

RFMS Technical Reference

Table of Contents

Overview

Overview	O-1
Preface	O-1
Organization	O-1
What's New for 2001-2002	O-3
Introduction to the Recipient Financial Management System (RFMS).....	O-6
RFMS Software	O-7
Pell Authorization	O-7
Origination Records	O-8
Disbursement Records	O-10
Multiple Reporting Record	O-12
Reconciliation File Record.....	O-13
Year-to-Date Records	O-13
System Options.....	O-14
Custom System	O-14
EDExpress for Windows.....	O-14
Combination EDExpress/Custom System.....	O-14
Items to Consider in Choosing a System Option	O-15
PC Requirements	O-16
Optional Items to Consider	O-17
Interface Requirements	O-17
Interface with other ED-provided Software Systems on PC.....	O-17
Interface with Other Software Systems on Campus.....	O-18
Sources of Assistance	O-19

Custom Layouts

Custom Layouts.....	1-1
Processing Pell Grant Data – Processing Cycles	1-1
Pell Authorization	1-2
Origination Records.....	1-3
Academic Calendar	1-4
Submitting Origination Records	1-4

Origination Record Batch Processing	1-7
Origination Acknowledgement Records	1-7
Disbursement Records	1-8
Disbursement Acknowledgement Records	1-8
Printing the ESOA	1-9
Data Request Records	1-9
Data Request Acknowledgement Records	1-9
Multiple Reporting Records.....	1-10
Multiple Reporting Record Process	1-10
Requesting Multiple Reporting Records	1-11
Types of Multiple Reporting Records Produced by RFMS	1-12
Reconciliation File Record	1-13
Potential Overaward Project (POP)	1-14
Electronic Requests for RFMS Data Batches	1-15
2001-2002 RFMS Record Layouts	1-16
TIVWAN Transmission Records.....	1-18
TIVWAN Transmission Header Record.....	1-19
TIVWAN Transmission Batch Header Record	1-20
TIVWAN Transmission Batch Trailer Record	1-22
TIVWAN Transmission Trailer Record	1-24
Creating an Origination Record and Receiving Acknowledgement	1-25
Grant Batch Header Record.....	1-26
Grant Batch Trailer Record.....	1-29
Origination Record	1-31
Origination Acknowledgement Record	1-42
Batch Reject Reasons.....	1-54
Origination and Disbursement Reject Reasons.....	1-54
Disbursement Reject Reasons.....	1-55
Data Request Reject Reasons	1-56
Creating a Disbursement Record and Receiving Acknowledgement	1-57
Disbursement Record.....	1-58

Disbursement Acknowledgement Record.....	1-60
Receiving and Processing ESOAs	1-63
Electronic Statement of Account Record-Summary	1-63
Electronic Statement of Account Record-Detail.....	1-67
Printing the ESOA	1-70
2001-2002 ESOA Print Format	1-71
Institution Data Records and Acknowledgements	1-73
Institution Data Record.....	1-74
Institution Data Acknowledgement Record.....	1-79
Electronic Data Requests	1-80
Data Requests: Multiple Reporting, Reconciliation, Statement of Account, YTD	1-81
<i>Data Request Acknowledgements: Multiple Reporting, Reconciliation, Statement of Account, YTD.....</i>	<i>1-84</i>
Multiple Reporting Record	1-85
Reconciliation File Record	1-91
Year-to-Date Record (Origination).....	1-93
Year-to-Date Record (Disbursement)	1-106
Year-to-Date Record (Summary).....	1-109

Implementation Guide

Implementation Guide	2-1
Overview.....	2-1
2001-2002 Modifications.....	2-3
What's New for 2001-2002.....	2-3
Recipient Financial Management System (RFMS) Process	2-6
RFMS Process Flow.....	2-7
Interfacing Systems.....	2-8
RFMS School Interface.....	2-8
Overall Process	2-9
General Process for Origination.....	2-11
RFMS Changes to Origination Record Information	2-12
School Changes to Origination Record Information	2-13
General Process for Disbursements.....	2-13

