

# Collaboration, Community, and Continuous Improvement

## Sponsored Research Tech Talk

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Administrative Systems Management

# Agenda

- 2017 Rollouts
- Departmental Subrecipient Reports
- Under Construction for 2018

# 2017 Rollouts

- Closeout Project Go-live - May 2017
  - 4 new electronic forms
  - 7 new reports
  - New closeout system (CONS)
  - New CONS Email notifications
  - OSP Closeout Tools
- Subrecipient Database Transition to SAP – August 2017
  - Transition Subrecipient system from Access Database into SAP
  - New reports for OSP and Departments

# Subrecipient Reports

- Duke@WORK > Grants Management > Sponsored Research Reports
  - Subaward Report
  - Subaward Invoices Report

Reports to sponsors

Sponsored Research, Effort and Payroll Tools and		<a href="#">Timeliness of Closeout Docs</a> Report that provides information on submission of the various closeout documents
ts		<a href="#">Subaward Report</a> Report that provides information on Subawards, both in summary and detail views
on of Closeout Tasklist		<a href="#">Subaward Invoices Report</a> Report that provides information on Subaward invoices, both in summary and detail views

# Subrecipient Reports

## Subaward Report

- Lists active subawards – can choose to see closed codes
- See current status of spending
- # of invoices processed
- Indicator as to whether final invoice processed
- Key due dates such as Final Invoice Due Date
- Export to Excel

# Subrecipient Reports

## Subaward Report – Flexibility on selection

**Search Selection**

WBSE:  To

Parent:  To

Subrecipient:

BFR:

Grant Manager:

Duke Principal Investigator:

Subrecipient PI Investigator:

Created On Date:  To

Type of Subaward:

Type of Payment:

Display Budget Category Details

Include Closed WBSEs

# Subrecipient Reports

Subaward Summary Report

[Return to Selection screen](#)

View: [Standard View] | Export

WBSE	Subrecipient Na...	WBSE Desc	Dept. Project ...	Parent	Grant Mgr ID 1	Grant Manag...	Respons.	Name of resp...	Subrecipient ...	BFR Code	BFR Name
2032221	UNIV OF MIAMI	4R01AI06880...		2032220	694098	ALISHA WOOD	25542	FOWLER, VA...		6880201550	Medicine-Infec...
2032351	NC, UNIV OF N...	4R01HL1098...	R01 SUB TO ...	2032264	694098	ALISHA WOOD	290316	COX, CHRIST...		6880201585	Medicine-Pul...
2032352	UNIVERSITY O...	4R01HL1098...	R01 SUB TO ...	2032264	694098	ALISHA WOOD	290316	COX, CHRIST...		6880201585	Medicine-Pul...
2032353	UNIVERSITY O...	4R01HL1098...	R01 SUB TO ...	2032264	694098	ALISHA WOOD	290316	COX, CHRIST...		6880201585	Medicine-Pul...
2033406	DXTERITY DIA...	HHSO100201...		2033405	268525	CAROLYN LA...	137379	CHAO, NELS...		6880201518	Hematologic ...
2033407	AZ, UNIV OF AZ	HHSO100201...		2033405	268525	CAROLYN LA...	137379	CHAO, NELS...		6880201518	Hematologic ...
2033701	NC, ECU	5R01HL1244...		2033700	694098	ALISHA WOOD	101186	KONTOS, CH...		6880201515	Medicine - Car...
2033811	CA, UNIV OF S...	5R01DK0983...		2033810	694098	ALISHA WOOD	211393	GURLEY, SU...		6880201565	Medicine-Nep...
2033812	CEDARS-SINAI ...	5R01DK0983...		2033810	694098	ALISHA WOOD	211393	GURLEY, SU...		6880201565	Medicine-Nep...
2033953	UNIV OF COLO...	4R01HL1098...	R01 SUB TO ...	2032264	694098	ALISHA WOOD	290316	COX, CHRIST...		6880201585	Medicine-Pul...
2034021	NC, UNIV OF N...	4P30DK0984...		2032452	110970	GINA R MATH...	25485	FOSTER, MA...		6880201565	Medicine-Nep...
2034147	BEIJING INSTIT...	5R01AI10899...	BIME PROJE...	2034146	694098	ALISHA WOOD	662853	GRAY, GRE...		6880201550	Medicine-Infec...
2034246	UNIVERSITY O...	5R01HL1216...		2034073	694098	ALISHA WOOD	99413	FREEDMAN, ...		6880201515	Medicine - Car...
2034410	ICAHN SCH ME...	4P30DK0984...		2032452	110970	GINA R MATH...	25485	FOSTER, MA...		6880201565	Medicine-Nep...
2034722	UNIVERSITY O...	5P01AI10453...		2034715	694098	ALISHA WOOD	113888	BEESE, LOR...		6880201550	Medicine-Infec...
2034723	ST JUDE CHILD...	5P01AI10453...		2034715	694098	ALISHA WOOD	544103	BRENNAN, RI...	RICHARD LEE	6880201550	Medicine-Infec...
2034738	NC, UNIV OF N...	1R21DK1085...		2034737	694098	ALISHA WOOD	97625	TELEN, MARI...		6880201546	Medicine - He...

