



EXTRAMURAL FUND MANAGEMENT

NOVEMBER 14, 2024

AGENDA

- BruinBuy Plus: Unallowable Object codes
- Delayed posting of TIF in August-September 2024
- New Procedure for Financial Closeout of Sponsored Projects
- UCPath DR Tool Update



BRUINBUY PLUS: UNALLOWABLE OBJECT CODES

Yoon Lee

BRUINBUY PLUS: UNALLOWABLE OBJECT CODES

- Question during October RAF: *Is there a validation of unallowable object codes in BruinBuy Plus (BB+)?*
- EFM took two following actions to check “*Did it happen?*” and “*Can it happen?*”
 - EFM reviewed all expenses charged to C&G funds since BB+ go-live in January 2024 and confirmed that *there was no expense from BB+ with unallowable object code.*
 - EFM inquired of the P2P team about validation of unallowable object codes.
 - P2P and ITS explained that BB+ is calling FS API web validation or FSOEDIT, which is *preventing unallowable object codes from being charged to C&G funds.*
 - ITS re-tested these controls with sample object codes and confirmed that the *controls are effectively working* as designed.
- During this investigation, EFM discovered that there is one object code “7350: Subagreement for UCOP only” that used to be used for UCOP ledger (Location M) but not deactivated when UCOP went live with their own Financial System separating from UCLA Financial system.
 - EFM requested BFS/ITS to deactivate this object code.

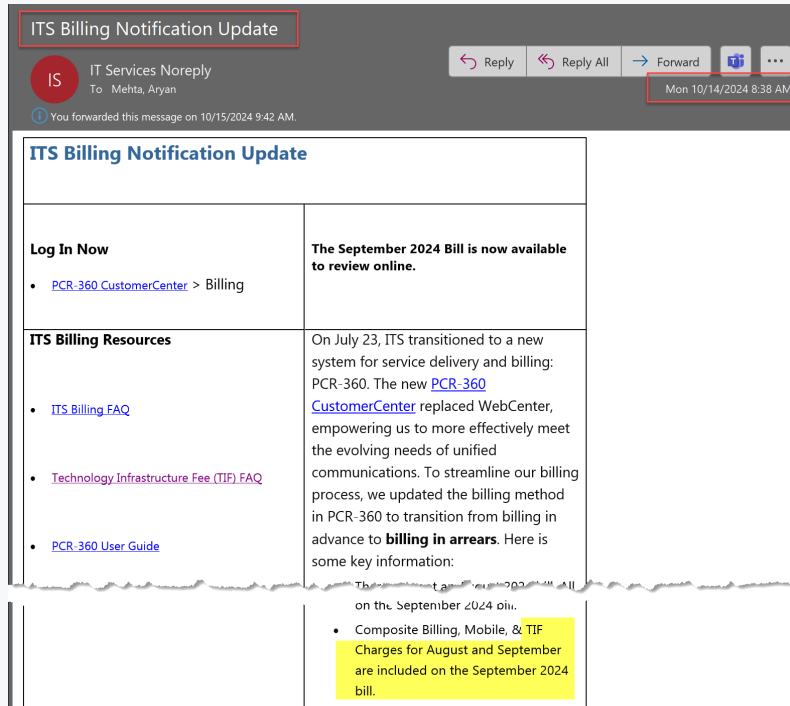


DELAYED POSTING OF TIF IN AUGUST – SEPTEMBER 2024

Yoon Lee

DELAYED POSTING OF TIF FOR AUGUST-SEPTEMBER

- Question during October RAF: Delayed posting of TIF for August and September 2024 payroll. How to address its impact to the closeout packets due to EFM?



ITS Billing Notification Update

IT Services Noreply
To: Mehta, Aryan
Mon 10/14/2024 8:38 AM

You forwarded this message on 10/15/2024 9:42 AM.

ITS Billing Notification Update

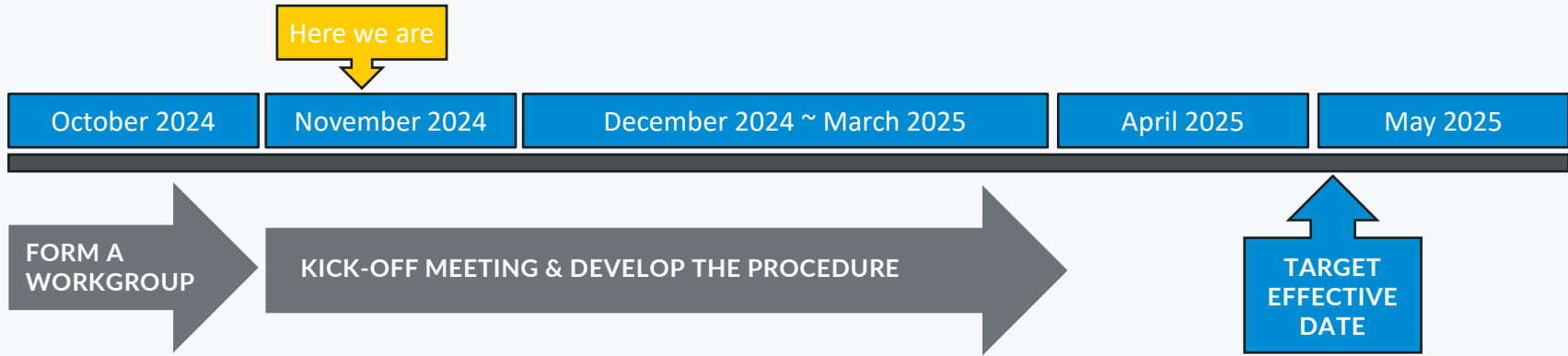
Log In Now <ul style="list-style-type: none">PCR-360 CustomerCenter > Billing	The September 2024 Bill is now available to review online.
ITS Billing Resources <ul style="list-style-type: none">ITS Billing FAQTechnology Infrastructure Fee (TIF) FAQPCR-360 User Guide	On July 23, ITS transitioned to a new system for service delivery and billing: PCR-360. The new PCR-360 CustomerCenter replaced WebCenter, empowering us to more effectively meet the evolving needs of unified communications. To streamline our billing process, we updated the billing method in PCR-360 to transition from billing in advance to billing in arrears . Here is some key information:
	on the September 2024 bill. <ul style="list-style-type: none">Composite Billing, Mobile, & TIF Charges for August and September are included on the September 2024 bill.

