The Latest Buzz with G&C Accounting

Tuesday, April 26, 2022

1:00 – 2:30 PM

Georgia Tech

Agenda

Topic	Presenter(s)
Welcome, Research Updates, PI Articles	Josh Rosenberg
Commitment Accounting Updates	Terryl Barnes
Project Accounting Updates	Glenn Campopiano
Cost Accounting Updates	Jonathon Jeffries
Workday Reporting Updates	Amy Zhang
Training Updates	Rob Roy
Closing	Josh Rosenberg

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Post Award Research Updates

Josh Rosenberg

Sr. Director, Grants and Contracts

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RI Sponsored Programs

AWARD DATA: FY18 – 22 (YTD through Period 9: March)

AWARDS: Cumulative Report thru: MARCH					
College/Unit	FY22		FY21		Award Dollar Variance
	Awarded Amount	Awards	Awarded Amount	Awards	
COMP	$23,654,131	133	$24,082,482	140	-1.8%
COS	$49,573,396	263	$43,511,322	259	13.9%
DSGN	$11,806,259	525	$11,067,857	554	6.7%
ENGR	$215,924,251	980	$199,314,574	941	8.3%
GTRI	$631,688,656	676	$580,116,525	651	8.9%
IAC	$3,496,801	26	$4,074,540	40	-14.2%
OTHERS	$57,087,919	277	$32,014,865	242	78.3%
SCB	$553,600	6	$367,500	2	50.6%
Total	**$993,785,013**	**2,886**	**$894,549,665**	**2,829**	**11.1%**
Resident Instruction and Other	**$362,096,357**	**2,210**	**$314,433,140**	**2,178**	**15.2%**

Awards			
	YTD (Mar.)		Full Year
FY22	$ 362,096,357	$	466,578,020
FY21	$ 314,433,140	$	415,738,536
FY20	$ 296,630,435	$	402,520,391
FY19	$ 305,358,429	$	406,662,163
FY18	$ 275,151,296	$	354,545,260

Key Takeaways:
- March continued to reflect very strong growth in RI awards.
- The colleges of Engineering and Sciences led the way, with combined growth of over $22 million YOY.
- GTRI numbers reflect growth of 9% in awards YOY.

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RI Sponsored Programs

SPONSOR AWARD DATA: FY21 – 22 (YTD through Period 9: March)

RI NEW AWARDS (Through March)						
Federal Agency or Sponsor Type	**FY22**	**% of RI Portfolio**	**FY21**	**22 v. 21 $ Variance**	**22 v. 21 % Variance**	**5 Year Avg**
NATIONAL SCIENCE FOUNDATION (NSF)	75,095,464	21%	46,726,138	28,369,326	61%	65,936,032
INDUSTRIAL SPONSORS	57,050,998	16%	48,807,668	8,243,331	17%	49,760,996
INDUS RES INST/FDN/SOC	42,754,366	12%	27,075,485	15,678,881	58%	26,430,612
COLL/UNIV/RES INSTITUTES	36,536,803	10%	41,815,868	(5,279,065)	-13%	36,729,589
DHHS	33,752,265	9%	37,308,075	(3,555,809)	-10%	33,112,766
US DEPT OF ENERGY	24,435,628	7%	26,066,592	(1,630,964)	-6%	19,206,492
US DEPT OF EDUCATION	18,550,955	5%	3,879,000	14,671,955	378%	5,553,291
NASA	14,549,647	4%	8,448,250	6,101,397	72%	10,136,930
NAVY	9,785,722	3%	7,463,418	2,322,304	31%	12,024,615
GOVT-OWNED/CONTRACTOR OP	7,752,218	2%	8,874,701	(1,122,483)	-13%	7,548,672
US DEPT OF DEFENSE	7,698,281	2%	17,857,331	(10,159,050)	-57%	7,947,925
US DEPT OF COMMERCE	7,653,425	2%	6,889,533	763,892	11%	6,392,001
US DEPT OF TRANSPORTATION	6,221,467	2%	8,304,207	(2,082,740)	-25%	4,549,961
AIR FORCE	6,121,754	2%	7,672,021	(1,550,267)	-20%	9,648,962
STATE & LOCAL GOVERNMENT	5,018,840	1%	6,226,439	(1,207,599)	-19%	6,696,104

Key Takeaways:
- 98% of RI sponsored funding comes from the 15 agency/sponsor types listed above.
- Our largest area of growth this year continues to come from NSF awards.
- Through March, we continue to outpace both FY21 and 5-year averages across our sponsors.

