Redeemed plus the Value of Compliance Buy Food Instruments plus the Value of Exception Food Instruments.

3.39.1.1.12.2 Format

This value is an eight-digit number plus two decimal places.

3.39.1.2 Filter Criteria

3.39.1.2.1 Base of Data

Food instruments that meet the following selection criteria are included in the report.

- The PaidDate attribute of the FoodInstrument entity is during the 'month of' selected by the user.
- The ProgramCode attribute of the FoodInstrument entity is equal to the WIC value.

Bank exceptions that meet the following selection criteria are included in the report.

- The PaidDate attribute of the BankExceptions entity is during the 'month of' selected by the user.
- The ProgramCode attribute of the BankExceptions entity is equal to the WIC value.

3.39.1.3 Sort Order

A sort order has not been defined for this report.

3.39.1.4 Control Breaks

Control breaks have not been defined for this report.

3.39.1.5 Grand Total

A grand total has not been defined for this report.

3.39.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

3.40 Generate Food Instrument Reconciliation Exceptions

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Food Instrument Reconciliation Exceptions dialog to select criteria for printing the Food Instrument Reconciliation Exceptions.

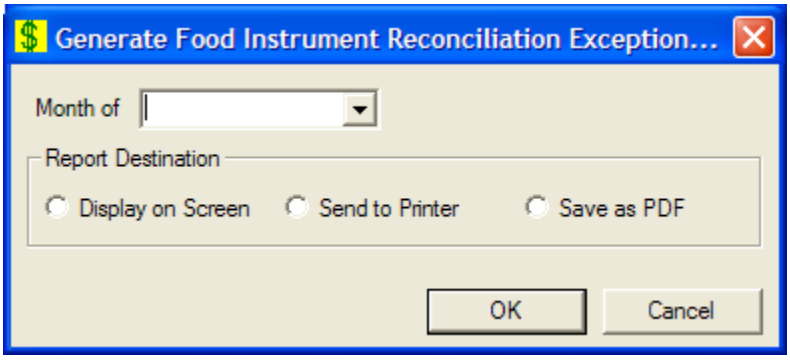


Figure 16 – Generate Food Instrument Reconciliation Exceptions Summary Dialog

3.40.1 Controls

3.40.1.1 Month of Dropdown List

This control allows the user to select report month.

3.40.1.1.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Exceptions dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.40.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.40.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.40.1.2.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Exceptions dialog is active. It will default to Display on Screen.

3.40.1.2.2 Edits

There are currently no edits defined for this control.

3.40.1.3 OK Button

This control allows the user to print the report.

3.40.1.3.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Exceptions dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.40.1.3.2 Edits

There are currently no edits defined for this control.

3.40.1.4 Cancel Button

This control allows the user to exit the Generate Food Instrument Reconciliation Exceptions dialog.

3.40.1.4.1 Characteristics

The control will be enabled when the Generate Food Instrument Reconciliation Exceptions dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.40.1.4.2 Edits

There are currently no edits defined for this control.

3.40.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instrument Reconciliation Exceptions dialog.

3.40.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instrument Reconciliation Exceptions dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.40.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instrument Reconciliation Exceptions dialog and return to the Reports dialog.

3.41 Food Instrument Reconciliation Exceptions (Output) FIN015

**This report will not be accessible if not applicable to your state.

The user may generate the Food Instrument Reconciliation Exceptions from the Generate Food Instrument Reconciliation Exceptions Dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Food Instrument Reconciliation Exceptions is a state summary report of food instrument exceptions. Food instrument exceptions are food instruments that have been redeemed by the banking agent, but the redemption data could not be applied to the database.

```
FIN015
                                    <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE: XX/XX/XXXX
                                FOOD INSTRUMENT RECONCILIATION EXCEPTIONS                      RUN TIME:   XX:XX:XX
                                     MONTH OF <MARCH 2003>                                     PAGE:            XXX

<STATE TOTAL>

      CHECK          PAID        REDEEMED
      NUMBER         DATE         VALUE       EXCEPTION REASON
      XXXXXXXX     XX/XX/XXXX     XXX.XX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
      XXXXXXXX     XX/XX/XXXX     XXX.XX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

TOTAL NUMBER OF EXCEPTIONS       XXX,XXX
TOTAL VALUE OF EXCEPTIONS  XX,XXX,XXX.XX


                *** END OF LISTING ***
```

3.41.1.1 Data Elements

3.41.1.1.1 Month of

3.41.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CurrentMonthEndDt attribute of the ProcessControl entity.

3.41.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.41.1.1.2 Check Number

3.41.1.1.2.1 Origin of Data Element

This value comes from the SerialNo attribute of the BankException entity for food instruments where the PaidDate value is within the reported month and the ProgramCode attribute of the BankException entity equals the WIC value.

3.41.1.1.2.2 Format

This value is an eight-character value.

3.41.1.1.3 Paid Date

3.41.1.1.3.1 Origin of Data Element

This value comes from the PaidDate attribute of the BankException entity for food instruments where the PaidDate value is within the reported month and the ProgramCode attribute of the BankException entity equals the WIC value.

3.41.1.1.3.2 Format

This value is an eight-digit value formatted MM/DD/CCYY.

3.41.1.1.4 Redeemed Value

3.41.1.1.4.1 Origin of Data Element

This value comes from the PaidAmt attribute of the BankException entity for food instruments where the PaidDate value is within the reported month and the ProgramCode attribute of the BankException entity equals the WIC value.

3.41.1.1.4.2 Format

This value is a five-digit number plus two decimal places.

3.41.1.1.5 Exception Reason

3.41.1.1.5.1 Origin of Data Element

This value is the text found in the Description attribute of the ReferenceDictionary entity where the CategoryID attribute = "BANKECXPTREASON" and the ExternalID attribute = the value in the ErrorMessageID attribute of the BankExceptions entity.

3.41.1.1.5.2 Format

This value is a fifty-character value.

3.41.1.1.6 Total Number of Exceptions

3.41.1.1.6.1 Origin of Data Element

This value is a count of check numbers from the BankExceptions entity where the PaidDate attribute is during the reported month and ProgramCode attribute equals the WIC value.

3.41.1.1.6.2 Format

This value is a six-digit number.

3.41.1.1.7 Total Value of Exceptions

3.41.1.1.7.1 Origin of Data Element

This value is the sum of the paid amount from the BankExceptions entity where the PaidDate attribute is during the reported month and the ProgramCode attribute equals the WIC value.

3.41.1.1.7.2 Format

This value is an eight-digit number plus two decimal places.

3.41.1.2 Filter Criteria

3.41.1.2.1 Base of Data

Bank exceptions that meet the following selection criteria are included in the report.

- The PaidDate attribute of the BankExceptions entity is during the 'month of' selected by the user.
- The ProgramCode attribute of the BankExceptions entity is equal to the WIC value.

