MARS Council Meeting Agenda

General Information	
Date/Time:	Thursday, October 16, 2008, 2:00 pm – 4:30 pm
Location:	SSMC-3, Room 13836

Attendees:

Tonya Coleman – NMFS
Mark Blades - NMFS
Mary Rieck – NWS
James Lewis – NESDIS
Penny Schmiedeberg – NMFS
Peter Boyle – Program Support

Marina Rubina – NMFS/OCIO
Renee Galloway – NOS
Sylvia Scott - OAR
Gerald Thomas – NMAO
Sonny Tallaprgada – NMFS/OCIO
Carla Kirby - NWS

CCR Summary as of 10/15/08

Status	Count
Closed	55
Open	20
Hold	6
Testing	0
Work In Progress	16
Total	97

New or Outstanding Issues

- o **CR Reporting Requirements**
  The reporting and querying team made an inquiry into any additional reporting requirements due to the Continuing Resolution (CR).
  Discussion/Action
  At this time, no changes are necessary.

- o **Data Entry Budget Form Changes**
  Change A – Reconciling Multiple Negative MARS Budget Records – Tonya Coleman is proposing to make a change to the MARS Data Entry Budget Module. The CCR will change the current validation in the system to allow users to enter multiple negative amounts to one budget record. (See Attachment A for a description of the request).
  Action
  The change request was approved. Tonya will enter a CCR.

  Change B – Proposal to change the Apply Surcharge Feature – Tonya Coleman is proposing to make a change to the surcharge feature on the Budget Module (see attachment b for a description of the request).
  Action
  The minimum impact changes, as described in the attachment, have been approved by the council. Tonya will enter a CCR

- o **Reporting and Querying FY08 Aggregates**
  Discussion/Action
  The MARS DW refreshed the FY08 aggregates last week in order to incorporate several adjustments processed by CBS last week. Additional PPA adjustments will be coming

through this week. When received, the Reporting and Querying team will refresh the aggregates again.

- o **Variance Reporting**
  The MARS_BUDGET and MARS_BUDGET_DETAIL tables will be loaded into the MARS DW. A new universe will be available for adhoc querying. The MARS Budget (spending plan) could be an option for the Monthly Variance Reports (ex NOA118) instead of CBS BOP. Need to know from this Council if this is an option they would require?

  Discussion/Action
  No changes to the existing Reporting & Querying reports are necessary. If the Budget and Budget detail data is loaded into the MARS DW, it will be available for adhoc querying. If a user needs to view a variance report/financial status report, they have the option to choose such a report in the Data Entry reports module.

- o **Fund 0080, Gifts and Bequests**
  Do we need to include this fund in reporting?

  Discussion/Action
  Peter Boyle is the only LO that would require a change in reporting. He will discuss the request with his staff, and if necessary, generate a CCR with the detail requirements.

- o **MARS Data Warehouse Refresh**
  Several times this September, the Data Warehouse refresh ran late which kept MARS from opening up on time. Mark Blades raised the point, that although the underlying cause may not be from MARS, it may reflect negatively against the MARS team.
  Discussion
  There were a couple of reasons why the MARS Data Warehouse ran longer than usual during the year-end processing. Additional time required to complete the NOAA Data Warehouse and increase in the amount of data to be processed, were the main culprits. The MARS Team is aware of these issues and is aggressively working to improve the refresh.

- o **Recertification Process / New User reporting capability**
  The MARS team will be conducting the first annual account recertification this November. In general, the process will require each user and their immediate supervisor to approve and sign a recertification request form. Once all request are received, the FMC, LO and SW Council representatives will review and approve these request. In an effort to streamline the process, the MARS team will consolidated each account into a spreadsheet for easy review and approval by the admins. Included in the recertification email will be a clear set of instructions that will need to be followed if access to MARS is to be retained. A separate email will be sent to the FMC, LO, and SW council representative providing instructions on how to review and approve accounts for their particular organization.   Stay tuned!!!!

- o **Advanced Business Objects Training & Data Entry Training**
  The MARS team is evaluating the requirements for additional training for the MARS user community.   An initial assessment indicated a need for advanced training for each module. As for the content, we're looking to receive feedback from the LO administrators.
  Action
  Within the next week, please send Gerald Stark a list of potential items you would like to receive training on. Remember, we're looking at advanced training, so my suggestion is to

focus your request on how to use the adhoc features, how to analyze your data, or how to best manage your data within MARS.

