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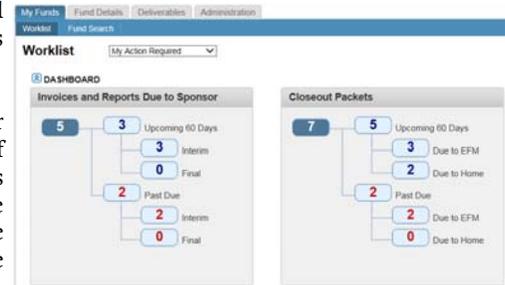
PAMS is live for Campus!

We are pleased to announce PAMS is available for use by all campus users! The rollout included 108 Clusters made up of 282 Departments and 481 Users. This provides users the ability to manage financial activities for over 7,000 funds. As of December 31, 2016, 726 Closeout Packets were completed by 80 departments.

Benefits of PAMS:

- A customized Worklist displaying Financial Reports, Invoices and Closeout Packets requiring your action.

Tip! A Financial Report or Invoice will appear on your worklist when it has a status of "Pending Department Action" which indicates EFM needs department input to submit the deliverable to the sponsor. The Deliverable Comments under Edit Status will indicate the information to be submitted to EFM.



- A Deliverables page containing a list of all Financial Reports and Invoices due for each fund along with the status of submission.

Tip! To view copies of submitted Financial Reports and Invoices click the Deliverable Icon.

Deliverable List

Report and Invoice Schedules

Deliverable Schedule		Status	Update Date	Deliverable	Edit Status
	2	COP Not Started			Edit
	1	Pending Department Action			Edit
	1	Deliverable Submitted	10/30/2015		Edit
	1	Deliverable Submitted	07/30/2015		Edit

New RAPID Closeout Tool Released



As a reminder, don't forget to download the new version of the RAPID Closeout Tool which captures updated object code restrictions that are applicable to Contract and Grant funds (version dated 1/03/2017).

To download the new version of the RAPID Closeout Tool, visit the ORA Online Resource Center.

Financial Closeout of Sponsored Projects Procedure

As previously shared, the new fund closeout procedure went into effect January 1, 2017. Please visit the EFM website "Fund Closeout" section for more information. Additionally, the "Closeout Deadlines" sub-section includes a chart and examples to assist you in determining deadlines for submitting closeout packets to EFM, in addition to key deadlines for communication with EFM.

<http://ora.research.ucla.edu/EFM/Pages/Closeout/CloseoutDeadlines.aspx>

Financial Closeout of Sponsored Projects Procedure FAQs

Closeout packets (COP) are required to be submitted to EFM by the deadlines as referenced on page 1. The following FAQs address instances where information is not provided to EFM in the COP or by the deadline in EFM's analysis of final expenditures.

Q: My award has restricted funding in which the balance has to be reported separately to the sponsor. I missed the EFM deadline to confirm final figures. How will the balance be reported to the sponsor?

A: If total expenses and balances of restricted funds is not provided by the department, restricted balances will not be disclosed in the final, thereby placing restricted funding at risk of non-reimbursement by the sponsor.

Q: My award has a cost share requirement. I missed the deadline to submit a cost share contribution report. How will cost share be reported to the sponsor?

A: In absence of the cost share contribution report, EFM cannot attest to the fulfillment of the commitment and will report \$0.00 as committed cost share to the sponsor. The department assumes financial responsibility if the sponsor requests full or partial reimbursement of the award for non-compliance.

Q: I have a firm fixed price contract or non-refundable grant that is subject to UCLA Policy 913. The PI would like to request the remaining balance to be moved to an unrestricted fund but I did not provide assurances to EFM by the deadline. What will happen to the unexpended balance?

A: In absence of assurances required by Policy 913, EFM will indicate the status of the financial deliverables as "Pending Department Action." EFM will include comments that assurances and/or justification were requested from the department. Upon receipt, the balance transfer request will be reviewed in accordance with the policy.

The screenshot displays the EFM system interface. On the left, a 'Worklist' dashboard shows 'Invoices and Reports Due to Sponsor' with a flow diagram: 1 (PDA) -> 1 (Upcoming 60 Days) -> 0 (Interim) -> 1 (Final). A red arrow points from the 'PDA' box to the '1' in the 'Final' box. On the right, the 'Fund Details' window shows 'Current Status' as 'Pending Department Action' (circled in red). Below this is a 'History of Status Changes' table:

Date	Username	User Comments	Status Updates
02/17/2017		P913: Requested P913 assurances from department	Pending Department Action

Increased Audit and Financial Risk with Federal Transition to Subaccount

As shared in the January Research Administrator's Forum, under DHHS directives in 2013, NIH announced that all domestic awards were being transitioned from pooled account to subaccount within the Payment Management System (PMS). Since then, most of UCLA's NIH awards have transitioned to subaccount with anticipated completion by August 2017.

How does funding under subaccount affect UCLA? Under the pooled account, UCLA draws cash for awards under letter of credit in lump sum. Under subaccount, UCLA draws cash at the award level. The significant difference with awards under subaccount is that NIH has access to cash disbursement information at the award level at any given time.

In light of this, it is important to record expenses correctly and timely to minimize cost transfers. Since spending data for awards in subaccount are readily available, questions can arise from the following:

- Frequent or material refunds - occurs when expenses decreased from the last draw due to cost transfers moving costs off the fund (e.g. incorrect charges to the project)
- Accelerated/decelerated spending that might not be deemed in alignment with project progress
- Substantial unexpended balances remaining at the end of the project

Due to the transparency with spending on awards under subaccount, it is important to record expenses for the project timely and accurately to avoid increased audit and financial risk.

Course Announcement:

Space is still available for the following course presented by EFM. You may register via the UCLA Learning Management System (LMS) at <http://lms.ucla.edu>.

Post-Award Administration

2 part session

Tuesday, March 7, 2017

8:30am - 12pm

Wednesday, March 8, 2017

8:30am - 12pm

To subscribe to get

EFM Newsletter: Email to: ora-news-subscribe@lists.ucla.edu

ERS Notifications: Email to: ers-subscribe@lists.ucla.edu

ORA Online Resource Center:

<http://portal.research.ucla.edu/>

RAF Presentations can be found at:

<http://www.research.ucla.edu/ora/training/raf.htm>

Send EFM Newsletter topics to: EFMOperations@research.ucla.edu