FI$Cal

Financial Information System for California

FI$Cal Solution Walkthrough (SWT): Grants Management

2017/2018 Release

Agenda

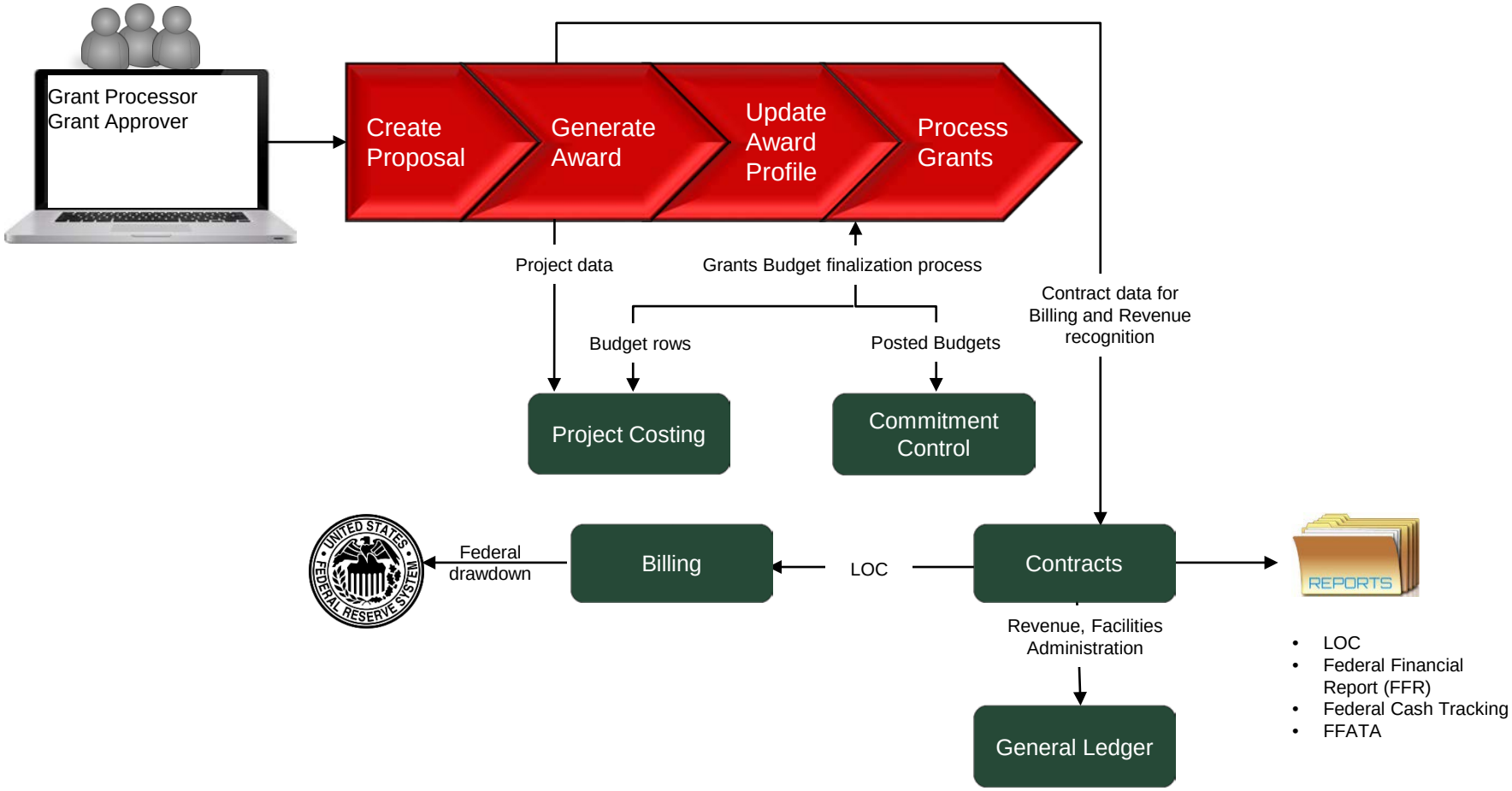
- Solution Walkthrough Objectives
- Grants Management Solution Overview
- Grants Processes
  - Create Proposal
  - Generate Award
  - Update Award Profile
  - Process Grants
- Technology Considerations
- FI$Cal Grants Management Demonstration
- Q&A session

