Grants Management - Grantee Workshop

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Higher Education & Research – 2003 Solution Map

Organization Management	Decision Support & Data Warehousing	Budget Formulation	Budget Execution	Financial Accounting	Managerial Accounting	Revenue Management
Customer Relationship Management	Market Research & Analysis	Campus & Program Marketing	Marketing Program Management	Management of Auxillary Services	Recruitment & Prospect Service	Alumni Services	Institutional Development
Student Management	Recruitment & Admission	Student Record & Registration	Student Receivables	Financial Aid & Sponsoring	Student Portal	Student Housing	Students Life
Studies Management	Academic Program Development	Class & Examination Planning	Resources & Scheduling	Academic Advising & Career Placement	Learning Architecture	Media Services
Grants Management	Planning, Application & Preaward	Research Management	Financial Accounting for Sponsored Programs	Reimbursement for Sponsored Programs	Reporting to Sponsors & Closeout	Grantor Management
Records Management	Record/Case & Workflow Definition	Workflow Execution	Workflow Monitoring	Records Lifecycle Management	Information Retrieval
Human Resource Management	Organization & Position Management	Recruitment	Personnel Administration	Time Management	Personnel Development & Training	Compensation & Benefits Administration	Payroll Accounting
Material & Services Support	Procurement Process Management	Inventory Management	Facility Management	Reimbursable Services	Goods & Services Sales & Distribution
Business Support	Cash Management & Treasury	Property Management	Real Estate	Travel Management

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Project Milestones

Oct 1999	Nov 1999	May 2000	May 2001	July 2002	Q3 2003	
Project Plan	*Customer site visits – Gather Requirements*	*Development Phase*	*Customer Feedback Development Phase*	*Pilot Implementations Cont. Development*		*Continued Development*
Project Begins			**Prototype Demonstration**	**EAPS 1.10 Restricted Release – Pilot Customers only**	**EAPS 2.0 Default Release**	

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Pilot Customers

Initial Requirements:

- Duke University

- City of Phoenix

- World Organization

Implementation Sites:

- City of Phoenix

- World Organization

- Queensburough Library

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Interest Group Customers

Higher Education:

- Massachusetts Institute of Technology (MIT)
- University of Tennessee
- University of Nebraska
- University of Toronto
- Baylor College of Medicine
- University of Mississippi
- Central Michigan University
- College of William and Mary

Public Sector:

- Commonwealth of Pennsylvania
- North Carolina Department of Transportation
- Industry Canada
- Health Canada
- Agriculture Canada

K-12:

- Oklahoma City Public Schools
- Seattle Public Schools
- Houston Independent School District
- Polk County Public Schools

Functional Overview

Grants Management - Grantee addresses the special needs of sponsored program administration for Grantee organizations:

- **Provides separate view of Grantee's data from the sponsor's perspective for managing and reporting all awards**

- **Pre-award and post-award administration:**
  - ◆ **Proposal**
  - ◆ **Application**
  - ◆ **Award**
  - ◆ **Close-out**

- **Budgeting solutions including cost sharing**

- **Use of "released" and "unreleased" budgeting concept**

- **Budget integration with Funds Management**

- **Availability checking which can be used independently or in coordination with Funds Management availability checking**

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Functional Overview

Supports the following Billing scenarios

- **Resource related billing (i.e. cost reimbursement)**
- **Periodic billing (i.e. installments)**
- **Milestone billing**
- **Manual billing**

Indirect cost (IDC) calculation for sponsor's award

Basic reports

Uses and integrates SAP tools:

- **Business partner functionality**
- **Business data toolset**
- **Workflow (future functionality)**
- **Business records management**
- **Schedule manager**

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Definitions – Master Data

Sponsor – Maintains the financial and administrative details such as Sponsor's name, contact information, fiscal year, currency, billing instructions and funds available carryforward rules.

Grant – An object used to maintains details which describes the terms and conditions of the funding and administration of a Sponsor's award.

Sponsored Class – An object used to summarize the Organization's expenses based on the Sponsor's cost categories.

Sponsored Program – An object used as a cost collector that reflects the Organization's sponsored projects.

