TODAY’S AGENDA

• Effort Update and Fringe Reminders
• SPAC Personnel Update
• Bank information for wires/ACH payments
• 30/60/90 Closeout Report Distribution and Report Manager Demo
• Account Set-Up Statistics
• Closing status for Closeout Project and the Ongoing Population
EFFORT UPDATE AND REMINDERS

• Direct Retros - now accepted via email
  – DRetros@af.umd.edu
  – Improved tracking for DRs submitted by email

• Effort calendar - updated through CY2013

• Upcoming Effort Training classes
  – November 6, 2012 (Tuesday) 9:00-4:00
  – March 22, 2013 (Friday) 9:00-4:00
FRINGE REMINDERS

• Fringes follow wages

• No more “redirect” option on EFPs
  – Any grant related anomalies handled case by case by Cost & Compliance
    • Contact Linda Ward
SPAC PERSONNEL UPDATE

• Creation of new Closeout Accountant position responsible for:
  – Quarterly deliverables closeout
    • Processes to close standard awards are being developed
    • Continue to work with SPAC Teams to ensure Expenses in RAVEN = Expenses reported on FSR & Final Bills
  – Coordinating post-award closeout of PI’s who leave UMB

• Effective 10/22, Cheryl Williams-Smith is our Closeout Accountant
SPAC PERSONNEL UPDATE

• Libre’ Jones will be focusing on the closeout project of awards ending prior to 6/30/09 through the end of the year.

• SPAC Teams and Collections will report to Shari Swisher.
NEW BANKING INFORMATION

- Our lockbox address has not changed and all sponsors should be directing payments to:
  University of Maryland, Baltimore
  P.O. Box 41428
  Baltimore, MD 21203-6428

- We’re updating this information on our invoices and ORD/SPA will begin to incorporate this into award agreements.
NEW BANKING INFORMATION

• ACH Payments
  – Bank Account Number: 003938707582
  – ACH Routing Number: 052001633
  – Beneficiary’s Account Name: R31, University of Maryland, Baltimore
  – Reference/Notes: R31 PCA24528 and invoice number
NEW BANKING INFORMATION

• Wires or International Payments
  – Bank Account Number: 003938707582
  – Banks Routing Number: 026009593
  – Beneficiary’s Account Name: R31, University of Maryland, Baltimore
  – Reference/Notes: R31 PCA24528 and invoice number
  – SWIFT Code: BOFAUS3N
30/60/90 REPORT DISTRIBUTION

1. Complete Security Form
2. Receive Email Notification from SPAC the report is available
3. Retrieve report from Report Manager in eUM Financials
30/60/90 REPORT DISTRIBUTION

• Security form is available at: http://www.umaryland.edu/eumb/documents/Financials/UserAuthorizationFormEmployee_Financials.docx

• Return the form to CITS.

• Distribution will begin in November, once October ledgers are closed.
ACCESSING REPORT MANAGER

• If you’re already logged into myUM Portal, click on the link below and then click on the “Administration” TAB to view your reports:

• If you’re not logged into myUM Portal, follow the navigation shown below:
  – Login to MyUM Portal > eUM Financials > Reporting Tools > Report Manager, and then click on the “Administration” TAB to view your reports.
FY 12 ACCOUNT SETUP STATISTICS

• Set up 1,531 new projects
• Created just over 6,000 non-LOC invoices
  – 1,895 different awards
  – 693 different sponsors
FY 13 ACCOUNT SETUP STATISTICS

• Processed 516 actions in the first quarter
• On average, handled in 3.5 days
• 92% handled in a week or less
CLOSING STATUS: CLEANUP POPULATION

• Awards ending prior to 7/1/2009
• ~4,500 projects
  – 1,355 remain (30%)
• Deliverable – 54 projects remain
  – All departments have been contacted
• Standard/Non-LOC – 824 remain
  – Department contact is in progress
• Standard/LOC – 477 projects remain
  – All departments have been contacted
• Scheduled to have all completed by 12/31/2012
CLOSING STATUS: ON-GOING POPULATION

- 3,237 projects with award end dates between 7/1/2009 and 2/29/2012

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<th>Closed</th>
<th>Total</th>
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<tr>
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<tr>
<td>Total</td>
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<td>3,237</td>
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Questions & Answers

• The presentations are available on the SPA and SPAC websites.

• Thank you for joining us today!