



DATA MODEL

WITH ENTITY AND ATTRIBUTE

DEFINITIONS DOCUMENT –

FINAL

HUD Integrated Financial Management Improvement Project

U. S. Department of Housing and Urban Development

July 22, 2005

Revision Sheet

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DATA MODEL WITH ENTITY AND ATTRIBUTE DEFINITIONS DOCUMENT

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1.0 GENERAL INFORMATION

1.0 GENERAL INFORMATION

The Department of Housing and Urban Development (HUD) is in the process of modernizing its financial management systems in accordance with a vision of financial management consistent with legislation, OMB directives, modern business practices, customer service, and technology. The overall initiative to implement the financial management vision is the HUD Integrated Financial Management Improvement Project (HIFMIP). Within HIFMIP, several implementation phases have been defined to provide a manageable method of moving from the current state to the desired financial management environment.

Phase I and II of the HIFMIP project are the selection and implementation of a new HUD-wide financial management system. The new system, currently called the Integrated Core Financial System (ICFS), will provide the first building block to enable later integration with other desired management improvements such as enterprise performance management. HUD describes the end result of the phased approach as the Integrated Financial Management Solution (IFMS), of which ICFS is one key component.

The HUD Vision is to implement an integrated financial management system that will include all HUD organizations, including FHA, Ginnie Mae and OFHEO. The transition from the “as is” to the “to be” will require a comprehensive multi-year project plan and strategy that will be completed in phases. The initial stage will support four separate financial system modernization efforts; however, representatives from each of the four CFO organizations will work to standardize their systems, processes and procedures to support eventual migration to a single system. The decision whether to finally transition to a single system will be based on the level of consolidation and integration required to meet the financial information requirements for all HUD stakeholders, and also will consider the software, hardware and support available to HUD. The final decision whether to maintain more than one core financial system will be based on the alternative that is most cost effective and efficient for HUD.

ICFS involves the full implementation of an end to end integrated financial system that includes core financial such as general ledger, accounts payable, accounts receivable, budget execution (funds control), asset management, cost management, reporting, obligation processing, expenditure tracking, acquisition, cash management, cost accounting, financial reporting, workflow automation and federal financial assistance reporting including grants, subsidies and loans. The interfaces will include eTravel, Treasury, payroll, bankcard, and program systems, e.g. IDIS, TRACS. Temporary interfaces until transition to an integrated financial system include FHA Subsidiary Ledger, Ginnie Mae subsidiary general ledger, and OFHEO’s Financial Information and Management System (FIMS). The end state broad requirement for HIFMIP is to replace HUDCAPS, PAS, and LOCCS with a modern, compliant, integrated core financial system that will summarize financial data, control funds, prepare annual financial statements, and meet all internal and external reporting requirements across the agency. As part of the implementation of ICFS, HUD has committed to OMB to investigate the feasibility and cost of outsourcing the operations support of ICFS to a Financial Management Line of Business Center of Excellence.

1.1 Purpose

The purpose of the data model with entity and attribute definitions document is to:

- Document the data that supports HUD's system functions by identifying the logical data entities and data attributes for the ICS Initial Stage
- Illustrate the relationships among the logical entities using entity relationship diagrams (ERD).
- Define the logical entities, relationships, and business rules and identify the data attributes of each entity.

This document contains the results of The MIL Corporation's analysis of the systems and business processes within the scope of the HIFMIP project. ICFS will be based on a commercial off the shelf software package (COTS). The COTS packages have pre-defined data models and entities. The purpose of this document is to define HUD's requirements for data entities, attributes and data relationships that will be used in the evaluation and selection of a COTS package. These data requirements need to be met by the COTS packages.

1.2 Scope

This document defines and describes the logical data entities and data elements needed to support the planned Integrated Core Financial System (ICFS) Initial Stage. The scope is based on the analysis of the HUD systems that are considered financial systems or mixed systems as defined by OMB Circular A-127. Our analysis began with HUD's A-127 Financial Systems Summary. This document, dated March 16, 2005, was created by OCFO. We also used the Inventory of Automated Systems from the HUD Intranet to include additional systems. The functionality covered in the ICFS Initial Stage include core financial and other functions such as general ledger, accounts payable, accounts receivable, budget execution (funds control), cost management, reporting, obligation processing, expenditure tracking, acquisition, cash management, cost accounting, financial reporting, workflow automation and federal financial assistance reporting including grants, subsidies and loans.

1.3 Project References

In the preparation of this document, many references were used as specified below. They include documentation developed during the Initiate phase of the HUD Integrated Financial Management Improvement Project (HIFMIP), external resources, and several documents from HUD's Software Development Methodology (SDM).

Table 1-1 HIFMIP Reference Material

HIFMIP Initiate Phase Documentation
HUD Financial Management Vision
HUD Financial Systems Flow Chart Discussion Paper
Financial Event Information Flow Diagrams and Discussion Paper
HIFMIP Interview Notes Highlights
HUD Standards Documentation
The Budget and Accounting Handbook Policies and Procedures (available on www.hudclips.org)
FHA FY 2004 Congressional Budget Justification
HUD's Performance and Accountability Report 2004
The 2005 Proposed Budget for HUD submitted to Congress
HUD Intranet, http://www.hud.gov
HUD Internet website, http://www.hud.gov
Inventory of Automated Systems
OFHEO FY2003 Annual Report to Congress
Memorandum on OFHEO Financial System Requirements
OFHEO Integrated Financial and Administrative System presentation
OFHEO Financial Information and Management System presentation
External Resources Documentation
GAO Core Financial System Requirements Checklist for Reviewing Systems under the FFMIA
Joint Financial Management Improvement Program, Core Financial System Requirements
Office of Management and Budget Circular A-127, Financial Management Systems – revised December 2004.

1.4 Acronyms and Abbreviations

A list of acronyms and abbreviations used in this document and the meaning of each is provided below in Table 1-2 Acronyms:

Table 1-2 Acronyms

Acronym/Abbreviation	Definition
ACH	Automated Clearing House
CFOAC	Chief Financial Officer Accounting Center
ECS	Electronic Certification System
EFT	Electronic Funds Transfer
FHA	Federal Housing Administration
FHA-SL	FHA Subsidiary Ledger
FHEO	Fair Housing and Equal Opportunity
Financial-DM	Financial Data Mart
FRD	Functional Requirements Document
GAO	Government Accountability Office
Ginnie Mae	Government National Mortgage Association
GOALS	Government On-line Accounting Link System
GSA	General Services Administration
GTR	Government Technical Representative
HCSS	HUD's Consolidated Financial Statement System (Hyperion)
HIFMIP	HUD Integrated Financial Management Improvement Project
HPS	HUD Procurement System
HPS/SPS	HPS-Small Purchase System
HTMS	HUD Travel Management System
HUDCAPS	HUD's Central Accounting and Program System
ICFS	Integrated Core Financial System
IPAC	Intra-governmental Payment and Collection System
JFMIP	Joint Financial Management Improvement Project
LOCCS	Line of Credit Control System
MASS	Macola Accounting Software System
NFC	National Finance Center
OCFO	Office of the Chief Financial Officer
OCIO	Office of the Chief Information Officer
OFHEO	Office of Federal Housing and Enterprise Oversight
OIG	Office of Inspector General
OMB	Office of Management and Budget
OPAC	On-Line Payment and Collection System
PAS	Program Accounting System
PIH	Public and Indian Housing
PMS	Property Management System
PSCRS	Personal Service Cost Report Subsystem
SATO	Scheduled Airline Traffic Office

Acronym/Abbreviation	Definition
SME	Subject Matter Expert
TFCS	Treasury Financial Communication System
TRACS	Tenant Rental Assistance Certification System
US SGL	United States Standard General Ledger
WCF	Working Capital Fund

1.5 Points of Contact

This section documents government and contractual contacts for the HIFMIP project.

1.5.1 Information Contacts

Table 1-3 HIFMIP HUD Points of Contact below lists the points of organizational contact (POCs) that may be needed by the document user for informational and troubleshooting purposes for the HIFMIP Project. The table further identifies the type of contact, contact name, department, telephone number, and e-mail address.

Table 1-3 HIFMIP HUD Points of Contact

Type of Contact	Name	Dept.	Telephone	Email
Government Technical Representative	Kenneth Traylor	OCFO	(202) 708-1757 x6241	Kenneth_J._Traylor@hud.gov
Government Technical Monitor	Virginia Shaker	OCFO	(202) 708-1136 x3805	Virginia_A._Shaker@hud.gov
Project Manager	Mary Kohlmeier	OCFO	(202) 708-0614 x3853	Mary_L._Kohlmeier@hud.gov
Business Subject Matter Expert – OCFO Systems	Gail Dise	OCFO	(202) 708-1757 x3749	Gail_B._Dise@hud.gov
Business Subject Matter Expert – Ginnie Mae	Michael Najjum	Ginnie Mae - OCFO	(202) 708-1020 x2344	Michael_J._Najjum@hud.gov
Macola Project Manager	Wesley Jones	Ginnie Mae Comptroller's Division	(202) 708-4100 x3908	Wesley_E._Jones@hud.gov
FHA-SL Project Manager	William Fuentevilla	Housing-FHA Comptroller's Office	(202) 708-1020 x2344	William_F._Fuentevilla@hud.gov

Type of Contact	Name	Dept.	Telephone	Email
Business Subject Matter Expert	Barbara Dorf	Grants Policy	(202) 708-0667 x4637	Barbara_Dorf@hud.gov
Business Subject Matter Expert - CPD	Laura Marin	Director, Office of Technical Assistance and Management	(202) 708-4604 x4432	Laura_M._Marin@hud.gov
Business Subject Matter Expert - OH	Ronald Spraker	Director, Office of Budget and Field Resources (OH)	(202) 708-8975 x6851	Ronald_Y._Spraker@hud.gov
Business Subject Matter Expert – PIH	Paul Scott	Director, Budget Office (PIH)	(202) 708-0920 x2354	Paul_A._Scott@hud.gov
Business Subject Matter Expert – PD&R	Patrick Tewey	Director, Budget Office (PD&R)	(202) 708-1796 x4098	Patrick_J._Tewey@hud.gov
Business Subject Matter Expert – HH&LHC	Joseph Smith	Deputy Director (HH& LHC)	(202) 708-0310	Joseph_Smith@hud.gov
Business Subject Matter Expert – FHEO	Paul Christian	Director, Office of Management and Planning (FHEO)	(202) 708-1009	Paul_T._Christian@hud.gov
Advisory	Curtis Hagan	IG	(202) 708-0344 x8149	Curtis_W._Hagan@hud.gov

The MIL Corporation points of contact are contained below in Table 1-4 The MIL Corporation Points of Contact:

Table 1-4 The MIL Corporation Points of Contact

Type of Contact	Name	Telephone	Email
Operational Vice President	Linda Glasco	(202) 708-1136 x3814	lglasco@milcorp.com
Project Manager	Karen McGee	(202) 708-1136 x3727	kmcgee@milcorp.com
Institutional SME	Mary Ellen Firor	(202) 708-1136 x3835	mfiror@milcorp.com
Institutional SME	David Margolies	(202) 708-1136 x3834	dmargolies@milcorp.com

1.5.2 Coordination

The MIL Corporation team coordinated and participated in Information Exchange Meetings with the following organizations for the development of the draft data model with entity and attribute definitions document. Table 1-5 Information Exchange Meeting Participants appears below:

Table 1-5 Information Exchange Meeting Participants

Name	Corr Code	Office
Allen, Dot	LA	OHHLHC: Budget and Admin Services Division
Allen, Ennis	PD	PIH: Office of Budget/CFO
Allen, Pamela	PG	PIH: Grants Management Center
Allison, Sandra	HW	Housing: Deputy Assistant Secretary for Finance and Budget
Angradi, Doug	DOTB	CPD: ODAS/O, OTAM, Budget Division
Avery, Stephanie	PX	PIH: Departmental Real Estate Center
Bacon, Cuttie	FOA	CFO Budget
Breuer, Robert	DOTD	CPD: ODAS/O, OTAM, System Development Evaluation Division
Brown, Carolyn	FYM	CFO: Accounting Monitoring Analysis Division
Bullard, Kathy	6AF	CFO: Accounting Center
Byrd, Yolanda	EGPB	FHEO: ODAS/OM, OAS, Budget Division
Callahan, Rufus	FBD	CFO: Accounting Monitoring Analysis Division
Chapman, Rebecca	FBD	CFO: Accounting Monitoring Analysis Division
Christian, Paul	EGP	FHEO, ODAS/OM, Office of Management and Planning
Crupi, Ronald	HWAA	Housing: Office of Financial Analysis and Reporting
Cullom, Alice	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Davies, Chris	FYM	CFO: OACFO/OS, Financial Systems Maintenance and

Name	Corr Code	Office
		Development Division
Der, Virginia	RB	PD&R: Budget, Contract and Program Control Division
Donzell, Keith	FBI	CFO: OACFO/OA, Financial Reporting Division
Fuentevilla, William	HWA	Housing: FHA Comptroller
Garner, Wally	FBD	CFO: Accounting Monitoring Analysis Division
Gayton, Carl	FYM	CFO:OACFO/OS, Financial Systems Maintenance and Development Division
Greene, Bryan	EC	FHEO: Office of Policy, Legislative Initiatives and Outreach
Hall, Michelle	LA	OHHLHC: Budget and Admin Services Division
Harris, Virgie	PG	PIH: Grants Management Center
Holmes, Deborah	TNI	Ginnie Mae OMO, Information Management Division
Hutchinson, Iredia	PG	PIH: Grants Management Center
Hylton, Lanier	HTC	Housing: Office of Housing Assistance Contract Admin Oversight
Jackson, Sandy	PDA	PIH: OB/CFO, Budget Administration Division
James, Haven	FBD	CFO: Accounting Monitoring Analysis Division
Jones, Otis	6AF	CFO: Accounting Center
Jones, Wesley	TFC	Ginnie Mae: Comptroller's Division
Kahn, Barry	FBT	CFO Travel
Lincoln, Vince	FOB	CFO Budget
Linn, Larry	Contractor	Contractor: Delta Solutions
Mancuso, Tricia	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Marin, Laura	DOT	CPD: ODAS/O, Office of Technical Assistance and Management
McGill, Regina	PI	PIH: Office of Public Housing Investments
McGinnis, Alvin	FBDA	CFO: Monitoring and Analysis Branch
McKinney, Rudy	FBD	CFO: Accounting Monitoring Analysis Division
Najjum, Michael	TF	Ginnie Mae: Office of Finance
Naylor, Gregory	ACCP	CPO: Policy and Field Operations Division
Newry, Myron	EDPF	FHEO:FHIP/FHAP Division
Owens, Cheryl	TN	Ginnie Mae: Office of Management Operations
Parker, Sheron	AYK	ADMIN: OCIO
Patton, Debra	6AF	CFO: Accounting Center
Press, Rhonda	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Redder, Rita	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Reid, Garland	FOB	CFO: OB, Budget Management and Systems Division
Roberts, June	FBOW	CFO: WCF Accounting
Sarkis, Bill	FBI	CFO: OACFO/OA, Financial Reporting Division
Scott, Paul	PD	PIH: Office of Budget/CFO

Name	Corr Code	Office
Simmons, Michael	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Spraker, Ronald	HWR	Housing: Office of Budget and Field Resources
Stutzman, Kevin	AYK	ADMIN: OCIO
Tewey, Patrick	RB	PD&R: Budget, Contract and Program Control Division
Toately, Eric	HWRF	Housing: Funding Control Division
Trapani, Joseph	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Treadwell, Angela	FBD	CFO: Accounting Monitoring Analysis Division
Uebe, Will	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Wang, Pauline	FBD	CFO: Accounting Monitoring Analysis Division
Webster, Paul	DGBF	CPD: Financial Management Division
Wenstrup, Karen	FYMS	CFO: OACFO/OS, Financial Systems Maintenance and Development Division
Williams, Emily E.	LH	OHHLHC: Healthy Homes Division
Williams, Jackie	DED	CPD: ODAS/ED
Zahner, Keith	FYM	CFO: OACFO/OS, Financial Systems Maintenance and Development Division

2.0 LOGICAL DATA MODELS

2.0 LOGICAL DATA MODELS

This chapter describes the characteristics and relationships among the logical data entities of the systems within the scope of the ICFS Initial Stage. The selected COTS software packages will have a unique data model. This chapter addresses the data relationships that the new, integrated system must fulfill and support the activities associated with the initial phase of the ICFS. The relationships are illustrated with entity relationship diagrams. *Each entity in each entity relationship diagram includes a numeric reference to the data entity and attribute definitions found in Chapter 3.*

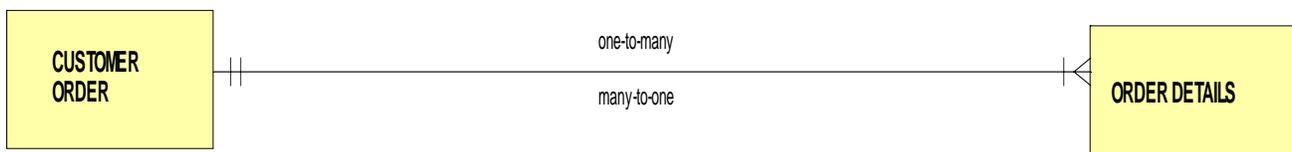
2.1 Logical Database Model Concepts

A *logical data model* is an abstract, diagrammatic representation of the data to be captured and processed in a computer application. Used for planning purposes, logical data models permit the developers or COTS implementation team to discuss the project with a common data perspective.

An *entity* is a term for the basic building blocks of a logical data model and is often compared to a *table* in a database. A table is a simple structure similar to a table in a document, comprising formatted rows and columns. Rather than have one giant entity to hold all the data, the logical data models break down the data into entities that avoid duplication of data values and makes the development of the application simpler. Entities are persons, places, or things about which an organization wishes to process or save information. The result of HIFMIP data modeling is an *entity relationship diagram* (ERD); presenting the definition, characteristics, and relationships of data entities that will be needed to perform the ICFS initial phase business functions.

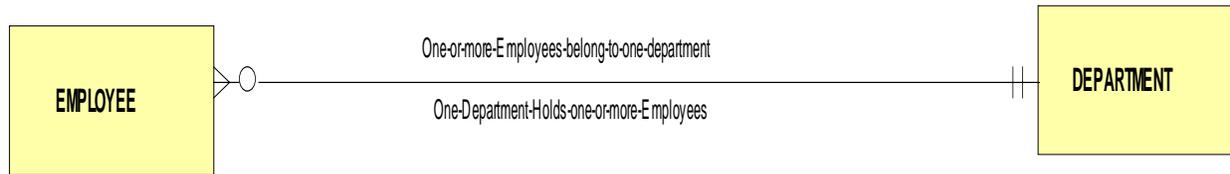
Conventional data modeling notation uses a rectangular box to represent entities. Relationships are represented by lines connecting entities. At the ends of the lines are symbols showing the type of relationship, i.e., one-to-one, one-to-many, etc. In order to read the diagrams, it is necessary to know the meanings of these notations. These are illustrated in Figure 2-1 Entity-Relationship Diagram Notation Legend that follows.

Figure 2-1 Entity-Relationship Diagram Notation Legend



The *crow's foot* symbol on the right shows that a Customer Order is associated with one or many Order Details.

The *double cross hatch* symbol on the left shows that each Order Detail occurrence for the customer is always associated with one and only one Customer Order.



The double cross hatch symbol on the right shows an Employee is always associated with one and only one Department. The crow's foot with a circle on the left indicates a many to sometimes many relationship. It shows a Department is associated with *zero (meaning of the circle)*, one or many Employees.

