

FINANCIAL SERVICES CONNECTION

OFFICE OF GRANTS AND CONTRACTS

FRINGE BENEFITS

Below are the fringe benefit rate projections to be used for budgeting purposes on sponsored projects proposals. These rates are effective from February 15, 2018 through June 30, 2018 for the CU Denver | Anschutz Medical campuses. Please use these rates for budgeting purposes on proposals with deadline dates falling on or after February 15, 2018. Remember, our campuses still charge benefits based on actual costs and not the budgeted rates. The fringe benefits listed below are treated as direct costs.

Based on feedback from the Colleges and Schools, we have revised our personnel categories to provide more precision on projecting actual benefit costs.

CU Denver Faculty

- Full-time (>=50% FTE) 29.52%
- Part-time (<50% FTE) 21.61%
- (Job codes from 1100 to 1499 excluding 1438, 1309-1311)

CU Anschutz Faculty

- Full-time (>=50% FTE) 25.04%
- Part-time (<50% FTE) 16.59%
- (Job codes from 1100 to 1499 excluding 1438, 1309-1311)

CU Denver | Anschutz

- University Staff (>=50% FTE) 34.60%
- University Staff (< 50% FTE) 26.08%
- Classified Permanent 44.29%
- Classified Temporary 21.86%
- Post Doc Fellow 25.43% (job code 1438)
- Professional Research Assistants 37.49% (job codes 1309-1311)
- Student Faculty /Student Hourly .53% (job codes 1500s and 4XXX)

Medical Residents/ Pre Doc Fellows - At this time, please contact GME for these rates – we will update once we receive them from GME.

Type of benefits included in the above rates –

UNIVERSITY OF COLORADO DENVER ANSCHUTZ BENEFITS ELIGIBILITY TABLE	Health Insurance	Dental Insurance	Life Insurance	Disability Insurance	PERA*	Optional Retirement Plans	OASDI	Medicare	Unemployment Compensation Claims	Workers' Compensation Insurance	Termination Pay	Retiree	Job Codes	Exclusions
Denver Campus Regular Faculty >= 50%	x	x	x	x	x	x	x	x	x	x		x	11XX, 12XX, 13XX, 14XX	Excludes 1309-1311, 1438
Denver Campus Regular Faculty <50%							x	x	x	x		x	11XX, 12XX, 13XX, 14XX	Excludes 1309-1311, 1438
Anschutz Campus Regular Faculty >= 50%	x	x	x	x	x	x	x	x	x	x	x	x	11XX, 12XX, 13XX, 14XX	Excludes 1309-1311, 1438
Anschutz Campus Regular Faculty <50%							x	x	x	x	x	x	11XX, 12XX, 13XX, 14XX	Excludes 1309-1311, 1438
Student Faculty/Hourly								**					1501-1508, 4XXX	
University Staff >= 50%	x	x	x	x	x	x	x	x	x	x	x	x	2200-2999	
University Staff <50%							x	x	x	x	x	x	2200-2999	
Classified Staff Permanent	x	x	x	x	x			x	x	x	x	x	Classified Staff	
Classified Temporary					x			x	x	x			Classified Staff	
Post Doc Fellows	x	x	x	x			x	x	x	x			1438	
Professional Research Assistants	x	x	x	x	x	x	x	x	x	x	x	x	1309-1311	

* Current PERA members with no break in CU service must continue PERA.

** Mandatory with Student Retirement (not employer paid expense), others not covered.

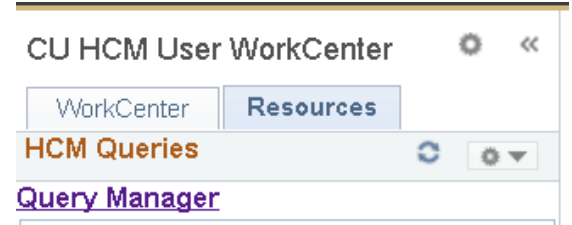
If you have any questions please contact Ryan Holland – 303-724-0195, ryan.holland@ucdenver.edu

This information is also available on the OGC website under

<http://www.ucdenver.edu/research/Research%20Administration%20Documents/Fringe%20Benefits%20Rates%20for%20Grant%20Proposals,%20UCD.pdf>

NEW QUERY FOR PAY INFORMATION RELATED TO EFFORT REPORTS

Do you need to see the pay information behind the Payroll Distribution amounts shown on an Effort Report? We have a new Query in HCM that can be run by Employee ID to pull that payroll information. This data can be narrowed down to just the earnings dates in the Effort Reporting period by filtering the output from the query. The query can be found in HCM Workcenter. The name of the query is **EPER_HR_DATA**. If you are not familiar with HCM Workcenter, a screenshot of the location of the Query Manager is below. For more information about the query or details related to its use, please contact **Seth Hess at x48081**.



