



# **Research Accounting & Analysis**

Grant & Contract Accounting ? Management Accounting & Analysis

## **Operational Performance Dashboard for July 2003** **Quarter 3 FY 2003 (April - June 2003)**

### **Grant and Contract Accounting Mission**

As a professional accounting team, our mission is to provide support to the UW Research Community by proactively delivering consistent, accurate and timely financial products and services. We anticipate and creatively respond to the needs of our customers through collaboration and commitment to continuous improvement.

### **Management Accounting and Analysis Mission**

Our mission is to craft a department that anticipates and is responsive to the costing and other informational needs of the campus community. Enhance services by collaboratively analyzing and developing data, methodologies, and policies to maximize flexibility for academic departments while complying with governmental regulations.

### **Our key processes include:**

Reporting  
Invoicing  
Compliance  
Cash Management  
Recharge Accounting Oversight  
Develop and Negotiate Indirect Cost Rates (F&A)

For questions about this report, contact Vincent Lau, Grant & Contract Accounting, [vlau@u.washington.edu](mailto:vlau@u.washington.edu)

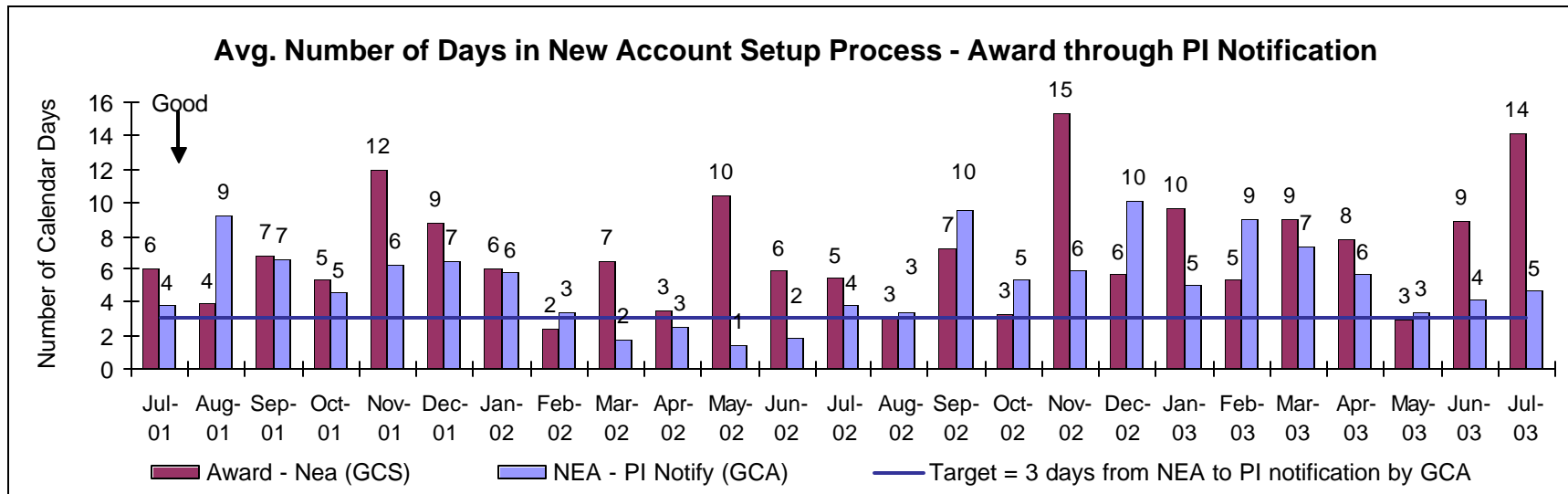
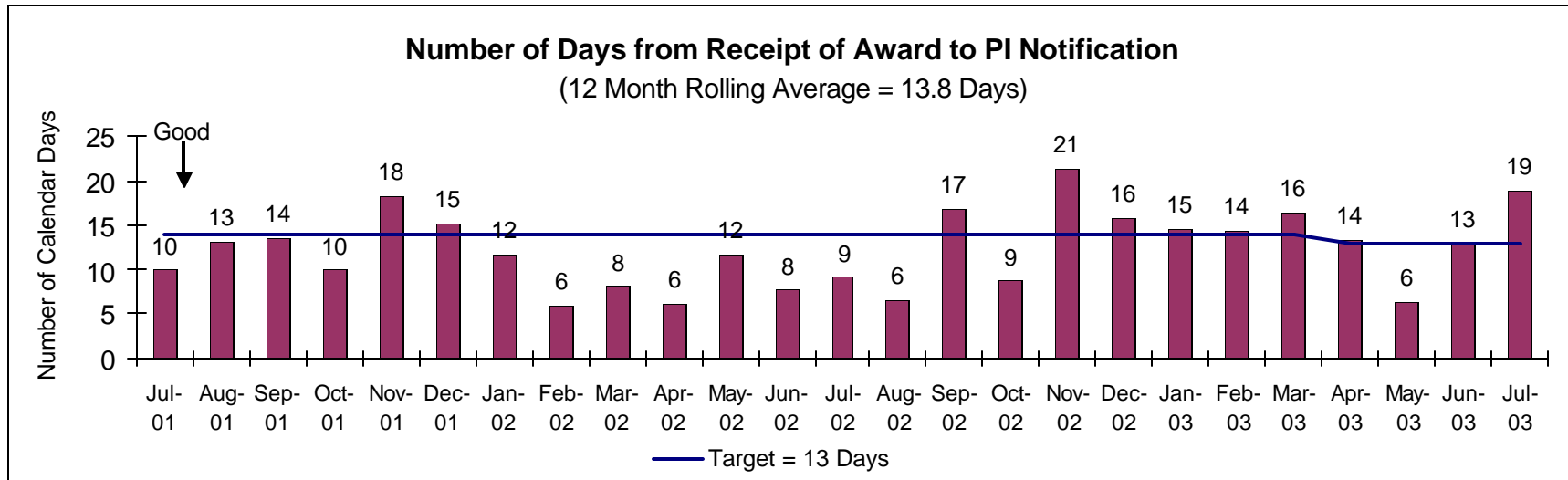
**Research Accounting and Analysis  
Operational Performance Dashboard for Quarter 3 Fiscal Year 03 (July 2003)**

Customer Perspective					Financial Perspective				
Process	Measure	Current Output Measure	Target	Gap (Target - Output)	Process	Measure	Current Output Measure	Target	Gap (Target - Output)
New Budgets	1) Average number of days from receipt of award in GCS to notification of budget number received by Principal Investigator from GCA. * †	13.8 (July 03)	13.0	0.8	Billing	11) Unbilled cost reimbursable expenditures as a percentage of monthly cost reimbursable expenditures.*	73.8% (July 03)	30.0%	43.8%
Customer Satisfaction	2) Customer Satisfaction Survey (measured in ref. to a possible 4.0 average for all areas surveyed); next survey results due in mid 2003	3.0 (1999)	3.2	0.2	Aged Receivables	12) Percent of aged receivables outstanding more than 150 days overdue. †	19.0% (July 03)	15.0%	4.0%
RTEs	3) Number of days to process Request to Transfer Expenditures (RTEs) submitted by departments to GCA. †	3.8 (July 03)	4.0	No gap	DHHS	13) Potential liability from DHHS Awards that are closing in the next 3 years.	\$24.8 M (Qtr4-03)	\$5.0 M	\$19.8 M
Closings	4) Percent of budgets expired more than 150 days and not closed. †	23.1% (July 03)	20.0%	3.1%	F&A Indirect Cost	14) Percent of dollar increase from year to year (fiscal) for indirect-cost recovery *	9.7% (rolling 5-year average)	5.0%	No gap
Recharge Centers	5) Percent of submitted recharge that MAA has approved	See Graph	See Graph	See Graph					
Web Pages	6) Percent of all Management Accounting and Analysis (MAA) WEB pages, links and major revisions completed	67.0% (Qtr4-03)	90.0% by June '04	23.0%					
Internal Business Process Perspective					Learning and Growth Perspective				
Process	Measure	Current Output Measure	Target	Gap (Target - Output)	Process	Measure	Current Output Measure	Target	Gap (Target - Output)
Cash Applied	7) Percent of cash applied to budgets.	100.0% (Qtr4-03)	97.0%	No gap	EDPs	15) % Of staff with active EDPs	46% (Qtr4-03)	50%	4.0%
FSRs	8) Percent of final (and interim) Financial Status Reports (FSRs) completed within 90 days of budget expiration. †	65.4% (July 03)	85.0%	19.6%	Employee Satisfaction	16) Employee Satisfaction (next survey in 2003); points possible: 5.0	3.76 (Last done in 2000)	4.00	0.24
FECs	9) Faculty Effort Certificates (FECs) overdue. †	3.5% (Qtr3-03)	3.0%	0.5%					
Cost-Share	10) % Of budgets expired more than 90 days with unmet cost sharing. *† <b>(UNDER REVIEW)</b>	33.3% (June 03)	20.0%	13.3%					

\* Measure is on FM Dashboard.