# Subrecipient Reports

## Invoice Report

- List of invoices processed
- Billing dates of invoice
- Date invoice received
- Identifier as to Final or Treat as Final
- Link to Invoice document
- Master data pertaining to WBSE/Subaward
- Drill down to budget category detail
- Export to Excel



# Subrecipient Reports

## Invoice Report – Flexibility on Selection

**Search Selection**

WBSE:   To

Parent:   To

Subrecipient:

BFR:

Grant Manager:

Duke Principal Investigator:

Subrecipient PI Investigator:

Invoice Start Date:   To

Invoice #:

Check Request Status:

Display Budget Category Details  
 Display "Final" and "Treat as Final"  
 Include Closed WBSEs

# Subrecipient Reports

[Return to Selection](#)

View: [Standard View]

Export

WBSE	WBSE Desc	Dept. Project Name	Invoice Number	Subrecipient Name	Invoice Start Date	Invoice End Date	Inv \$	Parent	Grant Mgr ID 1	Grant Manager Name	Respons.	Name of resp.person	Subre
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339022</a>	AZ, UNIV OF AZ	09/01/2017	09/30/2017	20,780.84	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339021</a>	AZ, UNIV OF AZ	08/01/2017	08/31/2017	20,986.12	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339020</a>	AZ, UNIV OF AZ	07/01/2017	07/31/2017	4,801.83	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339019</a>	AZ, UNIV OF AZ	06/01/2017	06/30/2017	22,456.77	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133918</a>	AZ, UNIV OF AZ	05/01/2017	05/31/2017	8,561.94	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133909</a>	AZ, UNIV OF AZ	08/01/2016	08/31/2016	8,148.24	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133908</a>	AZ, UNIV OF AZ	07/01/2016	07/31/2016	5,983.71	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133907Revised</a>	AZ, UNIV OF AZ	06/01/2016	06/30/2016	1,243.84	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133907</a>	AZ, UNIV OF AZ	06/01/2016	06/30/2016	8,834.83	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133906</a>	AZ, UNIV OF AZ	05/01/2016	05/31/2016	12,236.41	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133905</a>	AZ, UNIV OF AZ	04/01/2016	04/30/2016	13,441.11	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133904R</a>	AZ, UNIV OF AZ	03/01/2016	03/31/2016	32,556.47	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">40133902</a>	AZ, UNIV OF AZ	02/01/2016	02/29/2016	37,090.51	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339017</a>	AZ, UNIV OF AZ	04/01/2017	04/30/2017	9,631.61	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339016</a>	AZ, UNIV OF AZ	03/01/2017	03/31/2017	10,131.63	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339015</a>	AZ, UNIV OF AZ	02/01/2017	02/28/2017	10,788.41	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339014</a>	AZ, UNIV OF AZ	01/01/2017	01/31/2017	8,075.99	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339013</a>	AZ, UNIV OF AZ	12/01/2016	12/31/2016	7,517.84	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339012</a>	AZ, UNIV OF AZ	11/01/2016	11/30/2016	8,583.33	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	
2034698	HHSN2722013000171 SUB #2-P2034698	VALLEY FEVER - TASK C/OP 2 UA SUB	<a href="#">401339011</a>	AZ, UNIV OF AZ	10/01/2016	10/31/2016	8,299.27	2034698	682024	KATHERINE NORRIS	100032	WALTER, EMMANUEL B	

# Under Construction for 2018

- Alpha WBSE – A031234 coming Feb/Mar 2018
- WBSE Setup – automation of WBS code creation
  - Kick off from SPS
  - Pre-assign GM1
  - Departmental initiation
  - Preaward office initiation

# Collaboration, Community, and Continuous Improvement

# Questions?