AGENDA

• Conversion: Project Funding & Project Budget
  o Expenditure Account Data Cleanup
  o Budget Conversion Process
  o Data Conversion Reminders
BACKGROUND

- Each expenditure account within the conversion scope will become a **project** in PPM.

- Projects will be a sub-grouping of the Award and will be used as a vehicle to separate budget and expenses within an award.
**PROJECT FUNDING AND PROJECT BUDGET**

**Project Funding** is the total amount allocated to the project.

- Projects are required to have a positive, non-zero funding amount.
- Project funding will be derived from the appropriation of the expenditure account.

**Project Budget** is the breakdown of the project funding into budget categories.

- Project budgets should be a positive amount.
- Project budgets will be derived from the amount budgeted per sub code.
EXPENDITURE ACCOUNT CLEANUP

• To convert project funding and budgets as accurately and efficiently as possible, data cleanup in the current financial system is needed.

  o Total number of projects to be converted: 15,637
  o Total number of projects with negative or zero funding: 630*
  o Total number of projects with negative sub code appropriations: 1,059

*This includes projects for clinical trial awards that do not yet have an award budget appropriated in the financial system. Clinical trial projects are being addressed separately by the Ascend Grants Team.
Expenditure accounts with negative or zero funding will fail conversion to Oracle PPM.

**Required Action**

- Departments should take prompt action to reallocate the award budget via a Transfer of Funds (TOF).

- The “Account Summary by Dept” report from the Online Financial System Reports (OFSR) can be used to identify C&G accounts requiring cleanup.

- The Ascend Grants Team is requesting this population to be cleaned up by **4/30/2024**. This will allow the corrected data to be included in the next conversion round taking place May 2024.
EXPENDITURE ACCOUNTS WITH NEGATIVE SUB CODE APPROPRIATIONS

This scenario is likely a result of an incorrect TOF and should be corrected for data conversion to PPM.

Required Action

- Departments to reallocate the award budget via a Transfer of Funds (TOF).
- The “Account Summary by Account” report from the Online Financial System Reports (OFSR) can be used to identify C&G accounts requiring cleanup.
- The Ascend Grants Team is requesting this population to be cleaned up by 6/30/2024. This will align with department’s review of funds for fiscal close.
## HOW WILL PROJECT BUDGETS BE CONVERTED?

<table>
<thead>
<tr>
<th>Current Financial System Sub Codes</th>
<th>Oracle PPM Budget Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>00 – Salaries-Academic</td>
<td>Salaries and Wages</td>
</tr>
<tr>
<td>01 – Salaries-Staff</td>
<td></td>
</tr>
<tr>
<td>02 – General Assistance</td>
<td></td>
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<tr>
<td>03 – Supplies and Expense</td>
<td>Materials and Supplies</td>
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<tr>
<td>04 – Equipment and Facilities</td>
<td>Equipment</td>
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<tr>
<td>06 – Employee Benefits</td>
<td>Employee Benefits</td>
</tr>
<tr>
<td>9H – Overhead Expense</td>
<td>Facilities and Administration Costs</td>
</tr>
<tr>
<td>05 – Special Items</td>
<td>Other Direct Costs</td>
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<tr>
<td>07 – Special Items</td>
<td></td>
</tr>
<tr>
<td>08 – Unallocated Funds</td>
<td></td>
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<tr>
<td>09 – Recharges</td>
<td></td>
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</tbody>
</table>

### 1:1 Mapping:
If a sub code is generally used for a single purpose (e.g., 01 - Salaries-Staff), then it will map to the corresponding PPM budget category.

### 1-to-Many Mapping:
If a sub code is used for a variety of purposes (e.g., 07 – Special Items), then map that sub code to the “Other Direct Costs” category.

In the current financial system, accounts are budgeted at the sub code level. There are no detailed budgets in the financial system at the sub-object code level.
Note: The Ascend Grants Team will provide further guidance on rebudgeting converted data in PPM.
FUNDS WITHOUT A HOME EXPENDITURE ACCOUNT

• In PPM, at least one project under each award should belong to the Award-Owning Organization (Home Department) and Principal Investigator. This project will be designated as the **Primary Project** in PPM.
  o The Primary Project will be essential for STIP allocation, revenue recognition for amount-based billing, and other future business processes.

• **Required Action:**
  o Ensure that C&G funds have at least one expenditure account belonging to the Home Department and Home PI. This account must have a positive appropriation to be successfully converted to Oracle PPM.
  o Expenditure accounts **without a cost center** will automatically be associated to the Home PI as part of the conversion process.
DATA CONVERSION REMINDERS

• Recap: Expenditure Account Cleanup
  o Correct expenditure accounts with negative or zero funding by 4/30/2024.
  o Correct expenditure accounts with negative sub code appropriations by 6/30/2024.
  o Resolve funds without an expenditure account belonging to the Home Dept & PI by 6/30/2024.
  o The Ascend Grants Team will monitor these populations and reach out to Home Departments as needed.

• Refer to the October 2023 RAF for additional conversion cleanup:
  o Closing Expired Awards: Closing out funds in the current financial system will be more efficient than closing out in Oracle due to the learning curve of the new system. *Your future self will thank you!*
  o Multiple Payment Bases Awards: For new awards with multiple payment bases, ensure that a separate Account/CC is set up for each payment basis and the payment basis is indicated in the AF table. Please continue to indicate the Payment Basis when submitting linkage requests to EFM for Awards with Multiple Payment Bases.