What Every Principal Investigator & Business Officer Needs to Know About PAM

PAM Goals

- Provide **high quality support** to researchers
  - Process automation, new tools and applications
- Facilitate and enable the **growth of research**
  - Free up faculty time for more grant development, research, and teaching
- Evoke a **culture of compliance**
  - Enhanced transaction detail and auditability
- Establish a means for **accurate decision-making**
  - Provide more timely and accurate data
  - Better reporting for planning, analysis, and decision-making

Provide High Quality Support to Researchers

- This is the #1 Goal of the PAM initiative.
- A tremendous amount of work has been done in the last 24 months, but this is an ongoing effort and commitment.
- Other areas and business processes are being reviewed and enhancements will be coming in the future.

Key Stakeholders

- OSP – Office of Sponsored Projects
- GCA – Grants and Contracts Accounting
- MAA – Management Accounting & Analysis
- FIS – Financial Solutions
- FBS – Financial & Business Services
- HURON – Huron Consultants
- UIT – University Information Technology
- ACS – Administrative Computing Services
- HR – Human Resources/Payroll
- CUST – PI's, Account Executives, Business Officers, etc.

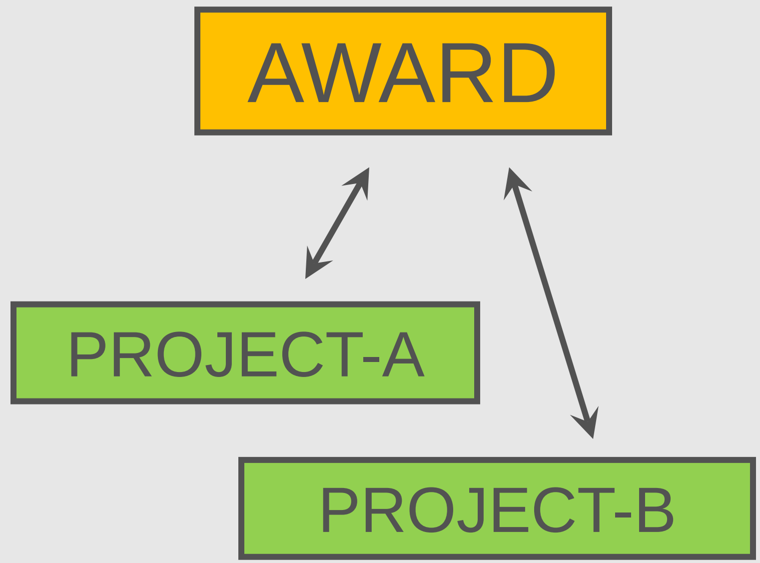
Terminology

- **Principal Investigator (PI)**
  - A person generally holding an appointment as either a regular or research faculty member.
  - Assumes the primary leadership role on a project.
- **Account Executive (AE)**
  - Usually is the PI on the sponsored project or
  - Can be someone assigned by the PI to monitor the project accounting

- **Liaison**
  - Not the individual (Account Executive/Principle Investigator) with the control and ultimate responsibility for the financial transactions of an Activity or Project
  - Individual who is generally involved in the day-to-day operations of an Activity or Project and can answer questions related to the Activity or Project for which he/she is the liaison.

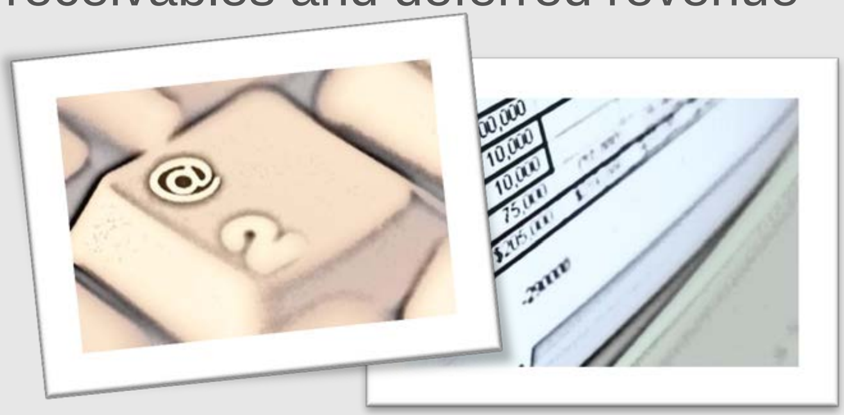
Terminology

- **Award** (Sponsored Project, Grant, Contract)
  - Funding sponsored by an entity other than the PI or department receiving the award (examples: government agency, company, foundation or university).
- **Project**
  - After an award is received a project is created to manage the financial and reporting aspects of the award. More than one project can be created for a single award



Grants Modules Implementation

- Grants Modules
  - A set of software modules for managing the financial and reporting aspects of the university's grants and contracts within the PeopleSoft Accounting Platform.
  - Implemented to achieve pre/post award data integration, to enhance billing information, and to enhance post award accounts receivables and deferred revenue



