



# Extramural Fund Management

---

February 11, 2021

# PAMS: Accounts Receivable

Yoon Lee

# PAMS: Accounts Receivable

- Accounts Receivable (AR) pages in PAMS are now available to campus!

**PAMS** | UCLA Research Administration  
Post Award Management System

Worklist | Award Overview | Financial Deliverables | Billing and Reporting | **Accounts Receivable** | Closeout | Management Reports | Administration | Support

AR Aging Summary | AR Aging Detail | AR Assignments

### AR Aging Summary

**Fund Number:**

**PI Name:**

**Department Name (Code):**

**Aging Group:**

**Program Type:**

**Sponsor Name:**

**High Risk?:**

**Reason Code:**

**Sponsor Type:**

**AR Accounts:**

**CM Accountant:**

Search AR by fund number, PI, sponsor, department, and more....

# PAMS: Accounts Receivable

- Accounts Receivable Aging Detail page

Worklist | Award Overview | Financial Deliverables | Billing and Reporting | **Accounts Receivable** | Closeout | Management Reports | Administration | Support

AR Aging Summary | **AR Aging Detail** | AR Assignments

**AR Aging Detail** Fund Number:  Ledger Month/Year:

Institution Number: [Redacted] PI: [Redacted] Dunning Site: [No Associated Dunning Site](#)  
 Award Snapshot: [Icon] Sponsor: GEORGIA INSTITUTE OF TECHNOLOGY CM Contact: [Kathleen Ford](#)  
 Fund Number: [Redacted] Dept Title (Code): [Redacted] EFM Contact: [Jeffrey Ronald Alonzo](#)  
 Sponsor Award: [Redacted] Project Period: 08/01/17 - 07/31/21 Dept Contact: [Redacted]  
 Outstanding A/R: \$94,067.08 Payment Basis: Cost Reimb  
 High Risk: No Method of Pay: 10

**Aging Summary for fund** as of 02/09/2021

Account	0-90 Days	91-120 Days	121-180 Days	181-270 Days	271 Days - 1 Year	Over 1 Year
112678	\$7,819.20	\$0.00	\$0.00	\$86,247.88	\$0.00	\$0.00

**Cash Management Follow-up**

Page 1 of 1 (3 items) [1] Page

	Follow-up Date	Staff	High Risk	Reason Code	Action Owner	Comment	Document	History
☆	01/04/2021 02:22 PM	Kathleen Ford	No	Payment: Approved and Forthcoming	CM Team	1/4/21, Madelyn (sponsor) was asked to provide their banking information so that their payment can be located.	[Icon]	[Icon]
☆	01/04/2021 02:21 PM	Kathleen Ford	No	Payment: Approved and Forthcoming	CM Team	12/18/20, Madelyn (sponsor) noted that invoice #'s 14 for 81,300.50 was paid, and invoice # 16, has been re-entered in their system for payment processing.	[Icon]	[Icon]
☆	12/16/2020 04:59 PM	Kathleen Ford	No	Sponsor Unresponsive	CM Team	12/16/20, emailed Allyson (sponsor) for a payment update for invoice # 14 at 81,300.50 & invoice # 16 at 4,947.38.	[Icon]	[Icon]

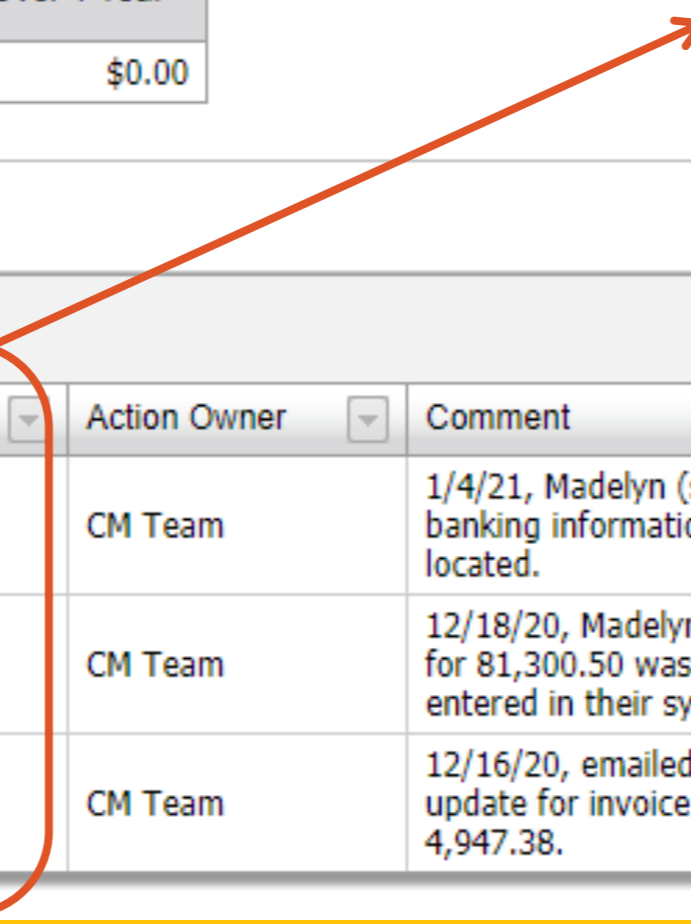
Total AR



AR by aging



For a complete list of reason codes, refer to December 2020 RAF presentation



EFM's follow up history



# PAMS: Accounts Receivable

- **Benefits of the PAMS AR pages.**
  - User friendly interface
  - Powerful search ability
  - Latest updates on the AR
- **PAMS is reading Accounts Receivable balance in General ledger in UCLA financial system.**
- **There is no change to the current business process of following up on outstanding accounts receivable.**
  - When AR is aged to 90 days, EFM sends a standard AR follow up email to the sponsor.
  - When AR is aged to 120 days, EFM follows up with the sponsor to find out a reason for a delay in payment.
  - EFM will document the AR follow up status in PAMS to promote transparency.
  - Depending on the reasons, department's involvement may be required to collect the payment (e.g. progress report needs to be submitted, a dispute over non financial deliverables, etc.)
- **We welcome and appreciate your feedback!**
  - Jonathan Wong at [jonathanjason.wong@research.ucla.edu](mailto:jonathanjason.wong@research.ucla.edu) or Yoon Lee at [yoony.lee@research.ucla.edu](mailto:yoony.lee@research.ucla.edu)
- **Refer to December 2020 RAF slides for more details about AR pages.**
  - <https://ora.research.ucla.edu/wp-content/uploads/RAF-2020-12-EFM.pdf>