#	Question	Classification Cat	PDF Page Reference	Answer
1	Which different mechanisms are available for data submission (manual, online forms, APIs)?	Program		For SAMS, we intend to support REST APIs (preferred), SFTP, Excel imports and manual data entry.
2	How does SAMS currently handle different Aid formulas and scenarios?	Program		In general, these calculations are performed on the mainframe.
3	Does the current application interface with other internal or external applications? If yes, then how does the interaction happen?	Program		Yes. Most of these integrations are implemented using flat files over SFTP.
4	The current reporting system is in-built, or any specific tool is used to generate the reports?	Program		Most of the current reports are implemented using COBOL.
5	Any data validation processes in place to ensure data accuracy? How does the system handle the incorrect data?	Program		Yes. There is a review process between the districts and State Aid. The legacy system will flag incorrect data which the State Aid team will review. The legacy system does not generate notifications or tasks when such actions are needed by the State Aid team.
6	Please share requirements related to SAMS data migration (size of source data): a. Database size in Gigabytes (GB) b. Number of tables c. Does the migration include files and documents? If so, what is the estimated size of this data? d. How many years of data need to be migrated?	Program		12 GB; Approximately 200 tables (many will be cut); Files will not be migrated; 7 years
7	What database does the existing Java-based State Aid System use?	Program		Oracle
8	Is there any existing Single Sign On available for Internal and External users that the new SAMS need to integrate with? Or a custom new implementation will be required?	Program		We are separately procuring a SSO solution that will integrate with our internal identity provider. This will support SAML 2.0. We may also need to integrate with ADFS and a NYS Office of Information Technology Services supported Okta tenant.
9	Is there any existing DMS currently mapped with SAMS? If yes, what is the technology stack and the size of the data?	DMS		No.
10	Will the new DMS integrate with any existing decision processes or systems?			No.
11	How will the DMS success be measured? Are there any KPIs for measuring the DMS success?	DMS		Preliminary Service Level Objective is 90% of rule executions are executed under 30 seconds. 99% of rule executions are executed under 300 seconds.
12	How will the DMS consume data from different sources?	DMS		Page 9: *All "production" rulesets must be invokable from a REST API.*
13	As mentioned, the DMS must support temporal rulesets with time as a parameter for rule logic, any other list of parameters that the DMS must support?	DMS		We expect a DMS to support a wide array of parameters that are required to implement a complex financial system.
14	Is there any level of reporting or analytics capabilities to be provided?	DMS		We are going to utilize an existing reporting platform. We will also consider any analytics capability that is available through provided Cloud Infrastructure Services.
15	Is there any preferred technology stack/tool for the DMS?	DMS		As stated on page 8-9: *Deployment of the DMS and supported rulesets must not require experience or knowledge of any pro-code development frameworks (such as Java, .Net or Python). Configuration or manual installation of any underlying infrastructure, such as application servers, web servers or databases, must not be required for the operation of the DMS.*
16	Currently an on-prem platform meets NYSED requirements. While the cloud/SaaS meets the majority of these requirements some delivery of some requirements is on the near term roadmap. Is NYSED open to responses with roadmap items or does all the functionality for a SaaS offering need to be available today?	Program	General Question	It must be available today.

#	Question	Classification Cat	PDF Page Reference	Answer
17	Is NYSED in need of COBOL code documentation & and feature function analysis? Solutions exist to modularize existing COBOL application code for easier analysis and feature function understanding that can be useful to support future design and development. This may be considered outside of this RFP. Would NYSED be interested in discussing these capabilities?	Program	General Question	No.
18	Throughout the 141 page document are various questions that need to be answered. Can NYSED please provide a separate document/spreadsheet isolating/consolidating all the questions that need to be addressed? There is concern that some questions may mistakenly be left unanswered.	Program	General Question	No.
19	Page 4 of the RFP states "The proposed LCDP and DMS platforms must have existed for at least three (3) calendar years". If a DMS product is proposed that is recently released for SaaS, however it has evolved from a code base from a product that has been in the market for over three (3) years prior to that release, will that SaaS offering be eliminated from consideration?	Program	Page 4	Yes. The SaaS offering described would be considered a new platform and not eligible for the RFP.
20	Will NYSED accept a response for a managed service of a DMS solution? In this model licensed software would be provided on a cloud platform with services that manage the environment (effectively the same experience for NYSED as cloud native). NYSED can consider and evaluate accordingly if that option is optimally best value.	Program	General Question	No, the platform must be turnkey.
21	Would SED be open to considering a per-user licensing model if it meets SED's technical requirements and offers a more compelling total cost of ownership?	Not Sure		No.
22	Is SED willing to consider a solution that includes a per user licensing model if it meets SED's technical requirements and offers a more compelling total cost of ownership model?	Program		No.
23	Please provide the number of named internal users the new system will support.	Program		We will initially support 50 internal named users. NYSED will reserve the right to add named internal users at no additional charge.
24	Are there different types of external users accessing the system? If yes, how do you define the different types of external?	Program		We will have approximately 2500 named external users that will access the system over the Internet. External users will work for various school districts and other New York State agencies. NYSED will reserve the right to add named external users at no additional charge.
25	Please provide the number of external users the new system will support. Please provide historical statistics on how frequently a typical external user will access the system or if there are patterns/seasonality.users? Do they differ in terms of how they access or engage in the system? If yes, how?	Program		See answer on line 24. The median number of changes these users make in a year is 8. These changes are made throughout the year.
26	How many total people will be developing reports/dashboards at NYSED?	Program		20-40
27	How many total people will need to receive/consume reports/dashboards at NYSED?	Program		Thousands of people will view reports (they are available over the Internet). Application dashboards will be viewed by approximately 2500 users rolling up to ~20 user types/personas (number is TBD.)
28	Do you have any need for Public Facing/Citizen Facing reports/dashboards?	Program		Yes.
29	Aside from LCDP and DMS, what data sources will customer/stakeholder data come from?	Program		We will need to support about 20 data integrations.
30	How many database contacts will be contacted annually via email and/or SMS?	Program		We do not know what the term "database contact" means. Each user will be contacted by email periodically when they must complete a task. We are not supporting SMS communication for this project.
31	Is there an existing Marketing Automation solution at NYSED that will be leveraged for this solution?	Program		No.

#	Question	Classification Cat	PDF Page Reference	Answer
32	What is the frequency of email outreach annually?	Program		Districts users will be sent emails to perform certain tasks. These will probably not exceed 20 emails per user per year.
33	Could you please specify the types of integrations required for both the LCDP and the DMS solutions? Specifically, which third-party systems, databases, or other platforms do these solutions need to integrate with?	Program		There are approximately 20 data integrations that need to be supported. These will be migrated to API integrations or SFTP file transfers. The DMS will only need to support API integrations.
34	Is NYSED open to leveraging third-party, community-supported plugins to extend the functionality of the LCDP?	Program		Yes. However, all plugins must be reviewed and approved by the NYSED Project Chief Architect prior to installation and utilization.
35	The RFP states "The platform must provide developers with a Windows desktop client based Integrated Development Environment (IDE)." Is a browser-based IDE with all of the functionality of a traditional desktop client-based IDE sufficient?	Program		No.
36	This section of the RFP states "The LCDP must allow for continued operation of NYSED developed applications even if the LCDP subscription is terminated or the LCDP provider ceases business operations." While NYSED can export processes, code, and data, most platform as a service (PaaS) providers do not permit continued operation without an active subscription, as with any typical subscription-based model. Is NYSED open to removing this infrastructure requirement?	Program		No.
37	The RFP states "NYSED may not be charged for additional infrastructure to support increased platform loads." Can the government provide additional information to support vendors on right-sizing the environment for future use? Information desired includes estimated number of developers, estimated number of internal and external users, estimated storage requirements (in GB or TB), etc.	Program		Number of developers will probably not exceed 20 at a given time. SAMS has approximately 50 internal users and 2500 external users. The current system persists 20 GB of data.
38	How will the “DPA EXHIBIT 1 – Contractor’s Data Privacy and Security Plan” be evaluated? Will contractors be awarded points for their responses, or will this be a pass/fail evaluation?	Program		This is a pass-fail evaluation.
39	The RFP states " The platform must support five (5) environments: development (DEV), quality assurance (QA), staging (STAGE), production (PROD) and disaster recovery (DR)." Can NYSED provide clarification on the requirements for the DR and STAGE environments?	Program		Staging will be used as a pre-production environment. The data contained in the staging environment will be a replicate of production. The requirements for the DR environment are included in the RFP. As stated, the vendor must provide a written DR plan within 30 days of the award.
40	Please confirm that the MWBE tab is only to demonstrate percentage of budget and that all costs to include the MWBE portion will be evaluated on information in all other bid form tabs.	MWBE		This is correct. All costs listed on the MWBE form should also be included in the overall cost shown on the other tabs. The cost evaluation will be based on the Estimated Contract Total tab.
41	The bid form instructions state, "If a role or rate will not be provided by the proposer, the field should be set to blank (empty)." Does this mean that vendors are not required to propose someone for each of the roles included in the "Personal Services" tab? The "Staffing Roles" section of the RFP states that these must be provided by the vendor. Please clarify.	Fiscal		This means that if you don't support an experience level for a position, just leave it blank. For example, if you cannot fill a Cloud Specialist with over 8+ years experience, please leave that cell blank. In general, we want to see each cell filled with a value. Each role should have at least one rate available.
42	The government states "Licensing must not be based on any per-user basis or metered usage." Most of the leading low code development platforms have a user-based licensing model and this requirement will significantly restrict competitition. Is NYSED open to user-based licensing models if the vendor can demonstrate that it will prove to be the best value to the government?	Fiscal		No.
43	Has NYSED received demos from low code and DMS platforms in the last 3 years? If yes, which solutions were demoed?	Program		Salesforce, OutSystems & Power Platform.