3.41.1.3 Sort Order

3.41.1.3.1 Check Number

The report will be sorted by check number.

3.41.1.4 Control Breaks

Control breaks have not been defined for this report.

3.41.1.5 Grand Total

A grand total has not been defined for this report.

3.41.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

3.42 Generate Food Instruments Rejected for Payment

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Food Instruments Rejected for Payment dialog to select criteria for printing the Food Instruments Rejected for Payment.

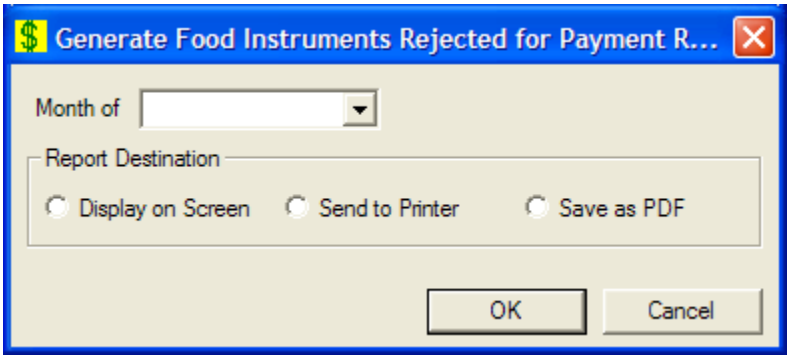


Figure 17 – Generate Food Instruments Rejected for Payment Dialog

3.42.1 Controls

3.42.1.1 Month of Dropdown List

This control allows the user to select report month.

3.42.1.1.1 Characteristics

The control will be enabled when the Generate Food Instruments Rejected for Payment dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.42.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.42.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.42.1.2.1 Characteristics

The control will be enabled when the Generate Food Instruments Rejected for Payment dialog is active. It will default to Display on Screen.

3.42.1.2.2 Edits

There are currently no edits defined for this control.

3.42.1.3 OK Button

This control allows the user to print the report.

3.42.1.3.1 Characteristics

The control will be enabled when the Generate Food Instruments Rejected for Payment dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.42.1.3.2 Edits

There are currently no edits defined for this control.

3.42.1.4 Cancel Button

This control allows the user to exit the Generate Food Instruments Rejected for Payment dialog.

3.42.1.4.1 Characteristics

The control will be enabled when the Generate Food Instruments Rejected for Payment dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.42.1.4.2 Edits

There are currently no edits defined for this control.

3.42.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instruments Rejected for Payment dialog.

3.42.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Instruments Rejected for Payment dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.42.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instruments Rejected for Payment dialog and return to the Reports dialog.

3.43 Food Instruments Rejected for Payment (Output) FIN016

**This report will not be accessible if not applicable to your state.

The user may generate the Food Instruments Rejected for Payment from the Generate Food Instruments Rejected for Payment Dialog. This report will also be generated as part of the month-end process.

The Food Instruments Rejected for Payment is a listing of the food instruments that were rejected for payment by the banking agent during the reported month.

```
FIN016
                                   <STATE NAME DEPARTMENT OF HEALTH>                          RUN DATE: XX/XX/XXXX
                                FOOD INSTRUMENTS REJECTED FOR PAYMENT                         RUN TIME:   XX:XX:XX
                                       MONTH OF <MARCH 2003>                                  PAGE:            XXX

<AGENCY OR STATE TOTAL>

SERVICE       FI         FI                WIC          PARTIC.     PRINTED     REJECTED
  SITE      NUMBER      TYPE     WIC ID   STS   PTY    DATE        DATE         DATE         REJECT REASON
 ------------------------------------------------------------------------------------------------------------------------

   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
   XX     XXXXXXXX     XXXXX    XXXXXXXX   X     X    XX/XXXX    XX/XX/XXXX    XX/XX/XXXX    XX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

 TOTAL NUMBER OF FOOD INSTRUMENTS REJECTED:   XXX,XXX


               *** END OF LISTING ***
```

3.43.1.1 Data Elements

3.43.1.1.1 Month of

3.43.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CurrentMonthEndDt attribute of the ProcessControl entity.

3.43.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.43.1.1.2 Agency / State Total

3.43.1.1.2.1 Origin of Data Element

When reporting agency data, the agency code and description will be printed. When reporting state data, the text description of "State Total" will be printed.

3.43.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

3.43.1.1.3 Clinic

3.43.1.1.3.1 Origin of Data Element

This value comes from the ServiceSiteID attribute of the FoodInstrumentSet entity.

3.43.1.1.3.2 Format

This value is a three-character value.

3.43.1.1.4 FI Number

3.43.1.1.4.1 Origin of Data Element

This value comes from the SerialNo attribute of the FoodInstrument entity.

3.43.1.1.4.2 Format

This value is an eight-character value.

3.43.1.1.5 FI Type

3.43.1.1.5.1 Origin of Data Element

This value comes from the FoodInstrumentType attribute of the FoodInstrument entity.

3.43.1.1.5.2 Format

This value is a five-character value.

3.43.1.1.6 WIC ID

3.43.1.1.6.1 Origin of Data Element

This value comes from the StateWICID attribute of the FoodInstrument entity.

3.43.1.1.6.2 Format

This value is an eight-character value.

3.43.1.1.7 WIC Sts

3.43.1.1.7.1 Origin of Data Element

This value comes from the WICStatus attribute of the FoodInstrumentSet entity.

3.43.1.1.7.2 Format

This value is a one-character value.

3.43.1.1.8 Pty

3.43.1.1.8.1 Origin of Data Element

This value comes from the Priority attribute of the FoodInstrumentSet entity.

3.43.1.1.8.2 Format

This value is a one-character value.

3.43.1.1.9 Partic Date

3.43.1.1.9.1 Origin of Data Element

This value comes from the ParticipationDate attribute of the FoodInstrumentSet entity.

3.43.1.1.9.2 Format

This value is an six-digit value formatted MM/CCYY.

3.43.1.1.10 Printed Date

3.43.1.1.10.1 Origin of Data Element

This value comes from the IssuedDate attribute of the FoodInstrumentSet entity.

3.43.1.1.10.2 Format

This value is an eight-digit value formatted MM/DD/CCYY.

3.43.1.1.11 Rejected Date

3.43.1.1.11.1 Origin of Data Element

This value comes from the RejectionDate attribute of the FoodInstrumentRejection entity.

3.43.1.1.11.2 Format

This value is an eight-digit value formatted MM/DD/CCYY.

3.43.1.1.12 Reject Reason

3.43.1.1.12.1 Origin of Data Element

The code value comes from the RejectionCode attribute of the FoodInstrumentRejection entity. The description comes from the Description attribute of the ReferenceDictionary entity where the CategoryID = "RSNBANKREJ" and the ExternalID = the RejectionCode attribute of the FoodInstrumentRejection entity.