SWT Objectives

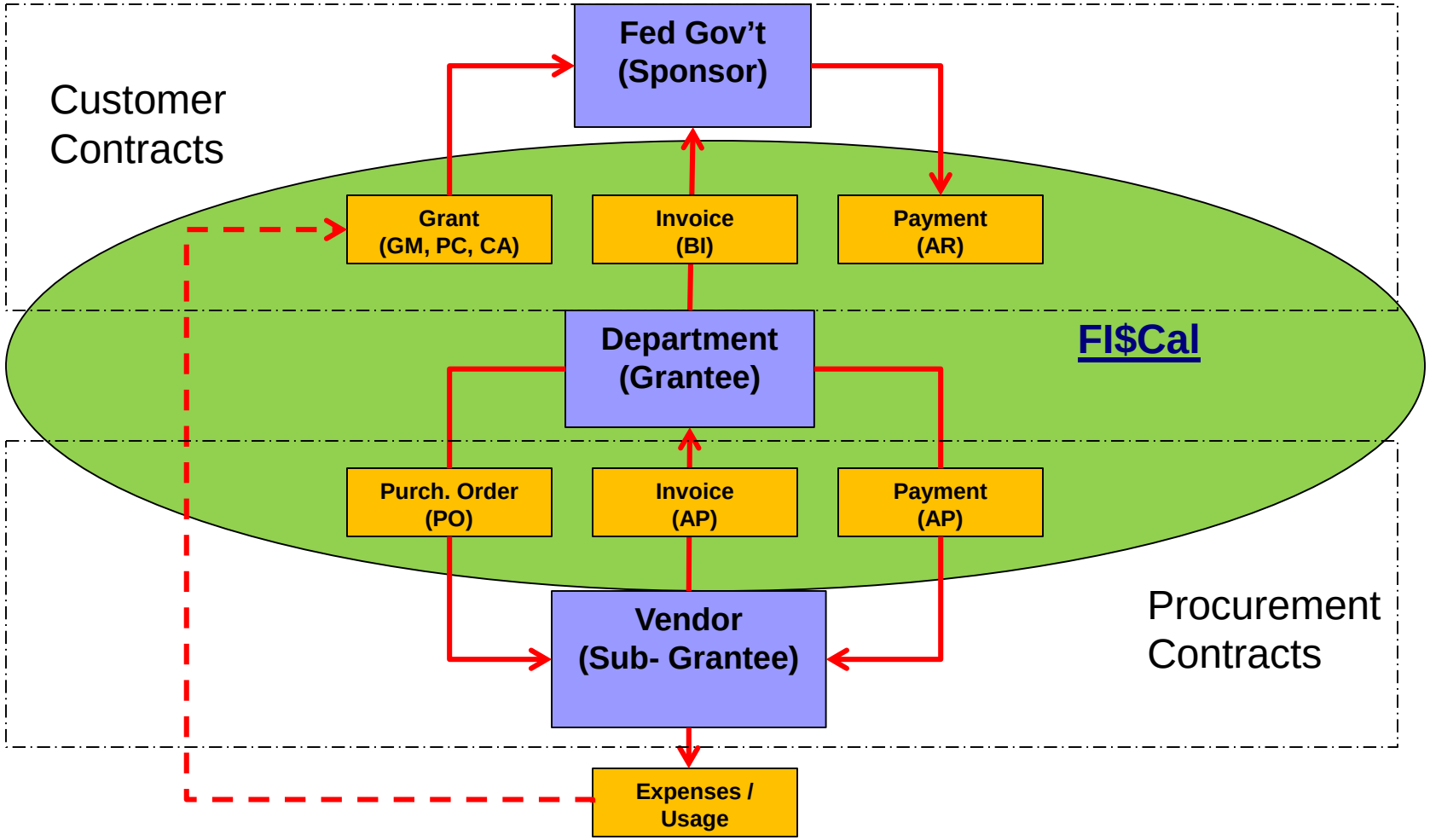
The Solution Walkthroughs will provide:

- An overview of the business processes, including key terms and functionalities
- A demonstration of the FI$Cal solution
- “To-Be” business processes

Grants Management Overview



Grants Management Overview



Grants Management Overview

Budget Act – Federal Fund (0890)

3960-001-0890—For support of Department of Toxic Substances Control, payable from the Federal Trust Fund 30,500,000

Schedule:

(1) 3620011-Other Site Mitigation Activities 21,579,000

(2) 3625-Hazardous Waste Management 8,493,000

(3) 3630-Safer Consumer Products..... 428,000

Provisions:

Key Takeaway

- If department has federal (0890) funding source, department is required to use Project Costing, Grants and Customer Contracts.

