The Latest Buzz with G&C Accounting

Tuesday, June 17, 2025

1:00 – 2:30 PM

Agenda

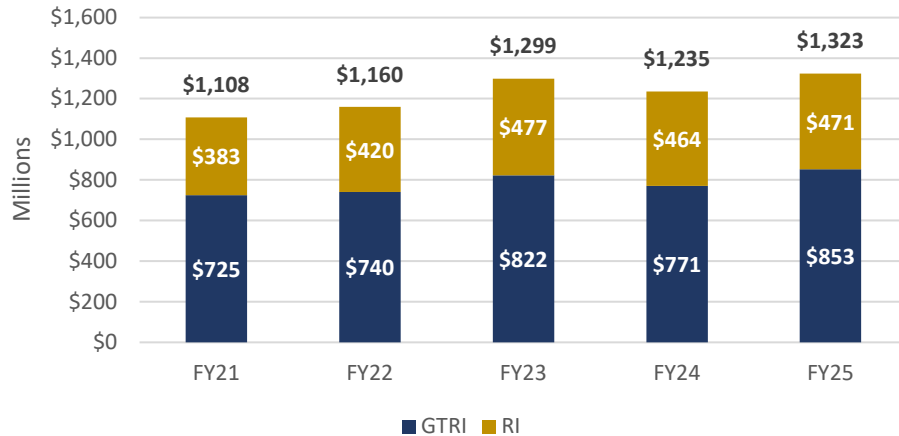| Topic	Presenter(s)
Research Updates	Josh Rosenberg
Budget Updates	Kimberly Short
Sponsored Research Accounting Updates	Glenn Campopiano
Cost Accounting Updates	Jonathon Jeffries
Cost Accounting Updates	Andrew Chung
Cost Accounting Updates	Barkley Howard
Compliance Updates	Charles Derricotte III
Workday and Reporting Updates	Amy Zhang
Training Updates	Rob Roy
Closing	Josh Rosenberg

Georgia Tech

Research Updates

Josh Rosenberg

Executive Director, Grants and Contracts

Georgia Tech

Georgia Tech Research (RI and GTRI)

Fiscal Year-to-Date Sponsored Awards
(May)

FY	GTRI	RI	Total
FY21	$725	$383	$1,108
FY22	$740	$420	$1,160
FY23	$822	$477	$1,299
FY24	$771	$464	$1,235
FY25	$853	$471	$1,323

Trends:

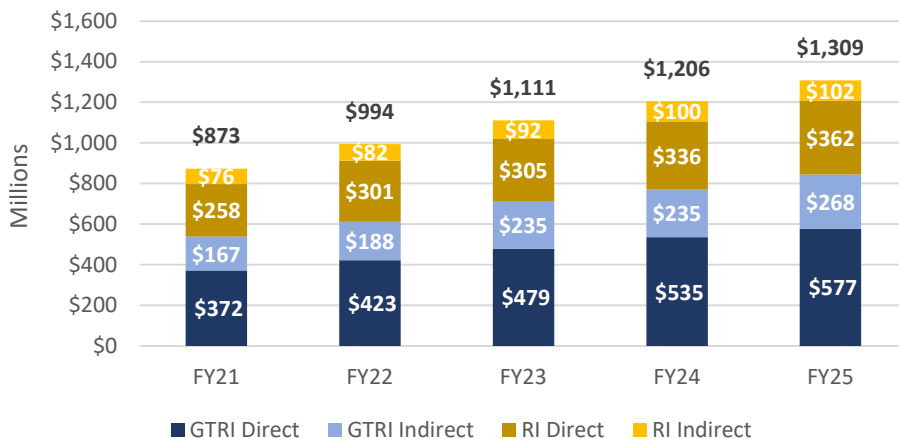**Actuals (AWARDS):**

- **FY25: $1,323,303,450**
- GTRI: up 10.6% and $81.9 million ($852.7 million in FY25 vs. $770.7 million in FY24)
- RI: up 1.3% and $6.2 million ($470.6 million in FY25 vs. $464.4 million in FY24)
- **GT Overall: up 7.1% and $88.1 million ($1.323 billion in FY25 vs. $1.235 billion in FY24)**

Projections for full year FY25: GTRI (4.5% growth), RI (flat growth).

Fiscal Year-to-Date Sponsored Expenditures
(May)

FY	GTRI Direct	GTRI Indirect	RI Direct	RI Indirect	Total
FY21	$372	$167	$258	$76	$873
FY22	$423	$188	$301	$82	$994
FY23	$479	$235	$305	$92	$1,111
FY24	$535	$235	$336	$100	$1,206
FY25	$577	$268	$362	$102	$1,309

Trends:

Actuals (EXPENDITURES):

- **FY25: $1,308,657,250**
- GTRI: up 9.7% and $75.0 million ($845.4 million in FY25 vs. $770.3 million in FY24)
- RI: up 6.4% and $27.8 million ($463.3 million in FY25 vs. $435.6 million in FY24)
- **GT Overall: up 8.5% and $102.8 million ($1.309 billion in FY25 vs. $1.206 billion in FY24)**

Projections for full year FY25: GTRI (8.3% growth), RI (5.7% growth).

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RI Sponsored Programs

AWARD DATA: FY21 – 25 (YTD through Period 11: May)

AWARDS: Cumulative Report thru: MAY					
College/Unit	**FY25**		**FY24**		**Award Dollar Variance**
	Awarded Amount	Awards	Awarded Amount	Awards	
COMP	$ 34,450,410	148	$ 44,912,843	171	-26.7%
COS	$ 60,679,332	315	$ 59,954,558	287	4.8%
DSGN	$ 7,755,894	125	$ 8,896,671	528	-13.3%
ENGR	$ 289,786,437	1,292	$ 278,567,756	1,152	7.0%
GTRI	$ 852,669,297	920	$ 770,737,602	972	9.2%
IAC	$ 5,844,902	54	$ 7,069,507	57	-13.6%
OTHERS	$ 71,458,625	315	$ 64,150,612	316	21.8%
SCB	$ 658,554	10	$ 873,399	9	-3.3%
Total	**$ 1,323,303,450**	**3,179**	**$ 1,235,162,949**	**3,492**	**7.1%**
Resident Instruction and Other	**$ 470,634,153**	**2,259**	**$ 464,425,346**	**2,520**	**1.3%**

Awards		
	YTD (May.)	Full Year
FY25	$ 470,634,153	$ 496,349,867
FY24	$ 464,425,346	$ 496,349,867
FY23	$ 476,827,426	$ 512,798,650
FY22	$ 420,090,141	$ 443,169,708
FY21	$ 383,304,652	$ 415,738,536

Key Takeaways:
- Awards for Georgia Tech totaled $1.32 billion.
- On the RI side, awards increased 1.3% to $470.6 million:
  - Biggest increases came from Industrial Sponsors, the Department of Energy, and the Department of Defense.
  - Biggest decreases came from NSF and the Air Force.

