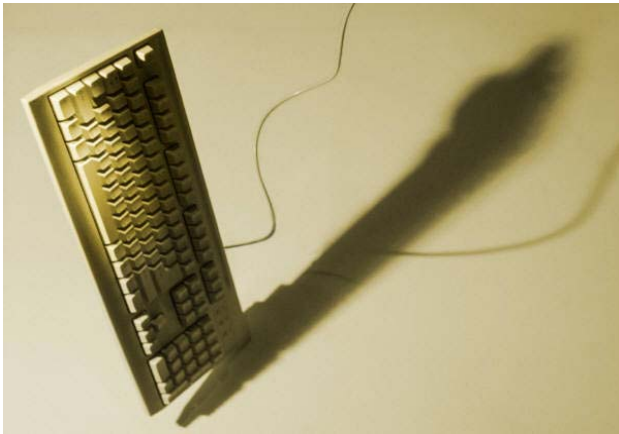


# FedBARS

## ***The First Performance Based Budgeting System Fully Integrated with Financial Management and Human Resources/Payroll for Federal Agencies***

### **QUICK OVERVIEW**

The budget appropriation process is becoming much more arduous with agencies being asked for significant new types of supporting information. In the past, budget requests were evaluated by simply reviewing the request in comparison to prior appropriations. Now, budgeting is a more sophisticated process requiring extensive supporting documentation to allow analysis of the budget by demographic and performance criteria.



**BARS, the leading public sector budget system,** was developed to make budgeting easy and comprehensive. **BARS** integrates all budget components in one powerful, easy to use system. Expenditures may be categorized by demographic criteria, performance measures, funding sources and projects across the organization. Automated request checklists and aggregations are provided to support decentralized organizations. Included are payroll projection modules to predict costs including related expenses resulting from new positions, pay increases and benefit rate changes. Also, narrative support is provided. **BARS** may be used to produce a variety of 'Budget Books' with narrative, data and graphics. **BARS** supports the full budget cycle from program request through final appropriation. Finally, **BARS supports GPRA, PART and OMB A-11 guidelines and ultimately produces all required OMB Reports and Budget Books**

### **THE BARS BUDGET CYCLE**

The **BARS** process begins by accessing existing financial, performance and payroll cost information. Next, programs or divisions enter their budget request, narrative support and performance measurements. Users have the ability to maintain several budget what-if 'versions'. This 'what if' capability allows agency management to develop different budget scenarios easily and quickly.

Once the agency request is completed and validated, **BARS** produces the required OMB documents. The data is also available for OMB and legislative review and for the agency to track any changes. A process that had been cumbersome and time consuming becomes simple with the ability to quickly and easily make adjustments.

Finally, appropriations are uploaded to the fund accounting system. The Internet may be used to make budget information available to the public or an Intranet may be used to gather or distribute information within the government.



### **SUMMARY**

**BARS**, with its integrated sub-schedules, payroll cost projections, narrative support, performance measurements, flexible reporting and spreadsheet capability provides an excellent tool to improve the budget process. These are some of the reasons why **over \$100 Billion in public sector funds are budgeted using BARS every two years.**

## How BARS Improves Your Operations

**BARS** makes the budget process much more effective and efficient by:

- Reducing the time needed to develop the budget;
- Supporting ‘across the board’ changes to update expenditure and funding requirements;
- Supporting integrated expenditure and performance based budgeting;
- Supporting multiple program and organization hierarchies for reporting and data maintenance;
- Generating ‘Budget Books’ with narrative, data and graphics; and
- Providing the capability to view the budget by demographic factors.

**BARS** may be utilized by fiscal managers, budget analysts and legislative staff to develop budgets and perform ‘what-if’ calculations. Budgets may be maintained at a detailed or summary level and may be aggregated for review and maintenance. This allows users to obtain *and maintain* information at the appropriate level. **BARS** is Internet ready and it is possible to provide controlled public access.

## SYSTEM FEATURES

*Budget systems should be easy to learn and use. **BARS** follows all standard Windows and Internet conventions making user training fast and effective. **BARS** is even ADA compliant. **BARS** is also very powerful, functionally rich and integrates numeric and narrative information. Following are some key system features.*

### Budget Checklist

The Budget Checklist displays how the user is prompted to complete their work. This checklist is flexible based on organization needs. The system validates required items before the budget may be considered ‘complete’. Required items may include narrative entry, position costing and assignment of funding sources.

### Easy Access and Version Flexibility

**BARS** supports an unlimited number of ‘what-if’ versions. Different version ‘types’ may have different users, aggregation levels, security controls and column headings. Accessing budgets is simple and fast. Selections are controlled by system security.