3.43.1.1.12.2 Format

The code is a two-character value. The description is a thirty-character value.

3.43.1.2 Filter Criteria

3.43.1.2.1 Base of Data

All WIC food instruments with a rejection date within the reported month are included. If a food instrument has multiple rejection dates, the food instrument is reported in the month of its first rejection date.

3.43.1.3 Sort Order

3.43.1.3.1 Agency

This report will be sorted first by agency-ID.

3.43.1.3.2 Clinic

This report will be sorted by the clinic code within agency- ID.

3.43.1.3.3 FI Number

This report will be sorted by the FI number within clinic.

3.43.1.4 Control Breaks

3.43.1.4.1 Agency

A page break will occur on change in agency. Totals for the agency will be printed.

3.43.1.5 Grand Total

State totals will include a one-line total of the number of food instruments rejected.

3.43.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process.

3.44 Generate WIC Closeout Summary Report

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate WIC Closeout Summary Report dialog to select criteria for printing the WIC Closeout Summary Report.

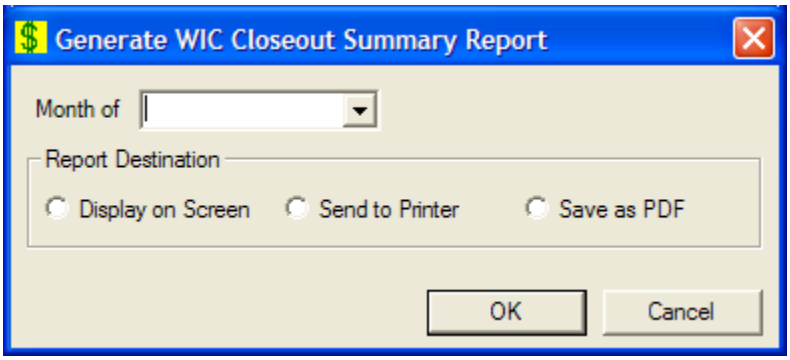


Figure 18 – Generate WIC Closeout Summary Report Dialog

3.44.1 Controls

3.44.1.1 Month of Dropdown List

This control allows the user to select redemption month.

3.44.1.1.1 Characteristics

The control will be enabled when the Generate WIC Closeout Summary Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.44.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.44.1.2 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF.

3.44.1.2.1 Characteristics

The control will be enabled when the Generate WIC Closeout Summary Report dialog is active. It will default to Display on Screen.

3.44.1.2.2 Edits

There are currently no edits defined for this control.

3.44.1.3 OK Button

This control allows the user to print the report.

3.44.1.3.1 Characteristics

The control will be enabled when the Generate WIC Closeout Summary Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.44.1.3.2 Edits

There are currently no edits defined for this control.

3.44.1.4 Cancel Button

This control allows the user to exit the Generate WIC Closeout Summary Report dialog.

3.44.1.4.1 Characteristics

The control will be enabled when the Generate WIC Closeout Summary Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.44.1.4.2 Edits

There are currently no edits defined for this control.

3.44.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate WIC Closeout Summary Report dialog.

3.44.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate WIC Closeout Summary Report dialog and return to the Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

3.44.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate WIC Closeout Summary Report dialog and return to the Reports dialog.

3.45 WIC Closeout Summary Report (Output) FIN021

**This report will not be accessible if not applicable to your state.

The user may generate the WIC Closeout Summary Report from the Generate WIC Closeout Summary Report Dialog.

The WIC Closeout Summary Report reflects the final disposition (status) of checks so that the final bank reconciliation can be completed. The report also provides a summary by WIC category showing a count of checks redeemed, the value of the redeemed checks, and the average value per check.

```
FIN021                                  <STATE NAME DEPARTMENT OF HEALTH>                                RUN DATE: XX/XX/XXXX
                                             <WIC> CLOSEOUT SUMMARY                                      RUN TIME:   XX:XX:XX
                                              MONTH OF <JULY 2003>                                       PAGE:            XXX

<CLINIC OR AGENCY OR STATE TOTAL>

         TOTALS                        WOMEN          CHILDREN          INFANTS          UNMATCHED            TOTAL

NUMBER OF CHECKS REDEEMED            XXX,XXX           XXX,XXX          XXX,XXX            XXX,XXX        X,XXX,XXX

VALUE OF CHECKS REDEEMED          XXX,XXX.XX        XXX,XXX.XX       XXX,XXX.XX         XXX,XXX.XX     X,XXX,XXX.XX

AVERAGE VALUE PER CHECK             X,XXX.XX          X,XXX.XX         X,XXX.XX           X,XXX.XX         X,XXX.XX

TOTAL NUMBER OF CHECKS LOST/STOLEN   XXX,XXX

TOTAL NUMBER OF CHECKS VOIDED        XXX,XXX

TOTAL NUMBER OF UNREDEEMED CHECKS    XXX,XXX

TOTAL COUNT OF ALL CHECKS            XXX,XXX

               *** END OF LISTING ***
```

3.45.1.1 Data Elements

3.45.1.1.1 Month of

3.45.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CloseMonthEndDt attribute of the ProcessControl entity.

3.45.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.45.1.1.2 Clinic / Agency / State Total

3.45.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting paid without issuance (first page of report), the clinic, agency, and state total descriptions will be replaced by the text “Paid Without Issuance”.
- When reporting clinic data, the agency code, clinic code and clinic description will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

3.45.1.1.2.2 Format

This is a fifty-character text field. The format is determined by the information being reported.

3.45.1.1.3 Number of Checks Redeemed - Women

3.45.1.1.3.1 Origin of Data Element

This value is a count of food instruments selected for the report that have a not null value in the PaidDate attribute of the FoodInstrument entity and a value of “P”, “B”, or “N” in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.3.2 Format

This is a six-digit number with no decimal places.

3.45.1.1.4 Number of Checks Redeemed - Children

3.45.1.1.4.1 Origin of Data Element

This value is a count of food instruments selected for the report that have a not null value in the PaidDate attribute of the FoodInstrument entity and a value of "C" in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.4.2 Format

This is a six-digit number with no decimal places.

3.45.1.1.5 Number of Checks Redeemed - Infants

3.45.1.1.5.1 Origin of Data Element

This value is a count of food instruments selected for the report that have a not null value in the PaidDate attribute of the FoodInstrument entity and a value of "I", or "F" in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.5.2 Format

This is a six-digit number with no decimal places.

3.45.1.1.6 Number of Checks Redeemed - Unmatched

3.45.1.1.6.1 Origin of Data Element

This value is a count of food instruments selected for the report that have a not null value in the PaidDate attribute of the FoodInstrument entity and a null value in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.6.2 Format

This is a six-digit number with no decimal places.

