Intra-governmental Transactions Working Group (ITWG)

February 8, 2022

Today's Agenda

- Tentative ITWG Schedule

- Program Updates

- Release 4.4 Coming Soon

- In-Flight Orders Update

- Office Hours

- January Survey Results

- Reference Materials

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Tentative ITWG Schedule

- ✓ Dec 14 – Program Updates, In-Flight Orders, 7600EZ Overview, Office Hours, Progress towards the G-Inv Mandate

- ✓ Jan 11 – Program Updates, Order Mod/Revert, Office Hours, Progress towards the G-Inv Mandate, January Survey

- ❑ Feb 8 – Program Updates, Release 4.4 Coming Soon, In-Flight Orders Update, Office Hours, January Survey Results, Reference Materials

Planned Dates: March 8, Apr 12, May 10   *2-3:30 pm ET*

Future Topics:

- • Post-mandate enhancements

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Program Updates

- Q2 FY22 Implementation Plans are due to Treasury by March 31st
  - These submissions will be reflected on your Q2 Scorecard
  - **Reminder**: Pull templates from G-Invoicing webpage each quarter to ensure you are submitting the most up-to-date version
    - https://www.fiscal.treasury.gov/g-invoice/training.html

- Post-mandate API Specifications published on the G-Invoicing webpage
  - Including: Constructive Order Acceptance, Low Dollar (7600-EZ), and Performance Amount
  - Located under Future G-Invoicing Features/Enhancements
    - https://www.fiscal.treasury.gov/g-invoice/resources.html#standards

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Program Updates Continued

- Trading Partner Directory and POC Listing on OMB Max updated to reflect Q1 FY22 submissions
  - Please ensure that the correct Agency POCs are included in your Attachment A submissions (Block A5) each quarter
    - Agencies may add a new tab or include a supplemental spreadsheet (if needed)
  - We use this information each quarter to populate the POC listing
  - Sending in POC updates outside the quarterly submissions are acceptable/encouraged; however, agencies need to ensure those updated POCs are reflected on the Attachment A before the next quarter's submission to ensure they aren't overwritten.

Agency G-Invoicing Implementation Plan - Attachment A

Please provide responses for each Implementation Entity identified in your G-invoicing Implementation Plan.

Agency Question		Agency Answer	Additonal Agency Comments
Implementation Entity Information		**Implementation Entity Information**	
Q1	Agency Name	A1		
Q2	Agency Identification Code (AID)	A2		
Q3	Implementation Entity Name	A3		
Q4	Agency Location Code (ALC) *[multiple codes may be listed]*	A4		
Q5	Implementation Entity Contact Name and Phone Number	A5		
Q6	Do you use a Federal Shared Service Provider (ARC, ESC, IBC, USDA)?	A6	SELECT FROM DROPDOWN	

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Release 4.4 Coming Soon

- Upcoming Program Objectives (R4.4)
  - GT&C Workflow by Org Group
  - Continue improving user API efficiencies
  - Undelivered Balance enhancements
    - Addressed issues when two Accounting Periods are open
  - More efficient GT&C Summary List page for larger agencies
  - New Report Menu and Performance Report
  - New Supervisor Roles created
  - R4.4 deployment planned for March 3rd (Production) and March 11th (QA-C)

- Release 4.4 Overview Webinars
  - Two dates offered: February 22nd & March 10th
  - Available now for registration at the link provided below
    - https://fiscal.treasury.gov/training/

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In-Flight Orders

Objective

- Provide options for agencies to create In-Flight Orders (IFO) in G-Invoicing, adjusted to account for Performance to-date

Policy

- TFM mandate for In-Flight Orders extending into FY 2024 to be established in G-Invoicing by October 1, 2023

Agency Options

A. Manually convert IFOs in your ERP system for remaining balance only
B. Solicit help from your ERP provider or IT department to convert IFOs

API

C. Enter each IFO directly into G-Invoicing's user interface
D. Use new Order Upload feature

UI

E. Conditionally, use 7600EZ for future billing on IFOs

EZ

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In-Flight Orders Examples

Advanced

In-flight Order = 1,000,000
Adv = 750,000
Dlv = 400,000
Rcv = 200,000

Replacement Order of 600,000 entered or uploaded directly into G-Invoicing[1]

Prepaid Advance of 350,000 created in G-Invoicing[1]

Use Case: Adjust prepaid Advance by -50,000. Adjustments to prepaid Performance (in G-Invoicing) can optionally return funds or not

FOB Source

In-flight Order = 1,000,000
Dlv = 400,000
Rcv = 200,000

Replacement Order for 600,000 balance made in ERP system or directly in G-Invoicing[1]

No Performance History

[1] Assumes that agency is not using ERP system, or their ERP system can pull down Order or prepaid Performance.

