

For: State and County Offices

**Executive Summary Report New Location
at Financial Web Application Data Mart (FWADM) “Oracle EPM 11 Data Mart”**

Approved by: Associate Administrator for Operations and Management



1 Overview

A Background

Executive Summary Reports provide summarized payment related data, for the current fiscal year, by program. Executive Summary Reports are developed in FWADM Oracle EPM 11 Data Mart. User access is provided based on the eAuthentication employee user ID, as follows:

- County Office
- State Office
- National Office.

During periods with a large volume of payments, such as October, Executive Summary Reports are used to monitor the progress of requested program payments that have been signed and issued. The main Executive Summary dashboard provides the summary of each program along with links to more detailed program-specific reports and management reports.

B Purpose

This notice provides updated accesses to Executive Summary Reports for Web users. These changes took effect on **Tuesday, February 19, 2013**.

Disposal Date	Distribution
October 1, 2013	State Offices; State Offices relay to County Offices

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1 Overview (Continued)

C Background

If there are questions about this notice, State Offices shall contact the appropriate office as follows:

Issue	Contact
Software-Related Problems	National Help Desk at 800-255-2434. Note: Select option 3 for hardware and FSA application software.
Policies For This Notice	Jackie Pickens by either of the following: <ul style="list-style-type: none">• e-mail to jackie.pickens@wdc.usda.gov• telephone at 202-772-6027.
Executive Summary Report Questions	Greg Hagedorn by either of the following: <ul style="list-style-type: none">• e-mail to gregory.hagedorn@kcc.usda.gov• telephone at 816-926-7983.
Requesting FWADM Access	Connie Saulka by either of the following: <ul style="list-style-type: none">• e-mail to connie.saulka@kcc.usda.gov• telephone at 816-926-2852.

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2 Executive Summary Reports

A Requesting Access to Executive Summary Reports

Users who do **not** currently have access to FWADM **must** complete FSA-13-A.

Note: No action is required for users who currently have FWADM access.

Follow these steps to request access to Executive Summary Reports.

Step	Action
1	Complete FSA-13-A according to Exhibit 1. Note: Ensure that user's eAuthentication ID, NITC ID, and State and county codes being requested are listed in FSA-13-A, " Hyperion " section.
2	User's supervisor shall complete FSA-13-A, "Print User's Approving Official Name and Title" box, sign, and date.
3	FSA-13A must be submitted to the appropriate Security Liaison Representative (SLR). SLR shall e-mail the completed FSA-13-A to Connie Saulka at connie.saulka@kcc.usda.gov . Note: FSA-13-A will then be submitted to FSA Security for access to be granted.

B Accessing Executive Summary Reports

See paragraph 3 for instructions on the 2 ways to access Executive Summary Reports, as follows:

- using the "Executive Summary" link
- navigating through the FSA Intranet.

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3 Instructions for Accessing Executive Summary Reports

A Accessing Executive Summary Reports Using the “Executive Summary” Link

Follow this table to access Executive Summary Reports through the “Executive Summary” link.

Step	Action
1	CLICK “ http://fsadw.nitckc.usda.gov/workspace/browse/get/FWADM%20Data%20Mart/Executive%20Summary%202013/2013_Executive_Summary?jobOutput=true ”.
2	On the eAuthentication Warning Page, CLICK “I agree”.
3	On the eAuthentication Login Screen, enter the eAuthentication user ID and password and CLICK “Login” or CLICK “Login with my LincPass”.
4	The following is an example of an Executive Summary that will be displayed.

