

Exhibit 300 FY2008

FY2008 Exhibit 300

PART I: SUMMARY INFORMATION AND JUSTIFICATION

In Part I, complete Sections A, B, C, and D for all capital assets (IT and non-IT). Complete Sections E and F for IT capital assets.

Section A: Overview (All Capital Assets)

The following series of questions are to be completed for all investments.

I. A. 1. Date of Submission:

2006-07-18

I. A. 2. Agency:

005

I. A. 3. Bureau:

96

I. A. 4. Name of this Capital Asset:

(short text - 250 characters)

USDA Forest Service National Financial Applications

I. A. 5. Unique ID: (For IT investments only, see section 53. For all other, use agency ID system.)

005-96-01-01-01-0069-00-402-124

I. A. 6. What kind of investment will this be in FY2008?

(Please NOTE: Investments moving to O&M ONLY in FY2008, with Planning/Acquisition activities prior to FY2008 should not select O&M. These investments should indicate their current status.)

Operations and Maintenance

I. A. 7. What was the first budget year this investment was submitted to OMB?

FY2008

I. A. 8. Provide a brief summary and justification for this investment, including a brief description of how this, closes in part or in whole, an identified agency performance gap:

(long text - 2500 characters)

The Forest Service National Financial Applications investment meets required schedules to deposit data into the agency's financial accounting system, FFIS. The data types cover an array of financial information, such as: receivable, commitment, accrual, billing and payment activities, working capital fund activities, temporary duty reimbursements, transfer of station reimbursements, travel authorization management, reimbursable and advance collection agreements, uniform allowance activities and payments to states. These feeder systems that interface with FFIS ensure timely and accurate delivery of data into the financial accounting system, processing records on a daily basis. Financial documents are then efficiently disseminated back into the appropriate systems through back feed interfaces from FFIS. This investment will continue to automate our budget and financial business processes using newer technology aligning with eGovernment allowing the agency to web-enable all appropriate financial information and pursue collaborative projects such as a Government-wide travel system and a state of the art Financial Accounting system.

I. A. 9. Did the Agency's Executive/Investment Committee approve this request?

yes

I. A. 9. a. If "yes", what was the date of this approval?

2006-09-06

I. A. 10. Did the Project Manager review this Exhibit?

yes

I. A. 11. Contact information of Project Manager?

I. A. 12. Has the agency developed and/or promoted cost effective, energy-efficient and environmentally sustainable techniques or practices for this project.

no

I. A. 12. a. Will this investment include electronic assets (including computers)?

no

I. A. 12. b. Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)

no

I. A. 12. b. 1. If "yes", is an ESPC or UESC being used to help fund this investment?

I. A. 12. b. 2. If "yes", will this investment meet sustainable design principles?

I. A. 12. b. 3. If "yes", is it designed to be 30% more energy efficient than relevant code?

I. A. 13. Does this investment support one of the PMA initiatives?

yes

I. A. 13. a. If "yes", check all that apply:

Financial Performance

I. A. 13. b. Briefly describe how this asset directly supports the identified initiative(s).

(medium text - 500 characters)

The FS Natl FIN App investment supports the FS Financial Improvement Project (FIP). Through a business process re-engineering study on budget execution and financial accounting operations with in the Forest Service the CFO organization consolidated its operations into a single center in order to achieve a clean audit opinion.

I. A. 14. Does this investment support a program assessed using the Program Assessment Rating Tool (PART)?

(For more information about the PART, visit www.whitehouse.gov/omb/part.)

no

I. A. 14. a. If "yes", does this investment address a weakness found during the PART review?

no

I. A. 14. b. If "yes", what is the name of the PARTed Program?

(short text - 250 characters)

I. A. 14. c. If "yes", what PART rating did it receive?

I. A. 15. Is this investment for information technology? (see section 53 for definition)

yes

I. A. 16. What is the level of the IT Project (per CIO Council's PM Guidance)?

Level 1 - Projects with low-to-moderate complexity and risk. Example: Bureau-level project such as a stand-alone information

system that has low- to-moderate complexity and risk. Level 2 - Projects with high complexity and/or risk which are critical to the mission of the organization. Examples: Projects that are part of a portfolio of projects/systems that impact each other and/or impact mission activities. Department-wide projects that impact cross-organizational missions, such as an agency-wide system integration that includes large scale Enterprise Resource Planning (e.g., the DoD Business Mgmt Modernization Program). Level 3 - Projects that have high complexity, and/or risk, and have government-wide impact. Examples: Government-wide initiative (E-GOV, President's Management Agenda). High interest projects with Congress, GAO, OMB, or the general public. Cross-cutting initiative (Homeland Security).

