



**University System of North Dakota
Higher Education Financials**

Grants

GM 10 Collect And Collect Revenue

PEOPLESOFT 8.4

Version 2.0
Final
Monday, October 11, 2004



A: GM 10.0 GRANTS REVENUE3

STEP 1:- CREATE AND REVIEW ACCOUNTING4

 1. COST REIMBURSABLE AND F&A REVENUE4

 2.0 FIXED REVENUE5

 7.2 CONTRACTS REVENUE..... **ERROR! BOOKMARK NOT DEFINED.**

PROCESS 3:- LOAD INFORMATION BETWEEN MODULES.....6

A: GM 10.0 GRANTS REVENUE

The following is the process for creating Grants Revenue

Step 1:-

CREATE ACCOUNTING ENTRIES TO GL

This process creates the Cost reimbursable accounting lines from the Projects module to send to GL and reviews the fixed accounting lines created in the Billing module.



Step 2:-

LOAD REVENUE INFORMATION BETWEEN MODULES

This process sends revenue information between the Projects and Contracts modules.



Step 3:-

Create Journals – General Ledger Module (Not included here see GL Training)

Once all the accounting process the General ledger module will run the Journal Generator. This process takes all the subsidiary modules like Projects, AP and AR and creates journals in the GL and posts these journals. Only after this has been done will you see the Billing or Deposits amounts processed in General Ledger reports.

STEP 1:- CREATE AND REVIEW ACCOUNTING

Accounting information for the Cost reimbursable based invoices is created from the projects module and for the fixed contracts is created out of the Billing module when Single Action invoices is run.

1. Cost reimbursable and F&A revenue

Projects → *Accounting* → *Process Accounting*

Step 1.1:

1. Go into the process by using **Search** to find a process or **Add** a new run control.
2. Enter Definitions

Field Name	Field Description
BU\Proj\Act Option:	BU
PC Business Unit:	Users
From Date:	01/01/1901
Through Date:	End of period
Process Option	Process All

Step 1.2:

1. Click **Run** to run process.
2. Ensure PSA_ACCTGGL is checked and click **OK** to run the process.

Accounting Rules Engine

Accounting Rules Engine

Run Control ID: PC_PSA_ACCTGGL [Report Manager](#) [Process Monitor](#) **Run**

Program Name

Program Name: PSA_ACCTGGL Process Frequency: Always

Contract: [] *BU\Proj\Act Option: BU

Contracts Business Unit: [] PC Business Unit: UN001

Sold To Customer: [] Project: []

Revenue Recognition Plan: [] Activity ID: []

From Date: 01/01/1901 Project Type: []

Through Date: 09/30/2004 Project Manager: []

Override Accounting Date: []

Process Option

- Process All
- Process Costs
- Process Revenue

Step 1.3: Go to *Projects* → *Accounting* → *Pending Accounting* To review the pending accounting entries This shows what accounting has been generated and is waiting to be picked up by the GL Journal Generator for projects. **Check to ensure that there are no entries here at month end to ensure all accounting entries have been generated.** If there are no entries in the search this means all entries have been generated.

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

Find an Existing Value

Business Unit: [begins with] []

Project: [begins with] []

Activity ID: [begins with] []

Search **Clear** [Basic Search](#) [Save Search Criteria](#)

Search Results

Business Unit	Project	Activity ID
UN001	000000000000120	1
UN001	0	1
UN001	UN00000456	1
UN001	UN00000911	1
UN001	UN00000942	1
UN001	UN00000943	1
UN001	UN00000952	1
UN001	UN00000957	1
UN001	UN00000961	1
UN001	UN00000962	1
UN001	UN00010902	1

drill down to

Pending Accounting

Business Unit: UN001 Project: 000000000000120 TEST_01A
Activity ID: 1 TEST_01

Delete	Resource ID	Original Resource ID	Resource Analysis Type	Resource Type	Resource Category
<input type="checkbox"/>	10008593	10008376	SFA		
<input type="checkbox"/>	10008593	10008376	OFA		

Troubleshooting Step 1.a Reviewing accounting entries

To review accounting entries go to *Projects* → *Accounting* → *Accounting History*

The CAPC journals are the rate Reimbursable accounting entries and the GM journals are the billable F&A. The Journal ID is the GL journal number summarized from the project lines. The table for reviewing these lines is PC_ACCTG_JNL_VW.

2.0 Fixed Revenue

Revenue for fixed rate contracts is created in the Billing module automatically when the Single Action Invoice process is run.

Step 2.1 To review these entries go to *Billing* → *Review Billing Information* → *Review Entries by Invoice*

Accounting Entries

Unit: UND01	Bill To: FED_100000	Invoice Amt: 100,000.00 USD
Invoice: UND-0000000017	US Department of Agriculture	

Accounting Entries Custo

GL Unit	Acctg Date	Type	Account	Oper Unit	Fund	DeptID
UND01	10/31/2004	AR	128002		43300	
UND01	10/31/2004	Revenue	450010		43300	2720

Step 2.2 To review these entries when journal generated go to *Billing* → *Review Billing Information* → *Review Entries by Journal*

The Record for this is BI_ACCT_ENTRY. The Unbilled lines are created by Cost Reimbursable entries and the Revenue lines are from the Fixed price billing. Only the Fixed price Billing hits the revenue codes. The Cost Reimbursable entries are generated through projects.

Click on the 3rd tab **Journal information** to see the GL Journal ID

Accounting Entry

Unit	Journal	Date	Ledger	Line	Line Descr
UND01	BI00019071	10/31/2004	ACTUALS	6	BI Billing

Account	Operating Unit	Fund Code	Department	Program Code	Class Field	Project
450010		43300	2720			UND0000KH3

Base Amount	Transaction Amt
-100000.00 USD	-100000.00

Accounting Journal Entries

BI Unit	Invoice	Sequence	Account	Oper Unit	Fund	DeptID
UND01	UND-0000000017	1	450010		43300	2720

Navigation: *Customer Contracts* → *Schedule and Process Revenue* → *Retrieve GL Updates*
 This process picks up transactions after the Journal generator has been run and posted.

Step 3.5:

1. Go into the process by using **Search** to find a process or **Add** a new run control.
2. Click **Run** to run process.
3. Ensure **Load Update for Contracts** is checked and click **OK** to run the process.



Navigation: *Projects* → *Collect Revenue* → *Receivables Adjustments*
 This process picks up any receivables adjustments.

Step 3.6:

1. Go into the process by using **Search** to find a process or **Add** a new run control.
2. Enter Definitions

Field Name	Field Description
BU\Proj\Act Option:	Selected Business unit
Business Unit:	Users

Step 3.7:

1. Click **Run** to run process.
2. Ensure **Revenue Adjustments** is checked and click **OK** to run the process.

Receivables Adjustments

