


MISSISSIPPI MANAGEMENT  
& REPORTING SYSTEM

Meeting the Management Information Needs for the State of Mississippi

# COST ALLOCATIONS


Department of Finance and Administration  
Office of the Mississippi Management and Reporting System

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Meeting the Management Information Needs for the State of Mississippi




MISSISSIPPI Department of  
**DFA**  
FINANCE & ADMINISTRATION

## Our Objective: Cost Allocation Process


- Introduce MAGIC Assessment Concepts to a Wider SoMS Audience
- Provide a Real Example (DHS) as Proof of Concept
- Enable Other Selected Agencies to View Results
- Provide a Forum for Feedback

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## Our Agenda: Cost Allocation Process

- **Introductions**
- **Agenda**
- **Glossary**
- **ONE TIME SETUP -- Creating Master Data**  


(We need lots of master data to make MAGIC work!)
- **Cost Incurred – Expenses Post to Cost Center**
- **Update/upload of Actual Statistical Key Figures (Metrics)**
- **Testing Run Allocation**
- **Posting Accrual Allocation**
- **Reviewing Reports**
- **Allocation Reversals**
- **Q&A**

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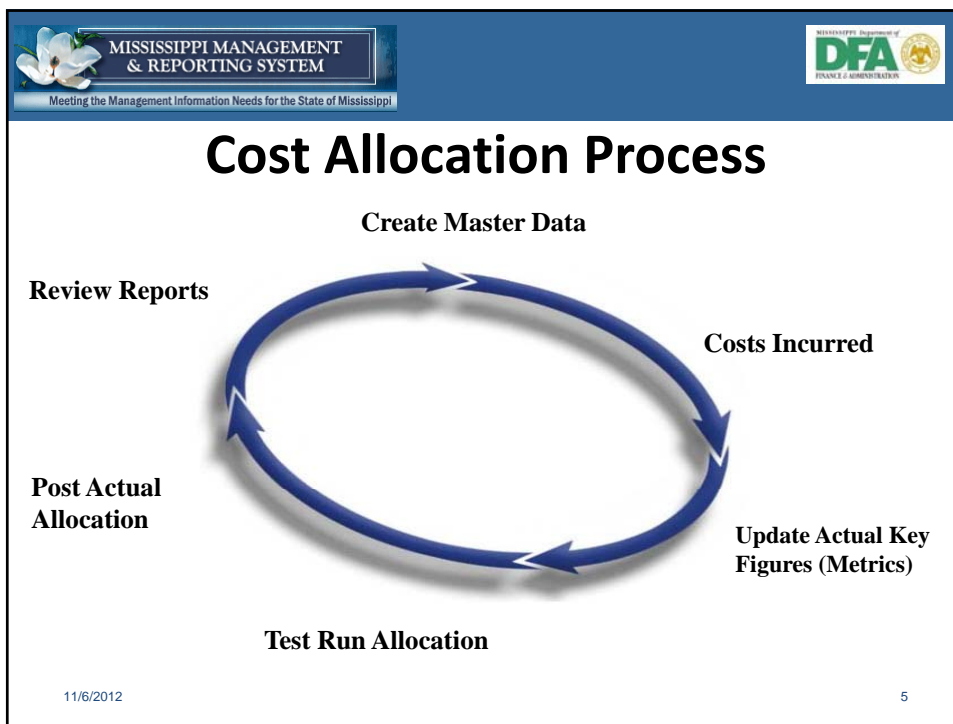
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## Glossary of Terms: Cost Allocation

- **Controlling** – the sub-ledger where expenses can be re-allocated among different cost objects
- **Sender** – the designated cost collector for the costs to be distributed
- **Cost Center** – Permanent cost collector
- **Internal Order** – Simple cost collector
- **Receiver** – A set of Cost Centers, Internal Orders and/or WBSs that are to
- **Statistical Key Figure** – A way of recording activity details
- **Cycle** – The subset of an assessment that takes the cost recorded on a sender and prorates that over a designated method (SKF) and posts to a
- **Cost Element** – The Controlling version of the general ledger account

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- ## Master Data Requirements
- Cost Center Group
  - Internal Order Group
  - Cost Element Group
  - Statistical Key Figure
  - Assessment Cost Element
  - Sender Cost Center
  - Sender Internal Order
  - Receiver Internal Order
  - Receiver Cost Center
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**DFA**

## DHS Cost Allocations Spreadsheet

Sender Cost Center	Cost Element	Object Code	Internal Order/Cost Center/Dummy Cost Center	Receiving Internal Order Group	Stat Key Figures	Receiving Cost Center Group	Group Names
<b>P010</b>	<b>165109090</b>	<b>ALL</b>	<b>C312 (300000090)</b>	<b>NUMBER OF STAFF</b>			DHS_EXMGT
P010	EXECUTIVE MGT SERVICES	CT12	165109090	NUMBER OF STAFF			
P010	EXECUTIVE MGT SERVICES	165101001	165109090	NUMBER OF STAFF			ADMIN
P010	EXECUTIVE MGT SERVICES	165109097	165109090	NUMBER OF STAFF			NUMBER OF PROGRAM INTEGR
P010	EXECUTIVE MGT SERVICES	165109091	165109090	NUMBER OF STAFF			NUMBER OF MIS
P010	EXECUTIVE MGT SERVICES	165106000	165109090	NUMBER OF STAFF			NUMBER OF YOUTH SERVICES
P010	EXECUTIVE MGT SERVICES	165105000	165109090	NUMBER OF STAFF			NUMBER OF AGING/ADULT SE
P010	EXECUTIVE MGT SERVICES	165107000	165109090	NUMBER OF STAFF			NUMBER OF COMMUNITY SERV
P010	EXECUTIVE MGT SERVICES	165104000	165109090	NUMBER OF STAFF			OFFICE FOR CHILDREN & YOUT
P010	EXECUTIVE MGT SERVICES	165108000	165109090	NUMBER OF STAFF			SOCIAL SERVICES BLOCK GRAN
P010	EXECUTIVE MGT SERVICES	165103001	165109090	NUMBER OF STAFF			ADMIN-DIRECTOR-DFCS
<b>P010 Total</b>							
<b>165109091</b>	<b>DEPUTY ADMINISTRATOR FOR P</b>	<b>ALL</b>	<b>165101011</b>	<b>NUMBER OF STAFF</b>			DHS_ADMINP
P012	DEPUTY ADMINISTRATOR FOR P	165101011	165109091	NUMBER OF STAFF			ECONOMIC ASSIST. MGT SERVI
P012	DEPUTY ADMINISTRATOR FOR P	165107000	165109091	NUMBER OF STAFF			DIVISION OF AGING/ADULT SE
P012	DEPUTY ADMINISTRATOR FOR P	165104000	165109091	NUMBER OF STAFF			DIVISION OF COMMUNITY SERV
P012	DEPUTY ADMINISTRATOR FOR P	165108000	165109091	NUMBER OF STAFF			OFFICE FOR CHILDREN & YOUT
P012	DEPUTY ADMINISTRATOR FOR P	165103001	165109091	NUMBER OF STAFF			SOCIAL SERVICES BLOCK GRAN
<b>P012 Total</b>							
<b>165105000</b>	<b>DIVISION OF AGING/ADULT SE</b>	<b>ALL</b>	<b>R712 (300000066)</b>	<b>AGING and Adult Services' Staff Direct</b>	<b>TITLE 3 STATE OFF ADMIN</b>		DHS_AGEADU
P255	DIVISION OF AGING/ADULT SE	R712	165105000	AGING and Adult Services' Staff Direct	TITLE 3 STATE OFF ADMIN		
P255	DIVISION OF AGING/ADULT SE	R812	165105000	AGING and Adult Services' Staff Direct	TITLE 3 DAAS OMBUDSMAN		
P255	DIVISION OF AGING/ADULT SE	R812	165105000	AGING and Adult Services' Staff Direct	TITLE 7 OMBUDSMAN STATE OFF ADMIN		
P255	DIVISION OF AGING/ADULT SE	U111	165105000	AGING and Adult Services' Staff Direct	TITLE 7 STATE OFFICE ADMIN		
P255	DIVISION OF AGING/ADULT SE	U941	165105000	AGING and Adult Services' Staff Direct	TITLE 7 MS SMP STATE OFFICE ADMIN		
P255	DIVISION OF AGING/ADULT SE	V212	165105000	AGING and Adult Services' Staff Direct	TITLE 7 AGING SSBG ADMIN		
<b>P255 Total</b>							

