Housekeeping

- Please set cell phones and pagers to silent
- Handouts
- Note cards for questions
- Sign-in sheets
Welcome and Introductions

Presenters:

- Anne Sullivan, Executive Vice President for Finance
- Kevin Cook, Project Costing Lead
- Kerry Gannon, Project Costing Lead
- Kate Sheeran, Change Management Lead
Welcome and Introductions

Core Team Members:

- Karen Burke, CUMC Dept Surgery
- Kevin Cook, SPF
- Alice Gleason, Controller’s Office
- John Hogan, Facilities
- Mike Kerstan, Controller’s Office
- Brendan Mallee, EVPF
- Terry Park, Purchasing
- Ting Shi, CUMC Controller’s Office

Extended Team Members and Subject Matter Experts:

- Harry Aristakesian, Internal Audit
- Fran Caracappa, CUMC Controller
- Marlene D’Agostino, Anesthesia
- Brian David, Medicine
- Joel Fine, Libraries
- Jody Grunfeld, MSPH
- Karen Hoffer, Lamont
- Hugh Horowitz, Procurement
- Andy Hrycyk, General Studies
- Nancy Johnson, OMB
- Sean Johnson, Procurement
- Joe Labetti, Procurement
- Joann Li, Pathology
- Wil McKoy, CUMC Budget Office
- Donna Messina, Astronomy
- Ed Moroni, Law School
- Scott Norum, A&S
- Dorothy Pearlman, Internal Audit
- Michael Reich, Procurement
- Patricia Reid, Treasury
- Audrey Rosenblatt, Arts & Sciences
- Dionida Ryce, Basic Sciences
- Joshua Sakolsky, Art History and Archeology
- Carol Tycko, SPA
- Eileen Valerio, Internal Audit
- Mary Ann Wanner, Dental School
- Anna Wojnarowska, Business School
Welcome and Introductions

Sponsored Projects Department Administrator Workgroup:

CUMC
- Elisabeth Tapley, Medicine
- Zuni Ramirez, Psychiatry
- Ruth Torres, Nursing
- Sadie Maloof, Cancer Center
- Kathy Dodd, Epidemiology
- Prasetio Tjondro, ICAP
- Maryann Wanner, Dental School
- Abigail Sarokin, Pediatrics
- Wayne Tang, Surgery
- Krish Iyer, Neurology

Morningside
- Louise Peterson, Biology
- Lara Ciamician, Social Work
- Emilia Warlinski-Tokiwa, Chemistry
- Myrna Tengco, Astrophysics Lab
- Lydia Argote, Physics
- Amy Garwood, Nevis
- Kevin Findlan, Economics
- Ran Zhao, Radiation Labs
- Maribel Respo, LEDO
- Patricia Hervey, Computer Science
- Dina Amin, Applied Physics/Math

Expectations of the Workgroup
- Review design of ARC Project Costing and General Ledger and how they address the research community
- Foster discussion on business process changes and reporting needs
- Communicate key messages and updates to the research community
- Participate in system testing and deployment activities
- Serve as liaison for facilitating feedback from Principal Investigators
Financials ERP Scope

Project Scope

• Redesign our Chart of Accounts in PeopleSoft Financials
• Implement a new General Ledger (core accounting module)
• Implement new Accounts Payable and Purchasing modules
• Implement Project Costing module; allows us to track certain activity across fiscal years
• Retrofit current Budget Tool for a new Chart of Accounts
• Retrofit HR / Labor Accounting system for a new Chart of Accounts
• Design New Reporting—queries “in the system” and from the data warehouse
• Conduct Training
# System Go-Live - July 1, 2012

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2010</td>
<td>2011</td>
<td>2012</td>
<td>2012</td>
</tr>
<tr>
<td>FY’11</td>
<td></td>
<td>FY’12</td>
<td></td>
<td>FY’13</td>
</tr>
<tr>
<td>Prep</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3 months</td>
<td>5 months</td>
<td>5 months</td>
<td>6 months</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **FIN ERP is our Project**
- **ARC is the name of our new financial system**
What is a Transition Session?

• Transition Sessions are intended to promote awareness and orientation to the changes that FIN ERP will bring and prepare you for the formal training and deployment of the new solution.

• Formal ARC System Training will begin in April 2012.

