Input Contract Info

Contract funding information:

1. **Amount Allocated**: The total amount of money designated for the contract.
2. **Funding Source**: The entity or organization providing the funds for the contract.
3. **Budget Period**: The duration for which the funds are available.
4. **Purpose**: The specific objectives or tasks for which the funds are intended to be used.
5. **Payment Schedule**: The agreed-upon intervals or milestones at which payments will be made.
6. **Conditions**: Any stipulations or requirements attached to the funding, such as performance targets or reporting obligations.
7. **Accounting Information**: Details on how the funds will be managed and accounted for, including any relevant financial codes or identifiers.

Step 3: Generate budget agreements and fund buckets

* Prior year budgets prepopulate
* Funding buckets are generated from yearly budgets

Step 4: Revise budgets as needed

* Budgets and agreements are refined
* Notifications triggered and sent via business rules

Recipient information:

1. **Date of Receipt**: The date on which the funds were received.
2. **Method of Receipt**: Whether the funds were received via electronic transfer, check, wire transfer, or another method.
3. **Recipient Information**: Details about the individual or entity receiving the funds, including name, address, and contact information.
4. **Confirmation**: Any documentation or confirmation provided by the funding source acknowledging the receipt of funds.
5. **Accounting Records**: Information recorded in the recipient's accounting system regarding the receipt of funds, including relevant account codes or references.
6. **Compliance Requirements**: Any requirements or conditions associated with the receipt of funds, such as the need to adhere to specific reporting or spending guidelines.

Step 2: Generate contract (NGA)

* Generate contract, validate and
* Perform acceptance workflow
* Final contract pdf/A-2b (A-4)
* Demo saved local + retention meta

Allocation percentages:

1. **Budget Allocation**: In financial planning, allocation percentages may refer to the division of a budget among different expense categories. For instance, a company might allocate 30% of its budget to marketing, 40% to operations, and 30% to research and development.
2. **Asset Allocation**: In investment management, allocation percentages are used to distribute investment funds among different asset classes such as stocks, bonds, and cash. For example, an investor might allocate 60% of their portfolio to stocks, 30% to bonds, and 10% to cash.
3. **Project Allocation**: Within a project or contract, allocation percentages can indicate how tasks, responsibilities, or resources are divided among team members or departments. For instance, a project manager might allocate 20% of the project's budget to marketing activities and 80% to product development.
4. **Resource Allocation**: In resource management, allocation percentages can represent the distribution of resources such as time, manpower, or equipment among various projects or activities. For example, a manager might allocate 50% of a team's time to Project A and 50% to Project B.

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Import contract line items:

1. **Data Extraction**: Extracting relevant information from the contract document(s), which may include line items such as product descriptions, quantities, unit prices, delivery schedules, and terms of payment.
2. **Formatting**: Formatting the extracted data into a structured format suitable for import into a database, spreadsheet, or software application. This might involve organizing the information into columns or fields based on predefined categories or attributes.
3. **Validation**: Validating the imported data to ensure accuracy and completeness. This may involve cross-referencing the imported information with the original contract document(s) to confirm that all relevant line items have been captured correctly.
4. **Importing**: Importing the validated data into the designated system or platform for further processing, analysis, or management. This could involve using import tools or functionality provided by the software being used.
5. **Review and Update**: Reviewing the imported contract line items to ensure that they accurately reflect the terms and conditions outlined in the contract. Any discrepancies or errors discovered during this review process may need to be corrected or updated accordingly.
6. **Integration**: Integrating the imported contract line items with other relevant data or processes within the organization's systems, such as procurement, accounting, or project management systems.

Step 9: Data transfers

* Update other modules
* Update Document Library