Intragovernmental Transactions Working Group (ITWG)

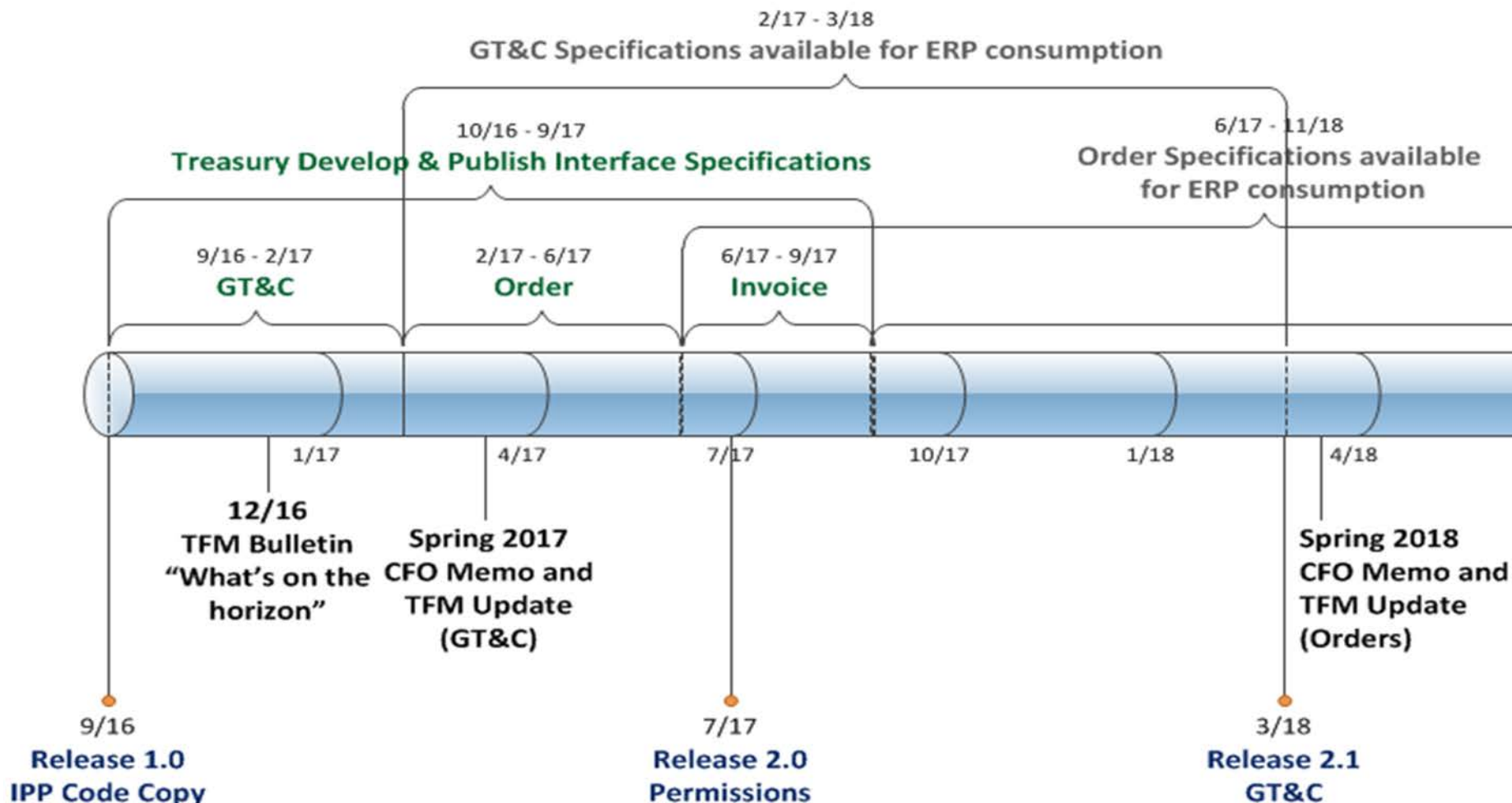# June 6, 2017

Today's Agenda

- G-Invoicing GT&C Roll-out Strategy

  - Implementation Roadmap

  - Overview of Roll-out Approach

  - Preparing for Governmentwide Roll-out

- Outreach and Implementation Team

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2/17 - 3/18
GT&C Specifications available for ERP consumption

10/16 - 9/17
Treasury Develop & Publish Interface Specifications

6/17 - 11/18
Order Specifications available for ERP consumption

9/16 - 2/17
GT&C

2/17 - 6/17
Order

6/17 - 9/17
Invoice

1/17

4/17

7/17

10/17

1/18

4/18

12/16
TFM Bulletin "What's on the horizon"

Spring 2017
CFO Memo and TFM Update (GT&C)

Spring 2018
CFO Memo and TFM Update (Orders)

9/16
Release 1.0
IPP Code Copy

7/17
Release 2.0
Permissions

3/18
Release 2.1
GT&C

Complete Implementation Roadmap available on G-Invoicing Website:
https://www.fiscal.treasury.gov/fsservices/gov/acctg/g_invoice/g_invoice_home.htm

Implementation Roadmap - Activities
(18 Month Outlook)

System Development
- Release 2.0 – July 2017
  - Enhancements to user provisioning and data access permissions
  - Address change requests relating to application security
- Release 2.1 – March 2018
  - Enhancements to the General Terms & Conditions functionality
  - Implementation of data and interface specifications for GT&Cs
  - Availability for Governmentwide on-boarding

Data and Interface Specifications
- Finalize specifications for data exchange and transaction process flows and provide to Commercial Software (ERP) Vendors and FPAs

Policy
- Treasury Financial Manual (TFM) and CFO Letter updates ongoing

Outreach
- Intragovernmental Transactions Working Group (ITWG) and FPA specific focus groups

