

Welcome to the Impact23 Summit!

We will begin shortly...



Maintaining Your Award in Oracle

March 14, 2023

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Controller & AVC of Business & Financial Services

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Financial Administrative Officer, College of Natural & Agricultural Sciences





BEFORE WE GET STARTED

- This session will be recorded.
- The chat has been disabled, please use the Q&A function to submit questions.
- At the end of the session, time permitting, we will have a Q&A session.
- As a reminder, this preview session is not training. You will be introduced to new terms and concepts and see system sneak peeks!



SESSION TOPICS

- Oracle Project Portfolio Management (PPM)
- Award Set Up
- Award Management
- Reports
- Preparation Activities

Oracle Project Portfolio Management (PPM)

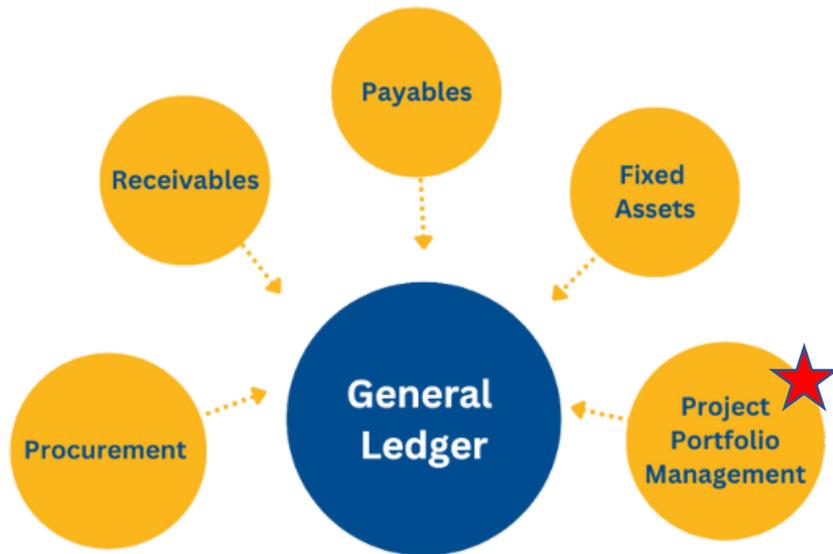
Grants Management



General Ledger & Subledgers/Module

In our current system, the general ledger serves as the central repository for all detailed financial transactions. Information is posted directly to the GL by a user or from a boundary system integration. As a result, the volume of data stored in the GL makes it difficult to manage and analyze, requiring significant manual interventions.

In the future, the details of financial transactions will be recorded in Oracle subledgers using module-specific attributes, fields, and/or segments from the Chart of Accounts (COA). Summary level data will then automatically flow to the general ledger using the new COA.



What is a subledger?

Each subledger, or module, has a distinct function and the financial transaction data/details related to that specific function which are housed in that subledger.

For example, project costs in Project Portfolio Management, C&G invoices issued to sponsors in Receivables, supplier invoices in Accounts Payable (Payables), purchase orders in Procurement, and equipment asset details are in Fixed Assets.

The Chart of Accounts (COA) is how information is shared across subledgers, the general ledger and with financial applications (boundary systems) that reside outside of Oracle Financials.

 **UCR has chosen to leverage Oracle PPM to support Sponsored Contracts & Grants and Capital Projects**



POETAF Chartstring

A modified chart string used within Oracle Financials for transactions being accounted for in the PPM subledger

Project – Org – Expense Type – Task – Award – Fund

- POETAF chart string is required on all transactions in Oracle Financials related to a Sponsored Contract & Grant or Capital Project.
 - Once you enter the Project number other segments will auto-populate
- Transactions in non-Oracle systems, aka boundary system or work order system, you will use the Chart of Accounts (COA) chartstring and then, behind the scenes, the system will auto-populate the POETAF segments upon data import.
- Note that in the POETAF chart string there is no Flex1 or Flex2 chartstring segment. The purpose of those segment values in the COA is to assist in departmental budget management for non-sponsored programs.
- Within PPM, budgets and costs are grouped together at the Project segment. The PPM subledger, Project segment and POETAF chartstring deliver detailed budget management and reporting.