#	Question	Classification Cat	PDF Page Reference	Answer
44	Will modernization of the CAFE Grants system affect the SAMS system? We are asking since the CAFE Grants Financial Management System sought a low code SaaS platform and the SAMS solution is also seeking a low code platform that is managing state aid to local education agencies.	Program		There are no dependencies with the GFMS system. These two systems handle different payments and have substantially different requirements.
45	What is the anticipated schedule of how long SAMS will run parallel to the new system? Does NYSED have a hard date on when SAMS needs to be decommissioned?	Program		The legacy system includes a Java/Oracle application and a mainframe. Both will run in parallel once the future system is fully live, until the future system proves to be working as expected. Time frame is TBD. The mainframe portion has a harder deadline due to contract expiration and possible resource attrition however the time frame is TBD.
46	Reference pg. 7 of the RFP document - “Licensing Requirements: The platform licensing must be based on application complexity. Application complexity is defined by the number of developed user screens, database tables and exposed Application Programming Interface (API) integrations. Licensing must not be based on any per-user basis or metered usage.” Typically, low code platforms price based on either the number of users or usage. Can more context be provided behind why pricing cannot be based on the number of users or usage?	Fiscal	Page 7	Per user licensing significantly hinders platform growth. Generally, NYSED does not have paying customers. We cannot justify a per-user model for a government organization.
47	What are the systems both platforms need to integrate with? Additionally, what type of information is required to be exchanged through the integration?	Program		There are approximately 20 data integrations that need to be supported. These integrations mostly contain financial data.
48	Can you provide more details on the current legacy COBOL mainframe system and interim systems that SAMS needs to replace? What are the integration points and data flows between these legacy components that need to be replicated?	Program	Page 6	Much of the current legacy SAMS application is hosted on a Unisys mainframe. The mainframe application is mostly used for State Aid calculations. There are approximately 20 data integrations that need to be supported.
49	How many resources are currently involved in maintaining and operating these legacy systems?	Program	Page 6	The current legacy development staff includes three (3) FTE and one (1) part time employee. Additional platform staff is also required for ongoing maintenance.
50	What are the other enterprise systems that SAMS needs to integrate with? are there any batch/ETL processes or data transformations to be migrated? any pre-built connectors or integration needs with solutions like Informatica, MuleSoft etc.?	Program	Page 6	There are approximately 20 data integrations that need to be supported. When feasible, we intend to migrate these to REST APIs. We do not have an iPaaS solution. We may utilize capabilities for this purpose on from the Cloud Infrastructure Services provided by this RFP.
51	How many REST APIs/SFTP services would you expect to consume as part of this initial SAMS project?	Program	Page 7	We can confirm at least 3 REST API. We may implement more based on the cooperation from other program areas and agencies. The rest will be STFP transfers or Excel uploads.
52	What additional infrastructure are you referring to when you mentioned uncapped increase of platform loads?	Program	Page 7	Additional infrastructure costs related to the core LCDP. This does not apply to infrastructure that is not provided by the LCDP.
53	Does this mean no custom coding ever be implemented for edge use cases?	Program	Page 7	Custom pro-code development may be required when absolutely necessary.
54	Should this read "We anticipate that the initial project will require 35,000 production calculations annually. Of the 35,000 calculations, 8,400 are highly complex."	Program	Page 8	Yes. This is specifically related to the DMS.
55	Do you have examples of simple, typical, and complex rules?	Program	Page 8	Please see the three attached documents at the end of this Q&A summary.

#	Question	Classification Cat	PDF Page Reference	Answer
56	Can you elaborate on the entire business process flow for disbursing state aid end-to-end? Which steps involve complex calculations or business rules that will need to be ported to the new platforms?	Program	Page 8	A full summary of the to-be business processes is in a draft status. Therefore, this synapsis is draft and subject to change. 1) The approximately 700 school districts of New York State complete a series of schedules and forms each year. 2) These forms are reviewed for compliance with business rules and other issues. This review may require feedback from the district. 3) Using the data provided by the Districts, State Aid calculations are performed. These calculations are used to generate payments to the school districts. 4) During budget season, projections may be calculated for the purposes of determining future adjustments in State Aid calculations. 5) The system is also responsible for making financial calculations for Building projects and leases throughout the State. Every process has the potential for utilizing the DMS.
57	What are the peak periods and blackout schedules when disbursement activities occur?	Program	Page 8	See page 57 of the RFP.
58	What is the desired rule authoring experience and required roles (business users, IT, mixed)?	Program	Page 8	Our long term goal is that the program area (non-IT) employees develop and edit their own business rules. However, we intend that the first iteration of rule development will be performed by developers who are experienced with the platform.
59	How are rules currently tested, validated and approved? Any specific requirements around rule governance?	Program	Page 8	Current rules are tested using a very complex spreadsheet. We are open to recommendations from the DMS awardee on rule governance best practices. At a bare minimum, we must have someone other than the rule author deploying rule definitions to "production". This is to fulfill separation of concerns.
60	Are you open to our PaaS integrating with this type of service and/or leveraging plugins (rather than having it be a "turnkey" solution)? What are the other NoSQL dbs being considered?	Program	Page 8	"Turnkey NoSQL" means that we don't want install the database from scratch. For example, we don't want to directly configure the operating system of the server that hosts the NoSQL database. We expect to use a plugin to support the integration with the NoSQL database. (We don't want to develop and support one). To clarify, we need a document store. We intend to store claim submissions (financial statements) from the districts in this data store. Comparable databases include Elasticsearch, Document DB, Cosmos DB.
61	Are you open to our PaaS integrating with this type of service and/or leveraging plugins (rather than having it be a "turnkey" solution)? Does SA team want to add question?	Program	Page 8	Yes, integrations are ok. The plug should be provided by the vendor (see 60)
62	When is it anticipated that NYSED employees will operate and manage the underlying infrastructure that supports the provided platform without the vendor?	Program	Page 10	Potentially never. Everything below the PaaS level must be supported by the vendor. We MAY host this on-prem (i.e. NYS ITS data center), but this is not on our current roadmap.
63	Are there any additional regulatory compliances beyond NYS Education Law § 2-d and HIPAA that need to be addressed?	Program	Page 10	Not at this time.
64	Can you elaborate on the auditing and logging requirements - what must be logged, retained windows, etc.?	Program	Page 10	At a minimum, our aim is to meet the NYS Security Logging Standard. (https://its.ny.gov/system/files/documents/2022/10/nys-s14-005_security_logging_standard.pdf) Additional information may be logged based on evolving business requirements.

#	Question	Classification Cat	PDF Page Reference	Answer
65	Where do you expect to need to leverage this type of solutioning? Can you give examples as it relates to SAMS/NYSED? Is it possible to use a solution like AWS Transit Gateway/ Direct Connect to connect to NYSED's AWS tenant?	Program	Page 11	We don't intend to use this unless we have to. An example would be an edge use case where we need to develop a Java SpringBoot application. We are open to any solution that eases integration with the LCDP.
66	Are the services in this requirement comprised of AWS Lambda?	Program	Page 11	We included Lambda as an example use case.
67	The latest FIPS standard for Security Requirements for Cryptographic Modules as reflected at https://csrc.nist.gov/publications/fips, on 6/15/2024, is 140-3 and was released with status "Final" on 3/22/2019. Can you specify the comprehensive list of FIPS standard(s) that are required to be supported for each deliverable requested in this RFP?	Program	Page 11	There is a list of approved algorithms provided on Appendix A of the NYSED Encryption Standard (page 109 of the PDF version of the RFP).
68	Can it be assumed that the Security policies and standards attached to the RFP are the versions that the response must adhere to and any reference to external standards will be held the latest final version published at the time of this RFP "Date of issue", which was 05/29/2024?	Program	Page 11	Yes, with the understanding that security policies evolve over time due to emerging threats. We base our security policies and standards on the NIST framework, so our security requirements are based on industry standards. We have the expectation that our vendors will be ahead of the curve and support emerging security controls and eliminate vulnerabilities when they are identified.
69	What are the scalability and performance requirements in terms of number of apps, users, transactions?	Program	Page 11	For the Cloud Infrastructure Services, we don't have any as of yet. We are including this section to handle edge use cases when they arise without starting a whole new procurement.
70	Given the Staff Aug structure of the commercials, how will NYSED define a 'task order' for invoicing? For example, will a Development Sprint that requires several resources to complete be a task order for the team, or will NYSED breakdown all the tasks for each role involved in the Sprint?	Program	Page 12	A sprint which requires several resources to complete would be a task order. Meaning: NYSED will provide a set of user stories to the vendor. The vendor will determine the # of roles and hours (Level of Effort) needed to complete the sprint(s). Upon approval, this will become the task order and include scope, resources and hours.
71	Since "Customer Success Program" is defined differently throughout industry, can you please provide some more detail on what NYSED envisions a "Customer Success Program"?	Program	Page 12	We believe the description on page 13 describes our expectations.
72	Please clarify your expectations surrounding ongoing support.	Program	Page 12	Break fix only. This includes issues arising from platform upgrades, browser compatibility, and 508 compliance. If NYSED changes its style guide, then that's out of scope for support.
73	Would you be open to leveraging Data Migration Manager (DMM) to provide this synchronization?	Program	Page 12	Yes, as long as the solution complies with the requirements of this RFP and the costs are included in this your bid.
74	Would the 2,000 hours that you are referring to be on an annual basis with a duration of five (5) years, thereby totalling 10,000 hours (2,000 hours per year * 5 years)? Or is the 2,000 hours going to be spread out over the five (5) year period?	Program	Page 12	Each year.
75	Please provide more clarity on the scope of the fixed-price deliverables that you are referring to.	Program	Page 12	This is a typo. There should be a new paragraph starting at the end of "to address individual issues." All three deliverables in this section are fixed price.
76	Would the 2,000 hours that you are referring to be on an annual basis, or in total?	Program	Page 12	Annual
77	Given that you have spelled out that this project has a 5-year term, does this mean that you are requesting 75,000 hours (15,000 hours per year * 5 years) from LCDP vendor?	Program	Page 13	We anticipate the implementation portion to be max three years. The licensing/subscription portion will be for five years. We may keep a very slim team (handful of roles) throughout the full five year duration in order to support maintenance and operation.

#	Question	Classification Cat	PDF Page Reference	Answer
78	How many resources per role (see below) are anticipated to make up the 15,000 hours annually requested from LCDP vendor? 1) Project Manager 2) Development Lead 3) Low-Code Developer 4) UX/Web Specialist 5) Pro-Code Developer 6) Training Specialist 7) Platform Specialist 8) Cloud Specialist 9) Quality Control Specialist	Program	Page 13	See below for LCDP roles. We are not planning on a five year implementation. We anticipate the below, based upon need, meaning we will not need all of these roles at 100% allocation for the duration of the project. For example, we do not need a Training Specialist or UX/Web Specialist at 100% for the entire duration of the implementation: 1 Project Manager 1 Development Lead 4 Low-Code Developers 1 UX/Web Specialist 1 Pro-Code Developer 1 Training Specialist 1 Platform Specialist 1 Cloud Specialist 2-4 Quality Control Specialists
79	How will NYSED estimate staffing levels for implementation tasks?	Program	Page 13	NYSED will provide a set of artifacts (user stories, wireframes, technical specifications) for the vendor to review and estimate. From there, the vendor will provide an LOE including roles and rates for team members needed to develop the features in the artifact collection. NYSED will review the LOE. Upon approval, this footprint will be used to implement the features included in the artifacts provided. Please see "Staff Augmentation" section of RFP for additional details including estimation turnaround time, resumes, interviewing, etc.
80	Does this mean that there are no "deliverables" for staff augmentation resources? For example, a Project Manager would just invoice on a Time & Materials basis? And the only fixed cost deliverables would be 1) Live Style Guide, 2) Production Replication to Staging, 3) Technical Success/Customer Success?	Program	Page 13	Correct. The majority of the staff augmentation is T&M. The exceptions are the three fixed cost deliverables.
81	Is this referencing Platform as a Service (PaaS) Support? Or specific application support (i.e. you would expect that the Program Manager would be available 24/7/365 throughout the duration of the project)?	Program	Page 17	When the SAMS application is in production, some key vendor staff must be available 24/7 to address break/fix issues. SAMS is a mission critical system. Our intention is to quickly cross train State staff so we do not maintain this requirement in perpetuity.
82	Will there be any instances when staff augmentation work will need to occur at a NYSED location?	Program	Page 17	For the vast majority of the project, no. We may ask key vendor staff to attend the SAMS-School District road show prior to the production deployment. This will include multiple demos and training sessions throughout the State.
83	What are the staffing location requirements (e.g. CONUS, on-site NYSED, etc.) for vendor resources working on deliverables 1-3 described in the Platform Configuration Deliverables?	Program	Page 17	The CONUS requirement only applies to Staff Augmentation. It is not a requirement for the three Platform Configuration Deliverables. For the most part, the project is >99% remote. See line 82 for the one possible exception.
84	Will the standards be required for the Platform Configuration Deliverables 1-3 described on pages 12-13?	Program	Page 17	Yes.
85	Will these requirements be required for the Platform Configuration Deliverables 1-3 described on pages 12-13?	Program	Page 17	See response 84.
86	Can you share the details of the databases (types, sizes) that need to be migrated from the legacy systems? Are there any data quality or data governance processes currently in place that need to be replicated?	Program	Page 17	We need to migrate from an Oracle database, which persists 12 GB of data. We are developing an API that will be used for the migration from legacy to the new system. The data migration will be a one way migration.

