

# The Latest Buzz with G&C Accounting

Wednesday, March 27, 2024  
2:00 – 3:30 PM



# Agenda

Topic	Presenter(s)
Welcome, Research Updates	Josh Rosenberg
Property Control Updates	Frederick Trotter
Commitment Accounting Updates	Jason Cole
Project Accounting Updates	Glenn Campopiano
Cost Accounting Updates	Jonathon Jeffries
Workday and Reporting Updates	Amy Zhang
Training Updates	Rob Roy
Closing	Josh Rosenberg

# Post Award Research Updates

**Josh Rosenberg**

Exec. Director, Grants and Contracts

# RI Sponsored Programs

**AWARD DATA: FY20 – 24 (YTD through Period 8: February)**

<b>AWARDS: Cumulative Report thru: FEB.</b>					
College/Unit	FY24		FY23		Award Dollar Variance
	Awarded Amount	Awards	Awarded Amount	Awards	
COMP	\$ 34,884,464	127	\$ 33,475,752	130	4.2%
COS	\$ 43,960,102	203	\$ 35,639,539	204	23.3%
DSGN	\$ 7,084,426	391	\$ 10,218,535	343	-30.7%
ENGR	\$ 218,463,986	818	\$ 218,961,951	878	-0.2%
GTRI	\$ 599,433,890	695	\$ 523,178,969	635	14.6%
IAC	\$ 5,490,662	40	\$ 5,519,056	40	-0.5%
OTHERS	\$ 52,485,759	241	\$ 71,369,138	218	-26.5%
SCB	\$ 540,974	5	\$ 730,482	6	-25.9%
<b>Total</b>	<b>\$ 962,344,264</b>	<b>2,520</b>	<b>\$ 899,093,421</b>	<b>2,454</b>	<b>7.0%</b>
<b>Resident Instruction and Other</b>	<b>\$ 362,910,374</b>	<b>1,825</b>	<b>\$ 375,914,452</b>	<b>1,819</b>	<b>-3.5%</b>

<b>Awards</b>		
	YTD (Feb.)	Full Year
FY24	\$ 362,910,374	\$ 512,798,649
FY23	\$ 375,914,452	\$ 512,798,649
FY22	\$ 331,735,809	\$ 443,169,708
FY21	\$ 278,171,868	\$ 415,738,536
FY20	\$ 260,560,278	\$ 402,520,391

## Key Takeaways:

- Awards for Georgia Tech totaled \$962.3 million.
- On the RI side, awards decreased 3.5% to \$362.9 million.
- Increases in funding from DHHS (ARPA-H award), NASA, and colleges/universities helped to offset decreases in Department of Commerce and industry sponsor awards.
- With 4 months to go in the fiscal year, I continue to project flat award growth on the RI side and I will revisit at the end of Q3.

# RI Sponsored Programs

## SPONSOR AWARD DATA: FY23 – 24 (YTD through Period 8: February)

<b>RI NEW AWARDS (Through February)</b>						
<b>Federal Agency or Sponsor Type</b>	<b>FY24</b>	<b>% of RI Portfolio</b>	<b>FY23</b>	<b>24 v. 23 \$ Variance</b>	<b>24 v. 23 % Variance</b>	<b>5 Year Avg</b>
NATIONAL SCIENCE FOUNDATION (NSF)	\$ 80,402,296	22%	\$ 81,079,955	\$ (677,659)	-1%	\$ 69,625,948
DHHS	\$ 43,410,772	12%	\$ 32,422,156	\$ 10,988,616	34%	\$ 33,191,165
COLL/UNIV/RES INST.	\$ 41,984,795	12%	\$ 35,169,612	\$ 6,815,184	19%	\$ 35,181,386
INDUS RES INST/FDNS/SOC	\$ 36,313,581	10%	\$ 35,982,582	\$ 330,999	1%	\$ 31,109,160
INDUSTRIAL SPONSORS	\$ 33,226,309	9%	\$ 47,363,164	\$ (14,136,856)	-30%	\$ 42,636,474
US DEPT OF ENERGY	\$ 28,161,385	8%	\$ 20,406,771	\$ 7,754,614	38%	\$ 22,962,224
US DEPT OF COMMERCE	\$ 15,645,088	4%	\$ 34,433,228	\$ (18,788,140)	-55%	\$ 14,088,818
NASA	\$ 15,340,043	4%	\$ 12,016,847	\$ 3,323,196	28%	\$ 11,836,315
ARMY	\$ 13,267,595	4%	\$ 10,435,781	\$ 2,831,814	27%	\$ 6,933,325
NAVY	\$ 12,865,915	4%	\$ 12,626,171	\$ 239,744	2%	\$ 9,379,074
US DEPT OF DEFENSE	\$ 8,722,415	2%	\$ 7,308,268	\$ 1,414,147	19%	\$ 6,921,496
AIR FORCE	\$ 7,897,102	2%	\$ 9,210,785	\$ (1,313,683)	-14%	\$ 6,717,645
GOVT-OWNED/CONTRACTOR OP	\$ 7,183,267	2%	\$ 8,433,823	\$ (1,250,556)	-15%	\$ 7,379,430
STATE & LOCAL GOVERNMENT	\$ 6,413,914	2%	\$ 8,012,086	\$ (1,598,172)	-20%	\$ 6,065,258
US DEPT OF TRANSPORTATION	\$ 2,264,841	1%	\$ 7,971,131	\$ (5,706,290)	-72%	\$ 5,738,977
<b>Grand Total</b>	<b>\$ 362,910,374</b>	<b>100%</b>	<b>\$ 375,914,452</b>	<b>\$ (13,004,079)</b>	<b>-3.5%</b>	<b>\$ 321,832,486</b>

### Key Takeaways:

- Top 15 sponsor types/agencies by award dollars in FY24 listed above; totals at the bottom reflect awards from all sponsors.
- The biggest decrease is from the Department of Commerce (\$34.4 million in awards in FY23 versus \$15.6 million in FY24). DHHS, Dept. of Energy, and Colleges/Universities/Research Institutes were the biggest areas of growth.

# RI Sponsored Programs

*EXPENSE DATA: FY20 – 24 (YTD through Period 8: February)*

Expenditure Analysis: FEB.	FY24 YTD	FY23 YTD	Change
Salaries and Wages	\$ 93,626,568	\$ 88,365,189	6.0%
Subcontracts	\$ 46,964,562	\$ 35,545,357	32.1%
Tuition Remission	\$ 22,570,005	\$ 22,623,424	-0.2%
Other Direct Costs	\$ 28,550,228	\$ 24,065,710	18.6%
M&S	\$ 19,803,432	\$ 19,146,100	3.4%
Fringe Benefits	\$ 18,303,380	\$ 16,584,250	10.4%
Equipment	\$ 11,342,912	\$ 9,101,986	24.6%
Domestic Travel	\$ 4,516,322	\$ 3,983,219	13.4%
Foreign Travel	\$ 1,245,421	\$ 960,992	29.6%
High Performance Computing	\$ 61,691	\$ 61,663	0.0%
Unallocated	\$ 232,291	\$ 57,593	303.3%
<b>DIRECT</b>	<b>\$ 247,216,811</b>	<b>\$ 220,495,483</b>	<b>12.1%</b>
<b>IDC</b>	<b>\$ 71,307,730</b>	<b>\$ 66,144,253</b>	<b>7.8%</b>
<b>Total</b>	<b>\$ 318,524,541</b>	<b>\$ 286,639,736</b>	<b>11.1%</b>