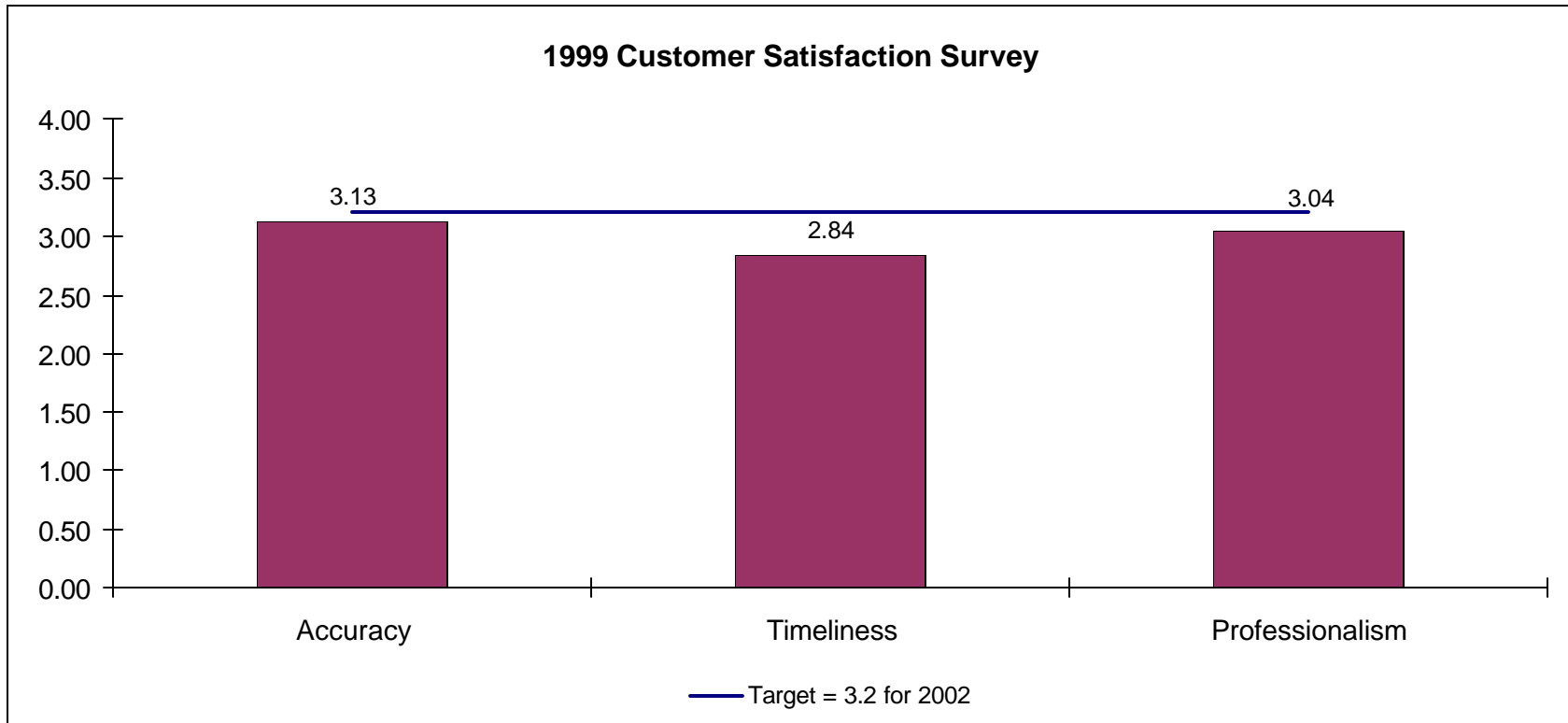
† Rolling 12-month average; all days are calendar days

## Output Measure #1 – New Budgets

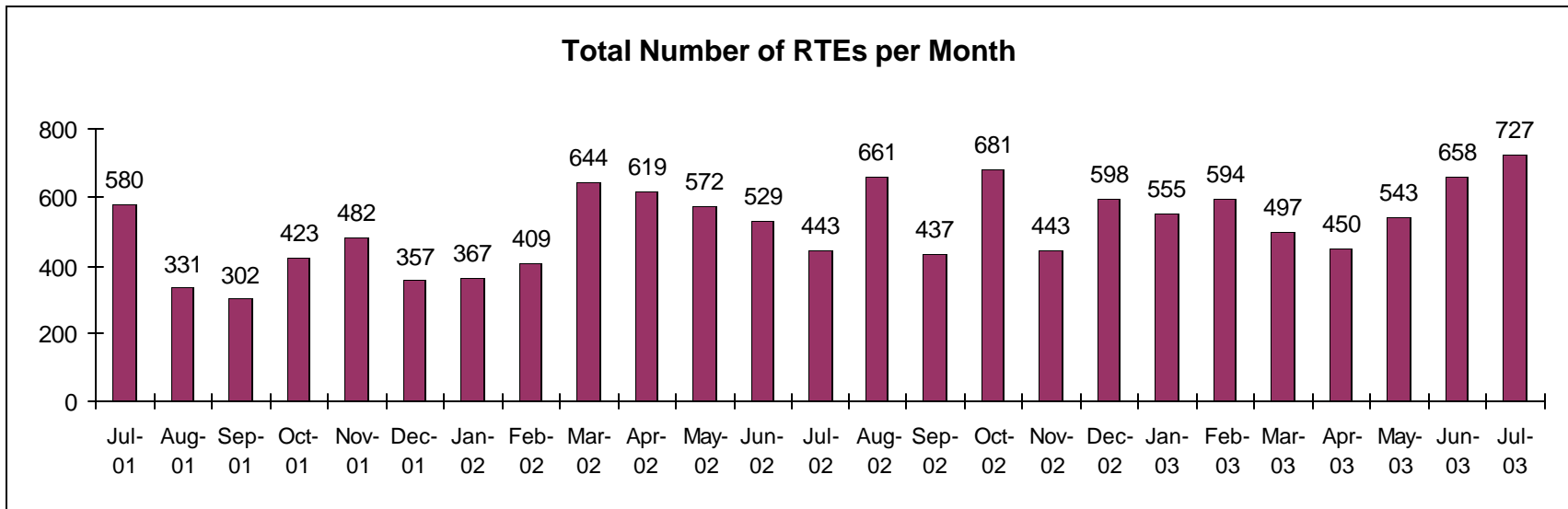
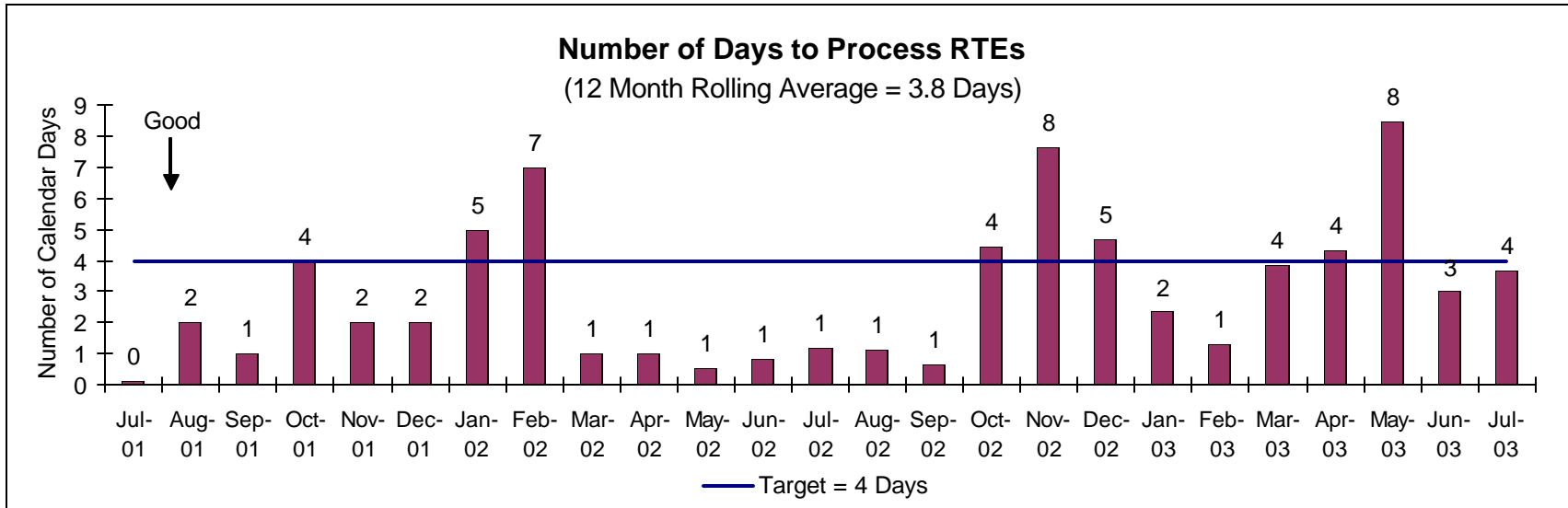


NEA = "Notice to Establish Account." The NEA is sent by Grant & Contract Services to the New Accounts section of GCA.  
 Note: Data relates to grants only, since July 2001