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RI Sponsored Programs

EXPENSE DATA: FY18 – 22 (YTD through Period 9: March)

Expenditure Analysis: March	FY22 YTD	FY21 YTD	Change
Salaries and Wages	96,174,680	88,372,054	8.8%
Other Direct Costs	38,729,121	28,550,858	35.6%
Subcontracts	43,636,205	35,288,746	23.7%
Fringe Benefits	18,039,769	17,719,569	1.8%
Tuition Remission	26,249,352	22,465,056	16.8%
M&S	19,926,887	13,863,713	43.7%
Equipment	4,327,607	6,037,286	-28.3%
Domestic Travel	1,362,355	104,211	1207.3%
Foreign Travel	228,849	35,016	553.6%
Unallocated	485,381	3,606,583	-86.5%
High Performance Computing	28,521	1,642	100.0%
DIRECT	**249,188,727**	**216,044,734**	**15.3%**
IDC	**65,879,754**	**61,444,693**	**7.2%**
Total	**315,068,481**	**277,489,428**	**13.5%**

Expenditures - Direct		YTD (Mar.)		Full Year
FY22	$	249,188,727	$	333,173,067
FY21	$	216,044,734	$	294,248,586
FY20	$	211,121,552	$	286,744,676
FY19	$	212,296,733	$	279,599,249
FY18	$	203,924,107	$	267,645,605

Expenditures - Indirect		YTD (Mar.)		Full Year
FY22	$	65,879,754	$	90,807,492
FY21	$	61,444,693	$	86,156,912
FY20	$	63,826,927	$	84,764,909
FY19	$	62,068,304	$	86,087,217
FY18	$	59,118,488	$	82,706,390

Key Takeaways:
- Direct expenditures are up 15.3% YOY and indirect expenditures are up 7.2% YOY. The big increase in directs comes from HEERF III student aid distributions.
- Salaries and fringe benefits have increased 8.8% YOY.
- Subcontracts continue to be up significantly.
- Materials and Supplies are up 43.7% YOY.
- Travel expenses have predictably increased significantly as pandemic restrictions have eased.
- Other direct costs are up over 35% due in large part to HEERF III student aid expenditures.

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RI Sponsored Programs

Grants and Contracts INVOICING and FINANCIAL REPORTING
FY21 – FY22 (YTD through Period 9: March)

INVOICING

Invoicing YTD FY2021 vs. FY2022 (thru March)

Invoice Types	FY22 (July - March)	Monthly FY22 average	FY21 (July - March)
G&C GIT Standard	$ 1,600,258	$ 177,806	$ 3,118,289
G&C GIT Standard Certification Required	$ 289,710	$ 32,190	$ 483,338
G&C GTRC Custom Certification Required	$ 4,792,591	$ 532,510	$ 4,043,525
G&C GTRC Standard	$ 32,371,981	$ 3,596,887	$ 33,463,353
G&C GTRC Standard Certification Required	$ 55,075,402	$ 6,119,489	$ 32,517,920
G&C In House	$ 37,689,323	$ 4,187,703	$ 33,125,062
G&C LOC Draw	$ 98,768,370	$ 10,974,263	$ 98,427,424
G&C SF1034	$ 8,021,048	$ 891,228	$ 10,564,859
G&C SF 270	$ 47,597,111	$ 5,288,568	$ 39,718,155
Blank	$ -	$ -	$ 125,109
Grand Total	$ 286,205,795	$ 31,800,644	$ 255,587,033
Raw Invoice Counts	10,177	$ 1,131	10,065

Year over Year Invoicing Change	Dollars*	Invoice Counts*	
YTD change in FY22 over FY21	$ 30,618,761	112	
YTD percentage change	12.0%	1.1%	

FINANCIAL REPORTS

Financial Reports YTD FY2021 vs. FY2022 (thru March)

