Intragovernmental Transactions
Working Group (ITWG)

January 9, 2018
Today’s Agenda

• Team Introductions
• G-Invoicing Release 2.1 Overview
• Preparing for Onboarding to G-Invoicing
• Next Steps
G-Invoicing Team Introductions

Program Mgmt./Agency Outreach Support, Fiscal Service
- Matt Conrad, Project Manager, Intragovernmental Branch
- Keith Jarboe, IGT Agency Outreach, Project Support Division

Agency Onboarding and Implementation, Federal Reserve Bank of St. Louis (FRB STL)
- Jennifer Robinson, G-Invoicing Business Program Manager
- Robert Mattison, Agency Implementation Team (AIT) Manager
- Doug Larson, Project Manager
- George Pierce, AIT
- Lena Napolitano, AIT
- Will Beedie, AIT
- Shelley Sadler, AIT
G-Invoicing Release 2.1 Overview

- Targeted for Implementation in Production on 3/26/2018
- Permits Governmentwide use of G-Invoicing to broker General Terms and Conditions (GT&C)
- Modifies GT&C functionality to support internal drafts and multiple approvals
- Implements reporting service framework
  - User Identity Report
- Aligns GT&C functionality with the Federal Intragovernmental Data Standards (FIDS)
GT&C Updates

- Updated GT&C Document States
  - Internal Draft: Draft GT&C viewable only by initiator
  - Shared Draft: Draft GT&C shared by initiator for their trading partner to complete

- New GT&C Roles
  - Creator and Final Approver

- Aligns GT&C functionality with the Federal Intragovernmental Data Standards (FIDS)

- List of active partners by ALC will be maintained and published by Fiscal Service
  - “Active” means that the ALC is reviewing and approving GT&Cs

- Trading Partner Bullpen
  - Allows an FPA to establish an agreement with an inactive trading partner ALC
G-Invoicing 2.1 GT&C Creation Process

- If both trading partners are active in G-Invoicing, GT&Cs can be approved and “Open for Orders”
- If one trading partner is active in G-Invoicing and their trading partner’s ALC is inactive (in the bullpen), draft can be shared with your trading partner
- If one trading partner is active in G-Invoicing and cannot find their trading partner’s ALC, reach out to Fiscal Service at igt@fiscal.treasury.gov
- Each trading partner can assign the following user roles: GT&C Initiator, GT&C Manager, Approver 1 and Approver 2
Reports

- User Identity Report

<table>
<thead>
<tr>
<th>Disburser Account</th>
<th>User ID</th>
<th>Name</th>
<th>E-mail</th>
<th>Phone</th>
<th>Status</th>
<th>Manager</th>
<th>Role</th>
<th>Data Access Group</th>
<th>Access Group Type</th>
</tr>
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<tbody>
<tr>
<td>Test Disb Account</td>
<td>Guy123</td>
<td>guy m man</td>
<td><a href="mailto:test@test.com">test@test.com</a></td>
<td>1234567890</td>
<td>Active</td>
<td>Mana12345</td>
<td>GT&amp;C Manager</td>
<td>Test Group 1</td>
<td>Secondary</td>
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<td>GT&amp;C Manager</td>
<td>Test Group 2</td>
<td>Secondary</td>
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<td>GT&amp;C Manager</td>
<td>Test Group 3</td>
<td>Secondary</td>
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<td></td>
<td>GT&amp;C Approver</td>
<td>Test Group 1</td>
<td>Secondary</td>
</tr>
</tbody>
</table>

Test Disb Account Mana12345 mr l manager email@email.com 5678901000 Active Guy123 User Administrator Group 7 Primary
Config Administrator

Test Disb Account Test12345 first Middle Last test@email.com 123678901 Active Mana12345 User Administrator Group 7 Primary

222 Account User789 First M Name address@email.com 11122233330 Active User789 User Administrator 222 Group Primary

- Update “advanced search” GT&C report
Other Updates

• User Manager
  – “User Manager” field specifies who is responsible for annually recertifying a user’s access
  – Field will be required when users are added to the system

• Administrator in multiple accounts
  – One user can have administrator roles across multiple Disburser Accounts simultaneously
  – Users can toggle between accounts after signing in with one user ID/PW combination
Treasury Support

• G-Invoicing Workgroups
  – Intragovernmental Workgroup (ITWG)

• Outreach and Onboarding Resources
  – Request a G-Invoicing Focus Group to provide overview to FPA key stakeholder group
  – Request AIT Resource to begin onboarding process by sending a request to igt@fiscal.treasury.gov
Treasury Support

• Office Hours
  – Q&A sessions held focused on G-Invoicing Onboarding
  – Sign Ups will be posted on Fiscal Service Events Page
  – Small, group sessions to assist FPAs who are actively working through their onboarding and implementation
  – FPAs should attempt to bring at least one trading partner that is also working through their implementation
Internal Preparation

- Review reference material (Fiscal Service Page)
  - G-Invoicing overview and User Guides
  - Federal Intragovernmental Data Standard (FIDS)
- Identify your stakeholders
- Inventory Existing Agreements
  - Determine LOE for inputting GT&Cs based on ALC
  - Organize agreements by Trading Partner
- Map Agreement Process
- Document organizational hierarchy and desired access to Buy/Sell GT&Cs
User Training

• “Train the Trainer” approach for training of initial agency users
  – Onsite training of Admins and Users
  – Training material will be made available to support training approach

• Computer Based Training (CBTs)
  – Available on Fiscal Service Website
    • Creating a GT&C
    • Establishing an Access Model Structure

• Signup available on Fiscal Service Website Late-January for:
  – Fiscal Service hosted G-Invoicing Workshops in Crystal City Virginia
  – G-Invoicing r2.1 webinar
Establish Disburser Account

- Work with AIT to complete Account Enrollment Form
- Establish and test account in QA environment
  - Test access model configuration
- Establish Production Account
  - Apply configurations tested in QA to Production
  - Create Production Users and assign Roles and Data Access
Brokering Agreements

• April 2018 Agencies can begin brokering agreements governmentwide in G-Invoicing
• Buyer or Seller can initiate
• Trade with Agency Account or Bullpen ALC
• Determine Agency GT&C process
  – Agreements brokered/signed in G-Invoicing
  – Agreements brokered manually; signed in G-Invoicing
  – Agreements brokered manually, signed outside of G-Invoicing, then uploaded as a completed PDF
• Up to two signatures per trading partner in G-Invoicing
Potential Next Steps

• Reach out to your Shared Service Provider (SSP), if applicable
• Request AIT Resource to begin onboarding process by sending a request to igt@fiscal.treasury.gov
• Determine personnel to take part in implementation/rollout
• Distribute/review G-Invoicing Reference Material
• Register users for the G-Invoicing workshop
• Attend Release 2.1 Webinars
• Participate in G-Invoicing “Office Hours”
Questions