Wednesday, March 16, 2022

SESSION #8623

Implementing PeopleSoft Grants in Phases; A Case Study

Meet the Team

CAMERON MCCLURG

Managing Director
cameron@spearmc.com
LinkedIn: cameron-mcclurg
(206) 819-7851

Certifications: PeopleSoft, Oracle Cloud Infrastructure, Hyperion Planning

Meet the Team

JESSICA MANN
Managing Director

jessica.mann@spearmc.com
(602) 770-8862

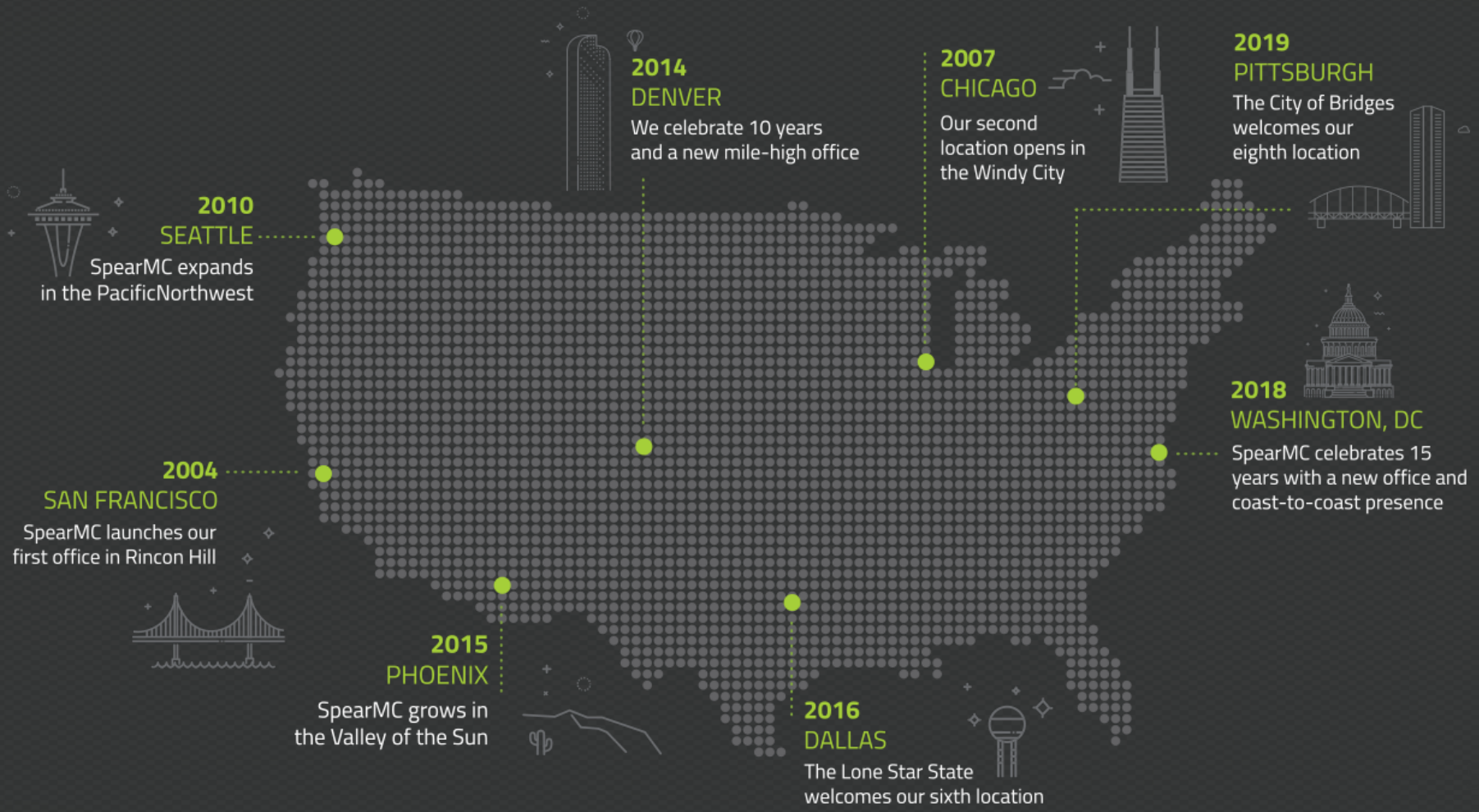
Meet the Team

Dan Blue

Director, Financial Services

daniel_blue@sfu.ca

Coast-to-coast Coverage



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Gartner recognized. Oracle specialized.

SpearMC is the sole featured PeopleSoft vendor in the latest 2021 Gartner Market Guide for Oracle Professional Services. We invested heavily into PeopleSoft several years ago and went “all in” with our leading approach to Oracle Cloud Infrastructure.

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Group Vice President,
NAA Alliances & Channels
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Group Vice President,
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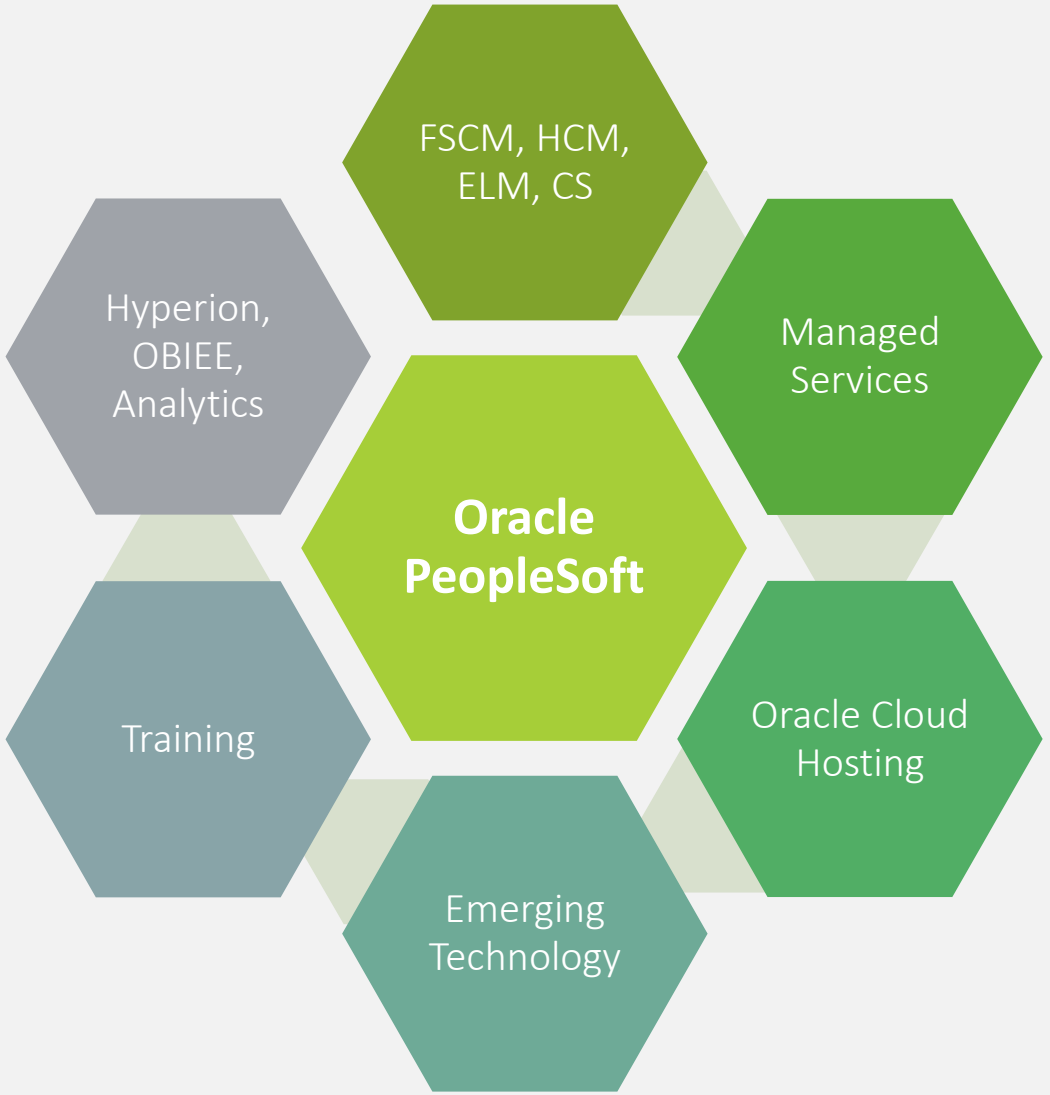
Our Services



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Agenda

- PeopleSoft Grants Overview
- Simon Fraser University
- SpearMC LCD Bolt On

PeopleSoft Grants

25 YEARS ALLIANCE

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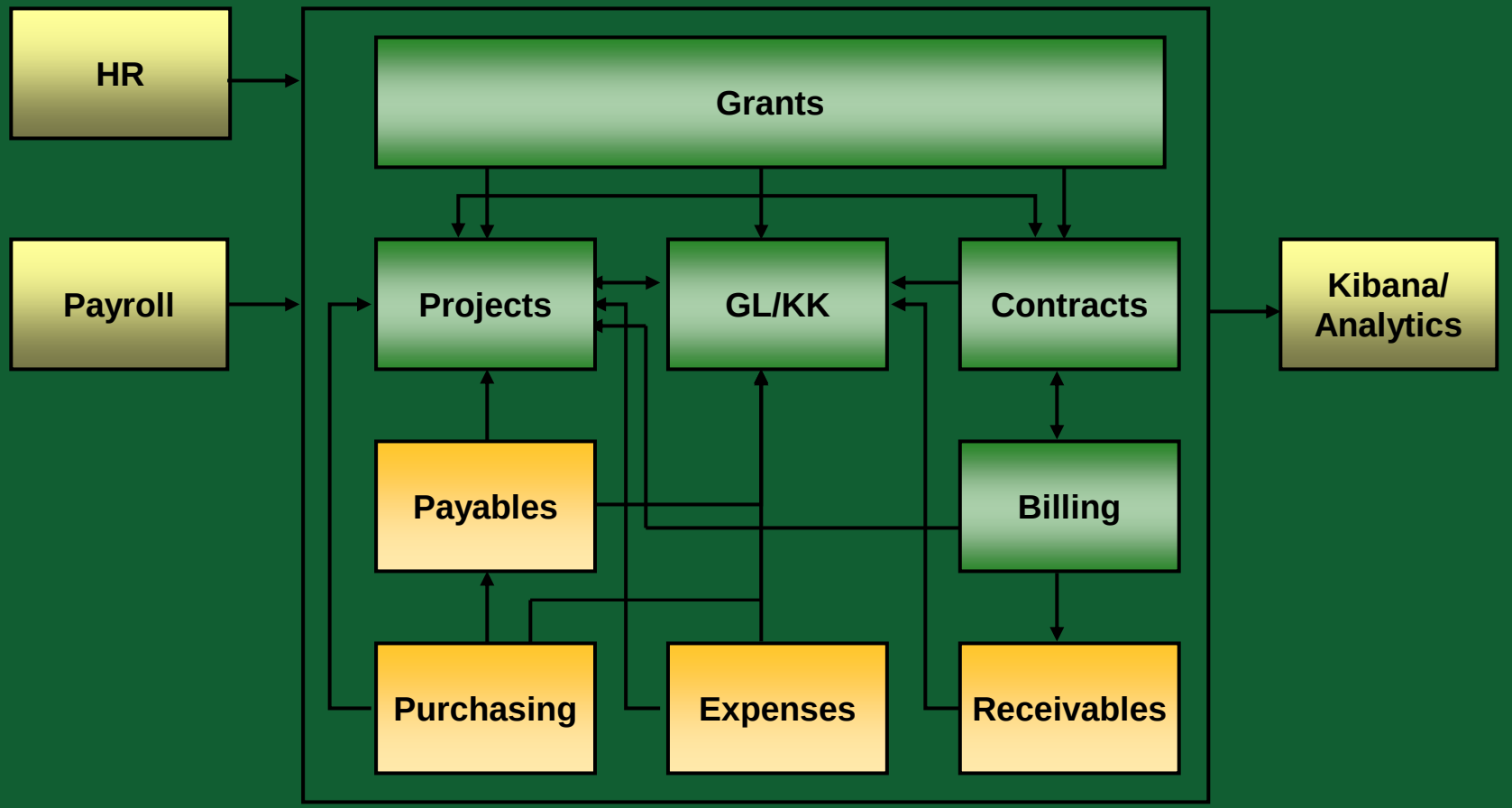
PeopleSoft Grants



