



UCLA

Office of Research Administration

Research Administrators Forum October 13th, 2016

Welcome!

Marcia Smith
Associate Vice Chancellor for Research

Agenda

- **Welcome and Announcements** - *Marcia Smith*
- **OCGA** – *Patti Manheim*
 - OCGA Proposals and Awards FY15/16 – *Patti Manheim*
 - Grant Updates – *Kathy Kawamura*
 - Subaward Process Timelines– *Mary Haskins*
- **EFM** – *Yoon Lee*
 - Staff Updates – *Yoon Lee*
 - New Fund Closeout Procedure – *Yoon Lee*
 - Change to Restriction of Object Codes – *Jen Ear*



Patti Manheim
OCGA Proposal and Award Data

October 13, 2016

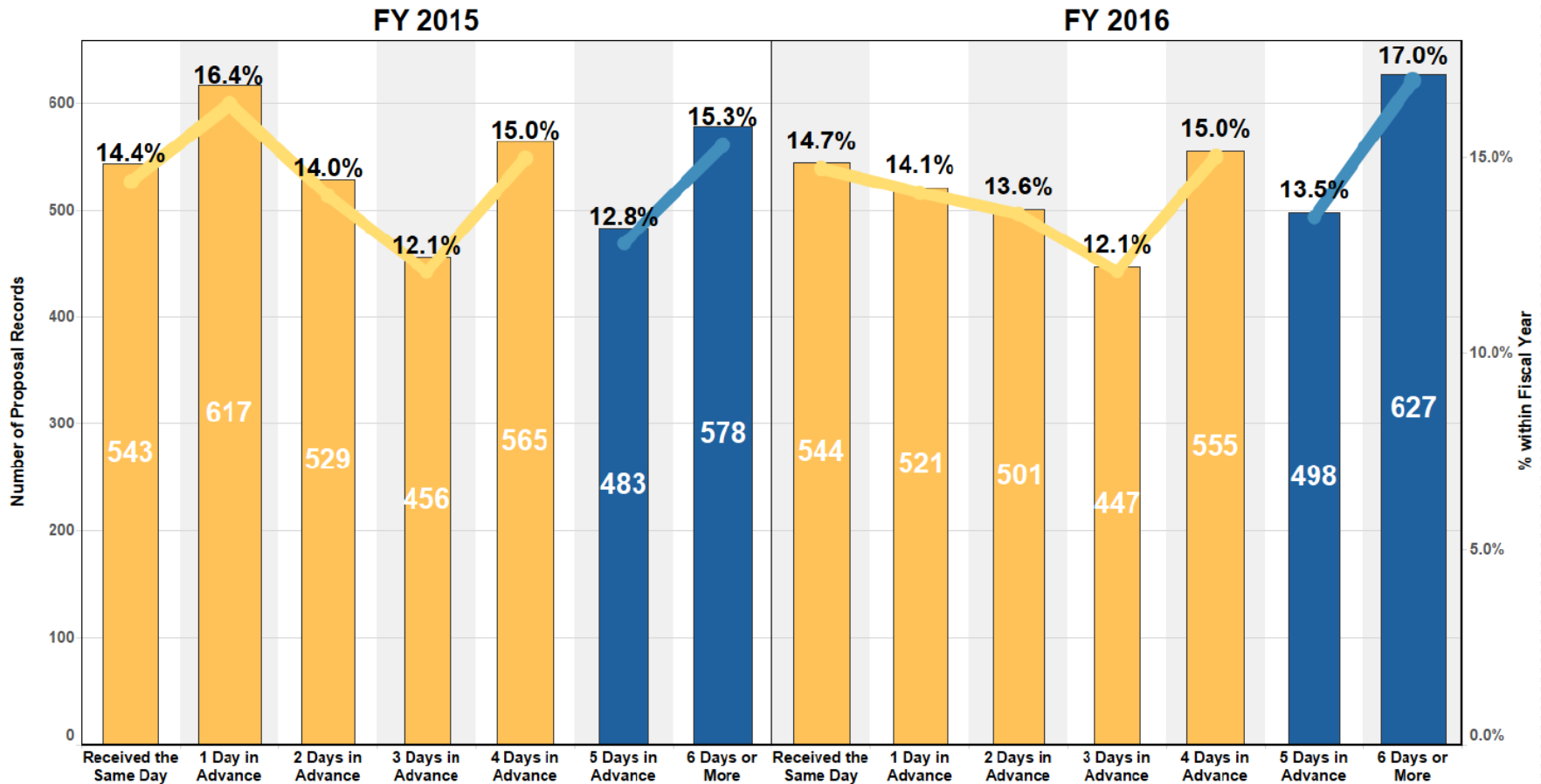
Proposal Submissions

FY14 – FY16

Administering Office		FY 2014	FY 2015	FY 2016
OCGA	Count	4,855	4,922	4,913
	Dollars	\$3.6 B	\$3.7 B	\$3.9 B
Overall Campus	Count	5,385	5,470	5,525
	Dollars	\$3.7 B	\$3.8 B	\$4.0 B

- Average of 23 proposal submissions per working day for all of UCLA
- Average of 20 proposal submissions per working day for OCGA
- Office of Contract and Grant Administration handles 90% of transactions

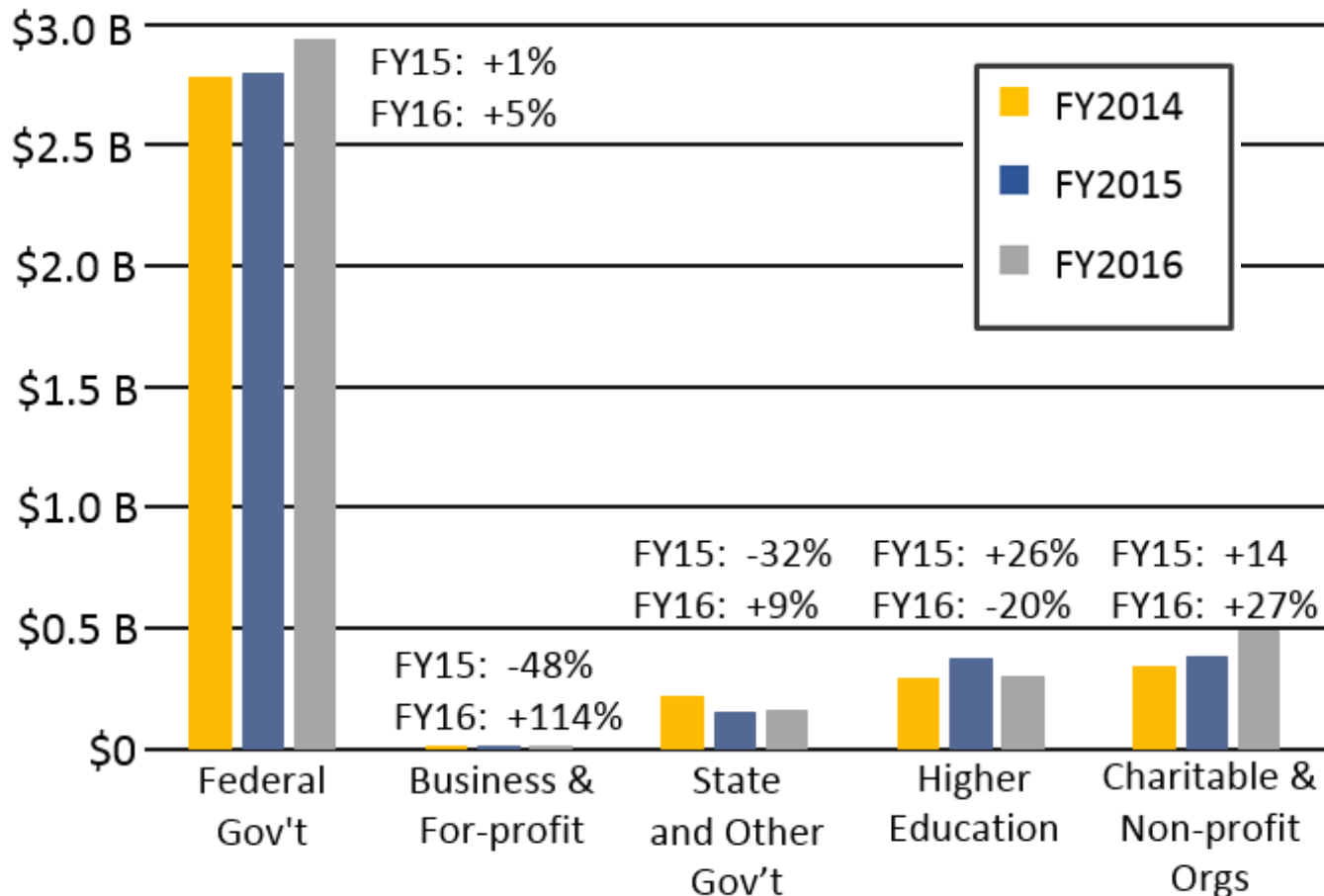
On-Time Proposal Submissions to OCGA FY15 – FY16



- Increase in proposals received 5 days or more.
- 70% (7 out of 10) non-compliant.

