Impact23
UCPath CoA

UCPath Funding Cut-Over Activities

BFS – Business & Financial Services
A Division of Planning, Budget, and Administration

UCPath COA Agenda

- New Chart of Accounts

- Position Funding

- Cutover Activities

- Questions

New Chart of Accounts (CoA)

Overview & UCPath FAU to COA Conversion

CoA Segments - UCPath

- The following slides will show the mapping of each segment for conversion purposes from FAU to CoA

- All nine segments are required fields; this is the GL chartstring

- UCPath, and all boundary systems, will only use the GL chartstring (i.e., the POETAF string will only be used in Oracle modules)

| Entity | Fund | Activity | Account | Function | Program | Project | Flex1 | Flex2 |

UCPath FAU to CoA

Conversion by Segment

CoA – Entity Conversion

Entity

- Entity Values for UCPath
  - 1511 - UCR CAMPUS
  - 1531 - UCR ANR
  - 1541 - UCR UCOP
- Entity value will populate as follows
  - Conversion is based on the first two characters of Activity value
  - Activity starts with A0xxxx, is assigned Entity 1511
  - Activity starts with A4xxxx, is assigned Entity 1531
  - Activity starts with A5xxxx, is assigned Entity 1541

CoA – Fund Conversion

Fund

- Non-Contract and Grant Funds with default project code 0000000000
  - Most are converted to the same fund
  - Example:
    - FAU 19900 = CoA 19900
    - FAU 19935 = CoA 19935

- Contracts and Grants (C&G)
  - In CoA, C&G funds are grouped into four fund groups and will use a non-zero project
    - 18200 – State Awards
    - 20700 – Local Government Awards
    - 21100 – Federal Awards
    - 57000 – Private Awards

CoA – Fund Conversion (Cont.)

Fund

- C&G Fund Conversion
  - Each fund is mapped to one of the CoA fund groups based on the UCRFS fund definition
  - Funds that result in an Oracle project will be included in the conversion
  - Funds that are not converted to projects (e.g., expired, completed fixed price) will be assigned suspense fund 69993.
  - Departments will have a brief period-of-time to update position funding after conversion

CoA – Activity Conversion

Activity

- Activity value will be mapped to self

- No changes

- Inactive activity values will not be converted to Oracle, please check and update position funding now to avoid posting to suspense COA

CoA – Account Conversion

Account

- Accounts have a new numbering schema, however, many of the UCRFS accounts have a one-to-one mapping to the COA account

  - All COA Expense accounts will start with 5xxxxx
  - Academic salary accounts start with 50xxxx
  - Staff salary accounts start with 51xxxx
  - Academic benefits accounts start with 506xxx
  - Staff benefits accounts start with 516xxx

- UCPath data conversion process will use a pre-defined account mapping

PBA

BFS

CoA – Function Conversion

- Most expense related function codes will map to themselves
  - CoA expense-type Functions in UCPath
    - 40 - INSTRUCTION
    - 41 - SUMMER SESSION
    - 43 - ACADEMIC SUPPORT
    - 44 - RESEARCH
    - 49 - CLINICAL OPERATIONS (SOM Clinical Use only)
    - 60 - LIBRARIES
    - 61 - UNIVERSITY EXTENSION
    - 62 - PUBLIC SERVICE
    - 64 - OPERATIONS & MNTNCE OF PLANT
    - 72 - INSTITU SUPPORT&GENERAL ADMIN
    - 76 - AUXILIARY ENTERPRISES (only valid with Auxiliary Fund sources)

CoA – Function Conversion (Cont.)

- Payroll Function Additional Business Rules
  - Function 60 under ORG40 maps to function 49
  - Function 40 under ORG15 maps to function 61
  - Function 76 is only used with 1100C - Auxiliary Enterprises funds
  - Entity 1531 use only functions 44 and 62
  - Entity 1541 use only functions 44

CoA – Program

Program

- Program is a new segment in the CoA

- All UCPath data conversion will have default value
  - "000" – Default Program

- Departments will have the ability to update program code after conversion

CoA – Project

Project

- Project is a new 10-character segment in the CoA structure
- Project must be used on all financial transactions
- C&G fund numbers will convert to PPM projects
  - C&G project will start with a Kxxxxxxxxx
    - K designates a Kuali award (char 2-7 are the Kuali identifier)
    - The last three characters indicate project sequence number beginning with 001
    - Projects ending in 098 are defined as program income
    - Projects ending in 099 are defined as cost sharing
- Student Financial Aid external grant projects will start with SFAxxxxxxx
  - Workstudy portion of salary will now be recorded under the Financial Aid Office COA
- Non-C&G funds will use project Default = "0000000000"
- In UCPath, project (instead of fund) drives funding and salary cost transfers restrictions