1. After an award/project is set up in PPM, cost transactions may be charged.

Project	Organization	Exp Type	Task	Award	Funding Source
K013059001	A01108	560220	1	K013059	NSF-5400

2. As the cost is recorded in the PPM subledger, configured subledger accounting rules translate POETAF to general ledger COA entries



3. The transaction is fully accounted for in the GL as well as in the PPM subledger

Entity	Fund	Activity	Account	Function
1511	21100	A01108	560220	44

Program	Project	Flex1	Flex2
000	K013059001	0000000000	00000000

PPM

General Ledger



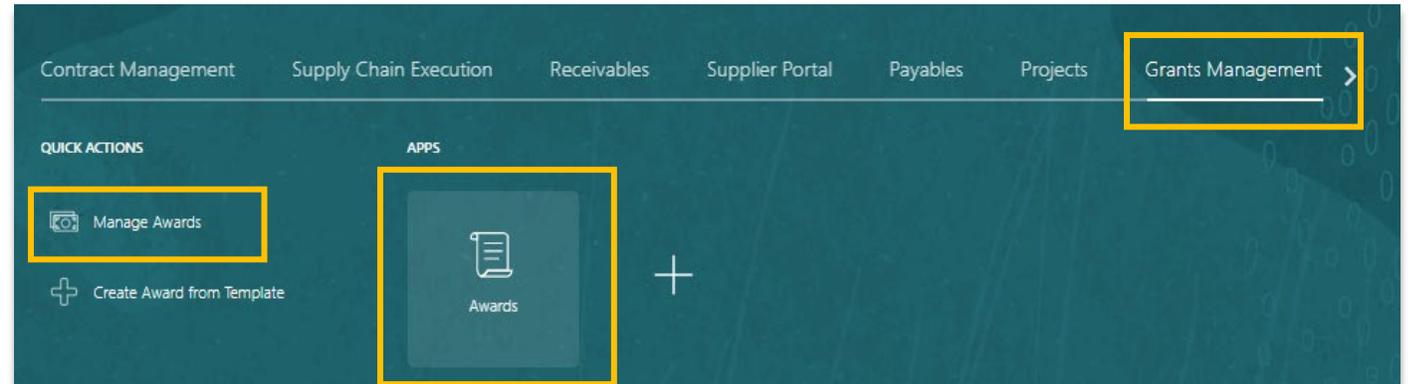
Oracle PPM: Grants Management

- PPM allows for the management of projects that are too complex to be managed by the General Ledger alone
- Typically, projects managed in PPM have a specified start date and end date that cross fiscal years and may have multiple funding sources

Sponsored Contracts & Grants

- ✓ Externally Funded
- ✓ Internal Project that has associated external funds

✗ Solely Internal Funded



*Capital Projects are also managed in this module.
Today's session focuses only on sponsored contracts and grants.*

