

## 1. What is FESIMS?

Forest Enhancement Information Management System. A tool created to track and administer the program on behalf of the Forest Enhancement Society of BC (FESBC).

## 2. Who uses FESIMS?

Recipients, program advisors, and program administrators.

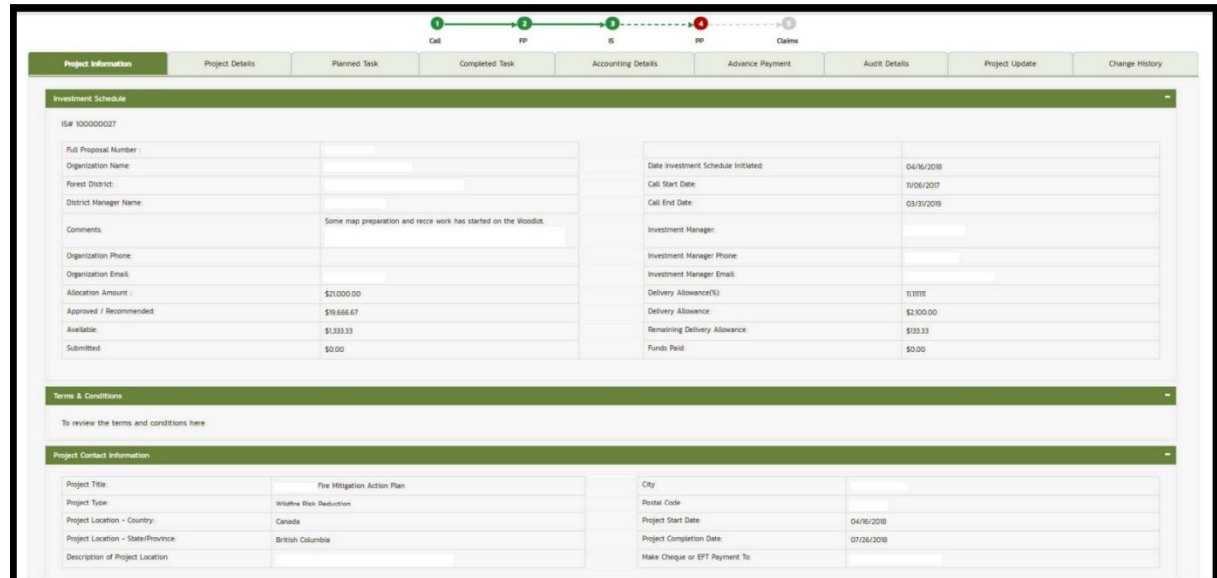
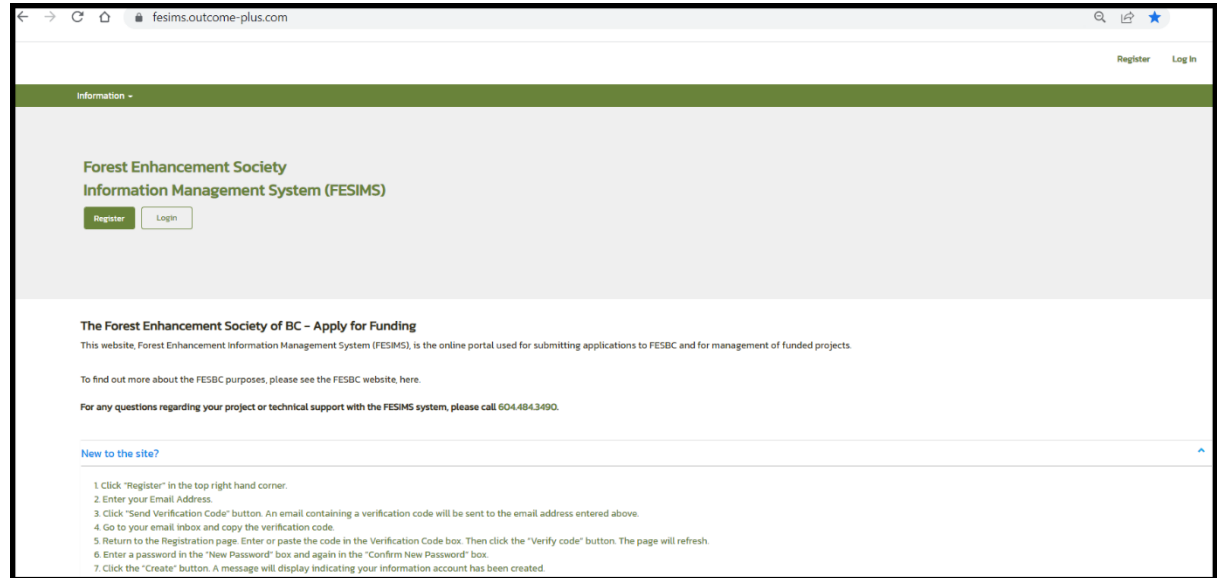
## 3. Where can you find FESIMS?