SETH HESS has taken on a new challenge as Gift and Effort Reporting Accountant. He'll be working directly with Ginger Acierno in his new position. Seth gained valuable experience as an Award Setup Specialist making him a perfect candidate. Seth.Hess@ucdenver.edu, x48081

The Office of Grants and Contracts has a new email mailbox –

OGC.Gifts@ucdenver.edu

Please send any fund 34/35 set up requests, fiscal roles updated, inactivation/activation and anything related to fund 34 or fund 35 requests to the new mailbox.

WELCOME NEW TEAM MEMBERS!

NADJA BOULGER was hired in January filling the last Closeout Specialist position. Previously, she has worked as a Licensed Real Estate Agent and in an Education Program in St. Croix, U.S. Virgin Islands as well as in Human Resources and as a Project Manager in Germany. Nadja speaks FIVE languages. Nadja.Boulger@ucdenver.edu, x43481

WILL CARTER joined the PreAward team last month. He has been doing a great job filling the Subcontract Specialist position. He comes to OGC from the University of New Mexico and his previous higher education experience has helped him transition smoothly into this position. William.L.Carter@ucdenver.edu, x49503

SHANE JERNIGAN also joined us in January as Financial Services Trainer. Shane comes to us from Management Concepts, where he has over 5 years of experience as an Instructional Designer, Grants Subject Matter Expert, Training Instructor, and Consultant. This new position will provide and facilitate department trainings for all units in Financial Services (OGC, Finance, and Bursar's Office) and will ensure adequate training for grant administration across both campuses. Shane.Jernigan@ucdenver.edu, x49333

TRAM NGUYEN joined the Billing Team in December. She is a CU Denver graduate with a degree in Accounting and has several years of corporate accounting experience. We're pleased to have such a dedicated and qualified person join the team. Tram.B.Nguyen@ucdenver.edu, x48500



Congratulations to George Johnston!

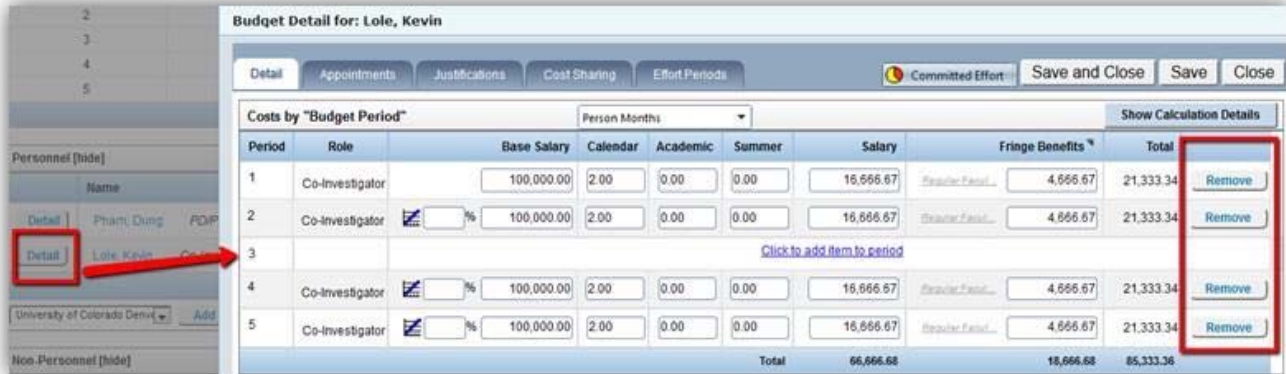
After 20 dedicated years to CU Anschutz and the OGC department, George has retired. He has served in many capacities over the years and most recently served as PostAward Lead. He was an integral part of OGC and his contributions will always be valued and remembered. His hard work, commitment, and mentorship are worthy of admiration and are a true example to follow. We wish him the best of luck!

www.ucdenver.edu/OGC

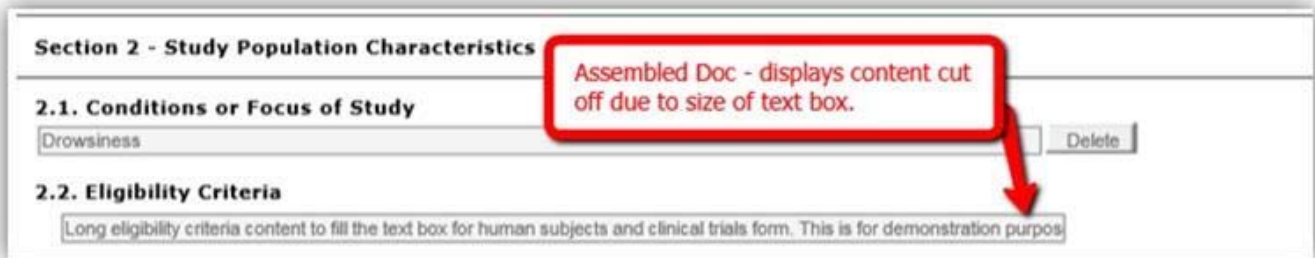
INFOED V15 USEFUL INFO

In working with various administrators to resolve common issues since we've gone live with v15 and Forms E, below are a few quick tips that may be useful!

