**Direct Payments – Visual comparison between FMIS and KFS**

**FMIS/ePurchasing: Direct Payments Workflow**

1. **User completes direct payment forms and supporting documents or enters eAFP in ePurchasing.**
2. **User sends manual forms to the Disbursing Office or submits eAFP in ePurchasing.**
3. **Disbursing pre-audits payments.**
4. **Manual Payment?**
   - **Yes**: Disbursing enters information into FMIS screen 104.
   - **No**: Disbursing releases eAFP in ePurchasing and payment information is fed to FMIS.
KFS: Direct Payments Workflow

User completes Disbursement Voucher (DV) e-Doc and attaches supporting documents to DV.

User electronically submits DV to the Disbursing Office.

Disbursing opens DV from action list and reviews payments.

DV Approved?

Yes

Payment moves to Pre-Disbursement Processor for payment.

No

Disbursing disapproves DV and inputs reason.

User gets FYI copy of disapproved DV.