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**ARC Monthly Bulletin July 2020**  
*Valuable information for ARC's customers*

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**1. ARC CARES Act Support**

ARC Travel Services provided support to Treasury as a result of the CARES Act. The CARES Act reserved \$8 billion from the Coronavirus Relief Fund for payments to Tribal governments. Payments are based on a formula that considers population data, employment data, and expenditure data. ARC Travel Services Division worked with Treasury to verify documentation provided by the Tribes. 699 documents were reviewed resulting in requests to 343 Tribes for additional information. When needed, ARC Travel representatives called Tribes to assist with the submission.

**2. Management Announcements**

Adam Charlton has been selected to lead the ARC Transformation Management Program Office. Adam has served in leadership roles across Fiscal Accounting and the Office of Shared Services (OSS) for the past nine years, including the Director of the Divisions of Business and Project Management (DBPM) for the past year.

Carrie Sharp has been selected as the Director for DBPM. She has served as the Acting Deputy Assistant Commissioner for Retail Securities Services (RSS) and OSS, as well as the Director of Employment Services. Most recently, Carrie has been serving as the Executive Sponsor for the ARC Cares Program and will continue serving in this role as she transitions to DBPM. Carrie previously acted as the Director for DBPM and we are looking forward to her reassuming the role.

### **3. Moving Forward Together Tuesdays!**

Join us for "Preparing for Year End." This webinar will focus on satisfying accounting and reporting requirements and meeting deadlines for FY20 year-end reporting. This event will highlight important OMB and Treasury guidance, key due dates, major changes, and how to best utilize Fiscal Service resources to meet your year-end reporting requirements.

[PREPARING FOR YEAR END: TUESDAY, JULY 14 | 2-3 PM EST](#)

Seats are limited! **Register today!**

Think your colleagues might find value in this webinar? **Give it a share!**

### **4. PRISM Requisition and Buyer Refresher Training**

We provide PRISM Requisition refresher training to assist our customers in their efforts to effectively transition newly hired staff and meet other potential training needs. This training is provided to our customers at no additional charge. We will conduct virtual PRISM Requisition refresher training sessions July 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>. We will also provide on-site PRISM Requisition refresher training on August 17<sup>th</sup> and 18<sup>th</sup>, and PRISM Buyer refresher training on August 19<sup>th</sup> and 20<sup>th</sup> at the Management Concepts training facility in Washington, DC. All current PRISM users will receive information, via email, about how to sign up for the classes.

For additional information, contact PRISM Support at 304-480-8000 (Option 2) or [PrismSupportTeam@fiscal.treasury.gov](mailto:PrismSupportTeam@fiscal.treasury.gov).

### **5. PRISM Self-Service Password Reset**

ARC has implemented self-service password reset for PRISM. This is a significant improvement as users can now reset their password without needing to call the PRISM helpdesk. In addition to improving the user experience, this change will have additional impacts. Removing the high volume/low effort password resets from our helpdesk will increase the per unit rate and decrease the resolution metric performance although ARC does not anticipate changing our resolution performance target. We are excited to share this self-service feature and also wanted to share anticipated future impacts as a result of this enhancement.

For more information, or assistance with the PRISM Self Service Password and other PRISM security related help, we encourage users to reference the Security section of the PRISM Application Support Manual on their Customer Access Page, <https://arc.fiscal.treasury.gov/fs/fsoracleprismusermanuals.htm> or the Login/Password Assistance available within the Application Launchpad under Password Assistance, [https://arc.fiscal.treasury.gov/fs/fscust\\_techasst.htm#logasst](https://arc.fiscal.treasury.gov/fs/fscust_techasst.htm#logasst).

For additional interagency agreement related information, please contact your agencies customer service representative.

### **6. OneStream Update**

As part of an ongoing effort to modernize and automate the Financial Statement production process, ARC accounting is in the midst of implementing nine of our customers onto OneStream. OneStream is an application that will be used to produce financial statements, footnotes and

General Ledger reconciliations. This wave of customer implementations is scheduled to be finished in September, with the next wave beginning in August. Customer notifications for the second wave were made in June.

## **7. G-Invoicing ARC Agency Implementation Team News**

With agencies finalizing their accounts, ARC is moving forward in assisting agencies with the implementation and integration of the system. While revisions are continuing to be submitted through Agency Implementation Plans to the government-wide team, it's an ongoing focus for agencies to begin building their G-Invoicing portfolio. Initially, agencies should begin their efforts to build a database of General Terms and Conditions (GT&Cs) with available trading partners. To support this effort the FY21 ARC Service Agreements have been shared, when possible, with customer agencies who have established G-Invoicing accounts.

**What's next?** The mandatory G-Invoicing implementation date has recently been extended to October 2022. This extension will allow for Enterprise Resource Planning Providers to develop and deploy G-Invoicing integration solutions. Also, those agencies who were going to be unable to meet the previous deadline will now have additional time to make their transition. With the extension, ARC customers will have even more time to participate in discussions and trainings intended on better equipping themselves for full implementation. The ARC G-Invoicing team will continue facilitating strategic implementation milestones necessary to prepare agencies for the crossover. Agencies are strongly encouraged to remain proactive in their approach with the extended deadline to promote a successful implementation process.

