Grant & Contracts Finance Update

Post-Award Transition

Areas of Improvement

- Improve monthly completion rate

- Level allocations based on actual account work activity

- Remove redundancies in the process

- Develop individual and team metric based performance

- Resolve old outstanding account activities (backlog)

- Improve cash flow from more timely invoicing

- Increase account data accuracy

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Metrics by Account Type

	FFR				State				Private				SubContract				NPRP				Soft Close				Overall % Complete
	Due	NS	IP	Comp	Due	NS	IP	Comp	Due	NS	IP	Comp	Due	NS	IP	Comp	Due	NS	IP	Comp	Due	NS	IP	Comp	
2011	97		1	96																					99%
2012	118			118																					100%
2013	91	0	2	89	64	5	0	59	539	242	18	279	1213	289	53	871	179	84	25	70	359	4	12	343	70%
2014	89	0	6	83	97	11	2	84	577	91	34	452	1339	112	117	1110	126	8	50	68	272	32	5	235	81%
Jan-15	1	0	0	1	21	5	1	15	96	16	18	62	120	18	20	82	13	2	5	6	0	0	0	0	66%
Feb-15	3	0	0	3	3	1	0	2	36	8	3	25	86	8	5	73	14	3	5	6	10	0	7	3	74%
Mar-15	6	0	1	5	7	0	3	4	17	4	2	11	110	18	14	78	12	3	5	4	12	5	1	6	66%
Apr-15	1	0	0	1	22	5	4	13	55	14	12	29	148	36	17	95	14	5	4	5	9	3	5	1	58%
May-15	8	0	2	6	7	2	3	2	40	12	6	22	80	31	8	41	14	4	3	7	16	11	4	1	48%
Jun-15	12	1	1	10	8	2	1	5	37	6	5	26	113	20	14	79	12	6	3	3	22	19	3	0	60%
Jul-15	9	0	0	1	16	4	10	2	172	99	40	33	123	52	36	35	15	10	2	3	25	23	2	0	21%
Aug-15	13	13	0	0	8	7	0	1	42	34	2	6	84	72	2	10	13	9	2	2	117	117	0	0	7%
Sep-15	31	31	0	0	5	5	0	0	32	32	0	0	83	83	0	0	12	12	0	0	63	63	0	0	0%
Oct-15	8	8	0	0	11	11	0	0	44	44	0	0	102	102	0	0	13	13	0	0	30	30	0	0	0%
Nov-15	10	10	0	0	3	3	0	0	24	24	0	0	61	61	0	0	10	10	0	0	19	19	0	0	0%
Dec-15	5	5	0	0	3	3	0	0	17	17	0	0	43	43	0	0	7	7	0	0	2	2	0	0	0%

One key area of improvement is weekly monitoring of accounts. The chart above is one that is now being used to manage progress and performance.   The goal is to complete 100% of required actions within the month due. Backlog would then only consist of returned filings and revisions.

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Backlog

Calendar Year	NIH	State & Local	Contracts/Subs	Qatar	Private	Soft Close
2009	0	0	1	0	0	0
2010	0	0	0	0	0	0
2011	1	0	0	0	0	0
2012	0	2	281	2	152	5
2013	1	2	306	25	245	16
2014	5	9	181	50	111	27
2015	3	9	108	25	83	38

Plans are underway on how to resolve the backlog accounts, and will be shared as soon as available.

