

A stone wall sign for the University of California, Irvine. The sign is made of light-colored stone blocks and features the university's name in large, dark, serif letters. To the left of the name is a circular seal of the University of California. The sign is set against a background of green trees and a clear blue sky. In the foreground, there is a field of tall, green grasses.

University of California, Irvine

FY26 Budget Planning - Multi Year Planning (MYP) Template Enhancements
Budget Office
Open Forum 12/17/2024

UCI Division of Finance and Administration | With U • For U

Goal/Purpose

1. Review the challenges of Multi-Year Planning from FY25
2. Preview of Draft MYP Enhancements for FY26

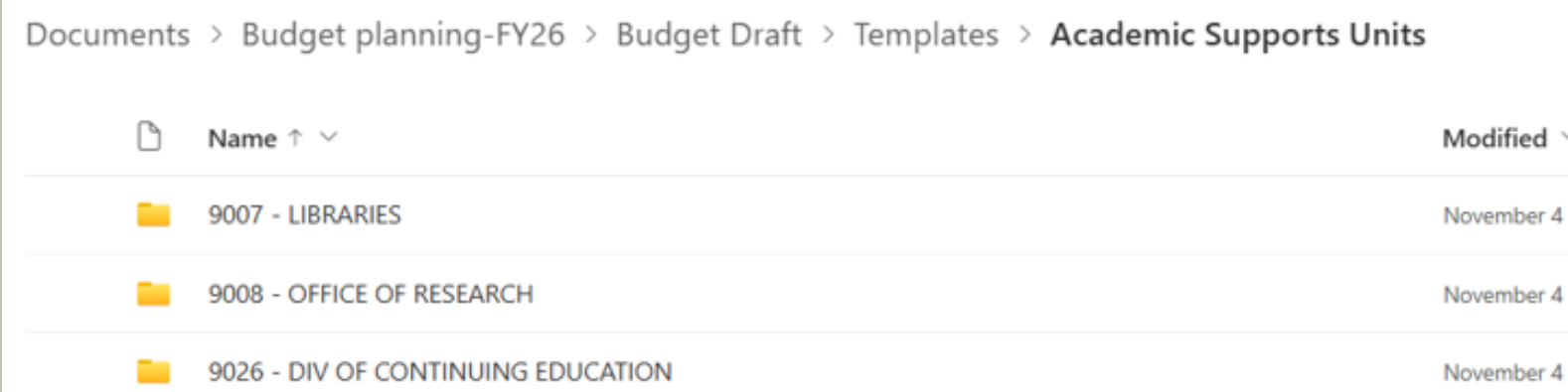
FY25 Challenges

- Why are we changing again?
- FY25 was the first year that the MYP template was used.
- Changes are being made to address issues from FY25, such as:
 - Tight timeline and lack of training up front
 - Version control between Budget Office and Units
 - Stale data in templates
 - Too manual for all involved
 - Lack of account level data to help build budgets
 - Consolidation difficulty
- Poll Question: What other challenges do you recall?

SharePoint folder for Unit MYP files

- Each unit will have a secure **SharePoint** folder.
 - This will alleviate version control issues.
 - When Budget Office master files are updated, changes will automatically push into Unit's linked MYP files.

- Example:



Documents > Budget planning-FY26 > Budget Draft > Templates > Academic Supports Units

Name ↑	Modified ↓
9007 - LIBRARIES	November 4
9008 - OFFICE OF RESEARCH	November 4
9026 - DIV OF CONTINUING EDUCATION	November 4

- **Tableau** Reporting: in development
 - Units can view consolidations of their units by Org 5 > Org 4 > Org 3