25 YEARS ALLIANCE

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PeopleSoft Grants

25 YEARS ALLIANCE

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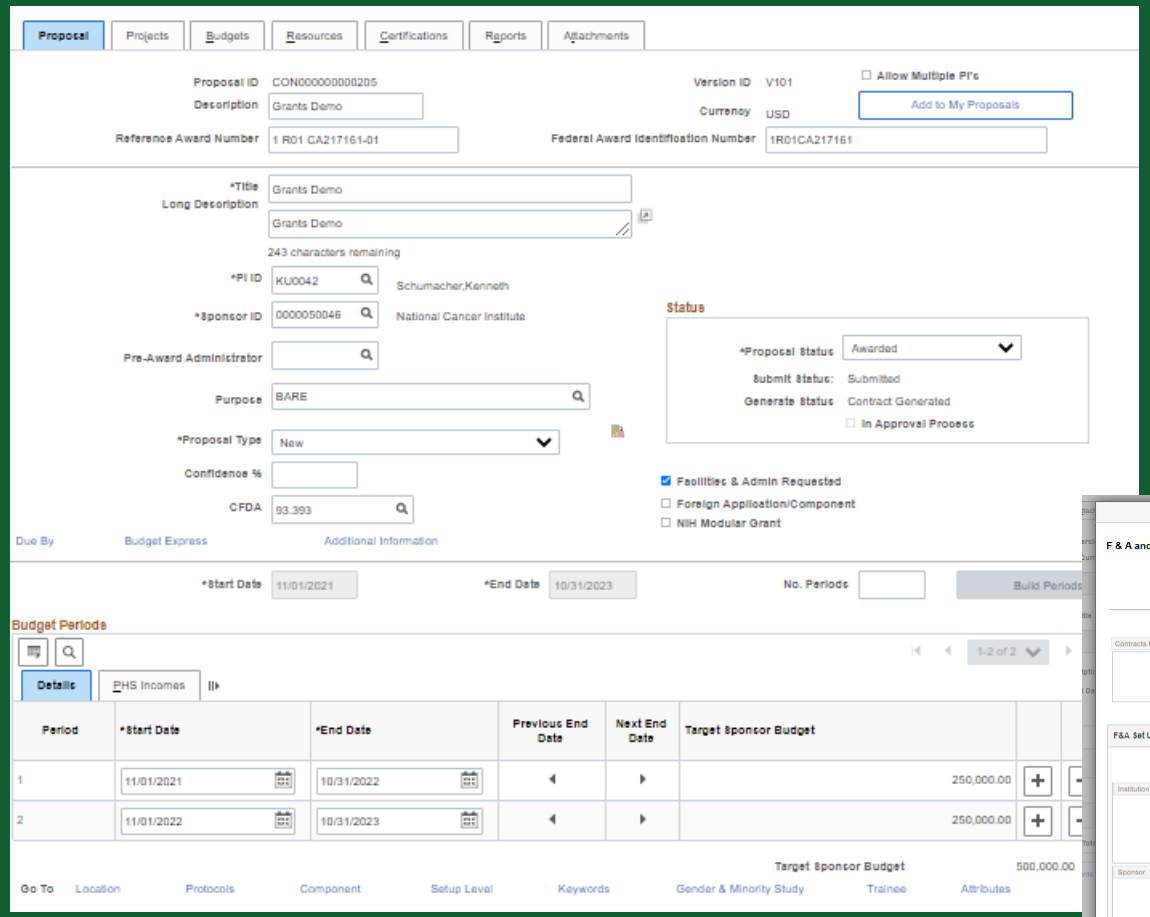
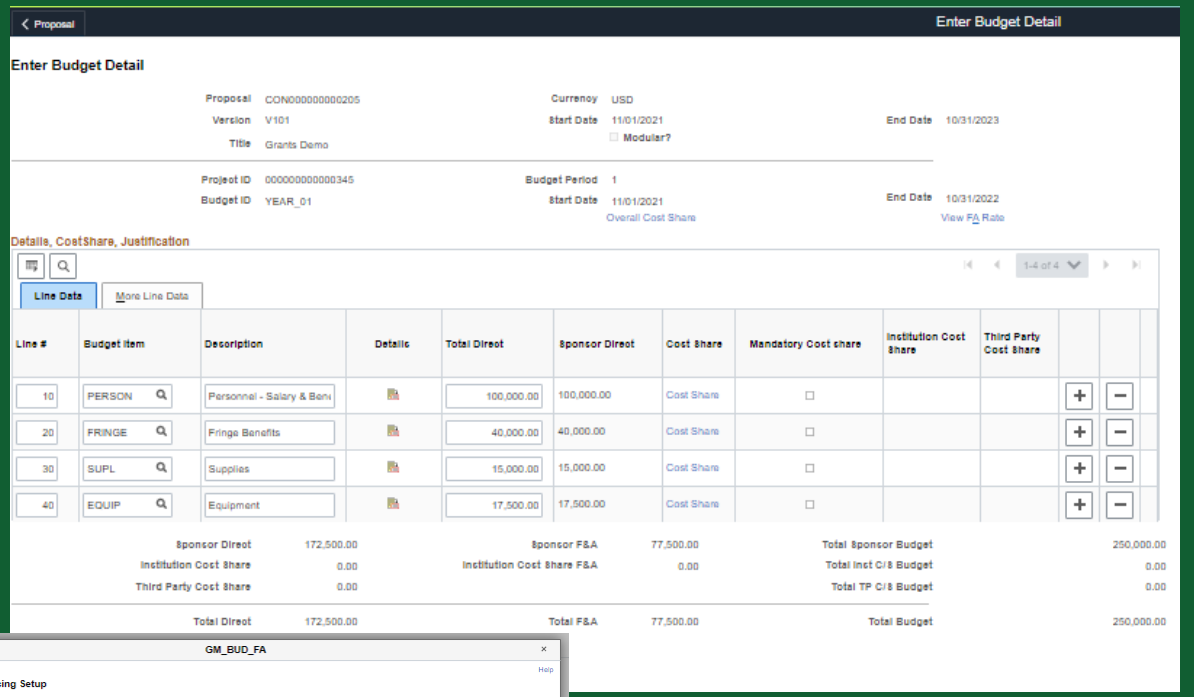
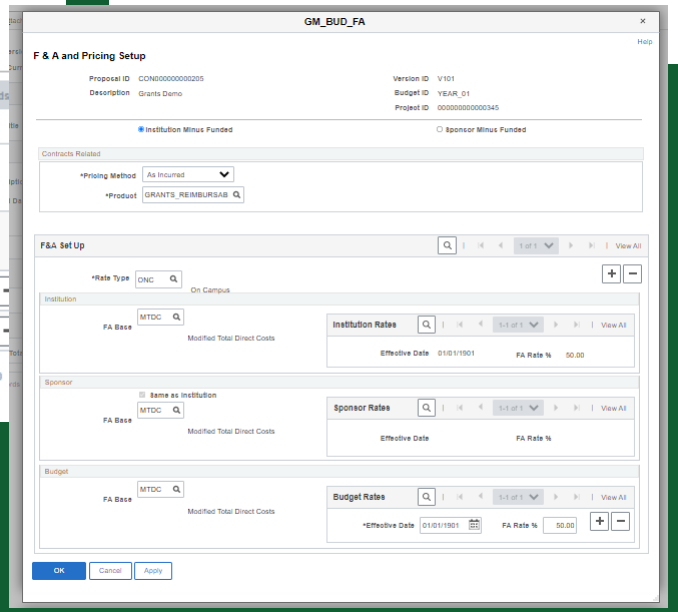
PeopleSoft Grants
Proposal