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RI Sponsored Programs

SPONSOR AWARD DATA: FY24 – 25 (YTD through Period 11: May)

RI NEW AWARDS (Through May)						
Federal Agency or Sponsor Type	FY25	% of RI Portfolio	FY24	25 v. 24 $ Variance	25 v. 24 % Variance	5 Year Avg
NATIONAL SCIENCE FOUNDATION (NSF)	79,681,080	17%	92,955,636	(13,274,556)	-14%	79,258,407
INDUSTRIAL SPONSORS	67,183,626	14%	49,204,328	17,979,298	37%	62,570,607
COLL/UNIV/RES INSTITUTES	61,028,824	13%	61,295,594	(266,770)	0%	52,228,939
DHHS	57,164,503	12%	61,794,095	(4,629,592)	-7%	52,896,766
US DEPT OF ENERGY	52,196,000	11%	34,591,923	17,604,077	51%	33,405,575
INDUS RES INST/FDNS/SOC	40,498,694	9%	41,445,791	(947,097)	-2%	41,324,175
NASA	19,224,922	4%	17,791,435	1,433,488	8%	16,302,611
US DEPT OF DEFENSE	18,916,748	4%	10,155,168	8,761,581	86%	14,850,556
NAVY	13,589,998	3%	16,899,784	(3,309,786)	-20%	15,611,526
US DEPT OF COMMERCE	13,262,486	3%	15,645,088	(2,382,602)	-15%	15,822,816
ARMY	10,937,998	2%	16,354,410	(5,416,412)	-33%	10,828,668
GOVT-OWNED/CONTRACTOR OP	9,560,644	2%	9,197,795	362,849	4%	9,694,325
STATE & LOCAL GOVERNMENT	8,336,169	2%	8,036,256	299,913	4%	8,103,198
US DEPT OF TRANSPORTATION	4,774,938	1%	8,079,320	(3,304,382)	-41%	7,269,522
AIR FORCE	4,243,279	1%	10,098,735	(5,855,456)	-58%	8,653,662
Grand Total	470,634,153	100%	464,425,346	6,208,807	1.3%	443,066,183

Key Takeaways:
- Top 15 sponsor types/agencies by award dollars in FY25 listed above; totals at the bottom reflect awards from all sponsors.
- We have seen a reduced concentration at the top of the sponsor list, with no individual sponsor constituting 20% of our portfolio.

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RI Sponsored Programs

EXPENDITURE DATA: FY21 – 25 (YTD through Period 11: May)

Expenditure Analysis: May	FY25 YTD	FY24 YTD	Change
Salaries and Wages	$ 133,736,871	$ 129,833,619	3.0%
Subcontracts	$ 73,687,571	$ 63,473,781	16.1%
Tuition Remission	$ 29,744,039	$ 30,912,572	-3.8%
Other Direct Costs	$ 45,191,139	$ 35,731,276	26.5%
M&S	$ 26,673,711	$ 28,532,575	-6.5%
Fringe Benefits	$ 26,883,622	$ 25,490,977	5.5%
Equipment	$ 18,084,793	$ 13,736,500	31.7%
Domestic Travel	$ 5,294,545	$ 6,143,080	-13.8%
Foreign Travel	$ 1,760,776	$ 1,558,881	13.0%
High Performance Computing	$ 177,475	$ 149,596	18.6%
Unallocated/Blank Object Class	$ 370,270	$ 367,439	0.8%
DIRECT	**$ 361,604,812**	**$ 335,930,298**	**7.6%**
INDIRECT (IDC)	**$ 101,698,984**	**$ 99,620,831**	**2.1%**
Total	**$ 463,303,796**	**$ 435,551,128**	**6.4%**

Expenditures - Direct		YTD (May.)	Full Year
	FY25	$ 361,604,812	$ 396,997,001
	FY24	$ 335,930,298	$ 371,624,622
	FY23	$ 304,880,469	$ 337,688,551
	FY22	$ 301,418,861	$ 330,920,330
	FY21	$ 258,491,144	$ 294,248,586

Expenditures - Indirect		YTD (May.)	Full Year
	FY25	$ 101,698,984	$ 113,420,278
	FY24	$ 99,620,831	$ 111,102,607
	FY23	$ 92,384,908	$ 103,856,777
	FY22	$ 81,819,330	$ 93,079,082
	FY21	$ 76,144,213	$ 86,156,912

Key Takeaways:
- Direct expenditures were up 7.6% and indirect expenditures were up 2.1% YOY.
- Direct expenditures reflect growth in most object classes, with notable exceptions in tuition remission, materials & supplies, and domestic travel.
- Indirect Cost Recovery (IDC) to date has been relatively steady in terms of growth year over year.

RI Sponsored Programs

EXPENDITURE DATA: FY21 – 25 (YTD through Period 11: May)

EXPENDITURES: Cumulative Report thru: MAY			
College/Unit	Expenditures - FY25	Expenditures - FY24	Variance
COMP	$ 34,950,255	$ 37,170,916	-6.3%
COS	$ 57,101,845	$ 56,434,517	1.3%
DSGN	$ 8,542,139	$ 9,871,053	-14.2%
ENGR	$ 263,796,118	$ 254,250,410	3.4%
GTRI	$ 845,353,453	$ 770,306,844	9.7%
IAC	$ 6,507,952	$ 5,846,221	6.2%
OTHERS	$ 91,452,662	$ 71,400,677	27.6%
SCB	$ 952,826	$ 577,334	4.0%
Total	$ 1,308,657,250	$ 1,205,857,973	8.5%
Resident Instruction and Other	$ 463,303,796	$ 435,551,128	6.4%

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RI Sponsored Programs

INVOICING

Invoicing YTD FY2024 vs. FY2025 (thru May)

Invoice Types	FY25 (May. YTD)	Monthly FY25 Average	FY24 (May. YTD)
G&C GIT Standard Certification Required	3,113,305	$ 283,028	$ 1,702,291
G&C GTRC Custom Certification Required	1,133,040	$ 103,004	$ 1,140,438
G&C GTRC Standard Certification Required	139,871,810	$ 12,715,619	$ 129,729,513
G&C In House	30,700,345	$ 2,790,940	$ 35,604,773
G&C LOC Draw	184,246,946	$ 16,749,722	$ 168,225,220
G&C SF1034	17,913,010	$ 1,628,455	$ 22,183,074
G&C SF270	56,029,139	$ 5,093,558	$ 52,625,998
Bursar Billed	22,208,284	$ 2,018,935	$ 16,669,238
Grand Total	**$ 455,215,878**	**$ 41,383,262**	**$ 427,880,545**
Raw Invoice Counts	**15,131**	**1,376**	**14,868**
		$ -	

Year over Year Invoicing Change	Dollars	Invoice Counts
YTD change in FY25 over FY24	$ 27,335,333	263
YTD percentage change	6.4%	1.8%

FINANCIAL REPORTS

Financial Reports YTD FY2024 vs. FY2025 (thru May)

Report Types	FY25 (May. YTD)	FY24 (May. YTD)
Annual Financial Report	75	85
Final Financial Report	184	186
Monthly Financial Report	85	150
Quarterly Financial Report	401	545
Milestone (Event Based)/Revised	4	3
Semi-Annual Financial Report	178	99
TOTALS	**927**	**1,068**

Year over Year Reporting Change	Report Counts
YTD change in FY25 over FY24	(141)
YTD percentage change	-13.2%

Through May					
G&C ANALYST TEAM: JOURNALS	**FY25**	**% of Total**	**FY24**	**% of Total**	**% Chg FY**
Journals (Total)	1309		1213		8%
Appropriate Grants Management	1054	81%	969	80%	
"Red Flag" Grants Management	255	19%	244	20%	

Appropriate Grants Management: F&A adjustments, accounting adjustments, in-kind cost sharing, month-end entries, audit, blank object class, tuition correction, equipment entries.