Report Types	FY22 (July - March)	FY21 (July - March)
Annual Financial Report	72	106
Final Financial Report	107	172
Financial Report Conversion/Milestone	-	3
Monthly Financial Report	91	137
Quarterly Financial Report	414	292
Semi-Annual Financial Report	5	2
Revised Financial Report	24	24
TOTALS	**713**	**736**

Year over Year Invoicing Change	Report Counts
YTD change in FY22 over FY21	(23)
YTD percentage change	-3.1%

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RI Sponsored Programs

Award Dollars in Exception Status

AWARD EXCEPTIONS (Overspent) - as of April 1			
Top 15 Departments	**Past-term**	**In-Performance**	**Grand Total**
Aerospace Engineering	(819,449)	(1,641,507)	(2,460,955)
Institute for Bioengineering & Bioscience	(586,859)	(361,052)	(947,910)
Electrical and Computer Engineering	(435,008)	(1,062,345)	(1,497,353)
Mechanical Engineering	(375,436)	(1,522,669)	(1,898,104)
GT/Emory Biomedical Engineering	(209,694)	(535,380)	(745,073)
Industrial And Systems Engineering	(158,175)	(309,838)	(468,012)
Institute for People and Technology	(118,665)		(118,665)
School of Interactive Computing	(102,870)	(223,851)	(326,721)
Chemistry and Biochemistry	(93,984)	(364,677)	(458,661)
Chemical and Biomolecular Engineering	(92,074)	(178,871)	(270,944)
Materials Science and Engineering	(72,212)	(356,577)	(428,789)
School of Computer Science	(44,799)	(1,104,183)	(1,148,981)
Interactive Media Technology Center	(38,162)	(22,255)	(60,418)
EI2 Industry Services	(31,679)	(1,409)	(33,088)
Georgia Tech Manufacturing Institute	(31,017)	(649)	(31,667)
Grand Total	**(3,318,359)**	**(20,939,430)**	**(24,257,790)**

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).
- Last month, there was over $4.3 million in the past-term category. This month, the number is down to $3.3 million – a decrease of 23%.
- While the award is still "in-performance," there may be budget modifications forthcoming and other adjustments.
- Each month, Grants and Contracts provides exception reports at both the award and individual grant level to unit financial managers.
- These reports are now available in our LITE and WD systems.

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PI Articles

Notes:
- PI Articles that I will be writing and issuing each month for research faculty and unit financial staff are available on our grants and contracts website (https://www.grants.gatech.edu/pi-articles).
- The first two are shown in the screen shot above and available online.
- These are also distributed through various list servs.

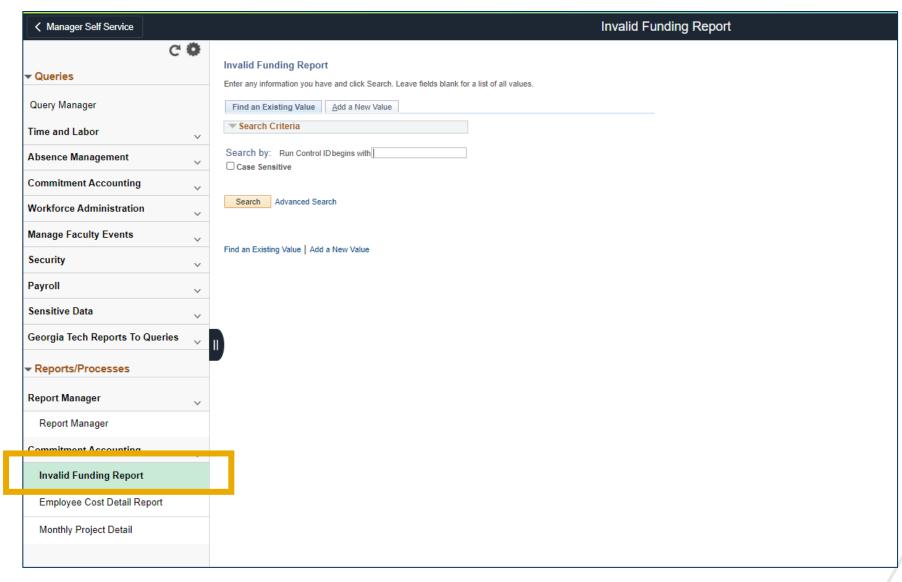# Commitment Accounting Updates

Terryl Barnes

Commitment Accounting Mgr

Invalid Funding Report

- Lists all vacant and filled positions with invalid funding

- Run Report daily

- Each department must proactively update the position funding with valid combo codes/worktags

- If positions are not updated before payroll processing, funds will post to undesignated/cost overrun combo code/worktag

- The Invalid Funding Report lists errors that will cause issues during payroll processing.

