

Potential Enterprise Data Elements

Enterprise Data Definitions and Chart of Accounts Project

Subject Area	Data Element	Definition
Asset	Asset Identifier Source: EDD/COA Team Proposed: 07/01/2008	The unique number that identifies an asset
Budget and Accounting	Fund/Account	The code used to identify a fiscal and accounting entity with a self-balancing set of general ledger codes in which cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, are recorded and segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Source: SAAM
Budget and Accounting	Agency	The code used to identify every state agency, office, board, commission, department, state institution, operational unit, or state institution of higher education, which includes all state universities, regional universities, The Evergreen State College, and community and technical colleges Source: SAAM
Budget and Accounting	General Ledger Account	An account in the state's general ledger that classifies financial information at a high level. The four-character numeric codes assigned by the Office of Financial Management to identify the titles of those accounts that classify, in summary form, all financial transactions of the state. Source: SAAM
Budget and Accounting	Expenditure Authority Type	Categorizes an Expenditure Authority (appropriation) by its source of funding. The code used to classify an Expenditure Authority (appropriation) by its funding source. Source: EDD/COA Team Proposed: 07/01/2008
Budget and Accounting	Expenditure Authority	Authorization for agencies to incur expenditures/expenses within specific limitations as to time, purpose and amount The three-character code assigned by the Office of Financial Management (OFM) to identify each legislative or executive authorization to incur expenditures. Agencies are to use only those expenditure authority codes that have been authorized in writing by OFM. The assigned codes are valid only for the biennium for which they are established. Source: SAAM
Budget and Accounting	Expenditure Authority Character	Categorizes an Expenditure Authority (appropriation) by its use. The code used to classify an Expenditure Authority (appropriation) by its use.
Budget and Accounting	Budget Activity	Used to designate particular activities engaged in by WA state agencies (The code used to identify) an activity is something an organization does to accomplish its goals and objectives. An activity consumes resources and produces a product, service or result. Source: OFM Budget Instructions Glossary (modified)
Budget and Accounting	Budget function	An attribute of an Agency that classifies the general area. The code used to identify the functions of Washington State government.
Budget and Accounting	Budget Unit	Used to designate specific budgetary areas within an agency. The code, as assigned by an agency, used to identify a logical division of activities, within agency programs, into specific service or functional units. An organizational summary unit designated at the level at which the budget will be submitted by agencies reporting at the budget unit level.
Budget and Accounting	Organization Hierarchy	
Budget and Accounting	Division	The top level of the Organizational hierarchy. A division is used to identify organizational or management units that cross program lines.
Budget and Accounting	Branch	The 2nd level of the Organizational hierarchy. Divisions are composed of Branches
Budget and Accounting	Section	The 3rd level of the Organizational hierarchy. Branches are composed of Sections.
Budget and Accounting	Unit	The 4th level of the Organizational hierarchy. Sections are composed of Units.
Budget and Accounting	Cost Center	The 5th and lowest level of the Organizational hierarchy. Units are composed of Cost Centers.
Budget and Accounting	Object Hierarchy	
Budget and Accounting	Object Code	The top level of the Object hierarchy. A broad classification of an expenditure.

