Welcome to the Impact23 Summit!

We will begin shortly...
Navigating Impact23 as an Academic

March 14, 2023

Veronica Ruiz
Chief Financial and Administrative Officer
Staff Lead – Impact23 Faculty Advisory Workgroup

Bobbi McCracken
AVC & Controller and Steering Committee Co-Chair; COA Workgroup Co-Lead

Helen Kotke
Financial Systems Trainer
• 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

- Program Scope
- Key Changes
- Training
- Preparation
IMPACT23
Program Scope
Impact23 Program Scope

Nearly all financial systems that support finance and grant management and financial reporting will be impacted on **July 1, 2023**. These are the faculty-facing systems that will be replaced on July 1, 2023:

<table>
<thead>
<tr>
<th>System/Application</th>
<th>Business Function(s) Supported</th>
<th>Future State Changes &amp; Impacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concur</td>
<td>• Travel Reimbursements&lt;br&gt;• Travel and Entertainment Card Program</td>
<td>Same</td>
</tr>
<tr>
<td>ePay*</td>
<td>• Non-Travel Reimbursements (Phase 2 In Progress)&lt;br&gt;• Business Meetings &amp; Entertainment</td>
<td>Replaced by Concur&lt;br&gt;*ePay will be retained with a more limited scope; mostly focused on non-payroll taxable payments</td>
</tr>
<tr>
<td>eBuy</td>
<td>• Purchasing Goods &amp; Services&lt;br&gt;• Revised Procurement Card Program</td>
<td>Oracle Financials – Procurement&lt;br&gt;Concur - Procurement Card Request, Expense Distribution</td>
</tr>
<tr>
<td>PAMIS/eCaf</td>
<td>• Proposals&lt;br&gt;• Pre-Award Requests&lt;br&gt;• Notice of Award</td>
<td>Replaced by Kuali&lt;br&gt;*Note: Additional Kuali Research modules will be implemented for research compliance separate from the Impact23 program, but faculty training will be provided under a single learning path.</td>
</tr>
<tr>
<td>PAMIS/PIWRS &amp; Payroll Certification</td>
<td>• Standard Faculty Portfolio Reporting&lt;br&gt;• Confirmation of Salaries Charged to Federal Funds</td>
<td>New faculty reports available in Oracle Payroll Certification application based on Oracle Project Portfolio Management (PPM)</td>
</tr>
</tbody>
</table>

There are a range of systems that require retrofit to comply UCOP Common Chart of Accounts requirements. You can view a table of impacted systems here: [Program Scope | Impact23 (ucr.edu)](https://www.ucr.edu)
Impact23 Program

- Administrative staff will be most impacted by the switch to the new chart of accounts and financial systems.
- In late Spring 2023, the University will begin training and preparing faculty and staff for the transition to new systems on July 1, 2023. Faculty-specific training will be provided on when and how to perform actions in new systems.
- During this time, collaboration, patience, and understanding are key to our success as we all move toward modern, cloud-based technology.
- Resources are available to help as we make this important shift toward the future.
- All employees, including faculty, will use Oracle, Kuali, and/or Concur (Impact23 systems) in some capacity.
- Faculty and their departments will manage travel, purchasing requests, grants and awards, and approvals in new Impact23 systems.
- Vocabulary used to refer to different business processes and systems will change.
Faculty Advisory Workgroup

- Provide feedback and recommendations on faculty financial reporting needs as well as other system functionality unique to a faculty members.

- Engage collaboratively and consider the needs and requirements of other faculty in providing feedback and proposing recommendations.

- Identify issues of concern to the faculty, provide recommendations for problem resolution, and the best approach to engaging and communicating with faculty across campus regarding the implementation.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>School/Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Veronica Ruiz</td>
<td>CFAO &amp; Impact23 Faculty Advisory Committee - Staff Lead</td>
<td>Administrative Services and Strategic Executive Team – (ASSET)</td>
</tr>
<tr>
<td>Michael Solis</td>
<td>Associate Professor</td>
<td>SOE - Education</td>
</tr>
<tr>
<td>Ted Garland</td>
<td>Distinguished Professor</td>
<td>CNAS – Evolution, Ecology, Orgns Bio</td>
</tr>
<tr>
<td>Ertem Tuncel</td>
<td>Professor &amp; Dept Chair</td>
<td>BCOE - Electrical &amp; Computer Engineering</td>
</tr>
<tr>
<td>Philip Brisk</td>
<td>Professor &amp; Vice Provost for Administrative Resolution</td>
<td>BCOE – Computer Science and Engineering</td>
</tr>
<tr>
<td>Peter Atkinson</td>
<td>Professor &amp; Chair of P&amp;B</td>
<td>Academic Senate Rep; Entomology</td>
</tr>
<tr>
<td>Scott D. Pegan</td>
<td>Professor</td>
<td>SOM – Biomedical Sciences</td>
</tr>
<tr>
<td>Chandra Reynolds</td>
<td>Professor</td>
<td>CHASS - Psychology</td>
</tr>
<tr>
<td>Alexander Putman</td>
<td>Assistant Professor of Cooperative Extension</td>
<td>CNAS – Plant Pathology</td>
</tr>
<tr>
<td>Qingfang Wang</td>
<td>Professor</td>
<td>SPP – Public Policy</td>
</tr>
<tr>
<td>Declan McCole</td>
<td>Professor, Academic Senate Vice Chair</td>
<td>School of Medicine</td>
</tr>
</tbody>
</table>
KEY CHANGES
Impacting Faculty, Researchers & PD/PI
Key Changes: Chart of Accounts

