

## Financials Transformation Decision Log

Gold = New or Updated Since Last Decision Log Published

Issue key	Functional Area	Decision Summary	Decision Resolution	Decision Level	Final Resolution Date	Decision Status
ERP-4992	Communications, Financial Accounting, Integrations/Extended Systems	Will Manual Journals be executed via file to sFTP or using EIB upload in the Workday UI?	This will be handled via a new journal EIB (created by process team). OR will create a job aid for units to use the journal EIB. Communication and outreach to extended systems to educate them on the EIB option will be managed by a combination of enablement and OR.	Project Leadership	1/8/2019	Resolved
ERP-3358	Grants	How will letter of credit deposit be reversed for GTRC?	Utilize the native Workday LOC functionality and processes to manage how much to draw/receive for LOC awards.	Project Leadership	12/21/2018	Resolved
ERP-3372	Financial Accounting	Will integrated GL journals be validated in a pre-processor prior to importing into Workday?	Enhanced file handling of integrated journals will be implemented for the core requirements. The team is continuing to evaluate custom validation configurations to handle some of the remaining validation needs.	Process Owners Committee	12/10/2018	Resolved
ERP-3681	All	Will extended systems need to store and transact on GTRI Integration values?	Recommendation to change the name of the Worktag to "GTRI Charge Code" and to make it a custom org was approved by PoC on 12/10. Part of this recommendation is that extended systems will absorb and transact upon the GTRI Charge Code.	Process Owners Committee	12/10/2018	Resolved
ERP-3731	FDM	Does GTAA require a new worktag to facilitate NCAA reporting?	The team has decided to use alternate hierarchies for Spend and Revenue categories.	Project Leadership	12/10/2018	Resolved
ERP-2554	Grants	What is the faculty spend approval approach in Workday?	Faculty can hold multiple roles in Workday. They may initiate spend transactions such as expense reports or requisitions. They may be assigned as Principle Investigators or as Grant Managers. A Workday Principle Investigator must approve all supplier invoices for grants sub contractors. If a faculty member is a Grant Manager, the faculty member must approve spend transactions against that grant.	Executive Steering Committee	11/28/2018	Resolved
ERP-1939	FDM, Security	How will we capture a funding owner/assignee in Workday?	There will be an "Assignee" assignable role which can be associated with the projects, gifts, grants, etc which are assigned to an individual.	Project Leadership	11/27/2018	Resolved
ERP-2665	Financial Accounting	Should the ability to create reversal entries be granted to certain security roles?	To date there has been no business requirement or rationale identified related to this issue. If a need surfaces during the Test phase or beyond we will revisit the issue.	Project Leadership	11/28/2018	Resolved
ERP-2449	FDM, Financial Accounting	How will Departmental Sales & Services be reflected in Workday?	There is no change to DS&S. It will be handled through journal entries and revenue request processes, just like it's done today.	Project Leadership	11/28/2018	Resolved
ERP-2865	Grants	How will Supplier Contracts for subawards be converted?	Subawards will be converted as purchase orders. They will not convert supplier contracts since they don't exist today.	Project Leadership	11/27/2018	Resolved
ERP-3563	EDW	Where will SPD/Payroll Detail data be maintained after Workday Financials go live?	SPD and HCM Payroll detail will continue to reside in its respective authoritative system, and the data required for internal and external reporting will be accumulated into the Enterprise Data Warehouse.	Process Owners Committee	11/21/2018	Resolved
ERP-3592	FDM	What are the FDM Worktag naming conventions?	FDM Worktag Naming Conventions were distributed in the 11/15 Extended Systems Monthly Check In. These will also be incorporated in future communications and training.	Project Leadership	11/21/2018	Resolved
ERP-3680	Financial Accounting, Integrations/Extended Systems, Planning	At what level of detail will we budget in Workday?	Workday budgets will be done on the ledger account and driver worktag.	Project Leadership	11/20/2018	Resolved
ERP-3517	Financial Accounting, Procurement	To what extent will ISP functionality be utilized in Workday?	Deferring ISP functionality to be revisited post go-live.	Project Leadership	11/15/2018	Resolved
