Capital Cost Transfer Information Session

Presented by:
Kim Kaehler, Property Programs Manager
Anthony Nguyen, Accountant
Stanford University - Property Management Office
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!