



FI\$Cal

Financial Information System for California

Wave 2 UAT – Grants & Contracts Business Process Overview

April 2015

Overview

- Welcome & Introductions – Gina Esperanza
- Module Overview – Gina Esperanza
- BP Overview #1: Create & Maintain Grants – Gina Esperanza
- BP Overview #2: Create & Maintain Customer Contracts – Lydia Hui
- BP Overview #3: Process Contract Billing and Revenue – Lydia Hui
- Wrap Up & Next Steps – Gina Esperanza

Welcome!

- Welcome to the Business Process Overview for Grants and Contracts
- Objectives for today's session:
 - Introduce (or re-introduce) you to the Grants and Contracts functionality in scope for Wave 2
 - Provide an overview of the business processes for Grants and Contracts
 - Review UAT scenarios for the Grants and Contracts functionality, including scenarios for each business process
 - Perform a brief system demonstration to further explain core functions of the Grants and Contracts functionality

Today's Presenters

- Gina Esperanza – State Module Lead
- Neeren Sharma and Gina Sinner – Accenture Module Leads
- Lydia Hui – State Module Team

Grants & Contracts Module Overview

- Grants Module Overview
- Contracts Module Overview

Grants Module Overview



1

The Department applies for Federal Agency grant. The details are entered into the Grants module

2

An Award, Contract, Project, and Activity are generated in the system

3

Budgets are posted to Commitment Control and Project Costing

4

Billing (Federal drawdowns) and Revenue recognition occur

5

Grant-related reports are run

6

The award is closed out at the end of its life cycle

Contracts Module Overview



1

Contracts are created to manage billing and revenue recognition

2

Rate-based or Amount-based bills are generated

3

Prepaid contracts are created to bill an amount up-front. Transactions are utilized against the prepaid bill until the remaining balance is zero