## Output Measure #2 – Customer Satisfaction



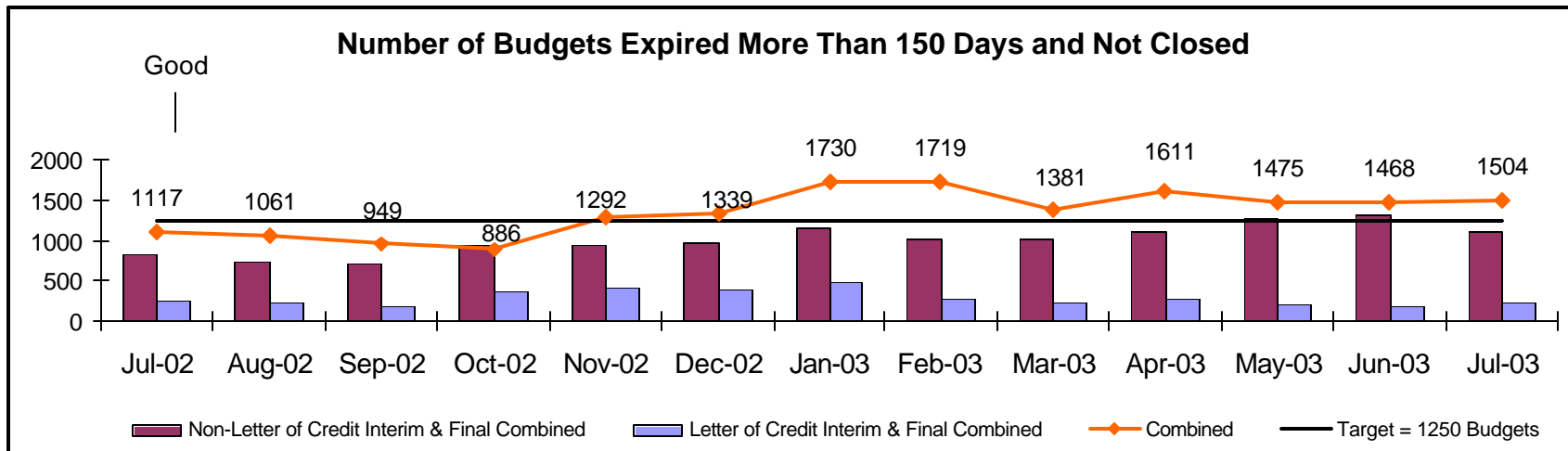
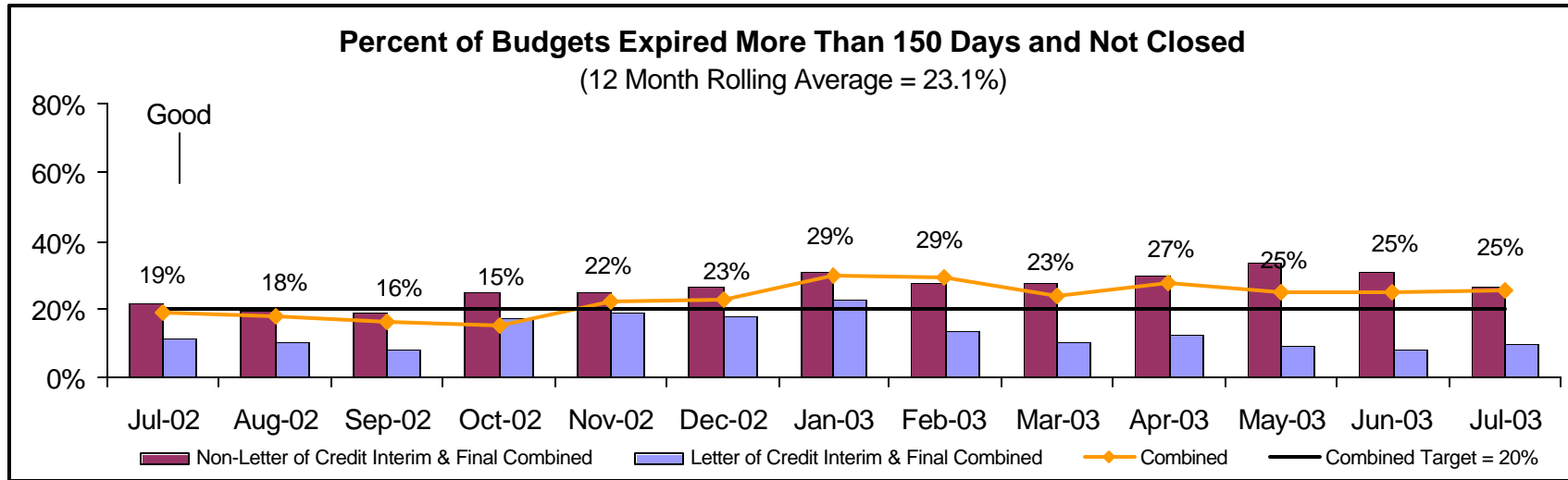
## Output Measure #3 – Request to Transfer Expenditures (RTEs)



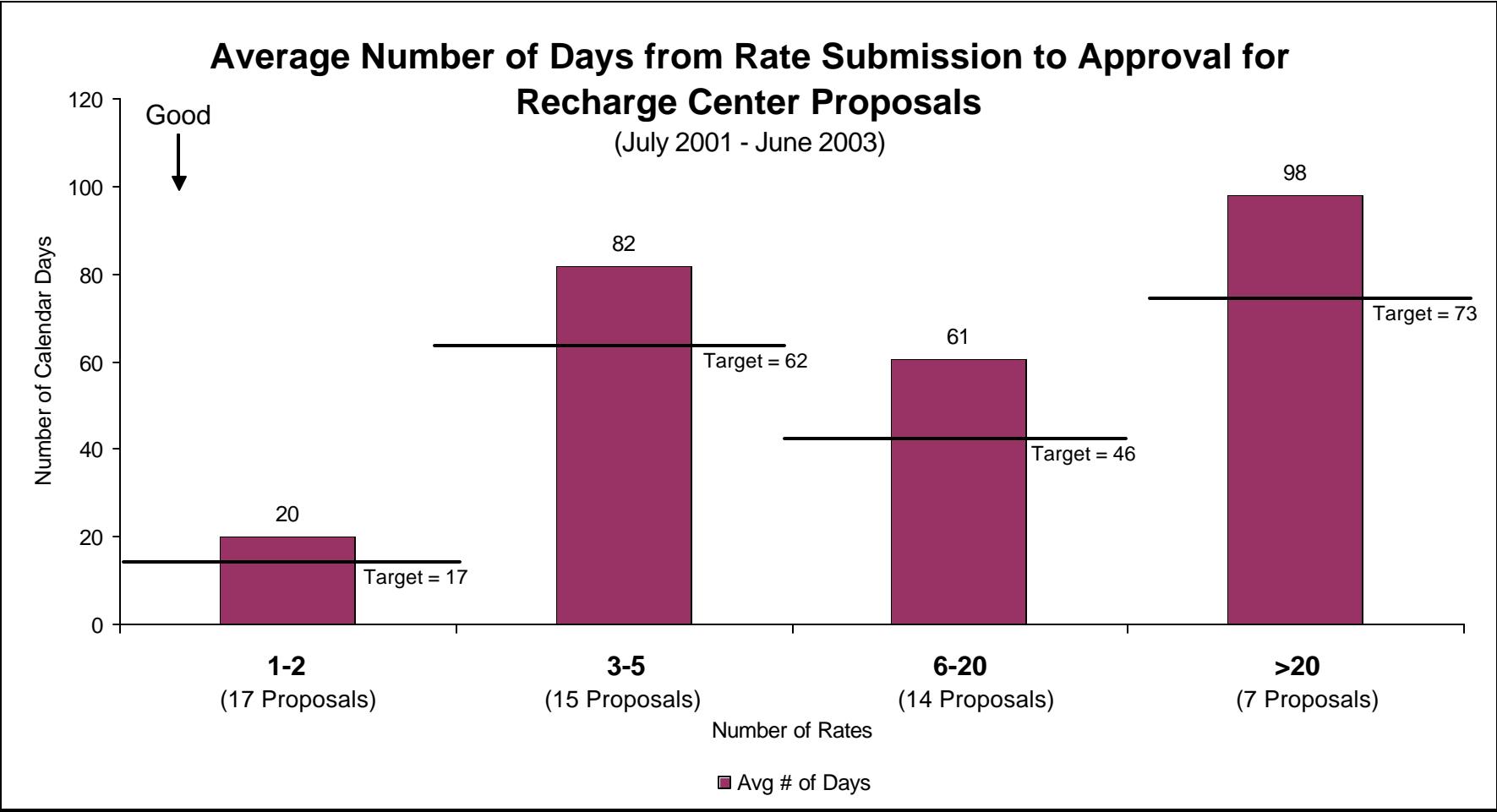
Note: Materiality level changed from \$0 to \$250 for total deficits or total cash in March 2002.

