GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
676	Auto update Waivers/Exemption Data in eZ-Audit from PEPS	Request is to auto update Waiver/Exemption info as part of interval feed (TBD by FSA)		Waiver		H	
386	Add left nav to Change in FY Submission (Co-Team leader view)	Recommendation to add a left navigation bar to the Change in FY End submission when viewed by a Co-Team leader from their pending assignment queue. This will allow them access to a notes page and correspondence log for the submission.	The system will allow a Co-Team leader user access to the Notes and Correspondence Log pages when viewing a Change in FY end submission.	General		H	
438	Waiver/Exemption Resolution Page - Add ability to upload a letter	Per discussion with Ti, the request is to add functionality to the Waiver/Exemption Resolution page to allow the Case User to upload a document/letter (similar to the FAD process). This may require further design analysis for full implementation.	The system will allow a Case Resolution User to upload a "Waiver" letter on the Waiver Resolution page.	Waiver		H	Upload a separate waiver letter
481	Create new report - "Reports Due"	Request is to add a new report called "Reports Due." The purpose of the report is to return a list of schools with submissions due in the near future (details to be defined).	The system will provide a report that will allow and FSA user to retrieve a a list of submissions due in the future. The report will allow the user to select from a list of defined time periods to filter the results.	Report		H	
683	Add correspondence type of "Incomplete Letter"	Add correspondence type of "Incomplete Letter" to the correspondence log.		Corr Log		H	DB change
120	Report for re-calculation of Composite Score	The system should generate a report listing the number or percentage of submissions where a Financial Analyst recalculates the composite score and the number or percentage of times it results in a revised score.		FS Resolution		H	
303	Waiver date	Need a field to capture the date the Waiver was withdrawn on the Waiver Request page.		Waiver		H	
587	On the One-Day-Balance Sheet, begin and end date have the same date	On the One-Day-Balance Sheet, begin and end date have the same date.		Institution		H	Remove the End Date
589	LOC Expiration Date Amount LOC# These fields should be required	"LOC Expiration Date Amount LOC # These fields should be required fields." Comments: The required fields have been discussed in detail during the design. Any change to what fields are required should be discussed with the entire core team and approved.		LOC		H	
617	Provide ability for a Co-Team leader to assign a submission in the Pending Assignment Queue to another Co-Team leader	The request is to allow a Co-Team leader the ability to assign a submission in their Pending Assignment Queue to another Co-Team leader. The new Co-Team leader should then have the ability to assign the submission to a member of their Case Team. The resolution process should then be returned to the "assigning" Co-Team leader for approval (the one who has the team member who actually worked the resolution).		Assign/Approve		H	
686	ED Admin - Don't require a Case Team ID/OPEID when adding users where it does not apply	The request is to 1 - Remove required asterisk marks for the OPE_ID and Case team fields. Maybe add a note to state that one is required based on what type of user you are adding. 2 - Do not require a Case Team ID when adding a screener user (it is N/A)		Admin		H	
695	DDIF - Error	DDIF - Screen should not clear when an edit/error occurs.		Audit Resolution		H	
698	Left nav - change link name	Left Menu - Change 'Score Calculation' to 'Financial Statement Worksheet'.		General		H	Look at other left Navs
702	Determination edit checks	Financial Statement Determination - Need Edit checks when selecting specific determinations. (Ex. If school is in the zone per its composite score, then a zone determination should only be allowed for selection.)		FS Resolution		H	

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