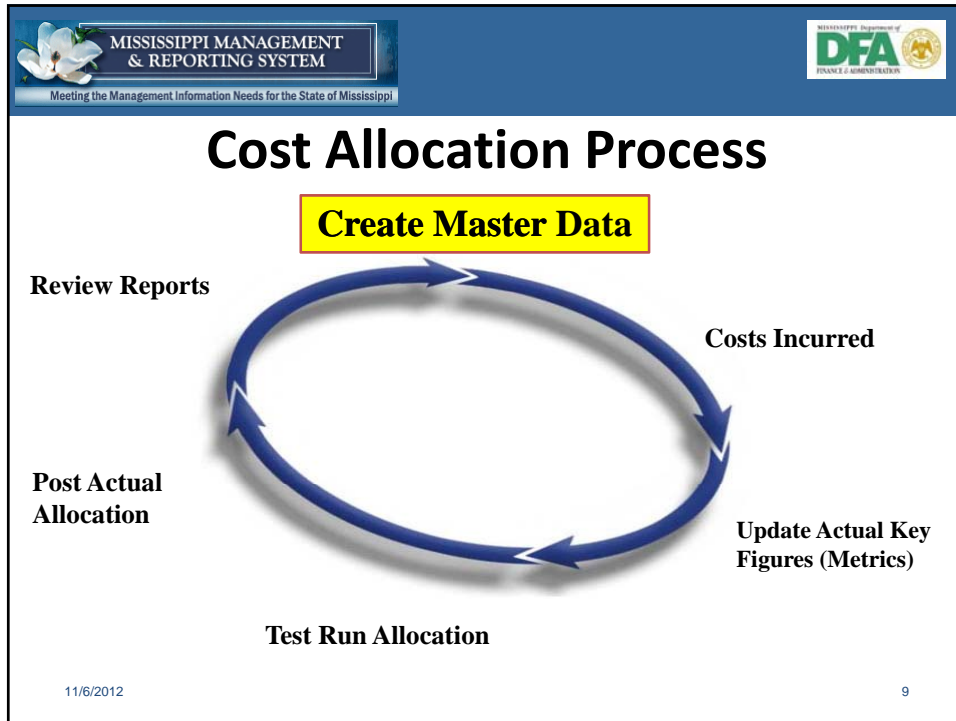
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**DFA**

