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# FISCAL Focus

**FISCAL: TRANSPARENCY. ACCURACY. INTEGRITY.**

## FISCAL FORUM

In our January 2014 FISCAL Focus, we introduced some changes in how the 2015-16 Budget will be developed. There are changes on the horizon for both Wave 1 and Non-Wave 1 Departments. All departments will submit budget information electronically in templates designed for upload into the FISCAL System. At our recent FISCAL Forum, we unveiled several of these templates. Panelists from the FISCAL Project and Department of Finance (DOF) presented a sample of the templates and discussed the process for completing and submitting them. They also answered questions from the audience. This feedback from departments is critical for project success, and will be incorporated as we go forward in our final steps before implementation.

The sample of templates introduced were:

- Base Upload Package
- Baseline Budget Adjustments
- Budget Change Proposals
- Positions (Schedule 8)

These templates give insight into the look, feel, and functionality of the full suite of FISCAL templates.

There are several more templates that will be used to capture and upload budget information.

This represents a change in how budgets are developed, and will be significant effort on everyone's part. As we adapt to the change, the FISCAL Project will support departments in the transition. Be assured that we are all in this together. We are working tirelessly to make the transition as smooth as possible, and to make sure departments have all the information they need to develop their budgets.

We were pleased with the great attendance and participation. Still, there are more who might benefit from the information. The session was recorded and a video will be made available for attendees to review and to share with others.

### What's Next?

The templates and instructions will be issued soon in Budget Letters from Department of Finance. Training support will be provided as well. DOF and FISCAL will continue to partner together to ensure that departments are equipped to complete the templates and provide the information to develop their budgets in FISCAL.



# GERRY'S PERSPECTIVE

*A Message From FI\$Cal Project Leadership*

I am Gerry Lobo, Assistant Deputy Director of the Business Team. I am fairly new to the FISCal Project, being here for two and a half months. As a new team member on the Project, I am amazed at the magnitude of this Project. I have worked on smaller projects in my past work experience with the State, but none as large as FI\$Cal. FI\$Cal is quite an undertaking and is a big part of history in the making for the State of California. Being a part of this great journey is what drew me to FI\$Cal. I wanted to be involved in making processes more efficient statewide and making staff jobs easier.

This is definitely a busy time for the Business Team. The team is in the midst of completing Functional Testing,

developing and executing User Acceptance Testing, and working with the Change Management Office to develop training materials and Fiscal Service Center services and processes.

In addition, with the approval of Special Project Report 5, we are dedicating resources to assist with analysis and design or Wave 2 simultaneously. We are also looking at resources to begin Wave 3 in July 2014.

Moving forward at a very fast pace, I am impressed with the skillset and collaborative work effort of each team member and I am extremely appreciative of the team's friendliness, hard work, and dedication. The energy is positive and amazing here! I look forward to the FI\$Cal implementation.

"The energy is positive and amazing here!"

*Gerry Lobo is FI\$Cal's Assistant Deputy Director of the Business Team*

## WAVE 2 KICKOFF

FI\$Cal officially kicks off Wave 2 beginning in April! FI\$Cal is now underway with Wave 2 Analyze Phase. In order to help us understand the complexities and nuances of functionality needed for Wave 2, FI\$Cal and Department of General Services have been in dialogue in small group working sessions. These sessions are small group round table discussions focused on clarifying requirements for new functions to prepare for Conference Room Pilot (CRP) sessions. In addition to working sessions and CRPs, the analyze phase will include Solution Walkthroughs (SWT) for existing FI\$Cal functions. In these sessions, the Project will demonstrate existing FI\$Cal processes by walking through software functionality. The Project is able to help Wave 2 departments understand the existing Wave 1 solution earlier in the Wave 2 timeline. Rounding out the analyze phase activities will be the CRPs for new functions. CRPs will help demonstrate the DRAFT To-Be processes and requirements. CRPs will include walking through existing FI\$Cal functionality. These discussions will include information about the interfaces, conversions, and data protection for new functions.

The Change Management Office (CMO) will be hosting the Wave 2 Kickoff in mid-April. This session will be an introduction to the change management structure, roles, activities, and tool set available to departments to support their readiness for Wave 2 go live, July 2015. Departments Liaisons will begin to see more Wave 2 communications in their inbox. The Project is looking forward to being in active partnership with the departments for Wave 2.

So much is happening at 2000 Evergreen...departments have been engaged in each step of the way on the journey to Wave 1 go live on July 1. Thank you! Here's to laying the foundation to Wave 2 with these analyze phase activities.

If you have questions regarding Wave 2, please email your question to CMO via [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov).

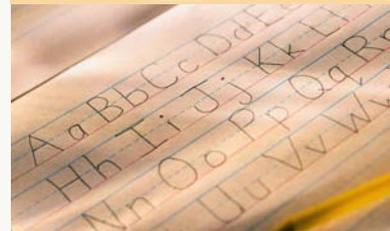


FI\$CAL: TRANSPARENCY. ACCURACY. INTEGRITY.

Any questions, please contact us at: [fiscal.cmo@fiscal.ca.gov](mailto:fiscal.cmo@fiscal.ca.gov)

## GLOSSARY

This section features acronyms or definitions for the FI\$Cal Project. For a list of additional terms, please visit our website at [www.fiscal.ca.gov](http://www.fiscal.ca.gov).



### **Budget Definition:**

System configuration that specifies the scope and processing rules of a specific budget, such as the Appropriation budget or a Departmental operating budget.

### **Change Discussion:**

A structured conversation, on the topic of changes due to FI\$Cal, between a manager or supervisor and the staff she/he manages or supervises.

### **Train the Trainer (TTT):**

A leading practice for large complex system implementations. TTT prepares FI\$CAL state and department trainers to effectively deliver training to end users. TTT provides designated state trainers with time to prepare for training delivery.

### **User Acceptance Testing (UAT) Testers:**

Monitored end users who test the System to determine whether the System meets requirements and will support the business needs for which it was designed. During UAT, the end users test the software to make sure it can handle required tasks in real-world scenarios, according to specifications.