Fiscal Year	Program	Target Amount	Payment Request Amount	Outlay Amount	Payment Request Count	Outlay % Complete
2013	ACRE ACRE 2011	N/A	\$41,285,865	\$41,212,168	13,790	99.82%
	BCAP	N/A	\$5,759,785	\$5,796,820	1,084	100.64%
	CRP Annual Rental	N/A	\$1,660,485,924	\$1,659,217,553	907,543	99.92%
	CRP Cost Share	N/A	\$33,466,420	\$33,506,093	24,367	100.12%
	CRP Incentive	N/A	\$17,663,424	\$17,776,856	8,198	100.64%
	CRP TIP	N/A	\$8,527,999	\$8,521,675	1,703	99.93%
	DCP/ACRE Direct 2012	N/A	\$4,759,318,011	\$4,756,881,963	2,364,261	99.95%
	DELAP	N/A	\$0	\$473		0.00%
	ECP	N/A	\$19,760,420	\$19,910,767	8,246	100.76%
	EFCRP Annual Rental	N/A	\$3,689,130	\$3,511,098	1,383	95.17%
	EFCRP Cost Share	N/A	\$15,944	\$15,946	13	100.01%
	EFRP	N/A	\$1,669,140	\$1,653,492	340	99.06%
	ELAP 2010	N/A	\$66,040	\$71,313	18	107.98%
	ELAP 2011	N/A	\$73,738	\$73,738	7	100.00%
	GRP	N/A	\$8,075,661	\$7,869,755	674	97.45%
	LDP 2008	N/A	\$102	\$0	1	0.00%
	LDP 2009	N/A	\$69,884	\$72,577	23	103.85%
	LDP 2010	N/A	\$70,532	\$72,791	15	103.20%

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3 Instructions for Accessing Executive Summary Reports (Continued)

B Accessing Executive Summary Report Through the Intranet

Follow this table to access Executive Summary Reports through the FSA Intranet.

Step	Action
1	Access the FSA Intranet Home Page at http://intranet.fsa.usda.gov/fsa/ .
2	Under “Resources”, CLICK “FSA Applications”.
3	Under “Common Applications”, CLICK “FSA Data Marts”.
4	<p>Under “Navigating through Hyperion”, CLICK “Oracle EPM 11 Data Marts”.</p> 
5	On the eAuthentication Warning Page, CLICK “I agree”.
6	On the eAuthentication Login Screen, enter the eAuthentication user ID and password and CLICK “Login” or CLICK “Login with my LincPass”.

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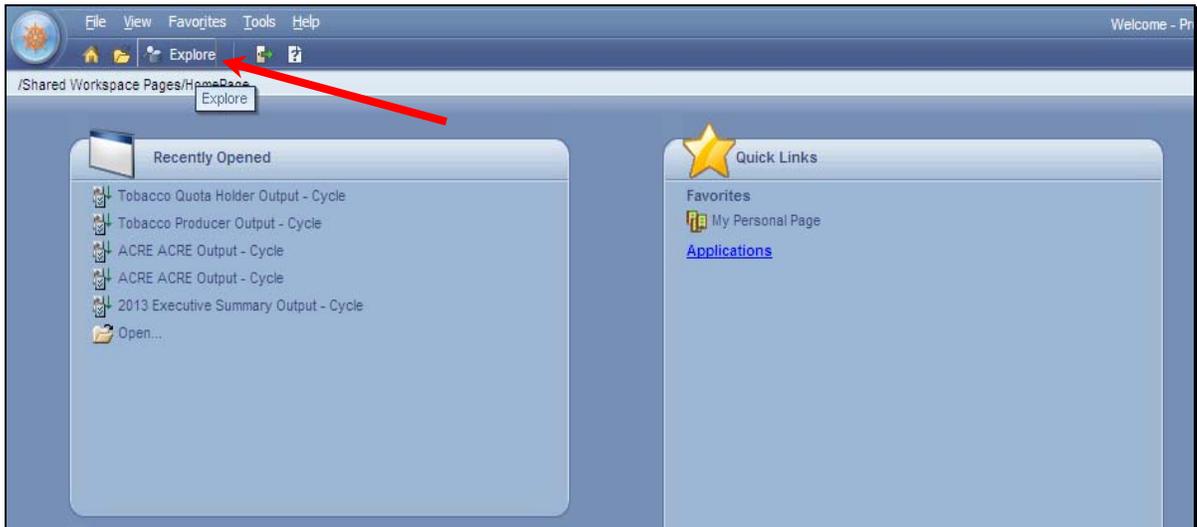
3 Instructions for Accessing Executive Summary Reports (Continued)

B Accessing Executive Summary Report Through the Intranet (Continued)

On the FSA-Data Warehouse Production Home Page, under “Link”, CLICK “EPM Workspace”.



The following is an example of the Oracle EPM 11 Home Page that will be displayed. CLICK “Explore”.



