

# **Effort Planning System**

**and**

# **Cost Distribution**

**UK faculty**  
**EPS**  
effort planning system



# OMB Uniform Guidance and UK:

## Since the fall of 2014 UK has:

- reviewed processes to meet Uniform Guidance requirements
- identified areas of improvement
- decided to take advantage of reforms

## Fiscal Year 2016 had major change to Distribution of Effort (DOE):

- Separated cost distribution from detailed effort
  - Eliminated sponsored and non-sponsored categories from detailed effort
  - Removed cost distribution from the DOE Agreement form
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# OMB Uniform Guidance and UK:

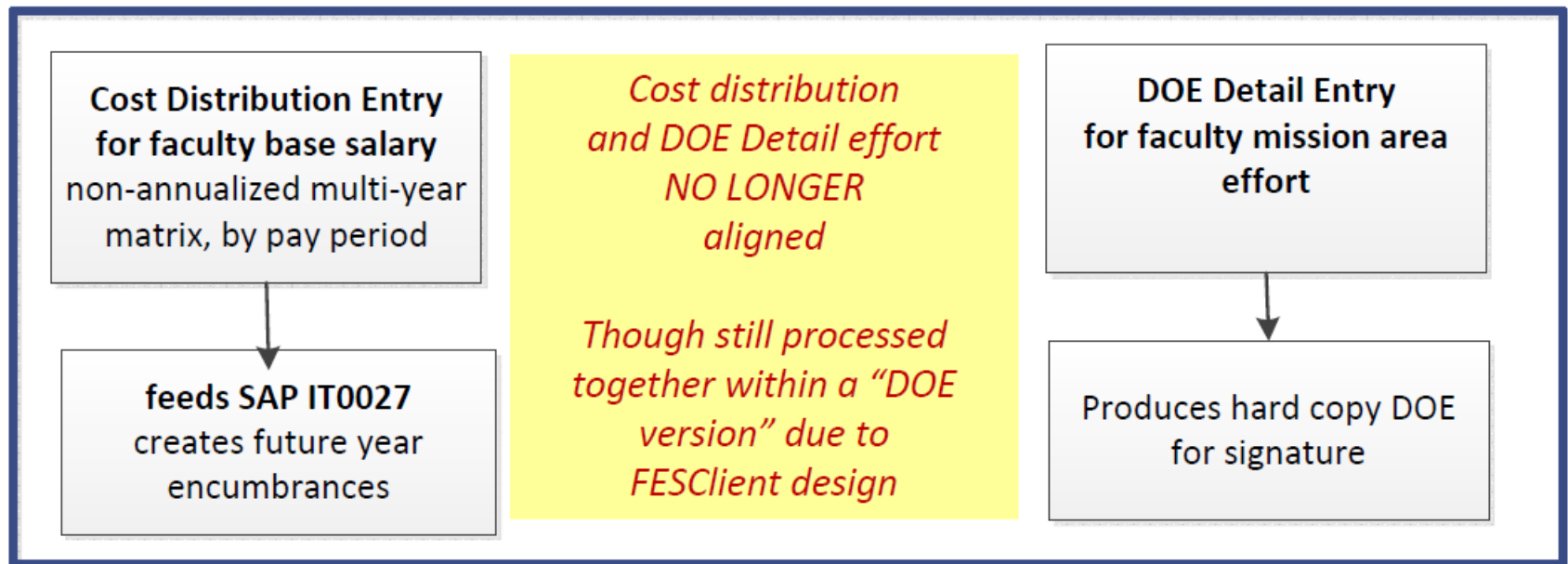
## Fiscal Year 2016 DOE changes allowed:

- ✓ Non-annualized cost distribution
    - Charge grants to the pay-period in which work occurs
  
  - ✓ Cost distribution to span future fiscal years
    - More accurate grant encumbrance and budget management
  
  - ✓ Separation of administrative oversight:
    - DOE Agreement under Associate Provost for Faculty Advancement
    - Cost Distribution under Research Financial Services
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# FESClient and FY16 DOE changes

FESClient is the current DOE entry system. It does not fully support the FY16 changes for separated detailed effort and cost distribution. These two distinct processes still “flow” together as a single DOE Version.