#	Question	Classification Cat	PDF Page Reference	Answer
87	What is the expected volume of data that needs to be migrated initially and annually?	Program	Page 17	We expect around 12 GB for the initial migration. Annual migrations will be substantially smaller.
88	Are there any specific data archiving or data retention policies that must be adhered to?	Program	Page 17	With some minor exceptions, the data retention requirement is 7 years. We do not have a requirement to archive data at this time.
89	Are there any requirements around master data management, data domains or hierarchies?	Program	Page 17	There's no requirement for MDM for this project, besides district info. We will utilize a REST API for this purpose. We have requirements related to our business domains.
90	Will all the roles have same duration or how will the requirement for resource allocation across each task orders?	Program	Page 17	The needs of the task order will determine the resource allocation.
91	If at all there is a requirement of a resource to be on-site, what will be office location where the role is to provide these services?	Program	Page 17	The only on-site requirement will be the road show as described in #82. We do not have specific locations for these sessions yet. We do know they will be located within New York State.
92	What are your current expectations around travel? How frequently would travel be required? What would be the typical duration of a trip?	Program	Page 18	The roadshow will be approximately 8 sessions throughout the State. We will probably conduct these over a 2-3 week timespan.
93	Does this mean that, if a feature isn't readily available "out of the box," that any work required to implement said feature must be non-billable?	Program	Page 24	Yes, with some exceptions. For example, it is acceptable if the base product needs to be supplemented with an additional SKU to meet a RFP requirement. We also expect to be billed directly for Ancillary Services, since we do not expect these to be part of the core platform. We do not expect to be billed for specific improvements to the platform to meet the requirements of the RFP.
94	Apart from Vendor Responsibility Questionnaire and documents package mentioned in Section D of rfp-24-021-submission documents.docx, what other forms are expected to be part of a submission by a sub-contractor?	MWBE	Page 30	The scope of work to be performed by a subcontractor should be described in the technical proposal and on the Subcontracting Form in the cost proposal. For subcontractors expected to be paid more than $100,000, a Vendor Responsibility Questionnaire should be filed, but there is no need to submit this with the proposal if it is filed online. If the subcontractor is a NYS-certified MWBE, then it should be included in the MWBE documentation (section D).
95	Can you please be more specific on the type of information it is required here? Can you give us some examples?	Program	Page 74	The SOC 2 document should fulfil this requirement.
96	In order to confirm understanding, can you explicitly list which of the three (3) deliverables are required for and optional for LCDP?	Program	Page 12, 24	Implementation of the NYSED Style Guide, Production Replication to Staging, Customer Success Program. Providing a quote for all three are required.
97	In order to confirm understanding, can you explicitly list which of the three (3) deliverables are required for and optional for DMS?	Program	Page 12, 24	Just the Customer Success Program. Providing a quote for this requirement is required.
98	Can we assume that when the standards are provided, the software development lifecycle will be Agile Scrum based?	Program	Page 14, 17	Yes
99	Is developing an initial application on the LCDP a required deliverable of this RFP?	Program	General Question	We are not sure how to interpret this question. There has to be an initial application that is deployed to the platform, so yes.
100	The RFP does not mention a 30% subcontracting cap, however the RFP bid form (on worksheet "subcontracting") states "Subcontracting is limited to thirty percent(30%) of the total contract budget." Is the 30% subcontracting cap applicable to this bid? If yes, does the 30% subcontracting CAP include the 30% MWBE requirement (which would in effect mean no other subcontractors can be utilized, including SDVOBs. the ability to exceed MWBE goals, or other subcontractors who may increase best value for NYSED)?	Fiscal	Subcontracting Tab	The reference on the Subcontracting Form to a 30% subcontracting cap was in error and can be ignored. There is no cap on subcontracting for this project.

#	Question	Classification Cat	PDF Page Reference	Answer
101	If there is a 30% subcontracting cap (see question above), is the 30% of Total Contract Value inclusive of both Software and Personal Services?	Fiscal	Subcontracting Tab	As noted above, the 30% subcontracting limit was included on the form in error. However, please note that the 30% MWBE goal is applied to the total contract value.
102	In an RFP for software and Personal Services, what other Services would be applicable to the M/WBE if not Personal Services?	MWBE	Subcontracting Tab	All services, supplies, or other purchases from NYS-certified MWBE firms in accomplishing the work of this contract may be applied towards the MWBE goal.
103	What is the expected level of access?	Program	Page 8	They will have read-only access to the Staging database. They may copy that data and then modify it as they need to. This governance is outside the vendor's scope.
104	What is the expectation of the DR environment?	Program	Page 7	To meet our RTO and RDO objectives, which are stated in the RFP.
105	We would like to be more proactive for this RFP by seeing if there is an opportunity to reach out potential bidders that are seeking MBE partners. Is there currently or will there in the near future be a directory of interested bidders for this RFP?	MWBE		We do not have a list of interested bidders for this RFP. NYS-certified MWBE firms who wish to express availability as subcontractors can email MWBE@nysed.gov. Our MWBE staff will share this information with any bidder looking for subcontractors.
106	To ensure our submission meets all necessary requirements, we need to confirm that our current certificates meet the criteria for Minority Owned Business Enterprises (MBE) qualifications as specified in the bid. Could you kindly provide the contact details of the appropriate person or department who can review our attached certificates and confirm their validity for MBE qualification purposes?	MWBE		Only New York State-certified MWBE firms count toward the 30% MWBE goal. Certification in other states or in New York City does not meet this requirement. Potential MWBE firms should contact Empire State Development (https://esd.ny.gov/doing-business-ny/mwbe) for guidance on obtaining New York State certification.
107	We have our national MBE certification with the NMSDC and elsewhere (New York City, City of Boston, Commonwealth of Massachusetts and elsewhere), but to date have not been able to get our NYS certification due to the asset limitations on our owner, so could we get some credit for the certifications we do have?	MWBE		Only New York State-certified MWBE firms count toward the 30% MWBE goal. Certification in other states or in New York City does not meet this requirement.
108	We spend over $23M with our diverse suppliers (MBE, WBE, Veteran's, LGBTQ, and Service Disabled Veterans), so could we get credit for that Tier II spending to meet your needs?	MWBE		All services, supplies, or other purchases from NYS-certified MWBE firms in accomplishing the work of this contract may be applied towards the MWBE goal. Overall company spend (not related to this contract) would not be applied toward the goal.

11B. Gen Aid: J/J Schedule 2021-2022

Payment documentation can be found here.

SMP-7 - Gen Aid: J/J Schedule Payment Rules

High Level Process:

- December: Take snapshot of db as of 12:00:00AM December 2. Steps 1-8 are made based off of this data:
    1. Calculate Net TGFE for all Districts. This will be used to calculate each month's Gross Pay.
    2. Calculate value to be used for Total Gen Aid Payable for each District
    3. Calculate Net Gross Apportionment for all months Jan thru June
    4. Calculate Gross Pay Jan thru June
    5. Calculate Payment amount Jan thru March only (Payment amount will be Gross Pay, April - June payment amount based on Spring Advance)
    6. Calculate Spring Advance Factor and Total Spring Advance for each district
    7. Calculate April Spring Advance and April Gen Aid Payment
    8. Calculate May Spring Advance and May Gen Aid Payment
    9. Calculate June Spring Advance and June Gen Aid Estimated Payment (June's payment will be re-calculated later using a different processing memo): JUN-PRIOR-DUE
- POST PAYMENT SCHEDULE ON NYSED SITE. Payments will be processed each month. "20XX-20XX Combined Fixed & Individualized General Aid Payment Schedule with Spring Advance". Also send "731" file to DOB.
- Jan: Process Jan Gen Aid payment
- Feb: Process Feb Gen Aid Payment
- Mar: Three payments
    1. Process March Gen Aid Payment
    2. Calculate and process Spring Advance payment
    3. Calculate and process ESFY
- Apr: Process April Gen Aid payment
- May: Process May Gen Aid payment
- Note: Any changes to forms post Dec snapshot are calculated in the June payment, which is using fresh data. Any changes to forms made after June 30 will be captured in Final Adjustment depending upon the cutoff date for the current year's Final Adjustment. Tangentially related... if the revision misses the cutoff, the processor needs to enter in EFRT where it gets put in queue. Every budget indicates how much money is allocated to queue. If it's State Aid's mistake, SA does "P to C" process - in EFRT, payments team releases payment immediately.

