Re: [GMUN-VOL-POSTAWARD] Cost Share Function Communication
1 message

Laura Geno <genox003@umn.edu> Tue, Jan 18, 2011 at 8:48 AM
Reply-To: Voluntary GMUN list for post award key contact list <GMUN-VOL-POSTAWARD@lists.umn.edu>
To: GMUN-VOL-POSTAWARD@lists.umn.edu

PLEASE NOTE ADDITIONAL "RESOURCE" INFORMATION AT THE END OF THIS MESSAGE MISTAKENLY NOT SENT.

On Tue, Jan 18, 2011 at 8:07 AM, Laura Geno <genox003@umn.edu> wrote:

Dear Colleagues,

The SPECTRUM Cost Share Class discusses the concept that the function of the cost share program should match the function of the project. This concept, while not new, has raised some specific questions, and we thought it prudent to create a broader communication.

In general, Function codes answer the question, “How does this transaction accomplish the mission of the University?” The Function code indicates the purpose of a project or program, such as instruction or research. Function codes are required as attributes to all Program and Project values. When academic departments identify the program that will provide the cost share resource for a specific sponsored project, the function of the program should reflect the type of activity being funded. Currently, we have situations where the function of the cost share Program does not match the function of the Project. This inconsistency results in data quality concerns related to functions code reporting.

Function codes: have 4 characters, are an attribute of Program or Project (NOT entered in ChartField string) and, indicate the higher purpose of activity. Each Program/Project can only have one Function.

Examples of function codes

- 0320 Instruction – Training Non-sponsored
- 1110 Research – Organized Non-sponsored
- 1200 Research – Departmental Research
- 2110 Public Service – Non Sponsored

When academic departments identify the program that will provide the cost share resource for a specific sponsored project, the function of the program should reflect the type of activity being funded. In most cases, the cost share activity is the same as the activity of the sponsored project so
the functions should be the same.

Recommendations

We have discussed this inconsistency with Accounting Services, Sponsored Projects Administration, Sponsored Financial Reporting and the Grants Management Advisory Committee, and we are recommending the following:

- Cost Share Transactions from previous fiscals should remain unchanged.

- For existing awards, leave the historical cost share transactions as they are and apply the function code rules to the future cost share transactions. This process could be done either project by project, or as part of the year-end budgetary review.
  - For awards that end after June 30, 2011, review the cost share programs in order to bring them in line with the function code rules. Compare the program function to the project function, and submit cost share program revisions to SPA via a New Account/Project Re-budgeting Request Form.
    - For example, upon review the project has a Function code of 1100 Research-Sponsored and the corresponding cost share program has a Function code of 4100 Academic Support. In this case, the cost share activity does not match the activity of the sponsored funded project. Identify the correct cost share program and submit the request to SPA.
  - For awards that end during FY11, when determining if a correction is necessary, consider two contributing factors: end date of the award and the percentage of the cost share obligation that has already been met.
    - For example, if the bulk of the cost share commitment has already been met and the awards ends in 90 days, consider leaving the cost share chart string as is for the remainder of the project. If one or both of these conditions isn’t true, then identify the correct cost share program and submit your request to SPA.

- For new awards, ensure that cost share commitments and actual transactions are from sources with like functions.

- To assist you, we have developed two queries for use in the reporting instance. Please contact the Financial Helpline at 612-624-1617 or finsys@umn.edu to request the queries copied to your x.500 in the EFS Reporting Instance:
  - SFR_PR_FUNC_BY_PROJ_OR_PROGPROG – enter a project or a program and the results will return the specific function information
  - SFR_PR_FUNC_BY_DEPTID_CS- enter a DeptID, and the results will return a list of all projects with cost share and the corresponding functions for both the project and the program

We hope that our recommendations for possible approaches to these corrections are helpful, and if you have any questions, please do not hesitate to contact us.
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RESOURCE

Examples of University defined cost share/match programs with specific functions from FY11 Chart of Accounts. These are examples of “designated” cost share/match programs. Academic Department Units can self identify other specific programs or use designated programs for cost share/match, in either choice the function of the cost share/match program should match the function of the project.

Function 0320 Instruction – Training Non Sponsored

  Program 20070 - Instructional Training Match

Function 1110 Research – Organized Non Sponsored

  Program 20082 Research Match

  Program 20566 VP Research Grant Match

  Program 20854 Department Research Match

Function 1200 Research – Departmental Research

  Program 20666 ResSupp Match Nonspon Research

  Program 21652 VP Research Grant Match Mgmt

Function 2110 Public Service – Non Sponsored
Program 20111 Pub Svc Match College Support

Program 20112 Pub Svc Match Dept Support

Program 20115 Pub Svc Cost Share Commitment

*see FY11 Chart of Accounts for full detail