Level 3

I. A. 17. What project management qualifications does the Project Manager have? (per OMB's PM Guidance):

(1) - The project manager assigned for this investment has been validated as qualified in accordance with OMB PM Guidance.; (2) - The project manager assigned for this investment is in the process of being validated as qualified in accordance with OMB PM Guidance.; (3) - The project manager assigned for this investment is not validated as qualified in accordance with OMB PM Guidance.; (4) - The qualifications for the project manager named have not been evaluated.; (5) - No project manager is currently assigned for this investment.; (6) - N/A -- This is not an IT investment.

(1) Project manager has been validated as qualified for this investment

I. A. 18. Is this investment identified as "high risk" on the Q4 - FY 2006 agency high risk report (per OMB's "high risk" memo)?

no

I. A. 19. Is this a financial management system?

yes

I. A. 19. a. If "yes", does this investment address a FFMIA compliance area?

no

I. A. 19. a. 1. If "yes" which compliance area?

(short text - 250 characters)

I. A. 19. a. 2. If "no", what does it address?

(medium text - 500 characters)

The FS Natl FIN Apps investment meets required schedules to deposit and retrieve data to and from FFIS. The data types cover an array of financial information, such as: receivable, commitment, accrual, billing and payment activities, working capital fund activities, temporary duty reimbursements, transfer of station reimbursements, travel authorization management, reimbursable and advance collection agreements, uniform allowance activities and payments to states.

I. A. 19. b. If "yes", please identify the system name(s) and system acronym(s) as reported in the most recent financial systems inventory update required by Circular A-11 section 52

(long text - 2500 characters)

Incident Business System (IBS) which includes the Incident Business Database (IBDB) and the Aviation Business System (ABS), Working Capital Fund (WCF) data entry into EMIS, Temporary Duty reimbursements (PC Travel), Transfer of Station system (TOS), Temporary Duty Travel Authorization Mgmt (TDY), Reimbursable and Advance Collection Agreements (RACA), Financial Transaction Reporting System (FTRS), Uniform Allowance System (UNAW), Emergency Fire Fighter Pay system (EFF) and All Service Receipts (ASR)

I. A. 20. What is the percentage breakout for the total FY2008 funding request for the following? (This should total 100%)

I. A. 20. a. Hardware

0

I. A. 20. b. Software

4

I. A. 20. c. Services

96

I. A. 20. d. Other

I. A. 21. If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB Memorandum 05-04 and included in your agency inventory, schedules and priorities?

n/a

I. A. 22. Contact information of individual responsible for privacy related questions:

I. A. 22. a. Name

(short text - 250 characters)

Sandra Watts

I. A. 22. b. Phone Number

I. A. 22. c. Title

(short text - 250 characters)

Assistant Director, Financial Management, FMS, Tech Team

I. A. 22. d. Email

(short text - 250 characters)

swatts@fs.fed.us

I. A. 23. Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval?

yes

Section B: Summary of Funding

I. B. 1. Provide the total estimated life-cycle cost for this investment by completing the following table.

All amounts represent budget authority in millions, and are rounded to three decimal places. Federal personnel costs should be included only in the row designated "Government FTE Cost," and should be excluded from the amounts shown for "Planning," "Full Acquisition," and "Operation/Maintenance." The total estimated annual cost of the investment is the sum of costs for "Planning," "Full Acquisition," and "Operation/Maintenance." For Federal buildings and facilities, life-cycle costs should include long term energy, environmental, decommissioning, and/or restoration costs. The costs associated with the entire life-cycle of the investment should be included in this report.

Note: For the cross-agency investments, this table should include all funding (both managing and partner agencies). Government FTE Costs should not be included as part of the TOTAL represented.

	PY-1 Spending Prior to 2006	PY 2006	CY 2007	BY 2008					
Planning	0.75	0	0	0					
Acquisition	0	0	0	0					
Subtotal Planning & Acquisition	0.75	0	0	0					
Operations & Maintenance	2.38	7.617	4.469	3.918					
TOTAL	3.13	7.617	4.469	3.918					
Government FTE Costs	0.609	0.628	0.648	0.667					
Number of FTE represented by cost	6	6	6	6					

I. B. 2. Will this project require the agency to hire additional FTE's?

no

I. B. 2. a. If "yes", How many and in what year?

(medium text - 500 characters)

I. B. 3. If the summary of spending has changed from the FY2007 President's budget request, briefly explain those changes.