3.45.1.1.7 Number of Checks Redeemed - Total

3.45.1.1.7.1 Origin of Data Element

This value is the sum of the counts of all checks redeemed for women, children, infants, and unmatched.

3.45.1.1.7.2 Format

This is a seven-digit number with no decimal places.

3.45.1.1.8 Value of Checks Redeemed - Women

3.45.1.1.8.1 Origin of Data Element

This value comes from summing the PaidAmt attribute of the FoodInstrument entity for checks selected for the report that have either a “P”, “B”, or “N” in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.8.2 Format

This is an eight-digit number plus two decimal places.

3.45.1.1.9 Value of Checks Redeemed - Children

3.45.1.1.9.1 Origin of Data Element

This value comes from summing the PaidAmt attribute of the FoodInstrument entity for checks selected for the report that have a “C” in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.9.2 Format

This is an eight-digit number plus two decimal places.

3.45.1.1.10 Value of Checks Redeemed - Infants

3.45.1.1.10.1 Origin of Data Element

This value comes from summing the PaidAmt attribute of the FoodInstrument entity for checks selected for the report that have either an “I” or “F” in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.10.2 Format

This is an eight-digit number plus two decimal places.

3.45.1.1.11 Value of Checks Redeemed - Unmatched

3.45.1.1.11.1 Origin of Data Element

This value comes from summing the PaidAmt attribute of the FoodInstrument entity for checks selected for the report that have a null value in the WICStatus attribute of the FoodInstrumentSet entity.

3.45.1.1.11.2 Format

This is an eight-digit number plus two decimal places.

3.45.1.1.12 Value of Checks Redeemed - Total

3.45.1.1.12.1 Origin of Data Element

This value comes from summing the value of checks redeemed for women, children, infants, and unmatched for the report.

3.45.1.1.12.2 Format

This is a nine-digit number plus two decimal places.

3.45.1.1.13 Average Value per Check - Women

3.45.1.1.13.1 Origin of Data Element

This value is calculated by dividing the Value of Checks Redeemed – Women by the Number of Checks Redeemed – Women.

3.45.1.1.13.2 Format

This is a four-digit number plus two decimal places.

3.45.1.1.14 Average Value per Check - Children

3.45.1.1.14.1 Origin of Data Element

This value is calculated by dividing the Value of Checks Redeemed – Children by the Number of Checks Redeemed – Children.

3.45.1.1.14.2 Format

This is a four-digit number plus two decimal places.

3.45.1.1.15 Average Value per Check - Infants

3.45.1.1.15.1 Origin of Data Element

This value is calculated by dividing the Value of Checks Redeemed – Infants by the Number of Checks Redeemed – Infants.

3.45.1.1.15.2 Format

This is a four-digit number plus two decimal places.

3.45.1.1.16 Average Value per Check - Unmatched

3.45.1.1.16.1 Origin of Data Element

This value is calculated by dividing the Value of Checks Redeemed – Unmatched by the Number of Checks Redeemed – Unmatched.

3.45.1.1.16.2 Format

This is a four-digit number plus two decimal places.

3.45.1.1.17 Average Value per Check - Total

3.45.1.1.17.1 Origin of Data Element

This value is calculated by dividing the Value of Checks Redeemed Total by the Number of Checks Redeemed – Total.

3.45.1.1.17.2 Format

This is a four-digit number plus two decimal places.

3.45.1.1.18 Total Number of Checks Lost/Stolen

3.45.1.1.18.1 Origin of Data Element

This value comes from counting the number of checks selected for the report that meet the following selection criteria.

- The PaidDate attribute of the FoodInstrument entity is null.
- The VoidedDate attribute of the FoodInstrument entity is null.
- The ReportedStolenDate attribute of the FoodInstrument entity is not null.

3.45.1.1.18.2 Format

This is a six-digit number.

3.45.1.1.19 Total Number of Checks Voided

3.45.1.1.19.1 Origin of Data Element

This value comes from counting the number of checks selected for the report that meet the following selection criteria.

- The PaidDate attribute of the FoodInstrument entity is null.
- The VoidedDate attribute of the FoodInstrument entity is not null.

3.45.1.1.19.2 Format

This is a six-digit number.

3.45.1.1.20 Total Number of Checks Unredeemed

3.45.1.1.20.1 Origin of Data Element

This value comes from counting the number of checks selected for the report that meet the following selection criteria. It represents the number of checks selected for the report that have been de-obligated.

- The PaidDate attribute of the FoodInstrument entity is null.
- The VoidedDate attribute of the FoodInstrument entity is null.
- The ReportedStolenDate attribute of the FoodInstrument entity is null.

3.45.1.1.20.2 Format

This is a six-digit number.

3.45.1.1.21 Total Count of All Checks

3.45.1.1.21.1 Origin of Data Element

This value comes from summing the counts of number of checks redeemed, number of checks lot/stolen, number of checks voided, and total checks unredeemed.

3.45.1.1.21.2 Format

This is an eight-digit number.

3.45.1.2 Filter Criteria

3.45.1.2.1 Base of Data

Food instruments that meet the following selection criteria are included in the report.

Paid Without Issuance Data (no agency/clinic)

- The MMCCYY portion of the PaidDate attribute of the FoodInstrument entity is equal to the MMCCYY portion of the 'month of' selected by the user.
- The IssuedDate attribute of the FoodInstrumentSet entity is null.
- The ProgramCode attribute of the FoodInstrument entity is equal to the WIC value.

Participation Detail

- The ParticipationDate attribute of the FoodInstrumentSet entity is greater than zero and is during the, 'month of' selected by the user.
- The ProgramCode attribute of the FoodInstrument entity is equal to the WIC value.

3.45.1.3 Sort Order

3.45.1.3.1 Agency

The report will be sorted by agency code.

3.45.1.3.2 Clinic

The report will be sorted by clinic code within agency code.

3.45.1.4 Control Breaks

A page break will occur on change in clinic/agency. Clinic totals will print on a change in clinic. Agency totals will print on a change in agency.

3.45.1.5 Grand Total

State totals will be printed.

3.45.1.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process for all months, if the report is selected by the state.

3.46 Generate Rebate Projection Worksheet Report

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Rebate Projection Worksheet Report dialog to select criteria for printing the worksheet.

