



Research Administration Forum

June 18, 2020

Welcome and Announcements

- This is NOT being recorded
- We will answer questions at the end of each segment as time permits
- Submit questions via Zoom Q&A window
- Slides will be posted on ORA website following the meeting

Agenda

- **Welcome & Announcements** – *Marcia Smith*
 - Survey questions
- **OCGA FDP Updates** – *Kristin Lund*
- **OHRPP Clinical Research Ramp-up** – *Kristin Craun*
- **EFM Preparation for Releasing Effort Reports, Fiscal Year Journal Corrections of UCPath Issues, Benefit Cost Transfers** – *Yoon Lee, Andrew Merki*
- **RSAWA Updates** – *Jennifer Perkins*
- **Questions and Discussion**

Announcements

- Today's numbers

UCLA Daily Award Dollar Stats	Fiscal Year 2020 as of 06/17/2020	Fiscal Year 2019 as of 06/17/2019
Total Awarded YTD:	\$1,238,823,797 (6052)	\$1,117,924,722 (5552)
Total Awards In Process:	\$63,834,465 (518)	\$160,950,155 (768)

- ORA Leadership
- Survey Questions



Research Administration
Contract & Grant Administration

Federal Demonstration Partnership (FDP) Updates

from the FDP Virtual Meeting May 21 - 28, 2020

Research Administration Forum

June 18, 2020

FDP Updates: *COVID-19*

- Sponsors adopted the Office of Management and Budget (OMB) authorized administrative flexibilities
- FAQ links and current flexibilities are available on OCGA's website
- Changing landscape so check back often

The screenshot shows the top navigation bar of the UCLA Research Administration website. The navigation menu includes: Home, About OCGA, Proposals / Awards / Outgoing Subawards, Resources, and Submit to OCGA. Below the navigation bar is a grey banner with the text "Welcome to OCGA". The main content area is divided into two columns. The left column contains the text "OCGA's mission is to support UCLA faculty in their sponsored project activities by providing expertise, assistance, and education." followed by "What we do" and a paragraph describing the office's role. The right column features a pink highlighted box with the heading "COVID-19 Updates Related to Sponsored Research" circled in red. Below the heading is the text "Updated April 21, 2020" and a paragraph stating "This page will be updated frequently with information from our sponsors and other resources as the COVID-19 health emergency develops. Please check back often, and consult with your OCGA Officer or Analyst for questions related to specific..."

UCLA Research Administration
Contract & Grant Administration

Home | About OCGA | Proposals / Awards / Outgoing Subawards | Resources | **Submit to OCGA** | Search

Welcome to OCGA

OCGA's mission is to support UCLA faculty in their sponsored project activities by providing expertise, assistance, and education.

What we do

The UCLA Office of Contract and Grant Administration assists the campus research community in reviewing, approving and submitting proposal applications and negotiating and executing contracts and grants from government and non-profit sponsors. OCGA has primary responsibility for the interpretation of University-wide and campus

COVID-19 Updates Related to Sponsored Research

Updated April 21, 2020

This page will be updated frequently with information from our sponsors and other resources as the COVID-19 health emergency develops. Please check back often, and consult with your OCGA Officer or Analyst for questions related to specific

FDP Updates: *COVID-19 (cont.)*

ONR

- Automatic No-Cost Extensions – OCGA has reached out to grantees. If there are any questions, contact your Analyst or Officer.

NASA

- Looking at ways to simplify review practices for augmentation and extension requests for existing awards that could also need Scope of Work changes
- How NASA can work with universities to mitigate risks to graduate students and post-docs

FDP Updates: *COVID-19 (cont.)*

NIH

- Updating COVID flexibilities FAQs weekly
- All changes and delays due to COVID-19 should be discussed in the Research Performance Progress Report (RPPR)



B.1.a Have the **major goals changed** since the initial competing award or previous report? Yes No
If yes, list the revised major goals below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)

B.6 What do you plan to do during the next reporting period to accomplish the goals?
Describe briefly what you plan to do during the next reporting period to accomplish the goals and objectives.
 Discuss efforts to ensure that the approach is scientifically rigorous and results are robust and unbiased. Remember that significant changes in objectives and scope require prior approval of the agency (e.g., NIH Grants Policy Statement, 8.1.2.).
 Include any important modifications to the original plans. Provide a scientific justification for any changes involving research with human subjects or vertebrate animals. A detailed description of such changes must be provided under Changes.