188	Screener / Code Findings - separate buttons	select to calculate the deficiency indicator without submitting Expected: ability to calculate without having to submit Actual: only a calculate deficiency indicator button is provided. The request is to provide separate buttons. If this is the case we should investigate displaying the result of the calculation on the screen after selecting to calculate.		Code Findings		H	
189	Screener / Code Findings - Additional Check	enter a value in the "number of errors" field that is greater than the value entered in the "sample size"field Expected: system display an error message Actual: per current design, no error message is displayed. This functionality was requested as a future requirement.		Code Findings		H	
107	Auditor assigned user access to multiple institutions	Under current design, a school can appoint any user, including an auditor, to access their submission pages. If an auditor is assigned data entry rights for multiple schools, they will need to log into each school's account individually to access the submission pages. The request is to support a single login for auditor users. Upon login, the system would present a list/queue of all schools that the auditor has been given access to. The list/queue would allow the auditor to access the submission pages for all schools to which they have access.		Auditor		H	
112	Institution User Limit	Limit the number of [Data Entry] users an Institution Administrator can add as users of the system (i.e. no more than 5 or 10 based on system load capability).		Admin		H	
305	Help link	There should be a HELP BUTTON or LINK on each page.	REQUIRES CLARIFICATION?	General		H	Add link to the nav
482	Add "Program Area" to the Code Findings Page	Add "Program Area" as an input on the Code Findings page. This value would also need to be added back to the Compliance Audits Summary report.		Code Findings		H	
573	Add text to ACD data entry form	ACD data entry form On the data entry form, we should add text above the following three fields: -Amounts Already Recovered -Adjustment at Auditee Site -Other The text should indicate that values of these three fields will be deducted. Without such text user could think that all fields will be added and, hence, enter negative amounts.		Audit Resolution		H	
583	Sort queues on Co-Team's Lead's home page by alphabetical order	Co-Team Lead Queue Requested ability to sort queues on Co-Team Lead's home page by alphabetical order or make information sortable. Right now, records are sorted by the submission date.		Assign/Approve		H	Order by in SQL
614	Net Amounts not displaying on ACD pages	The values for 'Net Amount to be Collected' and 'Specialist Liability' are not displayed on the ACD pages. An error check occurs to valid that the Net Amount to be Collected in Section 1 and Section 3 are the same, however the values are not (re)displayed to the user.		Audit Resolution		H	

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
685	Remove error check requiring a note on the submission summary page when indicating completeness status	The request is to remove error check requiring a note on the submission summary page when indicating completeness status.		General		H	
688	Change dropdown value on Determination - LOC page	The request is to replace the value in the dropdown list called "Reason Requested" on the LOC Determination page from Failed Numeric Test to Failed Composite Score.		FS Resolution		H	db change
696	DDIF - Buttons	DDIF - Clear Form, Save, and Generate DDID buttons should appear once the grid is present (entry added).		Audit Resolution		H	
703	ACD/DDIF/LOC - Number formatting	When entering amounts in ACD, DDIF, LOC screens have system format amount correctly which eliminates typing commas.		Audit Resolution		H	
706	Add fields to Manage Users	Manage Users - Add Job Title and relationship to school.		Admin		H	
580	In the Co-Team Lead Queue heading of the page does not state that is Co-Team Lead's Home page	In the Co-Team Lead Queue heading of the page does not state that it is Co-Team Lead's Home page.		Assign/Approve		H	
613	School Closure Indication	EZAudit should bring over school closure date from PEPS. It has not yet been determined where this data is stored in PEPS.	what is the priority here/purpose?	Closeout		H	Needed on the back end; Engagement letter, closeout letter, home page links, notifications, etc.
