

Functionalities Existing in AIS
Project Information
o Ability to enter Proposal and Project Information
o Availability of a wide variety of data fields
o Availability of many reference tables and edit-checks
o Dataflow functionality for Proposal Review and Project Approval
o Interface of Project Information to Reports Tracking System and retrieve Bibliographic information
o Ability to access and do text searches on 40+ years of historical Project Information data
o Automated monthly load of Project Information to the public web page (Legal requirement)
o Import/Export capability of all text areas in order to eliminate duplication of data-entry
o Ability to retrieve various Project Information reports
Interfaces:
Monthly to public web, legal requirement
Nightly Project Information to Report Tracking System
Quarterly Bibliographic information from Report Tracking System
Expense
o Daily reconciliation with downloaded FFS (Federal Financial System) data
Value-added information to some FFS fields (description, Bankcards)
Reconciliation Options controlled by local site
o Ability to enter temporary Expense records (those that might not hit FFS for a long time)
o Ad-hoc query on majority of fields
o Automated Leave Allocation/Surcharge process, a Common Business Practice
o Labor Month-End Accrual/Reversal Process by percent of previous Pay Period
o Fiscal Year Close-Out functions
Posting of Year-end Accruals
Cost Center Drawdown and Balance reporting
o Ability to locally define Management Category groupings and perspectives
Subobject class codes available to further define Management Categories
o Ability to access 10 years of historical Expense data
o Expenditure Reports with a wide variety of levels and perspectives:
Detailed or Summarized
Object Class or Management Category
With or Without Labor
Parent Account / Subaccount / Organization Unit / Cost Center
Labor Reports by Account or Employee, detailed or summarized
Multi-year Expense Trends
Reports for Multi-year or No-year funding sources
By various sorts including Trans Type, vendor code, vendor type
Interfaces:
Daily load from FFS of Expense Journal File
Pay Period load from FFS Actual Labor Data (every 2 weeks)
Monthly load to FFS of Leave Allocation SV records
Funding

o Ability to enter Cooperator funding at detailed level, broken out by
Cooperator Offerings, Services in kind, Unmatched, Federal Matching
o Ability to enter multiple modifications to an agreement to track various
statuses of Cooperator signature for Legal purposes
o Data validation and comparison of totals between Agreements and Funding
o Ability to transfer only Signed portions to FFS
o Ability to enter funding at amore detailed level than exists in FFS
o Ability to enter Planned Out Year funding
o Ability to enter new Customers and Accounts for establishment in FFS
o Ability to define Account Program Type for Reporting and close-out needs
o Ability to set various Bureau/Discipline/Local levels of Assessment when appropriate
o Automated database of all Customer Contacts for Water discipline
o Automated process for Regional/Headquarters Allocation of Funding to field sites
o Automated process for Suballocation of Funding between field sites
o Ability to access 30 years of historical detailed funding information
o Ability to retrieve historical assessment policies and computed amounts
o Automated Interface to FFS that Summarizes funding data to level required by FFS
Automated computation of Gross/Net funding and FFS Burden rates
Automated updating of FFS CAHT/CALT/FPCA tables
o Funding Reports with a wide variety of levels and perspectives:
Detailed or Summarized
Gross/Net amounts, Overhead amounts
Parent Account / Subaccount / Organization Unit / Cost Center
By Customer Type and Fund Type
For specific Agreement Status only
For historical funding trends
Reports for Multi-year and No-year Funding sources
FFS Funding Transfer reports
Interfaces:
Twice-monthly load to FFS of funding changes for Water Discipline
Weekly retrieval from FFS of Bureau funding
Yearly load to FFS for the Fiscal Year roll-over of Account Fund Split table
Planning
Budget and Budget Execution (combined with Expense/Funding)
o Single point of data entry
o Separate areas for Cost Center and Project budgets with dataflow between areas
o Ability to enter multiple versions of project/proposal budgets
o Ability to enter budgets at Summary or Detail level or combination
o Automated computation of all overheads amounts
o Inflation factoring available
o Automated posting of FFS expenditures and funding to budgets overnight
o Salary Cost budgeting available by Employee/Contractor/Generic
o Automated computation of Hourly Rates from FFS Labor data every Pay Period
o Ability to locally define Management Category perspectives needed
o Dataflow between Project and Cost Center Budget areas
o Dataflow between Budgets and Staffing Matrix
o Dataflow between Budgets and Salary Projection
o Automated Budget Generation for New Fiscal Year from previous Fiscal Year