CoA – Flex1 & Flex2 Conversion

Flex1

Flex2

- Go Live Conversion
  - Flex1 and Flex2 will convert with default values
    - Flex1 = "0000000000" – (*ten characters*)
    - Flex2 = "00000000" – (*eight characters*)
  - Departments will have a period-of-time to update Flex 1 and Flex 2 fields before the first payroll journal is generated using the new COA
  - To facilitate faculty reporting, payroll associated with faculty non-C&G portfolios funding must use Flex2 (note budgets with Flex2 should be established)
  - C&G projects are only valid with the default Flex1 and Flex2 values

Position Funding

Using the Funding Reports

UCPath Position Funding - Overview

- Funding Setup Key Attributes
  - Department ID
  - Position Number
  - Fiscal Year
    - Effective Date
      - Earn Code
        - FAU/CoA1
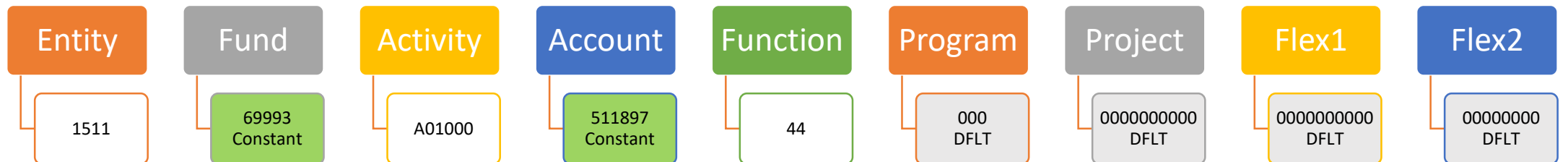   - FAU/CoA2 (Optional)
      - Distribution (100%)
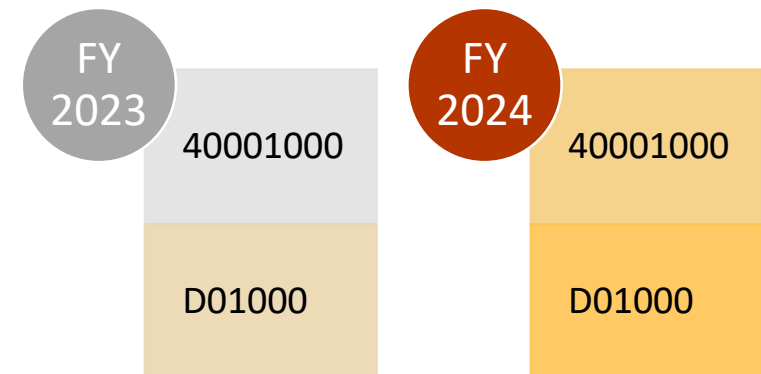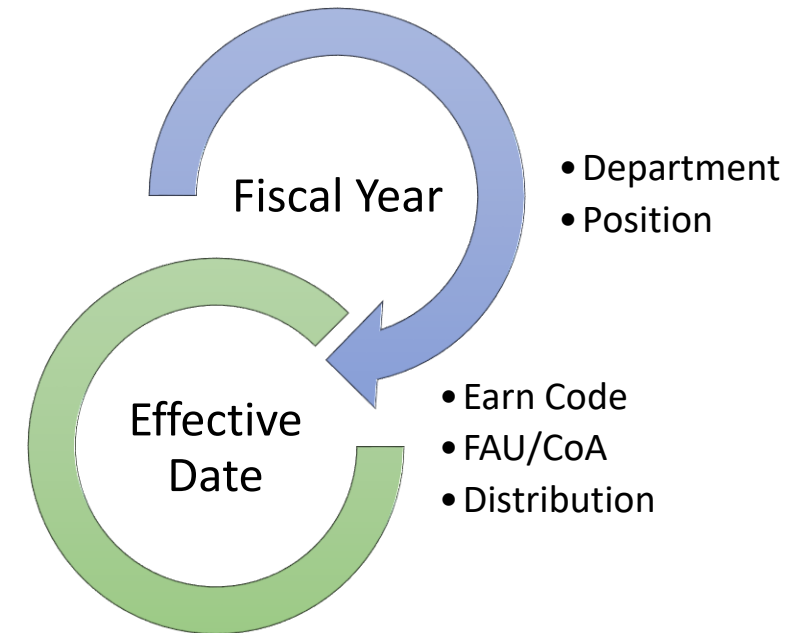
- *Each position belongs to a department*
- *Each combination of department and position must be setup each fiscal year*