Fund – Represents the source of funding.
- External: Sponsor award amount
- Internal: Grantee's funds and resources (i.e. cost sharing)

Master Data as Sponsored Objects

In order to properly support sponsored program accounting and control, award/agreement items and conditions are to be applied to an Award based on various combinations of the following:

| Sponsor | Grant | Fund(s) | Sponsored Program(s) | Sponsored Class(es) |
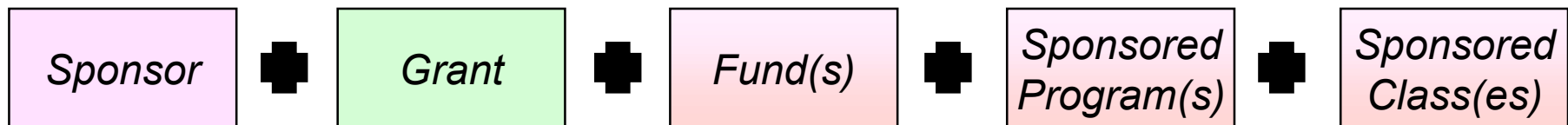
- **Definition:** Sponsored objects are the business objects that are sponsored through an Award (i.e. Grant or Contract) by a Sponsor/Grantor

- **Sponsored Objects represent Budget Objects and allowable Posting Objects**

- **Sponsored Objects describe dimensions for updating and reporting**

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Master Data Relationships
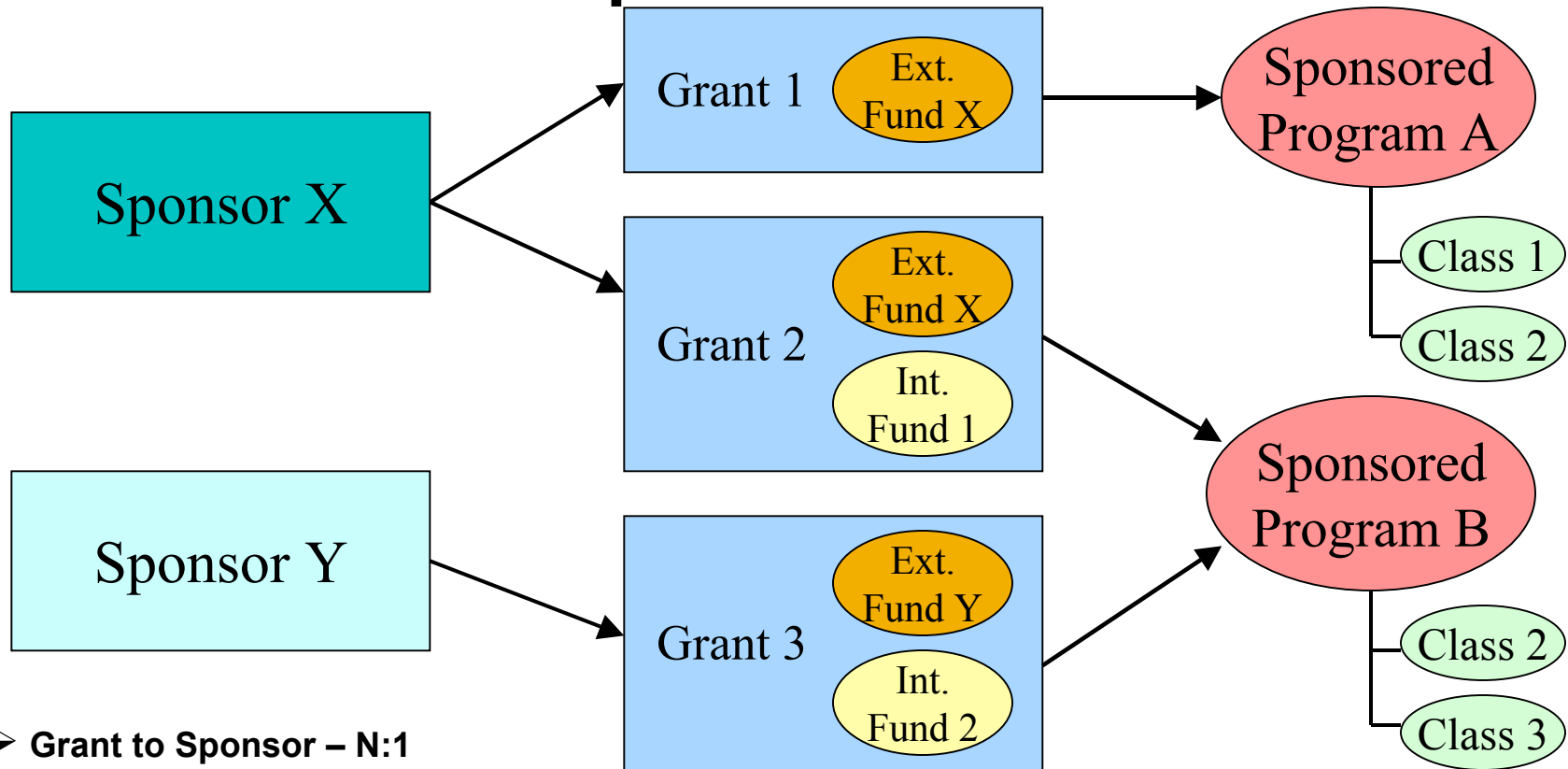
- ➢ **Grant to Sponsor – N:1**
- ➢ **Grant to Sponsored Program – N:N**
- ➢ **Grant to Fund (internal or external) – N:N**
- ➢ **Grant to Sponsored Class – N:N**
- ➢ **Sponsored Class to Sponsored Program – N:N**