Expenditures - Direct		
	YTD (Feb.)	Full Year
FY24	\$ 247,216,811	\$ 376,204,423
FY23	\$ 220,495,483	\$ 337,688,551
FY22	\$ 223,288,741	\$ 330,920,330
FY21	\$ 190,759,394	\$ 294,248,586
FY20	\$ 187,111,727	\$ 286,744,676
Expenditures - Indirect		
	YTD (Feb.)	Full Year
FY24	\$ 71,307,730	\$ 110,871,308
FY23	\$ 66,144,253	\$ 103,856,777
FY22	\$ 59,052,701	\$ 93,079,082
FY21	\$ 54,370,848	\$ 86,156,912
FY20	\$ 56,813,472	\$ 84,764,909

Key Takeaways:

- Direct expenditures were up 12.1% and indirect expenditures were up 7.8% YOY.
- Relative increases in all areas except Tuition Remission.

# RI Sponsored Programs

## Grants and Contracts *INVOICING* and *FINANCIAL REPORTING* FY23 – FY24 (YTD through Period 8: February)

<b>INVOICING</b>			
<b>Invoicing YTD FY2023 vs. FY2024 (thru Feb.)</b>			
Invoice Types	FY24 (Feb. YTD)	Monthly FY24 Average	FY23 (Feb. YTD)
G&C GIT Standard	\$ 10,000	\$ 1,250	\$ 13,418,491
G&C GIT Standard Certification Required	\$ 16,187,546	\$ 2,023,443	\$ 461,032
G&C GTRC Custom Certification Required	\$ 1,063,954	\$ 132,994	\$ 2,622,295
G&C GTRC Standard	\$ -	\$ -	\$ 17,069,326
G&C GTRC Standard Certification Required	\$ 91,967,999	\$ 11,496,000	\$ 56,242,448
G&C In House	\$ 24,277,937	\$ 3,034,742	\$ 34,602,579
G&C LOC Draw	\$ 127,876,181	\$ 15,984,523	\$ 110,259,117
G&C SF1034	\$ 16,444,208	\$ 2,055,526	\$ 10,400,799
G&C SF 270	\$ 38,898,608	\$ 4,862,326	\$ 35,089,846
<b>Grand Total</b>	<b>\$ 316,726,435</b>	<b>\$ 39,590,804</b>	<b>\$ 280,165,932</b>
<b>Raw Invoice Counts</b>	<b>11,091</b>	<b>1,386</b>	<b>9,002</b>
<b>Year over Year Invoicing Change</b>			
	<b>Dollars</b>	<b>Invoice Counts</b>	
YTD change in FY24 over FY23	\$ 36,560,502	2,089	
YTD percentage change	13.0%	23.2%	
<b>Bursar Related</b>	\$ 14,771,757	\$ 12,862,685	
<b>Office of G&amp;C Invoiced</b>	\$ 301,954,678	\$ 267,303,247	

<b>FINANCIAL REPORTS</b>		
<b>Financial Reports YTD FY20223 vs. FY2024 (thru Feb.)</b>		
Report Types	FY24 (Feb. YTD)	FY23 (Feb. YTD)
Annual Financial Report	72	79
Final Financial Report	157	173
Monthly Financial Report	114	113
Quarterly Financial Report	444	370
Milestone (Event Based)/Revised	1	2
Semi-Annual Financial Report	31	30
<b>TOTALS</b>	<b>819</b>	<b>767</b>
<b>Year over Year Invoicing Change</b>		
	<b>Report Counts</b>	
YTD change in FY24 over FY23	52	
YTD percentage change	6.8%	

### Notes:

- Invoiced dollars (and counts), as well as financial reports, are up significantly over the prior year.
- Project Accounting billed over \$45 million in February!
- RPA “bots” continue to function well on both the invoicing and reporting side.

# RI Sponsored Programs

## Grants and Contracts: FINANCIAL ANALYSIS: FY23 – FY24 (YTD through Period 8: February)

G&C ANALYST TEAM: JOURNALS	FY24	% of Total	FY23	% of Total	% Chg FY
<b>Journals (Total)</b>	872		940		-7%
Appropriate Grants Management	677	78%	753	80%	
"Red Flag" Grants Management	195	22%	187	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.*

### Key Takeaways:

- The statistics on journals show an 10% decrease relative to last year, although there is a slight increase in “red flag” journals as a percentage of the total.
- Independent of journal activity through February, the analyst team managed:
  - 799 award initiations,
  - 1,723 award modifications,
  - 4,311 award corrections, and
  - 261 service now tickets.

# RI Sponsored Programs

## Award Dollars in Exception Status

<b>AWARD EXCEPTIONS (Overspent) - as of March 1</b>				<b>March. 1</b>	<b>Feb. 1</b>
Row Labels	Past-term	In-Performance	Total Sum of Available Balance	Total Count of Award I	Total Count of Award ID
Financial Aid	(1,469,804)	(30,602,414)	(32,072,218)	7	7
Electrical and Computer Engineering	(757,043)	(1,536,581)	(2,293,624)	73	83
General Institutional Expense	(467,191)	(424,260)	(891,451)	14	14
MECHANICAL ENGINEERING	(179,590)	(2,703,093)	(2,882,683)	37	44
Chemical and Biomolecular Engineering	(144,678)	(373,072)	(517,750)	14	18
Institute for Bioengineering & Bioscience	(95,178)	(7,910)	(103,088)	2	2
CHEMISTRY AND BIOCHEMISTRY	(91,162)	(228,655)	(319,817)	11	13
School of Computer Science	(73,026)	(34,207)	(107,233)	9	11
Institute for Electronics and Nanotechnology	(66,951)	(4,550)	(71,500)	3	3
Aerospace Engineering	(64,576)	(1,421,541)	(1,486,117)	27	36
Materials Science and Engineering	(56,394)	(130,078)	(186,472)	9	5
School of Interactive Computing	(53,823)	(297,387)	(351,210)	20	17
EI2 Industry Services	(52,026)	(21,534)	(73,560)	4	3
EI2 Safety, Health, Environmental Services	(27,438)	(962,524)	(989,961)	2	2
Pediatric Technology Center	(23,748)		(23,748)	1	1
<b>Grand Total</b>	<b>(3,667,492)</b>	<b>(42,520,428)</b>	<b>(46,187,920)</b>	<b>332</b>	<b>372</b>
<b>Non-Financial Aid</b>	<b>(2,197,688)</b>	<b>(11,918,014)</b>	<b>(14,115,702)</b>	<b>325</b>	<b>365</b>

### 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).
- The number of awards in exception status dropped over 10% from Feb. 1, which is fantastic!
- New report added to the “Exception Suite” – “Charges Past the Award End Date” for situations where the award is NOT overspent, but charges are hitting past the award end date.

