

The New SPAC 2022

Follow-up After Implementation

RAC

November 2022

Virtual

By: Michelle Ward and Rama Camara Spasic, Directors SPAC
Sponsored Projects Accounting & Compliance

SPAC AGENDA

SPAC Issues Encountered

Child Request Form

Questions

Overview of Reorg

Issues Encountered

Out of Office Messages Old Box

Bounce Back New Box

Sending to old mailboxes

“Don’t know who to send to”

Delay in award setup and
maintenance

Out of Office Messages

- Took forever to get the OOO messages on our old boxes
- Once they were put on they we incorrect for SPAC setup

RS-SPAC Setup

spacsetup@umaryland.edu

Bounce Backs New Box

- Only got a few messages for bounce backs
- We believe the issue was the OOO messages were giving the wrong setup email
- Repeating again
 - RS-SPAC Setup
 - spacsetup@umaryland.edu

Sending To Old Box

- Limited time that these boxes will be monitored
- Messages include our contact list on our site <https://www.umaryland.edu/media/umb/af/spac/contact/New-SPAC-Contact-List-11022022-LS.pdf>
- If you send to the old box after November – the item will not be processed

“Don’t Know Where to Send”

- Several emails from people stating that they did not know where to send their request
- Bill question – bill team or Krista
 - Source = 315
 - Billing basis = cost, schedule/Cost
- Setup question – setup team or Deborah
- FFR question - FFR team (QA) or Hamid
 - Source = 315
 - Billing basis = LOC
 - Reporting purposes only
- Collection/Cash question – CAR team or Janel
- Cost question – Cost Team or Beryl

“Don’t Know Where to Send”

- Bill question – Michelle Ward
- Setup question – Michelle Ward
- FFR question - Rama Camara Spasic
- Collection/Cash quest – Rama Camara Spasic
- Cost question – Rama Camara Spasic

Award Setup delay

- Delay in issuing new awards and account maintenance.
 - Due to increased workflow volume
 - Short staffed

Expect at least 10 - 14 day delay.

If urgent, contact setup manager or director

DocuSign Child Request Form

We released the Form on 11/4/22 and link is

<https://www.umaryland.edu/spac/sponsored-projects-accounting-and-compliance-spac/forms/>



999 3rd Ave, Suite 1700 • Seattle • Washington 98104 • (206) 462-1000
www.docuSign.com

Sponsored Projects Accounting and Compliance (SPAC)

CHILD PROJECT REQUEST FORM

PARENT PROJECT INFORMATION

Parent PI Name	Michelle ward	Award #	1903020
		Parent Project #	19030203

INFORMATION FOR CHILD PROJECT SET UP

Project PI Name	Michelle ward			
School	School of Pharmacy			
Department	PSC			
Project Title	Measurement of Mental Illness and HPHCs			
Period of Performance	Start Date	09/01/2020	End Date	08/21/2021
Activity Type	<input checked="" type="checkbox"/> Research Services <input type="checkbox"/> Other Sponsored Activity Clinical Trial <input type="checkbox"/> Fellowship (Pre) <input type="checkbox"/> Fellowship (Post) Note: If the activity type is different from the parent, please provide an explanation of the work being performed under "Remarks" on page 2.			

Allows for routing of approvals. More DocuSign documents coming your way!

SPAC REFRESH





SPAC

THE VALUE OF FUNCTIONAL SILOS

Deliver Business Objectives

SPAC



**WHAT
WE DO**

Setup Projects

Bill Non-Federal Projects

Bill Volume/Milestone/Schedule

Bill Fed award (not LOC)

Federal Financial Reporting (LOC) &
Quality Assurance

Collections & Accounts Receivable

Cost Analysis & Compliance

Management

Laura Scarantino AVP

lscarantino@umaryland.edu

410-706-2562

Michelle Ward Director

Michelle.ward@umaryland.edu

410-706-2889

- Setup
- Billing (non-fed, VMS, Fed)

Rama Camara Spasic Director

rcamaraspasic@umaryland.edu

410-706-7559

- Quality Assurance (QA) – FFR's
- Collections & Accounts Receivable (CAR)
- Cost Analysis

