
Capital Cost Transfer Information Session

Presented by:

Kim Kaehler, Property Programs Manager

Anthony Nguyen, Accountant

*Stanford University - Property
Management Office*

A photograph of a modern Stanford University building with large glass windows and white panels, lined with palm trees under a clear blue sky. The building has a prominent glass facade reflecting the sky and surrounding environment. The palm trees are tall and green, creating a tropical atmosphere. The sky is a clear, bright blue.

Welcome!

Questions?

Submit questions through the chat or raise your hand and ask us live

Slides and a recording of this session will be available on the Capital Cost Transfer page at:

Today's Agenda

- Introductions
- Background
- Benefits
- CCT Overview
- Live Demo
- Q&A



Introductions

Kim Kaehler – Property
Programs Manager

Anthony Nguyen –
PMO Accountant

Around the Table

Capital Cost Transfer Timeline

October (10/7/2022) – CCT Information Webpage published

- FMS to communicate updated process and information to users
- Training Dates published and advertised
Pre-Launch 10/17/22 & 10/24/22 – slides and recordings posted on CCT Info Page

November (11/7/22) – CCT Unmasked in SPARC

- CCT available to users on SPARC
- Email notifications when old form is submitted with change information
- Post-Launch training 11/10/22- slides and recordings posted on CCT Info Page
- Open labs provided as needed

January (1/9/23)

- Capital Template Form process ended; transactions completed by user in SPARC
- Email request will be returned with instructions for completing CCT in SPARC

March 2023

- Email address for Capital Templates will be eliminated
- Capital Cost Transfers will only be processed through CCT in SPARC

Why?

Capital Cost Transfer (CCT) Project

- *Capital financials reside in Oracle Fixed Assets (FA)*
- *ONLY AP Invoices (APINV) interface with FA*
- *Journals do not interface with Oracle Fixed Assets*
- *Assets reconciled at invoice line level*
- *Capital transactions affect individual assets (moveable equipment)*



What's New?

Prior State

Email based

No validations

Labor intensive

Non-transparent

Lacked metrics

Limited audit trail

Improved State

Online application

User dashboard access

Workflow and approval routing

System validations

Real-time data (up to 2 yrs.)

Status visibility

Reporting capabilities

Fully auditable

Application Roles and Systems

Originators - Initiate capital cost transfer

Financial Approver(s) - Review, approve or reject requests

Property Management

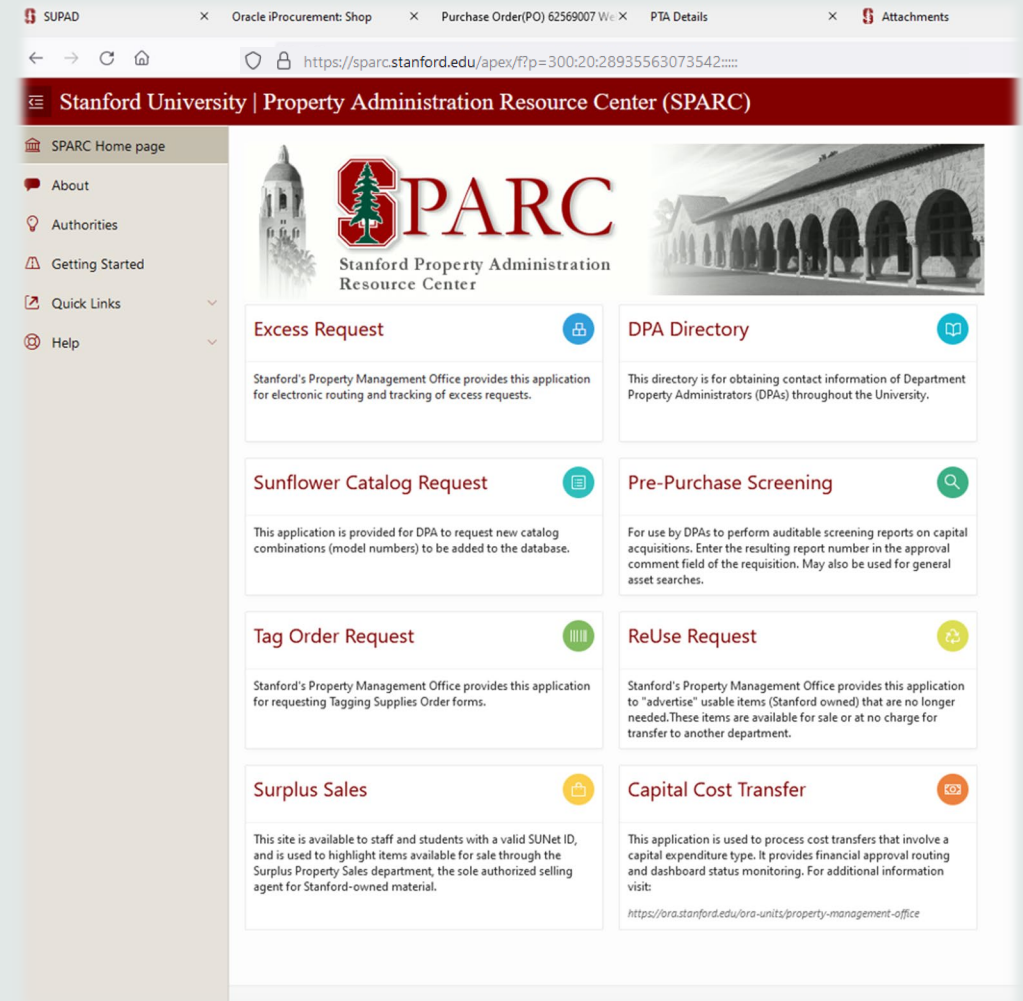
Office - Review, approve or reject, upload to APINV system

SPARC - APEX-based platform housing Capital Cost Transfers (CCT) and other PMO applications

AP Invoice (APINV) - Final product is a stand-alone invoice: PO number + CT1 (or CT2, CT3, etc. if >1)

CCT Overview

- *New Application, ETA Fall 2022*
 - *Replaces 'Cap-Templates' email form*
- *APEX-based (same look/feel as SeRA)*
- *Will reside in SPARC*
- *Financial tool for administrators and managers*





Live Demo

Let's get started with CCT!