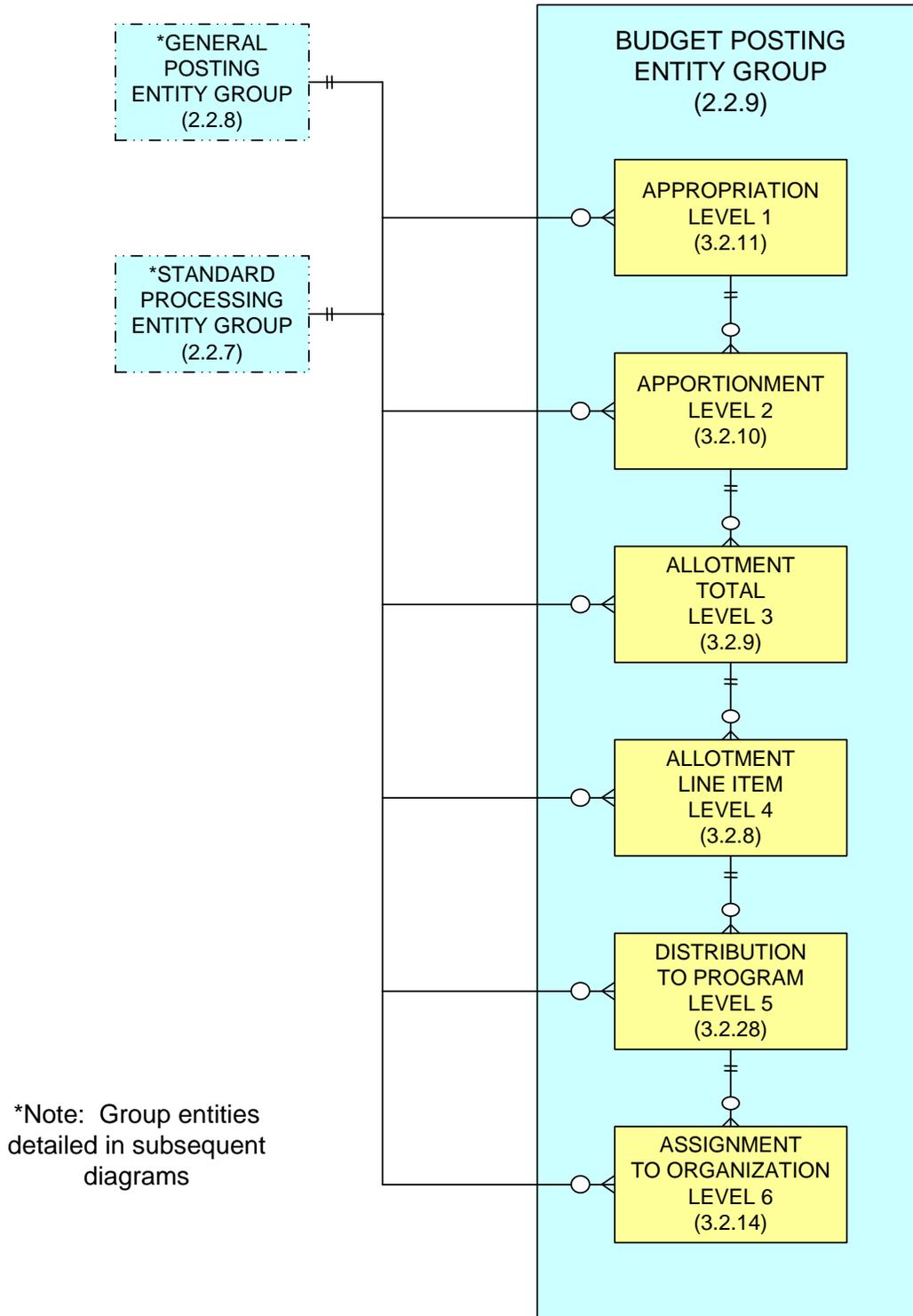
2.2 Logical Data Models by Financial Management System Core Functions

The following section presents the logical data models to be incorporated in the ICFS initial phase implementation. The data relationships for ICFS are complicated and would be difficult to decipher if presented in a single ERD. This section divides the system entity relationships into modules for funds allocation, purchasing management, accounts payable, accounts receivable, general ledger management, cost management, general posting group, standard processing relationship group, and budget posting group.

2.2.1 Funds Allocation

The funds allocation function is the administrative control of HUD's funding processes to ensure compliance with all laws, regulations, orders and policies relating to funds allocation. This function tracks an agency's budget authority and maintains the appropriate funding levels for the prior-year and current year authority. Funds allocation captures an agency's budgetary resources and establishes budgetary limitations at each of the budgetary levels required within the agency (e.g., apportionments and allotment totals). The logical data model presenting the logical data entities required to support the business processes for Funds Allocation is shown in Figure 2-2 Funds Allocation.

Figure 2-2 Funds Allocation

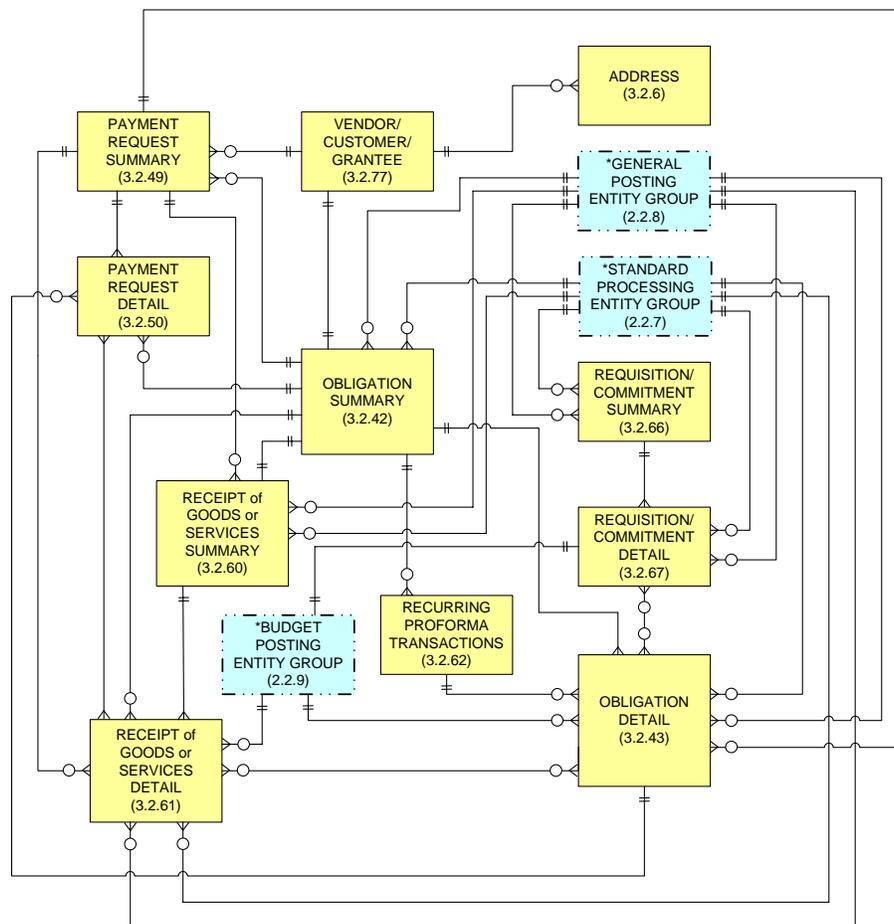


2.2.2 Purchasing Management

HUD commits and obligates funding for a wide variety of activities. These activities include purchasing goods and services and establishing grants and subsidy obligations. In addition, under credit reform, HUD reserves (commits) and obligates authority for lenders to extend loans. For simplicity we are calling all these functions purchasing management. The purchasing management model illustrates the entity relationships for the ICFS commitment and obligation business functions. Figure 2-3 Purchasing Management presents the logical data entities that support the purchasing management function. The purchasing management diagram addresses the set of activities relating to:

- Commitment, obligation, and de-obligation of funds associated with contracts, small purchases, grants, subsidies, bankcard, and travel-related activities
- Verifying funds availability
- Tracking security
- Verifying reference data
- Posting of the activity to the journal, cost accumulation and transaction tracking

Figure 2-3 Purchasing Management



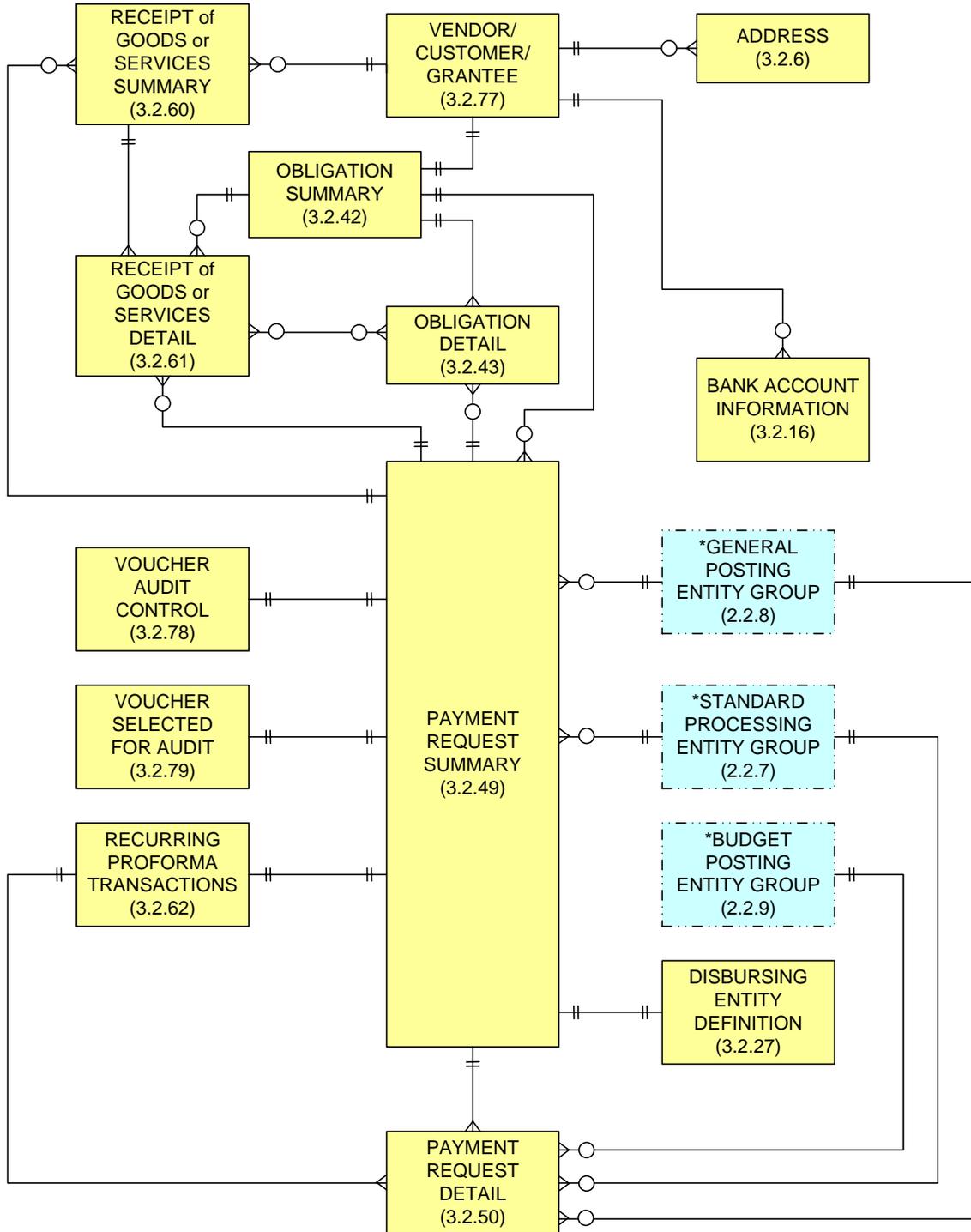
*Note: Group entities detailed in subsequent diagrams

2.2.3 Accounts Payable Management

HUD executes many types of payments and expenditures. The accounts payable management models, Figure 2-4 Accounts Payable Management (A) and Figure 2-5 Accounts Payable Management (B), illustrate the entity relationships for the ICFS payment and expenditure business functions. The accounts payable management diagrams address the set of activities relating to:

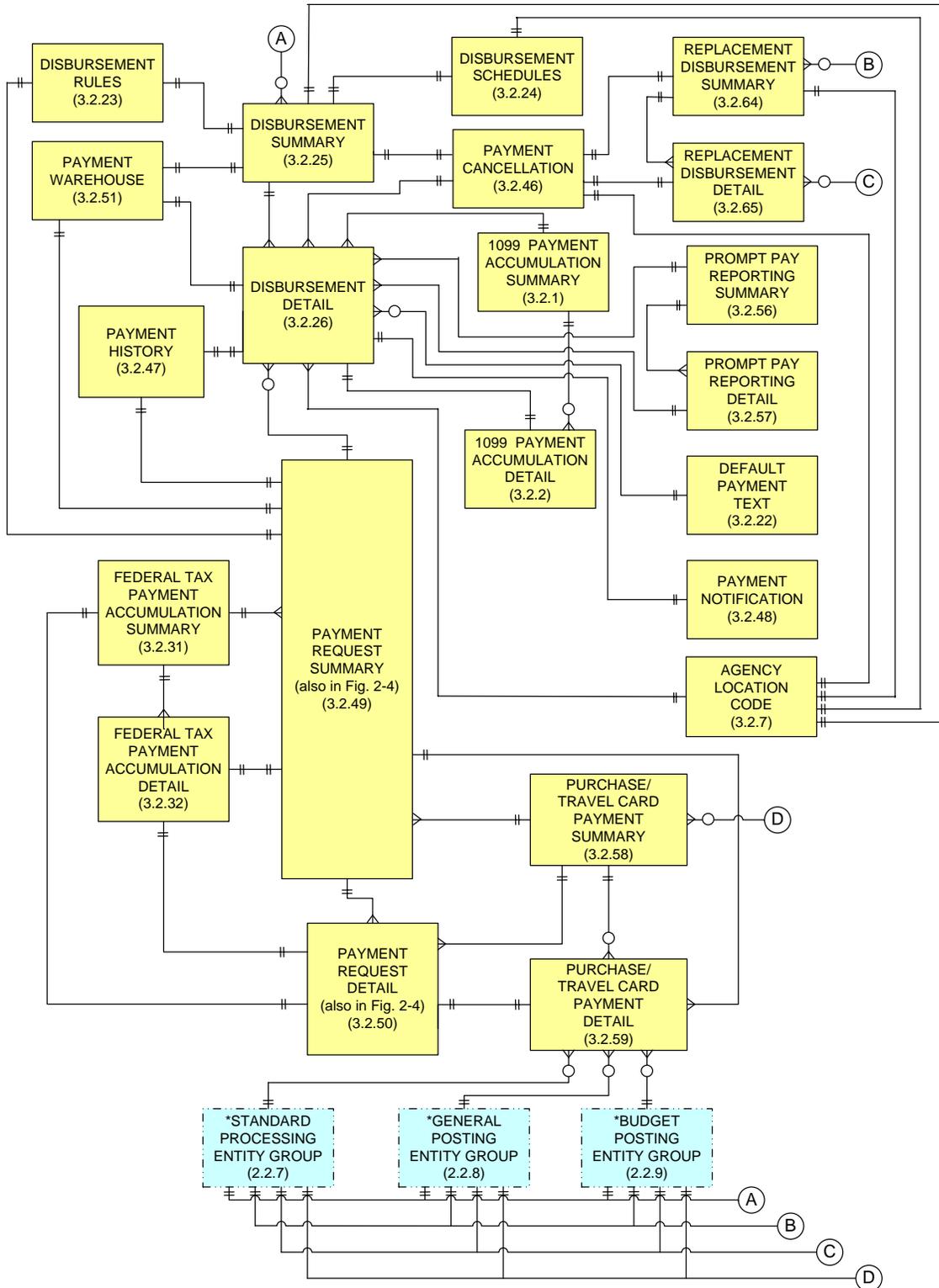
- Paying vendors, employee, state, local and federal agencies, housing authorities, grantees, housing managers, non-profit organizations, private-motivated organizations, public and private institutions (colleges), FHA fee appraisers, fiscal agents, mortgagees, resident management corporations and councils, and invitational travelers;
- Recording receipt of goods or services;
- Warehousing of payments until the appropriate disbursement date;
- Disbursing funds to payees;
- Accumulating information for prompt pay and 1099 reporting;
- Withholding of federal tax on employee permanent change of station moves and reporting of taxes withheld to Treasury;
- Verifying funds availability verification;
- Tracking security
- Verifying reference data
- Posting of the activity to the journal, cost accumulation and transaction tracking.

Figure 2-4 Accounts Payable Management (A)



*Note: Group entities detailed in subsequent diagrams

Figure 2-5 Accounts Payable Management (B)

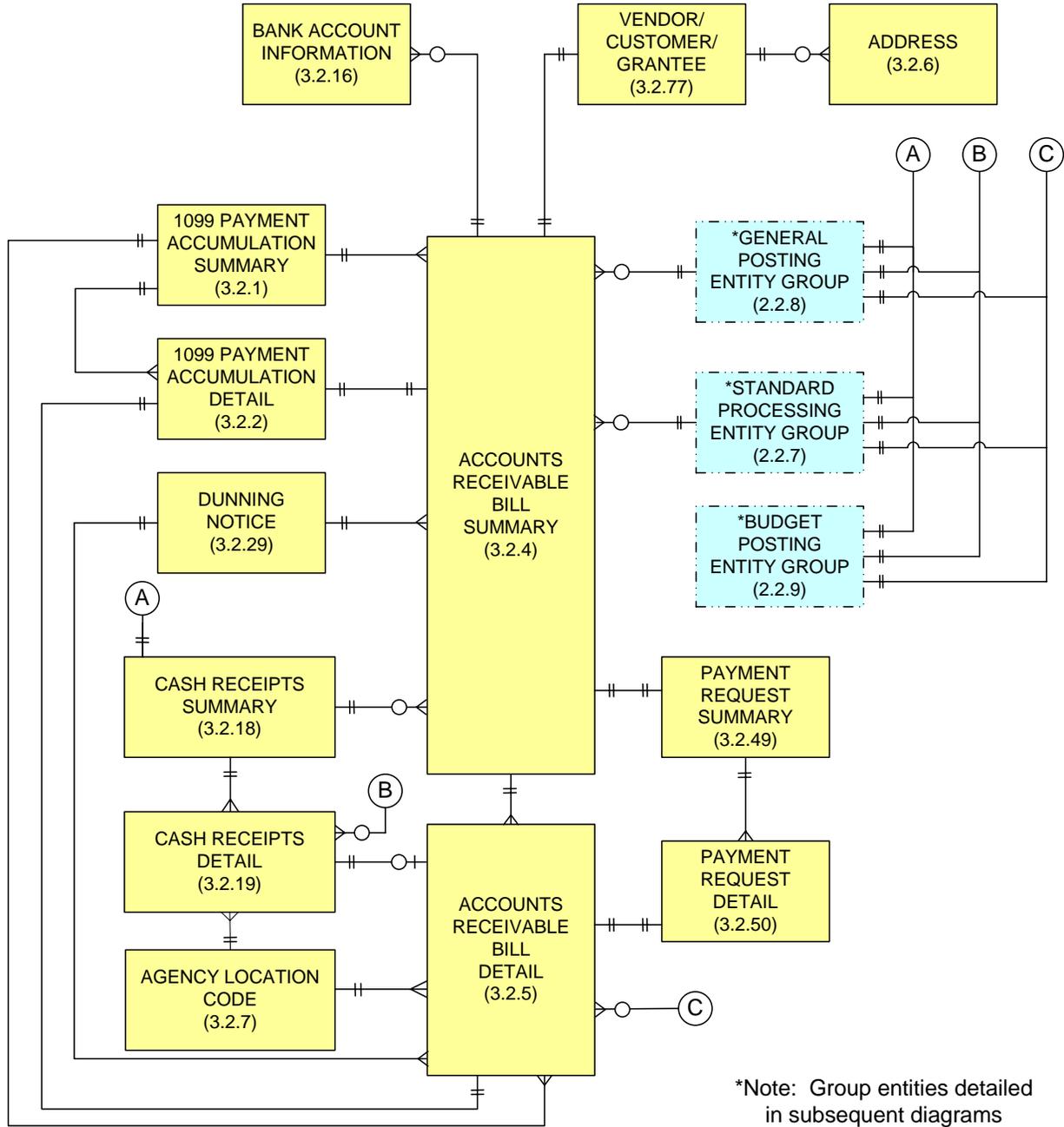


2.2.4 Accounts Receivable Management

The accounts receivable management function addresses asset accounts reflecting amounts owed, on an open customer account balance from federal and non-federal organizations, for: (1) goods or services furnished by the Government (but not including amounts due from other funds of the same Department or Agency), (2) amounts due as refunds of overpayments and, (3) amounts due from lending activities. Figure 2-6 Accounts Receivable Management illustrates the entity relationships for the ICFS accounts receivable business functions. The accounts receivable management diagram addresses the set of activities relating to:

- Establishing receivables when recognized (that includes producing bills for amounts due to HUD),
- Recording the amounts collected by HUD,
- Issuing billing transactions,
- Accruing interest, calculating administrative fees and penalty charges for overdue payments,
- Accumulating information for prompt pay and 1099 reporting,
- Updating Verifying funds availability,
- Tracking security
- Verifying reference data and tracking security, and
- Posting of the activity to the journal, cost accumulation and transaction tracking

Figure 2-6 Accounts Receivable Management

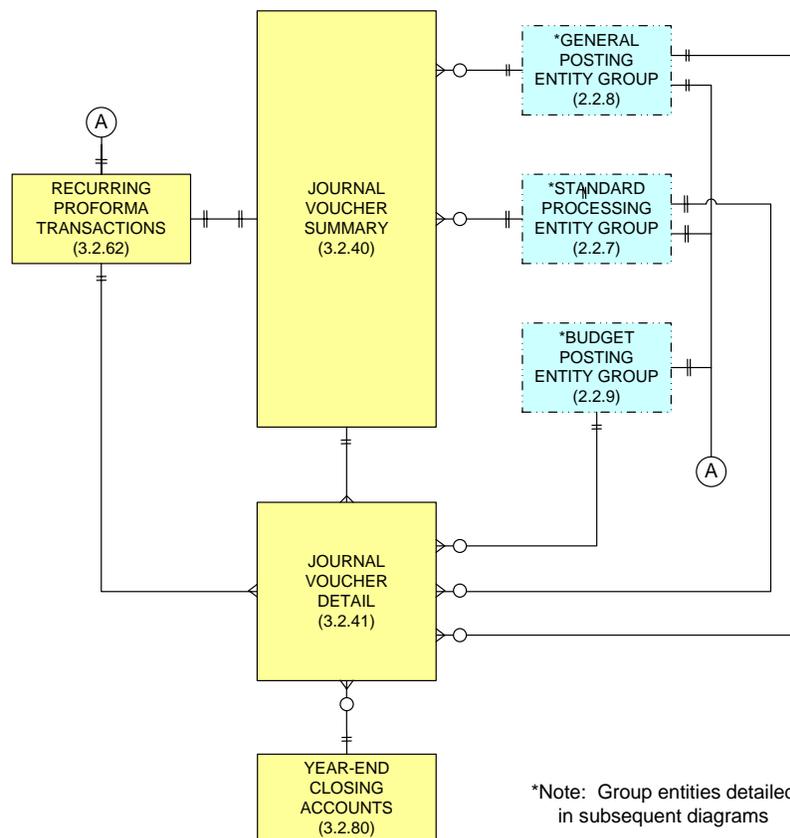


2.2.5 General Ledger Management

General ledger management is the central function of any financial system. The general ledger contains postings at the detail account level. It also maintains account balance summaries by the accounting classification elements established in the core financial system management function. The focus of the General Ledger Management function relates to accruals, reconciliations, adjustments, and closing transaction processing for reporting purposes. Figure 2-7 General Ledger Management illustrates the entity relationships for the ICFS general ledger business functions. The general ledger management diagram addresses the set of activities relating to:

- Posting general ledger transactions such as accruals, reconciliation adjustments, and account balances adjustments
- Executing period-end system processes needed by the system to open a new reporting period, such as rolling forward account balances or reversing certain year-end entries,
- Posting activity from feeder systems such as payroll and subsidiary financial systems such as the FHA-Subsidiary Ledger
- Updating funds availability,
- Verifying reference data
- Tracking security
- Posting the activity to the journal, accumulating costs and tracking transactions.