Key Upcoming Dates for the PeopleSoft Grants Implementation Go-Live

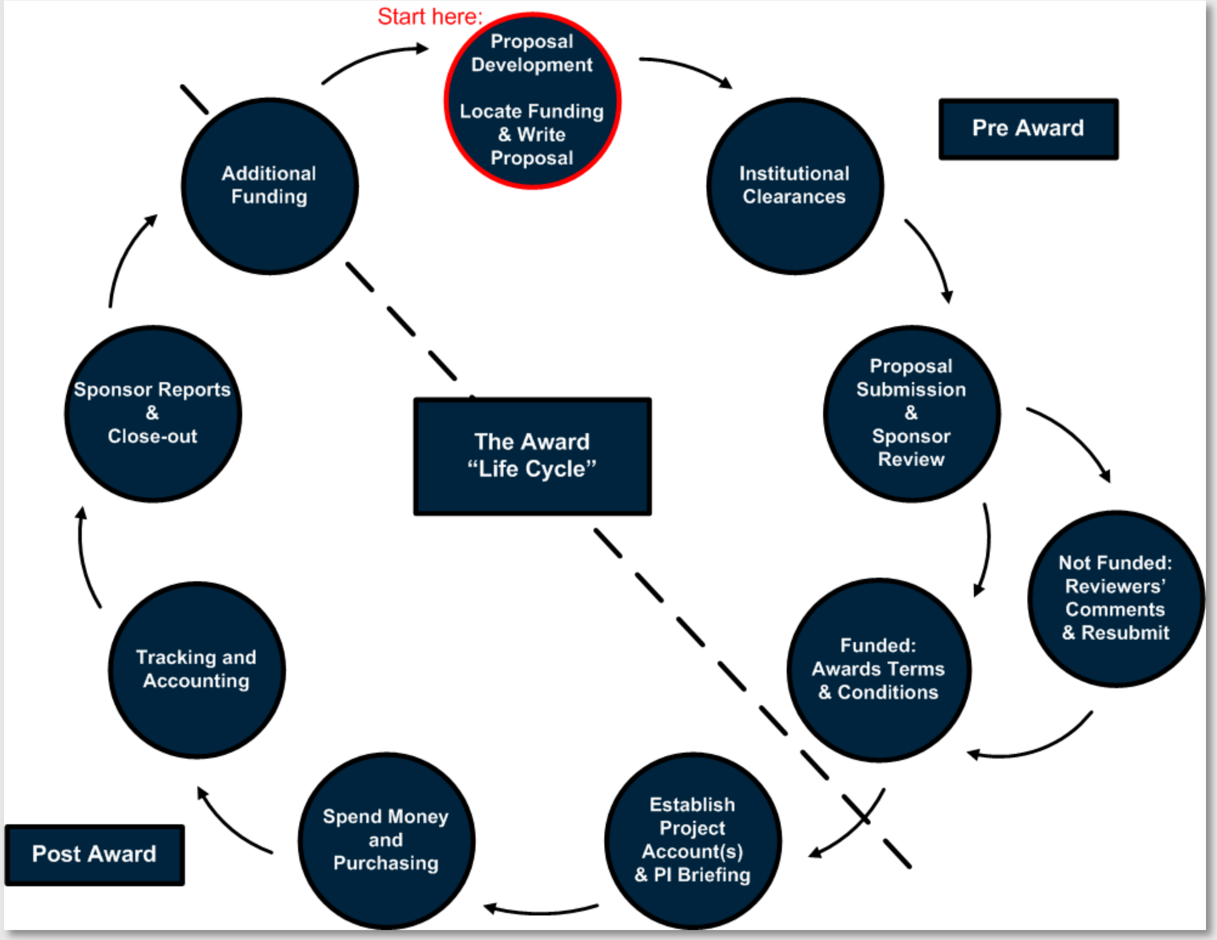
- December 1-7, 2012 - All financial transactions must use a November Accounting Date
- December 8, 2012 - November Accounting Month closed, and conversion process begins
- December 10-17, 2012 – Conversion underway and PeopleSoft Financials unavailable.
- December 18, 2012 – PeopleSoft Financials available with new Grants Suite functionality for award and project management, billing, and accounts receivable

Key Information for the PeopleSoft Grants Implementation Go-Live

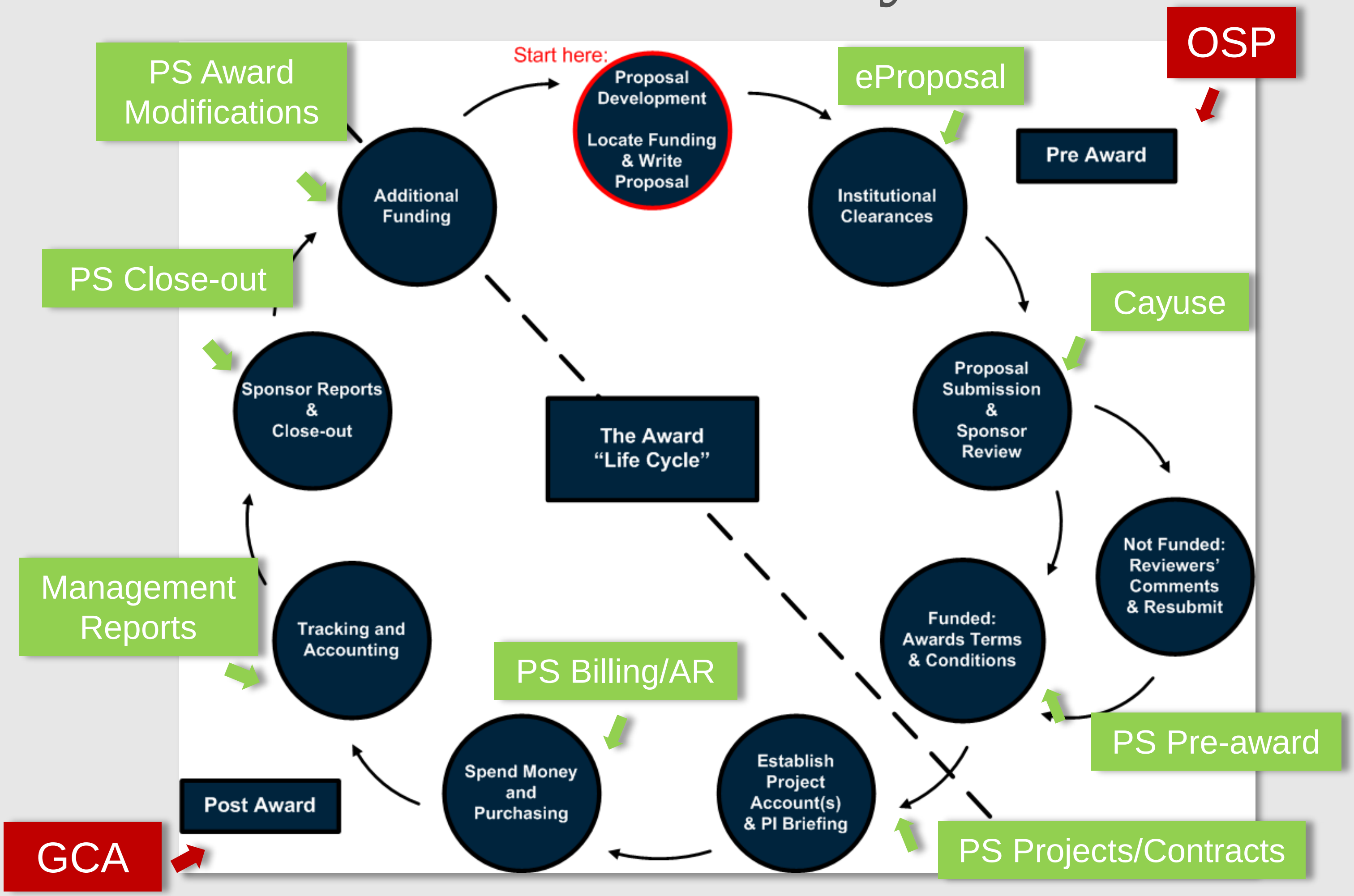
- Most financial resources (including the following specifics) will be **DOWN** during this time (December 10-17):
  - Management Reports
  - eProposal and Research Portal
  - NO check production for Accounts Payable or Travel
  - Departmental Deposits
  - e-Journal Entry
  - Purchasing Card Reallocation
  - Sales Tax Reporting
  - Web Journal Processing
  - All other applications in the FBS pagelet

