Intra-governmental Transactions
Working Group (ITWG)

February 8, 2022
Today’s Agenda

• Tentative ITWG Schedule
• Program Updates
• Release 4.4 Coming Soon
• In-Flight Orders Update
• Office Hours
• January Survey Results
• Reference Materials
Tentative ITWG Schedule

✓ Dec 14 – Program Updates, In-Flight Orders, 7600EZ Overview, Office Hours, Progress towards the G-Inv Mandate

✓ Jan 11 – Program Updates, Order Mod/Revert, Office Hours, Progress towards the G-Inv Mandate, January Survey

☑ Feb 8 – Program Updates, Release 4.4 Coming Soon, In-Flight Orders Update, Office Hours, January Survey Results, Reference Materials

Planned Dates: March 8, Apr 12, May 10 2-3:30 pm ET

Future Topics:
• Post-mandate enhancements
Program Updates

• Q2 FY22 Implementation Plans are due to Treasury by March 31st
  – These submissions will be reflected on your Q2 Scorecard
  – **Reminder**: Pull templates from G-Invoicing webpage each quarter to ensure you are submitting the most up-to-date version
    • [https://www.fiscal.treasury.gov/g-invoice/training.html](https://www.fiscal.treasury.gov/g-invoice/training.html)

• Post-mandate API Specifications published on the G-Invoicing webpage
  – Including: Constructive Order Acceptance, Low Dollar (7600-EZ), and Performance Amount
  – Located under Future G-Invoicing Features/Enhancements
    • [https://www.fiscal.treasury.gov/g-invoice/resources.html#standards](https://www.fiscal.treasury.gov/g-invoice/resources.html#standards)
Program Updates Continued

• Trading Partner Directory and POC Listing on OMB Max updated to reflect Q1 FY22 submissions
  – Please ensure that the correct Agency POCs are included in your Attachment A submissions (Block A5) each quarter
    • Agencies may add a new tab or include a supplemental spreadsheet (if needed)
  – We use this information each quarter to populate the POC listing
  – Sending in POC updates outside the quarterly submissions are acceptable/encouraged; however, agencies need to ensure those updated POCs are reflected on the Attachment A before the next quarter’s submission to ensure they aren’t overwritten.
Release 4.4 Coming Soon

• Upcoming Program Objectives (R4.4)
  – GT&C Workflow by Org Group
  – Continue improving user API efficiencies
  – Undelivered Balance enhancements
    • Addressed issues when two Accounting Periods are open
  – More efficient GT&C Summary List page for larger agencies
  – New Report Menu and Performance Report
  – New Supervisor Roles created
  – R4.4 deployment planned for March 3rd (Production) and March 11th (QA-C)

• Release 4.4 Overview Webinars
  – Two dates offered: February 22nd & March 10th
  – Available now for registration at the link provided below
    • https://fiscal.treasury.gov/training/
In-Flight Orders

Objective
• Provide options for agencies to create In-Flight Orders (IFO) in G-Invoicing, adjusted to account for Performance to-date

Policy
• TFM mandate for In-Flight Orders extending into FY 2024 to be established in G-Invoicing by October 1, 2023

Agency Options
A. Manually convert IFOs in your ERP system for remaining balance only
B. Solicit help from your ERP provider or IT department to convert IFOs
C. Enter each IFO directly into G-Invoicing’s user interface
D. Use new Order Upload feature
E. Conditionally, use 7600EZ for future billing on IFOs
## In-Flight Orders Examples

<table>
<thead>
<tr>
<th>Advanced</th>
<th>FOB Source</th>
<th>FOB Destination</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-flight Order = 1,000,000</td>
<td>In-flight Order = 1,000,000</td>
<td>In-flight Order = 1,000,000</td>
</tr>
<tr>
<td>Adv = 750,000</td>
<td>Dlv = 400,000</td>
<td>Dlv = 400,000</td>
</tr>
<tr>
<td>Dlv = 400,000</td>
<td>Rcv = 200,000</td>
<td>Rcv = 200,000</td>
</tr>
<tr>
<td>Rcv = 200,000</td>
<td></td>
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</tr>
</tbody>
</table>

