



WyoCloud Planning & Budgeting Townhall

December 12th, 2017

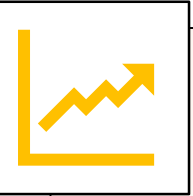
- **Why does UW need WyoCloud Planning and Budgeting?**
- **What is WyoCloud Planning and Budgeting?**
- **WyoCloud Planning and Budgeting User Groups**
- **WyoCloud Planning & Budgeting Data**
- **System Demonstration**
- **Training Timeline**
- **UW FY 19 Budget Process and Timeline**
- **Budget Office Updated Policies and Procedures**

WyoCloud Planning and Budgeting will provide UW with the ability to modernize, simplify, and standardize the integrated budgeting, planning, and forecasting processes to support the University's strategic plan and enhance data informed decision making.

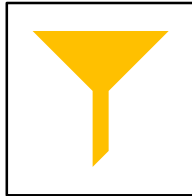


What is WyoCloud Planning and Budgeting?

WyoCloud Planning and Budgeting is a cloud based enterprise planning tool that creates multiyear plans and forecasts that provide the ability to make proactive decisions as the single source of all budget and planning data.



Conduct more frequent **budget to actual** variance analysis



Ability to roll up and **drill down** to different levels of information

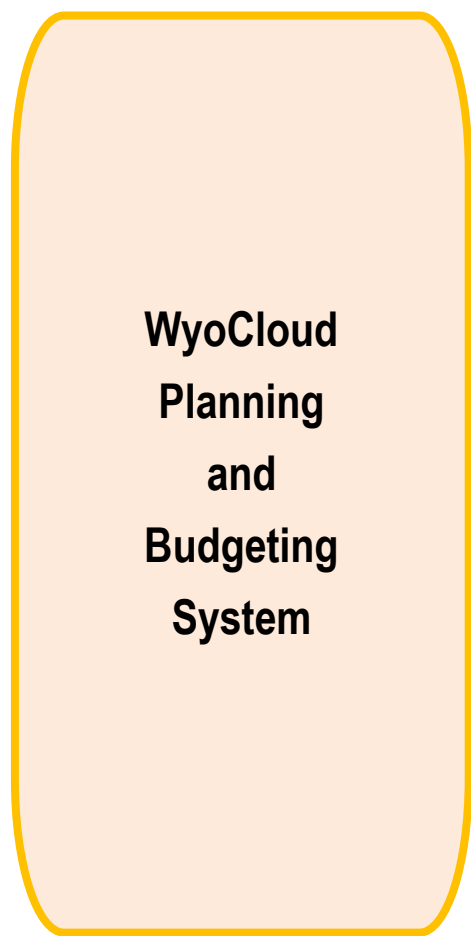


Ensures data is **complete and accurate** using standardized calculations and validation rules



Shifts end users' time from collecting to **analyzing data**

WyoCloud Planning and Budgeting has two distinct user groups, Planning Users and Consumers.