F.3 Significant changes to Human Subjects, Vertebrate Animals, Biohazards, and/or Select Agents
Describe significant deviations, unexpected outcomes, or changes in approved protocols for human subjects, vertebrate animals, biohazards, and/or select agents during this reporting period.

F.2 Actual or anticipated challenges or delays and actions or plans to resolve them
Describe challenges or delays encountered during the reporting period and actions or plans to resolve them.
 Describe only significant challenges that may impede the research (e.g., accrual of patients, hiring of personnel, need for resources or research tools) and emphasize their resolution.
 Nothing to Report
or describe challenges or delays and plans to resolve them below (NIH recommended length is up to 1 page. Limit is 8000 characters or approximately 3 pages.)
NOTHING TO REPORT

- Extensions – Grantees already have ability to do a Grantee-approved No-Cost Extension (NCE), NIH also looking at approving second No-Cost Extensions and considering mid-project extensions

FDP Updates: *ONR*

ONR

- ONR Unilateral Closeout -- currently in the review process, DOD Working Group is looking at drafting a Unilateral Closeout policy that reflects NIH's Unilateral Closeout policy

FDP Updates: *NASA*

NASA

- New NASA guidebook, forthcoming 2020 edition, relatively minor changes to nomenclature

2018 Guidebook Version

- Funding Announcements (FA)
- NASA Office of Education
- Federal Business Opportunities
www.fbo.gov
- Data Universal Numbering System (DUNS)

2020 Guidebook Version

- Notice of Funding Opportunities (NOFO)
- NASA Office of STEM Engagement
- System for Award Management
www.beta.sam.gov
- Unique Entity Identifier (UEI) (12/2020)
- Participant/Trainee
- Government-wide certifications and representation

- Dual anonymous peer review is being piloted
 - Proposals will need to be written in such a way that they do not disclose identities of key personnel
 - Specific guidance regarding how to write an anonymized proposal is available at <https://science.nasa.gov/researchers/dual-anonymous-peer-review> along with the specific funding announcements taking part in the pilot

FDP Updates: *NIH*

NIH

- Reminder, pay attention to your proposal submission forms – E vs. F
 - Applies to applications with due dates on/after May 25, 2020. Originally implemented under [NOT-OD-20-077](#)
 - See NOT-OD-20-026 and NIH-OD-20-047 for additional information

1	
2	
<input checked="" type="checkbox"/> PHS 398 Research Plan	
1	
<input type="checkbox"/> PHS Assignment Request	
1	
Proposal Summary	
Summary	
Supporting Documents	
Proposal Management	
Permissions	
Electronic Submission	
Proposal History	

Electronic Submission
Opportunity Details
Opportunity Mechanisms of Alcohol-associated Cancers (R01)
Opportunity Number PA-17-220
Package ID PKG00259223
Competition ID FORMS-F
Competition Title Use for due dates on or after May 25, 2020
CFDA #
CFDA Description
Offering Agency National Institutes of Health
Agency Contact eRA Service Desk Monday to Friday 7 am to 8 pm ET http://grants.nih.gov/support/

FDP Updates: *NIH (cont.)*

NIH

- Commitment Transparency: Other support -- all resources made available to a researcher, monetary and non-monetary and foreign resources
 - *Other Support as defined in the NIH Grants Policy Statement: “All resources made available to a researcher in support of and/or related to all of their research endeavors, regardless of whether or not they have monetary value and regardless of whether they are based at the institution the researcher identifies for the current grant. This includes resource and/or financial support from all foreign and domestic entities, including but not limited to, financial support for laboratory personnel, and provision of high-value materials that are not freely available (e.g., biologics, chemical, model systems, technology, etc.).”*
- NIH – The harmonization of the collection of Other Support, current and pending

FDP Updates: *NSF*

NSF

- **DELAYED TO October 1, 2020:** delay of implementation of NSF-approved forms for Biosketches and Current & Pending until October. For now, continue to format docs in accordance with June 1, 2020 PAPPG requirements.