"Red Flag" Grants Management: Primarily prior year Salary and Planning Distribution (SPD) transfers, past term/overages.

Other Stats:
- Independent of journal activity through May, the analyst team managed: 1,004 award initiations, 2,464 award modifications, 5,213 award corrections, 2,346 closeouts, and 288 service now tickets.

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RI Sponsored Programs

Award Dollars in Exception Status

AWARD EXCEPTIONS (Overspent) - as of June 2.				Award ID Counts	
Row Labels	Past-term	In-Performance	Available Balance	2-Jun	1-May
Physics	(196,943)	(43,115)	(240,058)	3	3
GT/Emory Biomedical Engineering	(161,132)	(117,912)	(279,044)	18	20
Electrical and Computer Engineering	(145,988)	(719,788)	(865,776)	34	35
Mechanical Engineering	(81,958)	(444,777)	(526,736)	27	35
Chemistry and Biochemistry	(48,141)	(207,407)	(255,548)	8	10
Chemical and Biomolecular Engineering	(40,485)	(994,560)	(1,035,044)	12	15
Psychology	(21,529)		(21,529)	1	1
Interactive Media Technology Center	(20,224)		(20,224)	1	1
Earth And Atmospheric Sciences	(11,772)	(9,656)	(21,428)	9	6
Industrial And Systems Engineering	(9,980)	(51,843)	(61,823)	4	5
Civil And Environmental Engineering	(9,430)	(59,338)	(68,768)	4	6
Aerospace Engineering	(8,554)	(354,865)	(363,419)	14	23
Materials Science and Engineering	(6,460)	(85,169)	(91,629)	5	6
School of Interactive Computing	(3,311)	(12,803)	(16,114)	5	4
EI2 EDL Economic Development Lab	(1,425)	(487)	(1,912)	2	2
Grand Total	(767,332)	(29,602,497)	(30,369,829)	192	219

Key Takeaways:
- This data represents awards where actual spending plus obligations and commitments exceeds the current budget.
- The biggest risk area is dollars associated with "past-term" awards (the end date has passed).

G&C Education & Outreach – PI Articles and The Latest Buzz

https://www.grants.gatech.edu/pi-articles   https://www.grants.gatech.edu/latest-buzz-gc-accounting

MAY 2025 ARTICLE (# 39)

Featured PI Article

PI ARTICLE: *The PI Award Health Check Report*

In response to a recognized need by researchers and grants management staff, the PI Award Health Check Report was developed to serve as a one-stop shop for viewing information critical to managing sponsored awards. The report is available in LITE (lite.gatech.edu) and is designed to assist with the regular review of individual sponsored awards. More PI articles are found in the **archive**.

Read the Article

Upcoming Events

The Latest Buzz with G&C Accounting

G&C hosts a monthly information session to provide post award research news and updates to the Georgia Tech research community.

Next session (Virtual):
June 17, 2025 (Tuesday)
1 - 2:30 p.m.

Register

View Past Session Recordings

G&C Office Hours

The Project Accounting Management Team hosts monthly, virtual "Office Hours" for campus. Anyone is welcome to join and ask questions on the last Monday of each month, between 10:00am and 11:00am.

Next office hours:
June 30, 2025 (Monday)
10 - 11 a.m.

Learn More

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Budget Updates

Kimberly Short
Interim Director, Budget Office Technical Squad (BOTS)

New for Fiscal Year 2026:
Preemptive Worktag Corrections in OneUSG !

Next week, BOTS will send out worktag and distribution percentages ("effort") that are to be loaded into OneUSG for all FY2026 positions

- Allow units to review and preemptively update worktags *before* the budget load into OneUSG.

- This is a one-time event to only happen at the start of the new fiscal year

	POSITION_NBR	EMPLID	NAME	JOBCODE	JOBTITLE	FTE	DRIVER	DIST_PCT
1								
2	30013460	359000	George P. Burdell	212X33	Research Associate I	1.000000	GR00001234	100.000
3	30013983	021234	Buzz Lightyear	212X88	Ramblin Reck Mechanic	1.000000	GR00006789	100.000
4	30016114	3570000	Mascot,Buzz	212X99	Senior Extension Professional	1.000000	DE08675309	40.000
5	30016114	3570000	Mascot,Buzz	212X99	Senior Extension Professional	1.000000	GTF0000000000	60.000

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Useful Reports

- SCU reports sent out last week
  Suspense, Cost Overrun, Undesignated (FD20400)

  Questions regarding SCU: bots@gatech.edu

- BUD9XX reports in oneBudget can be used for reconciliation and include position and salary actuals

- The Notorious EBG in Workday Drive for designated worktags, e.g. DEXXXXXXXX, and gifts. (A grant version of this Workbook is expected to be released soon.)

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Some useful oneBudget reports:

- Navigate to oneBudget https://onebudget.budgets.gatech.edu
- Click on Reporting > [select report] > Search: [your department ID or cost center] > Click on most recent report

BUD940-All Position Details

Emp ID	Jobcode	Job Title	OHR Dept	Comp Freq	Status	@Rate	Worktag	Worktag Description	Dept	Fund	Account	Acccount Description	Budget FTE	Budget Amt	Obligations	Actuals
3546137	201X00	Associate Profe	250	Contract	Active	115,658	DE00005293	GWW-ME Instruction - ME	250	FD10000	511000	Salaries - Regular Faculty	0.300	46,263	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	DE00005239	GWW-ME Dept Rsch - ME	250	FD10000	511000	Salaries - Regular Faculty	0.075	16,789	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	DE00005291	GWW-ME Indirect Instr - ME	250	FD10000	511000	Salaries - Regular Faculty	0.043	9,594	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	DE00005292	GWW-ME Indirect Rsch - ME	250	FD10000	511000	Salaries - Regular Faculty	0.010	2,398	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	DE00005293	GWW-ME Instruction - ME	250	FD10000	511000	Salaries - Regular Faculty	0.085	19,187	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	GR00028059	PRIME: Hydrogel-based Aged Immune	250	FD20000	511000	Salaries - Regular Faculty	0.170	38,375	0.00	0.00
3542639	200X00	Professor	250	Contract	Active	169,300	GR00028937	PRIME: Hydrogel-based lymphoid tiss	250	FD20000	511000	Salaries - Regular Faculty	0.000	0	0.00	0.00
3088006	200X00	Professor	250	Contract	Active	142,872	DE00005239	GWW-ME Dept Rsch - ME	250	FD10000	511000	Salaries - Regular Faculty	0.240	45,742	0.00	0.00