Figure 2-7 General Ledger Management



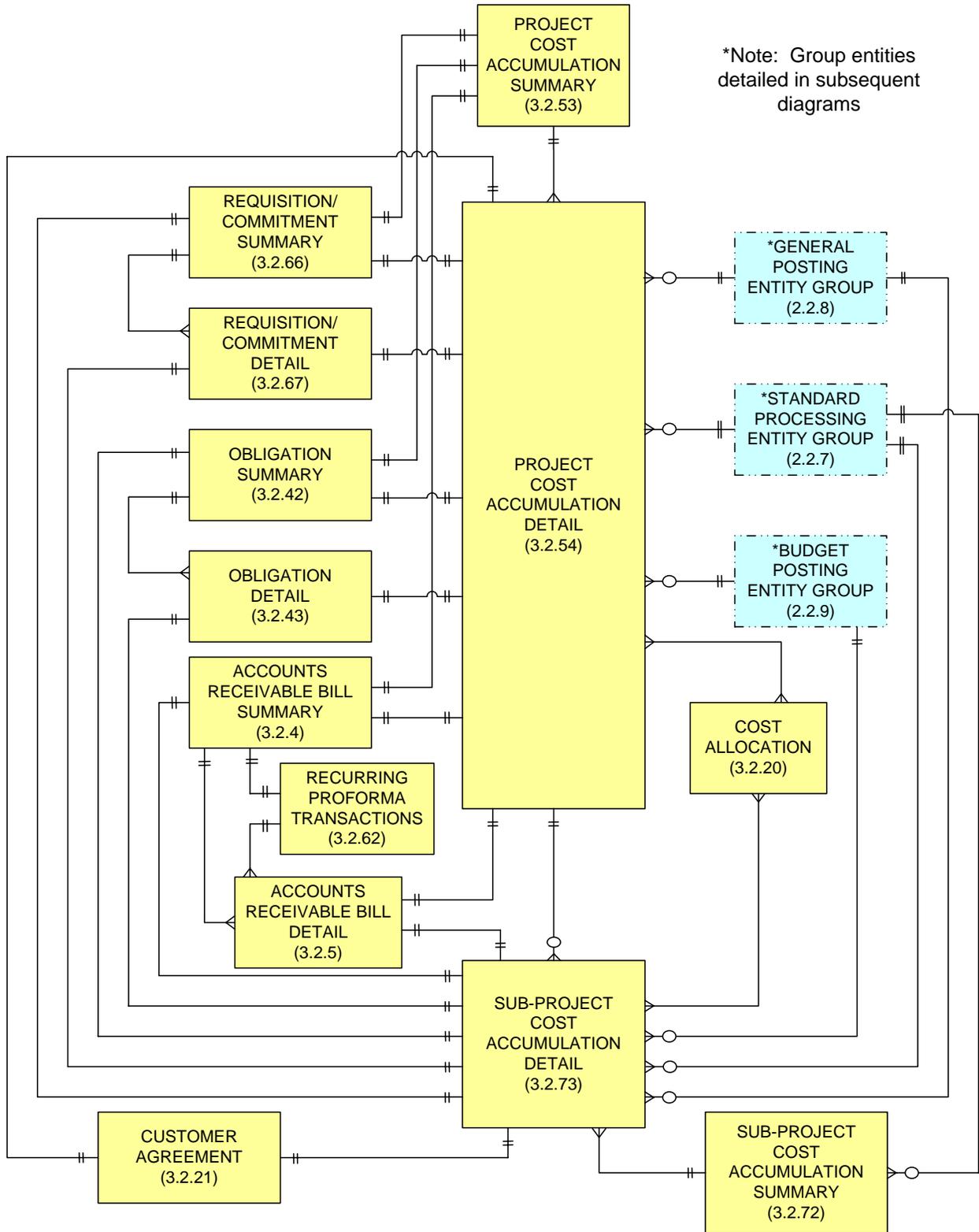
2.2.6 Cost Management

The effective financial control of HUD activities through evaluating, estimating, budgeting, monitoring, analyzing, forecasting and reporting cost information encompasses the cost management function. HUD uses working capital funds to track project costs related to information technology initiatives. These funds are associated with separate legislation and have charters that focus on specific purposes. HUD establishes cost estimates and provides a mechanism to track and collect these costs throughout the fiscal year as part of the cost setup and accumulation activities. Additionally, HUD uses cost accounting standards and guidelines to recognize costs associated with IT projects and distribute these costs among the different programs that are supported by the working capital fund.

Figure 2-8 Cost Management illustrates the entity relationships for the ICFS cost management business functions. The cost management diagram addresses the set of activities relating to:

- Accumulation of project costs at detail and summary level
- Re-allocation of costs from one to many or many to one other projects for distribution of overhead costs
- Verification of reference data and security tracking
- Posting of the activity to the journal and transaction tracking

Figure 2-8 Cost Management



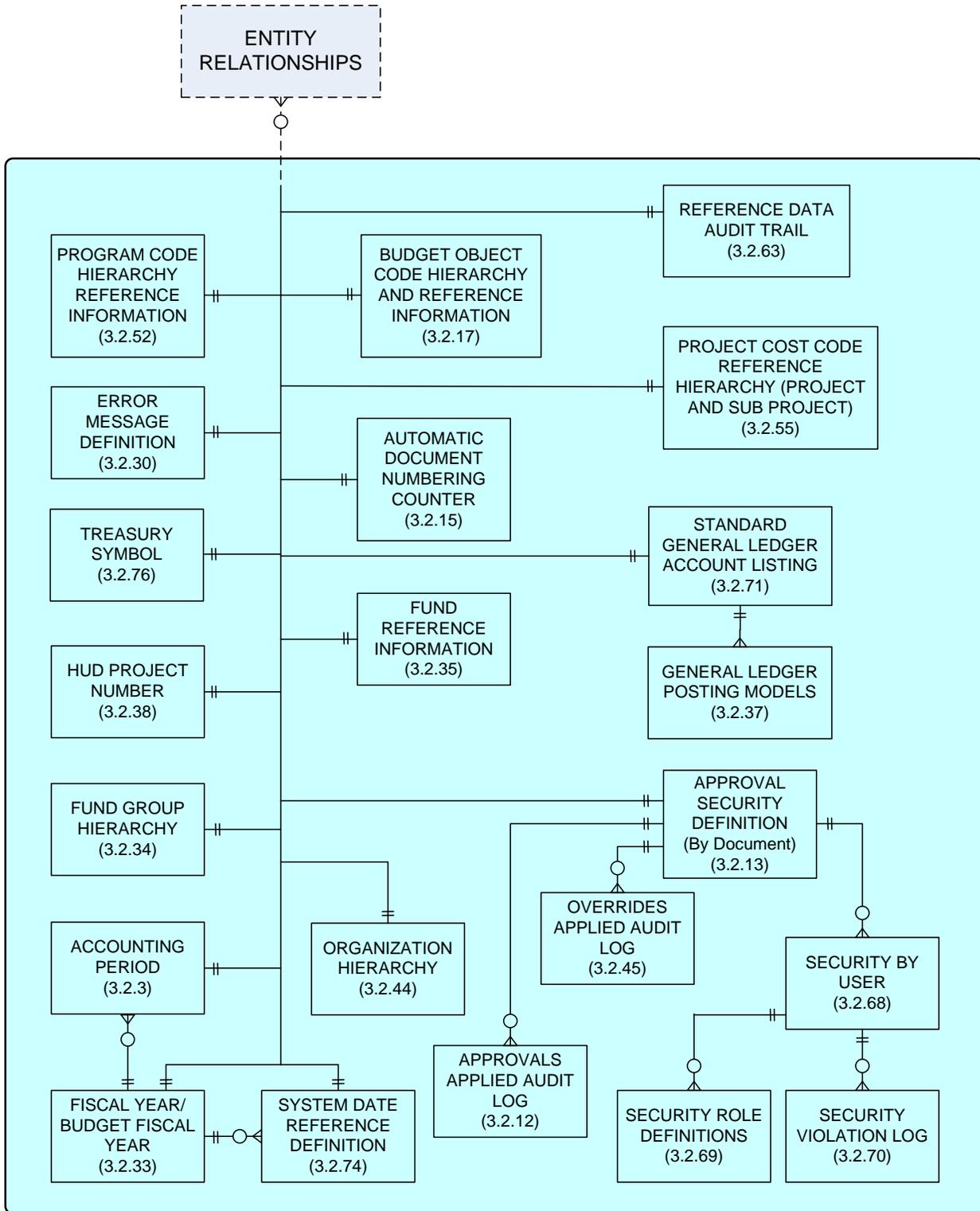
2.2.7 Standard Processing Posting Entity Grouping

There are groupings of entities which will be used throughout all the business processes in ICFS. These entity groupings have been put into three logical groups; standard processing entity group, general posting entity group, and budget posting entity group. These groups are detailed in sections 2.2.7 through 2.2.9.

There are processes necessary to maintain and update the definitions and business rules of the core financial system. These deal with establishing the application configuration to reflect the required accounting classification elements. Definitions must be standardized to ensure consistency, uniformity, and efficiency in accounting treatment, classification, and reporting. Figure 2-9 Standard Processing Entity Group illustrates the entity relationships for the ICFS reference data, functional security and general ledger posting rule business functions. The standard processing entity group diagram addresses the set of activities relating to:

- Standardizing allowable data input for data input fields, which is commonly referred to as reference data;
- Establishing functional security access for processing transactions, updating reference data, accessing and viewing data, approving transactions and applying error message overrides;
- Logging systems events for audit and data integrity purposes such as by whom and when:
 - transaction approvals are applied
 - transaction error messages are overridden
 - when reference data is changed
 - certain functional system security violations are logged;
- Establishing accounting classification elements and their hierarchical relationships;
- Establishing the general ledger posting models, including transaction edits and posting rules used to record financial events;
- Establishing HUD customizable error message displays for system generated errors.

Figure 2-9 Standard Processing Entity Group

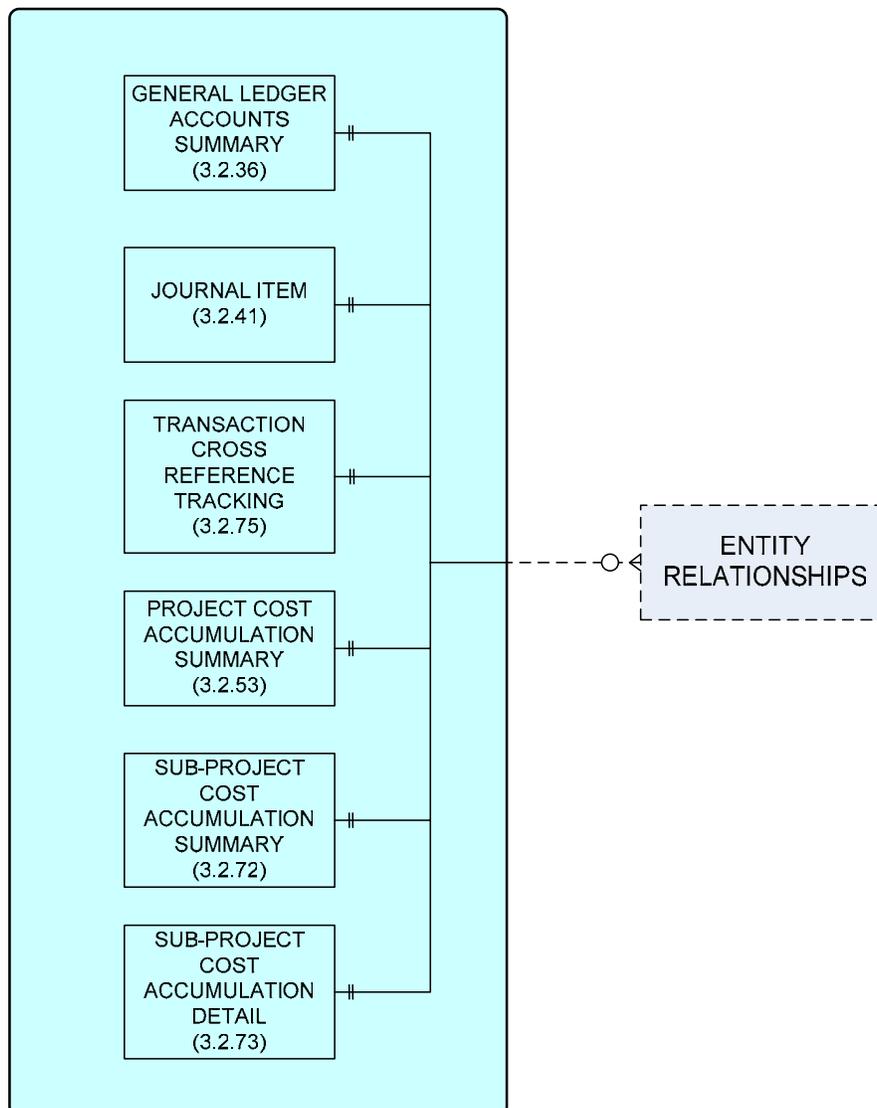


2.2.8 General Posting Entity Grouping

One of the main functions of ICFS will be the tracking of HUD's financial transactions. To maintain an audit trail of financial transactions, all transactions should be recorded using a common set of postings accounts. Figure 2-10 General Posting Entity Group illustrates the entity relationships for the ICFS transaction posting functions. The general posting entity group diagram addresses the set of activities relating to:

- Maintaining general ledger audit trail entities,
- Accumulating project costs where appropriate, and
- Maintaining research tools for transaction processing.

Figure 2-10 General Posting Entity Group

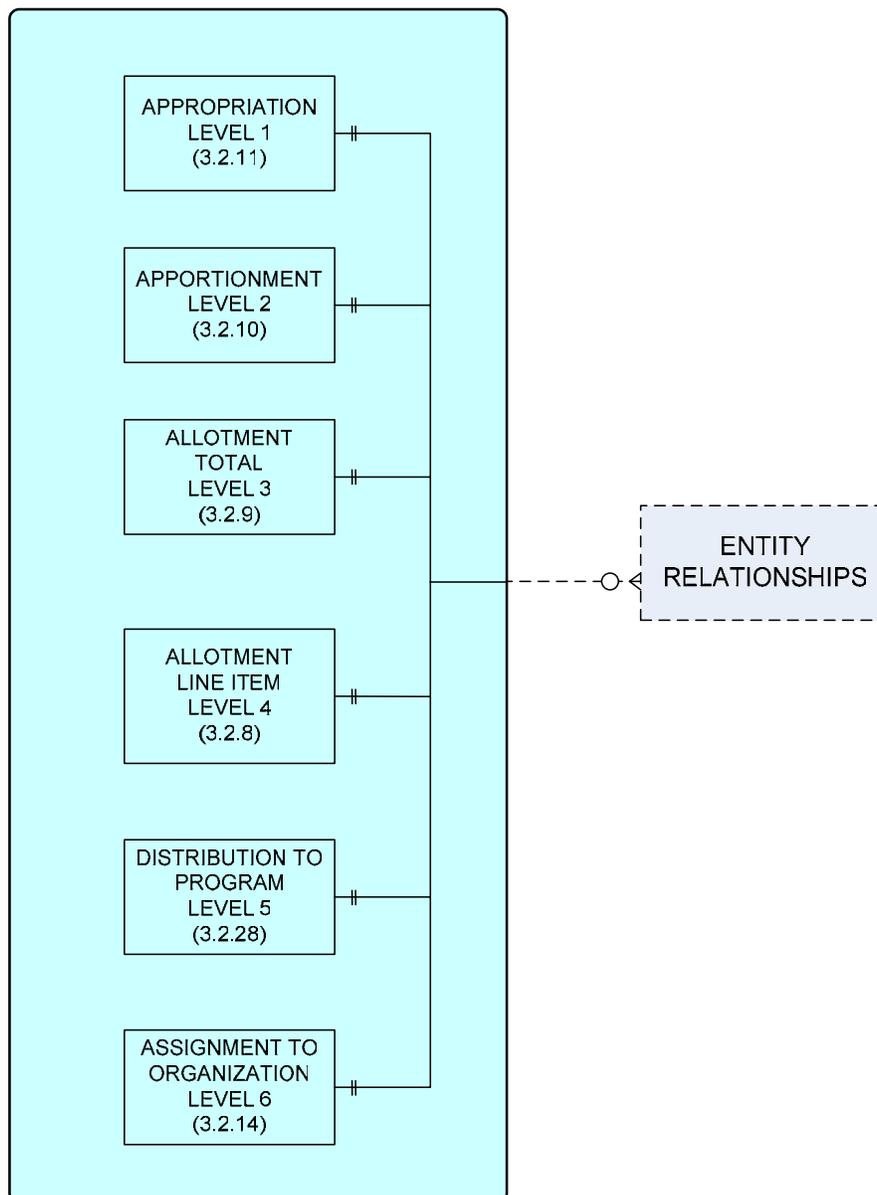


2.2.9 Budget Posting Entity Grouping

A key ICFS function will be the tracking of HUD's budget. To maintain a view of HUD budget status all transactions should post to a common set of budget records. Figure 2-11 Budget Posting Entity Group illustrates the entity relationships for the ICFS budget posting functions. The budget posting entity group diagram addresses the set of activities relating to:

- Maintaining real-time budget amounts and availability of funding
- Have a bench to compare funds availability

Figure 2-11 Budget Posting Entity Group



3.0 LOGICAL DATA ENTITY AND ATTRIBUTE DEFINITIONS

3.0 LOGICAL DATA ENTITY AND ATTRIBUTE DEFINITIONS

This chapter uses a number of terms that may not be familiar to some readers. These are explained in the following material.

1. An *entity* is a thing or object of significance about which information needs to be known or held. It is implemented in a database as a *table*, a term often used interchangeably with the term entity. An Employee entity, for example, would hold information about employees.
2. *Attribute* is a term used by database manufacturers to denote what were previously referred to as *data fields*; that is the parts of an entity that represent the various data that may be recorded. A company name in a vendor file is an example.
3. *Relationships* for a process define the *cardinality* of the relationship between entities. Cardinality refers to how the entities are related and will follow one of two simple patterns:
 - One occurrence in one entity is related to only one occurrence in another entity (a *one-to-one* relationship). The usual reason for this relationship is for *normalization* purposes, that is, storing data used in several processes only once, thereby simplifying updates as only one entity needs to be updated (an example was shown in section 2.1). The one-to-one relationship may also be utilized for security reasons. An electronic funds transfer (EFT) account number associated with a vendor must be stored. The Vendor entity could store the EFT account number itself but instead it is stored on a secure, password-controlled EFT entity, with the two entities being related by Vendor Number.
 - One occurrence in one entity is related to several entities in another entity (a *one-to-many* relationship). An example might be a Customer Order in the Order entity related to several Order Line Items in the Order Details entity.
4. An *Entity-Relationship Diagram* (ERD) is produced by a design tool used primarily for relational databases in which entities are modeled as geometric shapes and the relationships between them are shown as labeled arcs.
5. *Business Rules* are data associations between entities that permit the entity to be used by more than one process. Prior to relational databases, data about a person, such as home address, might be stored in several different files because it was used by several different processes or applications. A relational database, properly set up, would store it in a single entity, so that if the person moved to a new address, only that entity would have to be updated. This is possible because the entity holding the address can be related to any other process without duplication.

This section defines the ICFS entities, shows relationships between entities, illustrates the business rules or processing methods used and lists the attributes associated with the entity.

The ICFS will be based on a COTS financial system and HUD does not plan to modify the COTS software. Therefore, ICFS will have to operate within the definitions of the COTS database structure processing models, and business and configuration rules. The attributes, logical entities and business rules defined in this section are meant to capture the HUD business processes that the COTS package will need to perform and do not necessarily reflect a given HUD current system process. The attribute labels are generic titles for the data attributes.