## Output Measure #4 – Closings

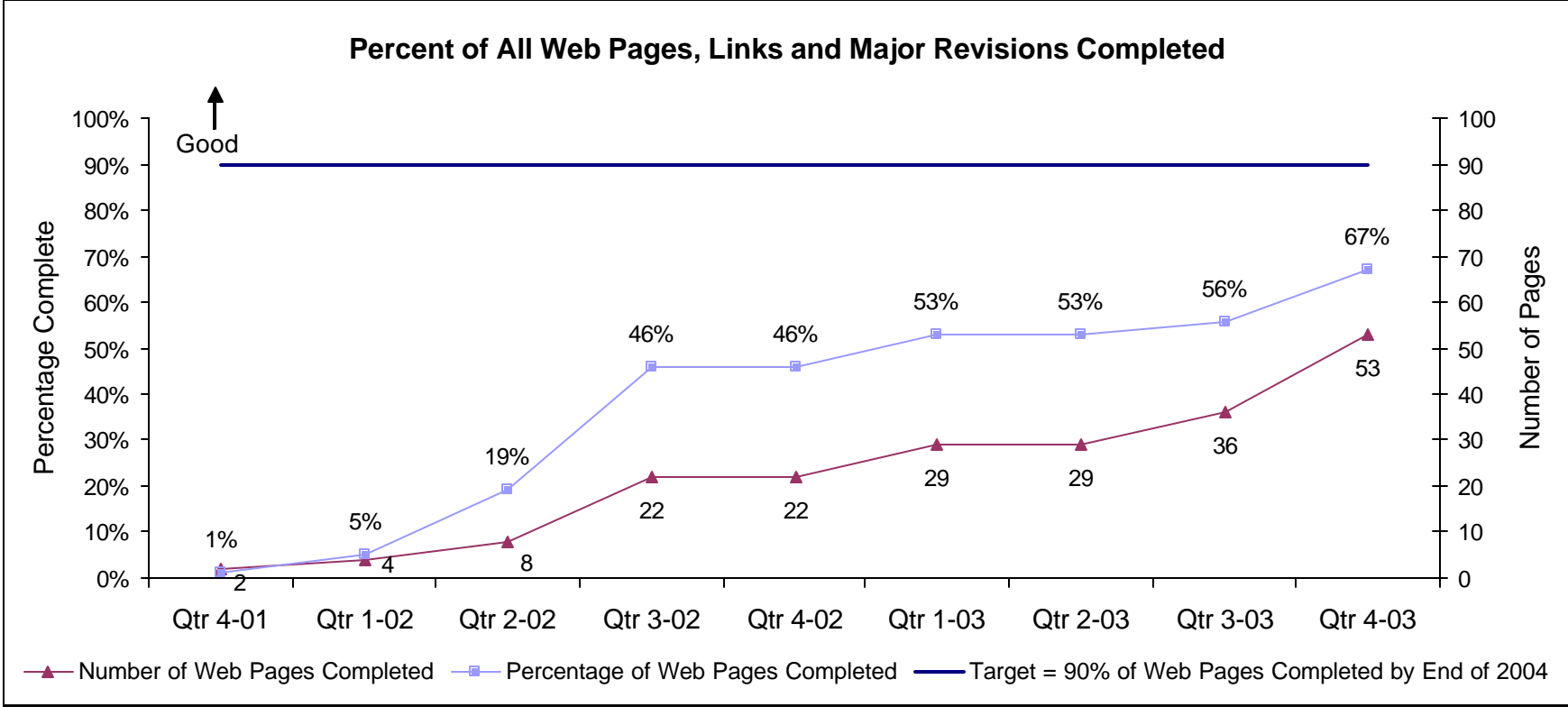
**\*\*\* Starting July 2003, a forecasted fixed denominator for calculating the closing measure will be used for the current biennium. \*\*\***



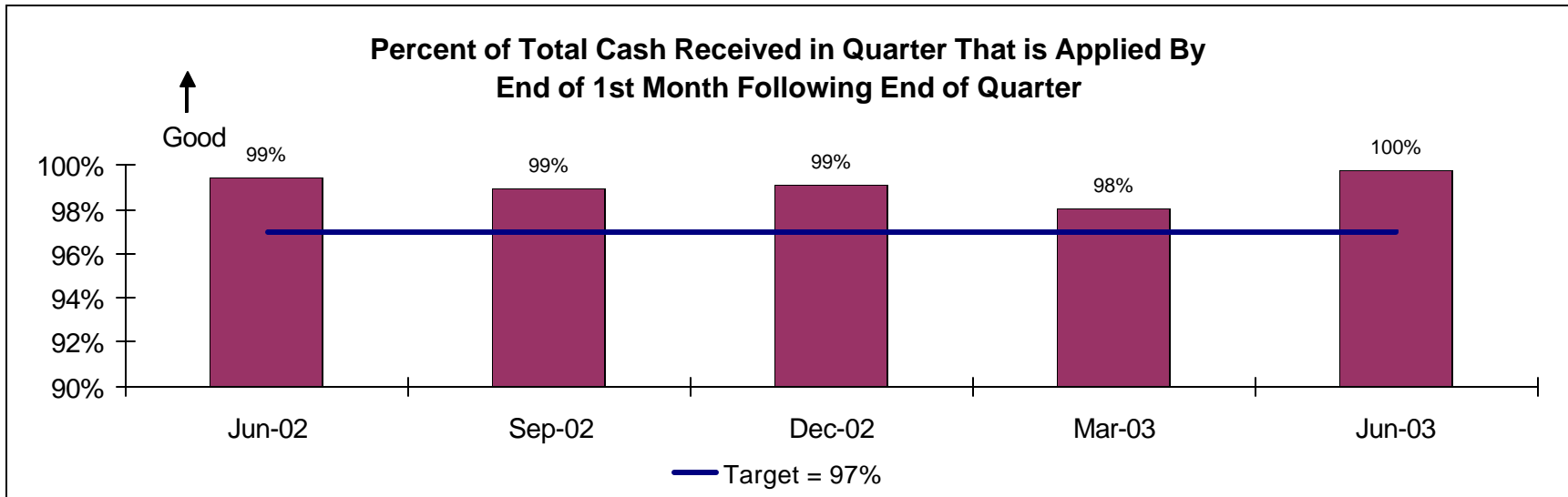
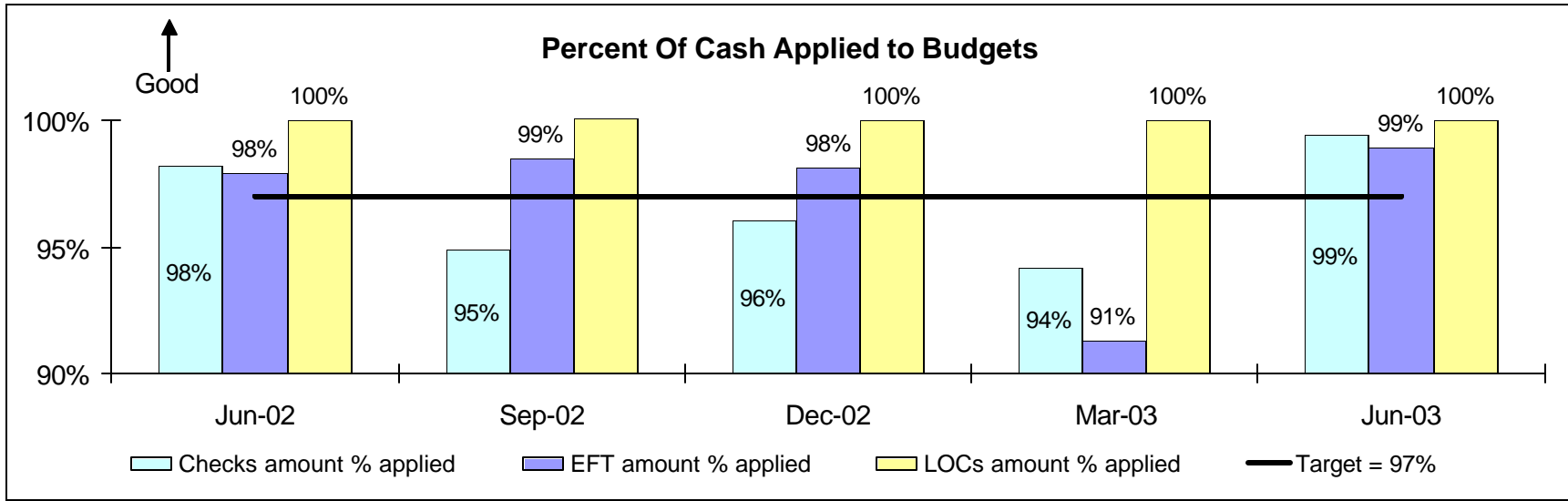
### Output Measure #5 – Recharge Centers



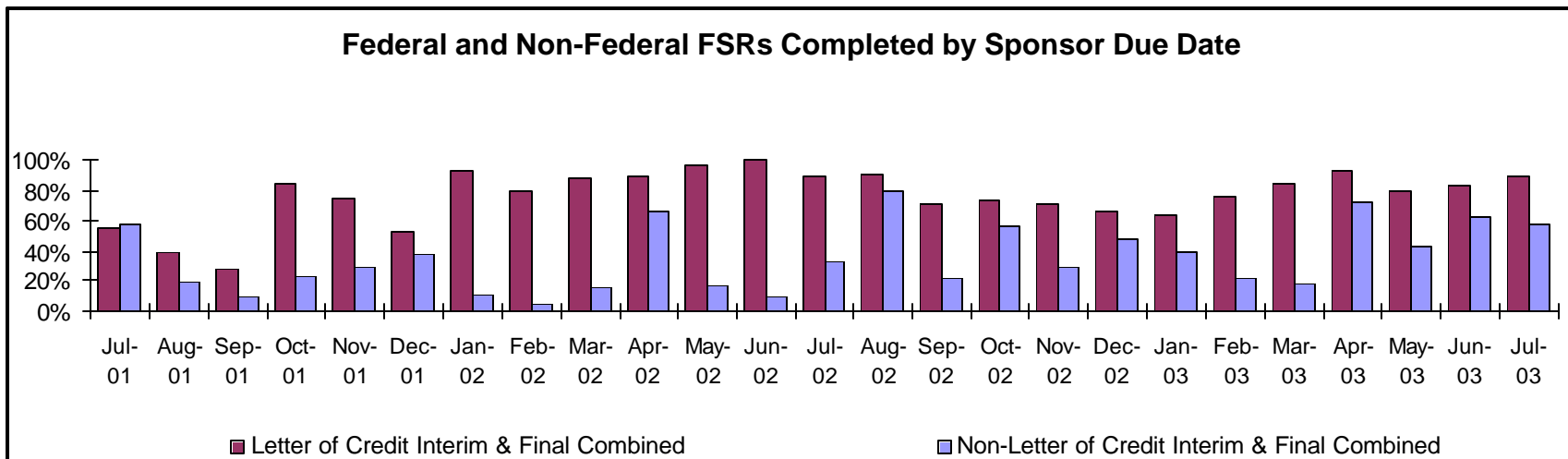
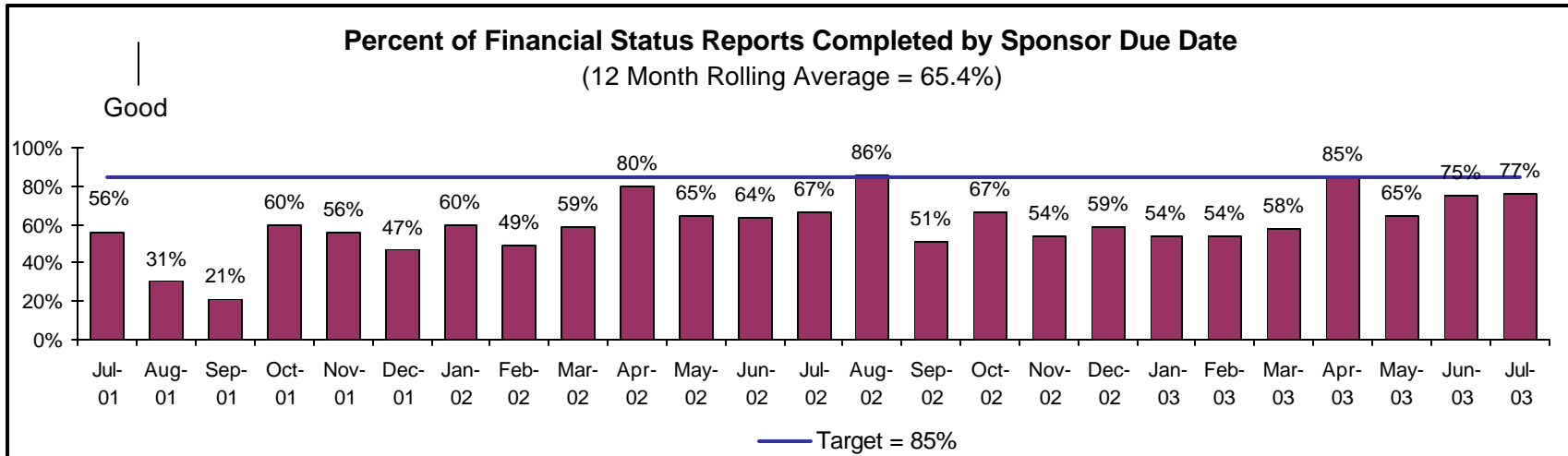
### Output Measure #6 – Web Pages



