Intra-governmental Transactions Working Group (ITWG)

July 13, 2021

Today's Agenda

- Program Updates

- Release 4.3 Work Underway

- BETCs Available in G-Invoicing

- General Fund DISB BETC Mandate

- Progressing Towards the G-Invoicing Mandate

- Office Hours

- Connecting With Your Trading Partners

- June Survey Results

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Tentative ITWG Schedule

✓ May 11 – Program Updates, Release 4.2, FY20 IGT Buy/Sell Facts, Knowledge and Training

✓ June 8 – Program Updates, Release 4.2, DISB BETCs, G-Invoicing Mandate Challenges, Progress Towards the G-Invoicing Mandate, and Office Hours

❑ July 13 – Program Updates, Release 4.3, GF BETC Mandate, What Needs to be Done to be Ready, Office Hours, and Connecting with your Trading Partners

Planned Dates: Aug 10, Sept 14, Oct 12

Future Topics:

• GSA Rent Activity in G-Invoicing

2-3:30 pm ET

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Program Updates

- Q3 FY21 Implementation Plans were due to Treasury by June 30th

  - Thank you for your timely submissions!

  - These submissions will be reflected on your Q3 Scorecard

  - Q4 FY21 Implementation Plans are due by September 30th

- TFM Chapter 4700 Publication

  - Published on June 30th

  - Agencies can expect a TFM Bulletin later in the year to address the policy and/or system controls to address Measuring & Enforcing G-Invoicing Compliance, once we have reached a final decision

- G-Invoicing Program Guide

  - Guide for Basic Accounting and Reporting

  - Currently being reviewed for any necessary updates

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Program Updates Continued

- G-Invoicing Rules of Engagement Guide
  - Guide detailing the appropriate protocols for entities to follow within the application and leading up to the implementation of G-Invoicing
  - Currently being reviewed for any necessary updates

- G-Invoicing R4.2 successfully deployed to Production (June 30th) and QA-C (July 7th)
  - Delivered GT&C Workflow Functionality (initiating side only)
  - Performance and Order APIs built to June 2020 specification

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Release 4.3 Work Underway

- Upcoming Program Objectives (R4.3)
  - GT&C Workflow (Shared Draft)
  - User Recertification
    - Restoring Recert Official/User Admin maintenance to the application in time for year-end mass user recertification
  - BETC Changes
    - Removal of DISB by 10/1/21 & adding others
  - Performance UI Features
    - Targeting late September for QA-C release (training)
  - External Remittance Advice API
  - R4.3 deployment planned for September
- Working on post-mandate API Specs
  - Much more to come in 2021

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BETCs Available in G-Invoicing

BETC	Title of BETC
**COLAVDEC	Collection to an Available Receipt Account, Debit
**COLAVRCT	Collection To An Available Receipt Account, Credit
COLL	Offsetting Collection
**COLURDEC	Collection to an Unavailable Receipt Account, Debit
**COLUVRCT	Collection To An Unavailable Receipt Account, Credit
*DISB	Gross Disbursement
DISGF	Gross Disbursement of Appropriation Derived from General Fund of US
DISNGF	Gross Disbursement of Appropriations & Other Sources Derived from Other than General Fund of US

*Removal by 10/01/21

**Pending Additions by 10/01/21

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General Fund DISB BETC Mandate

- Effective 10/01/21 the DISB BETC will no longer be available for use in G-Invoicing

  – Replaced by DISGF and DISNGF

- General Fund Audit Readiness Activities working group

  – Email GeneralFund@fiscal.treasury.gov with any implementation questions or to join the working group

- Recommended that agencies adopt/begin using the new GF DISB BETCs as soon as possible

  – Agencies should modify any Orders extending beyond 10/01/21 in G-Inv that have DISB to reflect the appropriate DISGF or DISNGF BETC

  – Once the DISB BETC is removed from the SAM file this will present a larger effort to convert

