Welcome to the Impact23 Summit!

We will begin shortly...
Maintaining Your Award in Oracle

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• 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
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.
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.

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
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:

<table>
<thead>
<tr>
<th>Award</th>
<th>The highest level in PPM hierarchy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Details regarding the contract, which define revenue recognition and billing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project</th>
<th>The middle level in PPM hierarchy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budgets and costs are grouped together as projects</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project 1:</th>
<th>Lead Investigator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project 2:</td>
<td>Co-Investigator</td>
</tr>
<tr>
<td>Project 99:</td>
<td>Cost Share</td>
</tr>
</tbody>
</table>

| Task 1 | For contracts and grants, there will only be one task |

| Funding Source | Each project can be allocated funding by 1 or more specific funding sources, defined at the award level. Typically, this includes the sponsor (external funding) and possibly any internal funding sources (cost share, program income, etc) |

- 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
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

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:

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*
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:
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.
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.
Award Management
Sneak Peeks
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.
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
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
From the Manage Awards area we are showing how you can drill down into individual awards funds by period and BC.
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
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