

Johns Hopkins University
Sponsored Dashboard Documentation
10/4/2017



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Sponsored Dashboard Documentation
03/21/2017

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Sponsored Dashboards

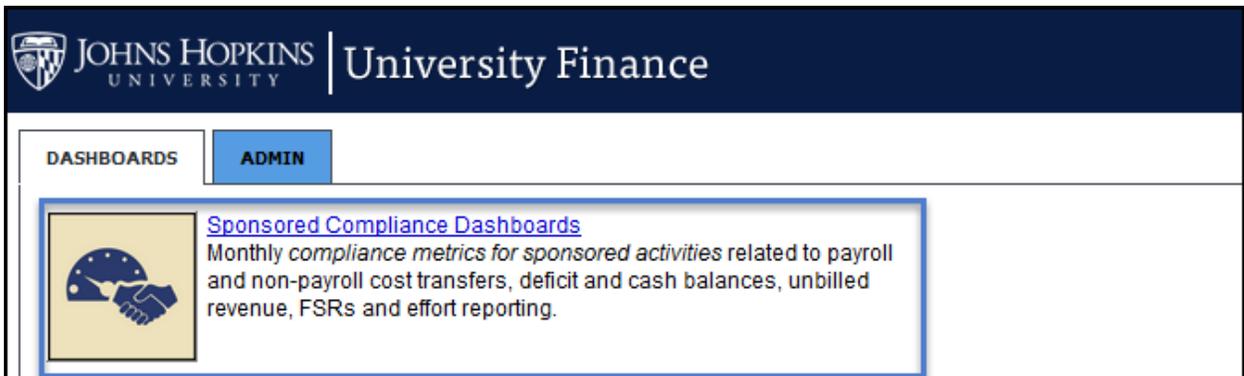
The Sponsored Dashboard was designed as a tool for Divisional Business Offices, Administrators, and other staff in financial roles, to ensure JHU maintains compliance as an organization. It is a metrics-based tool offered so that any area of JHU can compare statistics across multiple departments or divisions in the following areas: *FSRs, Deficit Balances, Cost Transfers, Open Receivables* and *Effort Reporting*.

To access the Sponsored Dashboards, go to the University Finance Office's [website](#), and choose Dashboards from Launch Applications, or go directly to the website at:

<https://metrics.finance.jhu.edu/frac/index.jsp>



Use your JHED ID and password to log in and from the screen below, choose Sponsored Compliance Dashboards:



Overview

Dashboards - Sponsored Compliance

Overview | FSR | Deficit Balance | Cost Transfer | Effort | Effort Detail | Unbilled Revenue | Open Receivables | Scorecards | Report Cards

Business Areas (All) | Select Business Area First | Select Department First | Current | Go

Financial Status Reports		
Total Outstanding		45
Completed on Time Last Month	90.3 %	241
Completed on Time Past 12 Months	93.6 %	2715

FSR Data Updated through September 2017 Calendar Month-End

Balances		
Category	As of Month End	Running 12 Month Avg.
Deficit Balance	17,792,541	20,317,515
Cash Balance	194,030,456	191,891,933
Unbilled	43,113,900	43,107,740
Stale Unbilled	4,536,740	5,510,439

Balances Data as of August 2017 close

Effort Reporting		
Period of Jun 30, 2017		
Percent Complete		61.4
Outstanding Federal Dollars		42,642,504
Period of Mar 31, 2017		
Percent Complete		93.7
Outstanding Federal Dollars		37,286
Period of Dec 31, 2016		
Percent Complete		96.0
Outstanding Federal Dollars		72,219

Effort Data Updated: Oct 4, 2017 6:21 AM Eastern Time

Cost Transfer Year-to-Date Totals - FY18				
Category	Non Payroll Cost Transfers		Payroll Cost Transfers	
	Total	Federal Total	Total	Federal Total
Transfers	4,167	2,461	30,206	20,828
90+ days	1,511	960	6,296	4,461
Percent 90+ days	36.3%	39.0%	20.8%	21.4%
Average Age	154	139	54	56
Debits	1,888,984	1,200,184	18,325,264	10,866,446
Credits	2,505,908	1,361,713	5,409,726	3,667,623

Cost Transfer Data as of August 2017 close

Open Receivables						
Sponsor Type	Total Open Balance	Balance 0-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
Federal	9,889,297	8,741,992	400,869	280,782	280,207	185,446
Non-Federal	58,470,491	38,695,149	6,463,576	3,308,333	6,015,962	3,987,471
Federal Pass-Through	18,888,447	15,474,529	1,462,005	732,099	750,107	279,707
Totals	87,048,234	62,911,669	8,316,450	4,321,215	7,046,277	4,452,623

Open Receivables Data as of end of August 2017

GRIR Imbalances on Sponsored Accounts						
	Current FY		Prior FY		Total	
	Count	Dollars	Count	Dollars	Count	Dollars
Goods Receipt exceeds Invoice	457	-9,984,691	369	-2,369,836	826	-12,354,527
Invoice exceeds Goods Receipt	257	2,256,562	191	954,556	448	3,211,118
Totals	714	-7,728,129	560	-1,415,280	1,274	-9,143,409

GRIR Data as of end of August 2017

The *Overview* screen, above, provides a high-level snapshot of key metrics for the entire university, one division, one department, or one sub-department within some larger departments. The four largest divisions, Engineering, Arts & Sciences, Public Health and Medicine, provide department level metrics.

For example, if Business Area is Public Health, the user can choose one of the many departments within Public Health. In November 2015, Public Health had 16 outstanding FSRs. (below)

Overview				FSR	Deficit Balance	Cost Transfer	Effort	Effort Detail	Scorecards	Report Cards
160 - Public Health	Select a Dept	No Sub Departments	Current	Go						
Financial Status Reports						Effort Reporting				
Total Outstanding	16				Period of Dec 31, 2014					
Completed on Time Last Month	87.3 %	48				Percent Complete		54.6		
Completed on Time Past 12 Months	87.4 %	643				Outstanding Federal Dollars		11,798,324		
FSR Data Updated through November 2015 Calendar Month-End										

Within Public Health if Department 16025- Epidemiology is selected, the results show that Epidemiology made up 1 of the total 16 Outstanding FSR's for the school (below).

Overview				FSR	Deficit Balance	Cost Transfer	Effort	Effort Detail	Scorecards	Report Cards
160 - Public Health	16025 - Epidemiology	Select a Sub Dept	Current	Go						
Financial Status Reports						Effort Reporting				
Total Outstanding	1				Period of Dec 31, 2014					
Completed on Time Last Month	100.0 %	12				Percent Complete		76.6		
Completed on Time Past 12 Months	94.6 %	140				Outstanding Federal Dollars		1,730,282		
FSR Data Updated through November 2015 Calendar Month-End										

Overview metrics are as follows:

Financial Status Reports – includes *total outstanding* FSRs, percent of FSRs *completed on time during the previous month and percent completed on time during the past year*.

Deficit/Cash Balances and Unbilled Revenue – includes current deficit and cash balances, rolling twelve month average deficit and cash balances, unbilled revenue and stale revenue.

Deficit Balance is calculated as *ITD Expense – ITD Revenue*.

Cash Balance reflects ITD Expense minus Cash Collected, and is calculated as:
ITD Expense – (ITD Revenue – Unbilled Revenue – Open Invoices).

As currently configured, a *negative cash balance reflects a cash deficit*, and represents an outstanding dollar amount owed to Hopkins. A *positive cash balance value reflects a cash surplus*.

Unbilled Revenue - This figure represents the amount that still needs to be invoiced on a grant. The calculation will make ITD Revenue equal to the lesser of ITD Expense or the absolute value of the Budget Revenue. This figure is only calculated during month end procedures and does not apply to Fixed Fees or Clinical Trails.

Stale Unbilled - This figure represents the portion of an award's unbilled revenue that should have been billed. This calculation is dependent upon each award's billing schedule.

Effort Reporting – for the three most recent Effort Reporting periods, reports the *percent of completed forms*, and *total federal dollars on outstanding forms*.

Non-Payroll Cost Transfers – summary of *all non-payroll cost transfers during the current fiscal year* where there was movement of expenses to or from sponsored accounts. Metrics reflect the percent of transfers exceeding the 90-day transfer policy, the average number of

days between original transaction and cost transfer, and dollar totals transferred onto sponsored accounts (debits) and off sponsored accounts (credits).

Payroll Cost Transfers – summary of *all payroll cost transfers during the current fiscal year* where there was movement of expenses to or from sponsored accounts. Metrics reflect the percent of transfers exceeding the 90-day transfer policy, the average number of days between original transaction and cost transfer, and dollar totals transferred onto sponsored accounts (debits) and off sponsored accounts (credits).

Note: Non-Payroll Cost Transfers include expense and equipment transfers, reason codes 1 through 7, and Non-Recurring Cost Allocations reason codes 18 and 19. Also, for both payroll and non-payroll cost transfer totals, each line debiting or crediting a sponsored program counts as a transfer—all non-sponsored transfers are excluded. And, most importantly for [payroll cost transfers](#), not only are the number of lines debiting or crediting a sponsored program counted, but also the number of semi-monthly pay periods the payroll cost transfer covers. For more information, see the Cost Transfer section below.

Open Receivables – summary of sponsored open receivables as of close showing the distribution of balances by age.

GRIR – count and balance summary of GR/IR imbalances on sponsored accounts. See the GRIR application link on the dashboard home page to view details on all GR/IR imbalances.

Selecting any of the tabs at the top of the overview screen, will provide more comprehensive information about that area and will provide drilldown capability for the user. The remainder of this document explores each of these metrics.

The history toggle, at the top of the overview screen, allows access to historical months.

The screenshot shows a software interface with a navigation bar at the top containing tabs: Overview, FSR, Deficit Balance, Cost Transfer, Effort, Effort Detail, Scorecards, and Report Cards. Below the navigation bar are three dropdown menus: '160 - Public Health', '16025 - Epidemiology', and 'Select a Sub Dept'. To the right of these is a 'History Toggle' dropdown menu currently set to 'Current', with a 'Go' button next to it. The main content area is divided into several sections:

- Financial Status Reports:**

Total Outstanding		1
Completed on Time Last Month	100.0 %	12
Completed on Time Past 12 Months	94.6 %	140

FSR Data Updated through November 2015 Calendar Month-End
- Balances:**

Category	As of Month End	Running 12 Month Avg.
Deficit Balance	238,597	194,734
Cash Balance	3,687,768	3,435,814
Unbilled	1,134,513	1,047,872
Stale Unbilled	105,781	140,076

Balances Data as of October 2015 close
- Effort Reporting:**

Period of Dec 31, 2014

Percent Complete

Outstanding Federal Dollars

Period of Sep 30, 2014

Percent Complete

Outstanding Federal Dollars

Period of Jun 30, 2014

Percent Complete

Outstanding Federal Dollars

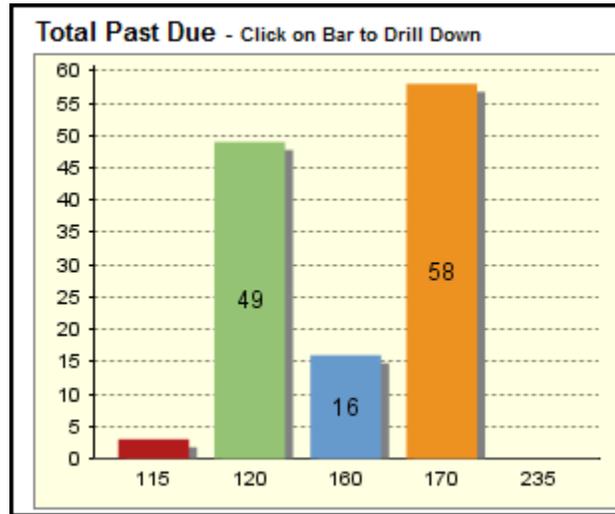
Effort Data Updated: 6:00 AM Eastern Time Today

At the bottom, there is a section for 'Cost Transfer Year-to-Date Totals - FY16' with columns for 'Category', 'Non Payroll Cost Transfers', and 'Payroll Cost Transfers'.

The option of selecting prior months is available. By default, the “Current” option is selected. This option provides information as of the most recently loaded month for each metric. For example, if FSRs are loaded for September 2015 and Deficit Balances are loaded as of August 2015, selecting “Current” will display the September FSRs and the August deficit balances. In the same manner, if September is selected from the drop-down, FSRs as of September 2015 will display on the scorecard, but the deficit balance column will be empty since September deficit totals have not been loaded.

FSRs

FSRs are updated monthly, approximately the first day of each month. Displays total outstanding FSRs by division or department.



Users may drill down on this bar chart for a list of outstanding FSRs by department, grant and due date. Below is an example the detail for Arts and Sciences, division 115.

Sort By: [Excel](#)

Outstanding FSRs
As of November 2015 (1605)
Printed Dec 04, 2015

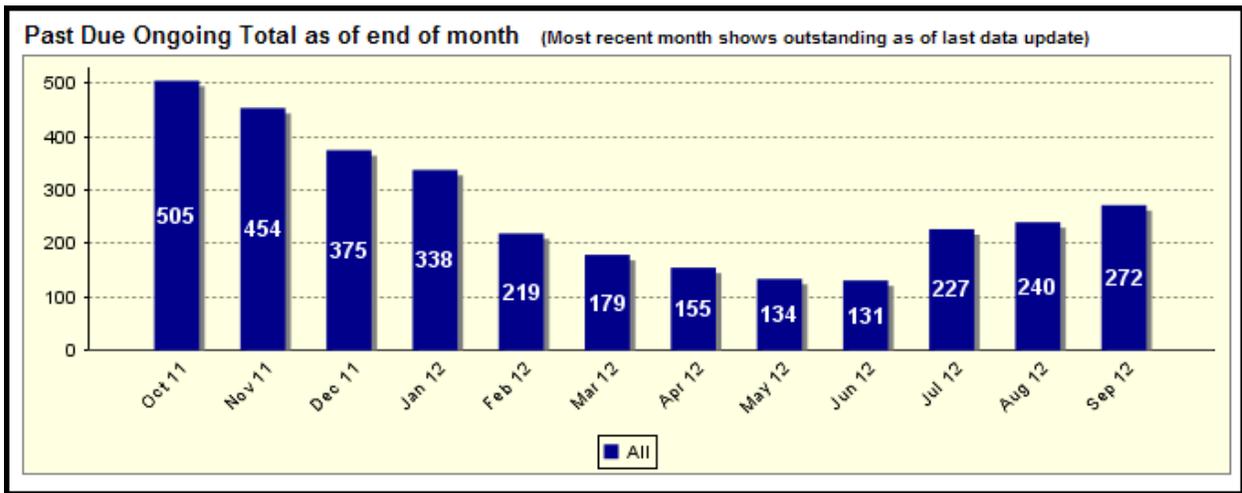
Unit		Grant			Due Date	
No.	Name	No.	Name	PI	Month	Year
115	Arts and Sciences	109132	Invention and Development of Instrumentation and Methods to Generate and Detect	Armitage, Norman	11	2015
115	Arts and Sciences	112205	IN the Braid: Riparian Life and Climate Change	Khan, Naveeda	9	2015
115	Arts and Sciences	115376	Conversion: Not Compromise: the Changing Politics of Crime	Teles, Steven	9	2015

Detail reports can be sorted five different ways, per the example below.

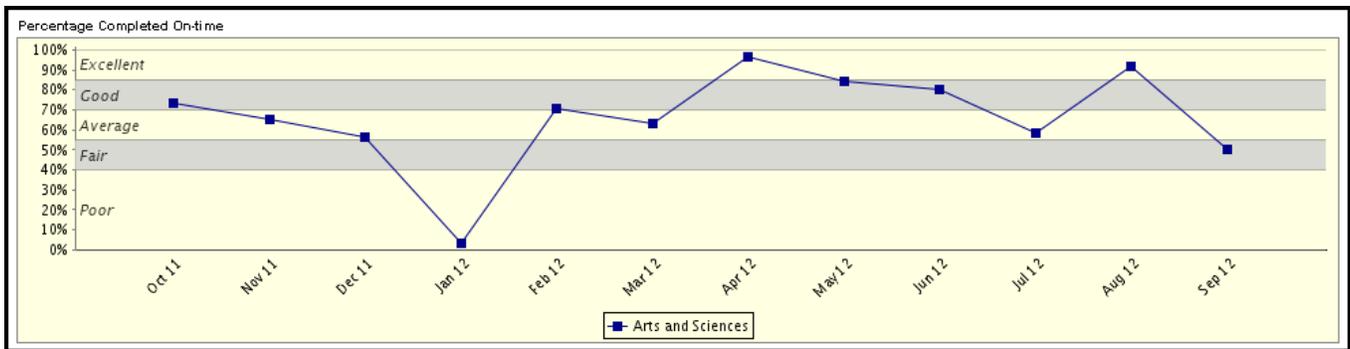
Sort By:

Outstan
As of Nov
Printed De

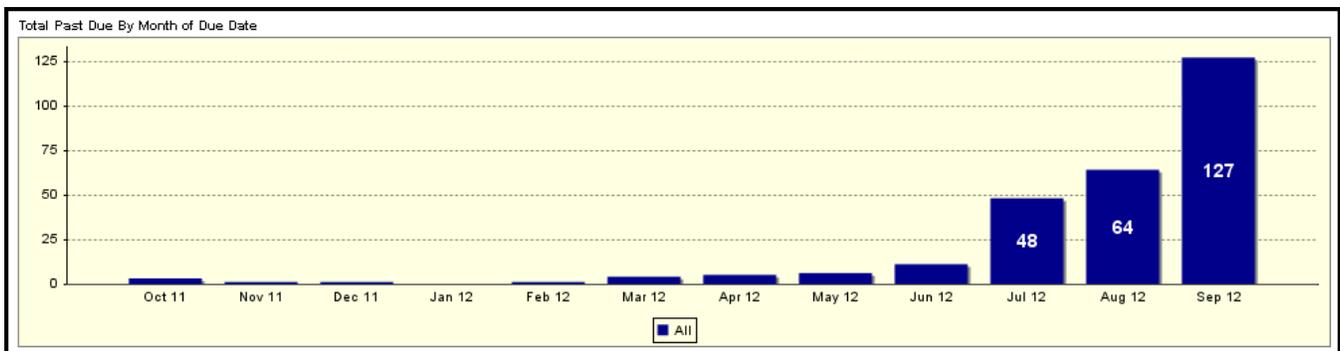
- Department, Grant
- Department, Due Date
- Grant, Due Date
- PI, Due Date
- Due Date



The above graph displays number of past due FSRs at month-end for each of the past 12 months. This graph allows users to review patterns over time.

