



CAYUSE to FAME Integration Project

RA Forum # 2

OSP and SPA Business Processes

Joanne Goldstein, Assistant Controller, SPA
Kimberly Schulman, Assistant Director, OSP RBI

February 14, 2017



Q&A

- **Q: Why is there no department-level member on the team?**
 - Project originally began as “How To” push data from one system to another
 - Technical staff and one functional representative from OSP and SPA
 - Our research administration partners from all parts of campus are being consulted on an ad-hoc basis as questions and issues arise



Q&A - Continued

- **Q: What happens when a Cayuse SP award has more than one FAME project number? i.e. New FAME project number every year?**
 - Two common scenarios where this happens:
 - A CAYUSE SP Award can accommodate multiple FAME Project numbers (e.g. more than one unit collaborating – See Figure 1)
 - If a Project will have a new FAME Project every year, Cayuse SP Award Type “New With Carryover Approval Required” is used – See Figure 2



Figure 1 – CAYUSE SP Award with multiple FAME Projects

Administration

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Award No: **A12-0015-001** Amount: \$443,000.00 (Obligated) Prime Acct: 25-92331-WSQPG-F7084 (Active)
[\(View Project\)](#) [\(Award Coversheet\)](#) [Copy Award](#)

or Award No: **DE-SC0007991** Last Updated: 6/27/2012 01:39 PM Primary Admin Contact: [Carole-Anne K Ishimine O'Neill](#)
 By: [Kimberly Schulman](#)

Project Title: Self-Assembly and Self-Replication of Novel Materials from particles with Specif Program Administrator: [Ishimine, Carole-Anne](#)

- ral
- People
- Events
- Budget
- Distributions
- Proposals
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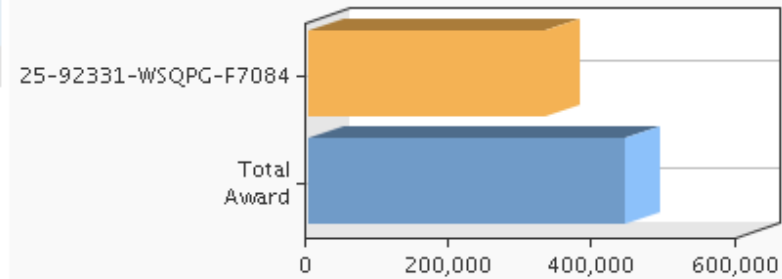
Distributions by Account

[Add Account](#)

[Revise Award Distribution](#)

[Add Temp Account](#)

<u>92331-WSQPG-F7084</u>	\$330,717.00	Prime	Active
Delete Distribution	\$330,717.00	5/24/2013 1:45 PM	Kimberly Schulman



<u>92321-WSQPG-F7091</u>	\$112,283.00	Sub	Active
Delete Distribution	\$112,283.00	5/24/2013 1:45 PM	Kimberly Schulman

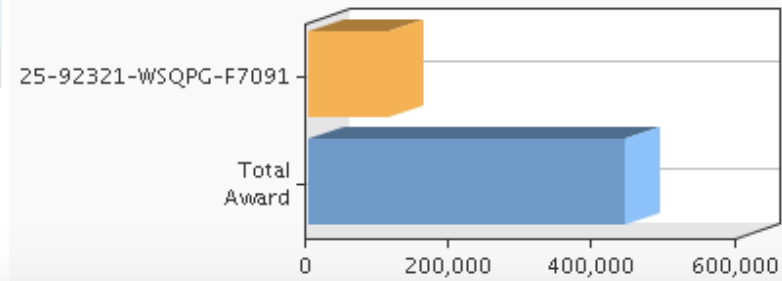




Figure 2A – CAYUSE SP New with Carry Over Approval Required

Project No: [A15-0634 \(Prime Acct: 25-63212-WSQPG-N6198\)](#) Lead PI: [Shivendra Panwar](#) Project Dates: 9/01/2015 - 6/30/2020

Account Manager: [Brian Miller](#) [Esther Taveras](#) [Chris Riley](#) Total Anticipated: \$0.00

Project Title: Center for Advanced Technology in Telecommunications (CAT) Total Obligated : \$4,452,467.00

