DATA ADMINISTRATION
University of Kentucky Information Resource Management
Project Request Form PRF - 00010

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**Title:** TIN Update on FRS Feeds

**Sector:** Fiscal Affairs, IS  
**Dept:** Data Administration, Purchasing

**Requested By:** Gary Link, Jayna Cheesman  
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**SectorUnitAffected:** Lexington Campus, Medical Center, Fiscal Affairs and Information Systems

**System** FRS  
**SubSystem** AP  
**Type** IV

**Requirements/Issues**

**Reference #s** Federal 1099 reporting.

**Description** Improvement in vendor data quality will assist in Federal 1099 reporting. The current feeds of voucher transactions from FAM and BRS to FRS for student refund checks does not populate the students' social security number in the federal tax ID field (TIN) on the transaction. In order to improve data quality and reporting on vendor data, the institution is requiring the TIN on these transactions. Changes need to be made to each batch job to populate the TIN with the students' social security number.

**Key Issues**

**Costs** There will be costs associated with the IS programming time to change the batch feeds to FRS.

**AvailableFunding** No funding is available beyond that currently budgeted within the IS personnel and operational budget.

**Funding Requirements** None beyond existing IS personnel time.

**Benefits** Benefits include the ability to efficiently and accurately produce standard UK and Ad Hoc reports based on vendor data, and conduct analysis required to enhance decision making.

**Deadline** As soon as possible.

**Risk** No specific risk except the present inability to provide critical information in a timely and accurate manner to support management decisions.

**Policy/Procedure** The University will be requiring the TIN on all vendors, except for those excluded due to foreign vendor status, or for a US governmental agency.

**Suggested Priority** NOTE: This request affects the population of data in FRS, but the changes to the batch feeds will be made by the SIS programming group. Consequently, this priority will be for the SIS tasks.

**Steward** Witt, Don  
**StewardApproval** 6/20/2001  
**Dir IRM 1st Review:** 6/14/2001