## DHS Assessment example

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1	<b>165109090</b>	<b>Alloc. Cost element</b>		<b>ALL</b>								DHS_EXMGT	No Staff	Percent	\$200,000
2	P010	EXECUTIVE MGT SERVICES	CT12			C112 (30000000)	NUMBER	IV-D STATE MATCH					10	0.026315789	\$5,263.16
3	P010	EXECUTIVE MGT SERVICES	165101001			165101001	NUMBER	ECONOMIC ASSIST MGT SERVI					20	0.052631579	\$10,526.32
4	P010	EXECUTIVE MGT SERVICES	165109091			165109091	NUMBER	DEPUTY DIRECTOR FOR ADMIN					30	0.078947368	\$15,789.47
5	P010	EXECUTIVE MGT SERVICES	165109097			165109097	NUMBER	DIVISION OF PROGRAM INTEGR					40	0.105263158	\$21,052.63
6	P010	EXECUTIVE MGT SERVICES	165109096			165109096	NUMBER	DIVISION OF MIS					50	0.131578947	\$26,315.79
7	P010	EXECUTIVE MGT SERVICES	165106000			165106000	NUMBER	DIVISION OF YOUTH SERVICES					60	0.157894737	\$31,578.95
8	P010	EXECUTIVE MGT SERVICES	165105000			165105000	NUMBER	DIVISION OF AGING/ADULT SE					10	0.026315789	\$5,263.16
9	P010	EXECUTIVE MGT SERVICES	165107000			165107000	NUMBER	DIVISION OF COMMUNITY SERV					20	0.052631579	\$10,526.32
10	P010	EXECUTIVE MGT SERVICES	165104000			165104000	NUMBER	OFFICE FOR CHILDREN & YOUT					30	0.078947368	\$15,789.47
11	P010	EXECUTIVE MGT SERVICES	165108000			165108000	NUMBER	SOCIAL SERVICES BLOCK GRAN					50	0.131578947	\$26,315.79
12	P010	EXECUTIVE MGT SERVICES	165103001			165103001	NUMBER	ADMIN-DIRECTOR-DFCS					60	0.157894737	\$31,578.95
13	<b>P010 Total</b>											Total	380		\$200,000.00
14															
15															
16															
17	<b>165109091</b>	<b>DEPUTY ADMINISTRATOR FOR P</b>	<b>ALL</b>									DHS_ADMINP	No Staff	15789.47368	\$15,789.47
18	P012	DEPUTY ADMINISTRATOR FOR P	165101001			165101001	NUMBER	ECONOMIC ASSIST MGT SERVI					20	0.105263158	\$12,189.37
19	P012	DEPUTY ADMINISTRATOR FOR P	165105000			165105000	NUMBER	DIVISION OF AGING/ADULT SE					10	0.052631579	\$6,034.18
20	P012	DEPUTY ADMINISTRATOR FOR P	165107000			165107000	NUMBER	DIVISION OF COMMUNITY SERV					20	0.105263158	\$12,189.37
21	P012	DEPUTY ADMINISTRATOR FOR P	165104000			165104000	NUMBER	OFFICE FOR CHILDREN & YOUT					30	0.157894737	\$18,282.55
22	P012	DEPUTY ADMINISTRATOR FOR P	165108000			165108000	NUMBER	SOCIAL SERVICES BLOCK GRAN					50	0.263157895	\$30,470.91
23	P012	DEPUTY ADMINISTRATOR FOR P	165103001			165103001	NUMBER	ADMIN-DIRECTOR-DFCS					60	0.315789474	\$36,565.10
24	<b>P012 Total</b>											Total	190		\$15,789.47
25															
543															
544	<b>165105000</b>	<b>DIVISION OF AGING/ADULT SE</b>	<b>ALL</b>									DHS_AGEADU	Direct Time	11957.34072	\$16,157.34
545	P255	DIVISION OF AGING/ADULT SE	R712			R712 (30000000)	AGING and	TITLE 3 STATE OFF ADMIN					25	0.166666667	\$2692.89012
546	P255	DIVISION OF AGING/ADULT SE	R812			R812 (30000000)	AGING and	TITLE 3 DAAS OMBUDSMAN					35	0.233333333	\$3765.04617
547	P255	DIVISION OF AGING/ADULT SE	R812			R812 (30000000)	AGING and	TITLE 7 OMBUDSMAN STATE OFF ADMIN					10	0.066666667	\$1075.75805
548	P255	DIVISION OF AGING/ADULT SE	U111			U111 (30000000)	AGING and	TITLE 7 STATE OFFICE ADMIN					50	0.333333333	\$5376.78024
549	P255	DIVISION OF AGING/ADULT SE	U941			U941 (30000000)	AGING and	TITLE 7 MS SMP STATE OFFICE ADMIN					20	0.133333333	\$2154.3121
550	P255	DIVISION OF AGING/ADULT SE	V212			V212 (30000000)	AGING and	TITLE 7 AGING SSBG ADMIN					10	0.066666667	\$1075.75805
551	<b>P255 Total</b>											Total	150		\$16,157.34

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## Cost Center Group

**Display Cost Center Group: Structure**


Cost Center

DHS_EXMGT	DHS EXECUTIVE MGT SERVICES
— 1651010101	MDHS - EA Director & Staff
— 1651090911	MDHS - Executive Director & Staff
— 1651090907	MDHS - Program Integrity Office
— 1651090961	MDHS - MIS Director & Staff
— 1651060000	MDHS - Youth Services
— 1651050000	MDHS - Aging and Adult Services Division
— 1651070000	MDHS - Community Services Division
— 1651040000	MDHS - Early Childhood Care
— 1651080000	MDHS - Social Services Block Grant Divis
— 1651030301	MDHS - FCS Director & Staff

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## Internal Order Group

**Display Order Group: Structure**


+ - Order ↔

DHS_EXMGT	EXECUTIVE MGT SERVICES
3000000060	DHS - EXEC MGT IV-D ADMIN STATE MATCH

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## Cost Element Group

**Display Cost element group: Structure**


+ - Cost Element ↔

DHSALLCOST	DHS Allocatins- Total Cost
60000000	99999999
60000000	Salaries/Wages -GAAP Adjustment
60001000	Salaries And Wages
60002000	Overtime Salaries & Wages
60003000	Terminal Personal Leave Pay
60004000	Deceased Employee Payments
60010000	Per Diems & Fees
60011000	Per Diems & Fees (SPAHRs)
60012000	Per Diem Fringe Benefits

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## Cost Element

**Display Cost Element: Basic Screen**

Cost Element:  MDHS- EXEC MGT SERV

Controlling Area:  State of Mississippi

Valid From:  to

Basic Data | Indicators | Default Acct Assgnmt | History

**Names**

Name:

Description:

**Basic Data**


CElem category:  Assessment

Attribute mix:


Functional Area:

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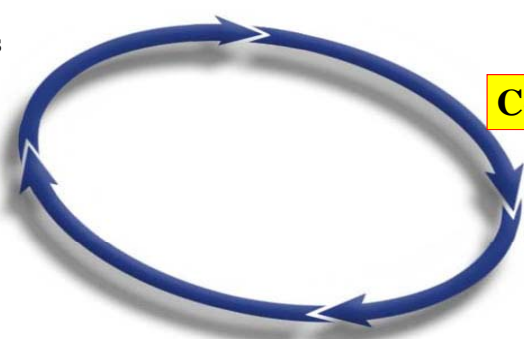
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## Cost Allocation Process

Create Master Data



Review Reports

Post Actual Allocation


Update Actual Key Figures (Metrics)

Test Run Allocation


**Costs Incurred**

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## Expenses Posted to Cost Center


**Display Actual Cost Line Items for Cost Centers**

Document    Master Record


Layout	1SAP	Primary cost posting
Cost Center	1651090901	MDHS - EXECUTIVE DIR
Report currency	USD	US Dollar

Cost Elem.	Cost element name	Σ	Val.in rep.cur.	Total quantity	P...	O Offst.acct	Name of offsetting account
60001000	Salr & Wages		200,000.00			S 20205000	Accrd Int Pay
<b>Cost Center 1651090901 MDH...</b>			<b>200,000.00</b>				
			<b>200,000.00</b>				

