



Role Mapping

Activity Responsibilities by Organization Unit and Service

No. Organization Unit

1 Accounting and Treasury

Organization Type Division

Organization Parent Finance

Activity Based Costing []

Involved Acquire Allocate Resources to Activity Based Costing Internal Change Initiative Project Schedul

Charter Change Initiative []

Involved Acquire Allocate Resources to Charter Change Initiative Internal Change Initiative Project Sche

Commission Support [RECON]

Involved Acquire Allocate Resources to Commission Support Service Delivery Schedule

Involved Acquire Promote Commission Support

Involved Use Receive Request for Commission Support

Contract / Agreement []

Involved Acquire Enact Contract / Agreement

Involved Acquire Draft Contract / Agreement

Involved Acquire Offset Risks Attributed to Contract / Agreement Use

Contract Management [RECON]

Involved Acquire Allocate Resources to Contract Management Service Delivery Schedule

Involved Acquire Promote Contract Management

Involved Acquire Notify Clients of Contract Management Service Delivery Schedule

Financial Systems Group []

Involved Acquire Allocate Resources to Financial Systems Group Internal Change Initiative Project Sche

Fund / Grant / Subsidy []

Involved Acquire Negotiate Fund / Grant / Subsidy Agreements

Grants Management (Federal fund) [RECON]

Lead Use Open Grants Management (Federal fund) Case

Lead Use Qualify Request for Grants Management (Federal fund)

Lead Use Receive Request for Grants Management (Federal fund)

Involved Acquire Negotiate Grants Management (Federal fund) Service Agreements

Involved Acquire Allocate Resources to Grants Management (Federal fund) Service Delivery Schedule

Involved Acquire Notify Clients of Grants Management (Federal fund) Service Delivery Schedule

Internal Audit [RECON]

Involved Acquire Develop Internal Audit Service Delivery Schedule

No. Organization Unit

1 Accounting and Treasury

Organization Type Division

Organization Parent Finance

Internal Audit [RECON]

Involved	Acquire	Allocate Resources to Internal Audit Service Delivery Schedule
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Investment Management [RECON]

Lead	Use	Qualify Request for Investment Management
Lead	Use	Receive Request for Investment Management
Lead	Acquire	Negotiate Investment Management Service Agreements
Lead	Acquire	Promote Investment Management
Lead	Use	Open Investment Management Case
Lead	Acquire	Allocate Resources to Investment Management Service Delivery Schedule
Lead	Plan	Define Investment Management Service Resource Requirements
Lead	Acquire	Develop Investment Management Service Delivery Schedule
Lead	Plan	Define Investment Management Service Performance Targets
Lead	Plan	Define Investment Management Service Objectives & Strategies
Lead	Plan	Project Investment Management Service Demand
Lead	Plan	Identify Investment Management Service Client Sets & Client Needs
Lead	Acquire	Notify Clients of Investment Management Service Delivery Schedule

Mail Distribution [RECON]

Involved	Acquire	Allocate Resources to Mail Distribution Service Delivery Schedule
Involved	Acquire	Notify Clients of Mail Distribution Service Delivery Schedule
Involved	Acquire	Develop Mail Distribution Service Delivery Schedule
Involved	Acquire	Promote Mail Distribution

Off-Street Parking [RECON2]

Involved	Use	Account for Revenues & Expenditures from Off-Street Parking Service
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On-Street Parking [RECON2]

Involved	Use	Account for Revenues & Expenditures from On-street Parking Service
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Procurement Cards []

Involved	Acquire	Develop Procurement Cards Internal Change Initiative Project Schedule
Involved	Acquire	Allocate Resources to Procurement Cards Internal Change Initiative Project Schedule
Involved	Acquire	Notify Clients of Procurement Cards Internal Change Initiative Project Schedule
Involved	Acquire	Promote Procurement Cards Internal Change Initiative
Involved	Use	Carry Out Procurement Cards Internal Change Initiative Project
Involved	Plan	Define Procurement Cards Internal Change Initiative Performance Targets
Involved	Plan	Set Procurement Cards Internal Change Initiative Objectives & Strategies
Involved	Plan	Identify Procurement Cards Internal Change Initiative Issues & Opportunities
Involved	Plan	Define Procurement Cards Internal Change Initiative Resource Requirements

Property Tax Crediting [RECON2]

Lead	Use	Receive Request for Property Tax Crediting
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1 Accounting and Treasury

Organization Type Division

Organization Parent Finance

Property Tax Crediting [RECON2]

Lead	Use	Open Property Tax Crediting Account
Lead	Acquire	Notify Clients of Property Tax Crediting Service Delivery Schedule
Lead	Acquire	Promote Property Tax Crediting Service
Lead	Acquire	Allocate Resources to Property Tax Crediting Service Delivery Schedule
Lead	Use	Pay Property Tax Crediting Account Claims
Lead	Acquire	Develop Property Tax Crediting Service Delivery Schedule
Lead	Plan	Project Property Tax Crediting Service Demand
Lead	Use	Qualify Request for Property Tax Crediting
Lead	Use	Process Property Tax Crediting Account Claims
Lead	Acquire	Offset Risks Attributed to Property Tax Crediting Service

Records Release Request Decision [RECON2]

Involved	Use	Open Records Release Request Decision Case
Involved	Acquire	Allocate Resources to Records Release Request Decision Service Delivery Schedule
Involved	Use	Assess Records Release Request Decision Case Requirements
Involved	Use	Receive Request for Records Release Request Decision
Involved	Use	Allocate Resources to Records Release Request Decision Case
Involved	Use	Qualify Request for Records Release Request Decision

Tax Exempt Financing [added]

Involved	Use	Collect Tax Exempt Financing
Involved	Plan	Project Tax Exempt Financing Service Demand
Involved	Use	Notify Client of Unpaid Tax Exempt Financing
Involved	Use	Assess Tax Exempt Financing Contribution
Involved	Acquire	Allocate Resources to Tax Exempt Financing Service Delivery Schedule
Involved	Use	Open Tax Exempt Financing Account
Involved	Use	Enforce Collection of Unpaid Tax Exempt Financing
Involved	Acquire	Notify Clients of Tax Exempt Financing Service Delivery Schedule
Involved	Acquire	Promote Tax Exempt Financing Service
Involved	Acquire	Develop Tax Exempt Financing Service Delivery Schedule

Y2K []

Involved	Use	Carry Out Y2K Internal Change Initiative Project
Involved	Acquire	Promote Y2K Internal Change Initiative
Involved	Acquire	Allocate Resources to Y2K Internal Change Initiative Project Schedule