FOB Destination

In-flight Order = 1,000,000
Dlv = 400,000
Rcv = 200,000

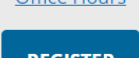Replacement Order for 800,000 balance made in ERP system or directly in G-Invoicing[1]

No Performance History

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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:

  – ~~Approaches to Brokering GT&Cs (February 1st)~~

  – Options for In-Flight Orders Discussion (February 15th)

  – Trading Partner Spotlight: Providing Agencies a platform to discuss their G-Invoicing implementation approach with trading partners. (TBD)

  Note: If Agencies would like to volunteer for a Trading Partner Spotlight session, please reach out to IGT@fiscal.treasury.gov

- Register for Office Hours here: https://fiscal.treasury.gov/training/g-invoicing-office-hours.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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January Survey Results

1. With G-Invoicing how does your agency plan on brokering GT&C's?

   a) Very granular (bureau level) Agreements similar to the current 7600A/B process today

      – 33% of responders indicated this was their intention

   b) More generic (agency level) Umbrella Agreements

      – 12% of responders indicated this was their intention

   c) Mix of a & b depending on the need and/or activity

      – 55% of responders indicated this was their intention

2. As a Requesting Agency, are you comfortable with the Servicing Agency collecting/initiating Performance while an Order is being Modified regardless of the reason why it's being Modified?

   – 60% - Yes

   – 33% - No

   – 7% - Depends

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January Survey Results Continued

3. As a Servicing Agency, are you comfortable collecting/initiating Performance while an Order is being Modified regardless of the reason why it's being Modified?

    –   61% - Yes

    –   35% - No

    –   4% - Depends

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Reference Materials

Policy:

TFM Chapter 4700 – Appendix 8
Published:
June 2021 (Updated Annually)

Guidance:

G-Invoicing Program Guide for Basic Accounting and Reporting
Published:
February 2019

G-Invoicing System Integration Guide
Revised:
March 2021

G-Invoicing Rules of Engagement
Revised:
January 2022

The Mandate

- Mandated that all Federal Program Agencies (FPAs) who process IGT Buy/Sell transactions must implement G-Invoicing
  https://tfm.fiscal.treasury.gov/v1/p2/c470.html

Program Guide

- Provides guidance regarding proper accounting treatment for IGT Buy/Sell transactions processed through G-Invoicing
  https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html

System Integration Guide

- Details how FPAs may utilize automated data exchanges to communicate IGT Buy/Sell activities to/from G-Invoicing
  https://fiscal.treasury.gov/files/g-invoice/g-invoicing-system-integration-guidev1.1.pdf

Rules of Engagement

- Outlines protocol for Trading Partner interaction in support of transitioning IGT Buy/Sell business processes to G-Invoicing
  https://www.fiscal.treasury.gov/files/g-invoice/g-invoicing-rules-of-engagement.pdf

OMB Max

- Access to the Trading Partner Directory and Agency Implementation Plans
  https://community.max.gov/display/CrossAgencyExternal/Bureau+of+the+Fiscal+Service+G-Invoicing

Federal Intragovernmental Data Standards (FIDS)

- Defines the data attributes and the system mapping & validation rules for the new IGT Buy/Sell data standard which is implemented through G-Invoicing.
  https://fiscal.treasury.gov/g-invoice/resources.html#standards

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Appendix

- Post-Mandate Work Underway (Slide 14)

- Upcoming Program Objectives (Slide 15)

- Thresholds for Compliance (Slide 16)

- FY23 Non-Impacted Business Lines (Slide 17)

- Progress Towards the G-Inv Mandate (Slide 18)

- Resource, Knowledge, and Training Offerings (Slides 19-21)

- G-Invoicing Program Contacts (Slide 22)

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Post-Mandate Work Underway

- Working on post-mandate API Specifications

- Proposed features:

  - In-Flight Orders

  - Low Dollar Purchases (7600-EZ)

  - Constructive Order Acceptance (GSA Rent)

  - Allow Performance against an open Order while it's being modified

  - Allow Order Maintenance while GT&C is being modified

  - Revert a modified GT&C or Order back to open status

  - Allow Zero Quantity Refund

  - Prohibit non-printable characters

  - Budget Object Class – Required (Requesting Agency Only)

