Federal IT Dashboard
Submission Guide

Version 3.20

April 25, 2017

Revision History

VERSION NUMBER	DATE	DESCRIPTION
3.20	04/25/2017	• Updated "IT Budget Submissions to include a budget account summary validation
3.19	04/06/2017	• updated URLs for manual uploads • added language to Obtaining API Tokens section that includes URL for UAT environment
3.18	04/05/2017	• Removed this Business Case validation: The criticalPath field must be provided for all in-progress and future activities. • Added a new Business Case validation to prevent the addition of agile activities to Waterfall Projects. • Converted these 3 Business Case validations to validation warnings: 1. The sum of capabilities for CY exceeds the DME and O&M Agency CY Funding and Agency CY Contributions from the IT Portfolio. 2. The sum of capabilities for PY exceeds the DME and O&M Agency PY Funding and Agency PY Contributions from the IT Portfolio. 3. The sum of capabilities for BY exceeds the DME and O&M Agency BY Funding and Agency BY Contributions from the IT Portfolio.
3.17	03/24/2017	• Added existing business case validation for performance metrics to the updated validations section
3.16	02/24/2017	• Added new Business Case validations
3.15	02/14/2017	• replaced text "operational risk" in validations with "investment risk" • updated in baselined table to note renaming of some fields to "isActive"
3.14	02/14/2017	• Removed more references to projects risks in validations section
3.13	02/13/2017	• Removed any references to project risks, which are no longer being used
3.12	02/02/2017	• replaced text "operational risk" in validations with "investment risk"
3.11	01/27/2017	• replaced text "(CY) 2016 Target" in validations with "(CY) 2017 Target"
3.9	10/17/2016	• Removed IPT Contact Information Validations • Updated Responses to Agency Questions Section
3.8	10/04/2016	• Updated Baselined Fields Section for FY18
3.7	09/22/2016	• Added new validations
3.6	09/15/2016	• Updated Baselined Fields Section for FY18
3.5	09/13/2016	• Updated E-Gov/Lob Initiatives/Shared services section for FY18 • Updated URLs for Submissions section • Updated Submissions during September/October section
3.4	09/09/2016	• Updated various sections for FY18: o New, updated, and continuing validations
3.3	01/06/2016	• Updated "IT Budget Submissions" to include 2 new validations related to test tokens • Updated "Business Case Submissions" to include 2 new validations related to test tokens • Updated "Business Case Details Submissions" to include 2 new validations related to test tokens
3.2	11/20/2015	• Updated manual XML upload URL

VERSION NUMBER	DATE	DESCRIPTION
3.1	11/6/2015	• Updated "Baseline Fields Table" to include performanceMetricBaselineCapability • Updated "URLs for IT Dashboard Submissions" to include FY17 production and UAT URLs • Updated "Obtaining Tokens for API Access" to include details on full submission keys and test submission keys • Updated "Business Case Validations" to include 4 new validations related to agency priority goals / agency strategic objectives
3.0	7/24/2015	• Updated various sections for FY17: o Obtaining Tokens for API Access o Renaming of Submission Sections o URLs for IT Dashboard Submissions o Submissions during August/September o Submitting E-Gov and Line of Business Initiatives o Baseline Fields Table o Operational Performance Metric Categories o IT Budget & Business Case Application Validations o Responses to Agency Questions

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Getting Help

OMB Office of E-Government and Information Technology provides CPIC support pertaining to IT Dashboard submissions via email from 9:00am-5:00pm Monday through Friday. Please email itdashboardsupport@omb.eop.gov for assistance.

Accessing IT Dashboard as an Agency Reviewer or Submitter

For access to agency-only data for review purposes, federal employees or contractors are required to obtain an OMB MAX account. Once the MAX account has been established, users request access to IT Dashboard by requesting the "ITDashboard" application on the MAX portal:
https://max.omb.gov/maxportal/sa/appsChangeForm.do

Agency ITDashboard administrators can approve the request. Once granted ITDashboard "Agency User" role, users will be able to review agency-only data feeds and dashboard displays via the login link on the IT Dashboard homepage. ITDashboard's "Agency User" role is read-only and gives the user ability to access all data provided on the agency's IT Budget and Business Case submissions. This is a superset of the public dataset and includes some privacy related (agency contact information) and procurement sensitive information (future projects/contracts) that are only viewable when logged-in via MAX as an "Agency User". The "Agency User" role does not permit the user to submit data to IT Dashboard on behalf of the agency.

Becoming an agency submitter (ability to write and update IT Budget data on behalf of an agency) requires an additional step. An email should be sent to Bill Curtis at OMB (wcurtis@omb.eop.gov) with the contact details of the new agency submitter. The agency's CIO must be copied on the same email. Once granted "Agency Submitter" status, the user will be able to use the IT Dashboard exhibit submission APIs and manual XML upload services on behalf of the agency.

Using the Application Programming Interface (API)

The API is a secure RESTful web service to automate data updates to IT Dashboard from agency project reporting systems. The API accepts an XML input file based upon a defined schema that represents the inputs required by OMB's IT Budget and Business Cases.

The IT Portfolio is the starting point for annual IT Budget submissions. Only those investments that are identified as Major Investments in the IT Portfolio are tracked with a Business Case and the corresponding investment dashboard pages on IT Dashboard. Consequently, any changes in investment status and/or any changes in funding should first be initiated within the agency's IT Portfolio prior to any Business Case submission. Once identified as a Major Investment in the IT Portfolio, there is no means to remove an investment's dashboard page from IT Dashboard without receiving OMB permission to submit a revised IT Portfolio.

XML operations are enclosed within an investment element that specifies the UII of the investment on which an operation is performed. Optional elements in the schema are interpreted by the server as values for which the client application is not required to provide data (i.e. minOccurs="0"). However, some fields may be required based upon conditional logic and result in a validation error message if not provided. Please review the application validation messages included in this document.

To reset a value, an empty string or null value can be provided. Example: to remove a previously provided "Requirement Citation" string element: <tns:requirementCitation></tns:requirementCitation>.

For some numeric fields designated in the XML schema definition file with the attribute: nillable="true", the field can be reset to NULL with xsi:nil="true". Example: To remove a previously provided "Total Costs Actual" element: <tns:actualTotalCost xsi:nil="true"/>.

The XML request file allows for multiple operations to be performed on multiple investments. Operations on an investment are processed as a single transaction; either all of the operations are executed after completing 100% successful validation or none of the operations are executed for that investment. However, each *investment* is processed independently, so a response may contain a mix of successfully processed investments and investments with validation errors.

To correlate request operations with response messages, each operation has an attribute named "id". This attribute may be any string the client application chooses, though it should be unique within the body of the request so that it clearly identifies an operation.

All the operations within an investment must pass validation checks before they are executed. If any of the operations within an investment fail the validation check, then a response is generated that contains the original data from the request and any error messages that define the problem.

Error and Warning messages are sent in a common format described in documentation as "validations." New validations for FY2018 are listed in this document as well. Warning messages are generated when the system detects a condition that might be erroneous but allows the operation to pass validation.

For agencies that have not implemented the API, the manual XML upload page provides a direct UI interface to upload XML files for processing. This functionality can be accessed using the "XML UPLOAD" menu item after clicking on "DATA" from the IT Dashboard navigation bar." The "Review Submissions" tab shows a history of data submissions using the IT Dashboard Upload feature, including the file name, date and time of submission, user name, and any associated success or error messages. Clicking the appropriate entry in the "Request" or "Response" columns will allow the user to download a copy of the submitted request file or IT Dashboard response file.

Obtaining Tokens for API Access

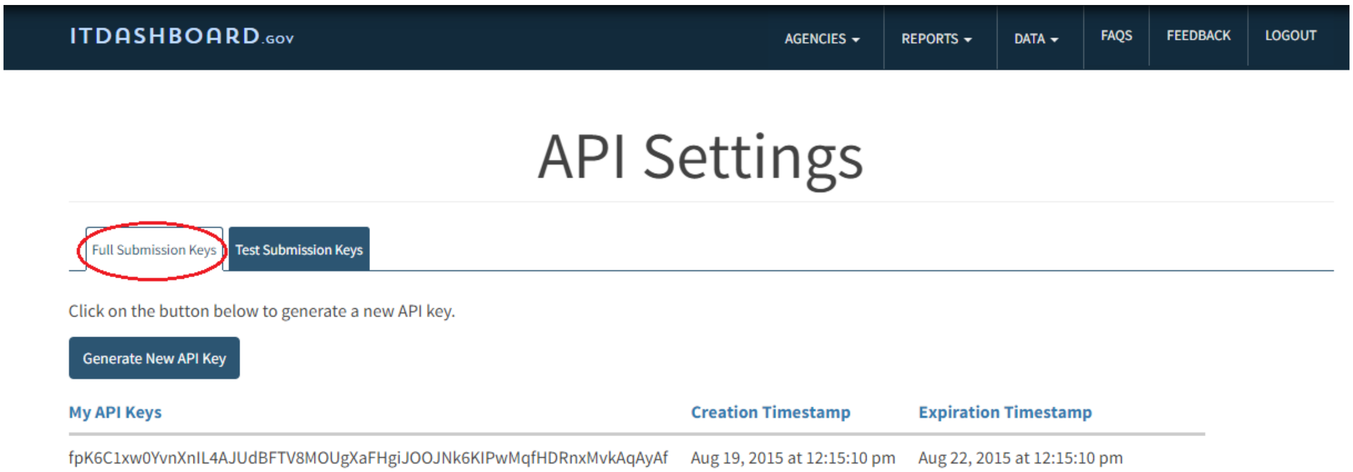
Agency submitters are required to authenticate via the OMB MAX system and obtain a new token prior to executing IT Budget or Business Case submissions.

For the FY18 Edition, authorized agency submitters may obtain an API Key by first logging into the FY18 environment (https://myit-2018.itdashboard.gov) via the "LOGIN" link. Once authenticated, API Keys can be obtained by navigating to the "API Settings" page under the "DATA" navigation option.

For the Test Environment, authorized agency submitters may obtain an API Key by first logging into the UAT environment (https://myuat.itdashboard.gov) via the "LOGIN" link. Once authenticated, API Keys can be obtained by navigating to the "API Settings" page under the "DATA" navigation option.