557	Expired field on Waiver Resolution page	Remove "Expired" field from Waiver Resolution page. Field serves no purpose - system knows when a waiver has expired.		Waiver		H	
558	Withdrawn field on Waiver Resolution	Change field label "Withdrawn" to "Rescinded" Also, add a text box for user to enter date waiver/exemption was rescinded.		Waiver		H	
731	Add an edit check to the "TIN" field on both P&A Infor and FS Info to enforce correct TIN format	Add an edit check to the P&A and FS Info page to enforce the proper format for the Auditor TIN Number field.		Institution		H	
640	Suppress ARS Edit Checks on Submit to Co-Team if the only reason for referral is Change in Auditor	The request is to allow an ARS to Submit to a Co-Team leader without having to complete an ACD, DDIF, and FAD if the only reason for referral is Change in Auditor. Currently they are required to at least put some values in for each page even if the only action is to update auditor info.	The system will allow an ARS/FA to submit to a Co-Team leader without completing any resolution documents when the only reason for flagging is "Change in Auditor."	Audit Resolution		H	
629	Set Resolution Due Date To Start When Co-Team Leader Assigns for Financial Statement	The request is to start the resolution clock when the Co-Team leader assigns a Financial Statement Submission to a Financial Analyst. The system currently starts the clock upon submission. The fix will need to be applied to the Reports where a resolution due date is displayed as well.	The system will calculate the Resolution Due Date and Cycle Time for a financial statement using "Assign Date" as the starting point of the review period.	FS Resolution		H	
694	LOC - Waiver	Waiver/Exemption Resolution: Resolution screen should allow approval of the waiver when the LOC screen has the LOC received date and reason requested is "Waiver". (ADDITIONAL DISCUSSION WILL BE NEEDED)	Need clarification.	LOC		H	Potentially separate LOC. In order to accept Waiver, need LOC.
704	Add ability to handle an unrequested LOC	LOC - Need to be capability to update LOC Information when a school sends in a LOC that was NOT requested by Case and therefore, does not require Co-team leader approval.	The system will provide a resolution user the ability to record LOC information for a school at any time, regardless of submission.	LOC		H	
726	Need ability to edit Amendment Number and Release Date on LOC pages after archived	The request is for the system to provide the ability to allow an FA to record values for the fields "Amendment Number" and "Release Date" on either the determination page with a determination of LOC or on the Complete LOC page after the record has been archived.	The system will allow an FA user to record Amendment Date and Release Number for an LOC at any time during and after the resolution process.	LOC		H	
691	Updates to LOC	Complete LOC link needs to be available when any submission is queried and opened. Waivers require a LOC to be submitted currently - the complete LOC link does not appear. I thought this Complete LOC link would occur for all submissions as we can request a LOC at anytime after any submission has been resolved.	The system will provide a page to capture LOC information as part of a Waiver Resolution.	LOC		H	

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
622	TIN removing leading zero's	TIN also needs to change from a number to a varchar.	The system will store TIN numbers in a VARCHAR format.	General		H	School not as used as the audit firm
705	Display both eZ-Audit and FSA composite score	Composite Score - When Case recalculates the score, the new score should appear on the Submission Summary page below the school/eZ-Audit score. Both scores must be saved and retrievable. (We may already have this logged as a SIR)	The system will display the eZ-Audit Composite Score and the Composite Score from the Worksheet on the Submission Summary page.	FS Resolution		H	
713	eZ-Audit - PEPS Accounting Info Mapping	EZ-Audit stores fund codes, object classes, and to be collected in the following table. SQL> desc acd_multiple Name Null? Type ------------------------------- -------- ---- AUDIT_ID NOT NULL NUMBER(38) DUNS_NUM NUMBER(38) DOC_NUM NUMBER(38) FUND_CODE VARCHAR2(32) PROJECT_CODE VARCHAR2(32) OBJECT_CLASS VARCHAR2(32) AMT_TO_BE_COL NUMBER(38,2) AMT_TO_BE_DEOBLIGATED NUMBER(38,2) LAST_MOD_TIME NOT NULL DATE SEQUENCE_NUM NOT NULL NUMBER(38) This table has no code that tells which of the 4 fund codes, object classes, and to be collected fields in PEPS listed below should be populated based on what's in EZ-Audit. If Sherry can provide rules based on the data values, we can add an enhancement with the next release to	The system will send Fund Code, Object Class, and To Be Collected amounts to PEPS as part of the interval feed.	Audit Resolution		H	
721	Reports - Add "Completeness" as a filter/prompt for the "summary" reports (6, 8, 13)	Add "Completeness Status" as a prompt for the summary reports such as #6, 8, and 13.	The system will provide "completeness status" as a filter for reports 6, 8, and 13.	Report		H	