Crosswalk:

#	Name	PY Field	SUFI	FFD_ID	RefKey	Formula

General Aid: January - June Schedule Rules

#	Rule	Notes/Formulas
1	Start by calculating the NET TGFE (Total General Fund Expense) by calculating the below items. 1-6 are based off the ST-3 form and whether or not these are clean 81D0(15) or clean with issues 81D0(10):	**Prior Year Total General Fund Expense:** PRIORTGFE (PY 0421) If 81D0(10) or 81D0(15) > 0, Then PYD2(421) = 21SUFI 25D0(269) Else PYD2(421) = 2020 DB E1D0(1) refkey 32499 **Prior Year Non-3609a Aids:** PRIORTXTLMSFTETC (PY 0422) If 81D0(10) or 81D0(15) > 0, Then PYD2(422) = 2021 SUFI 25D0(73) minus [25D0(60) + 25D0(63)] Else PYD2(422) = 2020 DB A1D0(166) minus [A1D0(134) minus S1D0(007)] **Prior Year TRS Obligations:** PRIORTRSOBL (PY 0423) If 81D0(10) or 81D0(15) > 0, Then PYD2(423) = 2021 SUFI 25D0(186) 2357 Else PYD2(423) = 2021 SUFI 92D2(93) minus 92D2(92) **Prior Year Building Debt Service:** PRIORBLDDEBT (PY 0424) If 81D0(10) or 81D0(15) > 0 AND 2021 SUFI 25D0(444)>0, Then PYD2(424) = 2021 SUFI 25D0(444) Else PYD2(424) = 2021 SUFI 25D0(445) If 81D0(10) and 81D0(15) = 0, Then PYD2(424) = 2020dB B2(D0)2+6+8+16+24+42+46+48+56+64+82+86+88+96+104+136+144

1. Prior year Total General Fund Expense from ST-3: PRIORTGFE
   a. If ST-3 is clean or clean with issue, use Statement A3(#9) /Statement A2(#43)/Sched A4c (#436):Less: Expenditures and refkey 32498 SamsY44
   b. If not, use 2021-22 Estim Tot Gen Fund Expense AT9999.0 refkey 32499
2. Prior year non-3609a Aids from ST-3: PRIORTXTLMSFTETC
   a. If ST-3 is clean or clean with issues, use 2021 SUFI 25D0(73) Sched A3/Statement A1: Actual SY Total State Aid refkey 30827 SAMSY44 minus [25D0(60) State Aid – Basic Formula Aid refkey 31338 SAMSY44 plus 25D 0(063) = State Aid – Lottery Aid refkey 31344 SAMSY44]
   b. If not, use A1D0(166) = 2021-22 SUBTOTAL: AIDS IN GENERAL FUND (A+B+C) refkey 87914 min us [A1D0(134) = 2020-21 GEN AIDS EXCL PUB AND PRIV EC AIDS (SUM A) 87910 : 2021SCALC S1D0(007) = 2021-22 Public EC Setaside refkey 53286]
3. Prior year TRS Obligations from ST-3 (for NYC this should be $0 as they pay TRS directly): PRIORTRSOBL
   a. If ST-3 is clean or clean with issues, use 25D0(186) = A9020.8 49 348 TRS Contribution – Excluding Employee refkey 32513
   b. If not, use 92D2(093) = 2020-21 Total TRS (92 084) + refkey 50745 minus 92D2(092) = 2020-21 TRS Employee Contribution (92 080) + refkey 50741
4. Prior year Building Debt Service from ST-3: PRIORBLDDEBT
   a. If ST-3 is clean or clean with issues, and 25D0(444) = 2020-21 GF Debt service for school construction used for Dec 1 freeze refkey 49858 is greater than 0, use 25D0(444) = 2020-21 GF Debt service for school construction used for Dec 1 freeze refkey 49858
   b. If not, use 25D0(445) = 2020-21 DS Fund Debt service for school construction used for Dec 1 freeze 49859
5. Current year Building Debt Service from ST-3: BLDDEBT
   a. If ST-3 is clean or clean with issues, and 2021-22 EST GEN FUND DEBT SVC FOR SCH CONST USED DEC 1 FRZ>0, use 38D0(342) = 2021-22 EST GEN FUND DEBT SVC FOR SCH CONST USED DEC 1 FRZ
   b. If not use 38D0(345) = 2021-22 EST DEBT SVC FUND DEBT SVC SCH CONST USED DEC 1 FRZ
6. Current year Lottery Aid + Oct, Nov and Dec payments: LOTRATIOAID. Add the following:

(Roosevelt Advance + LOTC2 +CHAP57-GSPS + CHAP94-GSPS +PUB-PEN-GSPS+CHAP265LAWS-GSPS + October GROSS-PAY + November GROSS-PAY + December GROSS-PAY)

Current Year Building Debt Service: BLDDEBT (PY 0425)
If 81D0(10) or 81D0(15) > 0 AND 2021 SUFI 38D0(342)>0,
Then PYD2(425) = 2021 SUFI 38D0(342)
Else PYD2(425) = 2021 SUFI 38D0(345)

If 81D0(10) and 81D0(15) = 0,
Then PYD2(425)=2020DB B1(D0)2+6+8+16+24+42+46+48+56+64+82+86+88+96+104+136+144

Current Year Lottery Aid plus October through December Payments: LOTRATIOAID (PY 0426)
PYD2(426) = PYD2(47 + 94 + 151 + 161 + 171 + 27 + 269 + 315 + 361)
(ROOSE-DED + LOTC2 +CHAP57-GSPS + CHAP94-GSPS +PUB-PEN-GSPS+CHAP265LAWS-GSPS +
GROSS-PAY (1) + GROSS-PAY (2)+ GROSS-PAY (3))

	Add all of these up = Net Total General Fund Expense (Net TGFE)	
N /A?	Be sure the snapshot includes the form set statuses for Form A, FB, FT, ST-3, and Independent Audit: • Form Sets certified • Form Sets clean or clean with Issues • Independent Audit approved • Center of Excellence flag set + timestamp	TBD if this will be needed in new Payments application. We may be able to get these flags directly from SAMS Oracle DB.
2	Calculate the Total Gen Aid Payable by looking at the district's Form A, FB, FT and ST-3 . If Form A, FB, FT are Clean and Form ST-3 is Clean or Clean with Issues, use the "lesser of" value based on the below: 1. Dec 2 snapshot General Formula Aid Output Report (Total General Aid, field name below) 2. Feb SA model run General Formula Aid Output Report (Total General Aid field) (for reference please check the output report fields 28 for SA Run and 29 for December 2 snapshot and compare the values. Then use the "lesser of" amount out of those two values). If not all of the forms are in, or all of the forms are in but they are not Clean, use the Feb SA model run General Formula Aid Output Report (Total General Aid field) The proper name for the field we are looking for in the General Formula Aid Output Report is below. It is also refkey 49 788: 2021-22 AIDS USED FOR GENERAL AID PAYMENTS THROUGH JUNE 2022, BASED ON DATA FROZEN 12/1/2021 AND RECALCULATED IN MAY 2022 EXCLUDING JULY 2021 DEFERRED PROSPECTIVE BUILDING AID	Current Total General Aids Payable for Districts ESTGROSS – PY 0001 If Forms A, FB, FT, and ST-3 are clean If 81D0(2) and 08D0(563) and 08D0(565) and [81D0(10) or 81D0(15)] > 0, 3483 0661 0663 3491 3496 then ESTGROSS equals 17D0(155) This item is refkey 49788 Then PYD2(1) = 17D0(155) 1818 else ESTGROSS equals 94D0(147)This item is refkey 50811 Else PYD2(1) = 94D0(147)
3	Calculate Total General Aids Payable by checking to see if SED requires the district to have a Contract for Excellence: 1. If yes, but there is NO date associated with the contract, total Gen Aid = Estimated Gross Pay – c4E amount 2. If yes, and there IS a date associated with the contract, total Gen Aid = Estimated Gross Pay 3. If no, the system does not need to check for a contract date, and total Gen Aid = Estimated Gross Pay	IF EXCELLENCE-FLAG (PY210) = 0, then all months Total Gen Aid Payable = ESTGROSS If EXCELLENCE-FLAG (PY210) = 1 and EXCELLENCE-DTE (PY211) = 0, then then all months Total Gen Aid Payable = ESTGROSS minus C4E AMT

4	Calculate the Net Gross Apportionment (NGA) for each month by subtracting the below from the Total General Aids Payable in step 3 above: • November's TOTRETDEDUCTED(1) calculation as part of the Nov TRS calculation • Total VLT apportionment amount • Total Casino Gaming apportionment amount	This is the same calculation for all months Jan through June. The only thing which changes are the mainframe variables for each month. 1. **Jan:** JM-NETGROSSAPRT(1) = [JM-TOTGENAIDPAY(1)] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT] 2. **Feb:** JM-NETGROSSAPRT(2) = [JM-TOTGENAIDPAY(2)] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT] 3. **March:** JM-NETGROSSAPRT(3) = [JM-TOTGENAIDPAY(3)] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT] 4. **April:** AM-NETGROSSAPRT(1) = [AM-TOTGENAIDPAY(1)] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT] 5. **May:** AM-NETGROSSAPRT(2) = [AM-TOTGENAIDPAY(2)] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT] 6. **June:** JUN-NETGROSSAPRT = [JUN-TOTGENAIDPAY] minus [TOTRETDEDUCTED (1) plus VLTGRANT plus CASGAM-GROSS-AMT]
5	Calculate January Total General Aid Balance, Gross Pay and Payment Amount: 1. Jan Total Gen Aid Balance = Jan NGA minus current year Lottery Aid plus October through December payments (LOTRATIOAID) 2. Jan Gross Pay = Jan Total Gen Aid Balance minus (Net TGFE * .5) 3. Jan Payment = same as Jan Gross Pay 4. If result is negative number, round to $0	1. **Jan Total Gen Aid Balance:** JM-TOTGENAIDBAL(1) equals JM-NETGROSSAPRT ((1) minus [LOTRATIOAID] 2. **Jan Gross Pay:** JM-NETGROSS(1) equals JM-TOTGENAIDBAL(1) minus [NETTGFE times . 5] 3. **Jan Payment = Jan Gross Pay:** JM-GEN-AMTPD(1) = JM-NETGROSS(1) 4. If negative, round to $0
6	Calculate February Total General Aid Balance, Gross Pay and Payment Amount: 1. Feb Total Gen Aid Balance = Jan Total Gen Aid Balance minus Jan Gross Pay 2. Feb Gross Pay = Feb Total Gen Aid Balance minus (Net TGFE * .4) 3. Feb Payment = same as Feb Gross Pay 4. If result is negative number, round to $0	1. **Feb Total Gen Aid Balance:** JM-TOTGENAIDBAL(2) Feb equals JM-TOTGENAIDBAL (1) minus JM-NETGROSS(1) 2. **Feb Gross Pay:** JM-NETGROSS(2) equals JM-TOTGENAIDBAL(2) minus [NETTGFE times . 4] 3. **Feb Payment = Feb Gross Pay:** JM-GEN-AMTPD(2) = JM-NETGROSS(2) 4. If negative, round to $0
7	Calculate March Total General Aid Balance, Gross Pay and Payment Amount: 1. Mar Total Gen Aid Balance = Feb Total Gen Aid Balance minus Feb Gross Pay 2. Mar Gross Pay = Mar Total Gen Aid Balance minus (Net TFGE * .3) 3. Mar Payment = same as Mar Gross Pay 4. If result is negative number, round to $0	1. **March Total Gen Aid Balance:** JM-TOTGENAIDBAL(3) equals JM-TOTGENAIDBAL (2) minus JM-NETGROSS(2) 2. **March Gross Pay:** JM-NETGROSS(3) equals JM-TOTGENAIDBAL(3) minus [NETTGFE times . 3] 3. **March Payment = March Gross Pay:** JM-GEN-AMTPD(3) = JM-NETGROSS(3) 4. If negative, round to $0
8	Calculate April Total General Aid Balance and Gross Pay. Payment amount will be calculated after Spring Advance: 1. Apr Total Gen Aid Balance = Mar Total Gen Aid Balance minus Mar Gross Pay 2. Apr Gross Pay = Apr Total Gen Aid Balance minus (Net TFGE * .2) 3. If result is negative number, round to $0	1. **April Total Gen Aid Balance:** AM-TOTGENAIDBAL(1) equals JM-TOTGENAIDBAL (3) minus JM-NETGROSS(3) 2. **April Gross Pay:** AM-GROSSPAY(1) equals AM-TOTGENAIDBAL(1) minus [NETTGFE times . 2] 3. If negative, round to $0

