Departmental Aid User Group (DAUG)

November 2022

Topics

Important Dates

Summer Updates & Reminders

- o   Reminders
- o   Updates

Target Templates

Impacts from FST: The Function Worktag

2022-23 Health Insurance

Getting Help: Resources and Contacts

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Important Dates

Calendar Item	Date
2022 Fall Health Insurance Charges Placed in SIS	September 27, 2019
2022 Health Insurance Subsidy Fall Disbursement	October 1, 2019
2022 Fall Health Insurance Due Date	October 31, 2019
2023 Spring Tuition Calcs (waivers from $1 to tuit)	November 8, 2019
2023 Spring Entries Should be "Approved" in SAFM	December 6, 2019
2023 Spring Financial Aid Disburses	January 6, 2020
2023 Spring Tuition Due	January 8, 2020
2023 Spring First Day of Classes	January 13, 2020
2023 Health Insurance Subsidy Spring Disbursement	January 15, 2020
2023 Spring Students w/ Past Due, No Enrlmnt, Cxl'ed	January 21, 2020
SAFM/DA Open for 2023-24 Entry	Mid-March 2020

Stipend Disbursement Dates May 2022-August 2023

Stipend	Disb Date
May 2022	4/22/2022
June 2022	5/23/2022
July 2022	6/12/2022
August 2022	7/22/2022
September 2022	8/23/2022
October 2022	9/23/2022
November 2022	10/21/2022
December 2022	11/18/2022
January 2023	12/16/2022
February 2023	1/23/2023
March 2023	2/23/2023
April 2023	3/23/2023
May 2023	4/21/2023
June 2023	5/23/2023
July 2023	6/16/2023
August 2023	7/21/2023

** If student has direct deposit, should receive $$ within 3-5 business days; will get an email from AP

confirming timing.

Summer Updates & Reminders

Reminders

- **SAFM data entry will be fully suspended from 6/25 until 7/6!**
- Summer 2 2022 will not open until July 6th.
- Targets will NOT be rolled over this year but we will be uploading the new targets from each school.
- You should only award a student a tuition award in either Summer 1 or Summer 2; not both. SAFM should not allow you to award tuition in both terms as of last year.
- June/July stipends will be tied to Summer 1. August stipends will be tied to Summer 2.
- All awards and fund sources for all prior terms need to be reconciled before June 1 and adjustments made in SAFM
- All Summer 1 awards should be entered and approved and sent by June 15th
- **All aid (including Summer 1) for AY 2022 or earlier MUST be reconciled by June 22th 2022!**

Updates

- The SAFM Jobset for Summer 1 has been created, so any submitted/processed awards should be moving nightly to the student accounts.
  - There is an issue with these awards that should be fixed over lunch today. As a reminder, please do not submit awards through SAFM from noon-1pm today!

Target Templates

- The Target Template has been sent out to all schools. We have been receiving questions and sample templates
- Development has begun on the template upload process in SIS. Once complete, we will test your sample templates and share results & suggestions.
- **The template deadline is currently set for June 1st.**
- An excellent example of a completed template:

COST CTR	TARGET NAME	FUND TYPE	FUNDING	PROGRAM	CLEARING ACCOUNT	TARGET TOTAL
CC0376	QF Fellowship Endowment	GF-GIFT	GF002290			
CC0376	Graduate Tuition	DN-DESIGNATED	DN000327			
CC0376	Faculty Start-up	GF-GIFT	GF006077			
CC0376	Faculty Start-up Provost	DN-DESIGNATED	DN000060			
CC1100	Van Horn Grant 75%	GR-GRANT	GR095908		DN000019.PG00798	
CC0050	Van Horn A&S Start-up	DN-DESIGNATED	DN000060			
CC1091	NIH K23 Career Dev Award	GR-GRANT	GR095535			
CC1091	SCPS-Catherine Bielick	DN-DESIGNATED	DN001573			

Impacts from FST: The Function Worktag

Effective 7/2022 SAFM Will Use FDM Worktags

- *SAFM will not undergo any radical changes. The mechanics of SIS will still work in their familiar matter.*

- *Our main goal is to convert existing data points from PTAEO to FDM Worktags. Data such as orgs, awards, projects, and tasks will now be entered as funding, program, activity, etc.*

- *This means minimal changes for SAFM users in DAUG but will demand big changes from our normal Summer schedule.*

This month we have found that the **Function worktag** will be required in SAFM for GRA/GTA awarding. We have met with the School Admins and deduced how to default this datapoint using the following path:

1) Undergrads will use FN045 – Scholarships; else…
2) Grad awards NOT using a GRA, GTA or GRA/GTA combo will use FN046 – Fellowship; else…
3) GRA, GTA, or GRA/GTA not funding remission/wages/insurance will use FN046 – Fellowship; else…
4) Tuition remission or health insurance charged to a clearing account and tied to a Grant will use the function tied to the Grant; should be FN001, FN008, FN009, FN011, or FN012; else…
5) The GRA/GTA remission and insurance funded by departmental funds will default to FN001.

Again, this information will be defaulted so it will be not be editable on the SAFM interface; though it may be visible on the awarding and dept aid pages.

2022-23 Health Insurance

- We now have the "approved" health insurance rate for 2022-23. This amount still needs to be approved by the VA Bureau of Insurance.
  - Annual premium of **$3,309** (single student coverage); this is a 5.1% increase from the current premium.
  - We are estimating the Spring amount at **$1,922**.
- Normally, we would have an "estimated" amount for the health insurance rate will populate at the award level amount.
- However, **since SAFM will not open for Fall until July 6ᵗʰ, please do not enter Health Insurance awards until after that date**. Remember that our data points will change once SAFM reopens!

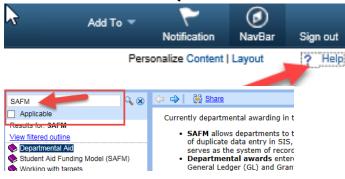## Getting Help: Resources and Contacts

DAUG WEBSITE

http://sfs.virginia.edu/internal/deptaid

DAUG EMAIL LIST

If you are not already receiving these emails, let us know and we can add you.

TRAINING MATERIALS & QUICK GUIDES

SCHOOL ADMINS

School/Unit	School Admin	Phone	Email

Architecture	Carolyn Buchanan	4-6228	ceb4gw
Batten	Cindy Moore	2-2033	chm3b
BIMS	Fay Miller	4-2217	fmiller
Curry	Dana Stanley	4-7161	dfb6n
Data Science	Diane Wendelken	3-5132	dw4va
Engineering	Meg Harris	3-6682	msh8n
GSAS	Amanda Meares	4-3389	jtt3tu
Nursing	Austin Stajduhar	4-0066	ans6n

ADDITIONAL HELP

Send questions to 4help@virginia.edu; enter "SAFM" in subject line. Sending your questions to 4help@virginia.edu ensures that we are able to track the issues and analyze the types of questions asked.

4help
- User contacts 4help via email with SAFM in subject line.

SFS
- If 4help cannot resolve, escalated to SFS team to resolve.

ITS
- If SFS cannot resolve, escalated to ITS team to resolve.

Questions?