

**To:** CUNY Grants Officers  
**From:** The Research Foundation of the City University of New York  
**Subject: OneRF Update: Grant Reporting, Release Notes and Updated FAQs**  
**Date:** March 18, 2026

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The Research Foundation of the City University of New York (RFCUNY) is pleased to provide this update on the evolution and unification of our processes with OneRF (powered by Workday).

## Access New Grant Reports in OneRF

RFCUNY has published a memorandum outlining the current reporting capabilities available in OneRF (<https://www.rfcuny.org/rfwebsite/media/aoxd5mnr/pres-memorandum-on-grant-report-transition.pdf>). RFCUNY has sought to recreate as many of the reports available to Grants Officers, Principal Investigators and Project Administrators in RFCUNY's legacy system as possible. The reporting structure of OneRF's Workday platform allowed us to consolidate and eliminate duplications in our legacy systems. In these cases, a single OneRF report replaces multiple legacy reports. We have also been able to launch one new report (View All My Grants for PIs). The memorandum published provides more information including:

- An outline of the current reporting functionality in OneRF and our initial set of plans moving forward.
- A more detailed chart comparing current OneRF report availability with legacy Web Reports.
- Instructions for adding dashboards to the OneRF workspace.

Please note that all reports available to Principal Investigators are also available to Authorized Signatories.

## Review OneRF Release Notes

RFCUNY has published a set of release notes to summarize the recent updates and enhancements RFCUNY has made to the OneRF system that support field operations. This document highlights improvements and new features released since December 15, 2025. We will keep this document updated and the most recent version can always be found on the [OneRF Information Hub](#). You can view the Release Notes at <https://www.rfcuny.org/rfwebsite/media/dnsd1bhm/sis-onerf-external-release-overview.pdf>.

## Updated Frequently Asked Questions on OneRF Processes

RFCUNY has published a new set of Frequently Asked Questions (FAQs) on OneRF (powered by Workday). This document covers questions that we have received since the launch in December 2025. It includes answers on questions related to:

- **General Questions** – including topics related to training, workflows, and access.
- **Human Resources** – including topics related to timesheets, payroll, and onboarding.
- **Grants and Contracts** – including topics related to grant reporting and locating grants in OneRF.
- **Procurement** – including topics related to stipends, purchase orders, and vendor communications.

RFCUNY will continue to update our FAQ documents as additional questions come to our attention. You can review all of our FAQ documents on the [OneRF Information Hub](#) and the most recent set is available at <https://www.rfcuny.org/rfwebsite/media/3nqdylwz/pres-onerf-faqs.pdf>.

## More Information

We have developed additional resources on OneRF to help you during this period of growth and transition. The [OneRF Information Hub](#) provides general information about OneRF, links to recorded webinars, overviews of key changes, and previous communications.

It is important to note that **OneRF** evolves RFCUNY's finance, grants management, procurement, and human resources systems. CUNY is undertaking a separate Workday implementation, called **CUNYWork**, which is scheduled to go live in January 2027 and is focused on the systems at the City University of New York and its campuses.

Thank you for your attention. If you have further questions on OneRF or if you have an urgent issue, the best way to contact us is by using the **Case Management** (Help Module) functionality in OneRF's Workday platform.