

# The Latest Buzz with G&C Accounting

Tuesday, August 22, 2023  
1:00 – 2:30 PM



# Agenda

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

# Post Award Research Updates

**Josh Rosenberg**

Exec. Director, Grants and Contracts

# RI Sponsored Programs

*AWARD DATA: FY20 – 24 (YTD through Period 1: July)*

AWARDS: Cumulative Report thru: JULY					
College/Unit	FY24		FY23		Award Dollar Variance
	Awarded Amount	Awards	Awarded Amount	Awards	
COMP	\$ 3,785,410	17	\$ 4,046,850	17	-6.5%
COS	\$ 10,874,217	36	\$ 6,007,550	38	81.0%
DSGN	\$ 178,144	16	\$ 648,833	19	-72.5%
ENGR	\$ 22,163,562	111	\$ 23,066,670	99	-3.9%
GTRI	\$ 53,067,711	79	\$ 59,998,611	79	-11.6%
IAC	\$ 297,506	3	\$ 539,986	5	-44.9%
OTHERS	\$ 22,766,919	46	\$ 2,348,302	20	869.5%
SCB	\$ 374,049	2	\$ -	0	0.0%
<b>Total</b>	<b>\$ 113,507,517</b>	<b>310</b>	<b>\$ 96,656,801</b>	<b>277</b>	<b>17.4%</b>
<b>Resident Instruction and Other</b>	<b>\$ 60,439,807</b>	<b>231</b>	<b>\$ 36,658,190</b>	<b>198</b>	<b>64.9%</b>

Awards		
	YTD (July)	Full Year
FY24	\$ 60,439,807	\$ -
FY23	\$ 36,658,190	\$ 443,169,708
FY22	\$ 55,278,559	\$ 415,738,536
FY21	\$ 53,314,038	\$ 402,520,391
FY20	\$ 37,217,254	\$ 406,662,163

## Key Takeaways:

- Awards for Georgia Tech totaled \$113.5 million.
- On the RI side, awards increased 64.9% to \$60.4 million.
- The primary drivers of award growth were increases in NSF (GRFP and CMAT) and Dept. of Commerce (GEORGIA-AIM Technology Corridor).

# RI Sponsored Programs

## SPONSOR AWARD DATA: FY23 – 24 (YTD through Period 1: July)

RI NEW AWARDS (Through July)						
Federal Agency or Sponsor Type	FY24	% of RI Portfolio	FY23	24 v. 23 \$ Variance	24 v. 23 % Variance	5 Year Avg
NATIONAL SCIENCE FOUNDATION (NSF)	\$ 24,978,681	41%	\$ 9,583,756	\$ 15,394,925	161%	\$ 15,843,137
US DEPT OF COMMERCE	\$ 9,024,572	15%	\$ 63,428	\$ 8,961,144	14128%	\$ 2,673,596
DHHS	\$ 6,776,219	11%	\$ 5,734,856	\$ 1,041,363	18%	\$ 6,846,917
INDUSTRIAL SPONSORS	\$ 3,364,728	6%	\$ 5,701,357	\$ (2,336,629)	-41%	\$ 4,058,622
NAVY	\$ 2,982,128	5%	\$ 5,220,121	\$ (2,237,993)	-43%	\$ 2,573,638
US DEPT OF ENERGY	\$ 2,825,774	5%	\$ 594,874	\$ 2,230,900	375%	\$ 4,191,417
ENVIRONMENTAL PROTECTION AGENCY	\$ 2,123,000	4%	\$ 749,999	\$ 1,373,001	183%	\$ 1,210,993
COLL/UNIV/RES INSTITUTES	\$ 1,974,956	3%	\$ 2,275,608	\$ (300,651)	-13%	\$ 2,917,311
INDUS RES INST/FDNS/SOC	\$ 1,248,612	2%	\$ 977,067	\$ 271,545	28%	\$ 2,388,215
NASA	\$ 1,104,023	2%	\$ 3,242,173	\$ (2,138,150)	-66%	\$ 1,862,767
NUCLEAR REGULATORY COMM	\$ 1,000,000	2%		\$ 1,000,000		\$ 1,000,000
AIR FORCE	\$ 615,484	1%	\$ 125,000	\$ 490,484	392%	\$ 786,177
US DEPT OF EDUCATION	\$ 582,555	1%		\$ 582,555		\$ 1,407,185
GOVT-OWNED/CONTRACTOR OP	\$ 434,989	1%	\$ 703,046	\$ (268,057)	-38%	\$ 655,411
ARMY	\$ 403,930	1%	\$ 1,508,232	\$ (1,104,302)	-73%	\$ 643,483
Grand Total	\$ 60,439,807	100%	\$ 36,658,190	\$ 23,781,617	64.9%	\$ 53,844,513