BUD920-Detail

Workday Fund	Worktag	Worktag Description	Account Group	Account	Account Description	Original Budget	Amended Budget	Commitments	Obligations	Actuals	Balance
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Employee - US	641120	Travel - Employee - Air Travel					147.96	(147.96)
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Supplies and Materials	714100	Supplies and Materials					20,250.66	(20,250.66)
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Postage and Shipping	714110	Supplies and Materials - Postage					88.81	(88.81)
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Registration	727110	Other Operating Expense - Registration					25.00	(25.00)
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Tech Purchases < $3,000	744100	Information Tech. Equipment Purchase - Sm					1,119.00	(1,119.00)
Restricted - RI	GR00014209	PRIME: DEEP PHENOTYPING IN BLE	Other Operating Expenses	784100	Tuition					1,596.00	(1,596.00)
Restricted - RI	GR00014611	PRIME: Electrode-Integrated Thin Solic	Summer Faculty	513100	Salaries - Summer Faculty					7,137.34	(7,137.34)
Restricted - RI	GR00014611	PRIME: Electrode-Integrated Thin Solic	Supplies and Materials	714100	Supplies and Materials					1,667.90	(1,667.90)
Restricted - RI	GR00014697	PRIME: PHOTOCHEMICAL AMINE PF	Supplies and Materials	714100	Supplies and Materials					483.75	(483.75)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Summer Faculty	513100	Salaries - Summer Faculty					5,493.32	(5,493.32)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Graduate Assistants	523101	Salaries Graduate Research Assistants (GR				2,800.00	29,009.09	(31,809.09)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Student Assistants	524100	Salaries - Student Assistants					1,768.00	(1,768.00)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Employee - US	641120	Travel - Employee - Air Travel					477.84	(477.84)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Employee - US	641150	Travel - Employee - Miscellaneous					21.50	(21.50)
Restricted - RI	GR00015198	PRIME: COLLABORATIVE: ENABLINC	Supplies and Materials	714100	Supplies and Materials				220.46	1,915.83	(2,136.29)

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Sponsored Research Accounting Updates

Glenn Campopiano

Director, Sponsored Research Accounting

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Sponsored Research Accounting Updates

- Fiscal Year 2025 is coming to a close! Happy New Year!

- I want to congratulate everyone in Sponsored Research Accounting for another year well done. With the ever-increasing volume and complexity of RI Sponsored Awards they have done a fantastic job.

- This year we hit an all time high of over $465 million dollars in sponsored invoicing. Up about $29 million over last year.

- Along with that goes thousands of award set-ups, mods and closeouts.

- My thanks and appreciation to you all for your great efforts in keeping Sponsored Research Accounting moving forward in these changing times.

Sponsored Research Accounting Updates

- Year end Items-
- Please review all awards ending by June 30 so they can close cleanly
- Ensure you have met required cost share with FY25 funds.
- Review GRA paid on sponsored to avoid any salary overpayments if students have left or are leaving.
- Be mindful of the remaining deadlines for year end transactions.
- To all the unit financial staff thanks for all your good work this past year.

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Sponsored Research Accounting Updates

- **Please find below the Workday Business Process Downtime Schedule for Year-End Close. This schedule is located on the Controller's Office website (www.controller.gatech.edu/monthyear-end) and will also be published to or linked from TechWorks and Workday.**

Workday Business Process Downtime for FY2025 Year-End Close

Functional Area	Business Process	Campus Closure FY2025	Central Office Closure FY2025	Open for FY2026
Supplier Accounts	Supplier Invoice Requests (SIRs)	6/6/2025 @5PM	N/A	7/3/2025 @9AM
Expenses	Expense Report	6/13/2025 @4PM	N/A	7/3/2025 @9AM
Procurement	Requisition	6/13/2025 @5PM	6/18/2025 @5PM	7/3/2025 @9AM
Supplier Accounts	Receipts	6/17/2025 @4PM	N/A	7/3/2025 @9AM
PCard	PCard Transaction Verification	6/18/2025 @4PM	N/A	7/3/2025 @9AM
Expenses	Spend Authorizations	6/18/2025 @4PM		7/3/2025 @9AM
Procurement	Purchase Orders including Facilities, Subaward & GTAA PO's	N/A	6/27/2025 @5PM	7/3/2025 @9AM
Business Assets	Asset Copy, Edit, Issue, Transfer, Assign Accounting, Registration	6/20/2025 @5PM	7/10/2025 @5PM	8/1/2025 @9AM
Supplier Accounts	Supplier Invoice, Ad Hoc Payment	N/A	6/20/2025 @5PM	7/3/2025 @9AM
OneBudget Budget Amendments	OneBudget Budget Amendments	6/9/2025 @5PM	N/A	
Financial Accounting	Journal - Create, Adjustment, Reverse and Copy	6/26/2025 @5PM	N/A	7/3/2025 @9AM
Grant Budget Amendments	Grant Budget Amendments	6/20/2025 @5PM	N/A	
Gift Budget Amendments	Gift Budget Amendments	7/01/2025 @5PM	N/A	7/15/2025 @9AM

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Sponsored Research Accounting Updates

Dept	Award ID	Award End Date	Months Left for Award	Current Budget	Actuals	Available Balance	Balance Status	Performance Status
Aerospace Engineering	AWD-004730	12/30/2024	-4	200,000.00	204,116.69	(4,116.69)	Overspent	Past-term
EI2 Pass-Through	AWD-002930	12/31/2024	-4	1,271,991.00	1,264,582.16	(39,175.28)	Overspent	Past-term
Materials Science and Engineering	AWD-004865	2/27/2025	-2	203,590.74	202,927.73	(4,809.81)	Overspent	Past-term
School of Computer Science	AWD-000981	3/31/2025	-1	480,929.00	481,567.71	(638.71)	Overspent	Past-term
School of Interactive Computing	AWD-005868	3/31/2025	-1	30,573.00	33,676.54	(3,103.54)	Overspent	Past-term
Chemical and Biomolecular Engineering	AWD-004169	3/31/2025	-1	337,030.91	337,213.47	(4,620.37)	Overspent	Past-term
Electrical and Computer Engineering	AWD-100279	3/31/2025	-1	346,555.78	528,215.63	(181,659.85)	Overspent	Past-term
Electrical and Computer Engineering	AWD-003609	3/31/2025	-1	525,000.00	580,989.52	(55,989.52)	Overspent	Past-term
Electrical and Computer Engineering	AWD-101173	3/31/2025	-1	610,317.50	649,335.35	(39,017.85)	Overspent	Past-term
Electrical and Computer Engineering	AWD-001829	3/31/2025	-1	7,103,728.00	7,045,739.64	(28,923.73)	Overspent	Past-term
Electrical and Computer Engineering	AWD-003544	3/31/2025	-1	300,000.00	326,945.89	(26,945.89)	Overspent	Past-term
Electrical and Computer Engineering	AWD-006490	3/17/2025	-1	1,665.00	27,800.46	(26,734.86)	Overspent	Past-term
Electrical and Computer Engineering	AWD-005277	3/19/2025	-1	194,000.00	204,101.63	(10,101.63)	Overspent	Past-term
Electrical and Computer Engineering	AWD-004807	3/31/2025	-1	902,778.00	911,020.73	(8,242.73)	Overspent	Past-term
GT/Emory Biomedical Engineering	AWD-006455	3/31/2025	-1	146,300.00	143,401.93	(45,388.31)	Overspent	Past-term
GT/Emory Biomedical Engineering	AWD-001046	3/31/2025	-1	1,440,850.00	1,448,957.41	(26,411.02)	Overspent	Past-term
GT/Emory Biomedical Engineering	AWD-002475	3/31/2025	-1	623,683.00	629,836.12	(18,459.37)	Overspent	Past-term
GT/Emory Biomedical Engineering	AWD-001932	3/31/2025	-1	730,130.00	742,079.06	(11,949.06)	Overspent	Past-term
GT/Emory Biomedical Engineering	AWD-005262	4/1/2025	-1	68,572.00	69,628.88	(1,056.88)	Overspent	Past-term
Industrial And Systems Engineering	AWD-006176	3/31/2025	-1	64,705.00	68,096.20	(3,391.20)	Overspent	Past-term
Mechanical Engineering	AWD-004564	3/31/2025	-1	520,000.00	142,699.93	(3,709.77)	Overspent	Past-term
Chemistry and Biochemistry	AWD-006022	3/20/2025	-1	249,257.00	235,220.67	(396.51)	Overspent	Past-term
Earth And Atmospheric Sciences	AWD-000261	3/31/2025	-1	399,188.00	399,372.58	(184.58)	Overspent	Past-term
Physics	AWD-002519	3/31/2025	-1	950,000.00	1,178,195.36	(228,195.36)	Overspent	Past-term
Psychology	AWD-006835	4/1/2025	-1	29,438.00	36,405.22	(21,529.21)	Overspent	Past-term
Interactive Media Technology Center	AWD-003465	3/31/2025	-1	512,792.00	516,270.17	(6,265.93)	Overspent	Past-term