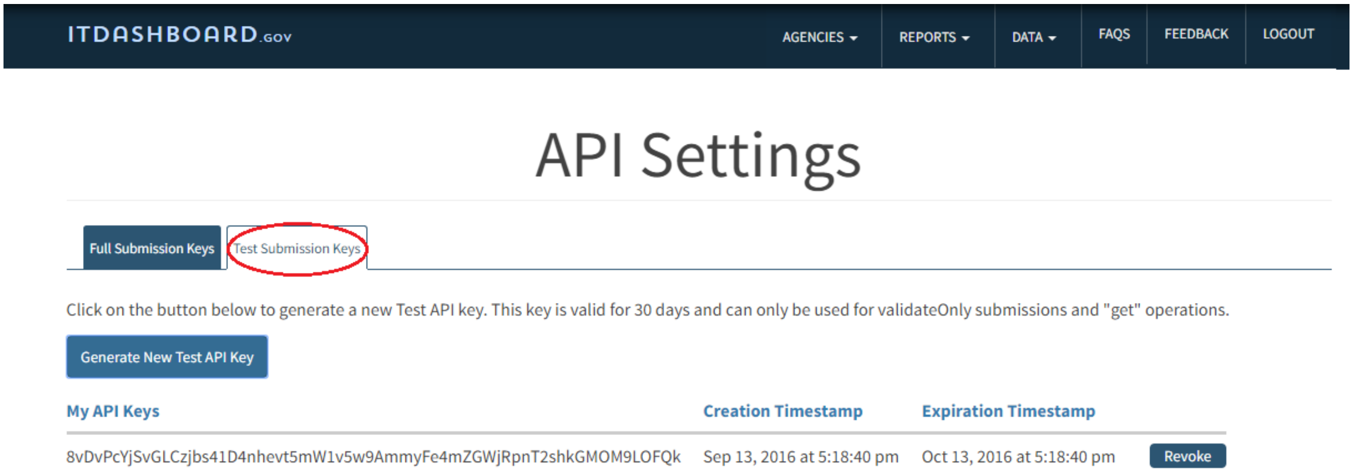
Full Submission Keys

On the API Settings page, the "Full Submission Keys" tab lists the API keys that can be used for any type of API update to the IT Dashboard. This includes validateOnly submissions, "get", "update" and "add" operations. To obtain a new key, click "Generate New API Key" and the key will appear in the table below the button. Once generated, the Full Submission API Key will be valid for 12 hours with the option of revoking the key early if needed.



Test Submission Keys

The "Test Submission Keys" tab lists test API keys that can be used for validateOnly="true" submissions (to test the submission but not update records in the system), along with validateOnly="false" submissions for "get" operations (to retrieve existing data from the system). To obtain a new test key, click "Generate New Test API Key" and the test key will appear in the table below the button. Once generated, the Test Submission API Key will be valid for 30 days with the option of revoking the key early if needed.



URLs for IT Dashboard Submissions

FY2018 Agency Test Environment (after September 23 COB)

	Data	URL
FY18 testing	IT Budget API	https://myuat.itdashboard.gov/api/v1/itbudget?apikey=*xxxx*
	Business Case API	https://myuat.itdashboard.gov/api/v1/businesscase?apikey=*xxxx*
	Manual Upload	https://myuat.itdashboard.gov/drupal/data/submissions/xml-upload

FY2018 Production Environment (after September 23 COB)

	Data	URL
FY18 submissions	IT Budget API	https://myit-2018.itdashboard.gov/api/v1/itbudget?apikey=*xxxx*
	Business Case API	https://myit-2018.itdashboard.gov/api/v1/businesscase?apikey=*xxxx*
	Manual Upload	https://myit-2018.itdashboard.gov/drupal/data/submissions/xml-upload

Note: IT Dashboard uses a RESTful API. Users should post XML operations to the URL. Empty requests to the RESTful API will result in an error message. Replace "xxxx" with the API Key (token).

Submissions during September/October

For testing purposes, the FY18 environment will accept sample IT Budget and Business Case submissions in August and September. Agencies should use this environment to test their FY18 submissions against the new API, schemas, and validations.

After COB on September 23, 2016, all data submitted during the test period will be deleted from the FY18 environment. At this time, a copy of the latest data from FY17 production will be migrated to the FY18 environment in preparation for agencies' FY18 preliminary submissions. At this time, the UAT environment will also be updated to reflect the FY18 API/Schema in order for agencies to continue testing FY18 submissions.

For the first September Business Case submission of each continuing major investment, the tags from the updateInvestment operation listed below will be required. Once provided, these tags will remain optional (per the schema) for subsequent updateInvestment submissions.

capitalAssetSummary
- -investmentDetails
- -investmentStartEndDates
  - - investmentStartYear
  - - investmentEndYear

investmentDetails
- -investmentDescription
- -objectivesOrGoals
- -returnOnInvestmentDescription
- -investmentRequirements
- -programCodeFPI
- -investmentSharedService
- -investmentPivEnabled
- -pmDetials

General Instructions for Continuing Major Investments

Use the regular update process on the IT Dashboard to provide information for continuing major investments consistent with FY18 Capital Planning Guidance. During the September Business Case preliminary submission window, complete the following steps for continuing major investments:

1. Using “updateInvestment,” submit a complete Business Case and Business Case Detail, which provides information for all necessary fields for each section.
2. Use regular updates to add new projects, metrics, and activities or revise the lifecycle costs table. These actions will not require a rebaseline, replan, or correction operation. These changes can now be done through regular updates.
3. If necessary, based on agency rebaseline policies, use “revise investment” actions such as rebaseline or replan to make changes to “baselined” fields such as the planned costs of activities. Baselined fields are those which are not editable using regular updates. *(See “Baselined Fields Table” for more information)*

General Instructions for Investments that are Split or Consolidated

An investment that is made up of more than one previous investment (multiple prior-UIIs) is considered a consolidated investment. This consolidated investment must be assigned a new UII and should not use one of the prior UIIs established previously.

An investment that is split out of an existing investment (i.e. the FY18 IT Portfolio lists more than one investment with the same prior-UII) it is considered a split investment. The split investment must be assigned a new UII and should not use one of the prior UIIs established previously.

For split or consolidated *major* investments, the “addInvestment” operation is used to create a new Business Case Submission following the general instructions for adding a new major investment. Using the “updateInvestment” for these investments will cause a validation error since only unchanged continuing major investments are allowed to update an existing UII.

Submitting E-Gov and Line of Business Initiatives and Shared Services

Per the FY2018 IT Budget – Capital Planning Guidance, Managing Partners for the Government-wide E-Gov and Line of Business Investments listed below are required to submit Major IT Business Cases unless they get a waiver from OMB. For Agencies' shared services investments which are not included in the two tables below, these should be coded "48" for the "Shared Services Category" field in the IT Portfolio Summary.

In addition, Managing Partner agencies are encouraged (where appropriate) to use the "E-gov or LoB Initiative" name as the Investment Title for the principle IT investment related to the initiative. Alternatively, Managing Partners may include the initiative name in the investment description. Partner agencies with contributions would be expected to use the "E-Gov or LoB initiative" name as their Investment Title.

E-Gov and Lob Initiative Investments (Shared Services Category Code "24")				
E-Gov or LoB Initiative	**Managing Partner Agency**	**Acronym**	**Includes:**	**Shared Services Identifier**
Benefits.Gov	Labor			0020
Budget Formulation and Execution LoB	Education	BFELoB		3200
Disaster Assistance Improvement Plan	DHS			4100
E-Rulemaking	EPA			0060
Federal Health Architecture LoB	HHS	FHALoB		1400
Financial Management LoB	Treasury	FMLoB	Former GMLoB	1100
Geospatial LoB	Interior	GeoLoB		3100
Grants.Gov	HHS			0160
Human Resources LoB	OPM	HRLoB		1200
Integrated Award Environment	GSA	IAE	Former IAE-Loans & Grants	0230
Performance Management LoB	GSA	PMLoB		0900
Federal PKI Bridge	GSA	FPKI		0090
Recreation.Gov	USDA			0010
Security, Suitability, and Credentialing LoB	OPM	SSCLoB	New UII ending assigned for FY17 process.	1250
USAJOBS	OPM	USAJOBS	Former RecruitOnestop	1218
USA Services	GSA			0040

OMB M-16-11 defined shared service providers as providers designated by Treasury FIT or OPM HRLOB previously and USSM going forward. The below table reflects current USSM designated shared services.

A Partner Agency should list its Investment as Type 04 Funding Transfer and report funding in the Agency Funding fields. Managing Partner Agency should report their Investment as a Type 01 Major Investment and reports funding from customers in the Agency Contribution fields.

USSM Designated Shared Services Investment/Providers (Shared Services Category "36")					
Shared Service Investment	**USSM Designated Provider**	**Shared Service**	**Acronym**	**Includes:**	**Shared Services Identifier**
Agency Accounting Services (AAS)	Treasury	Administrative Resource Center	ARC	Financial Management	1101
HR LoB - HR Connect	Treasury	Treasury Shared Service Center	TSSC	Core HR	1201
Defense Civilian Personnel Data System	DoD	Defense Civilian Personnel Advisory Service	DCPAS	Core HR	1202
Defense Civilian Pay System	DoD	Defense Finance and Accounting Service	DFAS	Payroll	1203
IBC FMLoB Shared Service Provider	DOI	Interior Business Center	IBC	Financial Management	1102
IBC Shared Service Center (HRLoB)	DOI	Interior Business Center	IBC	Core HR, Payroll	1204
DOTXX129: Delphi Version Two	DOT	Enterprise Services Center	ESC	Financial Management	1103
HHS Integrated Personnel Management Service	HHS	Program Support Center	PSC	Core HR	1205
Human Capital Information Technology Services	GSA	HRLoB Shared Service Center	HRLoB SSC	Core HR	1206
PAR (e-Payroll)	GSA	HRLoB Shared Service Center	HRLoB SSC	Payroll	1207
OCFO FSSP	USDA	National Finance Center	NFC	Financial Management	1104
OCFO-NFC Shared Services	USDA	National Finance Center	NFC	Core HR, Payroll	1208

Baselined Fields Table

This table indicates whether each element can be changed via "regular" updates or requires a rebaseline, replan, or correction action (described as "revise investment" in the schema and API). Elements requiring a rebaseline, replan, or correction are identified as "baselined" fields. The FY17 Schema column indicates the baselined fields in effect before September 2016 in the production environment. The FY18 Schema column shows the new standard beginning in September 2016, though the new fields will be incorporated in the next version of the instructions:

Element	FY17 Schema (through August 2016)	FY18 Schema (starting September 2016)	Comments
dateOfAnalysis	N/A	regular	NEW for FY18
analysisResults	N/A	regular	NEW for FY18
publicURL	N/A	regular	NEW for FY18
pmName	N/A	regular	NEW for FY18
pmEmail	N/A	regular	NEW for FY18
pmQualifications	N/A	regular	NEW for FY18
addPerformanceMetric	regular	regular	
agencyPerformanceMetricId	regular	regular	
performanceMetricActualResult	regular	regular	New actual results can be added at any time. Actual results become baselined once provided.
performanceMetricDateofActual	regular	regular	
performanceMetricComment	regular	regular	
performanceMetricDescription	baselined	baselined	
performanceMetricUOM	baselined	baselined	
performanceMetricCategory	regular	regular	Becomes baselined once it is supplied for the first time. Can be updated without a revise using the annual updateInvestment operation during the annual window.
performanceMetricPYTarget	baselined	baselined	
performanceMetricCYTarget	regular	regular	Becomes baselined once it is supplied for the first time.
performanceMetricCondition	baselined	baselined	
performancePeriodicity	regular	regular	Can be updated without a revise using the annual updateInvestment operation during the annual window. Afterwards, becomes baselined once provided.
performanceMetricObjectiveOrGoal	regular	regular	
performanceMetricBaselineCapability	Regular	Regular	Becomes baselined once it is supplied for the first time.
addPerformanceMetricActual	regular	regular	
isActive	baselined	baselined	Name updated in FY18 from isPerformanceMetricActive
isClosed	regular	regular	Changing a metric from isClosed "Yes" to "No" requires a "revise investment" submission.
SDLCmethodology	regular	regular	Becomes baselined once it is supplied for the first time.
otherSDLC	regular	regular	Becomes baselined once it is supplied for the first time.
releaseEverySixMo	regular	regular	Becomes baselined once it is supplied for the first time.
releaseEverySixMoComment	regular	regular	Becomes baselined once it is supplied for the first time.
addRisk	regular	regular	
agencyRiskId	regular	regular	