Grants Management Overview

Budget Act – Appropriated Capital Outlay

3125-301-0005—For capital outlay, California Tahoe Conservancy, payable from the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Fund 814,000

Schedule:

(1) 0000159-Land Acquisition and Site Improvements for Implementation of the Environmental Improvement Program for the Lake Tahoe Basin, pursuant to Title 7.42 (commencing with Section 66905) of the Government Code. 814,000

Key Takeaway

- If department has appropriated capital outlay funding source of state fund (e.g. 0005), department is required to use Project Costing only.
- If department has appropriated capital outlay funding with federal fund (0890), then use Project Costing, Grants and Customer Contracts.
- If department has appropriated capital outlay funding source with reimbursement, then use Project Costing and Customer Contracts.

Grants Management Overview

Budget Act – Reimbursements

8660-001-0462—For support of Public Utilities Commission, payable from the Public Utilities Commission Utilities Reimbursement Account 93,506,000

Schedule:

(1) 9900100-Administration 44,924,000

(2) 9900200-Administration—Distributed .....–44,924,000

(3) 6680055-Energy 117,639,000

(4) 6680064-Water/Sewer..... 11,234,000

(5) 6680073-Communications 23,077,000

(6) Reimbursements to 6680055-Energy .....–58,444,000

Key Takeaway

- If department has REIMBURSEMENT funding source and needed to track expenditures associated with reimbursement, recommend the use of Project Costing and Customer Contracts.

FI$Cal's Grants Management Benefits

- Manage the complete grant life cycle from proposal to award
- Capture profile data about your institution (State), sponsors (Feds or Other), professionals, and sub-recipients (vendors) for each proposal, project, budget, or award
- Facilitate the submission of timely, accurate, and complete proposals to sponsors
- Integrates with Project Costing for cost collection and budgeting
- Integrates with Customer Contracts for Billing and Revenue recognition
- Ability to create and post budgets
- Ability to apply Facilities & Admin (Indirect Cost Rate) rates

Grants Management Key Terms

Term	Definition
Grant	Sponsored Contract Award Agreement where the State is receiving funding from federal government or private sources.
Sponsor	Federal or other Awarding Entity who is responsible for funding the award. Sponsor is built on the Customer table.
Project	Required FI$Cal ChartField value used for tracking financial transactions associated with a Grant/Award.
Activity	Required FI$Cal Chartfield mapped to a Project.

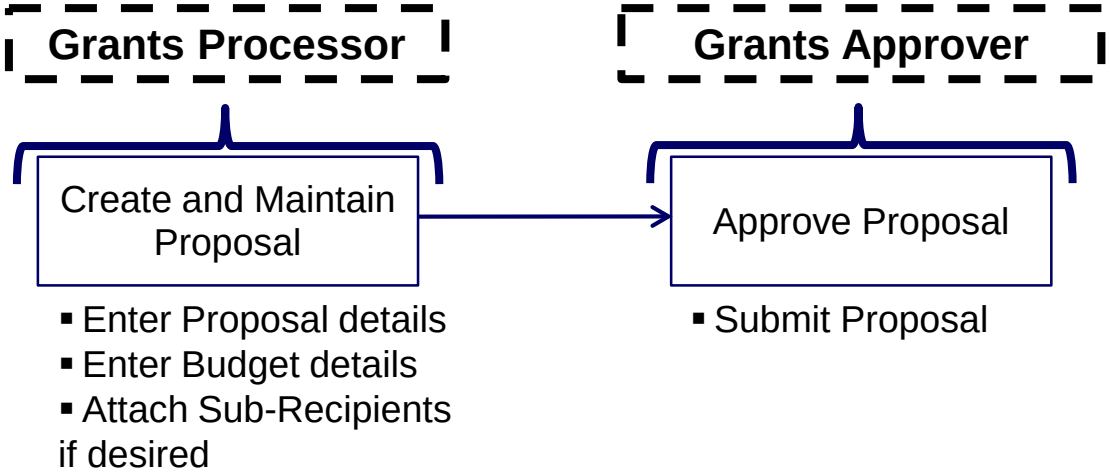
Grants Management Key Terms

Term	Definition
Customer Contract	Required for processing Billing and Revenue Recognition. Stores billing and revenue terms.
Vendor	Entities receiving payments from the State.
Procurement Contract	Also referred to as a Vendor or Supplier Contract. An agreement with an individual or entity (e.g. vendor, grantee, finance/ leasing company) that the state will pay. This includes the transactional contract and the contract document.