ERP-2933	Grants	How will campus users request a change to their grant title?	A form in Workday will be used to request changes to grant titles.	Project Leadership	11/14/2018	Resolved
ERP-2932	Expenses, Planning	What is the budget impact of open spend authorizations at year end?	We will close out and recreate spend authorizations in the new fiscal year. We will review the funding source of the Spend Authorizations and not recreate those that are hitting state monies.	Project Leadership	11/12/2018	Resolved
ERP-3602	Grants	What types of roles are available for colleges and units on a grant and award?	From an end user perspective: Grant Financials Managers with fiscal responsibility will be added to the Grants as the Grant Manager. The Grant Manager will be able to create budget amendments, receive Spend Approval notifications, and may also be notified on Workday Request Framework completed tasks. Grant Managers will only be able to create budget amendments for their grants. This is a new concept for G&C to maintain the grant managers on the grant for security and notifications as today all grants are available to all employees. PI's will also be added to the Grant for informational purposes. For the Award role assignment, G&C will now add the G&C Sponsored Accountant to identify who is responsible for the billing, and the G&C Financial Accountant to identify who is responsible for reviewing the spending and compliance. G&C will also add the Lead PI to the award. The Lead PI will be able to view the My Awards dashboard in workday for their awards.	Project Leadership	11/7/2018	Resolved
ERP-3609	Grants, Procurement	Can a cost center manager update an OSP-approved sub-award purchase order?	No, just like today, departments cannot change an OSP approved purchase order related to a sub-award.	Project Leadership	11/2/2018	Resolved
ERP-3531	All	How are worktags used for spend approval workflows?	All transactions have a Cost Center worktag and a driver worktag. The driver is either grant, project, gift, designated, or agency. There are managers for each worktag. As spend transactions are processed, they flow to both the Cost Center manager and the driver worktag manager for approvals.	Process Owners Committee	10/29/2018	Resolved
ERP-2563 ERP-1723	Banking & Settlement	How will GTRC Sponsor payments and deposits be applied to invoices in Workday?	GTRC Sponsor payments will flow from GTRC directly into Workday without flowing through Banner.	Project Leadership	10/29/2018	Resolved
ERP-2463	FDM	How will HCM/SPD convert to the Workday FDM?	HCM will use the driver worktag (grant, project, gift, designated, or agency) and the remaining FDM values will default on the transactions in Workday.	Project Leadership	10/26/2018	Resolved
ERP-3441	Financial Accounting, Supplier Accounts	Will the process for GTRC and GTF check requests change with the implementation of Workday?	No, GTRC and GTF check requests will continue to be processed as they are today and will not change with Workday.	Project Leadership	10/25/2018	Resolved
ERP-3355	FDM	How will groupings of Gift funds be reflected in Workday?	The Designated worktag, in combination with a Gift will allow us to group Gifts together in Workday.	Project Leadership	10/25/2018	Resolved
ERP-1760	Financial Accounting, Grants	How will we report against Core Research Area for grants?	Core Research Area will be a field on a grant used to distinguish Core Research Area.	Project Leadership	10/24/2018	Resolved
ERP-2915	Reporting	Should EDW serve as the Integration Hub for Extended Systems?	EDW will serve as the Integration Hub for Extended Systems.	Project Leadership	10/11/2018	Resolved
ERP-2693	Grants	What is the Award Life-to-Date Expense and Billing Conversion Approach?	Life-to-date will be loaded as transactions and processed through the system. Award Historical Cumulative amounts will not be used.	Project Leadership	10/9/2018	Resolved

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ERP-3468	Grants	How will G&C manage the award billing invoice creation/printing/work queues?	Award groups in Workday will be used to organize the C&C award work queues.	Project Leadership	10/8/2018	Resolved
