

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CA-56515 CIV-106691 – Update Overpayment Adjustment Logic to stop Excess Recoupments

CalSAWS	DOCUMENT APPROVAL HISTORY	
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DATE	DOCUMENT VERSION	REVISION DESCRIPTION	AUTHOR

DRAFT

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# 1 OVERVIEW

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## 1.1 Current Design

Currently LRS/CalSAWS system does not consider the unposted recovery account recoupments that are associated to same recovery account and to a different case when that recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.

## 1.2 Requests

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.
2. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

## 1.3 Overview of Recommendations

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.
2. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

## 1.4 Assumptions

None.

# 2 RECOMMENDATIONS

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## 2.1 Overpayment Adjustment Logic

### 2.1.1 Overview

The overpayment adjustment is a process where if an individual is overpaid and is eligible for benefits, then the system suggests an adjustment. This adjustment is a percentage-based calculation per the cause code of the recovery account. This helps in reducing the balance of recovery account. The transaction is posted as a Benefit Reduction.

### **2.1.2 Description of Changes**

1. Update the Overpayment Adjustment Logic to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month. Please refer to 'CA-56515 Scenarios.xlsx' in Section 3.

## **2.2 Benefit Reduction Redistribution 10-Day Cut-Off Batch EDBC Sweep**

### **2.2.1 Overview**

Benefit Reduction Redistribution Batch EDBC Sweep runs on 10-day cut-off and it identifies the recovery accounts which are being recovered through EDBC benefit recoupments and are fully recouped or will go excessively recouped in next month. Once identified, the System automatically re-triggers the EDBC so that fresh EDBC calculations can come into effect from Next month.

There are certain recovery accounts that are being over collected on and are not being picked up by our batch EDBC process to stop/adjust recoupments. The main reason for this is when we have two responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

When we suggest a benefit reduction amount, it is based on the maximum that we can take for a case and it does not take into consideration other cases that we may be collecting on from the same recovery accounts. This will cause an over collection if during the same month we take two benefit reductions from different cases that give the account a negative balance

### **2.2.2 Description of Change**

1. Update the Benefit Reduction Redistribution Batch EDBC Sweep to consider all the responsible parties on the recovery accounts that are on different cases which are being benefit reduced.

### **2.2.3 Execution Frequency**

No Change.

### **2.2.4 Key Scheduling Dependencies**

No Change.

### **2.2.5 Counties Impacted**

All CalSAWS Counties

### 2.2.6 Data Volume/Performance


N/A.

### 2.2.7 Failure Procedure/Operational Instructions

N/A.

## 3 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	Fiscal	CA-56515 Scenarios	 CA-56515%20Scenarios.xlsx

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met
2.13.2.9	The LRS shall initiate the termination of a case or payment reduction if the participant/caregiver has not met the Redetermination, Recertification, and/or Annual Agreement requirements within a COUNTY-specified period of time.	This requirement is met by enhancing the LRS/CalSAWS system to to consider the unposted recovery account recoupments that are associated to same recovery account and to a different case. This happens when a recovery account has multiple responsible parties and those responsible parties are receiving aid under different cases for the same benefit month.

## 5 MIGRATION IMPACTS

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None.

## 6 OUTREACH

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None.

## 7 APPENDIX

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None.

DRAFT

# CalSAWS

California Statewide Automated Welfare System

## **Design Document**

CIV-4400

Add NOAs and Forms to Template Repository for  
the General Assistance (Managed) Program



<b>CalSAWS</b>	<b>DOCUMENT APPROVAL HISTORY</b>	
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# 1 OVERVIEW

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Currently the only General Assistance NOA available in C-IV is a blank template in Template Repository. Several GA NOAs and Forms have been requested to be added to Template Repository for the GA program.

## 1.1 Current Design

General Assistance (Managed) program functionality was added in Release 16.07 with SCR 1093 (Tracker SCR). Notices of Action (NOAs)/Forms were not part of the General Assistance (Managed) program functionality when it was released.

## 1.2 Requests

C-IV counties have requested that GA NOAs and Forms be added for their GA solution.

## 1.3 Overview of Recommendations

1. Add the following new NOAs/Forms to Template Repository in C-IV:
  - GA Approval NOA
  - GA Denial NOA
  - GA Discontinuance NOA
  - GA Benefit Change NOA
  - GA Supplement NOA
  - GA Reimbursement Agreement Form
  - GA Periodic Report Form

## 1.4 Assumptions

1. The new GA NOAs/Forms will be made available only to the C-IV counties.
2. An additional SCR will be created to migrate the GA NOAs/Forms into LRS/CalSAWS.
3. The new GA NOAs/Forms will be added initially in English and Spanish. Threshold Languages will be added in a future effort.
4. No variables will be populated on the new GA NOAs/Forms (aside from the standard header and footer information).