25 YEARS ALLIANCE

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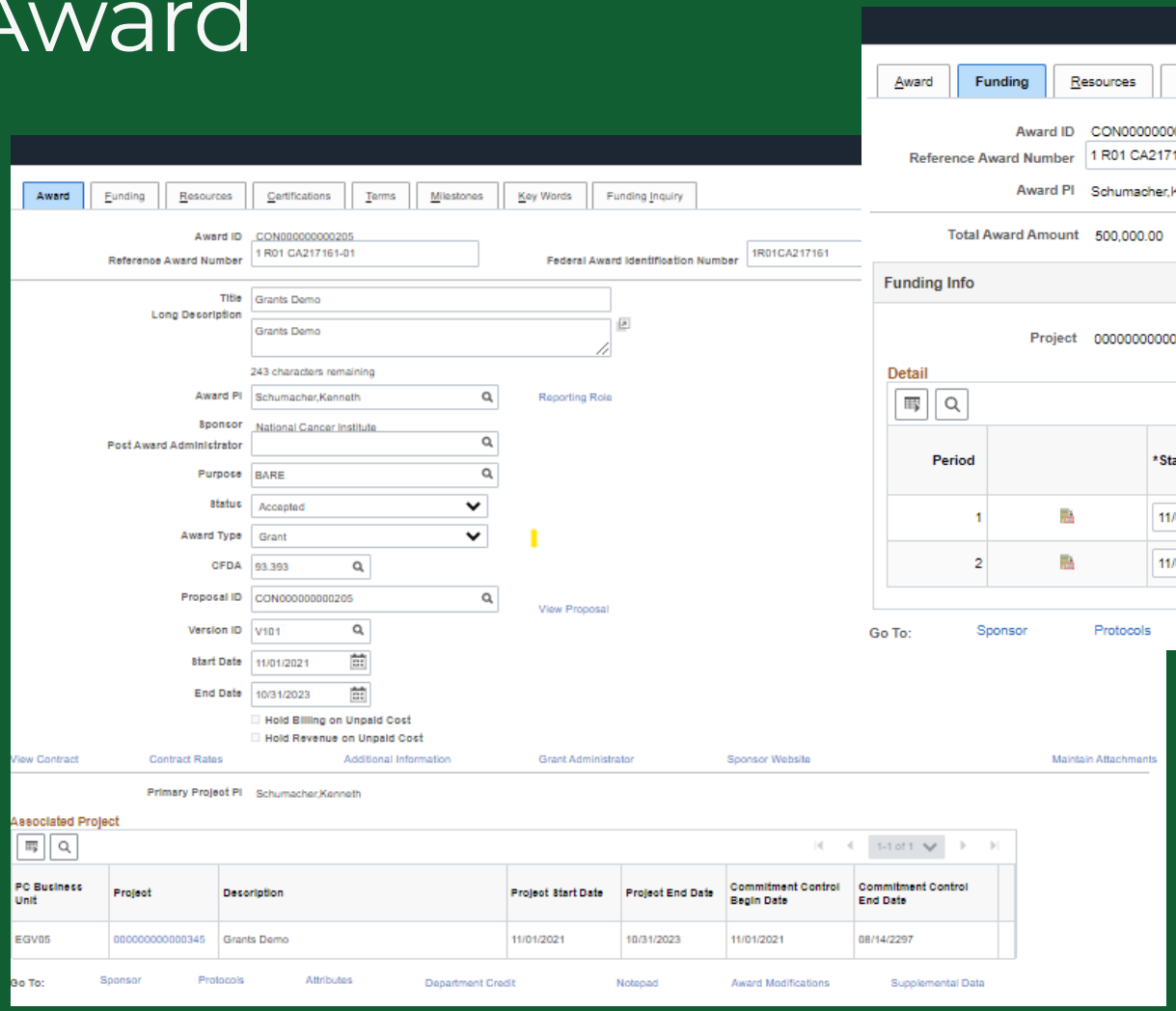
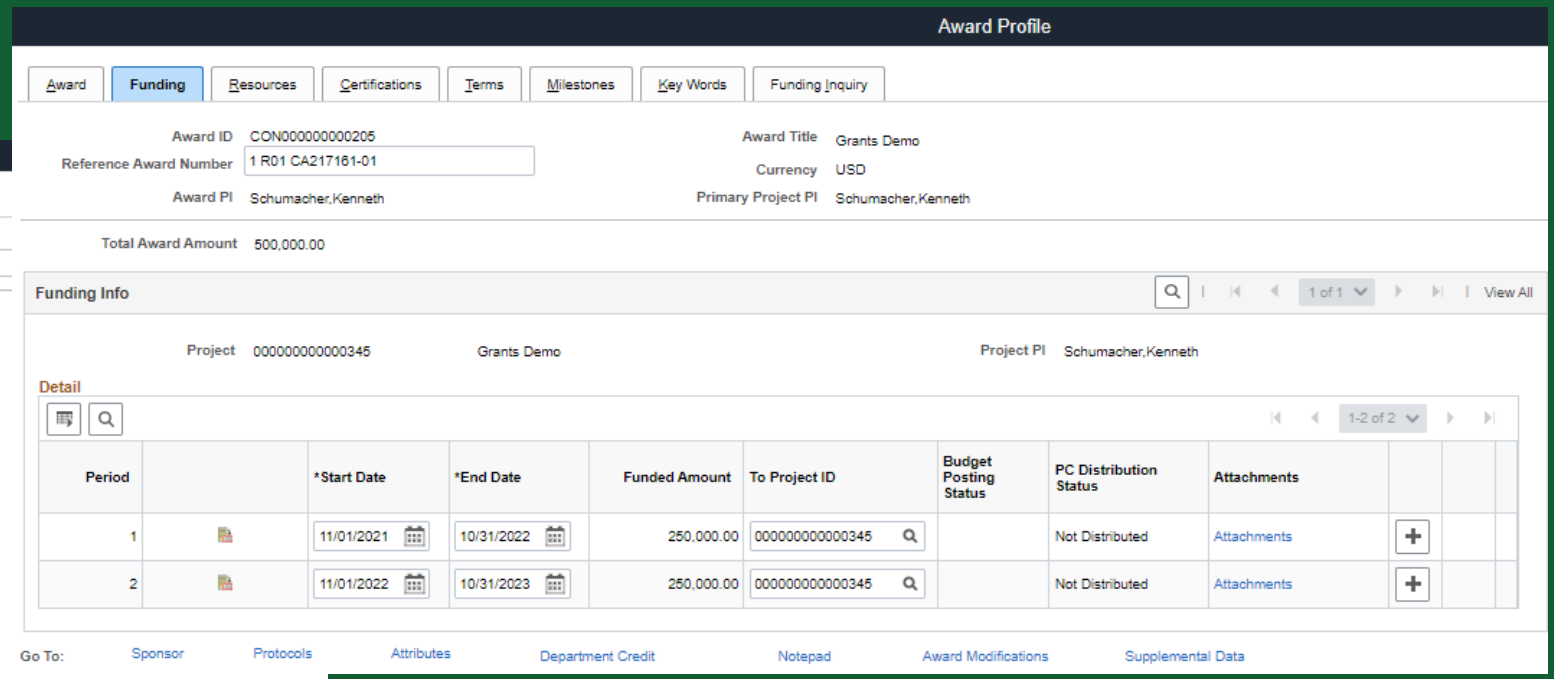
PeopleSoft Grants
Award





25 YEARS ALLIANCE

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PeopleSoft Grants
Award

Typical Types of Grants / Contracts:

- As Incurred or Rate Based
- Fixed Fee or Amount Based
- Scheduled Pay
- Prepaid
- Internal

Grants Functionality:

- Manages Pre-Award and Post-Award Setup
- Manages Demographic Data (e.g., Dates, Terms, Attributes, Titles)
- Manages Budgets and Budget Periods
- Manages Award Modifications (e.g., Cost Extension, No-Cost Extension)
- Manages Milestones/Terms/Certifications

25 YEARS ALLIANCE

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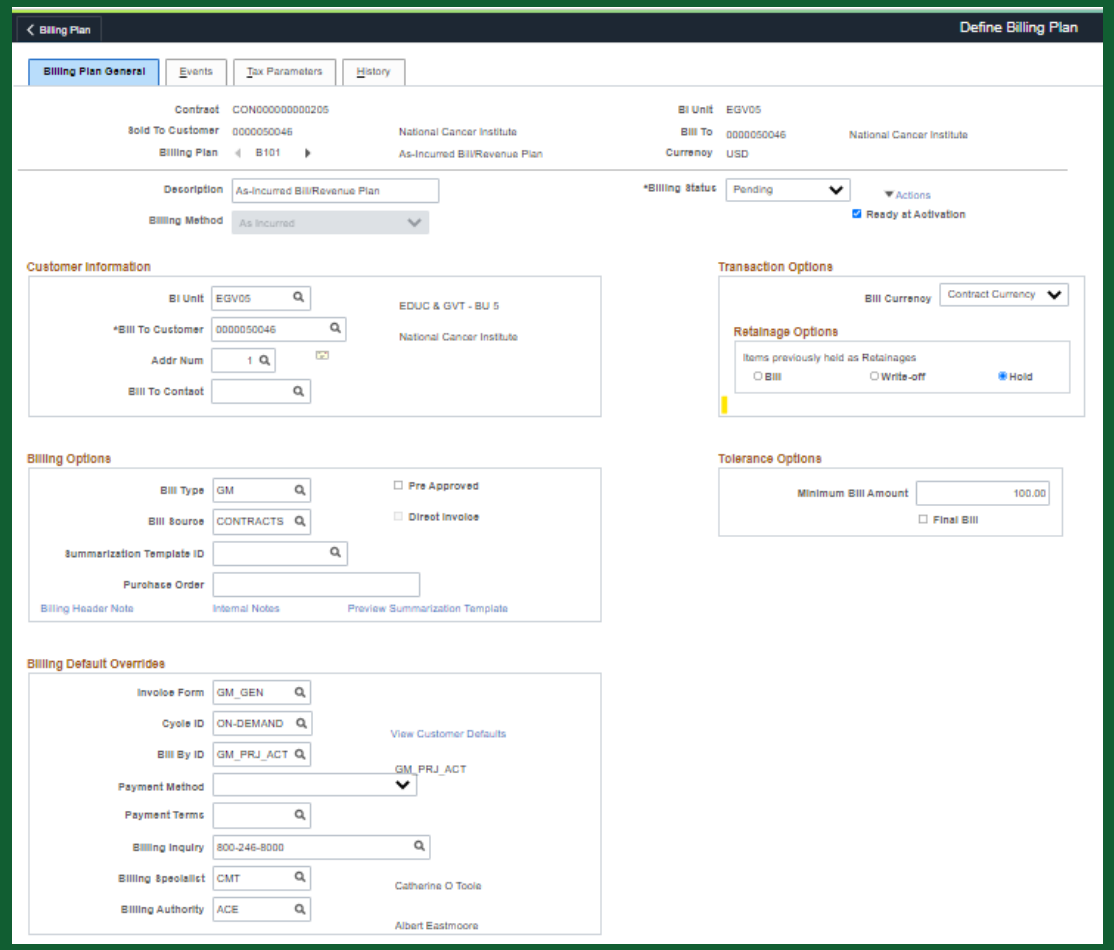
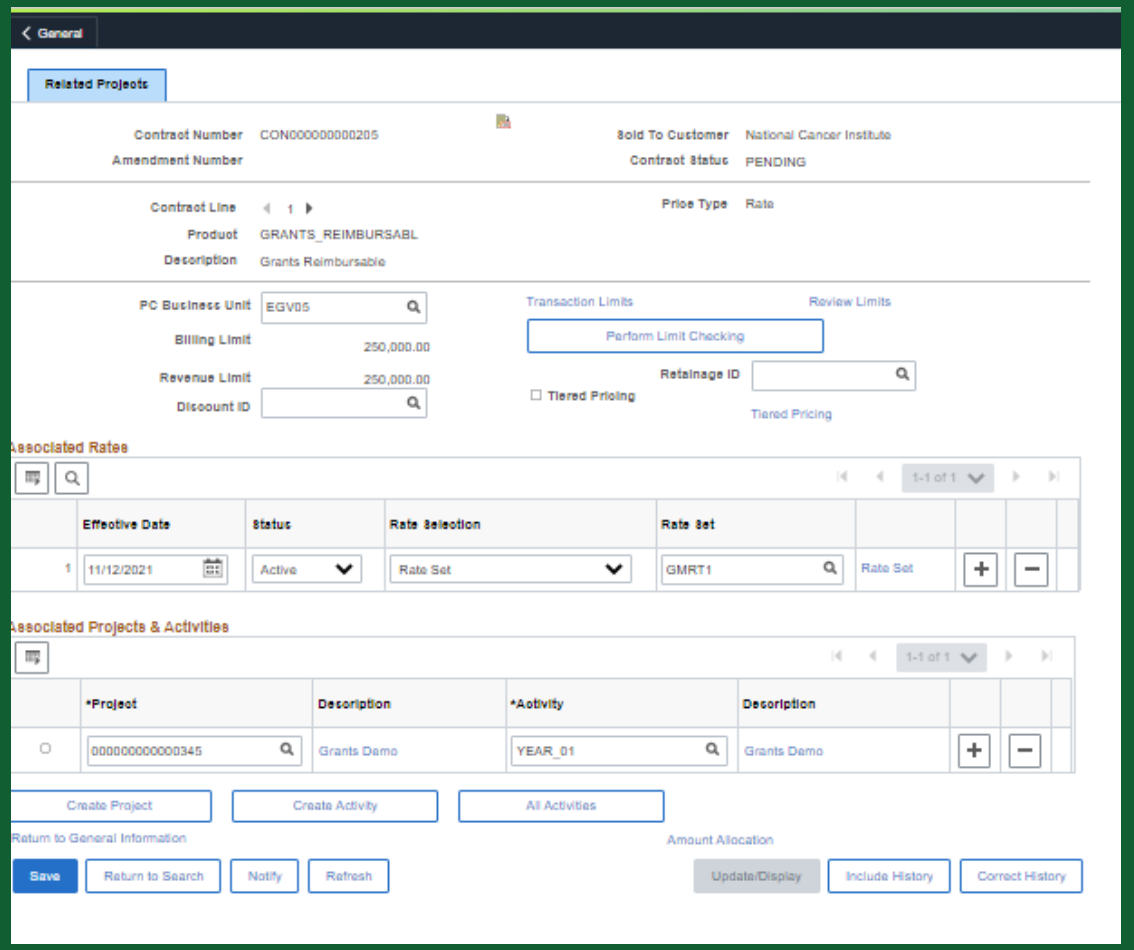
PeopleSoft Grants
Contract