- A website has been created explaining the timelines, deadlines and expected changes with this implementation: http://fbs.admin.utah.edu/home/financial-changes-coming/

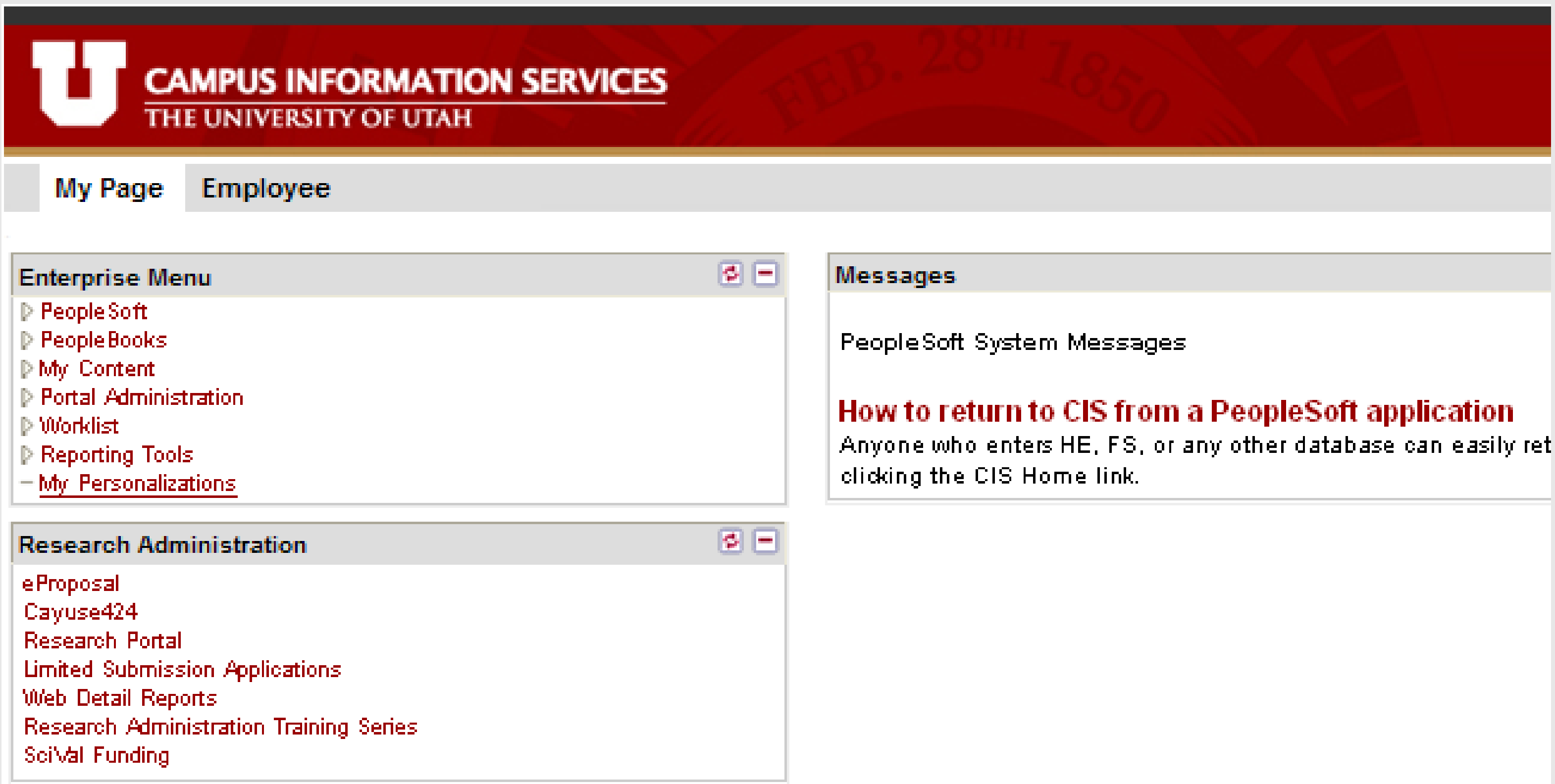
Grant Life Cycle



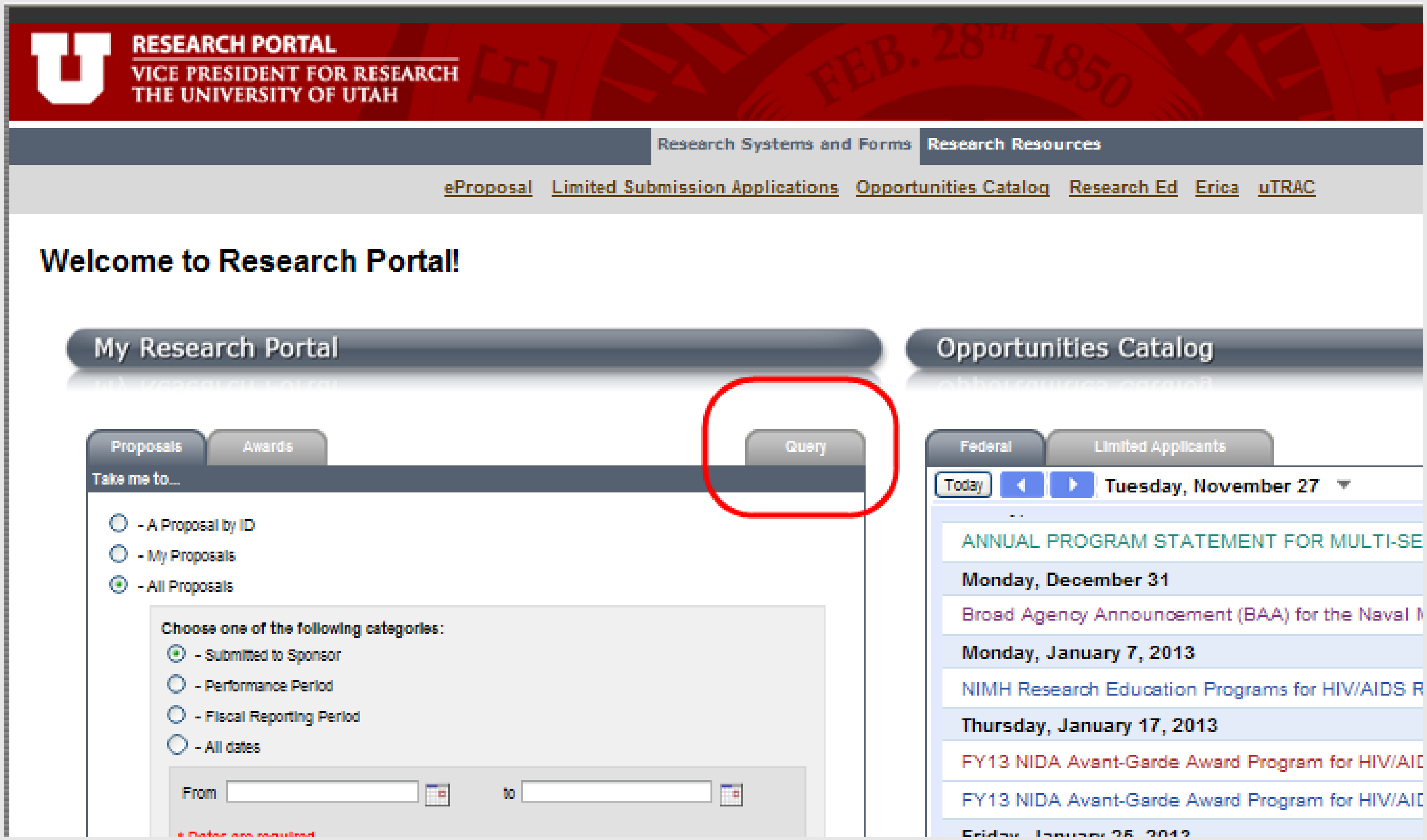
Grant Life Cycle



OSP Websites



Research Portal



Budget Set up

- OSP will set up an award budget *without*
- Department approval:

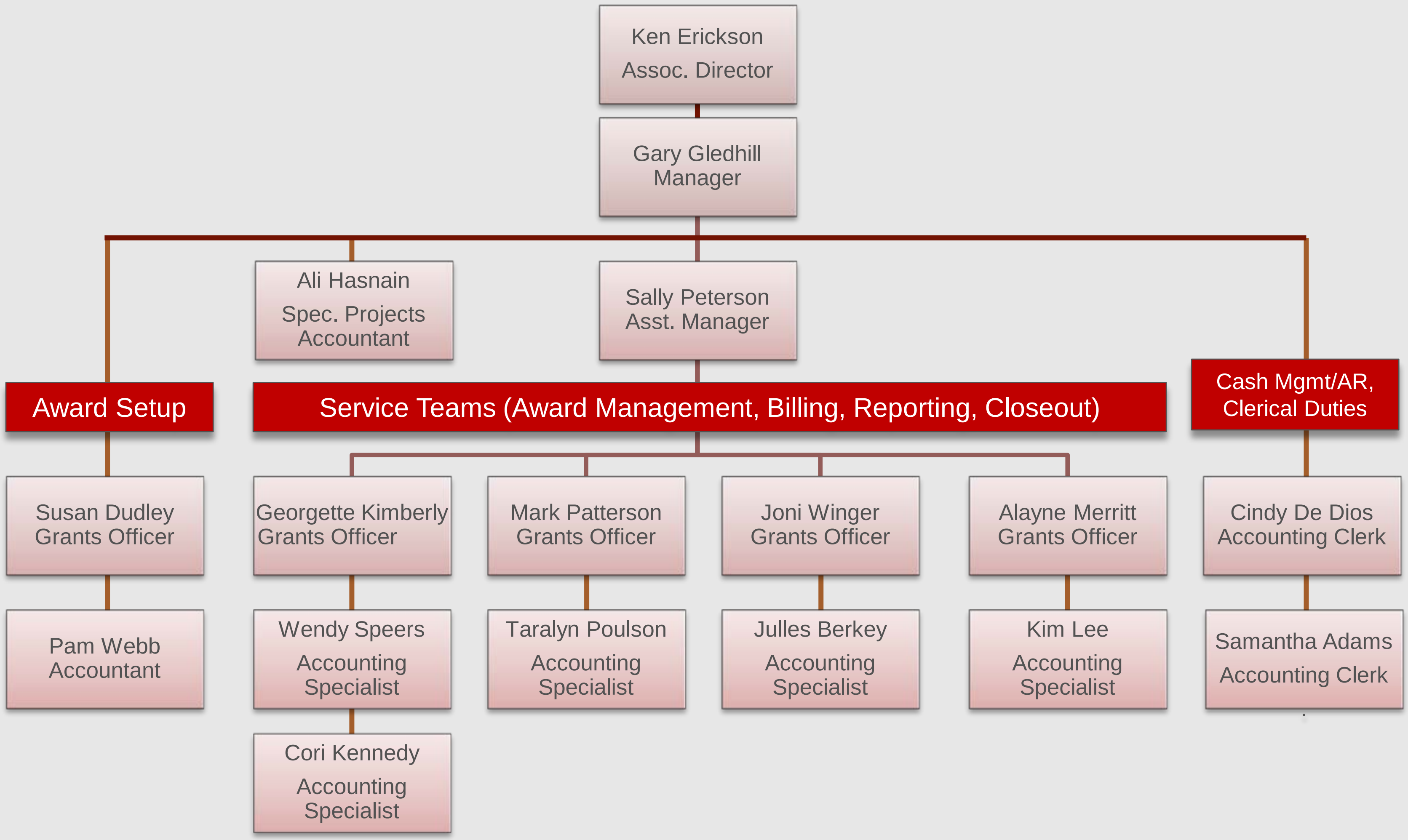
- *Within one week of the Conflict of Interest (COI)
- review being finalized if…

- *The award amount is within 10% of the proposal budget
- or…
- *The award provides the budget categories

Budget Categories

5020B	FACULTY SALARIES
5080B	OTHER SALARIES
5100B	CLERICAL & ADMIN SALARIES
5900B	EMPLOYEE BENEFITS
6000B	TRAVEL-DOMESTIC
6020B	TRAVEL-FOREIGN
6100B	EQUIPMENT
6210B	CONSULTANTS
6230B	PARTICIPANT SUPPORT
6250B	OFFICE SUPPLIES
6260B	LAB AND TECHNICAL SUPPLIES
6270B	COMPUTER SERVICES
6280B	SUBAWARDS UNDER $25,000
6290B	SUBAWARDS OVER $25,000
6310B	PUBLISHING/PAGE CHARGES
6320B	TELEPHONE EQUIPMENT EXPENSE
6360B	POSTAGE EXPENSE
6460B	MEMBERSHIP DUES