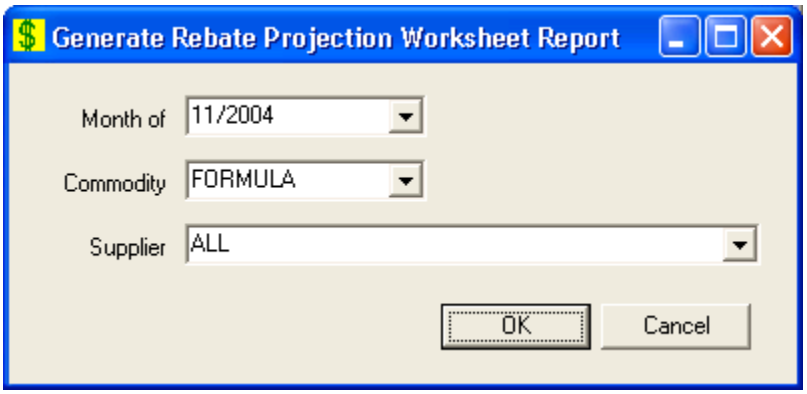


Figure 19 – Generate Rebate Projection Worksheet Report Dialog

3.46.1 Controls

3.46.1.1 Month of Dropdown

This control allows the user to select the redemption month.

3.46.1.1.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. It will be filled with months for one year prior to and including the current month. The format will be "MM/CCYY" in descending order. It will default to blank.

3.46.1.1.2 Edits

If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Month of".

3.46.1.2 Commodity Dropdown List

This control allows the user to select the commodity.

3.46.1.2.1 Characteristics

This control allows the user to select the commodity. The control will be enabled when the Generate Rebate Projection Worksheet Report dialog is active. It will be filled with all the commodities in the BaseFoodCategory table sorted in ascending order.

3.46.1.2.2 Edits

If a commodity is not selected, the system will present a critical error message that states, "A selection is required in the Commodity."

3.46.1.3 Rebate Supplier Dropdown

This control allows the user to select the Rebate Supplier.

3.46.1.3.1 Characteristics

The control will be enabled when the Generate Supplier Rebate Report dialog is active. It will be filled with all rebate suppliers in the RebateSupplier table, plus all. It will default to blank.

3.46.1.3.2 Edits

There are currently no edits defined for this control.

3.46.1.4 OK Button

This control allows the user to print the report.

3.46.1.4.1 Characteristics

The control will be enabled when the Generate Rebate Projection Worksheet Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

3.46.1.4.2 Edits

There are currently no edits defined for this control.

3.46.1.5 Cancel Button

This control allows the user to exit the Generate Rebate Projection Worksheet Report dialog.

3.46.1.5.1 Characteristics

The control will be enabled when the Generate Rebate Projection Worksheet Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

3.46.1.5.2 Edits

There are currently no edits defined for this control.

3.46.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Rebate Projection Worksheet Report dialog.

3.46.2.1 OK

Upon selection of the OK button, the system will generate the report, dismiss the Generate Rebate Projection Worksheet Report dialog and return to the Reports dialog.

Upon selection of the OK button, the system will present a common dialog screen to allow the user to select the path and file name for the Excel Spreadsheet (.XLS) file. Upon save from the common dialog screen, an Excel spreadsheet will be generated, saved and displayed in Excel.

3.46.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Rebate Projection Worksheet Report dialog and return to the Reports dialog.

3.47 Rebate Projection Worksheet Report (Output)

**This report will not be accessible if not applicable to your state.

The user may generate the spreadsheet for the Rebate Projection Worksheet Report from the Generate Rebate Projection Worksheet Report Dialog.

The Rebate Projection Worksheet Report generates an Excel spreadsheet to use as a tool to develop scenarios and estimate, compare and project potential rebates and additional opportunities.

The spreadsheet will be filled with food items on paper food instruments for the selected commodity (base food category), redemption information, and the associated rebate agreement for the selected redemption month if the product is linked to a rebate. Paper FIs must be issued with a specific food item to be considered for rebate or to draw reasonable comparisons. If the food item is not associated with a rebate agreement, the rebate supplier column will be blank and the Formula Source Name can be referenced. EBT will be redeemed at the UPC level.

The formula food prescription items must be defined to identify the manufacturer using a formula source code. When the manufacturer is selected, only the food items linked to a rebate will be included.

Note: The system currently does not support a manufacturer source for food items with a base food category other than formula. The small volume of information produced at this is manageable within the spreadsheet.

The formula food prescription items must be defined to identify the chief characteristic using the Formula Formulation Base (Milk/Soy) and the Formula Formulation Format (Concentrate/Powder/RTU).