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3 Instructions for Accessing Executive Summary Reports (Continued)

B Accessing Executive Summary Report Through the Intranet (Continued)

The new path is, “Root”, “FWADM Data Mart”, “Executive Summary 2013”, “2013_Executive_Summary Output – Cycle”.

Note: Select the most recent “Modified” date.

The screenshot shows the Oracle Enterprise Performance Management System file explorer. The left pane shows the folder structure: Root > FWADM Data Mart > Executive Summary 2013. The right pane shows a list of files and folders. A red arrow points to the '2013_Executive_Summary Output - Cycle' folder, which is the most recent report. Another red arrow points to the 'Executive Summary 2013' folder in the left pane.

Name	Type	Modified	Size	Des
2013_Executive_Summary	Interactive Reporting Job	12/17/12 3:14 PM	746 KB	v7
2013_Executive_Summary Output - Cycle	Interactive Reporting Job Output	1/15/13 1:39 PM		v7
ACRE ACRE	Interactive Reporting Job	10/24/12 9:07 AM	592 KB	
ACRE Direct_FY 2013	Interactive Reporting Job	12/11/12 11:30 AM	1 MB	v3
ACRE Direct - PY 2012	Interactive Reporting Job	10/24/12 9:08 AM	2 MB	
ALAP Fresh	Interactive Reporting Job	10/24/12 9:06 AM	558 KB	
ALAP Processed	Interactive Reporting Job	10/24/12 9:10 AM	554 KB	
BCAP	Interactive Reporting Job	10/24/12 9:12 AM	592 KB	
CAP	Interactive Reporting Job	10/24/12 9:13 AM	565 KB	
CRP Annual Rental	Interactive Reporting Job	10/24/12 9:14 AM	2 MB	
CRP Cost Share	Interactive Reporting Job	10/24/12 9:15 AM	2 MB	
CRP Incentive	Interactive Reporting Job	10/24/12 9:17 AM	1 MB	
CRP TIP	Interactive Reporting Job	10/24/12 9:32 AM	634 KB	
DCP CC	Interactive Reporting Job	10/24/12 9:38 AM	721 KB	
DCP Direct_FY 2013	Interactive Reporting Job	12/11/12 11:43 AM	2 MB	v3
DCP Direct Intro	Interactive Reporting Document	12/17/12 3:14 PM	3 KB	
DCP Direct - Program Year 2012	Interactive Reporting Job	10/24/12 9:41 AM	6 MB	
DWQP	Interactive Reporting Job	10/24/12 9:45 AM	621 KB	
ECP	Interactive Reporting Job	10/25/12 10:14 AM	642 KB	
EFCRP Annual Rental	Interactive Reporting Job	10/25/12 10:15 AM	667 KB	
EFCRP Cost Share	Interactive Reporting Job	10/25/12 10:17 AM	576 KB	
EFRP	Interactive Reporting Job	10/25/12 10:23 AM	653 KB	
ELAP 2010	Interactive Reporting Job	10/25/12 10:38 AM	642 KB	
ELAP 2011	Interactive Reporting Job	10/25/12 10:39 AM	675 KB	
ELAP 2012	Interactive Reporting Job	10/25/12 10:40 AM	766 KB	
ELAP Front Page	Interactive Reporting Document	12/17/12 1:00 PM	3 KB	
GRP	Interactive Reporting Job	10/26/12 8:41 AM	828 KB	

Select the last report, which is the Web version.

The screenshot shows the Oracle Enterprise Performance Management System report viewer. The title bar indicates the path: /FWADM Data Mart/Executive Summary Reports/2013 Executive Summary/2013 Executive Summary Output - Cycle. The main content area displays the table of contents for the report. A red arrow points to the '2013_Executive_Summary.bqy' file, which is the web version of the report.

Table of Contents: 2013 Executive Summary Output - Cycle
Date: 1/15/13 10:08 AM
Type: Interactive Reporting Job Output

Name	Description	Size
bqlog_2013 Executive Summary.h...	HTML file	19253
2013_Executive_Summary.bqy	Interactive Reporting Document	1023509
2013_Executive_Summary.bqy	Interactive Reporting Document (web ...	1023509

Example of FSA-13-A

The following is an example of FSA-13-A to request access to FWADM.