o Ad-hoc Copying of budgets between projects/proposals
o Regional/HQ summarization of budgets with different perspectives
o Budget Planning and Execution Reports with a wide variety of levels and perspectives:
Detailed or Summarized
Parent Account / Subaccount / Organization Unit / Cost Center
o Reports integrating all three areas - budget/funding/expenses for a true budget execution picture
Staffing
o Automated Over/Under Utilization reporting of Employee Hours
o Automated computation of Fiscal Year Salary Estimates by Employee/Account/Org/Cost Center
o Automatically populated with FFS Labor Actual Hours and Costs Year-to-date
o Automated dataflow between Staffing and Budgets
o Automated Staffing Generated for New Fiscal Year from previous year
o Staffing Reports with a wide variety of levels and perspectives:
Detailed or Summarized
By Account or Employee
Over/Under Utilization and/or Salary Costs
Parent Account / Subaccount / Organization Unit / Cost Center
Salary Projection
o Used for estimating Account/Employee Costs by Pay Period and Fiscal Year
o Populated automatically with FFS Labor Actual Hours and Costs
o Ability to enter multiple future hourly rates
o Salary Projection Reports:
Detailed or Summarized
By Account or Employee
Parent Account / Subaccount / Organization Unit / Cost Center
Employee/Payroll
o Integrated with Bureau Time and Attendance System
o TNA data-entry done on a local system with fast performance
o TNA Costing Accruals can be posted immediately
o Additional TNA reports not available in the Bureau TNA System
o Single point of data-entry to feed other systems
o Ability to enter Contractors for budgeting/FTE purposes
o Ability to set Scheduled Hours for staffing utilization purposes
o Ability to access historical information for employees and Project Chiefs no longer with USGS
o Ability to retrieve various Employee and Payroll Reports
Interfaces
Employee information nightly to USGS Lotus
Each Pay Period transmit Time and Attendance Data to National Business Center (NBC)
Each Pay Period load from Federal Personnel/Payroll System (FPPS) of Employee TNA Leave data
Each Pay Period load from FPPS of Employee Personnel data
Full Time Equivalency (FTE)
o Ability to enter Planned Hours for Employees, including Contractors
o Automatic population of FTE Actual Hours from Load of FFS Labor data

o Ability to retrieve various FTE Reports at the local and Headquarters level
Organization Units
o Ability to locally define Organizational Units at a lower or higher level than the FPPS Organization Codes
o Automatic generation of WRD Phone Directory each night to the web
o Ad-hoc printing and Annual Publication of the WRD Phone directory
o Reporting from all other areas of software can be done using the locally defined Organization Units
Interfaces:
Nightly to WRD Phone directory on the web
Other Functions used at all sites
o Automated generation of unique unix id numbers
o Ability to memorize reports for field offices or projects
o Ability to set system cron jobs to automatically retrieve any memorized report from AIS and post to web
o Ability to compute processes anytime and not have to wait for a nightly update
Other functions available and routinely used at the HQ level only:
o Annual Telecom Cost Recovery based on inclusion of Contracted employees (Contractor information is not available in FPPS or FFS)
o Weekly load of Bureau Status of Funds reports to the web
o Ad-Hoc query on FFS and FPPS data for entire Bureau
o Ad-Hoc query on Historical Project, Funding and Expense data