4

Revenue processes are run to recognize revenue

5

6

Reports are run. Contracts can be closed out at the end of their life cycles

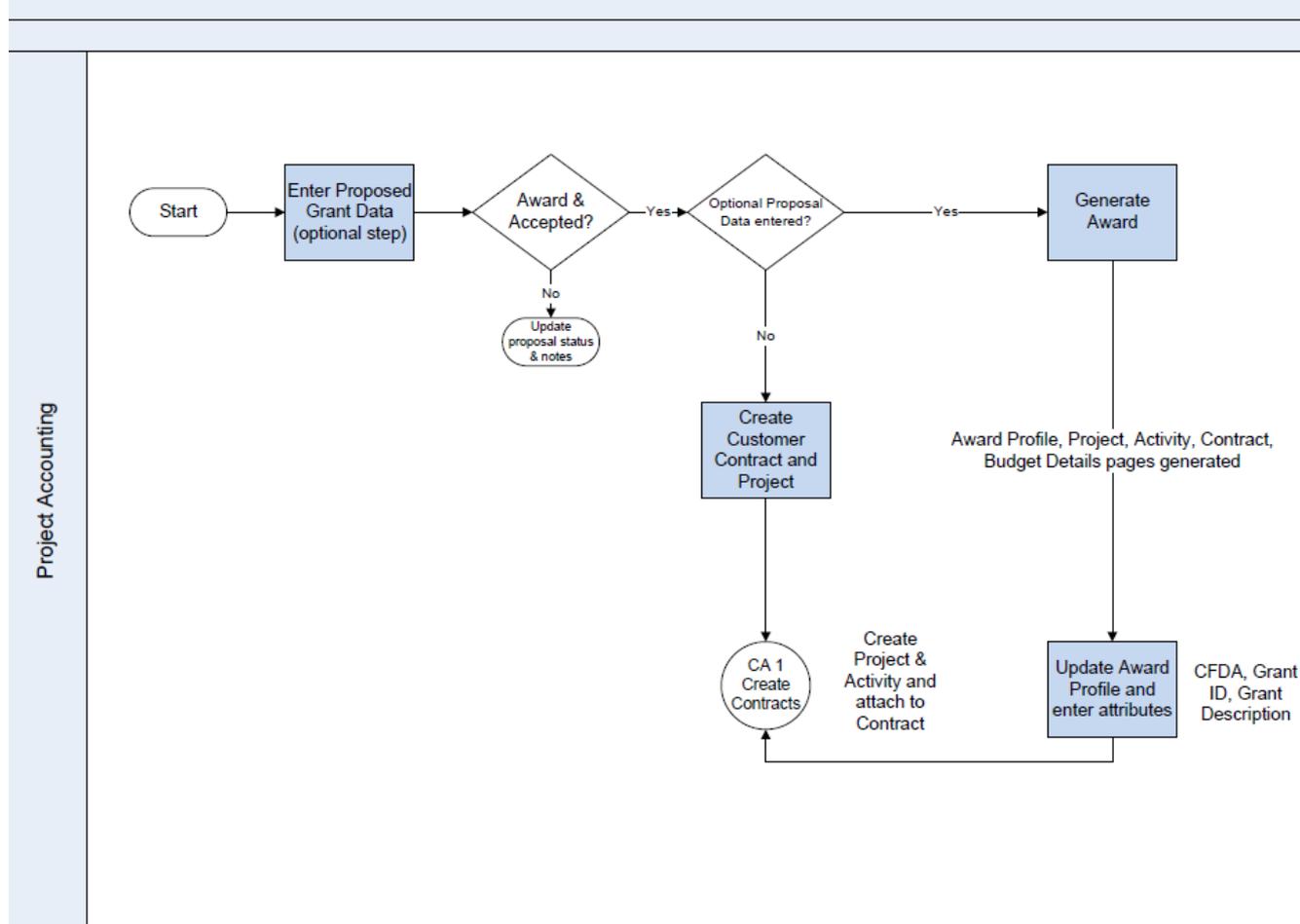
BP Overview #1: Create & Maintain Grants

Grants module allows you to:

- 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 for each proposal, project, budget, or award
- Key to automatic integration for Customer Contract, Project, and Budget
- Calculations based on F&A specified on the proposal

BP Overview #1: Create & Maintain Grants

GM1 - Create and Maintain Grants



BP Overview #1: Create & Maintain Grants

- Review Related UAT Scenarios

Business Process	UAT Scenario	Brief Description
GM1 - Create & Maintain Grants	Create Proposal	Add a proposal for a new grant.
GM1 - Create & Maintain Grants	Create Award	Create a grant award and finalize budget.
GM1 - Create & Maintain Grants	Update Award	Update a grant award.
GM1 - Create & Maintain Grants	Run F&A Process	Run the F&A Process and evaluate Analysis Types in Transaction List.
GM1 - Create & Maintain Grants	Grant Closeout	Perform a grant closeout, which includes an advance alert of the grant end dates, activity closeout, and project closeout.
GM1 - Create & Maintain Grants	Run Grants-Related Reports	Run the following Grants Reports: Summary of Project Revenues and Expenditures Report, Cash Tracking Report, Report of Expenditure of Federal Funds, Project Grant Status Report