Replacement Order of 600,000 entered or uploaded directly into G-Invoicing¹

Prepaid Advance of 350,000 created in G-Invoicing¹

Use Case: Adjust prepaid Advance by -50,000. Adjustments to prepaid Performance (in G-Invoicing) can optionally return funds or not

¹ Assumes that agency is not using ERP system, or their ERP system can pull down Order or prepaid Performance.
Office Hours

- G-Invoicing Program conducts virtual Office Hours sessions twice monthly where we host targeted discussions as well as “open-mic” styled discussions

- Future Topics Include:
  - Approaches to Brokering GT&Cs (February 1\textsuperscript{st})
  - Options for In-Flight Orders Discussion (February 15\textsuperscript{th})
  - Trading Partner Spotlight: Providing Agencies a platform to discuss their G-Invoicing implementation approach with trading partners. (TBD)

  \textit{Note: If Agencies would like to volunteer for a Trading Partner Spotlight session, please reach out to IGT@fiscal.treasury.gov}

- Register for Office Hours here: \url{https://fiscal.treasury.gov/training/g-invoicing-office-hours.html}
January Survey Results

1. With G-Invoicing how does your agency plan on brokering GT&C’s?
   a) Very granular (bureau level) Agreements similar to the current 7600A/B process today
      – 33% of responders indicated this was their intention
   b) More generic (agency level) Umbrella Agreements
      – 12% of responders indicated this was their intention
   c) Mix of a & b depending on the need and/or activity
      – 55% of responders indicated this was their intention

2. As a Requesting Agency, are you comfortable with the Servicing Agency collecting/initiating Performance while an Order is being Modified regardless of the reason why it’s being Modified?
   – 60% - Yes
   – 33% - No
   – 7% - Depends
3. As a Servicing Agency, are you comfortable collecting/initiating Performance while an Order is being Modified regardless of the reason why it’s being Modified?
   – 61% - Yes
   – 35% - No
   – 4% - Depends
Reference Materials

Policy:
TFM Chapter 4700 – Appendix 8

Published:
June 2021 (Updated Annually)

Guidance:
G-Invoicing Program Guide for Basic Accounting and Reporting

Published:
February 2019

G-Invoicing System Integration Guide

Revised:
March 2021

G-Invoicing Rules of Engagement

Revised:
January 2022

The Mandate
- Mandated that all Federal Program Agencies (FPAs) who process IGT Buy/Sell transactions must implement G-Invoicing
  https://tfm.fiscal.treasury.gov/v1/p2/c470.html

Program Guide
- Provides guidance regarding proper accounting treatment for IGT Buy/Sell transactions processed through G-Invoicing
  https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html

System Integration Guide
- Details how FPAs may utilize automated data exchanges to communicate IGT Buy/Sell activities to/from G-Invoicing
  https://fiscal.treasury.gov/files/g-invoice/g-invoicing-system-integration-guidev1.1.pdf

Rules of Engagement
- Outlines protocol for Trading Partner interaction in support of transitioning IGT Buy/Sell business processes to G-Invoicing

OMB Max
- Access to the Trading Partner Directory and Agency Implementation Plans
  https://community.max.gov/display/CrossAgencyExternal/Bureau+of+the+Fiscal+Service+G-Invoicing

Federal Intragovernmental Data Standards (FIDS)
- Defines the data attributes and the system mapping & validation rules for the new IGT Buy/Sell data standard which is implemented through G-Invoicing.
  https://fiscal.treasury.gov/g-invoice/resources.html#standards
Appendix

- Post-Mandate Work Underway (Slide 14)
- Upcoming Program Objectives (Slide 15)
- Thresholds for Compliance (Slide 16)
- FY23 Non-Impacted Business Lines (Slide 17)
- Progress Towards the G-Inv Mandate (Slide 18)
- Resource, Knowledge, and Training Offerings (Slides 19-21)
- G-Invoicing Program Contacts (Slide 22)
Post-Mandate Work Underway

