

ID	Application	Requirement	Category	Sub-Category	Criticality
F.D.001	DAIS	The system must provide a process for receiving, converting, and loading new application data into the system.	Data Ingestion/Export		Mandatory
F.D.002	DAIS	The system must provide a process for loading web applications into the system.	Data Ingestion/Export		Mandatory
F.D.003	DAIS	The system must provide a process for loading paper batch data and images into the system.	Data Ingestion/Export		Mandatory
F.D.004	DAIS	Must have ability to capture and store application data.	Data Ingestion/Export		Mandatory
F.D.005	DAIS	Must support multiple Application Types, so that the appropriate type may be associated to a specific application record.	Application Management		Mandatory
F.D.006	DAIS	The system must integrate with and accept scanned documents coming from a 3rd party document scanning system (ILINX is currently being used).	Data Ingestion/Export		Mandatory
F.D.007	DAIS	The system may allow the FAX machine to integrate with it for the document to be processed electronically into the system.	Data Ingestion/Export		Optional
F.D.008	DAIS	The system must provide the ability to view and validate/update scanned batches prior to releasing for further processing.	Data Ingestion/Export		Mandatory
F.D.009	DAIS	The system must provide the ability to delete and audit missing batches.	Data Ingestion/Export		Mandatory
F.D.010	DAIS	The system must support additional data entry for scanned documents of specific types.	Data Ingestion/Export		Mandatory
F.D.011	DAIS	The system must support associating a document to an ALN either automatically or manually if automatic determination could not be made.	Data Ingestion/Export		Mandatory
F.D.012	DAIS	The system must provide a place to view documents that could not be automatically or manually associated to an application.	Data Ingestion/Export		Mandatory
F.D.013	DAIS	The system must provide task management, an optimized view of an applicant record, along with a view of a scanned Change/Information Form (e.g. Name changes, Address changes, Direct Deposit Changes), so that changes requested by an applicant can be more efficiently processed by PFD staff into the system. The view should be specific to the change form type.	Application Management	Workflow	Mandatory
F.D.014	DAIS	The system must provide the ability to data enter and validate the written signature on current year signature page forms (used by filers who do not electronically sign).	Data Ingestion/Export		Mandatory
F.D.015	DAIS	The system should provide automated work flow for Data Entry Quality Control as configured.	Data Ingestion/Export		Desirable
F.D.016	DAIS	The system must provide the ability to perform automatic matching of new applications to prior year applications based on the filer data. The system must also support manual applicant matching when an automatic match cannot be made.	Application Management		Mandatory
F.D.017	DAIS	The system must capture and store an indicator for applications and signature pages received with Out-of-State postmarks for auditing of application responses.	Data Ingestion/Export		Mandatory
F.D.018	DAIS	The system must support manual document type identification if automatic determination could not be made.	Data Ingestion/Export		Mandatory
F.D.019	DAIS	Must provide ability to search by various criteria for applications that have completed an initial processing and are ready for eligibility review.	Application Management		Mandatory

F.D.020	DAIS	The system must support searching via various criteria for applications that have not yet completed initial processing to become a workable eligibility record so that technicians helping the public can find relevant information. This includes web-filed applications that have not yet been merged to the main system.	Application Management		Mandatory
F.D.021	DAIS	Must provide ability to open record from search results to access detailed application data.	Application Management		Mandatory
F.D.022	DAIS	The DAIS system must display Application information responses collected during the filing process and for fields determined needed by the business team, whether collected online or on paper. This applies to all Adult and Child Application variants.	Application Management		Mandatory
F.D.023	DAIS	The system must indicate when an eligibility record is actively being viewed/modified by another user and must lock other users from changing the same record.	Application Management		Mandatory
F.D.024	DAIS	The system must allow supervisors/managers to force an application that is open by another user to be closed to free up locks.	Application Management		Mandatory
F.D.025	DAIS	The system must support looking at a record in a read-only mode if another user is currently making changes.	Application Management		Mandatory
F.D.026	DAIS	The system must lock applications associated to specific status values, so that additional actions may only be taken with supervisor or manager permissions.	Application Management		Mandatory
F.D.027	DAIS	The system must provide the ability to easily navigate the DAIS record to be able to quickly access information for the application being worked.	Application Management	Ease of Use	Mandatory
F.D.028	DAIS	The system must provide standardized Header Info Block for all application types displayed in the system.	Application Management		Mandatory
F.D.029	DAIS	The system must apply standardized formatting and input fields for all application data sections displayed.	Application Management		Mandatory
F.D.030	DAIS	The system must capture, display and allow updates to Related Records associated to the applicant record. The updates include adding and removing related records associated to an applicant.	Application Management		Mandatory
F.D.031	DAIS	The system must intake Child Related Records consistently between Web & Paper Applications and based on business determination. The Child Related Record fields are then expected to be displayed in DAIS consistently as determined by the same requirements for the intake fields.	Application Management	Eligibility Determination	Mandatory
F.D.032	DAIS	The system must support tracking and linking applications across multiple years to a single person record.	Application Management	History	Mandatory
F.D.033	DAIS	The system must provide the capability to print in printer-friendly format. This should include the ability to mask sensitive data by default.	Reporting		Mandatory
F.D.034	DAIS	The system must provide a list view of all applications associated with an applicant when searching for all applications specific to a person. The list view should allow the user to access the details associated with any of those applications.	Application Management	History	Mandatory
F.D.035	DAIS	The system must display a list of all other applications associated to a person.	Application Management		Mandatory
F.D.036	DAIS	Must provide functionality to automatically flag an address on an application as Undeliverable based on logic defined by business for both front and back end processing.	Application Management		Mandatory