Resources


- NSF
 - [NSF-Approved Formats for the Biographical Sketch](#)
 - [NSF-Approved Formats for Current and Pending Support](#)
 - [NSF-Approved Formats for the Biographical Sketch & Current and Pending Support Sections of Proposals](#) - NSF Webinar (recorded April 9, 2020)
 - [NSF ERA Forum Webinar](#) (May 14, 2020)
- Other
 - [ORCID](#) – UCLA Library Research Guides
 - [Using SciENcv to Create Your Biosketch](#) – NC State University Libraries
 - [ORCID – Connecting the Research Community](#) – NCURA Webinar (recorded April 30, 2020)

FDP Updates: *Subaward Subcommittee*

Subaward Subcommittee

- FDP is looking at a possible change to the term "Revised Period of Performance" on their standard amendment

Pass-Through Entity (PTE)		Subrecipient	
<input type="text"/>	Entity Name	<input type="text"/>	
<input type="text"/>	Email Address	<input type="text"/>	
<input type="text"/>	Principal Investigator	<input type="text"/>	
Project Title: <input type="text"/>			
PTE Federal Award No: <input type="text"/>		Federal Awarding Agency: Select from drop down options or type in <input type="text"/>	
Revised Subaward Period of Performance: <input type="text"/>		Amount Funded This Action: <input type="text"/>	Subaward No: <input type="text"/>
Start Date: <input type="text"/>	End Date: <input type="text"/>		



- Due to COVID-19 you may be seeing the addition of force majeure language - language regarding unforeseeable events and the impacts on your awarded project. FDP has proposed standard language for these additions and is looking at possibly incorporating that language into future FDP templates

FDP Virtual Meeting

- *Recorded Sessions Available!*
- <http://thefdp.org/default/meetings/previous-meetings/may-2020-meeting/>

Questions?

Thank you!



OHRPP Updates

June 18, 2020

OHRPP Updates

Research Ramp-up



Learn at Lunch



OHRPP Office
Hours



Human Research
News



Beta Testers wanted



Research Ramp-up

- ***UCLA is now in Phase 2 of research ramp-up***
- **OHRPP is building an FAQ to accompany the Vice Chancellor for Research's ramp-up plan**
 - We have created an information sheet for research participants, outlining the precautions being taken at UCLA to prevent COVID-19 transmission.
 - Use of this form is **voluntary**. Investigators may choose to distribute to participants for relevant studies.
 - The form **does not** need to be submitted to the IRB for review before use.
 - Please send in your questions about ramp-up of human subjects research



OHRPP's "Learn at Lunch"

Topic: "Ramp Up of Human Subjects Research: how to operationalize the 5/26/2020 memo from the Executive Vice Chancellor for Research"

Presenter: Kristin Craun, Director, OHRPP

Date: June 24, 2020, noon-1pm

[Register in advance](#)

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OHRPP's "Office Hours"

- OHRPP Quality Improvement Unit staff are hosting ***half-hour open Q/A sessions every week*** to answer your questions
- *Upcoming sessions* (every week, alternating Tuesday mornings and Thursday afternoons):
 - Thursday, June 18 (***today!***), 2020 3pm
 - Tuesday, June 23, 2020 8:30am

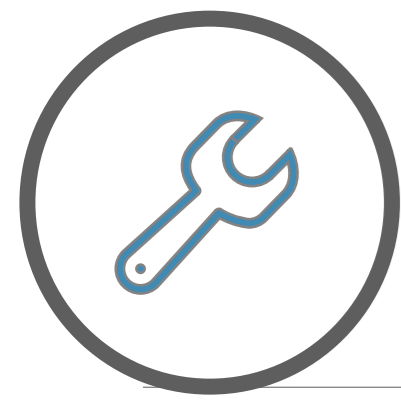
Register once and you can join any session.



Reminder - Subscribe to Human Research News

To be in the know when OHRPP releases updated guidance and offers training opportunities, please subscribe to Human Research News

➤ ***To subscribe, visit [ORA news subscription](#)***



Beta Testers Wanted!

- The Quality Improvement Unit of OHRPP is revamping the post-approval monitoring program.
- The first step in the revised program will be a “self-assessment form” for investigators/their teams to complete.
- We’re looking for *investigators willing to try out the process* by conducting a self-assessment for one of their protocols
- Contact: Moore Rhys, Asst. Director for QI & Education

Any Questions?