Element	FY17 Schema (through August 2016)	FY18 Schema (starting September 2016)	Comments
riskName	regular	regular	
riskCategory	regular	regular	
riskProbability	regular	regular	
riskImpact	regular	regular	
riskMitigationPlan	regular	regular	
isActive	regular	regular	Name updated in FY18 from isOperationalRiskActive
cioRatingEval	regular	regular	
cioComment	regular	regular	
addContract	regular	regular	
agencyContractId	regular	regular	
referencedPIID	N/A	regular	NEW for FY18
isModularApproach	N/A	regular	NEW for FY18
agileDevelopment	N/A	regular	NEW for FY18
contractPurpose	N/A	regular	NEW for FY18
ITLeaseCategory	N/A	regular	NEW for FY18
informationSecurityClause	N/A	regular	NEW for FY18
acquisitionId	N/A	regular	NEW for FY18
agencyAcquisitionId	N/A	regular	NEW for FY18
plannedContractDescription	N/A	regular	NEW for FY18
plannedAwardDate	N/A	regular	NEW for FY18
lengthOfPlannedSupport	N/A	regular	NEW for FY18
anticipatedValue	N/A	regular	NEW for FY18
potentialSources	N/A	regular	NEW for FY18
providerEngagement	N/A	regular	NEW for FY18
containsITLease	N/A	regular	NEW for FY18
replacedContractId	N/A	regular	NEW for FY18
agencyReplacedContractId	N/A	regular	NEW for FY18
systemId	N/A	regular	NEW for FY18
agencySystemId	N/A	regular	NEW for FY18
systemName	N/A	regular	NEW for FY18
initialOperatingYear	N/A	regular	NEW for FY18
techRefreshDate	N/A	regular	NEW for FY18
endOfContractedSupportDate	N/A	regular	NEW for FY18
averageUsersPerMonth	N/A	regular	NEW for FY18
capabilityId	N/A	regular	NEW for FY18
agencyCapabilityId	N/A	regular	NEW for FY18
capabilityCode	N/A	regular	NEW for FY18
purposeOutcome	N/A	regular	NEW for FY18
totalSpendingPY	N/A	regular	NEW for FY18
totalSpendingCY	N/A	regular	NEW for FY18
totalSpendingBY	N/A	regular	NEW for FY18
productionDeploymentDate	N/A	regular	NEW for FY18
contractingAgencyId	regular	regular	
contractNumber	regular	regular	
idvPIID	regular	regular	
isModularApproach	regular	regular	
idvAgencyId	regular	regular	
solicitationId	regular	regular	
EVMRequired	regular	regular	
contractTotalValue	regular	regular	

Element	FY17 Schema (through August 2016)	FY18 Schema (starting September 2016)	Comments
contractTypeUsed	regular	regular	
performanceBasedContract	regular	regular	
contractStartDate	regular	regular	
contractEndDate	regular	regular	
contractCompete	regular	regular	
contractDescription	regular	regular	
isActive	regular	regular	Name updated in FY18 from isContractActive
investmentName	regular	regular	
investmentDescription	regular	regular	
investmentRequirementSupport	regular	regular	
investmentSharedService	regular	regular	
investmentPivEnabled	regular	regular	
investmentPublicAPI	regular	regular	
investmentIncrementalDevelopment	regular	regular	
investmentRelatedURL	regular	regular	
investmentsEliminatedorReduced	regular	regular	
returnOnInvestmentDescription	regular	regular	
IPTContactInformation	regular	N/A	
noEVMExplanation	regular	regular	
lifeCycleCosts	regular	regular	
investmentStartYear	baselined	baselined	
investmentEndYear	baselined	baselined	
addProject	regular	regular	
uniqueProjectId	baselined	baselined	
agencyProjectId	regular	regular	
projectName	baselined	baselined	
objectivesExpectedOutcomes	baselined	baselined	
projectStartDate	baselined	baselined	
projectCompletionDate	baselined	baselined	
projectLifeCycleCost	baselined	baselined	
projectManagerContactDetail	regular	regular	
projectManagerExperienceLevel	regular	regular	
isProjectActive	baselined	N/A	
releaseName	N/A	regular	NEW for FY18
releaseNumber	N/A	regular	NEW for FY18
releaseDescription	N/A	regular	NEW for FY18
NPI:	N/A	regular	NEW for FY18 – becomes baselined once activity is in-progress
NPE:	N/A	regular	NEW for FY18 – becomes baselined once activity is in-progress
NCE	N/A	Baselined	NEW for FY18 - becomes baselined once value is provided
NCI	N/A	Baselined	NEW for FY18 - becomes baselined once value is provided
DTC	N/A	regular	NEW for FY18
DPC	N/A	regular	NEW for FY18
addActivity	regular	regular	
agencyActivityId	regular	regular	
activityName	baselined	baselined	
activityDescription	baselined	baselined	

Element	FY17 Schema (through August 2016)	FY18 Schema (starting September 2016)	Comments
structureId	baselined	baselined	
activityType	baselined	baselined	
criticalPath	regular	regular	Can be changed from "no" to "yes" via regular operations, but requires a reviseInvestment for changing from "yes" to "no"
plannedStartDate	baselined	baselined	
projectedStartDate	regular	regular	
actualStartDate	regular	regular	Becomes baselined after value is supplied for the first time
plannedTotalCost	baselined	baselined	
projectedTotalCost	regular	regular	
actualTotalCost	regular	regular	Becomes baselined after value is supplied for the first time
plannedCompletionDate	baselined	baselined	
projectedCompletionDate	regular	regular	
actualCompletionDate	regular	regular	Becomes baselined after value is supplied for the first time
isActivityActive	baselined	N/A	
investmentRiskId	regular	regular	Name updated in FY18 from operationalRiskId
agencyInvestmentRiskId	regular	regular	Name updated in FY18 from agencyOperationalRiskId
investmentRiskName	regular	regular	Name updated in FY18 from operationalRiskName
investmentRiskCategory	regular	regular	Name updated in FY18 from operationalRiskCategory
investmentRiskProbability	regular	regular	Name updated in FY18 from operationalRiskProbability
investmentRiskImpact	regular	regular	Name updated in FY18 from operationalRiskImpact
investmentRiskMitigationPlan	regular	regular	Name updated in FY18 from operationalRiskMitigationPlan
legislativeMandate	regular	N/A	Removed in FY18
auditFindingSolution	regular	N/A	Removed in FY18
agencyStrategicPerformancePlan	regular	N/A	Removed in FY18
presidentialPriority	regular	N/A	Removed in FY18
otherInvestmentSupportRequirement	regular	N/A	Removed in FY18
requirementApplicable	regular	N/A	Removed in FY18
requirementCitation	regular	N/A	Removed in FY18
associatedURLs	regular	N/A	Removed in FY18
associatedURLsType	regular	N/A	Removed in FY18
addAssociatedURL	regular	N/A	Removed in FY18
updateAssociatedURL	regular	N/A	Removed in FY18
agencyAssociatedURLID	regular	N/A	Removed in FY18
associatedURL	regular	N/A	Removed in FY18
investmentCorrectiveActionsPYCY	regular	N/A	Removed in FY18
investmentPublicAPI	regular	N/A	Removed in FY18
investmentIncrementalDevelopment	regular	N/A	Removed in FY18
investmentRelatedURLs	regular	N/A	Removed in FY18
investmentRelatedURL	regular	N/A	Removed in FY18
investmentURLID	regular	N/A	Removed in FY18
agencyInvestmentURLID	regular	N/A	Removed in FY18
investmentURLAttributeA	regular	N/A	Removed in FY18
investmentURLAttributeB	regular	N/A	Removed in FY18
investmentURLAttributeC	regular	N/A	Removed in FY18

Element	FY17 Schema (through August 2016)	FY18 Schema (starting September 2016)	Comments
investmentURLAttributeD	regular	N/A	Removed in FY18
investmentURLAttributeE	regular	N/A	Removed in FY18
investmentURLAttributeF	regular	N/A	Removed in FY18
investmentURLMobileAttributeA	regular	N/A	Removed in FY18
investmentURLMobileAttributeB	regular	N/A	Removed in FY18
contactId	regular	N/A	Removed in FY18
agencyContactId	regular	N/A	Removed in FY18
contactTitle	regular	N/A	Removed in FY18
contactName	regular	N/A	Removed in FY18
contactNumber	regular	N/A	Removed in FY18
contactNumberExt	regular	N/A	Removed in FY18
contactEmail	regular	N/A	Removed in FY18
contractingAgencyId	regular	N/A	Removed in FY18
idvAgencyId	regular	N/A	Removed in FY18
solicitationId	regular	N/A	Removed in FY18
contractTotalValue	regular	N/A	Removed in FY18
contractTypeUsed	regular	N/A	Removed in FY18
performanceBasedContract	regular	N/A	Removed in FY18
contractStartDate	regular	N/A	Removed in FY18
contractEndDate	regular	N/A	Removed in FY18
contractCompete	regular	N/A	Removed in FY18
contractDescription	regular	N/A	Removed in FY18

Variance Calculations

The IT Dashboard will calculate schedule variance for activities by comparing the planned completion date of an activity with the actual completion date. If the actual completion date is not available, the projected date is used. For example, if an activity or sub-activity is planned to be completed in 5 days, but the current projected completion date is 8 days away; the schedule variance is 3 days.

The Dashboard will calculate cost variance for activities by comparing the planned total cost of an activity with the actual total cost or use the projected total cost if the activity is not yet complete. For example, if an activity is planned to have a cost of $1000, but the actual cost reported is $1200; the cost variance is -$200.

If something is "Planned" at $100, and "Actual" is ZERO (Not Null), the IT Dashboard will consider this completed at NO cost.

Cost Calculations

Always use the “Actual” value if both “Projection” and “Actual” are provided for the same activity. Roll-ups are obtained by summing the costs of all the included lowest level child activities.

1. For Individual Future Activities or Roll-Ups that contain only future activities:
   Cost Variance = 0%

2. For Completed or In-Progress Activities and Roll-Ups (which may include some future activities):

   Cost Variance = *“Planned Total Costs” - “Projected OR Actual Total Cost”*

% Cost Variance = *"Cost Variance" / "Planned Total Cost" * 100*

Definitions

Future Activities:

- If *Planned Start Date* is > Today **AND** *Actual Start Date, Actual Completion Date* and *Actual Total Cost* are zero/blank

In-Progress Activities:

- If *Actual Start Date* is provided **OR** *Projected Start Date is* ≤ Today

Completed Activities:

- If *Actual Completion Date* is provided (not blank)

Colors for *Cost Variance*

% Cost Variance (use absolute value)	**Color**
0% , < 10%	Green
≥ 10% , < 30%	Yellow
≥ 30%	Red

Schedule Calculations

Always use the "Actual" value if both a "Projected" and an "Actual" date are provided for the same activity.

