

Service Center Goals and Standards for Fiscal Year 2008 (September 2007 to June 2008)

2nd QTR			3rd QTR			4th QTR		
Goal	Actual	Difference	Goal	Actual	Difference	Goal	Actual	Difference

Goal 1	Improve post-award management of Science sponsored agreements									
Standard 1.1	Reconcile all procurement card transactions within 90 days the original transaction date	90 days			90 days			85 days		
Standard 1.2	Reconcile all RX cost centers within 20 days of the close of each month.	20 days			20 days			20 days		
Standard 1.3	Prepare and upload all distirbution changes within 15 days of request.	15 days			14 days			13 days		
Standard 1.4	Prepare and upload all cost transfers and payroll journal vouchers within 15 days of request.	15 days			14 days			13 days		
Standard 1.5	Track all cost sharing activity quarterly.	Completed			Completed			Completed		
Goal 2	Reduce the risk of negative audit findings on Science sponsored agreements									
Standard 2.1	Have 80% of faculty with two or more awards document their allocation methods	45%			65%			80%		
Standard 2.2	Have 90% of faculty correctly complete PARs within SAO time limits.	90%	87%	3%	N/A			N/A		
Standard 2.3	Reduce the percentage of transfers made 120 days after the original transaction date to 10% or less.	10%			9%			8%		
Standard 2.4	Have 95% of all financial reports completed and submitted to SAO within 60 days ofaward expiration.	60 days			60 days			60 days		

Standard 2.2	While the Service Center did not reach its goal of 90% of PIs, 87% of PIs did returned their PARs back within the time limits imposed by SAO and this should be viewed as a major accomplishment given the historical completion rates. If a PI completed at least one of their labs PARs within the time period they are counted as having certified their effort. 75% of the PIs that did not certify their effort within the time limits where from the Chemistry Department and 25% where from the Physics Department. 84% of total number of PARs where certified within SAO's timelimits. 70.6% PARS certified late where from the Chemistry Department, 17.6% from the Physics Department and 11.8% from the Biology Department.
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