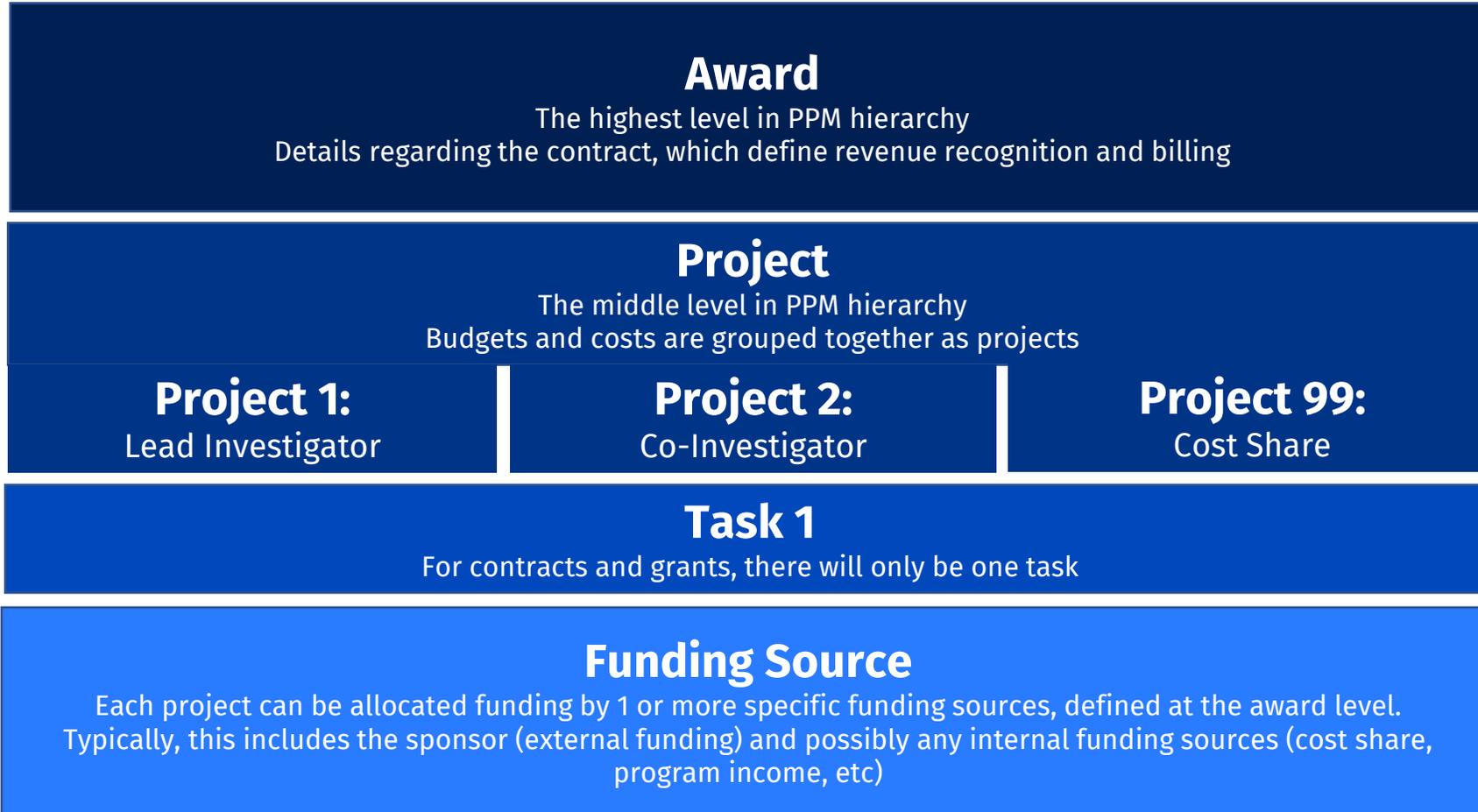


Award Set Up



AWARD SET UP

This is showing the data hierarchy within an Award:



- An award can have many projects
- Lead Investigator will always be 01, followed by 02, 03, etc. for any additional Co-Investigators
- Projects ending in 99 indicate cost share



AWARD SET UP

K093408

K093408001

K093408002

K093408099

1

National Science Foundation - 5400

This is showing an award **K093408** that has three associated projects **K093408001**, **K093408002**, and **K093408099**

- We know that the first project, ending in **01** is for the Lead Investigator
- As there is a project, ending in **02**, this signals to us a Co-Investigator
- Here, we also note a project ending in **99**. This signals to us that there is cost share

Project descriptions from the GoldenTree Viewer:

K093408001 - 2215705 - SMITH - 08/31/2025 - NATIONAL SCIENCE FOUNDATION - RESEARCH INFRASTRUCTURE: ACQUISITION FOR INTERDISCIPLINARY RESEARCH AND TRAINING - 33884

K093408002 - 2215705 - JONES - 08/31/2025 - NATIONAL SCIENCE FOUNDATION - RESEARCH INFRASTRUCTURE: ACQUISITION FOR INTERDISCIPLINARY RESEARCH AND TRAINING - 33884 A01084