Schedule Variance in days for an Activity:
Planned Completion Date – Actual OR Projected Completion Date*

**use today's date if the Projected Completion Date has passed without reporting an Actual Completion Date*

Schedule Variance in days for a Roll-Up:
Latest Planned Completion Date of all activities – Latest Actual OR Projected Date of all activities*

**use today's date if the Projected Completion Date has passed without reporting an Actual Completion Date*

Schedule Duration in days for an Activity:

Planned Completion Date – Planned Start Date

Schedule Duration in days for a Roll-Up:

Latest Planned Completion Date of all activities – Earliest Planned Start Date of all activities

Percentage Schedule Variation:

Investment *% Schedule Variance* = $\frac{\text{variance in days}}{\text{duration}}$ *100

Colors for *Schedule Variance*

% Schedule Variance	Color
0% , < 10%	Green
≥ 10% , < 30%	Yellow
≥ 30%	Red

Contract Linkage with USASpending

Since the Federal Procurement Data System (FPDS) is the authoritative source for all federal contract data, agencies are required to ensure that contract data residing in www.FPDS.gov is timely and accurate, prior to submitting contract data to the IT Dashboard. In an effort to honor FPDS.gov and USASpending.gov as the authoritative sources for contracts data and IT spending reporting, respectively, the IT Dashboard will link to www.USASpending.gov for contract information.

The IT Dashboard links to a corresponding www.USASpending.gov record when an awarded contract submitted to the IT Dashboard matches with the following fields: 'PIID,' 'Referenced PIID' (applicable only if the contract is an IDIQ order), and Submitting Agency (agency of the investment for which the contract is submitted).

If a match is not determined based on the data provided, the dashboard will display "A matching record is not available in www.USASpending.gov."

For contracts with matching records in www.USASpending.gov, the following key fields will be available to the public on the IT Dashboard via a link:

- Contract Description
- Type of Contract
- Contractor Name
- Performance Based Service Acquisition (PBSA) designation
- Start Date
- End Date
- Action Obligation
- Extent Competed

Agencies must keep in mind that the IT Dashboard is not the authoritative source for either contracts or solicitation data. Consequently, should an agency identify data that is not correct, that incorrect data must be modified in the respective authoritative source (e.g., FPDS) rather than in the IT Dashboard.

Operational Performance Metric Categories

As per the Capital Programming Guide, the Performance Metric Categories should be mapped to one of the 4 categories below:

- Customer Satisfaction (Results)
- Strategic and Business Results
- Financial Performance
- Innovation

Investments with operational performance data must provide a minimum of five open metrics.

- A minimum of one (1) metric should be "Customer Satisfaction (Results)" (i.e. service quality, end user satisfaction) with respect to the impact to major stakeholders (customers, affected citizens, inter and intra-agency end users).

- A minimum of three (3) metrics should be "Strategic and Business Results", which measures how the investment contributes to the Strategic Objectives / Priority Goals or business need of the Agency. At least one Strategic and Business Results metric must have a monthly reporting frequency. At least one Strategic and Business Result must be tied to an Agency Strategic Objective or Agency Priority Goal that was submitted at the investment level. Metrics in this category could come in two different areas:

    - Effectiveness –quantified desired effect the investment has on the Agency's mission or business needs (e.g. processing speed, processing quality, backlog reduction, mission outcomes, business outcomes, etc.)
    - Efficiency - quantified desired effect the investment has on the agency's operational/technical needs (e.g. reliability, availability, throughput, response time/latency, utilization, etc.)

- A minimum of one (1) metric should be "Financial Performance", which measures the reasonableness and cost efficiency of the investment.

IT Budget Application Validations

New Validations		
Message	**Error - Warning**	**Comment**
Budget Account with funding code x does not exist in IT Portfolio Funding Sources.	Error	This occurs when the user submits a Budget Account Summary submission with a budget account (funding source) that does not exist in the agency's IT Portfolio for any funding source. This is regardless of the funding values.
The provided CurrentUII XXX-XXXXXXXXX cannot change from last year's value of XXX-XXXXXXXXX if the Change in Status Identifier is not a split, consolidation or reorganization.	Error	This occurs when the user submits an IT portfolio submission with a current UII that is different form the prior fiscal year's submission and the Change in Status Identifier is not a split, consolidation or reorganization.
Shared Services Identifier should not be provided for investments with Shared Services Category as '00'.	Error	This occurs when the user submits an IT portfolio submission with a Shared Services Identifier for any investment with a Shared Services Category that is 00 (not "24" E-Gov, "36" SSP, or "48"multi-Agency).
Shared Services Identifier is required and must be one of the USSM codes for investments with Shared Services Category as '36'.	Error	If Shared Services Category for an investment is 36 *(SSPs (and their customers) previously designated by Treasury's FIT and OPM's HRLoB as well as any providers designated by the USSM),* then the Shared Services Identifier is required and must be one of the USSM codes
Shared Services Identifier is required and must be one of the E-Gov/LOB codes for investments with Shared Services Category as '24'.	Error	If Shared Services Category for an investment is 24 *(E-Gov initiatives or an individual Agency's participation in one of the E-Gov/LoB initiatives),* then the Shared Services Identifier is required and must be one of the E-Gov/LOB codes
Shared Services Identifier is required for investments with Shared Services Category as '48'.	Error	If Shared Services Category for an investment is 48 *(Any Multi-Agency (Inter- or Intra-Agency) collaboration or an individual Agency's participation in one of these initiatives. This includes shared services not officially designated by USSM and excludes E-Gov/LoB initiatives and USSM designated shared services.),* then the Shared Services Identifier is required (allow any 4-digit value)

At least one major investment in the agency's IT portfolio with Type of Investment '01' and Change in Investment Status Identifier is '1', '2', '3', '4', '5', '10', or '11' must have Standard IT Infrastructure and Management Category as '02'.	Error	At least one investment per agency IT Portfolio must have Standard IT Infrastructure and Management Category = 03 (*IT Management*) where the investment is a major IT investment that is: • Upgraded from non-major to major IT investment, • Downgraded from major to non-major IT investment, • Split into multiple investments, • Consolidated with other investments, • Reorganized, • New, or • Unchanged in status
At least one investment in the agency's IT portfolio with Type of Investment '01' or '02'and Change in Investment Status Identifier is '1', '2', '3', '4', '5', '10', or '11' must have Standard IT Infrastructure and Management Category as '03'.	Error	At least one investment per agency IT Portfolio must have Standard IT Infrastructure and Management Category = 02 *(IT Security & Compliance)* where the investment is a major or non-major IT investment that is: • Upgraded from non-major to major IT investment, • Downgraded from major to non-major IT investment, • Split into multiple investments, • Consolidated with other investments, • Reorganized, • New, or • Unchanged in status
Every investment with Standard IT Infrastructure and Management Category = '02' must have Type of Investment = 01.	Error	Only Major investments can have Standard IT Infrastructure and Management Category set to 02 *(IT security & Compliance).*
For investments with Standard IT Infrastructure and Management Category as '02' and Type on Investment as '01', '02', or '03', the sum of the Total IT Security Spending for the CY and BY must be greater than 0.	Error	If Standard IT Infrastructure and Management Category = 02*(IT security & Compliance)* and the investment is a major or non-major IT investment, or an IT migration investment, the sum of Total IT Security Spending CY + BY must be > 0.
DME/O&M Agency PY Contribution Fields must be 0 for investments with Type of Investment as '04'.	Error	PY Contributions should be 0 for Funding Transfer Investments.

DME/O&M Agency CY Contribution Fields must be 0 for investments with Type of Investment as '04'.	Error	Similar new validation for PY is applied to the new CY contributions.
DME/O&M Agency BY Contribution Fields must be 0 for investments with Type of Investment as '04'.	Error	Similar new validation for PY is applied to the new BY contributions.
Cloud Computing Alternatives Evaluation is required for investments with Type of Investment as '01', '02', or '03'.	Error	Cloud Computing Alternatives Evaluation is required for major or non-major IT investments, or IT migration investments.
Total IT Security Spending for PY cannot be greater than the sum of DME and O&M Agency PY Funding.	Error	Total IT Security Spending for the year cannot be greater than the sum of same year's DME and O &M Agency Funding
Total IT Security Spending for CY cannot be greater than the sum of DME and O&M Agency CY Funding.	Error	Similar new validation for PY is applied to the new CY fields.
Total IT Security Spending for BY cannot be greater than the sum of DME and O&M Agency BY Funding.	Error	Similar new validation for PY is applied to the new BY fields.
End of Life Spending CY is required for investments with Type of Investment as '01', '02', or '03'.	Error	End of Life Spending CY is required major or non-major IT investments, or IT migration investments.
End of Life Spending CY cannot be greater than the sum of DME/O&M Agency Funding and CY Contribution Fields.	Error	End of Life Spending CY cannot be > than SUM of DME + O&M Agency Funding + Contributions.
Budget Account Code XXX-XX-XXXX has Agency Funding greater than 0 in the IT Portfolio but was not provided in the Budget Account Summary.	Error	Every budget account where Agency Funding is > than 0 for any year from the funding source table from the IT Portfolio should appear in the Budget Account Summary.
Budget Account Code XXX-XX-XXXX was provided in the Budget Account Summary but does not have Agency Funding greater than 0 in the IT Portfolio.	Error	Every Budget Account Code provided in the Budget Account Summary must have Agency Funding greater than 0 in the IT Portfolio.
Budget Account Code XXX-XX-XXXX is not an active budget account.	Error	Only Budget Account Codes for active budget accounts are accepted.
Budget Account Code XXX-XX-XXXX-X must omit the "-X" transmittal code at the end.	Error	Budget Account Codes that have a “-X” transmittal code are not accepted.
The CIO Authority (9.99) cannot be greater than the sum of BY DME and BY O&M (9.9) for budget account XXX-XX-XXXX.	Error	Budget Accounts with CIO Authority is greater than BY DME + O&M for the record are not accepted.
Budget Account Code XXX-XX-XXXX was submitted more than once. Duplicate Budget Account Codes are not accepted.	Error	Duplicate Budget Account Codes are not accepted.

