Financial Invoicing and Reporting Strategic Transition (FIRST)

Vision
At the conclusion of the Financial Invoicing and Reporting Strategic Transition (FIRST) project, the three main functions of post-award management—sponsored invoicing, financial reporting, and monitoring—will be built in the University’s Grants Management Application Suite (GMAS). The functions will be influenced and adopted by the Office for Sponsored Programs (OSP) Research Finance staff and the University’s sponsored community in the management of approximately 3,000 active awards of $915 million.

Objectives
1. Define, design, and develop GMAS enhancements to support the future state business processes including sponsored invoicing, financial reporting, monitoring, and award closeout. Ensure enhancements are flexible enough to accommodate changes to templates and financial regulations.
2. Deliver documentation of current business processes and defined future state business processes for review and adoption by OSP's Research Finance group.
4. Assess Oracle Business Intelligence as a complimentary reporting solution.
5. Develop a benchmark analysis of financial grants systems. Review other tools on the market to gain insight into how we may design and solve for common business needs.
6. Continue investment in forward-thinking technology activities to support development, testing, and future support.

Key Performance Indicators
2. Deliver the automation of a minimum of 80% of sponsored invoicing and financial reporting.
4. Increased on-time submission rates while the number of deliverables due increased
   • 4% increase in on-time invoice submissions and 5% increase in on-time financial report submissions
   • The number of overall deliverables due increased by almost 40% from FY11 to FY16
5. Improved cash position.

Guiding Principles
• Embrace the principles of the GMAS 2.0 project and HUIT values:
  o User-focused: Commitment to user research and stakeholder engagement. Seek out, listen, and respond to our user’s needs.
  o Collaborative: Work together with our colleagues in a way that leverages, values, and honors each other’s expertise and insights.
  o Innovative: Forward-thinking approach to technology; welcome and encourage experimentation with new ideas.
  o Open: Act with integrity and practice honest, respectful, and two-way communication.
• Commitment to open, multi-directional communication and engagement between all groups involved including HUIT, OSP, sponsored offices, stakeholders, user groups, and other interested parties.
• Employ Agile best practices including continuous improvement, user engagement, demos, and cross-functional collaboration. Deliver on an iterative basis, get feedback, and accommodate changes as necessary.
• Promote transparency both within the team and externally to our leadership, colleagues, and partners.
• Maintain connection with the Oracle Financials team. As we move forward in our Planning and Implementation phases, ensure alignment with the longer-term strategy and roadmap for the University financials. Influence, where appropriate, and scope our project with the long-term vision in mind.