Section C: Acquisition/Contract Strategy

(Character Limitations: Contract or Task Order Number - 250 Characters; Type of Contract/Task Order - 250 Characters; Name of CO - 250 Characters; CO Contact Information - 250 Characters)

I. C. 2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:

(long text - 2500 characters)

I. C. 3. Do the contracts ensure Section 508 compliance?

yes

I. C. 3. a. Explain Why:

(medium text - 500 characters)

All applications with in the Nat'l FIN App investment are built using web technology user interfaces. Financial Management in the FS is also required to follow all policy and procedures when developing financial systems. Yearly reviews are conducted by IT and Financial auditors assuring compliance. Weaknesses that are found are corrected with in an agreed upon timeframe by agency senior executives.

I. C. 4. Is there an acquisition plan which has been approved in accordance with agency requirements?

yes

I. C. 4. a. If "yes", what is the date?

2006-11-03

I. C. 4. b. If "no", will an acquisition plan be developed?

yes

I. C. 4. b. 1. If "no", briefly explain why:

(medium text - 500 characters)

Section D: Performance Information

In order to successfully address this area of the exhibit 300, performance goals must be provided for the agency and be linked to the annual performance plan. The investment must discuss the agency's mission and strategic goals, and performance measures must be provided. These goals need to map to the gap in the agency's strategic goals and objectives this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60 percent, increase citizen participation by 300 percent a year to achieve an overall citizen participation rate of 75 percent by FY 2xxx, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module, milestones, or investment, or general goals, such as, significant, better, improved that do not have a quantitative or qualitative measure.

Agencies must use Table 1 below for reporting performance goals and measures for all non-IT investments and for existing IT investments that were initiated prior to FY 2005. The table can be extended to include measures for years beyond FY 2006.

I. D. 1. Table 1

(Character Limitations: Strategic Goal(s) Supported - 250 Characters; Performance Measure - 250 Characters; Actual/baseline (from Previous Year) - 250 Characters; Planned Performance Metric (Target) - 250 Characters; Performance Metric Results (Actual) - 250 Characters; Measurement Indicator - 250 Characters; Baseline - 250 Characters; Planned Improvement to the Baseline - 250 Characters; Actual Results - 250 Characters)

Fiscal Year	Strategic Goal(s) Supported	Performance Measure	Actual/baseline (from Previous Year)	Planned Performance Metric (Target)	Performance Metric Results (Actual)
2008	Conduct mission-related work in addition to that which supports the agency goals. Meet Federal financial management standards and integrate budget with performance.	Financial management systems are compliant with federal standards.	Measure not in place until FY 2007, baseline not available at this time.	100 % of prior years' systems non compliances completed in current year (System compliance includes FISMA/FISCAM - security only); JFMIP.	Measurement not in place until FY 07, results not available at this time.