Requested Dollars by Sponsor Type

FY14 – FY16

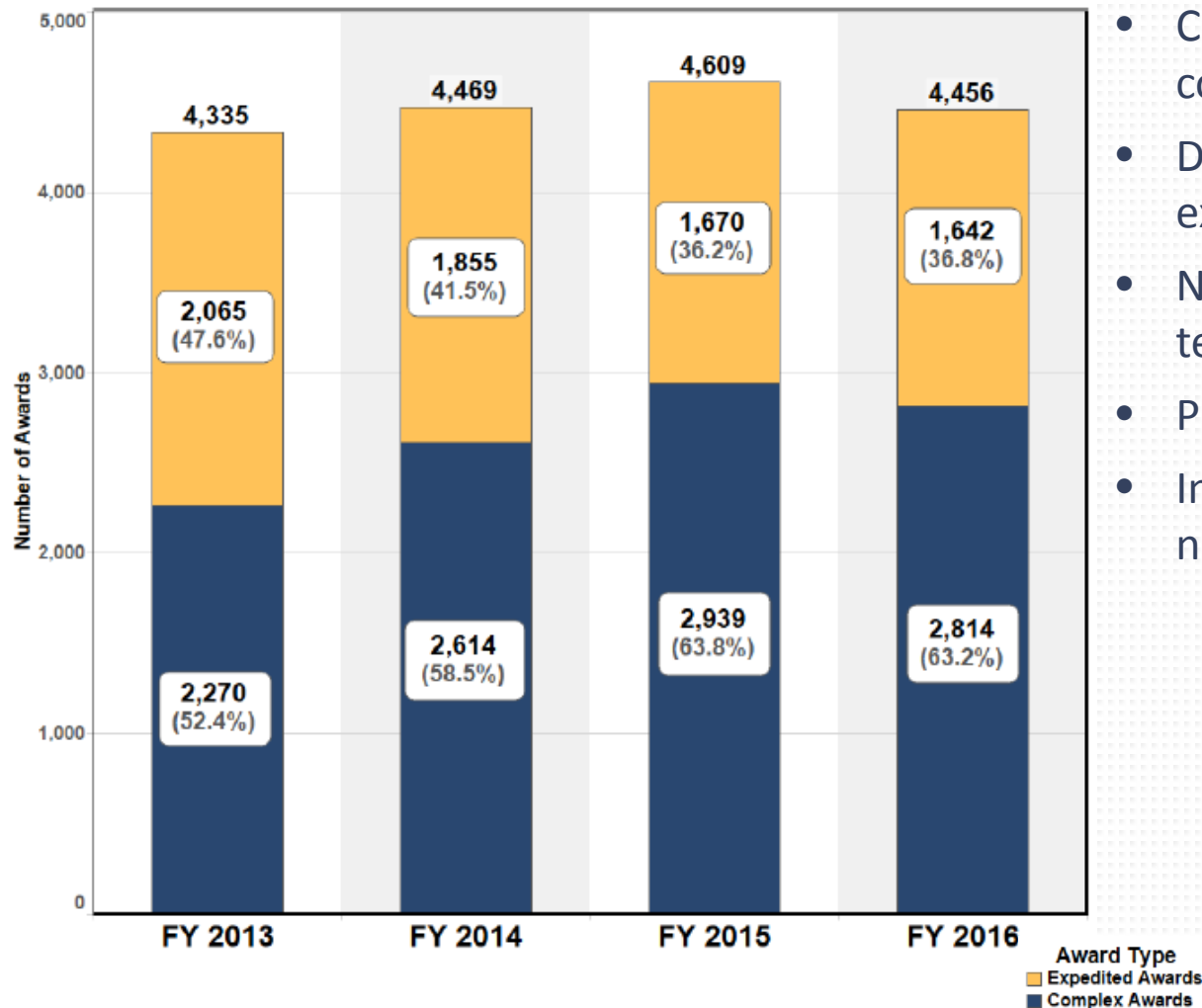


Complex applications continue to rise.

- Prospective agreement to problematic terms and conditions
- Vague and/or unfamiliar guidelines
- Unique/non-standard sponsor submission systems
- Often require F&A Requests for Exception

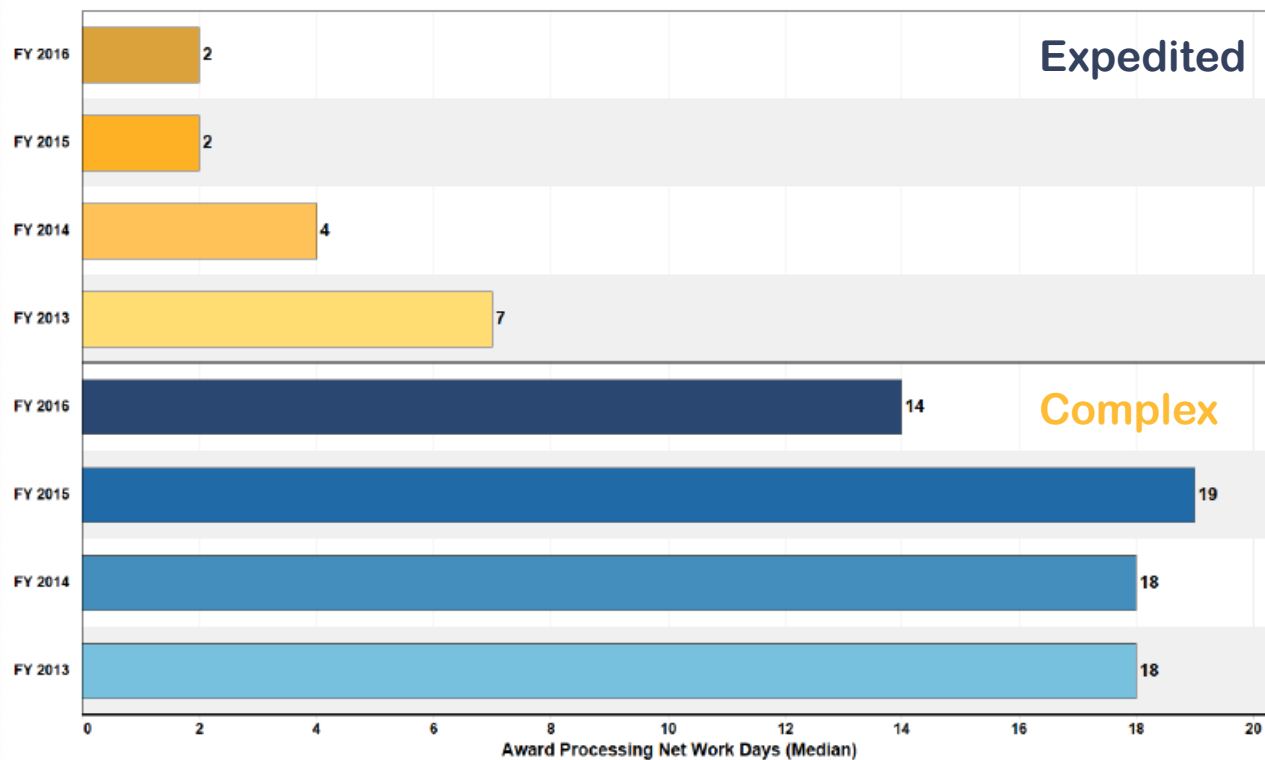
Complex versus Expedited Awards

FY13 – FY16



- Continuing steady increase of complex awards
- Decrease in standard expedited awards
- Non-standard/non-favorable terms and conditions
- Protracted processing times
- Input/approval from a number of parties

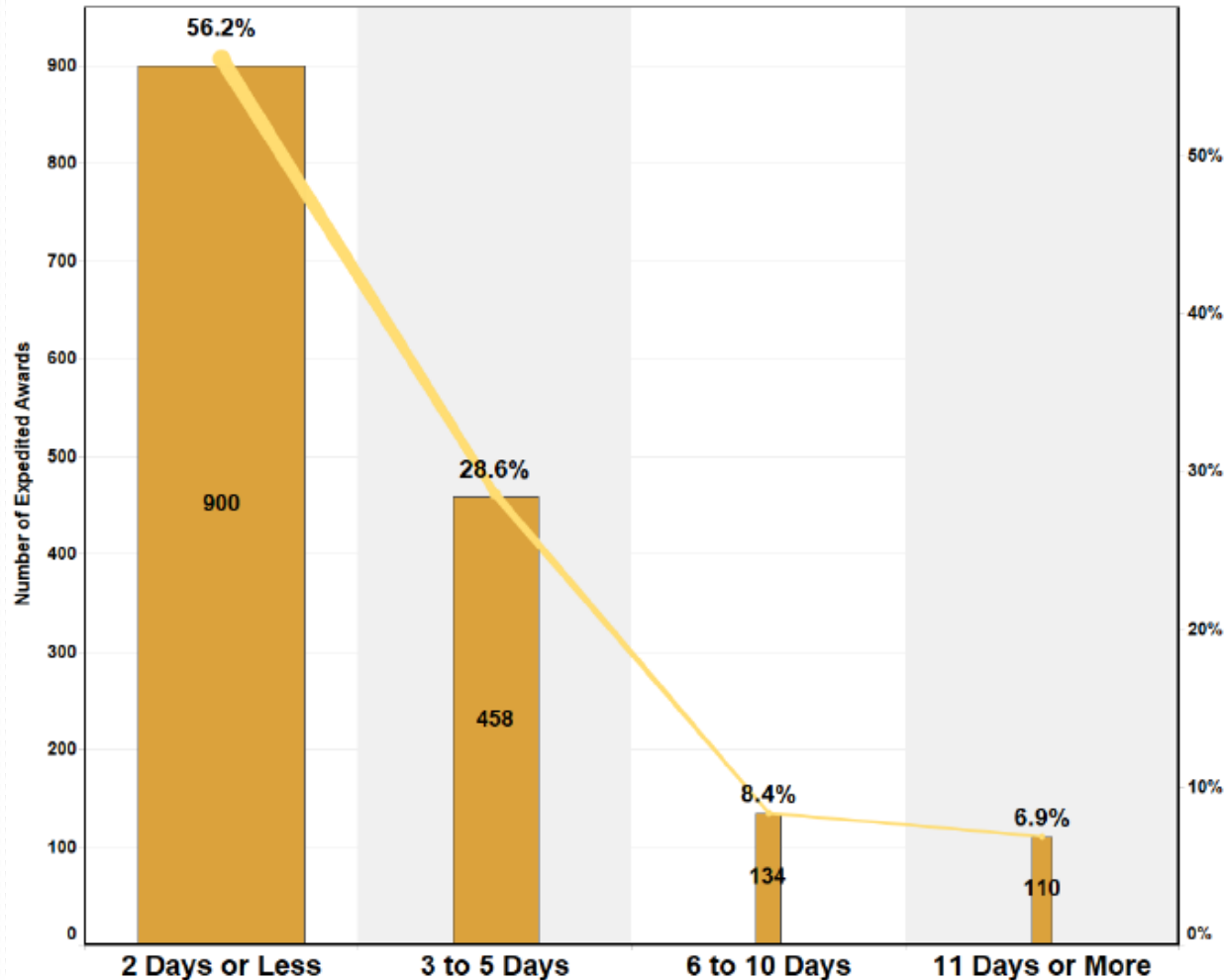
Award Processing Times – Expedited versus Complex FY13 – FY16



- Consistent processing timeline for expedited awards.

