CAYUSE to FAME Integration Project

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Kimberly Schulman, Assistant Director, OSP RBI

January 24, 2017
CAYUSE to FAME Integration

- Deliverable under PSO’s Grants Administration Business Process Improvement (GABPI) Project
- Accomplishments to date, leading up to “go live”
  - Identifying system requirements and coding specifications
  - Testing scenarios between systems
  - Developing iterations to meet changing federal guidelines (UG)
  - Modifying OSP and SPA business processes (ongoing)
- Timeline: 2014 to 2017
NYU Grants Management Systems

- **CAYUSE SP**
  - NYU’s proposal preparation, submission and award administration system
  - Pre award and non-financial post award management
- **FAME**
  - NYU’s financial system
  - Chart of accounts (chartfields) for sponsored projects
  - Post award management
GOAL

• Speed up the process by which project chartfields are established for sponsored projects

• Key objectives and "value adds":
  – Reduce redundancy in data entry
  – Increase accuracy and consistency of the data in the pre and post award grants management systems
  – Standardize business processes
CAYUSE ➔ FAME ➔ UDW+

- Sponsored project data flows from CAYUSE SP project records to FAME
- CAYUSE SP = “Sole Point” of Data Entry
- FAME feeds the University Data Warehouse (UDW+) from which sponsored project related dashboards are created
- Integration of data results in robust data linkages that support budget planning, reporting, and benchmarking
What is being “integrated”? 

• **34** mapped fields

• Data flowing from CAYUSE SP to FAME

• Terminology
  – CAYUSE SP **AWARD(S)** will result in FAME **PROJECT(S)**
CRITICAL FIELDS

- Populate these fields correctly to ensure successful integration

<table>
<thead>
<tr>
<th>CAYUSE SP</th>
<th>FAME</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin Award Dept</td>
<td>FAME ORG Code</td>
</tr>
<tr>
<td>Lead Principal Investigator</td>
<td>Principal Investigator / Manager Name</td>
</tr>
<tr>
<td>Cost Sharing</td>
<td>Cost Sharing</td>
</tr>
<tr>
<td>F&amp;A Rate (1)</td>
<td>Overhead Rate</td>
</tr>
</tbody>
</table>
Admin Award Dept and ORG Code

- **ORG Code**
  - 5 digit code where your sponsored projects are “housed”
- **CAYUSE SP Admin Award Dept**
  - Is comprised of the ORG code and a description
  - Drives routing and stores system approvals
  - **Is used to create the Cayuse SP Award RESULTING in the SPA Project chartfield**
- **Units MUST**
  - Ensure information is accurate
  - Periodically review pending proposal records in CAYUSE SP (status = Submitted to Sponsor) to ensure the appropriate ORG is selected
- **Any changes** (including establishment of new org codes for new units) must be communicated to both OSP and SPA immediately**
  - **Osp.agency@nyu.edu**
  - **Cdv.spa@nyu.edu**

*A picture is worth all these words…*
In CAYUSE SP Proposal Record

- Short Project Name: Kent-Moore Foundation-06092015-JG
- Project Start Date: 09/01/2016
- Project End Date: 08/31/2019
- Activity Code: Click Here to Choose Activity Code
- Equipment (CIR-E)

- Proposal Type: New
- Instrument Type: Select One

- How will this proposal be submitted? Select Submission Method: Email

- Award Admin Dept: FAS - Physics
- Primary Administrative Contact: Carole-Anne Kbalimine O'Neill
- Affiliated Dept (if applicable): Click Here to Choose Affiliated Dept

- Sponsor Deadline: 06/09/2015 11:00 am 5:00 pm Eastern

- Title of Project: A Multichamber Deposition and Surface Analysis System for Quantum Materials and Device Research

- Department Search:
  - Department Listing (choose the department by clicking the name)
  - Dept No: 92031
  - Department: FAS - Physics
  - Other departments...

- More options...
In CAYUSE SP **Award** Record

<table>
<thead>
<tr>
<th>General</th>
<th>People</th>
<th>Events</th>
<th>Budget</th>
<th>Distributions</th>
<th>Proposals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor Award No: 4838</td>
<td>Admin Award Dept: 92331 - FAS - Physics</td>
<td>Award Begin Date: 10/21/2015</td>
<td>Award End Date: 10/20/2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Type:** New
- **Reporting Designation:** Obligated
- **Official Report Date:** 10/30/2015
- **Award Notice Received:** 11/02/2015

**Prime Account Begin Date:** 10/21/2015
**Prime Account End Date:** 10/20/2018

**Legacy Award No:**

[Image of CAYUSE SP Award Record interface]
In CAYUSE SP **Project** Record

<table>
<thead>
<tr>
<th><strong>Project Administration</strong></th>
<th><strong>Back To Search Results</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project No:</strong> A17-0002 (Prime Acct: 25 92331-WSQP-G3768)</td>
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<tr>
<td><strong>Lead PI:</strong> Andy Kent</td>
<td><strong>Project Dates:</strong> 10/1/2015 - 10/20/2018</td>
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<tr>
<td><strong>Account Manager:</strong> Carole-Anne K Ishimire O'Neill</td>
<td><strong>Total Anticipated:</strong> $0.00</td>
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<tr>
<td><strong>Program Administrator:</strong> Ishimire, Carole-Anna (28)</td>
<td><strong>Total Obligated:</strong> $2,185,000.00</td>
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<tr>
<td><strong>Project Title:</strong> The Construction of a Novel Thin Film Deposition, Surface Preparation and Analysis System to Advance the Understanding of Quantum Materials</td>
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**Department Search**

