



Project Proposal

Project Name: Installment Billing		Submission Date: 7/31/2008
Submitting School: Broward College	System: Finance	Subsystem: Credit and Collections
Project User Sponsor Contact Info: April Townsend Carpenter	Project Executive Sponsor: CFO (Bill Pennell)	Institutional Rank: 14
When do you expect to implement this project? <input type="checkbox"/> Upon Completion <input type="checkbox"/> With the port <input checked="" type="checkbox"/> At a separate time, outside of the port		
Is this a state or federal mandate? No		
<p>Project Description: The College would like to use installment billing functionality that exists in FCCSC baseline but does not work as needed. This process would streamline the current manual processes that are used to bill monthly contracts with outside agencies, retiree and cobra insurance payments, international affiliation fees, and other miscellaneous accounts that require extensive manual intervention for recurring payments. These payments are currently processed on miscellaneous receipts and do not accommodate automated tracking of outstanding debts. Non-system generated bills are issued and are not linked to the Credit & Collections system.</p> <p>Corrections needed include:</p> <ol style="list-style-type: none"> 1) When installment bills are created with multiple accounts and amounts, a NAT1305 non-recoverable error occurs when using the F4 RECV key. 2) All installments appear on the bill as due in full with one due date – separate due dates are needed and only the due instalment should appear on the bill. 3) All installments hit the GL when they are created. Need the option to hit GL once or as each instalment is due/billed. 4) Need ability to easily adjust installment amounts and account numbers when a change is made mid way through a range of installments. 		



Project Name: Installment Billing	Submission Date: 7/31/2008
<p>Benefits and Goals: This functionality will allow schools to track outstanding debt for non-traditional billing accounts that occur on a routine basis. The ability to generate system bills and record payments against those bills will eliminate the need for the time consuming manual creation of bills and the associated manual reconciliations. Because this information is currently maintained by staff entering the billing and payment information onto spreadsheets, data entry errors can occur and the files can be corrupted or lost.</p>	
<p>Project Risk: What risks are associated with this project?</p>	
<p>Additional Comments and supporting documents: This project was originally submitted to FCCSC on tracking request 3849. The request was voided on 6/26/08 with the following note: "Tracking request is being voided, as this will be submitted as a project in the upcoming project submission cycle."</p> <p>BC Project - 294</p>	

FCCSC Use Only

Received date	
Received by	
Reviewed date	
Project Number (if approved)	
Submitted to Tech Committee	