BP Overview #1: Create & Maintain Grants

- System Demo



BP Overview #1: Create & Maintain Grants



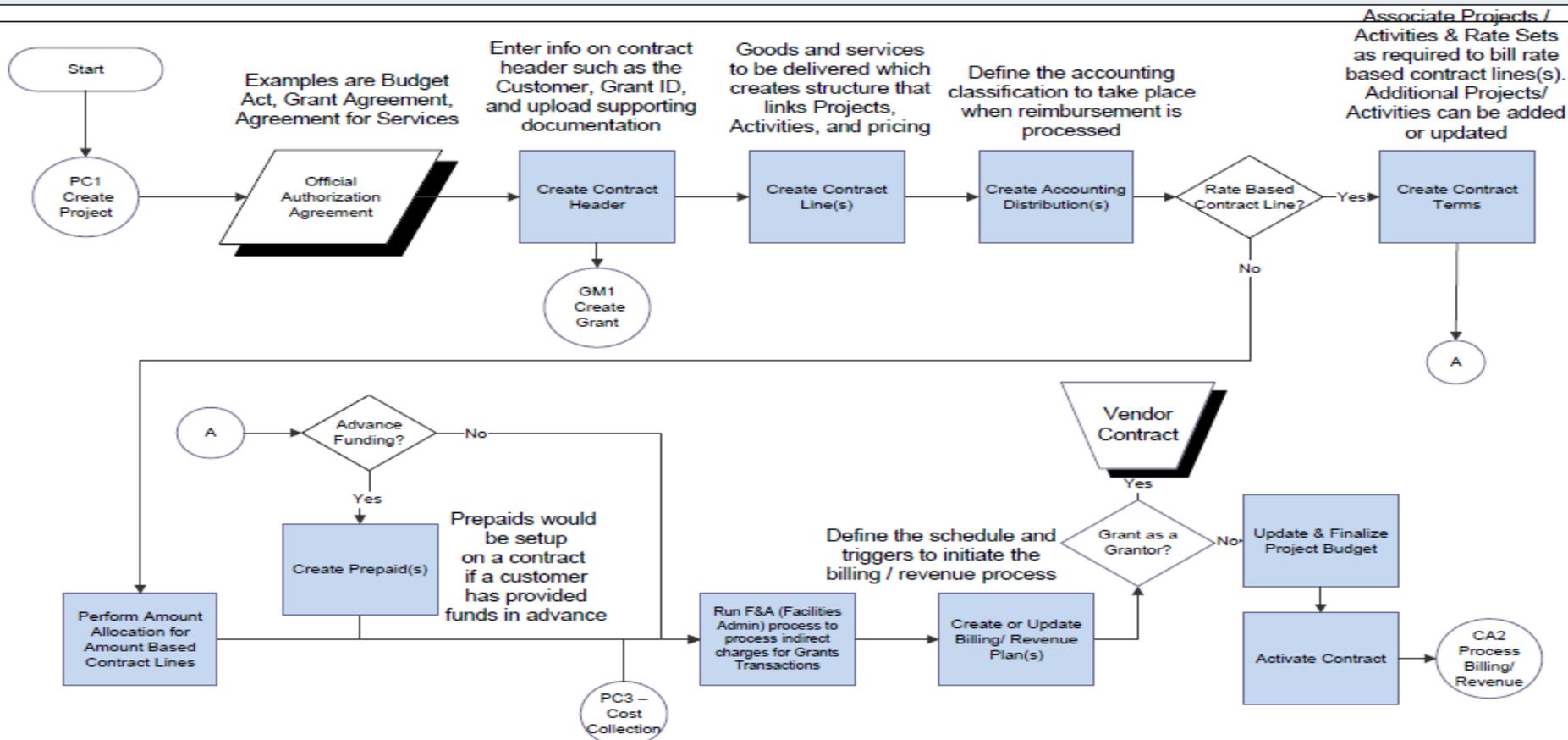
BP Overview #2: Create & Maintain Customer Contracts

Contracts enables you to:

- Capture contractual terms and conditions of awards and reimbursable projects
- Choose when and how to bill the Sponsor / Customer
- Choose when and how to recognize revenue in a suitable manner
- Tie a Contract to a Project
- Manage changes to Contract through amendment processing
- Facilitate Invoice generation by staging billable data in Billing Module

