18th International XBRL Conference

Enabling Grants Reporting with XBRL: A Case Study

H. Wes Bills – Nevada Department of Agriculture

Jeffrey Hansen – Deloitte & Touche LLP
In This Session

- **Grants Management at the Nevada Department of Agriculture**
  - Grants Reporting Challenges
  - Current Grants Process
  - Pain Points
  - Driving Factors for the Case Study

- **Case-Study: Grants Management Enabled by XBRL**
  - XBRL and Grants Reporting
  - Case Study: Components and Technology

- **Grants Management and XBRL: Demo**

- **Moving Forward**

- **Q&A**
Grants Management at the Nevada Department of Agriculture
Grants Reporting Challenges

- NDOA strives to improve its Grants Management and Reporting process with a key focus on:
  - Delivering accurate, standardized and timely reports to Federal, State and Private Grantor Agencies
  - Delivering real time or near-real time data to Administrators and Project Managers
  - Streamlining and standardizing Grant and Agreement Application preparation
  - Providing Administrative and Fiscal oversight to the Grants Reporting Process
Current Grants Process

- Current Grant Reporting process at the Nevada Department of Agriculture (NDOA) is labor intensive and time consuming
  - Over 60+ grants manually maintained
  - Proliferation of spreadsheets, word documents required to gather and maintain information
  - Monthly grant summary and detail report for grant owners/managers manually compiled in Excel
    - Manual incorporation of GL data from Financial Data Warehouse
    - Manual tracking of reimbursements and footnotes related to grant expenses
  - ~1-2 hours required per grant for report preparation
Pain Points

- The consideration of XBRL for improving Grants Reporting was driven by a number of issues faced by the NDOA:
  - Time required for report preparation
  - Errors due to manual re-entry of data
  - Redundant data entry
  - Lack of standardization
    - Non-standard categorization of data between agreements
    - Non-standard reporting requirements and formats
  - Stronger controls over incomplete or missing data elements and structure
Driving Factors for the Case Study

NDOA interest in resolving several of the pain points using XBRL

Grants Management Goals:
- Timely and accurate data
- Stronger internal controls
- Reduced costs
- Standardized systems, business processes and data elements
- Seamless data exchange between and among agencies

XBRL Benefits:
- Cost savings, efficiency, and improved accuracy and reliability
- Transparency
- Enhanced business reporting and standardization
- Paperless environment
- SOA architecture for interoperability

Case Study also allows the State to prepare for the “Federal Funding Accountability and Transparency Act”
Grants Management Enabled by XBRL: A Case Study
XBRL and Grants Reporting

We believe XBRL can be integrated into the existing grant management process to improve effectiveness and efficiency.

- Timeliness / Accuracy of Data
- Improved Internal Control
- Reduced Costs

**How can XBRL help achieve these objectives?**

- Standardized XBRL taxonomies can facilitate standardization and consistent interpretation of data across systems and agencies.
- XForms can facilitate automating and improving source data capture and validation.
- Use of XBRL GL can provide transparency to transaction level data.
- Improved standardization and transparency will shorten time required for data analysis and reporting.

- Standardization and Efficiencies
- Seamless Data Interchange
Case Study: Components and Technology

**Grant Management Entity**
- Program Manager
  - Add/modifies grant in database using XForm
  - Performs system administration tasks
- Business Analyst
  - Reviews grant, expense revenue data
  - Produces reports

**Financial Data Warehouse**
- Contains general ledger transactions related to grants

**Grants Repository**
- Contains all grant instance documents and taxonomy
- Contains all GL instance documents and taxonomies

**XBRL GL Adapter**
- Converts general ledger transactions from financial data warehouse into XBRL Global Ledger (GL) instance documents

**Program Manager**
- Add/modifies grant in database using XForm
- Performs system administration tasks

**Grants Repository**
- Grant Instance Docs
- GL Instance Docs
- Grant Taxonomy
- GL Taxonomy

**Use of XBRL GL for Transactions**
- XBRL GL Adapter
- XBRLGL Adapter transforms GL Transactions from Financial Data Warehouse to XBRL GL instance

**Standardized Reporting using Grants Taxonomies**
- XForms data is tagged at source

**Business Analyst**
- Reviews grant, expense revenue data
- Produces reports
Grants Management
Enabled by XBRL:
Demonstration
Switchboard

Grant Management Enabled by XBRL

Gather & Transform
Data transformed into XBRL can arrive from many sources, such as ERPs systems, Microsoft Excel or data collected in XForms.
For this case-study, we are demonstrating transforming GL data from a central financial data warehouse.

Organize
Databases can be used to store and query XBRL documents more efficiently.
For this case-study, Microsoft SQL Server stores all XBRL documents and data entry utilizes InfoPath.

Report & Share
The goal of XBRL is to improve the preparation, analysis and communication of business information.
For this case-study, we are demonstrating reports combining multiple XBRL documents (GL and Grant) for reporting purposes.

- Add New Grant
- Edit Grant
- Obligations / Award Budget Details
- Report Preparation
- Generate Summary and Details Reports

Import and Transform GL Data
GL Adapter

The GL Adapter reads and transforms general ledger records in CSV file format into an XBRL instance document.

Directory: \XBRL GMP Pilot\Input\n
File Name: 

Import  Cancel
Add New Grant

Agreement Name: Sample Grant
Agreement Number: 1000-10-100
Agreement Start Date: 9/24/2008
Agreement End Date: 8/26/2009
Budget Account: 1000
Revenue Ledger: 2000
Required Match: $10,000
Additional Labor: $10,000
Additional Expense: $5,000

Note: Save your data before editing obligations award budget details

Save and Add Budget Details | Cancel
Edit Grant

Select Grant to Edit: US EPA Pesticide Enforcement - Core Enforcement

Agreement Name: US EPA Pesticide Enforcement - Core Enforcement

Agreement Number: E-00915408-0

Starting Date: 10/1/2007

Ending Date: 9/23/2008

Budget Account: 4545

Revenue Ledger: 3445

Required Match: $231,702

Additional Labor: $55,667,744

Additional Expense: $6,667,700

Save, View Obligations Award Budget Details, Close
View Obligations Awards Budget

Obligation Award Budget Details

<table>
<thead>
<tr>
<th>Budget Account</th>
<th>Revenue Ledger</th>
<th>GL Description</th>
<th>Award Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>4545</td>
<td>3445</td>
<td>Salary</td>
<td>$83,603</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Fringe</td>
<td>$28,425</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Travel</td>
<td>$34,923</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Equipment</td>
<td>$0</td>
</tr>
<tr>
<td>4546</td>
<td>3445</td>
<td>Supplies</td>
<td>$9,217</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Contractual</td>
<td>$0</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Construction</td>
<td>$0</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Other</td>
<td>$0</td>
</tr>
<tr>
<td>4545</td>
<td>3445</td>
<td>Indirect</td>
<td>$0</td>
</tr>
</tbody>
</table>

Note: Save your data before adding new budget details
Moving Forward
Conclusion

- XBRL can be used to improve and streamline the Grants Reporting process

- Use of GL and Reporting taxonomies combined, allows users to effectively automate the rendering of Grants Reports
  - Reduced processing time from weeks to hours
  - Achieved with limited changes to existing processes

- Re-usable model for addressing Grants Reporting at other agencies
Next Steps for NDOA

- Fine tune current solution
- Expand to include all Grants and Agreements
- Develop Web-based real time reporting
- Drive state-wide standardization of grants reporting
- Address new and developing federal requirements within the grants reporting process
- Expand solution to include sub-grants and Federal reporting requirements