## 2 RECOMMENDATIONS

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### 2.1 Add GA 292 – GA Approval NOA to Template Repository

#### 2.1.1 Overview

This recommendation will add the GA 292 GA Approval NOA to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form

**Programs:** General Assistance (C-IV)

**Attached Forms:** GA NA BACK 9

**Forms Category:** NOA

**Languages:**

English and Spanish

#### 2.1.2 Description of Change

##### 2.1.2.1 Create GA 292 – GA Approval NOA XDP

A new XDP will be created for the GA Approval NOA. This GA NOA will have the GA NOA BACK 9 that was added with SCR CIV-104855 in Release 20.01. There will be no variable population aside from the existing population logic for the C-IV Standard Header.

**Form Header:** Existing C-IV Standard Header

**Form Title:** GA Approval

**Form Number:** GA 292

**Include NA Back 9:** Yes, the GA NA BACK 9

**Form Mockups/Examples:** See Supporting Documents #1

##### 2.1.2.2 Add Form Control for GA 292

Add a Imaging Barcode for GA 292.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.1.2.3 Add GA 292 – GA Approval NOA to Template Repository

Add the GA 292 GA Approval NOA to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.1.2.4 Add GA 292 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 292 GA Approval NOA.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in LRS/CalSAWS.

#### **Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: None

#### **Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.1.2.5 Imaging Barcode Mapping

The GA 292 GA Approval NOA should be mapped to **Notification/NOA**

## 2.2 Add GA 293 – GA Denial NOA to Template Repository

### 2.2.1 Overview

This recommendation will add the GA 293 GA Denial NOA to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form  
**Programs:** General Assistance (C-IV)  
**Attached Forms:** GA NA BACK 9  
**Forms Category:** NOA

**Languages:**  
English and Spanish

## 2.2.2 Description of Change

### 2.2.2.1 Create GA 293 – GA Denial NOA XDP

A new XDP will be created for the GA Denial NOA. This GA NOA will have the GA NOA BACK 9 that was added with SCR CIV-104855 in Release 20.01. There will be no variable population aside from the existing population logic for the C-IV Standard Header.

**Form Header:** Existing C-IV Standard Header  
**Form Title:** GA Denial  
**Form Number:** GA 293  
**Include NA Back 9:** Yes, the GA NA BACK 9  
**Form Mockups/Examples:** See Supporting Documents #2

### 2.2.2.2 Add Form Control for GA 293

Add a Imaging Barcode for GA 293.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.2.2.3 Add GA 293 – GA Denial NOA to Template Repository

Add the GA 293 GA Denial NOA to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.2.2.4 Add GA 292 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 293 GA Denial NOA.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in LRS/CalSAWS.

**Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: None

**Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

**2.2.2.5 Imaging Barcode Mapping**

The GA 293 GA Denial NOA should be mapped to **Notification/NOA**

**2.3 Add GA 294 – GA Discontinuance NOA to Template Repository**

**2.3.1 Overview**

This recommendation will add the GA 294 GA Discontinuance NOA to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form

**Programs:** General Assistance (C-IV)

**Attached Forms:** GA NA BACK 9

**Forms Category:** NOA

**Languages:**

English and Spanish



## 2.3.2 Description of Change

### 2.3.2.1 Create GA 294 – GA Discontinuance NOA XDP

A new XDP will be created for the GA Discontinuance NOA. This GA NOA will have the GA NOA BACK 9 that was added with SCR CIV-104855 in Release 20.01. There will be no variable population aside from the existing population logic for the C-IV Standard Header.

**Form Header:** Existing C-IV Standard Header

**Form Title:** GA Discontinuance

**Form Number:** GA 294

**Include NA Back 9:** Yes, the GA NA BACK 9

**Form Mockups/Examples:** See Supporting Documents #3

### 2.3.2.2 Add Form Control for GA 294

Add a Imaging Barcode for GA 294.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.3.2.3 Add GA 294 – GA Discontinuance NOA to Template Repository

Add the GA 294 GA Discontinuance NOA to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.3.2.4 Add GA 294 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 294 GA Discontinuance NOA.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in LRS/CalSAWS.

**Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: None

**Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.3.2.5 Imaging Barcode Mapping

The GA 294 GA Discontinuance NOA should be mapped to **Notification/NOA**

## 2.4 Add GA 291 – GA Benefit Change NOA to Template Repository

### 2.4.1 Overview

This recommendation will add the GA 291 GA Benefit Change NOA to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form

**Programs:** General Assistance (C-IV)

**Attached Forms:** GA NA BACK 9

**Forms Category:** NOA

**Languages:**

English and Spanish

### 2.4.2 Description of Change

#### 2.4.2.1 Create GA 291 – GA Benefit Change NOA XDP

A new XDP will be created for the GA Benefit Change NOA. This GA NOA will have the GA NOA BACK 9 that was added with SCR CIV-104855 in Release 20.01. There will be no variable population aside from the existing population logic for the C-IV Standard Header.

**Form Header:** Existing C-IV Standard Header

**Form Title:** GA Benefit Change

**Form Number:** GA 291

**Include NA Back 9:** Yes, the GA NA BACK 9  
**Form Mockups/Examples:** See Supporting Documents #4

**2.4.2.2 Add Form Control for GA 291**

Add a Imaging Barcode for GA 291.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

**2.4.2.3 Add GA 291 – GA Benefit Change NOA to Template Repository**

Add the GA 291 GA Benefit Change NOA to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

**2.4.2.4 Add GA 291 Form Print Options and Mailing Requirements**

The following are the print and mailing requirements for the GA 291 GA Benefit Change NOA.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in CalSAWS.

**Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document’s Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: None

**Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.4.2.5 Imaging Barcode Mapping

The GA 291 GA Benefit Change NOA should be mapped to **Notification/NOA**

## 2.5 Add GA 295 – GA Supplement NOA to Template Repository

### 2.5.1 Overview

This recommendation will add the GA 295 GA Supplement NOA to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form

**Programs:** General Assistance (C-IV)

**Attached Forms:** GA NA BACK 9

**Forms Category:** NOA

**Languages:**

English and Spanish

### 2.5.2 Description of Change

#### 2.5.2.1 Create GA 295 – GA Supplement NOA XDP

A new XDP will be created for the GA Supplement NOA. This GA NOA will have the GA NOA BACK 9 that was added with SCR CIV-104855 in Release 20.01. There will be no variable population aside from the existing population logic for the C-IV Standard Header.

**Form Header:** Existing C-IV Standard Header

**Form Title:** GA Supplement

**Form Number:** GA 295

**Include NA Back 9:** Yes, the GA NA BACK 9

**Form Mockups/Examples:** See Supporting Documents #5

#### 2.5.2.2 Add Form Control for GA 295

Add a Imaging Barcode for GA 295.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	No	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.5.2.3 Add GA 295 – GA Supplement NOA to Template Repository

Add the GA 295 GA Supplement NOA to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.5.2.4 Add GA 295 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 295 GA Supplement NOA.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in LRS/CalSAWS.

#### **Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: N/A

Outgoing Envelope Type: Standard

Return Envelope Type: None

#### **Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.5.2.5 Imaging Barcode Mapping

The GA 295 GA Supplement NOA should be mapped to **Notification/NOA**

## 2.6 Add GA 296 – GA Reimbursement Agreement Form to Template Repository

### 2.6.1 Overview

This recommendation will add the GA 296 GA Reimbursement Agreement Form to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form  
**Programs:** General Assistance (C-IV)  
**Attached Forms:** None  
**Forms Category:** Administrative

**Languages:**  
English and Spanish

## 2.6.2 Description of Change

### 2.6.2.1 Create GA 296 – GA Reimbursement Agreement Form XDP

A new XDP will be created for the GA Reimbursement Agreement Form. There will be no variable population aside from the existing population logic for the C-IV Standard Header and Mailing Cover Sheet. The variable 'CountyName' in the mockup will use the existing County population from the standard header.

**Form Header:** Existing C-IV Standard Header  
**Form Title:** GA Reimbursement Agreement  
**Form Number:** GA 296  
**Include NA Back 9:** No  
**Form Mockups/Examples:** See Supporting Documents #6

### 2.6.2.2 Add Form Control for GA 296

Add a Imaging and BRM Barcode for GA 296.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	Yes	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.6.2.3 Add GA 296 – GA Reimbursement Agreement Form to Template Repository

Add the GA 296 GA Reimbursement Agreement Form to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.6.2.4 Add GA 296 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 296 GA Reimbursement Agreement Form. This form will use a Mailing Cover Sheet(Cover2.xdp) in order to provide a Mail-Back address.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in LRS/CalSAWS.