3.1 Logical Data Entities

Table 3-1 ICFS Entities and Entity Relationship Diagram Cross Reference Table

Section	Entity	Figure	Appendix Pages
3.2.1	1099 Payment Accumulation Summary	Figure 2-5 Accounts Payable Management (B) Figure 2-6 Accounts Receivable Management	A- 1 to A- 9
3.2.2	1099 Payment Accumulation Detail	Figure 2-5 Accounts Payable Management (B) Figure 2-6 Accounts Receivable Management	A- 10 to A- 13
3.2.3	Accounting Period	Figure 2-9 Standard Processing Entity Group	A- 14 to A- 17
3.2.4	Accounts Receivable Bill Summary	Figure 2-6 Accounts Receivable Management Figure 2-8 Cost Management	A- 17 to A- 22
3.2.5	Accounts Receivable Bill Detail	Figure 2-6 Accounts Receivable Management Figure 2-8 Cost Management	A- 22 to A- 45
3.2.6	Address	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-6 Accounts Receivable Management	A- 45 to A- 60
3.2.7	Agency Location Code	Figure 2-5 Accounts Payable Management (B) Figure 2-6 Accounts Receivable Management	A- 60 to A- 62
3.2.8	Allotment Line Item - Level 4	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 62 to A- 75
3.2.9	Allotment Total – Level 3	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 75 to A- 88
3.2.10	Apportionment – Level 2	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 88 to A- 99
3.2.11	Appropriation – Level 1	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 99 to A- 110
3.2.12	Approvals Applied Audit Log	Figure 2-9 Standard Processing Entity Group	A- 113 to A- 118
3.2.13	Approval Security Definition (By Document)	Figure 2-9 Standard Processing Entity Group	A- 110 to A- 113
3.2.14	Assignment to Organization – Level 6	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 118 to A- 131
3.2.15	Automatic Document Numbering Counter	Figure 2-9 Standard Processing Entity Group	A- 131 to A- 134
3.2.16	Bank Account Information	Figure 2-4 Accounts Payable Management (A) Figure 2-6 Accounts Receivable Management	A- 134 to A- 139
3.2.17	Budget Object Code Hierarchy and Reference Information	Figure 2-9 Standard Processing Entity Group	A- 139 to A- 146
3.2.18	Cash Receipts Summary	Figure 2-6 Accounts Receivable Management	A- 147 to A- 150
3.2.19	Cash Receipts Detail	Figure 2-6 Accounts Receivable Management	A- 151 to A- 161
3.2.20	Cost Allocation	Figure 2-8 Cost Management	A- 161 to A- 171
3.2.21	Customer Agreement	Figure 2-8 Cost Management	A- 171 to A- 179
3.2.22	Default Payment Text	Figure 2-5 Accounts Payable Management (B)	A- 179 to A- 181
3.2.23	Disbursement Rules	Figure 2-5 Accounts Payable Management (B)	A- 204 to A- 212
3.2.24	Disbursement Schedules	Figure 2-5 Accounts Payable Management (B)	A- 181 to A- 183
3.2.25	Disbursement Summary	Figure 2-5 Accounts Payable Management (B)	A- 183 to A- 190
3.2.26	Disbursement Detail	Figure 2-5 Accounts Payable Management (B)	A- 191 to A- 204
3.2.27	Disbursing Entity Definition	Figure 2-4 Accounts Payable Management (A)	A- 212 to A- 216

3.0 Logical Data Entity and Attribute Definitions

Section	Entity	Figure	Appendix Pages
3.2.28	Distribution to Program – Level 5	Figure 2-2 Funds Allocation Figure 2-11 Budget Posting Entity Group	A- 216 to A- 227
3.2.29	Dunning Notice	Figure 2-6 Accounts Receivable Management	A- 228 to A- 232
3.2.30	Error Message Definition	Figure 2-9 Standard Processing Entity Group	A- 233 to A-234, A- 246
3.2.31	Federal Tax Payment Accumulation Summary	Figure 2-5 Accounts Payable Management (B)	A- 234 to A- 240
3.2.32	Federal Tax Payment Detail	Figure 2-5 Accounts Payable Management (B)	A- 240 to A- 245
3.2.33	Fiscal Year/Budget Fiscal Year	Figure 2-9 Standard Processing Entity Group	A- 246 to A- 248
3.2.34	Fund Group Hierarchy	Figure 2-9 Standard Processing Entity Group	A- 249 to A- 252
3.2.35	Fund Reference Information	Figure 2-9 Standard Processing Entity Group	A- 253 to A- 263
3.2.36	General Ledger Accounts Summary	Figure 2-10 General Posting Entity Group	A- 264 to A- 270
3.2.37	General Ledger Posting Models	Figure 2-9 Standard Processing Entity Group	A- 270 to A- 281
3.2.38	HUD Project Number	Figure 2-9 Standard Processing Entity Group	A- 281 to A- 286
3.2.39	Journal Item	Figure 2-10 General Posting Entity Group	A- 287 to A- 311
3.2.40	Journal Voucher Summary	Figure 2-7 General Ledger Management	A- 312 to A- 317
3.2.41	Journal Voucher Detail	Figure 2-7 General Ledger Management	A- 317 to A- 336
3.2.42	Obligation Summary	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-8 Cost Management	A- 336 to A- 350
3.2.43	Obligation Detail	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-8 Cost Management	A- 350 to A- 364
3.2.44	Organization Hierarchy	Figure 2-9 Standard Processing Entity Group	A- 364 to A- 370
3.2.45	Overrides Applied Audit Log	Figure 2-9 Standard Processing Entity Group	A- 370 to A- 373
3.2.46	Payment Cancellation	Figure 2-5 Accounts Payable Management (B)	A- 373 to A- 387
3.2.47	Payment History	Figure 2-5 Accounts Payable Management (B)	A- 387 to A- 394
3.2.48	Payment Notification	Figure 2-5 Accounts Payable Management (B)	A- 395 to A- 406
3.2.49	Payment Request Summary	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-5 Accounts Payable Management (B) Figure 2-6 Accounts Receivable Management	A- 406 to A- 415
3.2.50	Payment Request Detail	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-5 Accounts Payable Management (B) Figure 2-6 Accounts Receivable Management	A- 416 to A- 432
3.2.51	Payment Warehouse	Figure 2-5 Accounts Payable Management (B)	A- 433 to A- 437
3.2.52	Program Code Hierarchy Reference Information	Figure 2-9 Standard Processing Entity Group	A- 437 to A- 444
3.2.53	Project Cost Accumulation Summary	Figure 2-8 Cost Management Figure 2-10 General Posting Entity Group	A- 444 to A- 451
3.2.54	Project Cost Accumulation Detail	Figure 2-8 Cost Management	A- 452 to A- 459
3.2.55	Project Cost Code Reference Hierarchy (Project and Sub Project)	Figure 2-9 Standard Processing Entity Group	A- 459 to A- 469
3.2.56	Prompt Pay Reporting Summary	Figure 2-5 Accounts Payable Management (B)	A- 469 to A- 478
3.2.57	Prompt Pay Reporting Detail	Figure 2-5 Accounts Payable Management (B)	A- 478 to A- 490
3.2.58	Purchase/Travel Card Payment Summary	Figure 2-5 Accounts Payable Management (B)	A- 491 to A- 503

3.0 Logical Data Entity and Attribute Definitions

Section	Entity	Figure	Appendix Pages
3.2.59	Purchase/Travel Card Payment Detail	Figure 2-5 Accounts Payable Management (B)	A- 504 to A- 517
3.2.60	Receipt of Goods or Services Summary	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A)	A- 518 to A- 523
3.2.61	Receipt of Goods or Services Detail	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A)	A- 523 to A- 536
3.2.62	Recurring ProForma Transactions	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-7 General Ledger Management Figure 2-8 Cost Management	A- 537 to A- 550
3.2.63	Reference Data Audit Trail	Figure 2-9 Standard Processing Entity Group	A- 550 to A- 553
3.2.64	Replacement Disbursement Summary	Figure 2-5 Accounts Payable Management (B)	A- 554 to A- 558
3.2.65	Replacement Disbursement Detail	Figure 2-5 Accounts Payable Management (B)	A- 558 to A- 571
3.2.66	Requisition/Commitment Summary	Figure 2-3 Purchasing Management Figure 2-8 Cost Management	A- 571 to A- 577
3.2.67	Requisition/Commitment Detail	Figure 2-3 Purchasing Management Figure 2-8 Cost Management	A- 577 to A- 590
3.2.68	Security by User	Figure 2-9 Standard Processing Entity Group	A- 591 to A- 600
3.2.69	Security Role Definitions	Figure 2-9 Standard Processing Entity Group	A- 600 to A- 607
3.2.70	Security Violation Log	Figure 2-9 Standard Processing Entity Group	A- 608 to A- 611
3.2.71	Standard General Ledger Account Listing	Figure 2-9 Standard Processing Entity Group	A- 611 to A- 613
3.2.72	Sub-Project Cost Accumulation Summary	Figure 2-8 Cost Management Figure 2-10 General Posting Entity Group	A- 614 to A- 621
3.2.73	Sub-Project Cost Accumulation Detail	Figure 2-8 Cost Management Figure 2-10 General Posting Entity Group	A- 621 to A- 628
3.2.74	System Date Reference Definition	Figure 2-9 Standard Processing Entity Group	A- 629 to A- 634
3.2.75	Transaction Cross Reference Tracking	Figure 2-10 General Posting Entity Group	A- 634 to A- 637
3.2.76	Treasury Symbol	Figure 2-9 Standard Processing Entity Group	A- 638 to A- 642
3.2.77	Vendor/Customer/Grantee	Figure 2-3 Purchasing Management Figure 2-4 Accounts Payable Management (A) Figure 2-6 Accounts Receivable Management	A- 642 to A- 645
3.2.78	Voucher Audit Control	Figure 2-4 Accounts Payable Management (A)	A- 646 to A- 649
3.2.79	Voucher Selected for Audit	Figure 2-4 Accounts Payable Management (A)	A- 650 to A- 652
3.2.80	Year-End Closing Accounts	Figure 2-7 General Ledger Management	A- 653 to A- 659

3.2 Data Entities with Attributes, Relationships and Business Rules

The [bracketed material] in each heading refers to the title of the corresponding entity relationship diagram for the entity in Chapter 2. In each table shown below, an entity name is shown in UPPERCASE LETTERS, for example, 1099 PAYMENT ACCUMULATION SUMMARY.

3.2.1 1099 Payment Accumulation Summary – [Accounts Payable Management (B), Accounts Receivable Management]

DEFINITION
The 1099 PAYMENT ACCUMULATION SUMMARY entity represents all 1099-designated payments

or collections to a vendor/customer/grantee that is designated as a 1099-type vendor. On a calendar year basis HUD must report this amount to the vendor and the Internal Revenue Service (IRS) based on the IRS 1099 reporting rules.

RELATIONSHIPS

- One and only one 1099 PAYMENT ACCUMULATION SUMMARY is associated with zero, one or sometimes many:
 - 1099 PAYMENT ACCULULATION DETAIL.
- One and only one 1099 PAYMENT ACCUMULATION SUMMARY is associated with one or sometimes many:
 - ACCOUNTS RECEIVABLE BILL SUMMARY
 - ACCOUNTS RECEIVABLE BILL DETAIL
 - DISBURSEMENT DETAIL.

BUSINESS RULES

- When expenditure, journal voucher or collections are processed to a given vendor/customer/grantee that is designated as 1099 vendors, accumulate the amount expended or collected.
- Check vendor/customer/grantee for 1099 designation.
- Store information on amount reported to IRS for at least seven calendar years.

ATTRIBUTES

Business Unit Indicator
 Calendar Year 1 Amount Reported To IRS
 Calendar Year 1 Date Reported To IRS
 Calendar Year 2 Amount Reported To IRS
 Calendar Year 2 Date Reported To IRS
 Calendar Year 3 Amount Reported To IRS
 Calendar Year 3 Date Reported To IRS
 Calendar Year 4 Amount Reported To IRS
 Calendar Year 4 Date Reported To IRS
 Calendar Year 5 Amount Reported To IRS
 Calendar Year 5 Date Reported To IRS
 Calendar Year 6 Amount Reported To IRS
 Calendar Year 6 Date Reported To IRS
 Calendar Year 7 Amount Reported To IRS
 Calendar Year 7 Date Reported To IRS
 Current Year Amount Unreported To IRS
 Vendor Code – Main Designation
 Vendor Code – Sub Designation

3.2.2 1099 Payment Accumulation Detail - [Accounts Payable Management (B),
Accounts Receivable Management]

DEFINITION
The 1099 PAYMENT ACCUMULATION DETAIL entity represents the detail entities which sum to the total of all 1099 designated expenditures and collections attributable to a given vendor/customer/grantee that is designated as 1099 vendors. On a calendar year basis HUD must report this amount to the vendor and the Internal Revenue Service (IRS) based on the IRS 1099 reporting rules.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one 1099 PAYMENT ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ DISBURSEMENT DETAIL. • One or sometimes many 1099 PAYMENT ACCULULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • When expenditure, journal voucher or collections are processed to a given vendor/customer/grantee that is designated as 1099 vendors create a detail entity with the amount expended or collected. • Check vendor/customer/grantee for 1099 designation. • Store detail information on a calendar year basis for research purposes.
ATTRIBUTES
Business Unit Indicator Calendar Year Date Process Line Amount Transaction Identification Number Transaction Identification Number Line Number Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.3 Accounting Period - [Standard Processing Entity Group]

DEFINITION
The ACCOUNTING PERIOD entity contains valid accounting periods per fiscal year (FY).
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ACCOUNTING PERIOD is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one ACCOUNTING PERIOD is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Contains attribute CLOSED OR OPEN PERIOD INDICATOR which indicates whether or not the accounting period is OPEN (able to receive transactions) or CLOSED (cannot receive transactions). • All transaction processes will not accept transactions for a closed accounting period or an accounting period that does not exist (e.g., FY 2025).
ATTRIBUTES
Business Unit Indicator Closed Or Open Period Indicator Fiscal Month Fiscal Month Name Fiscal Year

Fiscal Quarter Yearend Adjustment Period Indicator

3.2.4 Accounts Receivable Bill Summary - [Accounts Receivable Management, Cost Management]

DEFINITION
<p>The ACCOUNTS RECEIVABLE BILL SUMMARY entity contains copies of documents that were printed or electronic transmitted to debtors, requesting (if seriously overdue, demanding) payment of money owed to HUD. The purpose of the entities is to document and maintain information related to HUD's efforts to collect the funds. Such entities are necessary in legal proceedings to demonstrate HUD's demand for payment and to entity collection efforts that were made. The entity performs general ledger and budgetary postings.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ACCOUNTS RECEIVABLE BILL SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION SUMMARY ○ 1099 PAYMENT ACCUMULATION DETAIL ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BANK ACCOUNT INFORMATION ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DUNNING NOTICE ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ GENERAL LEDGER POSTING MODELS ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT REQUEST SUMMARY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ REFERENCE DATA AUDIT TRAIL ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL ○ VENDOR/CUSTOMER/GRANTEE. • One and only one ACCOUNTS RECEIVABLE BILL SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL. • One and only one ACCOUNTS RECEIVABLE BILL SUMMARY is associated with zero, one

<p>or sometimes many:</p> <ul style="list-style-type: none"> o BANK ACCOUNT INFORMATION.
BUSINESS RULES
<ul style="list-style-type: none"> • Calculate or enter amount owed. • Calculated interest and/or penalties due. • Subtract any payments (receipts) that were made. • If overdue, print warning message as to possible collection efforts including referral to the Department of Justice. • Transmit to debtor in printed or electronic form. • Entity must contain a TOTAL AMOUNT. • Entity must contain a VENDOR CODE – MAIN DESIGNATION and VENDOR CODE – SUB DESIGNATION.
ATTRIBUTES
<p>Business Unit Indicator Contract Type Date Process HUD Project Number Total Amount Transaction Identification Number Transaction Identification Type User Identification Number Vendor Code – Main Designation Vendor Code – Sub Designation</p>

3.2.5 Accounts Receivable Bill Detail – [Accounts Receivable Management, Cost Management]

DEFINITION
<p>The ACCOUNTS RECEIVABLE BILL DETAIL entity contains copies of documents that were printed or electronic transmitted to debtors, requesting (if seriously overdue, demanding) payment of money owed to HUD. The purpose of the entity is to document and maintain information related to HUD's efforts to collect the funds. Such entities are necessary in legal proceedings to demonstrate HUD's demand for payment and to record collection efforts that were made. The entity holds information for general ledger and budgetary postings. There can be multiple detail entities per summary entity. Detail entities contain accounting distribution.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ACCOUNTS RECEIVABLE BILL DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION DETAIL ○ ACCOUNTING PERIOD ○ AGENCY LOCATION CODE ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ APPROVALS APPLIED AUDIT LOG ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE, HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ DUNNING NOTICE ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ GENERAL LEDGER POSTING MODELS ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT REQUEST DETAIL ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL.

<ul style="list-style-type: none"> • One or sometimes many ACCOUNTS RECEIVABLE BILL DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION SUMMARY ○ ACCOUNTS RECEIVABLE BILL SUMMARY. • Zero or one ACCOUNTS RECEIVABLE BILL DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ CASH RECEIPTS DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Entity must contain accounting distribution codes. • Entity must contain an amount. • Subtract any payments that were made.
ATTRIBUTES
Accounting Period Allotment Holder Beginning Budget Fiscal Year Bill Description Billing Description Billing Type Billing Amount Billing Change Date Billing Date Billing Number Billing Status Billing Type Budget Object Code Budget Organization Business Unit Indicator Contract Type Ending Budget Fiscal Year Grant Number Grant Number HUD Project Number Interest Rate Job Number Last Billing Amount Last Billing Date Line Amount Overdue Date Overdue Status Code Overdue Amount Penalty Amount Penalty Applied Date Program Proration Identifier Referenced Document Transaction Identifier Referenced Document Transaction Line Reporting Category Transaction Identification Number Transaction Identification Number Line Number Transaction Identification Type User Identification Number

Vendor Code – Main Designation
Vendor Code – Sub Designation
Waiver Expired Date
Waiver Denial Date
Waiver Identifier
Waiver Status Code
Write Off Amount
Write Off Date

3.2.6 Address – [Accounts Payable Management (A), Accounts Receivable Management, Purchasing Management]

DEFINITION
The ADDRESS entity represents information relative to the address of a specific VENDOR/CUSTOMER/GRANTEE. It contains information such as street name and number, Suite Number, P.O. Box Number, City, and ZIP code. Using the Central Contractor Registration (CCR) systems as required by OMB, the customer/vendor is responsible for updating the information. OMB has directed that all contractors to HUD be registered in the CCR and that all payments must be made by Electronic Funds Transfer (EFT).
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one or sometimes many ADDRESS is associated with one and only one: <ul style="list-style-type: none"> ○ VENDOR/CUSTOMER/GRANTEE.
BUSINESS RULES
<ul style="list-style-type: none"> • An address must belong to a VENDOR/CUSTOMER/GRANTEE entity.
ATTRIBUTES
Alternate Email Address Alternate Fax Number Alternate Point of Contact Alternate Telephone Number And Extension Business Unit Indicator CCR Registration Valid Until Date Company Division URL Doing Business As Name Duns Plus4 EFT Address Legal Business Name Mailing City Mailing Country Mailing State Code Mailing Vendor Customer Address Line1 Mailing Vendor Customer Address Line2 Mailing Vendor Customer Address Line3 Mailing Zip Plus 4 Physical City Physical Country Physical State Code Physical Vendor Customer Address Line1 Physical Vendor Customer Address Line2 Physical Vendor Customer Address Line3 Physical Zip Plus 4 POC Email Address POC Fax Number POC Point of Contact POC Telephone Number And Extension Vendor Code – Main Designation and sub

3.2.7 Agency Location Code – [Accounts Payable Management (B), Accounts Receivable]

DEFINITION
The AGENCY LOCATION CODE entity contains a grouping of valid agency location codes (ALCs) that can be used for disbursements.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one AGENCY LOCATION CODE is associated with one and only one: <ul style="list-style-type: none"> ○ DISBURSEMENT SCHEDULES ○ DISBURSEMENT SUMMARY ○ PAYMENT CANCELLATION ○ REPLACEMENT DISBURSEMENT SUMMARY. • One or sometimes many AGENCY LOCATION CODE is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • ALC used must be valid in AGENCY LOCATION CODE.
ATTRIBUTES
ALC Active or Inactive Indicator Agency Location Code Number Agency Location Description Business Unit Indicator

3.2.8 Allotment Line Item - Level 4 – [Funds Allocation, Budget Posting Entity Group]

DEFINITION
The ALLOTMENT LINE ITEM - LEVEL 4 entity contains the information for the fourth level of HUD's budget distribution. It has the information for the amount of budget authority transferred from ALLOTMENT TOTAL – LEVEL 3.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ALLOTMENT LINE ITEM – LEVEL 4 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one ALLOTMENT LINE ITEM - LEVEL 4 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL

<ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. ● Zero, one or sometimes many ALLOTMENT LINE ITEM - LEVEL 4 is associated with one and only one: <ul style="list-style-type: none"> ○ ALLOTMENT TOTAL – LEVEL 3.
BUSINESS RULES
<ul style="list-style-type: none"> ● The ALLOTMENT LINE ITEM -LEVEL 4 is distributed to either programs for program funds or to object classes for Salaries and Expense funds. ● The ALLOTMENT LINE ITEM – LEVEL 4 summed amounts can not exceed the corresponding ALLOTMENT TOTAL – LEVEL 3 without appropriate approval authority when the ALLOTMENT TOTAL – LEVEL 3 is under budget control.
ATTRIBUTES
Allotment Holder Allotment Line Item Available Amount Allotment Line Item Committed Amount Allotment Line Item Expended Amount Allotment Line Item Obligated Amount Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Program Qtr1 Allotment Line Item Amount Qtr1 Pending Allotment Line Item Amount Qtr2 Allotment Line Item Amount Qtr2 Pending Allotment Line Item Amount Qtr3 Allotment Line Item Amount Qtr3 Pending Allotment Line Item Amount Qtr4 Allotment Line Item Amount Qtr4 Pending Allotment Line Item Amount Source Year Transaction Identification Number Transaction Identification Type User Identification Number

3.2.9 Allotment Total – Level 3 – [Funds Allocation, Budget Posting Entity Group]

DEFINITION
The ALLOTMENT TOTAL - LEVEL 3 entity contains the information for the third level of HUD's budget distribution. It has the information for the amount of budget authority transferred from APPORTIONMENT - LEVEL 2.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ALLOTMENT TOTAL - LEVEL 3 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one ALLOTMENT TOTAL - LEVEL 3 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM – LEVEL 4 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL

<ul style="list-style-type: none"> ○ SUB-PROJECT COST ACCUMULATION DETAIL. • Zero, one or sometimes many ALLOTMENT TOTAL - LEVEL 3 is associated with one and only one: <ul style="list-style-type: none"> ○ APPORTIONMENT - LEVEL 2.
BUSINESS RULES
<ul style="list-style-type: none"> • The ALLOTMENT TOTAL – LEVEL 3 is distributed to either programs for programs funds or to object classes for Salaries and Expense funds. • The ALLOTMENT TOTAL – LEVEL 3 summed amounts can not exceed the corresponding APPROPRIATION - LEVEL 2 without appropriate approval authority when the APPROPRIATION - LEVEL 2 is under budget control.
ATTRIBUTES
Allotment Holder Allotment Total Available Amount Allotment Total Committed Amount Allotment Total Expended Amount Allotment Total Obligated Amount Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Program Qtr1 Allotment Total Amount Qtr1 Pending Allotment Total Amount Qtr2 Allotment Total Amount Qtr2 Pending Allotment Total Amount Qtr3 Allotment Total Amount Qtr3 Pending Allotment Total Amount Qtr4 Allotment Total Amount Qtr4 Pending Allotment Total Amount Source Year Transaction Identification Number Transaction Identification Type User Identification Number

3.2.10 Apportionment – Level 2 – [Funds Allocation, Budget Posting Entity Group]

DEFINITION
<p>The APPORTIONMENT – LEVEL 2 entity represents a distribution made by OMB of amounts available for obligation, authorized by an Appropriation and out of a Fund Account (APPROPRIATION) into amounts available for specified time periods, activities, projects, objects, or combinations thereof. The amounts so apportioned limit the obligations that may be incurred. (OMB Circular A-34, Part II, Section 21.1, p. II-1)</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one APPORTIONMENT- LEVEL 2 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one APPORTIONMENT - LEVEL 2 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT TOTAL – LEVEL 3 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL

<ul style="list-style-type: none"> ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. ● Zero, one or sometimes many APPORTIONMENT – LEVEL 2 is associated with one and only one: <ul style="list-style-type: none"> ○ APPROPRIATION – LEVEL 1.
BUSINESS RULES
<ul style="list-style-type: none"> ● The APPORTIONMENT – LEVEL 2 entity is used to verify and validate each apportionment of the appropriation and ensures that the sum of the apportionments made and the un-apportioned funds balance to the appropriation total. ● The APPORTIONMENT – LEVEL 2 summed amounts can not exceed the corresponding APPROPRIATION – LEVEL 1 without appropriate approval authority when the APPROPRIATION – LEVEL 1 is under budget control.
ATTRIBUTES
Apportionment Available Amount Apportionment Committed Amount Apportionment Expended Amount Apportionment Obligated Amount Appropriation Identifier Beginning Budget Fiscal Year Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Qtr1 Apportionment Amount Qtr1 Pending Apportionment Amount Qtr2 Apportionment Amount Qtr2 Pending Apportionment Amount Qtr3 Apportionment Amount Qtr3 Pending Apportionment Amount Qtr4 Apportionment Amount Qtr4 Pending Apportionment Amount Source Year Transaction Identification Number Transaction Identification Type User Identification Number

3.2.11 Appropriation – Level 1 [Funds Allocation, Budget Posting Entity Group]

DEFINITION
The APPROPRIATION – LEVEL 1 entity contains the information for the amount of budget authority established for a given appropriation.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one APPROPRIATION- LEVEL 1 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one APPROPRIATION - LEVEL 1 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ APPORTIONMENT – LEVEL 2 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL

○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
• None
ATTRIBUTES
Appropriation Available Amount Appropriation Committed Amount Appropriation Expended Amount Appropriation Identifier Appropriation Obligated Amount Beginning Budget Fiscal Year Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Qtr1 Appropriation Amount Qtr1 Pending Appropriation Amount Qtr2 Appropriation Amount Qtr2 Pending Appropriation Amount Qtr3 Appropriation Amount Qtr3 Pending Appropriation Amount Qtr4 Appropriation Amount Qtr4 Pending Appropriation Amount Source Year Transaction Identification Number Transaction Identification Type User Identification Number

3.2.12 Approvals Applied Audit Log – [Standard Processing Entity Group]

DEFINITION
The APPROVALS APPLIED AUDIT LOG entity is an automated log that is kept to which USER IDENTIFICATION NUMBER applied an approval to a given.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one, or sometimes many APPROVALS APPLIED AUDIT LOG is associated with one and only one: <ul style="list-style-type: none"> ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT).
BUSINESS RULES
<ul style="list-style-type: none"> • When a TRANSACTION IDENTIFICATION TYPE is identified in the APPROVAL SECURITY DEFINITION (BY DOCUMENT) entity, required approvals are created.
ATTRIBUTES
Date Process Line Amount System Date Time Stamp Total Amount Transaction Identification Number Transaction Identification Number Line Number Transaction Identification Type User Identification Number Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.13 Approval Security Definition (By Document) – [Standard Processing Entity Group]

DEFINITION
The APPROVAL SECURITY DEFINITION (BY DOCUMENT) entity defines transactions which need approval and the level of approval needed. Each document requiring approval must be approved by a user with the proper approval authority.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one APPROVAL SECURITY DEFINITION (BY DOCUMENT) is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one APPROVAL SECURITY DEFINITION (BY DOCUMENT) is associated with zero, one and sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ APPROVALS APPLIED AUDIT LOG ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ OVERRIDES APPLIED AUDIT LOG ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SECURITY BY USER ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Transactions may have no approvals required or up to four levels of approval.
ATTRIBUTES
Approval Level 1 Indicator

Approval Level 2 Indicator
 Approval Level 3 Indicator
 Approval Level 4 Indicator
 Transaction Identification Type
 Transaction Type Name

3.2.14 Assignment to Organization - Level 6 – [Funds Allocation, Budget Posting Entity Group]

DEFINITION
The ASSIGNMENT TO ORGANIZATION – LEVEL 6 entity contains the information for the sixth level of HUD’s budget distribution. It has the information for the amount of budget authority transferred from DISTRIBUTION TO PROGRAM – LEVEL 5.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ASSIGNMENT TO ORGANIZATION - LEVEL 6 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one ASSIGNMENT TO ORGANIZATION - LEVEL 6 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ CASH RECEIPTS DETAIL ○ JOURNAL VOUCHER DETAIL

<ul style="list-style-type: none"> ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. ● Zero, one or sometimes many ASSIGNMENT TO ORGANIZATION – LEVEL 6 is associated with one and only one: <ul style="list-style-type: none"> ○ DISTRIBUTION TO PROGRAM – LEVEL 5.
BUSINESS RULES
<ul style="list-style-type: none"> ● The ASSIGNMENT TO ORGANIZATION – LEVEL 6 entity is distributed to ORGANIZATION HIERARCHY. ● The ASSIGNMENT TO ORGANIZATION – LEVEL 6 entity summed amounts can not exceed the corresponding DISTRIBUTION TO PROGRAM – LEVEL 5 entity without appropriate approval authority when the DISTRIBUTION TO PROGRAM – LEVEL 5 entity is under budget control.
ATTRIBUTES
<p>Allotment Holder Appropriation Identifier Assignment To Organization Total Available Amount Assignment To Organization Total Committed Amount Assignment To Organization Total Expended Amount Assignment To Organization Total Obligated Amount Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Program Qtr1 Assignment To Organization Total Amount Qtr1 Pending Assignment To Organization Total Amount Qtr2 Assignment To Organization Total Amount Qtr2 Pending Assignment To Organization Total Amount Qtr3 Assignment To Organization Total Amount Qtr3 Pending Assignment To Organization Total Amount Qtr4 Assignment To Organization Total Amount Qtr4 Pending Assignment To Organization Total Amount Source Year Transaction Identification Number Transaction Identification Type User Identification Number</p>

3.2.15 Automatic Document Numbering Counter – [Standard Processing Entity Group]

DEFINITION
The AUTOMATIC DOCUMENT NUMBERING COUNTER entity calculates a new and unique TRANSACTION IDENTIFICATION NUMBER per transaction.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one AUTOMATIC DOCUMENT NUMBERING COUNTER is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one AUTOMATIC DOCUMENT NUMBERING COUNTER is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Each transaction shall have a unique TRANSACTION IDENTIFICATION NUMBER. • The system will add +1 to the previous TRANSACTION IDENTIFICATION NUMBER based upon TRANSACTION IDENTIFICATION TYPE and ORGANIZATION HIERARCHY to attain the next document identification.
ATTRIBUTES
Business Unit Indicator Date Last Number Used

Last Transaction Identification Number Used Organization Time Last Number Used Transaction Identification Type

3.2.16 Bank Account Information – [Accounts Payable Management (A), Accounts Receivable Management]

DEFINITION
The BANK ACCOUNT INFORMATION entity provides the information necessary to ensure the paying transaction is recorded to the correct payee.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one or sometimes many BANK ACCOUNT INFORMATION is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ VENDOR/ CUSTOMER/ GRANTEE.
BUSINESS RULES
<ul style="list-style-type: none"> • The BANK ACCOUNT INFORMATION entity must contain bank electronic fund routing information.
ATTRIBUTES
Bank ABA Number Bank Account Number Bank Account Type Bank City Bank Name Bank State Code Bank Zip Code Business Unit Indicator Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.17 Budget Object Code Hierarchy and Reference Information – [Standard Processing Entity Group]

DEFINITION
<p>The BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION entity details valid budget object codes (BOCs) for use in ICFS. BOCs are designations for expenditure groupings such as payroll BOCs, travel BOCs, and equipment BOCs. The high level hierarchy BOC codes are standardized across the federal government. Agencies have latitude to designate agency unique BOCs at the lower level hierarchy.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Must use federal government wide standard high level BUDGET OBJECT CODE as valid data.
ATTRIBUTES

Budget Object Code
Budget Object Code Description
Budget Object Code Level 3 Rollup
Budget Object Hierarchy Level 1
Budget Object Hierarchy Level 1 Description
Budget Object Hierarchy Level 2
Budget Object Hierarchy Level 2 Description
Budget Object Hierarchy Level 2 Level 1 Rollup
Budget Object Hierarchy Level 3
Budget Object Hierarchy Level 3 Description
Budget Object Hierarchy Level 3 Level 2 Rollup
Business Unit Indicator
Fiscal Year
Subject To BOC Posting

3.2.18 Cash Receipts Summary – [Accounts Receivable Management]

DEFINITION
The CASH RECEIPTS SUMMARY entity contains data about a debtor's payment of a HUD accounts receivable amount. Such accounts can arise from a number of sources such as a HUD overpayment, a foreclosure where the recovered amount is less than the remaining balance on the loan, or other sources.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one CASH RECEIPTS SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ GENERAL LEDGER POSTING MODELS ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL ○ VENDOR/CUSTOMER/GRANTEE. • One and only one CASH RECEIPTS SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY. • One and only one CASH RECEIPTS SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ CASH RECEIPTS DETAIL.
BUSINESS RULES

- CASH RECEIPTS SUMMARY entities are maintained in the normal course of Accounts Receivable processing, usually monthly. Inquiry screens are used to view a grid of CASH RECEIPTS DETAIL entities for an individual accounts. Reports by age of receivables and amounts past due will also be provided.

ATTRIBUTES

Accounting Period
Business Unit Indicator
Date Process
Payment Identification Number
Total Amount
Transaction Identification Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.19 Cash Receipts Detail – [Accounts Receivable Management]

DEFINITION
<p>The CASH RECEIPTS DETAIL entity entities data about a debtor’s payment of a HUD accounts receivable amount. The detail entities identify the specific receivable item for credit of all or part of the payment.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one CASH RECEIPTS DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO ORGANIZATION – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ GENERAL LEDGER POSTING MODELS ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one CASH RECEIPTS DETAIL is associated with zero or one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY. • One or many CASH RECEIPTS DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ AGENCY LOCATION CODE ○ CASH RECEIPTS SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • CASH RECEIPTS SUMMARY entities are maintained in the normal course of Accounts Receivable processing, usually monthly. Inquiry screens are used to view a grid of CASH RECEIPTS DETAIL entities for an individual accounts. Reports by age of receivables and amounts past due will also be provided.

ATTRIBUTES
Allotment Holder
Appropriation Identifier
Beginning Budget Fiscal Year
Budget Object Code
Budget Organization
Business Unit Indicator
Date Process
Ending Budget Fiscal Year
Fiscal Year
HUD Project Number
Job Number
Line Amount
Payment Identification Number
Program
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Transaction Identification Number
Transaction Identification Number Line Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.20 Cost Allocation – [Cost Management]

DEFINITION
The COST ALLOCATION entity supports the allocation of indirect costs classified at the initial recording of the HUD transaction to additional cost pools needed to support resource management decisions concerning, for example, Working Capital Funds.
RELATIONSHIPS
<ul style="list-style-type: none"> • Many COST ALLOCATION is associated with many: <ul style="list-style-type: none"> ○ PROJECT COST ACCUMULATION DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Indirect costs and the Working Capital Funds are distributed to HUD organizations based on NFC payroll entities pertaining to organization code and hours of each employee involved.
ATTRIBUTES
Accumulated Amount Active Flag Allocated Amount Allotment Holder Amount To Be Distributed Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Cost Code Base Identifier Date of Last Allocation Ending Budget Fiscal Year Fiscal Year Forward Reference Identifier HUD Project Number Job Number Pool or Base Indicator Program Reporting Category

3.2.21 Customer Agreement – [Cost Management]

DEFINITION
The CUSTOMER AGREEMENT entity contains the details of internal and external CUSTOMER AGREEMENT terms. Customer agreements provide HUD sources of funds to complete specific projects. Most HUD customer agreements are for Working Capital Fund information technology (IT) projects.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one CUSTOMER AGREEMENT is associated with one and only one: <ul style="list-style-type: none"> ○ PROJECT COST ACCUMULATION DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • CUSTOMER AGREEMENT is associated with projects.
ATTRIBUTES
Agreement Number Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Billed Amount Budget Object Code Budget Organization Business Unit Indicator Description Ending Budget Fiscal Year Fiscal Year HUD Project Number Job Number Max Amount Program Reporting Category

3.2.22 Default Payment Text – [Accounts Payable Management (B)]

DEFINITION
The DEFAULT PAYMENT TEXT entity contains the terms and other policy guidance which would be included in a payment or disbursement.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DEFAULT PAYMENT TEXT is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Business Unit Indicator Text Line 001 (Up To 999 Lines Of Text) Transaction Identification Number Transaction Identification Number Line Number

3.2.23 Disbursement Rules – [Accounts Payable Management (B)]

DEFINITION
The DISBURSEMENT RULES entity contains the various logic or order patterns that are to be applied to all payments. These rules may include items associated with the prompt pay act and approval override policy.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISBURSEMENT RULES is associated with one and only one: <ul style="list-style-type: none"> ○ DISBURSEMENT SUMMARY ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • Incorporate prompt pay rules such as warehousing payments until prompt pay date, applying interest if paid late.
ATTRIBUTES
Business Unit Indicator Current Value of Funds Rate Default ALC Location Indicator Default Discount Lost Reason Code For Prompt Pay Default Discount Lost Transaction Type For General Ledger Posting Default Discount Taken Transaction Type For General Ledger Posting Default Group Disbursement Indicator Default Interest Reason Code For Prompt Pay Default Prompt Payment Type Disbursing Lag Days Minimum Number of Payments Per Disbursement Cycle Minimum TFCs Amount Payment Limit Amount Per Disbursement Take Credit If Not Grouping Indicator Take Partial Credits Against Payments Indicator

3.2.24 Disbursement Schedules – [Accounts Payable Management (B)]

DEFINITION
The DISBURSEMENT SCHEDULES entity is used for some payments from HUD to vendors, employees, subsidy recipients, and grantees. HUD uses schedule number nomenclature to distinguish types of disbursement groupings.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISBURSEMENT SCHEDULES is associated with one and only one: <ul style="list-style-type: none"> ○ AGENCY LOCATION CODE ○ DISBURSEMENT SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • Schedule numbers are used by the disbursing cycle based on type of disbursement such as EFT, check or TFCS.
ATTRIBUTES
Business Unit Indicator Fiscal Year Schedule Number To Be Used (Will Be Many Multiples of This Up To 999) Type of Disbursement

3.2.25 Disbursement Summary – [Accounts Payable Management (B)]

DEFINITION
The DISBURSEMENT SUMMARY entity contains the aggregate payment information for disbursements.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISBURSEMENT SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ AGENCY LOCATION CODE ○ DISBURSEMENT RULES ○ DISBURSEMENT SCHEDULES ○ PAYMENT CANCELLATION ○ PAYMENT WAREHOUSE. • One and only one DISBURSEMENT SUMMARY is associated with one or sometimes many: DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Business Unit Indicator Contract Type Date Disbursement Made By Disbursing Agency Date Disbursement Sent To Disbursing Agency Disbursement General Ledger Entities Created Disbursement Schedule Number Disbursement Tracking Number Disbursing Entity Method Of Disbursement Note – Need To Research If Any CCR Information Needs To Be Included For Final Version Number Of Disbursements Per Schedule Payment Transaction Identification Number Type Of Disbursement Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.26 Disbursement Detail - [Accounts Payable Management (B)]

DEFINITION
The DISBURSEMENT DETAIL entity contains the payment detail information for disbursements.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISBURSEMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION DETAIL ○ PAYMENT HISTORY ○ PAYMENT NOTIFICATION ○ PAYMENT WAREHOUSE. • Zero, one or sometimes many DISBURSEMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ DEFAULT PAYMENT TEXT ○ PAYMENT REQUEST SUMMARY. • One or sometimes many DISBURSEMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ 1099 PAYMENT ACCUMULATION SUMMARY ○ AGENCY LOCATION CODE ○ DISBURSEMENT SUMMARY ○ PAYMENT CANCELLATION ○ PROMPT PAY REPORTING SUMMARY ○ PROMPT PAY REPORTING DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Accounting Period Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Contract Type Date Process Disbursement Schedule Number Disbursement Schedule Number Sequence Number Ending Budget Fiscal Year Fiscal Year HUD Project Number Job Number Line Amount Program Referenced Document Transaction Identifier Referenced Document Transaction Line Reporting Category Total Amount Transaction Identification Number Transaction Identification Number Line Number Transaction Identification Type Treasury Disbursement Tracking Number

Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.27 Disbursing Entity Definition – [Accounts Payable Management (A)]

DEFINITION
The DISBURSING ENTITY DEFINITION (DISBURSING OFFICE) entity contains the actual disbursing office that makes the payment from HUD to the various vendors, employees, subsidy recipients, and grantees
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISBURSING ENTITY DEFINITION (DISBURSING OFFICE) is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Agency Bureau Code Agency Location Code Business Unit Indicator Disbursing Address Line 1 Disbursing Address Line 2 Disbursing Address Line 3 Disbursing Office Name Disbursing Office Telephone Number

3.2.28 Distribution to Program - Level 5 – [Funds Allocation, Budget Posting Entity Group]

DEFINITION
<p>The DISTRIBUTION TO PROGRAM - LEVEL 5 entity contains the information for the amount of budget authority transferred from ALLOTMENT LINE ITEM - LEVEL 4 to carry out HUD’s mission at the PROGRAM CODE HIERARCHY REFERENCE INFORMATION or salaries and expenses spending category.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DISTRIBUTION TO PROGRAM- LEVEL 5 is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REPLACEMENT DISBURSEMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one DISTRIBUTION TO PROGRAM - LEVEL 5 is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL

<ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. ● Zero, one or sometimes many DISTRIBUTION TO PROGRAM – LEVEL 5 is associated with one and only one: ALLOTMENT LINE ITEM - LEVEL 4.
BUSINESS RULES
<ul style="list-style-type: none"> ● The DISTRIBUTION TO PROGRAM – LEVEL 5 is distributed to either programs for program funds or to object classes for Salaries and Expense funds. ● The DISTRIBUTION TO PROGRAM – LEVEL 5 summed amounts can not exceed the corresponding ALLOTMENT LINE ITEM - LEVEL 4 without appropriate approval authority when the ALLOTMENT LINE ITEM - LEVEL 4 is under budget control
ATTRIBUTES
Allotment Holder Allotment Line Distribution Available Amount Allotment Line Distribution Committed Amount Allotment Line Distribution Expended Amount Allotment Line Distribution Obligated Amount Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Description Ending Budget Fiscal Year Estimated Reimbursement Amount Program Qtr1 Allotment Line Item Amount Qtr1 Pending Allotment Line Item Amount Qtr2 Allotment Line Item Amount Qtr2 Pending Allotment Line Item Amount Qtr3 Allotment Line Item Amount Qtr3 Pending Allotment Line Item Amount Qtr4 Allotment Line Item Amount Qtr4 Pending Allotment Line Item Amount Source Year

3.2.29 Dunning Notice – [Accounts Receivable Management]

DEFINITION
The DUNNING NOTICE entity contains the default rules for dunning notice issuance. The DUNNING NOTICE entity also contains a library of dunning letters selected programmatically dependent on the delinquency of the debtor.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one DUNNING NOTICE is associated with one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ ACCOUNTS RECEIVABLE BILL DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Select the DUNNING NOTICE appropriate to delinquency condition.
ATTRIBUTES
Business Unit Indicator Collection Due Date Lag Days Before Referral Dunning Lag Days Before Referral Dunning Text 1 Dunning Text 2 Dunning Text 3 Minimum Dunning Count Before Referral Minimum Referral Amount Transaction Identification Number Transaction Identification Number Line Number

3.2.30 Error Message Definition – [Standard Processing Entity Group]

DEFINITION
The ERROR MESSAGE DEFINITION entity defines the message that indicates than an error has been made and the nature or type of the error.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ERROR MESSAGE DEFINITION is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one ERROR MESSAGE DEFINITION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. • Error messages can occur in non-transaction processing (reference table updating)
BUSINESS RULES
<ul style="list-style-type: none"> • ICFS needs a capability for HUD to define HUD user friendly error messages.
ATTRIBUTES
Error Code Error Message Long Error Message Short Suggested Problem Resolution

3.2.31 Federal Tax Payment Accumulation Summary – [Accounts Payable Management (B)]

DEFINITION
The FEDERAL TAX PAYMENT ACCUMULATION SUMMARY entity contains summary information reported to the IRS. When an employee relocates his residence at the convenience of HUD, the reimbursement amounts received on settlement claims from the payment office must be reported as income to the Internal Revenue Service (IRS) and may be taxed. A summary of these reimbursements must be maintained. The transactions that will be generated are balance sheet transfers.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one FEDERAL TAX PAYMENT ACCUMULATION SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST DETAIL. • One and only one FEDERAL TAX PAYMENT ACCUMULATION SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ FEDERAL TAX PAYMENT ACCUMULATION DETAIL ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • When taxes are withheld from a reimbursement, FEDERAL TAX PAYMENT ACCUMULATION SUMMARY is incremented.
ATTRIBUTES
Beginning Budget Fiscal Year Ending Budget Fiscal Year Business Unit Indicator Current Unpaid Amount Ending Budget Fiscal Year Appropriation Identifier Last Created Transaction Number Payment Trigger Amount Total Tax Paid To Federal Reserve Total Tax Withheld Vendor Code – Main Designation (Federal Reserve Vendor) Vendor Code – Sub Designation (Federal Reserve Vendor)

3.2.32 Federal Tax Payment Accumulation Detail – [Accounts Payable Management (B)]

DEFINITION
<p>The FEDERAL TAX PAYMENT ACCUMULATION DETAIL entity contains detailed information reported to the IRS. When an employee relocates within HUD, the reimbursement amounts received on settlement claims from the payment office must be reported as income to the Internal Revenue Service (IRS) and may be taxed. Mandatory Federal Withholding Tax (FWT) and applicable Federal Insurance Contributions Act (FICA) and Medicare taxes will be withheld from taxable entitlement on applicable vouchers. A W-2, reflecting entitlement (income) and taxes withheld will be issued. Anyone who received Withholding Tax Allowance entitlement, must submit a RIT (relocation income tax) allowance claim the following calendar year, since WTA entitlement is treated similar to an "advance" against the RIT allowance entitlement</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one FEDERAL TAX PAYMENT ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST DETAIL ○ PAYMENT REQUEST SUMMARY. • One or sometimes many FEDERAL TAX PAYMENT ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ FEDERAL TAX PAYMENT ACCUMULATION SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
<p>Amount Withheld Calendar Year 1 Amount Withheld Calendar Year 2 Amount Withheld Calendar Year 3 Amount Withheld Calendar Year 4 Amount Withheld Calendar Year 5 Amount Withheld Calendar Year 6 Amount Withheld Calendar Year 7 Transaction Identification Number Transaction Identification Number Line Number Vendor Code – Main Designation Vendor Code – Sub Designation</p>

3.2.33 Fiscal Year/Budget Fiscal Year – [Standard Processing Entity Group]

DEFINITION
The FISCAL YEAR/BUDGET FISCAL YEAR entity is a reference entity describing the available fiscal years/budget years to which transactions and other entries may be applied.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one FISCAL YEAR/BUDGET FISCAL YEAR is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one FISCAL YEAR/BUDGET FISCAL YEAR is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL. • One to one relationship with any reference table that has FISCAL YEAR/BUDGET FISCAL YEAR on the table (would be dependent on COTS design)
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Budget Fiscal Year Indicator Close Year Indicator

3.0 Logical Data Entity and Attribute Definitions

Fiscal Year End Date Fiscal Year Name Number of Periods

3.2.34 Fund Group Hierarchy – [Standard Processing Entity Group]

DEFINITION
The FUND GROUP HIERARCHY entity contains a grouping of HUD Funds segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with HUD regulations, restrictions, or limitations.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one FUND GROUP HIERARCHY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one FUND GROUP HIERARCHY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Each FUND GROUP HIERARCHY must have a valid Treasury Symbol.
ATTRIBUTES
Beginning Budget Fiscal Year Ending Budget Fiscal Year Fund Category Fund Category Name Fund Class

3.0 Logical Data Entity and Attribute Definitions

Fund Class Name Fund Group Fund Group Name
--

3.2.35 Fund Reference Information – [Standard Processing Entity Group]

DEFINITION
The FUND REFERENCE INFORMATION entity contains fiscal and accounting information with a self-balancing set of accounts recording cash and other financial resources together with related liabilities. Each Fund is created for the purpose of performing a specific activity or to obtain a certain objective.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one FUND REFERENCE INFORMATION is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one FUND REFERENCE INFORMATION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • OCFO maintains the Fund entity in accordance with the approved budget for the period. • Each Fund must have a valid Treasury Symbol.
ATTRIBUTES
Agency Agency Location Code Agency Name Allow Unobligated Expended Against Expired

Beginning Budget Fiscal Year
Budget Category A or B
Bureau Code
Carryover Indicator
Ending Budget Fiscal Year
Fund Balance Control Option
Fund Category
Fund Class
Fund Code
Fund Description Long
Fund Description Short
Fund Group
Fund Name
Fund Type
No Year Indicator
Treasury Symbol

3.2.36 General Ledger Accounts Summary – [General Posting Entity Group]

DEFINITION
<p>The GENERAL LEDGER ACCOUNTS SUMMARY entity contains all financial transactions in single or summary form according to the account setup. There are controls included over transaction entry, sub ledger batch editing, listing and posting. There is also a facility to consolidate transactions for selected accounts during posting, or consolidate on an as-needed basis.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one GENERAL LEDGER ACCOUNTS SUMMARY is associated one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY. • One and only one GENERAL LEDGER ACCOUNTS SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • The General Ledger will conform to Generally Accepted Accounting Practices (GAAP) for Federal agencies and departments.
ATTRIBUTES
<p>Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code</p>

Budget Organization Business Unit Ending Budget Fiscal Year Fiscal Month Fiscal Year General Ledger Account General Ledger Amount Program Reporting Category
--

3.2.37 General Ledger Posting Models – [Standard Processing Entity Group]

DEFINITION
The GENERAL LEDGER POSTING MODELS entity captures the posting rules for transactions that are entered directly or interfaced into the system. All transactions are handled consistently, regardless of their point of origin.
RELATIONSHIPS
<ul style="list-style-type: none"> • One or many GENERAL LEDGER POSTING MODELS is associated with one and only one: <ul style="list-style-type: none"> ○ STANDARD GENERAL LEDGER ACCOUNT LISTING. • One and only one GENERAL LEDGER POSTING MODELS is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one GENERAL LEDGER POSTING MODELS is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL

<ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> ● Record like accounting events consistently using standard transactions. Standard transactions must specify the general ledger account postings, and update document balances and any related tables (e.g. available funding). Standard transactions include transaction codes, screen templates, and derivation rules. ● Update all general ledger account balances (i.e., budgetary, proprietary and memorandum accounts) based on a single input transaction. ● Prevent transactions from posting that would cause general ledger debits and credits to be out-of-balance at any level of the agency's organizational structure. ● Prevent transactions from posting that would cause general ledger debits and credits to be out of balance within the proprietary, budgetary, or memorandum accounts. Proprietary, budgetary, and memorandum accounts must each be self-balancing. ● Update the document balances within subsidiary ledgers consistent with postings to general ledger control accounts. Prevent transactions from posting that would cause subsidiary ledgers to be out-of balance with general ledger control accounts. ● Prevent transactions from posting to general ledger accounts that have been de-activated. ● Execute period-end system processes to open a new reporting period, such as rolling forward account balances or reversing certain year-end entries. ● Enforce rules associated with standard transactions to selectively require, prohibit, or set a default value for an individual accounting classification element. For example, require an object class code when posting to the 6100 account. ● Allow a minimum of 10 debit and credit pairs in a single standard transaction.
ATTRIBUTES
Accounting Entry Identifier Automatic Journal Reversal Indicator Budget Object Code Business Unit Indicator Credit Account Debit Account Description Fiscal Year Increase Line D/C Journal Type Identifier Line Amount Subject To Budget Object Code Posting Subject To Fund Category Posting Subject To Project Code Posting Subject To Project Posting Subject To Prompt Pay Posting Subject To Vendor Posting Transaction Identification Number Transaction Identification Number Line Number Transaction Type Identifier Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.38 HUD Project Number – [Standard Processing Entity Group]

DEFINITION
The HUD PROJECT NUMBER entity contains valid HUD Project numbers.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one HUD PROJECT NUMBER is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one HUD PROJECT NUMBER is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
• BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Business Unit Indicator HUD Project Name HUD Project Number HUD Project Type HUD Project Type Sub Inception To Date Expended Amount Inception To Date Obligated Amount Inception To Date Reserved Amount

Year To Date Expended Amount Year To Date Obligated Amount Year To Date Reserved Amount

3.2.39 Journal Item – [General Posting Entity Group]

DEFINITION
The JOURNAL ITEM entity contains information relating to accounting transactions that have been entered directly into a subsidiary module, system-generated, or interfaced into the system. Journal entries can be created in the General Ledger real-time as the transaction updates the database. The journal detail serves as an audit trail for the transaction.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one JOURNAL ITEM is associated one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY. • One and only one JOURNAL ITEM is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Enforce rules associated with standard transactions to selectively require, prohibit, or set a default value for an individual accounting classification element. For example, require an object class code when posting to the 6100 account. • Allow a minimum of 10 debit and credit pairs in a single standard transaction. • Prevent transactions from posting that would cause general ledger debits and credits to be out-of-

<p>balance at any level of the agency's organizational structure.</p> <ul style="list-style-type: none"> • Prevent transactions from posting that would cause general ledger debits and credits to be out of balance within the proprietary, budgetary, or memorandum accounts. Proprietary, budgetary, and memorandum accounts must each be self-balancing. • Update the document balances within subsidiary ledgers consistent with postings to general ledger control accounts. Prevent transactions from posting that would cause subsidiary ledgers to be out-of balance with general ledger control accounts. • Prevent transactions from posting to general ledger accounts that have been de-activated. • Derive full accounting classifications on transactions from abbreviated user input. Examples of methods include: entering shorthand codes, deriving elements from an entered field, or providing users with a list of values from which to choose.
ATTRIBUTES
<p>Accounting Entry Id Accounting Entry Identifier Accounting Period Accounting Type Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Customer Agreement Number Date Time Transaction Processed Deposit Number Disbursing Office Disbursing Schedule Information Discount Type Document Action Document Description Document User Organization Dollar Amount Ending Budget Fiscal Year Fiscal Month Fiscal Quarter Fiscal Year General Ledger Account HUD Project Number Interagency Symbol Interest Reason Code Job Number Journal Voucher Reversal Indicator Line Amount Line Description Number Program Referenced Document Transaction Identifier Referenced Document Transaction Line Reporting Category TFCS Code</p>

Transaction Type Identifier
Transaction Identification Number
Transaction Identification Number Line Number
Transaction Type
Treasury Symbol
User Identification
Vendor Code – Main Designation
Vendor Code – Sub Designation
Vendor Invoice Date
Vendor Invoice Line
Vendor Invoice Number
Vendor Name
Vendor Type

3.2.40 Journal Voucher Summary – [General Ledger Management]

DEFINITION
The JOURNAL VOUCHER SUMMARY entity captures information relating to accounting transactions that will be entered directly into the general ledger module or interfaced directly into ICFS.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one JOURNAL VOUCHER SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one JOURNAL VOUCHER SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ JOURNAL VOUCHER DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Capture an effective date and a posting date on all transactions. • Derive the transaction posting date from the system date. • Ensure that posting date resides in an open or future-dated period. • Ensure all required fields are populated with valid data prior to posting the transaction. • Allow for the generation of document numbers.
ATTRIBUTES
Accounting Period Business Unit Indicator Contract Type General Ledger Account Type Journal Voucher Reversal Indicator Total Amount

Transaction Date
 Transaction Identification Number
 Transaction Type Identifier
 Vendor Code – Main Designation
 Vendor Code – Sub Designation

3.2.41 Journal Voucher Detail – [General Ledger Management]

DEFINITION
The JOURNAL VOUCHER DETAIL entity captures detailed information relating to accounting transactions that have been entered directly into the general ledger module, system-generated by GL, or interfaced directly into the system. Journal entries can be created in the General Ledger real-time as the transaction updates the database. The journal detail serves as an audit trail for the transaction.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one JOURNAL VOUCHER DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PROJECT COST ACCUMULATION SUMMARY ○ HUD PROJECT NUMBER ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many JOURNAL VOUCHER DETAIL is associated with one and only one JOURNAL VOUCHER SUMMARY. • Zero, one, or sometimes many JOURNAL VOUCHER SUMMARY is associated with one and only one YEAR-END CLOSING ACCOUNTS.
BUSINESS RULES
<ul style="list-style-type: none"> • None

ATTRIBUTES
Accounting Period
Allotment Holder
Appropriation Identifier
Beginning Budget Fiscal Year
Budget Object Code
Budget Organization
Business Unit Indicator
Closed Beginning Budget Fiscal Year
Closed Ending Budget Fiscal Year
Closed Fund
Contract Type
Cost Organization
Date Disbursed By Treasury (Accomplished Date)
Debit/Credit Indicator
Disbursement Schedule Fiscal Year
Disbursement Schedule Number
Disbursing Office
Disbursing Schedule Information
Ending Budget Fiscal Year
Ending Budget Fiscal Years
Expense/Revenue/GL/Budget Indicator
Fiscal Month
Fiscal Year
General Ledger Account
General Ledger Account Type
Job Number
Journal Voucher Amount
Journal Voucher Reversal Indicator
Posting Date
Program
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Transaction Id Number Line Number
Transaction Identification Number
Transaction Type Identifier
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.42 Obligation Summary – [Accounts Payable Management (A), Cost Management, Purchasing Management]

DEFINITION
<p>The OBLIGATION SUMMARY entity captures detailed information associated with obligating documents in the system. These activities include purchasing goods and services and establishing grants and subsidy obligations. In addition, under credit reform, HUD reserves (commits) and obligates authority for lenders to extend loans.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one OBLIGATION SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL ○ VENDOR/CUSTOMER/GRANTEE. • One and only one OBLIGATION SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ OBLIGATION DETAIL. • One and only one OBLIGATION SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY ○ PAYMENT REQUEST DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ RECURRING PROFORMA TRANSACTIONS.
BUSINESS RULES
<ul style="list-style-type: none"> • Capture period of performance start and end dates on contracts, blanket purchase agreements, reimbursable agreements, travel orders, and grants.
ATTRIBUTES

Accepted As Received Amount
Alternate Payee – Sub Designation
Alternate Payee –Main Designation
Alternate Payee Name
Business Unit Indicator
Closed Amount
Contract Number
Contract Type
Date Process
Date Record Closed
Delivery Date
Discount % Days
Discount Type
Effective Date
End Date Description
Ending Date
Expended Amount
Hold Indicator
Holdback Amount
Invoiced Amount
Negotiated Payment Days
Ordering Contact
Outstanding Amount
Responsible Person
Total Amount
Transaction Identification Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.43 Obligation Detail – [Accounts Payable Management (A), Cost Management, Purchasing Management]

DEFINITION
The OBLIGATION DETAIL entity captures detailed information associated with obligating documents in the system.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one or sometimes many OBLIGATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO ORGANIZATION – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one OBLIGATION DETAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY ○ PAYMENT REQUEST DETAIL. • One or sometimes many OBLIGATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ OBLIGATION SUMMARY • Zero, one or sometimes many OBLIGATION DETAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ REQUISITION/COMMITMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Perform funds availability editing activity before allowing an obligation to be incurred

- Validate that the sum of all document line items is equal to the document total.
- Associate documents in the processing chain, and bring forward accounting and non-financial information from one document to another, when the previously recorded document is referenced, (e.g., commitment to obligation, receivable to collection).). This is to include accounting classification, vendor and customer information.
- Liquidate, partially or in full, the balance of open documents by line item, as they are referenced by subsequent documents in the processing chain. For example, liquidate an obligation when referenced by an advance; liquidate a commitment when referenced by an obligation or accrual (including recurring accruals).
- Associate documents with related source documents (e.g., reimbursable agreements, contracts and delivery orders, BPAs and call numbers, and grants) so that queries show all related activity.
- Capture document modifications at the line item level, including changes to dollar amounts and accounting classifications.
- Validate that funds are available prior to recording the modifications.