<table>
<thead>
<tr>
<th>Dept No</th>
<th>Department</th>
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<tbody>
<tr>
<td>91564</td>
<td>FAS - NYU Population Center</td>
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<tr>
<td>96621</td>
<td>FAS - Philosophy</td>
</tr>
<tr>
<td>92331</td>
<td>FAS - Physics</td>
</tr>
<tr>
<td>91541</td>
<td>FAS - Public</td>
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<tr>
<td>96213</td>
<td>FAS - Program in Politics and Theory</td>
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<tr>
<td>91551</td>
<td>FAS - Psychology</td>
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<tr>
<td>96310</td>
<td>FAS - Religious Studies</td>
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<td>95164</td>
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<td>FAS - Russian and Slavic Studies</td>
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<tr>
<td>96461</td>
<td>FAS - Social and Cultural Analysis</td>
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<tr>
<td>91562</td>
<td>FAS - Sociology</td>
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<tr>
<td>95040</td>
<td>FAS - Spanish and Portuguese Languages and Literature</td>
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<td>96651</td>
<td>FAS - Truth Center for Israel Studies</td>
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<td>62000</td>
<td>GALLATN - Gallatin School of Individual Study (GALLATN)</td>
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<td>62006</td>
<td>GALLATN - Office of the Dean (DEANS ODC)</td>
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<td>94001</td>
<td>GSAS - Dean's Office - GSAS</td>
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<tr>
<td>94261</td>
<td>GSAS - Draper Program</td>
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View 1 - 318 of 318
Please review the attached Authorization Form, which includes pertinent information related to your award.

Award Type: NEW
Project Status: Approved

Award/Contract Number: 4838
Sponsor Name: GORDON AND BETTY MOORE FOUNDATION
Title: The Construction of a Novel Thin Film Deposition, Surface Preparation and Analysis System to Advance the Understanding of Quantum Materials

Project Chartfield:

Fund Org Program Project
92331 WSQPG S3708

Cost Share Required: Y
Cost Share Chartfield(s):
Fund Org Program Project
## NYU Authorization Form for Sponsored Programs

**PI Name:** Andrew D Kent  
**Department:** FAS: Science- Physics General  
**Award/Contract #:** 4838  
**Other Document #:** 15-1665  
**Sponsor Name:** GORDON AND BETTY MOORE FOUNDATION  
**Funding Source:** PRIV  
**Title:** The Construction of a Novel Thin Film Deposition, Surface Preparation and Analysis System  
**Purpose Code:** OSA  
**Award Type:** NEW  
**Budget Period:** From: 10/21/2015 To: 10/20/2018  
**Project Period:** From: 10/21/2015 To: 10/20/2018  

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<tr>
<th>Approved</th>
<th>Project #</th>
<th>Fund #</th>
<th>Org #</th>
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<tr>
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<table>
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<tr>
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<tbody>
<tr>
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<tr>
<td>Total OTPS</td>
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<tr>
<td>TOTAL DIRECT COST</td>
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<tr>
<td>TOTAL F&amp;A</td>
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<td>0.00</td>
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<tr>
<td>Cost Share Required</td>
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<td>505,104.00</td>
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</table>

**Compliance (Human Subjects, Animal Subjects, etc.)**
How often is data “integrated”?  

- CAYUSE SP feeds FAME twice per day  
- FAME feeds UDW+ overnight  
- Transactions that don’t follow the integration system logic will cause SPA exception reports  
  - Results in delays
Timeline

• Testing phase begins February 2017
• Estimated “Go Live” date is April 2017
**SPA and OSP’s communication strategy**

- **With Units**
  - Monthly RA Forums
    - February 14
    - March 23
    - Future forums will have time dedicated to CAYUSE to FAME integration and business process discussions
  - OSP Wiki (link)
  - Email direct/iLearn

- **Between SPA and OSP**
  - Weekly Business Process Meetings
    - Testing to ensure no decision “breaks” integration/data exchange logic
    - Revise data dictionary
    - Assess issues raised by the units
Future Phases

• Initiate request for risk projects in CAYUSE SP
• Create and update projects for the Abu Dhabi business unit
• Establish program codes
Resources and Team Members

• Integration Project team members
  – Bhagirath Tanna, PSO - Project Manager
  – Saji Sebastian, IT – Lead Project Engineer
  – Dennis Rodriguez, OSP/SVPR - CAYUSE functionality and data analysis
  – Joanne Goldstein, SPA – Lead, SPA Business Process Team
  – Antoinette DeBique, SPA - Business Process Team
  – Idelsa Pena, SPA - Business Process Team
  – Damien Grose, SPA – FAME functionality and data analysis
  – Patrick Pan, SPA - FAME functionality and data analysis
  – Nancy Daneau, OSP - Business Process Team
  – Kim Schulman, OSP – Lead, OSP Business Process Team
  – Joseph Sierra, FSM – Lead, FAME Application
  – Michael Forte, FSM – FAME Business Process

• Questions??