CCR	Topic	Requestor	Closed
Promoted to Production			
Data Entry			
744	Completed changes to BOP upload File Creation. An option has been provided to do multiple files per FMC based on Fund/Program.	tcoleman	10/15/08

CCR	Topic	Requestor	Opened
Work In progress			
Data Entry			

563	Travel processing changes for FY 2009 - New procedures to create Travel Commitments from CBS Obligations and update them with TM data (name, destination, dates) are deployed in production. All FMCs are changed to auto-ob travel. Currently the system obligates CBS vouchers and updates them with TM data. CBS will start a new process on November 12th.
	Status
	    o Per the latest CBS announcement, CBS will start obligating approved Travel Manager authorizations effective November 12th when new Travel Manager is on-line (the original scheduled date was October 12th).
	
	    Starting FY 2009, MARS is no longer going to create commitments from Travel Manager. MARS Travel Commitments will be auto-obligated from CBS obligations (travel authorizations and vouchers) for all MARS FMCs. Additional information will be populated from Reserv_Trans (Travel Manager) records, if available, such as Traveler's name, Destination and Dates.
	
	    We re-set each FMC's match settings to auto-ob travel. The Commitment Module will not allow manual entry of new Travel commitments, and no pipeline adjustments will be needed (commitments will equal obligations).
	
	    Because of the CBS implementation delay, for orders approved before November 12th, your travel commitments will be created when vouchers come down in CBS. We cannot risk using both commitment sources (CBS and Travel Manager) in one FY to ensure that we do not duplicate any commitments.
	    o The Data Entry team will follow up on the process and add a new Doc/Item types as needed.
	    o Travel Reports will be modified as necessary.
		mrubina	

804	Changes to accommodate the NOS 10-04-0006 re-org (new FMC 10-14) is in production.	mrubina	
884	Changes to the MARS Travel Numbering System (Domestic and Foreign) to accommodate new LOs (NMAO and 50-44) requirements. Currently the system is only used by Fisheries.	mrubina	10/3/2008
542	Create MARS Download procedures to load new CBS view and update PCARD records with reconciliation notes. **Status** Evaluated CBS view (in CBS Test instance). Need to add and populate additional AP_Trans column (sub_invoice_no). Will be able to implement when CBS view is available.	mrubina	
Reporting & Querying			
62	Create stored accounting reports. For some budget analysts within NWS, the only reason they would use Discoverer is to get the stored accounting data. They are	mrieck	

	looking for a way to get this data within Business Objects, thus only going to one source for their data needs. **Status** Requested 2 needed tables in NDW; waiting on response.		
70	Based on a request from the Workforce Management Office, load data from source tables, and create universes and reports. The universes will support queries by WFMO as well as other users who might have previously obtained data from HRDS. Based on input from WFMO, recreate the highest priority reports that were in HRDS. **Status** Twelve reports were moved to Production on April 4. Ad hoc universe in testing. Still waiting on Data to complete final reports.	mrieck	
Both			
321	Out-year planning/OPT creation. Out Year project/task records are currently being added to the MARS DW project/task table. Source is the MARS_OPT table. Records are given a record source of 'FRS' if the project-task does not exist in CBS. Once record exists in CBS, FRS record will be over-written. **Status** Completed, will promote at next implementation cycle.	mrubina	
501, 341	Request to provide an OPT Grouping & Sub-group feature in the Reporting and Querying module similar to the Data Entry reports. The Data Entry Module will change the name from Division Branch reporting to OPT Group and Sub-Group. The Reporting and Querying Module will provide new reports using the grouping defined in the data entry module. **Status** Completed, will promote at next implementation cycle.	Mrieck, Sscott	
561 (Includes CCR 68)	Setup an agreement with Grants On-line to acquire source data to be used in MARS. Load data, build universes, create reports and ingest Grants financial transactions into the Data Entry Module as commitments. **Status** o MARS Team will meet with SME's to discuss detailed requirements	gastark	
624	This is in regard to Travel Data between the Travel Authorization Universe in Business Objects and the Travel Commitments in the Data Entry module. Both systems use the NDW_RESERVE_TRAN table from CBS to populate. Currently between the two systems, the logic to populate the Fiscal Year is determined differently **Status** The issue was discussed at the 7/15 O&M Meeting. It was decided that the Data Entry team will change their logic to look for the Trip Date to determine FY, effective FY 2009.	sscott	