• Objectives for Today:
  – Introduce the Project Costing module
  – Understand the use of Project and Activity ChartFields
  – Understand the lifecycle of a Project in ARC, with a focus on sponsored awards
  – Outline key changes and enhancements
  – Understand scope of data conversion and suite of reports available
Key System Components of the FIN ERP Solution

- Application Security
- Chart of Accounts
- Finance
  - General Ledger
  - Budget
  - Project Costing
- Procurement
  - Purchasing
  - Accounts Payable
  - P-Card
- Reporting
  - PeopleSoft
  - Financial Data Store
- Integrating Systems (i.e. Advance, PAC/LA, SIS, etc.)
- Enabling Technology and Infrastructure
- Operations and Maintenance
Project Costing
What is Project Costing?

- Project Costing is a module of PeopleSoft Financials used to track and aggregate project-related costs.
- Project Costing also provides a place to store additional attributes applicable to a single project.
- It can be thought of as a repository of project information for budgeting, sponsored billing, and reporting purposes.
How does Project Costing fit in?

- **InfoEd**
  - SAPO – SubAward Purchase Order
  - Project and Activity Attributes
  - Sponsored Budgets

- **Procurement**
  - Vouchers

- **Project Costing**
  - Budget

- **General Ledger / Commitment Control**
  - Budget
  - Capital Budgets

- **ARC**
  - Non-sponsored project budget

- **Budget Tool**

- **SKIRE**
What is a Project in ARC?

- The Project ChartField represents the funding source and is required on all transactions.
- Separate Projects are generally set up where a separate fund balance must be tracked and carried forward.
Do I Need a New Project?

- Project has defined beginning and end
- Project to date reporting is required and is different from fiscal year
- Funding is externally restricted in purpose or time
- Funding is unrestricted or internally restricted and is significant in nature
What is an Activity in ARC?

- The Activity ChartField is always required.
- For Sponsored and Capital Projects, Activity further defines a budget period or scope of work.
- The Controller’s Office (FR&O) will create a default Activity, unless otherwise specified, for all Projects during the setup process.
Do I Need a New Activity?

- Specific portion of a capital project
- Restricted budget year
- Sponsor designated scope
- Internally designated scope
A researcher in Chemistry gets an award from National Science Foundation (NSF). They would like to collaborate with Medicine on a portion of the research. How could they use ARC to manage this award?

**Project represents award, similar to the GL in FAS**

**Activity represents each scope, similar to the SL in FAS**
Use of Project/Activity – Sponsored Example

A researcher at Columbia gets a multi-year award with carry over restrictions from National Institutes of Health (NIH). How could they use ARC to manage this award?

- Project represents award, but in FAS we would have a GL for every budget period

Multiple Activities in ARC represent each restricted budget period
Use of Project/Activity – Capital Example

A department requests that Facilities commence work on a new building. How can a department use ARC to manage this construction?

**Project** represents the new building, similar to the GL in FAS

**Activity** represents each building component, similar to the SL in FAS

- **Phase II - Facade**
- **Phase II - Electrical**
- **Phase II - Roof**
Project Type and Numbering

• How will the Project ChartField be numbered?
  • ARC will begin Project numbers with a range identifier, similar to the FAS ledger (i.e. Unrestricted will begin with “UR” and Government Grants with “GG”). Every Project will have a Project number.

• What is a Project Type?
  • Project Type is a Project Attribute that further defines the source of funding for reporting and analysis. Every Project will have a Project Type.

General
- Unrestricted
- Designated Agency
- Patient Care
- Gifts
- Endowments
- Student Loans

Sponsored
- Federal
- NY State
- NY Local
- Other Government
- Private
- Clinical Trial

Capital
- Capital
ARC Project Lifecycle

The ARC Project “Lifecycle”

- Setup & Notification
- Budgeting
- Encumber
- Spending
- Billing & Collections
- Reporting
- Closeout
Setup and Notification

The ARC Project “Lifecycle”

Setup & Notification
Closeout
Budgeting
Reporting
Encumber
Billing & Collections
Spending
How are Sponsored Projects created?

- Sponsored Projects include any Federal, State, Local Government or Private Grant or Contract.*
- The overall steps in the process are similar to today in FAS.

* Departments will continue to submit requests to the Clinical Trials Office (CTO) for Physician & Surgeons Industry Clinical Trials.
How are other Projects created?

- Other Projects include Unrestricted, Designated, Gifts, Endowments, Capital, and P&S Industry Clinical Trials.
- The overall steps in the process are similar to today in FAS.