### Security

Budget data has several confidential phases and components. Agencies have access to their data, and within agencies users may be restricted to applicable budget areas. Until the budget request is submitted, agencies or divisions control access to their data. After the request is submitted, the budget analyst gets a working copy of the data and controls the new budget version. The security module assures data confidentiality by organization

structure and allows access changes based on the budget development phase.

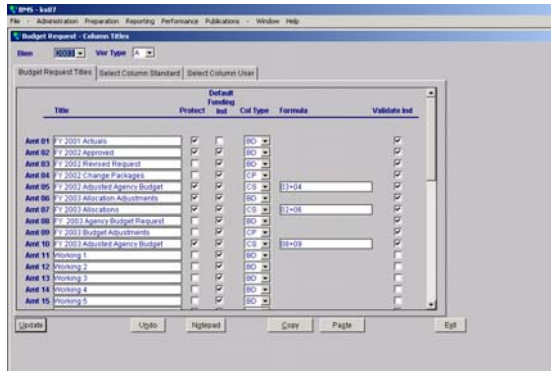
### Payroll Cost Projections

Payroll costs are major budget components. The **BARS** payroll projection capability is very comprehensive and supports the following functions:

- Allocation of expenses (personnel and support) by position to cost centers and funding sources.
- Calculating the cost of pay increases using various criteria.
- Automated re-calculation of expenditures due to benefit rate changes.
- Ability to budget for lump sum payouts, grouped positions and partial year positions.
- Full integration with the line item budget and change packages.
- Ability to accept data from Federal payroll systems.

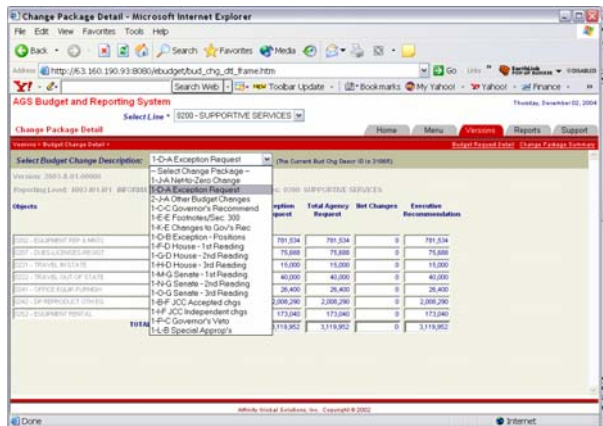
## Flexible Column Definitions

Budget detail may be tailored to your needs by using the table driven column title and formula feature. Note that the columns may be uniquely defined by version type. This supports different budget preparation phases plus budget execution.



## Entry of Budget Detail and Changes

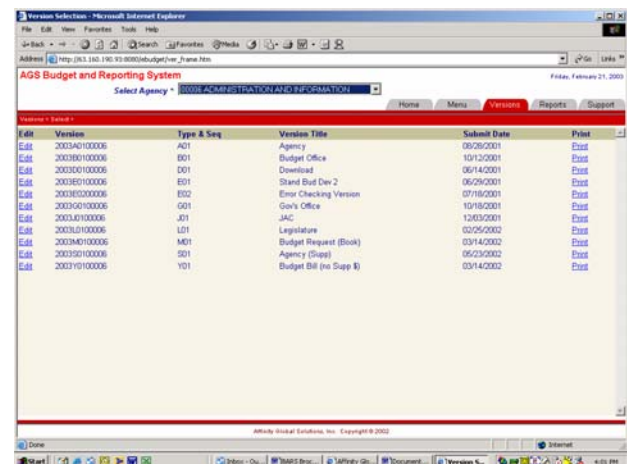
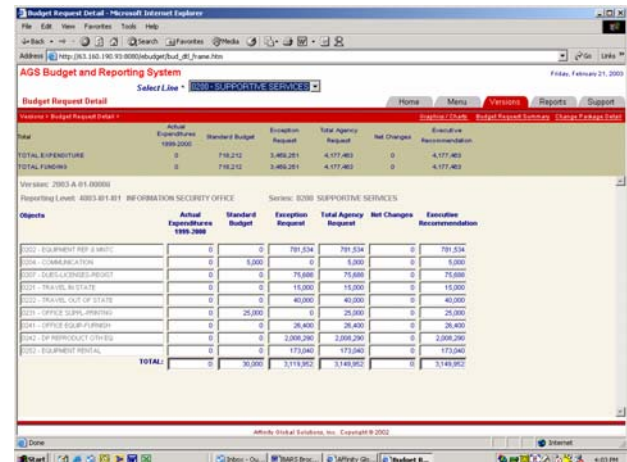
Entry of budget detail is quick and easy. Split screens and flexible column displays are used to make this process easy and effective.



Direct access is available to budget change schedules, sub-schedules and narrative screens. Budget changes may be made at a detailed or summary level based on the budget phase. Most budget adjustments are made through 'Change Packages'. 'Change Packages' may have multiple integrated components including expenditures, funding, position details, performance measures and narrative explanations. 'Change Packages' may be designated as on going or recurring for the entire package or by object within the package. Across the board changes are also supported.