General **Awards** Budget Overview Accounts Personnel Events Proposals Subcontracts

Awards for this Project Anticipated

Award No.	Sponsor Award No.	Award Amount	Type	Reporting Designation	Begin Date	End Date	Admin Unit	Award Status
A15-0634-001	C150125	\$890,493.40	New with Carry Over Approval Required	Obligated	9/01/2015	6/30/2016	TANDON - Electrical & Computer Engineering (ECE)	Active (Legacy)
A15-0634-002	C150125	\$890,493.40	Continuation	Obligated	7/01/2016	6/30/2017	TANDON - Electrical & Computer Engineering (ECE)	Active (Legacy)
A15-0634-003	C150125	\$890,493.40	Continuation	Obligated	7/01/2017	6/30/2018	TANDON - Electrical & Computer Engineering (ECE)	Active (Legacy)
A15-0634-004	C150125	\$890,493.40	Continuation	Obligated	7/01/2018	6/30/2019	TANDON - Electrical & Computer Engineering (ECE)	Active (Legacy)
A15-0634-005	C150125	\$890,493.40	Continuation	Obligated	7/01/2019	6/30/2020	TANDON - Electrical & Computer Engineering (ECE)	Active (Legacy)



Figure 2B – CAYUSE SP Project with multiple FAME Projects

Project Administration [Back To Search Res](#)

Project No: [A15-0634 \(Prime Acct: 25-63212-WSQPG-N6198\)](#) Lead PI: [Shivendra Panwar](#) Project Dates: 9/01/2015 - 6/30/202

Account Manager: [Brian Miller](#) [Esther Taveras](#) [Chris Riley](#) Total Anticipated: \$0.00

Project Title: Center for Advanced Technology in Telecommunications (CAT) Total Obligated : \$4,452,467.00

General Awards Budget Overview **Accounts** Personnel Events Proposals Subcontracts

Accounts for this project

Account Type	Account	Status	Title	Lead Investigator	Unit	
Prime	25-63212-WSQPG-N2104	Active	MEGA: Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-001
Prime	25-63212-WSQPG-N2104	Active	MEGA: Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-S001
Prime	25-63212-WSQPG-N6198	Active	Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-002
Prime	25-63212-WSQPG-N6208	Active	Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-003
Prime	25-63212-WSQPG-N6209	Active	Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-004
Prime	25-63212-WSQPG-N6210	Active	Center for Advanced Technology in Telecommunications (CAT)	Shivendra Panwar	TANDON - Electrical & Computer Engineering (ECE)	A15-0634-005

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Q&A - Continued

- **Q: How will Integration impact risk set-ups?**
 - For now, process will be the same
 - Request for risk set-up via CAYUSE SP and automation of the establishment of risk accounts targeted for Phase 2
- **Q: Will OSP enter risk account project numbers in CAYUSE SP to avoid duplicate setups?**
 - Not necessary because SPA will capture the CAYUSE SP proposal number at time of risk set-up to prevent duplication of the chartfield at time of award



Q&A - Continued

- **Q: What is the turn around time from CAYUSE SP to FAME established chartfield?**
 - Current: OSP email to FAME and established generally within 72 hours
 - Anticipate: Pushed from CAYUSE SP to FAME twice per day and established within 24-48 hours
- **Q: Can Departments get “view” access to FAME?**
 - No
 - The WSQ Authorization form has all relevant information about the award



Q&A - Continued

- **Q: Our Department has had issues with iBuy in regard to chartfield assignments – reassignment for employees that leave, go on maternity leave, or change positions. Will we be able to change Project Managers in SP to update assignments in FAME?**
 - Unpaid leaves require change to Lead PI in CAYUSE SP
 - Paid leaves can currently impact approval workflow in iBuy
 - No correlation to CAYUSE SP
 - Currently, SPA gives approval to FSM to bypass PI approval
 - iBuy team working on the ability to delegate approval authority to Fiscal Officers



Q&A - Continued

- **Q: Can access to SP records be retroactively transferred at the point of SPA authorization? i.e. can FAME “team” at School / Dept level be granted access to SP record automatically as a function of SPA authorization?**
 - Access to CAYUSE and to FAME are independent
 - CAYUSE: Individuals given access (by unit) via registration in CAYUSE
 - FAME: individual project chartfield access assigned by role (access by project and allows user to see data in UDW+)