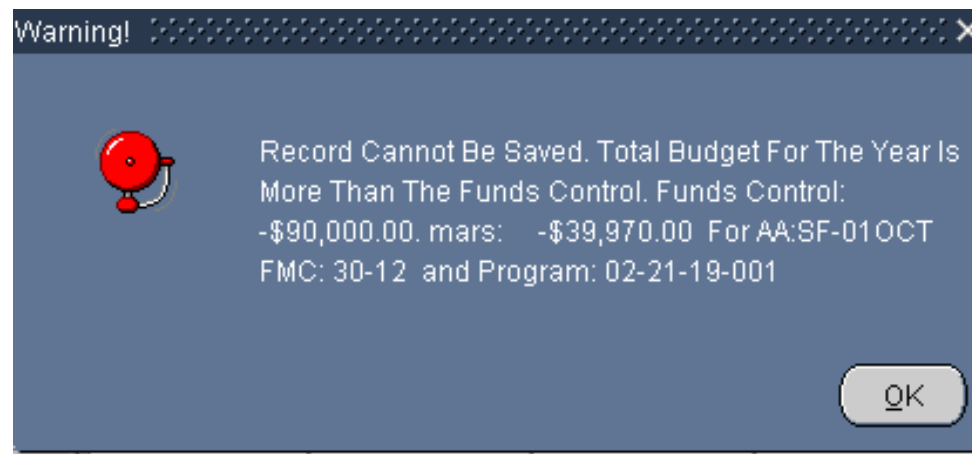# Proposal for Reconciling Multiple Negative MARS Budgets Records

Current Functionality - The system compares the Total Allowance Advice against Total Budget record.
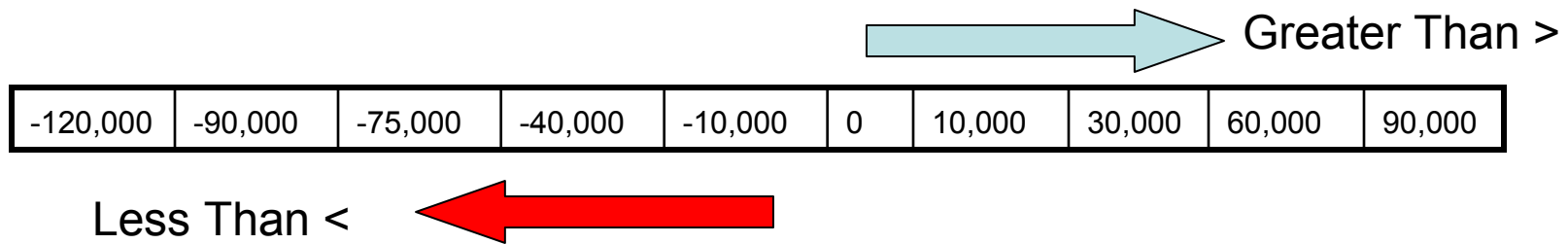
MARS Funds Control	MARS Budget	
Allowance Advice Total -90,000 ⟶	Record A: SF-01OCT	–40,000
	Total	-40,000

