

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	Ref ID Example (for INT and EIB files)	Worktag example (when keying into GA@WORK)	Definition
Activity	Activity	Alphanumeric 9 characters	AC0000399	Winter Benefits	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	APL41200_Admin_Personal_Services	Allocation Plan: 41200 VR Section 110 Allocation Pool: 41200 Admin Personal Services	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. Allocation Pools define what happens to costs and revenue as they process through an allocation plan. Allocations Plans/Pools can help state governments comply with federally approved cost allocation plans.
No Legacy Term	Bank Account	Alphanumeric 9 characters	BK-000376	Truist_Operating Account 1_XXXX	The Bank Account Worktag defines a specific bank account for transactions, acting as a label or keyword that categorizes financial events to provide more detail, facilitate reporting, and route transactions within the system.
Budget Reference	Budget Reference	Alphanumeric 6 characters	2025BY	2025BY	The Budget Reference custom Worktag will represent the year of appropriation.

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Agency/ Business Unit	Company	5 digits	40700	Accounting Office, State	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. Note: names are per GA Code creation (ex: Agriculture, Department of).
Department	Cost Center	Alphanumeric 9 characters	CC0004176	Office-CIO	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.
Program	Cost Center Hierarchy	Alpha – with company number at the beginning	N/A	40700 – Financial Systems	Cost Center Hierarchy is the structure grouping of individual Cost Center Worktags within a parent-child relationship for reporting and security purposes. Cost Center Hierarchy Level 3 will be the legal level of budgetary control (program).

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Fund	Fund	5 digits	10100	Budget Fund	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	FS0000408	Federal Funds Not Specifically Identified	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.
No Legacy Term	Funding Source (GDOT Only)	Alphanumeric 9 characters	0001234PE;Y001;F HWA	0001234PE;Y001;F HWA	A funding source is money set aside for a specific purpose that you can use while within limitations or if you meet conditions. You can pay for costs and transactions directly from the funding sources. When you process a transaction for funding, GA@WORK reclassifies the transaction using the associated funding source rule.
Fund Source or Project	Grant	Alphanumeric 9 characters	GR0000330	40200-Farm to Food Bank F2FB	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.

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No Legacy Term	Investment Profile	Alphanumeric 9 characters	IP_10_001	Fund 10 [GF1 – LGIP]_1	The Investment Profile will be used to track balances in accounts in Local Government Investment Pool (LGIP), as well as other investments, such as Stocks or Certificates of Deposit.
Account	Ledger Account	6 digits	614000	Supplies and Materials	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 category and spend category selected in a transaction.
Class	Ledger Account Summaries	Centrally controlled to meet financial reporting requirements	N/A	Operating Expenditures	Ledger Account is the traditional accounting element for tracking revenues and expenses, while a Leder Account Summary is a high-level Worktag that rolls up other, more detailed Worktags or ledger accounts into a category for reporting, such as “Operating expenditure,” “Non-operating expenditures” or “Other Financing Sources.”

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No Legacy Term	Program	Alphanumeric 9 characters	PG0000358	TV Pledge Drive	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.
Fund Source or Project	Project	Alphanumeric 9 characters	PR0000237	GDC156 Water & Sewer Repairs	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	RC4000038	Individual Income Taxes	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	SP0009030	Film Production Fees	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.

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No Legacy Term	Spend Category	Alphanumeric 9 characters	SC6000034	Office Supplies	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.