Create Proposal

- Optional Functionality
- Key to automatic integration for Award Profile, Customer Contract, Project, and Budgets
- Identifies
  - Principal Investigator (also called grants manager)
  - Catalog of Federal Domestic Assistance (CFDA) number
  - Proposal Start and End dates
  - Sponsor ID
- Once the Proposal is fully created, it is submitted.
  - There is no workflow that requires Proposal to be approved after it has been submitted.
  - There are separate roles to Process and Submit a Proposal.

Create Proposal



Key Impacts

- Proposals are optional but are key to system integration.
- Proposals do not trigger processing within the system – equivalent to a pending award.
- Most proposal information can be updated/added on the Award after generation.

Generate Award

- Data from Proposal is automatically copied into the Award
- When an Award is generated:
  - Award Profile is created
  - The Proposal ID becomes the Award ID
  - A Customer Contract ID is auto-generated with the same ID (a Customer Contract contains billing and revenue recognition terms for the Award)
  - Project and Activity definitions are created
  - Budget can be posted to Commitment Control and Project Costing when finalized
    - Grants uses its own Ledger Groups
    - Budgets must be maintained in the Grants Module and can be broken down into Split fund/State share

Generate Award

Grants Approver

Grants Processor

Customer Contracts Approver

Submit Proposal → Generate Award → Maintain/Update Award → Activate Customer Contract

- Approve the Award Agreement

- Copy proposal into Award Profile
- Generate Projects/Activities
- Generate Customer Contract and attached Projects/Activities to contracts

- Update Award Profile information
- Update and Finalize Award budget

- Activate the Customer Contract to enable billing/revenue recognition

Key Impacts

- Award is generated from submitted Proposal.
- Generate Award will create Projects/Activities and Customer Contracts automatically.
- Budgets not posted to Project Costing and Commitment Control until Finalized.

Update Award Profile

- Award Profile is updated when the following occur:
  - Enter Reference Award number (this is provided by the Federal government and used for Drawdown process)
  - Change the Award PI
  - Change the CFDA number
  - Change the Start and End dates of the Award
  - Enter Sub-recipients if applicable
  - Enter Purchase Order if applicable

Process Grants

F&A (Indirect)

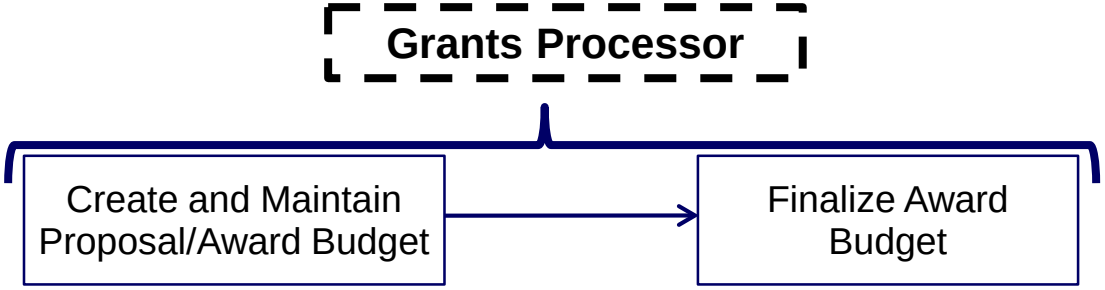
Automatically applies Facilities and Administration (F&A) rates on eligible transactions.

Report

Federal Financial Report (FFR) – Departments have the ability to run this report. The report contains following key features:

- Sponsor information
- Grant amount and State share
- Cash disbursements, Cash receipts, Cash on hand
- Total federal expenditures

Process Grants



- Enter original Budget and Budget Adjustments
- Simultaneously Post Budget to Project Costing and Commitment Control

Key Impacts

- Budget maintained within Grants Module for the life of the Award.
- Billing and Revenue for Grants is managed within the Customer Contracts Module.
- Billing can be in advance (Prepaid) or As Incurred.
- Revenue is managed independently of Billing.