The sum of the total PY DME and O&M (34.24) for Budget Account XXX-XX-XXXX from the Budget Account Summary must be within $0.2M of the sum of the PY DME and O&M Agency Funding (45.24) from the IT Portfolio.	Error	Check the total of PY (sum of DME + O&M) in the Budget Account Summary is within $0.2M of the sum of the total PY (sum of DME + O&M) for all budget account **Agency Funding** dollars for that code from the funding source table. Enforce similar validations for CY and BY.
Budget Account XXX-XX-XXXX has the CIO Authority reported as '0'.	Warning	If CIO Authority = 0 for a budget account, show warning.
Updated Validations		
Message	**Error - Warning**	**Comment**
The Provisioned IT section sum of Public, Private, Community and Hybrid Cloud CY must be greater than zero if "1" is provided for any investment's CloudComputingAlternativesEvaluation.	Error	Updated to reflect the new cloud responses where “1” refers to any portion of the investment leveraging cloud.
Government FTE Number PY is 0 or NULL though the Government FTE Cost PY is greater than 0.	Warning	If an FTE’s costs included in the Investment costs for PY are greater than zero, then the number of FTEs included in the PY funding associated with the investment should also be greater than zero.
Government FTE Cost PY is 0 or NULL though the Government FTE Number PY is greater than 0.	Warning	If number of FTEs included in the PY funding associated with an investment are greater than zero, then the FTE’s costs included in the Investment costs for PY should also be greater than zero.
Government FTE Number CY is 0 or NULL though the Government FTE Cost CY is greater than 0.	Warning	Similar validation update for PY is applied to the CY fields.
Government FTE Cost CY is 0 or NULL though the Government FTE Number CY is greater than 0.	Warning	Similar validation update for PY is applied to the CY fields.
Government FTE Number BY is 0 or NULL though the Government FTE Cost BY is greater than 0.	Warning	Similar validation update for PY is applied to the BY fields.
Government FTE Cost BY is 0 or NULL though the Government FTE Number BY is greater than 0.	Warning	Similar validation update for PY is applied to the BY fields.
The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Costs PY.	Warning	If (GovernmentFTECostForTotalPY/GovernmentFTENumberForPY) is > .25 OR < .03
The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Costs CY.	Warning	If (GovernmentFTECostForTotalCY/GovernmentFTENumberForCY) is > .25 OR < .03

The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Costs BY.	Warning	If (GovernmentFTECostForTotalBY/GovernmentFTENumberForBY) is > .25 OR < .03
The sum of all Data Center Spending costs for PY cannot exceed the sum of all investment's PY DME/O&M funding and contributions from the IT Portfolio.	Error	The validation previously included Infrastructure Spending fields that were removed in FY18.
The sum of all Data Center Spending costs for CY cannot exceed the sum of all investment's CY DME/O&M funding and contributions from the IT Portfolio.	Error	The validation previously included Infrastructure Spending fields that were removed in FY18.
Continuing Validations		
Message	**Error - Warning**	**Comment**
Unable to Post Data…Error: Unauthorized	Error	This occurs when an invalid token is used. Users should check that the token being used for submission is a valid one for the submitting agency and that it was generated from the environment that it is being submitted to.
Test token holders are limited to validation-only IT Budget Submissions. Please set ITBudget:validateOnlyIndicator to true in your xml file and try again	Error	Occurs when a Test Token is used for an IT Budget update submission with validateOnlyIndicator set to false
The sum of all IT Infrastructure costs for CY cannot exceed the sum of all investment's CY DME/O&M funding and contributions from the IT Portfolio.	Error	Similar existing validation for PY is applied to the new CY fields.
Government FTE Number PY is 0 or NULL though the Government FTE Percent Costs BY is greater than 0.	Warning	Similar existing validation for BY is applied to the new PY field.
Government FTE Percent Costs PY is 0 or NULL though the Government FTE Number BY is greater than 0.	Warning	Similar existing validation for BY is applied to the new PY field.
The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Percent Costs PY.	Warning	Similar existing validation for BY is applied to the new PY field.
Government FTE Number BY is 0 or NULL though the Government FTE Percent Costs CY is greater than 0.	Warning	Similar existing validation for BY is applied to the new CY field.
Government FTE Percent Costs BY is 0 or NULL though the Government FTE Number CY is greater than 0.	Warning	Similar existing validation for BY is applied to the new CY field.
The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Percent Costs CY.	Warning	Similar existing validation for BY is applied to the new CY field.
Provisioned PY O&M AgencyFundingAmount and AgencyContributionAmount cannot exceed the Investment PY O&M AgencyFundingAmount and AgencyContributionAmount.	Error	Similar existing validation for CY/BY is applied to the new Provisioned PY fields.
Provisioned PY DME AgencyFundingAmount and AgencyContributionAmount cannot exceed the Investment PY DME	Error	Similar existing validation for CY/BY is applied to the new Provisioned PY fields.

AgencyFundingAmount and AgencyContributionAmount.		
The sum of all type 01, 02, 03 investments' ProvisionedIT DME/O&M CY Funding and Contributions from the ITPortfolio AND sum of CY Provisioned IT for PublicCloud, PrivateCloud, CommunityCloud, HybridCloud and DeploymentModelOtherService AND sum of CY Provisioned IT for SaaS, PaaS, IaaS, and ServiceModelOtherService must be within 0.2 of each other.	Error	The sum of all investments' Provisioned IT from the IT Portfolio (excluding type 04 investments) must equal the sum of that year's section in each table of the Provisioned IT Spending Summary (applies CY and BY). The dollar values should be within $0.2M of each other.
Provisioned O&M AgencyFundingAmount and AgencyContributionAmount cannot exceed the Investment O&M AgencyFundingAmount and AgencyContributionAmount.	Error	The Provisioned section for any year's dollar amount cannot exceed the corresponding investment amount for that year.
Provisioned DME AgencyFundingAmount and AgencyContributionAmount cannot exceed the Investment DME AgencyFundingAmount and AgencyContributionAmount.	Error	The Provisioned section for any year's dollar amount cannot exceed the corresponding investment amount for that year.
The ITPortfolio section must be submitted for the first time in the current budget year submission before the Provisioned IT section can be accepted.	Error	Both can be submitted at the same time, but if submitted separately, the ITPortfolio section must be submitted first.
The ITPortfolio section must be submitted for the first time in the current budget year submission before the Data Center Spending section can be accepted.	Error	Both can be submitted at the same time, but if submitted separately, the ITPortfolio section must be submitted first.
PBGCFlag is only allowed for the Department of Labor	Error	Will only be allowed for agency code 012
PriorUII(s) must be in format xxx-xxxxxxxx (3-9)	Error	
Each FEA BRM code should be unique and cannot be provided more than once for the same investment	Error	The validation applies to both Primary and Secondary FEA BRM codes
Agency code in Funding Code and Alternative Bureau Code should be a valid combination for the Funding Source with UII X	Error	First 3 digits of Funding Code and the Alternative Bureau Code (if provided) should be a valid combination
Government FTE Number BY is 0 or NULL though the Government FTE Percent Costs BY is greater than 0.	Warning	
Government FTE Percent Costs BY is 0 or NULL though the Government FTE Number BY is greater than 0.	Warning	
The average government cost per FTE is less than $30,000 or above $250,000 based on Government FTE Percent Costs BY.	Warning	

Prior UII must exist in the system	Error	PriorUII must have been submitted as a CurrentUII in the prior Budget Year submission
If StatusIdentifier = 1 (Upgrade), the TypeOfInvestment must = 01 and the PriorUII's TypeOfInvestment from last year's submission must = 02, 03, 04	Error	An upgrade status can be provided only if the investment changed from a non-major last year to a major this year. There must only be one PriorUII provided for the investment and no other investments should list the same PriorUII.
If StatusIdentifier = 2 (Downgrade), the TypeOfInvestment must = 02, 03, 04 and the PriorUII's TypeOfInvestment from last year's submission must = 01	Error	A downgrade status can be provided only if the investment changed from a major last year to a non-major this year. There must only be one PriorUII provided for the investment and no other investments should list the same PriorUII.
If StatusIdentifier = 6, 7, 8, 9 (Eliminated) then the investment CurrentYear and BudgetYear DME/O&M breakouts must all = 0	Error	An eliminated investment must have zero funding in CY and BY combined. The reverse validation is also enforced similar to last year.
If StatusIdentifier = 10 (New), then there should not be a PriorUII provided	Error	New investments cannot have a PriorUII.
The investment with CurrentUII X is present more than once in the submitted IT Portfolio	Error	Investment CurrentUII should not be repeated within the same XML more than once
The system has recognized that Current UII X does not match the guidelines defined in the IT Portfolio.	Error	Investment CurrentUII must be in the format: XXX-XXXXXXXXX (3-9)
Funding Source with UII Y has an invalid MAX code A	Error	The FundingCode for each Funding Source must be a valid OMB MAX Account ID code *Optional single-digit transmittal code may be provided (xxx-xx-xxxx-X) but will not be used in validation
Agency code in Funding Source UII and Funding Source Bureau Code should be a valid combination for the Funding Source with UII Y	Error	
Agency Code in UII and Investment Bureau Code should be a valid combination for Investment with UII Y	Error	
The system has recognized a mismatch in the agency code value entered as first three digits of UII. Please ensure the first three digits represent the agency code that matches with the submitting agency user	Error	Agency code in Investment CurrentUII (first three digits) must match the submitting user's agency
Agency code in UII and Funding Source Bureau Code should be a valid combination for the Funding Source with UII X	Error	Agency code in Funding source UII and Alternative Bureau code (if provided) should be a valid match
Investment level PY O&M must be defined if Funding Source has a PY O&M	Error	
Investment level CY O&M must be defined if Funding Source has a CY O&M	Error	

Investment level BY O&M must be defined if Funding Source has a BY O&M	Error	
Investment level PY DME must be defined if Funding Source has a PY DME	Error	
Investment level CY DME must be defined if Funding Source has a CY DME	Error	
Investment level BY DME must be defined if Funding Source has a BY DME	Error	
Sum of Funding Source PY O&M Totals must match Total PY O&M Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) O&M PriorYear AgencyFundingAmount+ O&M PriorYear AgencyContributionAmount
Sum of Funding Source CY O&M Totals must match Total CY O&M Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) O&M CurrentYear AgencyFundingAmount+ O&M CurrentYear AgencyContributionAmount
Sum of Funding Source BY O&M Totals must match Total BY O&M Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) O&M BudgetYear AgencyFundingAmount+ O&M BudgetYear AgencyContributionAmount
Sum of Funding Source PY DME Totals must match Total PY DME Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) DME PriorYear AgencyFundingAmount + DME PriorYear AgencyContributionAmount
Sum of Funding Source CY DME Totals must match Total CY DME Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) DME CurrentYear AgencyFundingAmount + DME CurrentYear AgencyContributionAmount
Sum of Funding Source BY DME Totals must match Total BY DME Amount	Error	Sum of the Funding Source ($) amounts should equal the Investment level ($) DME BudgetYear AgencyFundingAmount + DME BudgetYear AgencyContributionAmount
Part of IT Portfolio 05 must be used only for DoD investments	Error	If PartofITPortfolio = '05' (National Security Systems) then AgencyCode must = '07' (DOD)
This investment and its Funding Source Line Items should have no Prior Year or Current Year Steady State or DME Amounts as it is a new investment	Warning	If PriorUII is not provided (indicating that it is a New investment) then the Investment level O&M/DME PriorYear and CurrentYear breakouts should all = 0 *Note: Will cause a warning, but the submission will be successful
“Agency Reason” is required for any downgrade or elimination	Error	If StatusIdentifier = 2, 6, 7, 8, 9 then the agency reason is required
Investment description must end with a “.”, “?” or “!”, or “ “ “	Error	If IT Portfolio Investment description does not end with a period “.” or question mark “?” or exclamation point “!"

Business Case Application Validations

New Validations		
Message	**Error - Warning**	**Comment**
Agile Activity table cannot be used if project SDLC is '1'	Error	Added a new validation to prevent the addition of agile activities to Waterfall Projects.
Systems Inventory (Section E) is required when Part of IT Portfolio is "02".	Warning	
At least one system must be reported.	Warning	At least one system must be reported if the section is provided. *Note: only System Name is required, the rest of the fields in this section are optional.*
The Affected Investment UII was not found in the IT Portfolio.	Error	
The Agency Spending for the PY for the capability cannot be greater than $10M when capability category is one of the 5 'other' categories.	Error	
The Agency Spending for the CY for the capability cannot be greater than $10M when capability category is one of the 5 'other' categories.	Error	
The Agency Spending for the BY for the capability cannot be greater than $10M when capability category is one of the 5 'other' categories.	Error	
The sum of capabilities for the PY cannot be greater than the DME and O&M Agency PY Funding and Agency PY Contributions from the It Portfolio.	Warning	Changed from error to warning
The sum of capabilities for the CY cannot be greater than the DME and O&M Agency PY Funding and Agency CY Contributions from the It Portfolio.	Warning	Changed from error to warning
The sum of capabilities for the BY cannot be greater than the DME and O&M Agency PY Funding and Agency BY Contributions from the It Portfolio.	Warning	Changed from error to warning
Investment Details (Section B) is required when Standard IT Infrastructure and Management Category is not "02".	Error	
Cost and Capabilities section is required for any investment with Standard IT Infrastructure and Management Category that is "02."	Error	Cost and Capabilities section is required for any investment with Standard IT Infrastructure and Management Category = 02.

