



*PM Forecast and Baseline  
Obligations App - Baseline  
Obligations*

# Post-Training Resources

- ▲ [Baseline Obligations FAQ sheet](#)
- ▲ [How can we help you? \(Kahua Support Ticket\)](#)
- ▲ Internal (GSA) Kahua Resources can be found [here](#).
- ▲ External Kahua Resources can be found [here](#).

# Baseline Obligations

- ▲ Demonstrate how to track project baseline (planned) obligations
- ▲ Relevant for the following Capital Project contract awards:
  - New Construction (BA51)
  - Major Repair and Alteration (BA55)
    - This includes special emphasis programs (for example: Consolidation, Fire / Life Safety, and Judicial Security programs)
  - BIL and IRA Programs (All BA Codes)
- ▲ **New Baseline Obligation** is for BA51/55, IRA/BIL
- ▲ **Non-Prospectus** is for BA54 and BA80
  - Do not use “Non-Prospectus” for IRA
  - BA54 can be inputted but is not required
  - BA80 is only required if the project exceeds \$10M (regardless if split funded or all BA80)
- ▲ Create one planned obligation record per an award
- ▲ Further guidance on which project teams are expected to use this feature may come from GSA OCFO or regional leadership.
  - [PM HUB: PM Report & Alerts](#) and/or [Internal GSA Kahua Google site](#)

# Confirmation Email

- ▲ Project Manager will receive a confirmation email from Kahua (outbox@kahuafn.com) letting them know that their funding authority (prospectus or obligational authority) has been approved in Kahua.
- ▲ The confirmation email lets the PM know to come into Kahua and proceed with creating the Project Budget or **planned obligation**, which is done in the **Baseline Obligations app**.

Valerie,

Appropriation - Line Item: NNYBIL01 for Project 000000334 - NY - ROUSES POINT - OVERTON (CHAMPLAIN) LAND PORT OF ENTRY - IJJA Paving has been approved for \$29,500,000.00, please proceed with creating the Project Budget.



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