- Five business day reduction in processing times for complex awards!

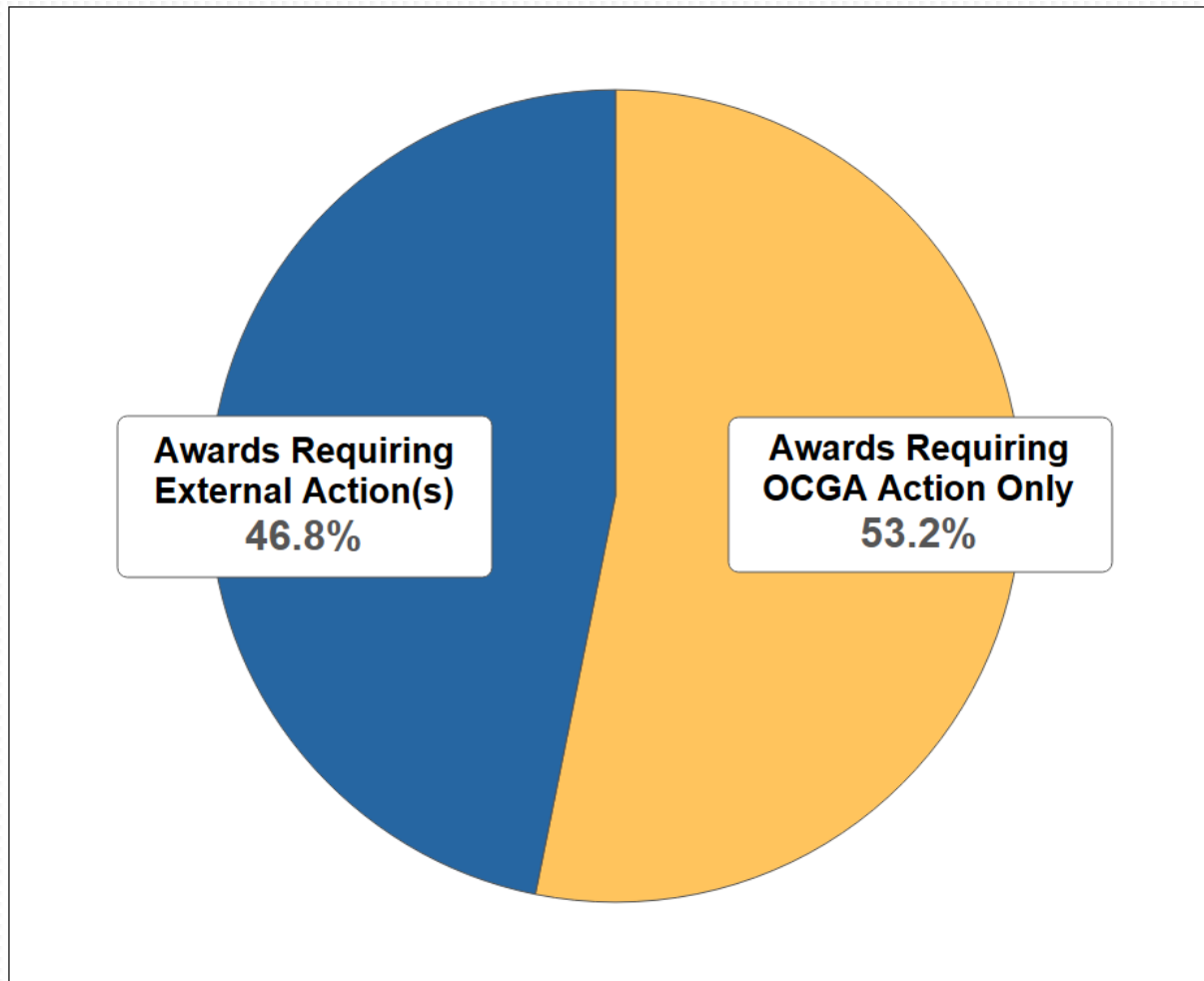
Expedited Award Processing FY16



- Favorable terms – no negotiation/no signature
- Missing Internal documents (signed eEDGE forms, EPASS, IRB/ARC Approvals)
- FCOI reviews (small percentage)

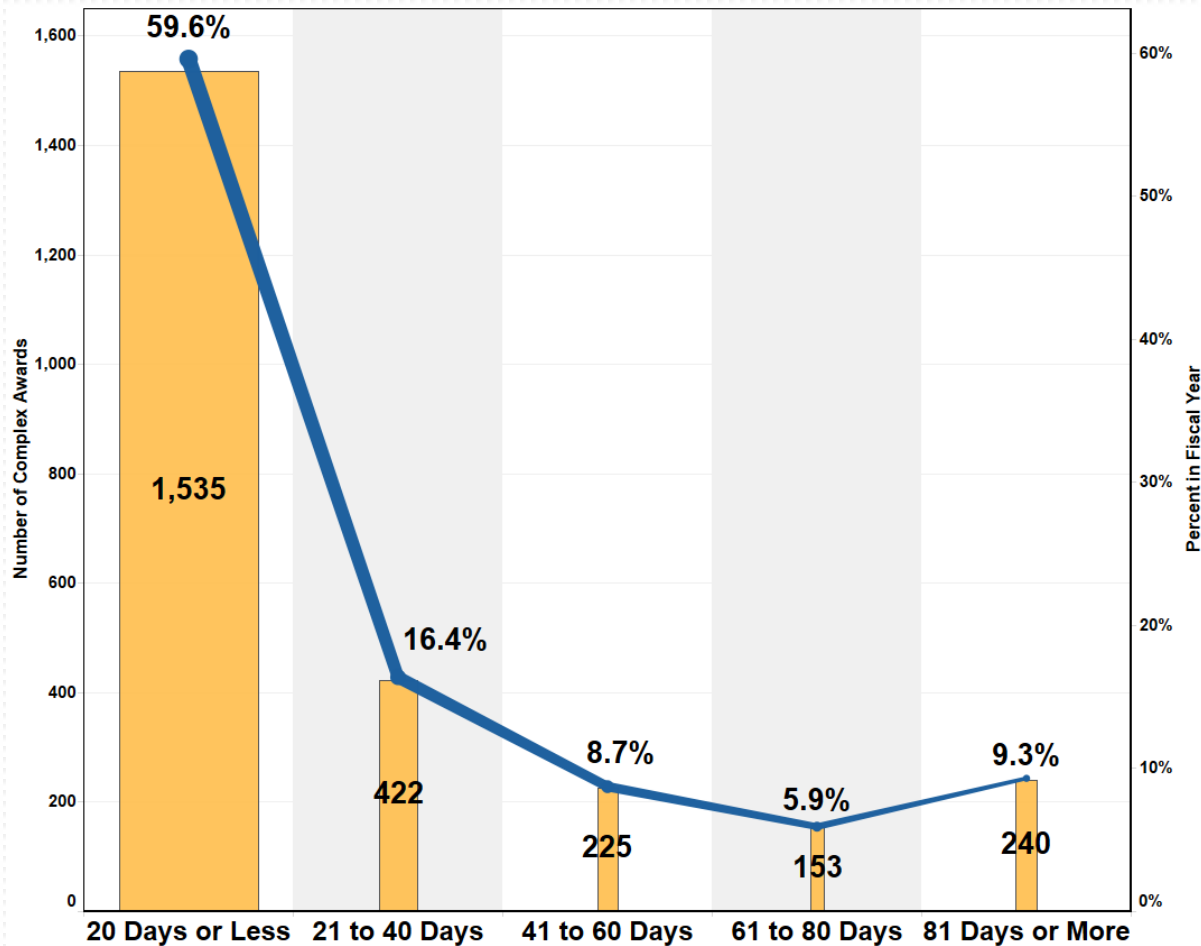
Expedited Award Processing

FY16



- Majority of expedited awards did not require input from department, RPC, IRB, ARC, etc.
- Ensures two-day turnaround time.
- Complete proposal materials lead to efficient, quick award processing and fund number assignment.

