



# User Group Meeting

April 13, 2021

# Practice Poll

# News & Updates

- Report enhancements and new reports published will be published monthly to the AggieBudget website with other User Group content and in The Spreadsheet newsletter
- Favorite Feature
  - [Do you use it? Should we remove it from the menu?](#)
- In case you missed it, previous AggieBudget User Group meetings and content are available on the AggieBudget website
  - [User Group Meeting Materials | Finance & Business \(ucdavis.edu\)](#)

# Reports Recent Changes Log

- Fund Categories renamed
  - “Med Comp Op” renamed “Clinical Ops”
  - “ICR” renamed “F&A”
- New reports released:
  - [New Benefit Rate Rules report](#)
  - [Current employee funding report](#)
  - [Current positions report](#)
- Forecast version temporarily removed from Data Extractor
- Reports upgraded from desktop client only to web report
  - [Account Groups by Fund Category report](#)
  - [3-Year S&U report upgraded](#)
- Org Hierarchy report upgraded to current style
- Several Help Documents were updated to reflect change terminology from “Budget Plan File” to “Operating Plan File” and “PPS” to “UC Path”
- New help document on budget monitoring tools in AggieBudget

# System And Help Desk Hours


- System hours are 9 a.m.–10 p.m. Monday–Saturday.
  - These are our “guaranteed” hours, the time when users can expect to use AggieBudget without interruption. We will notify you of any disruptions to these hours.
- You can work in the AggieBudget system outside of our operating hours, but you may experience disruptions.
  - Generally, reports can be accessed in the web client most of the time, but you may not be able to open and save plan files in the Windows client outside of regular operating hours.
- The help desk is staffed from 9 a.m.–5 p.m. Monday–Friday.
  - Please contact us by emailing [aggiebudget@ucdavis.edu](mailto:aggiebudget@ucdavis.edu). We will respond as quickly as we can to answer your questions or resolve issues.

# Budgeting

# What is a Budget?

 A resource plan! *(not actuals, not allocations, not an account)*

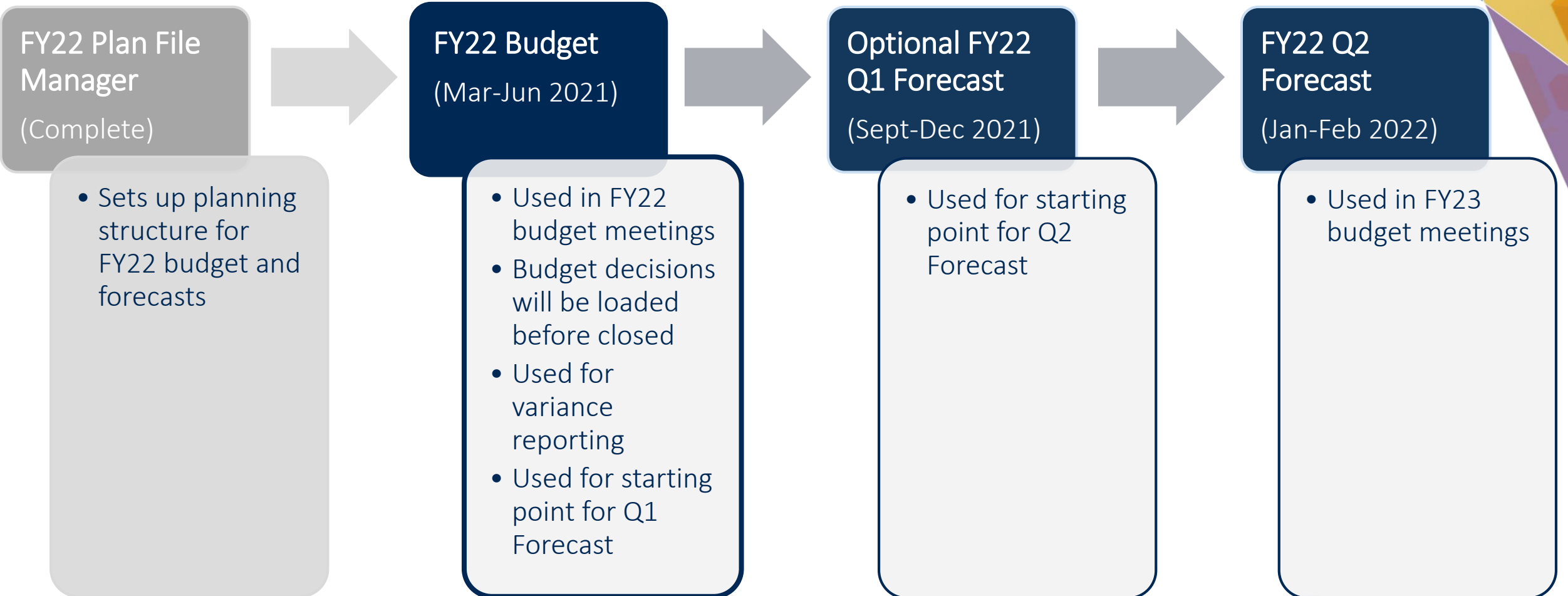
 Imperfect! *(the world will not behave according to our plans all the time)*

