

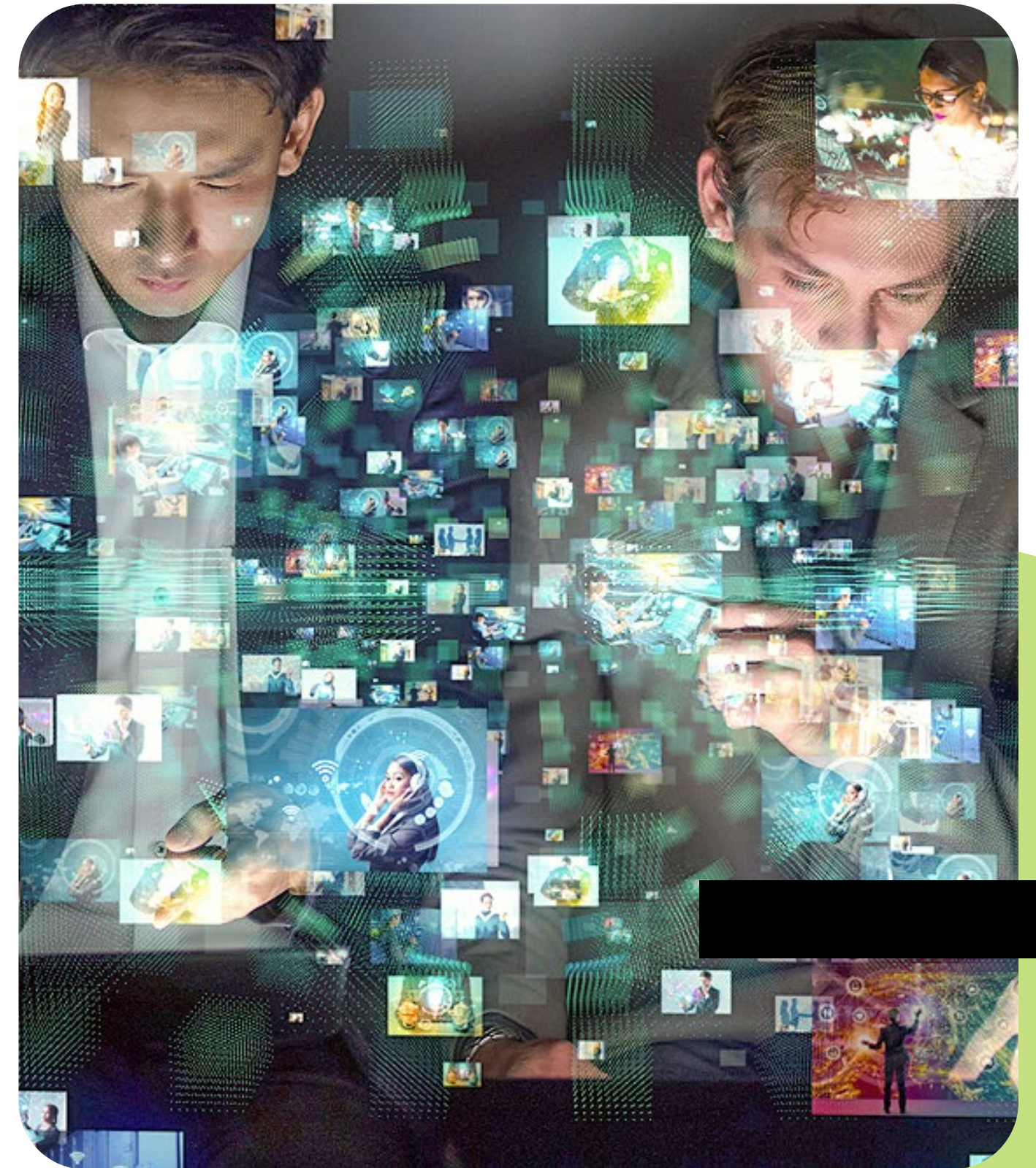
# Tyler Financials Project Brief

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# Introduction

CCWD's Finance and Human Resources Departments have kicked off the Core Financials and Payroll/Personnel Management Implementation through Tyler Technologies. This part of the implementation is a follow-up to the Utility Billing (UB) and A/R modules that went live in September 2021. Once this portion of the system has gone live, all Tyler modules will be integrated with each other.



