

New Mexico State University

What's New in Business Reporting

TO: ABCD

FROM: Lori Gobble, Controller

SUBJECT: COGNOS Restricted Expenditure - Performance Reports – Now Available Upon Request

NMSU researchers and research administrators have identified expanded and improved central financial reporting as a top service priority: Business, Finance and Human Resources is very pleased to announce a significant expansion of reporting options, now available through the COGNOS reporting tool, which have been piloted by College administrators and Principal Investigators throughout the year. These COGNOS reports summarize restricted expenditure data in four main categories: 1) Agency 2) Fund Manager 3) NMSU Department and 4) Principal Investigator (PI). We encourage you to review this new functionality in reports that are available upon request; a summary of what is available is given below. Training is available on each of the new reports, upon request. If you have questions or suggestions on this roll-out or any other research administration topic, please contact us at SPA@nmsu.edu. We hope you will find this helpful.

The reports are available to College Deans and VP's by emailing a request to Sponsored Projects Accounting at SPA@nmsu.edu, listing the report(s) and organization(s) for which report is being requested.

Below is the list of available Performance Reports:

Agency – to run the report requires Summary Org:

- 1) Restricted Expense Trend by Agency – comparison further broken out by PI Summary Org and PI Department.
- 2) Restricted Expense Trend by PI with Agency – run by PI Summary Org, sorted by PI Department then Agency.

Fund Manager – to run the report requires Summary Org and Department:

- 1) Restricted Expense Trend by Fund Manager – options allow for selection of the Fund Manager Summary Org and Fund Manager's Department.
- 2) Restricted Expense Trend by Fund Manager and Index – expenses are compared by the Grant ID, principal investigator and related index.

NMSU Department – to run the report requires PI Summary Org:

- 1) Restricted Expense Trend by Department (Example Attached).
- 2) Restricted Expense Trend by Variance.

PI – to run the report requires Summary Organization and Department:

- 1) Restricted Expense Trend by PI
- 2) Restricted Expense Trend by PI and Index

All the reports compare expenditures for 2009, 2008 and 2007, include a calculated 3-Year Average Expense, 1-Year Variance (2008 less 2009), 1-Year Variance %, 3-Year Average Variance and 3-Year Average Variance %.



New Mexico State University

What's New in Business Reporting