K093408099 - 2215705 - SMITH - 08/31/2025 - COST SHARE - NATIONAL SCIENCE FOUNDATION - RESEARCH INFRASTRUCTURE: ACQUISITION FOR INTERDISCIPLINARY RESEARCH AND TRAINING - 33884

K091867

K091867001

K091867002

1

MAXWELL H. GLUCK FOUNDATION, INC -7126

This is showing an award **K091867** that has two associated projects **K091867001** and **K091867002**

- As there are two projects, with the first ending in **01** and the second ending in **02** we know that there is a Lead Investigator and Co-Investigator on this award.
- If we saw a third Project ending in **03**. This would signal to us a third investigator

Project descriptions from the GoldenTree Viewer:

K091867001 - UCR-20101349 - NEUMAN - 06/30/2023 - MAXWELL H. GLUCK FOUNDATION, INC. - 2022-2023 GLUCK FELLOWS PROGRAM OF THE ARTS - 86212

K091867002 - UCR-20101349 - REDFORD - 06/30/2023 - MAXWELL H. GLUCK FOUNDATION, INC. - 2022-2023 GLUCK FELLOWS PROGRAM OF THE ARTS - 86212A01030



AWARD SET UP

Let's briefly cover the early award set up steps.

1 In the future state, the **Award Process** will happen in **Kuali Sponsored Programs**. This is where investigators and administrators will collaborate on proposals and ensure proposal compliance with requirements at both the sponsor and institutional levels.



2 Once awarded:
• A system generated email from Kuali will notify the department and EMF of the award and the details will import to Oracle Financials: PPM

All Projects that originate in Kuali will have a Project number that starts with a K and includes the award number to assist with referencing across systems





AWARD SET UP

3

Once imported to Oracle Financials: PPM

- EMF takes action to review import for accuracy and add required details for example, the burden schedule
- EMF will be notified that there is an award, or an updated to an existing award.

Award Overview dashboard will have draft awards, this will prompt EMF action

This is the Award Overview dashboard, showing awards in draft status:

Manage Awards ?

Search... Show Filters Status Draft X

Search Results

View + [Icons] Detach Create Award from Template

Name	Number	Primary Sponsor	Status	End Date	Principal Investigator	Total Funding Amount
Hinderaker Remodel 2108 & 2120 SIT2	RV-9589851	UCR INTERNAL	Draft	12/31...	Susan Mcfadden	400,000.00 USD
Student Aid Award Test 2	SFA0002	OFFICE OF POSTSECO...	Draft	06/30...	Jose Aguilar	1,000,000.00 USD
000093876-ANNDJOHN-02012023	K093876	OREGON HEALTH & SCI...	Draft	12/31...	Chris Jude	0.00 USD



AWARD SET UP

4

Once the award is approved by EMF, a system generated email will **notify department staff** that there is funding to budget

- A report is distributed via email to notify the designated **department grants analysts**
- The **department grants analyst** will establish the budget

ORACLE TEST EMAIL(TEST)-Project Budget Allocations Required

no-reply@email.com
 To: test-breanne@ucr.edu; test-wendit@ucr.edu
 Cc: emf@ucr.edu; Aimee Era Gonzales; Alison Rodriguez (External); Andrew Israel Alonso; Annie Hooper; April Meinzer; Breanne Kahealani Juarez; Chantell Mesha; Cherie C Pierce; Danielle Garcia; Deanna K Vorhees; Scott.Pegan@medsch.ucr.edu; Erica Costantino; Gerardo Rodriguez; Ivan Tze Syn Kong; Jay Melashenko; Jessica Gonzalez (Ext); Renee E Young; Robert Godoy; Robin Doyle Testa; Sally Tavizon; Thomas A Wong; Wendi Tapia (External); Alexis Rambaud; Dominica Adriana Albitre; Julissa Terriquez; Laura A Schulte; Nichole Sparks; Rebecca Ryan; Rita Rodriguez; Dexter Galang; Sarah Sabera-Turaby; Jude, Chris; Nagavalli, Sirisha; Mittal, Nitin K

Dear Department Analyst,

The following project budgets require immediate action. A change has been made in PPM due to either a new award, amendment, re-allocation between projects, or other action. Please review the following projects and the column labeled "Unbudgeted Project Amount". Then proceed to the Oracle Grants module to align the project budget with the approve award budget by going to "Oracle > Grants Management > Awards", then open the specific award and perform the budget modification. Your prompt attention to these items will ensure project budgets are accurately reflected in PPM and related reporting for Principal Investigators. Questions can be directed to emf@ucr.edu.