## Internet Access and Usage

BARS may be used to collect and distribute budget information over the Internet. The system security is very strict to ensure that the data is protected. The same data elements are used in both the client server and Internet versions and both modules can be run simultaneously.



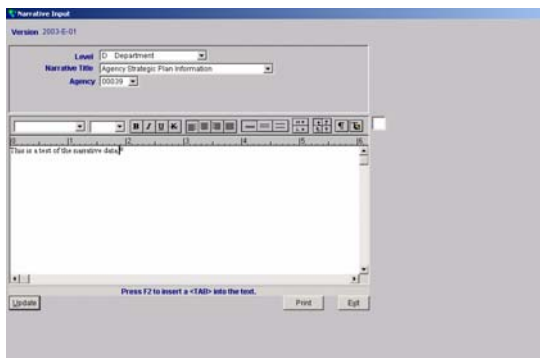
## Performance Budget and Narrative Support

Two very important budget components are performance budgeting and narrative support.

The performance budgeting module is very robust and flexible. For example, system users may enter performance goals, objectives, strategies and/or sub-strategies and apply related expenditures from any level of the program based budget. Performance measurements are maintained and may be categorized into 'Change Packages' that include personnel adjustments, expenditures, special funding and narrative support. The system is an excellent tool to submit a budget that meets and exceeds GPRa guidelines.

**BARS** supports entry of narrative at various classification levels and budget phases. Information such as Agency Mission Statements, Program Narratives, Budget Justifications, Budget Adjustments and Performance Factors are integrated into reports. Performance measurement narrative and data including goals, objectives and strategies are maintained and several hierarchical structures are available. The specific narrative sections desired is table driven and specific to each installation and the entry of mandatory sections is validated.

The narrative input screen is used to enter budget narrative. The user may utilize formatting tools, but fonts and font sizes are standardized to ensure all document sections have a consistent appearance. Depending on the DBMS installed, bit maps and special charts and graphs may also be maintained in the BARS narrative module. These components may then be included in the budget documents.



## Narrative and MS Windows Support Tools

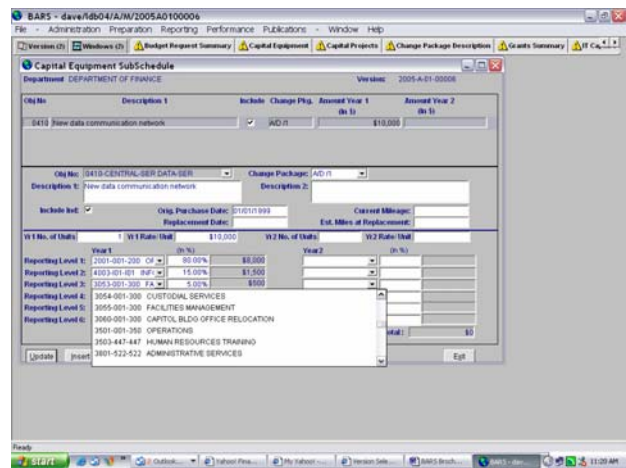
A 'Cut' and 'Paste' capability exists to easily move text data to and from Windows based tools. A 'Notes' capability also exists to support changes and may be used to maintain confidential information. This combined with narrative support are excellent tools for budget analysts to document and justify adjustments.



## Integrated Sub-Schedules and Drill Downs

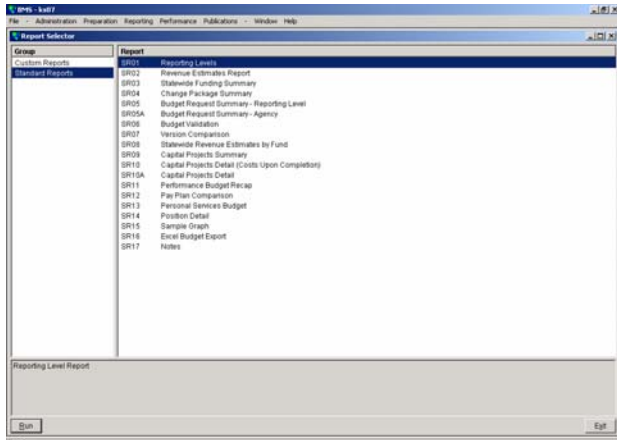
The budget process includes developing a base budget, an explanation of budget changes and supporting sub-schedule presentations (for example capital projects, capital equipment, commodity code budgeting, and narrative). **BARS** supports these components and more.

For example, the Capital Equipment module is very comprehensive. It supports commodity code budgeting and assigning purchases to multiple programs or sub-programs. Description and justification, along with multi-year costs and appropriation authorization are among the information maintained.