Various	Grants	How will quasi-grants be tracked in Workday?	Each type of quasi-grant has been evaluated. Some will be tracked as grants, some as gifts, and others will be moved out of quasi-grant status. A full mapping is located in the appendix.	Project Leadership	10/3/2018	Resolved
ERP-1733	Grants	Will GTRI grant spend restrictions be done systematically?	Yes, GTRI will specify spend restrictions (i.e. labor only, travel only, etc.). Worktag will validate spend against those configured spend restrictions.	Project Leadership	9/30/2018	Resolved
ERP-2989	FDM	How will we reflect department references in Cost Center worktag naming?	We will use a common abbreviation for a department (e.g., CEE for Civil Engineering) on all cost centers associated with a department.	Project Leadership	9/27/2018	Resolved
ERP-2270	Expenses	How will open Spend Authorizations be handled at FY end?	This is different from today's practice. At the end of each FY in Workday, fully approved Spend Authorizations will be loaded into the next FY via EIB and not go through the approval process.  Spend Authorizations that are not approved at the end of the FY will be loaded into the new FY via EIB and WILL go through the approval process.	Process Owners Committee	9/27/2018	Resolved
ERP-2565	Financial Accounting	How should Faculty's startup package be tracked in Workday?	The Designated worktag will be used to track startup.	Project Leadership	9/27/2018	Resolved
ERP-2646	Projects	Will capital project work in progress (WIP) balances be converted into Workday?	Yes.	Project Leadership	9/26/2018	Resolved
ERP-2650 ERP-2420	Financial Accounting	Will transactions be budget checked in Workday?	Workday will create commitments, obligations, and actuals transactions to be reported on Workday Budget to Actuals reports.	Process Owners Committee	9/17/2018	Resolved
ERP-1940	Financial Accounting	How much historical data will be converted to Workday at go-live?	2 years of summarized ledger data will be converted into Workday at go-live. 3 additional years of summarized ledger data will be converted into the EDW 6-9 months after the initial Workday Financials go-live.	Process Owners Committee	9/12/2018	Resolved
ERP-2508	Grants	How will RI award modifications from OSP get into Workday?	The OSP Contracts Administration system will send a trigger to Workday that an award modification is required. OSP will log into Workday to make the required modifications to the award.	Project Leadership	9/11/2018	Resolved
ERP-2653	Grants	To what extent will GTRI utilize Grants Management in Workday?	GTRI will use grant only and not integrate new awards or mods from Costpoint. Reporting across all Award details for RI and GTRI will be done via the EDW.	Executive Steering Committee	9/11/2018	Resolved
ERP-2361	Grants	Will GTRI Awards exist in Workday?	No, GTRI Award detail will remain in CostPoint. GTRI will send grants to Workday to properly record spend. Entity-wide Award reporting between RI and GTRI will be done from the Enterprise Data Warehouse.	Executive Steering Committee	9/11/2018	Resolved
ERP-2254	Projects	How are capital project budget allotments handled in Workday?	Financial budgets will be used to track annual allotments for multi-year capital projects.	Project Leadership	9/5/2018	Resolved
ERP-2942	Grants	Where will a OSP subaward document originate and be managed?	OSP will originate subaward documents in Deltek Contract Management and also manage subawards there after it is implemented. Workday will be used for the supplier contract, po, and invoicing. EDW will be used for reporting. Until Deltek Contract Management is implemented, the current system CIS will be used.	Project Leadership	8/30/2018	Resolved
ERP-2393	Procurement	Will requisitions create a pre-encumbrance in Workday?	When a requisition is created in Workday, it will create a commitment against the budget. Commitment is the Workday term for pre-encumbrance. The commitment will be reversed when the Purchase Order is processed and creates an obligation in Workday. Obligation is the Workday term for encumbrance. Commitments, Obligations, and Actuals can be seen on the Workday Budget to Actuals reports.	Project Leadership	8/28/2018	Resolved
ERP-2330	Procurement	How will users access Buzzmart?	End users will log into Workday to make purchases. Workday will systematically connect with Buzzmart to select purchase items and bring them into the Workday requisition for workflow approvals.	Project Leadership	8/23/2018	Resolved