The new Chart of Accounts (COA) will replace the current Full Accounting Unit (FAU)

- A working knowledge of the new COA is necessary to review financial reports.
- All transactions, across all UCR systems, will use the new COA

A modified chartstring, referred to as POETAF, is used when conducting transactions related to Sponsored Contracts & Grants within Oracle Financials.

- Specifically, if goods are being procured using funds from a sponsored award the POETAF chartstring will be used
Key Changes: Chart of Accounts

Here is an example of COA and POETAF in action:
This is an email notification, Notice of Allocation, to all concerned parties that an award has been budgeted and/or there has been a change in budget. You’ll note that COA chartstring and POETAF chartstring are both listed.

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**

<table>
<thead>
<tr>
<th>Project Organization</th>
<th>Award Organization</th>
<th>Prime PI</th>
<th>Project Number</th>
<th>Project Name</th>
<th>Award Number</th>
<th>Project Current Baseline Budget</th>
<th>Co-PI</th>
<th>Primary Sponsor</th>
<th>Award Start Date</th>
<th>Award End Date</th>
<th>Total Award Direct Funding Amount</th>
<th>Total Award Indirect Funding Amount</th>
<th>Total Award Funding Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>AE1043 Psychology</td>
<td>DOE/DEPT Psychologie</td>
<td>Panchak, John</td>
<td>K011079901</td>
<td>PHS09-11 - MANCHUR - 03/01/2012 - NEW YORK UNIVERSITY - PLAY &amp; LEARNING SCHOOL'S MRI PLAY - EDT 23</td>
<td>18,527.00</td>
<td>-33,000.00 Panchak, John</td>
<td>BMO YORK UNIVERSITY-0811</td>
<td>08/01/2019</td>
<td>05/31/2023</td>
<td>10,334.87</td>
<td>2,812.33</td>
<td>13,147.20</td>
<td></td>
</tr>
</tbody>
</table>

**GL CoA**

1. Enter [Fund] [Account] (Accessed) [Function] [Program] [Project] [Fiscal] [Item].
2. 1511-5700-021043 - 00000 - 0000-00000000-00000000-00000000-

Pick the appropriate expense account for the transactions.

- POETAF segment will always be 0000000000 for Contracts and Grants projects. For capital programs projects pick the appropriate task. POETAF00 for Non-capitalizable costs and POETAF2 for capitalizable costs.

**Procurement POETAF**

<table>
<thead>
<tr>
<th>Project Number</th>
<th>Organization</th>
<th>Expenditure Type</th>
<th>Task</th>
<th>Award</th>
<th>Funding Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>K011079901</td>
<td>AE1043 Psychology</td>
<td>X000000000000000</td>
<td>X</td>
<td>K</td>
<td>K011079901 NEW YORK UNIVERSITY-0811</td>
</tr>
</tbody>
</table>

- 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.
**Key Changes: Procurement**

**Faculty/PI pre-approvals for purchases and budget adjustments using C&G funds**
- In the future state, the pre-approval workflow is built into system design
- It’s important to understand that transactions will not complete until the approvals have been granted
- Please take this into account when considering timelines
- Faculty/PIs will receive status notifications for transparency/awareness purposes

**Supplier strategy will move to a university-wide strategy to consolidate spending**
- Increase UCR’s ability to leverage spend and ability to better negotiate agreements
- A smaller supplier database presents a lower risk to the University
- Not all suppliers will be moved over to new systems. The supplier conversion criteria is:
  - Agreement suppliers (UC-wide and local UCR agreements)
  - Suppliers associated with:
    - DAPOs with balances greater than $200 within last six months
    - POs with balances greater than $200 within the last 2 years
Key Changes: Payroll Certifications

**Background:** UCR’s process for certifying salaries charged to federal funds is the annual Payroll Certifications (PRC). The PRC supports the federal compliance requirement to acknowledge salaries charged are reasonable based on the work performed.