9	Calculate May Total General Aid Balance and Gross Pay. Payment amount will be calculated after Spring Advance: 1. May Total Gen Aid Balance = Apr Total Gen Aid Balance minus Apr Gross Pay 2. May Gross Pay = May Total Gen Aid Balance minus (Net TFGE * .1) 3. If result is negative number, round to $0	1. **May Total Gen Aid Balance:** AM-TOTGENAIDBAL(2) equals AM-TOTGENAIDBAL (1) minus AM-GROSSPAY(1) 2. **May Gross Pay:** AM-GROSSPAY(2) equals AM-TOTGENAIDBAL(2) minus [NETTGFE times . 1] 3. If negative, round to $0
10	Calculate June Total General Aid Balance and Gross Pay. Payment amount will be calculated after Spring Advance using a different processing memo: 1. June Total Gen Aid Balance = May Total Gen Aid Balance minus May Gross Pay 2. June Gross Pay = June Total Gen Aid Balance 3. If result is negative number, round to $0	1. **June Total Gen Aid Balance:** JUN-TOTGENAIDBAL equals AM-TOTGENAIDBAL (2) minus AM-GROSSPAY(2) 2. **June Gross Pay** = June Total Gen Aid Balance: JUN-GROSSPAY equals JUN-TOTGENAIDBAL 3. If negative, round to $0
11	Calculate Spring Advance Factor based upon the full Sustaining Advance State total of $2,236,200,000 1. Add individual district's April through June Gross Pay amounts from steps 8-10 above 2. Calculate the Advance Factor: 2,236,200,000 / total of district's April through June Gross Pay amounts from step 1 above. Truncate to 12 decimal places. 3. Calculate district's Total Spring Advance by multiplying the Advance Factor by the total of April + May +June Gross Pay amounts. 4. State total for all districts needs to be 2,236,200,000. Be sure to add the final small amount to Dundee CSD to finish this step.	1. **WS-St-Tot-Apr-Jun** = AM-GROSSPAY(1) + AM-GROSSPAY(2) + JUN-GROSSPAY 2. Adv-Factor = 2,236,200,000 divided by **WS-St-Tot-Apr-Jun** 3. **TOTSPRADV = Adv-Factor** times [**AM-GROSSPAY(1)** plus **AM-GROSSPAY(2)** plus **JUN-GROSSPAY**] 4. Add additional $3.11 to Dundee to round total up to 2,236,200,000
12	Calculate April Spring Advance Allocation 1. If April Gross Pay is less than or equal to the Total Spring Advance amount, the April advance = April Gross Pay 2. If April Gross Pay is more than the Total Spring Advance amount, the April Advance = Total Spring Advance	1. If AM-GROSSPAY(1) is less than or equal to TOTSPRADV, then AM-ADVANCE (1) equals AM-GROSSPAY(1) 2. Else AM-ADVANCE(1) equals TOTSPRADV
13	Calculate April Gen Aid Payment based upon April Spring Advance 1. April Gross Pay minus April Spring Advance Allocation 2. Payment amount will be the check amount	1. AM-CKBAL-DUE(1) equals AM-GROSSPAY(1) minus AM-ADVANCE(1) 2. AM-GEN-AMTPD(1) = AM-CKBAL-DUE(1)

14	Calculate May Spring Advance Allocation 1. Subtract April Spring Advance Allocation from the Total Spring Advance 2. If May Gross Pay is less than or equal to this amount, the May advance = May Gross Pay 3. If May Gross Pay more than this amount, May advance = value from first bullet	1. TOTSPRADV minus AM-ADVANCE(1) 2. AM-GROSSPAY(2) is less than or equal to [TOTSPRADV minus AM-ADVANCE(1)], then AM-ADVANCE(2) equals AM-GROSSPAY(2) 3. Else AM-ADVANCE(2) equals [TOTSPRADV minus AM-ADVANCE(1)]
15	Calculate May Gen Aid Payment based upon May Spring Advance Allocation 1. May Gross Pay minus May Spring Advance Allocation 2. Payment amount will be the check amount	1. AM-CKBAL-DUE(2) equals AM-GROSSPAY(2) minus AM-ADVANCE(2) 2. AM-GEN-AMTPD(2) = AM-CKBAL-DUE(2)
16	Calculate June Spring Advance Allocation. The rule is different for June: 1. The June Spring Advance = Total Spring Advance minus April and May Spring Advance Allocations	1. JUN-ADVANCE = TOTSPRADV minus [AM-ADVANCE(1) plus AM-ADVANCE(2)]
17	Calculate June Gen Aid Payment based upon April Spring Advanc but don't pay anything. This amount is used for ESFY calculations. June payment amount will be calculated in June using a different processing memo. 1. June Gross Pay minus June Spring Advance	1. JUN-PRIOR-DUE equals JUN-GROSSPAY minus JUN-ADVANCE **(JUN-PRIOR-DUE will be used in ESFY calculation)**
18	POST PAYMENT SCHEDULE ON NYSED.	

19	Process January Gen Aid payment: 1. Check for TRWD approval. If missing, calculate TRWD max, and then actual TRWD deduction. There are no OP or other deductions in Jan, Feb, Mar, April, May Gen Aid payments. 2. Check for pay indicators a. Are form sets certified? i. If no, calculate payment but don't send to SFS ii. If yes + form sets were already certified: pay Jan Gen Aid only iii. If yes + form sets were NOT certified in past: pay Oct Gen Aid up to and including Jan Gen Aid b. Is IA form in? i. If no + school is not Big-5, calculate payment but don't send to SFS (only applies to Big-5 starting with Feb Gen Aid payment_) ii. If yes + this has already been approved, pay whatever the district is eligible for in 3 above iii. If yes + this was approved first time in Jan, pay Oct - Jan Gen Aid 3. Create GAAP certificate 4. Post payment to NYSED site (discuss process with Josh, it sounds like there is a new way of posting payments. The J/J schedule is not revised, payments are posted elsewhere.)	1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. 2. Pay indicator formula: *PY0200 and PY0202 and PY0204 and PY0206 and PY0209 > 0* *Then PY0432 = 1* *Else PY0432 = 0* ***December's Pay Indicator - PY 0357 - GENPAY-IND(3)*** *If PY0432 = 1 and PY0357 = 0* *Then PY0357 = 1* *Else PY0357 remains the same.* ***October & November Pay Indicators** - **PY0311 & PY0265** - **GENPAY-IND(2)** and **GENPAY-IND(1)*** *If PY0432 = 1 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same.* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same.* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 2* *Then PY0311 and PY0265 remain the same* ***For BIG 5 only**:* *If PY0200 and PY0202 and PY0204 and PY0206 > 0* *Then PY0432 = 1* *Else PY0432 = 0* ***October, November & December's Pay Indicator PY0265, PY0311 & PY0357 - GENPAY-IND(1), (2) & (3)*** *If PY0432 = 1 and PY0357 = 0* *Then PY0357 = 1 and PY0311 = 1 and PY0265 = 1* *Else PY0357, PY0311 and PY0265 remain the same.* 3. *January Check Amount:* ***JM-CHECK-AMT(1)*** *PY0447 = PY0446 plus any previous month **GEN-AMTPD(x)** with a corresponding pay indicator equal to 1. Run GAAP based on voucher memo from Payment Unit staff.*

20	Process February Gen Aid payment: 1. Check for TRWD approval. If missing, calculate TRWD max, and then actual TRWD deduction. There are no OP or other deductions in Jan, Feb, Mar, April, May Gen Aid payments. 2. Check for pay indicators a. Are forms certified? If no, calculate payment but don't send to SFS b. If yes + form sets were certified already: pay Feb Gen Aid only c. If yes + form sets were NOT certified in the past, pay Oct Gen Aid up to and including Feb Gen Aid 3. Is IA form in? By now all districts must have this submitted in order be eligible for payment a. If no, calculate payment but don't send to SFS (only applies to Big-5 starting with Feb Gen Aid payment_) b. If yes + this has already been approved, pay whatever the district is eligible for in 3 above c. If yes + this was approved first time in Feb, pay Oct - Feb Gen Aid 4. Create GAAP certificate 5. Post payment to NYSED site (discuss process with Josh, it sounds like there is a new way of posting/revising payments. The J/J schedule is not revised, payments are posted elsewhere.)	1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. Reminder to use the file provided by State Aid in September which includes last year's Total Gen Aid Base. **TRWD-TOTGEN-PD(X) = TOTRETDEDUCTED(1) + VLT-GRANT + CASGAM-GROSS-AMT + LOTC2 + ROOSE-DED + CHAP265LAWS-GSPS + CHAP57-GSPS + CHAP94-GSPS + PUB-PEN-GSPS + GROSS-PAY(1) + GROSS-PAY(2) + GROSS-PAY(3) + GROSS PAY (X...)** If (**TRWD-IND(X) = 0)** and (**TRWD-TOTGEN-PD(X) > TOTGENAID-BASE**) Then **TRWD-MAX(X)** = **(TRWD-TOTGEN-PD(X) – TOTGENAID-BASE) – (TRWD-AMT(1) + TRWD-AMT(2)+ TRWD-AMT(3))** Else **TRWD-MAX(X) = 0** 2. Pay indicator *PY0200 and PY0202 and PY0204 and PY0206 and PY0209 > 0* *Then PY0473 = 1* *Else PY0473 = 0* ***Jan & Dec Pay Indicators – PY0432 & PY0357 – JM-GENPAY-IND (1) and GENPAY-IND(3)*** *If PY0473 = 1 and PY0432 = 0* *Then PY0432 = 1 and PY0357 = 1* *Else PY0432 and PY0357 remain the same* ***Nov & Oct Pay Indicators – PY0311 & PY0265 – GENPAY-IND(2) and GENPAY-IND(1)*** *If PY0473 = 1 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same.* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 2* *Then PY0311 and PY0265 remain the same* *February Check Amount:* ***JM-CHECK-AMT(2)*** *PY0488 = PY0487 plus any previous month* ***GEN-AMTPD(x)*** *with a corresponding pay indicator equal to 1. Run GAAP based on voucher memo from Payment Unit staff.*