  - Validate Line Item Code using Product Service Code
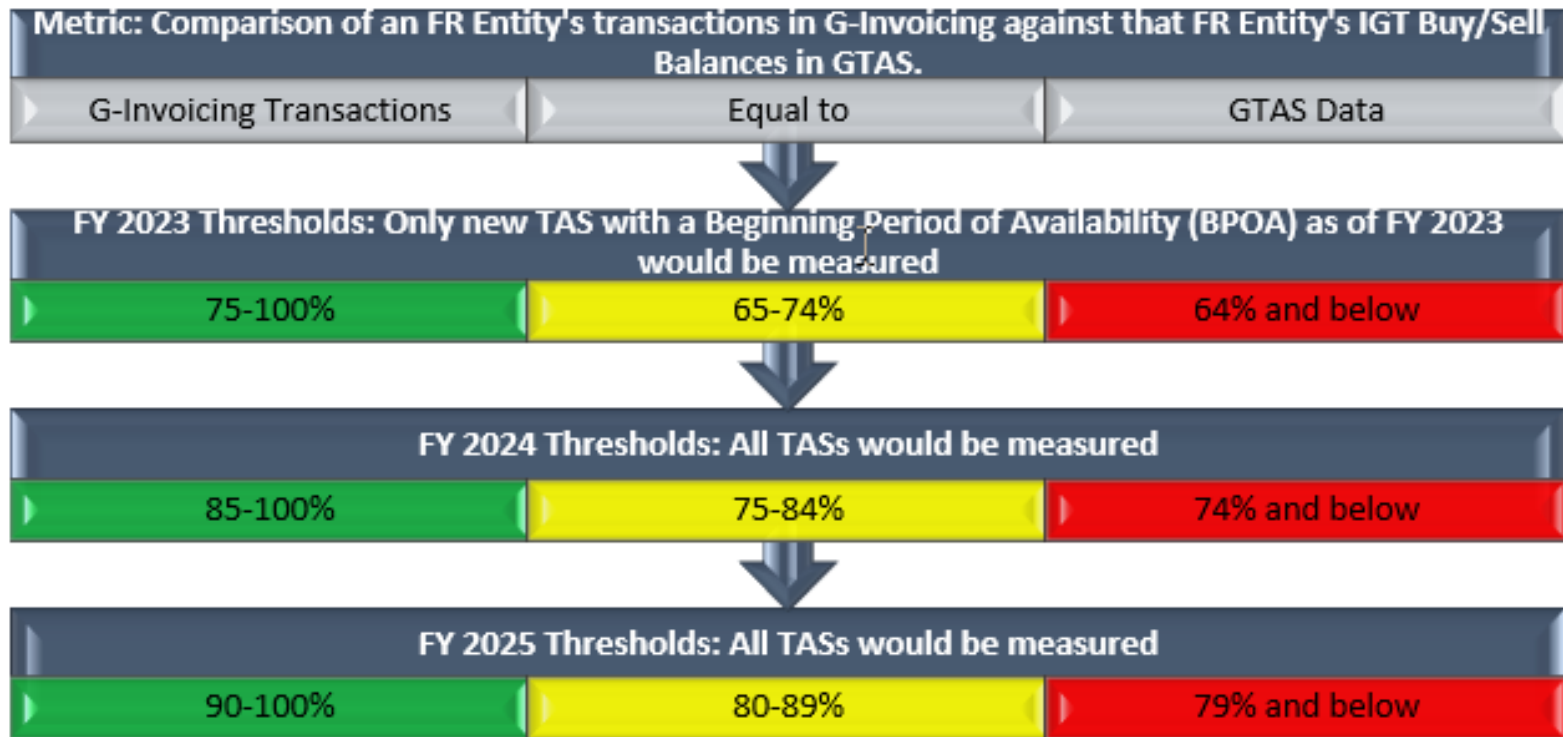
  - Correct rounding issues

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Upcoming Program Objectives

- G-Invoicing Program Guide – Under review for updates
    - Guide for Basic Accounting and Reporting
    - https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html

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Thresholds for Compliance

TFM Bulletin 2022-03 *(Published December 14, 2021)*

- Defined the Monitoring and Enforcement metrics for G-Invoicing Mandate Compliance.