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Budget and Accounting	Sub Object	The 2nd level of the Object hierarchy. This is a decomposition of Object. Its particular meaning is derived from the object.
Budget and Accounting	Sub Sub Object	This is the 3rd and lowest level of the Object hierarchy. Sub-Objects can be further broken down into Sub-Sub Objects
Budget and Accounting	Program Hierarchy	
Budget and Accounting	Program Function	The general function of the program.
Budget and Accounting	Program	The top level of the Program hierarchy. Historic categories used in budgetary reporting which identify the major activities of an agency
Budget and Accounting	Sub Program	The 2nd level of the Program hierarchy. Programs are composed of Sub-Programs
Budget and Accounting	Activity Code	The 3rd level of the Program hierarchy. Sub-Programs are composed of Activities
Budget and Accounting	Sub Activity	The 4th level of the Program hierarchy. Activities are composed of Sub-Activities.
Budget and Accounting	Task	The 5th and lowest level of the Program hierarchy. Sub-Activities are composed of Tasks.
Budget and Accounting	Project Hierarchy	
Budget and Accounting	Project	The top level of the Project hierarchy. Used for activities that cross biennium lines such as federal grants and capital projects.
Budget and Accounting	Sub Project	The 2nd level of the Project hierarchy. Projects are composed of Sub-Projects.
Budget and Accounting	Project Phase	The 3rd and lowest level of the Project hierarchy. Sub-Projects are composed of phases.
Budget and Accounting	Project Type	A categorization of a Project that denotes a particular group of projects.
Budget and Accounting	Revenue Hierarchy	
Budget and Accounting	Revenue Source	This denotes what activity the revenue resulted from such as a Department of Defense grant or Charges for Services.
Budget and Accounting	Revenue Sub Source	The 2nd and lowest level of the Revenue Source hierarchy. Revenue Sources may be further broken down into Sub-Sources.
Budget and Accounting	Capital Project number	Assigned by the Legislature to identify each unique Capital Project A unique number used to identify a capital project.
Budget and Accounting	Statewide Result	A Priority of Government Result area believed to be of importance to citizens The code used to identify the results citizens should expect from the Priorities of Government.
Budget and Accounting	Payee	An entity receiving payment from WA State
Budget and Accounting	Full Time Equivalent	The term "Full Time Equivalent" (FTE) is a budgeting term used to measure one full calendar year of paid employment, or the equivalent of 2,088 hours (the number of average available work hours in a year). A staff month is equivalent to 174 hours (the average available work hours in a month). Equivalent of 2088 hours of work in a fiscal year. Source: SAAM
Budget and Accounting	Strategy	Mid level performance roll-up Is this really the correct definition?
Geopolitical	GIS Coordinates	A physical location expressed as a GIS decimal using the WGS84 format.
Geopolitical	City/Town	City or Town in WA State The code used to uniquely identify a city, town, or unincorporated area within Washington State.
Geopolitical	State	One of the 50 United States or US Territories
Geopolitical	County	One of the 39 Washington State Counties.
Geopolitical	Legislative District	One of the 49 Washington State legislative districts The code used to identify a Washington State Legislative District.
Geopolitical	ZIP	US Postal Code
Geopolitical	Address	The street or P.O. Box portion of the mailing address.
Geopolitical/Time	Month	Calendar month
Human Resources	Wage Type	Represents a particular type of compensation or deduction.
Human Resources	Job Class	Merit system designation? The code to uniquely identify a job classification as determined by the Washington State Department of Personnel.
Human Resources	Position	Not Yet Defined
Human Resources	Job	Not Yet Defined

