

AGENDA

FY27 Budget Updates – 02/26/26

Opening Remarks – If you cannot finish keying into Hyperion by end of day Friday, 02/28, please contact the Budget Office early.

Be sure to balance your division/college Check totals for funds 2064, 2164 & 2165.

Mitch is verifying that all Hyperion Errors/warnings have been addressed.

Fringes & longevity will be keyed and balanced Friday.

Finalize worksheet asap. Delay getting signatures as we can address after final entries. In Hyperion -

- 1) Remove all positions that will not be funded in FY27
- 2) Remove all cost centers that will not be funded in FY27. If there are positions attached move to correct cost center or remove as appropriate.
- 3) Verify positions by cost center. When finished with this step notify PBO to adjust fringes and longevity.
- 4) Print worksheet and key new budget from worksheet. Remember non-exempt positions may roll up to 2088 hrs./yr.
- 5) Run Job vs Pool to make sure you have budgeted for vacant positions.

Review

- Please budget 2064, 2164, & 2165 the same as FY2026. Total dollars budgeted in FY27 may not exceed the amount budgeted in FY26.
- Budget whole dollars only – round up to next whole dollar
- Among Funds will only be used if you are receiving funds from institutional cost centers.
- Yearend sweeps for some fund codes are still in discussion. For funds 1051, 1052, 2064 and 2077, all surplus funds will be swept at FY26 yearend to replenish reserves.

Needs Assessment

- Working on fringes and longevity
- Review IDC & Endowment (due late today or in morning)
- Review fund 5 & 7 projections

Upcoming Hyperion Dates

- 2/13/26 Begin entry for FY27 budget into Hyperion
- 2/27/26 Last day for departments to entry FY27 budget into Hyperion
- 3/2/26 PBO starts balancing campus

Questions from Group -