#### **Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: District Office Name and Address

Outgoing Envelope Type: Standard

Return Envelope Type: BRM

#### **Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.6.2.5 Imaging Barcode Mapping

The GA 296 GA Reimbursement Agreement Form should be mapped to **Reimburse Agreement**

## 2.7 Add GA 297 – GA Periodic Report Form to Template Repository

### 2.7.1 Overview

This recommendation will add the GA 297 GA Periodic Report Form to Template Repository.

**State Form:** N/A, this is a C-IV specific GA Form

**Programs:** General Assistance (C-IV)

**Attached Forms:** None

**Forms Category:** Administrative

**Languages:**

## 2.7.2 Description of Change

### 2.7.2.1 Create GA 297 – GA Periodic Report Form XDP

A new XDP will be created for the GA Periodic Report Form. There will be no variable population aside from the existing population logic for the C-IV Standard Header and Mailing Cover Sheet.

**Form Header:** Existing C-IV Standard Header

**Form Title:** GA Periodic Rpt

**Form Number:** GA 297

**Include NA Back 9:** No

**Form Mockups/Examples:** See Supporting Documents #7

### 2.7.2.2 Add Form Control for GA 297

Add a Imaging and BRM Barcode for GA 297.

Tracking Barcode	BRM Barcode	Imaging Barcode
No	Yes	Yes

Note: Customers with electronic communications will still receive a paper copy of this correspondence in the mail so that they are also provided a return envelope.

### 2.7.2.3 Add GA 297 – GA Periodic Report Form to Template Repository

Add the GA 297 GA Periodic Report Form to the Template Repository.

**Required Document Parameters:** Case Number, Customer Name, Program, Language

### 2.7.2.4 Add GA 297 Form Print Options and Mailing Requirements

The following are the print and mailing requirements for the GA 297 GA Periodic Report Form. This form will use a Mailing Cover Sheet(Cover2.xdp) in order to provide a Mail-Back address.

Blank Template	Print Local without Save	Print Local and Save	Print Central and Save	Reprint Local	Reprint Central
Yes	No	Yes	Yes	No*	Yes

Note: The REPRINT LOCALLY AND SAVE option is only available in CalSAWS.



**Mailing Requirements:**

Mail-To (Recipient): Person selected in the Document's Parameter page

Mailed From (Return): Standard Population (Office of the Worker Assigned to the Program, if one does not exist then the Office of the Worker that generated the Form)

Mail-back-to Address: District Office Name and Address

Outgoing Envelope Type: Standard

Return Envelope Type: BRM

**Additional Requirements:**

Special Paper Stock: N/A

Enclosures: N/A

Electronic Signature: No

Post to YBN/C4Y: Yes

### 2.7.2.5 Imaging Barcode Mapping

The GA 297 GA Periodic Report should be mapped to **Other Customer Reporting**

## 2.8 Add the GA NA Back 9 in Spanish

### 2.8.1 Overview

Currently the GA NA Back 9 is only available in English. It is currently only attached to the Blank GA NOA in template repository.

**State Form:** N/A, County created

**Current Programs:** C-IV GA

**Current Attached Form(s):** N/A

**Current Forms Category:** NOA

**Existing Languages:**

English

### 2.8.2 Description of Change

#### 2.8.2.1 Updates to Form XDP

The GA NOAs in this effort will include a GA NA Back 9. Since the GA NOAs will be added in Spanish the GA NOA Back 9 will also require Spanish. Adding a Spanish version of the GA NA Back 9 that will be included with the NOAs in this effort.

**Updated Languages:**

Spanish (new)

### 3 SUPPORTING DOCUMENTS

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Number	Functional Area	Description	Attachment
1	Form	GA Approval NOA Mockup	See GA292 APPROVAL.pdf
2	Form	GA Denial NOA Mockup	See GA293 DENIAL.pdf
3	Form	GA Discontinuance NOA Mockup	See GA294 DISC.pdf
4	Form	GA Benefit Change NOA Mockup	See GA291 BENE CHANGE.pdf
5	Form	GA Supplement NOA Mockup	See GA295 SUPPLEMENTAL.pdf
6	Form	GA Reimbursement Agreement Form Mockup	See GA296 REIMBURSE AGMNT.pdf
7	Form	GA Periodic Report Form Mockup	See GA297 PERIODIC RPT.pdf

## 4 REQUIREMENTS

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### 4.1 Project Requirements

REQ #	REQUIREMENT TEXT	How Requirement Met

### 4.2 Migration Requirements

DDID #	REQUIREMENT TEXT	Contractor Assumptions	How Requirement Met

## 5 MIGRATION IMPACTS

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SCR Number	Functional Area	Description	Impact	Priority	Address Prior to Migration?

## 6 OUTREACH

---

N/A

## 7 APPENDIX

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N/A