Hyperion Planning Fit/Gap Results

The Hyperion Planning Project, which will implement a new budget planning and forecasting tool, has completed the Fit/Gap phase of the project and a detailed project plan to implement the solution has been created. With the help of our implementation partner, The Hackett Group, we have defined the scope of Phase 1 and the project milestones.

Key Milestone Dates	Fit/Gap, Design and Build Phases	Feb to August 2016
	Testing Phase	Late Aug to mid-Sept
	End User Training	Sept to Oct (TBD)
	2017/2018 Planning Cycle	Oct/Nov 2016 to early Jan 2017 (TBD)

Phase 1 Scope

Phase 1 will deliver the new system and will provide SFU with new and enhanced functionalities including the ability to:

High-Level Enhancements

- Capture Planned Use of Carry Forward detailed submissions
- Create multiple versions (e.g. what-if scenarios)
- Provide the users with a Task List and guidance for users to follow
- Allow users to create new "To Be Hired" continuing positions (including select temporary positions)
- Add comments, supporting attachments, and capture summary-level explanations in justification columns
- Capture subtotaled supporting details of an object/account code (e.g. travel expenses per trip)

Budget and Forecasting

- Budget at the Program and at the Project level for:
    - Fund 11 (Operating). With the new Chart of Accounts implementation, Funds 11 and 12 will be collapsed into a single operating fund
    - Fund 40 (Ancillary Services)
- Provide monthly budget amounts which users may opt to easily adjust
- Update the current year forecast on a monthly basis (optional)
- Adjust salaries by month to reflect corresponding forecast and/or budget dollars

Reporting

- Create ad hoc analysis and reports using Smart View, an Excel add-in tool (initial rollout to the AVP/Faculty level Departmental Administrators)
- Provide Preliminary and Final Enrolment Plan student AFTE data at the Faculty-level for reporting purposes (provided by IRP)
- Capture Ministry quarterly forecast reporting submissions (Central)

- Capture variance reporting submissions

Foundational
- Build foundation structures and hierarchies using the new Chart of Account structure (including programs)
- Provide 5 years of historical Actuals and Budget for the prior years
- Pre-populate or pre-seed budget data (e.g. using 3 year average actuals on a monthly trending basis)
- Support both Financial and Labour components for forecast and budget
- Capture both salary and non-salary encumbrances for forecasts

Phase 2 Considerations

The second phase of the Hyperion Planning Project will be implemented following a stabilization period of Phase 1 and after the completion of the 2017/18 Budgeting cycle. This may include such features as:
- Capture reference point allocations at the VPs level
- Capture Budget Review Committee decision packages
- Capture tuition information (e.g. for central budget modeling revenue projections)
- Provide various reports requested by Central and Areas
- Explore the next steps for report management and distribution.

Parking Lot

Some items brought up during the Fit/Gap sessions have been parked at this time, as more exploration, discussions, and review are required:
- Course planning
- Student enrolment information (SIMS) data load
- Automated workflow
- Multiple forecasting years for Operating
- Salary recoveries tracking

Possible Changes to Business Process

Hyperion Planning may impact existing business processes in the following ways:
- Capture new "To Be Hired" positions in Hyperion Planning instead of creating pre-approved "New Continuing Proposed" positions in HAP Approved positions would be created in HAP at the time of hire
- Departments will be able to forecast on a monthly basis, if desired (November month-end will be the cut-off period for the annual forecast submission)
- Timing of planned use of carry forward processes

Contact Us

If you have concerns or questions, please:
- Email FPInfo@sfu.ca
- Email Audrey Hamade, audrey_hamade@sfu.ca
- Call Audrey at 778-782-2542

Click on the link to complete our 6 question online survey to provide us with your feedback regarding the Fit/Gap sessions you attended. https://sfu.fluidsurveys.com/surveys/45-5cc94b2c1fada69a88feef1b671/hyperion-plannning-fit-gap-session-feedback-survey/?collector=156219