716	Remove full path storage for uploaded files	This is a suggestion to change the storage of the full path of uploads and in the UploadBC and Download classes, use the ezaudit.properties files to locate files. Also, a recommendation was made from frank to move the files into more breakdown, for instance, separating by opeid folders for instance.	The system will support upload of the following document types for any FSA user: (Need to standardize the list of file types that can be uploaded).	General		H	
641	On the Balance Sheet Information page, change the data field from "Property and Equipment, including capitalized lease..."	On the Balance Sheet Information page, change the data field from "Property and Equipment, including capitalized lease assets" to "Property and Equipment, including capitalized lease assets at historical costs"	The system will provide a field to capture "Property and Equipment, including capitalized lease assets at historical costs" on the Balance Sheet.	Institution	GUI	H	
649	On the FSA Annual Submission Compliance Audit Information page, change the "AICPA" radio button to "(AICPA) Standards"	On the FSA Annual Submission Compliance Audit Information page, change the "AICPA" radio button to "(AICPA) Standards"	The system will provide the following radio button field on the Compliance Audit Information Page: "(AICPA) Standards."	Institution	GUI	H	
650	On the FSA Annual Submission Compliance Audit Information page change radio button from text: "Capabilities" to...	On the FSA Annual Submission Compliance Audit Information page change radio button from text: "Administrative Capabilities" to "Administrative Capability"	The system will provide the following radio button field on the Compliance Audit Information Page: "Administrative Capability."	Institution	GUI	H	
652	On the FSA Annual Submission Compliance Audit Information page, change the "Institution Eligibility and Participation" to…	On the FSA Annual Submission Compliance Audit Information page, change the "Institution Eligibility and Participation" radio button to "Institutional Eligibility and Participation"	The system will provide the following radio button field on the Compliance Audit Information Page: "Institutional Eligibility and Participation."	Institution	GUI	H	

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
	Add third party servicer question for Non-Profit schools.	Page 12 question related to third-party servicers not reflected in the non-profit screens. Should be added.	The system will provide the following radio button field (yes/no) on the Non-Profit Compliance Audit Information Page: "Does your institution utilize a third party servicer?" The system will provide the following radio button field (yes/no) on the Non-Profit Checklist Page: "Servicer Information Sheet"	Institution	GUI	H	Forms clearance
656	On the FSA Annual Submission Checklist page change radio button/text from text: "Administrative Capabilities" to "Administrat	On the FSA Annual Submission Checklist page change radio button/text from text: "Administrative Capabilities" to "Administrative Capability"	The system will provide the following radio button field on the Checklist Page: "Administrative Capability."	Institution	GUI	H	
666	Change text on the A-133 (Public) Annual Submission, A-133 (Non-profit)Annual Submission, and FSA Annual Submission pages…	On the A-133 (Public) Annual Submission, A-133 (Non-profit)Annual Submission, and FSA Annual Submission pages change the following: "Do you have any of the following disclosures in notes..." to "Do you have any of the following disclosures in your financial statements?"	The system will display the following question on the Financial Statement Information Page: "Do you have any of the following disclosures in your financial statement?"	Institution	GUI	H	
669	On the Submission to ED page, delete static text "guidance provided in"	On the Submission to ED page, delete static text "guidance provided in"	Remove from page.	Institution	GUI	H	
634	On the Financial Statements page change the field #9 to "Do you have any of the following disclosures in your financial....	On the Financial Statements page change the field #9 from "Do you have any of the following disclosures in notes..." to "Do you have any of the following disclosures in your financial statements?"	The system will display the following question on the Financial Statement Information Page: "Do you have any of the following disclosures in your financial statement?"	Institution	GUI	H	
671	On the Financial Statement pages - use "other" instead of two fields "other-unaudited" and "other-compilation"...	On the Financial Statement pages (non-profit, proprietary, and public) - use "other" instead of two fields "other-unaudited" and "other-compilation" from the dropdown (opinion type dropdown-#7)	The system will provide "Other" as a dropdown list option in the field "Opinion Type" on the Financial Statement Information Page.	Institution	GUI	H	DB