Need a Project? Dept completes online Project ChartField request form The Controller’s Office (FR&O) creates in ARC Dept receives e-mail notification of new Project

- The Project ChartField request form will not be completed by the department in the following cases:
  - Endowment – Controller’s Office
  - P&S Industry Clinical Trials – CTO
Enhancements to Project Setup
The Project and Activity Team identifies the people responsible for the Project or Activity.

We’ve designed ARC to provide enhanced descriptions for team members.
What is Cost Sharing?
• Portion of the total project costs of a Sponsored Project borne by some entity or funding source other than the project sponsor.

How will I manage Cost Sharing in ARC?
• ARC will provide the ability to associate any Project (funding source) with a Sponsored Project to report cost shared and sponsored expenditures together.

• Department requests a new non-sponsored Project to track each cost sharing individual commitment.
• The Controller’s Office (FR&O) creates the new non-sponsored Project in ARC.
• The department funds the new non-sponsored Project via a fund transfer.
• The department notifies SPA of the new non-sponsored Project.
• SPA records this non-sponsored Project as an attribute of the Sponsored Project so that cost shared and sponsored expenses can be tracked together.
What are my Project and Activity attributes?

• Now that I’ve received my new Project notification, I can review my attributes using the Project Information Notification Report (PIN).

• The PIN details all attributes associated with a Project and Activity, such as Description, Owning Department, and Team.

• The PIN will be an enhancement to both the current FFE Account Inquiry Reports and SPBA (Sponsored Project Budget Authorization). Descriptions will be provided for all attributes, rather than a listing of codes.
Budgeting

The ARC Project “Lifecycle”

- Setup & Notification
- Budgeting
- Closeout
- Reporting
- Encumber
- Billing & Collections
- Spending
What is a Project Budget and how are they entered?

Project Life Budget: A budget that is created for the life of the project, e.g. Sponsored Projects, Capital Projects. A Project Budget can span multiple fiscal years.
How is a Project vs. Fiscal Year Budget created?

<table>
<thead>
<tr>
<th>Type of Project</th>
<th>Example</th>
<th>Project Budget</th>
<th>Fiscal Year Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fiscal Year Only Projects</strong></td>
<td>Unrestricted school funds</td>
<td>Not Required</td>
<td>Department creates using Budget Tool</td>
</tr>
<tr>
<td><strong>Capital Projects</strong></td>
<td>Any major capital activity</td>
<td>Facilities or OMB creates in Skire</td>
<td>Skire will pass a “zero” budget to start the Fiscal Year budget Process</td>
</tr>
<tr>
<td><strong>Sponsored Projects</strong></td>
<td>Grants and Contracts</td>
<td>SPA creates based on Notice of Award in InfoEd</td>
<td>InfoEd will pass a “zero” budget to start the Fiscal Year budget Process</td>
</tr>
<tr>
<td><strong>Other Multi-Year Projects</strong></td>
<td>Activity tracked in aggregate across fiscal years (e.g. recruitment package)</td>
<td>Department creates using Budget Revisions Tool</td>
<td>Department creates using Budget Tool</td>
</tr>
</tbody>
</table>
Sponsored Budget Categories – Example

- Sponsored Project Budgets* will be created using categories typically included in proposals and awarded by sponsors.
- Even though you will budget to categories, you will always spend to the detail Natural Account.

<table>
<thead>
<tr>
<th>Sample Budget Category</th>
<th>Budget Amount</th>
<th>Expense</th>
<th>Available Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>100,000</td>
<td>55,500</td>
<td>44,500</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>57,000</td>
<td></td>
<td>57,000</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>50,000</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>Domestic Travel</td>
<td>7,000</td>
<td>1,000</td>
<td>6,000</td>
</tr>
<tr>
<td>Capital Equipment</td>
<td>10,000</td>
<td></td>
<td>10,000</td>
</tr>
<tr>
<td>F&amp;A Expense</td>
<td>132,680</td>
<td>35,030</td>
<td>97,650</td>
</tr>
<tr>
<td><strong>Total Award Amount</strong></td>
<td><strong>356,680</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* P&S Industry Clinical Trials will continue to budget to the Natural Account based on funds received.

**Expense Detail**

<table>
<thead>
<tr>
<th>Expense Detail</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trav InSt Mileage</td>
<td>200</td>
</tr>
<tr>
<td>Trav Flat Per Diem</td>
<td>350</td>
</tr>
<tr>
<td>Trav Exp Ovrnight</td>
<td>400</td>
</tr>
<tr>
<td>Trav Incidental Exp</td>
<td>50</td>
</tr>
</tbody>
</table>
Encumbrances for Project and Fiscal Periods

- An encumbrance is a commitment to pay for goods and/or services reflected in a budget (e.g. a Purchase Order or salary commitment).
- Encumbrances on Projects will be recorded against a Project Life and a Fiscal Budget.