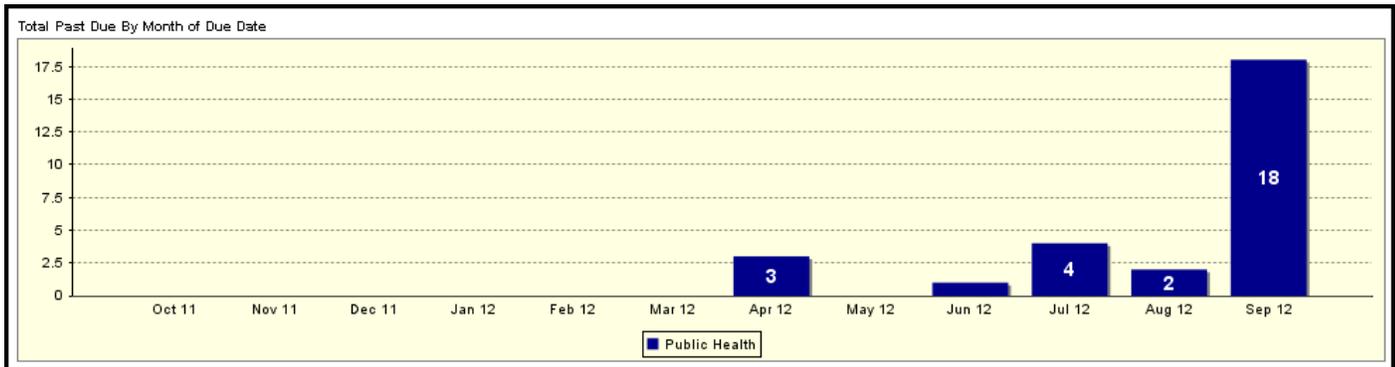


For each of the past 12 months, this chart shows the percentage of FSRs due that were completed on or before the due date. In the above example, we use data from Arts and Sciences.



For the outstanding FSRs reported in the first two charts, this bar chart, above, shows the months in which all the reports were due. Note: FSRs that are more than 12 months overdue will not be included on this graph. In these situations, the total in this graph will be less than the number listed as outstanding in Total Past Due.

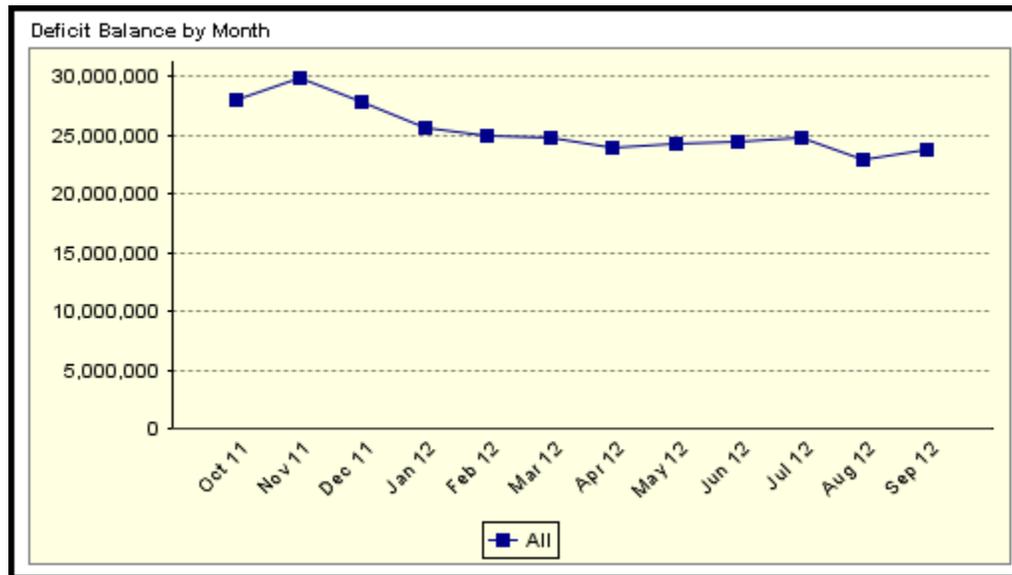
Below is an example for Public Health.



Deficit Balance

Updated monthly following sponsored close, the Deficit Balance dashboard displays deficit and cash balances for each of the past 12 fiscal periods, deficit balances by sub-unit and inception to date expense vs. cash collected.

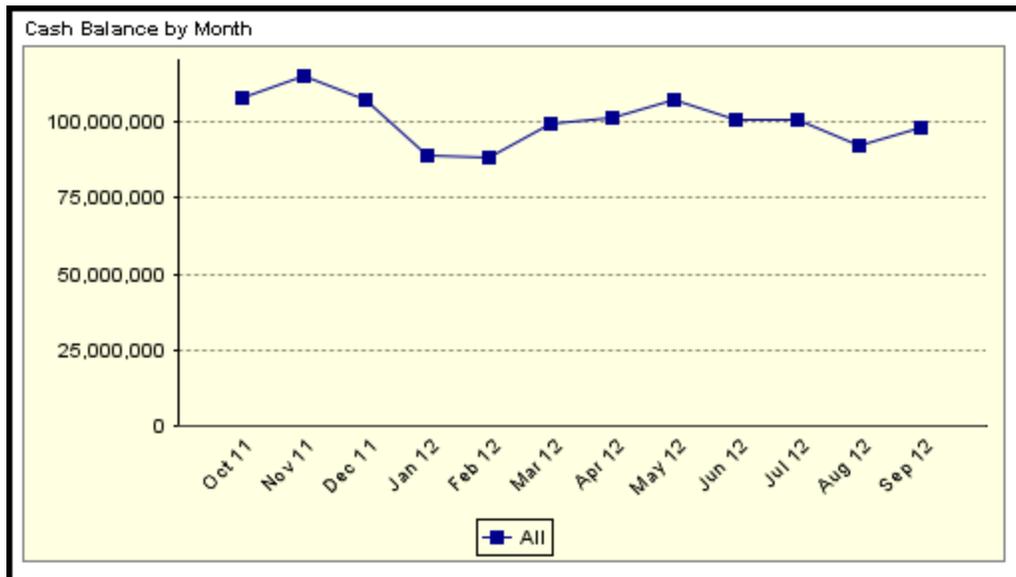
Note that the University's accounting system has a control in place to suspend the recognition of revenue in excess of authorized levels. Expenditures above this level create a deficit balance. The primary causes of these deficit balances are unprocessed contract modifications for additional funding, costs under USAID awards that have not been charged to the current letter-of-credit accounts, and actual overspent positions.



The Deficit Balance is calculated as ITD Expense – ITD Revenue (assuming sign is flipped to present revenue as a positive number.)

Example (with revenue signs flipped for demonstration purposes):

ITD Revenue	\$51,095
Unbilled Revenue	\$ 2,877
Open Balances	\$16,353
ITD Expense	\$68,452
Deficit Balance:	$\$68,452 - \$51,095 = \$17,537$



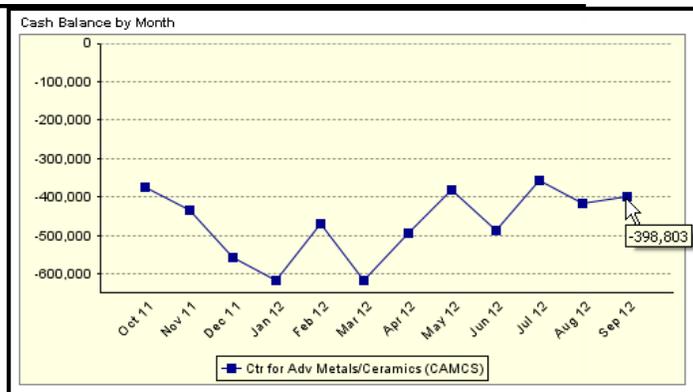
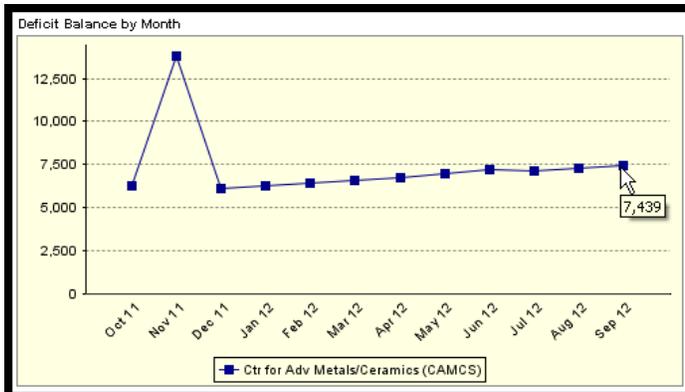
Cash Balances reflect *Cash Collected - ITD Expense*, and is calculated as follows: (assuming sign is flipped to present revenue as a positive number.)

Example (with revenue signs flipped for demonstration purposes):

Cash Collected = ITD Revenue - Unbilled Revenue - Open Invoices
 Cash Collected = \$51,095 - \$2,877 - \$16,353 = \$31,865
 Cash Balance = Cash Collected - ITD Expense
 Cash Balance = \$31,865 - \$68,452 = -\$36,587
 Cash Balance = **-\$36,587**

In this case, a negative cash balance reflects a cash deficit, and represents an outstanding dollar amount owed to JHU. A positive cash balance value reflects a cash surplus.

If one of the four largest divisions, such as Engineering, is selected, results can then be viewed by Department (in the case below, CAMSC). The following line graphs appear and show general trends over the past 12 months. The deficit balance has been increasing slightly after the spike in November 2011. The cash balance was slightly higher in September than August, but has decreased from October 2011.



To see the actual dollar amounts, go back to the Overview screen and select Engineering, then 120785 - CAMCS for department, the deficit balance is \$7,439 and the cash balance is -\$398,803 as of September 2012 close (below). Note that Appendix 1 demonstrates how to tie these numbers to BW reports.

Business Area: Engineering Dept: 120785 - Ctr for Adv Metals/Ceramics (CAMCS) Month: Current Go

Financial Status Reports			Research Base Growth		
Total Outstanding			Category	Dollars*	Inc.(Dec)
Completed on Time Last Month			*Thousands of Dollars Research Base Data Through: August 2012 Close		
Completed on Time Past 12 Months		83.3 %	YTD Effective Recovery		
FSR Data Updated through September 2012 Calendar Month-End			Category	Percent	Inc.(Dec)
			F & A Data Through: August 2012 Close		
Balances			Sponsored Funding		
Category	As of Month End	Running 12 Month Avg.*	Category	Dollars	Months
Deficit Balance	7,439	7,360	Remaining Awarded Balance	989,890	8.0
Cash Balance	-398,803	-466,397	Remaining Future Year Support	324,595	
Unbilled	76,614	156,191	Total Remaining Balance	1,314,485	10.7
State Unbilled	1,443	49,695	Rolling 12 Months Expenses	1,475,160	

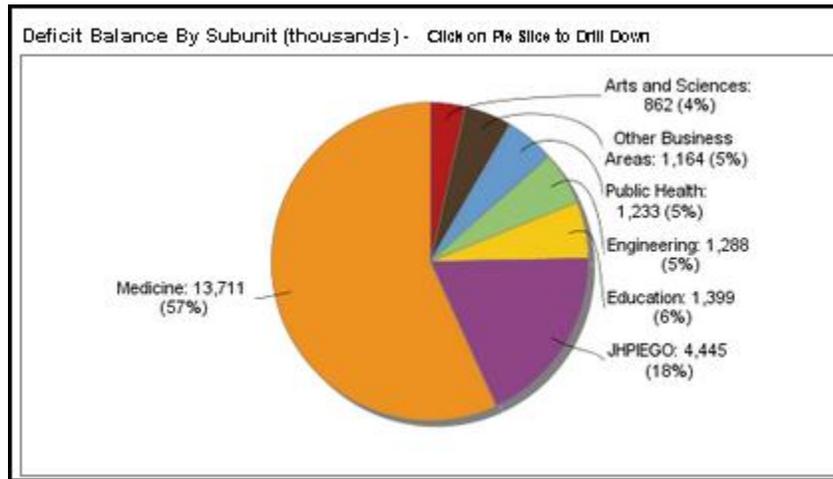
Balances Data as of September 2012 close
*Running 12 Month Avg for Unbilled and State Unbilled calculated from Feb 2012.

Both the deficit balance and the cash balance line charts contain drill to detail functionality once a business area or available subunit has been selected. Clicking on a data point will open a detail report. The example below shows a partial deficit balance detail report for Public Health, September 2016.

Excel PDF
Deficit Balance Detail
Printed Nov 03, 2016
Filters
Unit: 160
Fiscal Period: 1703

Unit No.	Name	Grant No.	PI Grant	Responsible Cost Center	Award Type	Payment Method	Project Start Date	Project End Date	User Status	ITD Revenue	ITD Expense	Deficit Balance	Sponsor	Grant Name
160	Public Health	119848	Shi, Leiyu	1600401000	Contract	MILE	06/15/2015	10/31/2016	Approved Award	-273,929	283,311	9,382	Capital Healthcare Group, Ltd	To #2 - JHU/Thu Planning Phase
160	Public Health	113469	Ji, Hongkai	1601520000	Grant	LOCR	09/12/2012	05/31/2016	Approved Award	-938,255	938,255	0	National Human Genome Research Institute	Statistical and Computational Tools for
160	Public Health	123467	Lindquist, Martin	1601520000	Grant	LOCR	06/01/2016	05/31/2017	Approved Award	-27,077	33,161	6,084	Natl Science Foundation	Student Investigator Travel Awards for C

The pie chart at the bottom of the Deficit Balance dashboard shows deficit balances by subunit. The default view breaks out deficit balance totals by division. When a division is selected, the pie chart will update to show departments where available. The example below shows deficit and cash balance data updated through October 2016.



Looking back at the Overview screen, 170 – Medicine’s October 2016 deficit balance ties to the pie chart slice for Medicine.

170 - Medicine

Financial Status Reports

Total Outstanding		38
Completed on Time Last Month	91.8 %	112
Completed on Time Past 12 Months	84.5 %	1298

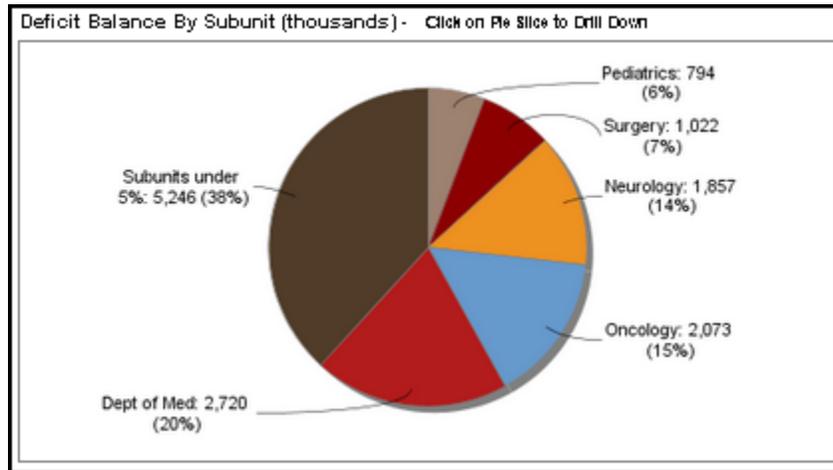
FSR Data Updated through November 2016 Calendar Month-End

Balances

Category	As of Month End	Running 12 Month Avg.
Deficit Balance	13,711,269	16,461,270
Cash Balance	80,511,093	67,073,620
Unbilled	17,512,284	18,682,347
Stale Unbilled	4,027,257	3,320,381

Balances Data as of October 2016 close

Selecting *170 - Medicine* from the Business Area drop down box updates both pie charts to show the distribution of deficit balances by department. Once a business area has been selected, the pie charts are enabled with drill to detail capability.