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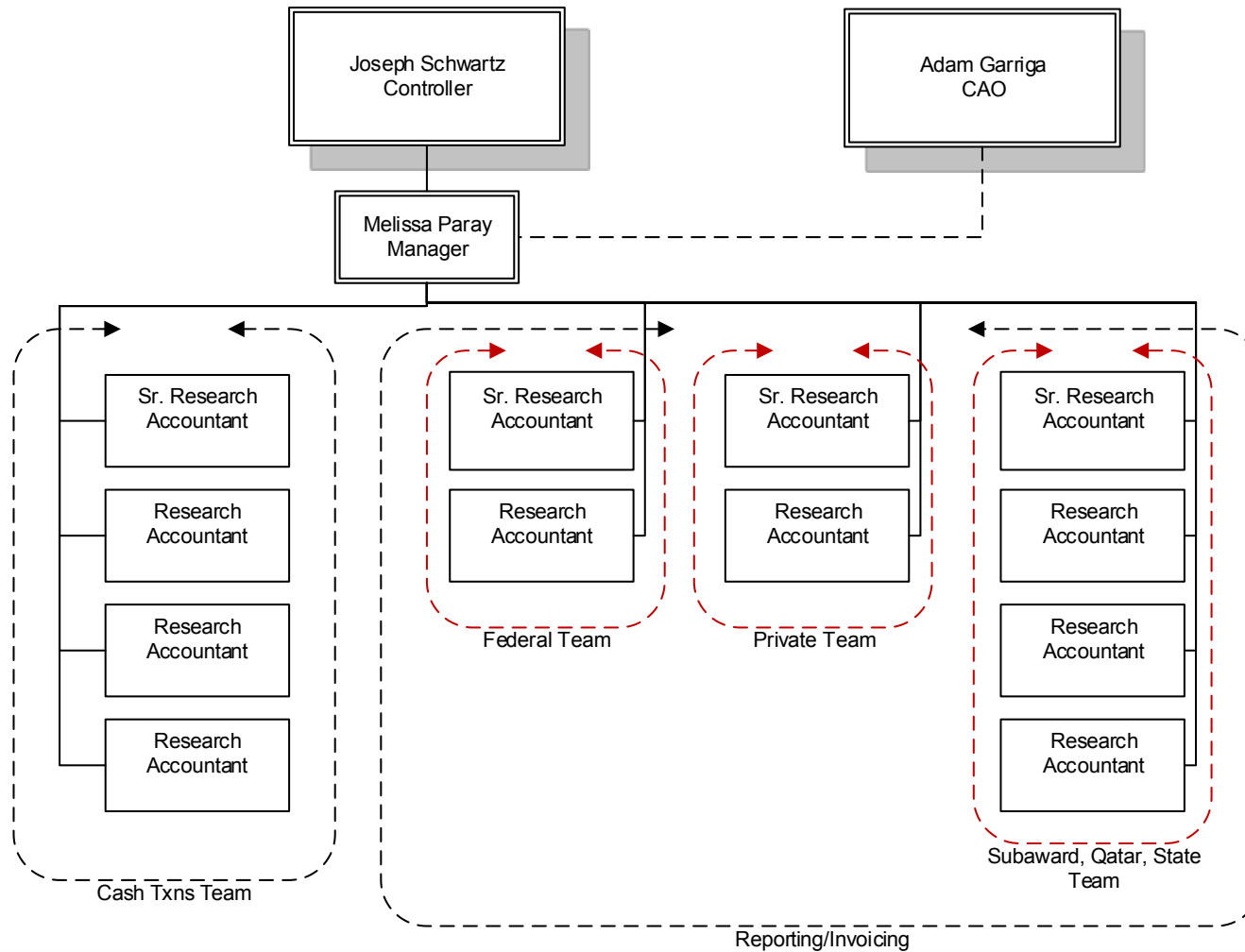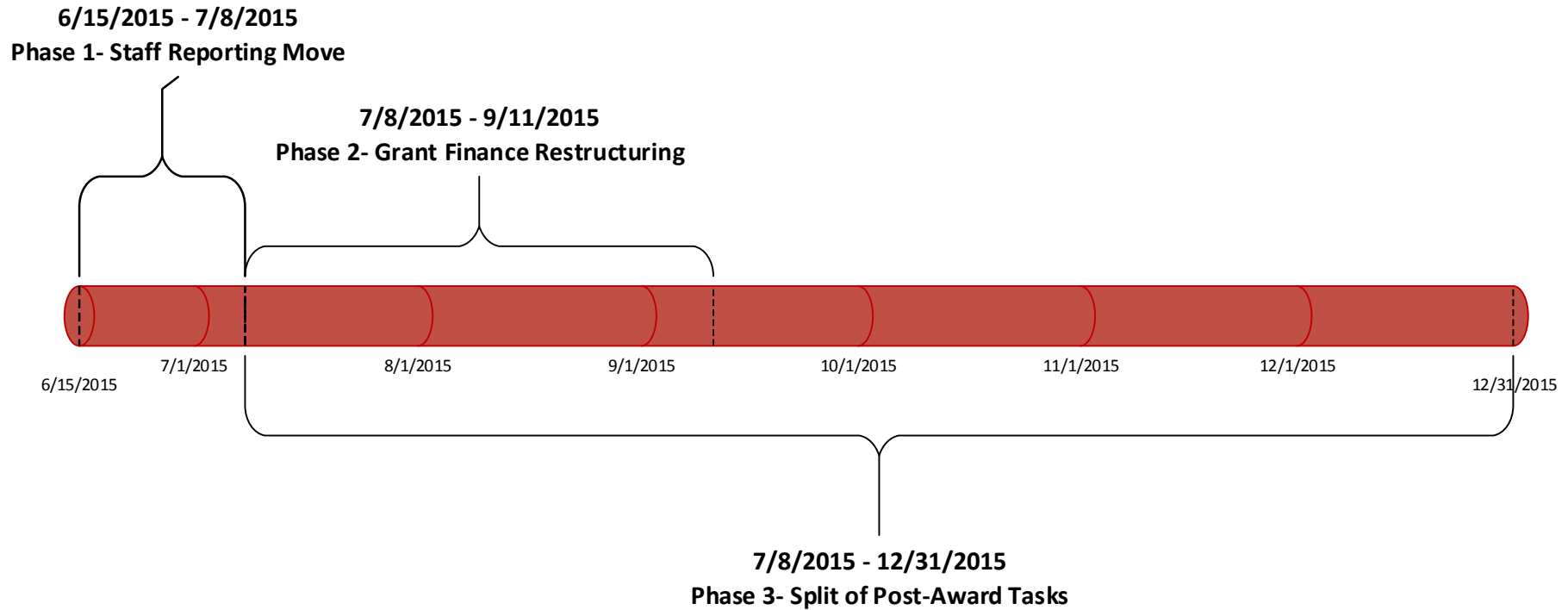
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Summary of Changes