# 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>

[PI ARTICLE: F&A Rates at Georgia Tech.](#) (March, 2024) [\(PDF Download\)](#)

[PI ARTICLE: GT Reports for Managing Sponsored Funds.](#) (February, 2024) [\(PDF Download\)](#)

[PI ARTICLE: In-Kind Cost Share.](#) (January, 2024) [\(PDF Download\)](#)

[PI ARTICLE: Managing Award Closeouts.](#) (December, 2023) [\(PDF Download\)](#)

[PI ARTICLE: The PI "Must-Knows" of Post Award Financial Management.](#) (November, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Cost Principles – Research Administration's Big Four.](#) (October, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Research Proposal Submissions – Don't Needlessly Miss Your Flight.](#) (September, 2023) [\(PDF Download\)](#)

[PI ARTICLE: A Celebration of Georgia Tech Research.](#) (August, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Audits and Reviews.](#) (July, 2023) [\(PDF Download\)](#)

[PI ARTICLE: A Summer Salary Briefing.](#) (June, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Exception Reports and the Importance of Sponsored Budget Management.](#) (May, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Cost Transfers – Manageable Problems.](#) (April, 2023) [\(PDF Download\)](#)

[PI ARTICLE: The Craft of Carryover.](#) (March, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Participant Support Costs versus Participant Incentives.](#) (February, 2023) [\(PDF Download\)](#)

[PI ARTICLE: The Problems with Overspending on Sponsored Awards.](#) (January, 2023) [\(PDF Download\)](#)

[PI ARTICLE: Popular Research Metrics.](#) (December, 2022) [\(PDF Download\)](#)

[PI ARTICLE: Cost Sharing – Nuts and Bolts.](#) (November, 2022) [\(PDF Download\)](#)

[PI ARTICLE: An Inventory of Sponsor Required Reports.](#) (October, 2022) [\(PDF Download\)](#)

[PI ARTICLE: How do Fringe Benefit Rates work at Georgia Tech?](#) (September, 2022) [\(PDF Download\)](#)

[PI ARTICLE: The Mysterious and Very Important F&A Cost Reimbursement Rate.](#) (August, 2022) [\(PDF Download\)](#)

[PI ARTICLE: Subrecipient Monitoring – Roles and Responsibilities.](#) (July, 2022) [\(PDF Download\)](#)

[PI ARTICLE: OSP and G&C – Who Does What?](#) (June, 2022) [\(PDF Download\)](#)

[PI ARTICLE: How Much Money Do I Have?](#) (May, 2022) [\(PDF Download\)](#)

[PI ARTICLE: Sponsored Award Management – Timeline and Tasks.](#) (Apr, 2022) [\(PDF Download\)](#)

[PI ARTICLE: My sponsor says they haven't been invoiced.....so what do I do?](#) (Mar, 2022) [\(PDF Download\)](#)

## Featured PI Article



### PI ARTICLE: F&A Rates at Georgia Tech

This article highlights the different F&A rates applicable to sponsored activity at Georgia Tech. Please see the [August 2022 PI Article](#) for background on F&A, the components of the calculation, how rates are negotiated, etc. More PI articles are found in the [archive](#).

[Read the Article](#)

## The Latest Buzz with G&C Accounting

### The Latest *Buzz* with G&C Accounting



Grants and Contracts (G&C) Accounting is hosting a monthly information session to provide post award research news and updates to the Georgia Tech research community. Our next session will be held virtually on February 27. Please register for the session [using the link below](#). If you would like to view our past session please navigate to our website: [grants.gatech.edu](https://www.grants.gatech.edu) -> Training -> The Latest Buzz with G&C Accounting. We look forward to seeing you!

[Link to register.](#)

[January 23, 2024](#)

For [Presentation Slides \(PDF\)](#),

For [Recorded Session](#).

Topic	Presenter	Recording start
Research Stats, RI Sponsored Programs, G&C Education & Outreach – PI Articles and The Latest Buzz	Josh Rosenberg	0:00:25
Project Accounting Updates, EDRs, Faculty Summer Pay, Purchasing & Inventorying Equipment	Glenn Campopiano	0:08:48
Foundational Data Model –FDM (Function), Function Worktag, Instruction FN11%, Research FN12%, Operation and Maintenance FN17%	Jonathon Jeffries	0:14:15

# Property Control Updates

**Frederick Trotter**

Director of Insurance & Assets

State of Georgia General Statutes requires the Institute to be accountable for all equipment under its control. The Institute must also comply with the provisions of the Approval of Management, Budget Circulars A-21, Revised, SAS 112 (Federal Audit Guidelines) and A-110 to assure proper reimbursement of federally funded research and training projects.

The maintenance of a perpetual inventory of equipment is necessary to achieve correct financial reporting for the institution, to provide the basis for suitable insurance coverage, and to assist Cost Centers, Departments and Business Units in accountability for their equipment.

#### Threshold Requirements

In accordance with State & Board of Regents guidelines, the current threshold for which an inventory of an asset is maintained is \$3000 with a life expectancy of one or more years.

# Main Asset Spend Categories

	Spend Category	Description
Small Value Equipment (\$3,000 - \$4,999.99)	SC743200	Equipment Purchase - Small Value - Inventory (per item cost \$3,000-\$4,999.99)
	SC743500	• Furniture/Fixtures - Small Value - Inventory
	SC744200	Information Tech Equipment Purchase - Small Value - Inventory (per item cost \$3,000-\$4,999.99)
Capitalized Equipment (> \$4,999.99)	SC843101	Equipment Purchase GT Holds Title (per item cost greater than \$4,999.99) <i>*This spend category should also be used for <u>furniture</u> greater than \$4,999.99</i>
	SC843131	Equipment Purchase - Computers GT Holds Title (per item cost greater than \$4,999.99)
	SC843142	Equipment Purchase Information Technology (non-computer) GT Holds Title (per item cost greater than \$4,999.99)
Special Equipment	SC743201	Equipment - Weapons (Public Safety Only)
	SC841100	Equipment Purchase - Motor Vehicle

# Fabricated Equipment

Fabricated equipment is defined as a piece of equipment with a value of \$3000.00 or greater and a useful life of at least 3 years which has been assembled from parts purchased with supply or non-inventoried equipment spend category SC71412- Supplies and Material-Fabricated. Items may also be purchased via Pcard.

All cost components of the equipment will be verified through supporting documentation submitted. A cost transfer will be processed to move expenditures to an expensed asset under SC743\*\*\* (valued at \$3000.00 to \$4999.99) or a capitalized asset under SC843\*\*\* (valued at \$5000.00 and above) to create an inventoried taggable asset.