On the web at:

<https://fesims.outcome-plus.com/>

## 4. When is FESIMS used?

- FESIMS is used after a recipient has signed a Recipient Agreement (RA) and an Allocation Letter has been provided to the administrator from FESBC that allocates funds to an eligible project activity.
- FESIMS is used to set up a Full Proposal (FP), Investment Schedule (IS) and Project Plan (PP) to track the total amount of funds allocated to a recipient.
- A FP can have multiple IS's which can contain multiple PP's.



- PP’s contain several Milestones (M) which outline the progressive steps needed to complete a project.

**For example:**

- M1 – Planning / M2 – Recce / M3 – Surveys
- FESIMS is used to track and report on FPs, ISs, PPs, and Ms

## 5. Why is FESIMS used?

FESIMS provides a common space to track the relevant data and deliverables related to completion of projects. It is accessible by members of FESBC, MFLNROUD, and the administrator to ensure smooth communication between parties involved in delivering the FESBC program.

The screenshot displays the 'Planned Task' section of the FESIMS interface. At the top, a progress bar shows five steps: 1 (Call), 2 (FP), 3 (IS), 4 (PP), and 5 (Claims). Step 4 is currently active. Below the progress bar is a navigation menu with tabs for Project Information, Project Details, Planned Task (selected), Completed Task, Accounting Details, Advance Payment, Audit Details, Project Update, and Change History. The main content area is titled 'Planned milestone & task' and contains a table with the following data:

Milestone	Status	Start Date	End Date	Proponent Funds	FESBC Allocated Funds	Total Funds
1 - Planning - Preparation & Mapping	Created	05/30/2018	10/12/2018	\$0.00	\$2,277.78	\$2,277.78
2 - Surveys - Field Recce	Created	06/11/2018	10/12/2018	\$0.00	\$3,666.67	\$3,666.67
3 - Planning - Assessment, Recs & Trmnt Costing	Created	09/17/2018	10/15/2018	\$0.00	\$3,555.56	\$3,555.56
4 - Prescriptions - Prescription, FNIS, Public Mtgs	Created	06/15/2018	02/22/2019	\$0.00	\$10,166.67	\$10,166.67
5 - GST	Created	08/16/2018	02/22/2019	\$0.00	\$0.00	\$0.00
<b>Total</b>				<b>\$0.00</b>	<b>\$19,666.67</b>	<b>\$19,666.67</b>

Below the table is a button labeled 'Go to Milestone & Task Completion Forms'. At the bottom of the interface are 'Back' and 'Amend PP' buttons.

## 6. How is FESIMS used?

The recipients will set up a Full Proposal and a project advisor will set up an Investment Schedule on behalf of the recipient. The recipient can then go into FESIMS and start creating Project Plans and Milestones within that Investment Schedule.

Milestones track the activities, costs, the start and end dates, and the outputs for various stages of a project plan.

## Contact Details:

Please contact FESBC at 1.778.765.0980 and they will direct any technical support with FESIMS to the administrators.