Prime PI	Award Number	Award Name	Primary Sponsor	Direct Funding Amount	Indirect Funding Amount	Project Owner	CO-PI	Project Number	Project name	Project Amount	Budget Amount Excluding BC75	Unbudgeted Project Amount	Project Period Start	Project Period End	Pre-Award Eligible Status	Kuali Link
Bobbi McCracken	K011864	Economic and pest management analyses of potential regulations	CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE-6050	\$343,338	\$34,334	A01084 Entomology	McCracken, Bobbi	K011864002	20-0507-000-SA - MCCRACKEN - 12/31/2023 - CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE - ECONOMIC AND PEST MANAGEMENT ANALYSES OF POTENTIAL REGULATIONS - 80189K011864002	\$377,672	\$108,268	\$269,404	08/01/2020	01/15/2024	N	
Jocelyn Millar	K011463	Another look at pheromonal or related attractants for leaffooted bugs (Leptoglossus spp.) infesting California nut crops.	CALIFORNIA PISTACHIO RESEARCH BOARD-FAZC	\$41,771	\$0	A01084 Entomology	Millar, Jocelyn	K011463001	UCR-20060793 - MILLAR - 12/31/2022 - CALIFORNIA PISTACHIO RESEARCH BOARD - ANOTHER LOOK AT PHEROMONAL OR RELATED ATTRACTANTS FOR LEAFOOTED BUGS (LEPTOGLOSSUS SPP.) INFESTING CALIFORNIA NUT CROPS - 87470	\$41,771	\$129	\$41,642	03/01/2020	01/15/2023	N	
Jocelyn Millar	K013070	Another look at pheromonal or related attractants for leaffooted bugs (Leptoglossus spp.) infesting California nut crops.	CALIFORNIA PISTACHIO RESEARCH BOARD-FAZC	\$46,330	\$0	A01084 Entomology	Millar, Jocelyn	K013070001	ENT-2022-9M - MILLAR - 02/28/2023 - CALIFORNIA PISTACHIO RESEARCH BOARD - ANOTHER LOOK AT PHEROMONAL OR RELATED ATTRACTANTS FOR LEAFOOTED BUGS (LEPTOGLOSSUS SPP.) INFESTING CALIFORNIA NUT CROPS - 87751	\$46,330	\$45,795	\$535	03/01/2022	03/15/2023	N	
Sam Wilson	K012509	Support of IR-4 Projects to Register Crop Pest Protection of Specific Importance to California specialty crop growers	UC DAVIS-6763	\$40,000	\$10,000	A01084 Entomology	Wilson, Sam	K012509001	A20-2874-5003 - WILSON - 12/31/2022 - CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE - SUPPORT OF IR-4 PROJECTS TO REGISTER CROP PEST PROTECTION OF SPECIFIC IMPORTANCE TO CALIFORNIA SPECIALTY CROP GROWERS - 80223	\$50,000	\$50,000	\$0	02/22/2020	01/15/2023	N	
Jocelyn Millar	K011905	NSF CAREER: Sterility inducing mechanisms in social insects	CALIFORNIA APPLE COMMISSION-0021	\$76,338	\$42,367	A01084 Entomology	Millar, Jocelyn	K011905001	5000814-NSF - MILLAR - 12/31/2024 - PENNSYLVANIA STATE UNIVERSITY - NSF CAREER: STERILITY INDUCING MECHANISMS IN SOCIAL INSECTS - 87553	\$118,705	\$118,705	\$0	07/01/2020	01/15/2025	N	



AWARD SET UP

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Once the budget is allocated the **PI, CO-PI and Department Analyst for the award owning ORG and CO-PI department** are notified, via email, that the award/budget is set up and ready for use.