BP Overview #2: Create & Maintain Customer Contracts

CA1 - Create and Maintain Customer Contracts



BP Overview #2: Create & Maintain Customer Contracts

- Review Related UAT Scenarios

Business Process	UAT Scenario	Brief Description
CA1 - Create & Maintain Customer Contracts	Update a contract (Grants-related)	Contracts are automatically created from the award generation process. View and update the contract. Change the status to Active to enable billing and revenue processes to occur.
CA1 - Create & Maintain Customer Contracts	Create Contract (non grants related/As Incurred Price and Amount-based Price Type lines)	Create a non-grants related Cost Reimbursable type of contract. Change the status to Active to enable billing and revenue processes to occur.
CA1 - Create & Maintain Customer Contracts	Create and Process Prepaid line	Do the following: (1) Create Prepaid Line, (2) Process Prepaid & Utilization, (3) Review Prepaid Utilization
CA1 - Create & Maintain Customer Contracts	Run Contracts-Related Reports	Run the following Contracts Reports: Contract Amendment Report, PC Billing and Revenue Report
CA1 - Create & Maintain Customer Contracts	Verify Customer Contract Conversion	After converting a contract, verify all fields are populated correct. From Contract, create an Award - validate award fields and update.

BP Overview #2: Create & Maintain Customer Contracts

- System Demo



BP Overview #2: Create & Maintain Customer Contracts



BP Overview #3: Process Contract Billing and Revenue

Contracts allows you to define and administer the billing and revenue rules for contractual agreements required for grant sponsors and reimbursable project customers

- Contracts Billing and Revenue Plans:
 - Are required for every contract line in order for billing to occur
 - Are required for every contract line in order for revenue recognition to occur
 - Store the schedule of when billing and revenue should occur
 - Created in Pending status
 - Must be marked Ready to run Billing and Revenue processes

Billing Methods

- As Incurred – Billing occurs based on transactions that are accumulated in Project Costing for rate-based contract lines
- Immediate – Billing can occur as soon as the billing plan is activated

Revenue Methods

- As Incurred – Revenue recognition occurs based on transactions that are accumulated in Project Costing for rate-based contract lines
- Milestone – Revenue recognition is triggered by milestone event

BP Overview #3: Process Contract Billing and Revenue

- Review Related UAT Scenarios

Business Process	UAT Scenario	Brief Description
CA2 - Process Contract Billing and Revenue	Run As-Incurred Billing to generate an invoice	Run As-Incurred Billing process and additional billing processes for contract rate-based line to generate an invoice. Validate that invoices do not exceed billing limit.
CA2 - Process Contract Billing and Revenue	Run Other Billing Methods to generate an invoice for Amount-based line	Run Process Other Billing Methods process and additional billing processes for contract amount-based line to generate an invoice.
CA2 - Process Contract Billing and Revenue	Run As-Incurred Billing to generate a Letter of Credit report	Run as-Incurred billing though Single Action Invoice job for contract rate-based/Letter of Credit line to generate a LOC report and to complete all required billing processes.
CA2 - Process Contract Billing and Revenue	Setup and process deferred revenue for non-Prepaid line.	Setup contract line and billing plan and process deferred revenue for non-Prepaid line.
CA2 - Process Contract Billing and Revenue	Generate Contract Interunit Bill	Setup Internal type of contract and process interunit bill.

BP Overview #3: Process Contract Billing and Revenue

- System Demo



BP Overview #3: Process Contract Billing and Revenue



Wrap Up

- In Wave 2, the following functionality will be available in FI\$Cal related to Grants & Contracts:
 - Creation of Proposal
 - Generation of Award from Proposal
 - Automatic Creation of Projects and Contracts through Award Generation
 - Finalization and posting of Grants Budget to Commitment Control (KK) and Project Costing
 - Creation of Award from Contract
 - Creation of Non Grants Contracts
 - Billing and Revenue Recognition on Contracts

Next Steps

- Re-watch the UAT Testing Process Webinar for more information
- Attend the UAT sessions for your planned scenarios
- Have fun!

Questions?



FI\$Cal Project Information:

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