Q&A - Continued

- **Q: Can additional functionality be added to SP then automate “other” requests that stem from the FAME project (typically at the point of WSQ Authorization)? For example, (1) OFA Item Type Requirements (2) RISA (CO/OSP)**
 - 1) No; request must be submitted to the Office of Financial Aid (OFA)
 - 2) Request to Issue Subaward: OSP’s goal is to eliminate form and proactively generate subaward agreements upon identification and confirmation of subawards at award establishment



Q&A - Continued

- **Q: Why Cayuse SP number and award number and not one number?**
 - One refers to the CAYUSE SP proposal number; the other to the Award number
 - Different elements are captured in each record
- **Q: Why can't we have one online system instead of bouncing to Box, UDW+, and Cayuse, to look for pieces of information?**
 - UDW+ serves as NYU's data warehouse
 - CAYUSE to FAME Integration feeds UDW+ with sponsored project information
 - In a perfect world.....



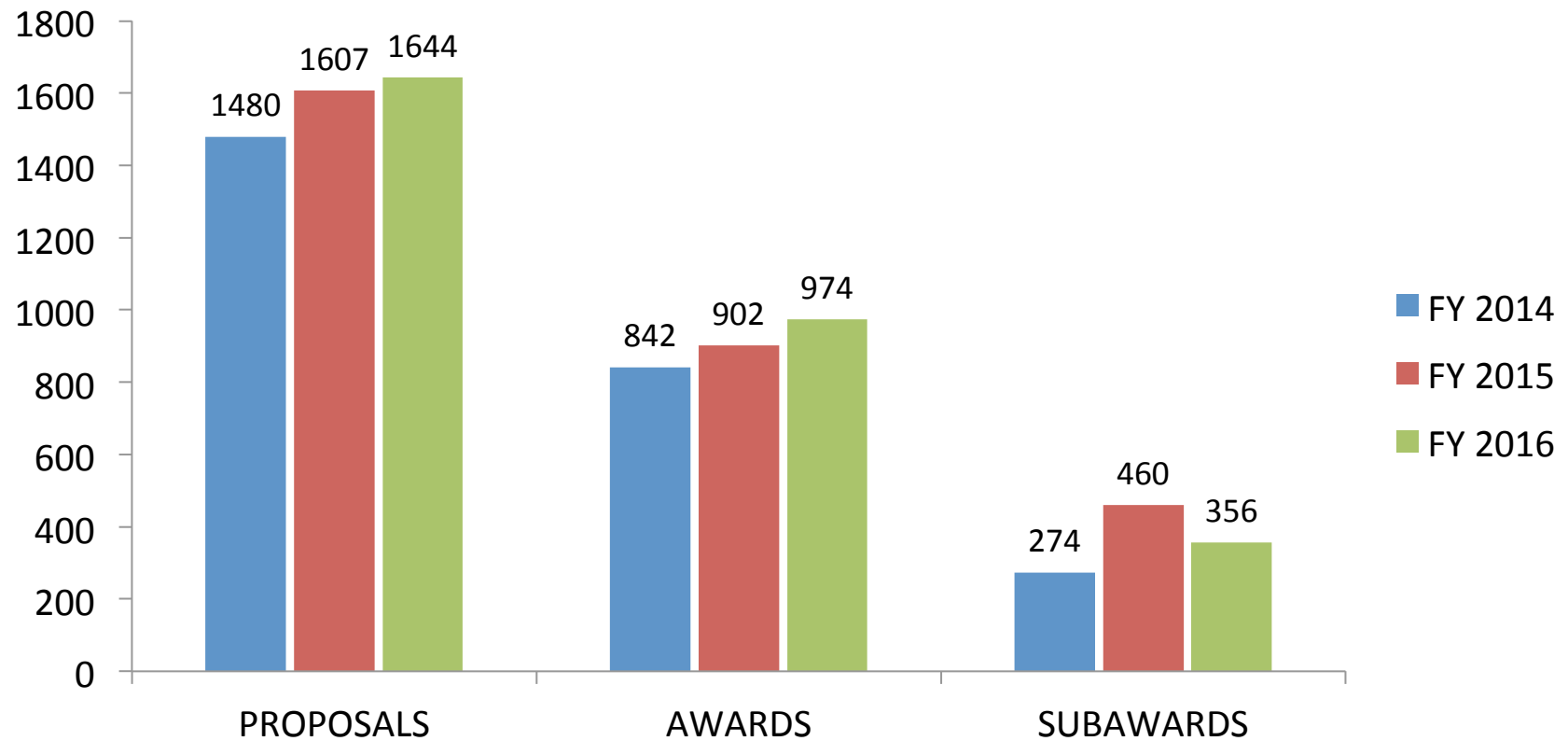
Project Stats

Quantitative:	Counts
# of data elements mapped and automatically populated	34
# of data and functional validations steps developed	27
# of requirements identified and confirmed	20
# of business process changes confirmed	26
# of business process changes under discussion	16
# of screens developed to view Cayuse data and integration exceptions	8
History data correction to conform to new business processes in progress:	
# of data elements to be updated in FAME	11
# of data elements to be updated in Cayuse	6
# of data elements to be updated in UDW+	3



OSP Stats FY14 - FY16

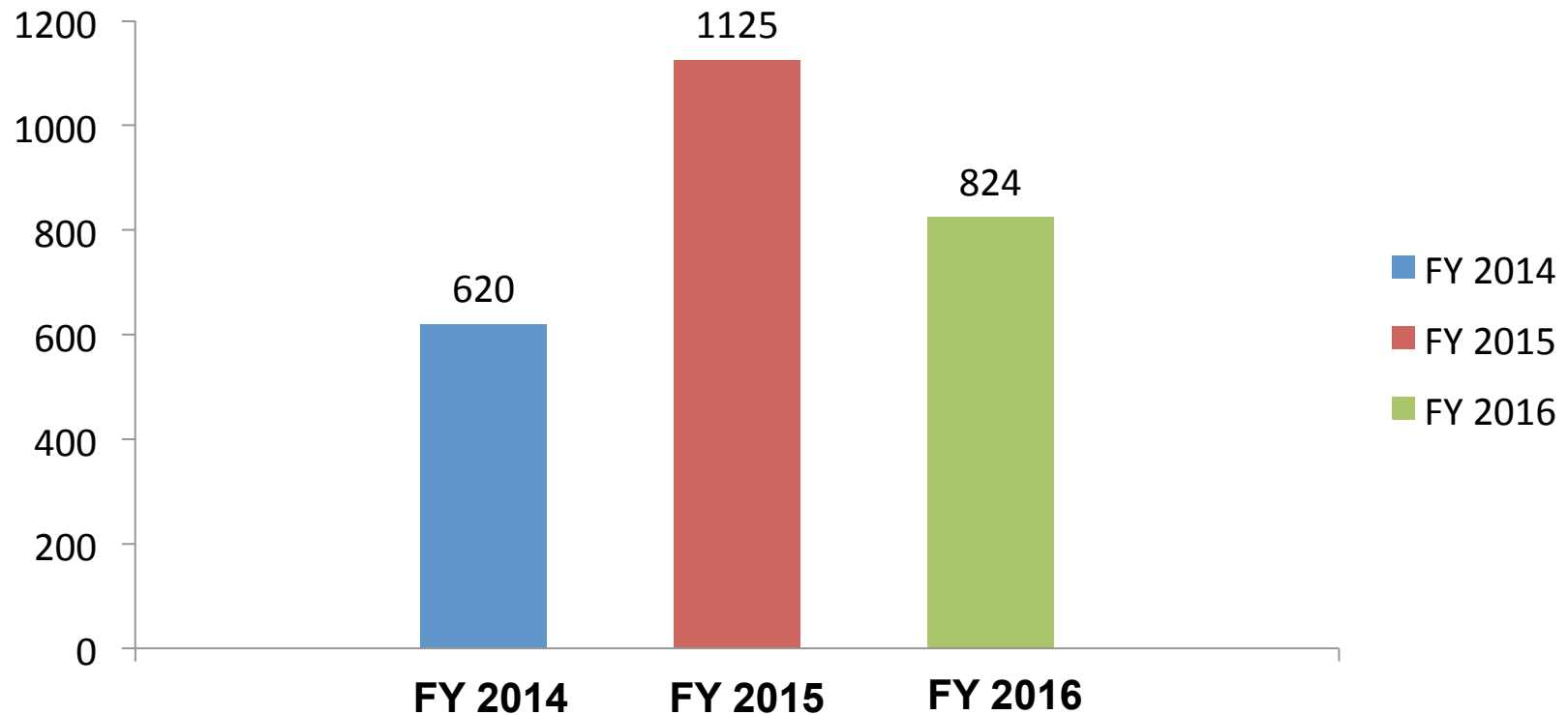
Office of Sponsored Programs Proposals/Awards/ Subawards Setups FY14 - FY16





