

**DETAILED RELEASE REQUIREMENTS
JUDGMENT FUND 1.0.0
FINANCIAL MANAGEMENT SERVICE**

General Requirements

We need to be able to enter partial or preliminary information about a claim or all information at one time.

The first three segments of information we need to enter are claim submission, case information, and agency information. These segments don't have to be entered in any particular order, but traditionally agencies collect claimant information first.

The last segment of information we need to complete a claim is payee information. The payee information is the only segment that contains privacy information. Once this information is collected, it finalizes the claim submission.

The Agency needs to be able to print part or all of the first three segments of information as well as the payee information (even though the payee fields would be blank). The agencies will use the print out to determine what additional information it needs to complete the claim after the preliminary data has been entered.

Specific Requirements Related to Data

Claim Submission

Claimant Information – We want the to manage pertinent information about individual(s) or company(ies) filing the claim. We need to collect information about multiple claimants and their respective attorneys. Some of the information we need to collect includes:

- Company Name
- Claimant Name
- Claimant Address
- Attorney Name
- Attorney Address
- Attorney Phone Number
- Multiple Claimant Names (if applicable)
- Multiple Attorney Names (if applicable)
- Enter/Submit/View/Print/Cancel/Delete/Update

Case Information – We want the system to manage pertinent information related to the description of a claim in more detail that defines it as a case. Some of the information we need to collect includes:

- Type of claim (litigative or administrative)
- Case Name
- Case Number
- Brief Description
- Citation code
- Court Name
- Court Region
- Judgment type
- Reimbursement Required? Y or N
- No Fear Act
- Contracts Dispute Act
 - Contract type
 - Contract number
 - BCA number

**DETAILED RELEASE REQUIREMENTS
JUDGMENT FUND 1.0.0
FINANCIAL MANAGEMENT SERVICE**

- Firefighters
- Enter/Submit/View

Agency Information – We want the system to manage pertinent information related to any Federal agency component that is authorized to settle a claim on behalf of the U. S. Government in one of three roles: submitting agency; agency(ies) being sued; agency(ies) responsible for reimbursement. Some of the information we need to collect includes:

- Submitting Agency Name (drop-down for agency name?)
- Submitting Agency Contact Person
- Submitting Agency Contact Person Phone Number
- Submitting Agency Contact Person Email Address
- Submitting Agency File number
- Name of Agency(ies) Being Sued
- Contact Person(s) at Agency(ies) Being Sued
- Contact Person(s) Phone Number(s) at Agency(ies) Being Sued
- Contact Person(s) Email Address(es) at Agency(ies) Being Sued
- Agency(ies) Address(es) at Agency(ies) Being Sued
- Agency(ies) File number(s) at Agency(ies) Being Sued
- Dollar Amount each Agency Being Sued in Responsible For
- Reimbursement Agency Name(s)
- Reimbursement Agency Contact Person(s)
- Reimbursement Agency Contact(s) Phone Number(s)
- Reimbursement Agency Contact(s) Email Address(es)
- Reimbursement Agency(ies) Address(es)
- Reimbursement Agency(ies) File Number(s)
- Approving Official Name (at submitting agency)
- Approving Official Title
- Approving Official Phone Number
- Enter/View/Submit

Payee Information – We want the system to manage pertinent information about the party(ies) entitled to receive payment. Some of the information we need to collect includes:

- Payee name(s)
- Payee SSN(s)
- Payment Amount (principle, interest, attorney fees, costs)
- Method of Payment
 - check
 - § Offset? Amount; Agency Name & ALC; Reason
 - EFT
 - IPAC
 - Fedwire
 - Foreign Currency (by check only)
- Citations (different based on type of payment)
- “Pay-by” date if court-mandated
- Start & end dates for interest payments
- Comments
- Disclosure statement/offset/SSN

**DETAILED RELEASE REQUIREMENTS
JUDGMENT FUND 1.0.0
FINANCIAL MANAGEMENT SERVICE
Search**

Search – These requirements are being added to the parking lot for a later release. The Judgment Fund Team would like to create Search functionality to generate reports based on date ranges and claim status by agency. Some of the information we need to collect includes:

- Claim Number (assigned when claim is saved/submitted)
- Name (Payee, Claimant, attorney)
- SSN (payee, claimant, attorney)
- Case Number
- Agency File Number
- Date Range (date claim submitted)
- Dollar total
- Citation Code
- Judgment Type
- All Unpaid Claims

Reports

Reports – Generate two reports for first release to support management and operational issues.

MIS-

- § Claims – Summary – Provides a summary report of claim activity (Volume, date range, agency)
- § Claims – Detail - Specific data entry information to each claim to
- § Conduct data entry into old system

Log Reports