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Roll-Out Challenges

- G-Invoicing is not designed for single trading partner use; trading partner participation is required to complete IGT Buy/Sell transactions in G-Invoicing

- "Big Bang" approach to roll-out is not feasible

- Need strategy to ensure organized roll-out among trading partners

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Roll-Out Considerations

- Allow FPAs to onboard to G-Invoicing independent of their trading partners' G-Invoicing status

- Avoid the need for temporary or throw-away application changes in G-Invoicing or FPA accounting and supply chain systems to support the G-Invoicing roll-out period

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Roll-Out Approach

- All FPAs actively engaged in Buy/Sell transactions are targeted for onboarding

- G-Invoicing will be available for FPAs to onboard in phases or waves aligned with the Roadmap
  - GT&Cs
  - Orders
  - Invoices

- FPA readiness

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Rolling Out GT&Cs

- Upon release 2.1 deploying to production, ability to broker GT&Cs will be available Governmentwide in April 2018

- The GT&C rollout strategy will focus on onboarding and establishing FPAs within G-Invoicing to begin brokering GT&Cs
  - Complete G-Invoicing Enrollment Agreement
  - Establish account and access permissions for GT&C roles

- Governmentwide GT&C rollout prepares FPAs for future Order (r2.2) and Invoice (r2.3) releases

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Which FPA should initiate GT&C?

- To avoid duplicate effort during the roll-out period, it is recommended that FPAs should focus on **only initiating GT&Cs** for the trades in which they are responsible for initiating IPAC collections or payments
  - Ensures organized roll-out of GT&C
  - Avoids both trading partners initiating the same agreement

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Trading Partner Status

- To allow FPAs to onboard independent of their trading partners, inactive trading partners will be established within G-Invoicing by Treasury
  - This will allow FPAs onboarded to G-Invoicing to broker GT&Cs and document trade agreements for all of their trading partners regardless of their G-Invoicing status

- When a trading partner onboards to G-Invoicing, they will be established in their own account
  - All of the GT&Cs previously established by their trading partners will be available for approval
  - Begin brokering agreements for trades in which they are responsible for initiating IPAC collections or payments

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How should we prepare for government wide roll-out of GT&Cs and future releases?

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Interim Change Management Activities

Business Process	Change Management Activities
Agreements	• Negotiate General Terms and Conditions (GT&Cs) with Trading Partner • Exchange Federal Intragovernmental Data Standards (FIDS) elements **Lays the foundation to institutionalize support agreements and leverage G-Invoicing for GT&C brokering and electronic storage beginning April 2018**
Orders	• Connect Orders to brokered GT&Cs • Capture both Trading Partners data including GT&C reference number and Treasury Account Symbol / Business Event Type Code (TAS/BETC) • Include G-Invoicing Order Number on IPAC transactions • Implement FIDS elements into Order exchange process • Buyer ensure acceptance of Order by Seller **Lays the foundation to record trading partner data ensuring proper budgetary accounting and leveraging G-Invoicing for exchange of Orders beginning December 2018**

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Interim Change Management Activities

Business Process	Change Management Activities
Receipt	• Buyer perform receipt of goods delivered and/or services performed and notify Seller of actions • Buyer should reconcile to both Order and Invoice (if available) **Lays the foundation to record trading partner accruals in the same period and leverage G-Invoicing for exchange of Receipts beginning in September 2019**
Invoices	• Seller provide timely and accurate invoices to buyer as agreed to in the related Order • Buyer leverage receipt activities to approve/reject invoice in a timely manner • Invoice using Federal Intragovernmental Data Standard (FIDS) elements **Lays the foundation for three-way match to control expenditures, buyer approval of invoices and leveraging G-Invoicing for exchange of Invoice data beginning in September 2019**

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Interim Change Management Activities

Business Process	Change Management Activities

Settlement	- Prepare for transition to buyer initiated settlement
	    - Within defined period of time following 3-way match (Order, Receipt, & Invoice), Buyer should initiate payment
	    - Seller will receive payment after a defined period of Buyer inactivity
	
	Lays the foundation for an evidence-based process allowing for validation of budgetary and proprietary accounting events to occur in the same accounting period and leverage G-Invoicing for exchange of Buy/Sell data

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Change Management Champions

- **Identify Leader(s)**
  - IGT SMEs in Accounting & Systems
- **Analyze Your Buy/Sell Processes**
  - Define areas needing improvement
- **Engage with Fiscal Service**
  - Leverage our resources
- **Communicate with Trading Partners**
  - Identify Challenges & Onboarding Strategy

What Current Leaders are Saying…

- **General Services Administration (GSA)**
  - *We just want to be everyone's IGT BFF*
  - *Single repository will decrease chargebacks and ease reconciliation*
- **United States Marine Corps (USMC)**
  - *Connecting trading partners will be vital to transparency and auditability*
  - *A strong change management effort to implement G-Invoicing is critical to success*
- **Enterprise Services Center (ESC)**
  - *Treasury is giving us a tool, the challenge lies in implementing it*

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Summary

- Governmentwide roll-out will begin with Release 2.1 in April 2018 allowing FPAs to broker GT&Cs

- During the GT&C roll-out, inactive trading partners will be available to allow a single partner to begin brokering GT&Cs

- This approach allows FPAs to onboard incrementally and gradually increase participation aligned with the Roadmap

- FPAs are encouraged to take on change management activities to increase readiness for onboarding to G-Invoicing

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Outreach and Implementation Team

- Federal Program Agency Outreach is lead by the Bureau of Fiscal Service, Department of Treasury

- Partner with the Federal Reserve Bank of St. Louis for FPA implementation support

- Additional information on the G-Invoicing program can be found at [Fiscal Service's G-Invoicing program website](#)

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