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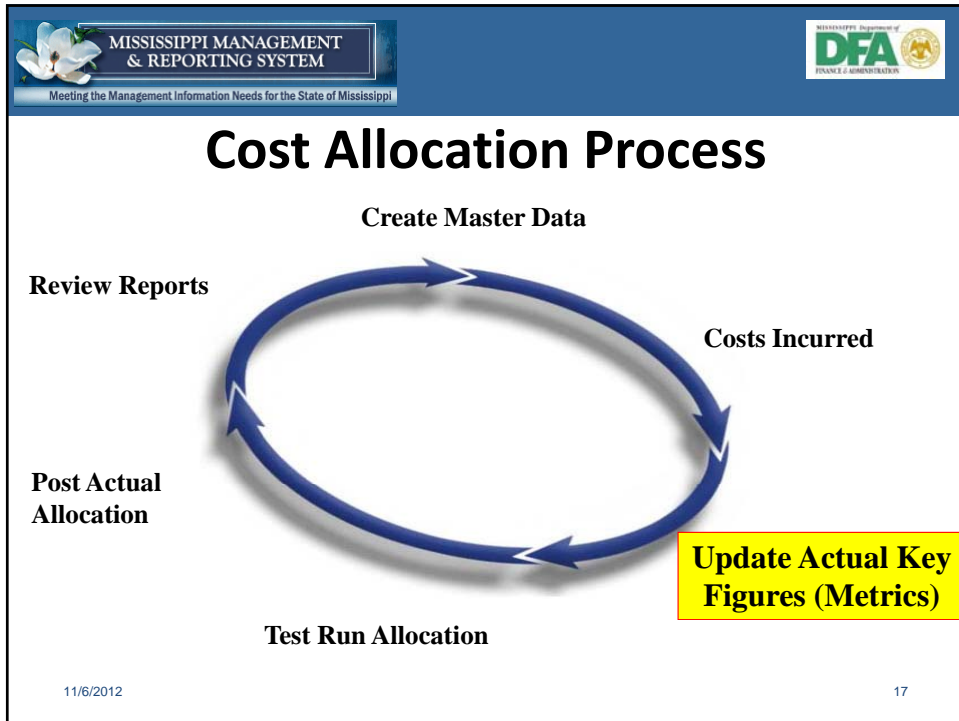
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## Expenses Posted to Cost Center

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	1651090901	Alloc. Cost element				ALL					DHS_EXMGT	No Staff		Percent	\$200,000.00
2	P010	EXECUTIVE MGT SERVICES	CT12				CT12 (3000000)	NUMBER IV-D STATE MATCH					10	0.026315789	\$5,263.16
3	P010	EXECUTIVE MGT SERVICES		165101010			165101010	NUMBER ECONOMIC ASSIST MGT SERVI					20	0.052631579	\$10,526.32
4	P010	EXECUTIVE MGT SERVICES		1651030911			1651030911	NUMBER DEPUTY DIRECTOR FOR ADMIN					30	0.078947368	\$15,789.47
5	P010	EXECUTIVE MGT SERVICES		1651030907			1651030907	NUMBER DIVISION OF PROGRAM INTEGR					40	0.105263158	\$21,052.63
6	P010	EXECUTIVE MGT SERVICES		1651030961			1651030961	NUMBER DIVISION OF MIS					50	0.131578947	\$26,315.79
7	P010	EXECUTIVE MGT SERVICES		1651060000			1651060000	NUMBER DIVISION OF YOUTH SERVICES					60	0.157894737	\$31,578.95
8	P010	EXECUTIVE MGT SERVICES		1651050000			1651050000	NUMBER DIVISION OF AGING/ADULT SE					10	0.026315789	\$5,263.16
9	P010	EXECUTIVE MGT SERVICES		1651070000			1651070000	NUMBER DIVISION OF COMMUNITY SERV					20	0.052631579	\$10,526.32
10	P010	EXECUTIVE MGT SERVICES		1651040000			1651040000	NUMBER OFFICE FOR CHILDREN & YOUT					30	0.078947368	\$15,789.47
11	P010	EXECUTIVE MGT SERVICES		1651080000			1651080000	NUMBER SOCIAL SERVICES BLOCK GRAN					50	0.131578947	\$26,315.79
12	P010	EXECUTIVE MGT SERVICES		1651030301			1651030301	NUMBER ADMIN-DIRECTOR-DFCS					60	0.157894737	\$31,578.95
13	P010 Total											Total	380		\$200,000.00
14															
15															
16															
17	1651090911										DHS_ADMINP	No Staff		15789.47368	\$15,789.47
18	P012	DEPUTY ADMINISTRATOR F		165101010			165101010	NUMBER ECONOMIC ASSIST MGT SERVI					20	0.105263158	\$12,189.37
19	P012	DEPUTY ADMINISTRATOR F		1651050000			1651050000	NUMBER DIVISION OF AGING/ADULT SE					10	0.052631579	\$6,034.18
20	P012	DEPUTY ADMINISTRATOR F		1651070000			1651070000	NUMBER DIVISION OF COMMUNITY SERV					20	0.105263158	\$12,189.37
21	P012	DEPUTY ADMINISTRATOR F		1651040000			1651040000	NUMBER OFFICE FOR CHILDREN & YOUT					30	0.157894737	\$18,282.55
22	P012	DEPUTY ADMINISTRATOR F		1651080000			1651080000	NUMBER SOCIAL SERVICES BLOCK GRAN					50	0.263157895	\$30,470.91
23	P012	DEPUTY ADMINISTRATOR F		1651030301			1651030301	NUMBER ADMIN-DIRECTOR-DFCS					60	0.315789474	\$36,565.10
24	P012 Total											Total	190		\$18,789.47
25															
543															
544	1651050000					ALL					DHS_AGEADU	Direct Time		11357.34072	\$16,157.3407
545	P255	DIVISION OF AGING/ADULT SR712					R712 (3000000)	Aging an					25	0.166666667	26892.89012
546	P255	DIVISION OF AGING/ADULT SR812					R812 (3000000)	Aging an					35	0.233333333	37650.04617
547	P255	DIVISION OF AGING/ADULT SR612					R612 (3000000)	Aging an					10	0.066666667	10757.58005
548	P255	DIVISION OF AGING/ADULT U0111					U0111 (3000000)	Aging an					50	0.333333333	53785.78004
549	P255	DIVISION OF AGING/ADULT U0341					U0341 (3000000)	Aging an					20	0.133333333	21544.3121
550	P255	DIVISION OF AGING/ADULT V212					V212 (3000000)	Aging an					10	0.066666667	10757.58005
551	P255 Total												150		\$16,157.3407

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The screenshot shows a software interface for configuring a Statistical Key Figure. The title is 'Display Statistical Key Figure: Master Data'. The 'Stat. key figure' field contains '165101'. The 'Controlling area' is 'SOMS' and the location is 'State of Mississippi'. Under 'Basic data', the 'Name' is 'DHS- No. of Staff'. The 'Stat. key fig. UnM.' is 'EA' with the unit 'each'. The 'Key fig. cat.' has two options: 'Fxd val.' (selected) and 'Tot. values'.