### Key Takeaways:

- Top 15 sponsor types/agencies by award dollars in FY24 listed above; totals at the bottom reflect awards from all sponsors.
- As noted earlier, there was significant growth in NSF and Department of Commerce due to several individual large awards.

# RI Sponsored Programs

*EXPENSE DATA: FY20 – 24 (YTD through Period 1: July)*

Expenditure Analysis: JULY	FY24 YTD	FY23 YTD	Change
Salaries and Wages	\$ 14,670,857	\$ 13,967,670	5.0%
Subcontracts	\$ 5,460,965	\$ 5,505,737	-0.8%
Tuition Remission	\$ 2,241,018	\$ 2,165,692	3.5%
Other Direct Costs	\$ 1,408,483	\$ 1,348,648	4.4%
M&S	\$ 2,047,890	\$ 2,200,214	-6.9%
Fringe Benefits	\$ 3,383,478	\$ 3,154,209	7.3%
Equipment	\$ 642,514	\$ 212,870	201.8%
Domestic Travel	\$ 480,881	\$ 473,487	1.6%
Foreign Travel	\$ 141,759	\$ 138,659	2.2%
High Performance Computing	\$ 6,694	\$ 3,023	100.0%
Unallocated	\$ 5,467	\$ 3,695	48.0%
<b>DIRECT</b>	<b>\$ 30,490,004</b>	<b>\$ 29,173,902</b>	<b>4.5%</b>
<b>IDC</b>	<b>\$ 11,275,786</b>	<b>\$ 10,579,330</b>	<b>6.6%</b>
<b>Total</b>	<b>\$ 41,765,790</b>	<b>\$ 39,753,232</b>	<b>5.1%</b>

Expenditures - Direct		
	YTD (July)	Full Year
FY24	\$ 30,490,004	\$ -
FY23	\$ 29,173,902	\$ 330,920,330
FY22	\$ 28,394,315	\$ 294,248,586
FY21	\$ 22,321,311	\$ 286,744,676
FY20	\$ 24,758,446	\$ 279,599,249
Expenditures - Indirect		
	YTD (July)	Full Year
FY24	\$ 11,275,786	\$ -
FY23	\$ 10,579,330	\$ 93,079,082
FY22	\$ 9,685,775	\$ 86,156,912
FY21	\$ 8,238,531	\$ 84,764,909
FY20	\$ 8,893,567	\$ 86,087,217

## Key Takeaways:

- Direct expenditures were up 4.5% and indirect expenditures were up 6.6% YOY.
- Increases were relatively consistent on all categories, with only materials & supplies (M&S) and subcontracts showing decreases YOY.