Clicking on the orange slice on the Deficit Balance chart will open the deficit detail records for Neurology (17049).

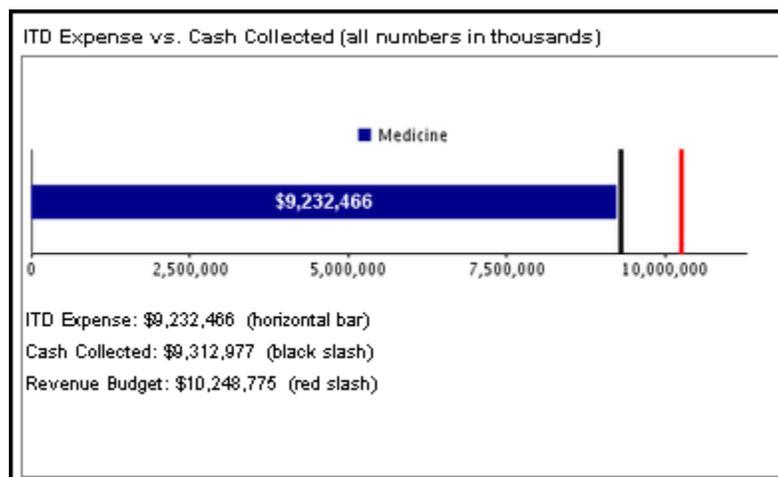
[Excel](#) [PDF](#)

Deficit Balance Detail
Printed Nov 02, 2016

Filter:
Unit: 17049
Fiscal Period: 1703

Unit No.	Unit Name	Grant No.	PI Grant	Responsible Cost Center	Award Type	Payment Method	Project Start Date	Project End Date	User Status	ITD Revenue	ITD Expense	Deficit Balance	Sponsor	Grant I
17049	Neurology	109484	Sumner, Charlotte	1704911001	Contract	DPUS	11/10/2010	12/31/2016	Approved Award	-555,000	595,402	30,402	Spinal Muscular Atrophy Res Team	Impair
17049	Neurology	113438	Wu, Mark	1704911001	Grant	LOCR	08/01/2012	07/31/2017	Approved Award	-1,412,533	1,412,989	456	Natl Inst of Neurological Disorders	Geneti
17049	Neurology	114072	Sumner, Charlotte	1704911001	Grant	QL03	12/01/2012	11/30/2014	Approved Award	-140,000	158,295	18,295	Families of Spinal Muscular Atrophy	Motor

The ITD Expense vs. Cash Collected bullet chart shows inception to date expense vs. cash collected for the whole university or by unit. Below, with Medicine selected, we can see there is a small cash balance as inception to date expense of \$9,232,466 is slightly less than the cash collected amount of \$9,312,977.



Cost Transfer

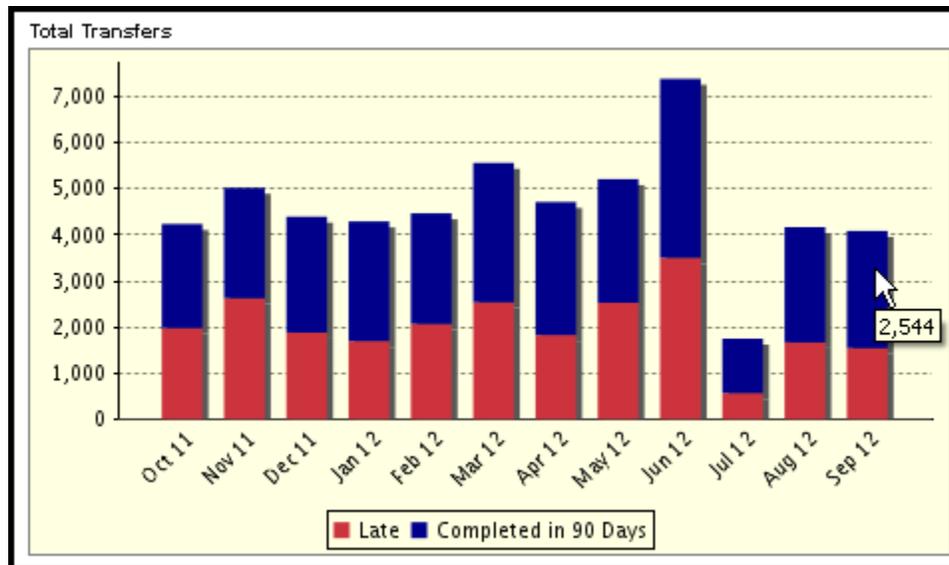
The Cost Transfer dashboard is updated monthly for both payroll and non-payroll transfers. Use this dashboard to view bar graphs showing the number and percent of transfers completed late or on-time. Shown below, a toggle is available to choose between payroll and non-payroll transfers. For this example, we chose Payroll Cost Transfers.

Overview | FSR | Deficit Balance | **Cost Transfer** | Effort | Effort Detail | Scorecards | Report Cards

160 - Public Health | 16025 - Epidemiology | Select a Sub Dept

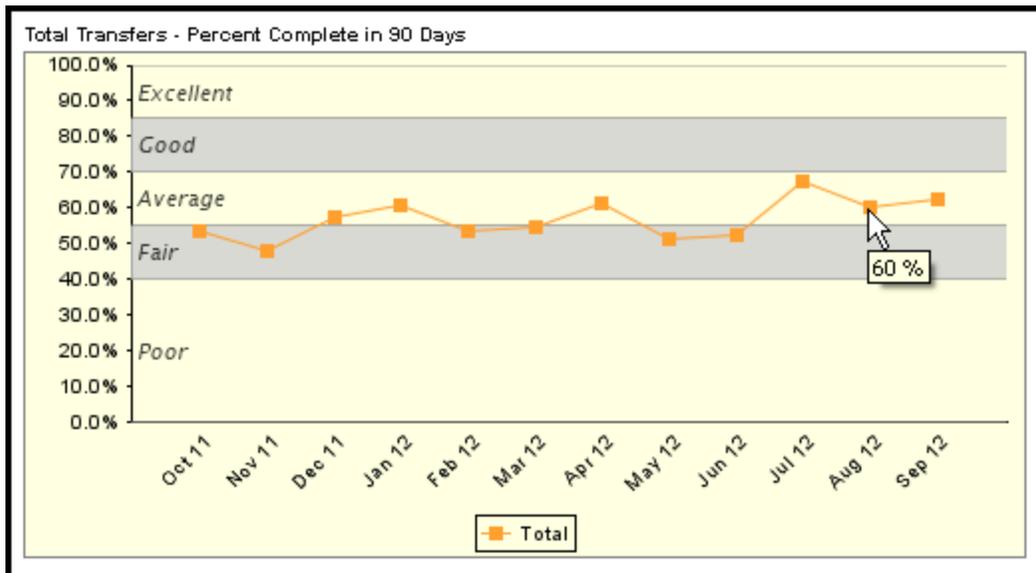
Non Payroll Cost Transfer Data Updated through October 2015 Calendar Month-End.

Non Payroll | **Non Payroll** | Payroll

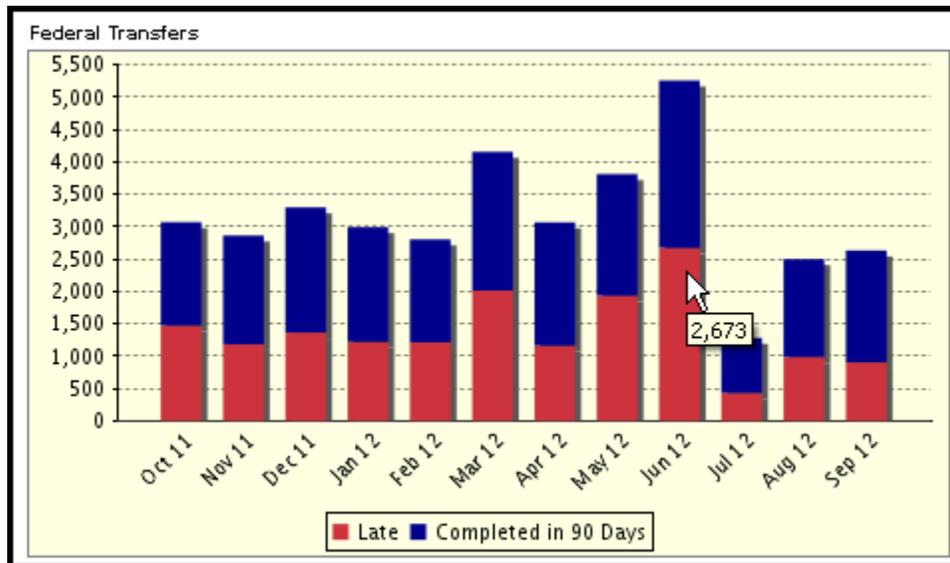


The bar graph above shows 12 months of total payroll cost transfers. The top portion of the bar shows the total number of payroll cost transfers that have been completed in 90 days. The bottom portion of the bar shows the number of payroll cost transfers that are late. Users may hover over each data point to see the exact number of transfers in each category.

Payroll Cost Transfer totals take into account the following: each time a sponsored program is debited or credited (non-sponsored are excluded) AND the number of semi-monthly pay periods in the payroll cost transfer. For example, if a department completes an Eform that transfers 10% of Dr. X's salary from one sponsored program to another sponsored program for the period of January 1 through March 31, it counts as one payroll cost transfer for each semi-monthly pay period (6), but also counts each debit or credit to a sponsored program for those six pay periods—so a total of 12 payroll cost transfers are counted.



The line graph above shows the percent of payroll cost transfers that were completed within 90 days. To give users a better understanding of how the total percentage is ranking, the categories of Excellent (100%-85%), Good (85%-70%), Average (70%-55%), Fair (55%-40%), and Poor (40%-0%) are provided on the graph. The option of hovering the mouse over each data point to see the exact percent of transfers for the month is available.



This graph above shows monthly totals for the past 12 months. The top (blue) portion of the bar shows the total number of Federal Payroll Cost Transfers that have been completed in 90 days. The bottom (red) portion of the bar shows the overall total Federal Payroll Cost Transfers that are late.

Cost transfer bar charts Total Transfers and Federal Transfers for both non-payroll and payroll transfers include functionality to drill down to a detail report for a business area, department or sub-department. The example below shows a partial Total Transfer detail report for non-payroll, business area 160 – School of Public Health.

[Excel](#)

Non Payroll Cost Transfer Detail
 Fiscal Period: 1605 Unit: 160 Total or Federal: Total
 Printed Dec 18, 2015

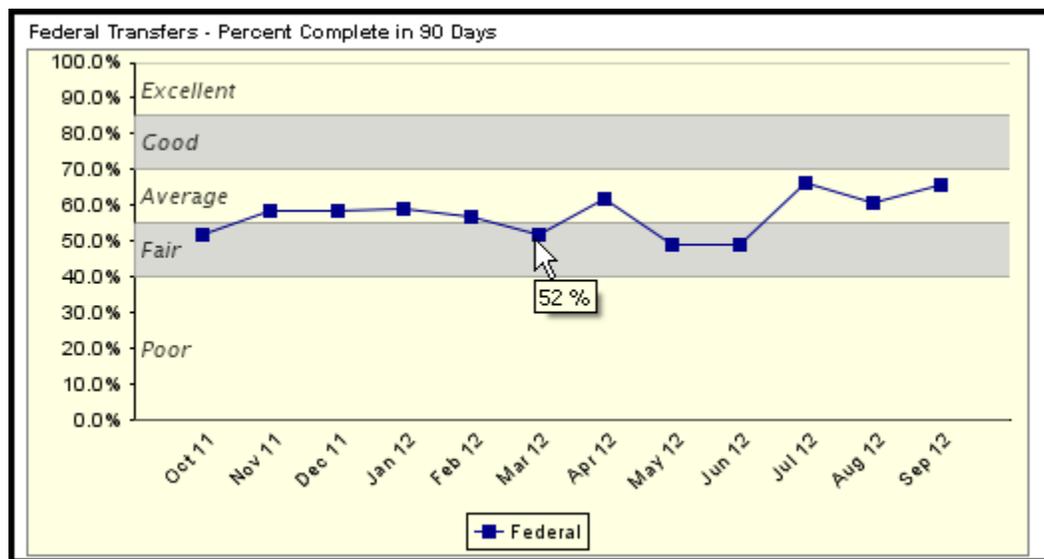
Unit No.	Unit Name	Doc No.	Line Item	Responsible Cost Center	Cost Object	Grant Number	GL/Cost Element	Amount	Original Transfer Date	Transfer Date	Days Old	Posting Date	Original Doc Number	Federal/Non-Federal	Debit/Credit	Type	Reason Code
1	160 Public Health	245877	1	1603510000	90048177	106354	642002	-388.42	07/30/2015	11/20/2015	113	11/20/2015	0114852156	Non Federal	Credit	EXPENSE	3: Administrative Error
2	160 Public Health	245877	2	1603510000	90038859	106354	642002	388.42	07/30/2015	11/20/2015	113	11/20/2015	0114852156	Non Federal	Debit	EXPENSE	3: Administrative Error
3	160 Public Health	245877	3	1603510000	90038859	106354	652001	-495.00	09/25/2015	11/20/2015	56	11/20/2015	0115156021	Non Federal	Credit	EXPENSE	3: Administrative Error
4	160 Public Health	245877	4	1603590000	90061396	113650	652001	465.00	09/25/2015	11/20/2015	56	11/20/2015	0115156021	Federal	Debit	EXPENSE	3: Administrative Error
5	160 Public Health	245877	5	1603510000	90048177	106354	652001	-698.92	07/30/2015	11/20/2015	113	11/20/2015	0114852156	Non Federal	Credit	EXPENSE	3: Administrative Error
6	160 Public Health	245877	6	1603510000	90038859	106354	652001	698.92	07/30/2015	11/20/2015	113	11/20/2015	0114852156	Non Federal	Debit	EXPENSE	3: Administrative Error

The payroll cost transfer detail report can be viewed at the department level for business areas 160 and 170 and the business area level for all other divisions. The example below shows a partial detail report for department 16025 in the School of Public Health.

[Excel](#)

Payroll Cost Transfer Detail - Expanded
 Fiscal Period: 1605 Unit: 16025 Total or Federal: Total
 Printed Dec 18, 2015

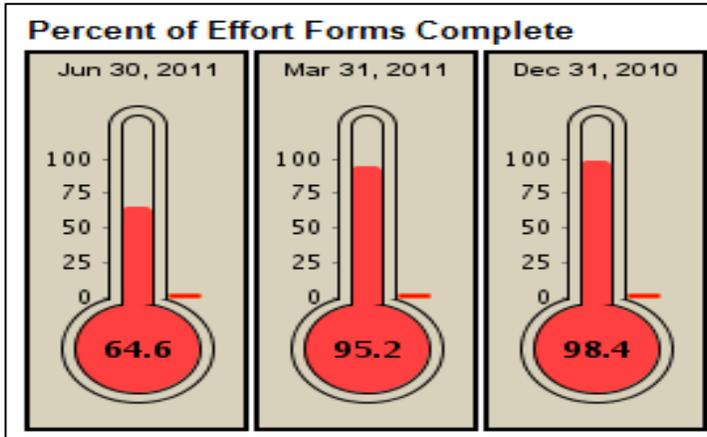
Unit No.	Unit Name	Person Name	Person Pnmr	Labor From	Labor To	Approval Date	Days Old	Cost Object	Amount	Debit/Credit	Grant Number	Cost Center	Federal/Non-Federal
1	16025 Epidemiology	Hoffman-Bolton, Judith	10526	11/01/2015	11/15/2015	11/11/2015	0	90056613	-8.09	Credit	116250	1602500099	Federal
2	16025 Epidemiology	Phelan-Emrick, Darcy	106395	06/01/2015	06/15/2015	11/02/2015	140	90063432	3,012.82	Debit	120217	1602500099	Non Federal
3	16025 Epidemiology	Phelan-Emrick, Darcy	106395	06/16/2015	06/30/2015	11/02/2015	125	90063432	3,012.82	Debit	120217	1602500099	Non Federal
4	16025 Epidemiology	Jones, Miranda	110598	10/16/2015	10/31/2015	11/06/2015	6	90065687	2,399.80	Debit	120885	1602500099	Non Federal
5	16025 Epidemiology	Joshu, Corinne	113275	10/01/2015	10/15/2015	11/12/2015	28	90048977	1,817.98	Debit	112001	1602500099	Non Federal



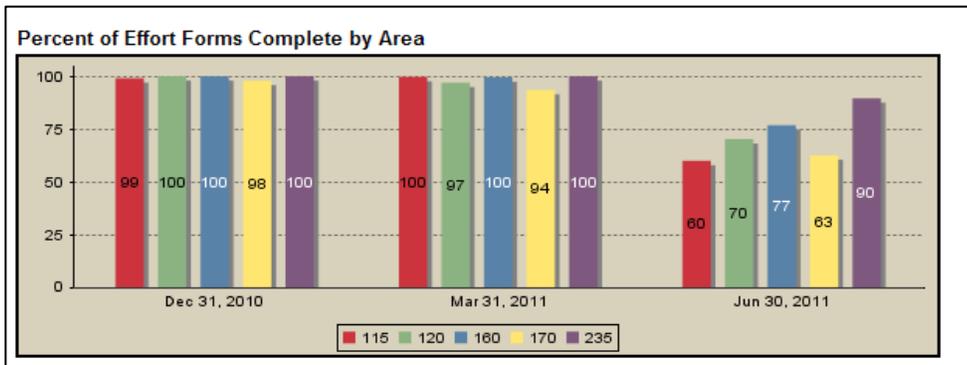
The above line graph shows the percent of the Federal Payroll Cost Transfers that were completed within 90 days. To give users a better understanding of how the total percentage is ranking, the categories of Excellent (100%-85%), Good (85%-70%), Average (70%-55%), Fair (55%-40%), and Poor (40%-0%) are provided on the graph.