Analysis Results is required when the Date of Analysis is provided.	Error	If Date of Analysis is provided, Analysis Results is required
This investment already exists. Please use updateInvestment to provide further updates	Error	Error prevents users from adding the same investment more than once.
Updated Validations		
Message	**Error - Warning**	**Comment**
Each project must have at least one activity that is active.	Error	At least one activity from either activity table (agile or non-agile) must be active per project
Continuing Validations		
Message	**Error - Warning**	**Comment**
All Business Case fields are required to be resubmitted during the first updateInvestment submission of a submission period. Message for each field omitted: "X is required and cannot be empty".	Error	
Unable to Post Data…Error: Unauthorized	Error	This occurs when an invalid token is used. Users should check that the token being used for submission is a valid one for the submitting agency and that it was generated from the environment that it is being submitted to.
Test token holders are limited to validation-only Business Case Submissions. Please set validateOnlyIndicator to true in your xml file and try again	Error	Occurs when a Test Token is used for a Business Case update submission with validateOnlyIndicator set to false
The investment objectiveOrGoal is not a valid goal from Performance.gov	Error	The Agency Strategic Objective / Agency Priority Goal code should match a valid code from Performance.gov
The investment objectiveOrGoal should correspond to a goal for your agency.	Error	The ASO/APG code should match an ASO/APG for the submitting agency. Note: only agencies that do not report to performance.gov have 0 as a valid code for their agency.
The programCodeFPI from the Federal Program Inventory should correspond to a program for your agency.	Error	The provided code should correspond to a valid code for the submitting agency.
The investment objectiveOrGoal (*duplicate ASO/APG code*) cannot be provided more than once for this investment	Error	A duplicate Agency Strategic Objective / Agency Priority Goal code should not be submitted at investment level.
The investment must have at least one active objectiveOrGoal.	Error	Each Business Case needs to have at least one active Agency Strategic Objective / Agency Priority Goal code in the current budget year for an updateInvestment operation.

At least one objectiveOrGoal must remain active for the investment.	Error	All Agency Strategic Objective / Agency Priority Goal codes for an investment cannot be deactivated. At least one ASO/APG should remain active for the investment.
The investment objectiveOrGoal (*ASO/APG code*) is currently associated with an open performance metric (*performanceMetricId*) and cannot be deactivated.	Error	An Agency Strategic Objective / Agency Priority Goal code that is associated with an open performance metric (isClosed = 'no') cannot be deactivated or changed.
The programCodeFPI from the Federal Program Inventory is not a valid code.	Error	Must be a valid code from the reference table.
Contact Number cannot be removed for the IT Program Manager	Error	
Contact Email cannot be removed for the IT Program Manager	Error	
Return on Investment Description appears to be cutoff. Please ensure the description ends in a punctuation character (period, question mark, or exclamation point)	Error	
General rule: for update operations, the ID or agency supplied ID of the record being updated must be provided	Error	The ID or agency supplied ID must be provided for update operations
If an investment will result in the elimination or reduction of another investment, the affected UII listed as eliminated or reduced in the Investment Details cannot be submitted multiple times	Error	Remove duplicate UIIs
An associated URL is required for Legislative Mandate and Presidential Direction 'YES' responses to Business Case Question 4.	Error	Please provide a valid URL for "associatedURL" field.
When deactivating URLs for Legislative Mandate and Presidential Direction where the required by is "Yes", at least one URL must remain active.	Error	At least one URL must remain active for Legislative Mandate and Presidential Direction
When more than one PriorUII is listed for an investment, please use addInvestment for consolidated/reorganized investments.	Error	This investment requires a new Business Case
When the same PriorUII is listed on more than one investment, please use addInvestment for split/reorganized investments.	Error	This investment requires a new Business Case
A PIID less than 4 characters long is most likely a task order and should have a referenced IDV PIID	Warning	
The unique investment identifier {$this->investment->uniqueProjectIdentifier} is already in use.	Error	Investment must exist in IT Portfolio before Business Case is submitted
The investment description appears to be cutoff. Please ensure the description ends in a punctuation	Error	Investment description must end with a ".", "?" or "!"

character (period, question mark, or exclamation point)		
The agency provided '{$this->investment->agency}' must match the agency portion of the unique investment identifier agency '{$upiAgency}'	Error	The submitting agency must be same as agency part of the uniqueInvestmentIdentifier
Total spending '$spendingTotal' for this invesment is unusually large, please check to ensure spending values were provided in millions.	Warning	If Total spending for an investment is unusually large (> one Billion). The following schema fields are summed for all years: planningBudgetaryResources, acquisitionBudgetaryResources, GovernmentFTECosts, maintenanceBudgetaryResources, and omdGovernmentFTECosts.
IDV PIID is required when IDV Agency Id is provided. For contracts against IDV, both IDV PIID and IDV Agency Id must be provided.	Error	IDV PIID and IDV Agency ID are both optional, but if one is provided, the other is required
IDV Agency Id is required when IDV PIID is provided. For contracts against IDV, both IDV PIID and IDV Agency Id must be provided.	Error	IDV PIID and IDV Agency ID are both optional, but if one is provided, the other is required
Contract Number(PIID) is required if contract status is 'Awarded'.	Error	Procurement Instrument ID (PIID) is required for Awarded Contracts
You must provide either the contractId or the agencyContractId	Error	contractID or the agencyContractID must be provided
The provided contractId: {$this->contract->contractIdentifier} and agencyContractId: {$this->contract->agencyContractIdentifier} do not refer to the same contract.	Error	The provided contractID and agencyContractID do not refer to the same contract
The provided contractId: {$this->contract->contractIdentifier} does not exist.	Error	The contractID provided does not exist
The provided agencyContractId: {$this->contract->agencyContractIdentifier} does not exist.	Error	The agencyContractID provided does not exist
IDV PIID is required when IDV Agency Id is provided. For contracts against IDV, both IDV PIID and IDV Agency Id must be provided.	Error	
IDV Agency Id is required when IDV PIID is provided. For contracts against IDV, both IDV PIID and IDV Agency Id must be provided.	Error	
The unique investment identifier attribute in the operation element {$this->upiInHeader} must be the same as the unique investment identifier element in the overview element {$this->investment->uniqueProjectIdentifier}.	Error	
You must specify the unique investment identifier.	Error	
IT Portfolio does not have a record for unique investment identifier {$this->investment->uniqueProjectIdentifier}	Error	
Investment end year cannot be less than Investment start year	Error	
You may not specify a contractId when adding a contract. The contractId will be assigned by the system during the operation.	Error	

The agencyContractId {$this->contract->agencyContractIdentifier} is already in use for this investment.	Error	The agencyContractID is already in use for this investment
The agencyContractId {$this->contract->agencyContractIdentifier} is deactivated and cannot use for this investment.	Error	The agencyContractID is deactivated and cannot be used for this investment.
No match found in USASpending	Warning	
Contracting Agency Id should be 4 characters as specified in FPDS system.	Error	
IDV Agency Id should be 4 characters as specified in FPDS system.	Error	
Description for citation '{$this->investmentCitation->getCitationtText()}' must be provided, since it is specified as required.	Error	Description is a required field and must be provided.
Description for citation '{$this->investmentCitation->getCitationtText()}' appears to be cutoff. Please ensure the description ends in a punctuation character (period, question mark, or exclamation point)	Error	Description appears to be cutoff. Please ensure the description ends with a punctuation mark.
This message is for reporting if same record is provided twice in request XML.	Error	The same record is provided twice in the request XML.
$dupOperationObj->addError(($dupEntAgncyMsg && $dupEntMsg ? "$dupEntMsg, $dupEntAgncyMsg" : ($dupEntMsg ? $dupEntMsg : $dupEntAgncyMsg)) . " is referred more than once in this investment.", $dupXpath);	Error	
The investment description appears it may be cutoff. Please ensure the description ends in a punctation character (period, question mark, or exclamation point)	Error	
The uniqueProjectIdentifier {$this->result->uniqueProjectIdentifier} does not exist.	Error	The uniqueProjectIdentifier does not exist.
You must specify the uniqueProjectIdentifier.	Error	
Updating funding details is not allowed as part of corrections with reason code '{$this->rebaseline->reason}'.", $this->getNodeXpath($child));	Error	Updating funding details is not allowed as part of corrections with this reason code. Please select a new reason code.
Invalid CIO Rating Value ".$this->cioRating->rating);	Error	The CIO rating value is invalid
CIO Rating comments is required and cannot be empty.	Error	
The unique investment identifier {$this->investment->uniqueProjectIdentifier} does not exist.	Error	The Unique Investment Identifier provided does not exist
IT Portfolio do not have a record with current unique investment identifier {$this->investment->newUniqueProjectIdentifier} and previous unique investment identifier {$this->investment->uniqueProjectIdentifier}	Error	IT Portfolio does not have a record with the current unique investment identifier and the previous unique investment identifier
Investment name is required and cannot be empty.	Error	
Investment must provide CIO Rating, since it was not provided earlier.	Error	

Current year(CY) total amount '{$exhibt53Totals['totalInvestmentsCY']}'reported in IT Portfolio do not match with investment's current year(CY) total amount '{$this->investment->spending->getTotalCYSpending()}'	Error	Current Year (CY) total amount reported in IT Portfolio do not match with the investment's current year (CY) total amount provided
You must provide either the contactId or the agencyContactId	Error	
The provided contactId: {$this->investmentContact->contactIdentifier} and agencyContactId: {$this->investmentContact->agencyContactIdentifier} do not refer to the same contact information.	Error	The provided contactID and agencyContactID does not refer to the same contact information
The provided contactId: {$this->investmentContact->contactIdentifier} does not exist.	Error	The provided contactID does not exist
The provided agencyContactId: {$this->investmentContact->agencyContactIdentifier} does not exist.	Error	The provided agencyContactID does not exist
The operation '{$operation->getName()}' ". $operationIdentifier ." is not allowed at this time, since IT Portfolio do not have a record for unique investment identifier $upi	Error	This operation is not allowed at this time, since the IT Portfolio does not have a record for unique investment identifier
The operation {$operation->getName()} is not available at this time.	Error	The operation is not available at this time

