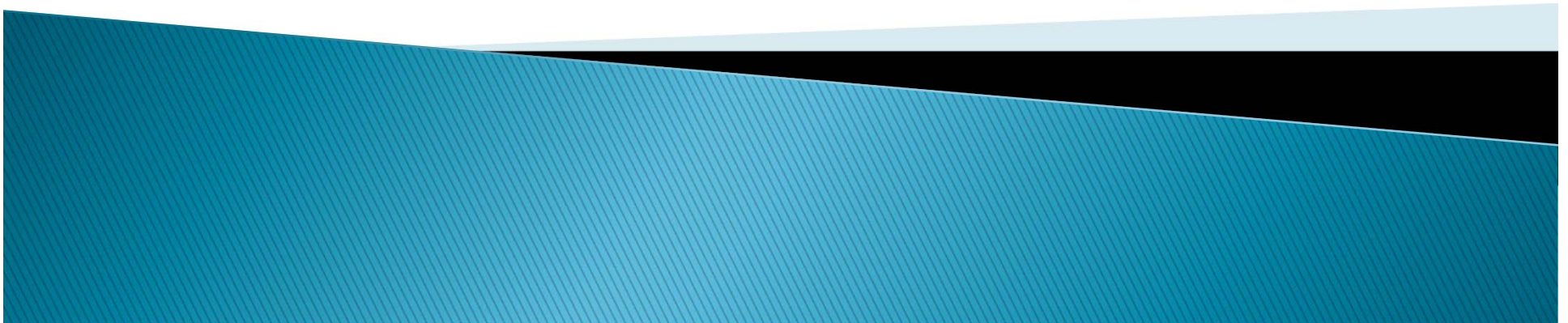




University of Colorado
Denver | Anschutz Medical Campus

Human Capital Management (HCM)–Spending Controls Implementation

Office of Grants and Contracts
August 2018



Agenda

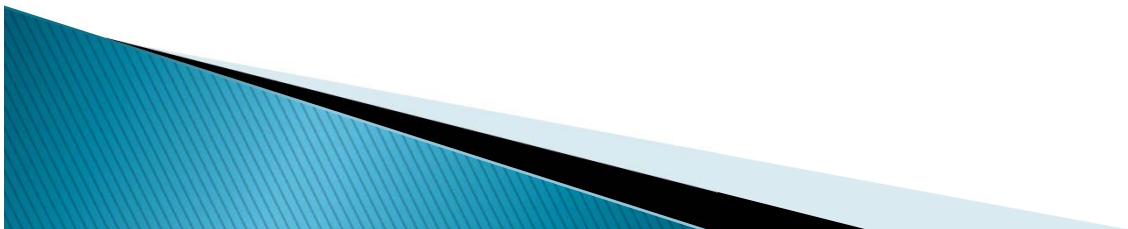
- ▶ Current Structure
- ▶ Future Structure
- ▶ Implementation Date
- ▶ Resources
- ▶ Questions



Current Structure

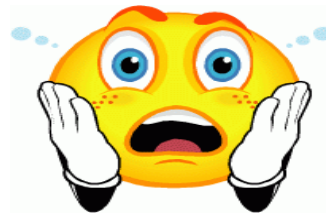
Current system configuration of Peoplesoft 9.2 allows payroll expenditures to bypass funding end date and project status validations.

Expenditures are posted to the Project/Speed type at any time if the speed type is active.



Current Structure

- ▶ Overpayments
- ▶ Denial of Payment
- ▶ Higher fiscal risk due to unallowable/ uncollectible expenditures.
- ▶ Federal agencies are shutting down ability to draw/bill after 90–120 days
- ▶ Additional requirements from Sponsors



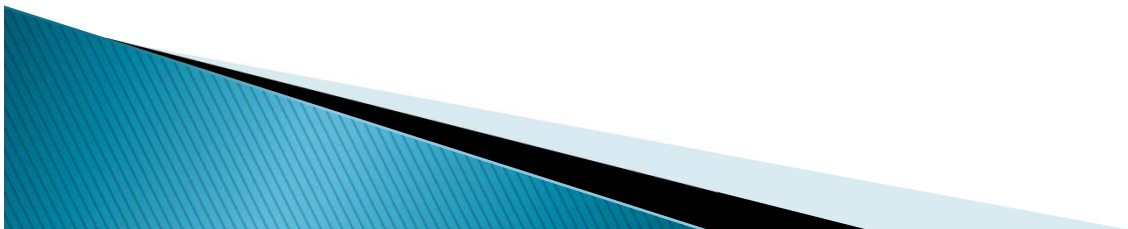
Future Structure

CU is implementing a system configuration which will have an impact on campus business practices and will offer systematic control over expenditures incurred beyond the sponsored project end date.