F.D.037	DAIS	Must support auto-clearing undeliverable mail flag when address change has been received.	Application Management		Mandatory
F.D.038	DAIS	The system must have an Eligibility Processing Engine that will determine Eligibility Status. The system should automatically add issues (flags) to the application during eligibility processing to indicate where additional information/clarification is needed from the applicant or where an eligibility technician needs to review some specific data to make a determination on eligibility.	Application Management	Eligibility Determination	Mandatory
F.D.039	DAIS	The system must support the business decision to withdraw or invalidate an application.	Application Management	Eligibility Determination	Mandatory
F.D.040	DAIS	The system must allow users to View, Add, and Edit Issues from the front end. This includes updating the issue's resolution status to assist with the eligibility determination process.	Application Management	Eligibility Determination	Mandatory
F.D.041	DAIS	Must support ability to change an application type for specific applications as determined by business.	Application Management		Mandatory
F.D.042	DAIS	The system must allow users to associate an application to another person to fix incorrect associations between a person and an application.	Application Management		Mandatory
F.D.043	DAIS	The system must allow users to save changes to a record, which will automatically retrigger eligibility processing by the backend system and display the updated record data to the user.	Application Management	Eligibility Determination	Mandatory
F.D.044	DAIS	The system must provide the ability to reset the application values back to what they were prior to the user making several changes and deciding the updates are not desired. This reset function will allow the user to quickly revert back all changes that were not committed.	Application Management		Mandatory
F.D.045	DAIS	The system must allow users to simulate changes to a record, which will automatically retrigger eligibility processing by the backend system and display the result to the user, without making any changes to the database.	Application Management	Eligibility Determination	Mandatory
F.D.046	DAIS	The system must provide a history log displaying changes that have been made to an application record since its creation.	Application Management		Mandatory
F.D.047	DAIS	The system must allow the user to add notes to applications to document information about the application. It must also require notes when certain actions are taken.	Application Management	History	Mandatory
F.D.048	DAIS	The system must display notes together with history logs for the associated applications, so that the user may see the side-by-side correlation between the history events and the notes.	Application Management	History	Mandatory
F.D.049	DAIS	The system must be able to auto-correct and normalize responses to specific application questions based on specific business criteria (e.g. absence calc) when an application is processed.	Application Management	Eligibility Determination	Mandatory
F.D.050	DAIS	The system must provide edit masks on the front end for fields that need to be precisely formatted when users add or make updates. Edit Masks will guide the user to input the correct format for fields like phone numbers, SSNs, dates.	Application Management	Ease of Use	Mandatory
F.D.051	DAIS	The system must provide the ability to view and review all documents (paper applications, signature pages, emails, forms, etc.) associated with the application to assist with eligibility determinations.	Application Management		Mandatory

F.D.052	DAIS	The system must allow users to group together related documents that are associated to an application so that all pages in the combined documents are viewable together, instead of requiring users to go back and forth between all documents.	Application Management		Mandatory
F.D.053	DAIS	The system must allow users to view all documents that were contained in the same envelope, as well as all documents that were scanned in the same batch when viewing documents associated to an application.	Application Management		Mandatory
F.D.054	DAIS	The system must display Email Correspondence with Applicants in a Document Viewer.	Application Management		Mandatory
F.D.055	DAIS	The system must provide the ability to view and review original Web Application Responses input by the applicant during the online application process.	Application Management		Mandatory
F.D.056	DAIS	The system must provide the ability to automatically connect and disconnect Infosys records to related applications based on the results of a 4-Point Match Search. The Eligibility Team may also use a fuzzy search to manually associate.	Application Management		Mandatory
F.D.057	DAIS	The system must provide the ability to automatically connect and disconnect related applications based on the results of a 4-Point Match Search. If there is a match then there should be a connection to the related application.	Application Management		Mandatory
F.D.058	DAIS	The system must support carrying forward specific information from a given prior year when processing an application.	Application Management	Eligibility Determination	Mandatory
F.D.059	DAIS	The system must set specific data flags on associated records as needed when supplemental data is imported from other governmental agencies.	Data Ingestion/Export	Eligibility Determination	Mandatory
F.D.060	DAIS	The system must provide the capability to search for, change, and associate external data to the application record to assist with eligibility determination. It should also provide the ability to disassociate external data from the application when erroneously associated. The external data referenced is data imported from external agencies (e.g. DMV, Vital Stats, etc.).	Application Management		Mandatory
F.D.061	DAIS	The system must provide the ability to resend and forward correspondence associated to an application. This includes the ability to resend a letter after it was returned as undeliverable once a new valid mailing address is added.	Public Communication	Correspondence	Mandatory
F.D.062	DAIS	The system must support resending confirmation emails to applicants that filed online.	Public Communication		Mandatory
F.D.063	DAIS	The system must support emailing signature pages to applicants that have not already signed/esigned their application.	Public Communication		Mandatory
F.D.064	DAIS	The system must support configuration options for automatically assigning cases to a technician to work, based on workload, case difficulty, technician speciality/skillset, and a configurable priority order.	Application Management	Workflow	Mandatory
F.D.065	DAIS	The system must support automatically removing cases from a technician's workload when there are no further steps to take currently, such as when waiting on response from the applicant or when all tasks that the technician supports have been completed.	Application Management	Workflow	Mandatory
F.D.066	DAIS	The system must support ranking active cases based on difficulty and must support configuring how difficulty is calculated.	Application Management	Workflow	Mandatory

F.D.067	DAIS	The system must provide an overview of all cases assigned to a technician, including the status of the cases and other configurable data points.	Application Management	Workflow	Mandatory
F.D.068	DAIS	The system must support manually/automatically re-assigning cases between technicians based on workload and other determinations.	Application Management	Workflow	Mandatory
F.D.069	DAIS	The system must require that a technician provide an explanation/note for not completing a case (or a particular step of a case) that has been assigned to them.	Reporting	Performance	Mandatory
F.D.070	DAIS	The system may include an area for supervisors to review a configurable sample of completed cases to facilitate and track quality control checks.	Reporting	Performance	Optional
F.D.071	DAIS	The system must provide a Staff Performance Dashboard.	Reporting	Dashboard	Mandatory
F.D.072	DAIS	The system must provide a Supervisor Performance Dashboard.	Reporting	Dashboard	Mandatory
F.D.073	DAIS	The system must provide the capability to manage vendor information in the system, including adding new Vendors.	Payments		Mandatory
F.D.074	DAIS	The system must provide a correspondence engine that handles the creation of letters and emails to applicants.	Public Communication	Correspondence	Mandatory
F.D.075	DAIS	The system must provide a user interface for configuring options for correspondence, including editing of templates used in communications.	Public Communication	Correspondence	Mandatory
F.D.076	DAIS	The system must require that once generated, correspondence be approved before sending. The system must allow for certain correspondence to be automatically approved for sending based on specific criteria.	Public Communication	Correspondence	Mandatory
F.D.077	DAIS	The correspondence engine must tie into the eligibility engine to handle the creation of new correspondence during eligibility processing that is based on issues (flags) on applications.	Public Communication	Correspondence	Mandatory
F.D.078	DAIS	The system must automatically generate RFIs for any applicants that need to provide additional information to complete their eligibility determination (as determined by the issues and issue resolutions on a record).	Application Management	Correspondence	Mandatory
F.D.079	DAIS	The system must automatically generate a denial letter for any applicants that do not meet eligibility criteria (as determined by the issues and issue resolutions on a record).	Application Management	Correspondence	Mandatory
F.D.080	DAIS	The system must provide capabilities for generated correspondence to be customized before sending. The system must require certain correspondence to be customized before sending.	Public Communication	Correspondence	Mandatory
F.D.081	DAIS	The system must display all correspondence associated to an application when viewing an application record. This includes correspondence that has been generated but not sent (pending) and that which has already been sent.	Public Communication	Correspondence	Mandatory
F.D.082	DAIS	The system must allow pending correspondence associated to an application to be previewed before sending.	Public Communication	Correspondence	Mandatory
F.D.083	DAIS	The system must allow pending letters to be manually finalized and printed from an application record and allow pending emails to be manually sent.	Public Communication	Correspondence	Mandatory
F.D.084	DAIS	The system must allow pending correspondence to be cancelled/overridden when the same communication is made in another manner (such as over the phone).	Public Communication	Correspondence	Mandatory
F.D.085	DAIS	The system must allow existing forms to be included in templates for newly generated correspondence (e.g. including an IRS form with tax-related generated correspondence).	Public Communication	Correspondence	Mandatory

