



IRIS INSIGHT

IRIS - Providing Insight to Alaskans

April 2013

FAQs

When will I get my Chart of Accounts (COA)?

In May, departments will receive the centralized COA, controlled by the Department of Administration (DOA). The IRIS Project Team will then work with each department to determine their use of the decentralized COA elements.

When will staff training for IRIS happen?

Training will occur next year after the system is built and prior to rollout. "Train-the-Trainer" will begin in early 2014 followed by end user training.

Will we have to use a specific browser with IRIS?

No. IRIS works with both State of Alaska approved browsers.

For more FAQs visit:

<http://doa.alaska.gov/dof/iris/faq.html>.

Cost Accounting (Grants)

In IRIS, grants will be known as cost accounting. To give you a sense of how grants will work in IRIS, here is an example from the Department of Health and Social Services (DHSS), which handles approximately 250 federal grants. DHSS uses the program structure in AKSAS to capture each of their federal awards. The table below shows a sample of DHSS' program structure in AKSAS and how those same codes would be mapped in IRIS.

In AKSAS, the federal year and the grant are combined under the single field of **Program Description**. In IRIS, the program code and federal year are broken out into different fields: **Type** and **Year**. This separation of data allows you to use one program code for multiple years, requiring fewer program codes.

Looking at the various entries under **Program Description** in the AKSAS table, you can see inconsistencies in how the information was entered. For example, the three entries in green are all Farmers Market Administrative Costs, but one entry begins with the year, while the others start with "WIC" and all use a slightly different acronym to indicate the program description (FM ADMIN in IRIS).

IRIS will provide clarity and consistency by using standard program codes. Having the program code in a separate field from the federal year as shown below will also offer more reporting options. For example, you could search for all FM ADMIN grants or you could search by a particular year to see all of the types of grants in that year.

Additionally, the grant management component of IRIS has established project and budget periods that only allow spending of those funds in the specified budget period. In other words, if the budget period is from October 1, 2013 through September 30, 2014 in IRIS, departments cannot spend grant funds for payments on December 1, 2014.

AKSAS			IRIS	
Program	Program Description	Funding Rules	Type	Year
22041	WIC FFY10_COMM ASST	26301-FED 100% FFP	COMM ASST	2010
22813	WIC FFY10_COMM ASST	26301-FED 100% FFP	COMM ASST	2011
22078	WIC FFY11 FM ADM	26301-FED 100% FFP	FM ADMIN	2011
22158	FFY12 WIC FMNP-ADM	26301-FED 100% FFP	FM ADMIN	2012
22037	WIC FFY13 FM ADMIN	26301-FED 100% FFP	FM ADMIN	2013
22079	WIC FFY11_FOOD	26301-FED 100% FFP	FOOD	2011
22315	WIC FOOD FFY 12	26301-FED 100% FFP	FOOD	2012
22038	WIC FFY13 FOOD	26301-FED 100% FFP	FOOD	2013

Match the Terminology

Can you match the current AKSAS Term with the IRIS Term?

Answers provided at left.

AKSAS Term	IRIS Term
Transaction	Cost Accounting
Group Control	Object Type
Expenditure Accounts Logical Level 40	Document
Projects/Grants	Object Group

Answers to Match the Terminology:

Project/Grants = Cost Accounting
 Level 40 = Object Type
 Expenditure Accounts Logical
 Group Control = Object Group
 Transaction = Document

Word Search: IRIS Procurement Terms

Try to find all 7 procurement terms explained below. Please note that for multiple word terms, they will appear as a single word (no spaces) in the word search. Click here for the answers.

A	P	Q	M	K	C	R	Z	G	R	N	X	J	T	H
X	S	X	N	M	O	X	E	Q	S	W	G	S	B	U
T	N	E	M	E	E	R	G	A	R	E	T	S	A	M
D	E	L	I	V	E	R	Y	O	R	D	E	R	E	I
D	I	B	O	T	N	O	I	T	A	T	I	V	N	I
G	C	U	Z	V	T	F	T	B	U	R	T	N	O	C
P	F	T	L	Y	K	L	L	W	X	B	S	J	I	S
X	Y	I	H	C	T	E	A	B	P	E	D	J	T	U
P	U	R	C	H	A	S	E	O	R	D	E	R	I	G
T	F	O	J	O	K	J	A	V	N	Z	Q	J	S	G
T	N	V	H	B	R	B	I	H	E	S	B	D	I	Q
I	J	U	S	X	H	C	E	V	M	N	J	C	U	V
C	T	H	K	S	E	Q	N	B	J	P	D	O	Q	T
H	E	F	D	T	B	Q	J	G	F	P	S	O	E	U
D	G	R	O	X	V	L	Z	W	Q	H	X	X	R	G

Requisition - A type of request used to initiate procurements in IRIS that will most likely result in a solicitation being issued.

Purchase Order - A type of agreement with a vendor for goods or services, typically used for one-time purchases and may also be used to recognize an on-going contract, such as for snow plowing or courier services.

Vendor - A person or firm interested in doing business with the State of Alaska; potential or actual respondent to a solicitation (bidder/offeror) without referencing a specific process, such as ITB (bidder) or RFP (offeror).

Invitation to Bid - A type of formal solicitation in which award is based on lowest cost from a responsive and responsible vendor.

Master Agreement - A type of agreement with a vendor to provide goods and/or services at identified prices, under set conditions, typically used to meet recurring needs. For example: fuel, copier paper, or archival services.

 **Delivery Order** - A type of agreement purchase made from a master agreement that may also be used to recognize an on-going contract, such as for snow plowing or courier services.

VSS (Vendor Self Service) - An outward facing portal that allows vendors to register for solicitation opportunities, maintain their own vendor information, and check status of payments.

TEAM MEMBER SPOTLIGHT: CHANGE MANAGEMENT TEAM LEADS



Meet Brian Donohoe:

I was raised in Juneau and graduated from the University of Oregon. I then worked in the private sector for 30 years, taking my first steps into change management. I returned home in

2008 to work at DHSS, devoting my time to Public Assistance's 20+ month Lean Management roll-out. In March, I joined the IRIS Project Team as the SOA Change Management Lead. I am very excited to be part of such a broad reaching project and am quite honored to work with such skilled staff. Our team's goal is to help make the IRIS implementation as graceful as possible for all departments. It is all about flexibility, so of course, I teach yoga.



Meet Chaille Manis:

I have been working with federal, state and local governments on system implementation projects for the past 35 years. I have

been with CGI for 15 years working on or managing major projects in 11 states. On the IRIS Project, I am the Change Management Lead, the Business Process Reengineering Lead, and the Training Lead. I am an avid golfer and travel to Myrtle Beach, South Carolina each year to play in the World Amateur Golf Tournament which draws approximately 3,500 participants from all over the world (including Alaska). I joined the IRIS Project for the opportunity to work in a Change Management position that interacts with, supports and provides training to the people who will be directly impacted by the IRIS implementation.