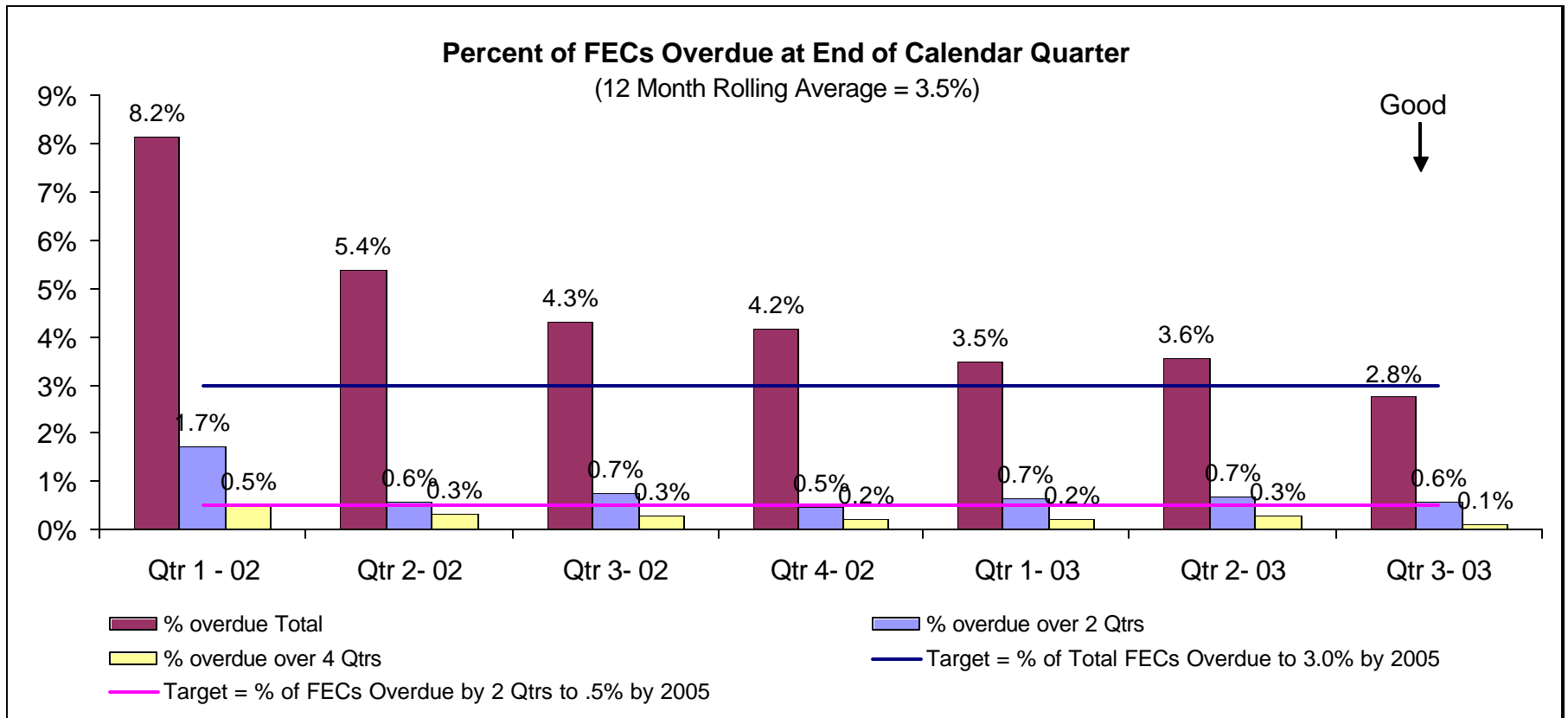
## Output Measure #7 – Cash Applied



## Output Measure #8 – Financial Status Reports (FSRs)

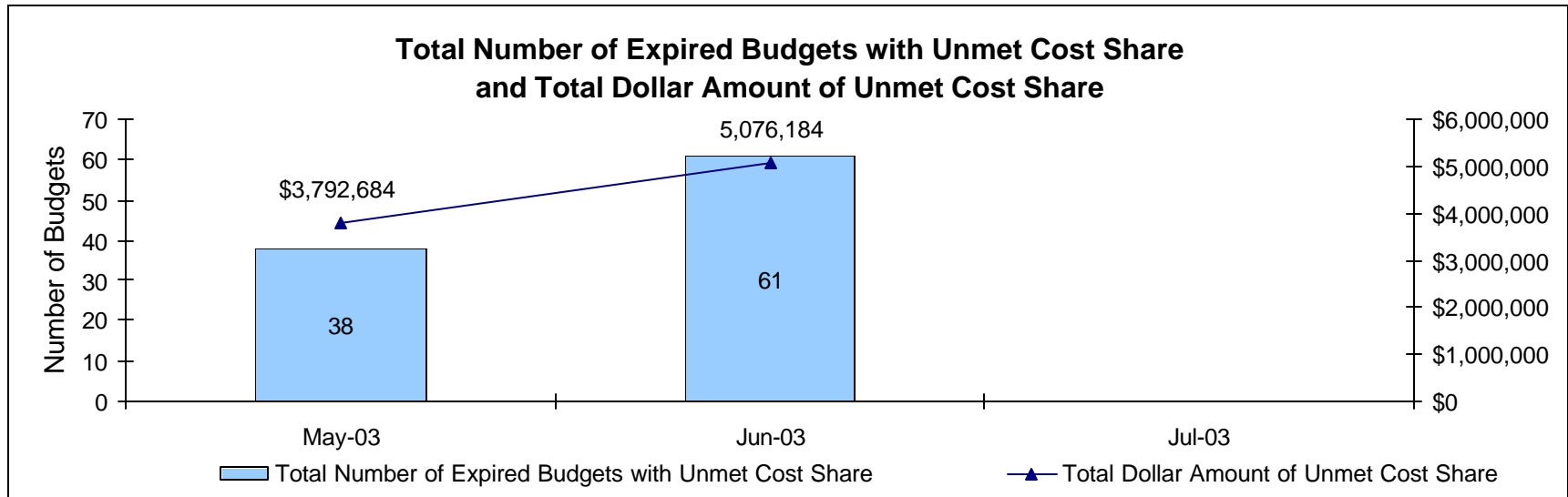
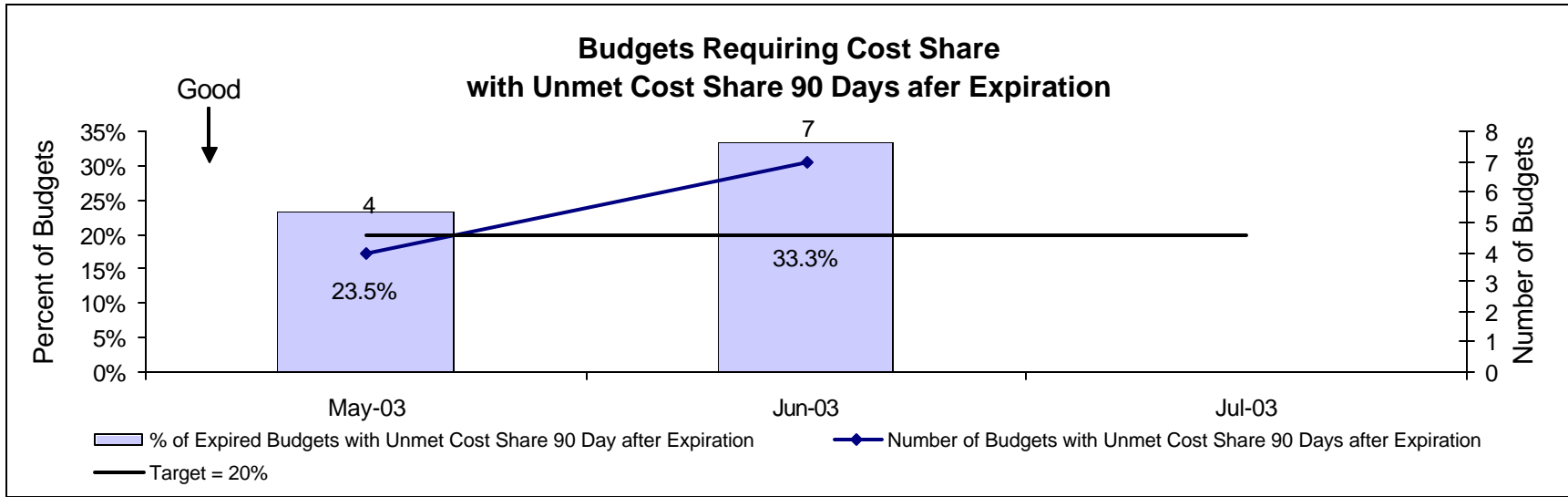