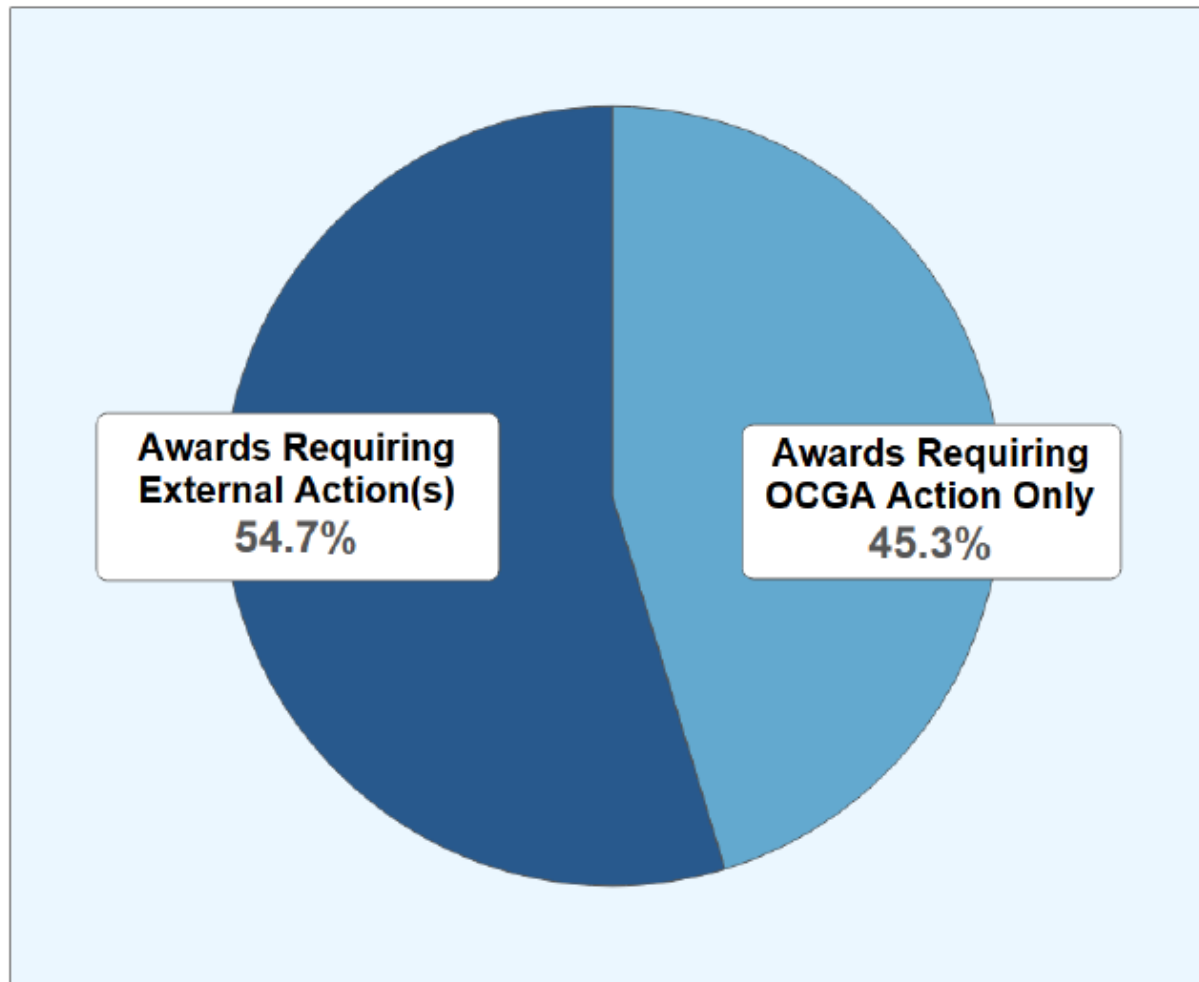
Complex Award Processing FY16



- Missing Internal documents (signed eEDGE forms, EPASS, IRB/ARC Approvals)
- Protracted negotiations
- Internal UCLA/UCOP review/approvals

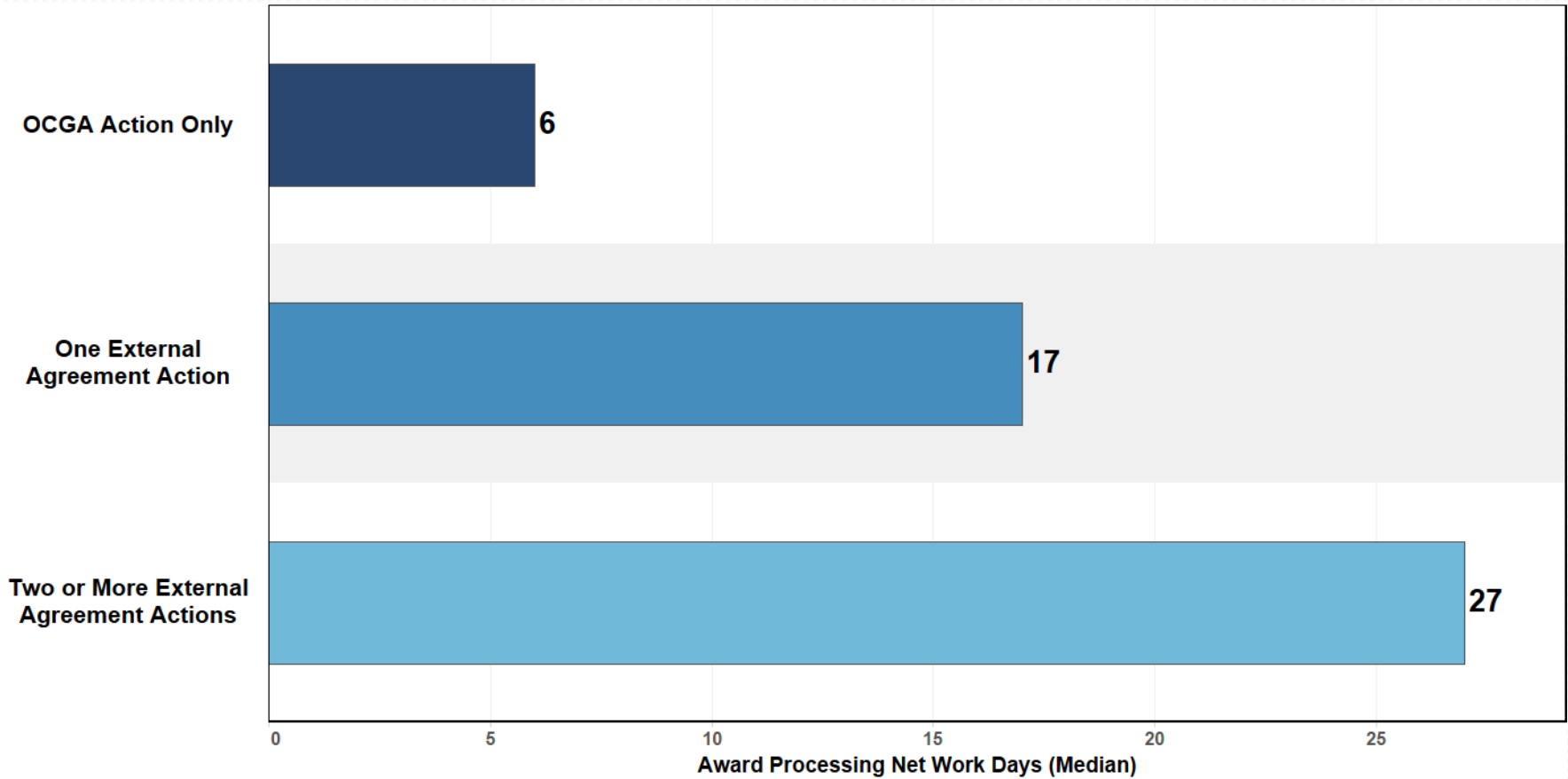
Complex Award Processing

FY16



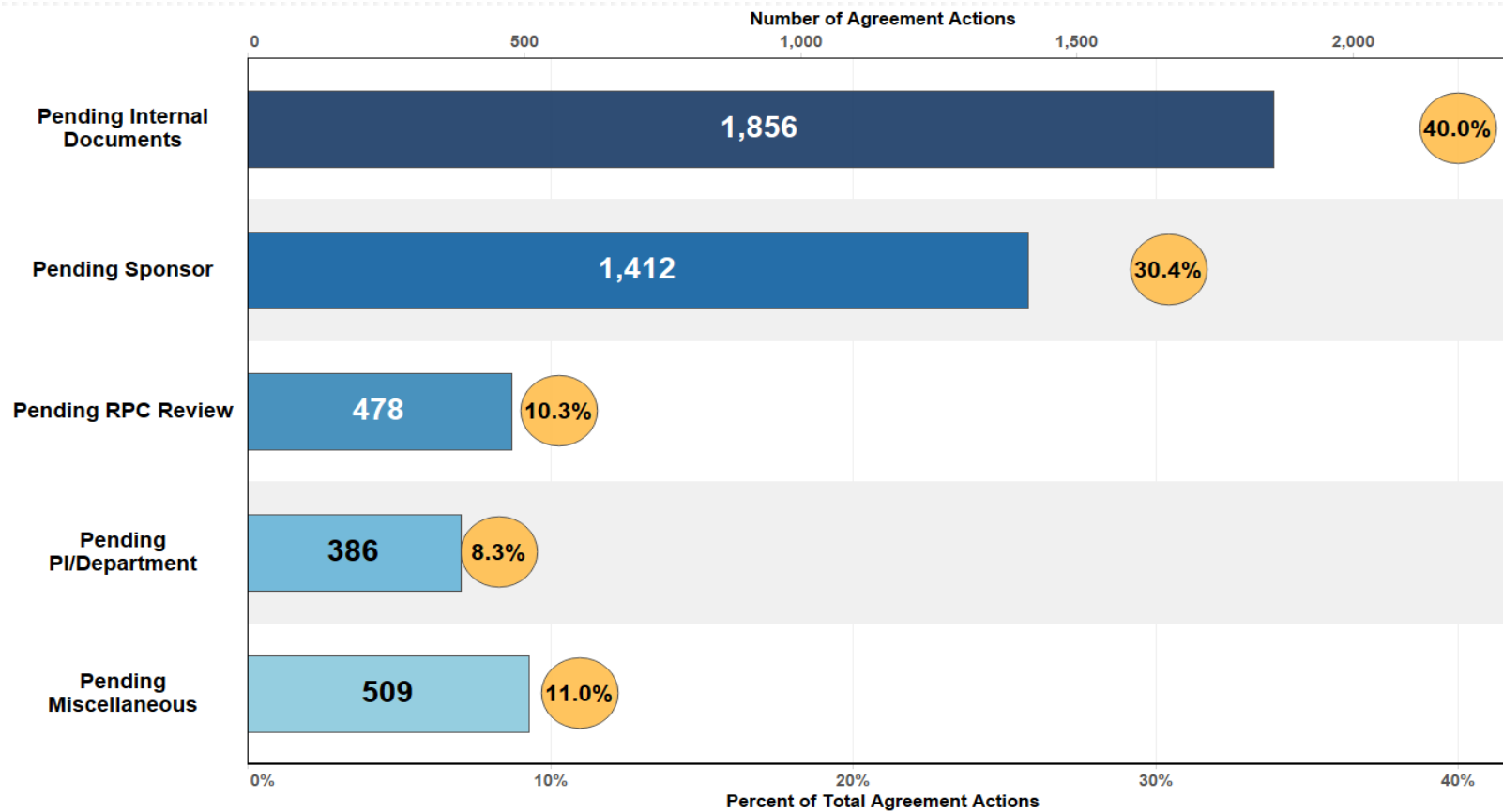
- Complex awards require increased interaction outside OCGA.