# Fabricated Equipment Links:

Procedure complete form

<https://procurement.gatech.edu/sites/default/documents/FabricationProcedure.pdf>

Fabricated Form

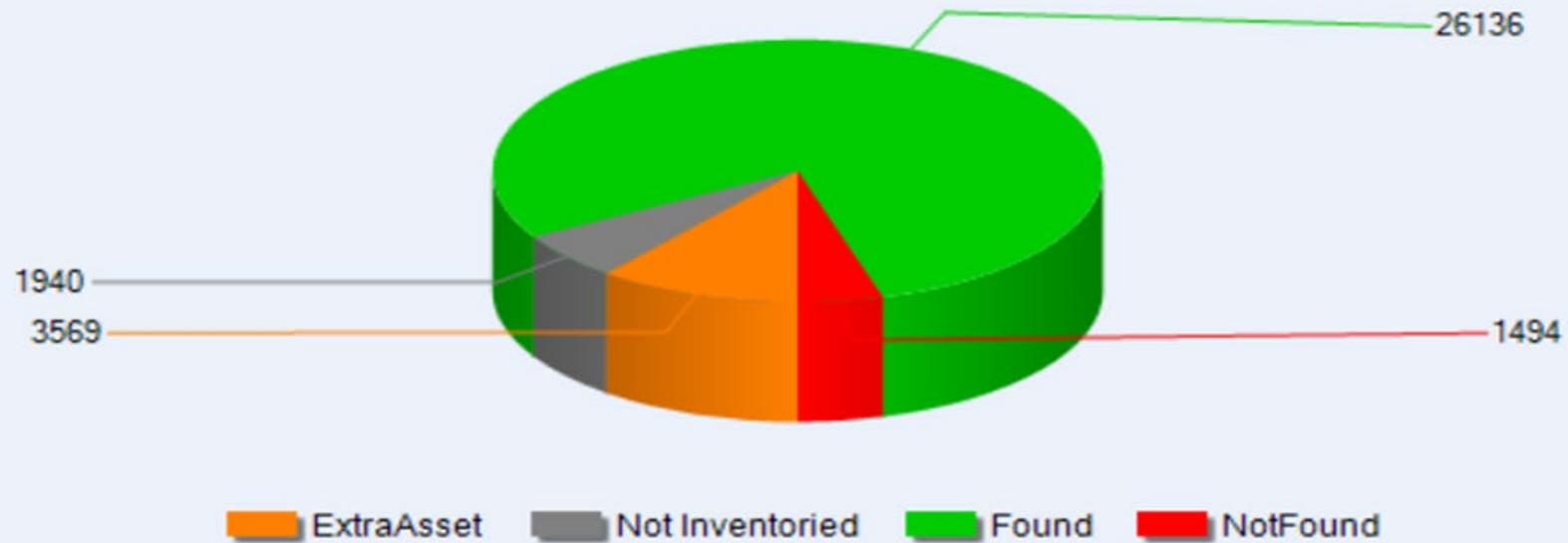
<https://procurement.gatech.edu/sites/default/documents/FabricationForm.pdf>

# Current FY24 Inventory Status

- Inventoried (equipment located) – 29,705 ( of 32,295)
  - **92.8%** \*as of 03.21.24
- Not Inventoried – 1682 (**\$34M**)
  - *Location (room) has not been inventoried*
- Not Found – 1314 (**\$31M**)
  - *Location (room) inventoried : equipment not located/ identified*

## ASSET INVENTORY DASHBOARD

Assets by Inventory Status



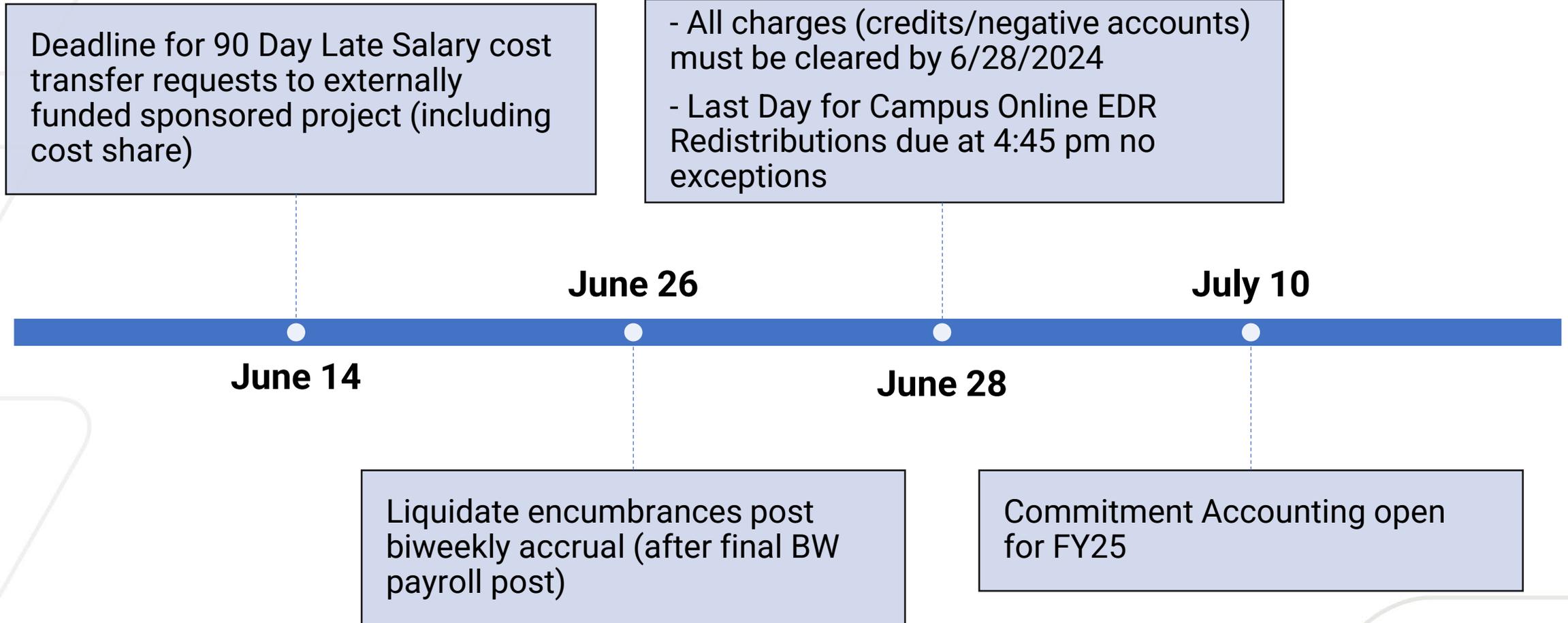


# Commitment Accounting Updates

**Jason Cole**

Director - Commitment Accounting

# Year-End Close Dates | Commitment Accounting



# Best Practice

## Review Position Funding Proactively

- If necessary, correct FY2024 funding with a Change Position Funding (CPF) transaction. **EDRs should be avoided.**
- **Review grants that are ending** (use Workday end dates). Employees paid on grants that have ended will cause funding to post to suspense/cost overrun and will require an EDR transaction (which are to be avoided).
- **Establish cost share** as soon as possible (ASAP) to avoid over 90-day cost transfer requests.
- **Review salaries allocated to your department's undesignated and suspense worktags** to ensure balances posted to these worktags are cleared timely.



# >90 Day EDR Justification

- **This justification only applies to EDRs when moving salary on to a grant (e.g. 03GR00000000).**
  - When initial/continuing sponsor funding is delayed beyond 90 days after the effective date if the transfer is requested typically 60-90 days after the expiration date of the project.
  - Grants & Contracts may approve the proposed transfer if the terms and conditions of the sponsored agreement provide for acceptance and payment of the expenses by the proposed cost transfer.
- **Common reasons for exceptions:**
  - Initial or continuing sponsor funding delayed beyond 90 days.
  - Specific approval received by sponsored agency.
  - Transfers to cost share or between grants within the same award.
- **Action Steps:**
  1. Complete [transmittal form](#).
  2. Submit to ASC via [ServiceNow](#).