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What Needs to Be Done to Be Ready?
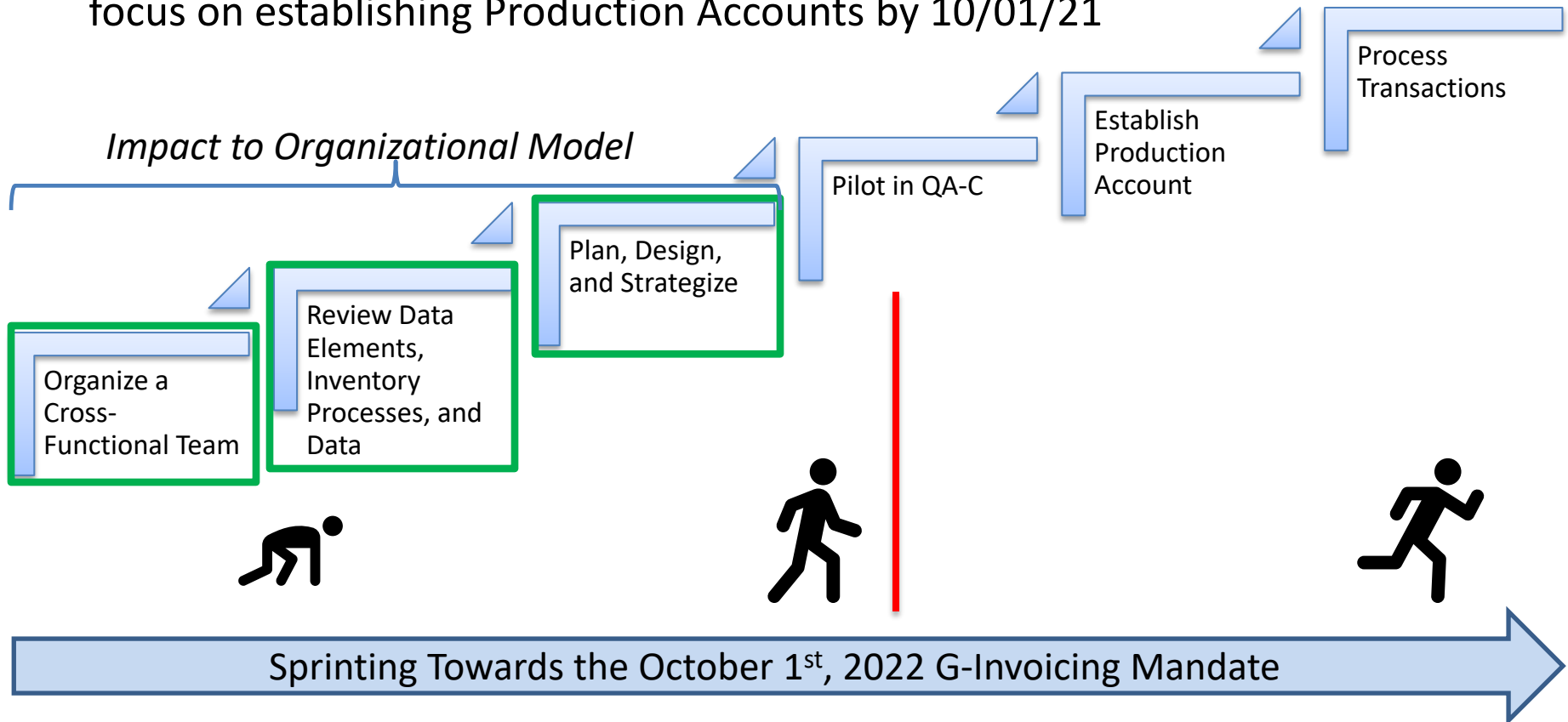

Beginning in Fiscal Year 2023

New IGT Buy/Sell Orders Must Be Processed Through G-Invoicing

Readiness Requires Trading Partners To:

- Have a G-Invoicing account established in Production
  - An enrollment form for account creation must be submitted
  - Agency Administrators need to build the access model / groups
  - User Administrators need to create agency users, assign roles and access, and ensure users are trained
- Establish General Terms & Conditions (GT&Cs) in G-Invoicing
  - GT&Cs must be fully approved prior to IGT Buy/Sell Order processing
  - Requires planning and discussion with Trading partners

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Progress Towards the G-Inv Mandate

- Many agencies today are actively planning for G-Invoicing implementation and are actively process and data mapping as well as testing in QA-C
- With the Mandate just over 14 months out, all agencies should focus on establishing Production Accounts by 10/01/21

Impact to Organizational Model

Process Transactions

Establish Production Account

Pilot in QA-C

Plan, Design, and Strategize

Review Data Elements, Inventory Processes, and Data

Organize a Cross-Functional Team

Sprinting Towards the October 1st, 2022 G-Invoicing Mandate

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Organize Cross-Functional Team

- Broad organizational inclusion:
  - Are there are multiple systems involved?
  - Are there are varying processes for IGTs?
  - Potential subgroups/teams
  - Participation leads to acceptance/buy-in

- Clear roles and responsibilities:
  - Agency G-Invoicing project roles (bureau/program leads, SMEs and champions; requirements/gap documentation, etc.)
  - G-Invoicing system roles

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Review Data Elements / Processes

- ## Shared project team responsibilities
  - – Detailed understanding of current process(es)
  - – Gap analysis to identify necessary change management (current data sets vs FIDS; as-is/G-Invoicing process comparisons; overall challenges; system changes)
  - – <u>Document everything</u> and ensure responsibility is designated at appropriate levels on project team

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Plan, Design, Strategize

- Design and vet to-be solution
  - Systems involvement/integration
  - To-be standardization vs varied processes
  - Clearly defined/documented for dissemination

- As is/to be cross walk to verify requirements

- Map and plan to reach to be state
  - Project roadmap
  - Training materials
  - Policy/SOP updates or development
  - Agency communications

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You're Not Alone

Agency Implementation Team (AIT)

- Business Process Walkthroughs/Gap Analysis/Change Management
- Assistance with Agency-Led Implementation Team

Federal Program Agency Peers

- Collaboration on:

  – Project approach and best practices

  – Challenges and problem-solving coordination

  – Sharing of documentation (SOPs/Policy, etc.)