# RI Sponsored Programs

## Grants and Contracts INVOICING and FINANCIAL REPORTING FY23 – FY24 (YTD through Period 1: July)

<b>INVOICING</b>			
<b>Invoicing YTD FY2023 vs. FY2024 (thru July)</b>			
Invoice Types	FY24 (July)	Monthly FY24 Average	FY23 (July)
G&C GIT Standard	\$ -	\$ -	\$ 14,791
G&C GIT Standard Certification Required	\$ 58,831	\$ 58,831	\$ 75,341
G&C GTRC Custom Certification Required	\$ 157,454	\$ 157,454	\$ 468,847
G&C GTRC Standard	\$ -	\$ -	\$ 3,238,288
G&C GTRC Standard Certification Required	\$ 13,007,087	\$ 13,007,087	\$ 7,078,625
G&C In House	\$ 1,683,155	\$ 1,683,155	\$ 1,876,772
G&C LOC Draw	\$ 15,214,207	\$ 15,214,207	\$ 8,821,645
G&C SF1034	\$ 2,179,362	\$ 2,179,362	\$ 1,559,693
G&C SF 270	\$ 5,367,359	\$ 5,367,359	\$ 3,867,569
<b>Grand Total</b>	<b>\$ 37,667,455</b>	<b>\$ 37,667,455</b>	<b>\$ 27,001,571</b>
<b>Raw Invoice Counts</b>	<b>1,290</b>	<b>1,290</b>	<b>1,069</b>
<b>Year over Year Invoicing Change</b>	<b>Dollars</b>	<b>Invoice Counts</b>	
YTD change in FY24 over FY23	\$ 10,665,884	221	
YTD percentage change	39.5%	20.7%	

<b>FINANCIAL REPORTS</b>		
<b>Financial Reports YTD FY2023 vs. FY2024 (thru July)</b>		
Report Types	FY24 (July)	FY23 (July)
Annual Financial Report	10	16
Final Financial Report	10	17
Monthly Financial Report	8	25
Quarterly Financial Report	103	115
Revised Financial Report	-	-
Semi-Annual Financial Report	4	1
<b>TOTALS</b>	<b>135</b>	<b>174</b>
<b>Year over Year Invoicing Change</b>	<b>Report Counts</b>	
YTD change in FY24 over FY23	(39)	
YTD percentage change	-22.4%	

### Notes:

- Early in the fiscal year, variances in both directions tend to be more pronounced. There were some changes made from the sponsor side on reporting requirements that led to the reduction in required financial reports.



# RI Sponsored Programs

## Award Dollars in Exception Status

AWARD EXCEPTIONS (Overspent) - as of August 1		Column Labels	
Row Labels	Past-term	In-Performance	Grand Total
Financial Aid	(1,479,804)	(15,314,907)	(16,794,711)
General Institutional Expense	(467,191)	(232,288)	(699,479)
Mechanical Engineering	(334,772)	(3,655,636)	(3,990,408)
Electrical and Computer Engineering	(334,077)	(2,604,376)	(2,938,453)
Center for Education Integrating Science, Mathematics & Computing (CEISMC)	(303,441)	(11,561)	(315,002)
Materials Science and Engineering	(194,367)	(1,140,835)	(1,335,203)
GT/Emory Biomedical Engineering	(194,108)	(2,417,124)	(2,611,232)
Chemical and Biomolecular Engineering	(126,219)	(1,216,197)	(1,342,415)
Chemistry and Biochemistry	(109,531)	(1,372,758)	(1,482,289)
Institute for Electronics and Nanotechnology	(104,704)	(451,222)	(555,926)
Institute for Bioengineering & Bioscience	(104,349)	(1,295)	(105,644)
Aerospace Engineering	(95,680)	(2,109,811)	(2,205,490)
School of Computer Science	(95,572)	(147,655)	(243,227)
Industrial And Systems Engineering	(86,874)	(129,896)	(216,771)
School of Interactive Computing	(46,302)	(306,516)	(352,817)
Grand Total	(4,248,094)	(41,676,878)	(45,924,973)
Non-Financial Aid	(2,768,290)	(26,361,971)	(29,130,262)

### 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).
- Each month at the beginning of the month, Grants and Contracts provides exception reports at both the award and individual grant level to unit financial managers.
- We are also now sending out a cost share exception report to help units manage cost share requirements.
- The exception dollars past-term continue to improve each month, which reduces our compliance risk considerably.