Business Case Detail Application Validations

New Validations		
Message	**Error - Warning**	**Comment**
Unable to Post Data…Error: Unauthorized	Error	This occurs when an invalid token is used. Users should check that the token being used for submission is a valid one for the submitting agency and that it was generated from the environment that it is being submitted to.
Test token holders are limited to validation-only Business Case Submissions. Please set validateOnlyIndicator to true in your xml file and try again	Error	Occurs when a Test Token is used for a Business Case update submission with validateOnlyIndicator set to false
Changing an activity's criticalPath from "yes" to "no" requires a reviseInvestment.	Error	The reviseInvestment operation is required to remove an activity from the critical path. However, changing the criticalPath from "no" to "yes" can be done via regular operations.
The performance metric objectiveOrGoal must be valid goal from Performance.gov	Error	The Agency Strategic Objective / Agency Priority Goal code must match a valid code from Performance.gov
The performance metric objectiveOrGoal must correspond to a goal for your agency.	Error	The ASO/APG code must match an ASO/APG for the submitting agency. Note: only agencies that do not report to performance.gov have 0 as a valid code for their agency.
The performance metric objectiveOrGoal must correspond to an objectiveOrGoal provided for the investment.	Error	The ASO/APG code provided at the performance metric level must match one of the ones provided at the investment level.
At least one open metric with performanceMetricCategory as "2" should have	Error	At least one open "Strategic and Business Results" metric should be tied to an

an objectiveOrGoal.		ASO/APG.
Updated Validations		
Message	**Error - Warning**	**Comment**
Updates to existing metrics require a 2017 (CY) target to be specified if one has not yet been provided	Error	Applies to metrics that are not closed.
Once a 2017 (CY) target has been provided for a metric, it cannot be updated without using a revise operation	Error	
If ITPortfolio O&M CY Agency Funding > 0, there must be at least 1 open investment risk.	Error	Renamed operational risk to investment risk.
The agencyInvestmentOperationalRiskId {$this->operationalRisk->agencyInvestmentOperationalRiskId} is already in use for this investment.	Error	Renamed operational risk to investment risk.
Investment risk name is required and should be minimum of X characters.	Error	Renamed operational risk to investment risk.
Investment risk mitigation Plan is required and should be minimum of X characters.	Error	Renamed operational risk to investment risk.
If an investment has performance metrics, at least 1 metric should have performanceMetricCategory as "1" for Customer Satisfaction Results)	Error	Changed from minimum of 3 to 1 and no longer requires one to be monthly. Applies to metrics that are not closed.
If an investment has performance metrics, at least 3 metrics should have performanceMetricCategory as "2" for Strategic and Business Results and at least one of them must have a performancePeriodicity of "Monthly".	Error	Changed from minimum of 1 to minimum of 3, and at least one must be monthly. Applies to metrics that are not closed.
A Revise Investment operation is required to update an existing Performance Metric Category.	Error	updatePerformanceMetric can be used to provide the field for the first time, though changes require a reviseInvestment. There is now an exception for the annual updateInvestment operation which allows this change without a revise.
Continuing Validations		
Message	**Error - Warning**	**Comment**
The performanceMetricCategory cannot be changed during a regular submission once it is provided.	Error	The category can be provided for the first time using regular operations, but changes to the field require a reviseInvestment
SDLCmethodology is a required field for active project with uniqueProjectID X.	Error	Applies to projects with projectCompletionDate >= 10/01/2014. An 'active' project is one that has at least one activity with a null Actual Completion Date or Actual Total Cost.
If SDLCmethodology=6, otherSDLC is required for project with uniqueProjectID X.	Error	Applies to projects with projectCompletionDate >= 10/01/2014.
otherSLDC can only be provided if SDLCmethodology=6 for project with uniqueProjectID X.	Error	
releaseEverySixMo is required for active project with uniqueProjectID X.	Error	Applies to projects with projectCompletionDate >= 10/01/2014. An 'active' project is one that has at least one

		activity with a null Actual Completion Date or Actual Total Cost.
releaseEverySixMoComment is required when releaseEverySixMo is “No” for project with uniqueProjectID X.	Error	
releaseEverySixMoComment cannot be provided when releaseEverySixMo is “Yes” for project with uniqueProjectID X.	Error	
releaseEverySixMo can only be “N/A” when SLDCmethodology=7 for project with uniqueProjectID X.	Error	
For activityID 123 in uniqueProjectID X, the new activity type category mapping is required if the activity Projected Completion Date >= 10/01/2014 and the activity is not fully closed.	Error	Provide new activity type if activity Projected Completion Date >= 10/01/2014 AND (Actual Completion Date is null OR Actual Total Costs is null)
activityType for project with uniqueProjectID X must be a value between 1 and 16.	Error	Old activityType values for Key Deliverable / Usable Functionality / N/A will not be accepted.
A Revise Investment operation is required to update SDLCmethodology.	Error	updateProject can be used to provide the field for the first time, though changes require a reviseInvestment
A Revise Investment operation is required to update otherSDLC.	Error	updateProject can be used to provide the field for the first time, though changes require a reviseInvestment
A Revise Investment operation is required to update releaseEverySixMo.	Error	updateProject can be used to provide the field for the first time, though changes require a reviseInvestment
A Revise Investment operation is required to update releaseEverySixMoComment.	Error	updateProject can be used to provide the field for the first time, though changes require a reviseInvestment
A Revise Investment operation is required to update an existing Activity Type.	Error	updateProjectActivity can be used to provide the field for the first time, though changes require a reviseInvestment
If an investment has performance metrics, at least 1 metric should have performanceMetricCategory as “3” for Financial Performance.	Error	Applies to metrics that are not closed.
When deactivating activities, at least one activity must remain active for active projects	Error	At least one activity must be remain active for active projects
Project Start Date ‘X’ must be less than Project Completion Date ‘Y’	Error	
The same Date of Actual Result ‘X’ cannot be submitted twice for Performance Metric ID ‘Y’	Error	
Actual Total Cost is provided without Actual Completion Date	Warning	For an activity, if Actual Total Cost is provided without an Actual Completion Date
Investment must provide Project or Operational Metric data when submitting Business Case Detail.	Error	Continuing Investments must have either one project (Sec. B) or operational metrics (Sec.C).
Active project should have at least one active project activity without child activities.	Error	Project must contain at least one activity
Project manager email '{$this->investmentProject->pmEmail}' is not valid.	Warning	Project Manager email should only have one “@” symbol
Project ID cannot contain “.”	Error	

Project activity structure id '{$activityStructureId}' must begin with the projectId'{$this->subOperationProjectDtl->investmentProject->uniqueProjectId}'. $this->structureMsg	Error	Project IDs included in activity Structure ID (Table B.2) must first be added to the projects table (Table B.1).
All parent level activities in the hierarchy must exist before adding lowest level child activities.	Error	
Each level ID of project activity structure ID '{$activityStructureId}' cannot be greater than 10 characters." . $this->structureMsg. $msgAppend);	Error	Each level in the structure ID (separated by periods) cannot exceed 10 characters
For project activity either projected or actual start date is required.	Error	Either Projected or Actual values for Start Date, Completion Date, and Total Cost must be provided for activities without child activities
For project activity either projected or actual completion date is required.	Error	Either Projected or Actual values for Start Date, Completion Date, and Total Cost must be provided for activities without child activities
For project activity either projected or actual total cost is required.	Warning	Either Projected or Actual values for Start Date, Completion Date, and Total Cost must be provided for activities without child activities
Project activity planned Start date '{$this->projectActivity->startDatePlanned}' cannot be a date before project planned Start date '{$projectStartDate}'." . $msgAppend);	Error	An activity's Planned Start Date must not be before the Project Start date in the B1 Project Table
Project activity planned completion date '{$this->projectActivity->completionDatePlanned}' cannot be a date after project planned completion date '{$projectCompletionDate}'." . $msgAppend);	Warning	An activity's Planned Completion Date must not be after the Project End date in the B1 Project Table
Project activity planned start date '{$this->projectActivity->startDatePlanned}' cannot be a date after planned completion date '{$this->projectActivity->completionDatePlanned}'.	Error	Planned Start Date must be prior or equal to the Planned Completion Date
Project activity projected start date '{$this->projectActivity->startDateProjected}' cannot be a date after projected completion date '{$this->projectActivity->completionDateProjected}'.	Error	Projected Start Date must be prior or equal to the Projected Completion Date
Project activity actual start date '{$this->projectActivity->startDateActual}' cannot be a date after actual completion date '{$this->projectActivity->completionDateActual}'.	Error	Actual Start Date must be prior or equal to the Actual Completion Date
Project life cycle cost '{$this->subOperationProjectDtl->investmentProject->projectLifeCycleCost}' is less than total of activities(with no child actvities) life cycle cost '{$currentProjectLifeCycleCosts['totalCostPlanned']}' .	Error	The sum of Planned Total Costs for all lowest level child activities in a project must not be greater than the Project Lifecycle cost in the B1 Project Table
Investment XXX-XXXXXXXX does not specify any operational metrics.	Warning	If sum(maintenanceBudgetaryResourcesPY + omdGovernmentFTECostsPY) > 0 and no performance metrics are provided then the warning is received.

For completed project activity actual start date is required.	Error	Actual Start Date is required when Actual Completion Date is supplied.
Project activity actual start date '{$this->projectActivity->startDateActual}' is a future date. Actual completion date must be a date equal to or less than today's date	Error	Actual Start Date must be on or before today's date.
Project activity actual completion date '{$this->projectActivity->completionDateActual}' is a future date. Actual completion date must be a date equal to or less than today's date	Error	Actual Completion Date must be on or before today's date.
Project activity planned completion date is required.	Error	Planned Start Date, Planned Completion Date, and Planned Total Cost are required for activities without child activities.
Date of Revise Event: {$this->rebaseline->rebaselineDate} is a future date. Date of Revise Event must be equal to or less than today's date	Error	Baseline Approval Date must be on or before today's date
The agency provided '{$this->investment->agency}' must match the agency portion of the unique investment identifier's agency '{$upiAgency}'	Error	The submitting agency must match the agency in the investment's associated IT Portfolio submission.
Project cannot be deactivated during corrections.	Error	
The projectId is required and cannot be empty.	Error	The projectID is required and cannot be empty
The projectId '{$this->investmentProject->uniqueProjectId}' is already in use for this investment.	Error	The projectID is already in use for this investment
The projectId cannot contain a period(.)	Error	The projectID cannot contain a period (.)
The projectId cannot be updated from '{$this->existingInvestmentProject->uniqueProjectId}' to '{$this->investmentProject->uniqueProjectId}'	Error	The projectID cannot be updated from the existing investment project uniqueProjectID to the provided unique ProjectID
The project name is required and cannot be empty.	Error	
The project objective is required and cannot be empty.	Error	
The project description appears it may be cutoff. Please ensure the description ends in a punctuation character (period, question mark, or exclamation point)	Error	
The project manager name is required and cannot be empty.	Error	
Project Start date '{$this->investmentProject->projectStartDate}' cannot be a date after project completion date '{$this->investmentProject->projectCompletionDate}'.	Error	The project start date cannot be a date after the project completion date
Both email and contact number for project manager are not provided.	Error	
Only contact number extension is provided for project manager contact details without contact number.	Error	
You must provide either the performanceMetricId or the agencyPerformanceMetricId	Error	

