

UC18 – Approve FSR, Approve Cash Request, Maintain EAP / WX  
Carryover Allocation Use Case Specification

## State of MN - eHEAT Phase III





## Revision History

Date	Version	Description	Author
02/15/2004	DRAFT	Initial Version	Sivakumar Ramanathan
02/16/2004	1.0	Peer review complete with Narayan Srinivasan. Submitted for sign-off.	Sivakumar Ramanathan



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# Approve FSR, Approve Cash Request, Maintain EAP / WX Carryover Allocation

## 1. Brief Description

This use case provides a way to approve FSR, Approve Cash Request and allocate EAP / WX carryover

## 2. Actors

State Fiscal User

## 3. Activity Diagram

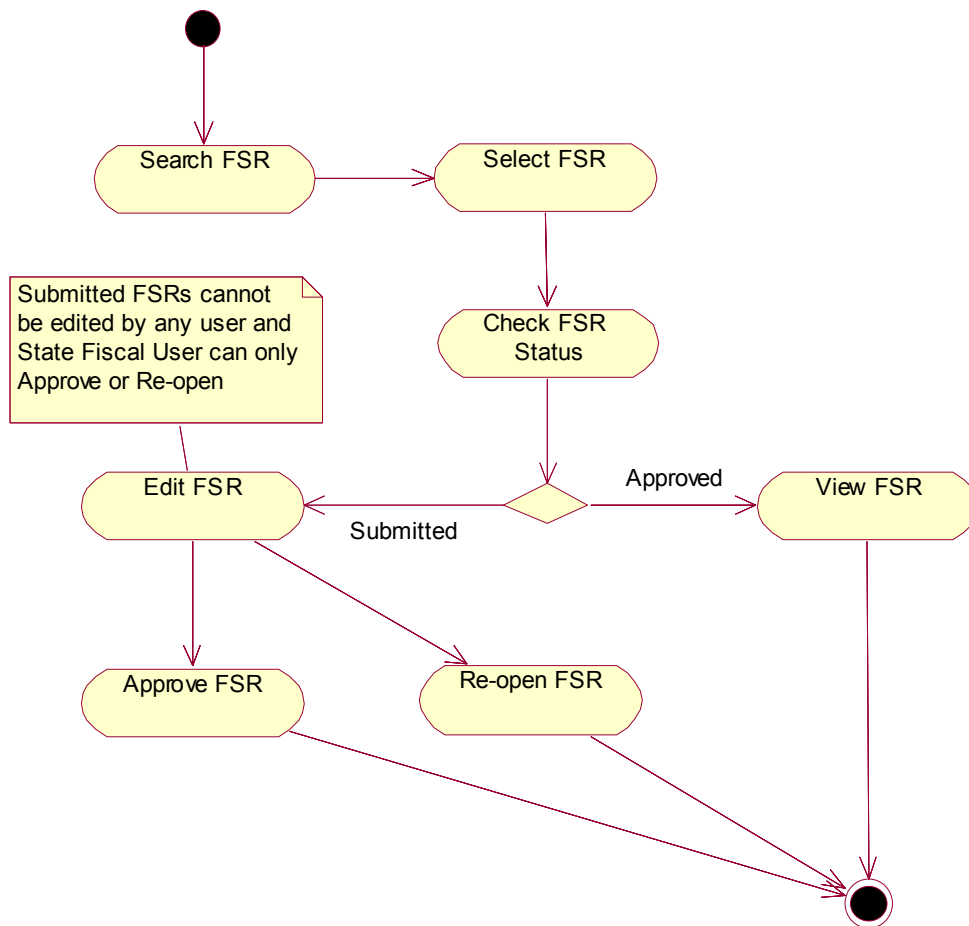


Figure 1 Approve FSR Activity Diagram

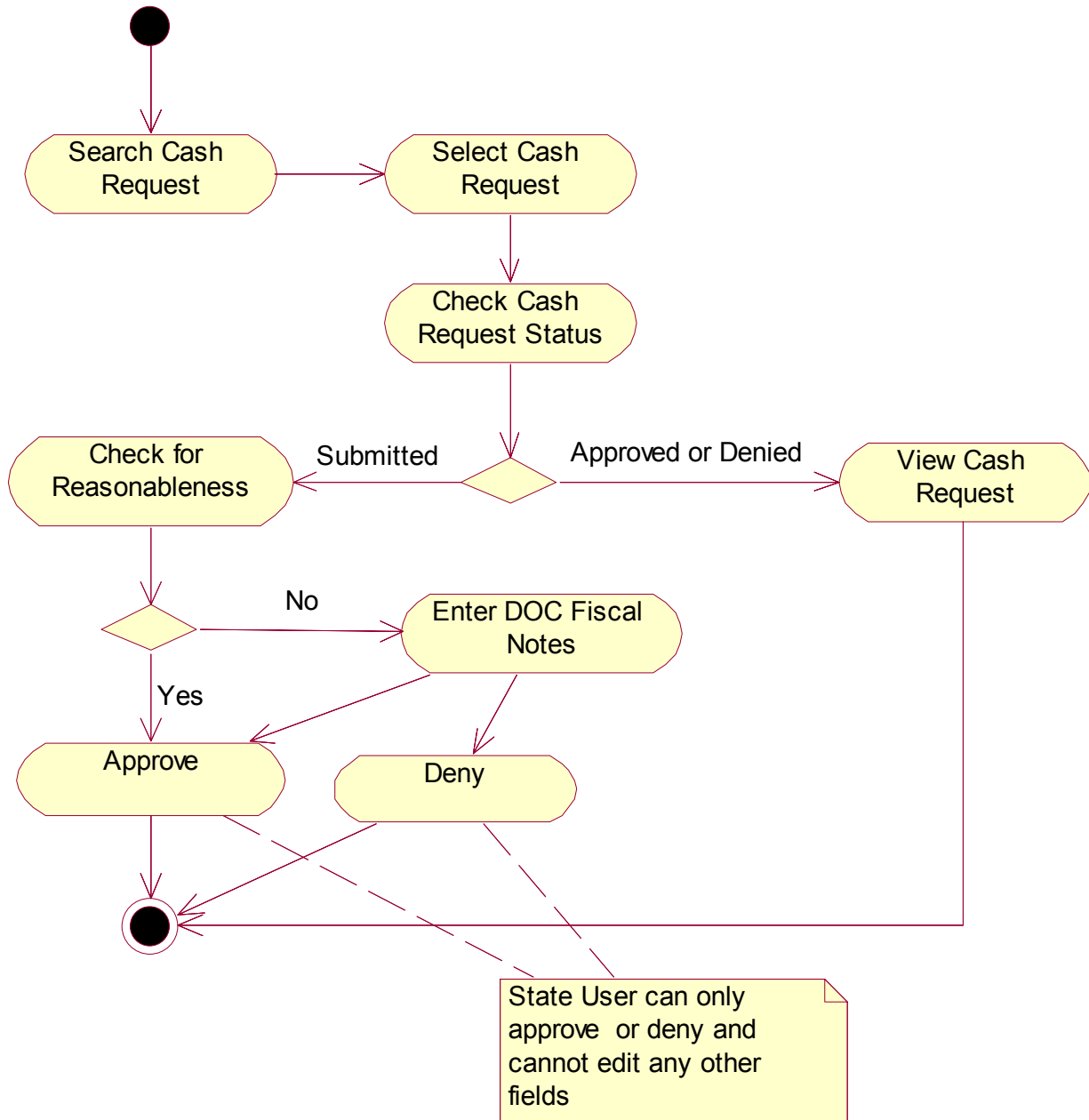


Figure 2 Approve Cash Request Activity Diagram

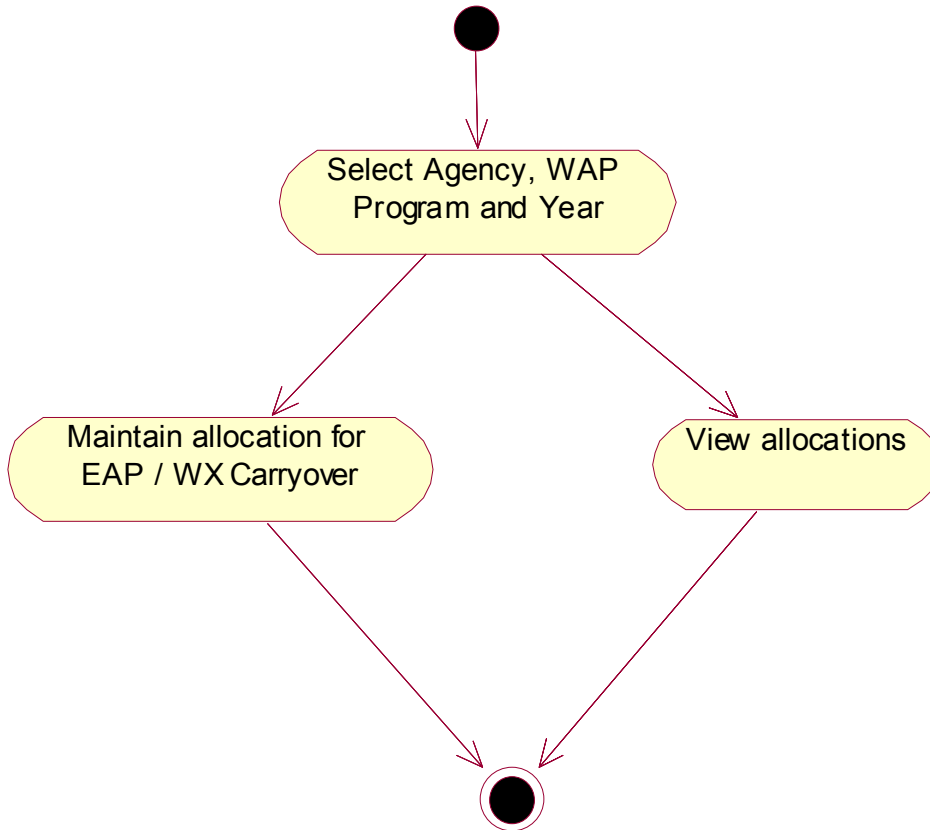


Figure 3 Maintain Allocation for EAP / WX Carryover Activity Diagram

## 4 Flow of Events

### 4.1 Basic Flow

#### 4.1.1 Start of the Use Case

This use case starts when the user clicks on “Fiscal Services” Menu and “FSR” tab.

#### 4.1.2 Approve / Re-open FSR

1. The System displays the “FSR Select / Search” screen.
2. The drop-down for Year will display the current program year and three previous program years.
3. The user enters one or more search criteria and clicks on the “Search” Button to initiate a search.
4. If records are found the system displays the Search results in a list. If no records are found the system displays a message “No results found. Please select a different search criteria”.
5. The user selects an FSR from the search result and clicks on the “Edit” button
6. The system displays a view only FSR screen.

7. If the FSR Status is “Submitted”, the “Fiscal User Notes” field can be edited and the user can approve or reopen FSR.