- Impacts all campuses
- Includes sponsored projects (funds 30/31) and funds 35 AEF/DEF grants

Future Structure Systems Impacted

- ▶ Human Capital Management (HCM)
 - Funding line distributions
 - Payroll Expense Transfers (PETs)



Future Structure

Funding line distribution impacts:

- ▶ The funding distribution will require a funding end date for entry which cannot exceed the project end date.
- ▶ Payroll following the end date of a project will transition to suspense if a new distribution has not been entered.
- ▶ New payroll entries can no longer be submitted after the project end date

Future Structure

HCM: Funding Entry New Distribution

New Distribution Data															Personalize	Find	View All	First	1 of 1	Last
ERNCD	SpeedType	SpeedType Description	Project Enc Date	Funding End Date	Budget Amount	Percent of Distribution	Fund Code	Department	Program Code	Project	Account	PC Business Unit	Activity	Chartfield Descr						
1	41016996	Anthropology			5398.833	100.000	10	40007	23805		444444			Chartfield Descr						

EMPLOYEE JOB & TRANSACTION DATA				UPDATED FUNDING INFORMATION			
Employee Name	JACQUELINE	NEW FUNDING BEGIN DATE		FTE	SALARY	% TIME	
Empl ID/Pos #	12345678	6/1/2018		0.600	\$ 3,600.00	60.000	
Department		Speedtype	SpeedType Descr	End Date	100%	PAY AMT	% TIME
Funding Data	Updated	610xxxx	Gen Fund 1	6/30/2018	33.333	\$ 1,200.00	20.000
Standard Hrs	24.00	630xxxx2	Grant 2	9/15/2018	20.833	\$ 750.00	12.500
FTE	0.6000	635xxxx3	Grant 3	10/31/2018	29.167	\$ 1,050.00	17.500
SALARY	\$ 3,600.00	630xxxx4	NEW GRANT 1	12/31/2018	13.889	\$ 500.00	8.333
Salary @ FTE 1.0	\$ 6,000.00	630xxxx5	NEW GRANT 2	12/31/2018	2.778	\$ 100.00	1.667
BASEM	\$ -				0.000		0.000
TRANSACTION INFORMATION				TOTAL PERCENT TIME		100.000	\$ 3,600.00

Calculate the funding distribution

1. Enter an ACTIVE SpeedType
2. Enter the funding end date
3. Add or delete lines as needed
4. Enter the % distribution or budget amount
5. Total distribution equal to 100%

Future Structure

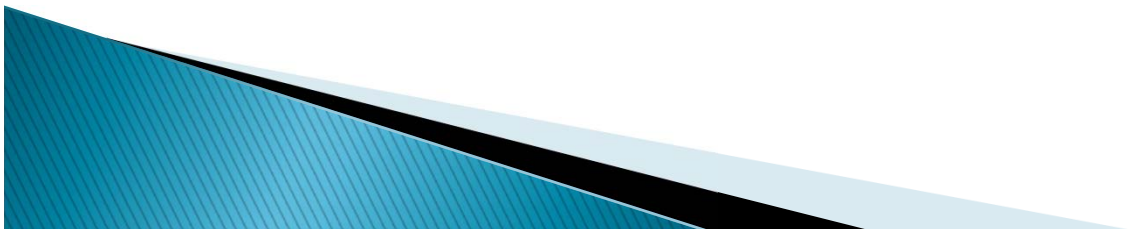
What causes Suspense for Sponsored Projects?

- ▶ Expired funding end date

Employee is in a position with funding that ends before the current pay period end date.

- ▶ Inactive Speedtype

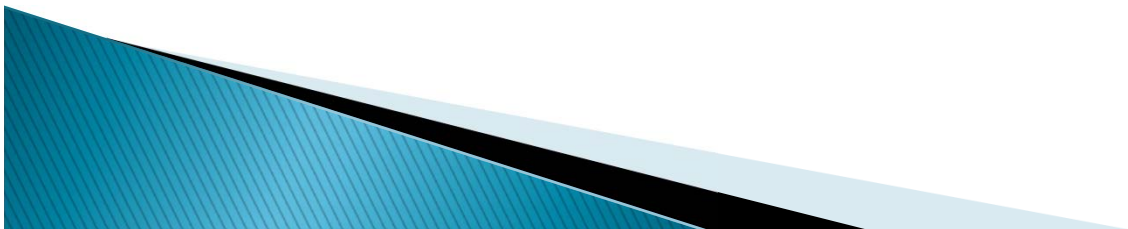
If the speed type is inactive, expenses related to that payroll will go into suspense.