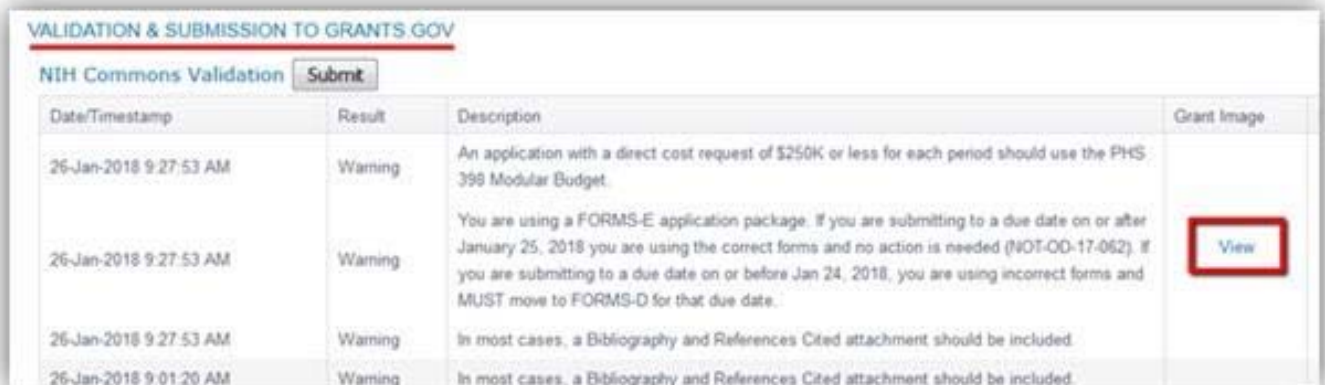
- ✓ Chrome seems to be most compatible with our new updated version of InfoEd. Particularly when trying to mark the Other Project Info tab as complete.
- ✓ Key personnel that are inactive in various years of an S2S application can simply be removed from budget pages by clicking the Remove button after clicking into the personnel budget details.



- ✓ Currently the Assembled Doc shows a screen capture of the text box with content cut off due to the size of the text box.



For applications that allow NIH Commons Validations, the Grant Image is generated only when no errors are found on the application. This Grant Image is a copy of the application sent to the sponsor but displays all content inside the text boxes of the Human Subjects/Clinical Trial form. I would recommend sending this Grant Image to your PI for final approval before sponsor submission if it is available.



EXTERNAL CONSULTANTS

The functionality of adding an external consultant remains to be an outstanding issue with the vendor so we are continuing to use the work-around. Steps to add an external consultant can be found [here](#) but note that the ability to do this requires added permissions in InfoEd. Please feel free to contact me if you need permissions or run into any issues when adding in your external personnel.

SUBCONTRACT INSTITUTIONS

When adding subcontracts, please double check the institution is not already in our database before adding it in! If you see duplicates, make sure to select the option marked with an asterisk (*). Clean up of this database will remove any duplicate institutions, along with any profiles associated with that duplicate entry.

The screenshot shows a web interface for 'SubAwards [hide]'. It features a table with columns 'Inst/Contractor Name' and 'Order'. Below the table, there is a search bar with the text 'denver health' and a dropdown menu. The dropdown menu lists several options: 'Denver Health', '2.) Denver Health', 'Denver Health and Hospital Authority', 'Denver Health and Hospital Authority*', 'Denver Health Eye Clinic*', and 'Denver Health Medical Center*'. The option 'Denver Health and Hospital Authority*' is highlighted. There is also a button labeled 'Add New SubAwardee' and a 'Subprojects[show] Import' button.

USEFUL INFOED LINKS

- ✓ [NIH Application Guides](#) – This link provides comprehensive instructions on NIH grant submission requirements.
- ✓ [NIH Parent Announcements](#) – This link will direct you to a list of the new NIH PA numbers.
- ✓ [Training Materials](#) - A plethora of guides and helpful information particularly for departments with personnel that are newly hired or new to InfoEd eRA located on the [OGC](#) website.
- ✓ [eRA Newsletters](#) - Previous newsletters are conveniently located on the OGC/ERA website.

OGC TEAM TALKS

Please join us for the Financial Services GRANTS Team Talks meetings. Our goal is to share more information on the Grants PeopleSoft functionality and navigation. The next sessions will provide information specific to **Requirements and Best Practices for PETS Hitting Sponsored Projects.**

Feel free to attend on either campus, however please be sure to register at

https://www.surveymonkey.com/r/TeamTalks_PETS

CU Denver Campus Team Talk

Date: Thursday, February 22, 2018

9:00 a.m. -10:30 a.m.

Location: CU Building, Room 1000

CU Anschutz Campus Team Talk

Date: Monday, February 26, 2018

1:00 p.m. - 2:30 p.m.

Location: R1 North, Room 1000 (Hensel Phelps East)

*Presentation slides from previous sessions are available on the OGC website -
<http://www.ucdenver.edu/research/OGC/training/Pages/default.aspx>.*