Contact Information

OHRPP Website

<http://ora.research.ucla.edu/ohrpp>

Kristin Craun, OHRPP Director

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Extramural Fund Management

June 18, 2020

Agenda

- **Preparation for Releasing Effort Reports**
- **Fiscal Year Journal Correction Related to UCPath Issues**
- **Benefit Cost Transfer**

Preparation for Releasing Effort Reports

Yoon Lee

Effort Reporting Periods

- The last release of effort reports in July 2019**

- Included only the periods in which payroll was processed in PPS due to pending resolution of UCPath issues.

Reporting Period	Non-Academic and 11/12 Academics	9/12 Academics
Modified period	April - July 2018	March - July 2018

- August 2018 payroll was processed in PPS but was not included because vacation and sick used in August were processed in UCPath in September.
- Summer for 9/12 Academics was not included as the period contained payroll processed in UCPath.

- The next periods of effort reports to release**

- Plan to release all subsequent quarters to bring effort reports current.

Reporting Period	Non-Academic and 11/12 Academics	9/12 Academics
Summer	N/A	June 2018 – September 2018 (*)
Modified period	August – December 2018	August – October 2018
Winter	January – March 2019	November 2018 – February 2019
Spring	April – June 2019	March 2019 – June 2019
Summer	July – September 2019	June – September 2019 (*)
Fall	October – December 2019	July – October 2019
Winter	January – March 2020	November 2019 – February 2020

Standard Effort Reporting Period

(*) Additional Compensation DOS codes only

Necessary Steps to Release Effort Reports

Types of issues to address in the labor ledger	Solutions to address issues
<p>Incorrect payroll amount</p> <p>The actual dollar amount on the funding source is not accurate. <i>For example,</i></p> <ul style="list-style-type: none"> • Vacation credit was not allocated across multiple funding sources (REG like earn codes and VAC to salaries and wages) • Vacation credit not posted to the funding source vacation was taken from but to the current funding source when vacation credit is processed → Crediting incorrect funding if funding distribution changed (called “Leave in arrear” issue). 	<p>Step 1: Correct payroll amount</p> <p><i>“Mass Leave Correction (MLC) (*)”</i></p> <ul style="list-style-type: none"> • Queries to capture errors where vacation credit was not recorded correctly and to show where they should have been posted. • MLC will be processed in the labor ledger to correct the dollar amounts on funding sources. • <i>(*) Mass salary cost transfer (SCT) feature is not available yet in UCPath and MLC is not the same as Mass SCT.</i>
<p>Incorrect effort percentage</p> <p>The dollar amount on the funding source is accurate but effort % is incorrectly calculated. <i>For example,</i></p> <ul style="list-style-type: none"> • Certain earn codes did not bear effort when they should (e.g. NNC & RSP) • Partial salary cost transfers were processed with incorrect pay % and derived effort % 	<p>Step 2: Correct effort percentage</p> <p><i>“Enhanced I-129 File and Loading Process”</i></p> <ul style="list-style-type: none"> • I-129 file is used to upload payroll data from UCPath to ERS. • Additional logic and step were added to re-calculate effort % to pass correct effort % to ERS. • Effort % in the labor ledger will remain as is but effort % in ERS will be accurate.

“Step 1 and Step 2 do not address all issues that may affect effort reporting but issues confirmed to affect accuracy of effort reports in magnitude.”

Current Status

- **Mass Leave Correction (MLC) Tool**
 - UCPATH Center and UCLA started testing the MLC tool yesterday, June 17th and scheduled to be completed by next Friday, June 26th.
 - MLC addresses payroll amount issues related to “*leave allocation*” and “*leave in arrear*” only.
- **Phase 1 I-129 file**
 - UCPATH Center and UCLA completed testing last week and it will go live tonight, June 18th for other campuses to test.
 - *Phase 1 I-129 file* does not address all issues that may impact effort percentage.
 - Groupings of Issues
 - Issues that were known and confirmed in February 2020 to have major impact to effort reporting
→ included in *Phase 1 I-129*
 - Issues that were known in February 2020 but its impact to effort reporting not confirmed
→ In the process of evaluating its impact to determine utility of Phase 1 I-129 to generate effort reports and the scope of *Phase 2 I-129*
 - Issues that were uncovered through development and testing processes of *Phase 1 I-129*
→ To evaluate its impact to determine scope of *Phase 2 I-129*
 - Collaborative effort between UCPATH Center and UCLA to develop *Phase 2 I-129* continues.
- **Updates on the release timeline will be communicated soon.**

Current Effort Report Certification Status

- Complete all open effort reports. Contact ERS Help Desk (ershhelp@research.ucla.edu) for questions.