Planning Users
System License

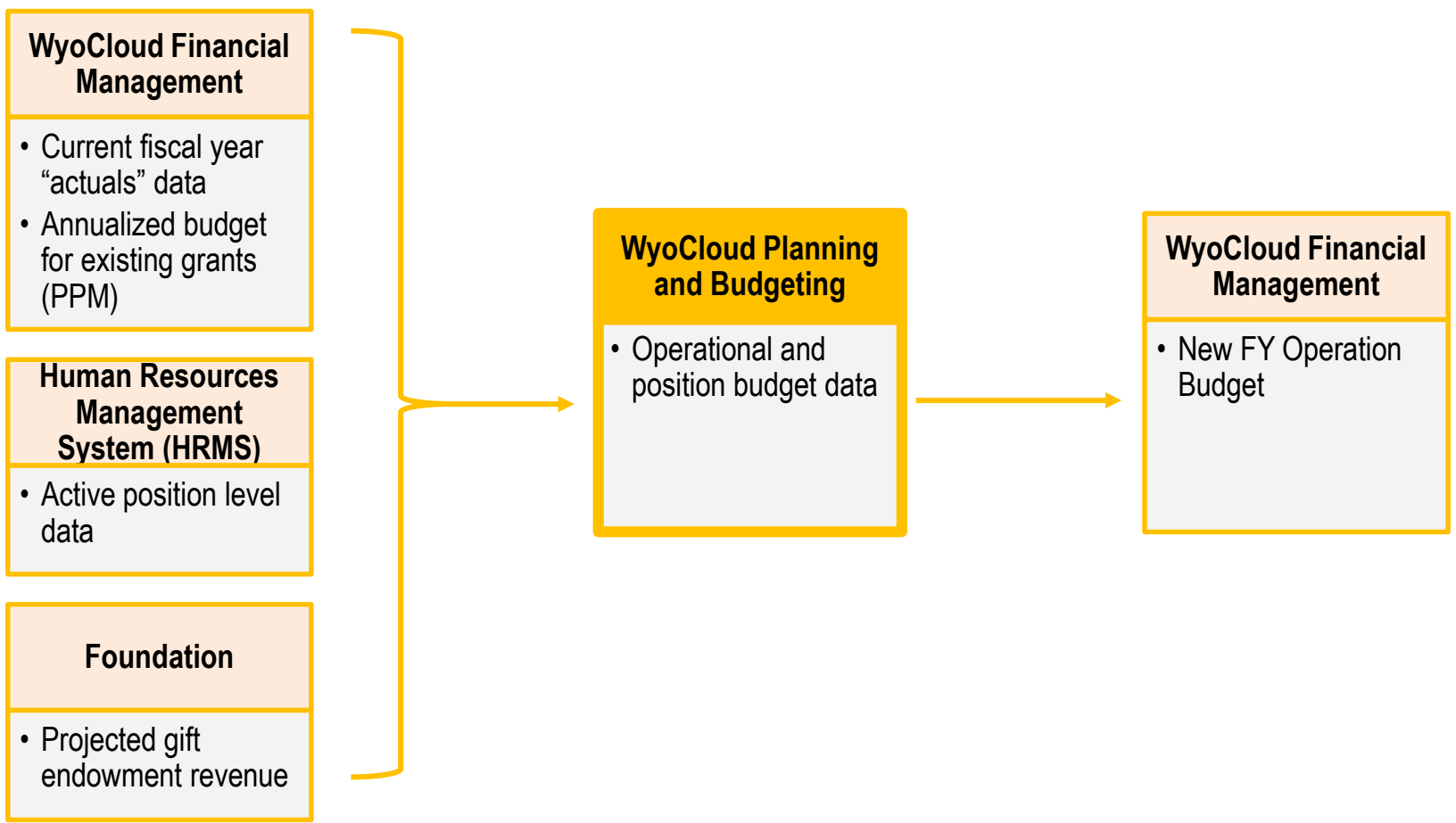
- Enter and submit data for unit
- View data for all units
- Run, export, and share reports



Consumers
No License

- Receive reports from Planning Users
- Partner with Planning Users to define budget data

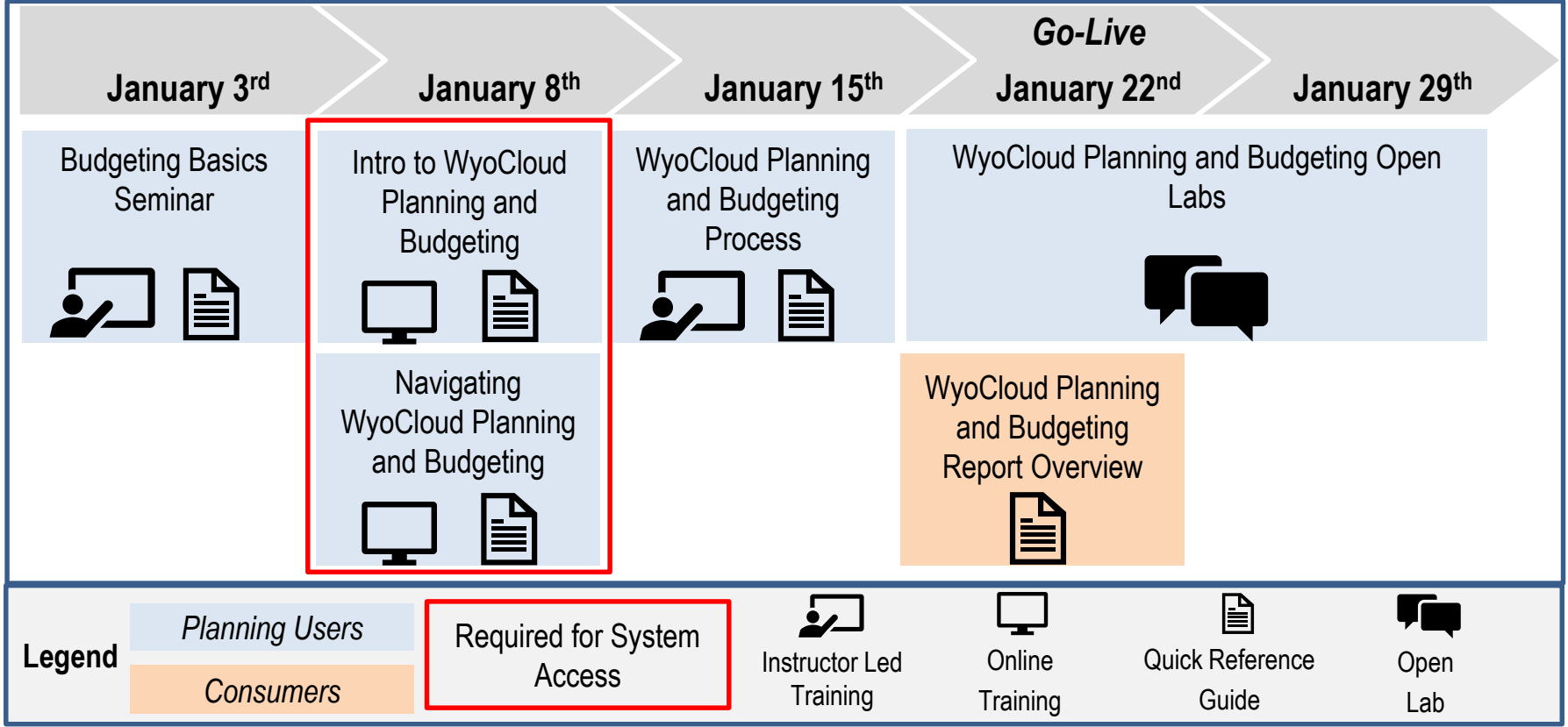
WyoCloud Planning and Budgeting communicates with WyoCloud Financial Management, HRMS, and the Foundation to receive transactional data.