F.D.086	DAIS	The system must provide a way to generate mass/bulk correspondence to send to specific sets of applicants based on configurable criteria. This should include the ability to set complex criteria for recipient lists.	Public Communication	Correspondence	Mandatory
F.D.087	DAIS	The system must provide a process for allowing emails received by technicians to be processed into the system and associated to the appropriate record(s).	Data Ingestion/Export		Mandatory
F.D.088	DAIS	The system should have ability to systematically identify and flag potential fraud cases based on data analysis of high risk indicators as defined by the Criminal Investigation Unit.	Application Management		Desirable
F.D.089	DAIS	The system must have ability to flag an application as potential fraud based on individual referral/tips.	Application Management		Mandatory
F.D.090	DAIS	The system must have the ability to remove those identified as potential fraud cases from eligibility processing until the fraud investigation is completed.	Application Management	Eligibility Determination	Mandatory
F.D.091	DAIS	The system must provide the ability to place the application back into eligibility processing once the investigation is complete and identified as not fraudulent.	Application Management	Eligibility Determination	Mandatory
F.D.092	DAIS	The system must provide the ability to withdraw an application for fraud if fraudulent determination is made.	Application Management	Eligibility Determination	Mandatory
F.D.093	DAIS	The system should allow workflow configuration to streamline the Fraud Investigation process.	Application Management		Desirable
F.D.094	DAIS	The system must provide the ability to manually enter appeal information (form data, fees, and waivers) so that received appeals are recorded in the system.	Application Management	Appeal Management	Mandatory
F.D.095	DAIS	The system must allow users with the appropriate level of permission to delete an appeal created in error.	Application Management	Appeal Management	Mandatory
F.D.096	DAIS	The system must facilitate viewing and updating data fields for the various levels of appeal.	Application Management	Appeal Management	Mandatory
F.D.097	DAIS	The system must provide the ability to enter and track Appeal Fees Paid and Refund Information.	Application Management	Appeal Management	Mandatory
F.D.098	DAIS	The system must track the appropriate functional stage as the application progresses through the appeal lifecycle.	Eligibility Determination	Appeal Management	Mandatory
F.D.099	DAIS	The system must facilitate the appeal determination process by the appeal processing deadline by including a prioritization management and queue configuration capability.	Application Management	Appeal Management	Mandatory
F.D.100	DAIS	The system must automatically process Invalid Appeals.	Eligibility Determination	Appeal Management	Mandatory
F.D.101	DAIS	The system must require customization of position statement letters that allows the user to select specific documents as evidence to be included with the letter. The system should assign an evidence number to each document and generate a table of contents that lists them all.	Public Communication	Correspondence	Mandatory
F.D.102	DAIS	The system should allow/require copies of appeal letters to be sent to the Office of Administrative Hearings under configurable conditions. This should include the option to email the letter.	Public Communication	Correspondence	Desirable

F.D.103	DAIS	The system must provide the capability to generate System Messages/Internal Communication. This must include the option to have dynamic system messages in addition to manually created messages.	Reporting	Internal Communication	Mandatory
F.D.104	DAIS	The system must facilitate Appeal record tracking to be used for performance metrics reporting.	Reporting	Performance	Mandatory
F.D.105	DAIS	The system must display payment related information for each record, including payment method election and any deductions applied to the record (voluntary and involuntary) prior to actual payment.	Application Management		Mandatory
F.D.106	DAIS	The system must display information for the vendor associated to a deduction attached to an application.	Payments		Mandatory
F.D.107	DAIS	The system must display any payment/deduction notes within the payment detail screens viewable on an application record.	Payments		Mandatory
F.D.108	DAIS	The system must allow manual updates to be made to payment method information based on Payment Method Change Request forms sent by applicants.	Application Management		Mandatory
F.D.109	DAIS	The system must define a priority order (based on statute) for all deductions on a record, voluntary and involuntary, and display the deductions on a record in that order.	Payments		Mandatory
F.D.110	DAIS	The system must display a full list of payments made and returns received for a record, as well as details about each transaction.	Payments		Mandatory
F.D.111	DAIS	The payment system must provide a dashboard for initiating payment processing and tracking progress during processing.	Reporting	Dashboard	Mandatory
F.D.112	DAIS	The payment system must allow payments to be scheduled and manually or automatically kicked off (configurable).	Payments		Mandatory
F.D.113	DAIS	The payment system must be able to generate ACH prenote files prior to payment processing to verify direct deposit accounts.	Data Ingestion/Export	Payments	Mandatory
F.D.114	DAIS	The payment system must include steps for selecting which applications will be paid, determining which payment method will be used, calculating how much each deduction will be paid and in what order the deductions will be paid (priority order), and finalizing statuses and payment records so that manual intervention and auditing can occur at each step if necessary.	Payments		Mandatory
F.D.115	DAIS	The payment system must be able to handle re-paying any applicant who has had funds returned to their record and has been approved for re-payment.	Payments		Mandatory
F.D.116	DAIS	The payment system must handle processing backup withholding for any applicants subject to it.	Payments		Mandatory
F.D.117	DAIS	The payment system must follow a calculated priority order when determining deductions to pay.	Payments		Mandatory
F.D.118	DAIS	The payment system must meet statutory requirements for reserving a specific portion of a dividend for the applicant when paying garnishments that are not exempt from that requirement.	Payments		Mandatory
F.D.119	DAIS	The payment system must be able to withhold payment to an applicant under specific conditions.	Payments		Mandatory
F.D.120	DAIS	The payment system must allow for manually rolling back all payments processed during a run if an issue is detected.	Payments		Mandatory
F.D.121	DAIS	The payment system must require that the current payment process be certified by an appropriate user before it is considered approved/finalized.	Payments		Mandatory