This form is available electronically.						Required fields indicated by *																																																													
FSA-13-A (10-18-12)		U.S. DEPARTMENT OF AGRICULTURE Farm Service Agency		INSTRUCTIONS: When complete please submit to FSA Information Security Office, fax 877-828-2051 or email security@kcc.usda.gov. State or County offices send to SLR. NOTE: For assistance please call FSA Information Security Office, 1-800-255-2434 Opt 2.		1. Request Type* <input type="checkbox"/> New Hire <input checked="" type="checkbox"/> Modify <input type="checkbox"/> Separation																																																													
DATA SECURITY ACCESS AUTHORIZATION FORM																																																																			
2. Last Name* Doe		3. First Name* Jane		4. Middle Initial S.	5. Suffix	6. Agency/Organization Acronym* FSA-OBF-PDSO																																																													
7. Room/ Cube No. 1st. FI	8. Office Phone No* (Include Area Code) 202-555-1213	9. Email Address (preferred address, if new) Jane.Doe@wdc.usda.gov		10. Location* <input checked="" type="checkbox"/> Large Office (WDC, KC, STL) <input type="checkbox"/> Service Center (St/Co) <input type="checkbox"/> APFO <input type="checkbox"/> Other (Specify):		11. User Type* <input checked="" type="checkbox"/> Employee <input type="checkbox"/> Contractor <input type="checkbox"/> Other (Specify):																																																													
12. If known: Access Start Date: 9/11/2013 Access End Date:																																																																			
13. Transfer From: _____ Transfer To: _____																																																																			
Approving Officials (e.g. Supervisor, COTR, SLR, etc) must ensure that the mandatory Information Security Awareness and Rules of Behavior Training (ISA/ROB) and the FBI National Criminal History Check (i.e. fingerprint results) are completed and approved for every new user. If the ISA/ROB or SAC is not completed, access will not be granted.																																																																			
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Example of FSA-13-A (Continued)