The current Payroll Certification process is organized around UCR’s “fund” to report on contract and grant payroll expenditures. With the implementation of Oracle Project Portfolio Management (PPM), the new Payroll Certification process will organize payroll expenditures by Award and the related Projects.

The two structures are not easily merged and there is not a one-to-one relationship between the two structures. Additionally, the underlying structure of the payroll details is changing with the implementation of the new Chart of Accounts. In order to keep the process as simple as possible for everyone involved, the following approach will be implemented as recommended by the PPM workgroup and approved by the Impact23 Steering Committee.
Key Changes: Payroll Certifications

Complete all Payroll Certifications through June 2023 under the current “fund” based system.

- All active federal contracts and grants will be certified based on pay processed through 6/30/2023 under the old Full Accounting Unit (FAU); approximately 972 certifications
- Payroll certification periods will be partial budget years
- Release of the certifications will be staggered between July and August
- PI’s will have 30 days to complete the certification after the release date.

When the new Payroll Certification system is deployed in September using “award” and “project” data, there will be transition year to align to the normal budget year cycle.

- All active federal contracts and grants will be certified based on pay processed after 7/1/2023 under the new Chart of Accounts (COA)
- Payroll certification periods will be partial budget years through May 2024
- The normal budget year definitions will resume with the budget year ending June 2024
- July 2023 certification will be issued in early September; all others will be issued according to the standard schedule
Key Changes: Payroll Certifications

DRAFT Payroll Certification Transition Schedule

<table>
<thead>
<tr>
<th>OLD FAU by Fund</th>
<th>New COA by Award</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Issued</strong></td>
<td><strong>Count</strong>*</td>
</tr>
<tr>
<td>July-week 3</td>
<td>185</td>
</tr>
<tr>
<td>July-week 4</td>
<td>126</td>
</tr>
<tr>
<td>Aug-week 1</td>
<td>218</td>
</tr>
<tr>
<td>Aug-week 3</td>
<td>31</td>
</tr>
<tr>
<td>Aug-week 3</td>
<td>56</td>
</tr>
<tr>
<td>Aug-week 3</td>
<td>36</td>
</tr>
<tr>
<td>Aug-week 4</td>
<td>42</td>
</tr>
<tr>
<td>Aug-week 4</td>
<td>38</td>
</tr>
<tr>
<td>Aug-week 4</td>
<td>24</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>972</strong></td>
</tr>
</tbody>
</table>

* as of 2/14/2023

IMPACT23 SUMMIT
Key Changes: Contracts & Grants

IACUC → IRB → Sponsored Programs, COI & Build → Export Control

- January 2023
- May 2023
- July 2023
- TBD
<table>
<thead>
<tr>
<th>Kuali Module</th>
<th>What Does It Do?</th>
<th>Replaces</th>
</tr>
</thead>
</table>
| Sponsored Programs          | **Kuali Sponsored Programs** integrates with [Oracle Project Portfolio Management (PPM)](https://www.oracle.com) and is an integral part of the Impact23 comprehensive suite of cloud-based solutions that will go live on July 5, 2023.  
  • Pre-Award: The **Proposal** module allows investigators and administrators to collaborate on proposals and enables proposal compliance with requirements at both the sponsor and institutional levels. Such module includes a system-to-system feature for building proposals for submission to Grants.gov (including errors and warning validations).  
  • Post-Award Management (Non-Financial): For awards that have been granted to the institution, award data is centralized and managed in the **Award, Report Tracking, and Subaward** modules. | • eCAF  
  • Cayuse Proposal System-to-System for Submission of Grants.gov Applications  
  • COEUS |
| Compliance                  |  • **Kuali COI** is a secure, web based system for faculty and staff to submit and manage their conflict of interest disclosure activities.  
  • **Kuali Institutional Animal Care and Use Committee (IACUC)** is the research administration system for the submission and review of Animal Use Protocols (AUPs)  
  • **Kuali Institutional Review Board (IRB)** will be the research administration system for the submission and review of human subject research protocol applications. | • UCR AUP form  
  • UCR IRB form |
| Build                       | With **Kuali Build**, UCR will replace homegrown applications/processes with custom forms and workflows. The form are designed specifically to send and automate requests or approvals to anyone on campus and know whose ‘desk’ it’s on. | • Pre-Award Spending Request System  
  • Material Transfer Request System  
  • eAward  
  • PI Eligibility Request by Exception System |
| Export Control Management   | The **Export Control Management** module will enable UCR to capture, track, monitor, and analyze its export control activities in one secure location. (Coming post go-live) | • N/A |
Oracle Project Portfolio Management (PPM) is the subledger/module where sponsored contracts and grants will be managed. Below is a view of the Award Dashboard that Faculty/PIs will use to access and view their awards.