[EXT] ORACLE TEST EMAIL(TEST)-UCR Notification Report for Budget Change for Award

no-reply@email.com

To: test-salon007@ucr.edu; emf@ucr.edu; test-franchak@ucr.edu; test-ivankong@ucr.edu

Cc: aimee.gonzales@ucr.edu; Alison Rodriguez (External); andrew.alonso@ucr.edu; amia.hooper@ucr.edu; april.meinzer@ucr.edu; brenne.juarez@ucr.edu; chantell.mesha@ucr.edu; cherie.pierce@ucr.edu; danielle.garcia@ucr.edu; deanna.vorhees@ucr.edu; Scott.Pegan@medsch.ucr.edu; erica.costantino@ucr.edu; gerardo.rodriguez@ucr.edu; ivan.kong@ucr.edu; jay.melashenko@ucr.edu; Luke.Hoepfner (External); maria.sesillo@ucr.edu; monica.cardenas@ucr.edu; montrice.james@ucr.edu; renee.young@ucr.edu; robert.godoy@ucr.edu; robin.testa@ucr.edu; Sally.Tavizon@ucr.edu; susan.hollobaugh@ucr.edu; thomas.wong@ucr.edu; Wendi.Tapia (External); alexis.rambaud@ucr.edu; dominica.albire@ucr.edu; julissa.terriquez2@ucr.edu; laura.schulte@ucr.edu

Dear Principal Investigator (s) and Department Analyst (s),

This e-mail serves as notification that the below referenced award has been approved and/or had a change of budget. The effective dates for incurring expenditures/commitments are the beginning and end dates specified in the Notice of Award and/or approved capital project funding.

Award Information

Project Organization (Activity)	Award Organization	Prime PI	Project Number	Project Name	Award Number	Project Previous Budget	Project Current Baseline Budget	Co-PI	Primary Sponsor	Award Start Date	Award End Date	Total Award Direct Funding Amount	Total Award Indirect Funding Amount	Total Award Funding Amount
A01043 Psychology	D01030 Psychology Dept	Franchak, John	K011676001	F0998-11 - FRANCHAK - 05/31/2023 - NEW YORK UNIVERSITY - PLAY & LEARNING ACROSS A YEAR (PLAY) - 87522	K011676	18,527.00	-10,000.00	Franchak, John	NEW YORK UNIVERSITY-8911	06/01/2019	05/31/2023	18,344.87	10,182.13	28,527.00

GL CoA

[Entity]-[Fund]-[Activity]-[Account]-[Function]-[Program]-[Project]-[Flex1]-[Flex2]
1511-57000-A01043-XXXXXX-44-000-K011676001-0000000000-XXXXXX

Pick the appropriate expense account for the transactions
Flex2 segment will always be 0000000000 for Contracts and Grants projects. For capital programs projects pick the appropriate task, CPTask01 for Non-capitalizable costs and CPTask02 for capitalizable costs

Procurement POETAF

Project Number	Organization	Expenditure Type	Task	Award	Funding Source
K011676001	A01043 Psychology	XXXXXX-XXXXX	X	K011676	NEW YORK UNIVERSITY-8911

Pick the appropriate expenditure type based on expense account for the transactions
Task will always be 1 for Contracts and Grants projects. For capital programs projects pick the appropriate task, 1 for Non-capitalizable costs and 2 for capitalizable costs

Terms and Conditions:
Expenditures must be classified under the appropriate expense accounts. Please use the GL CoA or POETAF provided above on requisitions, payroll, travel or other items chargeable to these funds.

Responsibility for adherence to the terms (including expiration date) and budget control in the expenditure of funds provided rests with the Principal Investigator (for Capital Project, the Project Manager).
Please note that appropriations and expenditures incurred must be in accordance with University procedures, the awarding agency terms, and funding restrictions.
For contacts and grants, the title to all supplies, books and/or equipment purchased with funds from this award rests with either the University or the agency.
[Please direct questions regarding this e-mail to emf@ucr.edu.](#)

This is an automatically generated message. Do not use the "REPLY" button as your message will not be received and will be returned to you by the mail server.