# PI Articles

[PI ARTICLE: A Celebration of Georgia Tech Research.](#) (August, 2023) ([PDF Download](#))

[PI ARTICLE: Audits and Reviews.](#) (July, 2023) ([PDF Download](#))

[PI ARTICLE: A Summer Salary Briefing.](#) (June, 2023) ([PDF Download](#))

[PI ARTICLE: Exception Reports and the Importance of Sponsored Budget Management.](#) (May, 2023) ([PDF Download](#))

[PI ARTICLE: Cost Transfers – Manageable Problems.](#) (April, 2023) ([PDF Download](#))

[PI ARTICLE: The Craft of Carryover.](#) (March, 2023) ([PDF Download](#))

[PI ARTICLE: Participant Support Costs versus Participant Incentives.](#) (February, 2023) ([PDF Download](#))

[PI ARTICLE: The Problems with Overspending on Sponsored Awards.](#) (January, 2023) ([PDF Download](#))

[PI ARTICLE: Popular Research Metrics.](#) (December, 2022) ([PDF Download](#))

[PI ARTICLE: Cost Sharing – Nuts and Bolts.](#) (November, 2022) ([PDF Download](#))

[PI ARTICLE: An Inventory of Sponsor Required Reports.](#) (October, 2022) ([PDF Download](#))

[PI ARTICLE: How do Fringe Benefit Rates work at Georgia Tech?](#) (September, 2022) ([PDF Download](#))

[PI ARTICLE: The Mysterious and Very Important F&A Cost Reimbursement Rate.](#) (August, 2022) ([PDF Download](#))

[PI ARTICLE: Subrecipient Monitoring – Roles and Responsibilities.](#) (July, 2022) ([PDF Download](#))

[PI ARTICLE: OSP and G&C – Who Does What?](#) (June, 2022) ([PDF Download](#))

[PI ARTICLE: How Much Money Do I Have?](#) (May, 2022) ([PDF Download](#))

## 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 latest article:

[PI ARTICLE: A Celebration of Georgia Tech Research.](#) (August, 2023) ([PDF Download](#))

# Commitment Accounting Updates

**Terryl Barnes**

Commitment Accounting Director

# Commitment Accounting

- Review FY2024 Position Funding
- Funding loaded from annual budget developed in April 2023.
- Correct FY2024 funding with a change position funding transaction to avoid submitting an EDR transaction.
- Expired Grants will cause funding to post to suspense, or cost overrun worktags.
- Extend grant end date or transfer salary to a valid funding source
- Establish cost share as soon as possible to avoid over 90 day requests
- Meet with PIs early and often

# CPFs: Key Points

Note: CPFs change the distribution of **only current and/or future** payroll expenditures- impact only **unprocessed** payrolls

- **Be sure to have complied all necessary information BEFORE trying to submit the transaction. Necessary information includes:**
  - Position Number
  - Combo Codes/Worktags for the new funding distribution
  - Effective Date/s
  - Percent of distribution for each effective date, in case there are multiple effective dates
  - Any Ad Hoc approvers who will need to be added in the approval flow, if applicable
- **Avoid causing the position to lock while entering the transaction.**
  - Remaining on the CPF page too long without submitting the transaction will cause the position to lock without a transaction number.
  - Entering the same combo code in the new distribution section more than once with the same earnings code or blank earnings code can cause the position to lock.
  - Submit ticket to OneUSG to have the position unlocked.

# CPFs: Key Points

Note: CPFs change the distribution of **only current and/or future** payroll expenditures- impact only **unprocessed** payrolls

- **Effective date on CPF transactions must be the beginning of the current pay period or a future pay period (not the employee start date or semester start date).** For monthly positions, this is the first of the month. For bi-weekly positions, please refer to the bi-weekly calendar, and note the **bi-weekly pay periods begin on a Sunday.**

<https://hr.gatech.edu/payroll>

- The funding end date on combo codes pertains to grants only and is the OneUSG grant end date. The funding end date is auto populated. Do not enter, remove, or change the end date manually. Typically, 45 days are added to the Workday grant end date to arrive at the OneUSG grant end date to allow final close out adjustments. The Workday end date is the official grant end date to go by, and so do not charge funding after the grant has ended even if the transaction in OneUSG will allow it.
- **A financial approver from each of the From and To combo codes must be on the approval flow.** If a combo code belongs to another department, please contact the financial approver from that department **prior** to inserting them in the approval flow.
- When submitting a CPF transaction, with an Effective Date say 8/1/2023, please note that you do **not** need to insert a separate row for each month after August if the funding distribution is to stay the same for future pay periods. You need to add a row only if the distribution will be change for another future pay period.
- CPF transactions must be approved and processed prior to payroll processing to be effective for monthly payroll processing. Please submit and approve these transactions timely so that EDRs are avoided.