RFMS Changes to Disbursement Record Information.....	2-15
School Changes to Disbursement Information.....	2-15
General Process for Multiple Reporting Record	2-16
Potential Overaward Project (POP)	2-17
Concurrent Enrollment.....	2-17
General Process for Data Requests and Institution Data Records.....	2-18
Year-to-Date (YTD) Records.....	2-19
General Purpose of the YTD File and the Process for Requesting It	2-19
General Process for Electronic Correspondence from ED to Schools	2-23
RFMS Interfaces with ED Systems.....	2-25
RFMS Interfaces with ED Systems Process Flow	2-26
RFMS Core System Functions	2-29
Process for Receiving Input (Origination and Disbursement) Records	2-29
Process for Processing Input (Origination and Disbursement) Records	2-30
Process for Generating Accounting Transactions	2-31
Administrative Cost Allowance	2-31
Award Year Specific Information.....	2-32
Message Class Table.....	2-32
Pell Message Classes	2-32
Yearly Parameters.....	2-33
Pell Payment Tables.....	2-33
Batches.....	2-34
Batch Process/Data	2-34
2001-2002 Modifications.....	2-35
Sort Order	2-35
Originations	2-36
Process Data Flow.....	2-36
Originations Process Flow	2-36
2001-2002 Modifications.....	2-37
Origination Examples/Scenarios.....	2-38
Sort Order	2-41

Disbursements.....	2-42
Process/Data Flow.....	2-42
Disbursements Process Flow.....	2-42
2001-2002 Modifications to Disbursements	2-43
Calculation Examples/Scenarios.....	2-44
Sort Order	2-45
ESOA.....	2-46
Electronic Statement of Account (ESOA) Process Flow	2-46
Funds Drawdown	2-48
2001-2002 Modifications	2-49
Report Layouts.....	2-49
Sort Order	2-49
Data Requests	2-50
Process/Data Flow.....	2-50
Data Request Process Flow.....	2-50
2001-2002 Modifications	2-51
Sort Order	2-51
School Data.....	2-53
School Process Flow	2-53
2001-2002 Modifications	2-55
Sort Order	2-55
Cycle Processing.....	2-56
Cycle Processes	2-56
Business Rules.....	2-58
General Business Rules.....	2-58
Disbursement Business Rules	2-65
Data Request Batch Business Rules.....	2-69
Initial Funding Business Rules.....	2-70
SAIG Business Rules	2-70
Transmission and Batch Edits Business Rules.....	2-70
School Data Business Rules.....	2-71
Overpaid Status Business Rules.....	2-71

Concurrent Enrollment and Potential Overaward Business Rules	2-73
Year-to-Date Batch Business Rules	2-74
Lessons Learned and Tips for Problem-Solving.....	2-76
Lessons Learned.....	2-76
Tips for Troubleshooting	2-79
Edit Codes.....	2-87
Edit Codes At-A-Glance	2-87
Batches.....	2-88
Originations	2-90
Disbursements Edit Codes and Messages.....	2-92
Data Requests	2-95
School Data.....	2-96
Federal Pell Grants Web site	2-97
Location	2-97
What's Available	2-97
Information for New Schools and FAAs Participating in the Federal Pell Grant Program.....	2-99
Introduction.....	2-99
Grant Administration and Payment System (GAPS)	2-99
Student Aid Internet Gateway (SAIG).....	2-99
Origination Reporting	2-100
Origination Acknowledgement Records	2-100
Disbursement Reporting	2-102
Disbursement Acknowledgement Records	2-103
Getting Started.....	2-105
Hotlines	2-105
Web sites.....	2-106

Combination Systems

Combination Systems.....	3-1
Introduction.....	3-1
Pell Student Information Systems.....	3-1
EDExpress with Internal or Vendor Software.....	3-2

Using Record Layouts	3-3
Origination ID	3-3
Combination Record Layouts	3-5
External Origination Add/Change Record.....	3-5
External Disbursement Add/Change Record.....	3-16
Import Process and Edits in EDExpress for Windows	3-19
Import Process	3-19
Import Edits	3-20
End of Entry Edits.....	3-22
End of Entry Edits Table in EDExpress for Windows	3-23
End of Entry Edits Table	3-24

Appendices

Appendix A – Glossary	A-1
Appendix B - Acronyms and Abbreviations	B-1
Appendix C – ESOA Print Format and Specifications.....	C-1
Electronic Statement of Account (ESOA)	C-1
Description	C-1
Output Specifications (Layout and Printing Instructions).....	C-1
Electronic Statement of Account (ESOA)	C-2
ESOA Print (Summary Information)	C-2
ESOA Detail Information	C-5
Sample Output Document.....	C-6
Appendix D – Edit Comment Codes and Descriptions.....	D-1
Introduction.....	D-1
Batch Edit/Reject Codes	D-3
Origination Edit/Reject Codes	D-18
Disbursement Edit/Reject Codes	D-41
Data Request Edits/Reject Codes	D-58
Institutional Data Record Edit/Reject Codes	D-61
Appendix E – Frequently Asked Questions	E-1
Introduction	E-1