South Carolina Enterprise Information System

Knowledge Transfer Program
Grants Management Session 1

June 2009

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Course Agenda

- **Week 1:** Overview of GM, Integration(especially FM), and Master Data
- **Week 2:** Continuation of Master Data
- **Week 3:** Grant Budgeting and Indirect Costing
- **Week 4:** Program Income, Troubleshooting, Reporting and Conversion
- **Week 5:** Passthrough Grants (only for Agencies that pass through grants)

Notes:

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GM Objects

- Sponsor
- Fund
- Sponsored Class
- Sponsored Program
- Grant

Definitions of Key Terms and Concepts:

Sponsor: An outside party that provides funding to a business area for a specific purpose.

Fund: A source of monies for which a budget of relevant revenues and expenditures is created.

Sponsored Class: Sponsored classes represent the expenditure and revenue categories as outlined by the grant's sponsor.

Sponsored Program: Sponsored programs identify the purpose or project that the sponsor is funding, using the sponsor's own terms.

Grant: A legal instrument used to establish a funding relationship between a sponsor (grantor) and a grantee, in order to carry out a public purpose of support or stimulation in which the sponsor does not expect to be substantially involved. A grant may be for any purpose and cover all or only part of the costs of the project in question.

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GM Objects/Data

Sponsor

Also known as the "Grantor"

- Provides the funding source for a project or projects.
- Will determine the grant requirements and objectives.
- Internally assigned number (e.g., 4000011)
- Not Agency-specific
- Maintained centrally by SCEIS
- Maintains the financial and administrative details of the grant award.

Ex.: U.S. Department of Homeland Security

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GM Objects/Data cont.

Fund

- Represents the source of funding
- Designated as either external or internal
  - *External: Sponsor's award amount*

    Ex.: 50550000
  - *Internal: Grantee's funds and resources (i.e., cost sharing or matching)* *Ex. :10010000*
- Only one external fund per grant
- Funds are maintained centrally by SCEIS

Fund: A grant has only one external fund but can have many internal funds. Internal funds are used to satisfy the sponsor's requirements, if cost sharing (matching) is involved with the grant. A budget is created with the approved set of expenditures and revenues.

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GM Objects/Data cont.

Sponsored Program

- Identifies the project for which the Sponsor provides funding in an awarded grant.
- Agency-specific
- Created/maintained by the agencies
- Grouped in accordance with the Sponsor's requirements.

Ex.: H710 Protection Services *(name = text description)*

Sponsored Class

- An object used to summarize the Agency's expenses and revenues based on the ***Sponsor's*** cost/revenue categories.
- Not Agency-specific
- Maintained centrally by SCEIS
- Linked to commitment items (FM):

Ex.: Supplies & Materials, Contractual Services

Sponsored Class: Sponsored classes represent the expenditure and revenue categories of the grant's sponsor. The expenditure and revenue GL accounts in the FI module, the cost elements in the CO module, and the commitment items in the FM module are grouped and categorized into sponsored classes according to the sponsor's requirements. They are formatted alphanumerically.

Sponsored Program: Sponsored programs identify the state projects that the sponsors are funding, in their own terms. They are used to group costs in order to satisfy the reporting requirements of a sponsor. They are formatted alphanumerically and may be unique to a specific grant.

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GM Objects/Data cont.

Grant

- Establishes a funding relationship between the grantor and grantee.
- Will have a twelve-digit, agency-specific smart number format (entered by agency user)
- Contains the relationships of the award (the Sponsor, allowable Sponsored Classes, etc.)
- Controls how budget, encumbrances, direct costs, and indirect costs post
- Created/maintained by agencies

Grant: A legal instrument used to establish a funding relationship between a sponsor (grantor) and a grantee. It is used to carry out a public purpose of support or stimulation in which the sponsor does not expect to be substantially involved. The grant has an twelve-digit alphanumeric structure.

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GM Objects/Data cont.