F.D.122	DAIS	The payment system must trigger the generation of letters for any applicant whose dividend was at least partially garnished which detail how the funds were distributed.	Public Communication	Correspondence	Mandatory
F.D.123	DAIS	The payment system must generate payment files detailing which garnishments were paid or not paid for vendors in vendor-specific file formats.	Data Ingestion/Export	Payments	Mandatory
F.D.124	DAIS	The payment system should provide functionality for automatically sending payment files to the appropriate vendors via a secure method such as FTPS.	Data Ingestion/Export	Payments	Desirable
F.D.125	DAIS	The payment system must generate payment interface files that can be manually or automatically submitted to the State's payment system for automatic record creation.	Data Ingestion/Export	Payments	Mandatory
F.D.126	DAIS	The system must process the Warrant Resolution file provided by the State's payment system to update the status of issued warrants, so that the status is correctly reflected and visible in DAIS.	Data Ingestion/Export	Payments	Mandatory
F.D.127	DAIS	The payment system must generate ACH files that can be used in the NACHA network for direct deposit payments.	Data Ingestion/Export	Payments	Mandatory
F.D.128	DAIS	The payment system must be able to process ACH return files received (from a prenote or actual payment) and update records as appropriate.	Data Ingestion/Export	Payments	Mandatory
F.D.129	DAIS	The payment system must generate a printable file of formatted paper checks.	Data Ingestion/Export	Payments	Mandatory
F.D.130	DAIS	The payment system must update deduction and application statuses as appropriate post-payment and create history/transaction records detailing the payments.	Payments		Mandatory
F.D.131	DAIS	The system must provide the ability generate reports for both internal and external consumption which report payments & contributions made to specific programs.	Reporting	Auditing	Mandatory
F.D.132	DAIS	The system must allow staff to request for pending payments to be stopped/cancelled under certain conditions. The requests should be automatically transmitted to the State's payment system for processing.	Payments		Mandatory
F.D.133	DAIS	The system must have the ability to return funds to an application record that is manually initiated by user. This should include a workflow process to verify and approve returns.	Payments		Mandatory
F.D.134	DAIS	The system must provide the capabilities to process Writs of Execution and Levies, and Assignments of Rights, via both electronic ingestion and manual data-entry from paper forms.	Payments		Mandatory
F.D.135	DAIS	The system must require that a levy submittal be backed by a matching writ. Levies that do not receive a matching writ within a specified time window will be rejected.	Payments		Mandatory
F.D.136	DAIS	The system must support Writ to Levy Matching and provide a user interface for manual verification of writs.	Payments		Mandatory
F.D.137	DAIS	The system must provide an area to view the statuses of writs/levies that are being processed.	Payments		Mandatory
F.D.138	DAIS	The system must support automatic matching of garnishment requests received to PFD applications based on specific criteria as well as provide a user interface for manually matching garnishments when an automatic match cannot be made.	Payments		Mandatory

F.D.139	DAIS	The system must allow management of submitted garnishments or voluntary deductions, including the ability to manually adjust specific deduction details as needed and the ability to cancel a deduction at the submitter's request.	Payments		Mandatory
F.D.140	DAIS	The system must provide ability to search for and view Deductions entered into the system (electronically ingested and manually data-entered) outside of the context of an application record to provide the ability to view deductions that have not matched to an application record.	Payments		Mandatory
F.D.141	DAIS	The system must generate electronic and paper 1099s when needed on a yearly cycle.	Data Ingestion/Export	Payments	Mandatory
F.D.142	DAIS	The system must produce and track responses to "B" notices sent to payees after receiving a CP2100/CP2100A IRS Notification (Backup withholding Notifications).	Public Communication	Correspondence	Mandatory
F.D.143	DAIS	The system must provide functionality to automatically or manually initiate the Collection process on payees that received funds they are no longer eligible for.	Collections		Mandatory
F.D.144	DAIS	The system must track all user- and system-made changes to a collection case.	Collections		Mandatory
F.D.145	DAIS	The system must provide user interfaces for tracking and viewing payments made to collection cases, creating and viewing payment plans, adding notes, viewing case history, viewing letters and documents associated to the case, and viewing status of bank levies and State liens.	Collections	Case Management	Mandatory
F.D.146	DAIS	The system should automatically interface with the third-party electronic payment system used to make collections payments.	Collections		Desirable
F.D.147	DAIS	The system must provide the option to change the liable party on a collections case.	Collections	Case Management	Mandatory
F.D.148	DAIS	The system must automatically flag tasks that need to be worked manually for a collections case and assign a user to the task.	Collections	Workflow	Mandatory
F.D.149	DAIS	The system must automatically create collection letters as appropriate for a collections case. The system should allow letters to be customized and require approval before sending.	Public Communication	Correspondence	Mandatory
F.D.150	DAIS	The system must allow for bank levy notices to be distributed to a configurable set of banks whenever bank levy notices are generated.	Public Communication	Correspondence	Mandatory
F.D.151	DAIS	The system must be able to automatically apply interest to collection amounts.	Collections		Mandatory
F.D.152	DAIS	The system must provide closure to collections cases when collections events have been fulfilled.	Collections	Workflow	Mandatory
F.D.153	DAIS	The system must provide assistance with Dividend Calculation with a Dividend Breakdown function.	Payments	Admin	Mandatory
F.D.154	DAIS	The system must provide a process for assigning ALNs (Applicant Locator Number) to new applications received into the system.	Application Management		Mandatory
F.D.155	DAIS	The system must provide a process for Task Creation and New Document Flagging.	Application Management		Mandatory
F.D.156	DAIS	The system must support the ability to create and export data for External Agency Data files including: FIRE, TIN, OFAC, SSS, NCOA. These should be scheduled automatic processes.	Data Ingestion/Export	Interfaces	Mandatory