- EFM learned that ITS sent the following communication to campus on October 14th.
 - TIF charges for August and September were included on the September 2024 bill.
 - This was due to the ITS' transition to the new system, PCR-360, for service delivery and billing.
- As a delay was a month, most closeout packets should have not been impacted.
 - If this delay resulted in non-reimbursed TIF because of the timing of closeout packet due date, the due date of the final invoice/report to the sponsor, contact EFM accountant.

NEW PROCEDURE FOR FINANCIAL CLOSEOUT OF
SPONSORED PROJECTS

Yoon Lee

NEXT STEPS



EFM will form a workgroup including EFM accountants and department research administrators.

Confirm the areas for improvement, identify challenges, develop solutions working with other central offices as needed, and finalize the procedure. At the kick-off meeting, future meeting cadency will be determined.

Meetings scheduled:
11/21/24 & 12/09/24
For January ~ March 2025:
1.5 hr bi-weekly meetings to be scheduled

COMMUNICATE CHANGES AND PROVIDE TRAINING RESOURCES

Keep the campus informed as key changes are confirmed and prepare and conduct trainings.

WORKGROUP PARTICIPANTS

“Thank you for participating in the initiative!”

- 20 participants from 8 Schools/Organizations and 5 participants representing EFM.
- These 8 organizations make up approximately 90% of the total final financial deliverables and 91% of total campus C&G expenses based on the FY24 data.

College of Letters and Science	School of Medicine	School of Public Health
Grace Leon (Atmospheric & Oceanic Sciences)	Carly Nguyen (Pathology & Lab Medicine)	Mark Almario (Center for Health Policy Research)
Helen Li (Life Sciences Administration)	Cathy Rujanuruks (Department of Medicine)	Uyen Ha (Community Health Services)
Jenny Huynh (Social Sciences Grant Support)	Emelie Lucas (Neurology)	Semel
Katherine Fang (Psychology)	James MacDonald (Biological Chemistry)	Hari Wijesekera
School of Education and Information Studies	Nubia Andrade (Neurobiology)	Thao Nguyen
Karla Breen (Business Office)	Pamela Hanson (Dean’s office)	Extramural Fund Management
School of Engineering and Applied Sciences	Tom Kaner (Pediatrics)	Denise Wong
Lee Yang (Dean’s Office)	School of Nursing	Duy Dang
Gio Gutierrez (HSSEAS-Dean's Office)	Angela Cortes	Jennifer Iglesias
	School of Public Affairs	Jevon Echave
	Marsha Blum	Yoon Lee



UCPATH DIRECT RETRO (DR) TOOL

Val Gomez

RETIRING DIRECT RETRO (DR) TOOL

Important Reminder: Direct Retro Tool will discontinue July 2025

- As shared at [August 2024 RAF](#), the Direct Retro functionality is being phased out by UCPath in order to be fully replaced by the [Salary Cost Transfer \(SCT\) tool](#).
- If you have payroll adjustments pending that require the use of the Direct Retro, [please do not wait and act now!](#) DR's will be processed with a limited frequency starting next year.
- After UCPath discontinues use of the DR Tool, EFM standard practice will be not to accept transfers for UCPath earnings paid on or before 10/3/21 or has had a DR performed in the past.
- Department will be responsible for finding unrestricted funding source for these payroll expense.

DIRECT RETRO (DR) TOOL

Link to training video

→ [When to use the direct retro tool vs. the salary cost transfer tool?](#)

Tool	Use Direct Retro (DR)	Use Salary Cost Transfer (SCT)
UCPath earnings paid on or before 10/3/21	x	
UCPath earnings paid on or after 10/4/21 AND did not previously have a DR processed		x
Has had a DR performed in the past	x	

- DR Processing Schedule:

Direct Retro must be approved by	Direct Retro will be visible on Labor Ledger and DOPE	Direct Retro will post to the General Ledger
11/21/2024	11/24/2024	11/25/2024
12/9/2024	12/12/2024	12/13/2024

- Starting January 2025, UCPath plans to process Direct Retro's every other month.
- For the detailed UCPath Salary Cost Transfer and Direct Retro Processing schedule, please visit the [CRU website](#)

QUESTIONS?

Contact Information

EFM Website

<https://efm.research.ucla.edu/>

Val Gomez

Phone: (310)794-0103

Email: valeria.Gomez@research.ucla.edu

ERS Helpdesk

Email: ershelp@research.ucla.edu

QUESTIONS?

Contact Information

EFM Website

<https://efm.research.ucla.edu/>

Yoon Lee

Phone: (310) 794-0375

Email: yon.lee@research.ucla.edu

ERS Helpdesk

Email: ershelf@research.ucla.edu

Val Gomez

Phone: (310)794-0103

Email: valeria.Gomez@research.ucla.edu