Grant Number format

- Validated during creation

H71011234509

Agency (Business Area)	Grant Type	Number chosen by agency	Fiscal Yr of Grant

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Master Data Integration (Grant-Relevant Master Data)

FI/CO Objects used/entered for posting	GM Grantee Management	FM Objects used for budgeting
General Ledger Account 5030010000 Office Supplies 4110290000 Misc. Fee	**SPONSORED CLASS** Supplies & Materials Misc. Fee Revenue	Commitment Item 5030010000 Office Supplies 4110290000 Misc. Fee
Fund 50550000-Federal	**FUND** 50550000-Federal (External)	Fund 50550000-Federal
Grant P16011234509 New Soybean Hybrids Research	**GRANT** P16011234509 New Soybean Hybrids Research	Grant P16011234509 New Soybean Hybrids Research
Functional Area P160_0018 P160 SOYBEAN BD FARM COMM	**Sponsored Program** P160 Soybean BD Comm	Functional Area P160_0018 P160 SOYBEAN BD FARM COMM
		Funded Program P160A00010_0001 Commodity Boards
Cost Center P160BA0010 Seed Lab		Funds Center P160BA0010 Seed Lab

In the slide above, the GL accounts, such as revenues and expenditure account codes, are consistent among the modules; however, the GM module combines account codes into revenue and expenditure “sponsored classes” for grant reporting and tracking.

For fund, the account codes are consistent, except that the GM module accounts for federal funds by grant, sponsored class, sponsored program, etc.

Organizational structure in FI and CO relate to agencies or more detail level structure. FM & GM structure is at the Funds Center for accountability.

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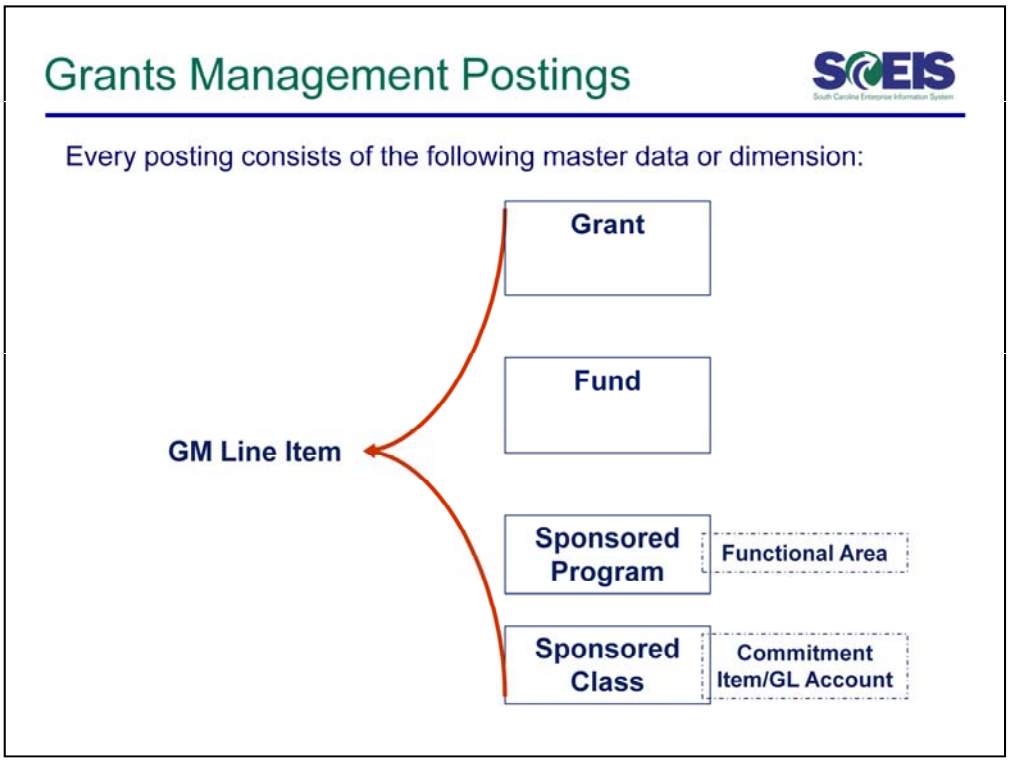

Notes:

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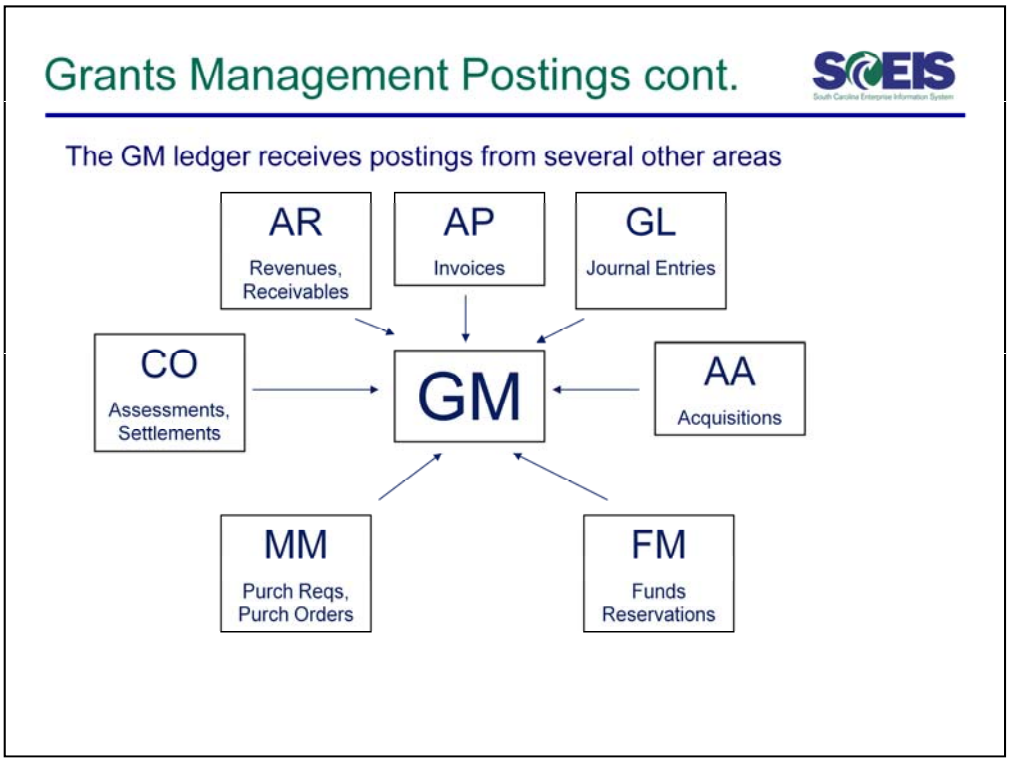

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GM Objects/Cost Assignments

- When posting, enter the following cost assignments:
  - Cost Center
  - Functional Area (derives Sponsored Program)
  - Grant
  - Fund (external vs. internal)

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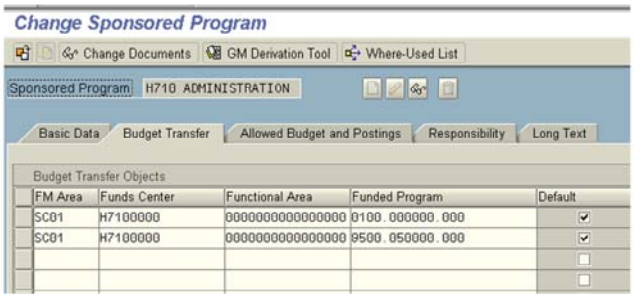
Creating Sponsored Programs

Transaction: GMPROGRAM

- Two tabs for entry
- Budget Transfer Tab (by entering FM objects and clicking the Default checkbox will simplify budgeting):



Note: These FM Object Combinations will be defaulted to your budget document; include Employer Contributions funded program if necessary.

Notes:

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Creating Sponsored Programs cont.

Transaction: GMPROGRAM

- Two tabs for entry
- Basic Data Tab (enter name and description)

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Next Steps – GM Knowledge Transfer Breakout Sessions

- Grants Management, four classes
  - June 9, at 1:00-4:00 (June 11, at 9:00-12:00 repeat), *WH*
  - June 16, at 1:00-4:00 (June 18, at 9:00-12:00 repeat), ~~*WH*~~ *DPS*
  - June 23, at 1:00-4:00 (June 25, at 9:00-12:00 repeat), *WH*

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