- Post Award staff report into Finance

- Grant & Contracts Finance re-structuring to allow for areas of focus

- Administrative Post Award functions will be split and handled by OSRA

- Performance monitoring will be implemented for all areas to manage timely invoicing and reporting

Proposed Org Structure

Transition Timeline

6/15/2015 - 7/8/2015
Phase 1- Staff Reporting Move

7/8/2015 - 9/11/2015
Phase 2- Grant Finance Restructuring

6/15/2015 7/1/2015   8/1/2015   9/1/2015   10/1/2015   11/1/2015   12/1/2015   12/31/2015

7/8/2015 - 12/31/2015
Phase 3- Split of Post-Award Tasks

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Day 1- Changes

- Immediate management reporting change to Finance

- No impact to department research accountant liaison

- No impact to scheduled periodic/monthly post-award meetings with departments

- No impact to JV, JIRA and/or SAP grant account transaction workflow processing

- No impact to invoicing or reporting procedures and timeline

Communications

- Introductory presentation
  - July 20th RAPID meeting followed by email distribution through OSRA-Updates listserv

- Research Accountant Liaison changes
  - 2 weeks notice will be given via OSRA-Updates listserv prior to the changes going into effect

- Workflow enhancements
  - SOP communications will occur through the current method via the biweekly OSRA-Updates

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