WyoCloud Planning & Budgeting System Demo

WyoCloud Planning and Budgeting Training Timeline

Training will be released throughout January leading up to the WyoCloud Planning and Budgeting go-live on January 22nd. You will receive notifications from the WyoCloud email when training is released for your user group.



FY19 Budget Development Timeline



January 22nd WyoCloud Planning & Budgeting (WyoCloud Planning) module released/opened

February 9th 5:00pm **Non-Academic Affairs Units' FY2018 forecast** due to the Budget Office

February 16th 5:00pm **Academic Affairs Units' FY2018 forecast** due to the Budget Office

March 5th 8:00am **Non-Academic Affairs Units' FY2019 budgets** due to the Budget Office

March 7th Materials due to Board of Trustee's for FY2018 budget amendments

March 12th 8:00am **Academic Affairs Units' FY2019 budgets** due to the Budget Office

March 12th Data migration to Budget Office version in WyoCloud Planning

March 12-16th Budget Office review

March 19th Data migration to Executive Council version in WyoCloud Planning

March 19-April 6th **Division/College budget review sessions with President, VPs, and Deans**

March 21-23rd **Board of Trustee's meeting** (Main topic: **FY2018 budget amendments**)

April 9th 8:00am Data migration to President's version in WyoCloud Planning

April 9-13th President's review

April 16th Data migration to Board of Trustee's version in WyoCloud Planning

April 16th FY19 Budget materials are due to the BOT

May 7-8th **Division & College budget hearings with Board of Trustees Budget Committee**

June 13th **Board of Trustee's conference call**

June 29th Data migration to Final BOT approved version in WyoCloud Planning & FY2019 Budgetary Control in WyoCloud Financial Management

Implementing WyoCloud Planning and Budgeting provided an opportunity for the Budget Office to evaluate and update UW's policies and procedures related to budgeting.

Requesting new Organization and Chart of Account program and activity values

- Requests for new organization, programs and/or activity values need to be submitted to the Budget Office for review and approval. The procedure is located on the Budget Office website (<https://www.uwyo.edu/administration/fiscal/budget/>).

Budget regulation

- Prior to the beginning of each fiscal year, each Administrative Officer shall present to the President and Board Budget Committee the proposed budget for their Division for the upcoming fiscal year.
- No expenditures can be charged to the budget for the next fiscal year until final Board approval of the Operating Budget

Reserve fund balances/ carry forward

- New policy in final stages of approval with General Counsel

Internal allocation and transfer request

- Inter-Unit and Intra-Unit Allocations need to be submitted to the Budget Office for review and approval. Upon approval, the request will be sent to the Accounting Office to be posted.

Surplus property disposal

- To provide guidance on the proper disbursement/disposal of university surplus property, general sales revenue will be distributed 80%/20%. 80% to the Dean/Division and 20% will remain with Material Services.

New budget manual

- Coming soon to guide your unit through the new budgeting process

Questions?