



April 21, 2011

## Cognos Reports Update: m-Fin 1.5

We've recently migrated new versions of the initial 7 m-Fin reports - along with one new report - to CU's production Cognos environment. If you have saved report views with your own preset prompt values in your "my folders" tab, they should continue to work, now running the new versions of the designated reports. The reports will display the report view name on the footer of each output page. You can change the name of your report view if you wish.

The reports now offer active/inactive SpeedType checkboxes. In addition to filtering the SpeedTypes returned by a search, these checkboxes control which SpeedTypes return when running the report by FOPPS values. In addition, for all m-Fin "Summary" reports, note that:

- When running by FOPPS rather than by SpeedType, inactive FOPPS are included only if they have activity other than roll-forward.
- When running by FOPPS rather than by Speedtype, active FOPPS are included, even those with nothing booked on them.
- When running by SpeedType, all requested SpeedTypes appear in the output, even those with nothing booked on them.

We're happy to announce that the **m-Fin Revenue & Expenditure Summary** can now be run by Award Code.

And we're pleased to introduce the new **m-Fin Account Number report**, inspired by the old Denver website report known as the AM110 (Account Number Report).

We look forward to hearing from you as you use the reports in production. Don't forget to post your feedback to [Carl's m-Fin Blog!](#)

## Cognos Version 10 Upgrade

Effective Mon, April 25, CU will begin running version 10 of the Cognos software. While version 10 looks a little different...and some buttons have changed...we expect you will be able to use it without retraining. All m-Fin reports will continue to work after the upgrade. Since m-Fin has not yet replaced all of the older financial reports, we are also working to get those reports running under Cognos 10. Eventually, the non m-Fin reports will be retired...but for now, you can check on their status by visiting [Carl's m-Fin Blog](#).

## PeopleSoft Lite: Reporting News

As indicated in a Useralert email from UIS, the PS Lite application will be affected by a UIS database move this weekend. PS Lite users will need to reconfigure the Oracle client software by following the instructions in the Useralert email. Cognos users are not impacted by this change. UIS expects to have Cognos upgraded to version 10 by Monday morning. To avoid reconfiguring the Oracle client, make the switch now to the new Cognos m-Fin reports!

**Note:** PS Lite is an unofficial reporting tool developed and maintained by the Boulder campus to meet the needs of certain users. The OUC has no responsibility for its maintenance or its accuracy.

## Fundraising Events...and More

This spring's Fundraising Event Workshops cover many topics of interest to department staff - and not just those involved in fundraising. Sessions are offered in two sections - you can attend Part 1 and/or Part 2 of any session. [Registration is available online.](#)

Part 1 of each session provides presentations from Treasury, Risk Management, Procurement Service Center, University Counsel, and event planning/catering. Part 2 covers the details of conducting a fundraising event: process, responsibilities, sales tax, gift tax receipts, and sponsorships.

**Questions?** Talk to Karen Ichiba, 303.837.2125, or email [Karen.Ichiba@cu.edu](mailto:Karen.Ichiba@cu.edu).

## Important Sponsorship Information

At times the University conducts events (conferences, official functions, and fundraising) at which organizational units offer opportunities for corporate or individual sponsors to help underwrite event costs. In these cases, it is essential that the unit understand how to process (accept/deposit) the sponsorship payments.

A sponsorship payment to a University event receives promotional benefits as listed in a sponsorship agreement or with articulated support levels (e.g., platinum, gold, associated with varying levels of promotion).

Sponsors are not typically giving the University a charitable donation - and the University does not normally issue a gift tax receipt. For conferences and official functions, the organizational unit should deposit sponsorship payments as revenue into an unrestricted fund (Fund 20, 29). For fundraising events, such deposits are made into the event's restricted Fund 34 SpeedType.

If a sponsor for a conference or official function is seeking a gift tax receipt, then the organizational unit should accept this payment as a gift and must deposit the monies to a Fund 34 SpeedType whose purpose is consistent with that of the event. Sponsorship payments should be deposited following campus procedures for depositing gift revenues, and the Treasurer's Office will issue the gift tax receipt, less any goods or services received.

For fundraising events, all activity is conducted in a restricted Fund 34 SpeedType set up for the event. Sponsorship payments should be deposited following campus procedures for depositing gift revenues, identifying the event SpeedType. Sponsorships are acknowledged by the University/Fundraising Events Compliance, as a charitable donation (gift), less any goods or services received. The gift tax receipt is issued accordingly.

The soon-to-be-issued Finance Procedural Statement (FPS) on Sponsorships will include more in-depth information and procedures for understanding and handling sponsorship payments. In the meantime, if you have any questions regarding definition and processing, please contact [Karen.Ichiba@cu.edu](mailto:Karen.Ichiba@cu.edu), 303.837.2125.