

April 12, 2023

UCSB Financial Management Modernization

Project and Grants Management (PGM)

Wave 5 - Project Conversion

PGM Conversion Team

PGM Workstream Leads

Tyler Clark, *EMF Manager*

Jane Kittle, *CFO Research Division*

Mattie Moore, *Deloitte Implementation Partner*

Functional Conversion Leads (Project & Budget)

Laura Susin, *MSI Budget Coordinator*

Kelly Hayton, *EVC Assoc Director of Finance & Ops*

Technical Conversion Team

Anna Lin, *Business Systems Analyst*

Dan Gallagher, *GUS Conversion Lead*

Topics

1. Project Criteria & Scope
2. Future design
3. Data conversion steps and scope
4. Steps
5. Clean-Up Template
6. Timeline
7. Q&A

Project Criteria

We've simplified project criteria to be a series of Yes or No questions. If any of these answers are Yes, the project should be in PGM.

| Criteria | PGM Project? |
|---|-----------------------|
| <i>Is this externally funded by an award notification or other agreement made through the Office of Research (i.e., sponsored project, which is a policy-defined activity)?</i> | Yes |
| <i>Is this capitalizable and/or a construction project or feasibility study to be managed by FM or D&CS?</i> | Yes |
| <i>Is this funding allocated to a specific faculty member or PI? And will it require PI dashboard level reporting and recurring transactional approval from PMs and PIs?</i> | Yes |
| <i>Is this body of work defined for a period of time during which there will be a significant number of transactions, plus one of the following?</i> A) <i>Multi-fiscal year Inception-to-Date reporting required</i> B) <i>Internal reporting needs are not met by referencing another CCoA segment value</i> | Yes (optional) |

Current Scope of PGM Projects

Below is an overview of Project “Types” that will be housed in PGM.

In the future state, we plan to limit the users of PGM because this module requires additional maintenance and configuration that may impede user’s ability to make timely updates and changes.

Sponsored Projects

Sponsored Projects are any projects being funded by an external sponsor and are our primary ‘research’ projects. We will assume that *all* sponsored projects will be housed in PGM

Faculty Funds Projects

Faculty Funds Projects include funding allocated to a specific faculty member, and can include types of funding like retention and startup that the faculty can use over a period of several years. This will include Internal Awards, e.g. Senate Faculty Awards.

Capital / Construction Projects

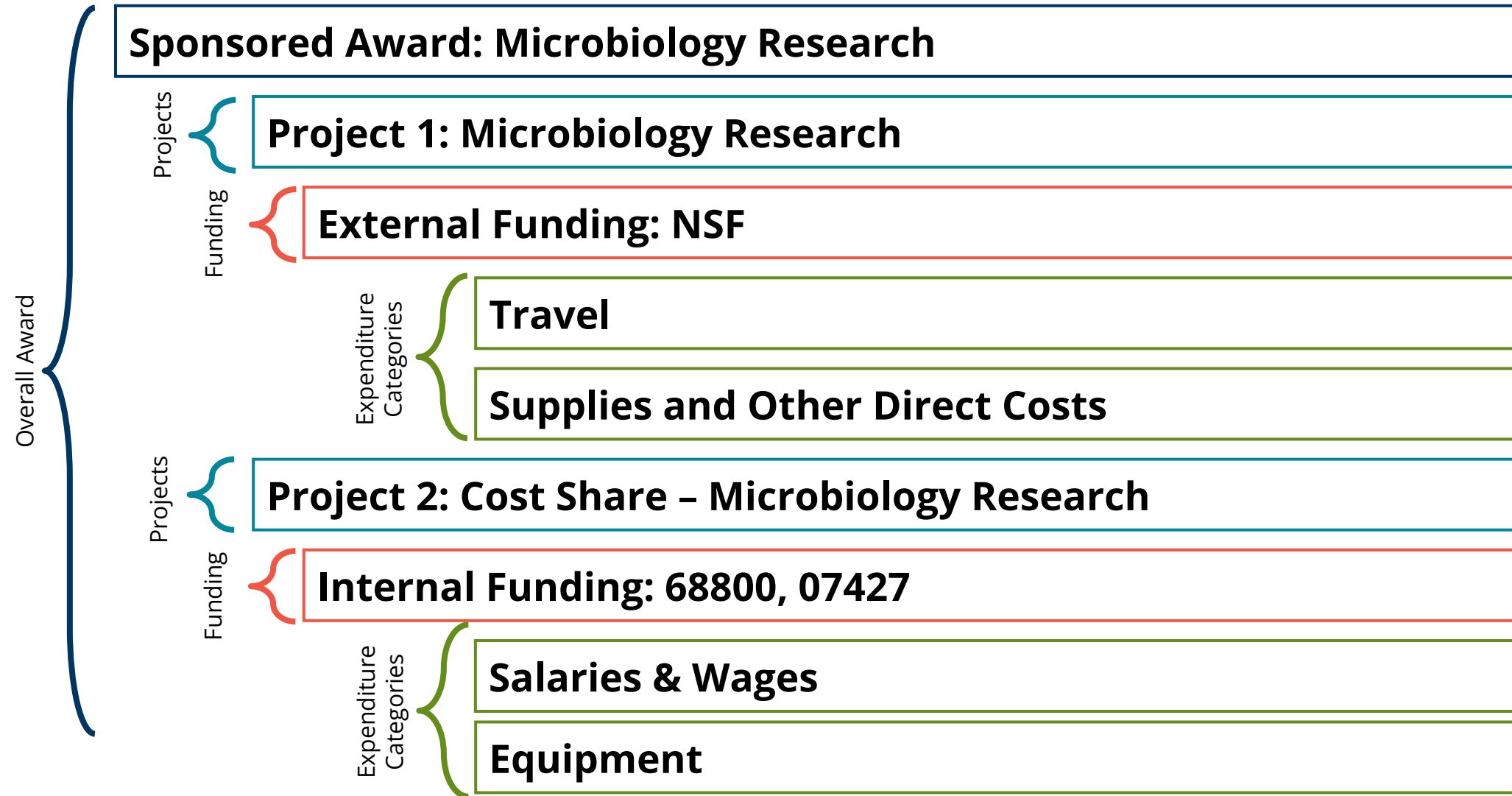
Capital Projects include all of our large-dollar construction projects (new buildings, redesigned labs) and some other DCS projects like deferred maintenance. Note that fabrications related to research would be marked as a ‘Sponsored Capital Project’