# EDRs: Key Points

**Note: An EDR is needed to reallocate past pay period expenditures (processed payrolls)**

- When submitting an EDR, only one row is needed and recommended if you are moving off only one partial amount to another combo code. In this case, you do not need to insert another row for the amount that is staying on the original combo code (the amount you are not moving).
- Insert another row only if you are moving off partial amounts to multiple combo codes. When inserting a row, the entire amount of the original distribution will need to be accounted for amongst the rows.
- The ECD report attached must be:
  - **From (run within) the current pay period (month), AND**
  - **The salary to be transferred must be clearly viewable as a past pay period amount (and NOT an encumbrance) on the report.**
- Please carefully select the applicable EDR justification option. This is important for audit purposes. If 'Other' is selected, please provide a detailed explanation of why the salary wasn't charged correctly to the original combo code, just stating "Reallocating to correct worktag" isn't a sufficient response.
- **A financial approver from each of the From and To combo codes must be on the approval flow.** A list of CA approvers can be found under the Commitment Acctg menu of the Budget Office website at <https://www.budgets.gatech.edu/rCmtAcctg/CAApproverList>
- **Please establish cost share early and often. Over 90 day policy applies when moving salaries on to a grant worktag, including cost share.** Please note that cost share grants should have a class code and function that begins with 1. Cost share worktags with a class code beginning with 6 (Sponsored Operations) will break a Workday custom validation.
- Please note the monthly EDR approval deadline which is communicated via email at the beginning of every month. EDRs that are not fully approved by the deadline will need to be denied and reentered.

Thank you for your cooperation in submitting and approving CPFs and EDRs timely!

# Additional Tools

- Helpful queries:
  - BOR\_CA\_POSITION\_FUNDING
  - BOR\_CA\_EDR\_STATUS
  - BOR\_CA\_EDR\_LOCKS
- On demand training videos located on:
  - Media Space: [https://mediaspace.gatech.edu/playlist/details/1\\_8lgt469g](https://mediaspace.gatech.edu/playlist/details/1_8lgt469g)
  - HR Geniussis Training Site: <https://gatech.geniussis.com/FERegistration.aspx>



# Commitment Accounting

- Commitment Accounting Office Hours
- When September 2023 TBD
- Location: Virtual Teams Link
- Topics: Come with your questions/concerns

# Cost Accounting Updates

**Jonathon Jeffries**

Director - Cost Accounting

# Annual Statement of Reasonableness

- 2,435 (39%) FY23 ASRs still need employee confirmation as of Thursday, August 17<sup>th</sup>
- 2,820 (75%) of approved ASRs approved by employee still require Unit Financial Manger approval
- Unit Financial Mangers updates can be made by emailing help desk at [easr.ask@business.gatech.edu](mailto:easr.ask@business.gatech.edu)
- ASRs are due by 8/31 with weekly reminders to employees
- Paper ASRs will be distributed to the department of record after this date but electronic certification is still allowed and preferred
- Manual ASRs for prior year cost transfers can be requested from the help desk or produced on the ASR page by the assigned UFM
- A revised and signed ASR is required back-up documentation for prior year journal entries