<table>
<thead>
<tr>
<th>Type of Encumbrance</th>
<th>Example</th>
<th>Current State (FAS)</th>
<th>ARC Fiscal Year Budget</th>
<th>ARC Project Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary from PAC</td>
<td>PIs, Project Managers</td>
<td>Through funding end date, not to exceed the current fiscal year</td>
<td>Allocated to fiscal year based on pay period</td>
<td>Through funding end date, not to exceed the Activity end date</td>
</tr>
<tr>
<td>Non-Salary from Purchasing</td>
<td>Equipment</td>
<td>Recorded entirely to the current fiscal year, or allocated to future fiscal years based on PO setup</td>
<td>Same as current</td>
<td>Fully encumbered for the total commitment</td>
</tr>
<tr>
<td>SAPOs from InfoEd</td>
<td>Sub-Award Purchase Order</td>
<td>Entirely allocated to the current fiscal year</td>
<td>Same as current</td>
<td>Fully encumbered for the total commitment</td>
</tr>
</tbody>
</table>
Spending

The ARC Project "Lifecycle"

- Setup & Notification
- Closeout
- Billing & Collections
- Encumber
- Budgeting
- Reporting
- Spending
What happens when I spend on my Project?

Source Entry

- Purchase Orders
- Vouchers

ARC Procurement

• Payroll

PAC Labor Accounting

• Journal Entries
• External Interfaces

ARC General Ledger

Nightly Batch Processes

Project Costing
Facilities and Administrative Expense (F&A) – Also referred to as Indirect Cost (IC), Indirect Cost Recovery (ICR), and overhead. F&A costs are actual costs incurred to conduct normal business activities, but are not readily identified with or directly charged to a specific project or program.
Sponsored Project Non-Salary Cost Transfer Workflow

• Cost transfers will need to be submitted for review and approval.

• All non-salary cost transfers will be submitted by departments directly in ARC.

• ARC will route the cost transfer based on workflow; SPF approval is required on cost transfers where applicable.

<table>
<thead>
<tr>
<th>Module</th>
<th>Type of Transaction Requiring SPF Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP</td>
<td>Journal Voucher cost transfers debiting a sponsored project &gt; 90 days</td>
</tr>
<tr>
<td>GL</td>
<td>All Journal Entries or Internal Transfers, with the exception of Internal Transfers using a Sponsored Recharge License</td>
</tr>
</tbody>
</table>
Billing and Collections

The ARC Project “Lifecycle”
Billing and Collections

- SPF will continue to bill and collect on behalf of departments for most sponsored projects.
- Departments will need to continue to provide SPF with copies of invoices for any department billed awards.
The ARC Project “Lifecycle”
## What converted data will be available for reporting?

<table>
<thead>
<tr>
<th>Data</th>
<th>Scope</th>
<th>Level of ARC Account Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Budget</td>
<td>• FY 13 Original from the Budget Tool</td>
<td>• ARC Account Balances</td>
</tr>
<tr>
<td>Project Budget</td>
<td>• Project Budget as of FY 12 Close from FAS</td>
<td>• ARC Account Balances for non-sponsored and P&amp;S Industry Clinical Trials</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Budget Category Balances for sponsored</td>
</tr>
<tr>
<td>Actual Expenses</td>
<td>• Project to Date as of FY 11 Close from FAS</td>
<td>• ARC Account Balances</td>
</tr>
<tr>
<td></td>
<td>• Monthly FY 12 from FAS</td>
<td></td>
</tr>
</tbody>
</table>

### Project Based Financial Compliance Reporting (i.e. Financial Status Report)

- Project to Date and FY12 Actual Expenses will provide the ability for accurate Sponsor Invoicing and Financial Status Reporting (FSR).
- Transaction level detail, such as a voucher paid to vendor, prior to July 1, 2012 will continue to be available in DARTS if required.
Key ChartField Summary Reports

- ChartField Summary reports can be used on a daily basis to determine available budget to spend by fiscal year.
- Key ChartField Summary Reports include the following:

<table>
<thead>
<tr>
<th>Report Name</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Summary</td>
<td>Provides the fiscal summary based on the Project selected. To assist the PI/Faculty to manage their individual Project spending and monitor fund balance.</td>
</tr>
<tr>
<td>Segment Summary</td>
<td>Provides the fiscal summary based on the Segment selected. To assist the PI/Faculty to manage their portfolio of business.</td>
</tr>
</tbody>
</table>
Project Costing Reports

• Project Costing Reports can be used to manage available budget and transaction detail for Project life to date.