727	Provide top navigation options for an "Ins Admin" only role	The request is to provide an ins admin (who has this role only) with a top nav bar that at least lets them return to their home page and logout. Currently a user set up with only an Ins admin role has no top navigation.	The system will display the following top navigation items to a User with the role "Institution Administrator": Home Logout	Roles	Roles	H	
729	Add new Read-only role for eZ-Audit	The request is to add a new Role to eZ-Audit that will allow read-only access to Case Team data. The proposed home page for this role is the search page.	The system will provide a "read-only" user role. The read-only user will have access to Case Team data.	Roles	Roles	H	
GEN46	The System will provide users from the Office of Chief Financial Officer (CFO) view access to the FAD Letter.	External community stakeholders access is OOS for R1.0.	COMMENTS: <no entry> - External community stakeholders access is OOS for R1.0..	Roles	Roles	H	Rolled up into View Role
GEN47	The System will provide users from the Office of General Counsel (OGC) view access rights to the system.	External community stakeholders access is OOS for R1.0.	COMMENTS: <no entry> - External community stakeholders access is OOS for R1.0..	Roles	Roles	H	Rolled up into View Role
GEN48	The System will provide users from the Office of Inspector General (OIG) view access rights to the system.	External community stakeholders access is OOS for R1.0.	COMMENTS: <no entry> - External community stakeholders access is OOS for R1.0..	Roles	Roles	H	Rolled up into View Role
GEN49	The System will provide users from AAA(D) users view access to the compliance audit information.	AAA requirements are OOS for Release 1.0.	Created trace relationship to UC36.	Roles	Roles	H	Rolled up into View Role
GEN50	The System will provide users from AAA(D) users view access to the financial statements.	AAA requirements are OOS for Release 1.0.	Created trace relationship to UC36.	Roles	Roles	H	Rolled up into View Role
GEN51	The System will provide view access rights to the Office of Chief Financial Officer for ACD only.	View access to external users OOS for R1.0.	COMMENTS: <no entry> - View access to external users OOS for R1.0..	Roles	Roles	H	Rolled up into View Role
GEN52	The system will provide view access to the Area Case Director for LOC.	View access to external users OOS for R1.0.	RELEASE SCHEDULE: 1 - Future. COMMENTS: <no entry> - View access to external users OOS for R1.0..	Roles	Roles	H	Rolled up into View Role
GEN53	The system will provide view access to State Licensing Agencies.	Determined future release by CCB.	Created trace relationship to UC36.	Roles	Roles	H	Rolled up into View Role
GEN54	The system will provide view access to the accreditors.	Determined future release by CCB.	Created trace relationship to UC36.	Roles	Roles	H	Rolled up into View Role

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
GEN55	The system will provide view access to the guaranty agencies.	Determined future release by CCB.	Created trace relationship to UC36.	Roles	Roles	H	Rolled up into View Role
GEN65	The system will support real-time user status monitoring and user management.		Deleted trace relationship from UC1.	Admin	Audit Log	H	
GEN92	The system will display a text message regarding debarred users on the Institution User Management Page.		Deleted trace relationship from UC1.	Institution	GUI	H	
GEN198	The system will produce a Report to track any changes to the composite score for an institution.	DataMart candidate	Created trace relationship to UC36.	FS Resolution	X	H	List both eZ-Audit CS and Ed CS on regular reports
GEN868	The System will receive the public school financial backing letter.	The system will not store the Public School Letter.	Created trace relationship to UC36.	Institution	Upload	H	
GEN941	The system will allow the Case Team to update the dollar amounts on the FAD, per finding.	Is there a revision tracking? At what stage can the FAD data be modified?	RELEASE SCHEDULE: 1 - Future. STATUS: <no entry> - Modified.	Audit Resolution	Template	H	update ACD after archive (addt req)
GEN943	The system will provide view access to the liaison for career institutions for the FAD.	How is this user determined? Perhaps, the administrator can determine this user.	RELEASE SCHEDULE: 1 - Future.	Roles	Roles	H	In with view only
GEN944	The system will provide view access to the Direct Loan Program for the FAD.	How is this user determined? Perhaps, the administrator can determine this user.	RELEASE SCHEDULE: 1 - Future.	Roles	Roles	H	In with view only
GEN958	The System will provide the ability for the Audit Resolution Specialist to record a point of contact and telephone number for questions regarding the repayment instructions.		RELEASE SCHEDULE: 1 - Future. STATUS: <no entry> - Modified.	Audit Resolution	Institution	H	
GEN1134	The System will allow case users to adjust/add/delete findings codes.	This is a System Administrator role. Assumption is that different Ed users will have different permissions.	RELEASE SCHEDULE: 1 - Future.	Admin	System Admin	H	Modify: create for all drop down lists.