# Institutional Base Salary (IBS)

- Institutional Base Salary (IBS) represents compensation for administrative, research, and teaching activities. It does NOT include ledger accounts coded as extra pay, bonuses, or supplemental pay (non-retirement eligible); it also does not include time faculty spend consulting outside of Georgia Tech. (<https://grants.gatech.edu/resources>)
- Ledger Accounts coded as non-IBS are not included on effort reports and should be monitored closely by departments when charged to grants. The assumption is that departments have documentation to justify the extra compensation to the sponsored award and are monitoring ledgers.
- The Grants Compliance Team will continue to assist by providing departments with select non-IBS accounts charged to Grants each quarterly to review for allowability and reasonableness

# Institutional Base Salary (IBS)

LedgerAcct ID	LedgerAcct Name
127137	Receivables - Employees - Salary Overpayment (Payroll)
516101	Vacation Payout - Faculty
516110	Voluntary Separation Pay - Faculty
516150	Extra Pay - Faculty
516250	Supplemental Pay - Non-Retirement Eligible - Faculty
516251	One-Time Supplement - Faculty
516255	Admin Supplemental Pay - Non Ret Elig - Faculty (for AFN)
516300	Industry / Foundation Supplement - Faculty
526101	Vacation Payout - Staff
526110	Voluntary Separation Pay - Staff
526150	Extra Pay - Staff
526250	Supplemental Pay - Non-Retirement Eligible - Staff
526251	One-Time Supplement - Staff
526300	Industry / Foundation Supplement - Staff
527101	President Allowance
528101	Housing Allowance
529101	Subsistence Allowance
557100	Employee Tuition Reimbursement
557200	Employee Tuition Remission
561400	Employee Awards
561410	Employee Suggestion Program Awards / Incentives
561420	Goal Based Incentive
561425	Well Being Program
561426	Well Being Reimbursement
561500	Employee Car Allowance
565100	Relocation Assistance
569100	Miscellaneous Personal Services
783100	Stipends
783200	Stipends - Grant Participate Support

# The Monthly WAF and Grant Management

- All Employees including GRAs and Student Assistants paid on sponsored funding (Grant Worktags) will receive a Workload Assignment Form (WAF) monthly via email. The WAF shows effort by worktag for the entire fiscal year both past and future pay periods.
- It is very important and a GT policy that employees review their WAF monthly
- Employees **must** report errors in their salary distribution to their Financial Staff and an EDR should be performed ASAP
- Please assist us by educating and informing employees including Faculty to review their WAF (effort) monthly, this could be part of your monthly grant management meetings
- Grant Administrators may find the Ad Hoc Salary report on LITE a useful tool to review salary information and avoid salary errors that require an EDR from happening and being discovered in the Electronic Workload Assignment Form (WAF)
- Improved salary management reduces audit risk, improves billing and financial reports, and avoid Cost Transfers

# Effort Reporting – Electronic Workload Assignment

Georgia Institute of Technology		Workload Assignment Report												
Home Dept: Name:	210-Electrical & Computer Engr Doe.John	Employee ID:	515151	Work Department: Title:	210-Electrical & Computer Engr Temp Research Engineer II	Fiscal Year: Month:	2010 August							
<b>INSTRUCTIONS:</b> This Workload Assignment Report has been provided for review, confirmation, and/or correction in accordance to Plan Confirmation System requirements. 1. <b>REVIEW</b> the distribution of your salary to projects to determine if it accurately reflects your current and planned activities. 2. <b>ERRORS.</b> Contact your departmental Financial Manager or click "Report A Change Or Issue" button at the bottom of this page if: a. This workload distribution is not correct (deviates 5% or more from your actual effort). b. You are not familiar with one or more of the projects being charged for your effort. 3. <b>NO ERRORS.</b> Retain a printed or electronic copy of this Workload Assignment Report and any modifications. 4. <b>QUESTIONS.</b> Contact Robert Ellington (894-3488), Grants and Contracts Accounting, if you need information about your responsibilities under the Georgia Tech Plan Confirmation System Requirements. <b>IMMEDIATELY CONTACT THE SPD CENTER AT <a href="mailto:SPD.ASK@BUSINESS.GATECH.EDU">SPD.ASK@BUSINESS.GATECH.EDU</a> OR (404) 894-3488 IF ERRORS THAT YOU REPORTED IN A PREVIOUS MONTH HAVE NOT BEEN CORRECTED.</b>														
Project	Sponsor	Project Title	Project Dates	Start	Term									
21003123		GRA.VL10.B12-Tepty/G-K Chang	07/01/09	06/30/10										
21065CA	GTF	EMINENT SCHOLAR CHAIR	08/21/87	06/30/09										
2106680	UNDESIGNATED	ELEC ENG UNDESIGNATED SPONSORED RESEARCH	07/01/98	06/30/20										
<b>ALERT: YOUR PERSONAL SERVICES DISTRIBUTION WAS UPDATED DURING THIS REPORT PERIOD. LAST UPDATE: 08-20-2009.</b>														
<b>Current Personal Services Distribution:</b>														
Project	Percent	Total	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
21003123	12.50	6,229.38	2,076.46	2,076.46	2,076.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21065CA	37.50	18,688.14	2,076.46	2,076.46	2,076.46	4,152.92	4,152.92	4,152.92	0.00	0.00	0.00	0.00	0.00	0.00
2106680	50.00	24,917.52	0.00	0.00	0.00	0.00	0.00	0.00	4,152.92	4,152.92	4,152.92	4,152.92	4,152.92	4,152.92
<b>Total</b>	<b>100.00</b>	<b>49,835.04</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>	<b>4,152.92</b>
Report Run on 10/12/2009 at 02:32:30 PM														