SPA Stats FY14 - FY16

Sponsored Programs Administration Projects Created from FY14 to FY16



Disclaimer: 460 projects were created as a result of the merger with Tandon SOE in FY15. 25 and 99 Tandon projects were created in FY14 and FY16 respectively.



Integration Rules

- Step 1: Business Unit = WSQ01 (Phase 1)
- Step 2: Locates Key Values in FAME:
 - Cayuse Award # (primary)
 - Cayuse Proposal # (secondary)
 - Applicable to new risk project with no associated award in Cayuse



Integration Rules

- Step 3: Cayuse Backbone “Sponsor Type” will define Fame project prefix

<u>Cayuse</u>	<u>FAME</u>	
Sponsor Type	Prefix	Fund
Federal	F	25
Local Govt	N	25
In-State Govt	N	25
Out-of-State Govt	N	25
Foundation	Refer to Fund Determination	
Research Institution	Refer to Fund Determination	
Other Non-Profit Org	Refer to Fund Determination	
Industry	Refer to Fund Determination	
College or University	Refer to Fund Determination	

- Step 4: Incoming subawards where NYU is the sub under another entity’s prime award are assigned the ‘S’ prefix (Fund 25) in Fame



Integration Rules

- Step 5: Awards from non-government sponsors will require *Fund Determination* by SPA for project prefix assignment of 'R' (Fund 24) or 'S' (Fund 25)



AWARD TYPES (CAYUSE SP) = ACTIVITY TYPES (FAME)

Award Types	Pre-Integration	Post-Integration	Comments
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New - An award with funding added to the system for the first time. The first award record in Cayuse SP Project must always be 'New' or 'New with Carryover Approval –NCA' (New or NCA = -001 award)

	Single Cayuse Project = Single Fame project	No Change	
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New with Carryover Approval (NCA) - An award added to the system for the first time but that requires approval from the Sponsor before funds can be used in subsequent budget periods. OSP must create all out years as Anticipated Awards with Award Type = Continuation. The first award record in Cayuse SP Project must always be 'New' or 'New with Carryover Approval –NCA' (New or NCA = -001 award)

	Single Cayuse project = Multiple Fame projects (by budget period)	No Change	OSP will need to capture anticipated years for each budget period;
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Green represents scenarios when multiple Fame projects are created.



AWARD TYPES = ACTIVITY TYPES - Continued

Award Types	Pre-Integration	Post-Integration	Comments
Continuation - <i>Adds funding for a new defined period of time within an established project period. The award periods do not overlap. Same as a non-competing continuation.</i>			
	Update existing Cayuse and Fame projects	No Change	
Modification - <i>A change in funding, contact information, terms and conditions, Lead PI and/or early termination. Used when there are multiple activities in an award period, and/or the award periods overlap.</i>			
	Update existing Cayuse and Fame projects	No Change	



AWARD TYPES = ACTIVITY TYPES - Continued

Award Types	Pre-Integration	Post-Integration	Comments
<p>Supplement - <i>Additional scope of work and funding to an existing project during the same period of performance.</i></p>			
	<p>New award record on existing Cayuse Project=new program code on existing Fame project.</p>	<p>No Change</p>	
<p>Extension with Additional Funds (EWI) - <i>Adds time and funding, extending the original project period. Used when the additional time and funding was unexpected (i.e. not applied for or requested).</i></p>			
	<p>New award record entered on existing Cayuse project to reflect extension > Fame project end date /amount overwritten.</p>	<p>No change in Cayuse> Fame will capture extension as separate activity</p>	<p>Cannot have overlapping start/end dates in Fame activities</p>