## FESClient – current functionality



# FESClient to be replaced in FY18:

## New systems:

- Effort Planning System: for DOE detailed effort entry and approval workflow
- Payroll Distribution Front End: for cost distribution entry

## Allows for:

- Complete separation of detailed effort & cost distribution processing
- Opportunity for improvements

Transition will occur at different times in FY18

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# FESClient app - transition to new systems

## SAP – Payroll Distribution Front End

New T-Code within SAP

for Cost Distribution entry

**Q4 FY18 go-live**

*IT0027 creation for all monthly, with AVC check, and advanced validations and workflow*

feeds SAP IT0027 creates future year encumbrances

Payroll generates cost postings, which are fed to ECRT

Journal Entries (Z4 doc type) for payroll cost transfers will be fed to ECRT

## Effort Planning System

New web app, from myUK

for DOE Detail entry

**Aug 2017 go-live**

*Web app, from myUK portal. Integrates with SAP and FDB*

*E-signature and workflow*

## ECRT

New payroll confirmation process

replaces SAP Effort Reporting

**March 2017 go-live**

*Pls confirm payroll on grants*

*E-signature and workflow*

*Other reporting*

# Effort Planning System integration with cost distribution

## 1) DOE Detail page – Cost Distribution tab:

Special tab will display the cost distribution (from FESClient and in future from SAP) along side the DOE research mission area categories for visual comparison.

In future, colleges may opt to implement warning messages when variations exceed predefined thresholds.

## 2) Daily alert messages

System will recognize cost distribution changes (from FESClient/SAP) and will generate alert messages for business offices. Current plan is to initially recognize new grants, but can be adjusted to recognize other changes as needed.

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# DOE Detail page – Cost Distribution tab

Comparison of Cost Distribution with Research sub-categories to check for reasonable correlation. (Currently no messages issued for differences)

Effort Areas Courses Header Detail Workflow History **Cost Distrib. (from SAP)** Fac. Apptmts Errors 0

### Cost Distribution Summary per Fund Category

Funding Category	Distribution %	
Internal	65.00%	<a href="#">detail &gt;</a>
<b>External</b>	<b>25.00%</b>	<a href="#">detail &gt;</a>
Federal Capacity (AgFE Only)	0.00%	
Cost Share	10.00%	<a href="#">detail &gt;</a>
Gifts and Endowments	0.00%	
Total	100.00%	<a href="#">show all detail &gt;</a>

### Research Area - Detailed Effort Percentage (from "Effort" tab)

Category	Current Effort %
a. Internally funded research	0.00%
<b>b. Externally funded research</b>	<b>22.00%</b>
c. Federal capacity funded research	0.00%
d. Cost sharing	9.00%
e. Gift and Endowment funded research	0.00%
f. Non-funded research (general research efforts)	2.00%

**Cost object details**

### Cost Distribution Detail per Cost Object

Funding Category	Cost Object	Title	Percent Base Salary
External	320000XXXX	Study of XXXX in YYYY	5.00%
External	320000AAAA	ABC project on Imno	10.00%
External	320000EEEE	XYZ Study	10.00%



# Multidisciplinary Research Centers in DOE workflow

## A.R. 3.10, B. 3.

*A written agreement is to be developed annually between the educational unit administrator and the faculty employee on the distribution of effort expected of the faculty employee in major activities during the succeeding year. For any faculty employee who is or will be associated with a multidisciplinary research center or institute, the agreement shall be consistent with the conditions of establishment of the faculty position and signed by the faculty employee, director of the research center or institute, the educational unit administrator, and the dean.*

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# Multidisciplinary Research Centers in DOE workflow

- Effort Planning System will automatically detect faculty MRC associations via the organizational unit on the primary HR assignment in SAP. The centers listed on VP Research site will be recognized as MRC:  
(<http://www.research.uky.edu/vpresearch/centers/index.html>)
  - MRC director will have view access to the DOE at all points within the workflow process.
  - MRC director will approve DOE after chair and faculty e-signature
  - MRC director will be able to make notes on DOE and return for changes
  - MRC business office staff may have access to update the DOE in the earliest Initiate-Workflow step – per direction of the educational unit.
  - MRC business office staff and other administrators may have view access to DOEs (and related alert data) for faculty associated with the center.
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