Effort

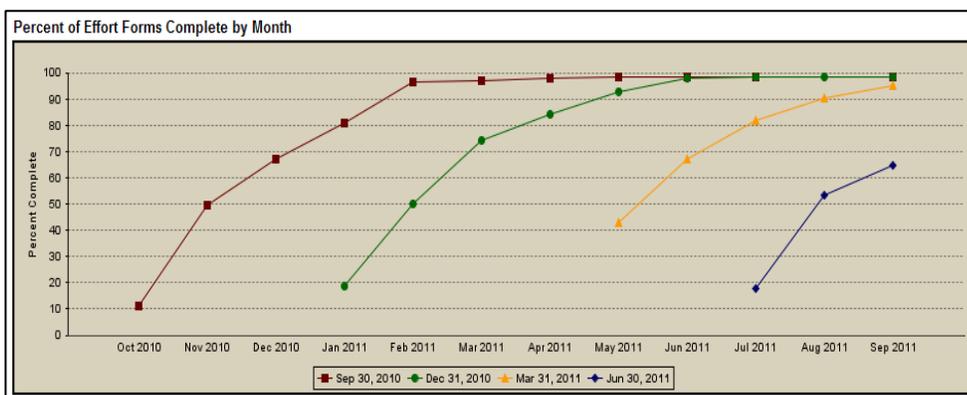
The Effort dashboard is updated daily and allows users to quickly review completion rates for the last three reporting periods, and to review completion timelines for the past 4 periods.



Percent of forms completed for the three most recent reporting periods.



Percent of forms completed for the three most recent reporting periods for Arts & Sciences (115), Engineering (120), Public Health (160), Medicine (170), and JHPIEGO (235). For divisional and departmental users, this chart will be identical to *Percent of Effort Forms Complete*. (left)



Time line showing completion percentages for the past 4 reporting periods. This graph may be used to assess the timeliness within which effort forms are completed by divisions or departments.

Effort Detail

Updated daily at 6:00 a.m.

Two tables are provided for each of the last three reporting periods as explained below. Users may drill to these tables for listings of personnel whose Effort forms have been completed or are outstanding. Only June 2011 is shown below.

Business Area	Federal	Other Spon.	Non Spon.	Total	
	Amount	Amount	Amount	Forms	Amount
101	0	8,514	36,347	2	44,861
115	2,133,036	1,177,796	6,332,923	442	9,643,756
120	1,952,772	909,795	3,831,993	260	6,694,559
125	6,245	33,610	36,732	4	76,587
130	192,759	53,301	394,263	20	640,323
140	266,964	492,673	154,210	36	913,847
141	44,796	0	0	1	44,796
142	65,625	0	68,167	4	133,792
160	6,375,584	4,361,342	4,361,146	431	15,098,072
165	783,311	532,187	1,878,012	86	3,193,510
170	33,234,124	16,331,488	72,620,012	3,281	122,185,625
210	261,923	157,269	193,305	24	612,497
211	827,499	15,052	57,273	22	899,824
215	2,192	238,319	144,265	22	384,776
235	609,907	175,990	199,149	22	985,047
Totals	46,756,737	24,487,336	90,307,797	4,657	161,551,872

The *Outstanding Effort Forms* table, displays the number of outstanding forms by business area, or department for divisional users, with summary totals reflecting outstanding federal, other sponsored, and non-sponsored dollar amounts. Users may drill to detail for a list of all users who have not certified effort during a given reporting period. When drilling to detail, the outstanding federal dollar amount is displayed for each person whose Effort has not been certified for the period (not shown in example).

Business Area	Completed Forms	Total Forms	Percent Complete
101	0	2	0.0
115	661	1,103	59.9
120	612	872	70.2
125	77	81	95.1
126	1	1	100.0
130	0	20	0.0
135	5	5	100.0
140	14	50	28.0
141	0	1	0.0
142	3	7	42.9
160	1,426	1,857	76.8
165	38	124	30.6
170	5,472	8,753	62.5
210	0	24	0.0
211	0	22	0.0
215	0	22	0.0
235	188	210	89.5
Summary	8,497	13,154	64.6

The *Total Forms* table provides an overview of total forms for the reporting period, as well as the number and percent complete. Users may drill to list each certifier, with an indication of whether they have certified effort during the period, or whether certification remains incomplete.

Unbilled Revenue

The Unbilled Revenue dashboard shows unbilled revenue and the portion of unbilled revenue considered stale. Filters are available to view data by Sponsor Entity, Sponsor Type, Billing Category, Invoice Category, Dollar Range and Revenue Type. All filters except Revenue Type allow multiple selections by holding the shift key while clicking on listed items. Revenue Type defaults to total unbilled revenue balance. Selecting Stale from the drop down will update all charts to show only the portion of the unbilled balance that is stale.

Dashboards - Sponsored Compliance

Overview | FSR | Deficit Balance | Cost Transfer | Effort | Effort Detail | **Unbilled Revenue** | Open Receivables | Scorecards | Report Cards

Business Areas (All) | Select Business Area First | Select Department First | Current | Go | Reset

Sponsor Entity (All) | Sponsor Type (All) | Billing Category (All) | Invoice Category (All) | Dollar Range (All) | Revenue Type (Total)

Federal | **Federal** | Pre-Award | Annual | \$0 - \$1K | Revenue Type (Total)

Fed. Pass-Through | NIH | Scheduled Bill | Semi-Annual | \$1 - \$5K

Non-Federal | CDC | Invoice | Quarterly | \$5K - \$10K

Invoice category choices are only available when only the Invoice billing category has been selected.

Business Areas (All) | Select Business Area First | Select Department First | Current | Go | Reset

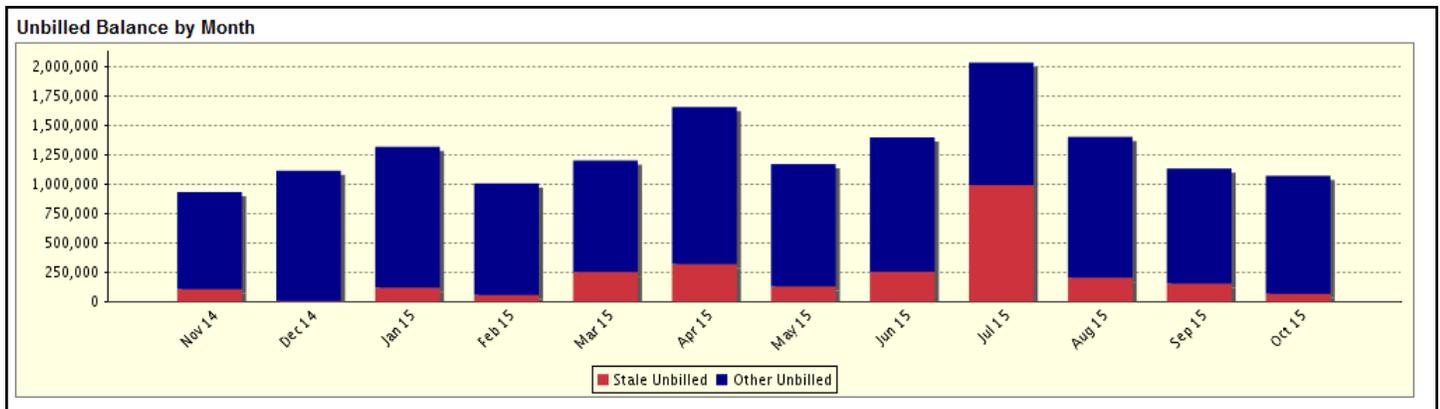
Sponsor Entity (All) | Sponsor Type (All) | **Billing Category (All)** | Invoice Category (All) | Dollar Range (All) | Revenue Type (Total)

Federal | **Federal** | Pre-Award | Annual | \$0 - \$1K | Revenue Type (Total)

Fed. Pass-Through | NIH | Scheduled Bill | Semi-Annual | \$1 - \$5K

Non-Federal | CDC | **Invoice** | Quarterly | \$5K - \$10K

The Unbilled Balance by Month chart shows the last year of unbilled balances with Stale Unbilled amounts in red, Other Unbilled amounts in blue. Below is an example for the School of Arts and Sciences.



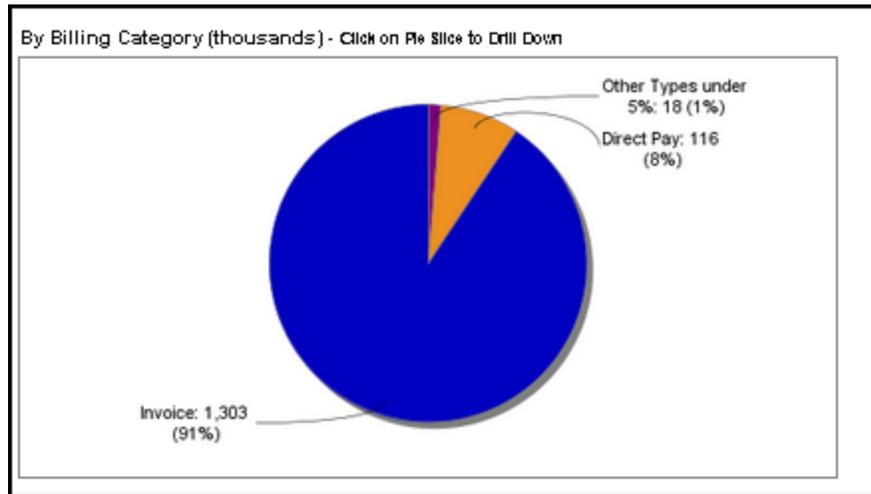
This chart is interactive and selecting a business area value and clicking on one month will open a detail report. The example below shows a partial detail report for October 2015 for the School of Arts and Sciences.

Excel

Unbilled Detail
Fiscal Period: 1604 Unit: 115
Printed Dec 04, 2015

Unit No.	Name	Grant PI	Grant No.	Category	Award Type	Total Grant Amount	Budget Revenue	ITD Revenue	Unbilled Revenue	Stale Unbilled	ITD Expense	Sponsor
115	Arts and Sciences	Balachandran, Sarantha	119194	Invoice-Monthly	Grant	136,202	-136,202	-35,474	-3,920	0	35,474	Inst For Museum And Library Service
115	Arts and Sciences	Barnett, Bruce	103872	Invoice-Department	Contract	197,535	-197,535	-173,707	-31,280	0	173,707	Univ Of Notre Dame
115	Arts and Sciences	Bianchi, Luciana	109458	Invoice-Monthly	SubContract	430,638	-430,638	-412,721	-456	0	412,721	Space Telescope Science Inst
115	Arts and Sciences	Bianchi, Luciana	116096	Invoice-Monthly	SubContract	65,992	-65,992	-28,109	-5,321	0	28,109	Space Telescope Science Inst
115	Arts and Sciences	Bianchi, Luciana	116140	Invoice-Monthly	SubContract	140,592	-140,592	-28,128	-2,548	0	28,128	Space Telescope Science Inst
115	Arts and Sciences	Blair, William	106713	Invoice-Monthly	SubContract	315,519	-315,519	-288,848	-176	0	288,848	Assn Of Universities For Research I
115	Arts and Sciences	Blair, William	107139	Invoice-Monthly	SubContract	1,415,000	-1,415,000	-1,390,937	-28,557	-28,557	1,390,937	Space Telescope Science Inst

The top left pie chart displays unbilled balances by Billing Category. If multiple billing categories are selected, the pie chart will update to show the selected categories. If only Invoice is chosen, the pie chart will update to show balance distributions by Invoice Category. Looking at Arts and Sciences data updated through September 2016, Invoices comprise 91% of their total unbilled revenue.



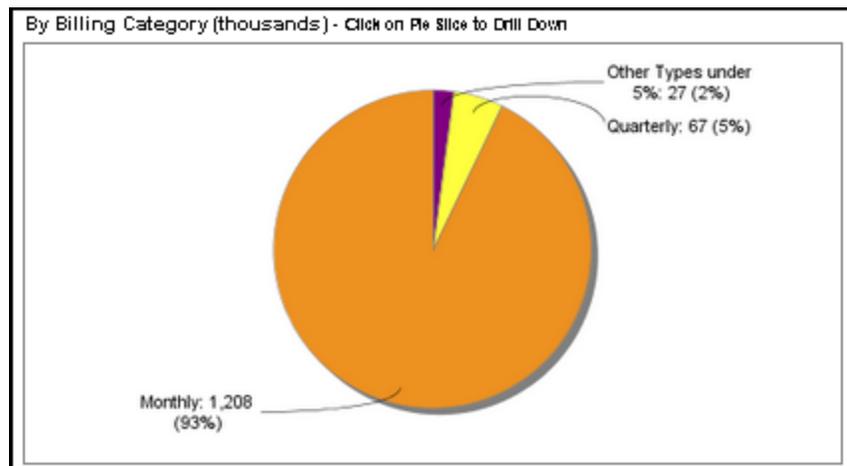
Example (Arts and Sciences September 2016 data):

Sum of Billing Categories = \$1,303 + \$116 + \$18 = \$1,437 (thousands)

Balances		
Category	As of Month End	Running 12 Month Avg.
Deficit Balance	838,016	1,435,767
Cash Balance	4,223,254	5,744,946
Unbilled	1,437,289	1,109,386
State Unbilled	42,986	73,334

Balances Data as of September 2016 close

If only Invoice is chosen in the billing category filter, the pie chart will update to show balance distributions by Invoice Category. Again looking at Arts and Sciences September 2016 data, monthly invoices comprise 93% percent of their invoice billing activities.



Pie charts contain drill to detail at the divisional level and subunit levels where subunits are available. Filter selections are shown at the top of the detail page. All detail pages can be saved to Excel or PDF files. The example below shows a sample of the detail report for the Arts and Sciences Monthly Invoices shown on the previous page.

[Excel](#) [PDF](#)

Unbilled Detail
Printed Nov 02, 2016

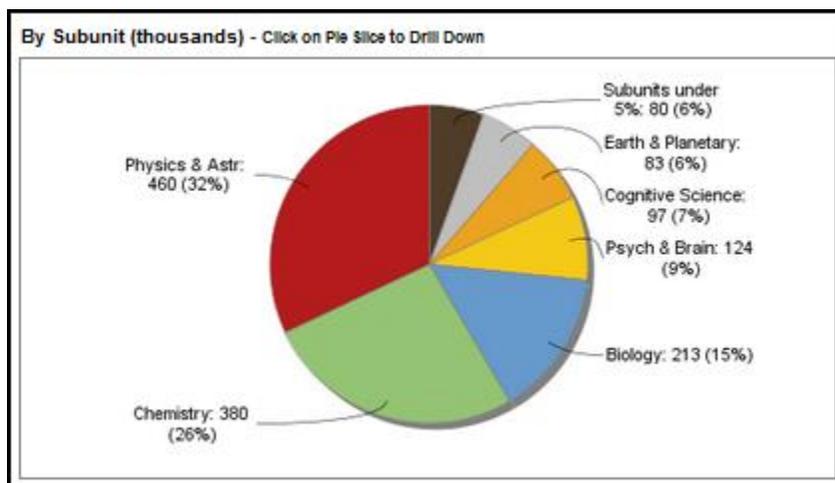
Filters
Unit: 115
Fiscal Period: 1703
Sponsor Entity: All
Sponsor Type: All
Dollar Range: All
Billing Category: Invoice
Invoice Category: Monthly

Unit No.	Unit Name	Grant PI	Grant No.	Category	Award Type	Total Grant Amount	Budget Revenue	ITD Revenue	Unbilled Revenue	State Unbilled	ITD Expense	Sponsor
115	Arts and Sciences	Armitage, Norman	120910	Invoice-Monthly	Grant	123,251	-123,251	-63,582	-35	0	63,582	Army Research Office
115	Arts and Sciences	Armitage, Norman	121862	Invoice-Monthly	Sub Grant	106,250	-106,250	-55,590	-11,364	0	55,590	Rutgers Univ

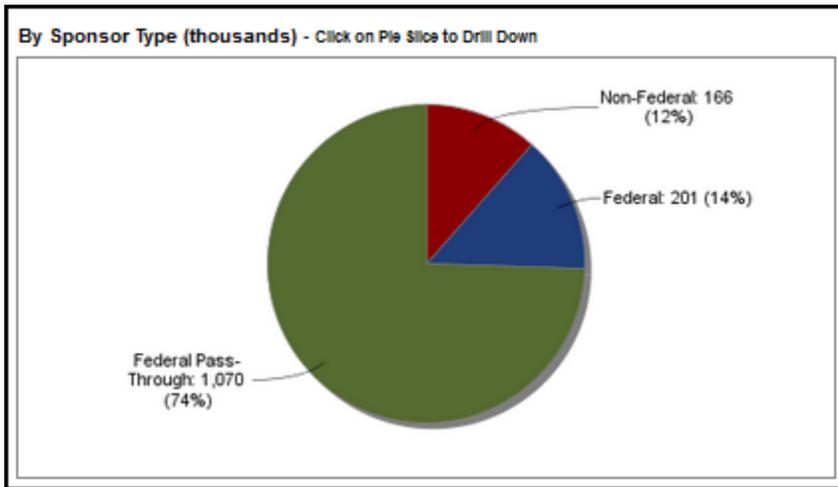
The pie chart at the bottom left of the Unbilled Revenue dashboard shows Unbilled Revenue by subunit. Summing the available subunits, this Arts and Sciences example also ties back to the Overview screen.