UCPath Department Level Funding

- **Department Level Funding**
  - Required for every department that has positions
  - Also referred to as Department Default Funding
  - Triggered when position funding is not setup and applied during UCPath GL process
  - Default Funding is setup using default account (FAU/503910, CoA/511897), department main Activity, dedicated suspense Fund (69993), and Function

Entity	Fund	Activity	Account	Function	Program	Project	Flex1	Flex2
1511	69993 Constant	A01000	511897 Constant	44	000 DFLT	0000000000 DFLT	0000000000 DFLT	00000000 DFLT

Reviewing Current Funding

Review, Analyze, & Cleanup Activities

Impact23 - CoA Project - UCPath Funding Cut-Over Activities

Position Funding Reports - iReport

- UCPath Local Reports (*SuperDOPE and HRDW users*)
  - Position Funding
  - Reports organized by ORG
  - Reports normally generated every Monday

Position Funding – Scenario 1

This scenario illustrates no funding has been setup.

Action: Submit a new funding request the proper funding source

Position Funding – Scenario 2

This scenario is actually setup using department default FAU or just the suspense Fund and Default Account.

Action: Submit an update with the proper funding source

Position Funding – Scenario 3

This scenario shows fund has expired

Action: Submit an update with proper funding for FY23

| Job Code | 001982 | RES-LR SCL-AY-1/9-B/E/E | | Job Effective Date | 10/1/2022 | Job FTE | 0.0000 | Job End Date | 9/30/2023 |

Current Funding Status

Fiscal Year	Effect Date	Seq#	Earn Code	Account	Activity	Fund	Fund End DT	Function	Cost Center	Project Code	Distribution %
2023	9/1/2022	0		306130	A01004	33493	8/31/2023	44	RSRAM		23.880
2023	9/1/2022	0		306130	A01004	22555	12/31/2022	44	RSRAM		76.120
2023	9/1/2022	0	ACR	306130	A01004	22555	12/31/2022	44	RSRAM		76.120
2023	9/1/2022	0	ACR	306130	A01004	33493	8/31/2023	44	RSRAM		23.880

Position Funding – Scenario 4

This scenario shows fund is about to expire.

**Action:** Submit an update with proper funding after fund end date

UCPATH	Department Positions and Funding by Employee						Tuesday, May 23, 2023		3:52:54 PM

ORG/DEPT	ORG11	Bourns College of Engineering		D01003	Computer Science & Engineering			

Employee ID								

Position #	40010737	Effective Date	4/1/2023	Position FTE	0.50	Position Status	A	Reports To	40010167
EMPL_RCD	0	EMPL CLASS	11	Payroll Status	A	Job CompRate	$2,545.00	Comp Frequency	A	Monthly Rate @1.0 FTE	$5,090.00

Job Code	003276	GSR-PARTIAL FEE REM		Job Effective Date	4/1/2023	Job FTE	0.5000	Job End Date	6/30/2023

Current | Funding Status

Fiscal Year	Effect Date	Seq#	Earn Code	Account	Activity	Fund	Fund End DT	Function	Cost Center	Project Code	Distribution %
2023	12/1/2022	1		303110	A01004	86264	6/17/2023	44	RSPAP		100.000

Cutover Activities

- Conversion
  - Filled Positions
  - Vacant positions
- Post Go-Live Activities
- Post Go-Live - Department Actions
- Cutover Timeline and Deadlines

Conversion Prep - Filled Position

- Rollover
  - No automated rollover activity by UCPath team
  - FY23 to FY24 Rollover activity is a conversion process for Active jobs
- Key conversion information to note
  - Expired or expiring C&G funds will convert to suspense fund as Oracle will error in PPM
  - Converted combination failing validation will be assigned suspense funding
- Department Action – *Preventing SCTs*
  - All filled positions should have proper funding for cutover
  - All filled positions will be converted based on logic shared in this presentation
  - If fund expires earlier than 6/15, submit FAU change request for FY23 by June 27th
  - Positions that do not have FY23 funding established will not be converted
  - Utilize the FAU Change Request tool to submit changes by June 27th