Sponsored Research Accounting Updates

- Cost share Exceptions – Closed Awards.

Award	Award Sponsor	Award Lifecycle S	Cost Center
AWD-005241: GEORGIA TECH-AMERICORPS PROGRAM 09/14/2023 (version 1)	GEORGIA DEPARTMENT	Central	CC000051 CEISMC - Center for Education Integrating Science, Mathematics & Computing
AWD-002187: Assessment of selected mitigation strategies for e 02/01/2021 (version 0)	DELTA AIR	Close Out	CC000054 CHEM - Chemistry and Biochemistry
AWD-101857: I-CORPS: ATHERAXON - PHASE I 01/29/2018 (version 0)	GEORGIA RESEARCH ALLIA	Close Out	CC000099 ECE - Electrical and Computer Engineering
AWD-003886: AUDIOT GRA PHASE IIA 07/22/2022 (version 3)	GEORGIA RESEARCH	Central	CC000099 ECE - Electrical and Computer Engineering
AWD-004594: The Effective of Metacognitive Feedback on Postsec 10/01/2022 (version 1)	AMERICAN	Close Out	CC000099 ECE - Electrical and Computer Engineering
AWD-103413: OPERATION OF SOUTHEASTERN TRADE ADJUSTMENT ASSISTA 05/01/2017 (version 1)	US DEPT OF	Close Out	CC000124 EI2 SETAAC Southeastern Trade Adjustment Assistance Center
AWD-004195: A COLLABORATIVE INDUSTRIAL ASSESSMENT CENTER FOR E 09/01/2022 (version 3)	US DEPT OF	Central	CC000259 GWW-ME - George W. Woodruff Mechanical Engineering
AWD-001256: IPA for Sara Bitarafan 05/26/2020 (version 0)	VETERANS	Close Out	CC000259 GWW-ME - George W. Woodruff Mechanical Engineering
AWD-102142: RITMOridesourcing 08/01/2018 (version 3)	ARGONNE NATL LAB/UCHI	Close Out	CC000298 ISyE - Industrial and Systems Engineering
AWD-004595: BIO-SYNTHETIC FUNCTIONAL NANOMATERIAL PLATFORM FOR 09/23/2022 (version 2)	THE FLORIDA INSTITUTE	Close Out	CC000307 MSE - Materials Science and Engineering
AWD-005841: Compact Micro-Optical Cavity Arrays - Phase I 03/15/2024 (version 2)	GEORGIA RESEARCH	Close Out	CC000329 PHYS - School of Physics
AWD-003320: TERRADYNAMICALLY ROBUST ROBOTS FOR CROP MANAGEMENT 02/15/2022 (version 3)	GEORGIA RESEARCH	Close Out	CC000329 PHYS - School of Physics
AWD-001005: EFFECTS OF TESTOSTERONE AND CORTISOL ON TWO DIMENS 02/07/2020 (version 2)	INTERDISCIPLINARY	Close Out	CC000337 PSYC - School of Psychology
AWD-101677: ABBA-ADVANCED BIOFUELS AND BIOPRODUCTS WITH AVAP 10/15/2017 (version 1)	AVAPCO	Close Out	CC000340 RBI - Renewable Bioproducts Institute
AWD-004764: GEORGIA'S ENERGYSHED 05/01/2023 (version 3)	US DEPT OF ENERGY/DOE	Close Out	CC000354 SEI - Strategic Energy Institute

Sponsored Research Accounting Updates

- **§ 200.331 Subrecipient and contractor determinations.**

- An entity may concurrently receive Federal awards as a recipient, a subrecipient, and a contractor. The pass-through entity is responsible for making case-by-case determinations to determine whether the entity receiving Federal funds is a subrecipient or a contractor. The Federal agency may require the pass-through entity to comply with additional guidance to make these determinations, provided such guidance does not conflict with this section. The Federal agency does not have a direct legal relationship with subrecipients or contractors of any tier; however, the Federal agency is responsible for monitoring the pass-through entity's oversight of first-tier subrecipients. All of the characteristics listed below may not be present in all cases, and some characteristics from both categories may be present at the same time. No single factor or any combination of factors is necessarily determinative. The pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract. In making this determination, the substance of the relationship is more important than the form of the agreement.

- (a) **Subrecipients.** A subaward is for the purpose of carrying out a portion of the Federal award and creates a Federal financial assistance relationship with a subrecipient. See the definition of *Subaward* in § 200.1. Characteristics that support the classification of the entity as a subrecipient include, but are not limited to, when the entity:

- (1) Determines who is eligible to receive what Federal assistance;

- (2) Has its performance measured in relation to whether the objectives of a Federal program were met;

- (3) Has responsibility for programmatic decision-making;

- (4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and

- (5) Implements a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

- (b) **Contractors.** A contract is for the purpose of obtaining goods and services for the recipient's or subrecipient's use and creates a procurement relationship with a contractor. See the definition of *contract* in § 200.1. Characteristics that support a procurement relationship between the recipient or subrecipient and a contractor include, but are not limited to, when the contractor:

- (1) Provides the goods and services within normal business operations;

- (2) Provides similar goods or services to many different purchasers;

- (3) Normally operates in a competitive environment;

- (4) Provides goods or services that are ancillary to the implementation of a Federal program; and

- (5) Is not subject to compliance requirements of a Federal program as a result of the agreement. However, similar requirements may apply for other reasons.

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Sponsored Research Accounting Updates

In FY25 the number of EDRs and over 90 day transfers has increased a bit over FY24 as has the total of "red flag" journals. We have more awards, and it seems reasonable to expect more journals, but is it? Effort reporting and management of effort is the foundation of the Plan Confirmation System which allows us to use effort reporting instead of time clocks and timecards. Effort management needs to be a priority of everyone doing research accounting.

The Parable of EDRs and Late Cost Transfers.