 Is based on assumptions and drivers informed by data and info as of a specific point in time

 Links strategic priorities to resources

 Includes goals and initiatives

# Overview of FY22 Planning in AggieBudget





# FY2021-22 Budget Reminders

- One budget version to be finalized before or near the start of FY2021-22
  - Your budget should be as final as possible prior to your campus budget meeting
  - Minor refinements can still be made until budget close; this is the version that will be used for quarterly variance reporting
- Budget plan files **will not** be updated with Carryforward actuals
  - You are not required to estimate carryforward in the budget
- Budget plan files **will not** be updated with July 1 Base Budget actuals
  - You should budget July 1 Base Budget based on the information available to you

# FY2021-22 Budget Reminders

- Budget assumptions **will not** be updated beyond the estimates in place at the start of the budgeting process
  - Assumptions will be updated with new information prior to the start of forecasting
- Don't forget about the out year columns
  - Labor planning still comes from Labor plan file
  - Can use global adjustment

# FY2020-21 BIA Commitments Rollover



Budget Commitments

Delete Account Block

Fund Number	Budget Group	Commitment Type	Description
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Commitment Types

<input type="text"/>	CENTRAL BUDGET TRANSFERS	3-19900	Base Budget	All Others	2020-21 Budget Savings Target - Phase I Base Budget Portion
<input type="text"/>	CENTRAL BUDGET TRANSFERS	3-19900	Budget Transfers In	All Others	2020-21 Salary Increase Funding Block Grant
<input type="text"/>	CENTRAL BUDGET TRANSFERS	3-19900	Budget Transfers In	All Others	2020-21 Budget Savings Target

>> Add Another Commitment



Budget Commitments

Delete Account Block

Projected By Year

Funding Type	In Labor Plan	Prior Year Actual Amount	FY 21-22 Total	Actual Amt Transferred	Transfer Date	Document Number	FY 22-23 Total	FY 23-24 Total	FY 24-25 Total	FY 25-26 Total
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Commitment Types

<input type="text"/>	CENTRAL BUDGET TRANSFERS	Central Funding	0	0	0		(70,000)	(70,000)	(70,000)	(70,000)
<input type="text"/>	CENTRAL BUDGET TRANSFERS	Central Funding	1,000	0	0		0	0	0	0
<input type="text"/>	CENTRAL BUDGET TRANSFERS	Central Funding	(69,000)	0	0		0	0	0	0

>> Add Another Commitment



# FY2021-22 BIA Commitments

- Do not estimate incremental salary block grant
- FY2022 Phase I Savings targets and salary block grant items will be added by BIA to the commitments tab this week
- BIA will upload any new provost decisions prior to closing plan files

Description	Budget Group	Commitment Type	Funding Type	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26
2020-21 Budget Savings Target - Phase I Base Budget Portion	Base Budget	All Others	Central Funding		(100,000)	(100,000)	(100,000)	(100,000)
2021-22 Budget Savings Target - Phase I Current Budget Portion	Budget Transfers Out	All Others	Central Funding	(100,000)	(100,000)	(100,000)	(100,000)	
2021-22 Block Grant - Current Budget Portion	Budget Transfers In	All Others	Central Funding	1,500				
2021-22 Block Grant - Base Budget Portion	Base Budget	All Others	Central Funding		1,500			
2021-22 Unfunded Salary Increase (Saving Target Offset) - Current Budget Portion	Budget Transfers In	All Others	Central Funding	1,600				
2021-22 Unfunded Salary Increase (Saving Target Offset) - Base Budget Portion	Base Budget	All Others	Central Funding		1,600			

