New award and modification set-up in PeopleSoft Contracts and Grants module
- New award and modification budget review and upload
- Interim and final financial reports/Indirect cost exception
- Invoicing (non LOC)
- Coordinate special invoicing requirements
- Maintain award information in PeopleSoft Contracts and Grants module (e.g., No Cost Extension)
- Fiscal compliance with sponsor, agency and UC guidelines
- Cost sharing review and reporting
- Departments and sponsors issue resolution
- Communications related to post-award financial administration
- Service delivery
- Award closeout
- Inactivating funds
- Review and update CGA procedures and manuals
University of California, Berkeley

BFS Business Systems

Tracy Okamura
Director

General Ledger & Budget Analyst
Richard Burge
- vacant -

Accounts Payable, Identity Management Analyst & Security
Barbara Scullion
Matt White

Grants Analyst
Anoop Hirdani
Deanna Sailor
Fenny Teng

Accounts Receivable and Billing Analyst
Gopi Margam

- General ledger module
- UCOP reporting
- Month end close coordination
- Chartfields
- Combo edit maintenance
- Batch interfaces – journals
- HCM interface
- BIBS module

- Accounts payable module
- Batch interfaces – vouchers
- BearBuy interface to AP/PO
- Supplier maintenance & interfaces
- Identity Management reporting
- BFS security
- Sara request system

- Grants, contracts, projects and commitment control modules
- COEUS interface
- CBR processing
- Payroll suspense clearing

- AR, billing, and eBill modules
- Billing interfaces
- Invoice formats
- Aging and dunning processes
- Billing and AR month end close
- New billing and AR bus. unit setup

- Campus application integrations
- System implementations, upgrades
- Maintenance patching
- Business process improvement and mapping
- Modification requests
- Requirements gathering
- Unit and regression testing
- Query writing
- System documentation
- Special projects

Last updated: July 2018