## Unit Goals: Accounting & Fiscal Services

<table>
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<th>Goal</th>
<th>Key Metrics/Milestones</th>
<th>Goal Drivers</th>
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| **Goal 1: Replace KFS Advance Deposit (AD) manual documents for UCI non-student invoicing. (FY24 – FY26)** | • Reduction in departmental deposits by 80%. (using KFS A/R in combination with Goal 6)  
• 90% reduction in KFS AD documents for ACH/WIRE processed by GA. (manual process when ACH is unknown for who)  
• Timely revenue recognition within the same fiscal year.  
• Reduction in year-end revenue accrual entries (YEDA) processed by departments by 80%. | • Accurate and timely recording of non-student invoices in KFS A/R.  
• Ability to match payments received to invoices.  
• Reduction in unpaid non-student invoices.  
• A lack of consistency in invoicing practices for non-student billable activities and systems for tracking outstanding receivables. | • On track: FS has contacted some departments to use KFS AR for invoicing and increased % use  
• Currently working on making the use of KFS AR a requirement across the institution – presenting at next Maabo mtg |
| **P4 – DFA-A** | | | |

| Goal 2: Achieve enhanced knowledge of facilities & administrative rates process and minimal supervision from external consultant. (FY24 – FY27) | • Improve efficiency for F&A data collection & analysis by reducing the time from 18 to 12 months. Understand how to use the CRIS model (F&A tool) to perform "what-if" scenarios.  
• Submit F&A rate proposal to Cost Allocation Services (CAS) 5 years after the previous approved proposal.  
• New F&A rate approved prior to expiration of the current rates or extend no longer than a year. | • To capture as best as possible the actual costs of facilities and administration supporting sponsored projects.  
• Strong impact to the University’s ability to grow research capacity infrastructure and services.  
• Recoup as much as allowed for indirect costs | • Focused on specialized trainings to gain foundational knowledge.  
• Identifying process improvements based on challenges in the ongoing F&A process.  
• Anticipating regulatory changes that may impact future F&A rates. |
| **P4 – DFA-A** | | | |

| Goal 3: Develop a more robust model (e.g. revenue-based or modified expense based) General & Administrative Assessment. (FY26 model) | • Development of revenue-based G&A assessment by Dec. 2023. Update for FY26 model using revenue based or modified expense based.  
• Selection of G&A assessment model to increase recovery of costs within the campus by ~15%-25% compared to previous model using more accurate and robust recovery models. (since campus is likely underassessing).  
• Update the AFS Cost accounting webpage to show the G&A assessment methodology.  
• Discuss methodology with affected units. | • Allocate shared costs using a rational and sustainable model across self-supporting revenue generating units. | • Completed review of two proposed models.  
• Minor tweaks on the existing model for FY25 assessment.  
• Exploring opportunity to find a more suitable model for FY26 |
| **P4 – DFA-B** | | | |
## Unit Goals: Accounting & Fiscal Services (cont.)

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| **Goal 4:** Centralize check deposit process for the campus only. (FY24 – FY26)                                      | • Reduction in lost checks by 80% - no lost checks & increased # of checks going directly to the cashier’s office.  
• Centralized deposits for UCI increase by 75% - certain groups unable to centralize deposits (e.g. childcare, C&G, financial aid, advancement).  
• All checks received should have a KFS invoice #  
• Unclaimed checks will be listed on a Decision Support report so campus partners can view it                                                                 | • To assure revenue is accounted for accurately, and invoices are paid fully and recorded timely.  
• To help eliminate checks being routed to the wrong area, lost checks, and unpaid invoices.  
                                                                 | • On track: “remit to” address is programmed in KFS AR.  
• Contacting mail room and other departments to forward all mailed payments to Aldrich Office.                                                                                                                      |                                                                                                     |                                                                         |
| **Goal 5:** Develop and implement streamlined end-to-end imputed income reporting & overpayment recovery process. (FY24 – FY24) | • Publicly accessible process documents.  
• 75% satisfaction rate on department and employee user survey.  
• Increased efficiencies: Reduce parties/touchpoints in process; reduce turn-around timeframe.                                                                 | • Increase understanding of process w/ user community.  
• Increase processing efficiency for imputed income & overpayment recovery.  
• Create control metrics for imputed income process w/ Central Payroll.                                                                                           | • Start Q1 ’24.  
• Payroll and General accounting are reviewing and documenting the existing process to use for future process mapping.                                                                                       |                                                                                                     |                                                                         |
| **Goal 6:** UCPATH centralized transaction processing for campus departments, excluding SOM and MC (FY24 – FY28)         | • 10% - 35% increase in transaction accuracy level to baseline (depending on transaction). Will measure based on reduced error rate and/or reported user issues.  
• UCPATH transaction accuracy measurements.  
• UCPATH transaction processing rates.  
• Business process analytics and development of metrics.  
• Customer satisfaction feedback for UCPATH and Payroll.  
• Define UCPATH terminology and document clear procedures.                                                                                                      | • Change campus UCPATH transaction processes from decentralized to centralized to better meet UCI & UCPATH business needs.  
• Develop standardized business processes to better support divisions.  
• Establish a transaction support unit to process UCPATH transactions to improve end-to-end accuracy, resource efficiency, & oversight. | • Active workgroup.  
• Socialize plans w/ DFA & HR leaders.  
• Drafting the project charter and in review with core team for input.  
• Risk – competing priorities has stalled this goal – Project Dragon has consumed both Central HR and UCI UCPATH teams for transition activities.                   |                                                                                                     |                                                                         |