Human Capital Management (HCM)–Spending Controls Implementation

Office of Grants and Contracts
August 2018
Agenda

- Current Structure
- Future Structure
- Implementation Date
- Resources
- Questions
Current Structure

Current system configuration of Peoplesoft 9.2 allows payroll expenditures to bypass funding end date and project status validations.

Expenditures are posted to the Project/Speed type at any time if the speed type is active.
Current Structure

- Overpayments
- Denial of Payment
- Higher fiscal risk due to unallowable/ uncollectible expenditures.
- Federal agencies are shutting down ability to draw/bill after 90–120 days
- Additional requirements from Sponsors
CU is implementing a system configuration which will have an impact on campus business practices and will offer systematic control over expenditures incurred beyond the sponsored project end date.

- Impacts all campuses
- Includes sponsored projects (funds 30/31) and funds 35 AEF/DEF grants
Future Structure Systems Impacted

- Human Capital Management (HCM)
  - Funding line distributions
  - Payroll Expense Transfers (PETs)
Funding line distribution impacts:

- The funding distribution will require a funding end date for entry which cannot exceed the project end date.

- Payroll following the end date of a project will transition to suspense if a new distribution has not been entered.

- New payroll entries can no longer be submitted after the project end date.
Future Structure

HCM: Funding Entry New Distribution

Calculate the funding distribution
1. Enter an ACTIVE SpeedType
2. Enter the funding end date
3. Add or delete lines as needed
4. Enter the % distribution or budget amount
5. Total distribution equal to 100%

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<tr>
<th>Employee Name</th>
<th>SpeedType</th>
<th>SpeedType Description</th>
<th>Department</th>
<th>Project Code</th>
<th>Account Code</th>
<th>PC Business Unit</th>
<th>Activity Chanfield Door</th>
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<td>Anthropology</td>
<td>40001</td>
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<table>
<thead>
<tr>
<th>Standard Hrs</th>
<th>FTE</th>
<th>Salary @ FTE 1.0</th>
<th>BaseSal</th>
</tr>
</thead>
<tbody>
<tr>
<td>24.00</td>
<td>0.60</td>
<td>3,600.00</td>
<td>-</td>
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</table>

<table>
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<tr>
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<th>Updated</th>
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<th>SpeedType Descr</th>
<th>End Date</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Gen Fund 1</td>
<td>6/30/2018</td>
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Future Structure

What causes Suspense for Sponsored Projects?

- Expired funding end date
  Employee is in a position with funding that ends before the current pay period end date.

- Inactive Speedtype
  If the speed type is inactive, expenses related to that payroll will go into suspense.
Future Structure

Payroll Expense Transfer impacts:

- PETs cannot be processed on a project after 60 days from the expiration date.
  - If a project ends on 6/30/2018, PETs cannot be processed on this project after 8/30/2018
Future Structure

The President’s Office is developing reports to share with departments on the monthly transactions:

- HCM Funding Lines that will be charged to suspense
- Payroll Expense Transfer (PETS) that occur after the project end date
- Overall aging of PETS within the project period—high compliance risk if not transferred in a timely manner
Implementation Date

October 22, 2018
Frequently Asked Questions

- How will this change in my role as PPL?

Answer: As your standard practice before payroll runs, the suspense report should be run. For any payroll listed on the report as having an expired project end date, you need to work with your unit’s grant administrator to change the funding distribution so the payroll is not charged to suspense.
Frequently Asked Questions

- How will this change in my role as PPL?

Answer: For Payroll Expense Transfers, you need to work with your unit’s grant administrator to ensure requests are processed within 60 days for the project’s end date.
Frequently Asked Questions

What do I do if I’m waiting for my Project/Speedtype?

Answer: Speedtypes are set up within 7–10 business days for fully executed awards. Request a pre-award prior to the start date if you know there will be a delay.
How do I handle Student pay that flows past the project end date?

Answer:
The pay should pro-rate. The “Making a Funding Entry” Step-by-Step job aid will provide guidance on how to input the transaction.

https://www.cu.edu/docs/sbs-funding-entry
Resources

- OGC Listserve
- Sharon Grant – Campus Change Manager – scheduling meetings to obtain feedback/concerns from departments
- Catherine McCoy – Webinars – Funding Entry and FY Rollover
  https://www.cu.edu/hcm-community/hcm-projects/training-webinars
- Job Aid Link – ”Making a Funding Entry”
  https://www.cu.edu/docs/sbs-funding-entry
- HCM Community Blog
  https://www.cu.edu/blog/hcm-community/review-funding-best-practices-start-fiscal-year-2019
- Available for meetings – please contact
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  Sharon Grant Sharon.Grant@ucdenver.edu
QUESTIONS