I wrote this last year, and we have quite a few new financial persons since then so I think I should retell the story…

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Sponsored Research Accounting Updates

- EDRs and Late Cost Transfers – Why to avoid them and the downstream effects.
- When effort is posted on the wrong grant line it should be recognized and addressed as soon as possible after it was posted.
- Starting with the employee, they should be reviewing their eWaf monthly and reporting the error to the financial person designated to correct it.
- Next the Grant Manager(GM) and PI of the overcharged grant should also have discovered the error independently by reviewing the grant (a monthly review is best practice)
- Next would be the GM and PI of the grant that should have had the charge-their review would indicate the missing effort.(less expense than planned)
- So far 5 people should have discovered the error. *But months go bye…*

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Sponsored Research Accounting Updates

- *finally, it is recognized by someone*- meanwhile back in sponsored Research Accounting-

- Invoices with unallowable charges have been sent to one sponsor and another sponsor is being underbilled.

- If the expense crossed a reporting period financial reports were prepared with overstated/understated expenses.

- Once the cost transfers are done Sponsored Research Accounting is issuing credit invoices or worse refunding money and sending another invoice with higher- than-normal monthly expense – which may or not cause the sponsor to inquire why.

- Financial reports may need reissuance with correct data.

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Sponsored Research Accounting Updates

- Across campus GT Internal Audit has picked the grant for audit. They discover the mistake and issue a material finding on the unit for lack of internal controls and not following GT policy and procedure. Of course this goes to EVPR, The Presidents Office and the Board of Regents.

- The AJC gets a hold of it and writes a scathing article of how GT misuses sponsored funds.

- NSF our largest sponsor sees the article and cuts off all new funding to GT. GT lays off 50% of faculty and staff. We lose our rankings and drop to the middle of the pack.

- Attendance drops off and the Institute becomes a Liberal Arts College.

- <u>All because one employee didn't review their eWaf</u>. ☺

- This is part fiction and part truth, but the reality is effort management is the cornerstone of grants management – do that correctly and your workload will be less.

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Cost Accounting Updates

Jonathon Jeffries

Director - Cost Accounting

Georgia Tech

Sponsored Award Effort Limitation

- FY25 implementation of a maximum **annual** 98% effort on RI sponsored awards (GR Worktags)

- New procedure applies to all non-student employees including Post Docs

- Allows documented time for administration duties including annual training and general departmental meetings; protects the Institute from compliance issues

- Final journal once Commitment Accounting Closes

- Amounts over 98% will be centrally funded for FY25

- Any questions contact – jonathon.jeffries@business.gatech.edu

Year End Effort Compliance - NIH

- An email was sent out for employees requiring an adjustment (EDR) based on May close

- Adjustments **MUST** be completed by the department by Year End Close

- Additional year end adjustment will be processed with a manual Prior Year JE

- **Please** reach out if you have an employee that may be in violation and requires an analysis due to Summer Pay

- Question – jonathon.Jeffries@business.gatech.edu

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Year End Effort Compliance - NIH

Example NIH Cap Email from Grant and Contracts

Employee ID	Employee Name	Award	Driver Worktag	Grant Manager Name	Annual NIH Salary Cap	Annual Max NIH Charge	Annual Earned Salary	NIH Salary	Annual Effort (Award)	Over Cap (Annual)
3332007	Bird,Larry J	AWD-0001986	GR00818486	Ford, Chad	$212,100.00	$10,605.00	$300,000.00	$15,000.00	5.0%	$4,395.00

Example of Correction Issues

	Currrent Status	Excess Moved from Prime to Cost Share	Excess Moved from Prime to Non Linked Worktag	Excess Moved from NonLinked Worktag to Cost Share
PI Salary	300,000.00	300,000.00	300,000.00	300,000.00
NIH Salary	15,000.00	15,000.00	10,605.00	19,395.00
Effort	5.00%	5.00%	3.54%	6.47%
NIH Cap	212,100.00	212,100.00	212,100.00	212,100.00
Prime Grant	15,000.00	10,605.00	10,605.00	15,000.00
Cost Share Grant	-	4,395.00	-	4,395.00
Max Billed to NIH	10,605.00	10,605.00	7,497.74	13,712.27
Over the Cap Amount	4,395.00	-	3,107.27	1,287.74

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Summer Pay

- Academic-year faculty are eligible to earn up to 33.33% of their academic-year salary, effective May 15 during the summer months, May through August.
- Sumer pay in a month **should not** exceed monthly rate.
- Summer Pay Form Should be completed for each employee and salary should follow information on form

Annual Contract Pay	$ 225,000.00
Max Summer Pay Percentage	33.33%
Max Summer Pay if working 3 months	$ 75,000.00
May (.5 Month)	$ 12,500.00
June (1 Month)	$ 25,000.00
July (1 Month)	$ 25,000.00
August (.5 Month)	$ 12,500.00

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ASRs (Annual Statement of Reasonableness

- Available for online certification on July 18th

- Employees should certify electronically if currently employed

- If you have a question or a concern regarding your ASR (such as incorrect effort charged to a sponsored grant), please reach out to your Unit Financial Manager

- Federal Work Study students **will not** receive ASRs

- ASRs deadline is August 30th
  - Manual ASRs for corrections or termed employees are available
  - Lots of new resources available, please partner with us to get this done
  - If you have any questions or issues regarding ASRs, please reach out to the helpdesk email (easr.ask@office365.gatech.edu)

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Cost Accounting Updates

Andrew Chung

Cost Accountant II

Georgia Tech

Mass Export Function for "ASR for Off-boarding Employees and Prior Year Cost Transfer" report

- New mass export function rolled out for both Student & Non-Student ASR dashboards.

- Allows you to select multiple ASRs at once instead of having to select one at a time.

- Useful for when you need to download multiple ASRs at one time. For example:

  - *You need to download all ASRs for students who will be graduating after summer or fall of 2025*. In this case, you can select your department and then set the "Exiting Student" flag to "Y" in the filters section.

  - *You need to download all ASRs for staff (non-students) who will be leaving the institute after summer or fall of 2025*. In this case, you can select your department and then set the "Future Term Date" to "Y" in the filters section.

- Please send any feedback regarding any aspect of the new report (including the new functionality) to easr.ask@office365.gatech.edu

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Georgia Tech | **Graduating Employee** | (?)

Filter Selection

GT Fiscal Year	Employee	Employee Department	Job Title	Employee Paygroup Description	Future Term Date (Y/N)
2025	All	129 - Georgia Tech Manufacturing ...	All	All	All

Exp/Enc	Worktag Name & ID	Award ID	Graduation Application Request	Enrolled in Future Term	Exiting Student (Y/N)
All	All	All	All	All	Y

Run Report

Export All 7 Employee ID's.
(Max output limited to 950. To avoid long wait times (over 30 minutes), limit batch requests to ~250)

Employee ID	Employee Department	Fiscal Year	Employee Full Name	Employee GTID	Employee Email	Employee Position Number	Employee Paygroup Description	Job Title	Supervisor Name	Graduation Application Request	Exiting Student Flag	Enrolled In Future Term	Future Term Date	Total Sponsored Charges
▓	129 - Georgia Tech Manufacturing Ins	2025	▓	▓	▓	40027059	Graduate Assistants	Graduate Research Assistant	▓	Summer 2026	⚠	No Future Term Enrollment	No Term Date	▓
						40091814	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
▓	120 - Georgia Tech Manufacturing Ins	2025	▓	▓		40062344	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
						40091816	Graduate Assistants	Graduate Research Assistant	▓	Summer 2026	⚠	No Future Term Enrollment	No Term Date	▓
▓	120 - Georgia Tech Manufacturing Ins	2025	▓	▓		30024090	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
▓	120 - Georgia Tech Manufacturing Ins	2025	▓	▓		40087426	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
						40091805	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
▓	129 - Georgia Tech Manufacturing Ins	2025	▓	▓		40063459	Graduate Assistants	Graduate Research Assistant	▓	Summer 2026	⚠	No Future Term Enrollment	No Term Date	▓
						40091751	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
▓	129 - Georgia Tech Manufacturing Ins	2025	▓	▓		40080757	Student Assistants	Student Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	No Term Date	▓
▓	129 - Georgia Tech Manufacturing Ins	2025	▓	▓		40082345	Graduate Assistants	Graduate Research Assistant	▓	Summer 2025	⚠	No Future Term Enrollment	2025-09-14	▓

Select Emp dept and "Exiting Student" flag in the filters section

- Click on "Export All 7 Employee IDs".
- You will get an email from GT Data Services once files are ready to be downloaded.