• Working on post-mandate API Specifications
• Proposed features:
  – In-Flight Orders
  – Low Dollar Purchases (7600-EZ)
  – Constructive Order Acceptance (GSA Rent)
  – Allow Performance against an open Order while it’s being modified
  – Allow Order Maintenance while GT&C is being modified
  – Revert a modified GT&C or Order back to open status
  – Allow Zero Quantity Refund
  – Prohibit non-printable characters
  – Budget Object Class – Required (Requesting Agency Only)
  – Validate Line Item Code using Product Service Code
  – Correct rounding issues
Upcoming Program Objectives

• G-Invoicing Program Guide – Under review for updates
  – Guide for Basic Accounting and Reporting
  – https://www.fiscal.treasury.gov/ussgl/resources-g-invoicing-program-guide.html
Thresholds for Compliance

TFM Bulletin 2022-03 *(Published December 14, 2021)*

- Defined the Monitoring and Enforcement metrics for G-Invoicing Mandate Compliance.
  
  https://tfm.fiscal.treasury.gov/content/tfm/v1/bull/22-03.html

- Ranges are based on the dollar amount of Buy/Sell activity in G-Invoicing as compared to the FR Entities’ GTAS data and will increase each fiscal year.

![Thresholds Diagram](image-url)
FY23 Non-Impacted Business Lines

- **7600EZ Process** – Transactions under $10,000 and business lines listed below. Entities will transition this activity to G-Invoicing and can begin using this new process flow by FY 2024.
  - GSA Fleet Leasing
  - GSA Global Supplies
  - Government Publishing Office (GPO) select orders for publishing and printing

- **GSA Rent** - Will be leveraging the new Constructive Order Acceptance functionality. The Servicing Agency will supply all required Order data. The Requesting Agency will have 7 calendar days to review, correct, or approve the submitted Order. GSA Rent business line leveraging the G-Invoicing Constructive Order Acceptance functionality will begin in FY 2024.

**Note:** These activities will be included in the compliance calculation and were factored into Fiscal Service setting a 75% threshold to achieve compliance. If those identified make up more than 25% of an entity’s IGT Buy/Sell activity, they should reach out to Fiscal Service.
Progress Towards the G-Inv Mandate

- 97% of Significant Entities have established production accounts and are actively preparing for GT&Cs
- AITs will continue to work with agencies to complete Organizational model, and train agency trainers in preparation for brokering GT&Cs. Agencies should be ready to broker GT&Cs with partners by June 2022.
Knowledge and Training Offerings

G-Invoicing Learning Opportunities

• Our Agency Implementation Team hosts a variety of training options.

• Independent Training Resources including pre-recorded G-Invoicing training videos are available through the G-Invoicing website: https://www.fiscal.treasury.gov/g-invoice/training.html

• Register for Webinar-based Training and access to On-Demand Financial Management Training Videos here: https://www.fiscal.treasury.gov/training/
Connecting With Your Trading Partners

- Staying up to date on your Partners’ progress is key to your own success in transitioning your IGT Buy/Sell activity to G-Invoicing

- Fiscal Service provides several utilities to facilitate effective communication with your Partners to gain an understanding of their implementation approach and timeline

- G-Invoicing’s OMB Max page contains data related to each Agency’s Implementation Status including the following:
  - Implementation Plans for Significant Reporting Entities who receive IGT Scorecards
  - Trading Partner Directory which displays enrollment status and transaction processing readiness by Implementation Entity
  - Visit our OMB Max site to access these resources: https://community.max.gov/x/szd0ZQ
You’re Not Alone – We’re Here To Help

Agency Implementation Team (AIT)

• Education
  – Business Process Walkthroughs
  – Application Demos
  – User Training

• Account Establishment
• Enrollment Assistance
• Production Support
• Assistance with Agency-Led Implementation Team

Engagement | Outreach | Support
G-Invoicing Program Contacts

For IGT Program Management and Agency Outreach Support
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