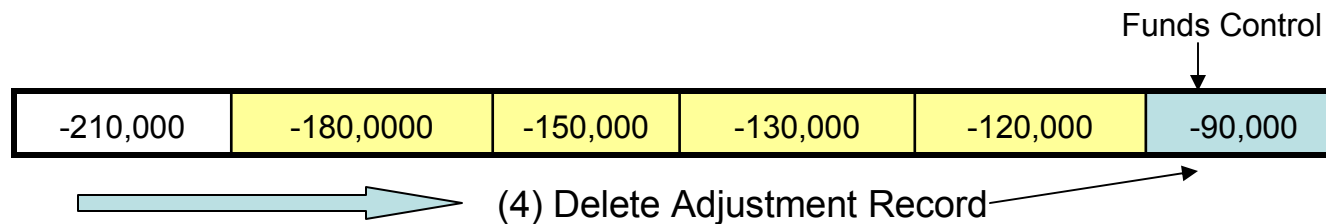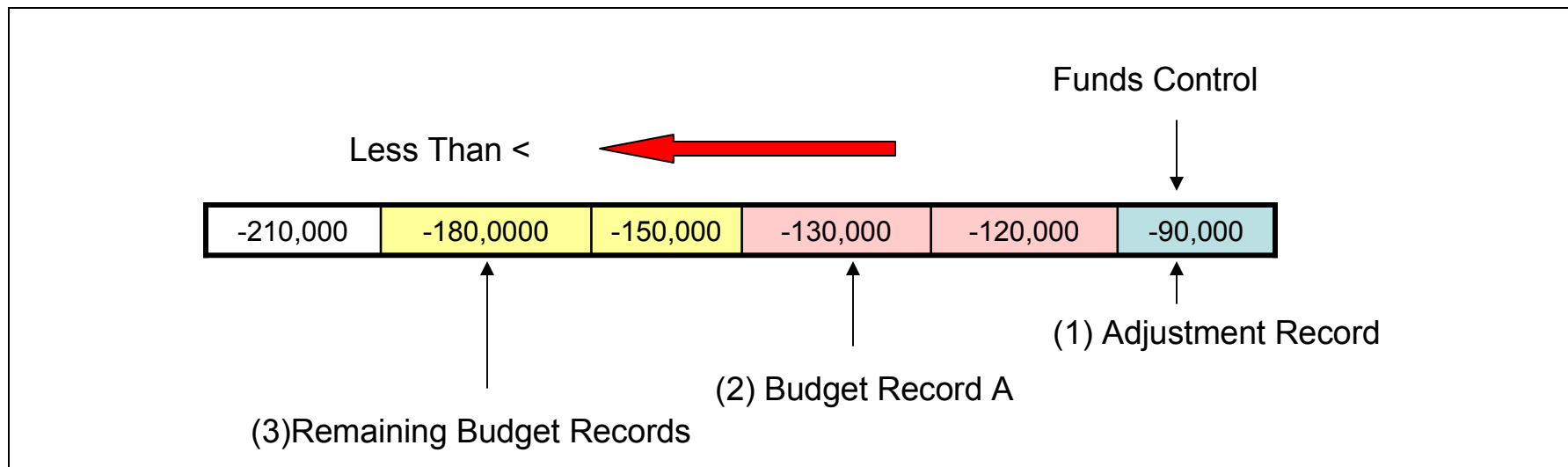A system error is generated when you attempt to save the Budget record:

Warning! ✕

Record Cannot Be Saved. Total Budget For The Year Is More Than The Funds Control. Funds Control: -$90,000.00. mars: -$39,970.00 For AA:SF-01OCT FMC: 30-12 and Program: 02-21-19-001

OK

Understanding the Calculation

Greater Than >

| -120,000 | -90,000 | -75,000 | -40,000 | -10,000 | 0 | 10,000 | 30,000 | 60,000 | 90,000 |