Example (Arts and Sciences September 2016 data):

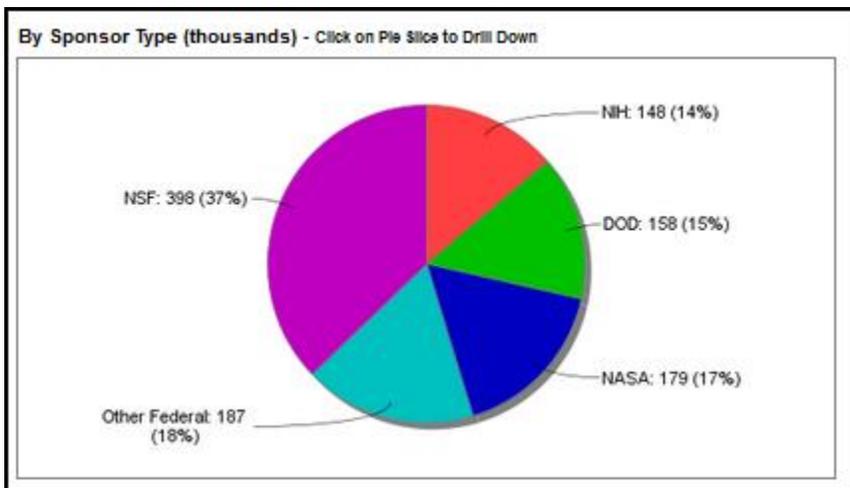
Sum of Billing Categories = \$460 + \$380 + \$213 + \$124 + \$97 + \$83 + \$80 = \$1,437 (thousands)



The pie chart in the bottom right corner shows the distribution of unbilled revenue by sponsor type. The below example for Arts and Sciences shows 74% of unbilled revenue falls into the federal pass-through sponsor type as of September 2016.



Selecting Federal Pass-Through from the Sponsor Entity filter shows NSF has the largest share of unbilled revenue at 37% for Arts and Sciences in September 2016.



All pie charts are drill to detail on this page. Clicking on the NSF slice of the pie opens the detail for that portion of Federal Pass-Through unbilled revenue as seen in the partial example below for Arts and Sciences in September 2016. As with previous detail listings, filter selections are displayed and export features are available.

[Excel](#) [PDF](#)

Unbilled Detail
Printed Nov 03, 2016

Filters
Unit: 115
Fiscal Period: 1703
Sponsor Entity: Federal Pass-Through
Sponsor Type: NSF
Dollar Range: All
Billing Category: All

Unit No.	Name	Grant PI	No.	Category	Award Type	Total Grant Amount	Budget Revenue	ITD Revenue	Unbilled Revenue	State Unbilled	ITD Expense	Sponsor
115	Arts and Sciences	Armitage, Norman	121862	Invoice-Monthly	SubGrant	106,250	-106,250	-55,590	-11,364	0	55,590	Rutgers Univ
115	Arts and Sciences	Barnett, Bruce	103872	Invoice-Department	Contract	197,535	-197,535	-197,535	-23,828	0	204,875	Univ Of Notre Dame
115	Arts and Sciences	Blumenfeld, Barry	120414	Invoice-Monthly	SubGrant	64,846	-64,846	-53,431	-3,615	0	63,431	Princeton Univ

Open Receivables

The Open Receivables Dashboard displays metrics related to the billing and collection for sponsored accounts. Patient and student receivables are not included in the activities of Accounts Receivable services. The data comes from Accounts Receivable downloaded from the AR Aging analysis report on the day of month-end close. The dashboard data is usually updated by the 15th of each month. Not-relevant and unassigned grants are removed prior to processing, as are LOCR billing types.

One noted reconciliation issue between the AR Aging report in Analysis and Open Receivables reported on the dashboard regards partial payments. An issue in the SAP AR aging module results in partial payments being incorrectly mapped to Not-Relevant Grant instead of the correct grant number when the payment does not match the open receivable amount. Those partial payments have been excluded from the dashboard data load. A JIRA has been created to add grant number information to the AR module. See Appendix 2 for a detailed example.

Aging buckets reported in analysis have been combined where applicable, so open receivables are reported as follows on the Overview screen:

- 0-60 days past due
- 61-90 days past due
- 91-120 days past due
- 121-180 days past due
- 181+ days past due

The example below shows open receivable activity for Public Health as of September 2016.

Sponsor Type	Total Open Balance	Balance 0-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
Federal	1,364,871	1,237,530	24,976	63,784	38,581	
Non-Federal	22,617,598	16,642,688	923,030	785,552	3,811,299	455,030
Federal Pass-Through	4,628,437	3,785,749	457,178	141,806	183,770	59,934
Totals	28,610,906	21,665,967	1,405,184	991,141	4,033,650	514,964

Open Receivables Data as of end of September 2016

The Open Receivables Dashboard boasts a similarly robust filter selection as the Unbilled Revenue Dashboard, including an Age of Receivable filter in addition to sponsor, billing and amount filters.

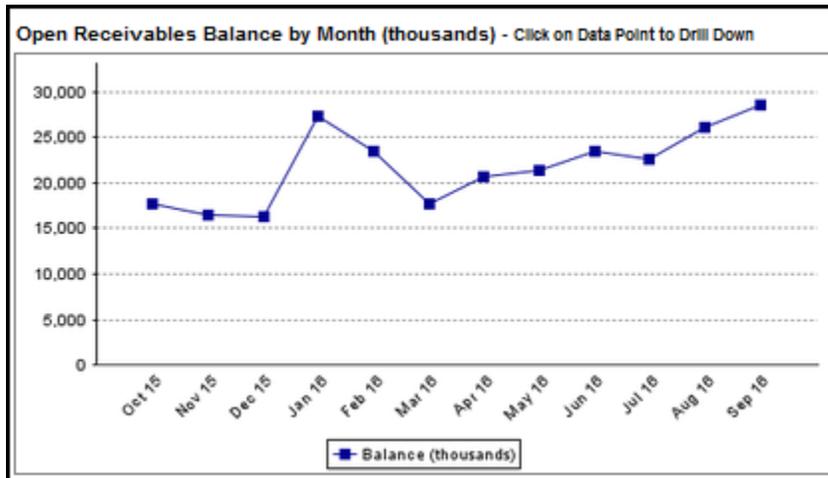
Dashboards - Sponsored Compliance

Overview | FSR | Deficit Balance | Cost Transfer | Effort | Effort Detail | Unbilled Revenue | **Open Receivables** | Scorecards | Report Cards

160 - Public Health | Select a Dept | No Sub Departments | Current |

Sponsor Entity (All) Federal Fed. Pass-Through Non-Federal	Sponsor Type (All) Federal NIH CDC	Billing Category (All) Pre-Award Scheduled Bill Invoice	Invoice Category (All) Annual Semi-Annual Quarterly	Age of Receivable (All) 0 - 60 Days 61 - 90 Days 91 - 120 Days	Dollar Range (All) \$0 to \$5K \$5K to \$10K \$10K to \$25K
--	---	---	---	--	---

The line chart in the top left corner of the Open Receivables Dashboard defaults to show the most recent year of open receivables. In the below example, open receivables for Public Health as of September 2016 are shown to be just under 30 million dollars.



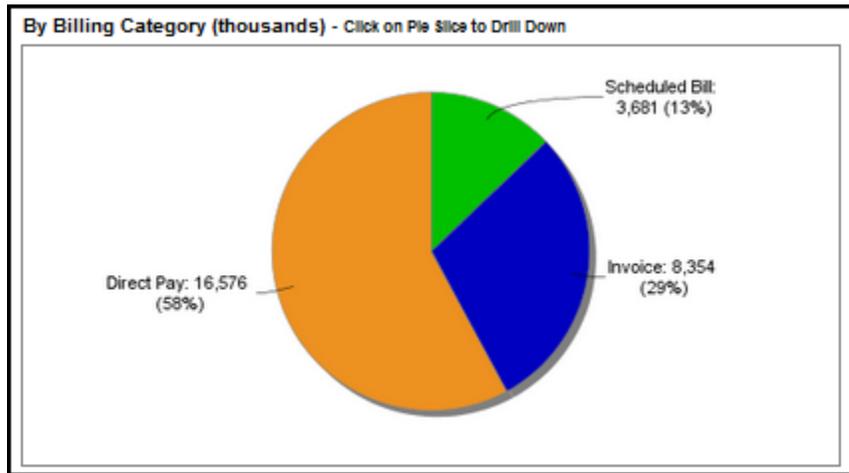
Clicking on the September 2016 data point opens a detail page, a portion of which is shown below. All filter selections are listed in the top left corner.

Open Receivables Detail
Printed Nov 03, 2016

Filters
Unit: 160
Fiscal Period: 1703
Sponsor Entity: All
Sponsor Type: All
Dollar Range: All
Age of Receivable: All
Billing Category: All

Unit No.	Unit Name	Doc No.	Responsible Cost Center	Customer	Grant No.	Payment Method	Post Date	Due Date	Open Balance	Age of Receivable	Sponsor Entity	Sponsor Type	Billing Rule	Billing Category	Invoice Category	Balance Range
160	Public Health	901366219	1600401000	309990	119645	MILE	06/08/2016	06/08/2016	112,994	91 to 120 Days	Non-Federal	Foreign	9: Scheduled Billing	Scheduled Bill		greater than 50K
160	Public Health	1800163807	1601010000	301330	113841	MONL	08/12/2016	08/12/2016	7,668	0 to 60 Days	Federal Pass-Through	NIH	2: RRB - Non LOC	Invoice	Monthly	5K to 10K
160	Public Health	1800163316	1601010000	301330	113841	MONL	07/22/2016	07/22/2016	11,056	61 to 90 Days	Federal Pass-Through	NIH	2: RRB - Non LOC	Invoice	Monthly	10K to 25K

The pie chart on the top right of the Open Receivables Dashboard displays the distribution of open receivable dollars by billing category. As shown in the example below, Public Health shows 58% of Open Receivable dollars in the Direct Pay billing category. Summing billing categories ties back to total open receivables on the Overview screen.



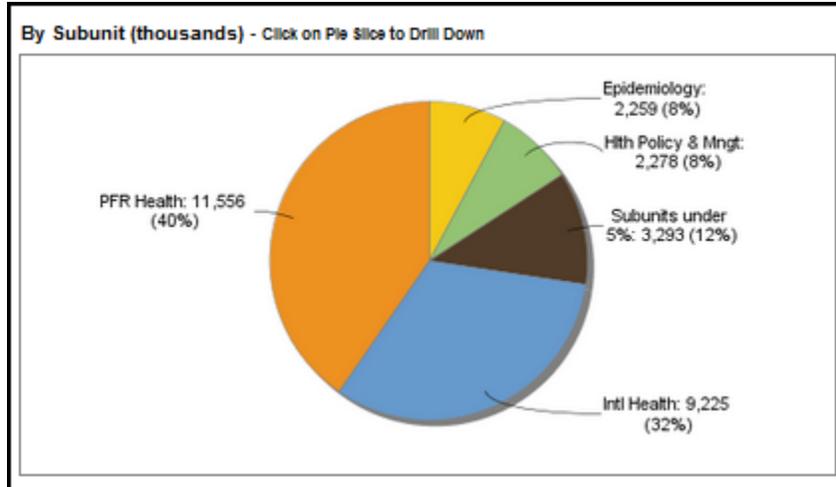
Example (Public Health, September 2016 data):

Sum of Billing Categories = \$16,576 + \$3,681 + \$8,354 = \$28,611 (thousands)

Open Receivables						
Sponsor Type	Total Open Balance	Balance 0-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
Federal	1,364,871	1,237,530	24,976	63,784	38,581	
Non-Federal	22,617,598	16,642,688	923,030	785,552	3,811,299	455,030
Federal Pass-Through	4,628,437	3,785,749	457,178	141,806	183,770	59,934
Totals	28,610,906	21,665,967	1,405,184	991,141	4,033,650	514,964

Open Receivables Data as of end of September 2016

The bottom left pie chart shows open receivables by subunit. In the below example for Public Health, PFR Health has the largest portion of open receivable dollars at 40%.



Summing the slices of this chart shows the total ties back to the Overview screen as in our last example.

Example (Public Health, September 2016 data):

Sum of Subunits = \$11,556 + \$9,225 + \$3,293 + \$2,278 + \$2,259 = \$28,611 (thousands)

Clicking on the pie slice for International Health opens the supporting detail report, a sample of which is shown below.

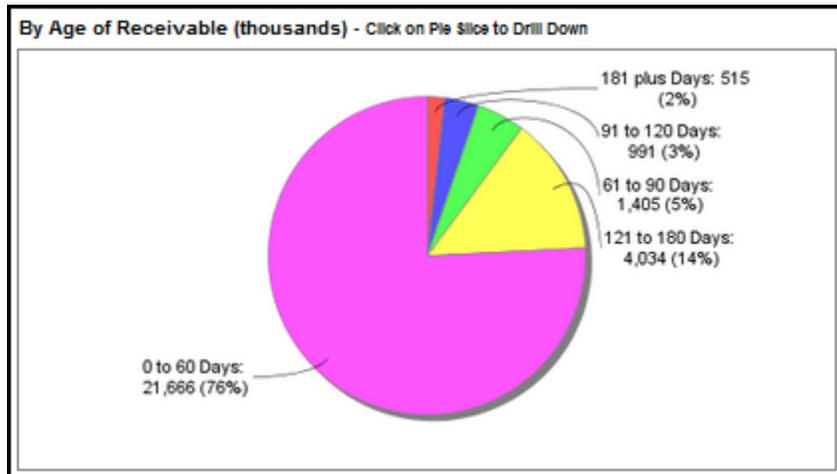
Excel PDF

Open Receivables Detail
Printed Nov 03, 2016

Filters
Unit: 16050
Fiscal Period: 1703
Sponsor Entity: All
Sponsor Type: All
Dollar Range: All
Age of Receivable: All
Billing Category: All

Unit No.	Unit Name	Doc No.	Responsible Cost Center	Customer	Grant No.	Payment Method	Post Date	Due Date	Open Balance	Age of Receivable	Sponsor Entity	Sponsor Type	Billing Rule	Billing Category	Invoice Category	Balance Range
16050	International Health	901376076	1605010000	307022	109875	MILE	08/29/2016	08/29/2016	210,000	0 to 60 Days	Non-Federal	Foundation	9: Scheduled Billing	Scheduled Bill		greater than 50K
16050	International Health	901364605	1605010000	300029	11202	DPUS	06/30/2016	06/30/2016	81,466	121 to 180 Days	Federal Pass-Through	USAID	5: Direct Pay	Direct Pay		greater than 50K
16050	International Health	1800155969	1605010000	307858	112042	FSRT	04/08/2016	04/08/2016	17,179	121 to 180 Days	Federal Pass-Through	USAID	2: RRB - Non LOC	Invoice	Miscellaneous	10K to 25K

The last pie chart on this page, Open Receivables by Age of Receivable shows the distribution of open receivable dollars by aging bucket, as reported on the Overview. In the screenshot below, Public Health shows 76% of open receivable dollars in the 0-60 Days bucket.



This distribution ties back to the Overview totals for Public Health.

Open Receivables						
Sponsor Type	Total Open Balance	Balance 0-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
Federal	1,384,871	1,237,530	24,976	63,784	38,581	
Non-Federal	22,617,598	16,642,688	923,030	785,552	3,811,299	455,030
Federal Pass-Through	4,628,437	3,785,749	457,178	141,806	183,770	59,934
Totals	28,610,906	21,665,967	1,405,184	991,141	4,033,650	514,964

Open Receivables Data as of end of September 2016

Clicking on a pie slice will open a page with the supporting detail records. A sample of the 0-60 Day detail report for Public Health is shown below.