Position

Employee

Job Record
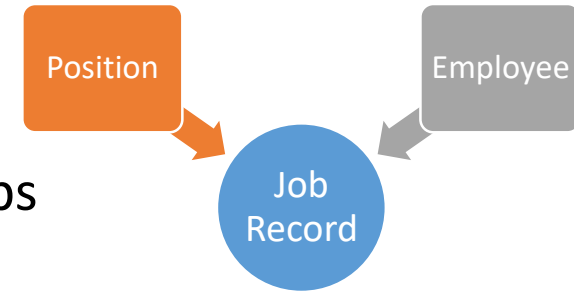
Conversion Prep - Vacant Positions

- Conversion is a second batch
- Pending successful conversion and upload of filled positions
- Summer Session positions without an active job as of June 26th are impacted
- Department Action – *Preventing SCTs*
  - All vacant positions planned to be filled must have the following
  - Fiscal Year = 2023
  - Effective date between 6-20-2023 and 6-30-2023
  - This will be used as a criteria to identify positions planned to be filled
  - Only blank earn code funding
  - All changes must be made by June 27, 2023 in the FAU change request tool
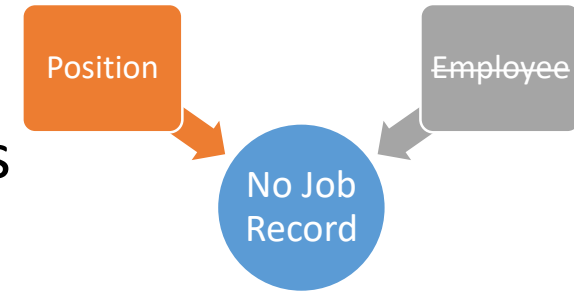
Post Go-Live Activities

- New CoA Position Funding Reports
  - Tentatively scheduled for July 5th

Post Go-Live Activities (*cont.*)

- Position Funding Change Request Tool
  - Availability is July 7th
  - Earlier availability is being evaluated
  - Earlier role provisioning by SAA is being evaluated
- Preventing Salary Cost Transfers
  - Review the CoA Position Funding Reports
  - Identify changes needed
  - Submit change requests using the Position Funding Tool
  - Submit and approve changes in the tool by July 10, 5:00PM

Post Go-Live - Department Actions

- Future Dated Position Funding
  - No conversion is planned for future dated funding
  - Departments should plan to update manually post go live using the new Position Funding Change Request Tool
- Setup position funding with blank earn code only, except
  - When there is a position associated job with employee earnings that use different COA string
- Preventing Salary Cost Transfers

Cutover Timelines and Deadlines

Position Funding Cutover Timeline

v1.5 06/01/2023

6/28/2023
Decommission FAU
Change Request Tool

7/5/2023
Position Funding
Reports – CoA
Tentative Date

6/29/2023 - 7/6/2023
Conversion Activities

6/26/2023
Vacant Positions
Updates Deadline

7/20/2023
First UCPath CoA Data
First OCF Journal

Today

6/11/2023 - 6/24/2023
FAU Last Pay Period (230624B1X)

6/25/2023 - 7/8/2023
CCoA 1st Pay Period (230708B2X)

6/11/2023
6/10/2023
6/18/2023
6/25/2023
7/2/2023
7/9/2023
7/16/2023
7/22/2023

6/27/2023
Last Day
Submission and Approval
FAU Change Request Tool
(230624B1X)

Position Funding
Change Request
Tool Go live
No Upload
7/7/2023

Position Funding
Change Request
Tool Initial Upload
7/10/2023

Key Dates:
- 06/26/2023 – CMP - Vacant Positions Updates Deadline
- 06/27/2023 – CMP -Last Day Submission and Approval FAU Change Request Tool (230624B1X)
- 06/28/2023 – ITS - Decommission FAU Change Request Tool
- 06/29/2023 – 07/06/2023 – PCA - Conversion Activities
- 07/05/2023 – PCA – Position Funding Reports (*Tentative Date*)
- 07/07/2023 – PCA - Position Funding Change Request Tool Go Live (No daily upload)
- 07/10/2023 – ITS - Position Funding Change Request Tool Initial Upload
- 07/20/2023 – Path - First UCPath CoA Data and First OCF Journal

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Questions / Inquiries

Please send inquiries to ucrpayroll@ucr.edu
Subject line: "Position Funding – Cutover - ORGID"