

**University of Wisconsin – Madison
Grants Project
Monthly Status Report**

Project		Reporting Period	
University of Wisconsin – Madison Grants Project		4/10/2006 – 5/31/2006	
Phase	Project Manager	Technical Project Manager	
Fit Gap	Mark Sweet	Elise Barho	

Project Status Dashboard			
Assessment Category	Previous (green, yellow, red)	Current (green, yellow, red)	Rationale (issues, changes)
Overall Project Status		Green	Project progressing in line with project plan, with isolated exceptions
Environment		Yellow	There several issues that are keeping us from successfully completing all business processes in PeopleSoft, specifically in the Billing area.
Site Readiness		Green	Attendance from partner teams was appropriate for most current state sessions, with the exception of cash mgt. sessions.
Project Management		Green	Operating as envisioned in project plan and project charter.
Project Coordination		Yellow	Initial all-project coordinating meeting has yet to occur.
Training and Security		Green	Core Team training executed week of 5/8/06.
Testing		N/A	
Reporting		Green	Reporting sessions and activities progressing as planned.
Business Process Readiness		Green	Business Process sessions and activities progressing as planned.
<p>“Assessment” is rated in terms of a color code, where Green means ‘no issues’ or ‘issues that are being addressed are under control’. Yellow means there is/are issue(s), current or emerging, which may impact the project if not addressed. Red means that there is an issue, current or emerging, which has impacted, or will impact, the project unless immediate management action is taken.</p>			

Accomplishments For This Period
<ul style="list-style-type: none"> Developed Detailed Project Plan and Schedule (Resources, Tasks, Milestones, Deliverables). Updated version is available on My Web Space (MWS) for review
<ul style="list-style-type: none"> Established project team space, technical resources, and completed all other necessary administrative tasks to secure comprehensive system and building access for all project personnel
<ul style="list-style-type: none"> Planned and Executed Project Kick-Off for core team and effected university constituencies, such as DoIT, Milwaukee, Business Services and Extension
<ul style="list-style-type: none"> Developed Project Charter and submitted to Project Sponsors for comment and final sign off
<ul style="list-style-type: none"> Designed Templates for Project Deliverables through Analysis phase. Updated versions are available on My Web Space (MWS) for review
<ul style="list-style-type: none"> Updated Communication Plan developed during Planning Project and submitted to Project Sponsors for comment and final sign off
<ul style="list-style-type: none"> Established Project team norms and published to all team members.
<ul style="list-style-type: none"> Created issue management approach and tool to ensure the timely capture of project issues, questions and decisions.
<ul style="list-style-type: none"> Conducted week long Core Team Training for all core team members as well as key members of partner organizations (Extension, Milwaukee,
<ul style="list-style-type: none"> Planned, scheduled and executed current state workshops for all business process to help gain understanding of existing systems and business processes
<ul style="list-style-type: none"> Planned and scheduled Fit Gap sessions for week of June 12, 2006.

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Key Milestones/Activity Status/Results				
	Milestone/Activity/Results	Planned	Forecast	Status
1.	Complete Detailed Project Plan	5/12/2006	N/A	Complete
2.	Execute Project Kick-Off	4/19/2006	N/A	Complete
3.	Core Team Training Complete	5/12/2006	N/A	Complete
4.	Complete Initiation Phase	5/12/2006	6/15/2006	87% complete. Outstanding tasks are related to finalizing final versions of management plans.
5.	Finalize Current State Process Documentation	5/29/2006	6/02/2006	All documentation has been completed and will be available for team review by 6/2/06.
6.	Finalize Analyze Functionality Documents	6/09/2006	6/09/2006	Currently generating initial drafts for review and update by RSP team members.
7.	Finalize Fit Gap Documentation	7/24/2006	7/24/2006	TBD
8.	Complete Fit Gap Phase	8/18/2006	8/18/2006	TBD

Immediate Visibility – Emergent Issues and Risks				
	Issue / Risk	Priority	Response	Owner
1.				

Ongoing – Issues and Risks				
	Issue / Risk	Priority	Consequence	Owner
1.	GMFACS process is not producing entries	High	F&A will not be generated by the system	Doug Tilghman
2.	CA BI Interface is not processing billing plans for as incurred bill plans	High	Billing and A/R processes can not be completed	Sean Nangel

Issue Log Statistics:

- 13 issues logged, 10 currently open
- 2 open issues currently listed as high priority

OPEN PeopleSoft Cases			
PeopleSoft Case #	Status	Description	Date Created
4220662	New	PC_WRAPPER process includes PC_TO_KK, which is not creating KK budget journals. However, it is loading budget rows to PROJ_RESOURCE.	5/10/2006

Decision Log	
Decision	Description
Patches	
Business Process	
Scope	
Configuration	
Conversion	