

## **Comparing Project Status, Award Status, and Expenditure Inquiry**

From an Oracle White Paper

### **PROJECT STATUS INQUIRY**

Project Status Inquiry (PSI) gives the user the ability to view actual and commitment transactions by Project. There are three components that PSI uses to view the transactions: Project, Task, and Resource. The information in PSI is updated every day at 5:00 a.m.

#### **Project**

A Project is specific activity that is funded by an Award.

#### **Task**

A Task is used to further define the activity on a project. Currently there are two Tasks on each Project: Task 1 and Task 88. Task 1 is used for all expenditures except payroll accruals. Task 88 is used only for payroll accruals.

#### **Resource**

Resources are budgeting components used in the creation of a budget. At OHSU the budget is created at the project level. Examples of resources are: Personnel, Fringe Benefits, Supplies, etc.

PSI allows the user to view summary information for a Project, or by drilling down to the Task level you can view the detail for each transaction. If the expenditure class is “supplier invoice”, you can drilldown to the AP Invoice by clicking on the button, “AP Invoice.”

PSI also allows the user to see detailed payroll information, depending on the user’s role on the Project. A role of Department Staff is able to view detailed payroll information, while the role of Project Staff cannot view the detail for the payroll transaction.

### **AWARD STATUS INQUIRY**

Award Status Inquiry (ASI) allows the user to view actual and commitment transactions and financial data at the award level and drilldown to the project level. The user can view budget vs. costs data for all projects funded by an award. If multiple awards fund a project, ASI will only display activity for that portion of the project that is funded by the award queried in ASI. The information in ASI is updated real-time.

Detailed payroll information is not available in ASI. No name is displayed associated with the expenditure type.

**EXPENDITURE INQUIRY**

Expenditure Inquiry (EI) allows the user to view details about actual expenditure items for a project. EI is an inquiry/maintenance tool for reviewing project expenditures. EI should not be interpreted as a tool to look up project and award balances, since EI shows actual transactions in various states. EI will display many transactions that cannot be viewed in either ASI or PSI. For example, EI will display items that are not cost distributed (posted to the project). In ASI and PSI these transactions are excluded from view. Items that fail the costing process and/or funds checking can be viewed in EI. Again, in ASI and PSI these transactions are excluded. *EI allows the user to view items that are not validated costs whereas ASI and PSI are tools that view only validated costs.*

ASI and PSI contain budgetary information while EI does not. The primary selection parameter for the expenditure item query is Project. Other parameters can be used to refine the query.

Transactions that come in from the IBS system can be viewed in more detail through EI. Select the transaction you wish to view, and click on the “zoom” icon on the menu bar. Or, select the transaction you wish to view and select “Zoom” from the drop down menu under “View” on the menu bar. The information in EI is updated real-time.

The following table shows the functional overview for ASI, PSI, and EI

<b>Functionality</b>	<b>Project Status Inquiry</b>	<b>Award Status Inquiry</b>	<b>Expenditure Inquiry</b>
Balances Summary	X	X	
Commitment Detail	X	X	
Actuals Detail	X	X	X
Project	X	X	
Task Status	X	X	
Award		X	
Revenue	X	X	
Invoice		X	
Actuals Item Details			X
Funds Check Failure			X
Funds Check Passed	X	X	X
Resource Status	X	X	
Cost Distributed = Y	X	X	X
Cost Distributed = N			X

## Commitment Reporting Differences in ASI and PSI

There is a difference between the selection criteria that ASI and PSI use for commitment reporting. This means that the commitment total and detail between ASI and PSI may differ since PSI selects commitments that ASI will not and vice versa. See the following table for a breakdown of the differences.

Document Type	Action	Status	PSI	ASI
Requisition	Save	Incomplete	X	
Requisition	Reserved	Approved, Reserved	X	X
Requisition	Approve	Approved	X	X
Requisition	Approve Reserved Item	Approved	X	X
Requisition	Cancel	Cancel		
Requisition	Finally Close	Finally Closed		
Purchase Order	Save	Incomplete	X	
Purchase Order	Reserve	Reserved, Approve?	X	X
Purchase Order	Approve	Approved	X	X
Purchase Order	Approved Reserved PO	Approved	X	X
Purchase Order	Cancel	Cancel		
Purchase Order	Close	Closed		X
Purchase Order	Final Close	Final Close		
Purchase Order	Full Match Approved PO to Saved Invoice	Approved	X	X
Purchase Order	Full Match PO to Approved Invoice	Closed		X
Purchase Order	Final Match PO to Approved Invoice	Final Close		
Planned Purchase Order	Approve	Approved		X
Planned Release	Approve	Approved	X	X
Invoice	Approved	Approved	X	X
Invoice	Save then put on Hold	Never Approved	X	
Invoice	Cancel Saved Invoice	Cancelled		
Invoice	Save	Never Approved	X	
Invoice	Approve	Needs Re-approval	X	X
Invoice	Cancel Approved Invoice	Cancelled		