Technology Considerations – Conversions

Conversion	Definition
1. PR001 Grants Conversion	Conversion will be Manual Process. Departments will be provided with Data Sheet layouts to capture existing data prior to the conversion date. Conversion will be for Active awards only, and will be completed after the Projects and Customer Contracts automated Conversions.

Session Recap

- Key Considerations
- Action Items
- Open Questions

More Information Can be Found at…

FI$Cal Project Information:

http://www.fiscal.ca.gov/

or e-mail the FI$Cal Project Team at:

fiscal.cmo@fiscal.ca.gov

Break!!!

Appendix

Additional information and screenshots for reference

ChartField / UCM Codes Cross-Reference

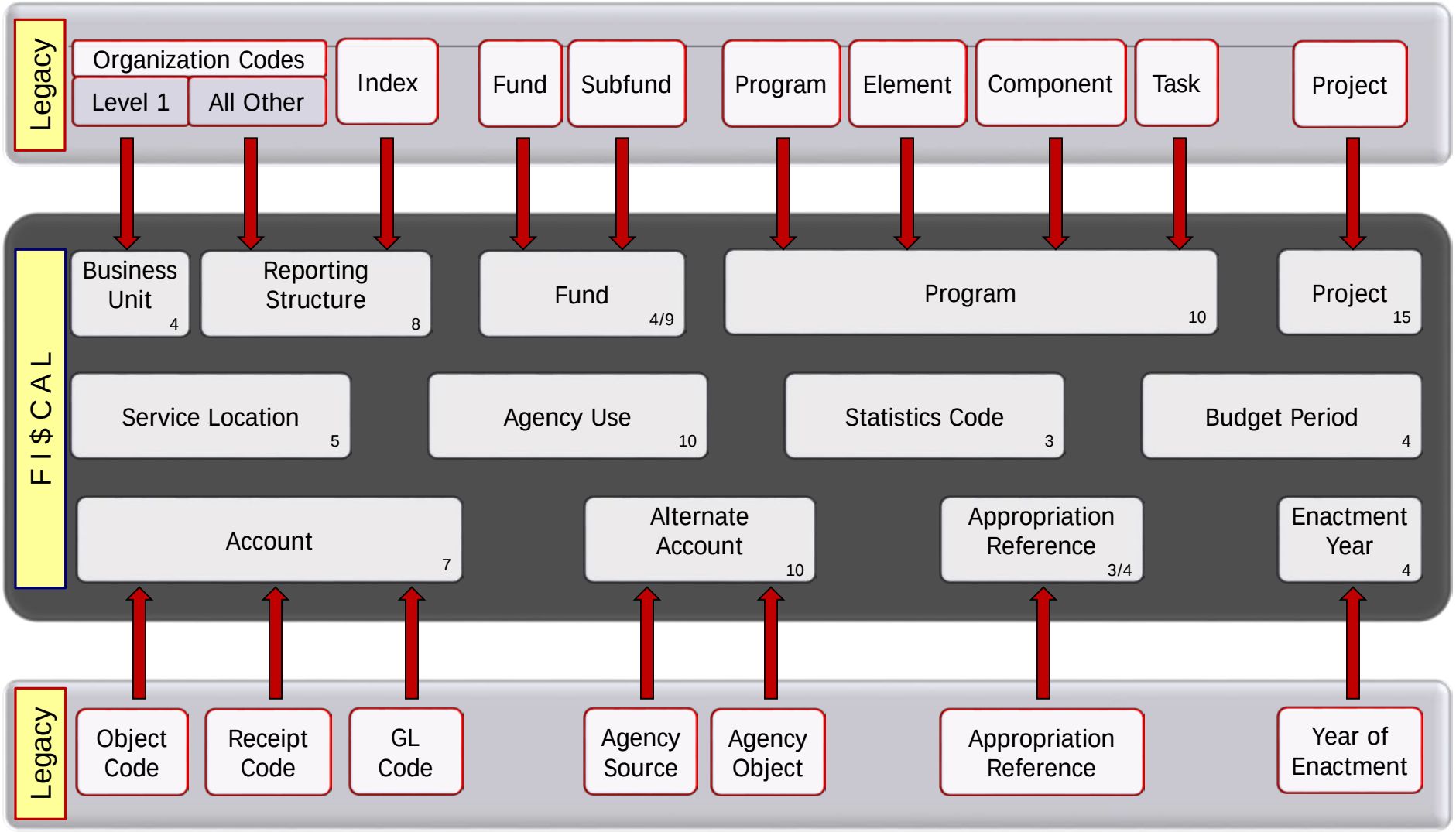


Illustration: Create Proposal

Create Proposal: Proposal Definition

ORACLE

Proposal | Projects | Budgets | Resources | Certifications | Reports | Attachments