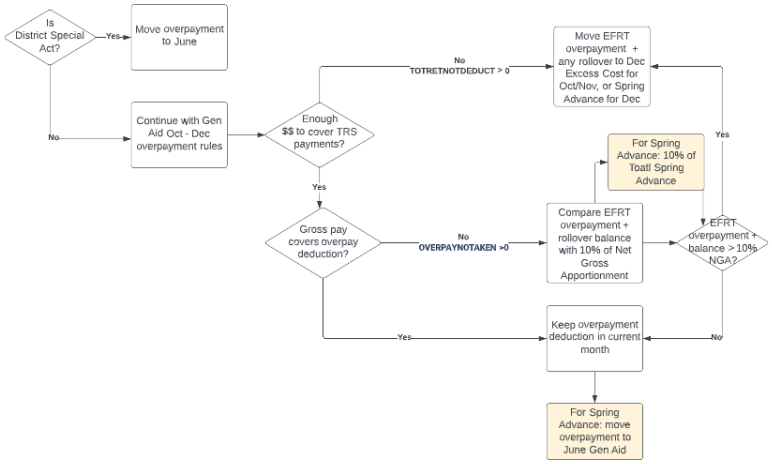
21	Process March Gen Aid payment: 1. Check for TRWD approval. If missing, calculate TRWD max, and then actual TRWD deduction. There are no OP or other deductions in Jan, Feb, Mar, April, May Gen Aid payments. 2. Check for pay indicators a. Are forms certified? If no, calculate payment but don't send to SFS b. If yes + form sets were certified already: pay Mar Gen Aid only c. If yes + form sets were NOT certified in the past, pay Oct Gen Aid up to and including Mar Gen Aid 3. Is IA form in? a. If no, calculate payment but don't send to SFS b. If yes + this has already been approved, pay whatever the district is eligible for in 3 above c. If yes + this was approved first time in Mar, pay Oct - Mar Gen Aid 4. Create GAAP certificate 5. Post payment to NYSED site (discuss process with Josh, it sounds like there is a new way of posting/revising payments. The J/J schedule is not revised, payments are posted elsewhere.)	1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. See step 21. Reminder to use the file provided by State Aid in September which includes last year's Total Gen Aid Base. 2. Pay indicator *PY0200 and PY0202 and PY0204 and PY0206 and PY0209 > 0* *Then PY0514 = 1* *Else PY0514 = 0* ***Feb, Jan & Dec Pay Indicators – PY0473, PY0432 & PY0357 – JM-GENPAY-IND (2), JM-GENPAY-IND(1)** and **GENPAY-IND(3)*** *If PY0514 = 1 and PY0473 = 0* *Then PY0473 = 1 and PY0432 = 1 and PY0357 = 1* *Else PY0473 and PY0432 and PY0357 remain the same* ***Nov & Oct Pay Indicators – PY0311 & PY0265 – GENPAY-IND(2)** and **GENPAY-IND(1)*** *If PY0514 = 1 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 0* *Then PY0311 = 1 and PY0265 = 1* *Else PY0311 and PY0265 remain the same.* *If PY0200 and PY0202 and PY0204 and PY0206 > 0 and PY0209 = 0 and PY0311 = 2* *Then PY0311 and PY0265 remain the same* *March Check Amount:* ***JM-CHECK-AMT(3)*** *PY0529 = PY0528 plus any previous month **GEN-AMTPD(x)** with a corresponding* *pay indicator equal to 1. Run GAAP based on voucher memo from Payment Unit staff.*
22	Calculate and process Spring Advance after the March payment has been processed. Two things need to be deducted: any amount owed to Rome and Battavia, and any overpayments left over from the Dec Gen Aid calculation. 1. Check for TRWD approval. If missing, calculate TRWD max	

2. Calculate the Rome & Batavia deduction based upon STAC file. Date dependent upon STAC team.
    a. If STAC File's R-B Deduction is less then or equal to Total Spring Advance, deduct $$ indicated in STAC file.
    b. If STAC File's R-B Deduction is greater then Total Spring Advance, deduct Total Spring Advance $$. There will be a leftover balance.
        i. Context:
            1. There are two state operated schools for deaf and blind students (one in Rome, one in Batavia) which accept students from other districts. Rather than the districts paying Rome and Battavia directly, SED deducts the amount owed from the district's Spring Advance payment and transfers the money to Rome and Battavia on their behalf.
            2. These schools are different from state funded schools aka 4201's which are funded by state but not operated by state.
            3. Excel file provided by STAC Unit third week in February.
            4. STAC sends file in March, 70% taken out of March spring advance. STAC sends another file in June and payment team determines deduction rate for June. Any balance is added to June's portion of what is owed R-B
3. Calculate any overpayments. Requires another EFRT overpayment pull, called "SPR-OP", which is added to any overpayments left over from the Dec Gen Aid payment calculations aka OVERPAYNOTTAKEN(3). Go through overpayment decision tree, same as prior months except multiply 10% of Total Spring Advance, versus 10% of Net Gross Apportionment. Any overpayments which should stay in the spring advance calculations will be decuducted in next few steps - whatever is not covered by the spring advance should get rolled into the June Gen Aid payment.
4. Deduct the R-B amount and any overpayments from the Total Spring Advance Amount
5. Any OP left over gets rolled into June (Overypayment from Dec Gen Aid + Spring OP from STAC) - Spring Advance OP to be deducted.

1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. See step 21. Reminder to use the file provided by State Aid in September which includes last year's Total Gen Aid Base.
2. If KPR-BDEDUC is less than or equal to TOTSPRADV, then R-BDEDUC equals KPR-BDEDUC
    a. Else R-BDEDUCT equals TOTSPRADV
    b. And R-BNOTDEDUC equals KPR-BDEDUC minus R-BDEDUC
3. If **(OVERPAYNOTAKEN(3)** plus **SPR-OP)** is less than or equal to [**TOTSPRADV** minus **R-BDEDUC],**
    a. Then **SPR-OP-DEDUCT** is equal to [**OVERPAYNOTAKEN(3)** plus **SPR-OP**]
    b. Else **SPR-OP-DEDUCT** is equal to [**TOTSPRADV** minus **R-BDEDUC**]
4. **NETSPRADV = TOTSPRADV** minus **R-BDEDUC** minus **SPR-OP-DEDUCT**
5. **SPR-OP-NOTDEDUCT = (OVERPAYNOTTAKEN(3) + SPR-OP) – SPR-OP-DEDUCT**
6. *If **SPRADV-IND** equals **1***
    a. *Then **NETSPRADVCKAMT** equals **NETSPRADV** plus any previous month **GEN-AMTPD (x)** with a corresponding pay indicator equal to 1*
    b. *Else **NETSPRADVCKAMT** equals **0**.*

Overpayment Decision Tree

a.



	6. Calculate the check amount, NETSPRADVCKAMT. Be sure to check eligibility rules for all form sets A, FB, FT, ST-3, as well as the IA form. The check amount should be the Net Spring Advance + any prior payments the district is eligible to receive, as applicable. If they are not applicable, the check amount should be $0. 7. Create GAAP Certificate 8. Post payment to NYSED (check location with Josh)	
23	Calculate ESFY payment using JUN-PRIOR-DUE as the starting point. Current state calculations transfer this amount to a new variable: ESFY-PRIORDUE. The ESFY calculations are based upon June estimates which are only used for the ESFY payment and will not be applied to the June payment. The June payment is re-calculated and processed via a separate set of instructions.	1. **ESFY-PRIORDUE** = JUN-PRIOR-DUE 2. **ESFY-KPOTHER** = SPR-OP-NOTDEDUCT + R-BNOTDEDUC + DORM-PART1NOTDED + [potential OP's and OP spreads that are in EFRT (this last bit is offline)], all to be provided by the Payments team 3. **ESFY-TRWD-TOT =** Transparency Withold provided by Payments 4. IF ESFY-IND = 1 and ESFY-PRIORDUE minus (ESFY-KPOTHER + ESFY-TRWD-TOT) > 0 a. Then **ESFY-PRI-NET** = ESFY-PRIORDUE minus (ESFY-KPOTHER + ESFY-TRWD-TOT) b. Else **ESFY-PRI-NET** = 0 5. ESFY Factor = Total Remaining GSPS Funds / Statewide Total of ESFY-PRI-NET, truncated to 12 decimals. 6. **ESFY-PAY-AMT = ESFY-PRI-NET** times **factor.** All districts must add up to GSPS balance. Add remaining to Dundee.

1. ESFY-PRIORDUE is the same value as JUN-PRIOR-DUE
2. The Payments team will also supply a file including all of the deductions needed for ESFY. Today this is stored as **ESFY-KPOTHER** and is basically a total of the below:
    a. Overpayments not deducted from Spring Advance: **(SPR-OP-NOTDEDUCT, will be stored in db)**
    b. R-B not deducted from Spring Advance **(R-BNOTDEDUC, will be stored in db)**
    c. Dorm Part 1 which wasn't deducted from Dec Gen Aid payment (**DORM-PART1NOTDED, will be stored in db)**
    d. Overpayments from EFRT (fyi this is not pulled from EFRT in March. The next EFRT pull will be in June as part of the June overpayment steps.)
    e. Overpayment spreads from EFRT. When the district gets notification of a revision (aka overpayment on effort), they have the ability to apply for a three year spread. An even spread refers to splitting up the OP over three years. Uneven spread means different amounts would be paid out. This is done offline in spreadsheets. Not in scope for initial Payments application.
3. The Payments team will supply a file with the TRWD amount for each district. Today this is stored as **ESFY-TRWD-TOT**.
    a. If the district has a Transparency Withhold and they are now eligible to receive the withheld amount, this will be paid in June.
4. Calculate the June estimate for ESFY, aka "Estimated Net June Prior ESFY", aka **ESFY-PRI-NET,** which is the sum of the deductions above (ESFY-KPOTHER) and the TRWD witthold amount (ESFY-TRWD-TOT). This amount is needed in order to create the ESFY factor.
    a. If the district isn't eligible for payment, ESFY-PRI-NET should default to zero.
    b. If the district is eligible for payment, the value should be either greater than or equal to zero. If the number is negative, round to zero
    c. If the number is negative, flag for Payment team - Josh, do we still need to do this?
5. Calculate ESFY factor, a multiplier used similar to the Spring Advance factor:
    a. Divide Total Remaining GSPS Funds (to be entered manually by Payments) by Statewide Total of ESFY-PRI-NET to 12th digit truncated (not rounded)
6. Calculate ESFY payment by multiplying factor by each district's ESFY-PRI-NET. All districts must add up to GSPS balance. Add remaining to Dundee.

24	Process April Gen Aid payment: 1. Check for TRWD approval. If missing, calculate TRWD max, and then actual TRWD deduction. There are no OP or other deductions in Jan, Feb, Mar, April, May Gen Aid payments. 2. Check for pay indicators a. Are forms certified? If no, calculate payment but don't send to SFS b. If yes + form sets were certified already: pay April Gen Aid only c. If yes + form sets were NOT certified in the past, pay Oct Gen Aid up to and including April Gen Aid 3. Is IA form in? By now all districts must have this submitted in order be eligible for payment a. If no, calculate payment but don't send to SFS (only applies to Big-5 starting with Feb Gen Aid payment_) b. If yes + this has already been approved, pay whatever the district is eligible for in 3 above c. If yes + this was approved first time in Feb, pay Oct - April Gen Aid 4. Create GAAP certificate 5. Post payment to NYSED site (discuss process with Josh, it sounds like there is a new way of posting/revising payments. The J/J schedule is not revised, payments are posted elsewhere.)	1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. See step 21. Reminder to use the file provided by State Aid in September which includes last year's Total Gen Aid Base. 2. Pay indicator - same rules as above.
25	Process May Gen Aid payment: 1. Check for TRWD approval. If missing, calculate TRWD max, and then actual TRWD deduction. There are no OP or other deductions in Jan, Feb, Mar, April, May Gen Aid payments. 2. Check for pay indicators a. Are forms certified? If no, calculate payment but don't send to SFS b. If yes + form sets were certified already: pay May Gen Aid only c. If yes + form sets were NOT certified in the past, pay Oct Gen Aid up to and including May Gen Aid 3. Is IA form in? By now all districts must have this submitted in order be eligible for payment a. If no, calculate payment but don't send to SFS (only applies to Big-5 starting with Feb Gen Aid payment_) b. If yes + this has already been approved, pay whatever the district is eligible for in 3 above c. If yes + this was approved first time in Feb, pay Oct - May Gen Aid 4. Create GAAP certificate 5. Post payment to NYSED site (discuss process with Josh, it sounds like there is a new way of posting/revising payments. The J/J schedule is not revised, payments are posted elsewhere.)	1. TRWD: Same rules as Dec Gen Aid, taking into account current month + prior months' gross pay. See step 21. Reminder to use the file provided by State Aid in September which includes last year's Total Gen Aid Base. 2. Pay indicator - same rules as above.