Less Than <

The total of Funds Control –90,000 is less than

Budget Record A -40,000

Funds Control

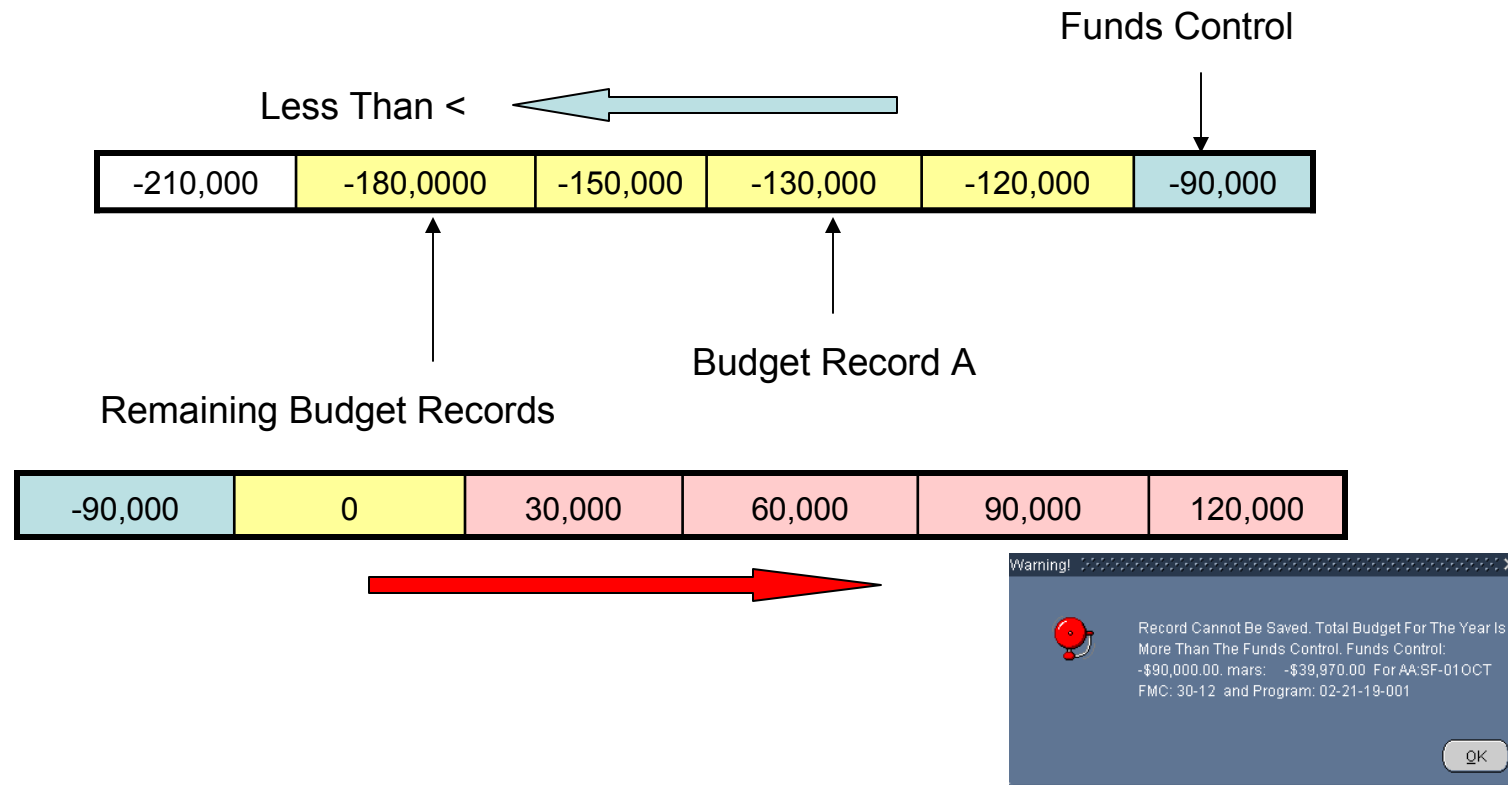| -120,000 | -90,000 | -75,000 | -40,000 | -10,000 | 0 | 10,000 | 30,000 | 60,000 | 90,000 |
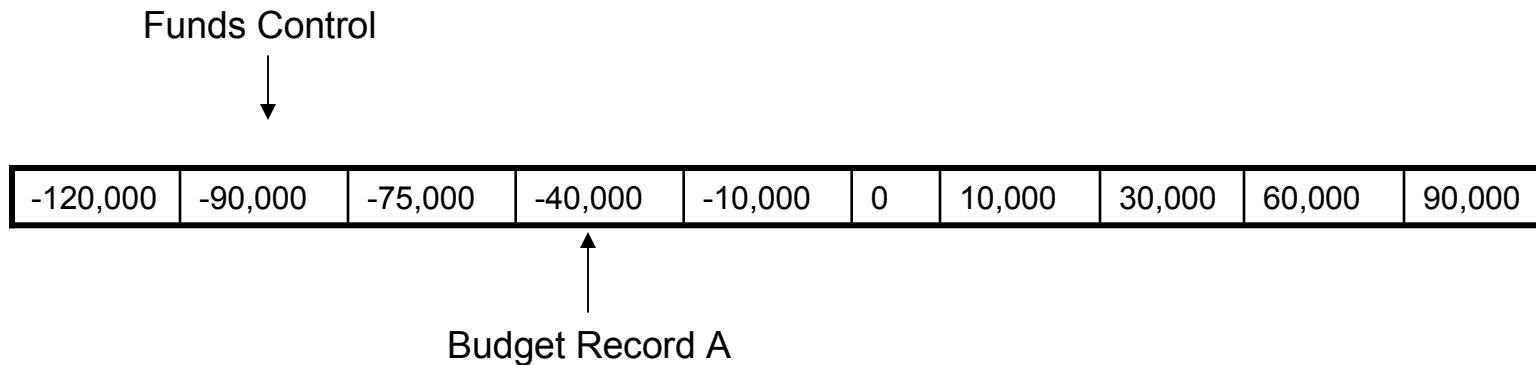
Budget Record A