FSA-13-A (10-18-12)				Page 2 of 3
ADD	DEL	RESOURCE/PRIVILEGE	ID(s)	Security Use Only
<input type="checkbox"/>	<input type="checkbox"/>	AS400/S36 <input type="checkbox"/> User <input type="checkbox"/> Master <input type="checkbox"/> Comm <input type="checkbox"/> Other: St/Co Code: _____ IP Address: _____ <input type="checkbox"/> Dev Server/System Name: _____	_____	
<input type="checkbox"/>	<input type="checkbox"/>	W E B Application(s): _____ EAS Role(s): _____ eAuth Role(s): _____ OIP(s): _____ Service Center Attributes: Mail Code(s): _____ <input type="checkbox"/> APP.FSA.FLP.OFFICE <input type="checkbox"/> APP.FSA.FLP.1A.OFFICE See ASA/Application Approver on Page 3.	_____	
<input type="checkbox"/>	<input type="checkbox"/>	ArcGIS <input type="checkbox"/> CLU Editor <input type="checkbox"/> CLU Reader <input type="checkbox"/> LUT Editor Client/Server <input type="checkbox"/> GSB Editor <input type="checkbox"/> GSB Reader <input type="checkbox"/> TERRA Editor <input type="checkbox"/> TERRA Reader	_____	
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<input type="checkbox"/>	<input type="checkbox"/>	CAIVRS (To register go to https://entp.hud.gov/caivrs/public/home.html)	_____	
<input type="checkbox"/>	<input type="checkbox"/>	MS Project Server Project: _____	_____	
<input type="checkbox"/>	<input type="checkbox"/>	FILENET <input type="checkbox"/> Receivable Imaging System DOC Wizard Imaging: <input type="checkbox"/> ACH <input type="checkbox"/> ARMPG <input type="checkbox"/> Finance <input type="checkbox"/> IRS <input type="checkbox"/> GSM <input type="checkbox"/> KCFRB	_____	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> View <input type="checkbox"/> Modify <input type="checkbox"/> Approve <input type="checkbox"/> Superuser P Responsibility: <input type="checkbox"/> GL <input type="checkbox"/> BE Approver: _____ F <input type="checkbox"/> Controller <input type="checkbox"/> User <input type="checkbox"/> Inquiry S <input type="checkbox"/> Budgetary Resources <input type="checkbox"/> Application of Budgetary Resources <input type="checkbox"/> Allot <input type="checkbox"/> Allocate FOR RD DATA WAREHOUSE CONTACT FSA SECURITY FOR INSTRUCTIONS (or FOCUS)	_____	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	H Y P E R I O N Environment: <input checked="" type="checkbox"/> Production <input type="checkbox"/> Development <input type="checkbox"/> Certification Datamart (Group): FWADM For FSA_CORE and Financial Web Applications Data Marts(FWADM) Only: <input type="checkbox"/> Federal users table (list federal Org codes): _____ <input checked="" type="checkbox"/> State users table (list states): 47 <input checked="" type="checkbox"/> County users table (list counties): 999 Please contact Datamart owner for assistance. See ASA/Application Approver on Page 3. https://fsadwhouse.sc.egov.usda.gov/FSA-DataMarts/FSAdatamartsHomePage.html	eAuth XXXXXX NITC XXXXXX	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D A T A B A S E System: <input type="checkbox"/> DB2 <input checked="" type="checkbox"/> Informix <input type="checkbox"/> Oracle <input type="checkbox"/> SQL Environment: <input checked="" type="checkbox"/> Production <input type="checkbox"/> Acceptance Test <input type="checkbox"/> Stress Lab <input type="checkbox"/> Development <input type="checkbox"/> Integration Database(s): _____ <input checked="" type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Insert <input type="checkbox"/> Update <input type="checkbox"/> Delete <input type="checkbox"/> Execute <input type="checkbox"/> Special: DBMO approval is required when requesting any access type above Read. See ASA/Application Approver on Page 3.	_____	
<input type="checkbox"/>	<input type="checkbox"/>	U N I X Data stage: _____ Folder/Server: _____ <input type="checkbox"/> Peacockd1 <input type="checkbox"/> Greenjay <input type="checkbox"/> Kingfisher <input type="checkbox"/> Corncrake <input type="checkbox"/> Screechowl <input type="checkbox"/> BoaFD2 <input type="checkbox"/> KCAX06 <input type="checkbox"/> Kingsnake <input type="checkbox"/> ViperFC2 <input type="checkbox"/> ViperFD2 <input type="checkbox"/> ViperFP2 <input type="checkbox"/> KCAX09 <input type="checkbox"/> APFO SC <input type="checkbox"/> ES3000 <input type="checkbox"/> Bryce <input type="checkbox"/> Wasatch: _____ Flathead: _____ Group/Permissions: _____	_____	
<input type="checkbox"/>	<input type="checkbox"/>	A P P O Consolidated Management System <input type="checkbox"/> Contract Management System (CMS) <input type="checkbox"/> Consolidated Production System (CPS) <input type="checkbox"/> Aerial Photography Inspection System (APIS) <input type="checkbox"/> Geospatial Data Inspection System (GDIS) <input type="checkbox"/> Work Order Entry System (WOES) <input type="checkbox"/> Inventory Control System (ICS) <input type="checkbox"/> Time System (TIME) <input type="checkbox"/> DPS (EarthWhere) <input type="checkbox"/> GDW - Specify Server and Group: See ASA/Application Approver on Page 3.	_____	
The Tracking No. is for internal use only.				Tracking No.:

Example of FSA-13-A (Continued)