- Once you click on the link from the email, you will be taken to a "PowerApps" site where you will be able to download all the ASRs

- Initially, the ASRs will be downloaded to SharePoint. You can download the ASRs to your work machine as needed.

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Reports on eASR website to be phased out

- The "eASR Status Report" and "Manual ASR Export" functionality from the eASR website may be phased out in the near future.

electronic Annual Statement of Reasonableness (eASR)

eASR Confirmation by Employee
eASR Certification by UFM
eASR Status Report
Manual ASR Form

- The "eASR Status Report" will be replaced by the new "ASR Statistics" report now available on LITE.

- "Manual ASR Export" functionality is now replaced by the "ASR for Off-boarding Employees and Prior Year Cost Transfer" report on LITE.

New Training Section in G&C website

- Under G&C training page of our website (https://www.grants.gatech.edu/training), we have a new section for "Cost Accounting Training".

- Under this section, we have included resources for the following subtopics that can be accessed via dropdown:

  - Effort Training

  - NIH Guidance

  - Personal Services Reporting

  - Service Centers

- Please direct any questions/concerns/feedback regarding these topics to easr.ask@office365.gatech.edu

Home

Training

Training - Georgia Tech

Training - Research Education and Outreach

Workday Training

LinkedIn Learning

Cost Accounting Training

> Effort Reporting

> NIH Guidance

> Personal Services Reporting

> Service Centers

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Cost Accounting Updates

Barkley Howard
Financial Analyst

Georgia Tech

Overview: Annual Statement of Reasonableness (ASR) Statistics Report

Purpose: Helps financial administrators track their unit's ASR compliance progress.

ASR Report Tab

- Overview of all individuals required to complete an ASR and their current status.
- Users can apply filters to refine results by:
  - Fiscal year
  - College/Unit
  - Department
  - Employee confirmation status
  - UFM certification status
  - Confirmation type
- To quickly locate ASR status for employees in a specific department:
  - Use *Department ID and Name* filter
  - Select the correct fiscal year

ASR Statistics Tab

- Summarizes two key ASR certification metrics:
  - *Confirmed*
  - *Unconfirmed*
- Each column displays:
  - Raw numbers
  - Corresponding percentages
- Departments with 100% completion are **excluded** from this tab.

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Accessing the ASR Statistics Report

https://techworks.gatech.edu
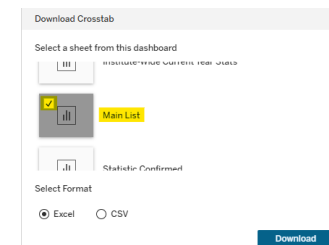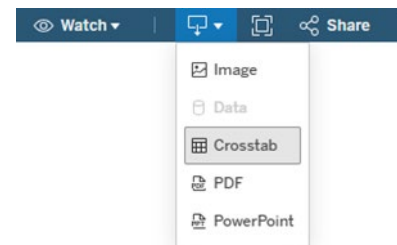
https://lite.gatech.edu

Or

Navigating the ASR Report Tab

1. **Filters**
   a. Fiscal Year
   b. College/Unit
   c. Department ID and Name
   d. Employee ID
   e. Employee Confirmed Status
   f. UFM Certification Status
   g. Confirmation Type

2. **Output**
   a. Displays data based on selected filters
   b. Count of records displayed
   c. Data can be exported

3. **ASR Statistics (left to right)**
   a. Raw number of total ASRs for the **college/unit**
   b. Completion percentage for the **college/unit**
   c. Raw number for the selected **department(s)**
   d. Completion percentage for **department(s)**
   e. Raw number of total ASRs **institute-wide**

4. **Institute-wide raw numbers and percentages for the selected fiscal year**

Overview: ASR Statistics Tab

This table displays only units with unconfirmed ASRs.

➤ Provides a quick reference for the total count of unconfirmed ASRs by department.

➤ Departments are grouped by college or unit.

➤ Both confirmed and unconfirmed statistics include raw counts alongside their respective percentages.

➤ Institute-wide statistics present raw numbers and percentages for the selected fiscal year in the ASR Report tab.

Compliance Updates

Charles H. Derricotte III

Financial Compliance Program Manager

Managing Participant Support Costs / What is Participant Support?

- Participant support is funding provided to enable and encourage individuals to attend conferences or training programs without undo financial burden.

- 2 CFR 200.1 - "Participant support costs means direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences, or training projects."

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Who qualifies as a participant?

- A participant is defined as a <u>non-employee</u> who is the recipient, <u>not the provider</u>, of a service or training associated with a workshop, conference, seminar, symposium, or other short-term instructional or information sharing activity.

- <u>A participant may be most commonly</u>:
  - High School Students
  - College Undergraduates/Graduates

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Who does not qualify as a participant?

- A participant cannot be:
  - An employee of the grantee institution
  - Advisory board members
  - Interns who have paid appointments
  - Anyone who has a deliverable or is primarily providing a service to the project.

- Note: There are unique situations where one or some of these individuals will be considered a participant. Please ensure sponsor and contracting officer has sufficient budget justification to justify inclusion of individual to protect against questioned costs in the event of a sponsor audit/review.

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Managing Participant Support Costs

- Federal agencies vary in their requirements for management of PSCs – Be aware of the ones from your sponsor
  - Participant support needs to be specified in a funding solicitation and accepted in the budget proposal.
  - Budget awarded for participant support cannot be transferred to other categories of expense unless approved in writing by the Program Officer.
  - PSCs not defined in 2 CFR 200.1 are not allowable without prior approval.

- Conditions or constraints for rebudgeting awarded participant support funds vary and are specific to the awarding agency
  - Rebudgeting between the defined participant support cost categories is permitted
  - Any rebudgeting which changes the scope of the award must have agency approval, even if rebudgeting authority has been assigned to the grantee.
  - The addition of a participant program, where not previously awarded, is generally considered a change in scope requiring an agency's prior approval

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Participant Support Documentation

- Documentation must be retained when managing participant support costs and may vary based on scope of work or revisions to the award (prior approval or rebudget requests). At a minimum, programmatic documentation should include:
  - Sign-in sheets for participant attendance at workshops
  - Documented list of Materials & Supplies needed for project and participants it supports
  - Official Letter or Email from program coordinator to participants receiving stipends
    - Letter or email needs to display program information, participant name (student classification & bio), dates attending, and stipend amount if applicable
  - For travel expense reports include participant list and acceptance letter for participant to attend conference. Include on Travel Authorization in Workday as well.
  - Program Coordinators need to keep an extensive list of participants receiving stipends and subsistence that would support associated invoices and expense reports. Example: Large hotel invoices and/or Group Meals need supporting list to validate participant housing.