Award Management

Sneak Peeks



GRANTS MANAGEMENT: NAVIGATION

Navigating to the Grants Management – Awards area.

- There are a few different paths you can take.
- We're also showing how you can set up favorites in the system for your frequently accessed views.

UCR Oracle Training

Good morning, Colleen Newman!

Contract Management Supply Chain Execution Receivables Supplier Portal Payables Projects Grants Management >

QUICK ACTIONS

Manage Awards

Create Award from Template

APPS

Awards +

Things to Finish

Assigned to Me
3

Created by Me
7

3 days ago X
FIN
Requisition UCRR00000120
Rejected
Colleen Newman
Dismiss

3 days ago X
FIN
Requisition UCRR00000118
Approved
Colleen Newman
Dismiss

3 days ago X
FIN
Requisition UCRR00000117
Approved
Colleen Newman
Dismiss

Show More

Analytics

Project Management Infolets Cash Management Infolets General Accounting Infolets Source to Settle Infolets Plan to Produce



MANAGE AWARDS: OVERVIEW

When you first navigate to Grants Management –Awards this will be your view.

- You can see an overview of awards you have access to.
- Awards with upcoming important dates
- Awards with unallocated funds

The screenshot displays the 'Overview' page for UCR Oracle Training Awards. The top navigation bar includes the UCR logo, 'Oracle Training', and user information 'CN'. The main content area features four award cards, each with a budget and an 'Over' amount:

Award ID	Budget	Over
RV-9574670	\$35K	36.4K
RV-9574690	\$69.5K	71.7K
RV-9588160	\$8K	7.74K
RV-9588100	\$4.65K	5.34K

Below the cards are two sections: 'Important Dates' and 'Unallocated Funding Amount'. The 'Important Dates' section lists several dates with corresponding award details:

Date	Award Details
03/15/2023	DE-SC0013012 - SETO - 02/28/2023 - DEPARTMENT OF ENERGY CHICAGO FIELD OFFICE - EXPLORING HEAVY ION COLLISIONS IN SIMPLE SYSTEMS: THE INITIAL CONDITION FOR THE FORMATION OF THE STRONGLY INTERACTING QUARK GLUON PLASMA (SQGP) - 22467 ending K007151
03/15/2023	20205280-02 - KURUM - 02/28/2023 - NIH/MISCELLANEOUS AGENCIES & DEPARTMENTS - MULTILEVEL TIME-DYNAMIC MODELING OF HOSPITALIZATION AND SURVIVAL IN PATIENTS ON DIALYSIS - 29199 ending K012498
	R01NS107355 - YANG - 02/28/2023 - NEUROLOGICAL DISORDERS & STROKE

The 'Unallocated Funding Amount' section is currently empty.



MANAGE AWARDS: SEARCH

Here we are showing how the Manage Awards area and your Award Dashboard

- You can search by award number, PI name, Sponsor name
- You can also export your search results to excel

The screenshot displays the Oracle Training UCR dashboard. At the top left is the UCR Oracle Training logo. The top right contains navigation icons for home, star, window, notifications (3), and user profile (CN). The main header area says "Good evening, Colleen Newman!". Below this is a breadcrumb trail: Payables > Projects > Grants Management > General Accounting > Intercompany Accounti >. The dashboard is divided into "QUICK ACTIONS" and "APPS" sections. Under "QUICK ACTIONS", there are "Manage Awards" and "Create Award from Template". Under "APPS", there is a large "Awards" icon with a plus sign. Below the main content is a "Things to Finish" section with a card titled "Assigned to Me" and three notification cards, each stating "FYI Requisition" and "2 weeks ago".