Future Structure

Payroll Expense Transfer impacts:

- ▶ PETs cannot be processed on a project after 60 days from the expiration date.
 - If a project ends on 6/30/2018, PETs cannot be processed on this project after 8/30/2018



Future Structure

The President's Office is developing reports to share with departments on the monthly transactions:

- HCM Funding Lines that will be charged to suspense
- Payroll Expense Transfer (PETS) that occur after the project end date
- Overall aging of PETS within the project period—high compliance risk if not transferred in a timely manner

Implementation Date

October 22, 2018



Frequently Asked Questions

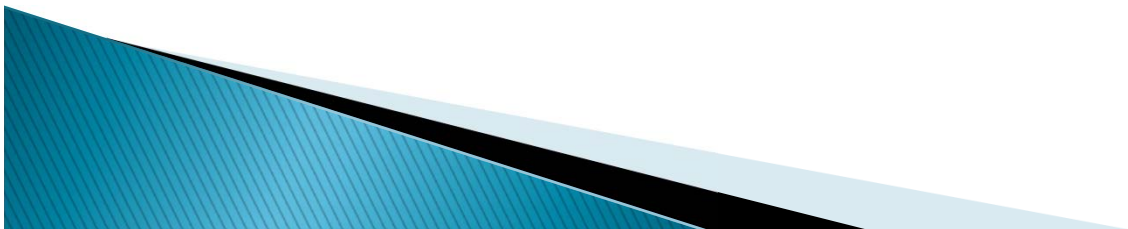
- ▶ How will this change in my role as PPL?

Answer: As your standard practice before payroll runs, the suspense report should be run. For any payroll listed on the report as having an expired project end date, you need to work with your unit's grant administrator to change the funding distribution so the payroll is not charged to suspense.

Frequently Asked Questions

- ▶ How will this change in my role as PPL?

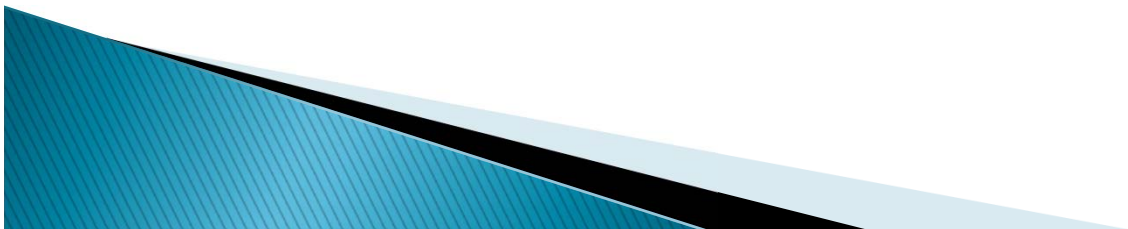
Answer: For Payroll Expense Transfers, you need to work with your unit's grant administrator to ensure requests are processed within 60 days for the project's end date.



Frequently Asked Questions

- ▶ What do I do if I'm waiting for my Project/Speedtype?

Answer: Speedtypes are set up within 7–10 business days for fully executed awards. Request a pre-award prior to the start date if you know there will be a delay.



Frequently Asked Questions

- ▶ How do I handle Student pay that flows past the project end date?

Answer:

The pay should pro-rate. The “Making a Funding Entry” Step-by-Step job aid will provide guidance on how to input the transaction.

<https://www.cu.edu/docs/sbs-funding-entry>



Resources

- ▶ OGC Listserve
- ▶ Sharon Grant–Campus Change Manager–scheduling meetings to obtain feedback/concerns from departments
- ▶ Catherine McCoy–Webinars–Funding Entry and FY Rollover
<https://www.cu.edu/hcm-community/hcm-projects/training-webinars>
- ▶ Job Aid Link–“Making a Funding Entry”
<https://www.cu.edu/docs/sbs-funding-entry>
- ▶ HCM Community Blog
<https://www.cu.edu/blog/hcm-community/review-funding-best-practices-start-fiscal-year-2019>
- ▶ Available for meetings–please contact
Ginger Acierno Ginger.Acierno@ucdenver.edu
Sharon Grant Sharon.Grant@ucdenver.edu

QUESTIONS