Proposal ID: CDA-3CNUTRITION

Version ID: V101

Description: Title III C

Currency: USD

Add to My Proposals

*Title: Title III C Congregate Nutrition

Long Description: Title III C Congregate Nutrition

*PI ID: KU0068 Kessler,Marc

*Sponsor ID: 1020 Department of Health & Human Services

Pre-Award Administrator: KU0006 Scott,William

Purpose: NUTRI

*Proposal Type: New

Confidence %: 100

CFDA: CFDA_1234

Status

*Proposal Status: Awarded

Submit Status: Submitted

Generate Status: Contract Generated

☐ In Approval Process

☑ Facilities & Admin Requested

☐ Foreign Application/Component

☐ NIH Modular Grant

Due By | Budget Express | Additional Information

Illustration: Create Proposal

Create Proposal: Proposal Definition Page 2

*Start Date: 07/01/2013 *End Date: 06/30/2014 No. Periods: Build Periods

Budget Periods Personalize | Find | First 1 of 1 Last

Details | PHS Incomes

Period	*Start Date	*End Date	Target Sponsor Budget
1	07/01/2013	06/30/2014	500,000,000.00

Target Sponsor Budget: 500,000,000.00

Go To: Location Protocols Component Setup Level Keywords Gender & Minority Study Trainee Attributes

Return To: My Proposals

Save | Return to Search | Notify | Refresh | Add | Update/Display

Illustration: Create Proposal

Create Proposal: Proposal Projects

ORACLE

Proposal | Projects | Budgets | Resources | Certifications | Reports | Attachments

Proposal ID: CDA-3CNUTRITION **Version ID:** V101

Description: Title III C **Currency:** USD

Proposal Projects Find | View All First 1 of 1 Last

Project ID: 3C0S ☑ **Primary** **Project:** 3C0S

***Title:** Title III C Congregate Nutrition

Long Description: Title III C Congregate Nutrition

***Department:** Public Affairs **Dept Contact:**

***Subdivision:** Personal Services **Dept Rep:**

***Institution:** PeopleSoft University Other Contacts Department Credit

SPO: **SPO Contact:**

F & A Distribution Personalize | Find | First Last

*Department	Location	Comments	Percent Share
Planning & Economic Dev			100.00

Illustration: Create Proposal

Create Proposal: Proposal Budget

ORACLE

Proposal | Projects | **Budgets** | Resources | Certifications | Reports | Attachments

Proposal ID: CDA-3CNUTRITION **Version ID:** V101

Description: Title III C **Currency:** USD

Proposal Project — Find | View All — First 1 of 1 Last

Project ID: 3C0S **Title:** Title III C Congregate Nutrition

Budget Header — Find | View All — First 1 of 1 Last

Budget ID: BUD **Description:** CON_NUTRI

Start Date: 07/01/2013 **End Date:** 06/30/2014 ☑ **Include in Proposal**

Budget Period — Personalize | Find | First 1 of 1 Last

Period	Start Date	End Date	Amount	Program Income	Number of Participant/Trainees
1	07/01/2013	06/30/2014	500,000,000.00	Program Income	

F & A and Pricing Setup **Total:** 500,000,000.000

Illustration: Generate Award

Generate Award: Generate Award

Generate Award

From Proposal: PI-PRP002

To Award: PI-PRP002

From Version: V101

☐ Pre-award Spending

☐ Add to Grants Portal Security?

Project — Find | View All — First 1 of 1 Last

☑ Primary Project ☑ Included for Preaward Spending

From Project: PI-PRJ20 Nanotechnology applied on chemical and bio-detectors

Project: PI-PRJ20

Budget — Personalize | Find | First 1 of 1 Last

	From Budget	Activity	Description	Pre-Award Spending
☑	IMPLEMENTATION	IMPLEMENTATION	IMPLEMENTATION	☑

Generate

All automated integration with Contracts and Projects is triggered here.