6530B	REPAIRS AND MAINTENANCE
6550B	SPACE RENTAL
6590B	BUSINESS MEALS
6620B	ANIMAL SERVICES
6650B	PATIENT CARE
6660B	TUITION WAIVERS/PAYMENTS
6690B	SCHOLARSHIPS/FELLOWSHIPS
6740B	TRANSFERS OUT
6900B	OTHER EXPENSES
8000B	ACCOUNT CLOSING
8001B	INSTITUTION ALLOWANCE
8970B	OTHER EXPENSES-FA EXEMPT
8989B	BUDGET CARRYFORWARD
8990B	FACILITY AND ADMIN EXPENSE

Grants & Contracts Organization Chart



Changes to Management Reports

Reporting Using Budget Categories

- Logical groups of account ranges that allow user to:
  - Monitor spending (e.g. budget)
  - Report at a higher "summary" level
  - Ensure compliance (e.g. make sure you are spending in line with any restrictions)
- Each Budget category has a budget account (XXXXB)
- All expense accounts map to exactly one budget category
- Budget accounts and expense accounts are mutually exclusive
- There can be many expense accounts for each budget category
- Budget accounts is the lowest level one can budget
- No longer can budget at the expense account level
- General Ledger summary reporting will change
- The specific values must be defined and committed to.

