

WebCentral Indirect Cost Recovery Management Application (Web ICR)

Overview

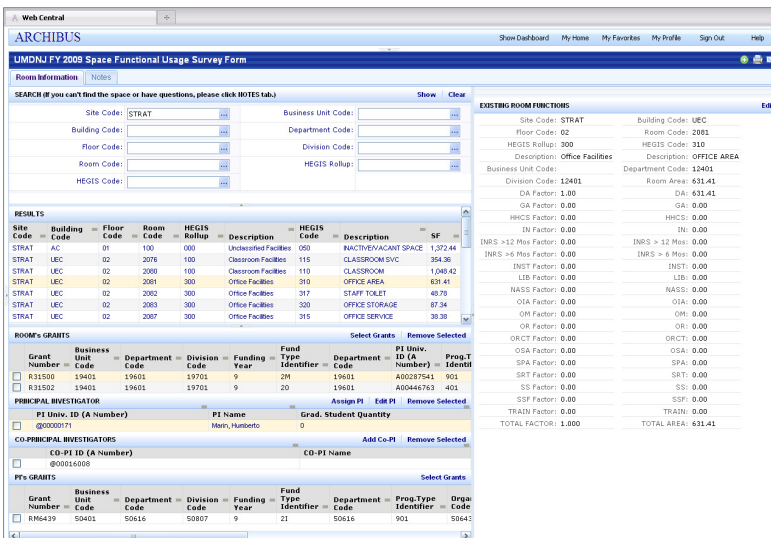
Web ICR is a web-based surveying and management tool for higher education institutions to efficiently and accurately keep track of and recover indirect costs for federal grants and contracts. It was designed and developed by *Robotech CAD Solutions, Inc.* in cooperation with a number of prominent higher education institutions in New Jersey and New York. Web ICR is integrated with ARCHIBUS, a world-leader Total Infrastructure and Facilities Management System, and its WebCentral portal allowing the application to utilize and take advantage of numerous capabilities of ARCHIBUS.

Features and Benefits

Web ICR provides one unified screen to enter and manage space information specific to Facilities and Administrative (F&A) cost rate proposal and as required by the OMB Circular A-21. Following is a list of some of the features of the tool:

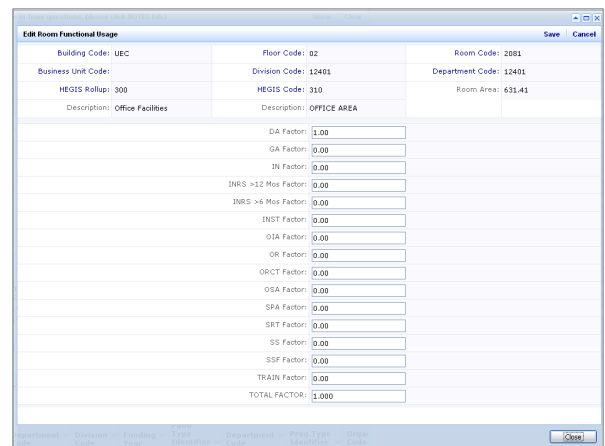
- Search for a space based on multiple criteria,
- Review space details with regard to space functions in the form of HEGIS Rollups and Codes,
- Review, assign or remove available grants, Principal Investigators (PIs) and Co-PIs to or from selected space. Users can either assign a grant directly to a space or alternatively, assign a PI and assign selected grants of that PI to the space,
- Review and edit functional allocations of a selected space and submit for administrative review,
- Send additional comments and considerations via email to space administrators.

Web ICR also comes with a *System Administrator Reporting* tool for administrators to review user updates submitted over the intranet and approve/reject changes. (see Next Page)



The screenshot shows the 'UMDNJ FY 2009 Space Functional Usage Survey Form' in ARCHIBUS. It includes search filters for Site Code, Building Code, Floor Code, Room Code, Business Unit Code, Department Code, Division Code, and HEGIS Rollup. Below the filters is a 'RESULTS' table with columns for Site Code, Building Code, Floor Code, Room Code, HEGIS Rollup, Description, and SF. The table lists various office facilities and classrooms. Below the table are sections for 'ROOM'S GRANTS', 'PRINCIPAL INVESTIGATOR', 'CO-PRINCIPAL INVESTIGATOR', and 'PI'S GRANTS', each with options to 'Select Grants' or 'Remove Selected'.

Select, assign, review and edit occupants, occupants' grants and space functions of a space, all in one screen.



The screenshot shows the 'Edit Room Functional Usage' dialog box. It contains a table with columns for Building Code, Floor Code, Room Code, Business Unit Code, Division Code, Department Code, HEGIS Rollup, HEGIS Code, Description, and Room Area. Below the table is a list of functional allocations with columns for Factor Name and Value. The list includes various factors like IN Factor, GA Factor, HACS Factor, etc., with values mostly set to 0.00.

Review and edit existing space functional allocations.

WebCentral Indirect Cost Recovery Management Application (cont'd)

Administrator Reporting

Windows-based reporting tool consists of a number of reports for accounting and space administrators to review and manage current space functionalization and cost allocations. The tool works in ARCHIBUS Windows client. Reporting tool provides following features and benefits:

- Search/query entire space inventory of your organization,
- Examine and modify space functions and related allocations,
- Manage grants, related funds, principal investigators and space allocations for each,
- Prepare reports by different domains such as by site, building, floor etc.
- Export space tables or reports to MS Excel.