Note that projects outside of the above categories (including Gifts and Endowments) will likely *not* be tracked in PGM in the future. They will be housed in other segments of the CCOA.

Future Design – Sponsored Awards

As a reminder, our design focuses on the Award - Project – Task relationship

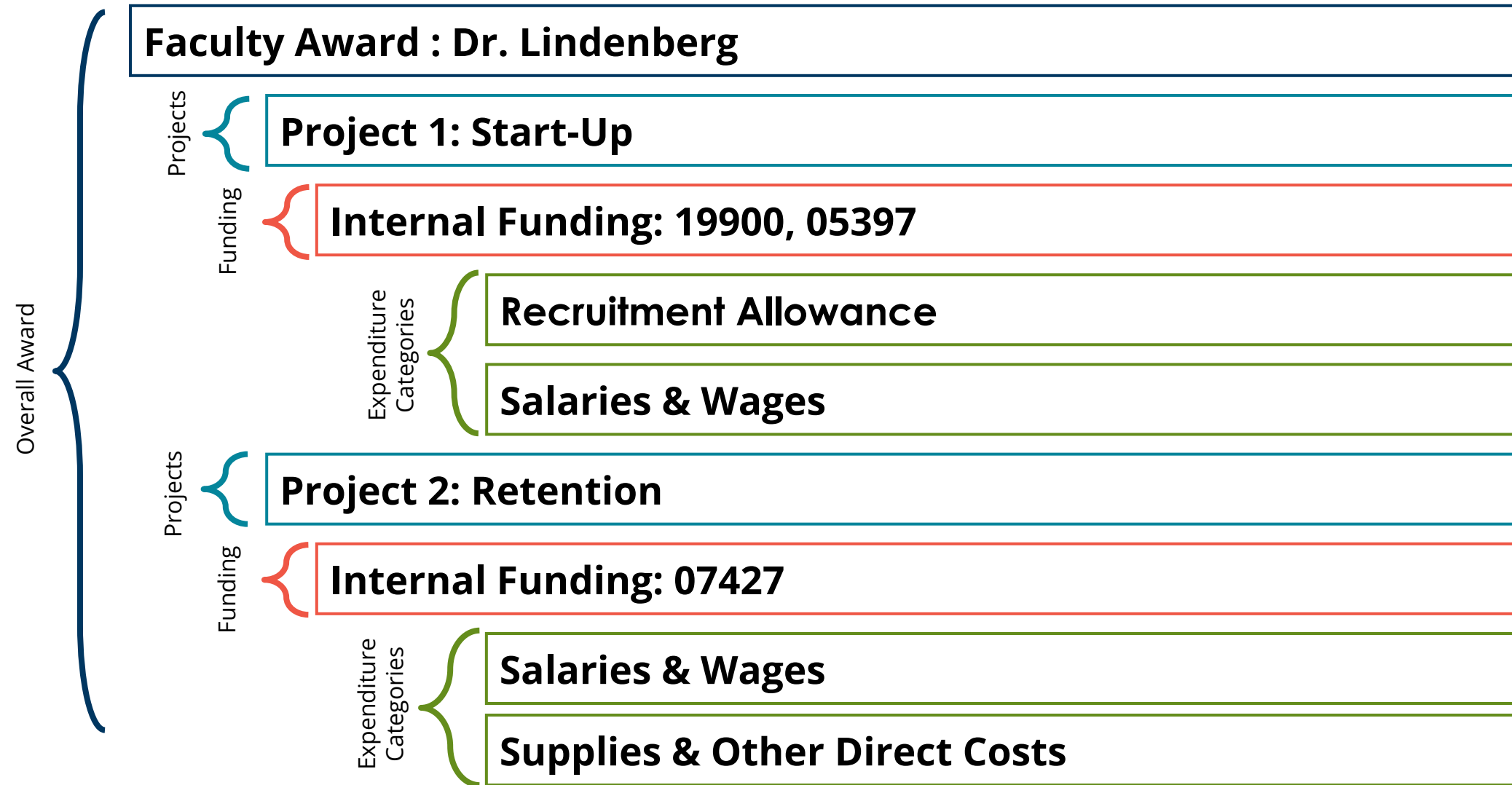
Projects can be used to differentiate between different bodies of work or funding.