Budget Categories

5020B	FACULTY SALARIES
5080B	OTHER SALARIES
5100B	CLERICAL & ADMIN SALARIES
5900B	EMPLOYEE BENEFITS
6000B	TRAVEL-DOMESTIC
6020B	TRAVEL-FOREIGN
6100B	EQUIPMENT
6210B	CONSULTANTS
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6530B	REPAIRS AND MAINTENANCE
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6590B	BUSINESS MEALS
6620B	ANIMAL SERVICES
6650B	PATIENT CARE
6660B	TUITION WAIVERS/PAYMENTS
6690B	SCHOLARSHIPS/FELLOWSHIPS
6900B	OTHER EXPENSES
8000B	ACCOUNT CLOSING
8001B	INSTITUTION ALLOWANCE
8970B	OTHER EXPENSES-FA EXEMPT
8989B	BUDGET CARRYFORWARD
8990B	FACILITY AND ADMIN EXPENSE

To view the expense accounts in a specific budget category go to our web page at http://fbs.admin.utah.edu/gca/gca-forms/budget-categories/

U are an Account Executive!

Three Easy E's

Accepting **Three Easy E's**

- **Expected**
  - Manage & Review (3 A's)
    - Appropriate
    - Allowed (compliance)
    - Accountable to the giver (report)
- **Evidence**
- **Empowered**
  - People
    - Business Officer
    - Cognizant Accountant
  - Tools
    - Management Reports
    - Evidence of Review (EOR)

Management Reports

- Criteria Page
- Revenue & Expense Budget Category
  - Hide/Show Detail
  - F&A Base
  - Type of Project
  - Over Committed/Spent
  - Project Status

Management Report – Project Type

- Cost Reimbursable
- Fixed Price
- Cost Share (Fund 5999)

Evidence of Review (EOR)

- Where to find it
- Based on Account Executive
- One-line summary for each Project/Activity
- Links to Management Reports
- Electronically Review
- Create PDF Bundle

Evidence of Review– Project Status

- Prior to Open
- Open
- Hold
- Ended
- Closed
- Final

Management Reports/Evidence of Review

More on Management Reports

http://fbs.admin.utah.edu/ga/resources/emr/

Tracking Accounts Receivable

On Balance Sheet Report

Cash on Hand

Invoiced Expenses

Cost-Reimbursable Expenses Not Invoiced

AP Vouchers Expensed & Not Paid

Revenue Minus Expenses

		November		
Account	**Description**	**Beginning Balance**	**Changes**	**Ending Balance**
10500	CLAIM ON CASH	-1,942.65	-10,256.23	-12,198.88
16300	BILLED ACCOUNTS RECEIVABLE	-8,657.23	-5,621.32	-14,278.55
16301	UNBILLED ACCOUNTS RECEIVABLE	-11,890.36	-10,222.32	-22,112.68
***TOTAL ASSETS**		**-22,490.24**	**-26,099.87**	**-48,590.11**
20099	AP VOUCHERS PAYABLE	0.00	0.00	0.00
***TOTAL LIABILITIES**		**0.00**	**0.00**	**0.00**
30000	FUND BALANCE	22,490.24	26,099.87	48,590.11
***TOTAL FUND BALANCE**		**22,490.24**	**26,099.87**	**48,590.11**

Tracking Revenue

On Summary of Expenses Report

Account	Description	Budget	Month Rev/Exp	FYTD Rev/Exp	PTD Rev/Exp	Encumbered	Budget Balance
40100	CONTRACTS AND GRANTS -FEDERAL	0.00	0.00	473,087.88	3,281,320.16	0.00	3,281,320.16
*Total Revenue		0.00	0.00	473,087.88	3,281,320.16	0.00	3,281,320.16

Revenue Account

Revenue Account – All funds received from the sponsor, plus billed and unbilled accountant receivable

All projects will now have a Revenue Account including federal letter of credit grants

Tracking Revenue

On Summary of Expenses Report

Account	Description	Budget	Month Rev/Exp	FYTD Rev/Exp	PTD Rev/Exp	Encumbered	Budget Balance
40106	CONTRACTS AND GRANTS -NONGOVERN	0.00	0.00	5,486.56	58,365.12	0.00	58,365.12
20700	Deferred Revenue	0.00	0.00	4,256.00	56,487.00	0.00	56,487.00
	*Total Revenue	0.00	0.00	9,742.56	114,852.12	0.00	114,852.12

Revenue Account

Deferred Revenue

Deferred revenue are funds that are prepaid by the sponsor at some point during the project.

To calculate actual funds received from a sponsor, subtract the Billed and Unbilled Account Receivable from the Revenue Account, and add any Deferred Revenue.

Project Status Changes

- Old status designations: Active & Inactive

- New status designations:
  - Prior to Open — Project prior to start date
  - Open — Project chartfield is active
  - Hold — No spending on project (very limited use)
  - Ended — Limited spending, automatic on end date
  - Closed — Cuts off spending as of closed date
  - Final — Project closed, chartfield inactive

New Chartfield Fund

For all Cost Share Projects the new Fund Code will be 5999

Example:

01-00246-**5000**-59300000	Regular Project
01-00246-**5999**-59300001	Cost Share Project

This fund change will also be implemented on "old" and existing cost share projects

Subrecipients

- Subrecipients will be budgeted by category
  - 6280B Subawards Under $25,000
  - 6290B Subawards Over $25,000

- Individual subrecipients can be identified by custom account descriptions on subrecipients expense accounts and encumbrances.

Daily Posting of F&A

- F&A will be posted on a daily basis. This will mean:
  - F&A on Summary Section of the Management Reports will always be up to date

Billing

- Billings/Invoices are created within the PS grants modules systems.

- Invoices ***should NOT*** be created separately (outside the PS system) by departments and ***should NOT*** be sent to sponsors.