# Additional Reminders

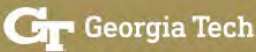
- Personal Services Tutorial
  - A 15 minute online intro training on the requirements of effort reporting. The training is available on the OSP QuestLMS training [platform](#) . All employees that receive a July WAF will be enrolled in the course and need to complete the training. An email will be sent to each employee once enrolled. Additional, effort related training is available on LMS for employee that want more information.
- FY23 DHHS/NIH Salary Cap
  - A final review was been performed and departments with cap situation have received an email. The final correction journal was processed directly in Workday.
- Single Audit
  - Annual audit of GTRC/GTARC/GIT financial statement and compliance with Federal Award requirements. Audit is performed by external audit firm Cherry Bekaert and includes Principal Investigator interviews and subrecipient monitoring compliance.

# Workday Reporting Updates

**Amy Zhang**

Application Support Analyst Lead

# G&C Website – New Look



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### Grants and Contracts Accounting

The Office of Grants & Contracts (G&C) Accounting is part of the Finance and Planning Division within Administration and Finance at Georgia Tech. In alignment with institute and division-wide goals to advance research development at Georgia Tech, G&C provides post award accounting and reporting services, cost accounting and compliance functions, grants systems management, and program management related to sponsored programs for the academic units of the Institute (excluding the Georgia Tech Research Institute – GTRI) and the Georgia Board of Regents.



#### News



##### Updated Provisional F&A Rates and Fringe Benefit Rates for FY24

The Provisional F&A Rates and Fringe Benefits Rates have

#### Featured PI Article



##### A Celebration of Georgia Tech Research

Shifting gears from the first 17

#### Upcoming Events

##### The Latest Buzz with G&C Accounting

G&C hosts a monthly information session to provide post award research news and updates to the Georgia Tech research community.

**Next session:**  
August 22, 2023  
Virtual

[Register](#)



# G&C Website – New Look

## About the Office of Grants & Contracts Accounting

The Office of Grants & Contracts Accounting is part of **Finance and Planning** within the **Administration and Finance**. Administration and Finance provides the platform for Georgia Tech's continuing success in achieving its mission of teaching, research, and economic development by leading, supporting and enabling institutional effectiveness in administrative, financial, information, and physical infrastructure services for Georgia Tech. Employees in the Division should demonstrate a commitment to a core set of **values**.

The Office of Grants & Contracts Accounting, located in the Dalney Building at 926 Dalney Street, provides post award accounting and reporting services related to sponsored programs managed by all academic units of the Institute (excludes Georgia Tech Research Institute).