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Human Resources	Payroll Area	Not Yet Defined
Human Resources	Payroll Sub-Area	Not Yet Defined
Human Resources	Business Area	The SAP object used to represent State Agencies. Each State agency is identified as a separate Business Area that is denoted by the currently used 4 character Agency Number.
Human Resources	Functional Area	The SAP object used to represent the current programmatic structure in AFRS: Characters 1-3 Three character AFRS Agency Code Characters 4-8 Five Character AFRS Program Index Characters 9-16 are not used and is zero filled
Human Resources	Cost Object	The SAP object represents any object to which you can assign or attribute personnel-related costs. Character 1-3 Three Character AFRS Agency Characters 4-11 Eight character AFRS Master Index Code Characters 12-12 Not Used Zero Fill
Human Resources	SAP Fund	The SAP object used to represent the AFRS Funding Source Characters 1-3 Three Character AFRS Agency Code Characters 4-6 Three character AFRS Fund Characters 7-9 Three Character AFRS Appropriation Index Code Characters 10-10 Not Used (Zero Fill)
Human Resources	SAP Cost Center	The SAP object represents a detailed organizational cost center. It is initially mapped to the AFRS Organizational Index Code. Characters 1-3 Three character AFRS Agency Characters 4-7 Four Character AFRS Organization Index Characters 8-10 Not Used Zero Fill
Human Resources	SAP GL Account	The SAP object that represents the GL & Object for expenditures: Characters 1-4 Four character AFRS GL Code Characters 5-6 Two character AFRS Sub-Object Characters 7-10 Statewide Sub-Sub-Object GL & Source for Revenues Characters 1-4 Four character AFRS GL Code Characters 5-8 Four character AFRS Maj Grp/Src Characters 9-10 Reserved for Statewide Sub-Source Asset, Liability & Equity Accounts Characters 1-4 Four character AFRS GL Code Characters 5-10 Not Used Zero Fill
Human Resources	SAP Special Ledger Field	The SAP object that was created in the SAP Special Ledger That is mapped to the AFRS Project Structure as follows Characters 1-3 Three Character AFRS Agency Characters 4-7 Four Character AFRS Project Characters 8-9 Two Character AFRS Sub-Project Characters 10-11 Two Character AFRS Project Phase Remaining Not Used Zero Fill
Human Resources	SAP Allocation Code	The SAP object is a newly created custom field in the SAP Special Ledger. This represents the AFRS Allocation Code. Characters 1-3 Three Character AFRS Agency Characters 4-7 Four Character AFRS Allocation Code Remaining Not Used Zero Fill
Legal	Case	Not Yet Defined
Legal	Court	Not Yet Defined
Legal	Tort	Not Yet Defined
Legal	Jurisdiction	Not Yet Defined
Procurement/Contracts	Contract	A type of agreement whose principle purpose is the procurement by purchase or lease of specific goods and/or services. Purchase contracts are subject to the State's procurement laws and rules.
Procurement/Contracts	Agreement	A properly executed and legally binding document between a state agency and another party. A set of promises for the breach of which the law gives a remedy, or the performance of which the law in some way recognizes as a duty.
Procurement/Contracts	Order Number	A number that is used as a common identifier referenced by different business areas, i.e., Purchase Order, Shipping Number.
Procurement/Contracts	CFDA Catalog of Federal Domestic Assistance Number	The Catalog of Federal Domestic Assistance number assigned by the grantion federal agency that identifies the federal agency and program for a particular grant The code used to identify the federal agency and federal program that provides grants and loans to state and local governments, formatted as <u>federal agency.federal program</u> . Source: Just made it up. Proposed: 07/11/2008

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Procurement/Contracts	Commodity Code	A code which identifies the unique items purchased A standard system of words and numbers designed to identify and list goods or services by classes and sub classes. The system adopted by the State of Washington is the National Institute of Governmental Purchasing (NIGP) commodity and services code. Source: Commodity Code Working Group Proposed: 06/10/2008
Procurement/Contracts	Vendor	An entity selling goods/services to WA State. Does not include employees of WA State when acting as employees.
Procurement/Contracts	Contractor	The organization or individual awarded a contract by the state and legally responsible and accountable to the state for the performance and financial aspects of the contracted services and/or deliverables.
Procurement/Contracts	Client	Clients are generally members of the public, external to state government who have social, physical, medical, economic, or educational needs. Clients are those individuals whom the agency has a statutory responsibility to serve, protect or oversee.
Procurement/Contracts	Interagency/Interlocal Agreement	An agreement between two or more governmental entities such as municipal corporations, counties, Indian Nations, etc...
Procurement/Contracts	Grantor	A governmental unit, foundation, corporate giving program, individual, or other entity that awards grants.
Procurement/Contracts	Grant	An award of financial assistance the principle purpose of which is to transfer a thing of value from a grantor to a recipient to carry out a public purpose of support authorized by law.
Services	Provider	The medical or other provider that actually provides services to recipients of grant funded services from WA State
Services	Client/Recipient	The individual receiving services from WA State.
Services	NPI	The national provider identifier assigned to providers by the federal government.
Services	Service	The code for the services provided to clients/recipients.
Time/Date	Day	The day of month
Time/Date	Year	The year, including the century
Time/Date	Time	The time of day (hh:mm:ss).

Highest Level of a Hierarchy

Hierarchical Levels of a Data Element