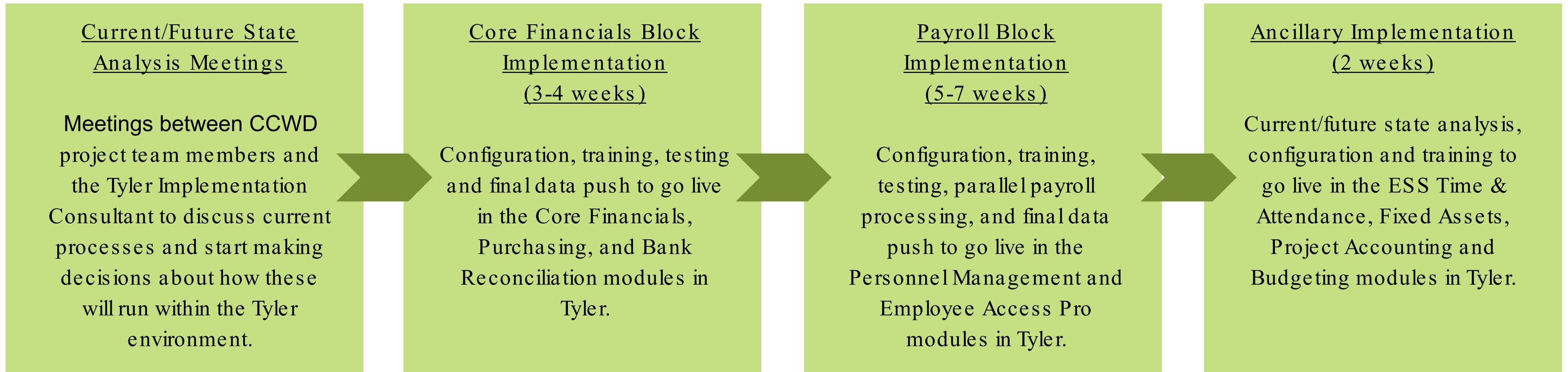
# Project Overview



CCWD's internal project team comprised of a steering committee, project manager, technical lead(s), and change management lead(s) are members of the organization who are familiar with and actively support the mission of the project. It is common for individuals to serve in multiple roles.

Establish CCWD's functional leaders who are authorized to make procedural decisions within their department. Establish CCWD power users who are the experts in their field and are responsible for providing insight to current processes and ensure the configuration in the Tyler system are the most efficient.

The CCWD team will work with the Tyler team to implement all Core Financial and Payroll/Personnel Management modules during the key block implementation phases, culminating in an integrated system that brings together the UB, Finance and Human Resources departments.



# Key Milestones





# Timeline Diagram

Stage 1: Initiate & Plan

Stage 2: Assess & Define

Stage 3: Prepare Solution

Stage 4: Production Readiness

Stage 5: Production

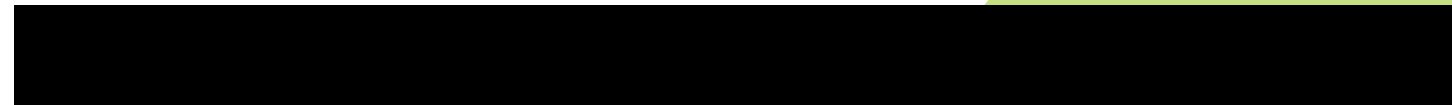
Stage 6: Close

Phase

01

# Initiate & Plan

- Initial Coordination
- On-Boarding
- Project/Phase Planning
- Infrastructure Planning

