



VCAA Fiscal Tiger Team

Monthly Reconciliation Using the Project Setup Match Errors Report
Training February 21, 2023

Fiscal Tiger Team

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Training Goals/Learning Outcomes

- » How to run Project Setup to GL Match Error Report
- » Understand the Project setup phase in PPM
- » Identify errors and why they occur
- » Steps to take to fix errors

1. Project Setup

PPM

Why Project Setup Matters: SLAs & DFFs

SLAs (Subledger Accounting Rules) are set up so that GL segments are derived using logic (see page 8 of the PPM user guide) when costs post from the PPM subledger to the GL. How a project is set up derives what posts on the GL. See logic on next slide.

There are 4 DFFs (Defined Flex Fields) on the Task in PPM that are available to enter segment values to drive SLAs. These are Fund, Function, Program, Location. Fund and Function are required.

On General and KR Service Agreement Contracts, there are 2 DFFs on the Contract for fund and account to drive the revenue and AR SLAs.

SP = Sponsored
Projects
CP = Capital Projects
GP = General Projects

Segment	PPM Data element derived from
Entity	Based on the FinU
Fund	SP: Based on the Award Type GP and CP: As entered on the task on the Project or Contract
Financial Unit (FinU)	Based on the Project Owning Organization (costs) or Contract Owning Organization (revenue) CP: NICA for CAMPUS, Balance Sheet for Health
Account	Based on the Expenditure Type for expenses Based on the contract for revenue
Function	SP: Based on the Award Purpose GP and CP: Based on the function entered on the task
Program	SP: N/A GP and CP: Based on the program entered on the task
Location	SP: N/A GP and CP: Based on the location entered on the task
Project	Based on the project being expensed to or billed off (revenue from contract) SP: Project not on revenue
Activity	n/a not used for PPM activity
InterEntity	n/a-system derives value
Future 1	n/a not in use
Future 2	n/a not in use

General Projects and Capital Projects leverage DFFs to capture values for the SLAs to use

Why Project Setup Matters: Financial Unit and Fund

If a transaction posts through SLA logic, then there should never be a mismatch between the GL and PPM chart elements. It's when a transaction *does not* pass through SLA logic (like Journal entries) that there becomes the potential for errors and mismatches.

This is when Financial Units and Funds become misaligned with how a project was set up.

Resources:

https://support.ucsd.edu/services?id=kb_article_view&sys_kb_id=c1112ef41b43cd10506f64e8624bcb9c

https://ucsdcloud-my.sharepoint.com/personal/financesupport_ucsd_edu/layouts/15/onedrive.aspx?id=%2Fpersonal%2Ffinancesupport%5Fucsd%5Fedu%2FDocuments%2FPPM%20User%20Guide%2FPPM%20User%20Guide%2Epdf&parent=%2Fpersonal%2Ffinancesupport%5Fucsd%5Fedu%2FDocuments%2FPPM%20User%20Guide&ga=1



2. Identifying Errors



Department Exceptions Panorama - Project Setup to GL Match Errors

Report:

https://ekgs.fa.us2.oraclecloud.com/analytics/saw.dll?Dashboard&PortalPath=%2Fshared%2FCustom%2F_portal%2FUCSD-DSH%20Department%20Exceptions%20Panorama&Page=List%20of%20Reports&PageIdentifier=ps9amlueb8ie7ot8&BookmarkState=184fpr6ti2tooilh844ntceori&options=-

Blink:

<https://blink.ucsd.edu/finance/bi-financial-reporting/accountability/department-exceptions.html>



3. Survey



Training Timeline

Fiscal Contacts
presentation: Fiscal Year
to Date vs. Inception to
Date Reporting

SEP

OCT

NOV

DEC

JAN

FEB

MAR

Fiscal Contacts
presentation: Monthly
Reconciliation Using the
NOR Report

Fiscal Contacts
presentation: High-risk
Ledger Review

Fiscal Contacts
presentation: Zero Project
Reconciliation & GL-PPM
Reconciliation

Fiscal Contacts
presentation:
Understanding the DOPES
for Payroll Reconciliation

Fiscal Contacts presentation:
Monthly Reconciliation Using
Project Setup Match Errors
Report

Training Topics

- » September: Fiscal Year to Date vs. Inception to Date Reporting
- » October: Zero Project Reconciliation & GL-PPM Reconciliation
- » November: Monthly Reconciliation Using the NOR Report
- » December: Understanding the DOPES for Payroll Reconciliation
- » January: High Risk Ledger Review
- » February: Monthly Reconciliation Using Project Setup Match Errors Report



THANK YOU!

Any questions?

You can find us at

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CREDITS

Special thanks to all the people who made and released these awesome resources for free:

- » Presentation template by [SlidesCarnival](#)
- » Photographs by [Unsplash](#)