ARCHIBUS - [Room Function Area Totals - by Buildings]

Room Function Area Totals - by Buildings
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12/06/2009

Site Code	Building Code	Building Name	Room Code	DA	GA	HHC	IN	INST	LIB	NASS	OIA	OM	OR	SPA	SRT	SS	SSF	TRAN
CAM	CIMR	CORIELL INSTITUTE FOR MED	01	12,265.85	0.00	0.00	0.00	0.00	0.00	321.61	944.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAM	EMSC	EMERGECY MEDICAL SER	01	6,324.68	0.00	3827.46	0.00	0.00	0.00	111.86	0.00	385.36	0.00	0.00	0.00	0.00	0.00	0.00
CAM	ERB	EDUCATION & RESEARCH BIL	01	17,747.51	371.02	2703.87	0.00	0.00	496.884	2643.36	5754.4	0.00	180.19	2285.14	1092.78	0.00	0.00	0.00

table (1 record)

Edited By	AFM	DRCT Factor	0.00
Date Edited	12/06/2009	OSA Factor	0.00
Site Code	11941	SPA Factor	0.00
Building Code	UEC	SRT Factor	0.00
Floor Code	02	SS Factor	0.00
Room Code	2081	SSF Factor	0.00
Department Code	12401	TRAN Factor	0.00
Division Code	12401	GA	631.41
Division Name	Sch of Health Related Pro	DA	0.00
HEGIS Code	310	HHC	0.00
Description	OFFICE AREA	IN	0.00
HEGIS Rollup	300	INRS > 6 Mos	0.00
Description	Office Facilities	INRS > 12 Mos	0.00
SF	631.41	INST	0.00
TOTAL FACTOR	1.000	LIB	0.00
DA Factor	0.00	NASS	0.00
GA Factor	1.00	OIA	0.00
HHC Factor	0.00	OM	0.00
IN Factor	0.00	OR	0.00
INRS > 6 Mos Factor	0.00	DRCT	0.00
INRS > 12 Mos Factor	0.00	OSA	0.00
INST Factor	0.00	SPA	0.00
LIB Factor	0.00	SRT	0.00
NASS Factor	0.00	SS	0.00
OIA Factor	0.00	SSF	0.00
OM Factor	0.00	TRAN	0.00
OR Factor	0.00		

Sample report: Space functions by Buildings.

Review and approve/reject information submitted from the Web ICR interface.

Book1 - Microsoft Excel

1	Site Code	Building Code	Building Name	Floor Code	Room Area	DA	GA	HHC	IN	INST	LIB	NASS	OIA	OM	OR	SPA	SRT	SS	SSF	TRAN	
2	CAM	CIMR	CORIELL INSTITUTE FOR MED	01	12265.85	0	0	0	0	0	0	321.61	944.24	0	0	0	0	0	0	0	
3				02	10977.52	0	0	0	0	0	0	344.83	7532.69	0	0	0	0	0	0	0	
4				03	10994.60	0	0	0	0	0	0	3684.42	7310.18	0	0	0	0	0	0	0	
5				04	6858.93	0	0	0	0	0	0	2442.78	4416.15	0	0	0	0	0	0	0	
6				05	6681.74	0	0	0	0	0	0	2388.36	4293.38	0	0	0	0	0	0	0	
7				B	10709.03	0	0	0	0	0	0	5676.53	5032.5	0	0	0	0	0	0	0	
8	CAM	EMSC	EMERGECY MEDICAL SERVICE	01	6324.68	0	3827.46	0	0	0	0	111.86	0	385.36	0	0	0	0	0	0	
9	CAM	ERB	EDUCATION & RESEARCH BUIL	01	17747.51	371.02	2703.87	0	0	0	496.884	2643.36	5754.4	0	180.19	2285.14	1092.78	0	0	0	
10				02	17102.83	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
11				03	14876.27	367.24	152.28	0	0	0	1067.02	0	5105.7	776.652	185.25	3221.48	0	0	0	0	0
12				04	6810.15	189.02	43.89	0	0	0	0	0	2441.22	0	0	2601.27	0	0	0	0	1
13				B	6360.52	0.00	0.00	0.00	0.00	0.00	0.00	214.40	0.00	242.12	0.00	0.00	0.00	0.00	0.00	0.00	
14	NB	CAB	CLINICAL ACADEMIC BUILDIN	01	23953.9	6010	0	279.88	0	227.88	0	8661.21	0	8611.38	0	0	0	0	0	0	0
15				02	24124.88	723.044	0	13441.3	0	165.396	0	7535.46	0	1825.19	212.186	0	0	0	0	0	0
16				03	26178.25	2487.17	0	8438.74	0	0	0	7570.73	5761	1270.76	87.7	0	0	0	0	0	0
17				04	27032.49	1002.58	0	12128	0	0	0	7637.2	2995.66	2304.33	0	0	0	0	0	0	0
18				05	26068.63	914.51	0	15771.2	0	0	0	7872.09	0	690.42	0	0	0	0	0	0	0
19				B	26203.47	7986.82	0	8731.66	0	0	0	7800.87	0	553.08	225.13	0	0	0	0	0	0
20	NB	CHC	ERIC B. CHANDLER HEALTH	01	16159.67	57.42	0	10432.5	2576.32	0	0	1797.21	0	1296.26	0	0	0	0	0	0	0
21				B	4343.44	0	0	3521.2	0	0	0	111.78	0	710.46	0	0	0	0	0	0	0

Exported space functions data in MS Excel.