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# Statistical Key Figure

**Display Statistical Key Figure: Master Data**

Stat. key figure: 165101

Controlling area: SOMS State of Mississippi

Basic data

Name: DHS- No. of Staff

Stat. key fig. UnM.: EA each

Key fig. cat.:  Fxd val.  Tot. values

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**Stat Key Figure upload file**

Number	Doc Date	Posting Date	Document Text	Receiver Cost Center	Receiving Internal Order	Receiving WBS No.	Receiver Fund	Receiver Grant	Receiver Budget Period	Stat Key Figure	Total Qty	Document Text
1	20121003	20121003			3000000060					165101	10	
2	20121003	20121003		1651010101						165101	20	
3	20121003	20121003		1651090911						165101	30	
4	20121003	20121003		1651090907						165101	40	
5	20121003	20121003		1651090961						165101	50	
6	20121003	20121003		1651060000						165101	60	
7	20121003	20121003		1651050000						165101	10	
8	20121003	20121003		1651070000						165101	20	
9	20121003	20121003		1651040000						165101	30	
10	20121003	20121003		1651080000						165101	40	
11	20121003	20121003		1651030301						165101	50	
12	20121003	20121003		1651010101						165101	10	
13	20121003	20121003		1651050000						165101	20	
14	20121003	20121003		1651070000						165101	30	
15	20121003	20121003		1651040000						165101	40	
16	20121003	20121003		1651080000						165101	50	
17	20121003	20121003		1651030301						165101	60	
18	20121003	20121003			3000000061					165102	25	
19	20121003	20121003			3000000062					165102	35	
20	20121003	20121003			3000000063					165102	10	
21	20121003	20121003			3000000064					165102	50	
22	20121003	20121003			3000000065					165102	20	
23	20121003	20121003			3000000066					165102	10	

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**Stat Key Figure upload screen**

**Statistical Key Figure Upload**

State of Mississippi

Presentation Server

Local Filename:


Application Server

Application Server Filename:


Additional Selection

Skip header title

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## Uploaded Stat Key Figures


**Statistical Key Figure Upload**

ZC10\_SKF\_LOAD State of Mississippi Page: 1  
ZC10E\_STAT\_KEY\_FIGURE Statistical Key Figure Upload 10/30/2012  
Detail Report 12:32:49


Document posted successfully with number : 400001401

Row	Document Dt	Posting Dt	Cost Center	Order Num	WBS Elem.	Fund	Grant	Period	Stat Key	Tot. Quanti
1	10/03/2012	10/03/2012		3000000060					165101	
10	10/03/2012	10/03/2012	1651080000						165101	
11	10/03/2012	10/03/2012	1651030301						165101	
12	10/03/2012	10/03/2012	1651010101						165101	
13	10/03/2012	10/03/2012	1651050000						165101	
14	10/03/2012	10/03/2012	1651070000						165101	
15	10/03/2012	10/03/2012	1651040000						165101	
16	10/03/2012	10/03/2012	1651080000						165101	
17	10/03/2012	10/03/2012	1651030301						165101	
18	10/03/2012	10/03/2012		3000000061					165102	
19	10/03/2012	10/03/2012		3000000062					165102	
2	10/03/2012	10/03/2012	1651010101						165101	
20	10/03/2012	10/03/2012		3000000063					165102	
21	10/03/2012	10/03/2012		3000000064					165102	
22	10/03/2012	10/03/2012		3000000065					165102	
23	10/03/2012	10/03/2012		3000000066					165102	
3	10/03/2012	10/03/2012	1651090911						165101	
4	10/03/2012	10/03/2012	1651090907						165101	
5	10/03/2012	10/03/2012	1651090961						165101	
6	10/03/2012	10/03/2012	1651060000						165101	
7	10/03/2012	10/03/2012	1651050000						165101	
8	10/03/2012	10/03/2012	1651070000						165101	
9	10/03/2012	10/03/2012	1651040000						165101	

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## Review of Stat Key Figure Posted Documents

Stat. Key Fig.: Per. Date: 10/30/2012 Page:

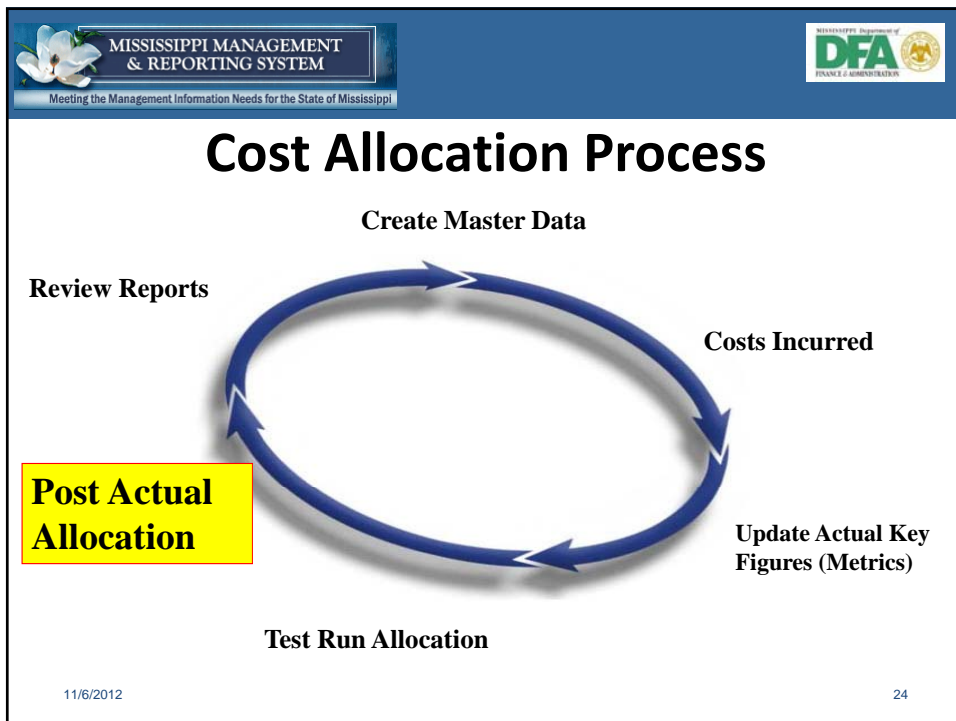
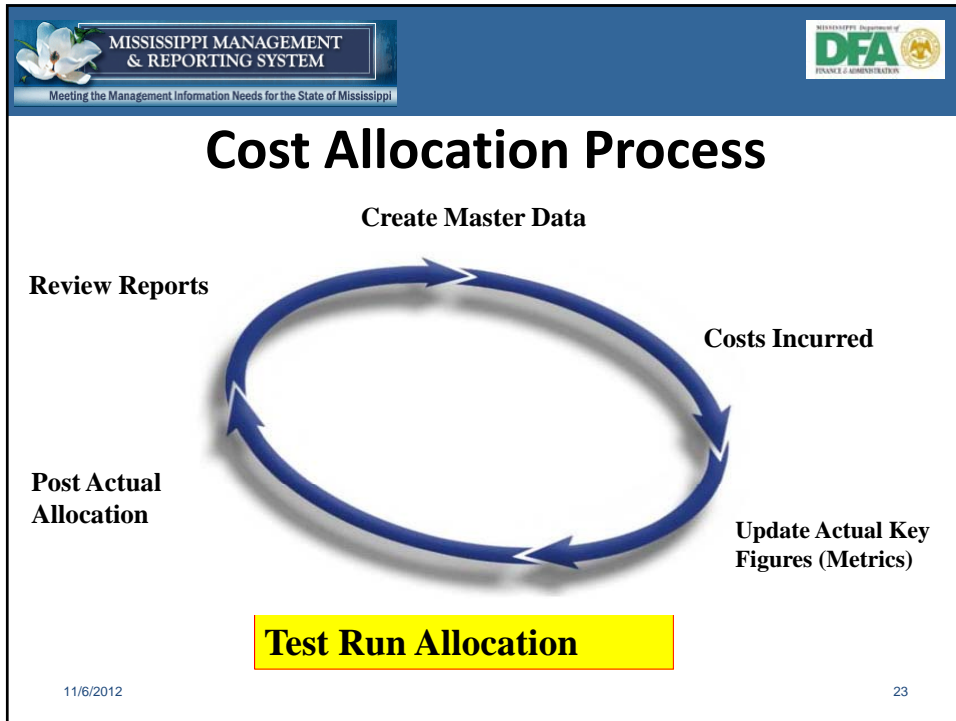
Cost Center/Group 1651 MDHS - MS Dept of Human Servic