Future Design – Non-Sponsored Faculty Awards

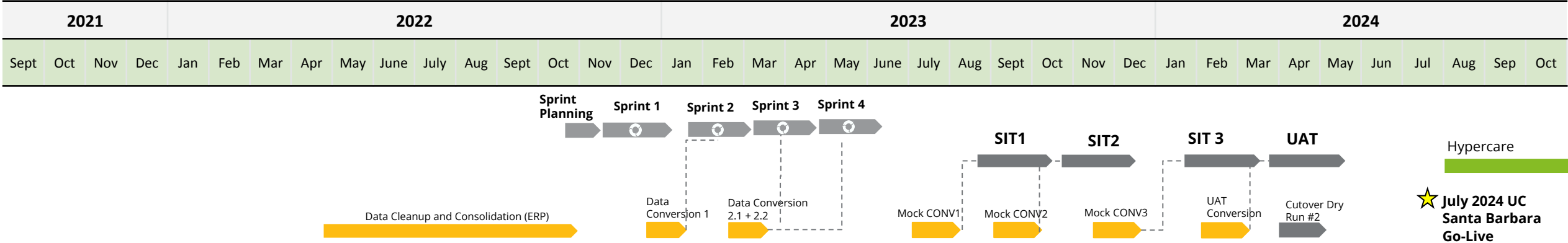
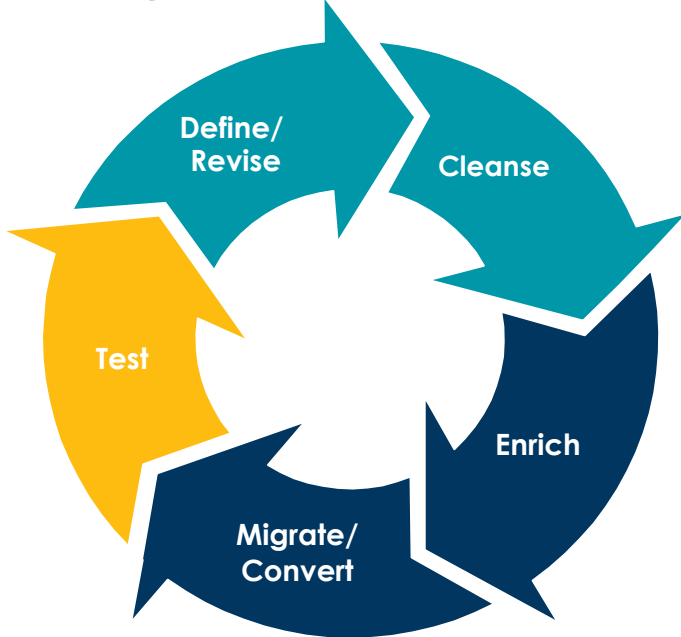
As a reminder, our original design focused on the Award - Project – Task relationship

Projects can be used to differentiate between different bodies of work or funding. In this design, each project can be funded by multiple, internal funding sources.



Data Conversion: Steps

Our approach to data conversion follows a series of well defined activities leading up to iterative integration testing with the business processes that consume the data and refinement of approach and cleansing of data.



★ July 2024 UC Santa Barbara Go-Live

Overview of Objects and Expected Clean Up

*PGM has a total of 16 unique conversion objects, the most of any workstream.
Three data types will require significant coordination with departments.*

Projects - Kickoff 4/12/23 (Today)

- Appropriate categorization of existing projects into future-state types; also capturing when projects will not be in PGM
- Clean-up of existing attributes and matching existing fields (and field usages) to what we will utilize for conversion

Budgets - Kickoff 5/30/23

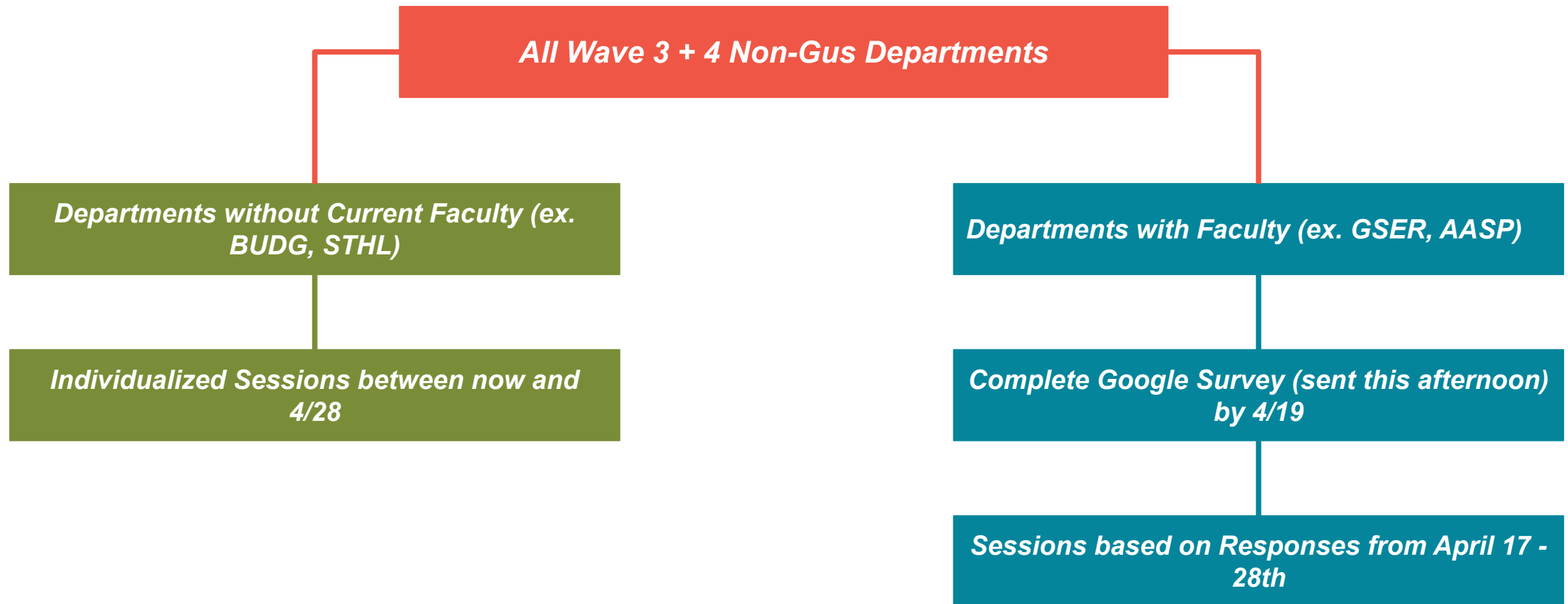
- Demarcation of Fabrication budgets to provide appropriate budgets for fabrication project
- Clean-up of existing Subs
- Faculty Start Up and Retention Budgets will be pulled from the Assistant Deans - no action needed from you all