ERP-1744	All	Will ImageNow remain as the document retention and management tool once we go live with Workday?	Discontinue use of ImageNow and upload supporting documentation as attachments in Workday for the following financial processes: journal entries, purchase orders, PO change letters, wire transfers, check requests, vendor setup/updates, employee & non-employee expense reports, subaward invoices, construction & design contracts  The following attachments will continue to live in ImageNow and will be included in the integration to Workday: Supplier Invoices (cXML, emailed, paper), construction & design invoices, and budget amendments	Executive Steering Committee	8/16/2018	Resolved
ERP-2479	Financial Accounting	Where will financial budget amendments originate?	Budget amendments will continue to reside in One Budget and will be integrated to Workday at go-live. When the Workday budgeting tool is live (release 2), amendments will be done in that system.	Project Leadership	8/16/2018	Resolved
ERP-2718	Procurement	Will the BuzzMart application (Jaggaer) be utilized after we go-live with Workday?	Requisitions would begin and end in Workday. An integration between Workday and JAGGAER would provide the ability for a requisitioner to link to a single location search for goods and/or services that are available through punch-out catalogs, hosted catalogs and contracts from a single search bar. Users will be able to search using simple and advanced search to identify specific information to locate contracted items.	Project Leadership	8/16/2018	Resolved
ERP-1770	Supplier Accounts	Will we utilize Vendor Portal functionality in Workday?	We will roll out Supplier Portal functionality to a small number of Suppliers initially as a pilot. This can expand to larger group after initial rollout if desired.	Process Owners Committee	8/16/2018	Resolved
ERP-2608	Grants	How should Award Budget Amendment be handled in Workday?	Budget Amendment for Organization functionality within Workday will be used to allow the campus units to enter budget amendments.	Project Leadership	8/15/2018	Resolved
ERP-2279	Grants	How will Resident Instruction Academic and Research units request award changes in Workday?	Resident Instruction Academic and Research units submit a request in Workday that is routed to G&C for review. G&C will perform the award correction action, and closeout the request.	Project Leadership	8/15/2018	Resolved
ERP-2295	Financial Accounting	Will requisitions create a pre-encumbrance in Workday?	When a requisition is created in Workday, it will create a commitment against the budget. Commitment is the Workday term for pre-encumbrance. The commitment will be reversed when the Purchase Order is processed and creates an obligation in Workday. Obligation is the Workday term for encumbrance. Commitments, Obligations, and Actuals can be seen on the Workday Budget to Actuals reports.	Project Leadership	8/10/2018	Resolved
ERP-1785	Grants	Will GTRI Charge Codes be managed in Workday?	An inbound integration will be built to load GTRI charge codes from Deltek into Workday as Integration Custom Worktags. As part of this integration, all existing related worktags will also be associated.	Project Leadership	8/10/2018	Resolved
ERP-1724	Grants	Will GSFIC + GTFI capital projects be managed in Workday?	GSFIC and GTFI projects will not be managed in Workday at go-live. They will continue to be managed in the Abila system. Project data from Abila and project data from Workday will both feed into the Enterprise Data Warehouse to allow for joint Project reporting.	Project Leadership	7/31/2018	Resolved
ERP-2656	Grants	How should Grants and Contracts with Cost Share be handled in Workday?	For Grants and Contracts with multiple cost share funding sources, Georgia Tech will use a separate and distinct grant/award line for each cost share funding source. This grant/award will be associated to related worktags, including the designated worktag, as applicable.	Project Leadership	7/30/2018	Resolved

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ERP-1949	Banking & Settlement, Supplier Accounts	How will we process honorariums and research subject payments in Workday?	Honorariums will be handled via Supplier Invoice Requests Research Subjects/Human Participants will be handled via Ad Hoc Payments. An email request form will be sent to AP by the cost center financial analyst, entered into Workday by a custom security group for Ad hoc payment entry, then approved by an AP manager	Project Leadership	7/20/2018	Resolved