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Office Hours

- G-Invoicing Program conducts virtual Office Hours sessions twice monthly where we host targeted discussions as well as "open-mic" styled discussions

- Future Topics Include:

  – Performance: Review of Miscellaneous Buyer and Seller scenarios (July 13)

  – Round Table Discussion: Operating under a Continuing Resolution (July 27)

  – Round Table Discussion on Lessons Learned thus far (TBD)

  – Round Table Discussion on Phased Implementations and How Agencies are Implementing G-Invoicing (TBD)

- Register for Office Hours here: https://www.fiscal.treasury.gov/g-invoice/training.html

G-Invoicing General Terms & Conditions Webinar Training **REGISTER**	04/07/2021 04/21/2021 05/05/2021 05/19/2021 06/02/2021 06/16/2021 07/07/2021 07/21/2021 08/04/2021 08/18/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov
G-Invoicing Office Hours **REGISTER**	04/06/2021 04/20/2021 05/04/2021 05/18/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov

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Connecting With Your Trading Partners

- Staying up to date on your Partners' progress is key to your own success in transitioning your IGT Buy/Sell activity to G-Invoicing

- Fiscal Service provides several utilities to facilitate effective communication with your Partners to gain an understanding of their implementation approach and timeline
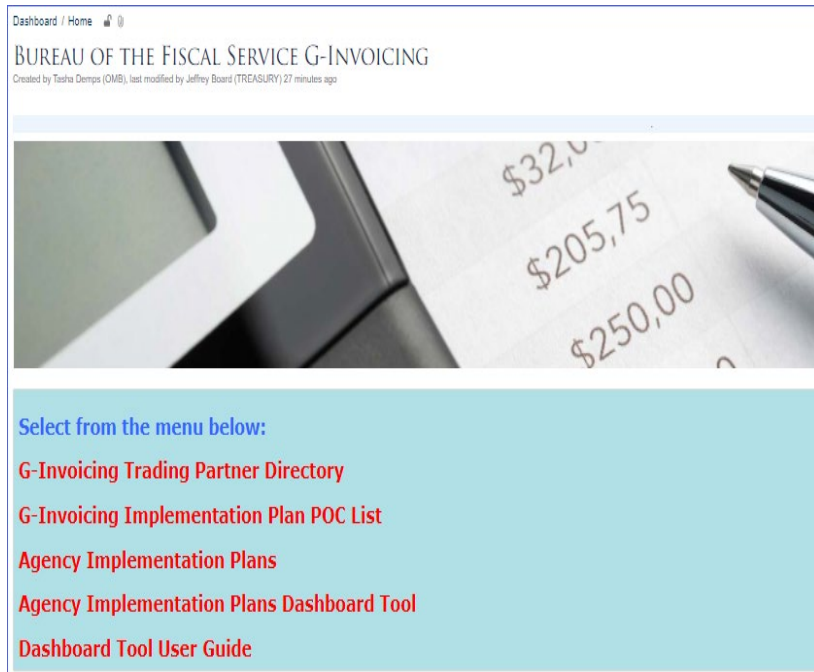
- G-Invoicing's OMB Max page contains data related to each Agency's Implementation Status including the following:

  - Implementation Plans for Significant Reporting Entities who receive IGT Scorecards

  - Trading Partner Directory which displays enrollment status and transaction processing readiness by Implementation Entity

  - Visit our OMB Max site to access these resources: https://community.max.gov/x/szd0ZQ

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June Survey Results

1. Are there any additional BETCs that your agency is using for Buy/Sell activity that is not included on the list from Slide 6? If so, please provide us with that list of additional BETCs that should be included in the list.

   – The majority indicated that they wouldn't need any additional BETCs.

   – A few agencies responded that they would need some additional BETCs. Following some agency outreach seeking additional justification on the BETCs requested, we determined that no additional BETCs would be needed.

2. In removing the DISB BETC, what additional challenges do you foresee in your implementation with G-Invoicing?

   – Nearly all responders indicated that there would be no or minimal challenges associated with the DISB BETC removal from G-Invoicing.

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June Survey Results Continued

3. If you don't plan on having a Production Account established in G-Invoicing by 10/01/21, please explain why.

- There were only a few agencies who indicated that they would have issues establishing a Production Account by 10/01/21.

- We'll continue to work with those agencies to try and help them meet this date.

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