### **10 Reasons to Implement Now Rather Than Later**

1. Begin building data able to be leveraged in the coming years.
2. Ready for engagement with other proactive agencies!
3. Identify process complications or issues with time to correct.
4. Grow awareness of system process and user knowledge.
5. System feedback has a greater chance of making real impact.
6. Clear the way for future projects.
7. Identify the impact to internal policies and procedures.
8. Avoid the chaos of scrambling at the last minute.
9. Establish subject matter experts within your agency.
10. Practice makes perfect.

**Plan and Process Revisions.** As another round of Implementation Plans are submitted by agencies, ARC remains ready to assist customers with the acclimation process. ARC would like to remind customers of the forms available on the Customer Access Pages. Familiarity with these documents will help facilitate a smooth transition. As more information becomes available on financial system integration possibilities customers will be notified.

**Championing G-Invoicing.** The new implementation date allows agencies to become more familiar and comfortable with the G-Invoicing system. G-Invoicing's Quality Assessment (QA) instance provides a practice environment for agencies to try their hand at brokering agreements in the system. This affords agencies the opportunity to become acclimated with the ins and outs of the system without having to worry about potential mistakes. We continue to encourage agencies to take advantage of our webinar training opportunities which utilize the QA instance to mimic a live brokering of an agreement between both the requesting and servicing agencies. Webinar dates to keep in mind for Q4 are July 8<sup>th</sup> & 29<sup>th</sup>, August 12<sup>th</sup> & 26<sup>th</sup>, and September 9<sup>th</sup>. Feel free to reach out to the [ARCGINV@fiscal.treasury.gov](mailto:ARCGINV@fiscal.treasury.gov) mailbox for inquiries on any of the aforementioned trainings!

Our advice: Stay informed and be prepared!

For more information on GINV, including TFM references and Frequently Asked Questions, please refer to the Fiscal Service GINV website (address below).

<https://fiscal.treasury.gov/g-invoice/>

For more specific information and questions about GINV, ARC's training times or ARC's implementation schedule email [ARCGINV@fiscal.treasury.gov](mailto:ARCGINV@fiscal.treasury.gov).

## **8. Additional Thrift Savings Plan (TSP) Lifecycle (L) Funds Available Beginning July 1, 2020**

The TSP offers professionally designed portfolios in the form of Lifecycle (or "L") Funds. The L Funds are made up entirely of the five core funds—G, F, C, S, and I—in different proportions. The L Funds are target date funds, meaning they automatically adjust to become more conservative as the date of the fund gets closer.

Beginning July 1, 2020, employees will have a choice of ten TSP L Funds to choose from instead of five. TSP is adding the additional L Funds so that the target dates will be separated by only five years instead of ten. This allows employees to more precisely target the appropriate fund based on the need for the money. Six more L Funds will be added, and the L 2020 Fund, having reached its target date, will be rolled into the L Income Fund. See the [Additional Lifecycle \(L\) Funds Fact Sheet](#) for more information.

For help with TSP questions, NARA employees should contact the BCSB Service Center at [NARahr@fiscal.treasury.gov](mailto:NARahr@fiscal.treasury.gov) or 304-480-8998. All other employees should contact the Benefits Service Center at [Benefits@fiscal.treasury.gov](mailto:Benefits@fiscal.treasury.gov) or 1-866-868-4357 (toll free).

## **9. TSP Contribution Limit Reminder**

Employees covered by the Federal Employees Retirement System (FERS), including FERS-RAE (Revised Annuity Employee) and FERS-FRAE (Further Revised Annuity Employee), who reach the Thrift Savings Plan (TSP) annual contribution limit before the end of the tax year will miss receiving agency matching contributions. The contribution limit for the 2020 tax year is \$19,500.

TSP contributions—including agency matching contributions—for FERS-covered employees will stop when the annual limit is reached. To maximize receipt of agency contributions, FERS employees should continue investing at least five percent of salary—the amount that produces the maximum agency contribution—during every pay period of the tax year. (Employees covered by the Civil Service Retirement System receive no agency contributions to the TSP and are not affected by this issue.)

The TSP ["How Much Can I Contribute" calculator](#) can assist employees in calculating the TSP contributions needed to maximize agency contributions for the tax year. Employees can also read more about the TSP annual contribution limit at <https://www.tsp.gov/making-contributions/how-much-can-i-contribute/#top>.

Employees are required to use their agency's self-service system to make TSP contribution elections/changes. NARA employees should use Employee Express and employees of all other ARC clients should use the Employee Personal Page (EPP).

For help with TSP questions, NARA employees should contact the BCSB Service Center at [NARAHR@fiscal.treasury.gov](mailto:NARAHR@fiscal.treasury.gov) or 304-480-8998. All other employees should contact the Benefits Service Center at [Benefits@fiscal.treasury.gov](mailto:Benefits@fiscal.treasury.gov) or 1-866-868-4357 (toll free).

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