Costs - Kickoff 7/31/23

- Extraction of PeopleSoft costs and a manual comparison of where Project codes may be missing in PeopleSoft
- Review of costs on projects to ensure they meet award requirements; ToE where applicable prior to conversion cycle.
- Faculty Start Up and Retention Costs will be pulled from Assistant Deans - no action needed.

Next Steps

As we move forward into project clean-up, we want to ensure that we understand your current state - we will schedule additional time to review with your departments



Initial Questions

We will send out a Google Survey to all Departments with Faculty - only one survey is needed per department. All other departments we will schedule time directly with.

- **Track projects:** How are you differentiating separate pots of money currently, particularly those related to the same Account-Fund combination? This may include: funds allocated to specific faculty, start-up and retention, and sponsored projects.
- **Flexfields:** Is your department currently using departmental flexfields (For example, Cost Center, Project Code, Cost Type)?
 - **If you answered "yes"** to the question above, please describe what you are tracking with each flexfield.
- **Other systems:** Is your departments using other systems to track financial information – including transactions, budget allocations etc.?
 - **If you have answered "yes"** to the question above, what is the other system you are using?
- **Reconciliation:** If you are using other systems, what is your process for reconciling to the General Ledger, and how frequently do you reconcile?
- **Current Budget:** As part of this conversion, we expect to convert budget balances related to future-state faculty projects. Is there a representation of your current budget balances for separate pots of money allocated to specific faculty members/PIs?