Georgia Institute of Technology OVER 90 DAYS LATE EXPRESS DIRECT RETRO (EDR) TRANSMITTAL FORM			
Dept Org Number	Dept Org Name	Employee ID #	
Employee Name			
Contact/Approval Information			
Requested By:		Title:	
Date:	Phone:	Email:	
Approved By:		Date:	
Approved By: (if shared)		Date:	Dept ID
Approved By: (if shared)		Date:	Dept ID
	Current FY	Prior FY	
JUSTIFICATION DETAIL			
<i>NOTE: For all changes made TO externally-funded sponsored projects**, you must choose a justification reason. If "Other" is selected, enter detailed explanation.</i>			
1. Correction of labor charges based on review by employee, PD/PI, or authorized delegate.			
2. Correction of clerical error or data input identified by authorized unit financial personnel.			
3. New Award costs incurred during the award period charged temporarily to other allowable funds pending establishment of a new award/fund.			
4. Allowable pre-award costs (incurred prior to the award period) initially charged to other allowable funds.			
5. Renewal award costs charged originally to prior sponsored increment or to other allowable funds.			
6. Other: Please specify:			
JUSTIFICATION FOR LATE TRANSFER (Complete this section for requests over 90 days)**			
Pay Period End Date	Date of Request:	Days Late:	0
(a) Explain why the expense was not originally charged to the correct project.			
(b) Explain how the expense benefits the scope of work on the "TO" project. What work did the employee perform?			
(c) Explain why the error was not identified and corrected timely (within 90 days of the Pay Period End date).			
(d) Explain what steps are in place to prevent the need for a late cost transfer going forward. Include people/groups involved and frequency			

# Express Direct Retro | Submit

## Step 1

### Compile all information before submitting transaction

- Employee ID (recommend searching by employee ID e.g. promotion/transfer)
- Pay period(s) to correct
- Amounts to transfer
- New combo code(s)
- Current employee cost detail report
- Cost transfer justification (why wasn't the salary posted correctly?)
- Ad hoc approvers if applicable (contact approver before inserting)



## Step 2

### Select appropriate row(s) where the salary is moving from

- Avoid selecting rows with negative amounts
- No need to choose a row where the salary isn't being reduced



### If Needed:

- Check for pending EDRs
  - Can be found at the bottom under search – existing (select click next, submit or cancel)
- Once EDR is approved and processed or denied, transaction is removed.
- The EDR could be saved but not submitted.
- Contact users in the approval workflow.

# Project Accounting Updates

**Glenn Campopiano**

Director, Project Accounting

# Project Accounting

- FY24 Year End approaching –close out mindset. Plan ahead and take action now to have a smooth close out. Only 3 more Buzz presentations this year.
- Cost Share –true up your FY24 commitments to ensure you have required funding available. Ensure all cost share expenses are posted to CS grant lines before June 30<sup>th</sup>
- Purchases –Put in requisitions sooner rather than later.
- Review Undesignated and grant PS loadings to ensure all is correct.
- Salary Overpayments – mindful of GRA graduating or going on internships.
- Responsiveness to G&C communications. Please address our e-mails in a timely fashion and take requested actions as soon as possible. We wouldn't be asking if it wasn't important. Multiple e-mails for the same requests is not efficient or productive.
- Avoid past term financial transactions – work in the POP not after it.

# Policy on Prior Year Salary Cost Transfers

## Allowability of Prior Year Salary Cost Transfers

- Prior Year Salary Cost Transfers that will be accepted for review and processing:
  1. Sponsored Grant line to Sponsored Grant line in the same Award
  2. Sponsored Grant line to Designated or GTRC or GTF funds
  3. Errors caused by incorrect Award set-up (by OSP or G&C)
  4. **GTF or GTRC to Sponsored Grant line for mods or initiations completed in June.**
- Requests must be complete with all required documentation or will be returned for correction.
- All requests must go through Service Now.
- If the requests does not meet the above conditions it will not be processed.
- Be Sure to put June pay on GTF or GTRC worktags so they can transfer in FY24 to sponsored worktags. Don't leave the salaries on state funds!
- Get Advanced Project (grant) numbers!

# Open Purchase Order Obligations on Closed Awards

- Once an Award ends the timely close out of open obligations is required for G&C to close out the award and complete financial reporting. Recall we only have up to 120 days total and some agencies (NIH) are closing funding at 90 days past term date and unilateral closeout at 120 days if SF425 not submitted.
- Very few purchases that post after the end date are allowable costs –the main two are sub award invoices received no later than 60 days from end date or per terms of sub award contract. The other is for the replenishment of lab consumables to replace existing stock used during the POP.

G&C process for having open obligations moved off grant-

- We will e-mail the Grant Manager and PI to move off the PO. Our e-mail will indicate that the unit needs to provide confirmation that the change order request has been made.
- If confirmation has not been received within 5 business, we will follow up with the department with a 2nd email that has language "if confirmation of a change order request is not received within 3 business days G&C will move the outstanding purchase order to your Cost Overrun Worktag"
- If there is no response after 2 emails, G&C will request a service now ticket. G&C has made arrangements with Business Services to expedite our requests.