- Items that will go into suspense accounts include:
  - Positions not funded *Inactive Position number / Job code
  - Grants that end during the pay period

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Invalid Funding Report

6/17/2022

Invalid Funding Report

	A	B	C	D	E	F	G	H	I	J	K	L
1	BEGIN DT	END DT	PAY RUN	PAY GROU	PAY GROU	DEPARTM	DEPARTM	EMPL ID	RCD#	EMPLOYEE NAME	ST	POSITION	ERROR MESSAGE
5492	03-01-21	03/31/202	13M1	03A	Salaried	102	VP Resear	1234567	0	Burdell, George	A	3000XXXXX	DBE funding does
7551												
7552												
7553												

Most common error messages:

- DBE funding does not exist or effdt > pay end dt : Position needs funding added

- Expenses will be posted to Department Suspense - Fund End Dt : Grant has ended

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Over 90 Day Salary Cost Transfer

- **Only applies to EDRs when moving salary onto a grant (e.g. 03GR00000000**)

- **Complete transmittal form with detail explanations**
  - Found on [Budget Office Website](#)

- **Common reasons to 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

- Job Aid: [How Do I Submit A Current Fiscal Year Late Express Direct Retro (over 90 days) Request?](#)

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Revised Over 90 Day Salary Cost Transfer Form

- Provide detailed responses to all justification reason questions
- Provide supporting documentation

JUSTIFICATION DETAIL

NOTE: For all changes made TO externally-funded sponsored projects**, you must choose a justification reason. If "Other" is selected, enter detailed explanation.

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. [X]
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: 7/31/2021   Date of Request: 12/1/2021   Days Late: 123

(a) Explain why the expense was not originally charged to the correct project.

The reason the expense wasn't originally charged to the correct project is due to the award being set up late. Funding for the award was received November 25th however the period of performance began July 1st.

(b) Explain how the expense benefits the scope of work on the "TO" project.

This expense is for the employee that worked on the "To" grant. The employee tested lab samples and analyzed the results

(c) Explain why the error was not identified and corrected timely (within 90 days of the Pay Period End date).

This error was not identified and correctly timely because the award and funding were received late.

(d) Explain what steps are in place to prevent the need for a late cost transfer going forward.

The following steps are in place to prevent the need for a last cost transfer going forward. Follow up with PI, sponsor, and OSP more often. Request an advanced grant number so that expenditures are posted timely.

Cost Transfer of Charges FROM:	Project #	Fund #	Source (e.g. Sponsor Name, GTF, etc.)	Prime Sponsor/ Agency
	Start Date	End Date	Cost Share Obligation	Balance	

Cost Transfer of Charges TO:	Project #	Fund #	Source (e.g. Sponsor Name, GTF, etc.)	Prime Sponsor/ Agency
	Start Date	End Date	Cost Share Obligation	Balance	F&A Rate

PERSONAL SERVICES						
Pay End Date	Salaries	Fringe	Tuition	Subtotal	F&A	Total transfer
				-	-	-
			-	-	-	-
		-	-	-	-	-
	-	-	-	-	-	-

Revised 4/2022

FY2022 Quarter Undesignated Funding

- Positions funded to undesignated worktags will be funded to cost overrun for the remainder of FY2022.

- Submit Change Position Funding (CPF) transactions to fund positions appropriately before payroll processing

- Avoid transferring funding back to undesignated worktags.

- Salary expenditures on undesignated worktags after 6/17/2022 will be moved to cost overrun

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Commitment Accounting Year-End

Year End Close Dates	
June 10, 2022	Deadline for 90 Day Late Salary cost transfer requests to externally funded sponsored projects (includes cost share)
June 17, 2022	Salary charges on Undesignated moved to cost overrun
June 27, 2022	Liquidate encumbrances post biweekly accrual
June 30, 2022	Last Day for Campus Online EDR Redistributions
July 11, 2022	Commitment Accounting Open for FY2023

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Project Accounting Updates

Glenn Campopiano, CRA
Director, Project Accounting

Project Accounting

2 CFR 200 Definitions of Budget Period and Period of Performance.

In late 2020 a revised definition took effect.