25 YEARS ALLIANCE

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PeopleSoft Grants
Contract

Contracts Functionality:

- Manages Billing
- Manages Revenue Recognition
- Manages Billing Limits Controls

25 YEARS ALLIANCE

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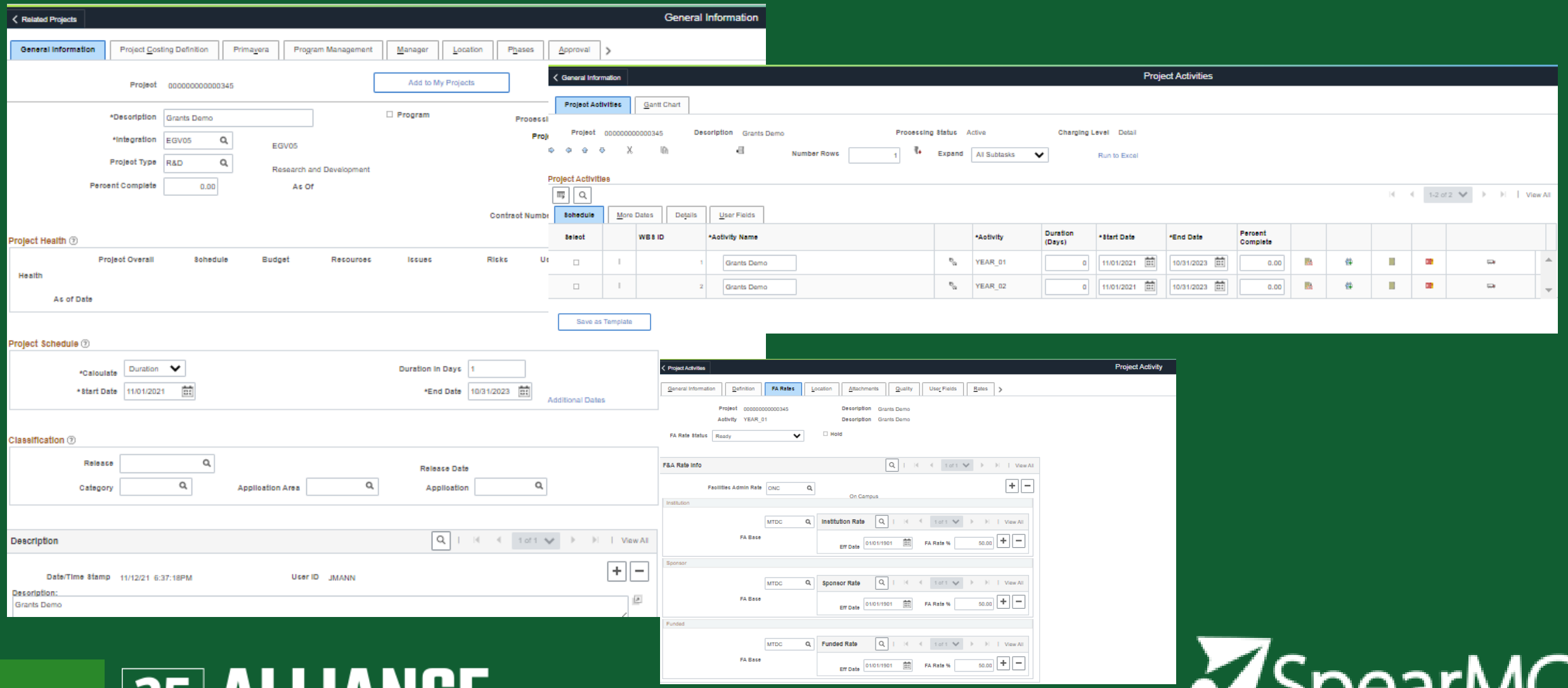
PeopleSoft Grants
Project Costing



25 YEARS ALLIANCE

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PeopleSoft Grants
Project Costing

Project Types:

- Used to manage Accounting Entries
- Used to manage reporting

Projects Functionality:

- Manages / Collects Transactional Date (e.g., Budget, Actuals, Direct and Indirect Costs, Billing History)
- Manages Cost Review and Approval
- Manages Facilities and Administrative (F&A) Rates Setup
- Manages Funds Distribution

25 YEARS ALLIANCE

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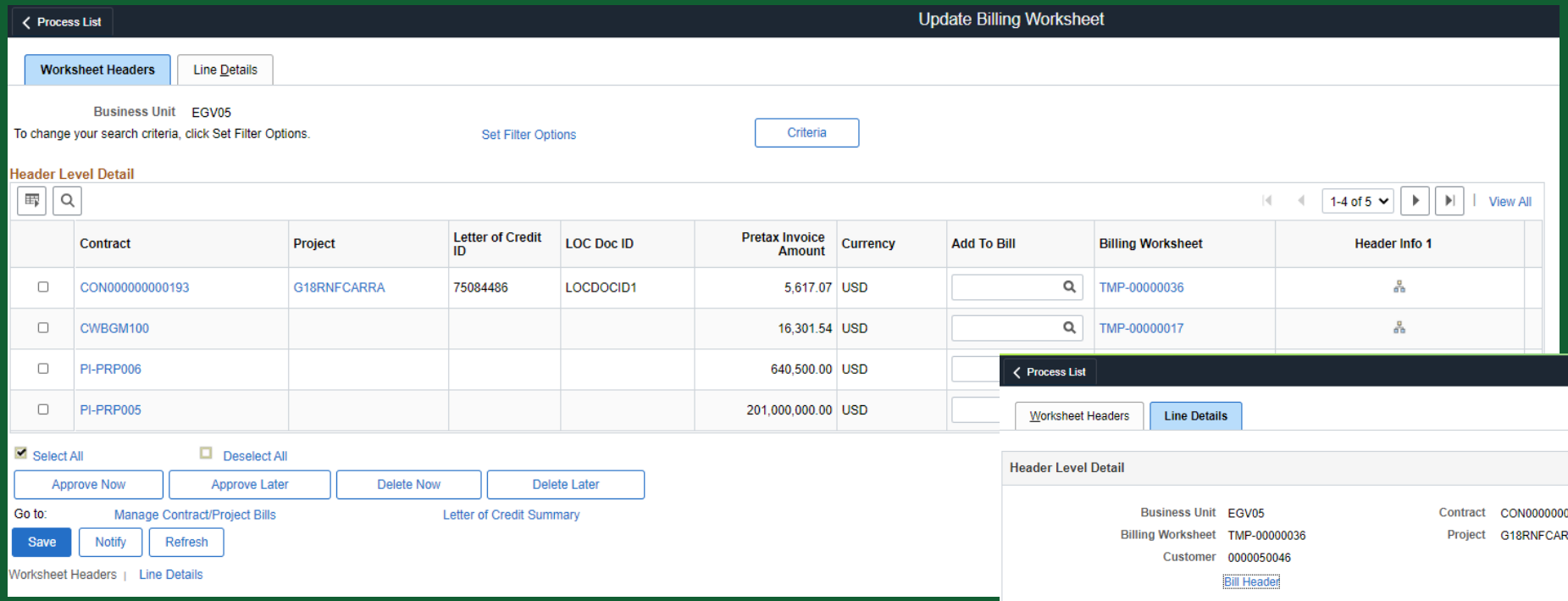
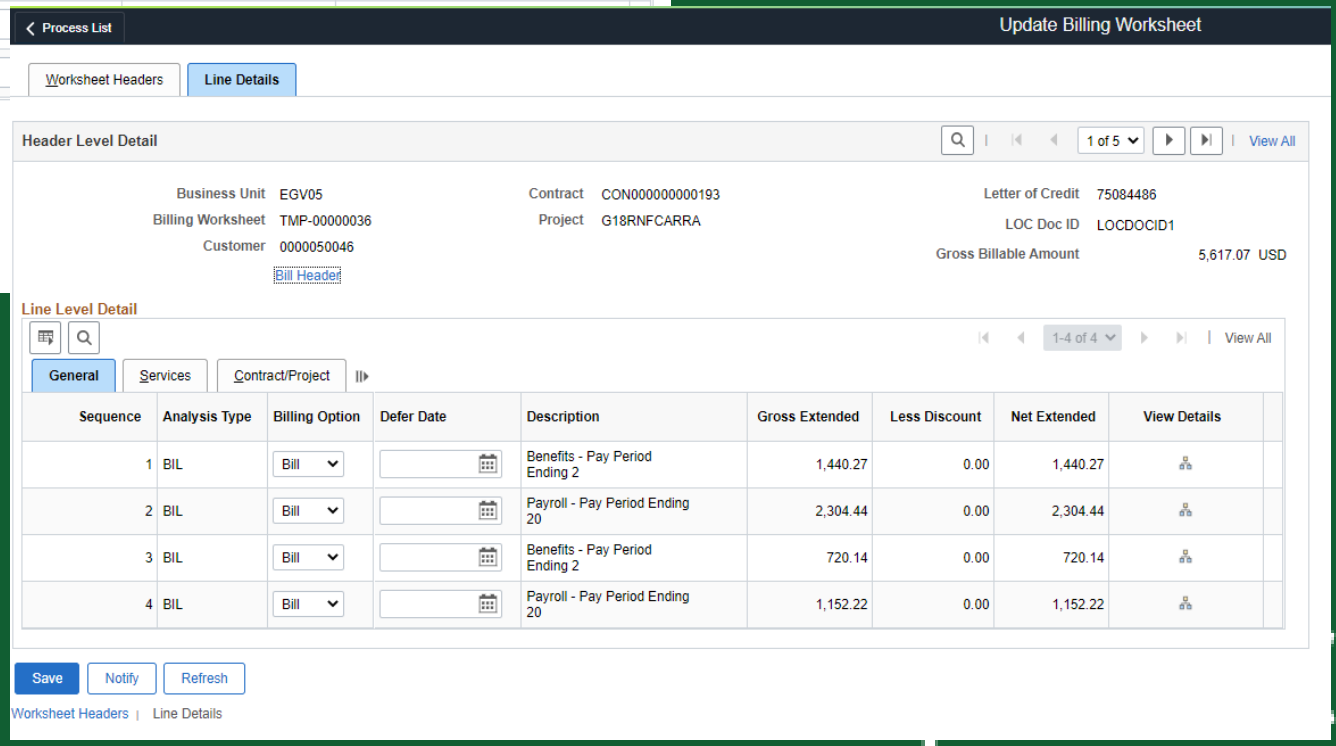
PeopleSoft Grants
Billing