Budget at various levels

- **Org Level:** Units may budget at their choice of level on the MYP template.
 - Unit templates will contain tabs for each Org 5 unit, which roll into the Org 4 tabs, which roll into the Org 3 tab.
 - However, units have the choice to budget at the **Org 3, 4 or 5 level.**

	recp				
	Calc or Type				
	FY25 Forecast	% Change	FY26 Plan	% Change	FY27 Plan
Other Oper Expenses					
STAD - STUDENT AID	1,609,430	0.00% ✓	1,609,430	0.00% ✓	1,609,430
GENX - GENERAL EXPENSES	502,433	0.00% ✓	502,433	0.00% ✓	502,433
SUPL - SUPPLIES AND MATERIALS	106,313	0.00% ✓	106,313	0.00% ✓	106,313
EQIP - EQUIPMENT	-	0.00% ✓	-	0.00% ✓	-
TRVL - TRAVEL	56,914	0.00% ✓	56,914	0.00% ✓	56,914
SUBA - SUB AWARDS	-	0.00% ✓	-	0.00% ✓	-
INDC - OVERHEAD - INDIRECT COSTS	-	0.00% ✓	-	0.00% ✓	-
UNAL - UNALLOCATED BUDGET	-	0.00% ✓	-	0.00% ✓	-
Other Oper Exp Subtotal	624,234	0.00% ✓	624,234	0.00% ✓	624,234

- **Account Level:** Units may like to see detail by account to roll up to Org 5 > Org4 > Org 3
 - A Tableau report will be created for units to view trend data by Account to help with MYP estimates

FY25 Re-forecasting

- Columns for **Run Rate** will be embedded in MYP template; see image below.
 - Run rate is a financial metric that estimates **future** performance based on **past and/or current** financial data.
 - **3 Forecast columns**
 - **FY25 Rolling Forecast** (column W):
 - Column V: FY24 Run Rate = FY24 YTD / FY24 Year End (T/R)
 - Column W: FY25 Rolling Forecast = FY25 YTD / Run Rate (U/V); this will be updated monthly
 - **FY25 Forecast based on period 6** (column AA): this will be a “frozen” forecast amount using run rates as of 12/31/24
 - **FY25 Unit Forecast** (Colum AB) Units enter their predicted forecast.

	AD	E	F	I	R	T	U	V	W	AA	AB
3	Level 3		Data as of: 11/8/24								
4	Level 4		FY25 Forecast Calc								
5	Level 5		Actual	Actual	Actual	Calc					
6	Source Level 1			FY24	FY24 Per.4	FY25 Per.4	FY24 Run Rate	FY25 Rolling Forecast	FY25 Forecast Based on Per.6	FY25 Unit Forecast	
302	Uses	Salaries & Benefits					T/R	U/V			
303		SWG0 - SALARIES & WAGES ACADEMIC		1,455,420	457,553	494,789	31%	1,573,862	1,592,131	1,592,131	
304		SWG1 - SALARIES & WAGES STAFF		138,421	46,039	34,363	33%	103,314	89,466	89,466	
305		SWG2 - SALARIES & WAGES GENERAL ASS		123,742	34,769	39,127	28%	139,250	147,140	147,140	

- **Allocation** line will be equal to the Current Budget and will not use the Run Rate.

Sources Fund Categories

Budget Allocations and Income Actuals:

- Will be grouped by Budget Model Fund Groups (Column F):
 - State/Tuition
 - Designated
 - ICR
 - Recharge & Transfer
- Expand the group to see the detail by Fund Type (Column G):
 - 19900 in State/Tuition/Other: **\$5.5M in example**
 - PDST in Designated: **\$147k in example**

1	2	3	AD	E	F	G	I	R
3				Level 3				
4				Level 4		OFFICE		
5				Level 5				Actual
6					Source Level 1	Source Level 2		FY24
7								
8				CORE				
9				CORE CAMPUS SUPPORT				
10				Sources	Base Allocations from Central			
14						State/Tuition/NRST (19900) Total		5,541,591
15						Contra-Scholarship Allowance		-
16						Targeted State Allocation		-
19						Other Student Fees		-
23						Other Unrestricted Total		-
24						Intercampus Recharges		-
25						State/Tuition/Other Total		5,541,591
29						State/Tuition/NRST (19900) Total		-
30						Targeted State Allocation		-
31						Application Fees		-
32						Student Services Fee		-
33						Other Student Fees		-
34						PDST		147,630
37						Summer Total		-
38						Lottery		-
39						ICR		-
40						Other Unrestricted		-
41						Sales and Service Deposit		-
42						Intercampus Recharges		-
43						Designated Total		147,630
48						Indirect Cost Recovery Total		-
99						Recharges and Transfers Total		-
100						Base Adjustments (FUTURE YEARS ONLY)		-
101						Base Budget		5,689,221