State Totals — Rebate Projection Worksheet - Formula — Run Date: 01-15-20XX

Redemption Month of November 20XX

Rebate Supplier Name	Issue Month	Food Dist Item	Description	Formula Source	Formula Formulation Base	Formula Formulation Format	FormulaType (Special/ Contract/ NonContract)	Peer Group	Peer Group Price (Avg/Ovr)	Actual Redeemed Dollars	Estimated Nbr of Units Redeemed	Estimated Redeemed Dollars	Estimated Rebate per Unit	Projected Rebate Amount
Mead Joh	Oct-06	0001	Enfamil 32 oz. Conc.	Mead Johnson Nutritionals	Milk	Concentrate	Contract	01	$11.00	$2,200.00	200	$2,200.00	$8.00	$1,600.00
Mead Joh	Oct-06	0001	Enfamil 32 oz. Conc.	Mead Johnson Nutritionals	Milk	Concentrate	Contract	02	$11.25	$2,306.25	205	$2,306.25	$8.00	$1,640.00
Mead Joh	Oct-06	0001	Enfamil 32 oz. Conc.	Mead Johnson Nutritionals	Milk	Concentrate	Contract	03	$11.15	$2,241.15	201	$2,241.15	$8.00	$1,608.00
Mead Joh	Oct-06	0001	Enfamil 32 oz. Conc.	Mead Johnson Nutritionals	Milk	Concentrate	Contract	04	$11.40	$3,078.00	270	$3,078.00	$8.00	$2,160.00
Mead Joh	Oct-06	0002	Enfamil 14 oz. Powder	Mead Johnson Nutritionals	Milk	Powdered	Contract	01	$10.00	$3,000.00	300	$3,000.00	$9.00	$2,700.00
	Oct-06	0003	Enfamil 8 oz. RTU Six Pack	Mead Johnson Nutritionals	Milk	Ready-to-Use	Contract	01	$12.00	$1,200.00	100	$1,200.00	$0.00	$0.00
Mead Joh	Oct-06	0004	Prosobee 32 oz. Conc.	Mead Johnson Nutritionals	Soy	Concentrate	Contract	01	$11.00	$2,200.00	200	$2,200.00	$5.00	$1,000.00
Mead Joh	Oct-06	0005	Prosobee 14 oz. Powder	Mead Johnson Nutritionals	Soy	Powdered	Contract	01	$10.00	$3,000.00	300	$3,000.00	$6.00	$1,800.00
	Oct-06	0006	Prosobee 8 oz. RTU Six Pack	Mead Johnson Nutritionals	Soy	Ready-to-Use	Contract	01	$12.00	$1,200.00	100	$1,200.00	$0.00	$0.00
										$20,425.40		$20,425.40		$12,508.00
Mead Joh	Nov-06	0001	Enfamil 32 oz. Conc.	Mead Johnson Nutritionals	Milk	Concentrate	Contract	01	$11.25	$2,812.50	250	$2,812.50	$8.00	$2,000.00
Mead Joh	Nov-06	0002	Enfamil 14 oz. Powder	Mead Johnson Nutritionals	Milk	Powdered	Contract	01	$10.10	$3,535.00	350	$3,535.00	$9.00	$3,150.00
	Nov-06	0003	Enfamil 8 oz. RTU Six Pack	Mead Johnson Nutritionals	Milk	Ready-to-Use	Contract	01	$12.20	$1,830.00	150	$1,830.00	$0.00	$0.00
Mead Joh	Nov-06	0004	Prosobee 32 oz. Conc.	Mead Johnson Nutritionals	Soy	Concentrate	Contract	01	$11.15	$2,787.50	250	$2,787.50	$5.00	$1,250.00
Mead Joh	Nov-06	0005	Prosobee 14 oz. Powder	Mead Johnson Nutritionals	Soy	Powdered	Contract	01	$10.32	$3,612.00	350	$3,612.00	$6.00	$2,100.00
	Nov-06	0006	Prosobee 8 oz. RTU Six Pack	Mead Johnson Nutritionals	Soy	Ready-to-Use	Contract	01	$12.45	$1,867.50	150	$1,867.50	$0.00	$0.00
										$16,444.50		$16,444.50		$8,500.00
	Supplier Totals									$36,869.90		$36,869.90		$21,008.00
Nestle' Ca	Sep-06	0056	Good Start 32 oz. Conc.	Nestle Carnation	Milk	Concentrate	Non-Contract	01	$11.00	$1,375.00	125	$1,375.00	$8.00	$1,000.00
Nestle' Ca	Sep-06	0057	Good Start 14 oz. Powder	Nestle Carnation	Milk	Powdered	Non-Contract	01	$10.00	$1,350.00	135	$1,350.00	$9.00	$1,215.00
	Sep-06	0058	Good Start 8 oz. RTU Six Pack	Nestle Carnation	Milk	Ready-to-Use	Non-Contract	01	$12.00	$1,740.00	145	$1,740.00	$0.00	$0.00
Nestle' Ca	Sep-06	0059	Soy Start 32 oz. Conc.	Nestle Carnation	Soy	Concentrate	Non-Contract	01	$11.00	$1,705.00	155	$1,705.00	$5.00	$775.00
Nestle' Ca	Sep-06	0060	Soy Start 14 oz. Powder	Nestle Carnation	Soy	Powdered	Non-Contract	01	$10.00	$1,650.00	165	$1,650.00	$6.00	$990.00
	Sep-06	0061	Soy Start 8 oz. RTU Six Pack	Nestle Carnation	Soy	Ready-to-Use	Non-Contract	01	$12.00	$2,040.00	170	$2,040.00	$0.00	$0.00
										$9,860.00		$9,860.00		$3,980.00
	Oct-06	0056	Good Start 32 oz. Conc.	Nestle Carnation	Milk	Concentrate	Non-Contract	01	$11.00	$880.00	80	$880.00	$0.00	$0.00
	Oct-06	0057	Good Start 14 oz. Powder	Nestle Carnation	Milk	Powdered	Non-Contract	01	$10.00	$900.00	90	$900.00	$0.00	$0.00
	Oct-06	0058	Good Start 8 oz. RTU Six Pack	Nestle Carnation	Milk	Ready-to-Use	Non-Contract	01	$12.00	$840.00	70	$840.00	$0.00	$0.00
	Oct-06	0059	Soy Start 32 oz. Conc.	Nestle Carnation	Soy	Concentrate	Non-Contract	01	$11.00	$550.00	50	$550.00	$0.00	$0.00
	Oct-06	0060	Soy Start 14 oz. Powder	Nestle Carnation	Soy	Powdered	Non-Contract	01	$10.00	$600.00	60	$600.00	$0.00	$0.00
	Oct-06	0061	Soy Start 8 oz. RTU Six Pack	Nestle Carnation	Soy	Ready-to-Use	Non-Contract	01	$12.00	$480.00	40	$480.00	$0.00	$0.00
										$4,250.00		$4,250.00		$0.00
	Supplier Totals									$14,110.00		$14,110.00		$3,980.00
	Nov-06	0082	Similac 32 oz. Conc.	Ross Laboratories	Milk	Concentrate	Non-Contract	01	$11.25	$11.25	250	$2,812.50	$0.00	$0.00
	Nov-06	0083	Similac 14 oz. Powder	Ross Laboratories	Milk	Powdered	Non-Contract	01	$10.10	$10.10	350	$3,535.00	$0.00	$0.00

3.47.1.1 Data Elements

Selected cells are populated to initially generate the spreadsheet. The user may update cells as needed. The spreadsheet is as of the date/time stamp the spreadsheet is requested. The spreadsheet template will be protected and is not is not intended to be modified by the user. Changes to the template may require programming changes.

3.47.1.1.1 State Name Department of Health (Cover Page)

3.47.1.1.1.1 Origin of Data Element

This value comes from the NAME column in the STATEPROFILE table.

3.47.1.1.1.2 Format

This is a fifty-character value.

3.47.1.1.2 Commodity (- FORMULA)

3.47.1.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

3.47.1.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.47.1.1.3 Redemption Month of

3.47.1.1.3.1 Origin of Data Element

The user records this value when the report is submitted.

3.47.1.1.3.2 Format

This is an accounting month and year formatted as Month Name CCYY.

3.47.1.1.4 State Total

3.47.1.1.4.1 Origin of Data Element

Statewide data is always selected. The text description of “State Total” will be printed.

3.47.1.1.4.2 Format

This is a fifty-character text field.

3.47.1.1.5 Rebate Supplier Name (column)

3.47.1.1.5.1 Origin of Data Element

This value is the NAME column from the REBATESUPPLIER table.

3.47.1.1.5.2 Format

This is a fifty-character text field.

3.47.1.1.6 Issue Month (column)

3.47.1.1.6.1 Origin of Data Element

This value is the participation date.

It is the PARTICIPATIONDATE column of the FOODINSTRUMENTSET table for the redeemed FI.

3.47.1.1.6.2 Format

This is an accounting month and year formatted as Month Abbreviation and CCYY.

3.47.1.1.7 Description

3.47.1.1.7.1 Origin of Data Element

This value is the description of food items on the food instrument selected for the report. It is the DESCRIPTION column of the FOODDISTRIBUTIONITEM table. This value comes from the FOODINSTRUMENTITEM table FOODDISTRIBUTIONITEM.

3.47.1.1.7.2 Format

This is a sixty- character text field.