MANAGE AWARDS: AWARD DETAILS & BUDGET

From the Manage Awards area we are showing how you can drill down into individual awards funds by period and BC

Search Results

Primary Sponsor	Name	St	En Da	Principal Investigator	Total Funding Amount	Elapsed Days	Remaining Days
SYNGENTA CROP PROTECTION LLC-V90K	Resistance monitoring of an isoxazoline com...	A...	1...	Chow-Yang Lee	272,091.00 USD	42	323
CALIFORNIA DEPARTMENT OF PESTICIDE REGULA...	Evaluation of an artificial sweetener as poten...	A...	0...	Chow-Yang Lee	110,938.00 USD	79	163
PROCTER & GAMBLE COMPANY-9004	Laboratory evaluation of barrier repellent for...	A...	1...	Chow-Yang Lee	91,392.03 USD	79	163
CORTEVA AGRISCIENCE-VJ7G	Corteve Termite Bait Comparison	E...	0...	Chow-Yang Lee	5,000.21 USD	614	0

Laboratory evaluation of barrier repellent formulations against German cockroaches: Award Projects

Project Name	Project Number	Project Status	Project Organization	Project Start Date	Project Finish Date	Funding Source	Budget Amount in Project Currency	Un An	Comm Amc f Cu
UCR-20121551 - LEE - ...	K011725001	Active	A01084 Entomology	07/01/2020	11/12/2026	PROCTER & GAMBLE COMPANY-9004 (P9)	7,317.42 USD	8+	0.0



Award Management Reports



HELPFUL REPORTS

- PPM Prime PI Summary Report
 - [Sample Report 1](#)
 - [Sample Report 2](#)
- UCR ITD Cumulative Report
 - [Sample Report](#)
- Expense Detail Report
- UCR Commitment Detail Report

The screenshot shows a file catalog interface with a blue header and a white main area. The header includes 'Catalog', 'Home', and 'Catalog' buttons. The main area displays a list of reports under the path '/Shared Folders/Custom/UCR/Reports/Projects/BI'. The reports are listed in a table with columns for Name, Last Modified, and Owner. The reports include:

Name	Last Modified	Owner
Data Models	10/14/2022 5:13 PM	Integration User
UCR Agency Financial Report	12/15/2022 1:51 PM	Integration User
UCR Awards - Projects Aging Report	01/10/2023 1:14 PM	Integration User
UCR Awards With Unbudgeted Funding Report	01/10/2023 1:15 PM	Integration User
UCR Cash Balance Report	12/15/2022 1:55 PM	Integration User
UCR Commitment Details Report	12/15/2022 2:00 PM	Integration User
UCR DrawDown Report	12/15/2022 2:13 PM	Integration User
UCR ITD Cumulative Report	12/15/2022 2:32 PM	Integration User
UCR Month End Exception Report	12/15/2022 2:01 PM	Integration User
UCR Notification Report for Budget Change for Award Report	01/17/2023 7:50 PM	Integration User
UCR PGM Capital Drawdown Report	12/15/2022 2:02 PM	Integration User
UCR PPM Awards IDC Listing Report	12/15/2022 2:14 PM	Integration User
UCR PPM Cost Transfer Report	12/15/2022 2:06 PM	Integration User
UCR PPM Expenditure Type - GL Account Discrepancy Report	12/15/2022 2:08 PM	Integration User
UCR PPM Expense Detail Report	12/15/2022 2:09 PM	Integration User

Preparation



Take Action

Data conversion will be based on May ledgers:

- Review expired awards to clear deficits and surplus balances as soon as possible
- Request replacement PI through RED for awards where Lead that are associated with PIs that are no longer with UCR
- Complete any contract and grant related salary cost transfers as soon as possible
- Complete any approved budget adjustments as soon as possible
- Meet with your faculty to discuss and plan for transition
- Review fixed price awards. Fixed price awards, where the main award has expired, will not be converted to Oracle Financials PPM. Balances will be transferred to a new Other Sources fund where the balances will continue to be available for use. Additional information to be communicate through CFAOs.

THANK YOU!

IMPACT23: Modernizing UC Riverside's Financial Systems

EMAIL: Impact23@ucr.edu
WEBSITE: Impact23.ucr.edu