Person responsible \*

Fiscal Year 2013


Statistical Key Figures	Actual	Plan	Var. (Abs.)
1 July			
2 August			
3 September	25 EA		25 EA
4 October	425 EA		425 EA
5 November	425 EA		425 EA
6 December	425 EA		425 EA
7 January	425 EA		425 EA
8 February	425 EA		425 EA
9 March	425 EA		425 EA
10 April	425 EA		425 EA
11 May	425 EA		425 EA
12 June	425 EA		425 EA
* 165101 DHS- No. of Staff	321 EA		321 EA

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## Executing Assessment

**Execute Actual Assessment: Initial Screen**

Settings

**Parameters**

Period  To

Fiscal Year

**Processing**

Background Processing


Test Run

Detail Lists


List selection

Cycle	Start Date	Text
DHS	01/01/2012	DHS

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## Assessment Posting Overview

**Display CCA: Actual Assessment Basic List**


⏪ ⏩ 🔍 📄 📁 🔗 Segments 👤 Sender 👤 Receiver 🔄

Controlling Area SOMS  
Version 0  
Period 004  
Fiscal Year 2013  
Processing status TestRun


Processing completed without errors

Cycle	Start Date	Text	F	Senders	Number of receivers	No. of messages
DHS	01/01/2012	DHS	I	3	23	0

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## Sender List

**Display CCA: Actual Assessment Sender List**

Basic list Segments Receiver


Cycle: DHS DHS  
Start Date: 01/01/2012  
Period: 004

Invalid	Period	Order	Cost Ctr	Functional Area	Grant	Fund	Cost Elem.	RI	CO area currency	COCr	Sender TF
	4		1651090901	1651000000000000	NRGRANT	1651000001	92010001		200,000.00	USD	380,000
	4		1651090911	1651000000000000	NRGRANT	1651000000	92010002		115,789.47	USD	190,000
	4		1651080000	1651000000000000	NRGRANT	1651000000	92010056		161,357.34	USD	150,000
*	4								477,146.81	USD	
**									477,146.81	USD	

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## Receiver List


**Display CCA: Actual Assessment Receiver List**

Basic list Segments


Cycle: DHS DHS  
Start Date: 01/01/2012  
Period: 004

Invalid	Period	Order	Cost Ctr	Functional Area	Grant	Fund	Cost Elem.	RI	CO area currency	COCr	Tracing Factor
	4		1651010101	1651000000000000	NRGRANT	1651000000	92010001		10,526.32	USD	20,000
	4		1651030301	1651000000000000	NRGRANT	1651000000	92010001		31,578.95	USD	60,000
	4		1651040000	1651000000000000	NRGRANT	1651000001	92010001		15,789.47	USD	30,000
	4		1651050000	1651000000000000	NRGRANT	1651000000	92010001		8,263.14	USD	10,000
	4		1651060000	1651000000000000	NRGRANT	1651000000	92010001		31,578.95	USD	60,000
	4		1651070000	1651000000000000	NRGRANT	1651000000	92010001		10,526.32	USD	20,000
	4		1651080000	1651000000000000	NRGRANT	1651000000	92010001		26,315.79	USD	50,000
	4		1651090907	1651000000000000	NRGRANT	1651000000	92010001		21,052.63	USD	40,000
	4		1651090911	1651000000000000	NRGRANT	1651000000	92010001		18,789.47	USD	30,000
	4		1651090961	1651000000000000	NRGRANT	1651000000	92010001		26,315.79	USD	50,000
	4	3000000060		1651000000000000	77	9011246000	92010001		9,263.15	USD	10,000
	4		1651010101	1651000000000000	NRGRANT	1651000000	92010002		12,188.37	USD	20,000
	4		1651030301	1651000000000000	NRGRANT	1651000000	92010002		36,565.10	USD	60,000
	4		1651040000	1651000000000000	NRGRANT	1651000001	92010002		18,282.55	USD	30,000
	4		1651050000	1651000000000000	NRGRANT	1651000000	92010002		6,094.18	USD	10,000
	4		1651070000	1651000000000000	NRGRANT	1651000000	92010002		12,188.37	USD	20,000
	4		1651080000	1651000000000000	NRGRANT	1651000000	92010002		30,470.90	USD	60,000
	4	3000000061		1651000000000000	77	9011246000	92010056		26,892.89	USD	25,000
	4	3000000062		1651000000000000	77	9011246000	92010056		37,450.06	USD	35,000
	4	3000000063		1651000000000000	77	9011246000	92010056		10,787.16	USD	10,000
	4	3000000064		1651000000000000	77	9011246000	92010056		53,785.78	USD	50,000
	4	3000000065		1651000000000000	77	9011246000	92010056		21,514.31	USD	20,000
	4	3000000066		1651000000000000	77	9011246000	92010056		10,757.15	USD	10,000
*	4								477,146.81	USD	
**									477,146.81	USD	

