

OFFICE of CONTRACTS and GRANTS
DIVISION OF RESEARCH

Dear Department Business Administrators,

PeopleSoft (PS) Grants is an important campus-wide project that began last year. We are now in Phase I of “go-live,” and want to provide you with information about the transition to the new system and how you can continue to access proposal and award information that was previously stored in RD2K.

We are currently transitioning to the new system. During this time, no new award cost centers will be created and no modifications (such as no-cost extensions or budget revisions) will be processed.

Phase 1 Go-live for Grants and Projects will be Monday, March 13.

Once live, the PS Grants modules will be located in the finance section at myuh.edu and AccessUH.

Below are some key dates:

3/1/2017	Phase 1 cutover initiated.
3/6/2017	OCG stops creating sponsored project cost centers and/or modifications in PS finance
3/13/2017	UH IT will setup award profiles in PS Grants for project cost centers in RD2K as of 3/6/2017 and will move proposals approved in RD2K as of 3/13/2017 into PS Grants production.
3/13/2017	OCG Research Administrators (RA) will begin to setup awards and process modifications to awards in PS Grants.
3/13/2017	Department users will have view access to PS grants award management proposal, award and project information.

A list of Frequently Asked Questions (FAQs) is provided below. If you have a question that you do not see addressed below, please send an email to the Office of Contracts and Grants: psgrants@share.uh.edu

Question: What is PeopleSoft Grants?

Answer: The PeopleSoft Grants modules is part of the PeopleSoft suite that will replace RD2K. RD2K is currently used by the Office of Contracts and Grants for sponsored projects award management. There are five modules within PS Grants: Grants Management, Projects, Contracts, Billing, and Accounts Receivable. The March 1st go-live will affect PS Grants Management and Projects modules. The project cost centers general ledger and payroll activities will remain unchanged.

Question: What is the PeopleSoft Grants cutover?

Answer: Cutover is the period during which sponsored projects administrative activities will be transitioned from RD2K to the PS Grants system. During this time, existing data from RD2K such as award profiles and project cost center information from RD2K and PS finance will be converted into PeopleSoft Grants in production. During the cutover period, new and pending sponsored project awards and modifications received will not be set-up until March go-live on March 13th.

Question: Will PeopleSoft Grants conversion include internal awards?

Answer: No. Internal awards and other project cost centers will continue to be setup and managed under the current process in PeopleSoft Finance.

Question: What will change for Departmental Business users?

Answer: For Department Business Administrators who used RD2K and Custom Projects in PS Finance to view award profiles, the information will now be viewed in the PS Grants module. A presentation will be posted to the OCG website.

Question: Will the RAMP transmittal for proposal submission approval and award setup change?

Answer: Yes; In Phase 1 implementation transmittal routing and approval via RAMP will transition into AccessUH. Users who are largely PIs will access the transmittal forms via AccessUH under the cost center manager dashboard icon. Department Pre-Award RAs will have access to the transmittal from PS grants suite in the finance area. RAMP will remain accessible as a read-only resource. Instructions on how to access the transmittal will be posted to the OCG website.

Question: Would department users still have access to RAMP and RD2K information?

Answer: Yes. Users may continue to log into RAMP and RD2K for read-only access to view information previously entered.

OFFICE of CONTRACTS and GRANTS
DIVISION OF RESEARCH

Question: What will happen to transmittal still in progress when RAMP is read only?

Answer: This depends on the status of the transmittals in progress. Transmittals under construction or no longer needed will be inactivated. Transmittals still being routed for approvals will be moved to the PS Grants transmittal modules and the routing process continue there.

Question: When will the rest of the modules be implemented and how will it affect departments?

Answer: The rest of the modules will go live within a month of the Phase 1 go-live date. Departments are not expected to see any changes to their usual processes. This rest of the modules will affect billing and federal draw down. Day-to-day processes on payroll, AP vouchers, general accounting journals, purchase requisitions and orders and other transactions will not be affected.

Question: Will there be changes in the award setup after PS Grants implementation?

Answer: Yes. One significant change is the addition of new Level 5 budget account codes that will separate existing expenditures into categories more transparent for reporting. The list of new budget account and their previous budget categories are listed below:

Account	Description	Previous Budget Account
B5080	L5 – ANIMALS	B5025 Maintenance & Operations
B5081	L5 - HUMAN SUBJECT	B5025 Maintenance & Operations
B5082	L5 - FOREIGN TRAVEL	B5071 Travel Expense
B5083	L5 - PASS THROUGH >25K	B5024 Pass Thru
B5084	L5 - TRAVEL-DOMESTIC	B5071 Travel Expense
B5085	L5 - TRAVEL RECRUITING	B5071 Travel Expense
B5086	L5 - ALTER & RENOVATION < 5K	B5025 Maintenance & Operations
B5087	L5 - ALTER & RENOVATION >5K	B5019 Capital Outlay
B5088	L5 - RENTAL/LEASE - EQUIPMENT	B5019 Capital Outlay
B5089	L5 - RENTAL/LEASE - FACILITIES	B5025 Maintenance & Operations
B5090	L5-STIPEND PAYMENTS	B5025 Maintenance & Operations