Complex Award Processing FY16



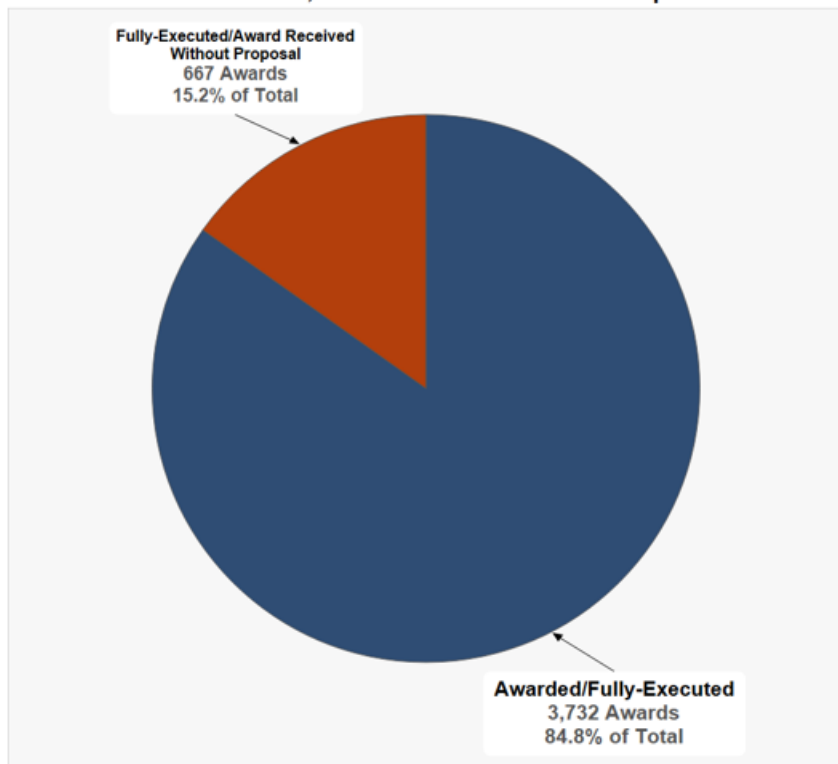
Common Agreement Statuses

FY16

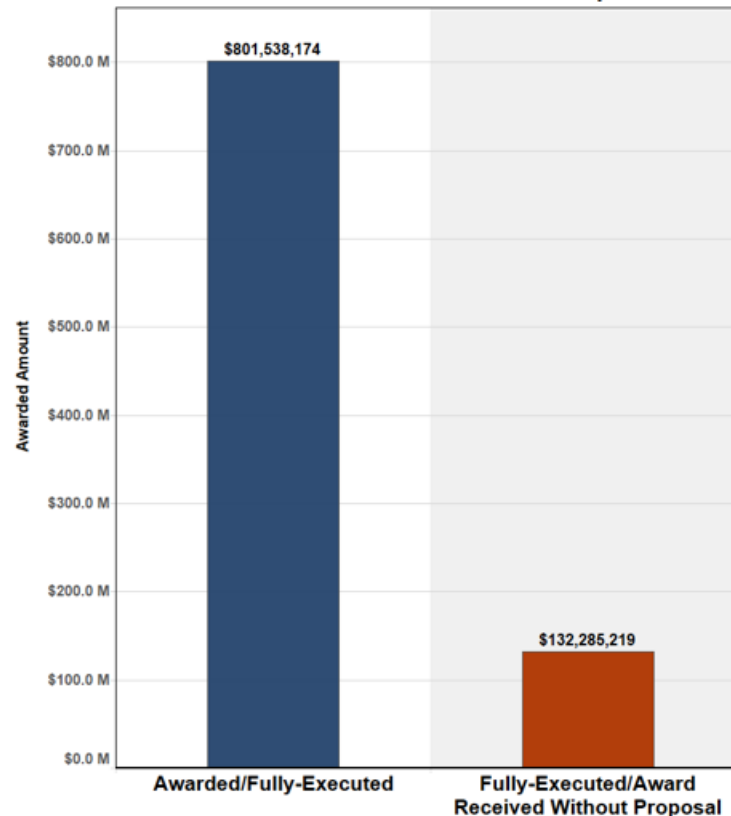


Awards Received without Proposal FY16

FY 2016 Awards, Received With or Without Proposals



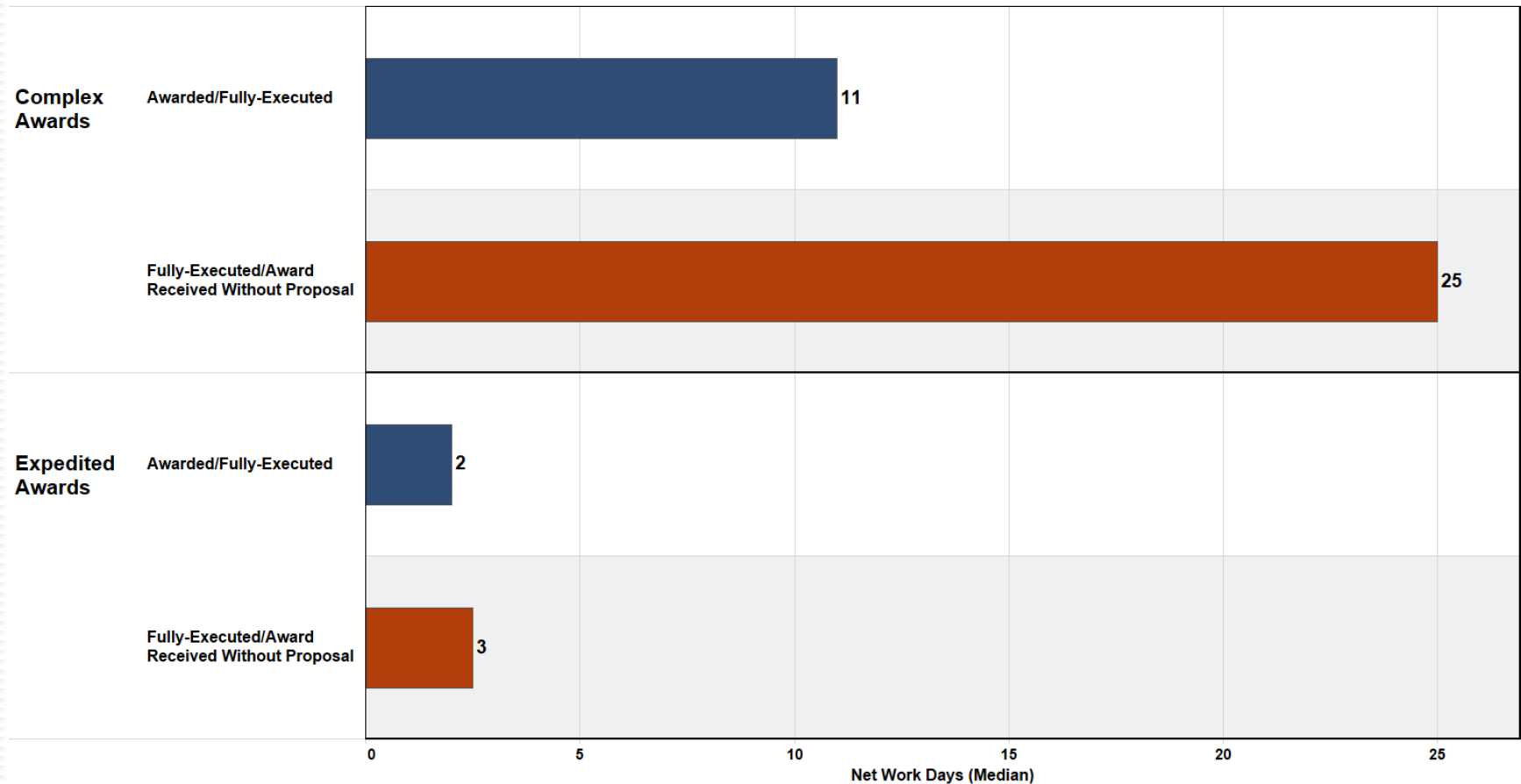
FY 2016 Awarded Dollars With or Without Proposals



- Average of 63 awards per month.
- \$132.3M awarded dollars.

Awards Processing Timelines – Award Received *with* versus *without* Proposal FY16