# Advance Project (Grant) Numbers

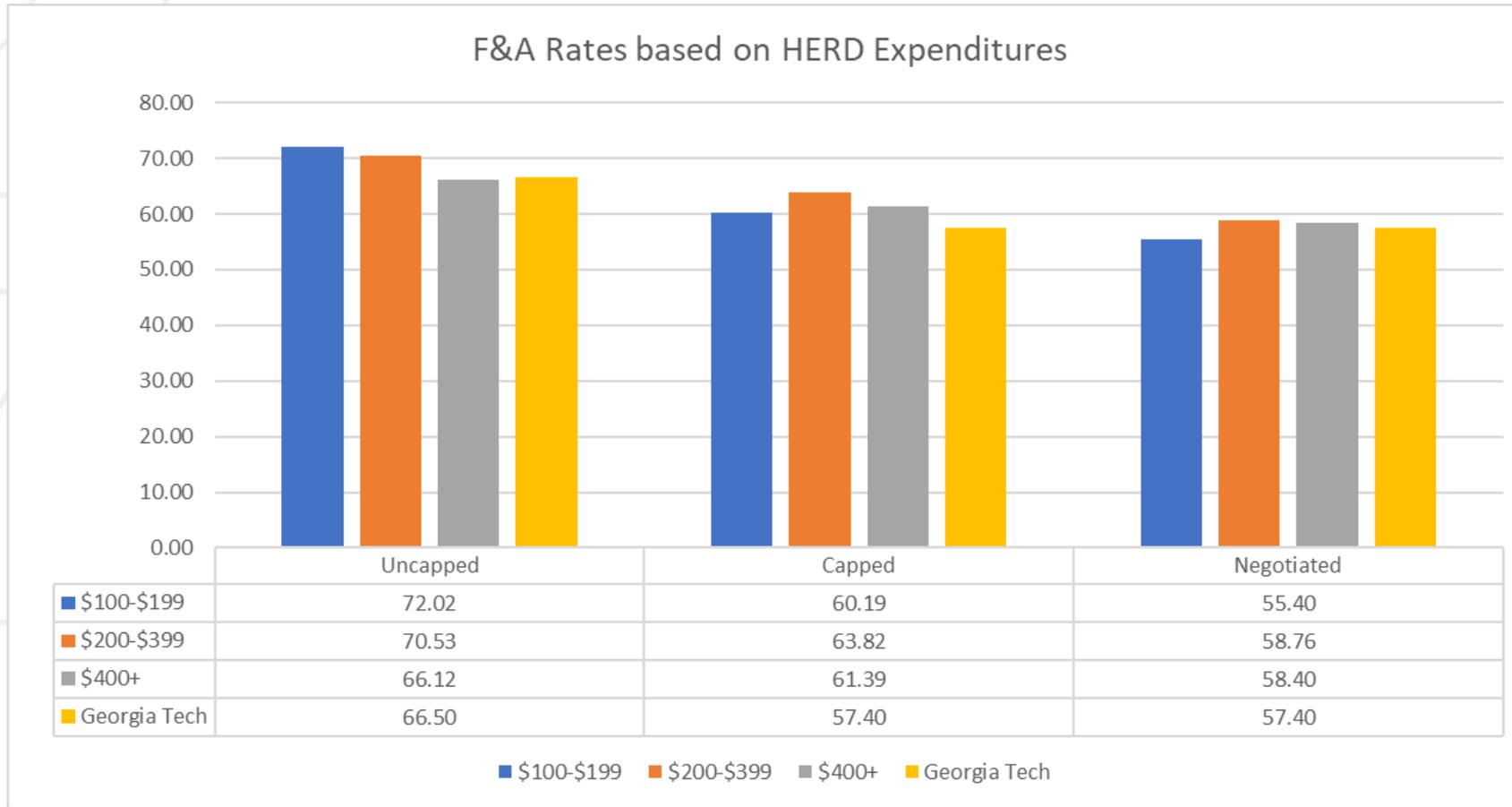
- Advance project requests are an OSP function so follow their policy.
- IMHO there should be more unit use of this procedure.
- Allows you to charge on the correct worktag and eliminates future EDRs and cost transfers.
- Risk is low to unit if award has high probability of being awarded.
- You can limit risk by sticking to AP budget.
- Timesaver-award runs seamlessly after initiation.
- Can be used even if there is IRB reviews involved.
- Consider using them more often!

# Cost Accounting Updates

**Jonathon Jeffries**

Director - Cost Accounting

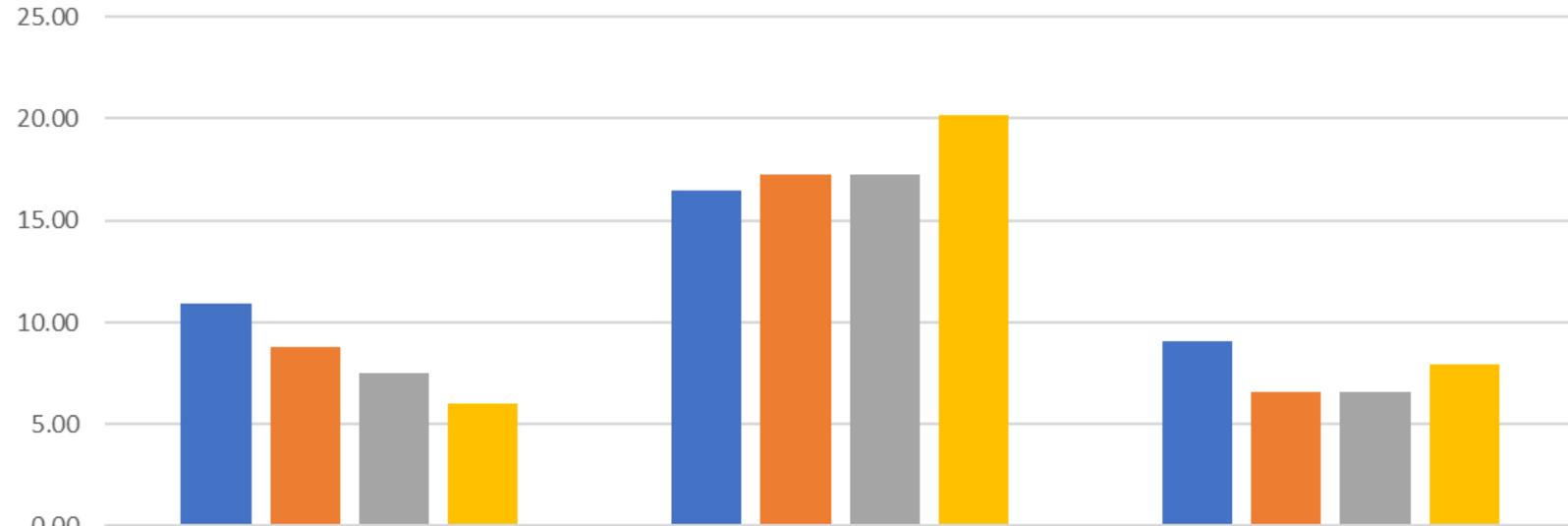
# F&A Rates Comparisons



- Based on on most recent NSF Higher Education Research Study
- Georgia Tech rates are from current negotiated F&A rates

# F&A Rates Administration Comparisons

F&A Rates Administrative Components based on HERD Expenditures

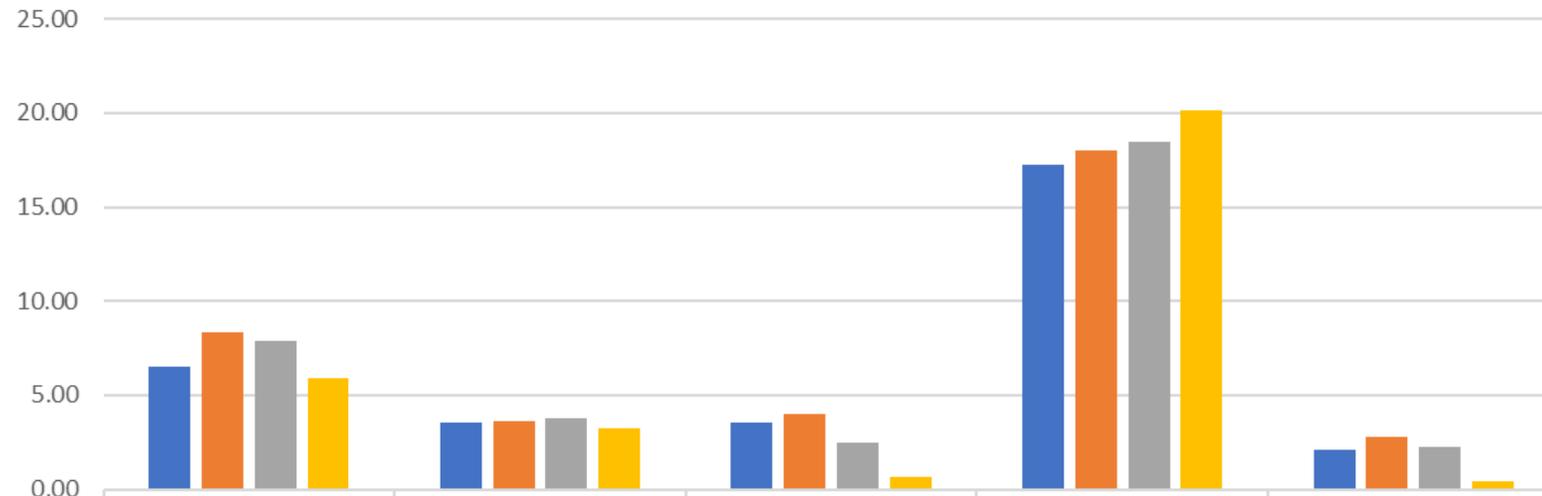


	General Administration	Department Administration	Sponsored Project Administration
■ \$100-\$199	10.91	16.50	9.04
■ \$200-\$399	8.77	17.24	6.57
■ \$400+	7.48	17.24	6.57
■ Georgia Tech	6.01	20.17	7.96