F.D.157	DAIS	The system must support the ability to import and process data from External Agency data files including: FIRE, TIN, OFAC, NCOA. These should be scheduled automatic processes.	Data Ingestion/Export	Interfaces	Mandatory
F.D.158	DAIS	The system must support the ability to import and process data from Internal (to Alaska) Agency data files including: DMV, Vital Stats, DPS, SOCKS, DOC, and Division of Elections. These should be scheduled automatic processes.	Data Ingestion/Export		Mandatory
F.D.159	DAIS	The system must automatically ingest the latest Pick.Click.Give organization list, so that staff do not have to manually update the organizations and the updates are made available in a timely manner to applicants for pledges.	Data Ingestion/Export		Mandatory
F.D.160	DAIS	The system must provide a process to load changes made by applicants through myPFDInfo (web).	Data Ingestion/Export		Mandatory
F.D.161	DAIS	The system must provide paper application distribution site management capability.	Public Communication	Admin	Mandatory
F.D.162	DAIS	The system must provide the ability to manage Issues which may be associated to applications. This includes viewing, creating, and editing issues as well as tracking historical changes.	Application Management	Admin	Mandatory
F.D.163	DAIS	The system should be flexible in the timing, scheduling frequency, and configuration of payments.	Payments		Desirable
F.D.164	DAIS	The system must include reporting capabilities across all functional areas of the application as defined by business needs.	Reporting		Mandatory
F.D.165	DAIS	The system must support predefined, complex business reports with options for parameterization.	Reporting		Mandatory
F.D.166	DAIS	The system must support ad-hoc reporting/business intelligence analysis for all functional areas.	Reporting		Mandatory
F.D.167	DAIS	The system must support exporting report data to various formats such as Excel and PDF.	Reporting		Mandatory
F.D.168	DAIS	The system must include authorization controls for restricting report access to the appropriate parties.	Reporting		Mandatory
F.D.169	DAIS	The system should support scheduling reports to run, as well as delivering report results via email to stakeholders.	Reporting		Mandatory
TECH.D.001	DAIS	The system may integrate the Call Center's Call Log into this system's History Log.	Technical	History	Optional
TECH.D.002	DAIS	The system must provide validation for input fields. If a user simulates or updates application and there are errors in one or more input fields then they should be displayed to the user for correction before processing continues.	Technical	Validation	Mandatory
TECH.D.003	DAIS	The system must utilize an address validation service when checking addresses.	Technical	Validation	Mandatory
TECH.D.004	DAIS	The system should provide Email Address Validation.	Technical	Validation	Desirable
TECH.D.005	DAIS	The system must support non-standard and foreign addresses.	Technical		Mandatory
TECH.D.006	DAIS	The system must support configuration of issues that apply to records, including but not limited to whether or not they are active (applicable at a given time) and whether or not they can be added manually by a user.	Technical	Configuration	Mandatory
TECH.D.007	DAIS	The system must provide the capability to manually manage internal communications.	Technical	Dashboard	Mandatory

TECH.D.008	DAIS	The system must provide the ability to input and track the date a user completes their confidentiality agreements to allow users to access the system and data.	Security	Admin	Mandatory
TECH.D.009	DAIS	The system must include automated scheduled batch processing/sending of pending correspondence, with various configuration options to control what is allowed to send and when it will send.	Technical	Correspondence	Mandatory
TECH.D.010	DAIS	The system must allow defining various categories of correspondence so that correspondence of the same category can be batched together (e.g. RFIs, Denials, Distribution Details).	Technical	Correspondence	Mandatory
TECH.D.011	DAIS	The system must have a front end for viewing batched correspondence details, including categories and counts of correspondence that is ready to send.	Technical	Correspondence	Mandatory
TECH.D.012	DAIS	The system must allow batched letter files to be previewed before sending to print.	Technical	Correspondence	Mandatory
TECH.D.013	DAIS	The system must provide a way to send test copies of bulk email correspondence to specific email addresses before a full batch is sent.	Technical	Correspondence	Mandatory
TECH.D.014	DAIS	The system should log all correspondence sent and have the option to provide notifications about the correspondence sent.	Technical	Correspondence	Mandatory
TECH.D.015	DAIS	The system must provide a screen to search for and view the status of any paper batches in the system based on various criteria.	Technical	Batch Processing	Mandatory
TECH.D.016	DAIS	The system must allow paper batches to be checked out to users to allow users to more easily track a batch through the system and to indicate when a particular user is manually working a step in the paper batch processing pipeline. The system must also allow users to check in batches, as well as allow supervisors to check in batches on behalf of supervised staff.	Technical	Batch Processing	Mandatory
TECH.D.017	DAIS	The system must provide controls for reverting a paper batch that has not completed processing to a prior processing step. The options for reverting the batch should be based on its current stage in the processing pipeline.	Technical	Batch Processing	Mandatory
TECH.D.018	DAIS	Batch jobs must have the option to be run manually, and allow for specific batches to be selected for processing.	Technical	Batch Processing	Mandatory
TECH.D.019	DAIS	The system must provide a batch processing workflow engine which automatically takes an application through the backend process, moving the application through the functional and eligibility stages.	Technical	Batch Processing	Mandatory
TECH.D.020	DAIS	The system must provide the ability to configure/schedule/maintain batch jobs (asynchronous jobs).	Technical	Batch Processing	Mandatory
TECH.D.021	DAIS	The system must provide visibility into the status of the automated batch jobs.	Technical	Batch Processing	Mandatory
TECH.D.022	DAIS	The system must provide capability to add applications to a queue to be reprocessed for Eligibility Determination.	Technical	Eligibility Determination	Mandatory
TECH.D.023	DAIS	The system must provide Monitoring and Auditing tools as a view into the performance & stability of the system as well as a way to track and resolve issues.	Technical	Auditing	Mandatory
TECH.D.024	DAIS	The system must log handled/unhandled exceptions so that the IT team may review and provide mitigation earlier on.	Technical	Logging	Mandatory
TECH.D.025	DAIS	The system must provide the user real-time alerts/friendly errors with descriptions on the cause of an issue and how it should be corrected.	Technical	Ease of Use	Mandatory

TECH.D.026	DAIS	The system must utilize a Bank Routing Number Validator Service when checking routing numbers.	Technical	Validation	Mandatory
TECH.D.027	DAIS	The system must track activity and historical changes made throughout the system for review, security, and audit purposes.	Technical	Logging	Mandatory
TECH.D.028	DAIS	The system should be configurable to handle data retention policies.	Technical	Compliance	Desirable
TECH.D.029	DAIS	The system must comply with the State technology stack.	Technical	Compliance	Mandatory
TECH.D.030	DAIS	The system must comply with all necessary security requirements such as State, Federal, and Banking standards.	Security	Compliance	Mandatory
TECH.D.031	DAIS	The system must support an automated build solution to include testing and deployment.	Technical	Deployment	Mandatory
TECH.D.032	DAIS	The system must have the ability to maintain separate environments for production, development, testing, training, data conversion, etc.	Technical	Deployment	Mandatory
TECH.D.033	DAIS	The system must have the ability to populate these environments with all and/or selected data from the production database as needed or per a predefined schedule.	Technical	Data	Mandatory
TECH.D.034	DAIS	The system must have the ability to allow production data to be sanitized, scrambled, and protect live sensitive data in other environments.	Technical	Data	Mandatory
TECH.D.035	DAIS	The system should provide the ad-hoc capability to create test records in a bulk fashion following specific parameters. This will be used to test specific data scenarios.	Technical	Data	Desirable
TECH.D.036	DAIS	The system must be built in a way to allow for updates and changes in a timely fashion to comply with yearly statutory, regulatory, and compliance changes.	Technical		Mandatory
TECH.D.037	DAIS	The contractor must have the ability to describe the data conversion tools, scripts, language, templates, queries, reports, conflict resolution, error handling, and root cause analysis processes.	Technical	Data	Mandatory
TECH.D.038	DAIS	The contractor must have the ability to describe the methodology used to identify gaps in the data and how to minimize the data gap through automated processes. This includes legacy data analysis and data cleanup determinations.	Technical	Data	Mandatory
TECH.D.039	DAIS	The vendor must develop a tool/process that allows for rule-based extraction of data for purposes of sampling and validating the data conversion by PFD technical resources.	Technical	Auditing	Mandatory
TECH.D.040	DAIS	The data migration must include the production of a cross-walk document detailing old tables and fields and their new equivalents.	Technical	Data	Mandatory
TECH.D.041	DAIS	Must provide login capability for accessing the system using single-signon.	Security	Authentication	Mandatory
TECH.D.042	DAIS	The system must provide user administration to ensure only those that have permission may access the system and data.	Security	Admin	Mandatory
TECH.D.043	DAIS	The system must support various user roles with granular permissions to all areas/functionality within the system.	Security		Mandatory
TECH.D.044	DAIS	The system must provide a user management portal that integrates with Active Directory to allow new users to be added to the system. The system must allow users to be inactivated/reactivated and must allow user permissions to be specified.	Security	Admin	Mandatory
TECH.D.045	DAIS	The system must require users to meet specific criteria (such as signing confidentiality agreements) before being allowed to use the system.	Security	Compliance	Mandatory