I. D. 2. Table 2

Fiscal Year	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Planned Improvement to the Baseline	Actual Results
2006	Mission and Business Results	Financial Management	Financial management systems are compliant with federal standards.	Recommendations from Financial Audit requiring implementation following Management Decision action plan.	Implement 100% of all action items for Financial Management systems using Management Decision action plan.	90%
2007	Mission and Business Results	Financial Management	Financial management systems are compliant with federal standards.	Recommendations from Financial Audit requiring implementation following Management Decision action plan.	Implement 100% of all action items for Financial Management systems using Management Decision action plan.	100%
2008	Mission and Business Results	Financial Management	Financial management systems are compliant with federal standards.	Recommendations from Financial Audit requiring implementation following Management Decision action plan.	Implement 100% of all action items for Financial Management systems using Management Decision action plan.	TBD
2006	Processes and Activities	Financial Management	Understand all feeder systems and errors that generate need for manual intervention so data can be successfully processed in accounting system.	Financial management operations currently disparate and not performed at an enterprise level.	Implement changes to financial feeder systems in support of standing up enterprise financial operations support (ASC).	New systems and processes were developed and implemented in support of a centralized Financial management operations center (ASC).
2007	Processes and Activities	Financial Management	Analyze feeder system errors, recommend and implement system changes and enhancements to reduce errors systematically.	Feeder systems passing documents with errors into Financial system which then have to be rectified manually.	Feeder systems changes are implemented that lower the number of documents rejected by the financial system.	Modifications to systems dramatically lowered number of rejected documents requiring manual intervention for Financial Management operations center.
2008	Processes and Activities	Financial Management	Percent of all feeder systems of all month end account balances reconciled and appropriate adjustments recommended within 15 working days after close of accounting period.	Implement systems changes with in Financial Management System's control to reduce errors.	Reduce # of errors with in Financial Management systems control to 0.	TBD
2006	Customer Results	Financial Management	Requests for Change are handled expeditiously and in line with Financial Management priorities.	No Financial Management tracking and prioritization system in place for change requests.	Implement SDLC methodology.	Train all FMS employees in SDLC methodology.
2007	Customer Results	Financial Management	Requests for Change are handled expeditiously and in line with Financial Management priorities.	Systems are developed and / or changed with out gathering complete and agreed to requirements from the customer.	100% of all new systems are developed following the SDLC methodology and documentation is complete and available upon request. Any new changes to existing systems follow the SDLC methodology and documentation is complete and available upon request.	50%
2008	Customer Results	Financial Management	Requests for Change are handled expeditiously and in line with Financial	Existing Financial Management systems do not have all of the proper documentation in place.	100% of all new systems are developed following the SDLC methodology and documentation is	TBD

			Management priorities.	Ensure new systems follow the SDLC methodology and all proper documentation is complete and available.	complete and available upon request. Any new changes to existing systems follow the SDLC methodology and documentation is complete and available upon request.	
2006	Technology	Financial Management	Cost to deliver Financial Management systems is managed with in the projected budget.	Financial management operations currently disparate and not performed at an enterprise level.	Implement changes to existing financial feeder systems in support of standing up enterprise financial operations support (ASC). Implement new systems and process in support of the ASC.	50%
2007	Technology	Financial Management	Cost to deliver Financial Management systems is managed with in the projected budget.	Financial management operations currently disparate and not performed at an enterprise level.	Implement changes to existing financial feeder systems in support of standing up enterprise financial operations support (ASC). Implement new systems and process in support of the ASC.	75%
2008	Technology	Financial Management	Cost to deliver Financial Management systems is managed with in the projected budget.	Financial management operations currently disparate and not performed at an enterprise level.	Implement changes to existing financial feeder systems in support of standing up enterprise financial operations support (ASC). Implement new systems and process in support of the ASC.	TBD

Section F: Enterprise Architecture (EA)

In order to successfully address this area of the business case and capital asset plan you must ensure the investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.

I. F. 1. Is this investment included in your agency's target enterprise architecture?

yes

I. F. 1. a. If "no", please explain why?

(long text - 2500 characters)

I. F. 2. Is this investment included in the agency's EA Transition Strategy?

yes

I. F. 2. a. If "yes", provide the investment name as identified in the Transition Strategy provided in the agency's most recent annual EA Assessment.

(medium text - 500 characters)

National Financial Applications

I. F. 2. b. If "no" please explain why?

(long text - 2500 characters)

I. F. 3. Identify the service components funded by this major IT investment (e.g., knowledge management, content management, customer relationship management, etc.). Provide this information in the format of the following table. For detailed guidance regarding components, please refer to <http://www.whitehouse.gov/omb/egov/>.

FEA SRM Component - Use existing SRM Components or identify as "NEW". A "NEW" component is one not already identified as a service component in the FEA SRM. FEA Service Component Reused - A reused component is one being funded by another investment, but being used by this investment. Rather than answer yes or no, identify the reused service component funded by the other investment and identify the other investment using the Unique Project Identifier (UPI) code from the OMB Ex 300 or Ex 53 submission. Internal or External Reuse? - 'Internal' reuse is within an agency. For example, one agency within a department is reusing a service component provided by another agency within the same department. 'External' reuse is one agency within a department reusing a service component provided by another agency in another department. A good example of this is an E-Gov

initiative service being reused by multiple organizations across the federal government. Funding Percentage - Please provide the percentage of the BY requested funding amount used for each service component listed in the table. If external, provide the funding level transferred to another agency to pay for the service. (Character Limitations: Agency Component Name - 250 Characters; Agency Component Description - 500 Characters)