Billing Exceptions

- Departments can create invoices for private clinical trials (503XXXXX)
- EGI can create invoices for certain fixed price corporate sponsored agreements

Deposits

- All deposits to sponsored projects will be made by GCA except for the following:
  - Private Clinical Trials (503XXXXX projects)
  - Petty cash account deposits to account 10100

- Any sponsored project funds received directly by departments should be forwarded to GCA

Payroll Encumbrance

- Payroll Encumbrance process to recognize encumbrance changes
- Posting these encumbrances daily rather than semi-monthly
- Allow encumbrances to extend beyond the fiscal year for projects.

Shadow Systems

- If you are still using a shadow system and download data from PS, then the downloads should still work as in the past.

Self Service Liaison

Allows departments to maintain Chartfield Liaison attributes using self-service WEB app.

- Went Live 08/12/2011
- This application is used to keep Liaison information up-to-date so notifications can be sent to department liaisons along with the notifications sent to PI's/Account Executives for the life of an award.

E-mail Notifications – PI, AE & Liaison Initial Setup

- Preliminary Award Setup by OSP
  - Preliminary Award has been setup with detailed information
- Receipt of Award by OSP
  - Award has been received with detailed information & Notice of Award
  - Request for Budget, Certifications & COI Information
- Award Setup by OSP
  - Award has been processed by OSP and sent to GCA to “generate” (PS term) the Award

All notification will go to the emails associated with your UNID, *not* the email supplied in eProposal

E-mail Notifications PI, AE & Liaison "Generate Award"

- Award has been "generated" by GCA. Notice will include:
  - Sponsor
  - Project Number (or numbers)
  - Project Title (short title)
  - Award Number (Sponsor number)
  - Start & End Dates (Award Dates)
  - Principal Investigator and/or Account Executive

There will no longer be Bucksheets mailed to the PI's. To find the information found on the Bucksheet, use the Chartfield Lookup under the Resources & Information section of CIS.

E-mail Notifications PI, AE & Liaison Maintain and Close Award

- Award Modifications
  - From OSP when an award modification comes in from the sponsor and is then forwarded to GCA
  - From GCA when the modification has been generated and updated information will be reported on Management Reports

- 90 days before end date of award and directs PI to review:
  - The 90 day checklist
    - Future expenditures – what is anticipated?
    - New funding or no-cost extension – apply for or paperwork to prepare?
    - Review the Management Reports for errors
    - Review the encumbrance summary reports for correctness
    - Any overspent restricted budget categories?

Closing Over-Expended Projects

- GCA will prepare and distribute the “90 day notice” (this project is ending) letter to principal investigators and to the project liaison.

- GCA will review the project after the project end date, with the following considerations:
  - When is the deadline for the final billing or financial report?
  - Have all expenses been gathered and entered in the general ledger?
  - Is the project over-expended?

- If the project includes over-expenditures, a notification will be sent to the principal investigator and the project liaison, stating:
  - The total over-expenditures;
  - Information about final invoicing and final financial report requirements
  - A reminder to provide a preferred chartfield string to use for the transfer of those transactions/amounts.
  - The notice will state that ***there is a three week response deadline***.

Closing Over-Expended Projects

- If the preferred chartfield has not been received after two weeks, then a ***“final notice”*** will be sent to the principal investigator, project liaison, department chair, and the dean’s office.

- This ***“final notice”*** will state that GCA requires the PI designated transfer activity by the end of that specific week; if it is NOT supplied, then the over-expenditure will be moved to a department/institute default chartfield.

Default Chartfield

- Each department/institute must provide GCA with their specific default chartfield and a contact person.
- This chartfield is an unrestricted ACTIVITY, NOT a project.
- If the requested preferred "PI designated" transfer activity from the departments is not received by GCA within the three-week deadline; then the funds will be transferred to the "department/institute default chartfield".
- A notification will be sent to the principal investigator, project liaison, department chair, and the dean's office stating the dollar amount ($XX,XXX) of the over expenditures (for principal investigator, project, department and sponsor) that were transferred to the default chartfield string provided by the department/institute. The journal ID will also be included (if known), as will the date of the transfer.
- This way the final financial reports will be processed (as mandated by the sponsor).

Timeliness of Expenses

- With the implementation of the new PeopleSoft modules it will be very important to process expenditures on a timely basis.
- The university will no longer be able to bill for expenditures that are not actually posted to the PeopleSoft system and are not yet recorded in the general ledger.
- It will be impossible to add expenses that are "in-transit" to the billing (e.g. payroll reallocations, cost transfers, unpaid subawards etc.).
- When a final invoice has to be prepared to meet a sponsor due date and expenditures have ***NOT*** been posted to the award, the university will be ***UNABLE*** to include those expenditures in the final invoice (a loss in collections on an award).
- These expenses might have to be covered by the individual PI and/or the department.

Our Support of Departments

- We want to **enable and support departments/PI's** in their efforts to post expenses on time
- New process to speed up the posting of payroll reallocations
  - Payroll reallocations are the number one risk today in terms of volume and dollar value of transactions posted late.

Managing Effort Distributions

- Record planned payroll distribution based on anticipated effort on a sponsored award.
  - Prepare an accurate and timely ePAF for new employees
  - Use the Employee Distribution web application to modify effort distribution for existing employees.
- Payroll distributions can now extend beyond the fiscal year for projects.
- Employee payroll distributions should be set up accurately and in conjunction with the approved and awarded budget.
- Individuals can monitor planned and posted payroll distributions by reviewing the Effort Distribution Report (EDR) after each pay period. This is a new report covered later in the presentation.

Changing Effort Distributions

- Any ongoing, significant changes between ***actual*** effort and the effort recorded in the payroll system for exempt employees, should be corrected ***as soon as possible*** as follows:
  - For planned (future) payroll effort distributions, make adjustments using the Employee Distribution web application.
  - For payroll posted in the current quarter, submit corrections using the EDR.
  - For errors identified on the quarterly PAR, make the changes on the PAR itself, which are then certified for correctness.
  - For errors identified after effort has been certified on the PAR, a cost transfer is required.

Note: For hourly employees who have certified their time using the Kronos Time & Attendance System, the mechanism for moving salary on or off of projects is a cost transfer. See the cost transfer policy and procedure for additional guidance.

Effort Distribution Report (EDR)

- What is it? A new CIS web application that will be rolled out late January, in time for FY13 Q3 in-quarter reallocations.