## Output Measure #9 – Faculty Effort Certification (FECs)



Note: Measurements for an academic quarter are not available until the end of the following quarter. Q4-03 will be available at the end of Q1-04.

**Output Measure #10 – Cost Share**  
**\*\*\* (Measure is under review / construction) \*\*\***

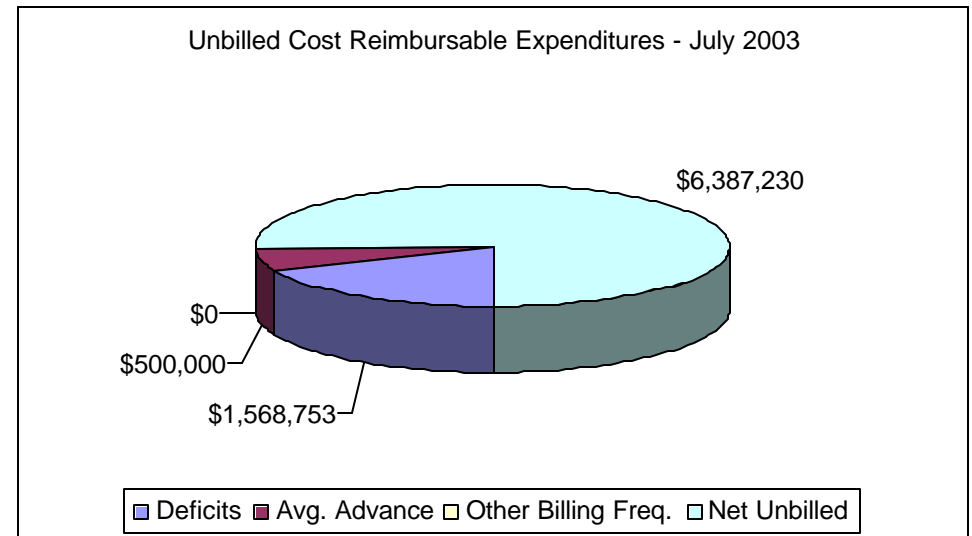


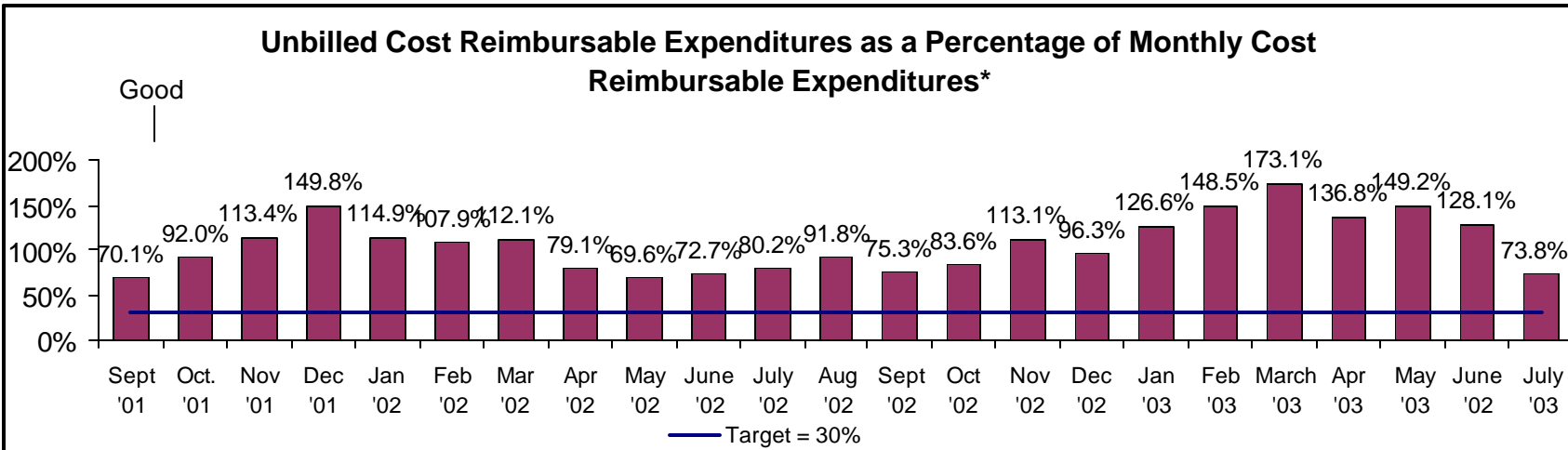
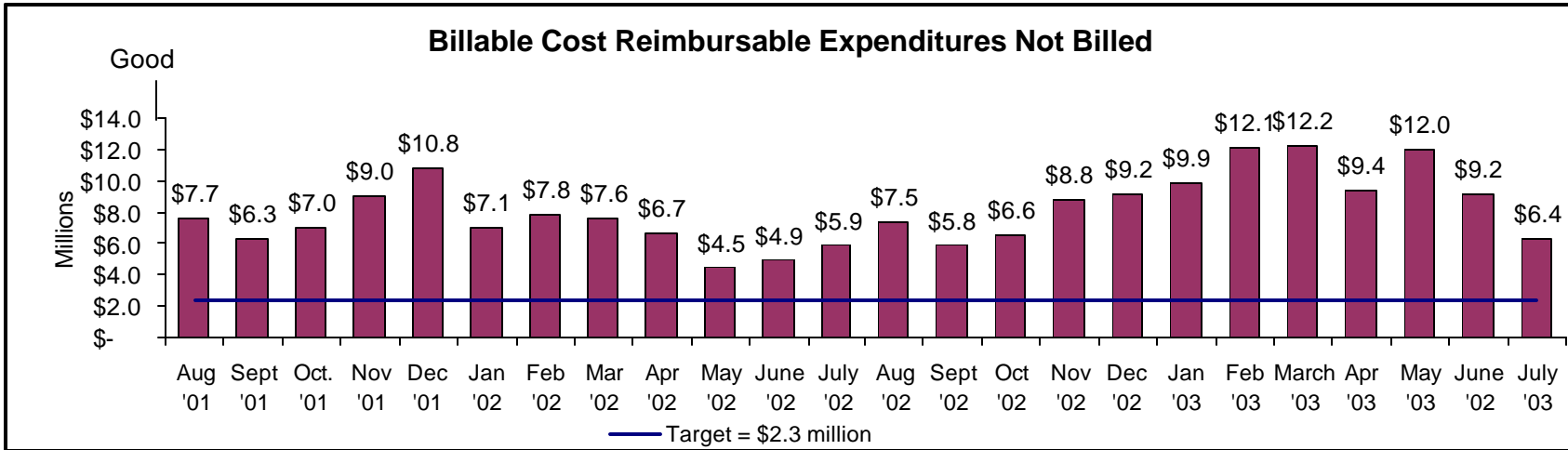
Note: Cost share includes committed and mandatory.

## Output Measure #11 – Billing

Billing -- July 2003			
	Expenditures (in millions)	Billed (in millions)	Difference (in millions)
Scheduled Payment Budgets	\$ 206.56	\$ 206.09	\$ (0.47)
Scheduled Invoice Budgets	\$ 276.00	\$ 196.74	\$ (79.26)
Cost Reimbursable and Fixed Price Budgets	\$ 551.91	\$ 318.48	\$ (233.43)
<b>Total</b>	<b>\$ 1,034.47</b>	<b>\$ 721.31</b>	<b>\$ (313.16)</b>