# Quiz!

# Budget Meeting Reports and Budget Monitoring

**Carryforward Balances**

**Org Name**

FY 2020/21

# Unit Carry Forward Report

Report Segment	FY 2018-19	FY 2019-20	FY 2020-21	FY 2020-21	FY 2020-21
	Carryforward As of July 1, 2018	Carryforward As of July 1, 2019	Carryforward As of July 1, 2020	Carryforward Obligations COBL	Carryforward Obligations KOBL

**Carryforward Breakdown by Fund Category**

<b>State Funds / Tuition / Fees</b>					
State & UC General Funds and Tuition	315,186	536,530	566,232	40,000	582,409
Student Fees	528,699	861,684	2,079,173	59,767	100,000
<b>Sub-Total, State Funds / Tuition / Fees</b>	<b>843,885</b>	<b>1,398,215</b>	<b>2,645,405</b>	<b>99,767</b>	<b>682,409</b>
<b>Indirect Cost Recovery</b>					
Facilities & Administration Cost Recovery	64,067	70,613	50,557	0	0
<b>Sub-Total, Indirect Cost Recovery</b>	<b>64,067</b>	<b>70,613</b>	<b>50,557</b>	<b>0</b>	<b>0</b>
<b>All Other Funds</b>					
Auxiliary and Self Supporting	(16,416)	(15,075)	(53,506)	0	0
Gifts and Endowments	1,260,953	1,113,226	1,120,844	0	0
Reserves and Employee Support	71,745	74,632	38,203	0	0
Contracts and Grants	306,521	742,853	566,135	0	0
Other Fund Types	491,718	365,800	888,309	0	226,289
Med Comp Reserves	0	0	0	0	0
<b>Sub-Total, All Other Funds</b>	<b>2,114,520</b>	<b>2,281,436</b>	<b>2,559,985</b>	<b>0</b>	<b>226,289</b>
<b>Sub-Total, ICR/All Other Funds</b>	<b>2,178,587</b>	<b>2,352,049</b>	<b>2,610,542</b>	<b>0</b>	<b>226,289</b>
<b>All Funds Total</b>	<b>3,022,472</b>	<b>3,750,263</b>	<b>5,255,947</b>	<b>99,767</b>	<b>908,698</b>

# Three-Year Sources and Uses Report

## FY 2019-20 Actuals

Pulled from the  
accounting system

Transformed to align  
with budget system  
data

## FY 2020-21 Forecast

Actuals from Jul 2020-  
Dec 2020 combined  
with updated forecast  
data for Jan 2021-Jun  
2021

Prepared in  
AggieBudget or  
uploaded by units as  
of Feb 2021

## FY 2021-22 Budget

Prepared in  
AggieBudget or  
uploaded by units  
prior to budget  
meeting

Includes global  
assumptions to best of  
our knowledge as of  
Mar 2021\*



# Three-Year Sources and Uses



3 Year Sources & Uses

Org Name

FY 2019/20 - Filters: Exclude Fund Categories (800)

