Workday's Approach to Projects

In Workday, there will be many benefits to the projects process. See below for an overview of some of the upcoming changes.

What's Changing?

- **Projects Terminology** – Currently, project terminology is very focused, primarily denoting Grants or Gifts.
  - With Workday, Projects will have more flexible terminology, defining projects as initiatives with a start and end date, a budget, and a responsible party. For example, constructing a new building, or holding a Summer Camp.
- **Project Creation** – Currently, initiating and approving projects varies across schools, relying on email or Excel.
  - With Workday, Projects will be created within the platform and will be more specific (not just for general funds). A new internal request process inside Workday will also be implemented to create a Project. This process will involve submitting requests to the controller or budget director's office, ensuring real-time project status updates and cost tracking.
- **Project Budgets** – Currently, capital projects and budgets are handled by facilities and the VP office on spreadsheets or other methods.
  - With Workday, Project Budgets can be managed within the platform.
- **Capital Projects, WIP (Work-in-Progress) Balances, and Capitalization** –Currently, all capital projects, WIP balances, and capitalization processes are handled through spreadsheets.
  - With Workday, capital projects, WIP balances, and capitalization processes will be managed within the Workday system, eliminating manual spreadsheet management.

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