



# Introduction to the VDOT Chart of Accounts

December 17, 2012



# Crosswalk COA Elements – Cardinal to *FMS II*

GL Business Unit

*Business Unit*

Account

*Account*

Fund

*Fund*

Program

*Program*

Department

*Organization*

Cost Center

*Cost Center*

Task

*Activity (cost center)*

FIPS

*County*

Asset

*Structure/Building/Lot*

Agency Use 1

*OPC (select)*

Agency Use 2

*Route\**

PC Business Unit

*Not Applicable*

\*Only used in storm/disaster mode.

Project

*UPC, OPC (select)*

Activity

*Activity (project)*

## KEY

Cardinal COA Element

*FMS II COA Element*



# FMS II COA Elements Not Available in Cardinal

- Asset Type
- Facility
- Structure\*
- Building/Lot\*
- Mile Post To
- Mile Post From
- Equipment ID\*\*
- EMS Work Order
- Parcel
- Contract
- Bond

*\* Structure, Buildings/Lots will be tracked in the consolidated field Cardinal Asset, as necessary.*

*\*\*Rental Equipment IDs will be collected on the Employee Timesheet transactions when the agency is operating in storm/disaster mode.*



# Additional COA Information for VDOT

- Cardinal uses both Speedtypes and Speedcharts (transaction type drives one versus the other – the system guides this process, not a user decision)
- Users are not required to use a Speedtype or Speedchart on their transactions, but it is highly encouraged
- There is no Speedtype Category
- All transactions have either a project or cost center – not both
- No COA field is grayed out or inaccessible in the transaction grid (this includes Fund and Program)
- Combination edits are heavily utilized to control invalid combinations of COA elements/values
- Some COA fields that appear on the transaction grid are not utilized/configured for VDOT (such as Source Type, Category, Subcategory, Affiliate, Fund Affiliate, and Stat)
- Project charges require a PC Business Unit
- Task and Activity predominantly contain the same set of values. Activities can only be used on a Project charges; Tasks can be used on Cost Center charges
- For centrally owned COA fields, VDOT needs to work closely with DOA/DPB to ensure values are in alignment with future enterprise application



# Additional COA Information for VDOT (continued)

- Code values for COA fields are changed as follows:
  - Account values have been totally revamped
  - Slight modifications have been made to the values for Cost Center, Projects, Funds and Programs
  - Most Department ID values have changed
  - FMS Activities are now tracked in two different ways
    - Task replaces the Activity for Cost Center charges
    - Activity continues to be used for Project charges.
    - Tasks and Activities share many of the same codes (when the work effort is the same)
  - FMS UPCs are now tracked as Projects (same code value, but with two additional leading zeroes)
  - FMS OPCs are now tracked as one of two Cardinal fields
    - If there is a related automated billing agreement needed, the effort will be tracked as a Project (requiring budget approval from Financial Planning Division)
    - If there is no automated billing agreement needed, the effort will be tracked as Agency Use 1 (function) code – this includes storm/disaster event tracking



# Additional Job Aids Available

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Reference [Chart of Accounts Job Aid](#) for help mapping FMS II values to Cardinal values