FSA-13-A (10-18-12)		Page 3 of 3		
ADD	DEL	RESOURCE/PRIVILEGE	ID(s)	Security Use Only
<input type="checkbox"/>	<input type="checkbox"/>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Database/System:</p> <ul style="list-style-type: none"> <input type="checkbox"/> MTPPRD KCMO Production <input type="checkbox"/> MTPAXT KCMO Acceptance Test <input type="checkbox"/> Dictionary MAXTEST <input type="checkbox"/> Dictionary MCDSACPT <input type="checkbox"/> MTPST KCMO Test <input type="checkbox"/> Dictionary MTEST <input type="checkbox"/> Dictionary MCDSDEVL <input type="checkbox"/> MTPINT MTEST <input type="checkbox"/> MTPGIN <input type="checkbox"/> MTPCD2 CD2 Production <input type="checkbox"/> MTPGIM GIMS Production <input type="checkbox"/> MTPGAT GIMS Acceptance Test <input type="checkbox"/> MTPGDV GIMS Test/Development <input type="checkbox"/> MTPPCI PCIMS Production <input type="checkbox"/> PCIAXTST Acceptance Testing <input type="checkbox"/> PCIMSDEV Development/Test <input type="checkbox"/> PCIMSPT Production Test <input type="checkbox"/> PCIMSDT Development Test <input type="checkbox"/> PCITEST PCIMS Test <p>User Type:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Programmer <input type="checkbox"/> OLP (Online Print Log) <input type="checkbox"/> IDD (Integrated Data Dictionary) <input type="checkbox"/> System Administrator <input type="checkbox"/> DB Administrator <input type="checkbox"/> Programmer Analyst <input type="checkbox"/> OPER <input type="checkbox"/> Manager (Data base) <input type="checkbox"/> OLQ (Online Query) <input type="checkbox"/> DC Administrator <input type="checkbox"/> Change Control (Migrations) <input type="checkbox"/> Scheduler <input type="checkbox"/> DMLO (Data Manipulation Online) </div> <div style="width: 45%;"> <p>Group:</p> <ul style="list-style-type: none"> <input type="checkbox"/> CAS – Adjust Controls <input type="checkbox"/> CAS – Inquiry <input type="checkbox"/> CAS – Monitor Controls <input type="checkbox"/> CASH – Inquiry <input type="checkbox"/> CASH – Data entry <input type="checkbox"/> CASH – Database Maintenance <input type="checkbox"/> CCDB – Inquiry <input type="checkbox"/> CCDB – Maintenance (Update) <input type="checkbox"/> CDS –Centralized Disbursement System <input type="checkbox"/> FMS – Financial Management System <input type="checkbox"/> GIMS – PRODUCTION <input type="checkbox"/> PCIMS – BATCH PROCESSING <input type="checkbox"/> PCIMS - MESSAGE UPDATE <input type="checkbox"/> APLUS – Basic (BAS) <input type="checkbox"/> Create/Modify Agreements (232) <input type="checkbox"/> Delete Agreements (227) <input type="checkbox"/> Bank Reference File (247) <input type="checkbox"/> Budget (231) <input type="checkbox"/> Create/Modify Collections (238) <input type="checkbox"/> Commodity Reference File (243) <input type="checkbox"/> Commodity Supplier Ref. File (242) <input type="checkbox"/> Country/Country Name Ref. File (246) <input type="checkbox"/> Create/Modify Disbursements (237) <input type="checkbox"/> Create/Modify Letter of Commitment (235) <input type="checkbox"/> Delete Letter of Commitment (236) <input type="checkbox"/> Month end Processing (240) <input type="checkbox"/> Create/Modify PA/SALES (233) <input type="checkbox"/> Delete PA/SALES (228) <input type="checkbox"/> Port Reference File (244) <input type="checkbox"/> Create/Modify Rescheduling (239) <input type="checkbox"/> System Parameters Reference File-ASCS (248) <input type="checkbox"/> System Parameters Reference File- FAS (241) <input type="checkbox"/> Create/Modify Vessel Approvals (234) <input type="checkbox"/> Delete Vessel Approvals (229) <input type="checkbox"/> Vessel Supplier Reference File (245) <input type="checkbox"/> Remove Funds (249) <input type="checkbox"/> Change Request (250) </div> </div>	—	
<p>Other/Comments:</p> <p style="text-align: center;">Please add this user to the FSA Data Mart group within the Hyperion Web. Please apply all changes on this FSA-13-A to EPM 11.</p>				
Justification:				
ASA / Application Approver Name & Title:		For Application(s):	Signature:	Date:
ASA / Application Approver Name & Title:		For Application(s):	Signature:	Date:
Alternate Contact Name:			Contact Phone (Area Code):	Approver Phone (Area Code):
Print User's Approving Official Name & Title: John Doe - Supervisor Title			Signature*: /s/ John Doe	Date*: 6/11/2013
Print Request Processor Name & Title:			Signature:	Date:
The Tracking No. is for internal use only.				Tracking No.:
<p>Note: For information on the Information Security Office go to: https://fsa.sc.egov.usda.gov/mgr/iso/public/Wiki%20Pages/Home.aspx</p>				