

FY CY Arrivals by Affiliate Site Report

Version History

Version	Date	Editor	Note
1.0	12/08/2017	P. Nowlan	

Glossary of Terms

1. URM: Individual with minor code of M4

Background

Report showing arrived case members by Affiliate office totaled for each month of the federal fiscal year. Includes summary totaling sub-offices.

General Requirements

1. The report is viewable by RA and Affiliate users.
2. If an affiliate user is in a main office, then the report shows each sub office and a total row for all related offices.
3. If an affiliate user is only in a sub office, then the report will only show data for the sub office.
4. This report contains two tables. The first table is all arrivals excluding URM in the time period. The second table is only URM arrivals (i.e. Minor Code = M4) in the time period. Both tables follow the same structure.
5. There is a filter to select Calendar Year or Program Year. Program Year is the U.S. federal fiscal year which is October through September.
 - o The years in the drop down go from the current year back 25 years. For example, on 5/16/2016 the list of years goes back to 1992.
 - o Report columns "Assured/Unarrived" will use the date range selected using the year filter.
6. There is a filter to select Affiliate office.

Description of Data Elements in the Report

Column	Data Point	Description of Data or Calculation
1	Affiliate Office	Affiliate's city (e.g. Phoenix)
2-13	Month Name	12 months in the specified type of year. Total individuals arrived in that month
14	Arriv Ind	Total of arrived individuals
15	Arriv Case	Total count of arrived cases If there are the number of columns is too many to fit on 1 page width, then this column may be removed.

Column	Data Point	Description of Data or Calculation
16	Free Arriv	Individuals whose Case Pool is 'FREE'
17	RA Goal	RA arrival goal
18	DOS Goal	Department of State arrival goal
19	Arriv %	Arriv Ind / DOS Goal
20	Assured/Unarrived	Count of assured un-arrived cases Count of assured un-arrived individuals

Table 1. Totals below Arrival Report and URM Arrival Report

Column	Data Point	Description of Data or Calculation
1	TOTAL	Total of the column values
2	CUMULATIVE	Sum of current month and all previous months
3	QUARTERLY	Sum of 3 months in a quarter.

Table 2. Totals from Arrival and URM report. Located below URM report.

Column	Data Point	Description of Data or Calculation
1	GRAND TOTAL	
2	TOTAL	Total of the column values
3	CUMULATIVE	Sum of current month and all previous months
4	QUARTERLY	Sum of 3 months in a quarter.