From 2 CFR 200 Definitions (Current as of April 19, 2021) - https://www.ecfr.gov/cgi-bin/retrieveECFR?gp=1&SID=3cbe437ffe224ebb0af8609bd8cc2c42&ty=HTML&h=L&mc=true&r=PART&n=pt2.1.200#se2.1.200_1308

Budget period means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which recipients are authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to §200.308.

Period of performance means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. Identification of the period of performance in the Federal award per §200.211(b)(5) does not commit the awarding agency to fund the award beyond the currently approved budget period.

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Project Accounting

- From Federal Register OMB Final Guidance for Grants and Agreements - https://www.federalregister.gov/documents/2020/08/13/2020-17468/guidance-for-grants-and-agreements

- **Subpart A—Acronyms and Definitions**

- **Period of Performance, Budget Period, and Renewal**

- The definition of period of performance and renewal was revised to help clarify that the term period of performance reflects the total estimated time interval between the start of an initial Federal award and the planned end date, and that the period of performance may include one or more budget periods, but the identification of the period of performance does not commit funding beyond the currently approved budget period. The definition of budget period was edited to clarify that recipients are authorized to expend the current funds awarded, including any funds carried forward or other revisions pursuant to 2 CFR 200.308. **Further, recipients may only incur costs during the first year budget period until subsequent budget periods are funded based on the availability of appropriations, satisfactory performance, and compliance with the terms and conditions of the award.**

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Project Accounting

Be aware that spending past a budget period end date without the next increment of funding MAY put you at risk of having those expenses not being allowed if the funding arrives at some future date and the agency does not recognize the spending whilst you had no funding in place. Sandia has already enforced this policy.

Spending past the budget period end date with unspent funds should be OK if carryforward is allowed or granted. Be sure you are aware of any carryforward restrictions on your award.

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Project Accounting

Managing Sub-award Close-out

G&C does not have much involvement in the whole subaward process but I can offer some suggestions to help avoid complications with subawards.

- During the POP of the Sub be communicative and request their invoices be sent per T&C usually monthly.

- Review invoices promptly and process approvals through Workday timely. We have seen approvals languish in the PI's queue causing delays in getting the invoice paid.

- Be sure you are posting to correct grant line in award.

- If cost share is supplied by Sub be sure to report to G&C so we can post it.

Project Accounting

Managing Sub-award Close-out

- At least 60 days before the end date of contract let Sub know to get final invoice in on time and marked FINAL. If the T&C have a 60 day limit for the final invoice you need to hold Sub to that so G&C has enough time to invoice sponsor to reimburse GT.

- When grant line is set up and you are adding budget be sure to include the contract value and the correct overhead (F&A) on the first $25,000 of the sub award. I see grant lines with just the PO amount and no overhead budgeted.

- If the sub has not spent the full amount of PO the open obligation must be removed before G&C can close award. Send request to close subaward purchase orders to: subawardpoclose@osp.gatech.edu

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Project Accounting

Year End Close

- We are fast approaching fiscal year end. Please review your state funded cost share commitments especially for awards just ended or ending by June 30.

- Please make your commitment accounting entries before end of year, it would fantastic if there were no prior year late cost transfers in FY23

- Review all awards ending by June 30 so they close cleanly.

- Review GRAs paid on sponsored and be sure to avoid any salary overpayments if they are leaving – graduating, internships, etc.

Cost Accounting Updates

Jonathon Jeffries

Director of Cost Accounting

Effort Reporting Reminders

- ASRs are loaded Mid-July after Fiscal Year Close

    - Graduating or Terminating Employees use Terminating ASR Report on LITE

- NIH Salary Cap – Over the Cap distributed for 3Q; Monthly rest of Fiscal Year

    1) Over the Cap may change with COLA and Summer Pay, based on effort percentages

    2) <u>MUST</u> be cleared by Fiscal Close!!!