Open Receivables Detail																
Printed Nov 03, 2016																
Filters																
Unit: 100																
Fiscal Period: 1703																
Sponsor Entity: All																
Sponsor Type: All																
Dollar Range: All																
Age of Receivable: 0 to 60 Days																
Billing Category: All																
Unit No.	Name	Doc No.	Responsible Cost Center	Customer	Grant No.	Payment Method	Post Date	Due Date	Open Balance	Age of Receivable	Sponsor Entity	Sponsor Type	Billing Rule	Billing Category	Invoice Category	Balance Range
160	Public Health	1800163807	1601010000	301330	113841	MONL	08/12/2016	08/12/2016	7,668	0 to 60 Days	Federal Pass-Through	NIH	2: RRB - Non LOC	Invoice	Monthly	5K to 10K
160	Public Health	801396476	1601010000	305034	122987	MONL	09/01/2016	09/01/2016	16,500	0 to 60 Days	Non-Federal	Private Non-Profit	5: Direct Pay	Direct Pay	Monthly	10K to 25K
160	Public Health	1800165462	1601520000	300678	113740	MONL	09/09/2016	09/09/2016	1,417	0 to 60 Days	Federal Pass-Through	NIH	2: RRB - Non LOC	Invoice	Monthly	0 to 5K

Scorecards

Updates vary depending on the metric (see specific categories).

The scorecard tab is designed to provide metrics for multiple divisions or departments in one matrix, allowing users to easily compare performance across multiple entities. Each of the four scorecards can be put into PDF or Excel format, allowing for sort capability and further analysis.

The option of selecting prior months is available. By default, the “Current” option is selected. This option provides information as of the most recently loaded month for each metric. For example, if FSRs are loaded for April 2013 and Deficit Balances are loaded as of March 2013, selecting “Current” will display the April FSRs and the March deficit balances. In the same manner, if April is selected from the drop-down, FSRs as of April 2013 will display on the scorecard, but the deficit balance column will be empty since April deficit totals have not been loaded.

Dashboards - Sponsored Compliance Welcome, Alison Sanders

Overview | FSR | Deficit Balance | Cost Transfer | Effort | Effort Detail | **Scorecards** | Report Cards

Business Areas (All) | Select Business Area First | Select Department First | Current | Go

Main Scorecard | Excel | PDF

Department Code	Department Name	Cost Transfers						Deficit Balance				Uncertified Effort Federal Amount				Financial Status Reports			Sponsored Funding	
		Federal Sponsored Non Payroll			Federal Sponsored Payroll			Oct 2015	June 2015	12/31/2014		9/30/2014		% on Time Last 12 Months	% on Time for Nov 2015	Total FSRs Late as of 11/30/2015	Rolling 12 Months Expenditure	Active Sponsored Programs		
		FY16 as of Oct 2015	FY16 as of Oct 2015	FY16 as of Oct 2015	FY16 as of Oct 2015	FY16 as of Oct 2015	FY16 as of Oct 2015			Dollars	Percent	Dollars	Percent							
100	Institution Wide						0	0							50.0 %			0	0	
101	University Admn						722,325	722,325							0.0 %		4	168,582	16	
104	APL	2	2	100 %			995	471							93.6 %	50.0 %	3	20,851,704	248	
110	Homewood Stu. Affrs.						0	0	1,333	100 %					100.0 %			886,982	27	
115	Arts and Sciences	758	92	12 %	1,229	136	11 %	985,391	1,156,629	3,151,379	63 %	0	0 %	92.1 %	95.8 %	3	57,680,320	782		
120	Engineering	1,181	152	13 %	2,184	338	15 %	868,741	1,380,855	5,175,086	81 %	34,936	1 %	59.5 %	57.7 %	49	72,731,759	1,254		
125	Education	18	4	22 %	926	38	4 %	404,278	1,267,860	165,348	87 %	0	0 %	45.0 %	71.4 %	11	30,541,255	332		
128	Carey				19	4	21 %	0	0	17,293	100 %						2,059	7		
130	Sheridan Library	0	0	0 %	0	0	0 %	1,925	0	14,639	74 %	0	0 %	71.4 %	0.0 %	1	1,019,450	13		
135	Peabody Institute	0	0	0 %			88,859	30,000	0	0	0	0 %	0	0 %	75.0 %		1	421,533	10	
140	SAIS	3	0	0 %	32	6	19 %	88,101	73,530	296,921	100 %	0	0 %	67.2 %	100.0 %	8	7,953,092	101		
141	Bologna Center				3	0	0 %	11,590	0	0							334,733	3		
142	Nanjing Center						0	0	0	0				80.0 %			191,086	1		
160	Public Health	1,403	457	33 %	11,746	2,743	23 %	925,229	667,774	11,798,324	53 %	0	0 %	87.4 %	87.3 %	16	372,876,799	3,735		
165	Nursing	27	19	70 %	603	177	29 %	55,617	28,960	1,017,394	100 %	0	0 %	71.2 %		4	14,492,740	146		
170	Medicine	5,173	2,104	41 %	22,427	6,229	28 %	18,988,212	16,423,906	44,419,769	75 %	565,075	5 %	81.1 %	83.3 %	58	723,979,904	8,783		
175	JH All Childrens				16	0	0 %	209,697	192,719	442	100 %						323,698	11		
190	JH Technology Ventures				0	0	0 %	0	0	0							0	1		
205	AICGS	0	0	0 %			131,280	103,864						100.0 %			300,768	10		
210	Bioethics Inst	0	0	0 %	97	8	8 %	12,987	5,628	192,213	100 %	0	0 %	54.5 %	100.0 %	1	2,187,827	31		
211	Human Language	1	1	100 %	114	50	44 %	0	0	162,136	15 %	0	0 %				5,526,393	126		
215	CTY	0	0	0 %	0	0	0 %	39,614	360,324	0				66.7 %	100.0 %	7	2,639,491	52		
220	Evergreen House						0	0	0	0				100.0 %			40,872	3		
225	Homewood House						0	0	0	0				100.0 %			15,896			
235	JHPEGO	335	180	54 %	3,939	1,560	40 %	1,232,461	10,981,940	4,617,161	84 %	0	0 %	92.4 %	100.0 %	0	313,584,583	722		
250	JHU Press									17,702	100 %									
254	Press - Projects						0	0	0	0							21,869	2		
All	JHU	8,901	3,011	34 %	43,335	11,289	26 %	24,567,303	33,408,178	71,047,140	70 %	600,011	3 %	82.7 %	83.2 %	166	1,628,773,395	16,396		

Footnotes
 Effort statistics are not shown at the cost center level.
 Sponsored Funding data includes ARRA.

Main Scorecard – provides a composite overview of key metrics for all divisions, or for all departments in a division. Included are comparative metrics for federal cost transfers (both Non-Payroll and Payroll), deficit balances, uncertified federal effort dollar amounts and percentages, and financial status report completion rates. Sponsored funding over the past 12 months is shown to provide a general idea regarding the volume of sponsored activity within a division or department as well as the number of active sponsored programs. From *Main Scorecard* tab, users can select other scorecards (for *Sponsored Funding, Non-Payroll Cost Transfer, and Payroll Cost Transfer*).

115 - Arts and Sciences | Select a Dept | No Sub Departments | Current | Go

Non-Payroll Cost Transfer Scorecard | Excel | PDF

Department		Total Sponsored Non Payroll Cost Transfers FY16 as of Oct 2015						Federal Sponsored Non Payroll Cost Transfers FY16 as of Oct 2015					
Code	Name	Debit	Credit	# of Transfers	Greater than 90 days	Percent Greater than 90 days	Average Age	Debit	Credit	# of Transfers	Greater than 90 days	Percent Greater than 90 days	Average Age
115000	Arts and Sciences School-Wide Activity	5,606	15,613	9	9	100 %	428	0	0	0	0	0 %	
115230	German and Romance Languages	0	34	1	0	0 %	31	0	0	0	0	0 %	0
115310	Anthropology	900	900	2	0	0 %	68	900	900	2	0	0 %	68
115360	Sociology	6,785	1,418	19	0	0 %	29	2,917	1,399	7	0	0 %	29
115410	Biology	195,017	450,726	273	19	7 %	55	184,866	450,427	224	4	2 %	45
115420	Biophysics	35,505	38,040	73	1	1 %	58	35,505	38,040	73	1	1 %	58
115430	Chemistry	48,668	52,598	156	15	10 %	258	44,168	47,680	144	15	10 %	275
115440	Cognitive Science	1,800	2,706	8	2	25 %	106	1,800	2,706	8	2	25 %	106
115450	Earth & Planetary Science	14,656	14,283	40	0	0 %	54	11,956	10,331	32	0	0 %	50
115470	Physics & Astronomy	85,830	163,226	180	60	33 %	109	38,639	76,171	159	41	26 %	73
115480	Psychological & Brain Sciences	23,983	50,341	95	30	32 %	63	21,483	50,341	88	28	32 %	64
115520	Mind Brain Institute	4,201	5,644	21	1	5 %	55	4,201	5,644	21	1	5 %	55
115532	Global Studies	5,658	0	10	10	100 %	252	0	0	0	0	0 %	
115573	Center For Government Excellence	43,757	0	18	10	56 %	89	0	0	0	0	0 %	
115	Arts and Sciences	472,367	795,529	905	157	17 %	108	346,435	683,638	758	92	12 %	99

Non-Payroll Cost Transfer Scorecard – the *Non-Payroll Cost Transfer Scorecard* above provides a comparative overview of non-payroll cost transfers occurring during the current fiscal year, with metrics reflecting the percent of transfers exceeding the required 90-day transfer policy, the average number of days between original transaction and cost transfer, and dollar totals transferred onto sponsored accounts (debits) and off sponsored accounts (credits), for all sponsored activity and for federal sponsored awards only.

This example above example department totals for the School of Arts and Sciences only.

115 - Arts and Sciences | Select a Dept | No Sub Departments | Current | Go

Payroll Cost Transfer Scorecard | Excel | PDF

Department		Total Sponsored Payroll Cost Transfers FY16 as of Oct 2015						Federal Sponsored Payroll Cost Transfers FY16 as of Oct 2015					
Code	Name	Debit	Credit	# of Transfers	Greater than 90 days	Percent Greater than 90 days	Average Age	Debit	Credit	# of Transfers	Greater than 90 days	Percent Greater than 90 days	Average Age
115230	German and Romance Languages	70,646	0	49	36	73 %	190	0	0	0	0	0 %	
115360	Sociology	300,341	24,276	83	14	17 %	50	11,403	5,911	14	1	7 %	48
115410	Biology	151,433	60,902	264	13	5 %	35	96,089	56,772	208	8	4 %	33
115420	Biophysics	74,825	24,867	107	31	29 %	68	74,825	24,867	107	31	29 %	68
115430	Chemistry	98,470	55,272	139	10	7 %	33	95,817	55,272	137	10	7 %	34
115450	Earth & Planetary Science	80,512	35,072	112	4	4 %	29	78,573	26,906	104	4	4 %	30
115460	Mathematics	12,181	0	12	7	58 %	112	12,181	0	12	7	58 %	112
115470	Physics & Astronomy	229,194	119,403	456	71	16 %	48	197,136	99,510	392	65	17 %	49
115480	Psychological & Brain Sciences	144,545	70,339	150	10	7 %	34	137,424	70,339	142	10	7 %	35
115520	Mind Brain Institute	32,858	21,398	113	0	0 %	32	32,858	21,398	113	0	0 %	32
115563	East Asian Studies	9,348	0	3	0	0 %	17	0	0	0	0	0 %	
115	Arts and Sciences	1,204,354	411,528	1,488	196	13 %	47	736,307	360,974	1,229	136	11 %	42

Payroll Cost Transfer Scorecard – The *Payroll Cost Transfer Scorecard* above provides a comparative overview of payroll cost transfers occurring during the current fiscal year, with metrics reflecting the percent of transfers exceeding the required 90-day transfer policy, the average number of days between original transaction and cost transfer, and dollar totals transferred onto sponsored accounts (debits) and off sponsored accounts (credits), for all sponsored activity and for federal sponsored awards only.

The example above shows department totals for the School of Arts and Sciences only.

Balances Scorecard – The Balances Scorecard, below, provides a comparative overview of Deficit Balance, Cash Balance, Unbilled Revenue, and Stale Unbilled Revenue balances with metrics reflecting total balance and twelve month average. This scorecard also includes Sponsored Funding metrics reflecting rolling twelve month expenditure and number of active sponsored programs.

The example below shows department totals for the School of Arts and Sciences.

Balances Scorecard											
Department		Deficit Balance		Cash Balance		Unbilled Revenue		Stale Unbilled		Sponsored Funding	
Code	Name	Oct 2015	12 Month Average	Oct 2015	12 Month Average	Oct 2015	12 Month Average	Oct 2015	12 Month Average	Rolling 12 Months Expenditure	Active Sponsored Programs
115000	Arts and Sciences School-Wide Activity	0	0	641,195	684,911		0		0	301,863	6
115010	Dean's Office	0	0	1,221,752	1,334,562	3,920	3,464	0	525	363,994	4
115100	Advanced Academic Programs	0	0	15,002	3,108		0		0	18,790	1
115230	German and Romance Languages	0	300	-5,130	42,257		232		0	155,276	5
115260	Near Eastern Studies	0	0	-490	-4,025		0		0	81,192	3
115270	Philosophy	0	0	57	-19,948		6,394		0	89,492	4
115290	Writing Seminars	0	0	0	0		0		0	3,024	1
115310	Anthropology	0	0	22,038	26,796		0		0	119,594	8
115320	Economics	0	0	-23,543	-44,058		25,060		9,566	224,704	5
115330	History	0	0	8,847	55,320		29,092		0	121,372	2
115340	History of Science	0	0	0	-318		0		0	1,360	
115350	Political Science	2,930	991	73,258	48,671		729		0	99,805	5
115360	Sociology	0	17	204,934	173,960	85,189	36,267	0	0	1,003,985	28
115410	Biology	224,010	338,072	-402,499	-472,831	170,169	192,369	0	42,131	9,644,257	61
115420	Biophysics	0	65,196	-83,922	-170,838	10,464	25,194	0	6,976	4,290,716	34
115430	Chemistry	149,557	195,176	-207,096	-196,009	78,365	75,993	10,528	11,417	5,547,170	85
115440	Cognitive Science	0	0	-45,173	-112,121	20,049	36,604	0	8,016	841,215	11
115450	Earth & Planetary Science	32,400	57,367	-404,795	-320,655	136,152	103,544	856	16,052	3,684,264	66
115460	Mathematics	0	0	100,895	1,665	517	351	0	0	648,972	20
115470	Physics & Astronomy	327,276	179,707	-674,606	-646,579	442,559	574,305	55,888	98,133	20,180,641	302
115480	Psychological & Brain Sciences	131,765	160,148	-58,691	-71,879	70,943	73,315	25	14,921	4,345,487	56
115510	Center for Social Orgn of Schools	0	0	3,871	3,860		0		0	6	29
115520	Mind Brain Institute	117,452	51,997	-218,044	-289,099	51,193	95,737	0	8,257	4,590,370	34
115531	Center for Africana Studies	0	0	0	-20,576		6,115		6,115	17,527	
115532	Global Studies	0	0	0	30,543		0		0	45,106	
115537	Museum Studies	0	0	417,436	482,175		0		0	142,314	8
115563	East Asian Studies	0	0	184,354	229,473		0		0	78,728	2
115567	Film and Media Studies									15,471	1
115573	Center For Government Excellence	0	0	1,752,561	438,089		0		0	1,023,623	1
115	Arts and Sciences	985,391	1,048,971	2,522,210	1,186,457	1,069,521	1,284,763	67,298	222,109	57,680,320	782

Footnotes
Sponsored Funding data includes ARRA.

Open Receivables Scorecard – The Open Receivables Scorecard summarizes open receivables by division or department and by aging category. Dollar amounts are shown by default, although users may opt to display percent of total as shown below.

Overview FSR Deficit Balance Cost Transfer Effort Effort Detail Unbilled Revenue Open Receivables **Scorecards** Report Cards

Business Areas (All) Select Business Area First Select Department First Current Go Reset

Sponsor Entity (All) Federal Fed. Pass-Through Non-Federal
 Sponsor Type (All) Federal NIH CDC
 Billing Category (All) Pre-Award Scheduled Bill Invoice
 Invoice Category (All) Annual Semi-Annual Quarterly
 Dollar Range (All) \$0 to \$5K \$5K to \$10K \$10K to \$25K

Open Receivables Scorecard Show Dollars Excel PDF Click column header text to sort report.