Median WD Update

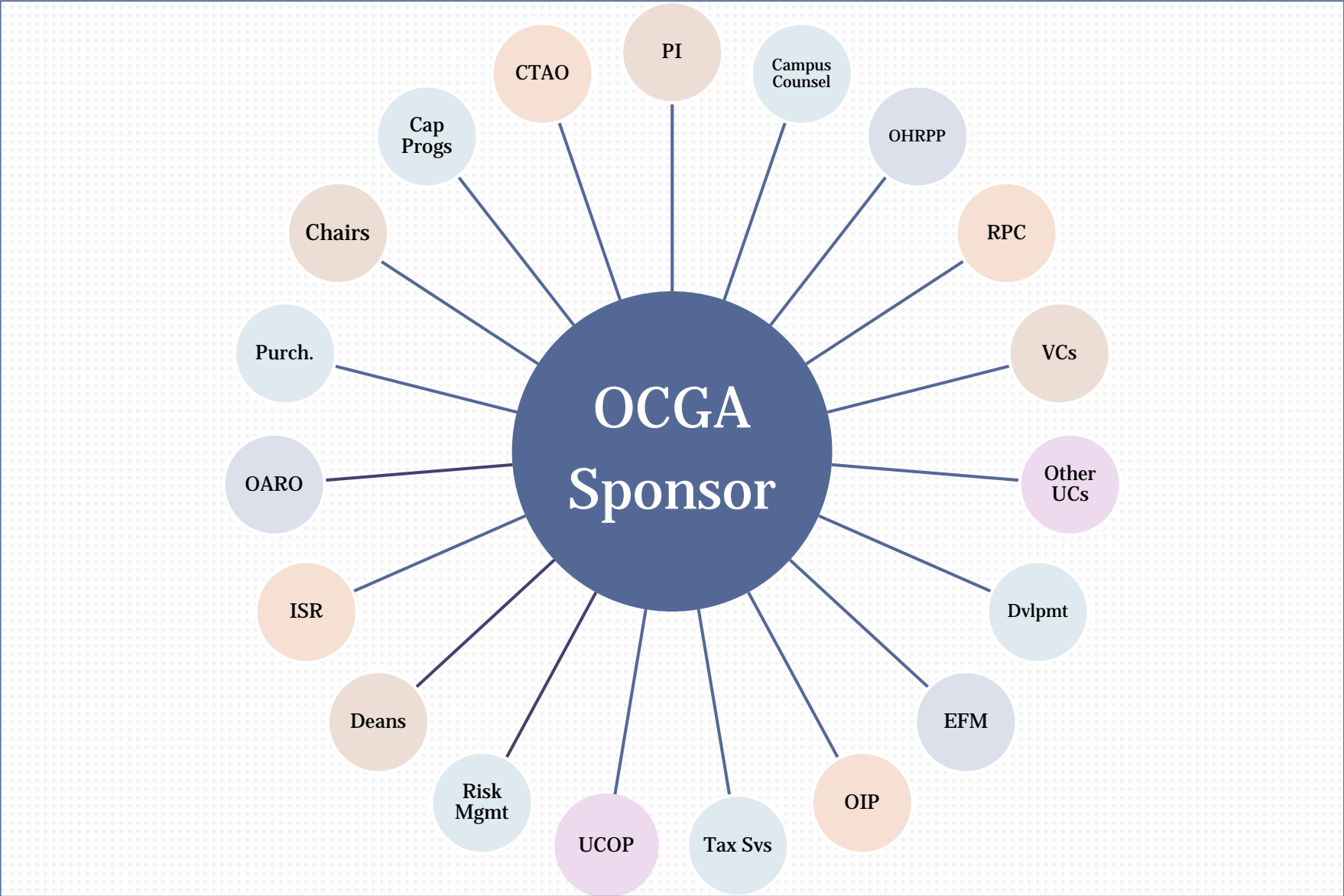


Awards Received without Proposal FY16

- 30% of Charitable/Non-Profit awards received without proposal.
- 15% of all awards received without proposal.

FY 2016 Award Counts by Sponsor Type

Sponsor Type Category	Awarded/Fully-Executed	Fully-Executed/Award Received Without Proposal	Sponsor Type Total
Federal Government	1,949	74	2,023
Business & For-Profit	30	16	46
State & Other Government	127	73	200
Higher Education	804	167	971
Charitable & Non-Profit Organizations	822	337	1,159
Overall Total	3,732	667	4,399



Staff Updates

NEW Staff:

- Tameka Pratt – Grant Analyst
Program Assistant with the Department of Justice. Expertise in pre- and post- award activities including review of grant LOIs and proposals, monitoring expenditures and financial statements, and reviewing federal grants and cooperative agreements.
- Tawnya Charters – Grant Analyst
Harvard University Graduate School of Arts and Sciences. NSF proposal experience, managed NSF fellowship grants supporting over 350 fellows.
- Emery Ham – Proposal Intake Specialist
Quality Assurance Administrative Assistant/Coordinator at a radiological diagnostic firm. Extensive data creation, review and audit expertise.

Questions?



Grant Updates

Research Administrator's Forum

October 13, 2016

NASA – ROSES

(Research Opportunities in Space & Earth Science)

[NASA RA - ROSES 2016](#)

[NASA ROSES Budget FAQs](#)

Full Budget

Cover Page – Budget

Proposal Attachments – Total Budget

Blinded Budget

Proposal Attachments – Proposal Document

Includes “Blinded” Detailed Budget & Justification

- “Do **NOT** included any values for salary, fringe or overhead”

NASA – ROSES

(Research Opportunities in Space & Earth Science)

Cover Page - Budget

- Data entry detailed budget that lists all cost
- Includes salary, fringe, and indirect costs

Budget
A. Senior/Key Person
B. Other Personnel
C. Equipment Description
D. Travel
E. Participant/Trainee Support Costs
F. Other Direct Costs
H. Indirect Costs

NASA – ROSES

(Research Opportunities in Space & Earth Science)

Proposal Attachments – Total Budget

- Full Budget Justification
- Full Detailed Budget can be in any format
 - Incl personnel, fringe, subs, overhead

Proposal Attachments

* At least one document of this type is required for submission.
(1) Only one of this document type can be attached to a Proposal/NOI.
(M) Multiple files for this document type can be attached to a Proposal/NOI.

Type	File Name	Date Uploaded	Options
Proposal Document * (1)			
Total Budget (1)			

NASA – ROSES

(Research Opportunities in Space & Earth Science)

Proposal Attachments – Proposal Document Includes “Blinded” Detailed Budget & Justification

- Detailed Budget & Budget Justification
 - “Do **NOT** included any values for salary, fringe or overhead”
 - Do include subcontracts/subawards & consultants

Proposal Attachments

* At least one document of this type is required for submission.
(1) Only one of this document type can be attached to a Proposal/NOI.
(M) Multiple files for this document type can be attached to a Proposal/NOI.

Type	File Name	Date Uploaded	Options
Proposal Document * (1)			
Total Budget (1)			

NIH – Continuing Resolution

NOT-OD-17-001

- Non-competing Continuations to be awarded “generally up to 90%”
- Additional funds maybe provided following FY2017 appropriations enacted

Reminder: NIH Salary Cap & NRSA stipend levels & tuition/fees paid at current FY2016 rates

NIH – eCommons

Prior Approval – Withdrawal Request

Rejection: 2 days after proposal submission

Withdrawal: more than 2 days after proposal submission; prior to review & summary statement



eCommons

- SO or PI can initiate request
- If PI initiated, PI to route to OCGA for SO Approval
- Email OCGA to ensure timely submission
- SO approval required for Withdrawal

NIH – eCommons

Prior Approval – \$500k Proposal Request

- PI contact PO to discuss scientific reasoning for submitting proposal over \$500k
- If PO approves, PO to send email to PI/SO
 - PI to log into eCommons / Prior Approval tab
 - click “List My Requests”
 - under “Request Type”, choose “\$500k Request”
 - Enter: Title, FOA, Submission Date, Justification
- If PO approves, PO send approval email to PI

Please provide approval email to OCGA when submitting proposal for review/submission.

NIH – Good Clinical Practice (GCP)

Effective after January 1, 2017

NOT-OD-16-148

- Good Clinical Practice (GCP) – training provides level of assurance for Clinical Trial and Human Subject compliance; “assures safety, integrity, and quality of clinical trials”
- Applies to **ALL** NIH-funded Investigators & Staff (i.e. research/study coordinator, research/study nurse, etc.) “involved in the conduct, oversight, or management of Clinical Trials”
- GCP training certification last three years

NIH – Good Clinical Practice (GCP)

Effective after January 1, 2017

How can I tell if my Investigators or Staff have completed their GCP Training?

- Go to the [OHRPP CITI Training Website](#)

CITI Training Completion List

CITI Training Completion List - As a courtesy, OHRPP provides a searchable listing of UCLA personnel who have completed the CITI training. The list is updated Monday through Friday. Please allow 24 hours after completing the CITI training for your name to appear on the list. OHRPP cannot guarantee that the list is complete. If you completed the training and your name does not appear on the list, please follow the link at <http://www.citiprogram.org> to obtain a copy of your CITI certification of completion.

Last Name	First Name	DEPARTMENT	DEPT	Learner Group or Course Taken	Completion Date	Expiration Date	Type of Course
Bruin	Joe	Best Dept Ever	1111	Good Clinical Practice	10/13/2016	10/12/2019	GCP

NIH – Institutional Training Grant

.....Coming Soon!!!!

MASTER TRAINING

<http://www.research.ucla.edu/ocga/training-calendar.html>

OCTOBER

NSF FastLane and Research.gov

Wednesday, October 19, 2016

Kinross, Suite 210

9:30am-11:30 am

New training currently under development.



Outgoing Subaward Process Timelines

Includes an update on *FDP Subaward Forms* (outgoing & incoming)

Mary Haskins, OCGA Outgoing Subaward Team

How:

- How long does it take to process an outgoing Subaward/Subaward Amendment?
- **It depends!**



Why:

- Processing timelines are only as good as the documents submitted to the Subaward Team.
- There are Common Issues, which have increased, that slow down processing timelines.

Who:

- Probably not you - but this may be affecting your outgoing Subaward process timelines.



Common Issues that Slow Down Outgoing Subaward Process Timelines

UCLA OCGA Subaward Checklist Form

(i.e. the internal UCLA form to request that a Subaward/Subaward Amendment be issued)

- Not submitted or not submitted to **ocgasubawards@research.ucla.edu**
- Incomplete, inconsistent (doesn't match backup docs), or outdated (not "**Revised 12/1/2015**")
- Lack of corresponding **Attachments**
 - UCLA Subrecipient vs Contractor Determination Form
 - Subrecipient Commitment Form (or LoI for FDP Pilot Participants) from Authorized Official
 - For Foreign/Nonprofit/For-profit: the additional documents triggered by Commitment Form
 - Subrecipient Scope of Work (SoW) – adequately detailed to clearly define responsibilities and monitor progress
 - Subrecipient Subject Use Approvals

Checklist: Not submitted or not submitted to ocgasubawards@research.ucla.edu

Reminder: the OCGA Subaward Team does **not** have access to the BruinBuy system.