TECH.D.046	DAIS	The system should allow the user to complete the confidentiality agreement forms within the system.	Security	Admin	Desirable
TECH.D.047	DAIS	Must follow WCAG 2.1 or newer standards (Accessibility standards).	Technical		Mandatory
TECH.D.048	DAIS	Must set a reasonable time limit on application sessions based on configuration. Must warn the user when the session is close to expiring and must redirect the user to a friendly timeout page once the time limit has been reached.	Security		Mandatory
TECH.D.049	DAIS	The system must utilize loading indicators and/or progress bars as appropriate for long running actions.	Technical		Mandatory
F.P.001	All Public Sites	Must handle application errors gracefully and display friendly error pages to users.	User Experience		Mandatory
F.P.002	All Public Sites	Must use responsive design so that the application is usable across an array of desktop and mobile devices including smartphones.	User Experience		Mandatory
F.P.003	All Public Sites	Must include a breadcrumb trail for navigation purposes.	User Experience		Mandatory
F.P.004	All Public Sites	Must redirect any user logged into myAlaska to myAlaska's agency subscription page for any user not already subscribed to the PFD agency.	User Experience		Mandatory
F.P.005	Online Filing	Must display a friendly message to users that access the website outside of filing season indicating that filing season is over.	User Experience		Mandatory
F.P.006	Online Filing	Must have an option at the start of filing that allows filing anonymously (no login).	User Experience		Mandatory
F.P.007	Online Filing	Must provide options for filing Adult applications, Child applications, and Applications on Behalf of Other Adults.	User Experience		Mandatory
F.P.008	Online Filing	Must provide an option to file an OPA application (an agency-filed application on behalf of an adult) for authorized users that work for the Office of Public Advocacy.	User Experience		Mandatory
F.P.009	Online Filing	Must display a list of applications filed in the prior year to applicants that choose to log in (authenticated users), if any applications associated to the same user are found from the prior year.	User Experience		Mandatory
F.P.010	Online Filing	Must enforce that the adult user files before filing for any children, when choosing who to file for from the list of applications filed in the prior year.	User Experience		Mandatory
F.P.011	Online Filing	Must provide help text links as appropriate throughout the application to explain questions/concepts to users.	User Experience		Mandatory
F.P.012	Online Filing	Must provide input fields for all PFD application questions that are relevant to the application type being filed.	User Experience		Mandatory
F.P.013	Online Filing	Must prepopulate, under specific conditions, certain fields of the application for authenticated users if a prior year application for the same user was found in the system and the answer on the prior year application could still apply.	User Experience		Mandatory
F.P.014	Online Filing	Must prepopulate sponsor information on Child applications being filed by authenticated myAlaska users that have just filed their own Adult application online.	User Experience		Mandatory
F.P.015	Online Filing	Must prepopulate representative information on OPA applications based on the authenticated user who is filing on behalf of someone else.	User Experience		Mandatory
F.P.016	Online Filing	Must hide/show application questions that depend on the answers to previous questions or the filing history of the user as appropriate, so that the user does not have to answer questions that are not relevant to them.	User Experience		Mandatory

F.P.017	Online Filing	Must include a progress indicator on the page so the applicant is aware of how far along in the filing process they are.	User Experience		Mandatory
F.P.018	Online Filing	Must break up application questions into related groups and display them to the user as individual pages that the user can click between to make the filing process easier to follow.	User Experience		Mandatory
F.P.019	Online Filing	Must display error messages under each invalid field to the user when a field loses focus (there should be client-side validation present that can provide the user a more real-time indicator of input validity).	User Experience		Mandatory
F.P.020	Online Filing	Must provide screens for entering verifier information for the appropriate application types.	User Experience		Mandatory
F.P.021	Online Filing	Must provide options for choosing payment method (paper check or direct deposit) for the appropriate application types.	User Experience		Mandatory
F.P.022	Online Filing	Must provide a screen for entering detailed address information to be shared with the Division of Elections.	User Experience		Mandatory
F.P.023	Online Filing	Must provide screens listing voluntary options for appropriate application types, including the options to opt into Alaska 529, Pick Click Give, and Education Raffle.	User Experience		Mandatory
F.P.024	Online Filing	Must provide a way to search for charitable organizations associated with Pick Click Give based on name, location, cause type, and organization type.	User Experience		Mandatory
F.P.025	Online Filing	Must provide a summary page to the user at the end of filing that summarizes the data they have entered and are about to submit and provides options for returning to prior sections to make adjustments.	User Experience		Mandatory
F.P.026	Online Filing	Must provide the user an option to submit their application once every necessary section and field has been filled out.	User Experience		Mandatory
F.P.027	Online Filing	Must send an emailed confirmation to users that provided an email address.	User Experience		Mandatory
F.P.028	Online Filing	Must redirect the user back to the online filing application once they have esigned their application using myAlaska or if they cancel the esigning process.	User Experience		Mandatory
F.P.029	Online Filing	Must display a confirmation page for all users after they submit an application (and after returning from myAlaska for any user that was sent to esign) that includes a confirmation number and instructions on next steps to take, based on whether the user still needs to provide a signature.	User Experience		Mandatory
F.P.030	Online Filing	Must provide an option on the Confirmation page to download a copy of the application data that was submitted.	User Experience		Mandatory
F.P.031	Online Filing	Must provide an option to generate a printable signature page for the appropriate application types for any applicant that still needs to sign their application.	User Experience		Mandatory
F.P.032	Online Filing	Must provide on the confirmation page options to file another application or log out.	User Experience		Mandatory
F.P.033	myPFDInfo	Must provide an option to search for and view basic application details using a 5-point search instead of logging in.	User Experience		Mandatory
F.P.034	myPFDInfo	Must display a list of associated/relevant applications once a user has logged into the system or completed a valid 5-point search. The overview must include the year and status for each application displayed.	User Experience		Mandatory
F.P.035	myPFDInfo	The system must display sponsored child applications in the application list when a sponsor logs in, in addition to their own applications.	User Experience		Mandatory