• Key Project Costing Reports include the following:

<table>
<thead>
<tr>
<th>Report Name</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsored Project Financial</td>
<td>Review Project Financial position, including total encumbrance, for sponsored projects.</td>
</tr>
<tr>
<td>Non-sponsored Project Financial</td>
<td>Review Project Financial position, including total encumbrance for general and capital projects.</td>
</tr>
<tr>
<td>Project Cost Overrun</td>
<td>Review Project expense budget cost overruns.</td>
</tr>
<tr>
<td>F&amp;A Recovery</td>
<td>Used to review total F&amp;A recovery by department or PI for a specified date range, as well as monitor F&amp;A overdrafts.</td>
</tr>
<tr>
<td>Project Re-budget</td>
<td>Tracks when a re-budget request to a Sponsor may be required (based on Sponsor restrictions).</td>
</tr>
<tr>
<td>PIN (Project Information Notification)</td>
<td>Provide all attributes and budget associated with a Project/Activity.</td>
</tr>
</tbody>
</table>
Sponsored Project Financial Report – By Category

Columbia University
Sponsored Project Financial Report – Summary by Budget Category
As of 12/31/2011

<table>
<thead>
<tr>
<th>Project Description: R01132543225</th>
<th>Project ID: G9132546</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager: Pam O’Neal</td>
<td>Project Period: 11/1/2010 - 12/31/2011</td>
</tr>
<tr>
<td>Project Owning Department: Psychiatry</td>
<td>Activity 01, 02, 03</td>
</tr>
<tr>
<td>Project Title: Immunosuppression with Anti-thymocyte Globuline, Rituximab, Tacrolimus</td>
<td>Activity Period: 11/1/2010 - 12/31/2011</td>
</tr>
<tr>
<td>Sponsor: American Heart Association</td>
<td>Award Cycle: 11/1/2010 - 12/31/2015</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget Account</th>
<th>Account Description</th>
<th>Total Budget</th>
<th>Actual to Date</th>
<th>Commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Month</td>
<td>Project</td>
</tr>
<tr>
<td>523251</td>
<td>Salaries and Wages</td>
<td>800,000.00</td>
<td>12,500.00</td>
<td>374,177.00</td>
</tr>
<tr>
<td>532555</td>
<td>Fringe Benefits</td>
<td>226,400.00</td>
<td>3,537.50</td>
<td>105,832.09</td>
</tr>
<tr>
<td>652541</td>
<td>Capital Equipment</td>
<td>75,000.00</td>
<td>25,500.00</td>
<td>52,432.00</td>
</tr>
<tr>
<td>652156</td>
<td>Supplies and Materials</td>
<td>100,000.00</td>
<td>12,503.00</td>
<td>22,100.00</td>
</tr>
<tr>
<td>685242</td>
<td>Other Direct</td>
<td>15,000.00</td>
<td>3,124.00</td>
<td>10,000.00</td>
</tr>
</tbody>
</table>

Total Direct Expense: 57,264.50
564,601.09
651,738.91
102,225.00
76,150.00
742,976.09
473,423.91
61%
114%

698523        F&A
19,033.69
308,837.96
379,426.24
62,357.25
46,451.50
417,646.71
270,617.49
61%
110%

Total F&A Expense:
19,033.69
308,837.96
379,426.24
62,357.25
46,451.50
417,646.71
270,617.49
61%
110%

Total Expense:
5,121,054.20
133,622.69
1,438,040.14
1,683,024.06
266,807.25
198,751.50
1,903,598.89
1,217,465.31
61%
113%

Pre-Paid Vouchers Outstanding: 52,500.00

Current F&A Base and Rate:
Activity ID: 01 Federal Research: 60.00%
Activity ID: 02 Federal Research: 20.00%
Activity ID: 03 No F&A/Admin Fee: 0.00%

Note: The calculation of salary encumbrances on this report are for budget and planning purposes only and in no way represent an agreement of ongoing employment or employment for a defined period.