Academic Year	The number of open effort reports
2014-2015 and prior	24
2015-2016	5
2016-2017	15
2017-2018	63
Total	107

PAMS: UCPath Flag

Yoon Lee

PAMS: UCPath Flag

- An increase in the number of sponsored funds that are expired but cannot be closed pending the resolutions of various UCPath issues.
- A new UCPath indicator will be added to the PAMS Deliverables Page.
 - To identify the funds that cannot be closed due to pending resolutions of UCPath issues
 - To describe the types of known issues impacting that specific fund
- 10 major known issues are going to be tracked.
- As the department and/or EFM identifies funds that cannot be closed due to pending resolutions of UCPath issues, EFM will update UCPath flag in PAMS accordingly.
- The enhancement will be available tomorrow, 06/19/20 and more details on the feature will be communicated with all PAMS users.

Fiscal Year Journal Correction related to UCPath Issues

Andrew Merki

Fiscal Year End Journal Corrections

Related to UCPATH Issues

- **CFS will process Financial Journals to correct erroneous transactions in General Ledger as a result of UCPATH defects for fiscal closing**
 - These journals will not show up in the labor ledger or payroll reports because they are posted directly into the General Ledger. Supplemental backup will be provided for departments to identify the original employee/salary expense the correcting entry is for.
 - For UCPATH defects resolved in the system: **One-time financial journals**
 - To clean up all outstanding historical errors as of June 30th.
 - For UCPATH defects not yet resolved in the system: **One-time financial journals + Monthly recurring financial journals**
 - To clean up all outstanding historical errors as of June 30th.
 - Until the defect is resolved in the system, CFS will process journals to correct errors on a monthly basis starting July 2020.
- **Mass Leave Correction (MLC) in Labor Ledger**
 - This tool will allow correction of two defects: 1) exceptions (e.g., VAC, SKL) not distributing across full funding distribution and 2) exceptions distributing to current month FAUs instead of earn period month FAUs.
 - Tool is currently being tested in coordination with UCPATH Center and scheduled to be delivered prior to fiscal close.
 - If the delivery schedule is delayed, separate financial journal entries will be posted by CFS for fiscal close purposes.

Fiscal Year End Journal Corrections

- **Corrections handled via Financial Journal (in General Ledger)**

Defect	Brief Description	UCPath Defect Status	Correcting Entry Category
Vacation Leave Assessment (VLA) for employees who should not accrue Vacation	UCPath is assessing VLA for certain employees who are not eligible to accrue VLA.	Unresolved	Monthly recurring financial journal
CBR not redirecting on Work Study funds	CBR on Work-Study funds should be redirected to Department’s GAEL/CBR redirect FAU. Currently they are not redirecting.	Unresolved	Monthly recurring financial journal
Incorrect CBR moving with Direct Retro	Multiple defects are causing the incorrect CBR amount to move when Direct Retros are processed. These include: <ol style="list-style-type: none"> 1. Current fiscal year CBR rate being applied instead of CBR rate in effect for original earn period 2. CBR rate not moving at all with Direct Retro 3. Incorrect CBR rate applied when position number or other CBR characteristic is changed 	Unresolved - #1 & #2 Resolved - #3	Monthly recurring financial journal - #1 & #2 One-time financial journal - #3
Incorrect CBR assessed for Academic Medical Residents	UCPath is assessing the incorrect CBR rate for Academic Medical Residents belonging to LACMP. (Note: this is not an issue for Academic Medical Residents belonging to LAMED – only LACMP.)	Unresolved	Monthly recurring financial journal
Incorrect CBR applied when split funded across Med Center & Campus	The CBR, VLA and GAEL rates need to be applied based upon the FAU an employee is charged to and not the HR Business Unit (LAMED, LACMP) associated to their Position.	Resolved	One-time financial journal
GAEL charges hitting federal and federal flow-through funds	GAEL is not allowed on federal and federal flow-through (FFT) funds. This issue was previously resolved but a small number of outstanding transactions were identified that posted to federal/FFT funds that will be reversed. The following link can be used to identify federal funds. https://www.finance.ucla.edu/corporate-accounting/fund-managers-by-fund-category	Resolved	One-time financial journal
RPNI expenses hitting federal flow through fund	RPNI is not allowed on federal and federal flow-through funds. This issue was previously resolved but a small number of outstanding transactions were identified that posted to federal/FFT funds that will be reversed.	Resolved	One-time financial journal

