

KFS Contracts and Grants Billing

Overview for Research Administration Forum

– June 27, 2018

Presented by James Ringo, CGA

Legacy Process (i.e. “we’ve always done it this way...”)

At minimum:

1. Generate ledgers (FIS55 + FIS2)
2. Manually type info from ledgers onto Excel invoice template
3. Create a Journal Voucher in KFS to record receivable
4. Route invoice and JV to CGA supervisor for review/approval
5. Manually send each invoice to sponsor (~90% via email)
6. When payment received decide which AR account has the receivable and manually type in claim number.
7. Keep fingers crossed throughout process that nobody makes a typo or selects incorrect value

KFS Contracts & Grants Billing Module

- Set up all necessary attributes in KFS when establishing new award
- Upon monthly ledger close, batch process generates invoices for all eligible awards
- CGA Fund Managers get links to their respective invoices, perform quick review and attach additional info if needed
- CGA Supervisor still approves (for now)
- Cash Team transmits invoices:
 - batch email process
 - individual email process
 - individual “snail mail” process
 - individual sponsor system process (i.e. iRAPT)
- Cash receipt: applied to the invoice number (no “claim number” + AR Account combo)

CGB Implementation

- Went live March 2018
- New awards set up for CGB from start
- Existing awards
 - Converting awards with straight-forward invoices and multiple future invoices
 - “Straight –forward” = standard reimbursement, milestone, and predetermined schedules
- Next phase:
 - Bring in more special/sponsor forms and situations (i.e., SF270)
- Fuuuuuture phase:
 - Letter of credit

What can departments see?

- Visibility to invoice transactions--but you have to look in the income account (92xxxxx)
- PDF attached to KFS document
- Ability to see invoice payment status
- How/where transmitted



Transaction Listing (FIS2)

FIS Decision Support >> Transaction Listing Reports >> Transaction Listing >> Report Output

Fiscal Periods:	April, 2018 to June Prelim, 2018			Sub-Fund:	PRCONF
Chart:	3			OP Fund Number:	21B26
Account:	9221B26	INC:LP THERAPEUTICS, INC.-201602618		Award #:	201602618
Award #:	201602618			Award Dates:	19-Sep-16 - 19-Sep-18
Award Dates:	- 19-Sep-18			Award Amount:	140,000.00
Award Amount:	0.00			Prin. Inv.:	JONAS, BRIAN
Organization:	EXTM	EXTRAMURAL ACCOUNTING		ICR:	D000
Account Manager:	LABRUCE	BRUCE, LENORA A		Expiration Date:	
OP Account:	283799			ARRA Ind:	N
Grouped By:	Object Consolidation				
Sorted By:	Post Date				

Sub Acct	Object	Sub Obj	Project	Doc Type	Tracking #	Reference	Transaction Description	Posted Date	Approp	Expend
BLSH - BALANCE SHEET										
----	0299	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	12-Apr-18		18,489.86CR
----	0299	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	12-Apr-18		18,489.86
----	0299	----	-----	APP			AR Payment S/MHO1/19675 01-48344961	25-Apr-18		18,489.86CR
----	0299	----	-----	APP			AR Payment S/MHO1/19675 01-48344961	25-Apr-18		18,489.86
----	0299	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	16-May-18		1,480.59
----	0299	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	16-May-18		1,480.59CR
----	0299	----	-----	APP			AR Payment S/MHO1/19675 01-48742145	25-May-18		1,480.59
----	0299	----	-----	APP			AR Payment S/MHO1/19675 01-48742145	25-May-18		1,480.59CR
----	0299	----	-----	CINV			Auto-generated Invoice Document	12-Jun-18		1,452.64CR
----	0299	----	-----	CINV			Auto-generated Invoice Document	12-Jun-18		1,452.64
Period Totals:									0.00	0.00
Totals for BLSH:						Balance:	0.00		0.00	0.00