Current Work Around

1. Enter an Adjustment Budget record to agree with the total Allowance Advice amount (SF-01OCT Adjustment Record -90,000)
2. Enter Budget Record A: (SF-01OCT -40,000)
3. Enter remaining Budget Records to agree with total: (SF-01OCT -50,000)
4. Delete Adjustment Record -90,000

Funds Control

Less Than <

-210,000	-180,0000	-150,000	-130,000	-120,000	-90,000

(1) Adjustment Record

(2) Budget Record A

(3)Remaining Budget Records

Funds Control

-210,000	-180,0000	-150,000	-130,000	-120,000	-90,000

(4) Delete Adjustment Record

3

Proposed Solution

1. Adjust the Funds Control checking calculation to allow records with negative amounts to be added to the database
2. Maintain the calculation for positive amounts

Funds Control

Less Than <

-210,000	-180,0000	-150,000	-130,000	-120,000	-90,000

Budget Record A

Remaining Budget Records

-90,000	0	30,000	60,000	90,000	120,000

Warning!   ✕

Record Cannot Be Saved. Total Budget For The Year Is
More Than The Funds Control. Funds Control:
-$90,000.00. mars: -$39,970.00 For AA:SF-01OCT
FMC: 30-12 and Program: 02-21-19-001

OK

Proposal for Apply Surcharge Features

Current Functionality:

    • Creates detail lines for Leave, Benefits and Overhead surcharges

    • Budget form displays a ☑ by each line created by the system

    • Lines displaying ☑ cannot be deleted without first deleting the labor line

- When using Labor object classes (111x or 113x), the Surcharge button will automatically add the appropriate surcharges lines for object classes 1160, 1210, 2319, 7787, 7788, or 7789
  - The Project Code Type determines which object classes are added.

- The **Labor Amount** entered for the **Labor Object Class** equals the **Base Labor** plus the **Leave Surcharge**.

- When the **Apply Surcharge** is clicked,
  - The system will add a line below the 111x or 113x line.
  - The new line created is the **Base Labor**.
  - The **Base Labor** is calculated by dividing: **Labor Amount** / **(1** + the **Current LV Sur**)

Apply Surcharges

System Calculates

User Enters

Current Leave Surcharge Rate - 20.5%
Current Benefit Surcharge Rate - 15.8%

Object Class				Total
11	12	0	0	14,870.47
				12,340.64
			FTE	.25
11	60	0	0	2,529.83
			FTE	.00
12	10	0	0	2,349.53
			FTE	.00
			FTE	
Budget Total				17,220.00
FTE Total				.25

Base Labor = 14,870.47 / 1.205

Leave Surcharge = 12,340.64 x .205

Benefits = 14,870.47 x .158

Sums all O.C. lines

Sums all FTE lines

- Labor Amount - 14,870.47
- FTE Amount - .25
- Clicks Button

Apply Surcharge

3

Problem with existing Calculations

➤ Calculations cannot be modified by User without deleting 111X or 113X lines (starting from scratch)

➤ Cannot enter both 111X and 113X in the same record

➤ Surcharge lines cannot be edit or modified to handle rounding issues

➤ Some users have requested that surcharge features be consistent with CBS BOPS module (removing the calculated base labor line) by reflecting the actual 111X and 113X total only

Object Class	Total
11 12 0 0	14,870.47
	12,340.64
FTE	.25
11 60 0 0	2,529.83
FTE	.00
12 10 0 0	2,349.53
FTE	.00
FTE	
Budget Total	17,220.00
FTE Total	.25

Proposed Changes to Apply Surcharge Feature

- ➤ **Modify System surcharge to calculate only**
- ➤ **Remove fixed rows to allow amounts in any row (including labor related object classes) to be modified by users**
- ➤ **Reformat form and surcharge function so that calculations mirrors CBS BOPS and BOP Worksheet Template**
- ➤ **Allow both 111X and 113X labor amounts to be in one record**

Impact of Proposed Changes

➢ **Minimum Impacts Imposed (Some changes needed)**

　　➢ Remove fixed rows to allow amounts in any row (including labor related object classes) to be modified by users

　　➢ Modify System surcharge to calculate only

➢ **Major Impacts Imposed (Substantial Change/Requires Module to be Re-Written)**

　　➢ Reformat form and surcharge function so that calculations mirror CBS BOP and BOP Worksheet Template

　　➢ Allow both 111X and 113X labor amounts to be in one record