■ \$100-\$199 ■ \$200-\$399 ■ \$400+ ■ Georgia Tech

# F&A Rates Facility Comparisons

F&A Rates Facilities Components based on HERD Expenditures



	Building Depreciation	Equipment Depreciation	Interest	Operation and Maintenance	Library
\$100-\$199	6.50	3.58	3.53	17.24	2.12
\$200-\$399	8.36	3.60	4.02	18.01	2.77
\$400+	7.86	3.75	2.51	18.46	2.29
Georgia Tech	5.89	3.21	0.67	20.17	0.45

■ \$100-\$199 ■ \$200-\$399 ■ \$400+ ■ Georgia Tech

# F&A Rates Comparisons

Type	Avg. Research MTDC	Avg. Cost Share in Research Rate Base	% of Cost Share to Research MTDC	Research Square Footage	Sqft. Density Research
\$100-\$199	67,971,859	3,515,226	5.2%	412,988	\$ 165
\$200-\$399	152,574,297	8,070,848	5.3%	889,646	\$ 172
\$400+	307,613,574	14,476,308	4.7%	1,408,234	\$ 218
Georgia Tech	196,202,045	10,362,000	5.3%	1,098,748	\$ 179

# 2 CFR 200 (Uniform Guidance) Updates

- Office of Management and Budget (OMB) will be proposing revisions to title 2 of the Code of Federal Regulation (CFR) in 2023 with final updates anticipated in December 2023 (Still Waiting)
- A 2/9/2023 [RFI](#) requested feedback from the general public before March 13, 2023
- Council of Government Relations (COGR) submitted a letter on behalf of its 200 public and private U.S. Research Universities and affiliated academic medical centers focused on reducing administrative burden
- This is being framed as a major rewrite with both obvious and subtle but significant changes
- Can OMB complete the final revisions by March 2024? (Stay tuned same Bat-time, Same Bat-Channel)
- Will there be a comment period? Seems unlikely based on last COGR meeting
- Effective date for new awards should be spelled out in final guidance
- F&A changes around subcontract MTDC (if included) will not be effective until next F&A submission

# Workday Reporting Updates

**Amy Zhang**

Application Support Analyst Lead

# SABER Report Bug Fixes

## 1: Fixed Subaward Line Estimated F&A Amount

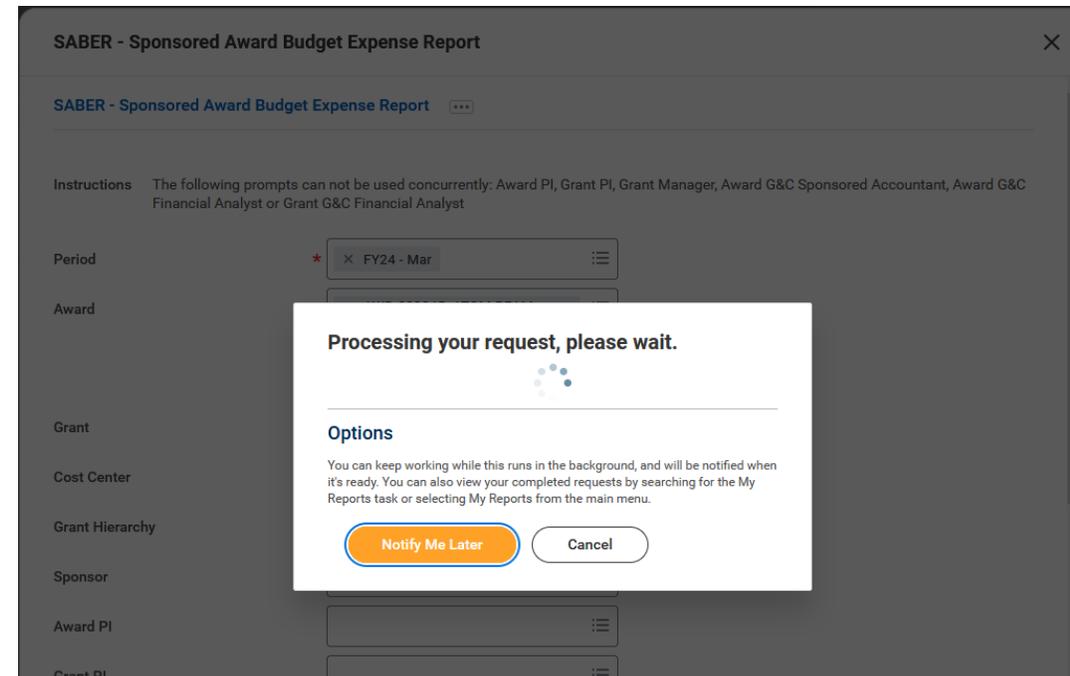
- Previously, subaward lines with basis limit displayed inaccurately high estimated F&A amounts.
- Corrected the bug to ensure accurate representation of estimated F&A amounts on subaward lines.

## 2: Fixed Discrepancy in Available Balance for Certain Awards

- Identified a discrepancy in Available Balance when running SABER reports based on Award number versus Grant number.
- Implemented fixes to resolve the inconsistency and ensure accurate Available Balance calculations.

## • Recommendation for Single Award/Grant Users

- If running only one award or one grant:
  - When "Notify Me Later" appears, we recommend waiting an additional 3-5 seconds for the results.
- This recommendation applies to: SABER, SABER-by Object Class and SABER-Subaward reports.
- Note: SABER-PEB remains unchanged due to its different design.



# The Latest Buzz Meeting Registration FAQ

## 1. Email Notification:

- We send The Latest Buzz meeting notifications to the "fin-all-grants" group each month.
- This email group is an automatic email list maintained by OIT
- It is based on users' roles in Workday.
- If you have a grant-related role, you will be automatically added to the list.

### *Not Receiving Emails?*

- If you don't receive emails, you can always visit our website to register.

<https://www.grants.gatech.edu>

## 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):

March 27, 2024 (Wednesday)

2 - 3:30 p.m.

[Register](#)

[View Past Session Recordings](#)

<https://www.grants.gatech.edu/latest-buzz-gc-accounting>

## The Latest Buzz with G&C Accounting

The Latest Buzz with G&C Accounting



Grants and Contracts (G&C) Accounting is hosting a monthly information session to provide post award research news and updates to the Georgia Tech research community. Our next session will be held virtually on February 27. Please register for the session [using the link below](#). If you would like to view our past session please navigate to our website: [grants.gatech.edu](https://www.grants.gatech.edu) -> Training -> The Latest Buzz with G&C Accounting. We look forward to seeing you!