GEN1243	The system will alert a public institution user upon submission of a compliance audits/financial statements if there is not a public school letter on file with ED.		RELEASE SCHEDULE: 1 - Future.	Institution	Notifications	H	contingent upon getting public school letter information
GEN1311	The system will Report all incomplete submissions.	refer to Impact Analysis (Validation/Pre-Screening)	Deleted trace relationship to UC8.	General	Report	H	create new report
GEN1313	The system will provide a "quality control" page with fields to capture the date QC'd, the name of the review, and comments/findings.	refer to Impact Analysis (Validation/Pre-Screening)	Created trace relationship to UC25.	QC	QC	H	
GEN1314	The system will provide a QC role with access to the quality control tracking page for all submissions.	refer to Impact Analysis (Validation/Pre-Screening)	Created trace relationship to UC25.	QC	QC	H	
GEN1315	The system will provide write access to the quality control page only to users designated with the role of "QC User."	refer to Impact Analysis (Validation/Pre-Screening)	Created trace relationship to UC25.	QC	QC	H	
GEN1326	The system will verify which fields are required for an Institution User based on the User's selection of which programs his/her institution participates in.	refer to Impact Analysis (Institution Data Entry)	Created trace relationship to UC25.	Institution	error check	H	
GEN204	The system will provide fields to capture the Financial Statement Lead Auditor Name.			Institution	Submission Data Entry	H	Institution Data Entry
GEN211	The system will provide fields to capture the Financial Statement Auditor?s Home State License Number.			Institution	Submission Data Entry	H	

GEN Tag/#	Requirement text	Comments	Reason	Functional Area	Technical Area	Priority	CCB Comments
GEN212	The system will provide fields to capture the Financial Statement Auditor?s Out of State License Number.			Institution	Submission Data Entry	H	
GEN213	The system will provide fields to capture the Compliance Audit Lead Auditor Name.			Institution	Submission Data Entry	H	
GEN220	The system will provide fields to capture the Compliance Auditor?s Home State License Number.			Institution	Submission Data Entry	H	
GEN221	The system will provide fields to capture the Compliance Auditor?s Out of State License Number.			Institution	Submission Data Entry	H	
GEN871	The system will track all resubmissions of a compliance audit.	The system should retain a record of each submission.		General	submission	H	New report
GEN872	The system will track all resubmissions of a financial statement.	The system should retain a record of each submission.		General	submission	H	New report
	The submitting school (ope id) should appear in the school group list.			Institution		H	
	Add additional text to question regarding consolidated statements (Does this audit/financial statements cover more than institution (school group)).			Institution		H	
	Clean up selections in all drop down boxes.			General		H	Need list of Drop Down boxes
	Waiver screen needs the capability to capture Exemption information.			Waiver		H	
	Remove completeness check capability from Case Team.			General		H	
	When selecting "Screened Incomplete" and clicking save the user should receive message "Are You Sure". When yes is selected, the school should then be prompted to resubmit.			Screener		H	
	Add Administrative Stay	Ti to provide details				H	
	Add non deficient	Ti to provide details				H	
	Additional LOC stuff	Ti to provide details				H	