

A hand holding a black pen is writing on a budget spreadsheet. The spreadsheet has columns for categories like 'Business', 'Children', 'Entertainment', 'Food', 'Gifts and Charities', 'Housing', 'Utilities', 'Transportation', and 'Care'. A blue calculator is visible in the upper left, and a pie chart is in the background. A blue banner at the bottom contains the text 'Closing the Year with OneUSG Connect'.

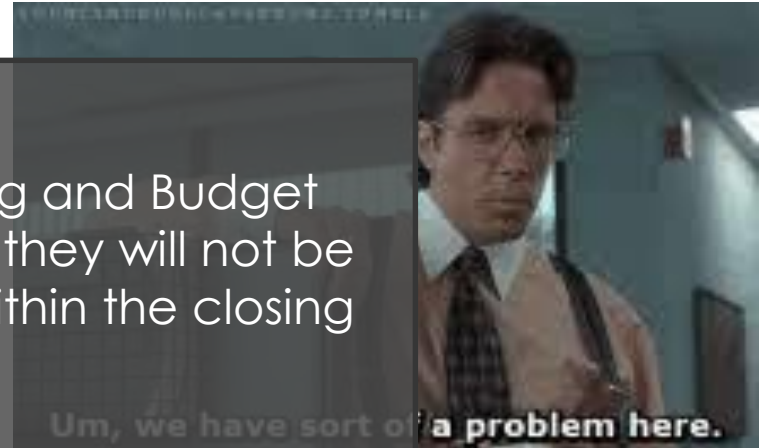
OneUSG Connect

Closing the Year with OneUSG Connect

Background

- Time Required to Process a Retro
- Budget Retros can overlay a Direct Retro
- Direct Retro user experience is complex
- Existing solution does not support large reclassifications
- Separate retros are required when multiple combo codes are involved

Conclusion: Accounting and Budget Practitioners concerned they will not be able to close the year within the closing schedule



- Commitment Accounting Advisory Group Established by USO
- Initial Meeting Held in March (3/18)
 - Catalog Pain Points
 - Evaluate Options to Address Pain Points
 - Propose Action Plan to System Office Leadership



Advisory Group Members

- Jamie Fernades – KSU
- Chad Cleveland – UGA
- Terryl Barnes – GT
- Laura Craft – AU
- Mary Renfroe – GSU
- Jason Matt - USO
- Lynn Hobbs – SSC
- Brandi Waters – GSO
- Claire Arnold – USO
- Brad Freeman – USO
- Donna Wooddell – ITS
- Christy Todd - ITS



▸ Introduction

In current state, the colleges have two options for processing retro distributions: Direct Retro

Soft Copy of Notes Available on the OneUSG Connect Web Site

Documentation
Commitment Accounting

This assessment is focused on the following objectives:

Look at functionality, both delivered and customized, with the intent to:

a) Review options and, at the same time,

b) Identify areas where considering "forward" billi



Proposed Approach

- Express Direct Retro
 - Model Solution from Georgia Tech
 - Stand Alone
 - Integrated with Commitment Accounting
- Payroll Adjustment Expansion



Express Direct Retro Solutions Cannot be Implemented
in Time for Fiscal Year End



- Expand Payroll Adjustment Functionality in Time to Assist with Fiscal Year End
 - Deployed 5/10 to HPROD
 - OneUSG Connect Production
- Implement Express Retro Solution
 - Targeted for Georgia Tech Implementation



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Payroll Adjustment Expansion



Payroll Adjustment Expansion

- Scope
 - CSV Upload into Payroll Adjustment Page
 - Query to Output Personal Services Transactions into CSV Format
 - Support for Additional Chartfields (Research Institutions)
 - Support to Use Program / Class Different from Combo Code
 - Document Attachment Support
 - 1 Step Approval of Payroll Adjustment
 - Addresses Audit / Compliance Risk
 - Standardized Justification Comments



Payroll Adjustment Expansion



Payroll Adjustment Expansion

- Security Roles
 - Payroll Adjustment Entry
 - Payroll Adjustment Approval
 - Payroll Adjustment Chartfields
 - Opens Chartfields to be Different than Combo Code
 - Assumes Commitment Control budget in place for Accounting String



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Express Direct Retro




Express Direct Retro

Past Pay Period Project Change

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Empl ID	begins with ▼	<input type="text"/>	
GL ORG value	begins with ▼	<input type="text"/>	
Project/Grant	begins with ▼	<input type="text"/>	
Name	begins with ▼	<input type="text"/>	
Last Name	begins with ▼	<input type="text" value="."/>	
Company	begins with ▼	<input type="text"/>	
Business Unit	begins with ▼	<input type="text"/>	

Case Sensitive

Search

Clear

Basic Search



Save Search Criteria



Past Pay Period Project Change

Name: Jon S...

Selection FY:

Criteria:

Project
Distribution:

Account
Distribution:

Confirm

Transfer

Clear

- Select Charges by Accounting period or Pay End Dates
 - Change Account or Combo Code
 - Can Split to Multiple Combo Codes
 - Retros are recorded at an Employee Level
 - Requires Justification and Workflow Approval

Cost Detail

Last

Last

Last

Apply

Fields

0.00

Redistributed Total:

0.00

Save

Return to Search

Notify



Past Pay Period Project Change

Name: Jon Smith

ID: 999999

Rcd#: 0

FTE: 1.000000

Monthly Employee Cost Detail

Selection FY: 2018

Accounting Period(s):

7

Thru:

7

Select

Criteria:

Pay Period End Date(s):

Thru:

Find | View All

First

1 of 1

Last

Find | View All

First

1 of 1

Last

Project

2506Q71

Amount

Distribution:

19,293.17

Find | View All

First

1 of 1

Last

Account

511100

Amount

Distribution:

Salaries-Reg Faculty w/Benefit

19,293.17

Use This Proj/Acct

Confirm

Selected Total:

19,293.17

Justification

Apply

Transfer:

From Project: 2506Q71

Clear

To Project: 2506R03

AMERICAN HEART ASSOC

Edit CharFields

From Account: 511100

Salaries-Reg Faculty w/Benefit

*Amount:

15,000.00

Redistributed Total:

15,000.00



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Fiscal Year 2019 Considerations



Year End Considerations

- Payroll Adjustments can (**will**) conflict with Budget and Direct Retros
 - **OneUSG does not recommend using both at the same time (within a fiscal year)**
- Payroll Adjustments are Unencumbered



Institution Options

- Option 1: Continue using Direct and Budget Adjustments for all
 - Option 2: Shared Services for Year-End Budget Retros
 - Discourage use of Budget Retros
 - Budget Retros
- Service Now Ticket Required to Stop Using Budget Retros
 - Shared Services will remove your institution from the Batch Budget Retro Schedule



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Fiscal Year 2020 Considerations



Institution Options

- Option 1: Continue using Direct and Budget Retro without Using Payroll Adjustment
- Option 2: Continue using Direct and Budget Retro without Using Payroll Adjustment and Requiring Service Now Ticket Required to Restart Budget Retros if Turned off for FY19
- Option 3: Continue using Direct and Budget Retro without Using Payroll Adjustment and Requiring Service Now Ticket Required to Restart Budget Retros if Turned off for FY19 and Development



- If you plan to use the Payroll Adjustment....
 - Request Security Roles
 - Approval at a Minimum
 - Override (if you must)
 - Determine FY19 Approach to Retros
 - Submit Service Now Ticket if Moving Away from Budget and Direct Retro
 - Determine FY20 Approach to Retros



Questions



thank you!