The provided performanceMetricId: {$this->performanceMetric->performanceMetricId} and agencyPerformanceMetricId: {$this->performanceMetric->agencyPerformanceMetricIdentifier} do not refer to the same performance metric.	Error	The provided performanceMetricID and agencyPerformanceMetricID do not refer to the same performance metric
The provided performanceMetricId: {$this->performanceMetric->performanceMetricId} does not exist.	Error	The provided performanceMetricID does not exist
The provided agencyPerformanceMetricId: {$this->performanceMetric->agencyPerformanceMetricIdentifier} does not exist.	Error	The provided agencyPerformanceMetricID does not exist
Performance Metric cannot be deactivated during corrections.	Error	
Performance Metric description is required and cannot be empty	Error	
Performance Metric Unit of Measure is required and cannot be empty	Error	
You must provide either the activityId or the agencyActivityId	Error	
The provided activityId: {$this->projectActivity->activityIdentifier} and agencyActivityId: {$this->projectActivity->agencyActivityIdentifier} do not refer to the same project activity.	Error	The project activityID and agencyActivityID do not refer to the same project activity
The provided activityId: {$this->projectActivity->activityIdentifier} does not exist.	Error	The provided activityID does not exist
The provided agencyActivityId: {$this->projectActivity->agencyActivityIdentifier} does not exist.	Error	The provided agencyActivityID does not exist
A completed project activity cannot be deactivated. It can only be deactivated using correction.	Error	
Project activity is completed and no updates will be performed.	Warning	
All child activities of activity with structure ID '{$this->projectActivity->structureId}' are marked for deactivation. Cost and schedule information must be provided if not provided.	Error	All the child activities of the activity with this structure ID are marked for deactivation. The cost and schedule information must be provided
Project activity name is required and cannot be empty.	Error	
Last child with structure id '{$this->projectActivity->structureId}' should not have further child activities.	Error	The last child with this structure ID should not have further child activities
Project activity 'Key Deliverable / Usable Functionality' is required and cannot be empty.	Error	
Project activity planned start date is required.	Error	
Performance Metric {$this->performanceMetric->dmePerformanceGoalAndMeasureIdentifier} is already marked as delete and is not allowed to update	Error	The Performance Metric is already marked for deletion and therefore updates are not allowed
Performance metric target for year {$performanceMetricTarget->performanceFiscalYear} do not exist.	Error	Performance metric target for the year provided does not exist

Performance metric target for year {$performanceMetricTarget->performanceFiscalYear} do not exist and cannot be deactivated.	Error	Performance metric target for the year provided does not exist and cannot be deactivated
Performance target for metric id {$performanceMetricTarget->dmePerformanceGoalAndMeasureIdentifier} and fiscal year {$performanceMetricTarget->performanceFiscalYear} is already marked as delete and is not allowed to update	Error	The Performance target for metric ID and fiscal year is already marked for deletion. Therefore, updates are not allowed
The agencyProjectId {$this->agencyProjectIdentifier} is already in use for this investment.	Error	The agencyProjectID is already in use for this investment
Project life cycle cost '{$this->subOperationProjectDtl->investmentProject->projectLifeCycleCost}' is less than total of activities(with no child actvities) life cycle cost '{$totalProjectLifeCycleCost}'.	Error	
For completed project activity actual total cost is required.	Error	
Project activity actual start date '{$this->existingProjectAcitivty->startDateActual}' cannot be a updated to '{$this->projectActivity->startDateActual}' without a revise using correction reason code.	Error	
Project activity actual completion date '{$this->existingProjectAcitivty->completionDateActual}' cannot be a updated to '{$this->projectActivity->completionDateActual}' without a revise using correction reason code.	Error	
Project activity actual total cost '{$this->existingProjectAcitivty->totalCostActual}' cannot be a updated to '{$this->projectActivity->totalCostActual}' without a revise using correction reason code.	Error	
implode(", ", $ignoredData)." is not required for activities without child activities and will not be retained by the IT Dashboard	Warning	Schedule and cost information is not required for child activities
The agencyProjectId {$this->investmentProject->agencyProjectIdentifier} is already in use for this investment.	Error	
The projectId is required and cannot be empty.	Error	
You may not specify a performanceMetricId when adding a performance metric. The performanceMetricId will be assigned by the system during the operation.	Error	
The agencyPerformanceMetricId {$this->performanceMetric->agencyPerformanceMetricIdentifier} is already in use for this investment.	Error	
The agencyActivityId {$this->projectActivity->agencyActivityIdentifier} is already in use for the project.	Error	

Project activity cannot be added during corrections with reason code '{$this->rebaseLineType}'.	Error	
Project activity planned total cost is required.	Error	
Project activity planned total cost amount must be greater than 0 (zero).	Error	
Total actual cost of project activity is specified as 0(zero).	Error	
Updating Project is not allowed as part of corrections with reason code '{$this->rebaseline->reason}'.", $this->getNodeXpath($child));	Error	
Parent activity for project activity with structure ID '{$subOperationChildActivity->projectActivity->structureId}' is either not provided or being deactivated." . (($subOperationChildActivity->projectActivity->isUserProvided == "N") ? $this->userNotProvidedMsg : NULL)) ;	Error	
Activity with structure id '{$this->projectActivity->structureId}' is deactivated and should not have active child activities. Child activities with structure ID(s) '". implode(",", $activeChildActivities)."' are still active.	Error	
Project activity cannot be added when project is marked for deactivation.	Warning	
Active Project activity is provided when project is marked for deactivation. This activity will also be deactivated.	Error	
Project activity structure ID is required and cannot be empty." . $msgAppend);	Error	
Project activity structure id '{$activityStructureId}' must begin with the projectId'{$this->subOperationProjectDtl->investmentProject->uniqueProjectId}'." . $this->structureMsg. $msgAppend);	Error	
Project activity structure ID '{$activityStructureId}' is missing self structure ID.". $this->structureMsg. $msgAppend);	Error	
Structure Id '". $duplicateStructureIds[0] . "' is referred in more than one activity for this project.	Error	
Structure Ids '". implode("', '", $duplicateStructureIds) . "' are referred in more than one activity for this project.	Error	
Project Start date '{$this->subOperationProjectDtl->investmentProject->projectStartDate}' cannot be a date after '{$currentProjectLifeCycleCosts['minStartDatePlanned']}', which is minimum os start planned dates across activities.	Error	
Project completion date '{$this->subOperationProjectDtl->investmentProject->projectStartDate}' cannot be a date before '{$currentProjectLifeCycleCosts['maxCompletionDat	Error	

e']}', which is maximum of comlpetion dates across activities.		
Date of Revise Event: {$this->rebaseline->rebaselineDate} is an invalid date. Dates must be in yyyy-mm-dd format	Error	
Date of Revise Event is a required field	Error	
Revise comment is required	Error	
Additional Note: {$this->rebaseline->comment} is an invalid text value	Error	
Revise Option is a required field	Error	
Additional Note: Revise comment '{$this->rebaseline->comment}' is an invalid text value	Error	

Responses to Agency Questions

This section provides responses to selected agency questions concerning the Capital Planning Guidance, the Budget process, and IT Dashboard schema files.

QUESTIONS	RESPONSES
IT Budget	
ITB-1. *Will the OMB Budget Account Codes be updated this year?*	To provide investment funding sources, agencies should use the OMB Budget Account Codes (not Treasury Account codes). Please coordinate any questions regarding budget account information with your agency budget office, which should be the first place that CIO staff consults when questions arise. Please see the *Data Dictionary – Enumerations* portion of the *IT Dashboard Companion Documentation* to see a complete list of available OMB Budget Account codes. If you believe there to be an error in this list, please contact your E-Gov desk officer.
ITB-2. *For the President's Budget submission, should the "Change in Status Identifier" reflect the change since the last submission in the Fall or since last year's budget submission?*	It should continue to reflect the change as of last year's budget submission. For example, if an investment was submitted with a "Change in Status Identifier" as "New" in the Fall, it should still be submitted as "New" for the President's Budget submission.
Business Case Supporting Documents	
BC-1. *Will the supporting documents/artifacts listed in the FY18 Capital Planning Guidance be released to the public?*	OMB does not plan to release the supporting documents to the public. If this plan changes in the future, OMB will work with agencies to so that the public cannot access documents which the agency has not approved for public release.
Business Case	
BC-2. *Additional guidance is needed for the meaning of Modular Approaches/ Contracting.*	See "Contracting Guidance to Support Modular Development" at http://www.whitehouse.gov/sites/default/files/omb/procurement/guidance/modular-approaches-for-information-technology.pdf.

BC-3. *How do I find the Agency Priority Goal / Agency Strategic Objective codes referred to in Business Case Question #2 and Business Case Detail Operational Performance Metrics?*	Agency Priority Goal / Agency Strategic Objective codes are listed in the "Data Dictionary – Enumerations" file found in the Companion Documentation page on MAX. These are the same codes used internally on Performance.gov.
Business Case Detail	
BCD-1. *In the Capital Planning Guidance, there is a note that says projects/activities commencing beyond the BY should be reported "as available". Are BY+1 and beyond activities required for September? We see that CY and BY activities are now required, but we are wondering if BY+1 and beyond is a requirement or optional for this year's submission?*	If any of a parent activity's child activities occurs in the current year or budget year (CY or BY), then all child activities of the parent activity must be reported, regardless of their timing. This is to ensure that a complete view of the parent activity is available.
BCD-2. *Can users leave the Performance Metric PY (2016) Target field blank? If so, will this generate an xml error?*	For an existing investment, only CY (2017) Targets are required, as all other metrics details are carried-over from the existing Business Case.
BCD-3. *In the Business Case Detail Table C.1.A/B, does the investment owner update the Actual Result field when an actual result is obtained, such as monthly, quarterly, semi-annually, or annually, and report the dates these actuals were obtained in the Date of Actual Result field?*	The "Date of Actual Result" should be the date the metric was measured. Not the date it is reported.
BCD-4. *If an investment will not be in operations until after 2016, can the investment owner leave the Business Case Detail operational metrics table blank?*	Either Section C operational data or Section B projects data must be provided in the Business Case Detail for an investment.
BCD-5. *Should agencies remove completed activities and projects?*	Agencies should only remove completed projects and activities as a result of a rebaseline or replan. Completed activities and projects reported to the IT Dashboard will be retained to be used as historical records and to be available for the IT Dashboard user interface and calculations.
BCD-6. *For performance metrics with long term cumulative goals (e.g. X objects by the end of the year) but monthly reporting of actuals, should we report 12 separate metrics with specific targets for each month along the way?*	No. Do not create multiple metric objects just to describe different reporting periods for a single underlying measure. Consider reporting such a metric with estimated semi-annual targets. Agencies may submit actuals to the IT Dashboard more frequently than the selected reporting frequency of targets.

BCD-7. *Should Project Start and Completion dates be updated to reflect "Actual" values once they become available?*	Values provided for the Projects table in the Business Case Detail should generally represent "planned" values. The only case when "actual" values should be entered for Project Start Date, Project End Date, and Project Lifecycle is when reporting historical information. For example, when adding a project to the ITDB that has already started, the "actual" start date would be provided for Project Start Date. However, as a project progresses, updates regarding "projected" and "actual" start date, completion date, and cost should only be entered in the Activities table. All cost and variance calculations only use values from the activities table, so it is not necessary to make changes to the projects table to ensure correct variance calculations. For example: Latest Activity Planned Completion Date: 9/30/2013 Latest Activity Actual Completion Date: 10/05/2013 Project Completion Date: 9/30/2013 In this example, though the last activity in the project took longer to complete than expected, the Project Completion Date should not be updated as it indicates what was planned when the project was added initially. Keep in mind that most project-related fields are "baselined" and require a reviseInvestment operation to change. In general, once provided for a project, these baselined fields should not be changed unless a baseline event happens. For a complete list of these fields, please refer to the "Baselined Fields Table."