



April 12, 2017

IMPORTANT SPONSORED ACCOUNT INFORMATION – PLEASE READ IN ENTIRETY!

Due to the new Workday ERP migration, ORA is providing you with the information below in an effort to keep you informed of changes to our processes and procedures:

- Current legacy systems (SPM, FRS, & DMAS) will be unavailable for new account creation beginning the evening of **Wednesday, April 26th**. The downtime will last **1-3 days**. Further communication will be provided once systems are available again.
- Accounts created in current legacy systems after **April 26th** will be available for use immediately in those systems but will be unavailable until the second week of June in the new Workday System.
- Accounts created **prior to April 26th** will be available immediately in current legacy systems and on June 1st in the new Workday system.

To aid our researchers and faculty during this transition, ORA is prioritizing resources to facilitate the creation of sponsored accounts prior to the April 26th deadline. ORA will be coordinating with Faculty, Departments, and the Office of Disclosure and COI Management to further streamline the processing of sponsored projects currently under COI hold that are slated to begin prior to June 30th.

In addition, ORA will also identify agreements and inbound subcontracts with a start date prior to June 30th that are currently in the process of being negotiated. The identified departments will be invited to submit an Advance Account Request Form in order to set up these accounts prior to the April 26th deadline.

Please note that the April 26th deadline is global to the entire University and not just for Sponsored Accounts.

Thank you for your cooperation as we make the transition to Workday Award Administration as seamless as possible.

We hope to see you at one of the below ORA Quarterly meetings where you will hear about all the latest information related to research administration:

Coral Gables: 4/18/2017 from 9:00 a.m. to 12:00 p.m. at the Jorge Perez Architecture Center
Medical Campus: 4/19/2017 from 9:00 a.m. to 12:00 p.m. at Bascom Palmer, Jose Berrocal Auditorium

Please contact Marie Grimes at 305-284-3871 with any questions or concerns.