Office of Operations

2010 Fall Conference

Your Agency Beyond April 1, 2011

Deb Best, SFS Program
The Path to the Future

- Statewide Financial System Overview
- Your Agency Beyond April 1, 2011
- What You Can Do Now
STATEWIDE FINANCIAL SYSTEM (SFS) OVERVIEW
Two Projects Became One

OSC’s Central Accounting System + NY Financial Management System = Statewide Financial System
Two Financial Components Comprise the SFS

Central Accounting System (CAS)

Security Controls

Financial Management System (FMS)

<table>
<thead>
<tr>
<th>OSC</th>
<th>Agencies</th>
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<tr>
<td>➢ CAS component:</td>
<td>➢ FMS component:</td>
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<tr>
<td>▪ “Official book of records” for State financial data</td>
<td>▪ Supports agencies’ financial management system needs</td>
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<tr>
<td>▪ Supports OSC’s audit/control responsibilities</td>
<td>▪ Phased roll-out with increased system functionality in each phase</td>
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Phased SFS Rollout to State Agencies

Future Phases

Phase 1

Core Financials & Procurement Functions

Grants, Project Accounting & Asset Functions

All In-Scope Functionality
SFS Functionality

End Vision – All System Functions Fully-Implemented
(15,000+ core users)

Phase 1 Functional Scope
(7,000+ core users)

Core Financial & Procurement Functions

- Asset Management
- Inventory Management
- Grantee, State as
- Grantor, State as
- Data Warehouse and Business Intelligence
- Bid Development / eProcurement (Strategic Sourcing)
- Treasury / Cash Management
- Contract Audit Management
- General Ledger / Commitment Control
- Purchasing / Statewide Vendor File
- Accounts Payable / Travel
- Accounts Receivable / Non-Tax Revenue
- Project Accounting (Federal Grants, Capital & IT Projects)
April 1, 2011 Statistics

- 50 of 74 Agencies Will Use the SFS as Their Core FMS
- Agencies Currently Modifying 104 Former CAS Interfaces to Communicate with the SFS
April 1, 2011 Statistics

- In Preparation for the SFS:
  - 22,000+ agency users trained to use the SFS over a 7-week period (just-in-time training)
  - Both online and/or 141 hours of available classroom training
  - Over 100,000 Vendors Will Use the SFS to Update Business Information and More
More Efficient Government

- Delivers Timely Business Information to Managers/Decision-Makers
- Promotes Accountability Regarding the Use of State Tax Dollars
- Helps the State Achieve Economies of Scale Through Improved Business Workflows/Shared Services
Business Process Improvements

- Integrated Environment Helps Incorporate Interrelated Business Functions/Expedites Transactions
- Brings DOB/Agencies Together to Consolidate/Simplify the Budget Process
Business Process Improvements

- Improves Procurement Efficiency which Makes it Easier for Vendors to Do Business with New York State
- Improves Agency Sole Custody Account Revenue Processing/Reconciliation
Stakeholder Empowerment

- Employs Intelligent Features to Make it Easier for Employees to Complete Their Work
- Improves Processing of Employee Travel Information, Receipts and Subsequent Reimbursements
Stakeholder Empowerment

- Extends User Access Beyond Office Walls to Field/Other Locations
- Gives Vendors/Not-for-Profit Providers Abilities to Directly Access Relevant Business Information
SFS Functionality and You

Available to you on April 1, 2011

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### General Ledger/Commitment Control

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- Electronic Budget Certificates Replace Paper-Based Process
- Automated Workflow Routing/Signoff in the SFS
- Know Where Pending Budget Entries Are in the Approval Process
- Consistent Statewide Budget Definitions for Appropriations/Segregations
General Ledger/Commitment Control

- Greater Flexibility Through Agency KK Definitions
- Account Balances Consistent Across Agencies and OSC
- Electronic Workflow Approval of Journals
- Transactions Checked for Validity of Chatfield Combinations
### Improved Data for Buying/Purchasing

### Standardization of Purchasing Processes

### Electronic Approvals of Requisitions/Purchase Orders

### Statewide Vendor File Managed by OSC Vendor Management Unit
Purchasing/Statewide Vendor File

- Automatic Download of Purchase Card Transaction Data for Review/Reconciliation
- Better Managed Organizational Spending
- Automated/Simplified Receiving Process
- Key Data Field Validation During/Shortly After Transaction Entry
Purchasing/Statewide Vendor File

- Ensure Conformity with Set Financial Standards
- Improved Contract Negotiation/Vendor Management Processes
- Eliminate Vendor Record Duplication
- Facilitate Federal Reporting
- Reduce Fraudulent Claims
### Purchasing/Statewide Vendor File

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- Direct Vendor Access via Web for Business Information Management/Payment Status
- Validation of Vendor Registration for Approval of Contracts/Payment Processing
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- Eliminate Paper Voucher Submission to OSC for Review/Approval
- One-to-One Relationship Between Invoices/Vouchers
- More Timely Entry/Processing of Invoices
- Automated Application of Credit Memos
- Automated Matching
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- Automated Calculation of Merchandise/Invoice Received (MIR) Date
- More Complete Data On and Tracking of Corrections
- Improved Visibility and Audit of Travel Card Transactions
- Download of Travel Card Transactions from Credit Card Provider
## Accounts Payable/Travel

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- Reduced Expense Document Processing Time
- Employees Maintained in Employee File
- Detailed Expense Types in Travel and Expense Module Drive Taxability Reporting
- Document Attachment for Time and Expense to Facilitate Agency Approval Processes
### Accounts Receivable/Non-Tax Revenue

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- Improved Recording/Management of Receivables, Including Credit and Collections
- Invoicing and Revenue Recording Process Standardization
- Automated Interagency Billing/No Check Issued (Phase 1 agencies)
- Improved Classification of Revenues Due to Single Chart of Accounts
### Project Accounting

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- Federal Grants
- Statewide Projects
- Fringe Benefits/Indirect Costs
- Capital Projects
- Establish/Maintain Grants
Project Accounting

- Create Grant Budgets
- Create Grant Sponsors
- Create/Manage Oil Spill Projects
- Create/Manage Other Projects
- Create Project Activities
Foundation for Future Business Improvements

- Human Resource Functionality
  - Time Reporting
  - Compensation Management

- Consolidated Fleet/Facility Management Capabilities

- Centralized Contracts/E-Procurement Abilities

- Improved State Business Interactions with Public Authorities
Helping You Get to the Future

- Manage/Complete Task List Responsibilities
- Attend Appropriate Information and Q & A Sessions to Gain Needed Knowledge
- Complete an Implementation Question Submission (IQS) Form on the SFS Web Site
- Use the Agency Implementation Guide for Help
- Get Latest Information at www.sfs.ny.gov
Questions
We’re Changing the Future of New York State