You can drill into the financial details of each award by selecting the award from the dashboard.
Key Changes: Contracts & Grants

Click [here, or in the below image, to watch this video](#) demo of the Awards Overview, Award Dashboard, and Award Details.
Key Changes: Faculty Reporting

- Faculty Funds will be in two separate modules – Oracle Budget (EPM) and Oracle Financials: Project Portfolio Management (PPM)
  - Oracle Financials: PPM will have the C&G balances based on the POETAF and is focused on inception to date reporting rather than fiscal year (note: Oracle Financial GL chart string is fiscal year oriented)
  - Oracle Budget will have all the non-C&G balances based on the COA

- The Oracle Budget report will not be beneficial until budgets are established in Flex2.
  - Day 1 activity for academic department staff is to transfer budgets from the default values to Flex2 (and Flex1) values

- Faculty have expressed a desire to have these 2 reports merged into 1 and so that will be completed after stabilization and possibly in the new data warehouse
Key Changes: Faculty Reporting

Example 2_Prime PI Summary Report: UCR PPM Prime PI Summary Report_Output sample.xlsx
Key Changes: Faculty Reporting

Faculty Non Project Portfolio Summary Report

Select a Faculty Name from Flex2

Select the Accounting Period

Flex1 can provide additional details

Generally, Flex2 will only be budgeted for Temp Budget

Total General Ledger (GL) Working Budget = Perm + Temp

Balance w/Encumbrances shows the uncommitted or available balance

All activities and funds will appear where Flex2 has been budgeted and used in expense transactions

EPM Faculty Non-Project Portfolio Summary Report sample.xlsx
TRAINING
Academic Learner Pathway
### Opportunities to engage in knowledge building via early learning opportunities started in February 2022

- The XCITE Center for Teaching and Learning has been engaged to develop training

### Web Based Training will be available after April 2023 on the UC Learning Center

- Instructor led case study workshops will be held around go-live (July 2023), Fall 2023 and as needed

### UCR has invested in Oracle Guided Learning that will provide users with real time guidance as they are navigating within Oracle Financials and Oracle Budget.

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<table>
<thead>
<tr>
<th>Web Based Training: Available On Demand</th>
</tr>
</thead>
<tbody>
<tr>
<td>UCR Finance and Research Systems for Academics</td>
</tr>
<tr>
<td>Oracle for Academics</td>
</tr>
<tr>
<td>Kuali &amp; Oracle: Contracts &amp; Grants for Academics</td>
</tr>
<tr>
<td>Concur for Academics</td>
</tr>
<tr>
<td>Instructor Led Training/Workshops: Available Live</td>
</tr>
<tr>
<td>Contracts &amp; Grants for Academics Workshop</td>
</tr>
<tr>
<td>UCR Finance and Research Systems for Academics Workshop</td>
</tr>
</tbody>
</table>
PREPARATION
Faculty Preparedness
As the go-live date (July 2023) nears, connect with your department staff to assist with:

- Converting current chartstring into the new COA chartstrings and POETAF values
- Spending down small balances
- Awareness of upcoming award deadlines and ensure submission in advance of transition to Kuali (e.g. pre-awards, no-cost extension)
- Anticipating procurement needs and submitting requests early
- Applying for a Corporate T&E Card
- Documenting eBuy shopping lists

Faculty and their departments are encouraged to increase utilization of the corporate-liability Travel and Entertainment (T&E Card) and the Procurement Card (PCard) for unrestricted goods and services under $10K
Impact23 Key Resources

- **Impact23 Program Scope**: A wide range of financial applications are changing, this page outlines the impacted financial systems.

- **Impact23 Program Team**: Meet the individuals (in your area) participating in the program.

- **Impact23 Insider Newsletter** available online.

- **Impact23 Event Calendar** for events, due dates, and learning opportunities.

- **Request & Fiscal Close** department cutover and fiscal close activities/due date.

The Full Accounting Unit (FAU) will be replaced by a new Chart of Accounts (COA). This is a critical change for the campus. Below are resources to help you understand the new Chart of Accounts.

- Chart of Accounts & POETAF Overview
- Chart of Accounts One Pager
- POETAF One Paper
- Town Hall - Event Recording
- Round Table Discussion - Event Recording
- Golden Tree Viewer (search and navigate the new chart field trees)
THANK YOU!

IMPACT23: Modernizing UC Riverside’s Financial Systems