Code	Department Name	Total Balance	Balance 1-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
104	APL	490,498	490,474		24		
115	Arts and Sciences	1,735,820	1,454,870	88,395	23,890	135,200	33,465
120	Engineering	5,807,209	4,378,835	823,164	115,940	223,345	265,925
125	Education	1,828,778	1,370,724	256,837	41,338	112,680	47,199
126	Carey	103,577	103,577				
140	SAIS	422,856	74,333	80,546	95,513	118,720	53,743
160	Public Health	28,078,051	11,697,264	11,144,045	606,573	4,088,941	541,228
165	Nursing	1,170,608	636,485	55,291	449,641	25,419	3,771
170	Medicine	45,187,829	29,112,917	5,282,416	4,600,495	3,186,948	3,005,054
175	JH All Childrens	7,582	3,388			4,194	
205	AICGS	62,581	670			46,911	15,000
210	Bioethics Inst	483,754	367,930		70,009	43,043	2,772
211	Human Language	633,919	633,919				
215	CTY	182,000	181,000				1,000
235	JHPIEGO	6,416,394	4,975,121	178,340	199,879	841,088	221,967
All	JHU	92,611,457	55,481,508	17,909,033	6,203,302	8,826,490	4,191,125

Overview FSR Deficit Balance Cost Transfer Effort Effort Detail Unbilled Revenue Open Receivables **Scorecards** Report Cards

Business Areas (All) Select Business Area First Select Department First Current Go Reset

Sponsor Entity (All) Federal Fed. Pass-Through Non-Federal
 Sponsor Type (All) Federal NIH CDC
 Billing Category (All) Pre-Award Scheduled Bill Invoice
 Invoice Category (All) Annual Semi-Annual Quarterly
 Dollar Range (All) \$0 to \$5K \$5K to \$10K \$10K to \$25K

Open Receivables Scorecard Show Percent Dollars Percent Excel PDF Click column header text to sort report.

Code	Department Name	Total Balance	Balance 1-60 Days	Balance 61-90 Days	Balance 91-120 Days	Balance 121-180 Days	Balance 181+ Days
104	APL	490,498	100.0 %		0.0 %		
115	Arts and Sciences	1,735,820	84.0 %	5.0 %	1.0 %	10.0 %	0.0 %
120	Engineering	5,807,209	75.0 %	14.0 %	2.0 %	4.0 %	5.0 %
125	Education	1,828,778	70.0 %	14.0 %	2.0 %	6.0 %	0.0 %
126	Carey	103,577	100.0 %				
140	SAIS	422,856	18.0 %	20.0 %	23.0 %	28.0 %	10.0 %
160	Public Health	28,078,051	42.0 %	40.0 %	2.0 %	15.0 %	2.0 %
165	Nursing	1,170,608	54.0 %	5.0 %	38.0 %	2.0 %	0.0 %
170	Medicine	45,187,829	64.0 %	12.0 %	10.0 %	7.0 %	10.0 %
175	JH All Childrens	7,582	0.0 %			100.0 %	
205	AICGS	62,581	0.0 %			75.0 %	0.0 %
210	Bioethics Inst	483,754	76.0 %		14.0 %	0.0 %	1.0 %
211	Human Language	633,919	100.0 %				
215	CTY	182,000	100.0 %				0.0 %
235	JHPIEGO	6,416,394	78.0 %	3.0 %	3.0 %	10.0 %	3.0 %
All	JHU	92,611,457	60.0 %	19.0 %	10.0 %	10.0 %	5.0 %

Report Card

The purpose of the report card is to provide a visual overview of each unit's performance. Report card metrics are generated at the completion of each quarter, and reflect timeliness and compliance in the following categories: FSRs, Deficit Balances, Effort Reporting, Non-Payroll Cost Transfers, and Payroll Cost Transfers. For each of these categories, between 1 and 5 points are allocated to reflect performance during the quarter/year. The method for assigning points varies by category, as explained in the individual sections below.

Composite Report Card

The composite report card provides a quick representation of how departments are performing. A more detailed report card is also available which reflects scores for the individual categories.

Department		Quarter			Year (Last 4 Quarters)		
Code	Name	Total Points	Possible Points	Score	Total Points	Possible Points	Score
101	University Admin	5	5	100 %	7	10	70 %
104	APL	15	15	100 %	15	15	100 %
110	Homewood Stu. Affrs.	5	5	100 %	3	10	30 %
115	Arts and Sciences	20	25	80 %	17	25	68 %
120	Engineering	20	25	80 %	19	25	76 %
125	Education	17	25	68 %	18	25	72 %
126	Carey	5	15	33 %	7	15	47 %
130	Sheridan Library	21	25	84 %	21	25	84 %
135	Peabody Institute	13	15	87 %	19	25	76 %
140	SAIS	19	25	76 %	20	25	80 %
141	Bologna Center	5	10	50 %	11	20	55 %
142	Nanjing Center	10	10	100 %	10	10	100 %
160	Public Health	23	25	92 %	22	25	88 %
165	Nursing	21	25	84 %	18	25	72 %
170	Medicine	19	25	76 %	20	25	80 %
175	JH All Childrens	13	15	87 %	18	20	90 %
190	JH Technology Ventures	5	5	100 %	14	15	93 %
205	AICGS	8	10	80 %	15	20	75 %
210	Bioethics Inst	24	25	96 %	24	25	96 %
211	Human Language	10	15	67 %	9	15	60 %
215	CTY	18	20	90 %	16	20	80 %
220	Evergreen House	5	5	100 %	10	10	100 %
225	Homewood House	13	15	87 %	13	15	87 %
235	JHPIEGO	23	25	92 %	20	25	80 %
250	JHU Press	3	5	60 %	4	5	80 %
254	Press - Projects	5	5	100 %	9	10	90 %
All	JHU	20	25	80 %	20	25	80 %

Legend	
>= 85%	= Excellent
>= 70% and < 85%	= Good
>= 55% and < 70%	= Average
>= 40% and < 55%	= Fair
< 40%	= Poor

As shown above, points are assigned to reflect activity for the current quarter, as well as for the previous 12 months. The *Possible Points* column represents the highest number of points that may be awarded; while *Total Points* is the raw score for the division/department.

Example of calculations

On the composite report card, total points by quarter and year reflect the sum of the score for each category (FSRs, Deficits, Effort, Non Payroll Cost Transfers, and Payroll Cost Transfers) shown on the Detailed Report

Card. The maximum possible points a division/department may earn is based on which categories have sufficient data. If a unit has activity in all categories, it could earn 25 possible points, with a maximum of 5 points per category. In some instances, a department may not have activity in a given category, reducing their total possible points. For example, University Administration only has data for the Effort category; therefore, the maximum points are 5.

A breakdown of the scores is located on the detailed report card below. For example, if we were to sum all the categories for the entire university ("All") for the quarter ending June 2017, we would get the totals below.

Department	FSR	Deficits	Effort	Non Payroll Cost Transfers	Payroll Cost Transfers
All	5	4	4	3	4

We get a total of 20 points out of a possible 25 points or a score of 80%. This score is between the range of 70% to 85%, resulting in a light green box, as seen above on the composite report.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Jun 2017

Detailed Report Card Show Quarter Excel PDF Click column header text to sort report.

Department		June 2017 Quarter									
Code	Name	Financial Status Reports	Deficits	Effort*	Non Payroll Cost Transfers	Payroll Cost Transfers					
101	University Admin			5							
104	APL	5	5		5						
110	Homewood Stu. Affrs.		5								
115	Arts and Sciences	5	4	4	4	3					
120	Engineering	5	5	3	3	4					
125	Education	3	5	2	4	3					
128	Carey		0	4		1					
130	Sheridan Library	5	5	5	1	5					
135	Peabody Institute		5	5		3					
140	SAIS	5	4	1	4	5					
141	Bologna Center		0			5					
142	Nanjing Center	5	5								
160	Public Health	5	5	5	4	4					
165	Nursing	5	3	5	4	4					
170	Medicine	5	4	4	3	3					
175	JH All Childrens		5	5		3					
190	JH Technology Ventures		5								
205	AICGS		5		3						
210	Bioethics Inst	5	5	5	4	5					
211	Human Language		0	5		5					
215	CTY	5	4		4	5					
220	Evergreen House		5								
225	Homewood House	5	5		3						
235	JHPIEGO	5	5	5	3	5					
250	JHU Press					3					
254	Press - Projects		5								
All	JHU	5	4	4	3	4					

Detailed Report Card

Financial Status Report (FSR)

The FSR metric is calculated using the percent of FSR's completed on time.

Example of calculations

The first step is to combine all data for a given quarter or year for each division/department. In the example below, we are calculating the FSR metrics for the entire University for the quarter ending June 30, 2017.

The FSR's completed on time and total FSR's due for April through June are listed below. For example, in April there were a total of 288 FSR's completed on time and a total of 297 FSR's due.

Month	Reports completed on time	Reports due
April	288	297
May	126	132
June	145	154

The total reports completed on time and total reports due are aggregated to get one number for the entire quarter. The percent of reports completed on time is calculated as the sum of reports completed on time (559) divided by sum of reports due (583).

Quarter	Sum of reports completed on time	Sum of reports due	Percentage of reports completed on time
1	559	583	95.88%

Using the percent of reports completed on time, points are allocated using the following ranges:

Upper limit	Lower limit	Points awarded
100%	85%	5
84.9%	70%	4
69.9%	55%	3
54.9%	40%	2
39.9%	0	1

Note: If there is missing data, because a department had no FSRs due, then no points are allocated.

In this example, the percent of reports completed on time (95.88%) is in the range of less than or equal to 100% and greater than or equal to 85%. Therefore, 5 points are assigned to the cost center ("All", the entire university); see below.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Jun 2017 Go

Detailed Report Card Show Quarter Excel PDF Click column header text to sort report.

Department		June 2017 Quarter									
Code	Name	Financial Status Reports	Deficits		Effort*	Non Payroll Cost Transfers		Payroll Cost Transfers			
101	University Admin				5						
104	APL	5		5			5				
110	Homewood Stu. Affrs.			5							
115	Arts and Sciences	5		4	4	4	4	3			
120	Engineering	5		5	3	3	3	4			
125	Education	3		5	2	4	4	3			
126	Carey			0	4			1			
130	Sheridan Library	5		5	5	1		5			
135	Peabody Institute			5	5			3			
140	SAIS	5		4	1	4		5			
141	Bologna Center			0				5			
142	Nanjing Center	5		5							
160	Public Health	5		5	5	4	4	4			
165	Nursing	5		3	5	4	4	4			
170	Medicine	5		4	4	3	3	3			
175	JH All Childrens			5	5			3			
190	JH Technology Ventures			5							
205	AICGS			5		3					
210	Bioethics Inst	5		5	5	4	5	5			
211	Human Language			0	5			5			
215	CTY	5		4		4	5				
220	Evergreen House			5							
225	Homewood House	5		5		3					
235	JHPIEGO	5		5	5	3	5				
250	JHU Press							3			
254	Press - Projects			5							
All	JHU	5		4	4	3	4				

Footnotes
* Effort Reporting Period of Dec 31, 2016. Score reflects percent of federal dollars certified as of Apr 30, 2017.

On the Detailed Report Card, for the quarter ending June 2017, the number for Financial Status Reports is 5 points for the quarter column and a green box appears next to it; see above.

The year calculations are done the same way as the quarter calculations; however, the start month is a year before the present month. For example, if the current month is June 2017, then data from July 2016 to June 2017 is used for the calculation. To view scores for the last year, use the toggle outlined above to refresh the report.

Deficit Balance

Report card metrics for deficit balances are calculated using the ratio of deficit balances to rolling 12-month sponsored expenditures.

Example of calculations

The first step is to combine all the data in a given quarter or year for each cost center. In the example below, we are calculating deficit balance scores for the entire University for the quarter ending June 30, 2017.

The deficit balance and rolling 12-month sponsored expenditures for April through June are below. For example, in April, the deficit balance was \$21,164,199.12 while rolling 12-month sponsored expenditures were \$1,782,931,808.40.

Month	Deficit balance	Rolling 12-month sponsored expenditures
April	\$21,164,199.12	\$1,782,931,808.40
May	\$22,244,205.85	\$1,800,761,941.90
June	\$16,805,812.87	\$1,808,359,403.90

The deficit balance and rolling 12-month expenditures are averaged to get one number for the entire quarter. The ratio of deficit balance to rolling 12-month sponsored expenditures is calculated as the average of the deficit balance (\$20,071,405.95) divided by the average of the rolling 12-month sponsored expenditures (\$1,797,351,051.40); see below.

Quarter	Average deficit balance	Average of 12-month sponsored expenditures	Percent of deficit balance to 12-month sponsored expenditures
1	\$20,071,405.95	\$1,797,351,051.40	1.11%

The percent of deficit balance to rolling 12-month sponsored expenditures is evaluated and given the corresponding points. The designated points are below:

Upper limit	Lower limit	Points awarded
1%	0	5
2%	1.1%	4
3%	2.1%	3
4%	3.1%	2
5%	4.1%	1

Note: For anything above 5%, zero points are awarded.

In this example, the percent of deficit balance to rolling 12-month sponsored expenditures (1.11%) is in the range of less than or equal to 2% and greater than 1.1%. Therefore, 4 points are assigned to the cost center ("All", the entire university); see below.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Jun 2017 Go

Detailed Report Card Show Quarter Excel PDF Click column header text to sort report.

Department		June 2017 Quarter									
Code	Name	Financial Status Reports		Deficits		Effort*		Non Payroll Cost Transfers		Payroll Cost Transfers	
101	University Admin					5					
104	APL	5		5				5			
110	Homewood Stu. Affrs.			5							
115	Arts and Sciences	5		4		4		4		3	
120	Engineering	5		5		3		3		4	
125	Education	3		5		2		4		3	
126	Carey			0		4				1	
130	Sheridan Library	5		5		5		1		5	
135	Peabody Institute			5		5				3	
140	SAIS	5		4		1		4		5	
141	Bologna Center			0						5	
142	Nanjing Center	5		5							
160	Public Health	5		5		5		4		4	
165	Nursing	5		3		5		4		4	
170	Medicine	5		4		4		3		3	
175	JH All Childrens			5		5				3	
190	JH Technology Ventures			5							
205	AICGS			5				3			
210	Bioethics Inst	5		5		5		4		5	
211	Human Language			0		5				5	
215	CTY	5		4				4		5	
220	Evergreen House			5							
225	Homewood House	5		5				3			
235	JHPIEGO	5		5		5		3		5	
250	JHU Press									3	
254	Press - Projects			5							
All	JHU	5		4		4		3		4	

On the Detailed Report Card, for the quarter ending June 2017, the number for Deficits is 4 points for the quarter column and a light green box appears next to it; see above

The year calculations are done the same way as the quarter calculations; however, the start month is a year before the present month. For example, if the current month is June 2017, then data from July 2016 to June 2017 is used for the calculation.

Effort Reporting

Report card metrics for Effort Reporting are calculated as the percent of federal dollars certified within 120 days of the close of the reporting period.

Example of calculations:

The effort numbers are reported in quarters. Below is an example of the calculation for the YTD effort report card score.

The first step is to combine all the data in a given year for each specific cost center. The example below considers effort periods ending September 2015, December 2015, March 2016 and June 2016 to calculate the score for the December 2016 report card update. The numbers represent the entire University ("All").

When reporting effort numbers, we calculate the percentage completed within 120 days of the close of the reporting period. For example, if the current month is September and we are reporting on March's effort period, then forms are due by July 31st. Below is a more detailed table.

Dashboard Quarter	Effort period	Due by
September (Quarter 1)	March	July 31
December (Quarter 2)	June	October 31
March (Quarter 3)	September	January 31
June (Quarter 4)	December	April 30

Note: Actual cutoff dates often extend beyond the 120 day used to calculate Effort Report Card scores. For actual cutoff dates, please contact Financial Research Compliance at 443-997-3806, Compliance@jhu.edu, or contact your divisional business office.

In Quarter 4 (April through June) there were a total of \$91,310,896.00 federal dollars for all completed forms and a total of \$105,581,823.00 federal dollars for all initialized forms. See table below for the entire year.

Quarter	Total federal dollars for all completed forms	Total federal dollars for all initialized forms
1 (July 2015 through September 2015)	\$15,333,837.00	\$19,267,890.00
2 (October 2015 through December 2015)	\$81,583,560.00	\$105,670,029.00
3 (January 2016 through March 2016)	\$16,151,782.00	\$18,976,148.00
4 (April 2016 through June 2016)	\$91,310,896.00	\$105,581,823.00

The total federal dollars for all initialized forms and total federal dollars for all completed forms are aggregated to get one number for the entire year. The percent of federal dollars for all completed forms are calculated by the sum of total federal dollars for all completed forms (\$204,380,075.00) divided by Sum of total federal dollars for all initialized forms (\$249,495,890.00); see below.

Year	Sum of total federal dollars for all completed forms	Sum of total federal dollars for all initialized forms	Percent of federal dollars for all completed forms
2015-16	\$204,380,075.00	\$249,495,890.00	81.91%

The percent of federal dollars for all completed forms is then evaluated and given the corresponding points. The designated points with their ranges are below:

Upper limit	Lower limit	Points awarded
100%	85%	5
84.9%	70%	4
69.9%	55%	3
54.9%	40%	2
39.9%	0	1

Note: If there is missing data the points are represented as missing.

In the example, the percent of federal dollars for all completed forms (81.91%) is in the range of less than or equal to 84.9% and greater than or equal to 70%. Therefore, 4 points are assigned to the cost center ("All", the entire university); see below.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Dec 2016 Go

Detailed Report Card Show Year Excel PDF Click column header text to sort report.