    https://tfm.fiscal.treasury.gov/content/tfm/v1/bull/22-03.html

- Ranges are based on the dollar amount of Buy/Sell activity in G-Invoicing as compared to the FR Entities' GTAS data and will increase each fiscal year.
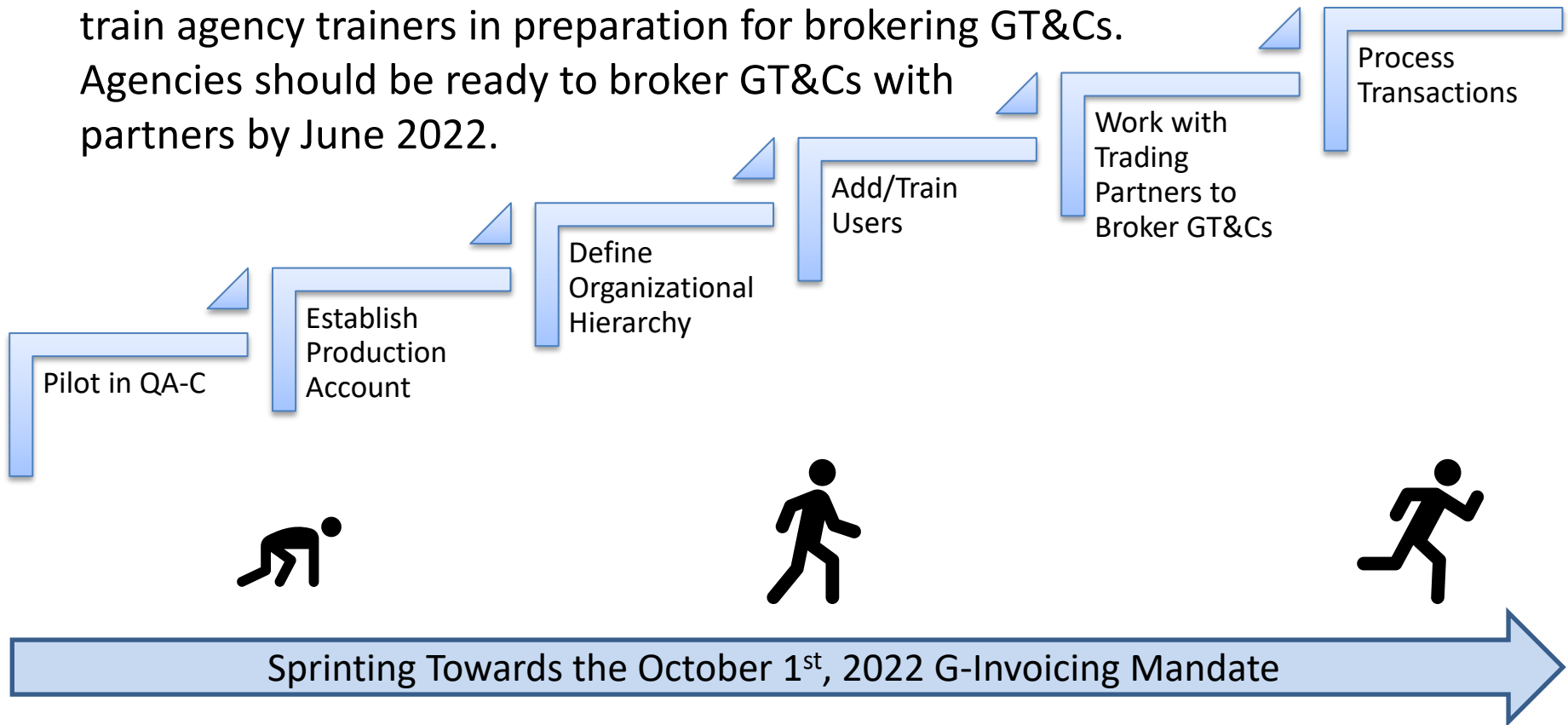
Metric: Comparison of an FR Entity's transactions in G-Invoicing against that FR Entity's IGT Buy/Sell Balances in GTAS.		
G-Invoicing Transactions	Equal to	GTAS Data

FY 2023 Thresholds: Only new TAS with a Beginning Period of Availability (BPOA) as of FY 2023 would be measured		
75-100%	65-74%	64% and below

FY 2024 Thresholds: All TASs would be measured		
85-100%	75-84%	74% and below

FY 2025 Thresholds: All TASs would be measured		
90-100%	80-89%	79% and below

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FY23 Non-Impacted Business Lines

- **7600EZ Process** – Transactions under $10,000 and business lines listed below. Entities will transition this activity to G-Invoicing and can begin using this new process flow by FY 2024.