## Easy to Request Reports

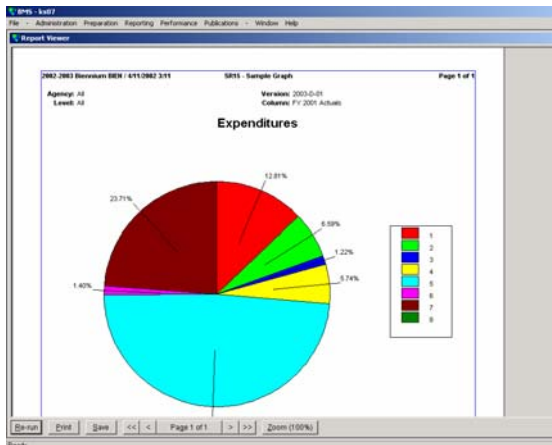
**BARS** makes system reporting easy and flexible. Standard reports are accessible on-line using a menu driven system. The reporting module is very flexible and contains many useful capabilities. Within the reporting module, security authorizations strictly control data access.



## Categorize the Budget By Demographic Criteria

It is now possible to answer questions such as, "How much are we spending enterprise wide on children under five years old?" The reporting criteria are table driven and can change as political needs dictate. The user determines the amount of detail desired in the reports and graphs. Also, further multi-agency reporting is supported for legislation and policy initiatives.

## The Fun Stuff - Links to Spreadsheets, Word Processors and Ad hoc Report Tools



**BARS** is a very powerful tool with enormous amounts of extremely valuable data. To support effective data usage, **BARS** supports full integration with leading spreadsheet and word

processing tools. Charts and graphs can be created using **BARS** data. The process is simple and does not require special technical support. The capability can be extended to using word processing tools to seamlessly integrate **BARS** data with text. **BARS** is used to prepare the required 'Budget Books' with narrative, data and even charts and graphs.

## Internet Access and Reporting

**BARS** may be used to distribute public budget information over the Internet. The system administrator controls the amount of Internet data and when the data is available.



## THE COMPANY BEHIND THE SYSTEM – AFFINITY GLOBAL SOLUTIONS

**BARS** was developed by Affinity Global Solutions, Inc., of Roseville, California. Affinity Global Solutions (AGS) was founded by individuals who gained their expertise with KPMG Peat Marwick, Andersen Consulting and Electronic Data Systems. AGS has implemented enterprise-wide budget systems in the States of Indiana, Kansas, Maine, Montana, Nevada, North Dakota, Oregon, Vermont and Wyoming.

## SUMMARY - WHAT TO DO NOW

If you would like a new budget system and want more information about the leading software available, call us toll free at 1-888-453-4765 or 1-877-528-3438. Our team is available to visit your organization, review your needs and demonstrate **BARS**. We can then help you determine how to acquire your NEW budget system.

### Benefits At A Glance

- Full Budget Cycle Support
- Unlimited ‘What-if’ Capabilities for Any Budget Phase
- Unlimited Budget ‘Change’ Packages to Document Position, Expenditure, Funding and Performance Deltas
- Manual or Automated Funding Allocation
- Robust Performance Budgeting Capabilities Including the Ability to Relate Expenditures to Performance Measures
- Powerful, Comprehensive and Fully Integrated
- Integration of Text and Data
- Ability to Analyze Budget By Demographic Factors

### Features At A Glance

- Integrated Sub-Schedules For Supporting Data
- Flexible Reporting
- Payroll and Benefit Cost Projections
- Performance Measures With Narrative
- Word Processing and Spreadsheet Integration
- Data Security Based On User, Time and Phase
- Capital Equipment and Capital Project Budgeting
- Dynamic Menu Generation
- User and Version Defined Screen Layouts
- ADA Compliant

### Results At A Glance

- Ease of Entering Budget Requests
- Consistent Budget Formats and Accounting Codes
- Multiple Ways To Access, Present and Aggregate Data
- Tax Dollars Allocated Efficiently
- Automated Generation of Budget Documents
- Provide Performance Measurement Information Cross-Referenced to the Line Item Budget



*Over time, agencies will be expected to identify high quality outcome measures, accurately monitor the performance of programs, and begin integrating this presentation with associated cost. Using this information, high performing programs will be reinforced and non-performing activities reformed or terminated.*

President George W. Bush - August 2001



**Affinity Global Solutions, Inc.**

*“Implementing Tomorrow’s Technology Today”*

1098 Melody Lane • Suite 302 • Roseville, CA • 95678 • 1.888.453.4765 • [www.affinitygs.com](http://www.affinitygs.com)

919 South 7<sup>th</sup> Street • Suite 305 • Bismarck, ND • 58504 • 1.877.528.3438 • [www.affinitygs.com](http://www.affinitygs.com)