ERP-2666 ERP-1776	Expenses	How should Student expense reimbursement be handled in the Workday system?	Student employees will receive expense reimbursement through the normal employee expense process. Non-employee students will receive reimbursement for purchases or travel through non-worker expense report (committee member). Student Organizations such as Yellow Jacket Fencing, Racing, etc. will be set up as suppliers in Workday and reimbursed via ad hoc payment.	Project Leadership	7/20/2018	Resolved
ERP-2698	Expenses	How are non-student employee reimbursements processed?	Non-employee students filing for reimbursement will be processed via committee expense. This includes both travel and non-travel reimbursements. The non-employee students will not have access to enter transactions into Workday.	Project Leadership	6/29/2018	Resolved
ERP-1836	Banking & Settlement, Supplier Accounts	How are student refunds handled in Workday?	Student refunds will be integrated from Banner into Workday financials for tracking. Students will not be configured as suppliers in Workday.	Project Leadership	6/28/2018	Resolved
ERP-2283	Expenses	Can a travel spend authorization be entered into Workday after travel is complete?	No, travel spend authorizations must be entered into Workday prior to travel commencing. A travel authorization entered after travel begins will fail system validations.	Project Leadership	6/28/2018	Resolved
ERP-1752	FDM, Financial Accounting	How will GTPE class offerings be tracked in Workday?	GTPE will use a Project ID in Workday to track class offerings.	Project Leadership	6/22/2018	Resolved
ERP-2383	Reporting	What system will house the Annual Financial Report (AFR), Budgetary Compliance Report (BCR) and the Annual Expenditure Report (AER); Workday or the Enterprise Data Warehouse?	These reports will be created directly in Workday; not in the Data Warehouse.	Project Leadership	6/15/2018	Resolved
ERP-2286	Expenses	Can students enter expense reports in Workday?	No. Only student employees that are eligible can enter travel expenses into Workday.	Project Leadership	6/7/2018	Resolved
ERP-1745	Planning	What system will be used for Budget Preparation?	When Workday Financials goes live in July of 2019, OneBudget will remain the system of record for budget preparation. OneBudget will be replaced by Workday functionality in a subsequent go-live.	Process Owners Committee	6/5/2018	Resolved
ERP-2459	Financial Accounting	Will extended systems use the Workday FDM?	Yes, extended systems will adopt the Workday FDM and integrate into Workday with the new values.	Executive Steering Committee	6/1/2018	Resolved
ERP-1867	Grants	Will OSP's Sponsor ID be used on Workday Sponsors?	The sponsor ID in Workday will be auto numbered. There is a field in Workday for Sponsor Reference ID. That field will contain the OSP sponsor number.	Project Leadership	5/30/2018	Resolved
ERP-1941	Supplier Accounts	Will freight and tax amounts on a supplier invoice result in a match exception to a purchase order?	Freight on a supplier invoice will not result in a match exception with a Purchase Order, as freight is not always a known quantity at the time of purchase. Tax amounts will result in a match exception because tax, if applicable, is known at the time of purchase.	Project Leadership	5/25/2018	Resolved
ERP-1950	Expenses, Supplier Accounts	How will Workday process non-employee expenses?	We will use the Committee Member Expense Reimbursements functionality in Workday for refunds to non-employees.	Project Leadership	5/25/2018	Resolved
ERP-2471	Expenses	How will non-employee expenses be handled in Workday?	Expense Report for Non-Worker functionality will be utilized.	Project Leadership	5/17/2018	Resolved
ERP-2272	Customer Accounts	Who will own Affiliate Salary invoicing and where will it reside?	The project team recommends that Bursar Treasury Services will manage billing and AR for the GT affiliates.	Project Leadership	5/17/2018	Resolved
ERP-1725	Supplier Accounts	How will Suppliers request registration in Workday?	Suppliers will use the Workday Supplier Self-Registration to submit their supplier information.	Project Leadership	5/9/2018	Resolved
ERP-1722	Procurement	Will PCards be managed within Workday?	Yes, All management of PCards and PCard transactions will be within Workday	Project Leadership	4/30/2018	Resolved