End of State Fiscal Year (ESFY)

- ESFY - is bit more tricky and unique. Mar 31 is end of state fiscal year, so all of the GSPS funds (general support for public schools) need to be used up by then. The $$ is every changing until the last minute. Today Payment tells Lisa what the remaining balance is. Future state should be user entered.
- The $$ is based upon JUN-PRIOR-DUE, but for ESFY has new value ESFY-PRIORDUE. Note: we should not do this in the new system using a relational database.
- In regular payment there is OP and TRWD. But for ESFY these amounts are calculated to determine the June payment, and then the June payment is used to calculate ESFY:
    1. ESFY OP comes from:
        a. OP's not deducted from spring advance. Although these are deferred to/rolled into the June Gen Aid payment, these amounts need to be calculated as part of the ESFY process.
        b. OP's coming from EFRT in March, after spring advance - Payment unit would need to provide a file with the amount. The next actual EFRT pull will be in June as part of the June OP OP process, but these values are needed in order to calculate ESFY. The deductions will be applied in June.
            i. Reminder: aid year is different from fiscal year. So it is the end of the fiscal year, but NOT the end of the aid year. The General Aid year is October - September (Oct, Nov, Dec, Jan-June and Sep).
        c. R-B not deducted from spring advance
        d. Dorm Part 1 not deducted from Dec
        e. Calculate estimated Overpayment spreads, this is an estimate for June: district gets notification of a revision (aka overpayment on effort), they have the ability to apply for a three year spread. Even spread means taking the OP and dividing it up over three years. Uneven spread means different amounts would be paid out. This is done offline in spreadsheets. Not in scope for initial Payments application.
            i. There are also spreads which are non-three year spreads, aka different cadence. These are called Special Legislation.
            ii. **NOTE - add to context diagram - for full EFRT redesign, we should look at revamping how OP's are done.**
        f. Today, Josh gives Lisa a PRN file with the ALL of the above... in future application we will already have #'s 1-4. Josh would need to upload file with the OP spreads.
    2. Calculate estimated transparency withhold amount for ESFY
        a. Add JUN-PRIOR-DUE to the regular TRWD calculation and compare against last year's Total Gen Aid. (It is the same amount from spring advance + JUN-PRIOR-DUE)
        b. After the subtraction you'll have the total amount which could possibly be withheld.
            i. If ESFY has transparency withhold, they will get this money back as part of the June Gen Aid payment.
            ii. Also, don't actually include this amount when doing transparency withhold for May or June. The above is just an estimate.
    3. Take the JUN-PRIOR-DUE minus overpayments from EFRT in the payments unit file minus transparency withhold amount.
        a. With ESFY - if a district is STILL not eligible for payment, they COULD get paid ESFY in June. Example below:
            i. Albany ESFY = 10,000. In Mar, they are not eligible for ANY payment. They get $0 ESFY
            ii. In June, Albany is eligible. They can get their June Gen Aid, PLUS all prior Gen Aid.
                1. For June, subtract Mar ESFY from June Gen Aid
                2. June Gen Aid = 90,000.
    4. Calculate ESFY factor. Similar to spring advance factor. Estimated GSPS balance. ESFY - we are trying to spend down to the last penny, all that money appropriated from the prior year. Estimated GSPS balance remaining **entered manually by Payments as it comes from SFS - possibly entered multiple times** / Estimated June payment **calculated by system** = ESFY factor to 12th digit truncated (not rounded.) FActor times estimated June payment used to figure out factor TIME the factor = ESFY payments for each district. All districts must add up to GSPS balance. Add remaining to Dundee.
    5. Subtract ESFY payment from JUN-PRIOR-DUE = the new estimated June check amount which is what should go on the payment cert. Just an estimate bc June is ultimately recalculated.

Something which happened this year. Lisa captures snapshot midnight 12/2/22, used to calculate JJ schedule. This year..... someone during the day was running calcs in SAMS on 12/1/22, the calcs were wrong, and the snapshot included the incorrect data. Full JJ process was done using incorrect data, yesterday 12/14/22 district said the incorrect

10. TRS 2021-2022

Payment documentation can be found here.

SMP-4 - TRS Payment Rules

The TRS payment is the amount of money, paid by NYSED on behalf of each district, which the districts owe to TRS. If for whatever reason the district doesn't have enough funds available to support the TRS bill, the balance and payment are sorted out directly between the district and TRS.

TRS sends a file in late August indicating the amount of $$ owed by each district for September, October and November. End of October, they send a second file indicating what was paid in Sep + Oct, and what is still owed for November (the numbers don't generally change drastically from the August to October bills.)

TRS sends data to NYSED using BIZCOM (a "go-anywhere" type of FTP with GUI). There are files for districts, BOCES, and CVEEB (County Vocational Extension Board, no longer in existence but still paying out retirement.) If the district doesn't have money, the payment is sorted out offline between the district and TRS.

TRS has a Lottery payment dependency, so this needs to be calculated prior to TRS.

District + BOCES = from GSPS

TRS Institution ID: 8000 0005 6126. In current state, the TRS payments are made through EFRT bc the mainframe can only make payments with district INST ID's coming from SEDREF. Future state TRS payments will be generated through the Payments application.

After each TRS payment is generated, the application should post the TRS payment cert and provide the Payment Unit with a .txt file to be sent to TRS, aka the distribution report. This indicates the total amount NYSED has paid on behalf of all districts, and any amount the district still owes to TRS. **We need the values in the txt file so that this can be automated**

- *As discussed on 1/17 during Vision Workshop, this file gets sent to TRS after each payment, not just the final November Payment.*

General Note: As-is process is manual and off-line. To Be should include less manual work.

Crosswalk:

#	Name	PY Field	SUFI	FFD_ID	RefKey	Formula
0	ESTGROSS					For Districts: ESTGROSS = ESTGENAID For BOCES: ESTGROSS = ESTBOCAID
-	*ESTGENAID*	*PY0002*	*94-0147*			*= SA2122 run amount in September*
-	*ESTBOCAID*	*PY1215*				*Payment unit will provide a file from BOCES with this amount*
0	Districts: TOTRET(1) BOCES: TOTRET(2)					= TRSBILL(1) + TRSBILL(2) + TRSBILL(3) *TRSBILL(1) = September* *TRSBILL(2) = October* *TRSBILL(3) = November*
1	TRSNETGEN*	PY0223 PY0231				= ESTGROSS - (LOTC2 + VLT_GRANT + CASGAM_GROSS_AMT + CHAP265LAWS_GSPS + CHAP57_GSPS + CHAP94_GSPS + PUB_PEN_GSPS) *TRSNETGEN(1) = September* *TRSNETGEN(2)=October* *TRSNETGEN(3)=November*
-	*ESTGROSS*	*PY0002*				*For Districts: ESTGROSS = ESTGENAID, coming from the SA2122 run amount in September* *For BOCES: ESTGROSS = ESTBOCAID, coming from BOCES file from Payment Unit*
-	*LOTC2*					*See Lottery calculation*
-	*VLT_GRANT*					*See VLT calculation*
-	*CASGAM_GROSS_AMT*					*See Casino Gaming calculation*
-	*CHAP265LAWS_GSPS*					*This amount will come from Payment Unit?*
	CHAP57_GSPS					
-	*CHAP94_GSPS*					*See Lottery calculation*
-	*PUB_PEN_GSPS*					*See Lottery calculation*
2	TRSPAID(1)	PY0219				**September:**
-	*TRSBILL(1)*	*PY0218*				**IF** TRSBILL(1) is less than TRSNETGEN(1), then TRSPAID(1)=TRSBILL(1),

-	*TRSNETGEN*	*PY0217*				**ELSE** TRSPAID(1)=TRSNETGENAID **October:** **IF** TRSBILL(2) is less than (TRSNETGEN(2)- TRSPAID(1)), then TRSPAID(2)=TRSBILL(2), **ELSE** TRSPAID(2)=TRSNETGENAID(2)-TRSPAID(1) **November:** **IF** TRSBILL(3) is less than (TRSNETGEN(3) - (TRSPAID(1) + TRSPAID(2))), then TRSPAID(3)=TRSBILL(3), **ELSE** TRSPAID(3)=TRSNETGENAID(3) - (TRSPAID(1) + TRSPAID(2))
3	TRSNOTPAID(1)	PY0220				**September:** TRSNOTPAID(1) =TRSBILL(1)-TRSPAID(1) **October:** TRSNOTPAID(2) = TRSBILL(2) minus TRSPAID(2) **November:** TRSNOTPAID(3) = TRSBILL(3) minus TRSPAID(3)
-	*TRSBILL(1)*	*PY0218*				
-	*TRSPAID(1)*	PY0219				
4	Districts: TOTRETDEDUCTED(1) BOCES: TOTRETDEDUCTED(2)	PY(D2) 241				= TRSPAID(1) + TRSPAID(2) + TRSPAID(3) *These values are calculated on a monthly basis and sent to TRS as part of the Sep, Oct + Nov TRS Distribution Rerports.* *Additionally, the Nov value is used for the Nov - June Gross Apportionment calculations.*
-	*TRSPAID(1)*					
-	*TRSPAID(2)*	PY(D2) 225				
-	*TRSPAID(3)*					
5	Districts: TOTRETNOTDEDUCT(1) BOCES: TOTRETNOTDEDUCT(2)	PY(D2) 242				= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3) *These values are calculated on a monthly basis and sent to TRS as part of the Sep, Oct + Nov TRS Distribution Rerports.* *Additionally, the Oct value is used for the Oct Gen Aid Excess Cost overpayment decision tree* *The Nov value is used for the Nov, Dec and Spring Advance Excess Cost overpayment decision trees* *In February, this value is sent to SAMS for Districts and BOCES under refkey 91768*
-	*TRSNOTPAID(1)*	*PY(D2) 220*				
-	*TRSNOTPAID(2)*	*PY(D2) 226*				
-	*TRSNOTPAID(3)*	*PY(D2) 232*				