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Workday Reporting Updates

Amy Zhang

Application Support Analyst Lead

Georgia Tech

Key Year-End G&C Dates FY2025

- **Notice:** The Controller's Office has sent a notice to campus regarding key closeout dates for Campus Administrators (Subject: Key Year-End Campus Dates FY2025)

- **G&C Task Deadlines**

Due Date	Task Name
6/13/2025	Over 90-day salary redistributions due to G&C
6/13/2025	Deadline for Written Cost Transfers < 90 days
6/20/2025	Review Restricted Fund Transactions
6/27/2025	Provide New FY2026 Overhead Rates
6/27/2025	Write-off uncollectible receivable accounts for FY2025 ($3,000 or less)
6/27/2025	Deadline - New Award Lines/Grants/Attributes
6/28/2025	Load GT Budget Prep staging tables for new Fiscal Year
7/1/2025	Update Award Lines - Budget Reference (worktags) (In Production and Sandbox)
7/1/2025	Deadline - Grant Budget Amendments by Organization
7/1/2025	Review of Effort on RI Sponsored Awards for over 98% Effort
7/3/2025	GTRI to post JE related to shared (RI and GTRI) employee fringe benefits costs
7/3/2025	Post Final GSTRP for Cost Share Grants
7/7/2025	Process Journal to Post Fringe Benefit Reductions
7/7/2025	Deadline - Accounting Journals to Equipment Ledger Accounts for Sponsored Projects
7/8/2025	Confirm w Grants & Contracts that Fringe journal information has been sent to GTRI.
7/10/2025	EIB Budget Load for FY2026 - Georgia Tech "GTRC Gift" Budget Structure
7/10/2025	Georgia Tech Research Corporation (GTRC) Gifts Close
7/10/2025	GIT Cost Reimbursable Allocations & EI2 Indirect Allocation Journal
7/10/2025	GIT Revenue Correction
7/10/2025	Grants and Contracts Accounting Close
7/11/2025	To clear Memo account for entries missing Function in GAAP book.
7/18/2025	ASRs available electronically
8/29/2025	Certified ASRs due to Grants and Contracts

DocuSign Email Enhancement for Georgia Tech Cost Share Certification Form

- We now allow free text in the **subject line** and **message body** of the DocuSign email for [Georgia Tech Cost Share Certification Form](#) ([Instructions](#)).
- This enhancement helps users locate documentation more easily in future searches.
- Users can include key information in the subject line, such as:
  - Award/Grant Number
  - Third-Party Name
  - Relevant Month or Time Period
- This Form can be found at G&C website > Reports and Forms >Standard Forms (https://www.grants.gatech.edu/reports-and-forms)

Grants and Contracts Accounting

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Reports and Forms

⬇ **For Download**

> Sponsored Activity Reports

> Facilities and Administrative Reports

> Audit Reports

⌄ Standard Forms

Budget Categories and Object Codes

Cost Accounting Standards Exception Form

Georgia Tech Cost Share Certification Form via DocuSign (Instructions)

Third Party External In-Kind Cost Share Certification Form (MS Word)

Cost Transfer Form (MS Excel)

ECT Authorization Form

Georgia Tech

DocuSign Email Enhancement for Georgia Tech Cost Share Certification Form

- DocuSign Screenshot: (located under "Add recipients" section)

Email Subject *

GR00000000, AWD-xxxxxx, Cost_Share_certification_form - sub name:

Characters remaining: 35

Email Message

Please view and complete with Docusign Cost_Share_Certification_Form.
(For the sender/initiator) Please enter grant#/award#/sub name/month to assist with future document searches.

Characters remaining: 9809

- Sample Email:

All results

Min Zhang via Docusign
GR10003864, AWD-100219, Cost_...   Mon 12:16 PM
Min Zhang sent you a document to revie...   Inbox

GR10003864, AWD-100219, Cost_Share_certification_form, sub name: UIUC COST SHARE INKIND April 2025

M Min Zhang via Docusign<dse_NA3@docusign.net>

To: ✓ Zhang, Amy   Mon 6/9/2025 12:16 PM

ⓘ Some content in this message has been blocked because the sender isn't in your Safe senders list.

Trust sender   Show blocked content

Georgia Tech

Training Updates

Rob Roy

Director of BOR Sponsored Programs

Georgia Tech

Current Professional Development Opportunities

Saba Quest LMS – **Sign in with GT credentials and register!**

Other courses have been published to the LMS – Check out the Calendar & Learning Catalog!

SELF-PACED / ON-DEMAND COURSES

- *Introduction to the Research Enterprise at GT*
- *What are GTRC and GTARC?*
- *Fun with the FAR*
- *Dfun with the DFARS*
- *NCURA: AI in Research Administration: Unlocking Efficiency and Innovation*
- *NCURA: Avoid "Returned without Review...." An In-depth Look at Agency RFPs*
- *NIH Data Management & Sharing Policy – Budgeting/Application Tips (NCURA)*
- *Managing SBIR/STTR Projects (NCURA)*
- *NIH Proposal Preparation & Review Tips*
- *NIH F Series--Fellowship Programs*
- *NIH Fundamentals (NCURA)*
- *NSF Fundamentals (NCURA)*
- *NSF Proposal Preparation & Review Tips*

- *NSPM-33 Compliance (NCURA)*
- *Advanced Research Projects Agency for Health (ARPA-H):*
  - *Introduction and Q&A*
  - *Budget Workshop*
  - *Terms & Conditions Workshop*
- *Service Centers and Best Practices*
- *Service and Recharge Center Costing Strategies Amidst Evolving Federal Funding Policies*
- *Specialized Service Agreements*
- *Subawards - Request, Monitor, Risk*
- *Effort Reporting*
- *Contract Information Systems (CIS)*
- *Cost Share*
- *Cost Transfers*
- *Pivot: Finding Funding*
- *ORCID iD*

GT Certification Contact Hours & CEU credit

RACC
RESEARCH
ADMINISTRATORS
CERTIFICATION
COUNCIL

Approved by RACC to use for your CRA, CPRA, and CFRA recertification hours!

GEORGIA TECH RESEARCH ADMINISTRATION
BASIC CERTIFICATION

This certificate is awarded to

Hedly Broxton

16-SEP-2021

10 contact hours (1 CEU)

Cynthia Hope
Signature

GT Georgia Tech

GEORGIA TECH RESEARCH ADMINISTRATION
INTERMEDIATE CERTIFICATION

This certificate is awarded to

Hedly Broxton

03-NOV-2021

27.5 contact hours (2.75 CEU)

Cynthia Hope
Signature

GT Georgia Tech

GEORGIA TECH RESEARCH ADMINISTRATION
ADVANCED CERTIFICATION

This certificate is awarded to

Hedly Broxton

08-DEC-2022

8 contact hours (0.8 CEU)

Cynthia Hope
Signature

GT Georgia Tech

THANK YOU!

GRANTS.GATECH.EDU

Georgia Tech