Attachment C

UCLA OCGA SUBAWARD CHECKLIST
(USE FOR ALL NEW OR AMENDED SUBAWARDS ISSUED BY UCLA)

EMAIL THIS COMPLETE FORM WITH ALL REQUIRED BACKUP DOCUMENTATION TO:
ocgasubawards@research.ucla.edu

NEW SUBAWARD
(Complete all information, except *section)

*** AMENDMENT and/or CHANGE ORDER TO CURRENT SUBAWARD**
(Complete all information, including * section)

UCLA INFORMATION

1. UCLA Requisition or Purchase Order # _____ Amendment # _____

2. UCLA PI _____

3. UCLA Department _____ Dept Contact _____ Ext: _____

4. UCLA Account & Fund No _____ 4a. For mailing purposes only: Recharge ID _____

5. Award number of the UCLA Grant/Cooperative Agreement _____

6. Name & address of person to whom invoices should be sent:

SUBAWARD INFORMATION

7. Subrecipient Name: _____

8. Subrecipient Address: _____
 Phone No.: _____ Email: _____

9. Name & address of person to whom payment should be sent (Requisition VCK No. should match with

Checklist: Incomplete or outdated – not using “Revised 12/1/2015”

Reminder: if you have saved previous versions of Subaward forms on your local computer, please replace them with the versions dated 12/1/2015.

UCLA_OCGA_Subaward_Checklist.pdf - Adobe Acrobat Pro DC
 File Edit View Window Help

Comments:

Conflict of Interest-UCLA Principal Investigator certifies that he/she Does / Does Not have a financial interest of any kind in the proposed Subrecipient. If he/she does, please notify the OCGA Subaward team at ocgasubawards@em.ucla.edu.

I have reviewed the Subrecipient’s budget (attached) and believe that all cost stated therein to be reasonable and appropriate for the work to be performed in Subrecipient’s statement of work (attached). In the event this action represents an increment continuation or a no cost time extension, I certify that the Subrecipient’s performance goals have been achieved and to the best of my knowledge, the costs included are reasonable and appropriate for the work performed.

Signature of Principal Investigator or Authorized Representative Date

Checklist: Lack of Attachments

UCLA_OCGA_Subaward_Checklist.pdf - Adobe Acrobat Pro DC

File Edit View Window Help

13. Subaward overall period of performance date: _____ thru: _____

Estimated amount funded \$ _____

14. This action budget period start date: _____ end date: _____

15. This action funds obligated in the amount of: _____

Cumulative funding to date: (if applicable) _____

ATTACH THE FOLLOWING DOCUMENTS (if applicable):

- UCLA Award Snapshot
- UCLA Subrecipient vs Contractor Determination
- Subrecipient Commitment Form
- Subrecipient Statement of Work
- Subrecipient Budget and Justification
- PHS FCOI form
- Subrecipient IRB approval (if Human Subjects are used)
- UCLA Fair & Reasonable Cost Analysis Form
- Subrecipient IACUC approval (if animals subjects)
- Subrecipient F&A (indirect cost) rate agreement (if subrecipient is not a universi

LACK OF ATTACHMENTS WILL SLOW DOWN THE PROCESS OF YOUR OUTGOING SUBAWARD

OTHER:

- If subrecipient must provide cost sharing, matching funds, in-kind, provide detail in comments.
- Is program income anticipated? Yes No
- Special funding requirements provide detail in comments.
- The subaward will flow down any prime sponsor restrictions. If there are additional restrictions t should be included, please describe in comments.

8.50 x 11.00 in

So....

If the correct Checklist is submitted,
to the correct email address (as noted on Checklist),
with the correct Attachments (as noted on Checklist),
the processing timeline for your Subaward will be good.

If *everyone on campus* does this, it will be even better.



ALSO - Federal Demonstration Partnership (FDP) Subaward Forms Update

What:

- A streamlined, standard set of terms and conditions that have been widely accepted, that comply with federal regulations and policies, and that help **expedite issuance, review and negotiation of certain subawards between FDP member institutions.**

When and Who:

- Federally-funded research where all three parties are FDP members (i.e. 3 = FDP):
 - *Prime Sponsor*
 - *Pass-through Entity (PTE)*
 - *Subrecipient*

FDP Subaward Forms

FDP CR 9.2016_00.00.pdf - Adobe Acrobat Pro DC
File Edit View Window Help

FDP Cost Reimbursement Research Subaward Agreement		
Pass-through Entity (PTE): The Regents of the University of California	Subrecipient:	
PTE Principal Investigator:	Subrecipient Principal Investigator:	
Federal Awarding Agency:	PTE Federal Award No.:	
Project Title:		
Subaward Period of Performance:	Amount Funded This Action:	Subaward No.:
Start: End:	\$	
Estimated Project Period (if incrementally funded):	Incrementally Estimated Total:	Is this Award R & D
Start: End:	\$	Yes or No
Check all that apply: <input type="checkbox"/> Subject to FFATA (Attachment 3B) <input type="checkbox"/> Cost Sharing (Attachment 5)		
Terms and Conditions		
<p>1. PTE hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The statement of work and budget for this Subaward are (check one): <input type="checkbox"/> as specified in Subrecipient's proposal dated or <input checked="" type="checkbox"/> as shown in Attachment 5. In its performance of Subaward work, Subrecipient shall be an independent entity and not an employee or agent of PTE.</p> <p>2. PTE shall reimburse Subrecipient not more often than monthly for allowable costs. All Subrecipient's standard invoice, but at a minimum shall include current and cumulative Subaward number, and certification, as required in 2 CFR 200.415 (a). Invoices that number shall be returned to Subrecipient. Invoices and questions concerning invoice directed to the party's Financial Contact, as shown in Attachment 3A.</p> <p>3. A final statement of cumulative costs incurred, including cost sharing, marked "FINAL Financial Contact, as shown in Attachment 3A, NOT LATER THAN 60 days after Subaward end date.</p>		

Effective July 1, 2016, EFM allowed an additional 7 calendar days for the department to submit a closeout packet when a fund includes expenses of FDP partner sub-awardee.

FDP Subaward Forms Update – updated annually around Sept.

FDP CR 9.2016_00.02 Other.pdf - Adobe Acrobat Pro DC

Subaward Number

Attachment 2
Research Subaward Agreement
Federal Award Terms and Conditions

Sponsor Agency

NIH
 NSF
 USDA
 EPA
 NASA
 AFOSR
 ARO
 ONR
 AMRMC
 AMRAA
 Other Agency

Required Data Elements

The data elements required by Uniform Guidance are incorporated as follows:
(Select One)

Copy of Award Notice
 As Entered

Federal Award Issue Date	FAIN	CFDA No.
<input type="text"/>	<input type="text"/>	<input type="text"/>
CFDA Title		
<input type="text"/>		

Agency-Specific Certifications/Assurances

By signing this Research Subaward Agreement, Subrecipient makes the certifications and assurances required by Uniform Guidance: 2 CFR 200 et seq.

General Terms and Conditions

- Conditions on activities and restrictions on expenditure of federal funds in appropriations acts are applicable to this subaward to the extent those restrictions are pertinent. This includes any recent legislation noted on the Federal Awarding Agency's Award Conditions website:
- 2 CFR 200 and 45 CFR Part 75.
- The Grants Policy Statement, including addenda in effect as of the beginning date of the period of performance or as amended found at:
- Interim Research Terms and Conditions found at:
and Agency Specific Requirements found at: except for the following:

***FDP Subaward Forms Update –
new Attachment 2 requirements may slow down processing
(outgoing and incoming) as we may need to reach out to you/PI:***

- Multiple PIs (MPIs): If the Federal Award [NIH Only] includes MPIs, include a copy of the MPI Leadership Plan;
- If under Data Sharing and Public Access Policy, include a copy of approved Data Management/Sharing Plan; and
- Human Subjects Data:
 - **Identify if Human Subjects Data will be exchanged under this Subaward project, and if so:**
 - **Which direction, and**
 - **Set forth the terms of the exchange of human subjects data.**

Subawards

- Please share this information with investigators and research administrators in your department/unit.
- In addition, if you have any questions about outgoing Subawards, please contact the OCGA Outgoing Subaward Team:
 - Assistant Director of Outgoing Subawards, Sharon Lam, slam@research.ucla.edu
 - Subaward Officer, Mary Haskins, mhaskins@research.ucla.edu
 - Website: <http://www.research.ucla.edu/ocga/sr2/Subawards.htm>
- General questions?

Thank you!

RESEARCH ADMINISTRATION

Extramural Fund Management

October 13, 2016

Today's Topics

- Staff Update
- New Fund Closeout Procedure
- Change to Restriction of Object Codes

Staff Update

- Val Gomez
 - Promoted to Accountant II, October 1, 2016
 - Manage Physics and Astronomy, Molecular Cell and developmental biology, and various departments under division of Life Science.

- Maribel Gomez
 - Joining EFM as Accountant I, starting Monday, October 17, 2016
 - Will manage Anderson Graduate School of Management, School of Arts and Architecture, Herb Alpert School of Music, International institutes, and some other departments on north campus.

New Fund Closeout Procedure

Yoon Lee

Status Update

RAF in September 2016

- Background, goals and objectives of new fund closeout procedure
- Procedure overview
- Exclusion of expenses in absence of documentation
- Examples of high risk transactions that will be subject to exclusion when adequate documentation is not provided for federal and federal pass through funds :
 - Administrative salaries
 - Equipment purchased late

Later in October 2016

- A draft of the procedure will be posted to EFM website to solicit feedback. Your feedback is welcome and appreciated.
- When posted, it will be announced through ORA listserv.

Notifications

EFM will send multiple notifications to the PI and the department research administrator to communicate that a fund will soon expire or has expired and a closeout packet (COP) is due to EFM.

- Fund expiration notifications: No change
 - 90 days and 30 days prior to and on the day of fund expiration
 - PI and the department administrator
- COP reminders: will be sent 15 calendar days prior to the COP due date

	Under current procedure	Under new procedure
Fund group	For federal funds only	For all sponsored project funds
Timing	45 days after the fund end date	15 days prior to the COP due date
Recipients	PI, Department administrator	PI, Department administrator

Closeout Packet Deadlines

- Closeout packet (COP) deadline will remain same.