## Questions?

[FAQs](#)[Staff Contact Information](#)[Our Office](#)[Org Chart](#)[Resources](#)

## Operating Units



### Project Accounting

Project Accounting is responsible for the financial management of sponsored awards and grants from point of award through close-out (excluding GTRI & GTF).



### Cost Accounting and Compliance

Cost Accounting and Compliance is responsible for the establishment of Institute rates, financial reporting (Institute-level) and effort reporting. Conduct reviews of expenditures charged to sponsored awards to ensure



### Systems and Reporting

Systems and Reporting maintains the Institute's Grants Management System and Reports and also manages the Grants and Contracts Accounting website.



### Board of Regents Sponsored Programs

Board of Regents (BOR) Sponsored Programs manages the financial aspects of selected sponsored programs awarded to the BOR, including the preparation and

# G&C Website – New Look



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Reports and Forms

 For Download

 GT Login Required

› Sponsored Activity Reports

› Facilities and Administrative Reports

› Audit Reports

~ Standard Forms

[Budget Categories and Object Codes](#)

[Cost Accounting Standards Exception Form](#)

[Cost Share Requirements and Certification Form](#)

[Cost Share Certification Form \(MS Word\)](#)

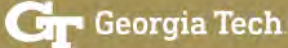
[Cost Transfer Form \(MS Excel\)](#)

[ECT Authorization Form](#)

[Fly America Act Waiver Checklist](#)

[Memorandum of Understanding – Part Supp / Sub Allow](#)

- [Legacy Management Reports](#)
- [Executive Reports](#)
- [Legacy Campus Reports](#)




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Applications

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- [Electronic Workload Assignment Form](#)
- [Legacy Web Grants Management](#)
- [GTCrossroads](#)
- [Workday Financials](#)

# Training Updates

**Rob Roy**

Director of BOR Sponsored Programs

# 2023 Upcoming Fall Semester Classes

[Saba Quest LMS](#) – Sign in with GT credentials and register!

Offered virtually, via Zoom, unless otherwise noted

Finalizing Fall '23 Schedule soon – Stay Tuned!

## ONGOING/ON-DEMAND COURSES

- *Introduction to the Research Enterprise at GT*
- *What are GTRC and GTARC?*
- *NIH Proposal Preparation & Review Tips*
- *NIH F Series--Fellowship Programs*
- *NSF Proposal Preparation & Review Tips*
- *Advanced Research Projects Agency for Health (ARPA-H): Introduction and Q&A*
- *Advanced Research Projects Agency for Health (ARPA-H): Budget Workshop*
- *Advanced Research Projects Agency for Health (ARPA-H): Terms & Conditions Workshop*
- *Service Centers and Best Practices*
- *Specialized Service Agreements*
- *Subawards - Request, Monitor, Risk*
- *Effort Reporting*
- *Cost Share*
- *Pivot: Finding Funding*



RESEARCH ADMINISTRATION BUZZ

# RAB MEETING

October 23rd  
Dalney 180 & Virtual  
January, April, July, October 2024 dates TBD

[Log in](#) using GT credentials and register for the event option you wish to attend.







Georgia Tech  
**Research**

# RESEARCH ADMINISTRATOR APPRECIATION EVENT

**SEPTEMBER 25, 2023**

**LUNCH: 11:30AM - 12:00PM**

**HYBRID EVENT: 12:00 - 2:00PM**

[Log in](#) using GT credentials and register for the event option you wish to attend.



Click [here](#) to submit recognition details for you, your colleague(s), your direct report(s), or a team.



# Save-the-Date!

## Georgia Research Administrators NeTwork (GRANT) Conference

October 12, 2023

10am-4pm

Dalney 180 and via Zoom



We hope to see you **in-person** for this highly interactive and engaging event!

Agenda and registration coming soon.

*There will be limited online participation available.  
Priority registration for both in-person and virtual seats will be  
available to Georgia-based organizations, including remote employees.*



# GT Certification Contact Hours & CEU credit



Approved by RACC  
to use for your  
CRA, CPRA CFRA  
recertification  
hours!



# THANK YOU!



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