

Summary of Costs to be Charged to the FBMS and DATA Project Codes

The following costs must be charged to the FBMS project code:

- Bureau and Functional Area Leads are generally assigned full time to FBMS and reimbursed by the Department. However, the time and costs not reimbursed by the Department must be charged to the FBMS project code.
- Subject Matter Experts, Technical / Interfacing Systems Team members, and active Workshop participants for the portion of their time worked and travel costs incurred on the FBMS design and implementation projects.

The following costs must be charged to the DATA project code:

- Cost to develop or obtain software that allows for access or conversion of existing data to FBMS
- Employees' portion of time or contractor cost to prepare data for conversion to FBMS. This time may include:
 1. meetings with the BearingPoint or Departmental data conversion teams,
 2. purging or cleansing of existing data,
 3. reconciliation or balancing of data, and
 4. the creation of new/additional data.

The following costs must not be charged to the FBMS and DATA project codes:

- Costs of senior management oversight
- Employees who attend informational meetings, conferences, or workshops to gain an understanding of the system
- Training costs, including employees' time who receive training on the FBMS system