ERP-1933	Banking & Settlement	Will cash forecasting be done in Workday?	No, cash forecasting will continue to be done outside of Workday.	Project Leadership	4/25/2018	Resolved
ERP-1766	Expenses	What happens to open Spend Authorizations and Expense Reports from Fiscal Year 2019 when we go live in Workday?	We will not convert open Spend Authorizations or Expense Reports from PeopleSoft to Workday. The transactions that are still required will be entered into Workday after go-live.	Process Owners Committee	4/25/2018	Resolved
ERP-1715	Customer Accounts	Does Workday change my units processing of non-Student AR in Banner?	No, unit non-student revenue and receipts will be managed in Banner as they are today. Auto Bank reconciliation between Banner and Workday is in scope.	Project Leadership	4/19/2018	Resolved
ERP-1925	Business Assets	Will equipment asset depreciation change in Workday?	Yes, equipment assets will be depreciated on the next period depreciation method in Workday.	Project Leadership	4/13/2018	Resolved
ERP-1922	Grants, Reporting	What data sources will be used to create the SEFA report?	The SEFA report requires grants information from GTI and GTRI. Data from both Workday and GTRI's Deltek system will be used to create the SEFA. Build priority is set to low as the report is not needed until 2020.	Project Leadership		In Progress
ERP-1981	Program Management	What is the support strategy for Workday Financials and what tools will be available to help automate support fulfillment?		Project Leadership		In Progress
ERP-2662	Reporting	How will we consolidate construction project reporting across multiple GT entities/systems?		Project Leadership		In Progress
ERP-1915	Security	Will transactional data be secured by cost center in Workday?		Project Leadership		In Progress
ERP-2748	FDM, Grants, HCM	How will we identify Tuition Remission and Fringe eligible on sponsored worktags (Grant, Gift) for SPD/HCM?		Project Leadership		In Progress
ERP-2562	Grants	What accounting will be used in Workday for waived F&A?		Project Leadership		In Progress
ERP-2513	Integrations/Extended Systems, Procurement	Will GTAA use DocuSign for Supplier Contracts?		Project Leadership		In Progress
ERP-2875	Business Assets, Financial Accounting, Learning & Development, Procurement, Supplier Accounts	How should we track and pay Leases & Rents?		Process Owners Committee		In Progress
ERP-3722	Grants	How will we track program income related to awards?		Project Leadership		In Progress
ERP-2884	Financial Accounting, Grants	How to account for various non-reportable transactions related to awards and gifts?		Project Leadership		In Progress

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ERP-2555	HCM	How will PeopleSoft HCM Department IDs map to Workday Cost Centers?		Project Leadership		On Hold
ERP-3716	Financial Accounting, Grants	How will we handle subawards on gifts?		Project Leadership		In Progress
ERP-2888	Procurement	How will the system address the requirement to complete a contract and issue a PO on the same day?		Project Leadership		Identified

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<b>Issue Key</b>	<b>Quasi-Grant Type</b>	<b>Workday Mapping</b>
ERP-2528	Non-GTF Scholarships and Fellowships	Grants
ERP-2526	Georgia Research Alliance	Grants
ERP-2527	Callaway Foundation	Gifts
ERP-2537	Special Projects from Georgia Institute of Technology (GIT)	Grants
ERP-2539	Fixed Price Residual Pool Funds	Gifts
ERP-2538	Sponsored Cost Overrun	Designated
ERP-2540	GTPE Short Courses	Grants
ERP-2531	Board of Regents sponsored programs	Grants
ERP-2502	GTF Gifts, donors funds, and endowments	Gifts
ERP-2529	STRAP Employee Tuition Assistance	Grants
ERP-2523	Georgia Tech Research Corporation (GTRC)	Gifts
ERP-2530	OHR Fidelity	Non-Sponsored Funds
ERP-2541	GTRC Center Memberships Pooled Funds	Grants
ERP-2542	GTRC Center Membership Subscription Funds	Grants
ERP-2524	Sponsor Undesignated	N/A - Eliminated
ERP-2543	GTRC Center Membership Service Contracts	Grants
ERP-2544	Federal Work Study	Grants
ERP-2545	GTF Scholarships and Fellowships	Gifts
ERP-2536	Intergovernmental Personnel Agreements (IPAs)	Grants
ERP-2535	Visiting Scholar Bench Fees	Grants
ERP-2533	NNMI/Manufacturing USA	Grants
ERP-2532	Global Center for Medical Innovation (GCMI)	Grants
ERP-2534	Specialized Service Agreements	Grants