F.P.036	myPFDInfo	From the page listing all applications, must provide a link in each application row allowing user to view details of the application.	User Experience		Mandatory
F.P.037	myPFDInfo	The system must display on the overview page a message that indicates an action is needed when the applicant needs to take further action to continue their eligibility determination.	User Experience		Mandatory
F.P.038	myPFDInfo	The page showing application details must have the following distinct sections: application information, applicant information, payment breakdown, tax document information, and PFD contact information.	User Experience		Mandatory
F.P.039	myPFDInfo	The system must provide the ability to view full application data for authenticated myAlaska User.	Data Ingestion/Export		Mandatory
F.P.040	myPFDInfo	The system must provide the ability for the applicant to view deductions on their record with an estimate of remaining funds for the applicant.	User Experience		Mandatory
F.P.041	myPFDInfo	The system must provide the ability to access an electronic 1099 for authenticated myAlaska User.	Data Ingestion/Export		Mandatory
F.P.042	myPFDInfo	If the user is logged in via myAlaska, must provide options to make specific changes to their current application, such as updating the address, payment method, and voluntary contributions.	User Experience		Mandatory
F.P.043	myPFDInfo	Must show a preview of the form to be signed before redirecting the user to myAlaska to sign the document.	User Experience		Mandatory
F.P.044	myPFDInfo	Must send a confirmation email regarding the application update once the applicant has esigned to authorize the change.	User Experience		Mandatory
F.P.045	myPFDInfo	The system must alert the applicant to a list of documents required to fulfill eligibility requirements with an option to download the forms.	User Experience		Mandatory
F.P.046	myPFDInfo	The system should support electronic form completion for specific documents needed to complete the eligibility process.	Data Ingestion/Export		Desirable
F.P.047	RPFI	Must email the system admin responsible for approving MOAs whenever a new MOA is submitted for review.	User Experience		Mandatory
F.P.048	RPFI	Must display a portal page to the user that provides links to areas of the application they have permissions to visit, once the user has authenticated and is authorized to access the application.	User Experience		Mandatory
F.P.049	RPFI	Must display basic user information on the portal page, including what agency the user belongs to and what type of user they are.	User Experience		Mandatory
F.P.050	RPFI	Must provide a screen for system admins to create/edit/delete messages that will be displayed to users in a message center.	User Experience		Mandatory
F.P.051	RPFI	Must include an easily visible list of any active messages on one of the main pages initially displayed to users.	User Experience		Mandatory
F.P.052	RPFI	Must provide a Search page for all users with permissions, so that the users can search via various criteria for applicants in the PFD system.	Data Ingestion/Export		Mandatory
F.P.053	RPFI	Must provide a batch download option for all users with permissions.	Data Ingestion/Export		Mandatory
F.P.054	RPFI	Must include a link to view additional details about a search result if there are too many details available to the user to display reasonably in a results grid.	Data Ingestion/Export		Mandatory
F.P.055	RPFI	Must provide, for users with access, a portal for submitting levies to garnish a PFD applicant's dividend.	Data Ingestion/Export		Mandatory
F.P.056	RPFI	Must allow state agencies and process servers the ability to submit a batch file containing garnishment information in an appropriate format based on garnishor type.	Data Ingestion/Export		Mandatory

F.P.057	RPFI	Must provide state agencies and process servers the ability to submit a single garnishment by filling out an online form with the appropriate data fields, rather than uploading a batch file.	Data Ingestion/Export		Mandatory
F.P.058	RPFI	Must require that an image of the writ that backs a levy be uploaded when a single garnishment is submitted by a process server.	Data Ingestion/Export		Mandatory
F.P.059	RPFI	Must provide a portal for garnishing agencies and process servers to review garnishments that they have submitted and view the current status of the garnishment throughout processing.	User Experience		Mandatory
F.P.060	RPFI	Must send a confirmation email to the garnishor whenever a new single garnishment or garnishment batch is successfully submitted.	User Experience		Mandatory
F.P.061	RPFI	Must provide an option for garnishing agencies and process servers to cancel a garnishment that has not already been paid.	User Experience		Mandatory
F.P.062	RPFI	The system should provide a way for system admins to search for agency users by name.	User Experience		Desirable
F.P.063	RPFI	The system must provide links for downloading end user documentation.	User Experience		Mandatory
TECH.P.001	All Public Sites	The system must be online and available based on agreed upon availability levels. It is expected that the systems should be available 24/7 outside of scheduled maintenance windows.	Technical		Mandatory
TECH.P.002	All Public Sites	Must require authentication and authorization to take sensitive actions or view sensitive information in the system.	Security		Mandatory
TECH.P.003	All Public Sites	The system must be built to be flexible in the identity provider(s) used.	Security		Mandatory
TECH.P.004	All Public Sites	Must follow WCAG 2.1 or newer standards (Accessibility standards).	Technical		Mandatory
TECH.P.005	All Public Sites	Must use client-side and server-side validation for all input fields in the application as appropriate and as reasonable.	Technical		Mandatory
TECH.P.006	All Public Sites	The system must log all errors that occur.	Technical		Mandatory
TECH.P.007	All Public Sites	The system must include the ability to log all user activity and actions.	Technical		Mandatory
TECH.P.008	All Public Sites	The system logs must provide information to assist with identification for investigation and prosecution as necessary.	Technical		Mandatory
TECH.P.009	All Public Sites	Must use industry best practices for security and data protections such as Antiforgery Tokens, Content Security Policies, Encryption of sensitive configuration values, etc.	Security		Mandatory
TECH.P.010	All Public Sites	Must set a reasonable time limit on application sessions based on configuration. Must warn the user when the session is close to expiring and must redirect the user to a friendly timeout page once the time limit has been reached.	Security		Mandatory
TECH.P.011	All Public Sites	The system must provide a Log Out or Exit button/link on each screen of the application that will log out or otherwise clean up and end a session.	Security		Mandatory
TECH.P.012	All Public Sites	The system must clear all cookies, local storage, cached data, etc. when a user leaves the system (logs out, closes browser, times out, etc.) to prevent user-specific information from persisting between sessions.	Security		Mandatory
TECH.P.013	All Public Sites	Must include the ability to configure various options specific to each application (e.g., service endpoint URLs, date windows, charitable pledge cap, etc.).	Technical		Mandatory
TECH.P.014	All Public Sites	The system must utilize loading indicators and/or progress bars as appropriate for long running actions.	Technical		Mandatory
TECH.P.015	All Public Sites	Must support running application in various development and testing environments.	Technical		Mandatory