Final due date to the Sponsor	COP due date to EFM
60 days or more after the fund end date	30 days prior to the sponsor deadline (e.g. if the sponsor deadline is 90 days, the COP due date is 60 days after the fund end date)
15-59 days after the fund end date	Sponsor deadline divided by 2 (e.g. if the sponsor deadline is 40 days, the COP due date is 20 days after the fund end date)
14 days or fewer after the fund end date	EFM requires minimum 7 calendar days prior to the sponsor deadline.

Notifications - FAQ

- I do not receive any notifications. What should I do to receive them?
 - EFM sends out automatic notifications using department contact info in PATS. First contact your local IT office to add yourself to a distribution list stored in PATS.
 - For more detail steps, refer to FAQ #25 on EFM website.

- It is critical to have the updated contact information in PATS to receive notifications.
 - For the federal fund closeout procedure, EFM used to manually forward COP reminders for departments missing the contact info in PATS.
 - As communicated at RAF in November 2015, the manual forwarding service discontinued effective January 1, 2016.

Past Due Financial Deliverables

- While planning to implement new fund closeout procedure effective January 1, 2016, EFM is addressing past due financial deliverables.
- High priority will be place for federal and federal pass through funds.
- Wave 1 population (Federal past due deliverables due June 30, 2014 or prior) was completed in April – June 2015.
- Federal fund closeout procedure was issued in May 2015 and applicable to federal funds expired June 30, 2015 or after.
- Wave 2 population: Federal financial deliverables due July 1, 2014 through September 30, 2015 but not completed.
- EFM accountants have been contacting the department that have wave 2 population to request submission of COPs.
- The same procedure applied to address the wave 1 population will be applied to the wave 2.

Change to Restriction of Object Codes

Jen Ear

Object Code Review

- Guess the picture



Object Code Review

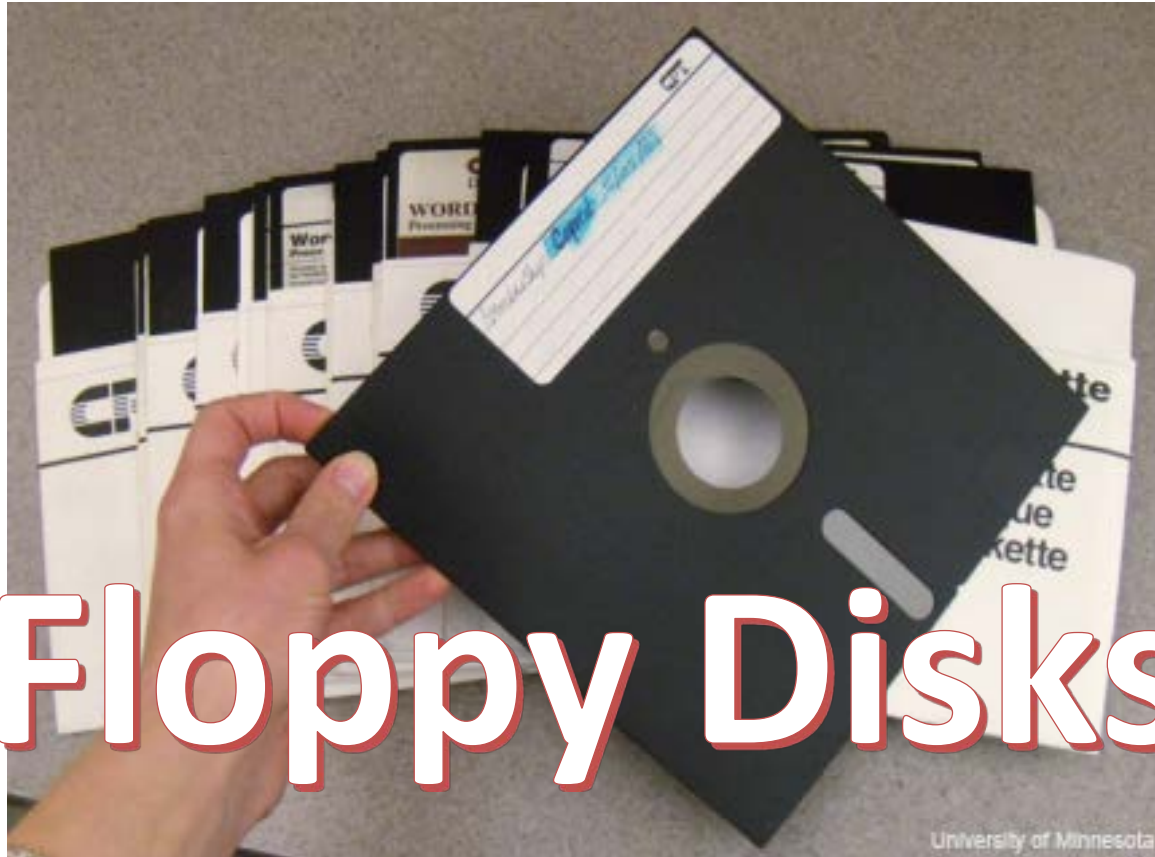
- Guess the picture

Dinosaur



Object Code Review

- Guess the picture



Object Code Review

- Guess the picture



Object Code Review

- What's the theme?

Change is good



Object Code Review

- What is an object code?
 - Object codes describe the nature of expenses in general categories and are intended to assist departments in budget planning and reporting.

- Restrictions on object codes
 - Restriction designations of “Allowable”, “Warning” and “Unallowable” are assigned to each object code.
 - Restrictions are intended to provide guidance to department users to identify what generally allowable costs are and potentially questionable costs that may require additional documentation and/or justification.
 - Restrictions assist in ensuring the University is in compliance with sponsored research guidelines.

Object Code Review

- Restrictions on object codes (cont'd)
 - With changes in regulations, such as Uniform Guidance, it is appropriate that a review of restrictions is performed periodically to ensure alignment with current guidelines

Object Code Review

- Evaluating Appropriateness of Restrictions
 - Do our restrictions on object codes align with current industry standards and regulations?
 - Are our restrictions too stringent by requiring justification when industry standards do not?
 - Are our restrictions too lax by not highlighting costs generally considered questionable by industry standards?
 - Are we leaving too much room for interpretation?
 - What are the implications of restriction changes?

Object Code Review

- Impact Assessment
 - Considerations were made for all of the questions previously posed
 - EFM and CFS reassessed 437 object codes within the financial system.
 - To supplement our review, data analysis for FY14 and FY15 was conducted to determine frequency and dollar amount associated to object codes on restricted contract and grant funding.

Object Code Review

- Comparisons of Restrictions Before and After

RESTRICTION	BEFORE	AFTER	INTO	OUT OF	NET CHANGE
Allowable	208	209	18	(17)	1
Warning	90	60	11	(41)	(30)
Unallowable	139	165	29	(3)	26
Close	0	3	3	0	3
TOTAL	437	437	61	(61)	

- Changes yield increases and decreases in several restriction categories
- Overall 61 object codes have restriction changes proposed

Object Code Review

- Codes with Proposed Restriction Changes

Change From \ Change To	Allowable	Warning	Unallowable	Closed	Total
Allowable		11	6		17
Warning	18		23		41
Unallowable				3	3
Total	18	11	29	3	61

- 17 Moved out of Allowable
 - 11 Warning and 6 Unallowable
- 41 Moved out of Warning
 - 18 Allowable and 23 Unallowable
- 3 Moved out of Unallowable into Closed

Object Code Review

- Highlight of Changes
 - Warning to Unallowable
 - 4700: Office Supplies

Object Code	Applicable Subs							Restrictions	Object Code Title	Description
	03	04	05	07	08	09	9H			
4700	X	-	X	X	X	-	-	WARNING	OFFICE SUPPLIES	PENCILS, PAPER, BINDERS, CALCULATORS...

– FY14: \$1,659,327.92 (798 count)

– FY15: \$1,686,675.88 (813 count)

- Code will have a hard stop in the system impeding the use of the code on restricted funding.
- For project specific supplies, department should utilize allowable code 4771: Project Specific Office Type Supplies

Object Code	Applicable Subs							Restrictions	Object Code Title	Description
	03	04	05	07	08	09	9H			
4771	X	-	X	X	X	-	-	ALLOWABLE	PROJECT SPECIFIC OFFICE TYPE SUPPLIES	OFFICE TYPE SUPPLIES TO BE USED FOR SPECIFIC PROJECT

Object Code Review

- Highlight of Changes

- Allowable to Unallowable

- 3248: Bad Debt Expense-other

Object Code	Applicable Subs 03 04 05 07 08 09 9E	Restrictions	Object Code Title	Description
3248	X - X X X - -	ALLOWABLE	BAD DEBT EXPENSE-OTHER	

- 3398: Fines And Penalties

3398	X - X X X - -	ALLOWABLE	FINES AND PENALTIES	FOR SPONSORED FUNDS, SPECIAL DOCUMENT REQ'D
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- 3405: Land Use

3405	X - X X X - -	ALLOWABLE	LAND USE	INTERNAL SERVICE-RECHARGES ONLY
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- Combined FY14: \$0.00 (0 count)

- Combined FY15: \$0.00 (0 count)

- Code will have a hard stop in the system impeding the use of the code on restricted funding.

Object Code Review

- Highlight of Changes
 - Allowable to Warning
 - 3285: Custodial Services

Object Code	Applicable Subs							Restrictions	Object Code Title	Description
	03	04	05	07	08	09	9H			
3285	X	-	X	X	X	-	-	ALLOWABLE	CUSTODIAL SERVICES	

- FY14: \$56,366.60 (100 count)
- FY15: \$40,548.33 (65 count)
- Facilities maintenance type charges are normally considered part of the indirect cost pool.
- The code will appear as a warning item and department administrators will have to provide justification on the allowability of the expense as a direct cost.

Object Code Review

- Implementation
 - Change in system will be in the coming months
 - GA website will be updated to reflect changes

- Communication
 - Campus will be notified upon implementation

- Resources
 - Non-Payroll Object Code Lookup
 - <http://ga.accounting.ucla.edu/>

Object Code Review

Questions



Contact information

EFM Website

www.efm.ucla.edu

Yoon Lee

X40375

yoon.lee@research.ucla.edu

Jen Ear

X42834

jen.ear@research.ucla.edu