AGENDA
Budget & Planning System w/ FMC
1:00 – 2:00
Thursday October 8, 2015
SAB 2-31

1. Steering Committee
2. Roadmap
3. Stakeholder Survey
4. Data Collection

Steering Committee, Update

Steering Committee Endorsement Sept 16, 2015.

Objectives
- Provide an institutional tool to manage planning activities with greater flexibility and accuracy in support of academic priorities.
- Support a financial framework in connecting institutional planning activities -- budgeting, forecasting and modeling -- to advance accountability, transparency and evidence based decision-making.
- Balance decentralized planning activities across the University with common planning processes and workflows.
- Leverage existing key institutional data to support the financial framework.

Guiding Principles
- Institutional Approach
- Common Business Processes
- Minimize Product Customization
### Roadmap & Timeline (DRAFT)

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#### Phase 1 (2016)
- Budgeting & Forecasting:
  - All Funds
  - Labour (Position Budgeting)
  - Forecasting Design
  - Reporting – Hyperion/BI Suite
- Evolve Financial Planning Framework to define forecasting current and future state
- Determine genesis of institutional reporting strategy

#### Phase 2 (2017)
- Budgeting Enhancement
  - Improve functionality based on user feedback
  - Extend methods for ancillaries
  - Expand reporting tools to wider audience of power users
  - Forecasting process enhancements and deployment
  - Evolve reporting and data extensions based on reporting strategy

#### Phase 3 (2018)
- Include expanded methods for CIP calculations
- Expand driver methods to local budgets
- Greater integration of local budgets into CIP

### Phase 1 (DRAFT)

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#### Prep Activities (Oct)
- stakeholder assessment:
  - vet phase 1 scope
  - assess readiness
  - confirm Phase 1 users
- align acctg/budget practices
- future state flow (budget)
- confirm future state definitions for budget, forecast, variance, flex, and funds
- develop standard mgmt reporting framework
1. **Stakeholder Survey**
   - sent to FMC members (due Friday October 9th)
   - compiled results will be shared
   - direct follow-up with participants

2. **Data Collection from Faculties & Units**
   - requirements gathering
   - forward your key planning documents
     (instructions, templates/spreadsheets, reports as input/output, etc.)

3. **“October Prep Activities”**
   - finalize roadmap for Steering Committee approval (November)