

# Finance Data Model (FDM) Glossary

This table references common terms from the current TeamWorks ChartFields and their corresponding GA@WORK Worktags. It is not an exhaustive list.

TeamWorks Term	Worktag	Format	Example	Definition
Activity	Activity	Alphanumeric 9 characters	AC0000145	The activity code is a custom Worktag that can be used to track various activities for grants or other required reporting.
No Legacy Term	Allocation Pool	Alphanumeric 9 characters	AP0000064	Allocation Plans and Pools support a financial process that allocates shared costs or revenue across various dimensions based on a top-down, customer-configured structured plan. Allocations Plans/Pools can help state governments comply with federally approved cost allocation plans.
Budget Reference	Budget Reference	Alphanumeric 6 characters	2025BY	The Budget Reference custom Worktag will represent the year of appropriation.
Agency/Business Unit	Company	5 digits	40700	All entities identified as an Agency, Authority, or Other Government Entity will be represented by a Company in GA@WORK. A Company is a permanent, self-balancing organization responsible for the oversight and administration of specific programs and services.
Department	Cost Center	Alphanumeric 9 characters	CC0000014	A cost center is a unit within a Company which contains budget and associated financial transactions. A cost center should have (1) a budget to manage, (2) a manager who is accountable for the budget and reviewing/approving spend against it, and (3) employees assigned to the unit (typical but there may be use cases where this is not the case). A cost center is not used to represent a project or a grant.

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Fund	Fund	5 digits	10100	A fiscal and accounting entity has a self-balancing set of accounts that record and separate cash, other financial resources, related liabilities, and residual equities, as well as track changes in these balances. This structure is used to carry out specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations. Fund will be a balancing Worktag.
Fund Source	Fund Source	Alphanumeric 9 characters	FS0001245	The Appropriation/Fund Source Worktag will identify legislative or executive authorization that permits agencies to incur expenditures and revenue for specific purposes from designated resources available or estimated to be available during a specific time period.
Fund Source or Project	Grant	Alphanumeric 9 characters	GR0000064	Any funds coming from a Sponsor/Grantor will be represented by a grant in Workday. Grants may fund projects and may be related or restricted to other Worktags such as fund, cost center, or program.
Account	Ledger Account	6 digits	614000	A ledger account provides budget and actual accounting information for the general ledger. These are the natural accounts that are used for the state's financial statements. Ledger accounts should be stable and should not change year over year unless mandated by financial reporting requirements. Ledger accounts are managed by the State Accounting Office. A ledger account is associated with each revenue and spend category selected in a transaction.
No Legacy Term	Program	Alphanumeric 9 characters	PG0000358	A program will be used to capture activities that may or may not have a unique budget and do not have a designated start and end date but needs spend (and potentially revenue) tracked for reporting and/or approval purposes. Programs may represent initiatives or ongoing activities, recurring or annual events, or one-time events.

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Fund Source or Project	Project	Alphanumeric 9 characters	PR0000457	A project is a scope of work with a distinct budget and a start and end date. Projects can be internal, capital or billable and may have multiple funding sources.
No Legacy Term	Revenue Category	Alphanumeric 9 characters	RC0000049	A revenue category provides a detailed view of the revenue earned. Revenue categories will be grouped into hierarchies for reporting and accounting purposes.
Special Purpose	Special Purpose Code	Alphanumeric 9 characters	SP0000875	The special purpose code is used heavily by certain agencies to track various types of items. A custom organization for Special Purpose Code will be grouped into hierarchies for each type of code to be used by the appropriate agencies for their tracking and reporting purposes.
No Legacy Term	Spend Category	Alphanumeric 9 characters	SC0000047	A spend category provides a detailed view of what goods or services are being purchased. Spend categories will be grouped into hierarchies for ease of reporting, will have their intended usage indicated, will be marked as trackable or non-trackable and will be linked with the appropriate commodity codes. Spend categories are associated with specific expense accounts.