Fiscal Year End Journal Corrections

- **Corrections handled via Mass Leave Correction (in Labor Leger)**

Defect	Brief Description	UCPath Defect Status	Correcting Entry Category
Exception Earn Codes (e.g., VAC, SKL) not distributing correctly across an employee's funding distribution	Two sub issues are causing this to occur 1. UCPath adds 2 lines when an exception is taken: a credit to the REG-like Earn Code and a debit to the exception Earn Code (VAC, SKL). The credit and debit are not distributing appropriately across all FAUs in an employee's funding distribution. 2. When a vacation or sick day is taken, the exception is posted in the following month. The credit is currently posted not to the fund where vacation or sick time was accrued (earn period) but to the fund where the employee's payroll is distributed in the current month (pay period).	Resolved - #1 Unresolved - #2	Mass Leave Correction in Labor Ledger (will be done centrally by CFS once MLC tool is available)

- **Information on the Fiscal Year End journals can also be found on Central Resource Unit website:**

- <https://centralresourceunit.ucla.edu/s/article/FYE-Close-Correcting-Entries-for-UCPath-Defects>

Benefit Cost Transfer

Andrew Merki

Benefit Cost Transfer

New Benefit Cost Transfer (BCT) Process

- Central Resource Unit (CRU) released a new Benefit Cost Transfer (BCT) process last week, effective Tuesday 6/9/20
- BCT requests allow departments to move benefits without moving associated salary. Types of expenses that can be transferred via the new BCT process:
 - CBR, VLA, Tuition & Fee Remissions, GAEL, RPNI
- Departments must submit BCT requests for FY19-20 posting to CRU by Monday 6/29/20
 - Departments must submit BCT requests that require EFM review to the EFM accountant by Wednesday 6/24/20 to allow three business days for review prior to CRU's deadline
- The CRU web page outlining the new process along with links to the new report and Excel template can be found here:
<https://www.centralresourceunit.ucla.edu/s/article/Benefit-Cost-Transfer-Process>

Benefit Cost Transfer

New Benefit Cost Transfer (BCT) Process

- **High level steps for new BCT request process:**
 1. Department runs the new **Benefit Cost Template Report** in CDW which provides a breakdown of benefit expenses by individual employee and pay period
 2. Department downloads and complete the new **BCT Request Form Template** (Excel)
 3. Department obtains email approvals from EFM and/or Grad Division when applicable
 4. Department uploads the template and appropriate approvals to the BCT request page on CFS website (<https://uclacfs.tfaforms.net/189>)

1

Report Parameters for Benefit Cost Transfer Template Report

Enter Year and Month range from below time period .

Enter Pay End Date
Note: Please enter date in MMM,DD,YYYY format.
Jun 11, 2017

Enter Employee ID

Employee Record Number

Cancel Run Report

2

Employee Name	Employee ID	UCLA ID	Employee Record Number	Pay Calendar	Pay Run ID	Off Cycle Indicator	Pay Begin Date	Pay End Date	UC Accounting Date	Account Number	Cost Center	Fund	Sub	Object Code	Fringe Line Description	Project Code	Fund End Date	Deduction Code	Deduction Desc	Fringe Amount	Account
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	03	3390	GABL LP Assessment - Expense		2025-06-30			0.24	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	03	3380	GABL PR Assessment - Expense		2025-06-30			4.85	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	03	3385	GABL CL Assessment - Expense		2025-06-30			1.42	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	03	3385	GABL AL Assessment - Expense		2025-06-30			0.12	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	03	3390	GABL EL Assessment - Expense		2025-06-30			4.14	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	06	8694	User Account 00004060		2025-06-30	CHPFE		300	40400011
Brum, Joe	12345678	315786543	2	1906	30M0X	N	2019-06-01	2019-06-30	2019-06-30	402110	IM	19900	06	8850	CBR Assessment - Expense		2025-06-30			56.73	40400011
Total \$ 167.50																					

4

Campus *
Please select...