Budget Group	Actuals FY2019-20					Forecast FY2020-21 (06/06)					Budget Final FY2021-22				
	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	Total	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	Total	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	Total
Prior Year Carryforward Balance	536,530	70,613	861,684	1,538,583	3,007,410	566,232	50,557	2,079,173	1,993,850	4,689,812	1,112,327	50,205	2,079,173	2,019,137	5,260,841
<b>Annual Sources</b>															
July 1 Base Budget	27,031,647	18,000	830,081	331,178	28,210,906	27,815,509	11,000	901,456	544,148	29,272,113	27,465,594	15,000	901,456	1,454,794	29,836,844
<b>Income</b>															
Contra-Revenue: Income															
Total Income	0	0	25,429,620	555,506	25,985,126	0	0	31,683,240	127,409	31,810,650	0	0	29,435,985	200,214	29,636,199
<b>Recharge</b>															
Contra-Revenue: Recharge															
Total Recharge	1,000	250	0	2,474,468	2,475,718	500	1,125	40	2,418,909	2,420,574	1,000	0	0	2,907,465	2,908,465
Total Annual Sources	27,032,647	18,250	26,259,701	3,361,152	56,671,749	27,816,009	12,125	32,584,736	3,090,467	63,503,337	27,466,594	15,000	30,337,441	4,562,473	62,381,508
<b>Budget Transfers</b>															
Total Budget Transfers	1,753,454	87,689	(30,623)	2,647,759	4,458,279	2,538,684	29,875	647,329	2,503,990	5,719,878	883,737	0	0	453,040	1,336,777
Total Annual Sources and Net Transfers	28,786,101	105,939	26,229,077	6,008,911	61,130,028	30,354,693	42,000	33,232,065	5,594,456	69,223,215	28,350,331	15,000	30,337,441	5,015,513	63,718,286
<b>Uses</b>															
Personnel Expense															
Total Personnel Expense	25,892,690	11,423	15,633,219	3,689,958	45,227,289	26,075,016	(69)	15,959,019	3,654,976	45,688,941	25,247,139	0	12,818,934	4,273,110	42,339,183
Operating Expense															
Total Operating Expense	2,618,465	108,572	7,039,651	1,700,914	11,467,601	2,888,728	13,528	13,635,558	2,069,575	18,607,389	2,109,816	4,036	9,968,518	1,717,844	13,800,214
Financial Aid															
Total Financial Aid	245,245	6,000	2,338,719	162,773	2,752,737	250,245	3,000	3,615,966	96,075	3,965,286	200,745	0	3,392,800	147,237	3,740,782
Debt Service, Reserve-Improvements & Depreciation															
Total Debt Service, Reserve-Improvements & Depreciation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Uses	28,756,399	125,994	25,011,589	5,553,644	59,447,626	29,213,988	16,460	33,210,543	5,820,625	68,261,616	27,557,700	4,036	26,180,252	6,138,191	59,880,179
Net Annual Sources and Uses / (Deficit)	29,702	(20,056)	1,217,489	455,267	1,682,402	1,140,705	25,540	21,522	(226,168)	961,599	792,631	10,964	4,157,189	(1,122,678)	3,838,107
Ending Carryforward Balance / (Deficit)	566,232	50,557	2,079,173	1,993,850	4,689,812	1,706,937	76,097	2,100,695	1,767,682	5,651,411	1,904,958	61,169	6,236,362	896,459	9,098,948

# Quarterly Variance Reporting and Monitoring: Sources & Uses Report



Filters: Exclude Fund Categories (800)