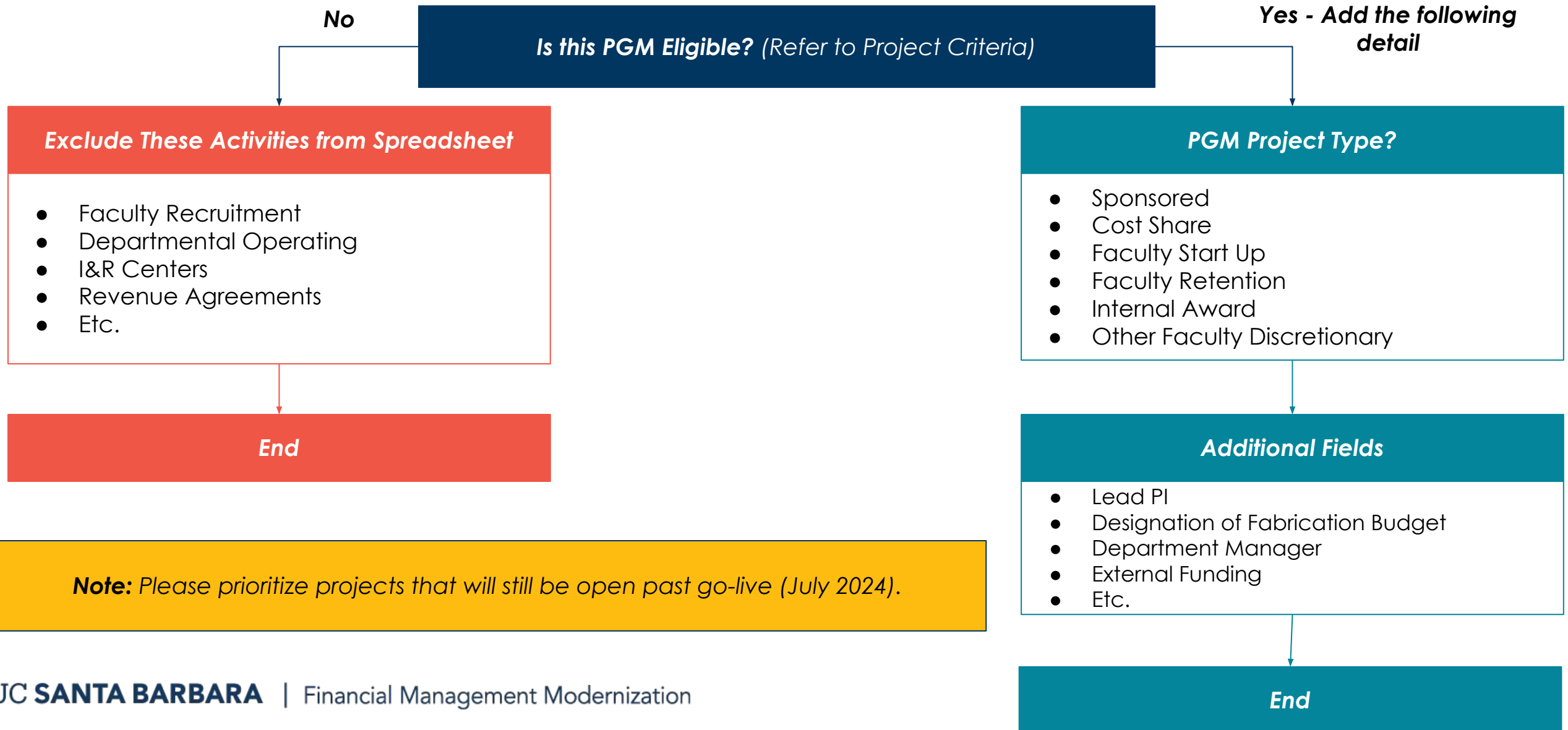
First Step: Project Cleanup

For Project Cleanup, we will utilize a spreadsheet developed by our team. The template introduces initial questions that will drive what fields should be updated.

1. Review starting template data for completeness
 - Either: account-fund **or** account-fund-project
2. Add rows for additional levels of tracking (e.g. *separate buckets within a single account-fund tracked offline in spreadsheets*)
 - All new rows MUST include a unique value / identifier in the “project code” column
3. Proceed to eligibility review

Step Two: Eligibility Project Review / Cleanup

For Project Cleanup, we will utilize a spreadsheet developed by our team. The template introduces initial questions that will drive what fields should be updated.