3.47.1.1.8 Formula Source

3.47.1.1.8.1 Origin of Data Element

This value is the description of formula source code for the food prescription item on the food distribution item on the food instrument selected for the report. It is the DESCRIPTION column of the REFERENCEDICTIONARY where the category is "FORMULASOURCE"

FOODINSTRUMENTITEM table FOODITEMID

FOODITEM table FOODITEMFORMULAID

FOODITEMFORMULA table SOURCECD

REFERENCEDICTIONARY EXTERNALID

3.47.1.1.8.2 Format

This is a sixty- character text field.

3.47.1.1.9 Formula Formulation Base

3.47.1.1.9.1 Origin of Data Element

This value is the description of formula formulation code for the food prescription item on the food distribution item on the food instrument selected for the report. It is the DESCRIPTION column of the REFERENCEDICTIONARY where the category is "FORMULATIONBASE"

FOODINSTRUMENTITEM table FOODPRESCRIPTIONITEM.

FOODITEM table FOODITEMID

FOODITEM table FOODITEMFORMULAID

FOODITEMFORMULA table FORMULATIONBASE

REFERENCEDICTIONARY EXTERNALID

3.47.1.1.9.2 Format

This is a fifteen-character text field.

3.47.1.1.10 Formula Formulation Format

3.47.1.1.10.1 Origin of Data Element

This value is the description of formula formulation code for the food prescription item on the food distribution item on the food instrument selected for the report. It is the DESCRIPTION column of the REFERENCEDICTIONARY where the category is "FORMULATIONFORMAT"

FOODINSTRUMENTITEM table FOODPRESCRIPTIONITEM.

FOODITEM table FOODITEMID

FOODITEM table FOODITEMFORMULAID

FOODITEMFORMULA table FORMULATIONFORMAT

REFERENCEDICTIONARY EXTERNALID

3.47.1.1.10.2 Format

This is a fifteen-character text field.

3.47.1.1.11 Formula Type

3.47.1.1.11.1 Origin of Data Element

This value is the description of formula type code for the food prescription item on the food distribution item on the food instrument selected for the report. It is the DESCRIPTION column of the REFERENCEDICTIONARY where the category is "FORMULATYPE"

FOODINSTRUMENTITEM table FOODPRESCRIPTIONITEM.

FOODITEM table PRESCRIPTIONITEMID

FOODITEM table FORMULATYPE

REFERENCEDICTIONARY EXTERNALID

3.47.1.1.11.2 Format

This is a fifteen-character text field.

3.47.1.1.12 Peer Group

3.47.1.1.12.1 Origin of Data Element

This value is the peer group code associated with the vendor that redeemed the food instrument. The value comes from the PEERGROUP column of the FOODINSTRUMENT table.

3.47.1.1.12.2 Format

This is a two-character value.

3.47.1.1.13 Peer Group Average Price

3.47.1.1.13.1 Origin of Data Element

This value is the product average price assigned to the peer group from the vendor pricing process. The price in effect at the end of the reported month will be used. This value comes from the OVERRIDEPRICE column of the PEERGROUPFOODITEMHISTORY table if it is valued and if the value is greater than zero. Otherwise this value comes from the AVGERAGEPRICE column of the PEERGROUPFOODITEMHISTORY table.

3.47.1.1.13.2 Format

This is a three-digit number plus two decimal places.

3.47.1.1.14 Actual Dollars Redeemed

3.47.1.1.14.1 Origin of Data Element

This value is calculated by the sum of the actual paid amount on the redeemed food instruments for the product and peer group. This value comes from the PAIDAMT column on the FOODINSTRUMENT.

3.47.1.1.14.2 Format

This is a ten-digit number plus two decimal places.

3.47.1.1.15 Estimated Units Redeemed

3.47.1.1.15.1 Origin of Data Element

This value is calculated by totaling the redeemed quantities for the product. The redeemed quantity for the product is calculated for each food instrument by dividing the PAIDAMOUNT column of the FOODINSTRUMENT table by the value that has been determined for the Peer Group Average Price cell.

Note: This value will be calculated as zero units when the vendor prices are purposefully or unintentionally set to zero as of the end of the month. The values in the PEERGROUPFOODITEMHISTORY table will need to be corrected.

3.47.1.1.15.2 Format

This is a nine-digit number.

3.47.1.1.16 Estimated Dollars Redeemed

3.47.1.1.16.1 Origin of Data Element

This value is a formula imbedded into the spreadsheet. It is calculated by multiplying the value in the Peer Group Price cell by the Estimated Number of Units Redeemed cell for each detail row.

3.47.1.1.16.2 Format

This is a ten-digit number plus two decimal places.

3.47.1.1.17 Estimated Rebate per Unit

3.47.1.1.17.1 Origin of Data Element

This value is the rebate per unit amount assigned to the product. The rebate per unit amount in effect at the end of the reported participation month will be used. The value comes from the REBATEPERUNIT column of the REBATEAGREEMENTITEM table.

3.47.1.1.17.2 Format

This is a four-digit number plus five decimal places.

3.47.1.1.18 Projected Rebate Dollars

3.47.1.1.18.1 Origin of Data Element

This value is a formula imbedded into the spreadsheet. It is calculated by multiplying the value in the Estimated Units Redeemed cell by the Rebate Per Unit Amount cell for each detail row.

3.47.1.1.18.2 Format

This is a twelve-digit number with 2 decimal places.

3.47.1.2 Filter Criteria

3.47.1.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument must include a rebate item for the selected commodity.
- The printed date of the food instrument must be within the date range of an active contract.
- Redemption data must meet one of the following selection criteria.
    - The food instrument paid date must be within the selected month and food instrument was not redeemed early. (i.e. The paid date CCYYMM value is greater than or equal to food instrument's participation date CCYYMM value.)
    - The food instrument participation date must be within the selected month and the food instrument was redeemed early. (i.e. The paid date CCYYMM value is less than the food instrument's participation date CCYYMM value.)

3.47.1.3 Sort Order

3.47.1.3.1 Formula Source

This report will be sorted first by formula source if the base food category is formula.

Note: The system currently does not support a manufacturer source for food items with a base food category other than formula.

3.47.1.3.2 Issue Month

This report will be sorted by issue month (food instrument participation date CCYYMM) in ascending sequence within formula source

3.47.1.3.3 Description

This report will be sorted by food distribution item description in ascending sequence within by issue month.

3.47.1.3.4 Peer Group

This report will be sorted by peer-group code (food instrument peer group code) in ascending sequence within description.

3.47.1.4 Control Breaks

This is a spreadsheet. Formulas for totals can be added at any time after the initial spreadsheet is generated.

3.47.1.4.1 Formula Source

A page break will occur on a change in Formula Source. Totals will be summed for each formula source.

3.47.1.4.2 Issue Month

A page break will occur on a change in issue month. Totals will be calculated for each issue month.

3.47.1.5 Grand Total

Grand totals have not been defined for this report. This is a spreadsheet. Formulas for totals can be added at any time after the initial spreadsheet is generated.