Budget Group	Budget Final FY2020-21					Actuals FY2020-21 - March Year-to-Date					\$ Variance				
	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	TOTAL	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	TOTAL	State/Gen Fnd & Tuft	F&A CR	Student Fees	Misc Fund Categories	TOTAL
Prior Year Carryforward Balance	566,232	50,557	2,079,173	1,993,850	4,689,812	566,232	50,557	2,079,173	1,993,850	4,689,812	-	-	-	-	-
<b>Annual Sources</b>															
July 1 Base Budget	27,653,017	11,000	901,456	544,148	29,109,621	27,815,509	11,000	901,456	544,148	29,272,113	162,492	-	-	-	162,492
Total Income	-	-	30,347,246	839,602	31,186,848	-	-	32,027,623	298,323	32,325,947	-	-	1,680,377	(541,279)	1,139,098
Total Recharge	1,000	2,250	217	2,515,224	2,518,691	-	-	-	1,730,166	1,730,166	(1,000)	(2,250)	(217)	(785,058)	(788,525)
Net Budget Transfers	768,558	60,000	(65,000)	2,046,547	2,810,105	(168,952)	30,200	(6,000)	2,054,156	1,909,404	(937,510)	(29,800)	59,000	7,609	(900,701)
<b>Total Annual Sources</b>	<b>28,422,576</b>	<b>73,250</b>	<b>31,183,919</b>	<b>5,945,522</b>	<b>65,625,266</b>	<b>27,646,557</b>	<b>41,200</b>	<b>32,923,079</b>	<b>4,626,794</b>	<b>65,237,630</b>	<b>(776,018)</b>	<b>(32,050)</b>	<b>1,739,160</b>	<b>(1,318,728)</b>	<b>(387,636)</b>
<b>Uses</b>															
Total Personnel Expense	25,983,805	-	16,021,059	3,954,735	45,959,599	19,022,219	(69)	11,614,965	2,625,578	33,262,693	(6,961,586)	(69)	(4,406,093)	(1,329,157)	(12,696,905)
Total Operating Expense	2,766,847	79,830	13,406,716	2,210,219	18,463,612	2,571,214	352	9,285,420	1,098,183	12,955,169	(195,633)	(79,479)	(4,121,296)	(1,112,036)	(5,508,444)
Financial Aid	331,595	6,000	2,604,493	133,856	3,075,944	250,000	-	3,489,421	48,000	3,787,421	(81,595)	(6,000)	884,928	(85,856)	711,477
<b>Total Uses</b>	<b>29,082,247</b>	<b>85,830</b>	<b>32,032,267</b>	<b>6,298,809</b>	<b>67,499,155</b>	<b>21,843,433</b>	<b>283</b>	<b>24,389,806</b>	<b>3,771,761</b>	<b>50,005,283</b>	<b>(7,238,814)</b>	<b>(85,547)</b>	<b>(7,642,462)</b>	<b>(2,527,048)</b>	<b>(17,493,872)</b>
<b>Net Annual Sources and Uses</b>	<b>(659,672)</b>	<b>(12,580)</b>	<b>(848,348)</b>	<b>(353,288)</b>	<b>(1,873,888)</b>	<b>5,803,124</b>	<b>40,917</b>	<b>8,533,274</b>	<b>855,033</b>	<b>15,232,347</b>	<b>6,462,796</b>	<b>53,497</b>	<b>9,381,622</b>	<b>1,208,321</b>	<b>17,106,236</b>
Ending Carryforward Balance	(93,440)	37,977	1,230,824	1,640,562	2,815,924	6,369,356	91,474	10,612,446	2,848,883	19,922,159	6,462,796	53,497	9,381,622	1,208,321	17,106,236

# Quarterly Variance Reporting and Monitoring



## Budget Monitoring Tools in AggieBudget



aggiebudget@ucdavis.edu

aggiebudget.ucdavis.edu

This document describes budget processes and tools within AggieBudget used to monitor variances to budget, carryforward and deficit balances.

### Roles referenced in this document:

**AD/COO for each Dean/VC office** – used to assign workflows (see below) and grant certain report and utility access to the chief fiscal officer in each Dean/VC office

**Senior Analyst for each Dean/VC office** – used to inform lead analysts in Dean/VC office's of workflows going to the AD/COO and to grant certain report and utility access

**BIA Analyst for each Dean/VC office** – used to inform BIA Analysts of workflow initiation to the AD/COOs, route workflows for BIA Analyst review, and to grant certain report and utility access

**Budget Director** – used as owner of workflows so that Budget Director can see workflow status and is informed when workflows are complete. Also grants access to certain reports and utilities.

Link to more information about the security model and other roles that may be assigned: "[AggieBudget Security Model](#)"

# Budget Context on AggieData



Welcome to AggieData, the University of California, Davis data portal through which you may access a wide array of information about the university. AggieData is continuously growing, and our aim is to provide an increasingly broad spectrum of data and analysis. The purple tabs on the left will help navigate through the portal, and the blue containers provide links to each type of information. Some of these containers will prompt you to log in with your UC Davis computing account, but many others are available to all members of the UC Davis community as well as members of the public.