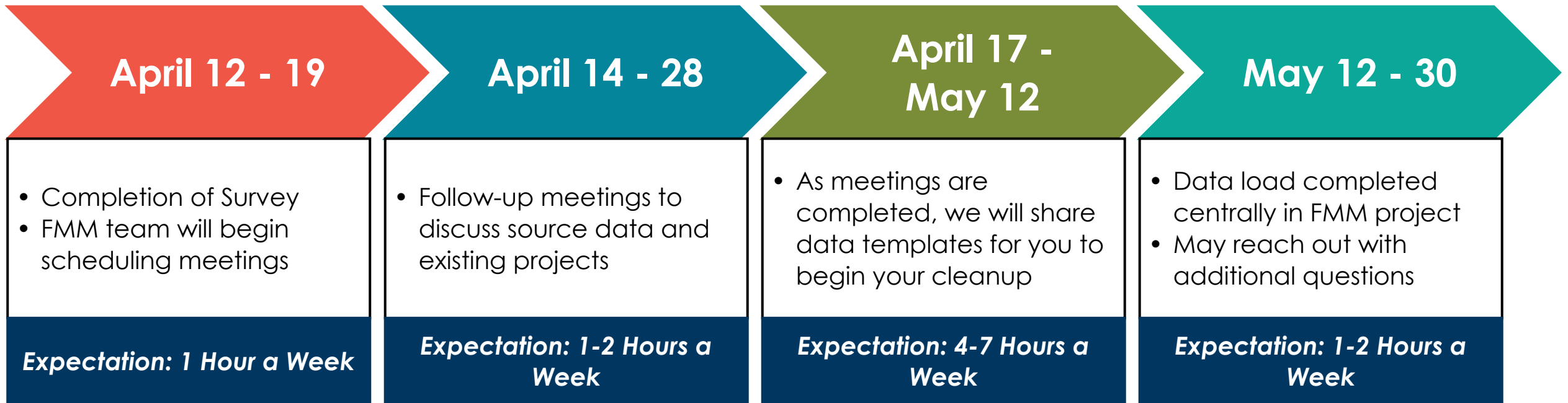
Live Demo

End Goal - Standardized Data

| Dept Code | Project Code | FY | Account | Fund | PGM Eligible | NonPGM Work_Type | PGM Project_Type | PGM Extramural_Fund | PGM Internal_Award_Type | PGM Fabrication_Budget | PGM External_Funding | PGM DeptMgr_Name | PGM DeptMgr_ID | PGM LeadPI_Name | PGM LeadPI_ID | Status |
|-----------|--------------|-------|---------|-------|--------------|------------------------|----------------------------|---------------------|-------------------------|------------------------|----------------------|-------------------|----------------|--------------------|---------------|----------|
| CHNE | 22CPM | 22-23 | 402518 | 19900 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | RSF08 | | 0 | 0 | Yes | | Sponsored | | | No | | Cain, Anne-Claire | 10075612 | Segalman, Rachel | 10038708 | Complete |
| CHNE | TRASH | | 0 | 0 | No | NA - Ignore | | | | | | | | | | Complete |
| CHNE | CE010 | 22-23 | 402520 | 05397 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | EMC01 | 22-23 | 442520 | 05397 | Yes | | Internal Award | | Other UC/UCOP Award | No | Yes | Cain, Anne-Claire | 10075612 | Mcfarland, Eric | 10037235 | Complete |
| CHNE | AMC04 | 22-23 | 442520 | 07427 | Yes | | Internal Award | | Chancellor's Faculty Re | No | Yes | Cain, Anne-Claire | 10075612 | Mukherjee, Arnab | 10037325 | Complete |
| CHNE | CE020 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE021 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE024 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE025 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE026 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE027 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE028 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE029 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE052 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | CE060 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | JCC03 | 22-23 | 442520 | 07427 | Yes | | Other Faculty Discretionar | | | No | Yes | Cain, Anne-Claire | 10075612 | Chads, Joseph | 10036789 | Complete |
| CHNE | MOC05 | 22-23 | 442520 | 07427 | Yes | | Other Faculty Discretionar | | | No | Yes | Cain, Anne-Claire | 10075612 | O'malley, Michelle | 10039596 | Complete |
| CHNE | MSC02 | 22-23 | 442520 | 07427 | Yes | | Other Faculty Discretionar | | | No | Yes | Cain, Anne-Claire | 10075612 | Shell, Michael | 10037087 | Complete |
| CHNE | OHAXM | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHBF0 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHEWM | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHGRO | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHJBR | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHLGL | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMAM | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMAO | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMEH | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMFD | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMJG | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMSS | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHMSS | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHPNC | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHRAS | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHSC0 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHSL0 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHSS0 | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | OHTMS | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | SPO27B | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | SPO36A | 22-23 | 402520 | 07427 | No | Departmental Operatir | | | | | | | | | | Complete |
| CHNE | SSC01 | 22-23 | 442520 | 07427 | Yes | | Internal Award | | Other UC/UCOP Award | No | Yes | Cain, Anne-Claire | 10075612 | Scott, Susannah | 10039401 | Complete |
| CHNE | CE900 | 22-23 | 784252 | 13759 | No | Student Aid & Fellowsh | | | | | | | | | | Complete |

Timeline and Time Commitment Expectations

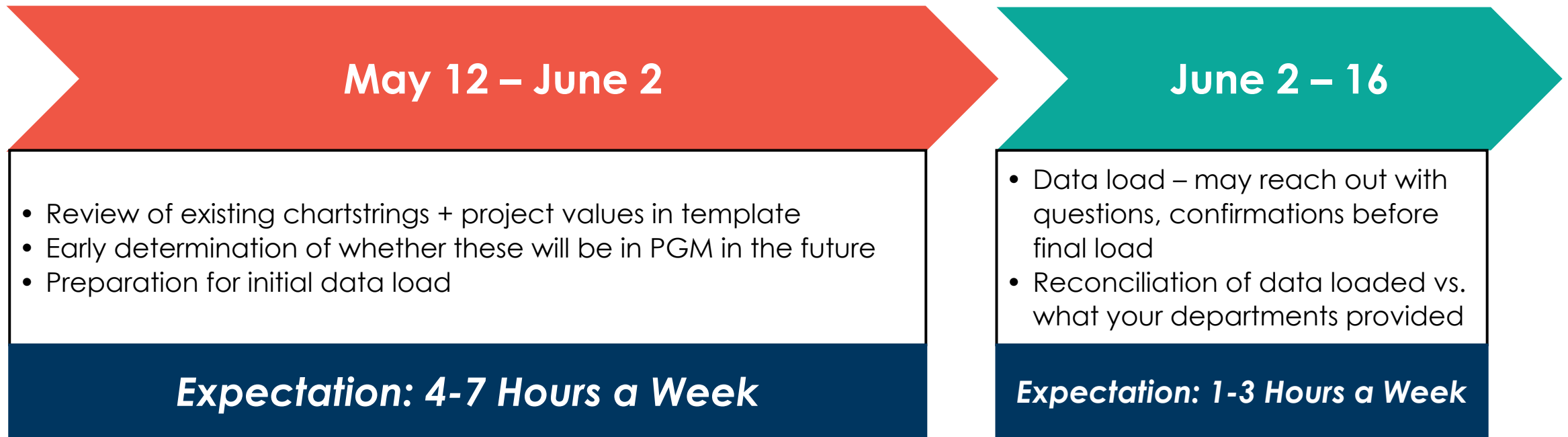
Below is a brief timeline of events and expectations for Wave 3 + 4 of the first object.



Follow-up meetings will be scheduled as surveys are complete. Template for clean-up should be available quickly thereafter.

Timeline and Time Commitment Expectations

Below is a brief timeline of events and expectations for Wave 3 + 4 of the first object.



We will be asking for your feedback as we go and welcome ideas you have to streamline this process.

Next Steps & Important Dates

- Stay tuned for follow-up email with links to slidedeck, instruction documents, and spreadsheet template
- Please feel free to email us with any questions at: fmm-pgm-conv-leads@farm.ucsb.edu

| | |
|-----------------|---|
| April 12 | Project Object Kick-Off |
| April 19 | Survey on Current State Due |
| June 2 | Due Date for Project Data Clean-up |
| TBD | Budget Data Clean-up Kickoff |
| TBD | Due Date for Budget Data Clean-up |
| TBD | Cost Data Clean-up Kickoff |
| TBD | Due Date for Cost Clean-up |