Requester EmplID (UC Path ID) Requester University ID (UCLA) *

Requester Last Name * Requester First Name *

Requester Phone (Domestic) Requester Phone (International) Requester Email *

Does this Request involve moving benefits to or from a Contract or Grant and/or Fee Remission? *

Yes
 No

Existing Case Number (If any)

BCT Request Form Template - Attachment *

Browse... No file selected.

BCT Request Form Attachment

Benefit Cost Transfer for C&G

New Benefit Cost Transfer (BCT) Process

- **Steps for departments to obtain EFM approval when applicable:**
 1. Department submits completed BCT request form to EFM accountant via email
 - EFM approval required for all BCT requests moving expenses to or from a C&G fund regardless of debit or credit
 2. EFM accountant reviews BCT request form, including department responses to questions in the form:
 - Questions 1 – 4 must be answered for all BCT requests; questions 5 must be answered for High Risk
 1. How did the error occur?
 2. Who approved the transfer?
 3. What is the reason the expense is being moved to a new funding source?
 4. How does the transfer benefit the new funding source?
 5. Explain untimeliness if High Risk (120+ days after original pay end date or 90+ days after fund end date AND increasing expenditures on a federal or federal flow-through fund)
 3. EFM accountant provides approval via email
 4. Department submits the BCT form along with EFM email to CFS via webpage
- **Typical business scenarios for BCT requests on C&G funds:**
 - Move unallowable types of benefits (e.g., NIH training grants)
 - Move unallowable portion of benefits when sponsor has a capped benefit rate

Benefit Cost Transfer for C&G

New Benefit Cost Transfer (BCT) Process

- **Additional details of new BCT process to be aware of:**
 - BCT functionality is not yet available in UCPATH. CRU will be submitting Financial Journals in General Ledger until the functionality is available.
 - Departments can now request any benefit transfer needed to move an unallowable expense from a C&G fund; requests are no longer limited to transfers for C&G fund closeouts.
 - The only exception is BCT requests for UCPATH defects. Departments should not submit benefit transfer requests for UCPATH defects at this time, as CFS will be posting financial journals centrally for UCPATH defects prior to fiscal close.
 - BCT should be the final transfer. Salary Cost Transfer (SCT) should not be processed after the BCT because it will cause the benefit expense to be out of sync. If business requires this, a subsequent BCT must be processed to move benefit expenses back to the original FAUs *before* proceeding with the SCT.

UCPath Announcements

- **UCPath Announcements:**
 - Funding Rollover process in UCPath has been enhanced for FY20-21
 - Funding Rollover will allow for automatic rollover of employee funding into new fiscal year, with some limitations.
 - The rollover process will occur this month in June.
 - CFS will be publishing additional details in coming days.
 - FY20-21 CBR rates have been posted by CFS. Please refer to CBR web page for details:
 - <https://www.finance.ucla.edu/composite-benefit-rate-assessment>

Any Questions?



Contact Information

EFM Website

<http://ora.research.ucla.edu/efm/>

Yoon Lee

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ERS Help Desk

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Research Safety & Animal Welfare Administration (RSAWA) Updates

June 2020 RAF



Research Safety & Animal Welfare Administration

- **System Updates**
 - RATS 2.0
 - SafetyNet–RUA
- **AAALAC Site Visit**
- **RSAWA Contacts**

Research Safety & Animal Welfare Administration

- **System Updates: RATS 2.0**
 - Live as of June 15, 2020
 - Data migration
 - In-flight protocols and drafts
 - User training
 - Basic
 - Advanced



Research Safety & Animal Welfare Administration

- **System Updates: SafetyNet – RUA**
 - Official launch = June 15, 2020
 - System has been live and in use for several months already
 - PI Profile
 - RAM applications only right now
 - RPM applications in the near future



Research Safety & Animal Welfare Administration

- **AAALAC Site Visit**

- Discussions underway for October site visit
- Hybrid in-person / remote visit
- Site visit prep:
 - Update to Program Description
 - HVAC data for PI-managed housing areas
 - Resumption of ARC inspections



Research Safety & Animal Welfare Administration

- ARC Staff: arc@research.ucla.edu or 310-206-6308
 - RATS 2.0 support: RATSHelp@research.ucla.edu
- IBC Staff: ibc@research.ucla.edu or 310-794-0262
- RSC Staff: rsc@research.ucla.edu or 310-206-5601
- RSAWA Director: jperkins@research.ucla.edu
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