[Link to register.](#)

[January 23, 2024](#)

For [Presentation Slides \(PDF\)](#),

For [Recorded Session](#).

Topic	Presenter	Recording start
Research Stats, RI Sponsored Programs, G&C Education & Outreach - PI Articles and The Latest Buzz	Josh Rosenberg	0:00:25
Project Accounting Updates, EDRs, Faculty Summer Pay, Purchasing & Inventorying Equipment	Glenn Campopiano	0:08:48
Foundational Data Model -FDM (Function), Function Worktag, Instruction FN11%, Research FN12%, Operation and Maintenance FN17%	Jonathon Jeffries	0:14:15

# The Latest Buzz Meeting Registration FAQ

## 2. Unable to register

- The name and email boxes are grayed out, preventing entry of information.

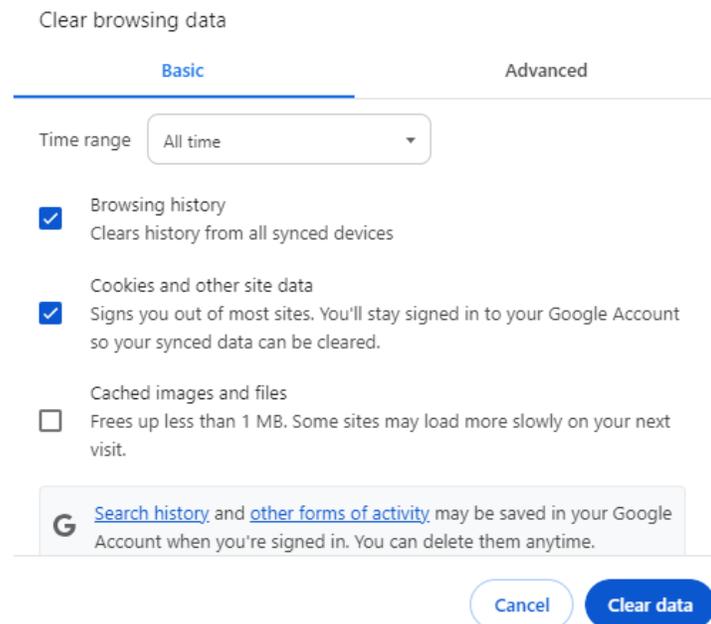
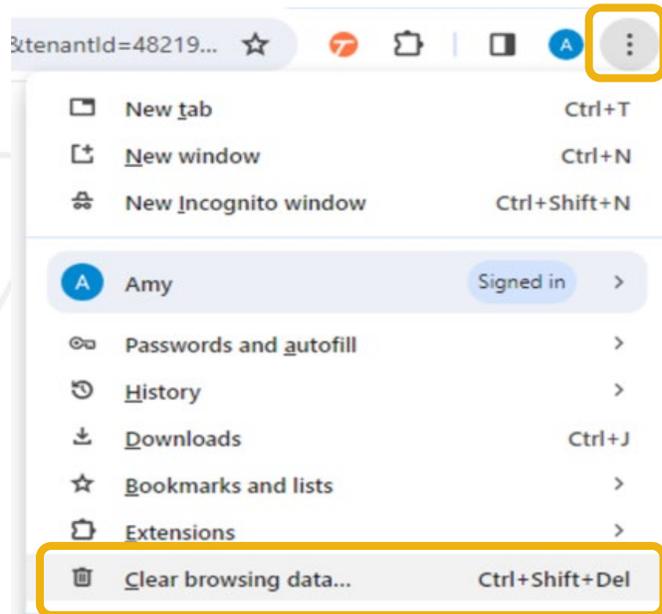
## 3. blank page

- Some users report seeing a blank page

*We typically recommend user to:*

- Try using a different browser.
- Alternatively, Wait until the next day and try again.

For Google Chrome: (Other browsers may have comparable settings)



# Training Updates

**Rob Roy**

Director of BOR Sponsored Programs

# 2024 Upcoming Live Professional Development

[Saba Quest LMS](#) – Sign in with GT credentials and register!

Offered virtually, via Zoom, unless otherwise noted

## MARCH 2024

**March 27th**  
**eRouting Proposal Module**  
2:00pm – 3:30pm

**March 28th**  
**Pre-Award Budgeting, F&A, and Cost Principles**  
1:00pm – 3:00pm

**April 17th**  
**Advanced Topics: Salary**  
10:00am – 12:00pm

**April 17th**  
**Advanced Topics: Effort**  
1:00pm – 3:00pm

**April 23rd**  
**Cayuse Proposal System**  
2:00pm – 3:30pm

**April 24th**  
**Pre-Award Activities**  
11:00am – 1:00pm

## APRIL 2024

**April 10th**  
**Advanced Topics: Rethinking the Status Quo**  
12:00pm – 2:00pm

**April 16th**  
**Mentor Panel & Networking**  
12:00pm – 2:00pm  
**(Hybrid: Dalney 180/Virtual)**

**April 18th**  
**Advanced Topics: Advanced Budgeting**  
10:00am – 12:30pm

**April 18th**  
**Advanced Topics: Allowable & Allocable**  
1:00pm – 3:00pm

**April 24th**  
**Post-Award Activities**  
1:30pm-3:30pm

**April 25th**  
**eRouting Proposal Module**  
10:00am – 11:30am

# Current Internal 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*
- *NCURA: NIH Data Management & Sharing Policy – Budgeting/Application Tips & Tricks (or Treat?)*
- *NCURA: Managing SBIR/STTR Projects*
- *NIH Proposal Preparation & Review Tips*
- *NIH F Series--Fellowship Programs*
- *NIH Fundamentals (NCURA)*
- *NSF Proposal Preparation & Review Tips*
- *Advanced Research Projects Agency for Health (ARPA-H):*
  - *Introduction and Q&A*
  - *Budget Workshop*
  - *Terms & Conditions Workshop*
- *Service Centers and Best Practices*
- *Specialized Service Agreements*
- *Subawards - Request, Monitor, Risk*
- *Effort Reporting*
- *Contract Information Systems (CIS)*
- *Cost Share*
- *Cost Transfers*
- *Pivot: Finding Funding*
- *ORCID iD*

RESEARCH ADMINISTRATION BUZZ

# RAB MEETING

APRIL 16, 2024

DALNEY 180 & VIRTUAL

LUNCH: 11:30AM - 12:00PM

EVENT: 12:00PM - 2:00PM

[CLICK HERE TO REGISTER](#)



Click [HERE](#) to access the September 2023 event recording.



**GT** Georgia Tech  
**Research**

**RESEARCH ADMINISTRATOR  
APPRECIATION  
EVENT**

*Professional Recognition*

**SEPTEMBER | DATE TBA  
DALNEY 180 & VIRTUAL**

Click [here](#) to submit **FY24** recognition details for you, your colleague(s), your direct report(s), or a team.

# THANK YOU!



[GRANTS.GATECH.EDU](https://grants.gatech.edu)