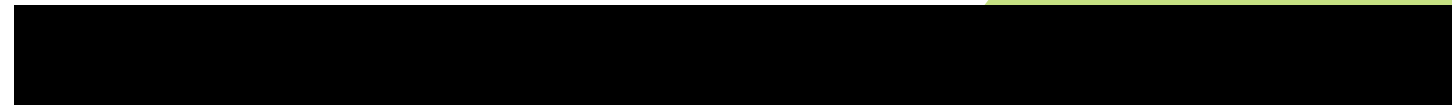


Phase

02

# Assess & Define

- Solution Orientation
- Chart of Accounts (CoA) Solution Orientation
- Current/Future State Analyses
- Conversion Assessment
- Data Assessment

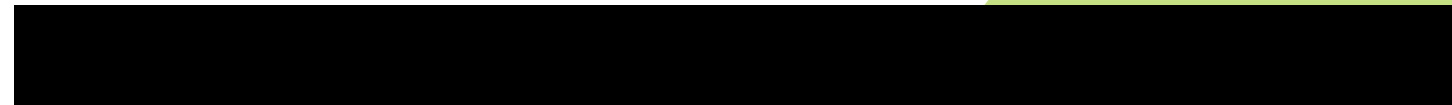


Phase

03

# Prepare Solution

- Data Delivery
- Conversion Delivery
- Configuration Training
- System Configuration
- Process Training & Refinement



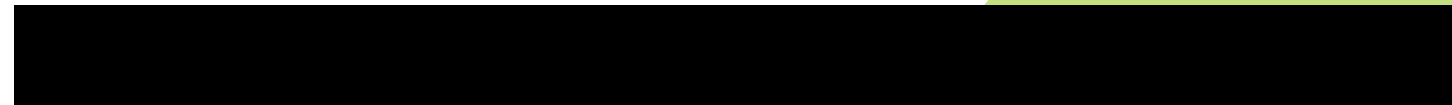


Phase

04

# Production Readiness

- Solution Validation
- Go Live Readiness
- End User Training

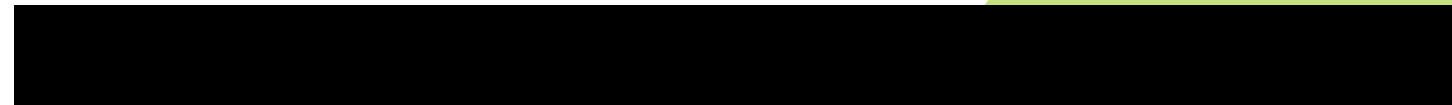


Phase

05

# Production

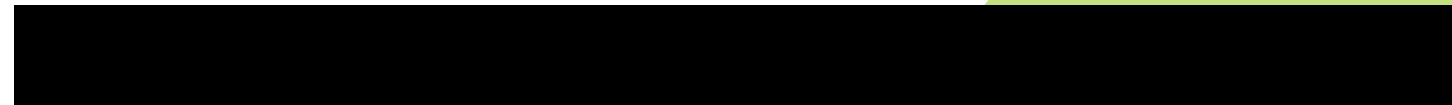
- GO LIVE
- Transition to Client Services
- Post-Go Live Activities



Phase

# 06 Close

- Phase Close Out
- Project Close Out
- Administrative Project Closure



1

LEARNING  
THE BASICS

Dashboard Use

Add Favorites

Schedule A Report

Grid Customization

2

CONFIGURATION  
TRAINING

Add a New GL Account

Add a New Vendor

Set Up a New Deduction

Add a New Bank Account

3

END USER  
TRAINING

Post a Journal Entry

Enter a Payable

Process Payroll

Reconcile a Bank Account

4

POST-PRODUCTION  
TRAINING

Enter a Budget

Fiscal Year End Process

Process W2s

Payroll Corrections

# Training

Core Financials and Payroll/Personnel Management is expected to be up and running by the end of December 2024.

Finance and Human Resources Staff will be responsible for the daily operations of their departments in addition to this very involved, very complex implementation.

# Conclusion



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Thank  
You