25 YEARS ALLIANCE

PeopleSoft Grants
Billing

Billing Functionality:

- Allows creating Invoices (including ProForma)
- Allows use of Billing Approval Workflow
- Creates Accounting Entries sent to GL
- Sends invoice to AR to create Open AR Item
- Process typically scheduled nightly as well as run Ad Hoc by users
- Letter of Credit invoice consolidation

25 YEARS ALLIANCE

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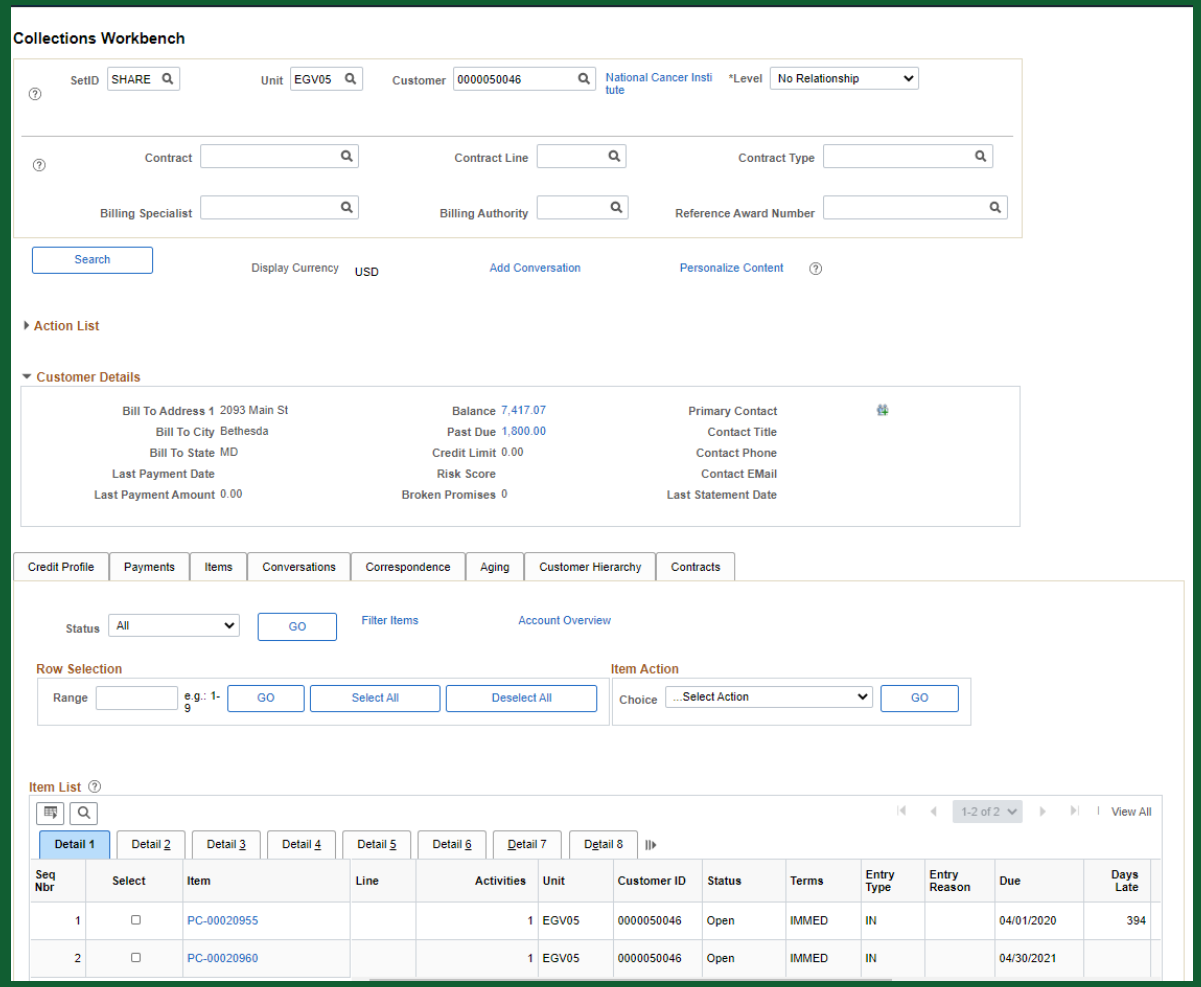
PeopleSoft Grants
Accounts Receivable



25 YEARS ALLIANCE

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PeopleSoft Grants
Accounts Receivable

AR Functionality:

- Allows creating Deposits, Applying Payments and On Account entries
- Allows Write Offs
- Tracks Aging
- Allows the use of Dunning Letters
- Creates Accounting Entries sent to GL
- Process typically scheduled nightly as well as run Ad Hoc by users

25 YEARS ALLIANCE

SpearMC

Simon Fraser University

A Phased Approach

Simon Fraser University by the numbers

- Founded in 1965 in Vancouver, BC
- 35,000 Students
- 6,500 Faculty
- 145 Programs
- 3 Campuses
- Research Portfolio - $160 million
- 2,000 Active Projects

Research Systems Program

SFU
SIMON FRASER UNIVERSITY

The Research Enterprise System (RES) Program was established in 2019 to support SFU's strategic vision. It will improve the way we manage the approximately $150 million and growing research portfolio and reduce administrative burden for faculty so that researchers can focus on conducting research. The program will aspire to improve how research projects are supported throughout the research life cycle and improve service to researchers while controlling risk to the university.

25 YEARS ALLIANCE

SpearMC

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Changes:

Processes, systems, and how people work will change as we shift to further support a service-oriented model, which keeps the researcher at the centre of everything we do.

The program will drive changes to:

Policy, processes, and procedures to complete the work

The enabling technologies used to support all stakeholders involved in the research life cycle

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The enabling technologies used to support all stakeholders involved in the research life cycle

Benefits:

The future state will create more efficiencies amongst all impacted stakeholders. Benefits realized as we move along the roadmap:

Reduced overall administrative effort

Improved service turnaround time

Increased institutional credibility

Improved collaborative capabilities across stakeholders

Increased analytical capabilities

Clearer lines of accountability

Project Phases

Project 1: Project Costing

The Project Costing phase will expand the PeopleSoft footprint and make project financials more accessible to the research community and allow them to make more informed decisions.

Live as of February 28!

Project 2: Proposal Management and Workflow

The process for submitting proposals for external funding will change significantly when Project #2 launches in Dec. 2022. The SFU 'Signature Sheet' and all related processes will be transitioned to an integrated database and workflow running on 'Kuali Research', software

Project 3: Billing and Accounts Receivable

This project will focus on the back-end work for Billing and Accounts receivable for Finance. Kickoff: April '22

Project 4: Dashboard

Project 4 will allow all stakeholders to view their research projects at a glance using the dashboard view.

Phased Approach – Why? Perceived Benefits and Impacts

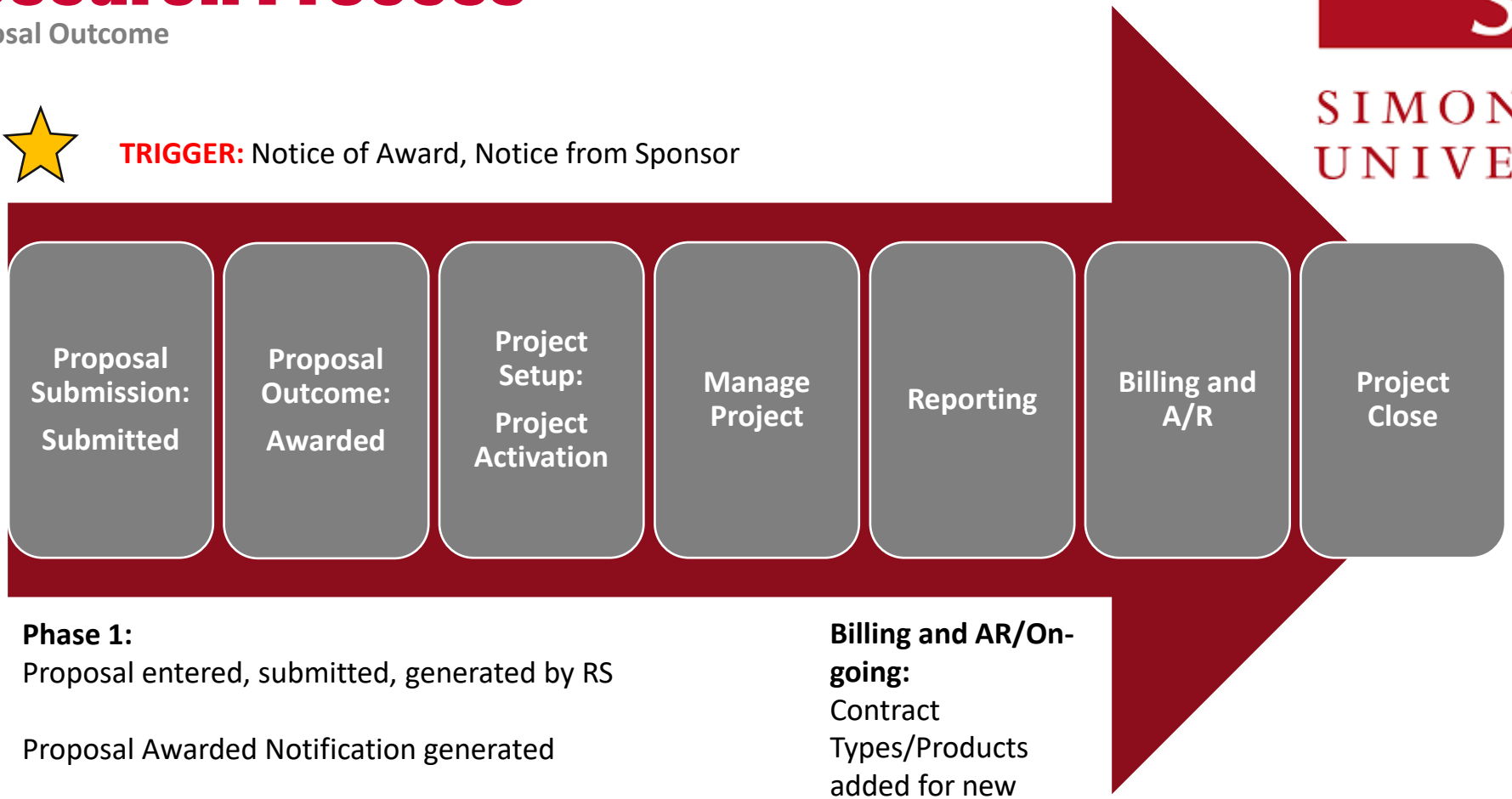
- Create Bite Size Chunks – Hard to get Commitments from various departments for a longer-term project
- Provide more immediate benefits to Researchers by providing comprehensive budget to actuals with future year encumbrances
- Underestimated level of integration of PeopleSoft Grants Suite. Hard to find natural breaking points.
- Early Pivot to broaden focus on entire suite of modules while still going live with limited functionality