Illustration: Generate Award

Generate Award: Award Profile

Award | Funding | Resources | Certifications | Terms | Milestones | Key Words | Funding Inquiry

Award ID:	CDA-3CNUTRITION
Reference Award Number:	635362-486
Title:	Title III C Congregate Nutrition
Long Description:	Title III C Congregate Nutrition
Award PI:	Kessler,Marc — Reporting Role
Sponsor:	Department of Health & Human Services
Post Award Administrator:	
Purpose:	NUTRI
Status:	Accepted
Award Type:	Grant
CFDA:	CFDA_1234
Proposal ID:	CDA-3CNUTRITION
Version ID:	V101
Start Date:	07/01/2013
End Date:	06/30/2014

Illustration: Generate Award

Generate Award: Funding

Award | Funding | Resources | Certifications | Terms | Milestones | Key Words | Funding Inquiry

Award ID CDA-3CNUTRITION

Award Title Title III C Congregate Nutrition

Reference Award Number 635362-486

Currency USD

Award PI Kessler,Marc

Primary Project PI Kessler,Marc

Total Award Amount 500,000,000.00

Funding Info — Find | View All — First 1 of 1 Last

Project 3C0S — Title III C Congregate Nutriti — **Project PI** Kessler,Marc

Detail — Personalize | Find | First 1 of 1 Last

Period		*Start Date	*End Date	Funded Amount	To Project ID	Budget Posting Status	PC Distribution Status		
1		07/01/2013	06/30/2014	500,000,000.00	3C0S	Posted	Distributed		

Go To: Sponsor | Protocols | Attributes | Department Credit | Notepad | Award Modifications

Illustration: Generate Award

Generate Award: Budget Detail - General

Post Budget to KK and to PC

Budget Detail

Project: 3C0S Title III C Congregate Nutriti

Budget Period: 1 **Begin Date:** 07/01/2013 **End Date:** 06/30/2014 Finalize Process Monitor

Project Budget Summary

Cost Share Direct: $0.00 **Currency:** USD **Total Budget:** $500,000,000.00

Sponsor Budget: $500,000,000.00

Security Status: None

Budget Amounts for Period Personalize | Find | View All | First 1 of 1 Last

General | Project Detail | General Ledger Detail | Commitment Control Detail | Grants Detail

Activity	Budget Item	Begin Date	Quantity	Unit of Measure	Amount	Currency
BUD	PERSON		1.00		500,000,000.00	USD

Illustration: Generate Award

Generate Award: Funding Inquiry

Award | Funding | Resources | Certifications | Terms | Milestones | Key Words | **Funding Inquiry**

Award ID:	CDA-3CNUTRITION
Reference Award Number:	635362-486
Total Projected Award Amount:	$500,000,000.000
Total Reported Award Amount:	$500,000,000.000
Total Posted Budget Amount:	$500,000,000.000
Total Limit Amount:	$500,000,000.000
Begin Date:	07/01/2013
End Date:	06/30/2014

Recalculate the Amounts

Contract Lines — Find | View All — First 1 of 1 Last

Contract Line: 1 **Total Posted Budget Amount:** $500,000,000.000

Billing Limit Amount: $500,000,000.000

Project Detail — Personalize | Find | First 1 of 1 Last

	Project	Activity	Funded Amount	Posted Budget Amount
1	3C0S	BUD	$500,000,000.000	$500,000,000.000

Illustration: Generate Award

Generate Award: Contract Header

General | Lines

Contract Number:	CDA-3CNUTRITION	Sold To Customer:	Department of Health & Human Services
		*Contract Status:	PENDING

