



Project Payroll Certification Document (PPCD) on Sponsored Projects

FDP Update

January 12, 2012



Michigan Technological University

- Established in 1885
- Over 7,000 students
- FY11: \$46M Sponsored Research Expenditures
- FY11: \$54M Sponsored Awards
- Joined FDP in 2008



FDP Pilot Requirements

- Update policies/procedures
- Revise DS-2
- Deploy training
- Milestone plan for implementation
- DCAA review of DS-2 for adequacy
- Quarterly ONR Progress meetings
- Feedback to FDP semi-annually
- Annual Self-Assessment



STATUS OF PPCD PILOT

- ONR approval effective July 1, 2011
- Campus training held in September & October 2011
- Implemented in November 2011
- Surveyed PI's & admin staff on Effort Reporting
- DCAA audit of DS-2 for adequacy scheduled for January/February 2012
- First quarterly meeting with ONR this week



PPCD Process

- Sponsored Programs Accounting Office (SPA) generates certifications and distributes to department business office within 45 days of project budget anniversary date .
- Department business office distributes to the PI and returns certifications to SPA within 35 days of distribution.
- Final certifications are generated and distributed to the PI at the time of project closeout.
- SPA sends reminders for outstanding PPCDs



Statistics

- 700 PPCDs compared to 6,700 effort certs
- 170 documents distributed
- 98% returned on time compared to 55%
- 1 PPCD more than 10 days late



Effort Survey Statistics

- Conducted in November 2011
- 287 Surveyed-128 responded
- 50% of responses where from PIs
- 45% found Effort Certifications difficult to understand



Observations

- Ease of Management
- PIs & Depts are more responsive
- PIs preferred on-line training
- Increased PI understanding



Going Forward

- DCAA DS-2 adequacy audit
- Training and outreach
- ONR quarterly meetings
- FDP progress updates
- Survey PIs & Department Business Office
- Check & Adjust Process



ANY QUESTIONS?

Julie Seppala, Exec Director Sponsored Programs Office, jhseppal@mtu.edu

Tammy LaBissoniere, Assoc Director Sponsored Programs Accounting, tklabiss@mtu.edu