    3) Be Aware of NIH awards that are in closeout; check cap

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NSF Salary Cap – Best Practices

- NSF limits salary compensation for **senior project personnel** to no more than <u>two months</u> of their regular salary in any one year

  - Senior Personnel refers to all individuals responsible for the scientific or technical direction of the project

  - NSF allows re-budgeting authority without approval as long as it has no impact to scope

  1) If identified at Proposal stage, request approval

  2) If using re-budget authority, document in project file

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Fringe Rates (4) at Georgia Tech

Full Benefits – Regular full-time faculty and Staff, Part-time Employees at least 75%

Social Security, $25,000 Life Insurance, Health Insurance, Retirement (ORP or TRS), Non-Payroll Fringe (which includes Terminating Vacation Payouts, Retiree Health and Life Benefit, Workers Compensation, Unemployment Insurance and payments to ERS)

Retiree Benefits, Workers Compensation, and Unemployment are allocated to GTRI and paid quarterly

New for FY22 Campus Transportation Costs (GTRI to includes costs in GTRI Admin Study)

Note: GTRI includes a miscellaneous fringe component for Employee Recognition, Relocation, and Tuition

Limited Benefits - Part-time Employees at least 50%, but less than 75%

Includes all benefits in Full Rate <u>except Health and Life Insurance</u>

Partial Benefits (Medicare Only) – Part-time Employees less than 50%, Extra Comp

Graduate Student Health Benefit – GRA and GTA Only

Health Insurance Subsidy provided by the Institute

Graduate Assistance and Student Employees – No benefits provided

Fringe Rate Proposal Process

Resident Instruction (RI) and GTRI submit two fringe proposals annually

 RI submits an Actuals Study by September 30th

 GTRI submits an Actuals Study by December 31st

 Both submit a Projected Study by April 30th

 DCAA audits each proposal for RI annually

Quarterly Analysis is done to track projected rates during the Fiscal Year

 RI has Fixed with Carryforward Rates and includes an over/under recovery from a prior closed Fiscal Year

 GTRI is required to have rates track within 5% of projection or rates are adjusted at year-end

 Budget Office uses analyses to track Institute required funding, GTRI uses to pay shared benefits

Projections are prepared using 3rd quarter data and any additional information

 When possible actual rates from the last closed fiscal year (FY21); this allows for an approval from ONR in a timely manner to meet the first payroll of the new Fiscal Year

 Adjustment may be made for changes in TRS rates, known changes in health premium, or components that are not tracking to a trend

 Costs are determined by applying projected rates to projected salary but focus is on the rate, not dollars

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Resident Instruction Full Fringe Rate Comparisons

Full Fringe Benefits	FY 2021	FY 2021		FY 2022	FY 2023
Projected Fringe Benefits :	Projected	Actuals		Projected	Projected
Social Security	6.58%	6.76%		6.62%	6.76%
Life Insurance	0.19%	0.21%		0.23%	0.21%
Health Insurance	8.75%	8.54%		8.69%	8.48%
Retirement	13.67%	13.29%		13.86%	14.00%
Non-Payroll Fringes	2.68%	2.52%		2.55%	2.52%
Campus Transportation				0.16%	0.17%
	31.9%	31.3%		32.10%	32.13%
Plus Under/(Over) Recovery	0.44%			0.44%	-0.47%
Projected Full Rate	32.3%			32.6%	**31.7%**

- TRS Rate increased to 19.98% from 19.81% in FY22
- Transportation rate based on 9% increase in budget, allocated between students and employees (GTRI to reimburse RI via the Admin Study)
- Health Insurance based on FY22 Q3 Analysis
- Other Components based on FY21 Actual Rate

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Resident Instruction Grad Health Rate Comparisons

	FY 2021	FY 2021		FY 2022	FY 2023
Graduate Student Health	Projected	Actuals		Projected	Projected
Projected Graduate Student Health Insurance	6.20%	5.5%		6.13%	6.41%
Plus Under/(Over) Recovery	-0.11%			-0.72%	-0.68%
Projected Rate No. 4	6.1%			5.4%	**5.7%**

- Health Insurance based on FY22 Q3 Analysis

Workday Reporting Updates

Amy Zhang

Application Support Analyst Lead

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SPONSORED AWARD BUDGET EXPENSE REPORT (SABER)

Type of Reports:

SABER

SABER BY OBJECT CLASS

PI Quick View (Worklet)

SABER - SUBAWARD (NEW)