8. The user clicks on the “Approve” button to approve the FSR
9. The user clicks on the “Re-open” button to reopen the FSR
10. If successful the system will display a success message, or will display an error message

### 4.1.3 Use Case Ends

This use case ends with the display of the message.

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## 4.2 Alternate Flow

### 4.2.1 Approve / Deny Cash Request

1. This use case starts when the user clicks on “Fiscal Services” Menu and “Cash Request” tab.
2. The System displays the “Search Cash Request” screen. The user enters one or more search criteria and clicks on the “Search” Button to initiate a search.
3. The drop-down for Year will display the current program year and three previous program years
4. If records are found the system displays the Search results in a list. If no records are found the system displays a message “No results found. Please select a different search criteria”.
5. The user selects a Cash request from the list and clicks either on the “Approve” button or “Deny” button.
6. If successful the system will display a success message, or will display an error message
7. The use case ends with the display of the message

### 4.2.2 Edit Cash Request

1. This use case starts when the user clicks on “Fiscal Services” Menu and “Cash Request” tab.
2. The System displays the “Search Cash Request” screen. The user enters one or more search criteria and clicks on the “Search” Button to initiate a search.
3. The drop-down for Year will display the current program year and three previous program years
4. If records are found the system displays the Search results in a list. If no records are found the system displays a message “No results found. Please select a different search criteria”.
5. The user selects a Cash request from the list and clicks on the “Edit” button.