  - EDR serves 3 functions
    - Report for monitoring Effort Distributions *during* the Quarter
    - Form for submitting corrections (payroll reallocations)
    - Template for *estimating* the corresponding GL adjustments

  - Does not replace the PAR, which is still the mechanism for…
    - Certifying effort
    - Submitting end-of-quarter adjustments

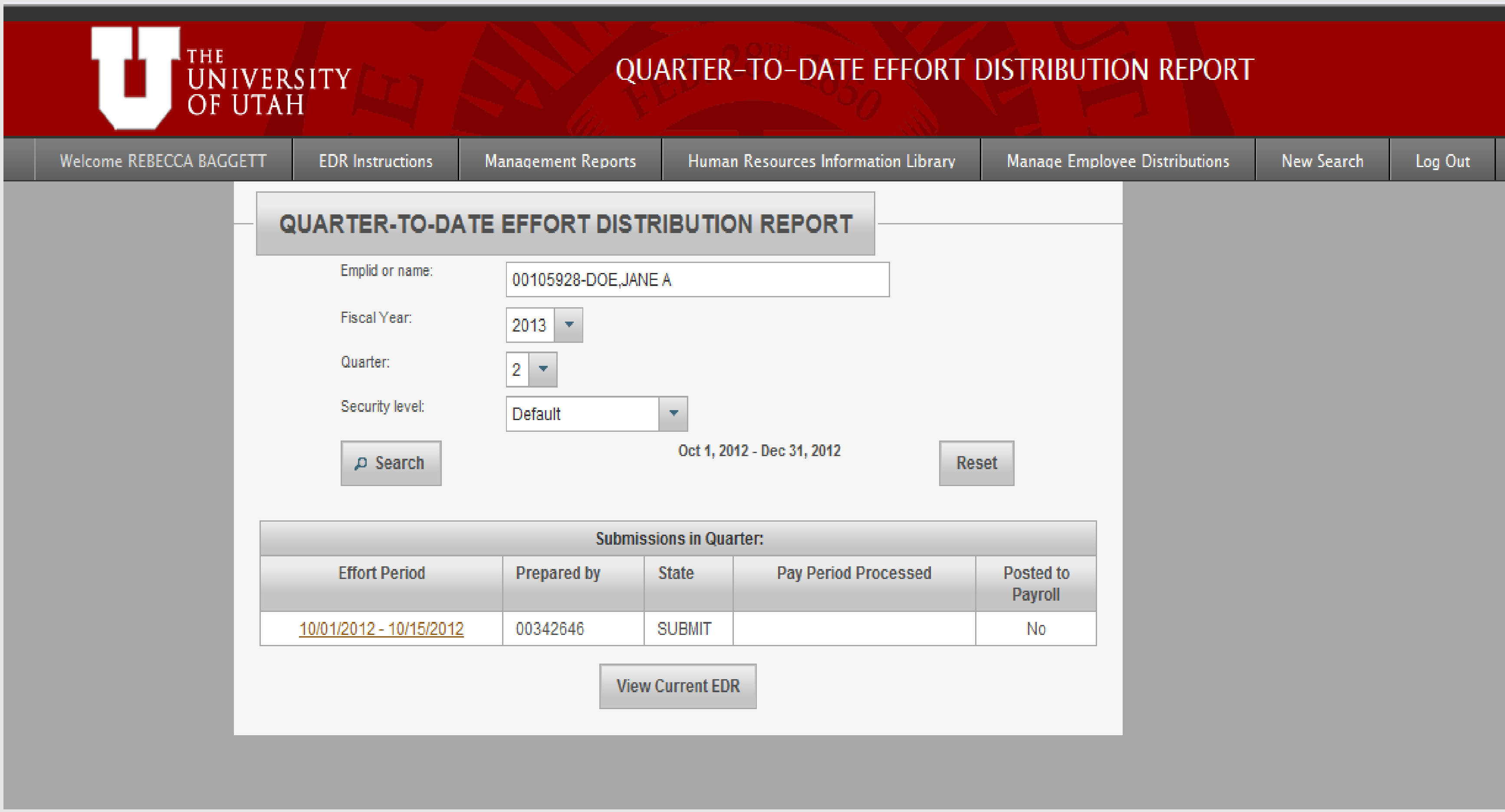
Effort Distribution Report (EDR) Benefits

- Better Access
  - Effort distribution accessible online, anytime
  - Access to one fund source = access to whole picture
  - Funded employee, PI and administrators will have access
  - As easy as the PAR
  - Looks like the PAR
  - Corrected like the PAR
- Calculates for you!
  - Related Benefits
  - *Estimated* GL Adjustment
- Easier than the PAR! Online submission.
  - Time to recall – recycle before it's processed
- More information
  - Audit trail/tracking
  - The bigger picture all in one place
- Faster processing
  - No mail delivery delay
  - Simplifies processing in Central Admin, too.
  - Published deadline commitment for in-quarter submissions

THE UNIVERSITY OF UTAH™

TOGETHER WE REACH

PROJECT ADMINISTRATION & MANAGEMENT



PROJECT ADMINISTRATION & MANAGEMENT

THE UNIVERSITY OF UTAH

QUARTER-TO-DATE EFFORT DISTRIBUTION REPORT

Welcome REBECCA BAGGETT | EDR Instructions | Management Reports | Human Resources Information Library | Manage Employee Distributions | New Search | Log Out

Employee: **DOE,JANE A (00105928)**
Home Department: 01111 - Financial Solutions
ABA: **10,000.00**

PERIOD: 10/01/2012 - 10/15/2012

Reallocation State: Preparing → Submitted → Complete → Posted to Payroll

EFFORT-BASED EARNINGS DISTRIBUTION:

Payments, including adjustments processed to date for the 2nd Quarter of FY2013, were distributed to the following accounts. Any adjustment to the effort distribution will generate a corresponding adjustment to the related benefits.

BU	Org	Act/Proj	Account	A/U	Job	Title	Rcd	Proj Begin-End Dates	Activity/Project/Org Description	Account Executive	Effort Earnings	% of Total	Corrected Percent	Corrected Amount	Related Benefits	Corrected Amount	Estimated Net Adjustment
Organized Sponsored Agreements:																	
01	00229	50301765	50800	1	0147	Nurse Practitioner	0	06/01/2009 - 12/31/2015	A8121014: FITNESS	BOX,TERRY DEAN	200.00	33%	50	300.00	63.00	84.00	121.00
01	00229	50301803	50800	1	0147	Nurse Practitioner	0	09/01/2009 - 12/31/2014	EMERGE	BOX,TERRY DEAN	200.00	33%	30	180.00	63.00	50.40	-32.60
Other Institutional Activities:																	
01	00229	00000670	50800	1	0147	Nurse Practitioner	0		GASTROENTEROLOGY	CRESWELL,BRANDON LOYD	200.00	33%	20	120.00	42.00	33.60	-88.40
										Total Effort-Based Earnings:	600.00	100%		Total Related Benefits:	168.00		

+ Add Chartfield | Update Amounts

Explanation: Demo - How to submit a reallocation using the Effort Distribution Report (EDR).