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## Segment List


**Display CCA: Actual Assessment Segment List**

Basic list    Sender    Receiver


Cycle: DHS    DHS  
 Start Date: 01/01/2012  
 Controlling Area: SOMS  
 Version: 0  
 Period: 004  
 Fiscal Year: 2013

L	I	Segment	Share in %	S	R	Senders	Receivers	No. of messages	Assess. CElem	Alloc. structure
		EXECMGT	100.00	1	1	1	11	0	92010001	
		DEFADMIN	100.00	1	1	1	6	0	92010002	
		DIVAGING	100.00	1	1	1	6	0	92010056	
*						3	23	0		

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## Posting Documents

List    Edit    Goto    Settings    Extras    Environment    System    Help

**Display Actual Cost Line Items for Cost Centers**

Document    Master Record

Layout: 1SAP    Primary cost posting  
 Cost Center: 1651090901    MDHS - EXECUTIVE DIR  
 Report currency: USD    US Dollar

List of Documents in Accounting

Doc. Num.	Object type text	Ld
0100000671	Accounting document	
0300000801	Controlling Document	
1000000080	Funds Management doc	
U300000800	Grants Mgmt. Doc.	

Separate    Original document

Cost Elem.	Cost element name	z	Val in rep. cur.	Tot
92010001	MDHS- EXEC MGT SERV		5,657.91-	
	MDHS- EXEC MGT SERV		5,657.91	
	MDHS- EXEC MGT SERV		5,657.91-	
	MDHS- EXEC MGT SERV		5,657.91	
	MDHS- EXEC MGT SERV		5,657.91-	
	MDHS- EXEC MGT SERV		5,657.91	
	MDHS- EXEC MGT SERV		5,263.15-	
	MDHS- EXEC MGT SERV		5,263.15	

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## Posting Documents

Document Edit Goto Extras Settings Environment System Help

Display Document: Data Entry View

Display Currency | General Ledger View

Data Entry View

Document Number: 109999671    Company Code: S095    Fiscal Year: 2013  
 Document Date: 10/29/2012    Posting Date: 10/31/2012    Period: 4  
 Reference:    Cross-Comp.No.:    Tests exist:     Ledger Group: 0L  
 Currency: USD

C	SO	Ln	P	S	Account	Description	Fund	Amount	Curr	BusA	Functional Area	Cost Center	Order	WBS element
		1	40		89991000	Cost Allocation Clea	1651000001	18,469.53	USD	1651	1651000000000000	165104000		
		2	50		89991000	Cost Allocation Clea	1651000000	18,469.53	USD	1651	1651000000000000	1651090911		
		3	40		89991000	Cost Allocation Clea	9011246000	26,959.07	USD	1651	1651000000000000			3000000061
		4	40		89991000	Cost Allocation Clea	9011246000	37,756.69	USD	1651	1651000000000000			3000000062
		5	40		89991000	Cost Allocation Clea	9011246000	10,787.63	USD	1651	1651000000000000			3000000063
		6	40		89991000	Cost Allocation Clea	9011246000	53,938.13	USD	1651	1651000000000000			3000000064
		7	40		89991000	Cost Allocation Clea	9011246000	21,575.25	USD	1651	1651000000000000			3000000065
		8	40		89991000	Cost Allocation Clea	9011246000	10,787.63	USD	1651	1651000000000000			3000000066
		9	50		89991000	Cost Allocation Clea	1651000000	161,814.40	USD	1651	1651000000000000	1651050000		
		10	40		89991000	Cost Allocation Clea	9011246000	5,657.91	USD	1651	1651000000000000			3000000060
		11	40		89991000	Cost Allocation Clea	1651000000	11,315.79	USD	1651	1651000000000000	1651010101		
		12	40		89991000	Cost Allocation Clea	1651000000	33,947.37	USD	1651	1651000000000000	1651030301		
		13	40		89991000	Cost Allocation Clea	1651000000	5,657.88	USD	1651	1651000000000000	1651050000		
		14	40		89991000	Cost Allocation Clea	1651000000	33,947.37	USD	1651	1651000000000000	1651060000		
		15	40		89991000	Cost Allocation Clea	1651000000	11,315.79	USD	1651	1651000000000000	1651070000		
		16	40		89991000	Cost Allocation Clea	1651000000	28,289.47	USD	1651	1651000000000000	1651080000		
		17	50		89991000	Cost Allocation Clea	1651000001	192,368.41	USD	1651	1651000000000000	1651090901		

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## Cost Allocation Process

Create Master Data

**Review Reports**

Costs Incurred

Update Actual Key Figures (Metrics)


Test Run Allocation

Post Actual Allocation


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## Cost Center Report

**Cost Centers: Actual/Plan/Variance**

Cost Centers: Actual/Plan/Variance    Date: 10/29/2012    Page: 2 / 2


Cost Center/Group: 1651090901    MDHS - EXECUTIVE DIR    Column: 1 / 2

Person responsible: Richard A. Berry


Reporting period: 1 to 12 2013

Cost Elements	Act. Costs	Plan Costs	Var. (Abs.)	Var. (%)
60001000 Salr & Wages	200,000.00		200,000.00	
61060000 ITS Feccs & Chg				
* Debit	200,000.00		200,000.00	
92010001 MDHS- EXEC MGT SE	200,000.00-		200,000.00-	
* Credit	200,000.00-		200,000.00-	
<b>** Over/Underabsorption</b>				

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## Internal Order (Grant) Report

**Orders: Actual/Plan/Variance**

Orders: Actual/Plan/Variance    Date: 10/29/2012 10:24:08    Page: 2 / 3

Order/Group: 3000000060    DHS - EXEC MGT IV-D ADMIN STATE MATCH

Reporting period: 4 - 4 2013

Cost Elements	Actual	Plan	Var. (Abs.)	Var. (%)
92010001 MDHS- EXEC MGT SERV	5,263.15		5,263.15	
* Costs	5,263.15		5,263.15	
<b>** Balance</b>	5,263.15		5,263.15	