    - GSA Fleet Leasing

    - GSA Global Supplies

    - Government Publishing Office (GPO) select orders for publishing and printing

- **GSA Rent** - Will be leveraging the new Constructive Order Acceptance functionality. The Servicing Agency will supply all required Order data. The Requesting Agency will have 7 calendar days to review, correct, or approve the submitted Order. GSA Rent business line leveraging the G-Invoicing Constructive Order Acceptance functionality will begin in FY 2024.

__Note:__ These activities will be included in the compliance calculation and were factored into Fiscal Service setting a 75% threshold to achieve compliance. If those identified make up more than 25% of an entity's IGT Buy/Sell activity, they should reach out to Fiscal Service.

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Progress Towards the G-Inv Mandate

- 97% of Significant Entities have established production accounts and are actively preparing for GT&Cs
- AITs will continue to work with agencies to complete Organizational model, and train agency trainers in preparation for brokering GT&Cs. Agencies should be ready to broker GT&Cs with partners by June 2022.

Process Transactions

Work with Trading Partners to Broker GT&Cs

Add/Train Users

Define Organizational Hierarchy

Establish Production Account

Pilot in QA-C

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

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Knowledge and Training Offerings

G-Invoicing Learning Opportunities

- Our Agency Implementation Team hosts a variety of training options.

- Independent Training Resources including pre-recorded G-Invoicing training videos are available through the G-Invoicing website: https://www.fiscal.treasury.gov/g-invoice/training.html

- Register for Webinar-based Training and access to On-Demand Financial Management Training Videos here: https://www.fiscal.treasury.gov/training/
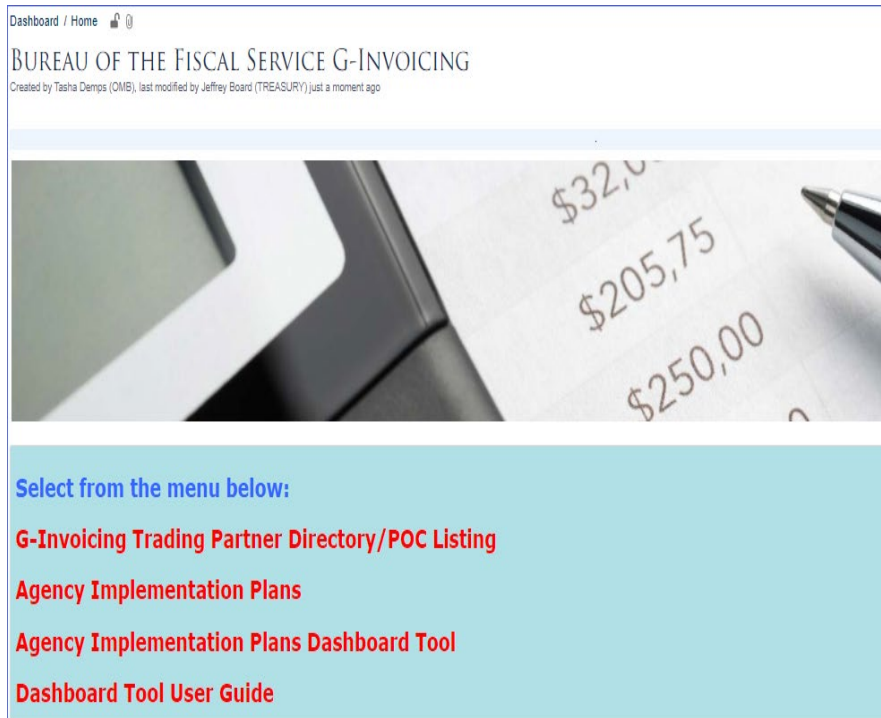
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G-Invoicing (GINV) Orders User Training Webinar REGISTER	09/29/2021 10/13/2021 11/10/2021	Online	Open to all federal agencies	Fiscal Accounting	✉ IGT@fiscal.treasury.gov

Training

G-Invoicing Training

We currently offer both in-person and online webinars that focus on navigation throughout the system, creating, saving, editing, sharing and approving the General Terms & Condition (GTCs) and Order documents. It is intended for federal agencies who use or are soon to implement G-Invoicing.

Register for Training

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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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You're Not Alone – We're Here To Help

Agency Implementation Team (AIT)

- Education

  - Business Process Walkthroughs

  - Application Demos

  - User Training

- Account Establishment

- Enrollment Assistance

- Production Support

- Assistance with Agency-Led Implementation Team

Engagement | Outreach | Support

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G-Invoicing Program Contacts

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