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Budgeting

Budgeting dimensions: Grant, Sponsored Class, Sponsored Program and Fund for each "timeslice" (i.e. budget validity period)

Budget entries are based on Grant lifecycle statuses: Proposal, Application and Award. User statuses are linked to the Grant's lifecycle status.

Budget entries for initial amount, supplements, returns and transfers are supported (budget transfers to/from Grants are not permitted)

"Unreleased" and "Released" budget functionality for controlling consumption

The Grant master Splitting Rule determines time periods for entering budgeted amounts

Cost Sharing budget requirements entered separately

Indirect Costs budget calculated automatically based on the Grant master data details

Funds Availability Checking (AVC) functionality

Budget versions are supported

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Budgeting – "Timeslices"

Grant Validity:
Jan 2000 – Dec 2002

1/00   12/02

Grantor's FY Variant
Jan to December

1/00   1/01   1/02   12/02

Rules: Annual Split,
Quarterly Split, etc.

1/00   ①   1/01   ②   1/02   ③   12/02

Budget Validity

Grants Management (GM)

Funds Management (FM)

Grantee's
FY Variant
April to
March

4/99   4/00   4/01   4/02   4/03

GM Budget Validity ➝ ①   ②   ③

1/00   4/00   1/01   4/01   1/02   04/02   12/02

FM Budget Validity ➝ ⓐ1a   1b   2a   2b   3a   3a
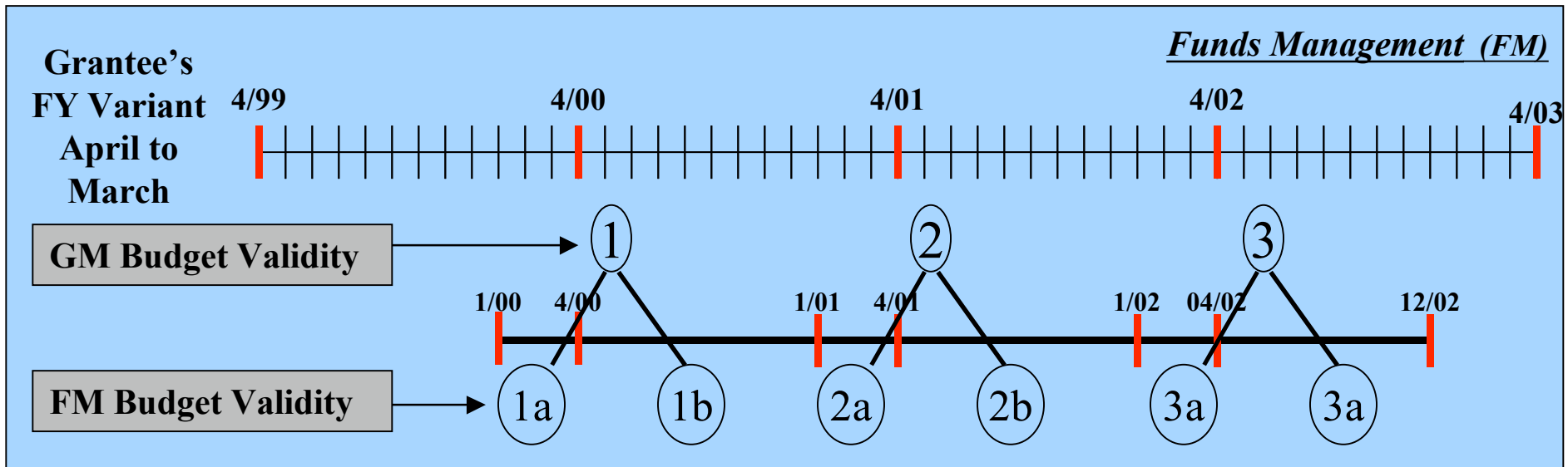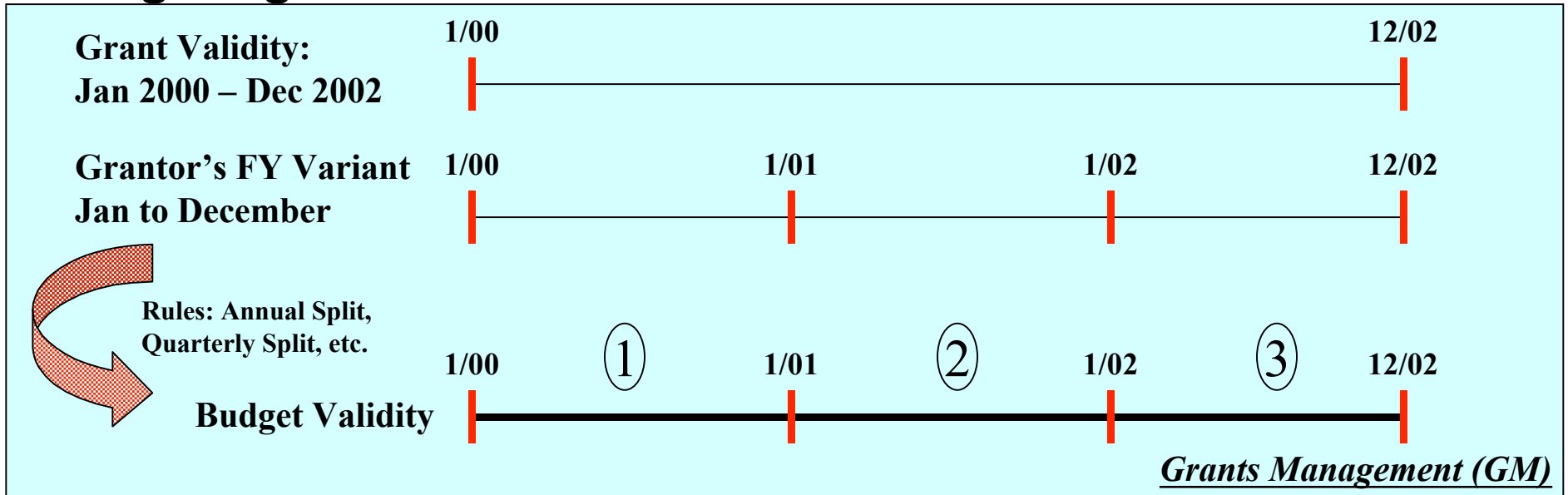
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Sponsor - Class Relevance

Sponsor	Class	Relevant ?
NIH	Material	X
NIH	Equipment	
NIH	Salaries	X

IDC Implementation Rules

Grant - Class Relevance

Grant	Class	Relevant?
GR-011	Material	X
GR-011	Equipment	
GR-011	Salaries	X
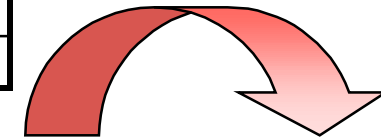
Sponsor – IDC Rules