#	Rule	Notes/Calculation
0	TRS (Teacher's Retirement System) will provide the amount each district, BOCES, and CVEEB is expected to pay * A file is provided in August (through the SFTP BizCom) that lists the payment amounts for September, October, and November • September and October's payment owed amount is taken from the file provided in August • November's payment owed amount is taken from the file provided by TRS in late October • Payments are made by the 15th of September, October, and November • Payments are separated into institution type (District, BOCES, or CVEEB)	Currently, this file is loaded into SAMS and the Payment File All three months of TRS are paid before Gen Aid **Since Special Act and Less Than 8 Teacher districts do not have a SA2122 computer run, TRSNETGEN should be zero. NYC should also be zero as program skips over NYC.*
0	Determine estimated General Aid available for Districts and BOCES. Districts will come from the August SA model run. The Payment Unit will provide a file with the BOCES amount.	For Districts: ESTGROSS = ESTGENAID For BOCES: ESTGROSS = ESTBOCAID
0	Calculate the estimated TRS payments for all three months from August TRS bill. This will be needed for the October General Aid payment, and for the Oct Gen Aid payment certificate.	For Districts: TOTRET(1)= TRSBILL(1) + TRSBILL(2) + TRSBILL(3) For BOCES: TOTRET(2)= TRSBILL(1) + TRSBILL(2) + TRSBILL(3)
September Payment		

1	Calculate September estimated total general aid for each district and BOCES by subtracting the below from the ESTGROSS found in August SA model run. Calculations can be found in each payment type's rules: • Lottery Payment (LOTC2) • Total VLT apportionment amount (total amount districts get over all monthly payments) • Total Casino Gaming payment amount • Syracuse advance paid with GSPS, per CHAP265 Law • SA1 Accruals from GSPS • Rochester Accruals from GSPS • Public Pension Accruals from GSPS	TRSNETGEN(1) = ESTGROSS - (LOTC2 + VLT_GRANT + CASGAM_GROSS_AMT + CHAP265LAWS_GSPS + CHAP57_GSPS + CHAP94_GSPS + PUB_PEN_GSPS)
2	Calculate amount district should pay TRS in September: • If September TRS bill is less than remaining September General Aid amount from Step 1 for the payment month, then pay the amount indicated in the TRS bill. • If September TRS bill is more than remaining September General Aid amount for the payment month, then pay only the remaining amount available in September General Aid to TRS.	**IF** TRSBILL(1) is less than TRSNETGEN(1), then TRSPAID(1)=TRSBILL(1), **ELSE** TRSPAID(1)=TRSNETGENAID
3	Calculate any balance district/BOCES is NOT able to pay TRS in September aka TRSNOTPAID(1) The remaining balance will become the district's responsibility to handle directly with TRS after the final November payment is processed	TRSNOTPAID(1) = TRSBILL(1) minus TRSPAID(1)
4	Calculate total amount of retirement deducted for Districts and BOCES in September. September's TOTRETDEDUCTED(1) for Districts and TOTRETDEDUCTED(2) for BOCES are used in: • September TRS distribution report only	Districts: TOTRETDEDUCTED(1)= TRSPAID(1) + TRSPAID(2) + TRSPAID(3) BOCES: TOTRETDEDUCTED(2) = TRSPAID(1) + TRSPAID(2) + TRSPAID(3)
5	Calculate total amount of retirement the Districts and BOCEs could NOT pay TRS for September. September's TOTRETNOTDEDUCT(1) for Districts and TOTRETNOTDEDUCT(2) for BOCES are used in: • September TRS distribution report only	Districts: TOTRETNOTDEDUCT(1)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3) BOCES: TOTRETNOTDEDUCT(2)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3)
6	Generate September TRS Distribution report	Need rules for this
October Payment		
1	Calculate October estimated total general aid for each district and BOCES by subtracting the below from the ESTGROSS found in August SA model run, same as for September: • Lottery Payment (LOTC2) • Total VLT apportionment amount (total amount districts get over all monthly payments) • Total Casino Gaming payment amount • Syracuse advance paid with GSPS, per CHAP265 Law • SA1 Accruals from GSPS • Rochester Accruals from GSPS • Public Pension Accruals from GSPS	TRSNETGEN(2) = ESTGROSS - (LOTC2 + VLT_GRANT + CASGAM_GROSS_AMT + CHAP265LAWS_GSPS + CHAP57_GSPS + CHAP94_GSPS + PUB_PEN_GSPS)
2	Calculate amount district/BOCES should pay TRS in October by subtracting the September amount paid to TRS from October's General Aid from Step 1 above: • If October TRS bill is less than remaining October General Aid minus September's TRS payment, pay the October amount indicated in the TRS bill. • If October TRS bill is more than remaining October General Aid amount minus September's TRS payment, pay only the remaining amount available in October General Aid to TRS.	**IF** TRSBILL(2) is less than (TRSNETGEN(2)-TRSPAID(1)), then TRSPAID(2)=TRSBILL(2), **ELSE** TRSPAID(2)=TRSNETGENAID(2)-TRSPAID(1)
3	Calculate any balance district/BOCES is NOT able to pay TRS in October aka TRSNOTPAID(2) The remaining balance will become the district's responsibility to handle directly with TRS after the final November payment is processed	TRSNOTPAID(2) = TRSBILL(2) minus TRSPAID (2).

4	Calculate total amount of retirement deducted for Districts and BOCES for September and October. October's TOTRETDEDUCTED(1) for Districts and TOTRETDEDUCTED (2) for BOCES are used in: • October TRS distribution report only	Districts: TOTRETDEDUCTED(1)= TRSPAID(1) + TRSPAID(2) + TRSPAID(3) BOCES: TOTRETDEDUCTED(2) = TRSPAID(1) + TRSPAID(2) + TRSPAID(3)
5	Calculate total amount of retirement the Districts and BOCEs could NOT pay TRS for October. October's TOTRETNOTDEDUCT(1) for Districts and TOTRETNOTDEDUCT (2) for BOCES are used in: • October TRS distribution report • Oct Gen Aid Excess Cost overpayment decision tree	Districts: TOTRETNOTDEDUCT(1)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3) BOCES: TOTRETNOTDEDUCT(2)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3)
6	Generate October TRS Distribution report	Need rules for this
November Payment		
1	Calculate November estimated total general aid for each district and BOCES by subtracting the below from the ESTGROSS found in August SA model run, same as for September + October: • Lottery Payment (LOTC2) • Total VLT apportionment amount (total amount districts get over all monthly payments) • Total Casino Gaming payment amount • Syracuse advance paid with GSPS, per CHAP265 Law • SA1 Accruals from GSPS • Rochester Accruals from GSPS • Public Pension Accruals from GSPS	TRSNETGEN(3) = ESTGROSS - (LOTC2 + VLT_GRANT + CASGAM_GROSS_AMT + CHAP265LAWS_GSPS + CHAP57_GSPS + CHAP94_GSPS + PUB_PEN_GSPS)
2	Calculate amount district/BOCES should pay TRS in November by subtracting the September and October amounts paid to TRS from November's General Aid from Step 1 above: • If November TRS bill is less than remaining November General Aid minus September and October TRS payment, pay the November amount indicated in the TRS bill. • If November TRS bill is more than remaining November General Aid amount minus September and October TRS payment, pay only the remaining amount available in November General Aid to TRS.	**IF** TRSBILL(3) is less than (TRSNETGEN(3) - (TRSPAID(1) + TRSPAID(2))), then TRSPAID(3) =TRSBILL(3), **ELSE** TRSPAID(3)=TRSNETGENAID(3) - (TRSPAID (1) + TRSPAID(2))
3	Calculate any balance district/BOCES is NOT able to pay TRS in November aka TRSNOTPAID(3). The remaining balance will become the district's responsibility to handle directly with TRS after the final November payment is processed	TRSNOTPAID(3) = TRSBILL(3) minus TRSPAID(3)
4	Calculate total amount of retirement deducted for Districts and BOCES for September, October and November. November's TOTRETDEDUCTED(1) for Districts and TOTRETDEDUCTED(2) for BOCES are used: • November TRS distribution report • November TOTRETDEDUCTED(1) is used to calculate the Nov - June Gen Aid Gross Apportionments • November TOTREDUCTED(1) and TOTRETDEDUCTED(2) are needed for the February database process and will need to be in the February database. TBD if in future state this will be sent to SAMS and then to the Modeling database, or directly to the Modeling database. • November TOTRETDEDUCTED(2) will also be used for the BOCES Feb, June and September payments.	Districts: TOTRETDEDUCTED(1)= TRSPAID(1) + TRSPAID(2) + TRSPAID(3) BOCES: TOTRETDEDUCTED(2) = TRSPAID(1) + TRSPAID(2) + TRSPAID(3)
5	Calculate total amount of retirement the Districts and BOCEs could NOT pay TRS for November. November's TOTRETNOTDEDUCT(1) for Districts and TOTRETNOTDEDUCT(2) for BOCES are used in: • November TRS distribution report • Nov, Dec and Spring Advance Excess Cost overpayment decision tree	Districts: TOTRETNOTDEDUCT(1)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3) BOCES: TOTRETNOTDEDUCT(2)= TRSNOTPAID(1) + TRSNOTPAID(2) + TRSNOTPAID(3)
6	Generate December TRS Distribution report	Need rules for this

2. VLT Payment 2021-2022

Payment documentation can be found here.

SMP-3 - VLT Payment Rules

Crosswalk:

#	Name	PY field	SUFI	FFD_ID	RefKey	Description
3	VLT-GRANT	N/A	N/A	N/A	N/A	= VLT Ratio * Total VLT appropriation
4	VLT-GROSS	N/A	N/A	N/A	N/A	= VLT-GRANT * X%
4	VLT-CKAMT	N/A	N/A	N/A	N/A	= VLT-GROSS

Cost Center = 114590 VL 21 60301

Payment Rules:

#	Rule	Notes/Calculation
1	User enters VLT Appropriation in application.	New rule.
2	System calculates VLT Ratio: Total Enacted General Aid due to a District / Statewide Total of Enacted General Aid due to Districts, truncated to 12 decimals. This will be different for each District.	This data will need to come from SAMS or model: 1. Total Enacted General Aid due to a District = comes from output report 2. State Total of Enacted General Aids due to Districts = sum of the above 1/2 = X truncated to 12 decimals.
3	System calculates VLT Lottery Grant for each District: VLT Ratio x VLT Appropriation.	VLT-GRANT = VLT Ratio * Total VLT appropriation This will be different for each district. Take above value and multiply by VLT appropriation, user entered step 1.
4	System calculates payment amount for each district. Payment can be sent to SFS once GAAP file submitted, will not be auto scheduled. • Sept = 10% of total, on or before the last business day in September • Oct = 15% of total to be paid on 10/15 • Nov = 15% of total to be paid on on 11/15 • Dec = 15% of total to be paid on12/15 • Jan = 15% of total to be paid on or before 1/31 • Feb = 15% of total to be paid on or before 2/22 • March = remaining balance on or before 3/31	VLT-GROSS = VLT-GRANT x X% Monthly payments: Take the above amount and multiply by X% based upon month. VLT-CKAMT = VLT-GROSS unless there is an intercept, see #5 The check amount will be the monthly payment amount unless there is an intercept and the District needs to be docked payment bc they owe eg a Charter school money.
5	Although the payments are calculated, they should not be sent until GAAP Listing is signed and submitted.	Payments can't be auto scheduled using dates above.
6	Cost center 114590 VL 21 60301, EFRT fund code is 4011	Chart of account remains the same annually