SABER – SUBAWARD (New)

This report is similar to regular Saber report but includes only Subawards. It will help you monitor your subaward, especially when you have budget but do not have actual expense on the subaward.
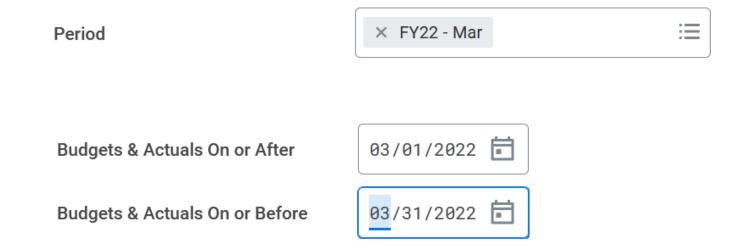
In addition to regular saber columns, we added subrecipient column to the report. We will add the Supplier Contract Number to the Actuals drill down.

You can find this report by searching Saber in workday search box.

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SABER Reports TIPS

Question: How do I view actuals for a specific period of time?

Answer: Use the Budgets & Actuals On or After and Budgets & Actuals On or Before criteria

Period	× FY22 - Mar
Budgets & Actuals On or After	03/01/2022
Budgets & Actuals On or Before	03/31/2022

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SABER Reports TIPS

Question: How do I view just the Sponsored portion of my Award, not the cost share (vice versa)?

Answer: Use the Grant Hierarchy field to filter.

Grant Hierarchy   ☒ Federal Grants

Grant Hierarchy   ☒ Cost Share Resident Instruction

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SABER Reports TIPS

Question: How do I save a filter if I want to view the same criteria on a regular basis?
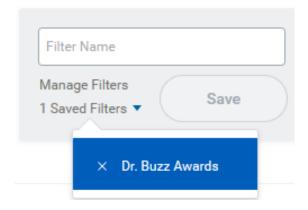**Answer:** Enter Criteria, Create filter name, and Save filter

Question: How do I modify filters?
Answer: You can select Manage Filters and then edit your filter.

Question: Can I create multiple filters?
Answer: Yes, you must create unique filter name. All filters will display in the drop down.
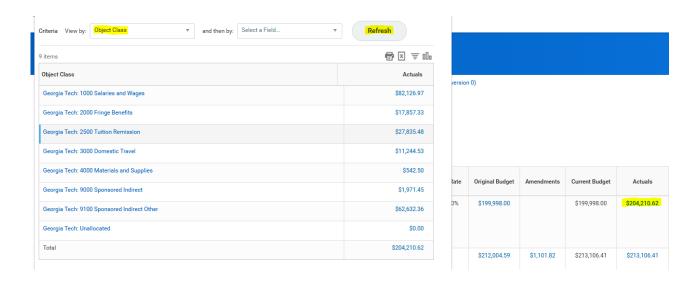
SABER Reports TIPS

Question: How do I view actual costs by Object Class?

Answer: Drill down on total for Award and/or Grant and view by Object Class and refresh

* For subawards, you will only see the following two Object Class when drill down Actuals.

Georgia Tech: 5000 Subcontracts
Georgia Tech: 9000 Sponsored Indirect

Training Updates

Rob Roy

Director of BOR Sponsored Programs

Upcoming Spring Semester Classes

Training

Events

Saba Quest LMS – Sign in with GT credentials and register!

Offered Virtually, via BlueJeans, unless otherwise noted

May TBD
NSF CAREER Panel Discussion,
TBD: 2-hour session **(Virtual)**
* Will be recorded for later viewing

May 10th
Advanced Topics #1,
9:00am – 11:00am **(In-Person)**

May 10th
Subawards: Request, Monitor & Risk,
01:00pm – 2:30pm **(Virtual)**

May 11th
Basic Certification Workshop,
09:00am – 1:30pm **(Virtual)**

May 12th
Cayuse Proposal System,
09:00am – 10:30am **(Virtual)**

May 12th
eRouting Proposal Module,
02:00pm – 3:30pm **(Virtual)**

May 17th
2 CFR 200 Workshop,
09:00am – 4:00pm **(Virtual)**

May 24th
Internal Controls Workshop,
10:30am – 3:00pm **(Virtual)**

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THANK YOU!

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