Michelle Ward, Director

➤ Billing

- ***Krista Salsberg, Assistant Director***
 - Krissy Long, Manager
Non-fed billing
 - Danijela Macakanja, Manager
VMS & Fed Billing

➤ Setup

- Deborah Alleyne, Manager

Management

Rama Camara Spasic, Director

- **Quality Assurance QA/FFR Reporting**
 - Hamid Badiei-Boushehri , Manager
- **Collections & Accounts Receivable (CAR)**
 - Janel Williams, Supervisor
- **Cost Analysis and Compliance**
 - Beryl Gwan, Sr. Manager

Setup Team

Deborah Alleyne – Manager



DEBORAH ALLEYNE

Manager

410-706-0487

dalleyne@umaryland.edu

Fatima Ahmad Accountant 1

Ruben Gomez Accountant 1

Anchara Maharjan Accountant 1

Tyler Williams-Page Accountant 1

Brenda Hester - Accountant

CONTACT SPA SETUP TEAM

RS-SPAC Setup

spacsetup@umaryland.edu

CONTACT SETUP TEAM FOR

When is my project going to be set up?

My project is set up wrong

The PI, Sponsor or F&A is wrong on the project

Why is my project set up this way?

Why can't I have multiple projects?

Why are the projects on different awards?

CONTACT SETUP TEAM FOR

Need cost share on my award

Question on child project

Questions on Temp Awards unless it is to setup a Temp that goes to SPA

My budget is wrong on my award

My budget is not showing up in QA

Questions on NCE, expirations

SPAC
WHAT
WE DO
BILLING

Billing Team is overseen by

Krista Salsberg

Assistant Director

410-706-6786

ksalsberg@umaryland.edu



Contact Billing Team For

Where is my bill

I need to do adj on my ROE

Why did you bill this way

Questioned costs on billing

Need to bill this project

Sponsor contacted me about a bill

NON-FED BILLING Team

Krissy Long– Manager



KRISSY LONG

Manager

410-706-2927

Krissy.long@umaryland.edu

Kyle Newman, Financial Analyst

Janet Nguru, Financial Analyst

Shelly Shirk, Financial Analyst

Claude Street, Financial Analyst

Shernett Wynter, Financial Analyst

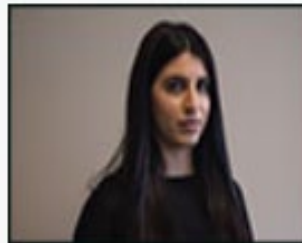
CONTACT SPA NON-FED BILLING TEAM

RS-SPAC Billing Non Fed

billnonfed@umaryland.edu

**VOLUME
MILESTONE
SCHEDULE
(VMS)
BILLING
Team**

**Danijela Macakanja–
Manager**



DANIJELA MACAKANJA

Manager

410-706-2938

dmacakanja@umaryland.edu

**Nigel Greene,
Financial Analyst**

**Elizabeth Johnson,
Accountant 1**

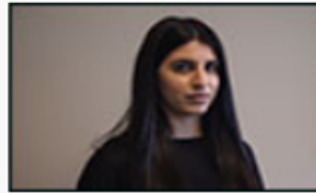
CONTACT SPA VMS BILLING TEAM

RS-SPAC Billing Vol_Mile_Sched

billvms@umaryland.edu

**FEDERAL
COST
SHEDULE/COST
BILLING
Team**

Danijela Macakanja– Manager



DANIJELA MACAKANJA
Manager
410-706-2938
dmacakanja@umaryland.edu

Esther Ndiangui, Sr. Financial
Accountant

Sienna Kelly, Accountant 1

VA/DOD Billing, Accountant 1

CONTACT SPAC FED BILLING TEAM

RS-SPAC Billing Fed

billfed@umaryland.edu

The Other Side of the House



What is the Other Side of the House?



