

# AGENDA

## FY27 Budget Updates – 02/10/26

Opening Remarks – Georgeann Smith – Update on PS Finance/Purchase Orders

### Review

- **Due Tuesday 2/10/26** - Review of 4041 non-endowment gift cost centers projections
- **Due Tuesday 2/12/26** Run the following reports before making any FY27 budget changes in Hyperion:
  - COOGPLAN Budget Pivot Report (COOGPLAN/COOGPLAN Tableau Reports)
  - Budget Summary Report by Cost Center Pivot Report (Explore/BudRpt/Budget Summary by Ledger Series)
  - Position Funding Pivot Report (Explore/Coogplan/Position Budget Report)
  - Position Budget Report (Explore/Coogplan/Position Budget Report)
  - Budget Report by Employee (Explore/Coogplan/Budget Report by Employee)
  - Job vs Pool Report - All Budget Nodes (Explore/BudRpt/ Pool vs Job)
  - Megabud Uncomp Multi CC (Explore/BudRpt/Megabud Series/Megabud Uncomp Multi CC)
- BWS27 (Budget Work Sheets) have been placed in your TEAMS folders. A sample will be explained during the meeting. The budget office will continue to update your worksheets for funds 1051,1052,2063 & 2064. Please complete the spreadsheet and schedule a quick TEAMS meeting with Georgeann & Mitch to go over the spreadsheet before you begin entering. Once the spreadsheet is finalized, please print it and have VP, AVP or Dean sign. Then upload signed pdf to your TEAMS folder.
- Un-funded vacancies – by mid-day Wednesday, PBO will send out a list of vacancies that are not funded in the FY26. These vacant positions will be deactivated. If an unfunded position is currently filled, department may submit a funded vacant position to swap (deactivate).

### Needs Assessment

- Working spreadsheets will be in folders by Tuesday for entry readiness
- Working on fringes and longevity
- Review IDC, Endowment, & Debt Service
- Review fund 5 & 7 projections

### Upcoming Hyperion Dates

- 2/9-10/26 Run baseline reports for your master files
- 2/13/26 Begin entry for FY27 budget into Hyperion
- 2/27/26 Last day for departments to entry FY27 budget into Hyperion

Questions from Group -