Budget Adjustments: Strategic and Base (only for new requests)

- **Commitments** will be pre-loaded for FY26 and 27, since the FY25 process captured multi-year recommended commitments. The new Commitments Service Now database will track all commitments.
 - This master list will feed the Unit MYP files.
 - As units want to revise requests, they will ask their Budget Office team member to update via a **budget adjustment request template**, in development. FY26 commitments will be reviewed and approved by the Provost as part of the budget approval process.
 - Template will collect details related to historical, permanent designated allocations.
- **Tableau** report: Instead of adding each units' listing to the MYP file like in FY25, a Tableau report will be created that will allow each unit to see their requests that flow to this line on their MYP.

	FY26 Plan	% Change	FY27 Plan	% Change	FY28 Plan	C FY2 F
CORE						
CORE CAMPUS SUPPORT						
Sources						
Base Allocations from Central						
Budget						
State/Tuition/Other	22,620,016		22,620,016		22,620,016	
Indirect Cost Recovery	-		-		-	
Designated	(801,841)		(801,841)		(801,841)	
source: FY						
Base Adjustments (FUTURE YEARS ON)	200,000		200,000		200,000	
Base Budget	22,018,375		22,018,375		22,018,375	
Fund Detail						
need final ap						
Temp Allocations from Central						
State/Tuition/Other	-		-		-	
Indirect Cost Recovery	-		-		-	
Designated	-		-		-	
source: FY						
Strategic Future Years (PENDING FINAL)	500,000		600,000		700,000	
Temp Total	500,000		600,000		700,000	
Fund Detail						

Intra-campus Budget Allocation transfers

- Each unit needs to record to and from sides for the Receiving and Providing unit so the net to \$0 in consolidation.
 - Please communicate with other areas to ensure both sides are in MYP's.
 - If you do not exactly know which units will be on the other side, please work with your Budget Office representative to ensure that the other side is temporarily budgeted centrally in a control account.

	% Change	FY26 Plan	% Change	FY27 Plan	% Change	FY28 Plan
Unit-to-Unit (should net zero at campus)						
Budget Transfer IN		55,000		55,000		55,000
Budget Transfer OUT		(80,000)		(80,000)		(80,000)
Allocations Total		21,333,373		21,333,373		21,333,373

Planning Tools

- A tab with planning tools will exist in each MYP file, to be sure current data is used.
- This replaces the tabs included last year for FTE, Fact Sheet and Forecast, etc.

Overview
link to training
Planning Assumptions
link to budget call assumptions
Fact Sheet
https://tableau.oit.uci.edu/#/views/FactSheets/FactSheet
UCPath FTE Snapshot
https://tableau.oit.uci.edu/views/FTESnapshot/FTEAnalysisbyKFSOrg?%3Aembed=y&%3Atoolbar=top&%3Aiid=1&%3Aorigin=card_share_link#1
Faculty Report
Budget Adjustment Report
link to new Tableau report (was called Base Adj & Strategic last year, now is Budget Adjustment)
Account Level Detail Report
link to new Tableau report
Anteater Financials
https://tableau.oit.uci.edu/views/AnteaterFinancials-SU/SourcesandUses
CBR Rates

Key Takeaways

1. MYP process and template has been updated to be more automated.
2. Draft MYP Enhancements for FY26
 - a) SharePoint will be used for file storage
 - b) Units can plan at level Org 3, 4, 5
 - c) Re-forecasting tools are embedded in MYP
 - d) Source Categories will be by Fund instead of Consolidation Code
 - e) Budget Adjustments will be submitted to Budget Office via a Request Form
 - f) Intra-Campus budget transfers will be tracked separately
 - g) Planning tools

Questions?