Q&A

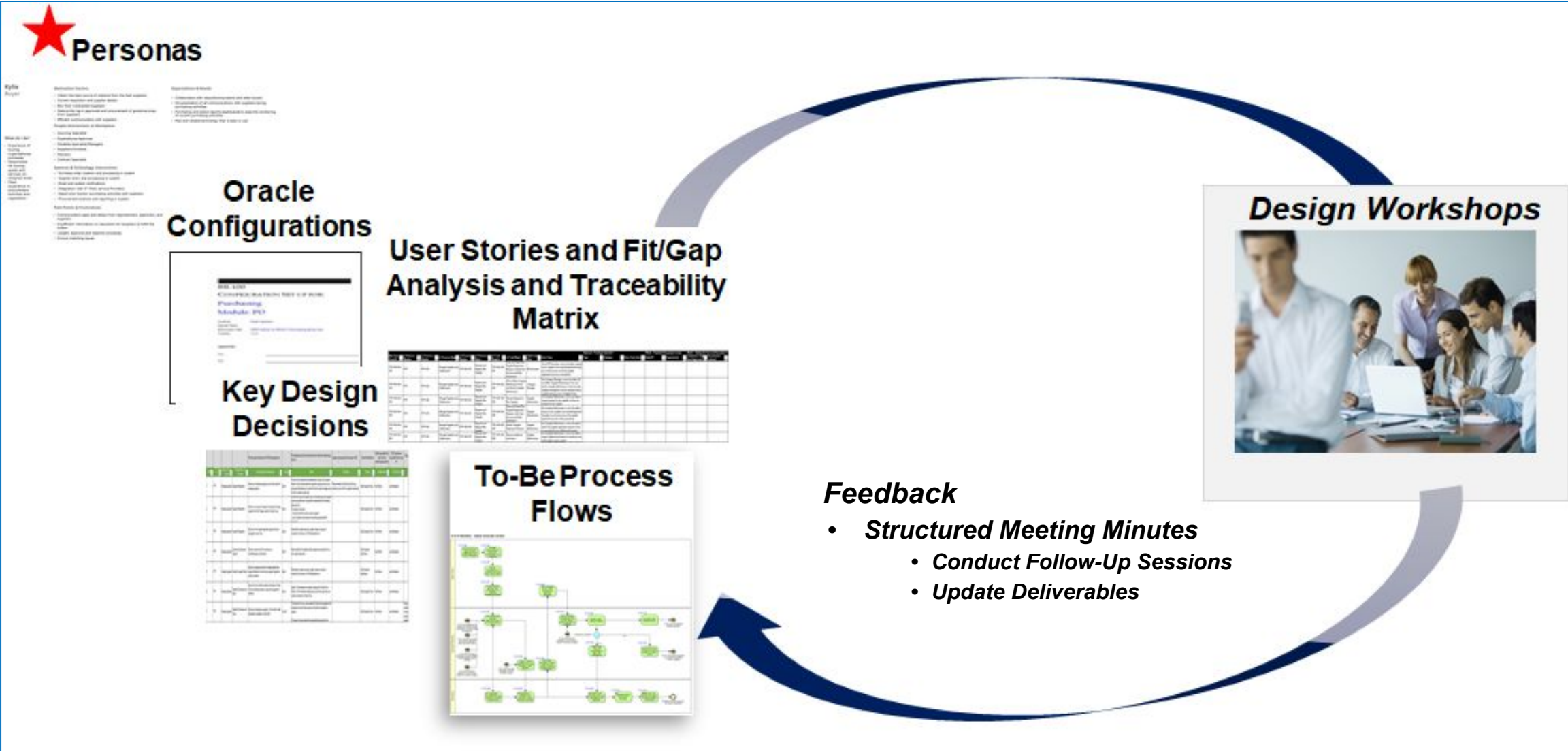
Thank you!