Department		Year (Last 4 Quarters)									
Code	Name	Financial Status Reports	Deficits		Effort*	Non Payroll Cost Transfers		Payroll Cost Transfers			
101	University Admin	5			5						
104	APL	5	5				4				
110	Homewood Stu. Affrs.		5				1				
115	Arts and Sciences	5	3		3		1		4		
120	Engineering	5	4		4		2		4		
125	Education	5	3		2		2		3		
126	Carey		2		5				3		
130	Sheridan Library	5	5		5		1		5		
135	Peabody Institute	4	0				4		2		
140	S.A.I.S	5	4		5		4		5		
141	Bologna Center	5	0				1		5		
142	Nanjing Center	5	5				5				
160	Public Health	5	5		5		3		4		
165	Nursing	5	4		4		1		3		
170	Medicine	4	3		4		3		4		
175	JH All Childrens	5	5		5				2		
190	JH Technology Ventures				3		5		3		
205	AICGS	5	0				5		5		
210	Bioethics Inst	4	3		3		5		4		
211	Human Language		0		5		5		5		
215	CTY	5	2		1		4		2		
220	Evergreen House	5	5								
225	Homewood House		5								
235	JHPIEGO	5	5		5		1		4		
250	JHU Press								5		
254	Press - Projects	5	5				4				
All	JHU	5	4		4		3		4		

Footnotes
* Effort yearly score includes the Effort period(s) Sep 30, 2015 through Jun 30, 2016, and reflects percent of federal dollars certified within 120 days of period

On the dashboard Detailed Report Card, for year ending December 2016, the number for Effort is 4 points for the year column and a light green box appears next to it; see above.

Non-Payroll Cost Transfers

The report card calculations for non-payroll cost transfers are based on the number of transfers completed within the required 90-day timeframe, with 5 points awarded for 100% to 85% completed. The original data is from BW.

Example of calculations

The first step is to combine all the data in a given quarter or year for each cost center. In the example below, we are calculating the quarter data for Quarter 4 (April 2017 through June 2017) and the cost center is for the entire university (All).

The on-time sponsored transfers and total sponsored transfers for April through June are below. For example, in April, there were a total of 1,462 on-time sponsored transfers and a total of 2,391 sponsored transfers for non-payroll cost transfers.

Month	On-time sponsored transfers	Total sponsored transfers
April	1,462	2,391
May	2,447	4,006
June	3,156	4,875

The total on-time sponsored transfers and total sponsored transfers are aggregated to get one number for the quarter. The percent of on-time sponsored transfers is calculated as the sum of on-time sponsored transfers (7,065) divided by the sum of total sponsored transfers (11,272).

Quarter	Sum of on-time sponsored transfers	Sum of sponsored transfers	Percent of on-time sponsored transfers
1	7,065	11,272	62.68%

The percent of on-time sponsored transfers is then evaluated and given the corresponding points. The designated points are below:

Upper limit	Lower limit	Points awarded
100%	85%	5
84.9%	70%	4
69.9%	55%	3
54.9%	40%	2
39.9%	0	1

Note: If there is missing data then the points are represented as missing.

In the example, the percent of on-time sponsored transfers (62.68%) is in the range of less than or equal to 69.9% and greater than 55%. Therefore 3 points are assigned to the cost center ("All", the entire university); see below.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Jun 2017 Go

Detailed Report Card Show Quarter Excel PDF Click column header text to sort report.

Department		June 2017 Quarter									
Code	Name	Financial Status Reports		Deficits		Effort*		Non Payroll Cost Transfers		Payroll Cost Transfers	
101	University Admin					5					
104	APL	5		5				5			
110	Homewood Stu. Affrs.			5							
115	Arts and Sciences	5		4		4		4		3	
120	Engineering	5		5		3		3		4	
125	Education	3		5		2		4		3	
126	Carey			0		4				1	
130	Sheridan Library	5		5		5		1		5	
135	Peabody Institute			5		5				3	
140	SAIS	5		4		1		4		5	
141	Bologna Center			0						5	
142	Nanjing Center	5		5							
160	Public Health	5		5		5		4		4	
165	Nursing	5		3		5		4		4	
170	Medicine	5		4		4		3		3	
175	JH All Childrens			5		5				3	
190	JH Technology Ventures			5							
205	AICGS			5				3			
210	Bioethics Inst	5		5		5		4		5	
211	Human Language			0		5				5	
215	CTY	5		4				4		5	
220	Evergreen House			5							
225	Homewood House	5		5				3			
235	JHPIEGO	5		5		5		3		5	
250	JHU Press									3	
254	Press - Projects			5							
All	JHU	5		4		4		3		4	

Footnotes
* Effort Reporting Period of Dec 31, 2016. Score reflects percent of federal dollars certified as of Apr 30, 2017.

On the Detailed Report Card, for the quarter ending June 2017, the number for Non-Payroll Cost Transfers is 3 points for the quarter column and a yellow box appears next to it; see above.

The year calculations are done the same way as the quarter calculations; however, the start month is a year before the present month. . For example, if the current month is June 2017, then data from July 2016 to June 2017 is used for the calculation.

Payroll Cost Transfers

The report card calculations for payroll cost transfers are based on the number of transfers completed within the required 90-day timeframe, with 5 points awarded for 100% to 85% completed within 90 days. The original data is from SAP.

Example of calculations

The first step is to combine all the data in a given quarter or year for each cost center. In the example below, we are calculating the quarter data for Quarter 4 (April 2017 through June 2017) and the cost center is for the entire university (All).

The on-time sponsored transfers and total sponsored transfers for April through June are below. For example, in April, there were a total of 13,892 on-time sponsored transfers and a total of 18,544 sponsored transfers for payroll cost transfers.

Month	On-time sponsored transfers	Total sponsored transfers
April	13,892	18,544
May	13,205	19,726
June	12,428	17,278

The total on-time sponsored transfers and total sponsored transfers are aggregated to get one number for the quarter. The percent of on-time sponsored transfers is calculated as the sum of on-time sponsored transfers (39,525) divided by the sum of total sponsored transfers (55,548).

Quarter	Sum of on-time sponsored transfers	Sum of sponsored transfers	Percent of on-time sponsored transfers
1	39,525	55,548	71.15%

The percent of on-time sponsored transfers is then evaluated and given the corresponding points. The designated points are below:

Upper limit	Lower limit	Points awarded
100%	85%	5
84.9%	70%	4
69.9%	55%	3
54.9%	40%	2
39.9%	0	1

Note: If there is missing data the points are represented as missing.

In this example, the percent of on-time sponsored transfers (71.15%) is in the range of less than or equal to 84.9% and greater than 70%. Therefore 4 points are assigned to the cost center (“All”, the entire university); see below.

Business Areas (All) Select Business Area First Select Department First Quarter Ending Jun 2017 Go

Detailed Report Card Show Quarter Excel PDF Click column header text to sort report.

Department		June 2017 Quarter									
Code	Name	Financial Status Reports		Deficits		Effort*		Non Payroll Cost Transfers		Payroll Cost Transfers	
101	University Admin					5					
104	APL	5		5				5			
110	Homewood Stu. Affrs.			5							
115	Arts and Sciences	5		4		4		4		3	
120	Engineering	5		5		3		3		4	
125	Education	3		5		2		4		3	
126	Carey			0		4				1	
130	Sheridan Library	5		5		5		1		5	
135	Peabody Institute			5		5				3	
140	SAIS	5		4		1		4		5	
141	Bologna Center			0						5	
142	Nanjing Center	5		5							
160	Public Health	5		5		5		4		4	
165	Nursing	5		3		5		4		4	
170	Medicine	5		4		4		3		3	
175	JH All Childrens			5		5				3	
190	JH Technology Ventures			5							
205	AICGS			5				3			
210	Bioethics Inst	5		5		5		4		5	
211	Human Language			0		5				5	
215	CTY	5		4				4		5	
220	Evergreen House			5							
225	Homewood House	5		5				3			
235	JHPIEGO	5		5		5		3		5	
250	JHU Press									3	
254	Press - Projects			5							
All	JHU	5		4		4		3		4	

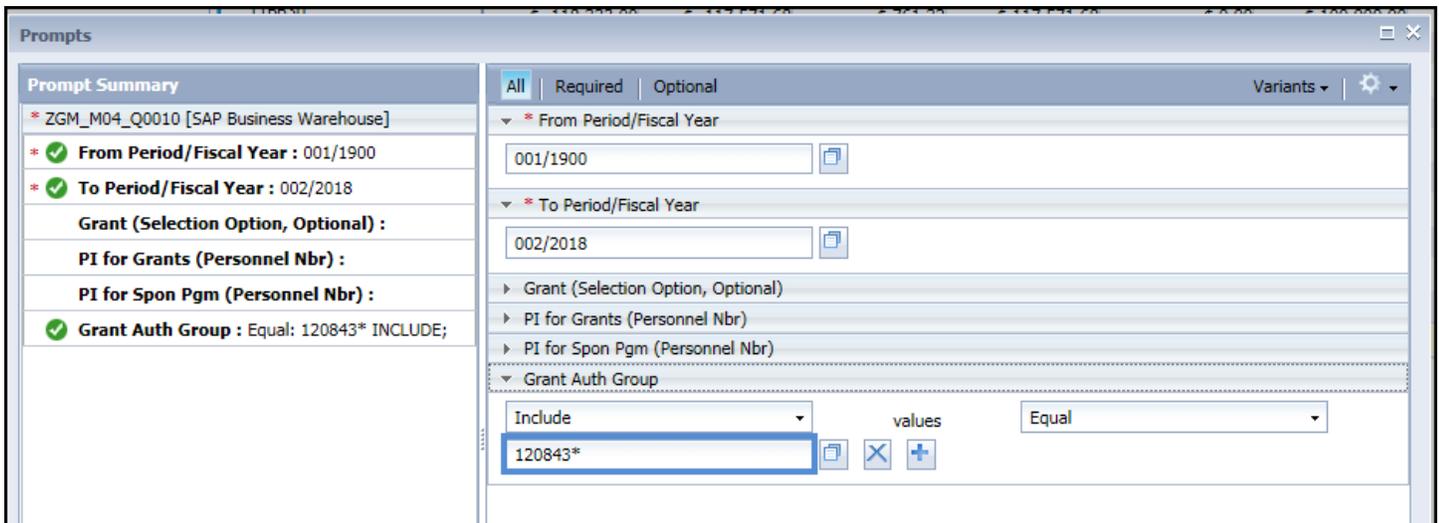
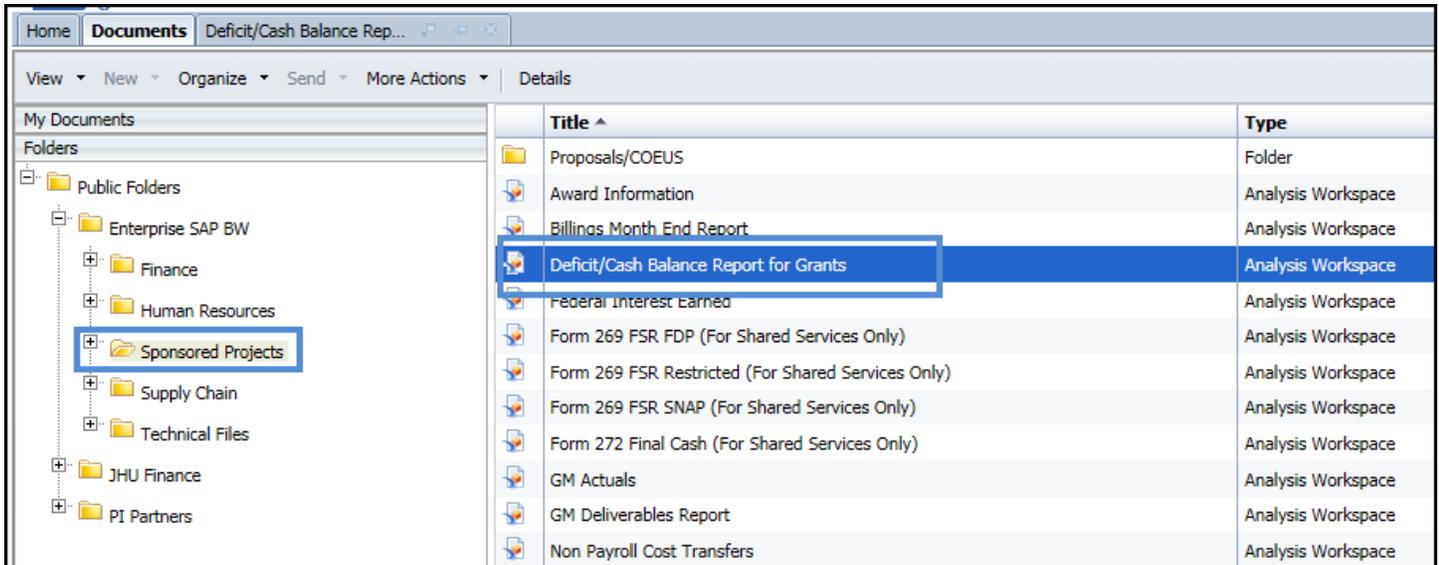
Footnotes
 * Effort Reporting Period of Dec 31, 2016. Score reflects percent of federal dollars certified as of Apr 30, 2017.

On the Detailed Report Card, for quarter ending June 2017, the number for Payroll Cost Transfers is 4 points for the quarter column and a light green box appears next to it; see above.

The year calculations are done the same way as the quarter calculations; however, the start month is a year before the present month. For example, if the current month is June 2017, then data from July 2016 to June 2017 is used for the calculation.

Appendix 1 – Deficit and Cash Balance Validation

To tie deficit balances to Enterprise Reporting (Analysis) reports, run the Analysis Deficit/Cash Balance Report for Grants through August 2017 for Cold Form Steel Research Consortium (Dept 120843*) from the Analysis Sponsored Projects menu.



After the report populates, choose the Free Characteristic Sponsored Program/Internal Order and exclude cost share accounts by including only Sponsored Programs/Internal Orders < 98000000.

Only the positive numbers are deficits, so a larger department will have to export the report to Excel and filter out credits. In this case, the only positive number in the Deficit Balance column is \$4,417.14, which ties back to the Dashboard deficit balance.

With cost share accounts excluded, the cash balance will tie to the Cash Balance metric in the application. See Cash Balance Overall Result (\$67,056.96) below.

Deficit/Cash Balance Report for Grants									13 rows by 8 c
Grant	Key Figures								
	Budget Revenue	ITD Revenue	Unbilled Revenue	ITD Expenses	Deficit Balance	Open Balances	Cash Balance	Cash Collected	
115262	\$ -199,877.00	\$ -199,877.00		\$ 199,996.49	\$ 119.49	\$ 0.00	\$ 119.49	\$ -199,877.00	
116083	\$ -86,787.00	\$ -86,787.00		\$ 86,787.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ -86,787.00	
116630	\$ -118,333.00	\$ -117,571.68	\$ 761.32	\$ 117,571.68	\$ 0.00	\$ 100,000.00	\$ 99,238.68	\$ -18,333.00	
116677	\$ -71,341.08	\$ -71,341.08	\$ 0.00	\$ 71,341.08	\$ 0.00	\$ 0.00	\$ 0.00	\$ -71,341.08	
118398	\$ -25,873.00	\$ -25,872.83	\$ 0.17	\$ 25,872.83	\$ 0.00	\$ 0.00	\$ -0.17	\$ -25,873.00	
119356	\$ -49,492.20	\$ -49,492.20	\$ -24,492.20	\$ 49,492.20	\$ 0.00	\$ -25,000.00	\$ -507.80	\$ -50,000.00	
119697	\$ -59,908.35	\$ -59,908.35	\$ 0.00	\$ 59,908.35	\$ 0.00	\$ 0.00	\$ 0.00	\$ -59,908.35	
122755	\$ -183,256.00	\$ -183,256.00	\$ 0.00	\$ 183,256.00	\$ 0.00	\$ 33,999.20	\$ 33,999.20	\$ -149,256.80	
122790	\$ -180,000.00	\$ -31,570.71		\$ 31,570.71	\$ 0.00	\$ 0.00	\$ 0.00	\$ -31,570.71	
124575	\$ -30,000.00	\$ -30,000.00	\$ 0.00	\$ 34,297.65	\$ 4,297.65	\$ 15,000.00	\$ 19,297.65	\$ -15,000.00	
124762	\$ -275,000.00	\$ -114,909.91	\$ 85,090.09	\$ 114,909.91	\$ 0.00	\$ 0.00	\$ -85,090.09	\$ -200,000.00	
125995	\$ -340,000.00	\$ -5,391.36		\$ 5,391.36	\$ 0.00	\$ 0.00	\$ 0.00	\$ -5,391.36	
Overall Result	\$ -1,619,867.63	\$ -975,978.12	\$ 61,359.38	\$ 980,395.26	\$ 4,417.14	\$ 123,999.20	\$ 67,056.96	\$ -913,338.30	

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Financial Status Reports			Effort Reporting	
Total Outstanding		0	Effort Data Updated: Oct 4, 2017 8:21 AM Eastern Time	
Completed on Time Last Month	100.0 %	1		
Completed on Time Past 12 Months	100.0 %	3		
FSR Data Updated through August 2017 Calendar Month-End				
Balances				
Category	As of Month End	Running 12 Month Avg.		
Deficit Balance	4,417	1,081		
Cash Balance	-67,057	-130,994		
Unbilled	24,492	52,252		
Stale Unbilled	24,492	25,864		
Balances Data as of August 2017 close				