AWARD TYPES = ACTIVITY TYPES - Continued

Award Types	Pre-Integration	Post-Integration	Comments
Extension without Additional Funds (EWO) - <i>Adds time, extending the original project period. Commonly referred to as a No Cost Extension (NCE).</i>			
	New award record entered on existing Cayuse project>Fame end date overwritten	No change in Cayuse> Fame will capture extension as separate activity	
Renewal - <i>Adds new funding to an existing project but for an additional period of performance, extending the project. Same as competing continuation. A Renewal award will not be the first award in a Cayuse SP Project (i.e. will not = -001 award).</i>			
	New award record under existing Cayuse project or separate Cayuse project (If separate Cayuse project, must have Award Type 'New' (because -001<> Renewal) = separate Fame project (varies))	Same Cayuse project = New Fame project	Cayuse will retain same Cayuse project. But Renewal status will result in new Fame project for renewal period.



AWARD TYPES = ACTIVITY TYPES - Continued

Award Types	Pre-Integration	Post-Integration	Comments
<p>Transfer - <i>An award that did not originate at NYU. Since this is a new award to OSP, use NEW or, if applicable, NEW WITH CARRY OVER APPROVAL REQUIRED.</i></p>			
	Should not be used in Cayuse.	New Cayuse project = New Fame project	
<p>Institutional - <i>Used to track internal NYU funds, such as the University Research Challenge Fund (URCF) awards. This is important because it is critical to distinguish these funds from extramurally sponsored awards.</i></p>			
	New Cayuse Project=New Fame Project	No Change	



Cross School Collaboration

	Pre-Integration	Post-Integration	Comments
Lead PI award admin org = Co-PI's org	Single Cayuse Project = single or multiple Fame projects (process has varied)	The standard: Single Cayuse project = Single Fame project	
Lead PI award admin org <> Co-PI's org	Single Cayuse Project = single or multiple Fame projects (process has varied)	The standard: Separate Fame projects will be created where co-PI has a distinct org from Lead PI's award admin org. SPA will confirm with departments before chartfield establishment.	

Green represents scenarios when multiple Fame projects are created.



Cross School Collaboration - Continued

Where the Lead PI award admin org = Co-PI's ORG - **PERSONNEL**

Project Administration [Back To Search Results](#)

Project No: [A14-0006 \(Prime Acct: 25-74100-WSQPG-F7393\)](#) Lead PI: [Thomas Wies](#) Project Dates: 9/01/2013 - 8/31/2017
Account Manager: [Jenifer Cohen](#) Total Anticipated: \$0.00
Project Title: SHF: Small: Integrating separation logic and SMT for better heap verification Total Obligated: \$500,000.00

[General](#) [Awards](#) [Budget Overview](#) [Accounts](#) [Personnel](#) [Events](#) [Proposals](#) [Subcontracts](#)

Personnel Affiliated with this Project (Listed on newest award)

Person	Unit	Role	Sponsored Effort %	Cost Shared Effort %	Total Effort %	Allocation of Credit %	Person Months
+ Clark Barrett	74100 - CIMS - Computer Science	Principal Investigator	100	0	100	0	0.97
+ Thomas Wies	74100 - Cims - Computer Science	Lead Principal Investigator	100	0	100	0	0.97

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Cross School Collaboration

Where the Lead PI award admin org = Co-PI's ORG - **ACCOUNTS**

Project Administration [Back To Search Results](#)

Project No: [A14-0006 \(Prime Acct: 25-74100-WSQPG-F7393\)](#) Lead PI: [Thomas Wies](#) Project Dates: 9/01/2013 - 8/31/2017

Account Manager: [Jenifer Cohen](#) Total Anticipated: \$0.00

Project Title: SHF: Small: Integrating separation logic and SMT for better heap verification Total Obligated: \$500,000.00

[General](#) [Awards](#) [Budget Overview](#) **[Accounts](#)** [Personnel](#) [Events](#) [Proposals](#) [Subcontracts](#)

