

## Agency Impact Analysis Worksheet

Impact Analysis for Commitment Control and General Ledger										INSERT AGENCY NAME HERE	
ID	Business Process	Organizational Impact (As-is to To-be)	Role & Responsibility Impacts	Reporting Impacts	Policy and Procedure Impacts	Manual and Desk Instruction Impacts	Form Impacts	Document Storage Impacts	Level of Impact	Impact Action Plan	Additional Notes
GL01	Commitment Control and Ledgers	As-Is: Budget checking occurs for certain types of transactions and with limited system controls. To-Be: Budget checking is completed on each transaction in SMART with systematic controls.									
GL02	Commitment Control and Ledgers	As-Is: If an agency needs to budget check at a level lower than appropriation, they must track that in an outside program/spreadsheet. To-Be: Contingent on how the budget structure is set up for an agency, they have the ability to budget check at a lower level than appropriation.									
GL03	Commitment Control and Ledgers	As-Is: Agency purchase orders do not create encumbrances. To-Be: All purchase orders in SMART create an encumbrance which is reflected on the agency's appropriation budget and others as appropriate.									
GL04	Commitment Control and Ledgers	As-Is: Agencies rely on multiple systems to track their financial data. To-Be: Agencies can use a single system for tracking their financial data.									
GL05	Creating a Journal Entry	As-Is: In STARS, if a journal entry that is being entered during the current fiscal year needs to hit the previous fiscal year, there is a cash transfer between fiscal years. To-Be: In SMART, agencies will be able to process vouchers and payments against prior fiscal year encumbrances without having to process a journal voucher to transfer cash from current year to the prior fiscal year.									
GL06	Creating a Journal Entry	As-Is: Agencies manually key in date information such as transaction date, effective date, and Budget FY. To-Be: In SMART, dates are automatically resolved in the system, including the accounting period and the fiscal year a transaction posts.									
GL07	Creating a Journal Entry	As-Is: Today, "journal type" defines the meaning and purpose of the journal. To-Be: In SMART, various fields on the journal describe the purpose and meaning of the journal.									
GL09	Approving a Journal Entry	As-Is: JVs are budget checked in STARS after the transaction is released by A&R. To-Be: Journals are budget checked before they are sent to A&R.									
GL10	Approving a Journal Entry	As-Is: Corrections made online in STARS to transactions that originated from SOKI are not fed back to SOKI to update the original document. To-Be: In SMART, the journal process is done entirely within the system.									
GL11	Approving a Journal Entry	As-Is: Agencies run a report to see what journal entries failed. To-Be: Agencies will Inquire by Journal Status to see which ones have errors. A journal must have a valid Edit and Budget check status before it can be routed for workflow approval.									