UC SANTA BARBARA

Appendix

Design Workshops - Iterative Process

Each Key Design Component adjusted following each Workshop



Master Business Process and Oracle Module Scope List

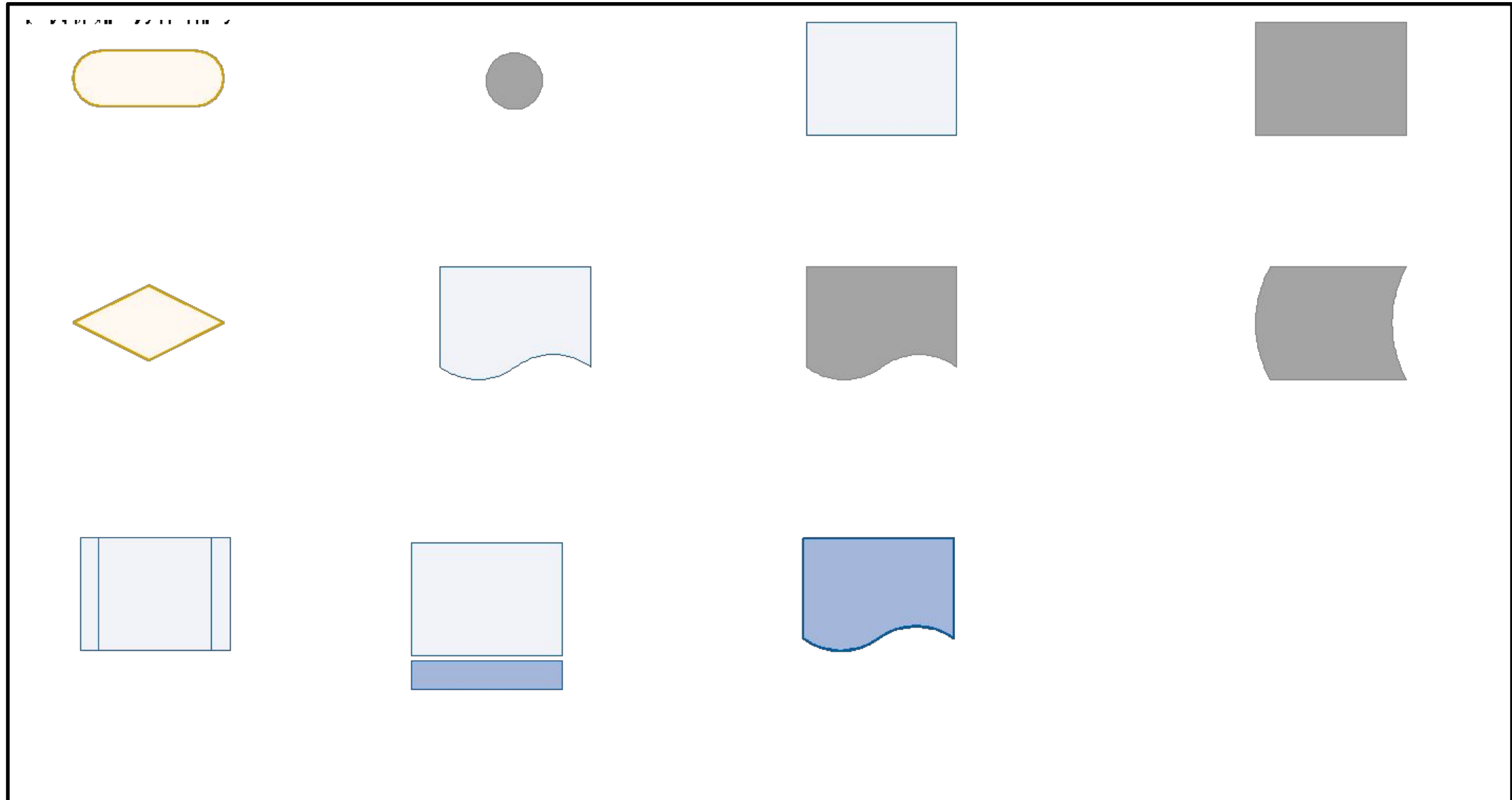
L1 and L3 Business Processes and Module list in scope.

| Record to Report | | | Invoice to Cash | Procure to Pay | | Projects and Grants Management | | |
|------------------------------|---------------------------|--|----------------------------|---------------------------------------|-----------------------------------|----------------------------------|-----------------------------------|-------------------------------------|
| General Ledger | Fixed Assets | Cash Management | Accounts Receivable | Procurement, Self Service Procurement | Accounts Payable, Supplier Portal | Project Costing, Project Control | Grants Management | Project Contract, Project Billing |
| Financial Accounting Hub | Lease Accounting | Tax | Advanced Collection | Manage Requisitions | Manage Payables Invoices | Capture Project Costs | Manage Projects Master Data | Manage Sub-recipients |
| Account Reconciliation | Manage Asset Additions | Manage Banks, Branches and Bank Accounts | Manage Customers/ Sponsors | Manage Purchase Orders | Manage Payments | Manage Cost Adjustments | Establish Grant Award/Contract | Manage Project & Grant Billing/Draw |
| Enterprise Data Management | Manage Depreciation | Reconcile Bank Statements | Manage Receivables | Manage Receipts | Close Payables Period | Manage Labor Costing | Manage Project/Grant Budgets | Manage Revenue Recognition |
| Maintain Chart of Account | Manage Asset Transactions | Month End Cash Management to GL Reconciliation | Manage Cash Receipts | Manage Suppliers | | | Update Award / Project / Contract | Close Projects Period |
| Manage Journal Entries | Manage Asset Retirements | Manage Cash Transactions | Close Receivables Period | Receipt & Cost Accounting | | | | |
| Perform Allocations | Close Fixed Assets Period | | | | | | | |
| Close Accounting Period/Year | | | | | | | | |
| Perform Financial Reporting | | | | | | | | |

| Planning & Budgeting | |
|----------------------|-----------------|
| Financials | Workforce |
| Budget Baseline | Budget Approval |
| | Adjustment |
| Department Budgeting | Forecasting |

- Level 1 Process
- Oracle Module(s)
- Level 3 Process
- To be covered today

Process Flow Chart/Workbook Key



UCSB Primary Color Palette

Primary Color Palette

The primary color palette is intended for printed materials. Each color in the primary color palette is assigned a PMS and CMYK value. Please use the PMS value when printing with Pantone inks and the CMYK values for 4-color printing.

If you are looking for information on colors for use in digital applications, use our [Digital Color Palette](#).



Navy

PMS 2955 C
C100 M60 Y10 K53



Gold

PMS 7549 C
C0 M28 Y100 K0



Aqua

PMS 633 C
C98 M6 Y10 K29



Moss

PMS 7496 C
C46 M6 Y100 K42



Sea Green

PMS 7716 C
C83 M0 Y40 K11



Coral

PMS 7597 C
C0 M85 Y100 K4



Mist

PMS 5493 C
C47 M4 Y14 K16



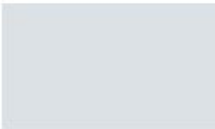
Clay

PMS Warm Gray 1C
C2 M3 Y4 K7



Sandstone

PMS 4525 C
C9 M17 Y42 K18



Light Gray

PMS 428 C
C10 M4 Y4 K14



White

White
C0 M0 Y0 K0



Black

PMS Process Black
C0 M0 Y0 K100