Agency Component Name	Agency Component Description	FEA SRM Service Type	FEA SRM Component	FEA Service Component Reused - Component Name	FEA Service Component Reused - UPI	Internal or External Reuse?	BY Funding Percentage
ASC Call Center	Call Center Services provided by ASC for all FS FIN Applications	Customer Relationship Management	Call Center Management	Call Center Management	005-96-01-01-02-0069-00-402-124	Internal	10
Nat'l FIN Apps on-line help	On-Line web help for Financial systems	Customer Initiated Assistance	Online Help	Online Help	005-96-01-01-02-0069-00-402-124	No Reuse	100
Nat'l FIN Apps Billing and Acct systems	Nat'l FIN Apps Billing and Acct Systems	Financial Management	Billing and Accounting	Billing and Accounting	005-96-01-01-02-0069-00-402-124	No Reuse	100
FS General Support System	FS General Support System	Collaboration	Email	Email	005-96-01-01-02-0069-00-402-124	Internal	10
FS General Support System	FS General Support System	Systems Management	System Resource Monitoring	Software Distribution	005-96-01-01-02-0069-00-402-124	Internal	10

I. F. 4. To demonstrate how this major IT investment aligns with the FEA Technical Reference Model (TRM), please list the Service Areas, Categories, Standards, and Service Specifications supporting this IT investment.

FEA SRM Component - Service Components identified in the previous question should be entered in this column. Please enter multiple rows for FEA SRM Components supported by multiple TRM Service Specifications. Service Specification - In the Service Specification field, Agencies should provide information on the specified technical standard or vendor product mapped to the FEA TRM Service Standard, including model or version numbers, as appropriate. (Character Limitations: Service Specification (i.e., vendor and product name) - 250 characters)

FEA SRM Component	FEA TRM Service Area	FEA TRM Service Category	FEA TRM Service Standard	Service Specification (i.e., vendor and product name)
Billing and Accounting	Service Access and Delivery	Access Channels	Web Browser	
Billing and Accounting	Service Access and Delivery	Delivery Channels	Intranet	
Billing and Accounting	Service Platform and Infrastructure	Delivery Servers	Web Servers	
Billing and Accounting	Service Platform and Infrastructure	Hardware / Infrastructure	Servers / Computers	
Billing and Accounting	Service Platform and Infrastructure	Delivery Servers	Database	
Billing and Accounting	Service Platform and Infrastructure	Hardware / Infrastructure	Local Area Network (LAN)	

I. F. 5. Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)?

yes

I. F. 5. a. If "yes", please describe.

(long text - 2500 characters)

FFIS

I. F. 6. Does this investment provide the public with access to a government automated information system?

no

I. F. 6. a. If "yes", does customer access require specific software (e.g., a specific web browser version)?

I. F. 6. a. 1. If "yes", provide the specific product name(s) and version number(s) of the required software and the date when the public will be able to access this investment by any software (i.e. to ensure equitable and timely access of government information and services).

(medium text - 500 characters)

PART III: FOR "OPERATION AND MAINTENANCE" INVESTMENTS ONLY (STEADY-STATE)

Part III should be completed only for investments which will be in "Operation and Maintenance" (Steady State) in FY 2008, i.e., selected the "Operations and Maintenance" choice in response to Question 6 in Part I, section A above.

Section A: Risk Management

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investments life-cycle. Answer the following questions to describe how you are managing investment risks.

III. A. 1. Does the investment have a Risk Management Plan?

yes

III. A. 1. a. If "yes", what is the date of the plan?

2006-10-01

III. A. 1. b. Has the Risk Management Plan been significantly changed since last year's submission to OMB?

yes

III. A. 1. c. If "yes", describe any significant changes:

(medium text - 500 characters)

This is the first submission to OMB for this investment. Risk management plans exist for individual projects. A risk management plan for the entire investment was recently completed and has been submitted with the FY 08 OMB 300 submission as a first draft. A cost/benefit analysis is currently being performed for this investment. Prior to this submission only security risks were identified and managed.

III. A. 2. If there currently is no plan, will a plan be developed?

no

III. A. 2. a. If "yes", what is the planned completion date?

III. A. 2. b. If "no", what is the strategy for managing the risks?

(long text - 2500 characters)

This is the first submission to OMB for this investment. Risk management plans exist for individual projects. A risk management plan for the entire investment was recently completed and has been submitted with the FY 08 OMB 300 submission as a first draft. A cost/benefit analysis is currently being performed for this investment. Prior to this submission only security risks were identified and managed.