6. The system displays a view only Cash Request screen and only the “Fiscal User Notes” field can be edited.
7. The user clicks on the “Approve” or “Deny” button
8. If successful the system will display a success message, or will display an error message
9. The use case ends with the display of the message

### 4.2.3 Maintain EAP / WX Carryover Allocation

1. This use case starts when the user clicks on “Fiscal Services” Menu
2. The System displays Service Provider, program and year as a drop-down list.
3. The drop-down list for Year will display the current program year and three previous program years
4. The user selects a Service Provider, year and WAP program and clicks on the “Maintain Allocation” button.
5. The system displays the allocation screen for WAP.
6. If the selected year is not the current program year, then all the data will be read-only.



7. The user enters the start date, additional amount for the fund categories under EAP / WX carryover grant and clicks on the “Submit” button.
8. The system validates the information entered for proper data type and displays any error messages
9. If successful, the system saves the information, displays the allocation in the “Amount” column and clears the form. If unsuccessful, the system displays an error message.
10. This alternative flow ends here.

## 5 Special Requirements

### Security:

Actor	Function	Description
State Fiscal User	Edit	Edit, View

## 6 Preconditions

None

## 7 Post conditions

None

## 8 Business Rules

### Approve FSR:

- Approved FSRs can neither be modified nor be re-opened.
- Submitted FSRs can be Re-opened or Approved by DOC Fiscal User

### Approve / Deny / Edit Cash Request:

- Cash request can be edited only if the status is “Submitted”
- Only Submitted cash requests can be Approved or Denied