Add to My Contracts

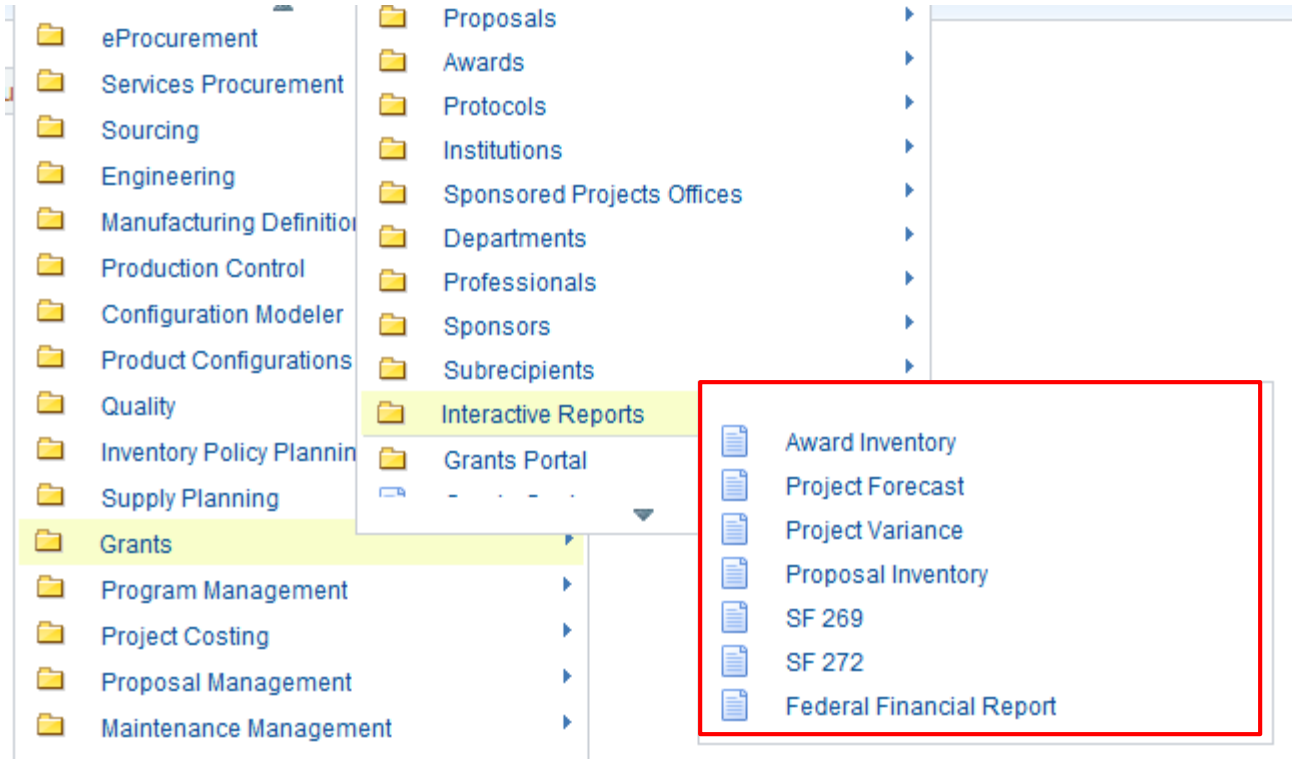
Description:	Title III C Congregate Nutriti	Processing Status:	Pending
Contract Admin:		Amendment Status	
Region Code:		Business Unit:	California Department of Aging
Contract Type:	GRANTS	Contract Classification:	Standard
Currency Code:	USD	Last Amended:	
Exchange Rate Type:	CRRNT	Start Date:	07/01/2013
Contract Signed:	07/01/2013	End Date:	06/30/2014
		Last Update Date/Time:	04/30/2014 9:37:13AM
		Last Update User ID:	DHoferkamp

▷ Other Information

▷ Summary of Amounts

Go To: Billing Plans Revenue Plans Milestones Renewals Amount Allocation More

Interactive Reports



Delivered Interactive Reports allow for dynamic Real Time analysis

Interactive Reports

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)	Page 1	of 1 pages
National Institute of Health	**333**		

3. Recipient Organization (Name and complete address including Zip code)
PeopleSoft University
4305 Hacienda Dr , Pleasanton, CA, 94588

4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type	7. Basis of Accounting
144709193	**00000000000000000 0000649310000**	**PI-PRP003**	◇ **Quarterly** ◇ **Semi-Annual** ◇ **Annual** • **Final**	◇ **Cash** • **Accrual**

8. Project/Grant Period From: (Month, Day, Year)	To: (Month, Day, Year)	9. Reporting Period End Date (Month, Day, Year)
01/01/2001	**12/31/2009**	**05/01/2014**

10. **Transactions**	Cumulative
(Use lines a-c for single or multiple grant reporting)	
Federal Cash (To report multiple grants, also use FFR attachment):	
a. Cash Receipts	**$0.00**
b. Cash Disbursements	**$6,168,000.00**
c. Cash on Hand (line a minus b)	**$(6,168,000.00)**
(Use lines d – o for single grant reporting)	
Federal Expenditures and Unobligated Balance:	
d. Total Federal funds authorized	**$44,312,000.00**