* This is a report mockup. Actual report layout may change.
<table>
<thead>
<tr>
<th>Account</th>
<th>Account Description</th>
<th>Total Budget</th>
<th>Month</th>
<th>Project</th>
<th>Balance Before Commitment</th>
<th>Commitment</th>
<th>Project or Activity Burn Rate %</th>
</tr>
</thead>
<tbody>
<tr>
<td>652157</td>
<td>LAB SUPPLIES-GENERAL</td>
<td>6,800.00</td>
<td>8,000.00</td>
<td></td>
<td>1,000.00</td>
<td>5,000.00</td>
<td>14,000.00</td>
</tr>
<tr>
<td>652158</td>
<td>LAB SUP-PLASTICS</td>
<td>2,703.00</td>
<td>6,000.00</td>
<td></td>
<td>5,000.00</td>
<td>1,000.00</td>
<td>12,000.00</td>
</tr>
<tr>
<td>652159</td>
<td>LAB SUP-PAPER PRODUCTS</td>
<td>3,000.00</td>
<td>8,100.00</td>
<td></td>
<td>-</td>
<td>8,000.00</td>
<td>14,100.00</td>
</tr>
<tr>
<td>652156</td>
<td>Supplies and Materials</td>
<td>100,000.00</td>
<td>12,503.00</td>
<td>22,100.00</td>
<td>77,900.00</td>
<td>6,000.00</td>
<td>12,000.00</td>
</tr>
</tbody>
</table>

* This is a report mockup. Actual report layout may change.
# Sponsored Project Financial Report – By Transaction

**Columbia University**

**Sponsored Project Financial Report – Detail**

**As of Date**

<table>
<thead>
<tr>
<th>Project Description: R01132543225</th>
<th>Activity ID: 01, 02, 03</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager: Pam O’Neal</td>
<td>Activity Type: BP001</td>
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<td>Project Title: Immunosuppression with Anti-thymocyte Globuline, Rituximab</td>
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**ARRA, ADVANCE, CTV**

**Project Period: 1/1/2010 – 12/31/2011**

**Activity Period: 1/1/2010 – 12/31/2011**

**Award Cycle: 1/1/2010 – 12/31/2015**

### Month to Date Detail for Supplies and Materials

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**Total**                                                                                   **12,503.00**

* This is a report mockup. Actual report layout may change.
Project Closeout

The ARC Project “Lifecycle”

- Closeout
- Setup & Notification
- Budgeting
- Encumber
- Billing & Collections
- Spending
- Reporting
FAS uses the Freeze and Delete flags as part of a control and closeout process.

ARC uses multiple statuses to implement a gradual closeout of Projects and Activities.

- **Open**: If spending needs to temporarily stop
- **Hold**: One day after end date
- **Ended**: Ninety days after end date
- **Closeout**: Completed

**Start**

**Stop**

**The End**

**Closed**
Facilitated Q&A
Meeting Wrap-Up
# ARC Training Timeline

## CORE ARC TRAINING

<table>
<thead>
<tr>
<th>2011</th>
<th>2012</th>
<th>2013</th>
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<td>FY12</td>
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<tr>
<td>Design</td>
<td>Build</td>
<td>Test</td>
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## TRANSITION SESSIONS

- Transition Session #1
- Transition Session #2
- Transition Session #3
- Transition Session #4
- Transition Session #5
- Transition Session #6 and #7
- Transition Session #8
- Transition Session #9
- Transition Session #10
- Transition Session #11

- Pilot Training
- Wave 1: Deliver WBT (Introductory Level)
- Wave 2: Deliver WBT & ILT (Detail level)
- Follow-Up Training
Project Resources

• Review FIN ERP Project Website:  

• Send Questions to FIN ERP Project Email Address:  
  FINERP@columbia.edu

• School / Admin Unit Liaisons (see following slide for detailed list)
### Your Extended Support Network:
#### FIN ERP School/Admin Unit Liaisons

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Alumni and Development</strong></td>
<td>Hannia Smith</td>
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<tr>
<td><strong>American Assembly</strong></td>
<td>Karla Garcia</td>
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<tr>
<td><strong>Architecture</strong></td>
<td>Elizabeth Alicea</td>
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<td><strong>Arts and Sciences</strong></td>
<td>Ellen Binder</td>
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<td><strong>Athletics</strong></td>
<td>James Grate</td>
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<tr>
<td><strong>Business School</strong></td>
<td>Janet Horan</td>
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<td>Andrea Burrell</td>
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<td>Tony Cerone</td>
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<td>Raquel Marin-Oquendo</td>
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<td><strong>Earth Institute</strong></td>
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<td><strong>Facilities</strong></td>
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<td>Lisa Rogerson</td>
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<td><strong>GSAS</strong></td>
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