TECH.P.016	All Public Sites	The system must comply with the State technology stack.	Technical		Mandatory
TECH.P.017	All Public Sites	The system must comply with all necessary security requirements such as State, Federal, and Banking standards.	Security		Mandatory
TECH.P.018	All Public Sites	The system must support an automated build solution to include testing and deployment.	Technical		Mandatory
TECH.P.019	Online Filing	Must have an option at the start of filing to log into an existing myAlaska account with MFA or create a new myAlaska account with MFA to support esigning.	Security		Mandatory
TECH.P.020	Online Filing	Must provide an endpoint/portal through which Office of Public Advocacy users can authenticate.	Security		Mandatory
TECH.P.021	Online Filing	Must store demographics information for any user that passes a specific point in the application filing process, to keep track of attempts to file.	Technical		Mandatory
TECH.P.022	Online Filing	Must mask sensitive PII after it has been entered (SSNs, DOBs, banking information, etc.).	Security		Mandatory
TECH.P.023	Online Filing	Must allow the user to navigate backwards through the application without losing progress, regardless of input validation errors.	Technical		Mandatory
TECH.P.024	Online Filing	Must prevent the user from moving forward in the application until all validation errors are addressed.	Technical		Mandatory
TECH.P.025	Online Filing	Must prevent the user from skipping forward in the application filing process, potentially missing application questions.	Technical		Mandatory
TECH.P.026	Online Filing	Must include a PDF signature page in the confirmation email for anyone that provided an email address but did not esign their application.	Technical		Mandatory
TECH.P.027	Online Filing	Must direct the user to myAlaska to esign the application if the user is authenticated with myAlaska.	Technical		Mandatory
TECH.P.028	Online Filing	Must warn the user when their filing session is close to expiring.	Technical		Mandatory
TECH.P.029	Online Filing	Must sign the user out (if authenticated) and redirect the user to a friendly page showing a message that the session timed out once the session has expired.	Security		Mandatory
TECH.P.030	Online Filing	Must dynamically update questions in the application that are year-specific based on the current year.	Technical		Mandatory
TECH.P.031	myPFDInfo	Must provide an option to log in via myAlaska using MFA.	Security		Mandatory
TECH.P.032	myPFDInfo	Must require that users esign documents using myAlaska to authorize the changes they make to their application.	Technical		Mandatory
TECH.P.033	myPFDInfo	Must provide a means to relay messages to users after they take certain actions, like making a change to an application.	Technical		Mandatory
TECH.P.034	myPFDInfo	The system must be capable of disabling view access on specific applications under certain conditions.	Technical		Mandatory
TECH.P.035	RPFI	Must lock down all endpoints in the application to only users that should have access, based on user permissions in the system.	Security		Mandatory
TECH.P.036	RPFI	Must provide an option to log in using either SOA authentication or myAlaska authentication and require MFA for either.	Security		Mandatory
TECH.P.037	RPFI	Must require that users log into the system from a set of specific IP addresses that have been approved for them and are associated to user accounts.	Security		Mandatory
TECH.P.038	RPFI	Must maintain a list of valid RPFI users that can be associated to an SOA login, myAlaska login, or both.	Security		Mandatory

TECH.P.039	RPFI	Must track whether a user is active or not and whether access has been revoked.	Security		Mandatory
TECH.P.040	RPFI	Must track what agency a user belongs to as well as details about the agency.	Security		Mandatory
TECH.P.041	RPFI	Must maintain a list of what functionality within RPFI an agency is allowed to access, which is dictated by an MOA submitted by the agency and approved by the PFD division.	Security		Mandatory
TECH.P.042	RPFI	Must maintain a list of what functionality within RPFI an individual user is allowed to access (can only be the same or less permissions than the agency the user belongs to has).	Security		Mandatory
TECH.P.043	RPFI	Must maintain a list of what data fields a user is allowed to see and/or export when searching for applicants or downloading data (can only be the same or less permissions than the agency the user belongs to has).	Security		Mandatory
TECH.P.044	RPFI	The system must track the type of a user (e.g. regular user, agency admin, system admin, etc.).	Security		Mandatory
TECH.P.045	RPFI	Must provide a user interface for managing agencies that have access to the system, including what application areas and data fields the agency can access.	Security		Mandatory
TECH.P.046	RPFI	Must provide a user interface for agencies to submit new MOAs.	Security		Mandatory
TECH.P.047	RPFI	Must require that a new MOA be submitted by an agency on a yearly basis to maintain access to the system.	Security		Mandatory
TECH.P.048	RPFI	Must require new MOAs to be signed by the submitter using myAlaska at the time the user is ready to submit for approval.	Technical		Mandatory
TECH.P.049	RPFI	Must provide a user interface for system admins to review and approve MOAs for an agency.	Security		Mandatory
TECH.P.050	RPFI	Must require a designated system admin sign an approved MOA with myAlaska before it becomes effective.	Security		Mandatory
TECH.P.051	RPFI	Must provide a user interface for managing a user in the system, including what application areas and data fields the user has access to (can only be the same or less permissions than the agency the user belongs to has).	Security		Mandatory
TECH.P.052	RPFI	Must allow agency admins to manage the users within their own agencies that can access RPFI.	Security		Mandatory
TECH.P.053	RPFI	Must allow system admins to manage users in any agency.	Security		Mandatory
TECH.P.054	RPFI	Must allow designated system admins to approve or reject MOAs for agency access to the system.	Security		Mandatory
TECH.P.055	RPFI	Must provide options for when a message will display.	Technical		Mandatory
TECH.P.056	RPFI	Must limit search result fields based on what fields a user has access to.	Security		Mandatory
TECH.P.057	RPFI	Must limit the fields included in the batch download based on what fields a user has access to.	Security		Mandatory
TECH.P.058	RPFI	Must differentiate between state agencies submitting garnishments and court process servers submitting garnishments.	Technical		Mandatory
TECH.P.059	RPFI	Must provide state agencies the ability to directly indicate which PFD applicant is being garnished using a PFD specific identifier.	Technical		Mandatory
TECH.P.060	RPFI	Must allow court process servers the ability to submit information about a garnishment and garnishee for the PFD division to match to a PFD applicant.	Technical		Mandatory
TECH.P.061	RPFI	Must allow court process servers the ability to list out several aliases for a garnishee they are submitting a levy against to aid in the matching process.	Technical		Mandatory

TECH.P.062	RPFI	Must validate that all data in a batch file is in the correct format for the specific garnishor type and return an error to the user if it is not.	Technical		Mandatory
TECH.P.063	RPFI	Must require that all garnishment submittals be signed with myAlaska before accepting them.	Technical		Mandatory
TECH.P.064	RPFI	Must close the garnishment portal outside of a configurable garnishment season.	Technical		Mandatory