FFR'S / QUALITY
ASSURANCE



COLLECTIONS & ACCOUNTS
RECEIVABLE/(CAR)



COST ANALYSIS &
COMPLIANCE

**FFR
Reporting
and Draws
Team
Quality
Assurance**

Hamid Badiei-Boushehri, Manager



HAMID BADIEI-BOUSHEHRI

Manager

hbboushehri@umaryland.edu

410-706-2430

Ajesh Singh, Sr. Accountant - Draws

Leidy Duran, Financial Analyst – FFR's

Sedrick Henry, Sr. Accountant - QA

Vacant, Financial Analyst- QA

Vacant, Accountant 1 - QA

CONTACT FFR/Quality Assurance Team

RS-SPAC Fed Fin Report

spacffr@umaryland.edu

Who is managing my FFR's?

Federal Financial Reporting (FFR) is not billing

There are different requirements for federal reporting than there is for billing

Reporting is normally done on a quarterly, semi-annually, annually or at the end of an award

These awards will no longer be handled by the billing teams.

**CONTACT
FFR TEAM
FOR**

I need my FFR submitted

Why was my FFR submitted for that amount

My FFR seems incorrect

Question on Draws

Who can sign my FFR

Why was my FFR submitted w/out sig

Quality Assurance Duties

- Reconciliations
- Refunds
- Relinquishments- [PI departure Form](#) or you can reach out direct to spacrelinquishing@umaryland.edu
- Audits
- Year End- financial close
- Letter of Credit or similar Draws/requests
- FFR Reporting

Collections and AR (CAR)