ATTRIBUTES

Accounting Period
 Allotment Holder
 Appropriation Identifier
 Beginning Budget Fiscal Year
 Budget Object Code
 Budget Organization
 Business Unit Indicator
 Contract Type
 Cost Organization
 Closed Amount
 Date Process
 Date Record Closed
 Description
 Ending Budget Fiscal Year
 Fiscal Year
 HUD Project Number
 Job Number
 Line Amount
 Program
 Referenced Document Transaction Identifier
 Referenced Document Transaction Line
 Reporting Category
 Transaction Date
 Transaction Identification Number
 Transaction Identification Number Line Number
 Transaction Identification Type
 Vendor Code – Main Designation
 Vendor Code – Sub Designation

3.2.44 Organization Hierarchy – [Standard Processing Entity Group]

DEFINITION
<p>The ORGANIZATION HIERARCHY entity contains the HUD organization structure framework. Each organization can be traced from each level above and below with no redundancies or ambiguities. Every employee has an ORGANIZATION HIERARCHY code that uniquely identifies the organization for which the employee works.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one ORGANIZATION HIERARCHY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one ORGANIZATION HIERARCHY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Prevent the use of any deactivated or invalid program code.
ATTRIBUTES
<p>Budget Organization Level 1 Budget Organization Level 1 Long Description Budget Organization Level 1 Short Description Budget Organization Level 2</p>

Budget Organization Level 2 Long Description
Budget Organization Level 2 Short Description
Budget Organization Level 3
Budget Organization Level 3 Long Description
Budget Organization Level 3 Short Description
Budget/Cost Organization Indicator
Business Unit Indicator
Organization Status Indicator

3.2.45 Overrides Applied Audit Log – [Standard Processing Entity Group]

DEFINITION
The OVERRIDES APPLIED AUDIT LOG entity captures the data associated with maintaining adequate audit trails within the application for over riding error messages.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one or sometimes many OVERRIDES APPLIED AUDIT LOG is associated with one and only one: <ul style="list-style-type: none"> ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT).
BUSINESS RULES
<ul style="list-style-type: none"> • Differentiate transaction processing errors as warnings, rejections, or information only. Track errors that have been overridden by the user. • Generate an audit log that identifies all document additions, changes, approvals, and deletions by user.
ATTRIBUTES
Business Unit Indicator Date Override Applied Error Message Overridden Override Level Applied Transaction Identification Number Transaction Identification Number Line Number

3.2.46 Payment Cancellation – [Accounts Payable Management (B)]

DEFINITION
The PAYMENT CANCELLATION entity contains information regarding disbursements that either Treasury has reported as not payable or payment recipients have reported as not received.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT CANCELLATION is associated with one and only one: <ul style="list-style-type: none"> ○ AGENCY LOCATION CODE ○ DISBURSEMENT SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REPLACEMENT DISBURSEMENT DETAIL. • One and only one PAYMENT CANCELLATION is associated with one or sometimes many: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Accounting Period Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Contract Type

Date Process
Disbursement Cancellation Date
Disbursement Cancellation Reason Code
Disbursement Schedule Number
Disbursement Schedule Number Sequence Number
Ending Budget Fiscal Year
Fiscal Year
HUD Project Number
Job Number
Line Amount
Program
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Total Amount
Transaction Identification Number
Transaction Identification Number Line Number
Treasury Disbursement Tracking Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.47 Payment History – [Accounts Payable Management (B)]

DEFINITION
The PAYMENT HISTORY entity contains a log of all payments made by HUD. It keeps all the information that was used to record the payment.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT HISTORY is associated with one and only one: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • PAYMENT HISTORY is a read only entity meaning that it cannot be modified by any use of the system. • PAYMENT HISTORY cannot be deleted.
ATTRIBUTES
Business Unit Indicator Check Number or EFT Number Contract Type Date Disbursement Made By Disbursing Agency Date Disbursement Sent To Disbursing Agency Disbursement Cancellation Status Disbursement Schedule Number Disbursement Tracking Number Disbursing Entity Disbursing Office Method of Disbursement Payment History Amount Payment Transaction Identification Number Payment Transaction Identification Number Line Number Type of Disbursement

3.2.48 Payment Notification – [Accounts Payable Management (B)]

DEFINITION
<p>The PAYMENT NOTIFICATION entity contains information which explains the various components of a payment to a vendor. The PAYMENT NOTIFICATION entity holds the collection of payment notification entities for reference and research when a vendor has a question about a payment. A well-constructed payment notification entity format can greatly reduce the number of inquiries that vendors make, thereby conserving personnel time and other resources. Once an Electronic Funds Transfer (EFT) payment has been made, the vendor receives the payment notification, which explains the composition of the payment such as withholding tax, interest paid for late payment, and other items.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT NOTIFICATION is associated with one and only one: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
<p>Business Unit Indicator Check Number or EFT Number Checking or Savings Designator Contract Type Date Disbursement Sent To Disbursing Agency Date Payment Due Date Payment Made Deposit Account Number Disbursement Tracking Number Disbursing Office Discount Amount Taken Financial Org Name Financial Org Routing Number Interest Paid To Vendor Money Owed HUD Deducted Net Amount Paid Obligation Number Payment Notification Amount Total Gross Amount For Vendor Vendor Code – Main Designation Vendor Code – Sub Designation Vendor Duns+4 Vendor Name</p>

3.2.49 Payment Request Summary – [Purchasing Management, Accounts Payable Management (A, B), Accounts Receivable Management]

DEFINITION
<p>The PAYMENT REQUEST SUMMARY entity contains information about a request for payment from a vendor, grantee, housing authority, etc that has supplied goods and/or services to HUD or is due payment based on an obligating document. Each vendor such as Federal Express, Kinko’s, etc. will have its own format, but when the payment request arrives at HUD, it is placed on the Payment request entity for approval by the appropriate authority in the receiving organization. The form used to entity the receipt of the payment request and its approval is HUD-27045, “Payment request Approval for Contract/Purchase or Training Requisition”.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT REQUEST SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISBURSEMENT RULES ○ DISBURSING ENTITY DEFINITION ○ ERROR MESSAGE DEFINITION ○ FEDERAL TAX PAYMENT ACCUMULATION DETAIL ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT HISTORY ○ PAYMENT WAREHOUSE ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL ○ VENDOR/CUSTOMER/GRANTEE ○ VOUCHER AUDIT CONTROL ○ VOUCHER SELECTED FOR AUDIT. • One and only one PAYMENT REQUEST SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL

<ul style="list-style-type: none"> ○ OBLIGATION DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ RECEIPT OF GOODS OR SERVICES SUMMARY. ● One and only one PAYMENT REQUEST SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL ○ PAYMENT REQUEST DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL. ● Zero, one or sometimes many PAYMENT REQUEST SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ FEDERAL TAX PAYMENT ACCUMULATION SUMMARY ○ OBLIGATION SUMMARY ○ OBLIGATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ VENDOR/CUSTOMER/GRANTEE.
BUSINESS RULES
<ul style="list-style-type: none"> ● All payment requests must be approved before payment can be made. ● Payment requests are identified by Vendor ID (DUNS+4) and a computer-generated key.
ATTRIBUTES
Business Unit Indicator Contract Type Date Accepted of Goods or Services Date Invoice Logged At HUD Date of Signature Date Voucher Scheduled To Be Paid Discount Percent GTR Approving Official Name GTR Phone Number Holdback Amount In Transit For Disbursement Amount Invoice Date Invoice Description Transaction Identification Number Vendor Code – Main Designation Vendor Code – Sub Designation Vendor Invoice Identification Number Voucher Id

3.2.50 Payment Request Detail – [Purchasing Management, Accounts Payable Management (A, B), Accounts Receivable Management]

DEFINITION
<p>The PAYMENT REQUEST DETAIL entity contains information about a request for payment from a vendor that has supplied goods and/or services to HUD. Each vendor such as Federal Express, Kinko's, etc. will have its own format, but when the payment request arrives at HUD, it is placed on the PAYMENT REQUEST DETAIL entity for approval by the appropriate authority in the receiving organization. The form used to record the receipt of the payment request and its approval is HUD-27045, "Payment request Approval for Contract/Purchase or Training Requisition". The detail entity has additional line item accounting information.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT REQUEST DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO ORGANIZATION – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FEDERAL TAX PAYMENT ACCUMULATION DETAIL ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many PAYMENT REQUEST DETAIL is associated with one or sometimes many: <ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES DETAIL. • Zero, one or sometimes many PAYMENT REQUEST DETAIL is associated with one and only one:

<ul style="list-style-type: none"> ○ OBLIGATION SUMMARY ○ OBLIGATION DETAIL. ● One or sometimes many PAYMENT REQUEST DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ FEDERAL TAX PAYMENT ACCUMULATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECURRING PROFORMA TRANSACTIONS.
BUSINESS RULES
<ul style="list-style-type: none"> ● All payment requests must be approved before payment can be made. ● Payment requests are identified by Vendor ID (DUNS+4) and a computer-generated key.
ATTRIBUTES
Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Contract Type Cost Organization Date Accepted of Goods or Services Date Invoice Logged At HUD Date of Signature Date Voucher Scheduled To Be Paid Allotment Holder Discount Percent Ending Budget Fiscal Year Fiscal Year GTR Approving Official Name GTR Phone Number Holdback Amount HUD Project Number In Transit For Disbursement Amount Invoice Date Invoice Description Job Number Line Amount Program Reporting Category Transaction Date Transaction Identification Number Transaction Identification Number Line Number Vendor Code – Main Designation Vendor Code – Sub Designation Vendor Invoice Identification Number Voucher Id

3.2.51 Payment Warehouse – [Accounts Payable Management (B)]

DEFINITION
The PAYMENT WAREHOUSE contains information involving recognizing and recording payment due dates associated with invoices or other payment requests. Once matched and approved, invoices are warehoused awaiting disbursement scheduling that occurs when their payment due dates are reached. Warehouse approved invoices are for future scheduling.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PAYMENT WAREHOUSE is associated with one and only one: <ul style="list-style-type: none"> ○ DISBURSEMENT SUMMARY ○ DISBURSEMENT DETAIL ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • All payments except for manual payments have to go through the PAYMENT WAREHOUSE before the scheduled due date. • Calculate the due date of vendor payments in accordance with Title 5, Part 1315 of the CFR which states, in part, that for agencies subject to prompt payment requirements, payment is due either:(1) the later of 30 days after the receipt of a proper invoice or the seventh day after goods/services are received (or earlier acceptance date) for services and nondairy products; (2) 10 days after the receipt of the invoice.
ATTRIBUTES
Business Unit Indicator Contract Type Date Voucher Scheduled To Be Paid Disbursing Office Payment Warehouse Amount Transaction Identification Line Number Transaction Identification Number Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.52 Program Code Hierarchy Reference Information – [Standard Processing Entity Group]

DEFINITION
<p>The PROGRAM CODE HIERARCHY REFERENCE INFORMATION entity contains an organized set of activities directed toward a common purpose, or goal, undertaken or proposed by an agency in order to carry out its responsibilities. In practice, however, the term “program” has many uses and thus does not have well-defined, standard meaning in the legislative process. The term is used to describe an agency’s mission, programs, functions, activities, services, projects, and processes.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PROGRAM CODE HIERARCHY REFERENCE INFORMATION is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one PROGRAM CODE HIERARCHY REFERENCE INFORMATION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Every transaction which uses funding must have a program code. • Balance sheet transfer transactions do not need a program code.

- Prevent the use of any deactivated or invalid program code.
- Validate the use of improper combination code.

ATTRIBUTES

Business Unit Indicator
Program Code Level 1
Program Code Level 1 Long Description
Program Code Level 1 Short Description
Program Code Level 1 Owner
Program Code Level 2
Program Code Level 2 Long Description
Program Code Level 2 Short Description
Program Code Level 2 Owner
Program Code Level 3
Program Code Level 3 Long Description
Program Code Level 3 Short Description
Program Code Level 3 Owner

3.2.53 Project Cost Accumulation Summary – [Cost Management, General Posting Entity Group]

DEFINITION
The PROJECT COST ACCUMULATION SUMMARY entity contains a management level summarization at various levels of details of the PROJECT COST ACCUMULATION DETAIL entity. In addition to direct costs based on various detail entities summarized from the SUB-PROJECT COST ACCUMULATION DETAIL entity, it also contains cost allocations (overhead costs) that are attributed to each Business Unit.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PROJECT COST ACCUMULATION SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ OBLIGATION SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ ACCOUNTS RECEIVABLE BILL SUMMARY. • One and only one PROJECT COST ACCUMULATION SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Commitment Amount Ending Budget Fiscal Year Expenditures Amount Job Number Maximum Project Amount Obligation Amount Program Project End Date Project Start Date

3.2.54 Project Cost Accumulation Detail – [Cost Management]

DEFINITION
<p>The PROJECT COST ACCUMULATION DETAIL entity contains a summarization at various levels of details of the direct project costs based on various detail entities summarized from the SUB-PROJECT COST ACCUMULATION DETAIL entity. The PROJECT COST ACCUMULATION DETAIL entity also contains cost allocations (overhead costs) that are attributed to each Business Unit.</p> <p>Having the Sub-Project Cost Accumulation detail entities allows HUD to provide cost reports at the lowest level of attribution such as Object Class and Sub-Object Class. From the most detailed level up to this entity, the Project Cost Accumulation Summary, will allow HUD financial managers and program level managers greater visibility into trends and allow them to identify problem areas in time to take corrective action.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one or sometimes many PROJECT COST ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO ORGANIZATION – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one PROJECT COST ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ CUSTOMER AGREEMENT ○ OBLIGATION SUMMARY ○ OBLIGATION DETAIL

<ul style="list-style-type: none"> ○ PROJECT COST ACCUMULATION SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ REQUISITION/COMMITMENT DETAIL. ● One and only one PROJECT COST ACCUMULATION DETAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ CASH RECEIPTS DETAIL ○ COST ALLOCATION ○ DISBURSEMENT DETAIL ○ JOURNAL VOUCHER DETAIL ○ PAYMENT REQUEST DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> ● Requisitions/Commitment details, Obligation details, Journal Voucher details and Accounts Receivable details are captured at the Sub-Project Cost Accumulation Detail level through the use of standard HUD SGL Transactions.
ATTRIBUTES
<p>Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Commitment Amount Ending Budget Fiscal Year Expenditures Amount Job Number Maximum Project Amount Obligation Amount Program Project End Date Project Start Date</p>

3.2.55 Project Cost Code Reference Hierarchy (Project and Sub Project) – [Standard Processing Entity Group]

DEFINITION
The PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) entity contains information used to accumulate cost for project cost accounting and to define combinations of HUD accounting codes.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year

Budget Organization
Business Unit Indicator
Cost Accumulation Budget Organization
Cost Accumulation Division
Cost Accumulation Job Number
Cost Accumulation Program
Cost Accumulation Reporting Category
Ending Budget Fiscal Year
Installation Wide Project
Last Activity Date
Last Distribution of Cost Allocation Date
Project Active or Inactive Status
Project Description
Project Type
Start Date

3.2.56 Prompt Pay Reporting Summary – [Accounts Payable Management (B)]

DEFINITION
The PROMPT PAY REPORTING SUMMARY contains information needed to produce HUD’s prompt pay reports.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PROMPT PAY REPORTING SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ DISBURSEMENT DETAIL ○ PROMPT PAY REPORTING DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Business Unit Indicator Contract Type Fiscal Quarter Fiscal Year Interest Due But Not Paid - < \$1 Amount Interest Due But Not Paid - < \$1 Number Interest Due But Not Paid - Other Amount Interest Due But Not Paid - Other Number Interest Penalties Paid Amount Interest Penalties Paid Number Inv Pd 8+ Days Before Due-Not Approved Amt Inv Pd 8+ Days Before Due-Not Approved Num Invoice Paid 1 To 15 Days After Due Date Number Invoice Paid 8+ Days Before Due-Approved Total Amount Invoices Paid Late Amount Invoices Paid Late Number Invoices Subject To Prompt Pay Amount Invoices Subject To Prompt Pay Number

3.2.57 Prompt Pay Reporting Detail – [Accounts Payable Management (B)]

DEFINITION
The PROMPT PAY REPORTING DETAIL contains information needed to produce HUD’s prompt pay reports.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PROMPT PAY REPORTING DETAIL is associated with one or sometimes many DISBURSEMENT DETAIL. • One or sometimes many PROMPT PAY REPORTING DETAIL is associated with one and only one PROMPT PAY REPORTING SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • Disbursement items that either have interest paid, interest due but was not paid, were paid 8 days or more before disbursement due date are included in the PROMPT PAY REPORTING DETAIL with information needed to produce HUD’s prompt pay reports.
ATTRIBUTES
Business Unit Indicator Discount Amount Discount Days Discount Lost Amount Discount Lost Reason Discount Lost Reason Category Discount Percentage Fiscal Month Fiscal Quarter Fiscal Year Imputed Interest Amount Interest Amount Interest Reason Invoice Amount Late Pay Reason Line Amount Paid Amount Penalty Amount Prompt Pay Date Prompt Pay Type Transaction Identification Number Transaction Identification Number Line Number Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.58 Purchase/Travel Card Payment Summary – [Accounts Payable Management (B)]

DEFINITION
The PURCHASE/TRAVEL CARD PAYMENT SUMMARY entity contains information received from the HUD bankcard interface for the aggregate payment. The entity information is used to generate payments by HUD's purchase cards.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PURCHASE/TRAVEL CARD PAYMENT SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one PURCHASE/TRAVEL CARD PAYMENT SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL. • One and only one PURCHASE/TRAVEL CARD PAYMENT SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY ○ PAYMENT REQUEST DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Accounting Period Allotment Holder

Appropriation Identifier
Beginning Budget Fiscal Year
Budget Object Code
Budget Organization
Business Unit Indicator
Contract Type
Ending Budget Fiscal Year
Fiscal Year
HUD Project Number
Invoice Approved Amount
Job Number
Last Date Payment Generated
Original Invoice Amount
Program
Purchase Card Invoice Identification Number
Purchase Card Run Date
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Total Amount
Total Payments Generated Amount
Transaction Identification Number
Transaction Identification Type
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.59 Purchase/Travel Card Payment Detail – [Accounts Payable Management (B)]

DEFINITION
The PURCHASE/TRAVEL CARD PAYMENT DETAIL entity contains information received from the HUD bankcard interface for the individual HUD purchase cards and their associated cost distribution. The entity information is used to generate payments for HUD’s bankcard purchases.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one PURCHASE/TRAVEL CARD PAYMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT REQUEST DETAIL ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many PURCHASE/TRAVEL CARD PAYMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY. • Zero, one or sometimes many PURCHASE/TRAVEL CARD PAYMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • VENDOR CODE – MAIN DESIGNATION FOR PASSENGER and VENDOR CODE – SUB DESIGNATION FOR PASSENGER need to be valid in VENDOR/ CUSTOMER/ GRANTEE entity
ATTRIBUTES

Allotment Holder
Appropriation Identifier
Beginning Budget Fiscal Year
Budget Object Code
Budget Organization
Business Unit Indicator
Ending Budget Fiscal Year
Fiscal Year
HUD Project Number
Invoice Approved Amount
Job Number
Last Date Payment Generated
Original Invoice Amount
Program
Purchase Card Account Number
Purchase Card Invoice Identification Number
Purchase Card Run Date
Purchase Card Sequence Number
Record Status
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Total Payments Generated Amount
Transaction Identification Number
Transaction Identification Number Line Number
Transaction Identification Type
Vendor Code – Main Designation For Passenger
Vendor Code – Sub Designation For Passenger

3.2.60 Receipt of Goods or Services Summary - [Purchasing Management, Accounts Payable Management (A)]

DEFINITION
<p>The RECEIPT OF GOODS OR SERVICES SUMMARY entity contains summary information on the receipt of goods or services. These information items include:</p> <ul style="list-style-type: none"> • Vendor ID • Receipt ID (System Generated) • Purchase order or Contract number • Obligation document number • Delivery/task order number associated with contract or Purchase Order • Call Number (Request Number) against a Blanket Purchase Agreement.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one RECEIPT OF GOODS OR SERVICES SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ OBLIGATION SUMMARY ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one RECEIPT OF GOODS OR SERVICES SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES DETAIL. • Zero, one or sometimes many RECEIPT OF GOODS OR SERVICES SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY ○ VENDOR/CUSTOMER/GRANTEE.
BUSINESS RULES

- The receipt summary must be flexible to allow for use of the receipt for grant and subsidy authorization to pay.
- The receipt summary should include the obligating and accounting information.

ATTRIBUTES

Accounting Period
Business Unit Indicator
Call Number of BPA
Contract Type
Date Processed
Delivery Task Order Identification Number
Receipt Identification Number
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Total Amount
Transaction Identification Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.61 Receipt of Goods or Services Detail - [Purchasing Management, Accounts Payable Management (A)]

DEFINITION
The RECEIPT OF GOODS OR SERVICES DETAIL entity captures detailed information on the receipt of goods or services.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one RECEIPT OF GOODS OR SERVICES DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • Zero, one or sometimes many RECEIPT OF GOODS OR SERVICES DETAIL is associated with zero, one, or sometimes many: <ul style="list-style-type: none"> ○ OBLIGATION DETAIL. • One or sometimes many RECEIPT OF GOODS OR SERVICES DETAIL is associated with one or sometimes many: <ul style="list-style-type: none"> ○ PAYMENT REQUEST DETAIL. • One or sometimes many RECEIPT OF GOODS OR SERVICES DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ RECEIPT OF GOODS OR SERVICES SUMMARY. • Zero, one or sometimes many RECEIPT OF GOODS OR SERVICES DETAIL is associated with one and only one:

<ul style="list-style-type: none"> ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • All deliveries are inspected by the receiving official and the delivery information is recorded. • The receipt must be flexible to allow for use of the receipt for grant and subsidy authorization to pay.
ATTRIBUTES
Accounting Period Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Contract Type Date Received Ending Budget Fiscal Year Item Description Job Number Line Amount Program Project Number Quantity Ordered Quantity Received Receipt Identification Number Receiving Official's Name Referenced Document Transaction Identifier Referenced Document Transaction Line Reporting Category Transaction Identification Number Transaction Identification Number Line Number Vendor Code – Main Designation Vendor Code – Sub Designation Vendor Identification Number

3.2.62 Recurring ProForma Transactions – [Purchasing Management, Accounts Payable Management (A), General Ledger Management, Cost Management]

DEFINITION
<p>The RECURRING PROFORMA TRANSACTIONS entity contains any repetitive financial activity which can be represented by a set of standard transaction parameters. An on-going lease payment is an example of a RECURRING PROFORMA TRANSACTION where the same payment is made each period (monthly).</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one RECURRING PROFORMA TRANSACTIONS is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL SUMMARY

<ul style="list-style-type: none"> ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ JOURNAL VOUCHER SUMMARY ○ ORGANIZATION HIERARCHY ○ PAYMENT REQUEST SUMMARY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. ● One and only one RECURRING PROFORMA TRANSACTIONS is associated with one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL. ● Zero, one, or sometimes many RECURRING PROFORMA TRANSACTIONS is associated with one and only one: <ul style="list-style-type: none"> ○ OBLIGATION SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> ● The attributes of the RECURRING PROFORMA TRANSACTIONS must correspond one-to-one with the standard transaction attributes.
ATTRIBUTES
Accounting Period Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Contract Number Contract Type Description Ending Budget Fiscal Year

Entry End Date
Entry Start Date
Frequency Type
Job Number
Journal Voucher Reversal Indicator
Latest Date
Line Amount
Program
Project Number
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Reporting Category
Total Transaction Amount
Transaction Identification Number
Transaction Identification Number Line Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.63 Reference Data Audit Trail – [Standard Processing Entity Group]