Sponsor	IDC Rule
NIH	Liabilities

Grant – IDC Rules

Grant	IDC Rule
GR-011	Liabilities

Program	Class	From	To	IDC %
Research	Material	XX	XX	15%
Research	Salaries	XX	XX	10%

Grant – IDC CAP

Program	Class	CAP
Research	Material	10,000
Research	Salaries	15,000
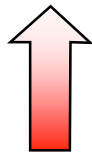
IDC Rules: Customizing

IDC Rule	Value Types
Liabilities	54
Payments	57
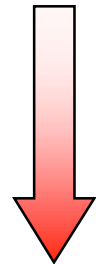
Grant - Fund Recovery %

Fund	From	To	Recovery %	CAP
INT_01	XX	XX	50%	10K
INT_02	XX	XX	50%	

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IDC Calculation based on Postings

__Grant Type:__ Customizing of IDC Accounts/IDC Classes

Grant Type	Dummy Cash/Bank Account	Indirect Cost Expense	IDC Expense Class	Grant Cost Reimbursement	IDC Reimbursement Class
Research	110000	741000	IDC Exp	414000	IDC Recovery
Federal	110000	741000	IDC Exp	414000	IDC Recovery

__Actual Postings [GMIA]__

Expense Billable

Revenue Not Billable

Grant0	Program	Class	Fund	WBS	CC	Amount
GR-011	Research	Material	Ext 1	PR-1		1,500.00
GR-011	Research	Material	Ext 1	PR-2		750.00
GR-011	Research	Salaries	Ext 1	PR-1		600.00
GR-011	Research	Equipment	Ext 1		CC-1	800.00

__Desired posting taken from Actuals based on a Value type, Class eligibility, IDC percentages, Posting Date and customizing settings.__

Dr/Cr	Grant	Program	GL Account	Class	Fund	WBS	Amount
Dr	GR-011	Research	741000	IDC Exp	Ext 1	PR-1	225.00
Dr	GR-011	Research	741000	IDC Exp	Ext 1	PR-2	112.50
Dr	GR-011	Research	741000	IDC Exp	Ext 1	PR-1	60.00
Cr	GR-011	Research	414000	IDC Recovery	Ext 1	PR-1	225.00
Cr	GR-011	Research	414000	IDC Recovery	Ext 1	PR-2	112.50
Cr	GR-011	Research	414000	IDC Recovery	Ext 1	PR-1	60.00
DR	GR-011	Research	110000		INT/Shared		397.50
CR	GR-011	Research	110000		Ext 1		397.50

__Allocation Posting__

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Billing – Overview and Scenarios

Overview

Configurable billing rules based on a Sponsor's requirements

Billing rules can be established using different value types (Purchase Requisition, Purchase Orders, Invoices, Liabilities, Payments, etc..)

Invoices can be generated individually or through mass processing

Items can be "blocked" to postpone or prevent billing Sponsor

Items will have a billing status (billed-unpaid, cancelled, in-process, etc..)

Scenarios

Cost reimbursement

Milestone Billing

Periodic Billing Plans

Manual Billing

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- **<u>EAPS 1.10</u>** *(Restricted Release for Pilot Groups)*
  - Basic Master Data Grant, Sponsor, Sponsored Program, Sponsored Class
  - Budgeting with FM integration
  - GM Funds Availability Checking
  - Grant derived automatically and stored in documents
  - Records Management
  - Billing payment plan, no down payments
  - Basic Organizational reports
  - Overhead costing – Indirect Cost Calculation Program
  - Authorizations

- ## <u>EAPS 2.0</u> (Q3/2003) Default Release
  - Pre-award Cost Postings and Budgeting
  - Report Monitoring/Tracking
  - Flexible Budget Layouts
  - First Workflow – Master Data & Budgeting
  - Business Warehouse (BW) integration
  - Authorizations with Job Roles
  - Program Income
  - Billing payment plan, no down payments
  - Automated Closeout

Future Focus and Development

- Enhancements to General Availability
  - Completed workflow
  - Revolving/Pass through Grants
  - Decoupling from FM
  - Recipient Management (Case Management)
  - CRM integration
  - Tracking Intellectual Properties
  - Cash Management (CMIA implementation)
  - Archiving
  - Internet scenarios
  - HR and Position Management Integration
  - Time and Effort reporting

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