Janel Williams AR
Supervisor

Sui Lia, Financial Analyst AR

Khadija Riaz, Accountant 1
AR

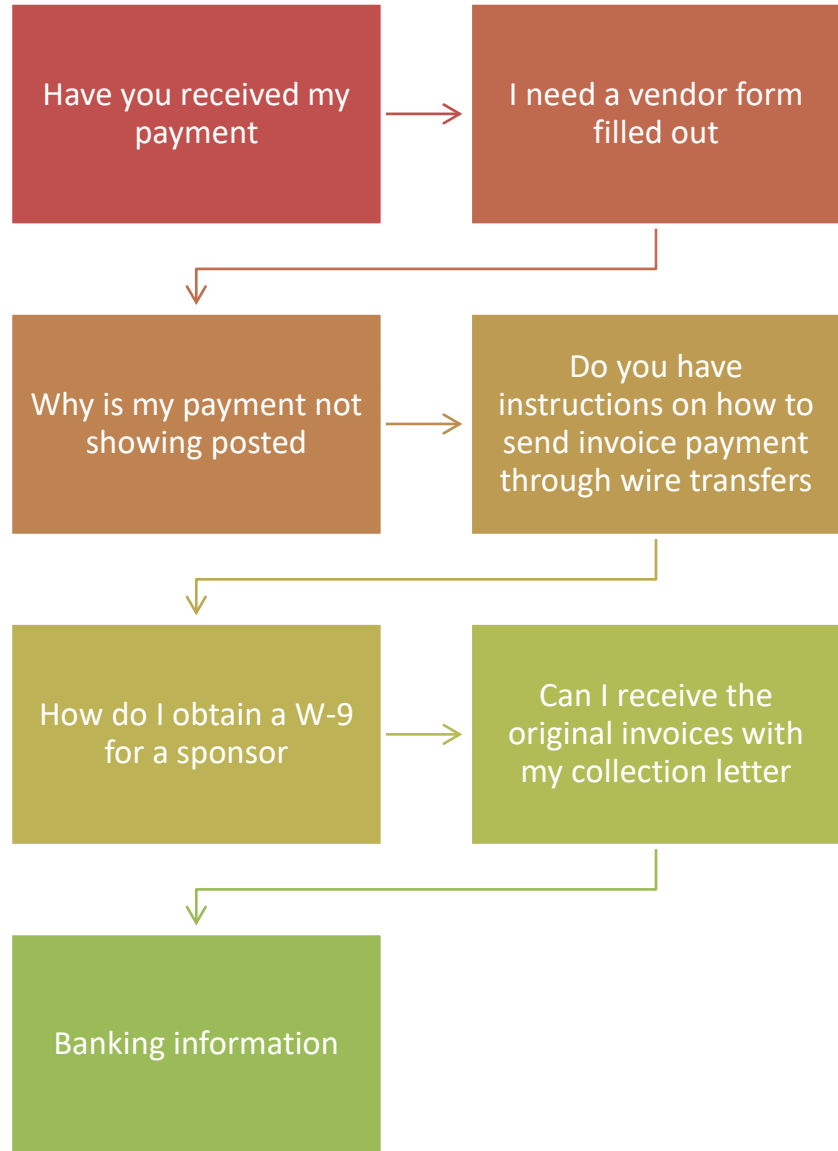
Vacant, Collection
Specialist

CONTACT CAR TEAM

RS-SPAC Collections

spaccollections@umaryland.edu

Questions for CAR



Cost Analysis & Compliance

Beryl Gwan, Sr. Manager

Tracy Nyugen, Cost Accountant

Amy Sallese, Cost Accountant

Binita Shah, Cost Accountant

Plangi Dakum, Accountant 1

CONTACT Cost TEAM

RS-Effort Reporting Help

effort@umaryland.edu

Questions for Cost

How to do a DR or a BR

How do you calculate fringe

Where is our fringe letter

Where is our F&A letter

F&A rates question

Service Center questions

Effort questions



NATHAN HOLLAWAY

Administrative Assistant

410-706-5240

nhollaway@umaryland.edu

Don't send Administrative Questions to Teams

send administrative questions – surveys, etc. to Nathan

Send billing questions to billing

send setup questions to setup

FFR Questions to FFR

send questions that don't fit to your managers or directors

Administration

I have a survey that needs to be filled out

I need audited financial statements

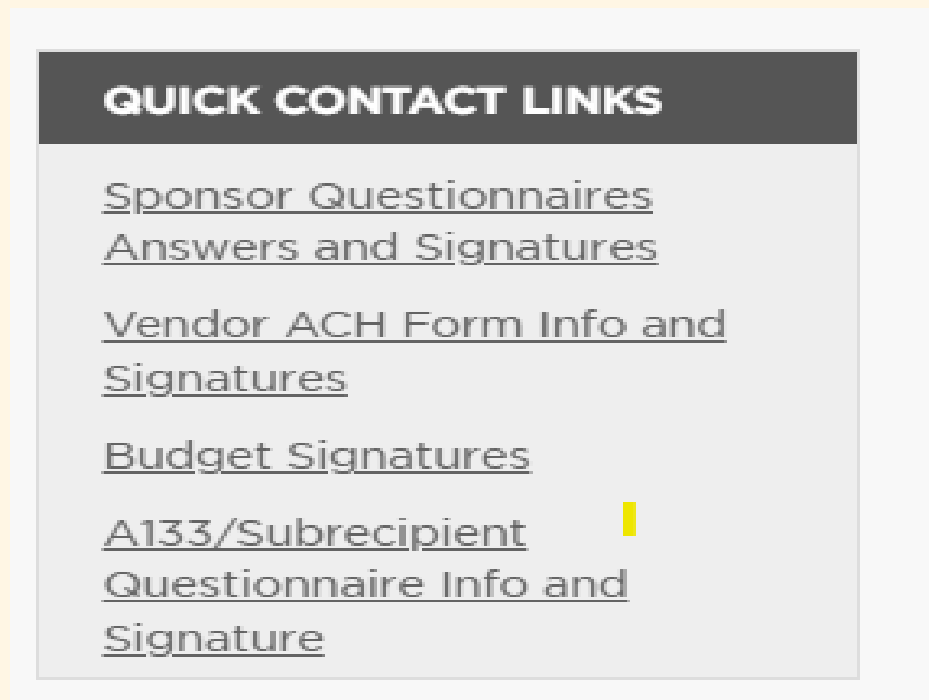
I need an A133 subrecipient survey filled

Need vendor banking information (if CAR did not answer)

Any pre-award needs should start with SPA and if need further information will come to Nathan

Just use our administrivia Links

- <https://www.umaryland.edu/spac/>



Nathan has always been here and sits behind these links



**YOUR
VOICE
MATTERS.**

Questions

