



# GUS Sponsored Project Cost Conversion

## Scope of Cost Conversion

### Sponsored Projects \*focus for this clean-up\*

Inception-to-date costs, summarized at the future state natural account (current state object code) level, will be converted from the current financial system, PeopleSoft, and reconciled with GUS data.

### Fabrication Projects

The PGM team is still developing the approach for this conversion and will follow up with additional asks as needed.

### Cost Share Projects

The PGM team is still developing the approach for this conversion and will follow up with additional asks as needed.

Faculty Funds Projects will be converted with budget balances only. Costs will not be converted into PGM.

## Sponsored Project Cost Reconciliation & Clean-Up

All inception-to-date sponsored project costs must be converted at an object code summary level to respective future-state Expenditure Types (ETs) or natural account. This reconciliation exercise is required due to the following data issues:

1. GUS data is typically accurate at the project code level, but not accurate at the object code level (we understand it is rare for departments to reconcile against the GL at an object code level).
2. PeopleSoft GL data contains accurate object code information, but may not always contain accurate project code data.

PeopleSoft GL data and reconciled GUS data will be compared to identify any discrepancies at the project-sub level and at the overall fund level. If discrepancies exist, project codes for individual transactions must be "updated" to bring data sets into balance and capture the appropriate object code information. Project Code is the only data field available for updating in this exercise.

This data set will become the source of truth for future conversions - PeopleSoft data will not be updated, as this would require manual TOEs or journals at the transaction level in the GL to remedy.

## Step-By-Step Instructions

1. Open "Cost Comparison thru 31jan22" google sheet for your department
2. Review project and/or sub-level discrepancies between GUS and PeopleSoft data (sub-level issues in light yellow, fund-level issues in dark yellow).
3. In cases where PeopleSoft project data does not match GUS and the cost allocation in GUS is accurate:
  - a. Navigate to the "PSDetail" tab, identify the individual transactions that require an update to the project code, enter desired project code in column N, confirm PeopleSoft to GUS is now reconciled in the "Summary" tab.
4. In cases where the PeopleSoft data is accurate and GUS required updating / corrections:
  - a. Add an "X" in column J to accept the PeopleSoft data displayed. It is highly encouraged that the appropriate changes in GUS are performed, so as to prevent future discrepancies.
5. Update project codes in "PSDetail" tab, column N, for all transactions missing a project code. They will be listed as "BLANK".
6. Notify the PGM conversion team if you have individual transactions that need to be split between several project codes, this requires manual intervention by the PGM team.
7. Once all data has been reconciled and all highlighted rows are green, you are finished!