INCO - INCOME										
----		----	-----				Balance Forward		140,000.00	67,368.50CR
----	0060	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	12-Apr-18		18,489.86CR
----	0060	----	-----	CINV	lb 21b26		Auto-generated Invoice Document	16-May-18		1,480.59CR
----	0060	----	-----	CINV			Auto-generated Invoice Document	12-Jun-18		1,452.64CR
Period Totals:									0.00	21,423.09CR
Totals for INCO:						Balance:	51,208.41OD		140,000.00	88,791.59CR
Period Totals for 3-9221B26									0.00	21,423.09CR
Totals for 3-9221B26						Balance:	51,208.41OD		140,000.00	88,791.59CR



Transactions by Document (FIS19)



FIS Decision Support >> Transaction Listing Reports >> Transactions by Document >> Report Output

Document:	01-48742145	View Document in KFS	Document Type:	Contracts & Grants Invoice
Initiator:	labruce	BRUCE, LENORA ANN	Create Date:	10-May-18
Status:	FINAL		Approval Date:	16-May-18
Tracking #:	lb 21b26			
Description:	Auto-generated Invoice Document			View Notes
Explanation:				
Approvers:	labruce	BRUCE, LENORA ANN	SAVED	10-May-18 03:07 PM
	labruce	BRUCE, LENORA ANN	COMPLETED	10-May-18 03:09 PM
	fcoandra	ANDRADE, FRANCISCO	APPROVED	16-May-18 12:20 PM

Description	Doc Type	Posted Date	Account	Object	Project	Reference #	Prior Document #	Tracking #	Balance Type	Amount
Auto-generated Invoice Document	CINV	16-May-18	3-1126780-----	0299-----	-----			lb 21b26	AC (Expenditures)	1,480.59
Auto-generated Invoice Document	CINV	16-May-18	3-9221B26-----	0060-----	-----			lb 21b26	AC (Expenditures)	1,480.59CR
Auto-generated Invoice Document	CINV	16-May-18	3-9221B26-----	0299-----	-----			lb 21b26	AC (Expenditures)	1,480.59
Auto-generated Invoice Document	CINV	16-May-18	3-9221B26-----	0299-----	-----			lb 21b26	AC (Expenditures)	1,480.59CR
Document Total:										0.00

Notes:

Author	Create Date	Note	Attachments (Only Non-Restricted, PDF or TIFF file in EDMS can be displayed in Decision Support)
BRUCE, LENORA ANN	5/10/18 3:09 PM	mail to: 2607 CALDER CT DAVIS, CA, 95618	
KFS	5/16/18 12:20 PM	Auto-generated invoice for Invoice Address-48742145-LP THERAPEUTICS INC	48742145_LP THERAPEUTICS INC20180516.pdf
KFS	5/16/18 12:20 PM	Auto-generated invoice (Copy) for Invoice Address- 48742145-LP THERAPEUTICS INC	48742145_LP THERAPEUTICS INC20180516_COPY.pdf



UNIVERSITY OF CALIFORNIA, DAVIS
Accounting and Financial Services
 FEIN # 94-6036494

CG INVOICE

CG Invoice No: 48742145
 Date: 05/16/2018
 Final Bill: No

Please Remit Payment within 30 Days

Sponsor:
 LP THERAPEUTICS INC
 2607 CALDER CT

Award Number: 201602618
UCD Ref Number: 117372
Period: 2018-04-01 to 2018-04-30
UC PI: Jonas, Brian
Project Title:
 Nanoparticles to eradicate leukemia stem cells

DAVIS CA 95618

If you have questions or require assistance, please contact our Accounts Receivable staff at efa-invoices@ucdavis.edu

	<u>CURRENT AMOUNT</u>	<u>CUMULATIVE AMOUNT</u>
Supplies and Other Direct Costs	\$579.07	\$25,175.76
Salaries and Wages	\$278.92	\$22,324.17
Employee Benefits	\$85.06	\$8,129.92
Equipment	\$0.00	\$0.00
Travel	\$0.00	\$0.00
Subcontracts and Subawards	\$0.00	\$0.00
Multi Campus	\$0.00	\$0.00
TOTAL DIRECT COSTS	<u>\$943.05</u>	<u>\$55,629.85</u>
TOTAL INDIRECT COSTS	<u>\$537.54</u>	<u>\$31,709.10</u>
TOTAL COSTS	<u>\$1,480.59</u>	<u>\$87,338.95</u>
COST SHARE AMOUNT	\$0.00	