Research Process

Proposal Outcome

SFU
SIMON FRASER UNIVERSITY

TRIGGER: Notice of Award, Notice from Sponsor



Phase 1:
Proposal entered, submitted, generated by RS

Proposal Awarded Notification generated

Award Profile built out with additional grant information including all reporting required data (E.g. Sponsor Program)

Contract Type will be updated, but Contract will not be fully built out or Activated

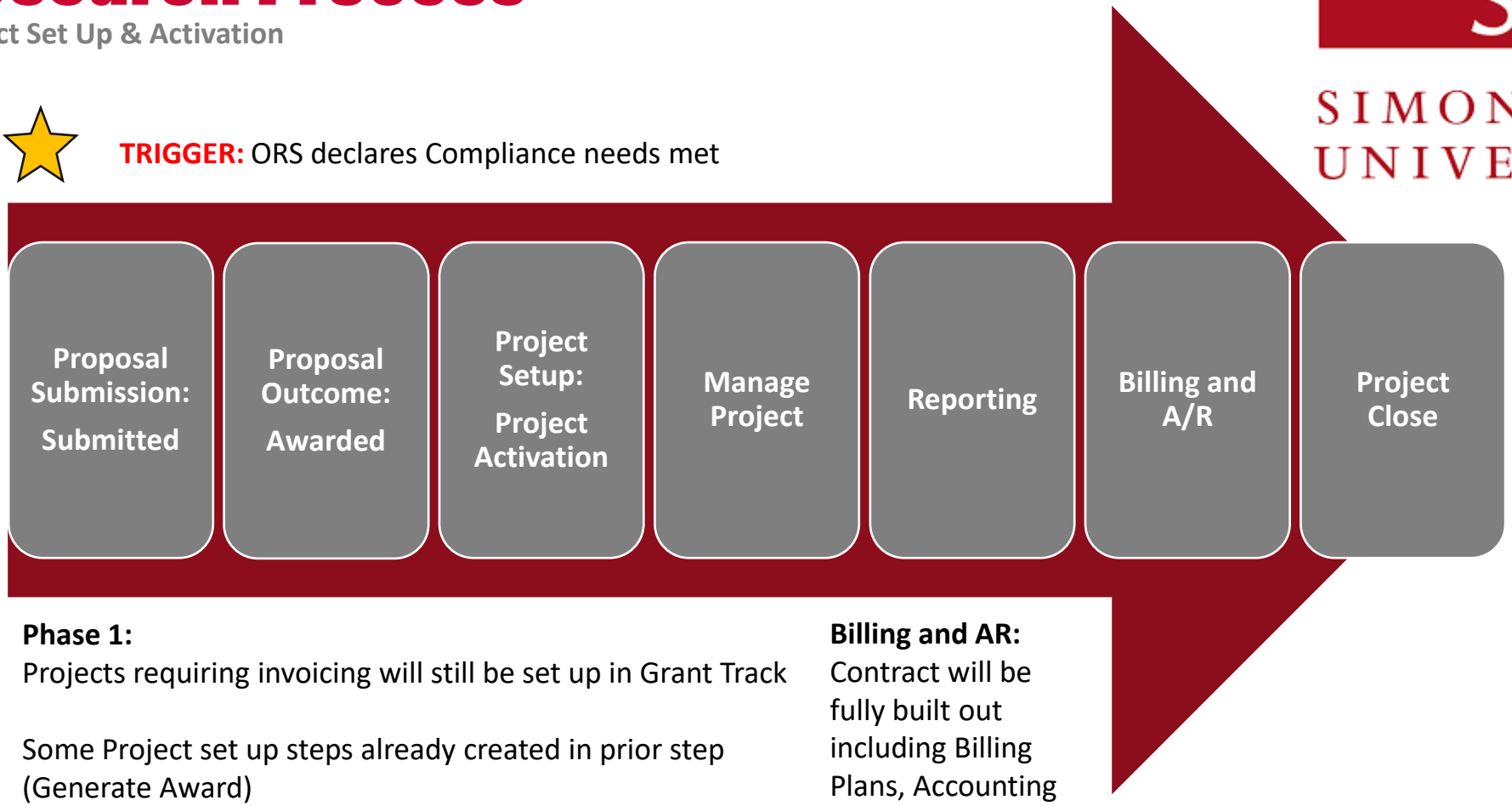
Billing and AR/On-going:
Contract Types/Products added for new types of sponsors/billing

Research Process

Project Set Up & Activation

SFU
SIMON FRASER UNIVERSITY

TRIGGER: ORS declares Compliance needs met



Phase 1:
Projects requiring invoicing will still be set up in Grant Track

Some Project set up steps already created in prior step (Generate Award)

Grant Budgets are used for posting current year budget to Commitment Control and PC; using the Grants solution as designed

F&A Rates are populated for new Awards/Project Years. No upfront F&A journal needs to be created at project set up

Billing and AR:
Contract will be fully built out including Billing Plans, Accounting Distribution

Contracts will be activated

Research Process

Manage Project

SFU

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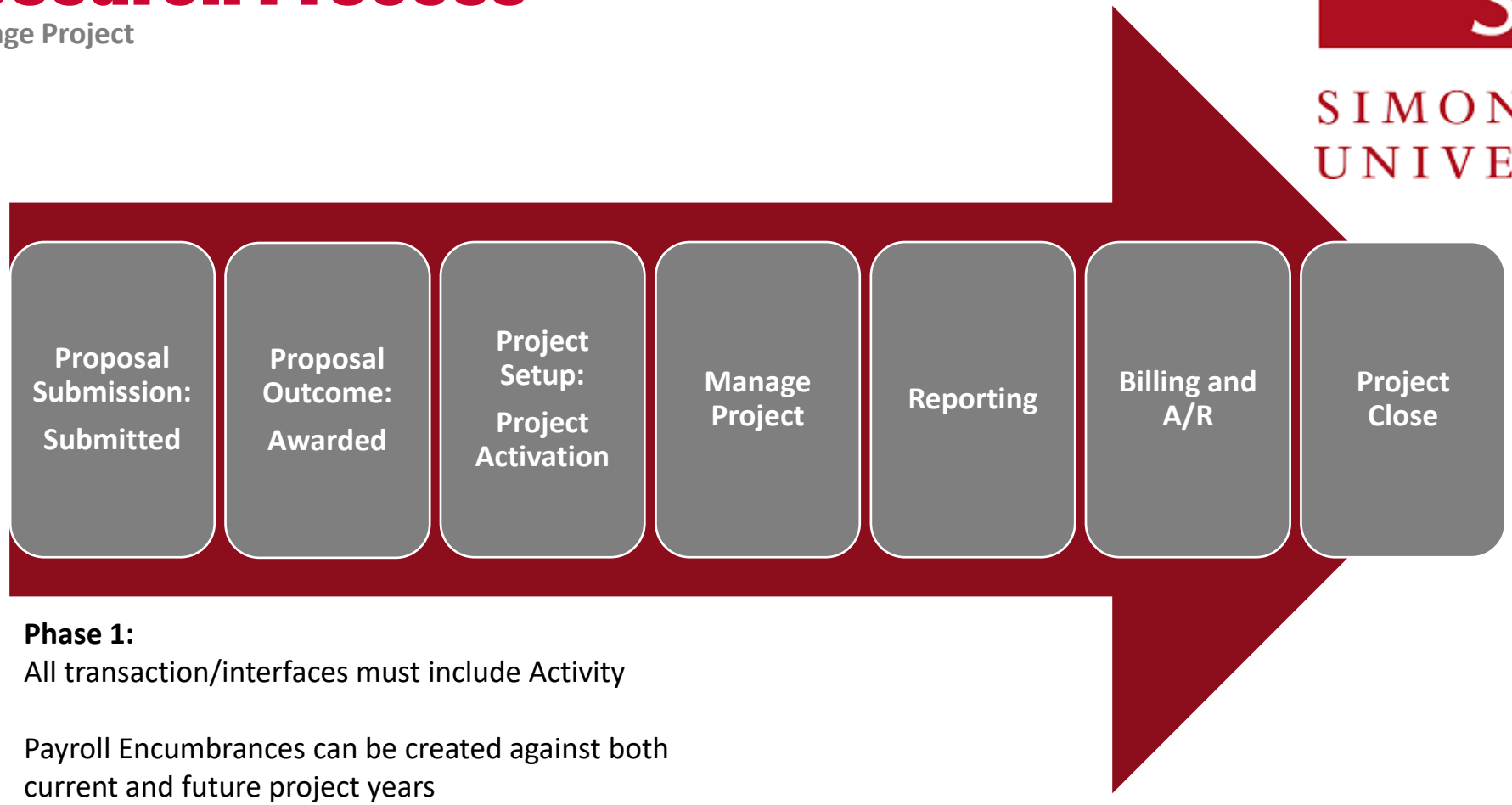


Phase 1:
All transaction/interfaces must include Activity

Payroll Encumbrances can be created against both current and future project years

Indirect Overhead will be automated for new Projects and processed daily for new Awards/Project Years