Processing Comments:

Prepared by: 00342646 - Rebecca Baggett
Requested By: Rebecca Baggett
Preparer Email: rebecca.baggett@utah.edu
Submitted By:
Preparer Phone: (801) 581-5760
Submitted:

Last Action: CREATE
Last Updated By: 00342646 - Rebecca Baggett **Reallocation #:**
Last Updated: 11/30/2012 06:42 PM
Pay Period Processed: -

Recycle | Trash | Save | Submit | Printer-Friendly PDF | Cancel | New Search

PROJECT ADMINISTRATION & MANAGEMENT

THE UNIVERSITY OF UTAH

QUARTER-TO-DATE EFFORT DISTRIBUTION REPORT

Welcome REBECCA BAGGETT | EDR Instructions | Management Reports | Human Resources Information Library | Manage Employee Distributions | New Search | Log Out

Employee: **DOE,JANE A (00105928)**
Home Department: 01111 - Financial Solutions
ABA: **10,000.00**

PERIOD: 10/01/2012 - 10/15/2012

Reallocation State: Preparing → Submitted → Complete → Posted to Payroll

EFFORT-BASED EARNINGS DISTRIBUTION:

Payments, including adjustments processed to date for the 2nd Quarter of FY2013, were distributed to the following accounts. Any adjustment to the effort distribution will generate a corresponding adjustment to the related benefits.

Organized Sponsored Agreements:

BU	Org	Act/Proj	Account	A/U	Job	Title	Rcd	Proj Begin-End Dates	Activity/Project/Org Description	Account Executive	Effort Earnings	% of Total	Corrected Percent	Corrected Amount	Related Benefits	Corrected Amount	Estimated Net Adjustment
01	00229	50301765	50800	1	0147	Nurse Practitioner	0	06/01/2009 - 12/31/2015	A8121014: FITNESS	BOX,TERRY DEAN	200.00	33%	50	300.00	63.00	84.00	121.00
01	00229	50301803	50800	1	0147	Nurse Practitioner	0	09/01/2009 - 12/31/2014	EMERGE	BOX,TERRY DEAN	200.00	33%	30	180.00	63.00	50.40	-32.60

Other Institutional Activities:

BU	Org	Act/Proj	Account	A/U	Job	Title	Rcd	Proj Begin-End Dates	Activity/Project/Org Description	Account Executive	Effort Earnings	% of Total	Corrected Percent	Corrected Amount	Related Benefits	Corrected Amount	Estimated Net Adjustment
01	00229	00000670	50800	1	0147	Nurse Practitioner	0		GASTROENTEROLOGY	CRESWELL,BRANDON LOYD	200.00	33%	10	60.00	42.00	16.80	-165.20

New Chartfields:

BU	Org	Act/Proj	Account	A/U	Job	Title	Rcd	Proj Begin-End Dates	Activity/Project/Org Description	Account Executive	Effort Earnings	% of Total	Corrected Percent	Corrected Amount	Related Benefits	Corrected Amount	Estimated Net Adjustment
01	01111	00013095	50800	1	0147	Nurse Practitioner	0		FINANCIAL SOLUTIONS	CHURCH,DEAN BRUCE	0.00	0%	10	60.00	0.00	16.80	76.80
										Total Effort-Based Earnings:	600.00	100%		Total Related Benefits:	168.00		

+ Add Chartfield | Update Amounts

Explanation: Demo - How to submit a reallocation using the Effort Distribution Report (EDR).

Processing Comments:

Prepared by:	00342646 - Rebecca Baggett	**Requested By:**	Rebecca Baggett	**Last Action:**	SUBMIT		
Preparer Email:	rebecca.baggett@utah.edu	**Submitted By:**	00342646	**Last Updated By:**	00342646	**Reallocation #:**	
Preparer Phone:	(801) 581-5760	**Submitted:**	11/30/2012 06:52 PM	**Last Updated:**	11/30/2012 06:52 PM	**Pay Period Processed:**	-

PROJECT ADMINISTRATION & MANAGEMENT

ADDITIONAL INFORMATION

Other Earnings (that are not certified to):

BU	Org	Act/Proj	Account	A/U	Job	Title	Rcd	Proj Begin-End Dates	Activity/Project Description	Account Executive	Amount		Benefits
01	00229	00000670	52400	1	0147	Nurse Practitioner	0		GASTROENTEROLOGY	CRESWELL,BRANDON LOYD	100.00		21.00
02	90009	00000000	50270	1	0147	Nurse Practitioner	0		UUH OPC 28A TRANSPLANT ADMIN	MILLER,CHRISTINE	100.00		63.00
02	90009	00000000	65250	1	0147	Nurse Practitioner	0		UUH OPC 28A TRANSPLANT ADMIN	MILLER,CHRISTINE	100.00		63.00
										Total Earnings:	600.00	Total Benefits:	168.00

Planned Employee Distributions:

Manage Employee Distributions

Chartfield	Job	Title	Rcd	Dist Begin-End Dates	Activity/Project Description	Account Executive	Dist %
01-00229-00000670-50800-1	0147	Nurse Practitioner	0	08/01/2012 - 06/30/2013	GASTROENTEROLOGY	CRESWELL,BRANDON LOYD	90%
01-00229-50301765-50800-1	0147	Nurse Practitioner	0	07/01/2012 - 06/30/2013	A8121014: FITNESS	BOX,TERRY DEAN	05%
01-00229-50301803-50800-1	0147	Nurse Practitioner	0	07/01/2012 - 06/30/2013	EMERGE	BOX,TERRY DEAN	05%

Payroll Encumbrances:

Chartfield	Job	Title	Rcd	Calc Begin-End Dates	Activity/Project Description	Account Executive	Salary	Benefits
01-00229-00000670-50800-1	0147	Nurse Practitioner	0	10/16/2012 - 06/30/2013	GASTROENTEROLOGY	CRESWELL,BRANDON LOYD	1,000.00	300.00
01-00229-50301765-50800-1	0147	Nurse Practitioner	0	10/16/2012 - 06/30/2013	A8121014: FITNESS	BOX,TERRY DEAN	1,000.00	300.00
01-00229-50301803-50800-1	0147	Nurse Practitioner	0	10/16/2012 - 06/30/2013	EMERGE	BOX,TERRY DEAN	1,000.00	300.00

For More Information

- What is PAM - http://fbs.admin.utah.edu/pam/
- PAM Blog - http://fbs.admin.utah.edu/pam/blog/