Transparency in Government Act Reporting : Agency Payments & Obligations

In consideration of FY2015 Transparency and Government Act (TIGA) reporting requirements communicated by the Department of Audits and Accounts (DOAA) and as a service to our customers, please see the following summary of key information for related processes used in support of "Payments and Obligations Data". Additional instructions are available on the SAO website by accessing the following navigation: Home» Systems » Financials » Transparency and Government Act » Payments and Obligations

What is requested of each agency supported by SAO's TeamWorks Financials system regarding Payments and Obligations data? In response to the requirements of TIGA reporting, DOAA has requested that State Agencies provide extracts of FY2015 data for certain specific grants and contract payments for the 2015 Fiscal Reporting Year. This data is to be reviewed and validated by the agencies prior to submission to DOAA by **October 15, 2015.**

Will the expenses included in the Payments and Obligations reporting requirements for FY2015 be the same as last year? Yes.

Will I be able to review my data prior to submitting to DOAA as was done in the previous year? Yes. SAO will provide a means by which entities will extract/retrieve their data (as well as the data of any attached entities) for validation. The entities then will be responsible for validating the data, applying adjustments (as required in accordance with Georgia Open Records Act considerations), and submitting the data to DOAA in the requested format.

Any adjustments will be completed by either adjusting the extracted TeamWorks data before uploading to the DOAA submission website, or by adjusting the data after it is uploaded to the DOAA website application. **DOAA has indicated that each agency will be responsible for the submission of their data for FY15 TIGA reporting purposes.** Accordingly, SAO will **NOT** transmit any specific agency data to DOAA on behalf of the agencies.

SAO will support the extract process and TeamWorks pages **starting on September 15, 2015**. The extract process should NOT be run before this date.

Extracted and validated data is due to DOAA by October 15, 2015

Will queries be provided to assist with the data validation process? Yes. Validation queries will continue to be provided which will yield details of the extracted data.

When should I plan to perform the Payments and Obligations data validation process? Each State entity will be required to extract, review, adjust as needed, upload and confirm their Payments and Obligations data to DOAA in the instructed manner by **October 15, 2015.** Extracted data will be available to entities for retrieval from TeamWorks by **September 15, 2015**.

Will I need to perform the Payments and Obligations review procedures if no adjustments are needed? Yes. All State entities supported by SAO TeamWorks are required to extract, review, submit and confirm their TIGA data even if no changes are needed.

The procedures provided by DOAA and SAO must be performed to ensure that the Payment and Obligations data accurately and completely reflects the entities' expense transactions which will be compiled and reported by DOAA for TIGA reporting purposes and placed on www.open.georgia.gov by **January 1, 2016**. DOAA will extract Professional Services expenses from the payments files for inclusion in the Professional Services Compilation Report which will also be placed on www.open.georgia.gov by **January 1, 2016**.

What's New for FY2015? No changes for FY2015.

Who do I contact if I have questions on verification or instructions regarding Payments & Obligations? Send an e-mail to fscm@sao.ga.gov. Please put TIGA – Payments and Obligations in the Subject line.