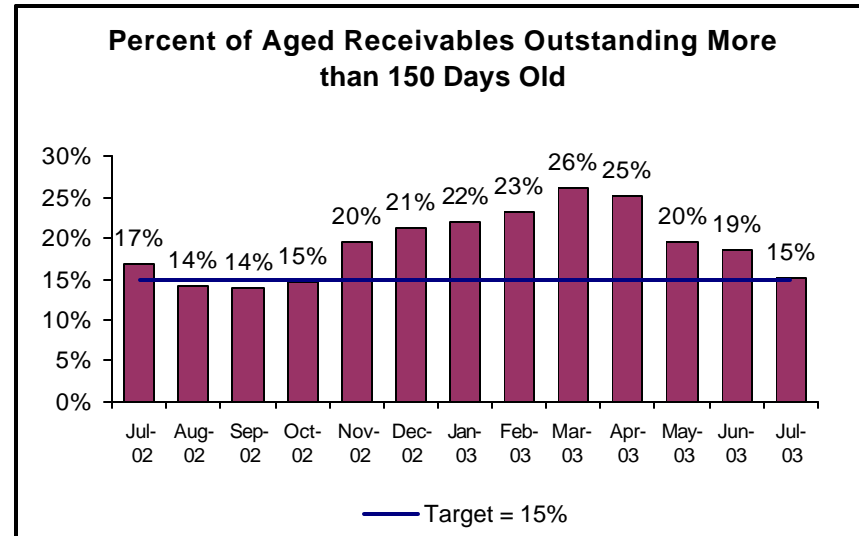
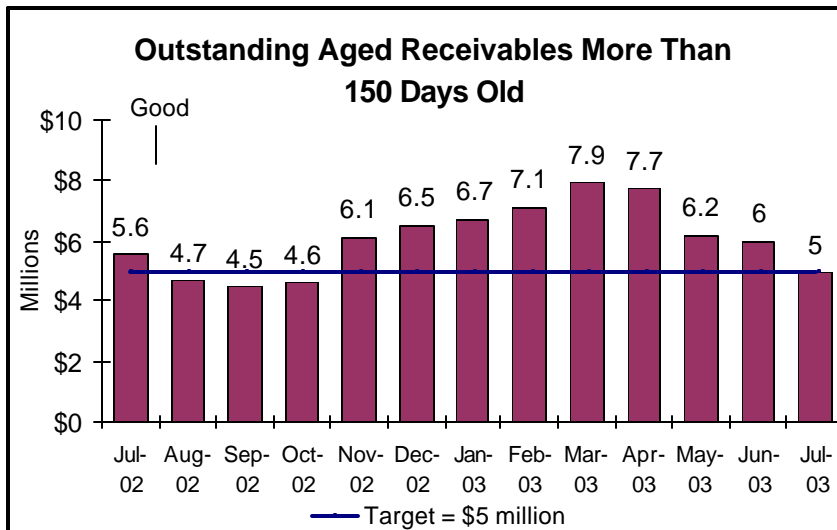
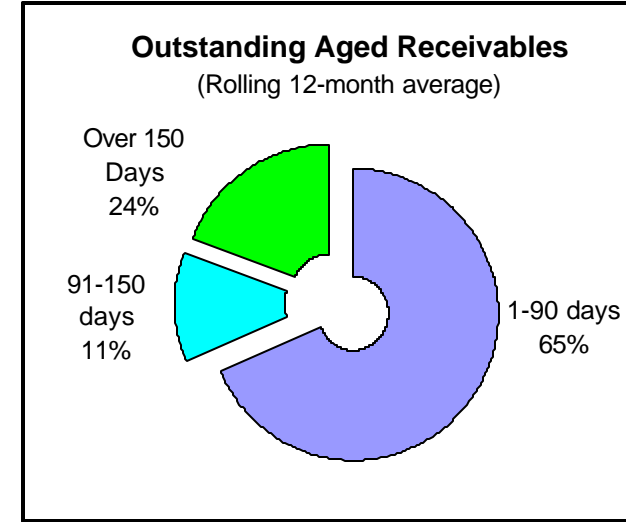
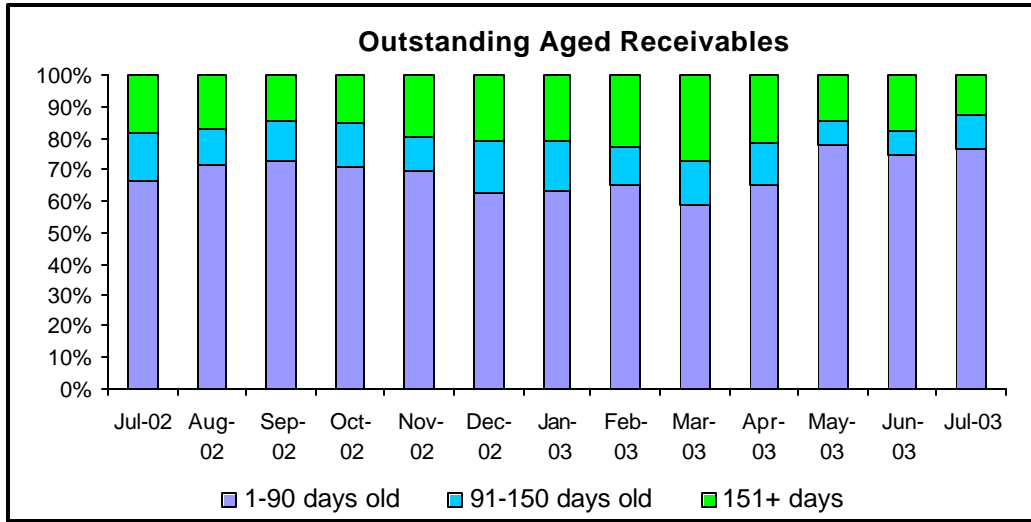
Annual Lost Interest on Cost Reimbursable Expenditures	
Annual Lost Interest on Unbilled Portion: 12 month rolling average	\$ 9,092,753 5%
	\$ 454,638
Annual Lost Interest on Current Month Billing: (if accounts billed 10 days faster each month)	\$ 8,463,535 5%
	\$ 139,127
<b>Grand Total -- Lost Interest</b>	<b>\$ 593,764</b>



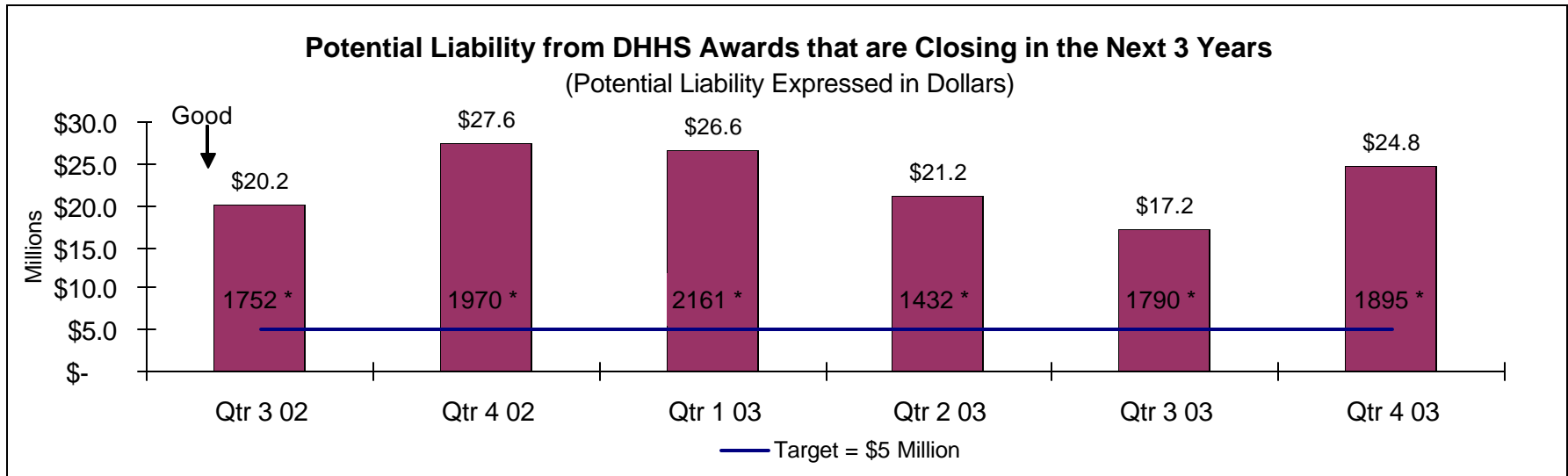
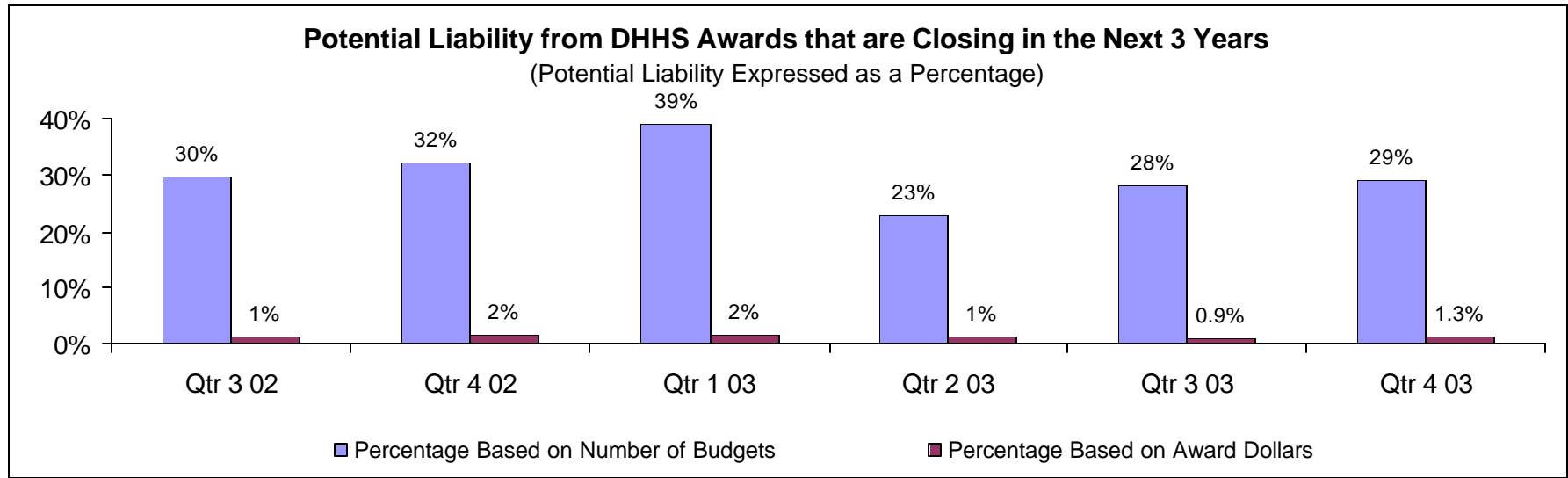


\* When result < 100%, unbilled expenditures are less than total monthly expenditures (unbilled < current monthly expends).  
 \* When result > 100%, unbilled expenditures are greater than total monthly expenditures (unbilled > current monthly expends).