### Legend

- AggieDash Folder
- Public Content
- Adobe PDF Document
- Password Protected Content
- AggieDash Dashboard

- Show All
- Students +
- Instructional Activity
- Faculty & Staff
- Research
- Development
- UCOP InfoCenter
- Budget -
  - Budget Model
  - Budget Context**
- Financial Aid
- Academic Activities Metrics
- AggieMetrics

Contracts & Grants Expenditures/F&A Cost Recovery  
Budget Model - Budget Context

Budget Sources  
Budget Context

Budget Uses  
Budget Context

Ladder Rank Faculty Net Hiring Trends  
Budget Context - Academic Activities Metrics

Ladder Rank Faculty Hiring Trends by School/College  
Budget Context - Academic Activities Metrics

Ladder + LSOE Rank Faculty FTE by College/School  
Budget Context - Academic Activities Metrics

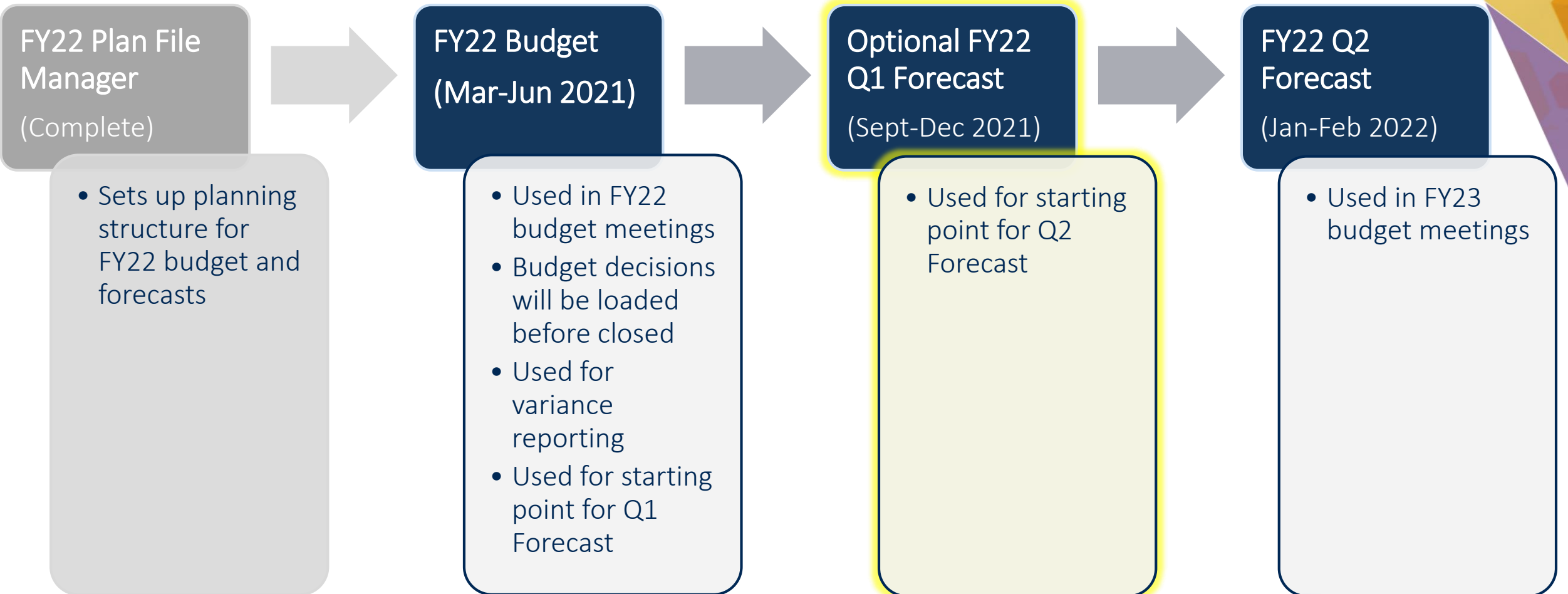
Endowment Market Value by Purpose

Endowment Market Value by Unit

# Quiz!

# Optional Q1 Forecast

# Overview of FY22 Planning in AggieBudget



# Optional Q1 Forecast

- Will open for edit from mid-October through mid-December
- Plan files will reflect actuals through September 2021 for the duration
- Edits can be made at any time while the plan files are open
- Reports will reflect changes to plan files
- Edits to Q1 Forecast will be present in Q2 Forecast
- New user guide will be published



# Training Resources

- Contact the help desk at [aggiebudget@ucdavis.edu](mailto:aggiebudget@ucdavis.edu)
- [AggieBudget Training | Finance & Business \(ucdavis.edu\)](#)
- [UC Learning Center](#)
- [AggieBudget FAQs | Finance & Business \(ucdavis.edu\)](#)

# Quiz!

Thank you