3.47.1.6 Frequency and Distribution

This report can be generated on demand.

4. Caseload Participation Counts

The caseload participation counts include monthly and yearly participation counts.

The process to create these tables is run during the month-end processing. The month-end process will adjust the participation data for the current, prior and closeout months. Once a month has been closed, the values are not changed. If running the April 2002 month-end, participation counts for April, March and February are updated. Count for January 2002 and prior are not changed.

Monthly participation counts:

The caseload monthly participation counts include counts of enrollment, reported and redeemed participation. Participants are included in the monthly totals for every month the participant meets the selection criteria.

Participants are included in the monthly enrollment participation count if the participant is eligible to receive WIC benefits any one day of the month. Participants are included in the monthly reported participation if the participant is issued a food instrument for the reported month. Participants are included in the monthly redeemed participation count if the participant is issued a food instrument for the reported month and that food instrument has been presented to the bank for payment.

The following tables are used to track the monthly participation counts.

- CaseloadCount table tracks the reported and redeemed participation. Data from food instruments are totaled and stored in this table.
- CaseloadCountEnrollment table tracks the enrollment participation. Data from enrollment tables are stored in this table.
- CaseloadCountRebateItems table tracks the rebate reported and redeemed participation. Data from rebate food instruments are totaled and stored in this table.

Examples of the monthly participation count follow.

- If a participant enrolls in the WIC program for the first time during the month of January 2001 and stays enrolled until June 2001, the participant is counted in the enrollment participation counts for the months of January through June 2001, inclusive.
- If the participant receives a food instrument for the months of January, February and March of 2001, the participant is counted in the reported participation counts for the months of January, February and March 2001.
- If the participant presents the February and March food instruments to a vendor and the vendor presents the food instruments to the bank for payment, the participant is counted in the redeemed participation for the months of February and March 2001. It does not matter if the bank pays the vendor for the food instrument or rejects the food instrument. The participant is counted in the redeemed participation totals in either case.
- If the March food instrument includes a rebate item with a rebate agreement in affect as of the day the food instrument is printed, the participant is counted in the rebate totals.

5. Imported Data

Imports

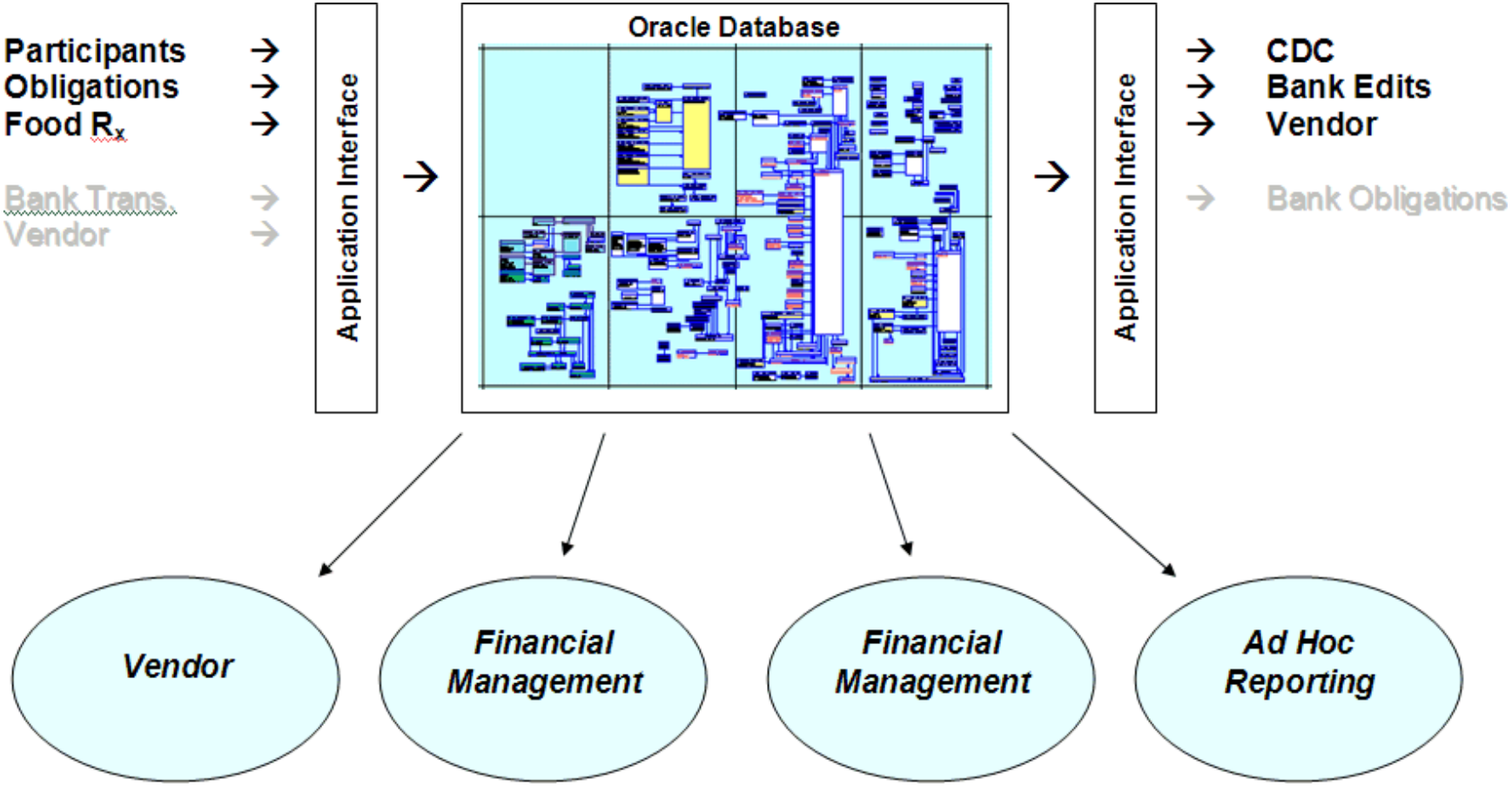
This information includes but is not limited to individual food instrument (FI) issue and redemption and participants. Data may need to be reprocessed from month to month since FIs are issued three months advance and rejections can be overridden and paid. Some data may need to be summarized prior to import. Vendor recoveries, for instance, are to be accumulated monthly for the fifth prior issue month.

Maximum and average pricing will be derived from imported data.

The State is responsible for the integrity of the data imported into the database. The database is maintained via an import of data that could change the outcome of reports and invoices. The data will need to be tracked back to the system that generated the import files.

Import Exceptions/Errors

Data import errors need to be resolved before end of month reports are run. It could change the outcome of the reports. Invalid data will be rejected and documented in an error file. The data must be corrected.

5.1 Conceptual Architecture

This illustration is a conceptual model of the data import/export processing.