## Output Measure #12 – Aged Receivables

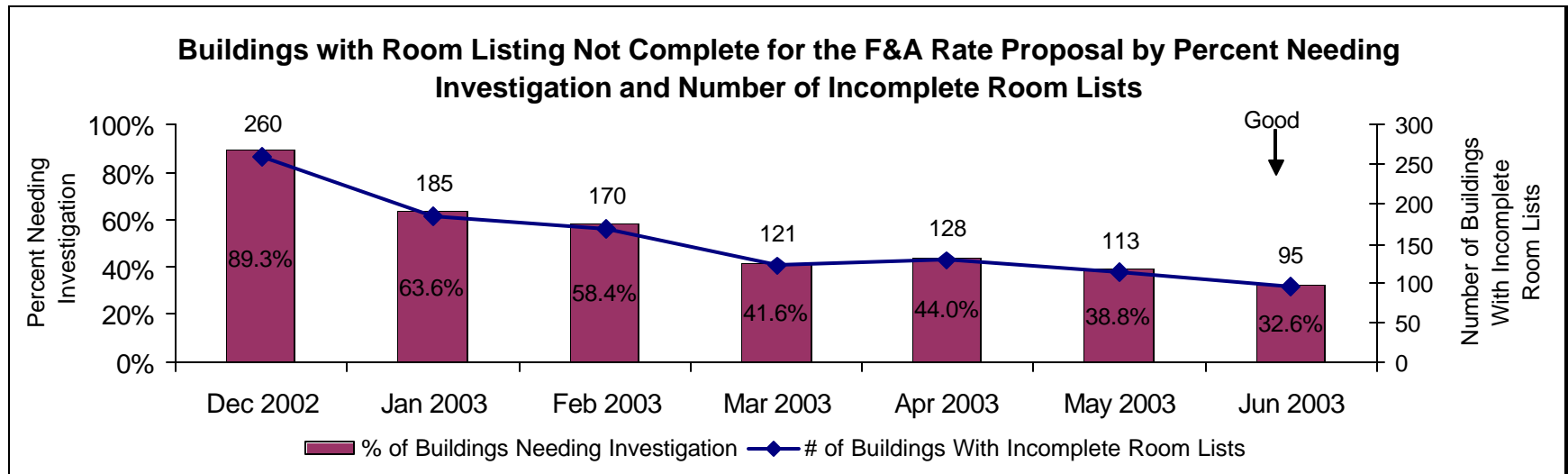
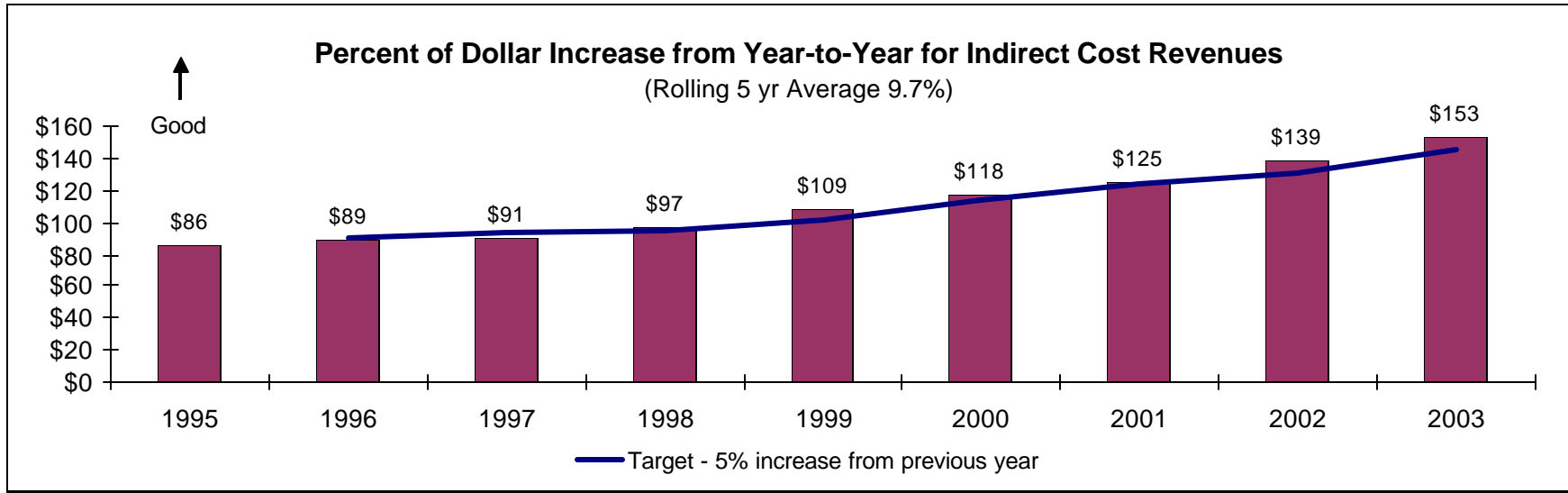


## Output Measure #13 – DHHS

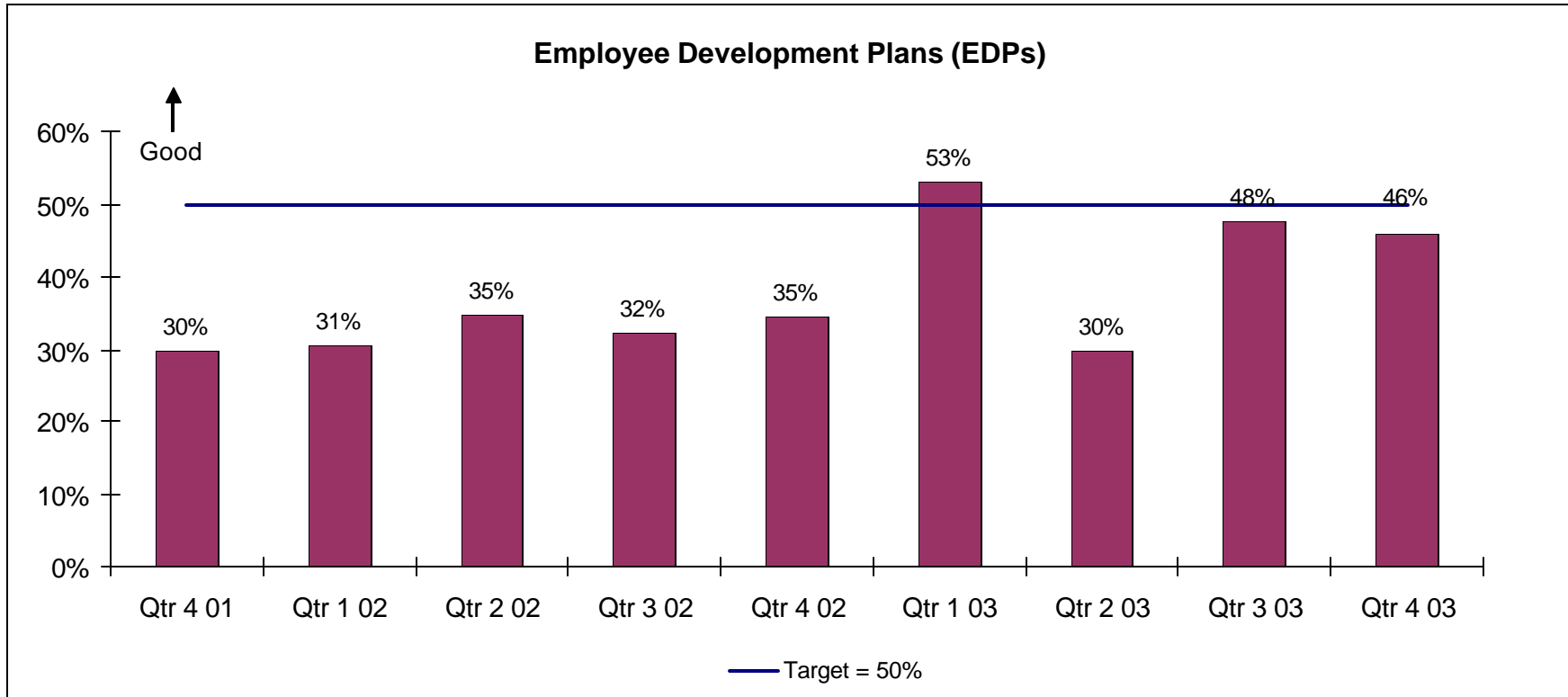


- A liability occurs when what the UW shows as the authorized amount for an award is greater than the award amount currently authorized by DHHS.
- Percentage based on number of budgets compares the number of budgets where there is a liability compared to the total number of DHHS budgets.
- Percentage based on award dollars compares the award dollars on budgets where there is a liability compared to the total award dollars for DHHS budgets.
- \* Number of budgets where UW award differs from PMS award

## Output Measure #14 – F&A Indirect Cost



## Output Measure #15 – EDPs



## Output Measure #16 – Employee Satisfaction