DEFINITION
The REFERENCE DATA AUDIT TRAIL entity tracks all changes to the reference data. This audit trail covers all items in the Standard Processing Entity Group except the logs.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one REFERENCE DATA AUDIT TRAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one REFERENCE DATA AUDIT TRAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Every change to reference attributes is recorded as part of the audit trail.
ATTRIBUTES
After Value Record Before Value Record Change Type Code Changer Identification Number Date of Change

Entity Identifier Time of Change

3.2.64 Replacement Disbursement Summary – [Accounts Payable Management (B)]

DEFINITION
The REPLACEMENT DISBURSEMENT SUMMARY contains the summary information whenever a replacement payment/disbursement is required.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one REPLACEMENT DISBURSEMENT SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ AGENCY LOCATION CODE ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT CANCELLATION ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ REFERENCE DATA AUDIT TRAIL ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one REPLACEMENT DISBURSEMENT SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ REPLACEMENT DISBURSEMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • Payment cancellation must be approved before any replacement disbursements are issued.
ATTRIBUTES
Disbursement Number Disbursement Schedule Number Disbursing Entity Method of Disbursement Replacement Disbursement Number

Replacement Disbursing Entity Replacement Method of Disbursement Replacement Type of Disbursement Type of Disbursement

3.2.65 Replacement Disbursement Detail – [Accounts Payable Management (B)]

DEFINITION
The REPLACEMENT DISBURSEMENT DETAIL entity contains the detailed information for each line whenever a replacement payment is required.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one REPLACEMENT DISBURSEMENT SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PAYMENT CANCELLATION ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ REFERENCE DATA AUDIT TRAIL ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many REPLACEMENT DISBURSEMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ REPLACEMENT DISBURSEMENT SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • Payment cancellation must be approved before any replacement disbursements are issued.
ATTRIBUTES
Accounting Period

Allotment Holder
Appropriation Identifier
Beginning Budget Fiscal Year
Budget Object Code
Budget Organization
Check Number or EFT Number
Date Process
Disbursement Officer
Disbursing Office
Ending Budget Fiscal Year
HUD Project Number
Job Number
Program
Referenced Document Transaction Identifier
Referenced Document Transaction Line
Rejected Record
Replacement Disbursement Line Amount
Replacement Disbursement Line Number
Replacement Disbursement Number
Replacement Disbursing Entity
Replacement Method of Disbursement
Reporting Category
Total Amount
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.66 Requisition/Commitment Summary – [Purchasing Management, Cost Management]

DEFINITION
<p>The REQUISITION/COMMITMENT SUMMARY entity contains each request to purchase supplies or services and is used to ensure that all purchases are approved by the appropriate approval authority. HUD uses for HUD-10.4 “Requisition for Supplies, Equipment, Publications and Procurement Services” for many acquisitions. HUD uses form HUD-720 “Request for Contract Services” to acquire contract services. Form 10.4 is used for acquisitions where there is little competition (such as a Federal Supply Schedule). Form 720 is used when a different procurement action is needed such a full and open competition, sole source or Simplified Acquisition Procedures (SAP) are used. Requisitions are also entered for grants and subsidies.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one REQUISITION/COMMITMENT SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one REQUISITION/COMMITMENT SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ REQUISITION/COMMITMENT DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • All HUD acquisitions must be approved using either a HUD-Form 10.4 or HUD-720.
ATTRIBUTES
<p>Business Unit Indicator Closed Amount Commitment Amount</p>

Contract Type
Date Process
Date Record Closed
Referenced Document Transaction Identifier
Responsible Person
Total Amount
Transaction Identification Number
Vendor Code – Main Designation
Vendor Code – Sub Designation

3.2.67 Requisition/Commitment Detail – [Purchasing Management, Cost Management]

DEFINITION
<p>The REQUISITION/COMMITMENT DETAIL entity contains detailed information used to purchase supplies or services and is used to ensure that all purchases are approved by the appropriate approval authority. HUD uses for HUD-10.4 “Requisition for Supplies, Equipment, Publications and Procurement Services” for many acquisitions. HUD uses form HUD-720 “Request for Contract Services” to acquire contract services. Form 10.4 is used for acquisitions where there is little competition (such as a Federal Supply Schedule). Form 720 is used when a different procurement action is needed such a full and open competition, sole source or Simplified Acquisition Procedures (SAP) are used. Requisitions are also entered for grants and subsidies.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one REQUISITION/COMMITMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ HUD PROJECT NUMBER ○ JOURNAL ITEM ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST ACCUMULATION SUMMARY ○ PROJECT COST ACCUMULATION DETAIL ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SUB-PROJECT COST ACCUMULATION SUMMARY ○ SUB-PROJECT COST ACCUMULATION DETAIL ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many REQUISITION/COMMITMENT DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ REQUISITION/COMMITMENT SUMMARY. • Zero, one or sometimes many REQUISITION/COMMITMENT DETAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ OBLIGATION DETAIL.

BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Closed Amount Commitment Amount Contract Type Cost Organization Date Process Date Record Closed Description Ending Budget Fiscal Year Fiscal Year HUD Project Number Job Number Line Amount Program Reporting Category Transaction Date Transaction Identification Number Transaction Identification Number Line Number Transaction Identification Type Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.68 Security by User – [Standard Processing Entity Group]

DEFINITION
The SECURITY BY USER entity contains attributes defining each individual user's access of the application.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one SECURITY BY USER is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ SECURITY ROLE DEFINITION ○ SECURITY VIOLATION LOG. • Zero, one and sometimes many SECURITY BY USER is associated with one and only one: <ul style="list-style-type: none"> ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT).
BUSINESS RULES
<ul style="list-style-type: none"> • Each individual must be provided with a unique identification number. • Each unique identification number must have a unique password. • Each unique password must be changed/updated as set by security standards.
ATTRIBUTES
Actions Allowed Approval Action Business Unit Indicator Correct Action Delete Action Edit Offline Action Edit Online Action Enter Action Hold Action Offline Action Override Indicator Scan Action Security Group Security Information Security Role Definition User First Name User Identification User Last Name User Title

3.2.69 Security Role Definitions – [Standard Processing Entity Group]

DEFINITION
The SECURITY ROLE DEFINITIONS entity contains attributes that control an individual's access to transactions based upon their role within a defined business unit.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one, or many SECURITY ROLE DEFINITIONS is associated with one and only one <ul style="list-style-type: none"> ○ SECURITY BY USER.
BUSINESS RULES
<ul style="list-style-type: none"> • All access to transaction processing is established and controlled by entries and values.
ATTRIBUTES
Actions Allowed Approval Action Approvals Business Unit Indicator Correct Action Delete Action Edit on Line Action Enter Action Hold Action Offline Action Override Indicator Scan Action Security Group Security Information Update Wait Action

3.2.70 Security Violation Log – [Standard Processing Entity Group]

DEFINITION
The SECURITY VIOLATION LOG entity contains unauthorized actions and or access to screens, data, or actions.
RELATIONSHIPS
<ul style="list-style-type: none"> • Zero, one and sometimes many SECURITY VIOLATION LOG is associated with one and only one: SECURITY BY USER. • One entity for each unauthorized attempted transaction access or action.
BUSINESS RULES
<ul style="list-style-type: none"> • Each unauthorized transaction process will generate one entity.
ATTRIBUTES
Business Unit Indicator Run Date and Time Security Log Counter Security Violation System User ID Table Identifier Transaction Identification Number

3.2.71 Standard General Ledger Account Listing – [Standard Processing Entity Group]

DEFINITION
<p>The STANDARD GENERAL LEDGER ACCOUNT LISTING entity is the basis for HUD's General Ledger. The United States Standard General Ledger (USSGL) is a model for HUD's General Ledger, referred to in these documents as HUD's <i>SGL</i>. Changes to the USSGL are made from time to time by the Treasury Department to recognize new data requirements such as Expenses for Homeland Security that are made by an agency in support of that effort. Changes to the USSGL are described in a supplement to the Treasury Financial Manual (TFM), which includes the chart of accounts, account descriptions and postings, accounting transactions, suggested data elements/ sub accounts, and crosswalks to standard external reports.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one STANDARD GENERAL LEDGER ACCOUNT LISTING is associated with one and sometimes many: <ul style="list-style-type: none"> ○ GENERAL LEDGER POSTING MODELS. • One and only one STANDARD GENERAL LEDGER ACCOUNT LISTING is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one STANDARD GENERAL LEDGER ACCOUNT LISTING is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL

3.0 Logical Data Entity and Attribute Definitions

○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none">• Changes required by a Treasury TFM are first reflected in the USSGL entity that is then reflected in the creation of new transactions.
ATTRIBUTES
Business Unit Indicator USSGL Account Level 1 Rollup USSGL Account Level 2 Rollup USSGL Account Level 3 Rollup USSGL Account Number

3.2.72 Sub-Project Cost Accumulation Summary – [Cost Management, General Posting Entity Group]

DEFINITION
<p>The SUB-PROJECT COST ACCUMULATION SUMMARY entity contains a management level summarization at various levels of details of the SUB-PROJECT COST ACCUMULATION DETAIL entity. In addition to direct costs based on various detail entities summarized from the SUB-PROJECT COST ACCUMULATION DETAIL entity, it also contains cost allocations (overhead costs) that are attributed to each Business Unit.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one SUB-PROJECT COST ACCUMULATION SUMMARY is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ GENERAL LEDGER POSTING MODELS ○ JOURNAL ITEM ○ HUD PROJECT NUMBER ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One and only one SUB-PROJECT COST ACCUMULATION SUMMARY is associated with one or sometimes many: <ul style="list-style-type: none"> ○ SUB-PROJECT COST ACCUMULATION DETAIL. • One and only one SUB-PROJECT COST ACCUMULATION SUMMARY is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY

- One and only one SUB-PROJECT COST ACCUMULATION SUMMARY is associated with zero, one or sometimes many:
 - ACCOUNTS RECEIVABLE BILL DETAIL
 - ALLOTMENT LINE ITEM - LEVEL 4
 - ALLOTMENT TOTAL – LEVEL 3
 - APPORTIONMENT – LEVEL 2
 - APPROPRIATION – LEVEL 1
 - ASSIGNMENT TO ORGANIZATION – LEVEL 6
 - CASH RECEIPTS DETAIL
 - DISTRIBUTION TO PROGRAM – LEVEL 5
 - JOURNAL VOUCHER DETAIL
 - OBLIGATION DETAIL
 - PAYMENT REQUEST DETAIL
 - PROJECT COST ACCUMULATION DETAIL
 - PURCHASE/TRAVEL CARD PAYMENT DETAIL
 - RECEIPT OF GOODS OR SERVICES DETAIL
 - REPLACEMENT DISBURSEMENT DETAIL
 - REQUISITION/COMMITMENT DETAIL.

BUSINESS RULES

- None

ATTRIBUTES

Allotment Holder
 Appropriation Identifier
 Beginning Budget Fiscal Year
 Budget Object Code
 Budget Organization
 Business Unit Indicator
 Commitment Amount
 Ending Budget Fiscal Year
 Expenditures Amount
 Job Number
 Maximum Project Amount
 Obligation Amount
 Program
 Project End Date
 Project Start Date

3.2.73 Sub-Project Cost Accumulation Detail – [Cost Management, General Posting Entity Group]

DEFINITION
<p>The SUB-PROJECT COST ACCUMULATION DETAIL entity contains the direct costs and cost allocations (overhead costs) that are attributed to each Business Unit.</p> <p>Having the SUB-PROJECT COST ACCUMULATION DETAIL entity allows HUD to provide cost reports at the lowest level of attribution such as Object Class and Sub-Object Class. From the most detailed level up to the PROJECT COST ACCUMULATION SUMMARY entity will allow HUD financial managers and program level managers greater visibility into trends and allow them to identify problem areas in time to take corrective action.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one SUB-PROJECT COST ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTING PERIOD ○ APPROVAL SECURITY DEFINITION (BY DOCUMENT) ○ AUTOMATIC DOCUMENT NUMBERING COUNTER ○ BUDGET OBJECT CODE HIERARCHY AND REFERENCE INFORMATION ○ CUSTOMER AGREEMENT ○ ERROR MESSAGE DEFINITION ○ FISCAL YEAR/BUDGET FISCAL YEAR ○ FUND GROUP HIERARCHY ○ FUND REFERENCE INFORMATION ○ GENERAL LEDGER ACCOUNTS SUMMARY ○ JOURNAL ITEM ○ HUD PROJECT NUMBER ○ OBLIGATION DETAIL ○ OBLIGATION SUMMARY ○ ORGANIZATION HIERARCHY ○ PROGRAM CODE HIERARCHY REFERENCE INFORMATION ○ PROJECT COST CODE REFERENCE HIERARCHY (PROJECT AND SUB PROJECT) ○ RECURRING PROFORMA TRANSACTIONS ○ REFERENCE DATA AUDIT TRAIL ○ REQUISITION/COMMITMENT DETAIL ○ REQUISITION/COMMITMENT SUMMARY ○ STANDARD GENERAL LEDGER ACCOUNT LISTING ○ SYSTEM DATE REFERENCE DEFINITION ○ TRANSACTION CROSS REFERENCE TRACKING ○ TREASURY SYMBOL. • One or sometimes many SUB-PROJECT COST ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • Zero, one or sometimes many SUB-PROJECT COST ACCUMULATION DETAIL is associated with one and only one: <ul style="list-style-type: none"> ○ PROJECT COST ACCUMULATION DETAIL. • One and only one SUB-PROJECT COST ACCUMULATION DETAIL is associated with zero, one or sometimes many:

<ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY. ● One and only one SUB-PROJECT COST ACCUMULATION DETAIL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL. ● One or sometimes many SUB-PROJECT COST ACCUMULATION DETAIL is associated with one and sometimes many: <ul style="list-style-type: none"> ○ COST ALLOCATION.
BUSINESS RULES
<ul style="list-style-type: none"> ● Requisitions/Commitments entity details, Obligation details, Journal Voucher entity details and Accounts Receivable entity details are captured at the Sub-Project Cost Accumulation Detail level through the use of standard HUD SGL Transactions.
ATTRIBUTES
Allotment Holder Appropriation Identifier Beginning Budget Fiscal Year Budget Object Code Budget Organization Business Unit Indicator Commitment Amount Ending Budget Fiscal Year Expenditures Amount Job Number Maximum Project Amount Obligation Amount Program Project End Date Project Start Date

3.2.74 System Date Reference Definition – [Standard Processing Entity Group]

DEFINITION
The SYSTEM DATE REFERENCE DEFINITION entity contains the processing date throughout the entire processing cycle. The setting of this date allows a business day to cross a calendar day without affecting calculation or scheduling processes.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one SYSTEM DATE REFERENCE DEFINITION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one SYSTEM DATE REFERENCE DEFINITION is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • System Date is established at the beginning of a new business day.
ATTRIBUTES
Application Date Application Period Application Year Business Unit Indicator

Current Accounting Period
Current Date
Current Month Name
Current Year Name
Dates Table Transaction Code
Fiscal Year
Year Name

3.2.75 Transaction Cross Reference Tracking – [General Posting Entity Group]

DEFINITION
The TRANSACTION CROSS REFERENCE TRACKING contains the material that enables a user to perform a query to locate the details of associated transactions in the processing “chain”, i.e., querying on a receivable would provide any associated cash receipts.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one TRANSACTION CROSS REFERENCE TRACKING is associated one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ RECURRING PROFORMA TRANSACTIONS ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY. • One and only one TRANSACTION CROSS REFERENCE TRACKING is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Acceptance Date Document Action Referenced Document Transaction Identifier Transaction Amount Transaction Identification Number Vendor Code – Main Designation

Vendor Code – Sub Designation

3.2.76 Treasury Symbol – [Standard Processing Entity Group]

DEFINITION
<p>The TREASURY SYMBOL contains an appropriation symbol which includes the agency code (HUD = 86), the fiscal year indicator and a four digit fund code, either numeric and/or alpha-numeric, and is assigned by Treasury. All governmental transactions are identified by Treasury symbol and applicable fund code. The Treasury symbol assigned to an account is determined after consideration of the Government's relationship to the account, the source of the receipt, and the availability of the fund for expenditure.</p>
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one TREASURY SYMBOL is associated with one and only one: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL SUMMARY ○ CASH RECEIPTS SUMMARY ○ DISBURSEMENT SUMMARY ○ JOURNAL VOUCHER SUMMARY ○ OBLIGATION SUMMARY ○ PAYMENT REQUEST SUMMARY ○ PROJECT COST ACCUMULATION SUMMARY ○ PURCHASE/TRAVEL CARD PAYMENT SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY ○ REPLACEMENT DISBURSEMENT SUMMARY ○ REQUISITION/COMMITMENT SUMMARY ○ SUB-PROJECT COST ACCUMULATION SUMMARY. • One and only one TREASURY SYMBOL is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ACCOUNTS RECEIVABLE BILL DETAIL ○ ALLOTMENT LINE ITEM - LEVEL 4 ○ ALLOTMENT TOTAL – LEVEL 3 ○ APPORTIONMENT – LEVEL 2 ○ APPROPRIATION – LEVEL 1 ○ ASSIGNMENT TO ORGANIZATION – LEVEL 6 ○ CASH RECEIPTS DETAIL ○ DISBURSEMENT DETAIL ○ DISTRIBUTION TO PROGRAM – LEVEL 5 ○ JOURNAL VOUCHER DETAIL ○ OBLIGATION DETAIL ○ PAYMENT REQUEST DETAIL ○ PROJECT COST ACCUMULATION DETAIL ○ PURCHASE/TRAVEL CARD PAYMENT DETAIL ○ RECEIPT OF GOODS OR SERVICES DETAIL ○ REPLACEMENT DISBURSEMENT DETAIL ○ REQUISITION/COMMITMENT DETAIL ○ SUB-PROJECT COST ACCUMULATION DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
<p>Business Unit Indicator Fiscal Year</p>

Lapse Indicator Pre-closing Unexpended Balance Reporting Treasury Symbol Reporting Treasury Symbol Type Treasury Symbol Treasury Symbol Description Treasury Symbol Type
--

3.2.77 Vendor/Customer/Grantee – [Purchasing Management, Accounts Payable Management (A), Accounts Receivable Management]

DEFINITION
The VENDOR/CUSTOMER/GRANTEE entity contains the information about seller/retailers or providers of services to another customer. The VENDOR/CUSTOMER/GRANTEE entity holds information on Vendor/Customer. A vendor can be a commercial entity, private individual, employee, grantee, housing authority, mortgagee, federal agency, state or local agency.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one VENDOR/CUSTOMER/GRANTEE is associated with one and only one: <ul style="list-style-type: none"> ○ OBLIGATION SUMMARY ○ ACCOUNTS RECEIVABLE BILL SUMMARY. • One and only one VENDOR/CUSTOMER/GRANTEE is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ ADDRESS ○ BANK ACCOUNT INFORMATION ○ PAYMENT REQUEST SUMMARY ○ RECEIPT OF GOODS OR SERVICES SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Social Security Number Or Federal Tax Id number Vendor 1099 Indicator Vendor Code – Main Designation Vendor Code – Sub Designation Vendor Contact Vendor Or Customer Type vendor Name Vendor Status

3.2.78 Voucher Audit Control – [Accounts Payable Management (A)]

DEFINITION
The VOUCHER AUDIT CONTROL entity contains information to determine whether selected vouchers submitted and paid under particular contracts were appropriate, accurate, supported and allowable and in accordance with the contracts terms and conditions.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one VOUCHER AUDIT CONTROL is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Voucher Threshold Level 1 Amount Voucher Threshold Level 1 Number Selected Voucher Threshold Level 2 Amount Voucher Threshold Level 2 Number Selected Voucher Threshold Level 3 Amount Voucher Threshold Level 3 Number Selected Voucher Threshold Level 4 Amount Voucher Threshold Level 4 Number Selected

3.2.79 Voucher Selected for Audit – [Accounts Payable Management (A)]

DEFINITION
The VOUCHER SELECTED FOR AUDIT entity contains information pertaining to vouchers selected for review to determine if they were: paid appropriately and accurately; submitted with the required supporting documentation; and, were allowable in accordance with the contracts terms and conditions.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one VOUCHER SELECTED FOR AUDIT is associated with one and only one: <ul style="list-style-type: none"> ○ PAYMENT REQUEST SUMMARY.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Audit Result Date Process Payment Voucher Amount Transaction Identification Number Vendor Code – Main Designation Vendor Code – Sub Designation

3.2.80 Year-End Closing Accounts – [General Ledger Management]

DEFINITION
The YEAR-END CLOSING ACCOUNTS entity contains the general ledger accounts that are rolled forward into year end roll-ups and establishes the proper accounts for annual close balances to be brought forward in the new year.
RELATIONSHIPS
<ul style="list-style-type: none"> • One and only one YEAR-END CLOSING ACCOUNTS is associated with zero, one or sometimes many: <ul style="list-style-type: none"> ○ JOURNAL VOUCHER DETAIL.
BUSINESS RULES
<ul style="list-style-type: none"> • None
ATTRIBUTES
Closed Account Reinstatement Flag Closed Business Account Closed Expired Business Accounts Closed Expired General Accounts Closed General Account Closed Unexpired Business Accounts Closed Unexpired General Accounts Expire/Carryover Flag Fiscal Year General Ledger Account Plus/Minus Flag Reinstatement Expired Flag Reinstatement Unexpired Flag