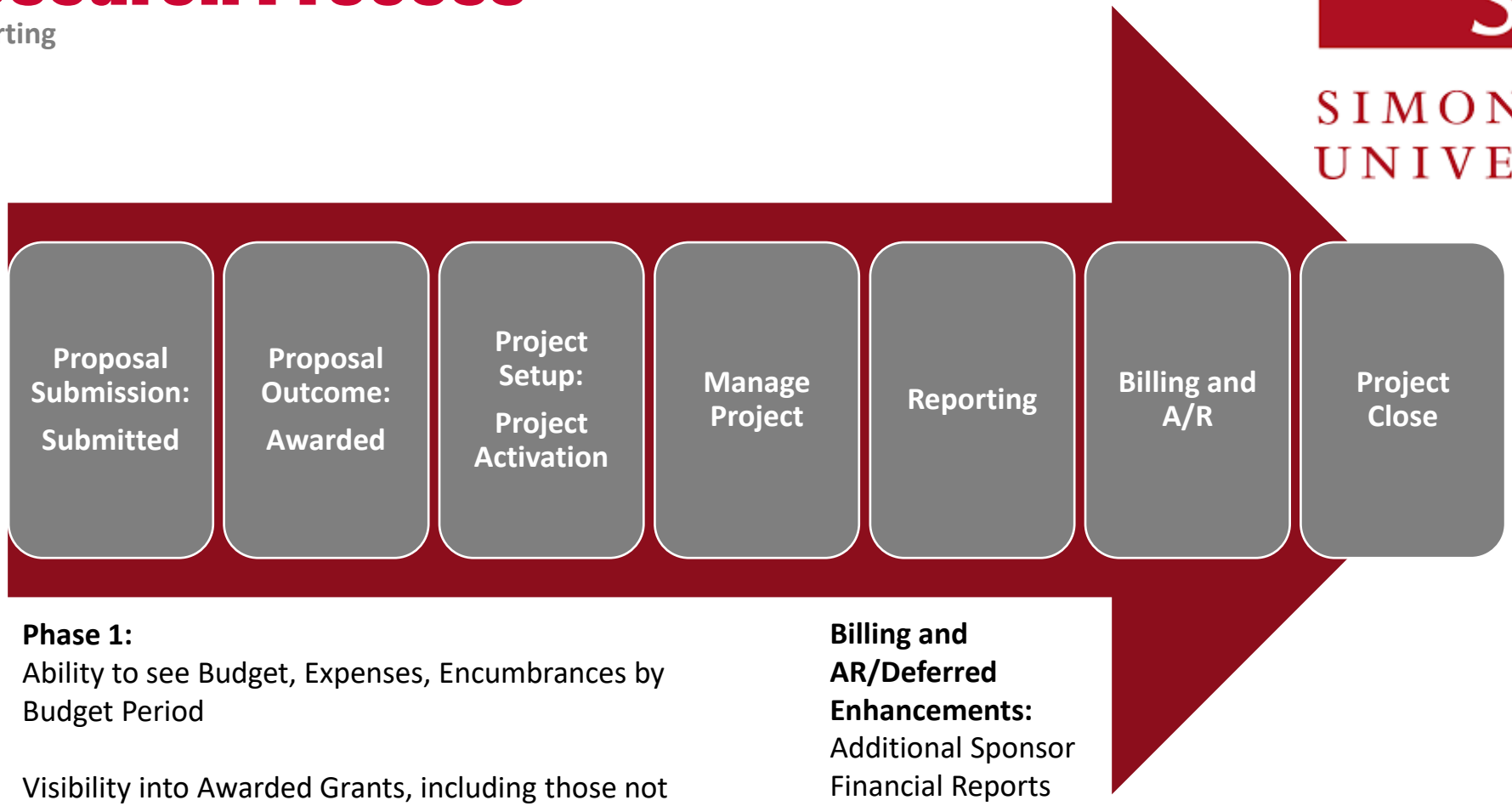
FAST Views provide clear visibility to remaining spending authority

Research Process

Reporting

SFU

SIMON FRASER UNIVERSITY



Phase 1:
Ability to see Budget, Expenses, Encumbrances by Budget Period

Visibility into Awarded Grants, including those not yet activated

Sponsor Financial Reporting available

Billing and AR/Deferred Enhancements:
Additional Sponsor Financial Reports

Billing and AR Operational Reporting

Billing Workcenter

Research Process

Billing and A/R

SFU

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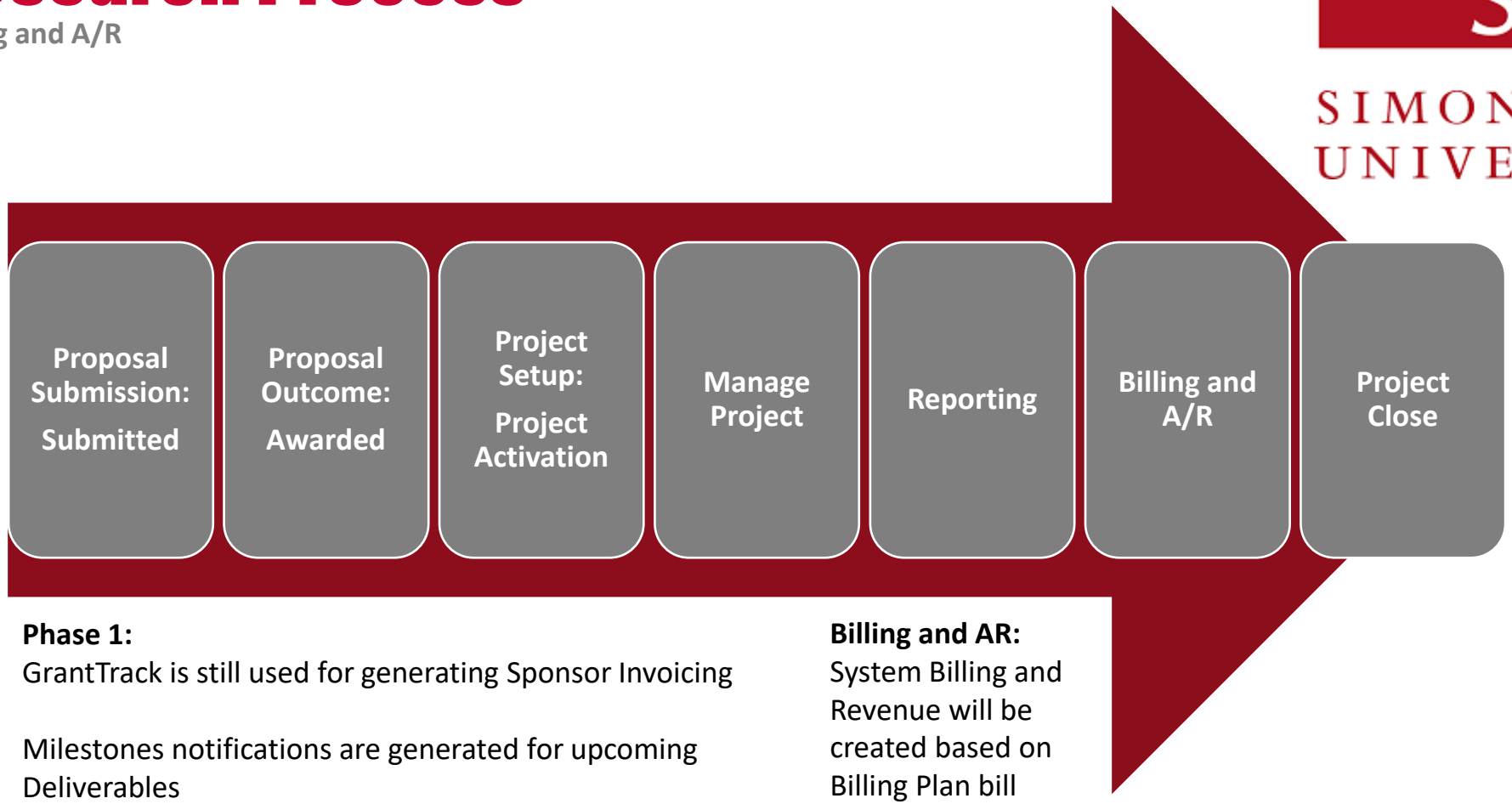

Phase 1:
GrantTrack is still used for generating Sponsor Invoicing

Milestones notifications are generated for upcoming Deliverables

Payments entered in AR as direct journals

Payments are still applied in GrantTrack for Sponsors where invoices are being created

As Incurred Revenue/Def Ref created manually

Billing and AR:
System Billing and Revenue will be created based on Billing Plan bill cycle (excluding prepaids)

Payments related to customer invoices will be applied in AR

As Incurred Revenue/Def Ref still adjusted manually during month end close

Research Process

Project Close

SFU
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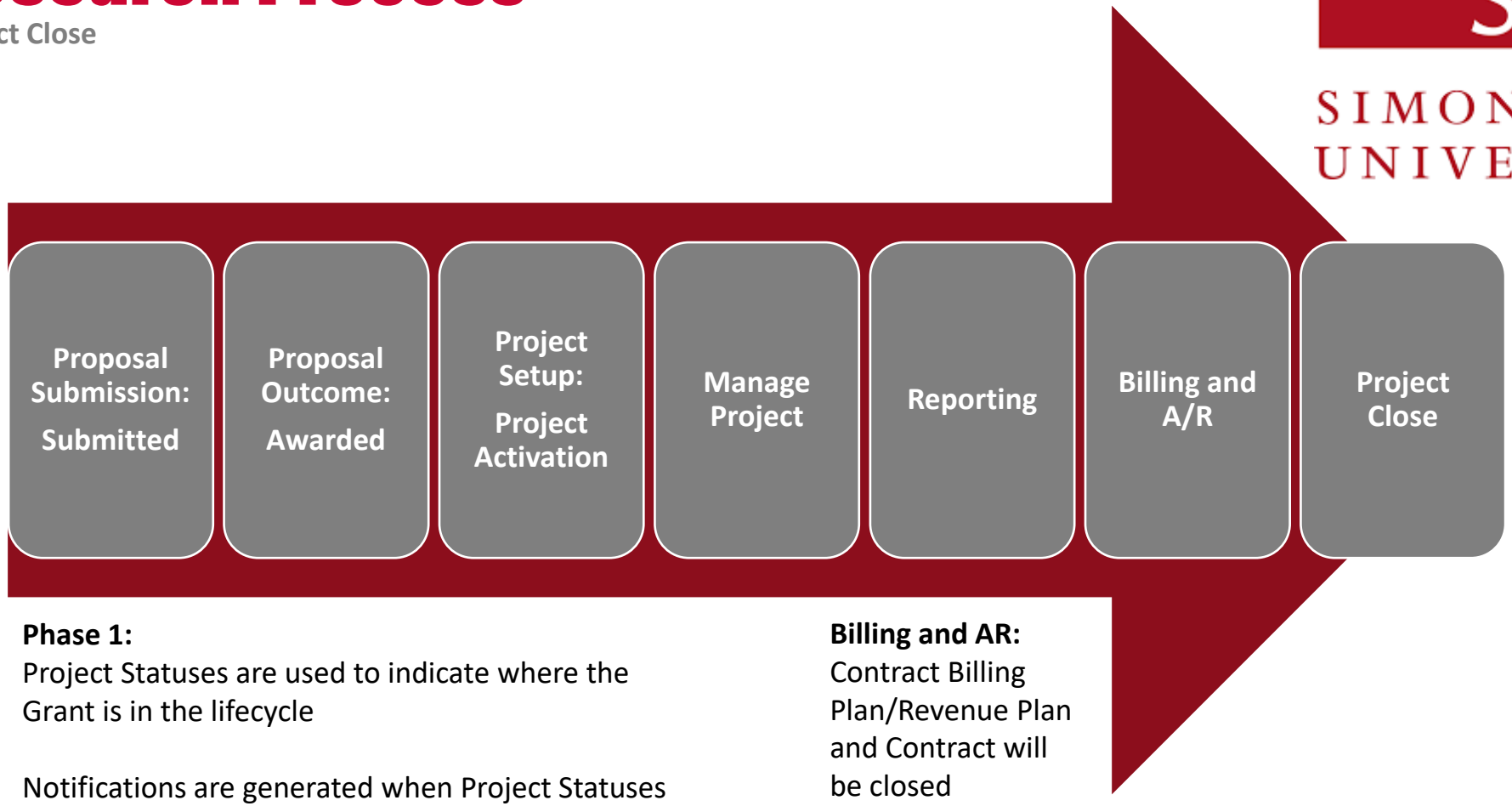

Phase 1:
Project Statuses are used to indicate where the Grant is in the lifecycle