James Ringo, Associate Accounting Officer

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Please Detach and Return Lower Portion with Payment

Remit To:
 THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
 CASHIER'S OFFICE
 P.O. BOX 989062
 WEST SACRAMENTO, CA 95798-9062

CG Invoice No: 48742145
Date: 05/16/2018
UCD Ref Number: 117372

Please Remit Payment within 30 Days

Sponsor:
 LP THERAPEUTICS INC
 2607 CALDER CT

Amount Due: \$1,480.59

DAVIS CA 95618

UCDAVIS

Doc Nbr: 48742145	Status: FINAL
Initiator: labruce	Created: 03:07 PM 05/10/2018
Invoice Total Amount: 1,480.59	Open Amount: 0.00

* required field

Document Overview ▼ hide

Document Overview	
* Description: Auto-generated Invoice Document	Explanation:
Organization Document Number: lb 21b26	
Financial Document Detail	
	Total Amount: 1,480.59

Organization ▼ hide

Organization	
Processing Chart Code:	* Billing Chart Code: S - UCDAVIS SCHOOL OF MEDICINE
Processing Organization Code:	* Billing Organization Code: MHO1

General ▼ hide

Billing Summary	
Not SPO # → Proposal Number: 117372	Award Total: 140,000.00
Award Date Range: 2016-09-19 to 2018-09-19	Total Previously Billed: 85,858.36
Billing Frequency: Monthly	Total Amount Billed To Date: 87,338.95
Billing Period: 2018-04-01 to 2018-04-30	Amount Remaining To Bill: 52,661.05
Final Bill: No	Instrument Type: Contract
Last Billed Date: 03/31/2018	Cost Share Amount: 0.00
Customer Information	
Customer Number: 19675	Customer Name: LP THERAPEUTICS INC

Invoice Details

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Invoice Details							
* Cost Category Name	Total Budget	Invoice Amount	Cumulative Expenditures	Budget Remaining	Total Previously Billed	Total Amount Billed To Date	Amount Remaining To Bill
Supplies and Other Direct Costs	43,724.00	579.07	25,175.76	18,548.24	24,596.69	25,175.76	18,548.24
Salaries and Wages	33,089.00	278.92	22,324.17	10,764.83	22,045.25	22,324.17	10,764.83
Employee Benefits	12,359.00	85.06	8,129.92	4,229.08	8,044.86	8,129.92	4,229.08
Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subcontracts and Subawards	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Multi Campus	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Indirect Costs	50,828.00	537.54	31,709.10	19,118.90	31,171.56	31,709.10	19,118.90
Total Direct Cost	89,172.00	943.05	55,629.85	33,542.15	54,686.80	55,629.85	33,542.15
Total Indirect Cost	50,828.00	537.54	31,709.10	19,118.90	31,171.56	31,709.10	19,118.90
Total Cost	140,000.00	1,480.59	87,338.95	52,661.05	85,858.36	87,338.95	52,661.05

Account Summary

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Account Summary						
Chart Code	* Account Number	Total Budget	Invoice Amount	Cumulative Expenditures	Budget Remaining	Total Amount Billed To Date
3 - UCDAVIS	<u>21B26UB</u>	0.00	0.00	0.00	0.00	0.00
3 - UCDAVIS	<u>9221B26</u>	0.00	0.00	0.00	0.00	0.00
S - UCDAVIS SCHOOL OF MEDICINE	<u>HOJB300</u>	140,000.00	1,480.59	87,338.95	52,661.05	87,338.95
Totals		140,000.00	1,480.59	87,338.95	52,661.05	87,338.95

Transmission Details

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Transmission Details

Address Type	Address Name	Address	Invoice Template	Method of Invoice Transmission	Email Address	Initial Transmission Date	Actions
Primary	LP THERAPEUTICS INC	2607 CALDER CT DAVIS, CA, 95618 United States	UCD Standard Template	Through Mail		05/17/2018	

Questions?