Orders: Actual/Plan/Variance    Date: 10/29/2012 10:24:08    Page: 3 / 3

Order/Group: 3000000060    DHS - EXEC MGT IV-D ADMIN STATE MATCH

Reporting period: 4 - 4 2013

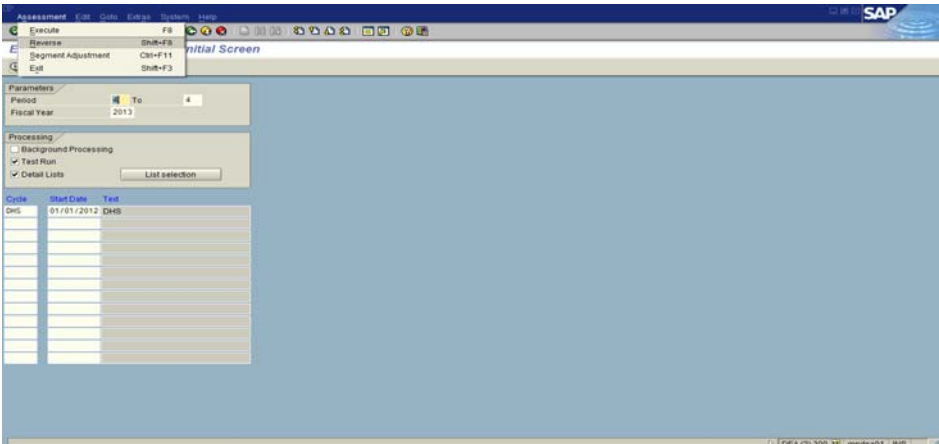
Statistical Key Figures	Actual	Plan	Var. (Abs.)	Var. (%)
165101 DHS- No. of Staff	10 EA		10 EA	
MEMPLS Number of Employees	10 EA		10 EA	

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# Allocation Reversals



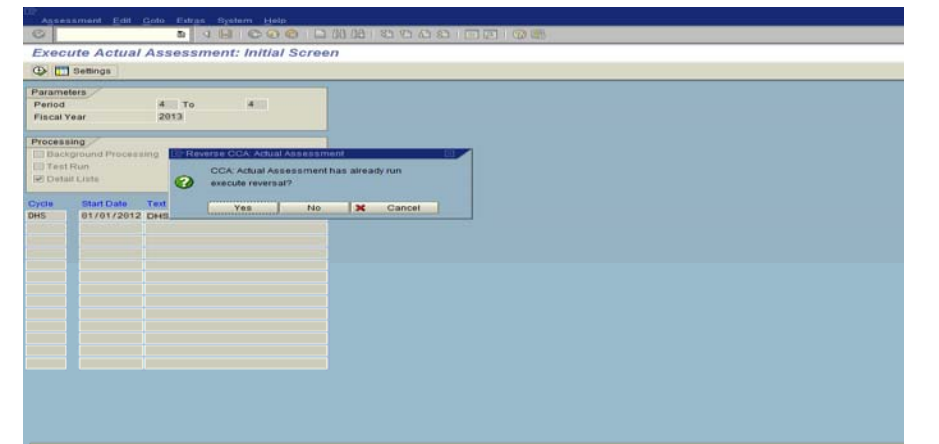
The screenshot shows the SAP Assessment Initial Screen. The interface includes a menu bar with 'Assessment', 'Edit', 'Goto', 'Extras', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main area is divided into several sections: 'Parameters' with fields for 'Period' (set to 4) and 'Fiscal Year' (set to 2013); 'Processing' with checkboxes for 'Background Processing', 'Test Run', and 'Detail Lists'; and a table with columns 'Cycle', 'Start Date', and 'Text'. The table contains one row with 'DHS' in the 'Cycle' column and '01/01/2012 DHS' in the 'Text' column. The status bar at the bottom indicates 'DEA Q3 300' and 'mp0ead01 IN5'.

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# Allocation Reversals




The screenshot shows the SAP Assessment Initial Screen with a dialog box open. The dialog box is titled 'Reverse CCA Actual Assessment' and contains the text 'CCA Actual Assessment has already run execute reversal?'. It has three buttons: 'Yes', 'No', and 'Cancel'. The background interface is the same as the previous screenshot, but the 'Parameters' section shows 'Period' set to 4 and 'Fiscal Year' set to 2013. The 'Processing' section has 'Test Run' checked. The table below has columns 'Cycle', 'Start Date', and 'Text' with one row containing 'DHS' and '01/01/2012 DHS'.

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## Allocation Reversals

Display CCA: Actual Assessment Basic List


Controlling Area: SOMS  
Version: 0  
Period: 004  
Fiscal Year: 2013  
Document Number: 3000000004  
Processing status: UpdateRun

Processing completed without errors


Cycle	Start Date	Text	P	Senders	Number of receivers	No. of messages
DHS	01/01/2012	DHS	I	3	23	0

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## Allocation Reversals

Display Actual Line Items

CO Area: SOMS  
Version: 0  
Fiscal Year: 2013  
Period: 4 To 4  
Cycle: DHS DHS

P	Segment	Cost Elem.	Qty	Object	Pty	Partner object	z	Val/COArea Crcy
4	EXECMGT	92010001	C.	1651010101	C.	1651090901		11,315.79
	EXECMGT	92010001	C.	1651090901	C.	1651010101		11,315.79
	EXECMGT	92010001	C.	1651030301	C.	1651090901		33,947.37
	EXECMGT	92010001	C.	1651090901	C.	1651030301		33,947.37
	EXECMGT	92010001	C.	1651040000	C.	1651090901		16,973.68
	EXECMGT	92010001	C.	1651090901	C.	1651040000		16,973.68
	EXECMGT	92010001	C.	1651050000	C.	1651090901		5,657.89
	EXECMGT	92010001	C.	1651090901	C.	1651050000		5,657.89
	EXECMGT	92010001	C.	1651050000	C.	1651090901		33,947.37
	EXECMGT	92010001	C.	1651090901	C.	1651060000		33,947.37
	EXECMGT	92010001	C.	1651070000	C.	1651090901		11,315.79
	EXECMGT	92010001	C.	1651090901	C.	1651070000		11,315.79
	EXECMGT	92010001	C.	1651080000	C.	1651090901		28,289.47
	EXECMGT	92010001	C.	1651090901	C.	1651080000		28,289.47
	EXECMGT	92010001	C.	1651090907	C.	1651090901		22,631.58
	EXECMGT	92010001	C.	1651090901	C.	1651090907		22,631.58
	EXECMGT	92010001	C.	1651090911	C.	1651090901		16,973.68
	EXECMGT	92010001	C.	1651090901	C.	1651090911		16,973.68
	EXECMGT	92010001	C.	1651090961	C.	1651090901		28,289.47
	EXECMGT	92010001	C.	1651090901	C.	1651090961		28,289.47
	EXECMGT	92010001	O.	3000000060	C.	1651090901		5,657.91
	EXECMGT	92010001	C.	1651090901	O.	3000000060		5,657.91
	DEPADMIN	92010002	C.	1651010101	C.	1651090911		12,313.02

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# Allocation Reversals

Document Edit Goto System Help

**Document Relationship Browser**

Relationship Tree	Descriptn
Controlling Document	SOMS 0300000804
Special Ledger Document	SOMS 100000084 2013 S 9C
Accounting document	SOMS 0100000675 2013

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# Questions

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