Accounts for this project

Account Type	Account	Status	Title	Lead Investigator	Unit	
Prime	25-74100-WSQPG-F7393	Active	SHF: Small: Integrating separation logic and SMT for better heap verification	Thomas Wies	Cims - Computer Science	A14-0006-001
Prime	25-74100-WSQPG-F7393	Active	SHF: Small: Integrating separation logic and SMT for better heap verification	Thomas Wies	Cims - Computer Science	A14-0006-002

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Cross School Collaboration

Where the Lead PI award admin org is <> Co-PI's ORG - **PERSONNEL**

Project Administration [Back To Search Results](#)

Project No: [A14-0087 \(Prime Acct: 25-92311-WSQPG-F7467\)](#) Lead PI: [Christine Vogel](#) Project Dates: 11/15/2013 - 10/31/2016

Account Manager: Total Anticipated: \$0.00

Project Title: EAGER: Modeling Protein Degradation - Evaluation of Strategies and Targets Total Obligated: \$300,000.00

General Awards Budget Overview Accounts **Personnel** Events Proposals Subcontracts

Personnel Affiliated with this Project (Listed on newest award)

Person	Unit	Role	Sponsored Effort %	Cost Shared Effort %	Total Effort %	Allocation of Credit %	Person Months
+ Dennis Shasha	74100 - Cims - Computer Science	Principal Investigator	100	0	100	0	0.09
+ Christine Vogel	92311 - FAS - Biology	Lead Principal Investigator	100	0	100	0	0.18

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Cross School Collaboration - Continued

Where the Lead PI award admin org is <> Co-PI's ORG - **ACCOUNTS**

Project Administration [Back To Search Results](#)

Project No: [A14-0087 \(Prime Acct: 25-92311-WSQPG-F7467\)](#) Lead PI: [Christine Vogel](#) Project Dates: 11/15/2013 - 10/31/2016

Account Manager: Total Anticipated: \$0.00

Project Title: EAGER: Modeling Protein Degradation - Evaluation of Strategies and Targets Total Obligated: \$300,000.00

General Awards Budget Overview **Accounts** Personnel Events Proposals Subcontracts

Accounts for this project

Account Type	Account	Status	Title	Lead Investigator	Unit	
Sub	25-74100-WSQPG-F7508	Active	EAGER: Modeling Protein Degradation - Evaluation of Strategies and Targets	Dennis Shasha	CIMS - Computer Science	A14-0087-001
Prime	25-92311-WSQPG-F7467	Active	EAGER: Modeling Protein Degradation - Evaluation of Strategies and Targets	Christine Vogel	Fas - Biology	A14-0087-002
Prime	25-92311-WSQPG-F7467	Active	EAGER: Modeling Protein Degradation - Evaluation of Strategies and Targets	Christine Vogel	Fas - Biology	A14-0087-001

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Risk Project

	Pre-Integration	Post-Integration	Comments
Initial Risk	No Cayuse Project until award received; Fame Risk project created by SPA with Status=Advance	No Change – SPA will now record Proposal # at time of creating Risk project	Process for requesting Risk will continue to be routed to SPA for approval
Awarded	OSP notifies SPA of funds being obligated. SPA changes Project Status from Advance to Approved	OSP will enter Cayuse award record. Integration rule will search for Cayuse Proposal # in Fame to locate Risk project . Fame Project Status will change from 'Advance' to Approved, SPA updates respective fields	



Project Team Roles

- Team roles included in mapping:
 - Cayuse Lead PI = FAME PI (Project Manager)
 - Cayuse Principal Investigator = FAME Co-PI
- SPA will manually add/update FAME with Department Administrator Roles



Project Team Roles

- Changes to Lead PI or Co-PI must be communicated to OSP
 - OSP updates the Cayuse record when there is a change of Lead PI due to a Lead PI leaving NYU permanently or when a caretaker Lead PI must be assigned due to an unpaid Leave of Absence (LOA)
- When a change in Lead PI is required:
 - Alert OSP immediately by emailing your Project Officer team and copying osp.agency@nyu.edu
 - Identify the replacement Lead PI
 - Provide the email from the sponsor that conveys their agreement / understanding with this change
 - Indicate the date the change takes effect if not stated in the email (if none is included, OSP will use date of receipt)



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??*