Notifications are generated when Project Statuses are changed

Milestones notifications can be generated for upcoming Project Close out

Award Profile will also be updated to Closed during close out

Billing and AR:
Contract Billing Plan/Revenue Plan and Contract will be closed

High Level Benefits by Phase

Approach	Phase 1: PC, KK, Grants Light which creates the Grants Foundation	BI and AR Phase
Benefits	Provides ability to see Budget, Expenses, Encumbrances by Budget Period With the Grants foundation, can utilize grants set up pages, upload Award Attachments, and grants processing (including budgets and indirect). Allows additional reporting out of FAST/PeopleSoft and enables Research Accounting to discontinue use of GrantTrack reporting for the majority of project reporting Allows indirect overhead to be systematically generated when starting new Project Periods Enables cash to be entered and applied to projects via direct journals Collected and Recognized Revenue is enabled which facilitates Tri-agency Budget vs. Cash Received reconciliation	Systematic Billing and Revenue Recognition including Custom Invoice Forms for Contracts other than Pre-Paids Emailing invoices Historical Billing and Revenue conversion Customer receivables can be tracked (and aged) in Receivables Creating invoices in another currency
What is **not** included in Phase	No Systematic Billing and Revenue Recognition – Pre-Paids No Systematic Billing and Revenue Recognition – All others therefore Research Accounting will use GrantTrack for billing (No historical Billing and Revenue and Receivable conversion, No Invoice form development)	• Miscellaneous Billing • Billing Approval Workflow • Deferred Revenue calculation • No Systematic Billing and AR for Prepaid contracts • No changes to FAST related to BI and AR
Assumption	Research Services continues to maintain GrantTrack Research Accounting continues grant set up in GrantTrack for non-Pre-Paid contracts during this phase for billing purposes Contract Limits are maintained during this Phase	Research Accounting can discontinue use of GrantTrack for Fund 30s
Change Management		New Business Processes will be created for both RA and Finance as well as training delivered for each new and updated business process (including Contract Amendments)

Lessons Learned

A project of this size is more than just a systems change, as it requires changes in processes

We had to spend time to understand the handoffs between departments to get clarify on what/when/how information passed from one department to another to understand what was changing and what was not

Take time to review roles and responsibilities

Lessons Learned

Build in contingencies to deal with changes in personnel, competing objectives, etc

Don't underestimate that need for common data standards and data governance

Questions?

SpearMC Labor Cost Distribution

25 YEARS ALLIANCE

SpearMC

Solution Overview

PeopleSoft extension providing the ability to perform:

- Labor Cost Distribution and Effort Certification
- Effort Commitments/Planning
- Cost Sharing/Salary Cap
- Redistributions and benefits calculation features and capabilities
- Workflow
- Dashboard reporting

Built in 100% PeopleTools

- 100% Custom Objects – minimal impacts by upgrades/images
- Highly Configurable
- Extendable within defined design conventions

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Solution Overview

- Comprised of 3 Modules
  - LCD / Certified
  - Committed
  - Workload Planning

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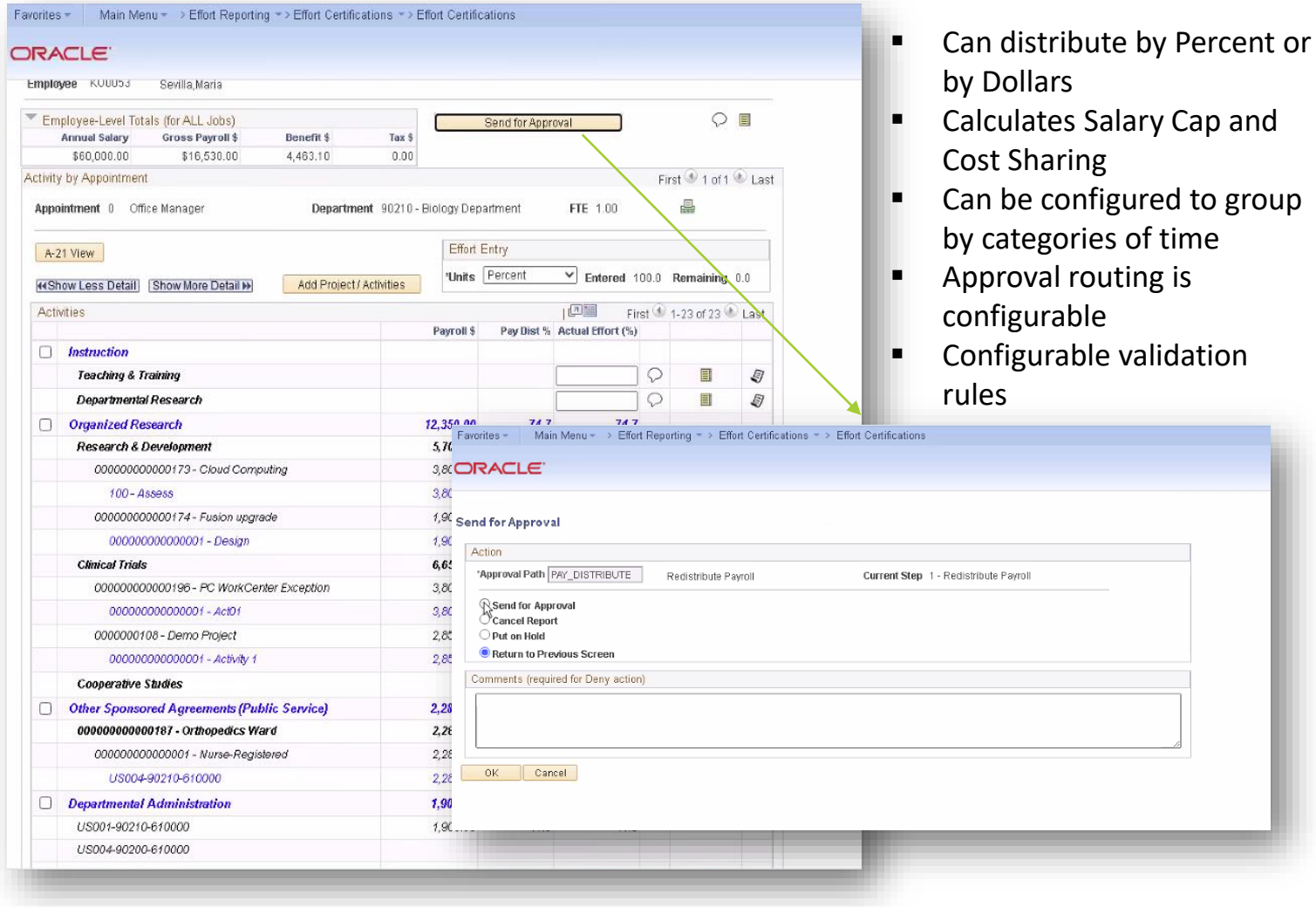
Three Integrated Modules

LCD / Certification

- Closes Gaps in delivered PeopleSoft HCM functionality for Research Accounting
- Create Labor Accounting Distributions for future payrolls
- Redistribute Labor Accounting for historic payrolls
- Manage Benefit Allocations to follow payroll
- Manage Committed and Over the Salary Cap Cost Share Requirements



- Can distribute by Percent or by Dollars
- Calculates Salary Cap and Cost Sharing
- Can be configured to group by categories of time
- Approval routing is configurable
- Configurable validation rules

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Three Integrated Modules

LCD / Certification

- Closes Gaps in delivered PeopleSoft HCM functionality for Research Accounting
- Create Labor Accounting Distributions for future payrolls
- Redistribute Labor Accounting for historic payrolls
- Manage Benefit Allocations to follow payroll
- Manage Committed and Over the Salary Cap Cost Share Requirements

Committed Effort

- Tracks commitments of individuals over the lifetime of a sponsored project
- Allows for effort devoted to a sponsored program to “ebb and flow” from one semester to the next as long as the overall commitment to the sponsor is met
- Ensures that employees are not overcommitted across all sponsored programs at any point in time - allowing for greater visibility into current and pending commitments
- Manage Committed and Over the Salary Cap Cost Share Requirements

Total Workload Planning

- Tracks total professional commitments for research and non-research employment obligations over time
- Used to capture proposed effort, pending awards, course detail, “protected time”, etc.
- Fully integrated with Committed module data
- Includes 100% of an employee’s time

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Three Integrated Modules

Favorites | Main Menu | > Effort Reporting | > Effort Commitments | > Commitments by Project

ORACLE

Home | Worklist | MultiChannel Console | Add to Favorites

New Window | Persor

Overview | Employee by Period | Approval Detail

Inst ID SPEAR **Report** DISTRIBUTE **Project** 000000000000184 New Hospital Ward

Sponsor NIH National Institute of Health **Award Life** 01/01/2020 **To** 12/31/2020

First 1 of 1 Last

Sequence 1 Initial Sequence **Cost Share %** **K Award** Approve Commitments **Status** Open

Begin 01/01/2020 **End** 12/31/2020 **Units** Percent

Team Members

View All | First 1-12 of 12 Last

Employee	Employee Name	Appointment	Commitment Period	Overall Commit %	OTC	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Avg %
100001	***Rhett Butler***		Life of Award	***20.0***	☑	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	***20.0***
	Direct Salaries					3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	
	Mandatory Cost Sharing			*10.0*		10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	
	Over the Salary Cap					6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	
100002	***Evan McGregor***		Life of Award	***15.0***	☑	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	***15.0***
	Direct Salaries					3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	
	Mandatory Cost Sharing			*10.0*		10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	
	Over the Salary Cap					1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	1.2	
100003	***Dorothy McGee***		Life of Award	***20.0***		20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	***20.0***
	Direct Salaries					15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	
	Mandatory Cost Sharing			*5.0*		5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	
	Over the Salary Cap																	

Save Add Update/Display

Overview | Employee by Period | Approval Detail

Committed Module tracks commitments of individuals over the lifetime of a sponsored project

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Cost Sharing and Salary Cap

- Mandatory Committed Cost Sharing (MCS)
  - Cost sharing that is required by the sponsor as a condition for proposal submission and/or award acceptance.
- Over the Salary Cap Cost Sharing (OTC)
  - Cost Sharing resulting from an employee's IBS being higher than the salary cap limitations placed on the research projects on which they are working. Per federal guidelines, the OTC calculations need to be supportable for whatever Committed Effort is budgeted (or certified) for the employee on the project. Audit support needs to be provided to show the OTC amount is being covered by non-federal funding.
- Voluntary Cost Sharing (VCS or VUCS)
  - Cost sharing that is not in the proposal or award that is voluntarily contributed to the project by people working on the project. It equates to effort applied to the research over and above what is billed to the project plus mandated as a cost sharing obligation. There is no requirement to track such cost sharing in relation to the project.

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Contact Info

CAMERON MCCLURG
SpearMC Consulting
Managing Director
cameron@spearmc.com
LinkedIn: cameron-mcclurg
(206) 819-7851

JESSICA MANN
SpearMC Consulting
Managing Director
jessica.mann@spearmc.com
(602) 770-8862

Dan Blue
Simon Fraser University
Director, Financial Services
daniel_blue@sfu.ca

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Questions?

Thank YOU!

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