

BUDGET LETTER

SUBJECT: ENHANCEMENTS IN FISCAL (HYPERION)	NUMBER: 19-27
REFERENCES: BL 19-17	DATE ISSUED: August 27, 2019
	SUPERSEDES: BL 18-22

TO: Agency Secretaries
Department Directors
Department Budget and Accounting Officers
Department of Finance Budget and Accounting Staff

FROM: DEPARTMENT OF FINANCE

This Budget Letter (BL) is to inform FISCAL Hyperion (budget) users of enhancements made in the system or process in the last twelve months. The primary goal of these enhancements is to improve efficiency and increase accuracy and usability of the system. This BL provides a short summary of the enhancements.

I. Glossary Relevant to this BL

- BIP = Business Intelligence Publisher is a type of report available to Hyperion users.
- BR = Budget Requests. These are issues identifying changes to dollar amounts and/or positions for any fiscal year in the system.
- BU = Business Unit. This four-digit number is equivalent to an organization code/entity.
- FR = Financial Reporting is a type of report available to Hyperion users.
- FTEs = Full-Time Equivalents or Positions. These terms are used interchangeably.

II. Major Enhancements in Hyperion

- 1. Real Time BIP Report Refresh**—Users are able to run BIP reports that display data changes within approximately 2-10 minutes after data has been entered or uploaded into Hyperion. Users no longer have to wait for the two-hour BIP refresh at the top of every even-hour to view their data entries or uploads in BIP reports.
- 2. No More Rounding Position Problems**—As part of the Hyperion rollover process, all FTE amounts have been rounded to the nearest tenth. Users must not enter or upload any FTE amount beyond the tenth decimal position. A new report is described below to identify issues requiring corrections.
- 3. Enhanced Report Availability**—Six new reports and one report enhancement are available for department use:
 - 1) DBA (Detailed Budget Adjustments) by Entity: This FR report helps users perform a validation check of the Detailed Budget Adjustments table in the Governor's Budget and Enactment Budget BU galleys. This report has been enhanced to display out year amounts (Budget Year [BY]+1 through BY+4) as well as the Legislative Action Status for each issue.

- 2) Past Year Expenditure by Item – Capital: This BIP report facilitates more efficient updates of past year data for capital outlay.
- 3) QC Reports for Departments: This BIP report contains the following two quality control (QC) check reports under separate tabs:
 - o QC Dollars Not in Thousands: This BIP report identifies issues where dollars entered or uploaded into Hyperion require correction to the nearest thousand (end with “000”).
 - o QC FTE Rounding: This BIP report identifies issues where FTE amounts entered or uploaded into Hyperion require corrections to ensure FTE are rounded to the nearest tenth decimal position.
- 4) Revenue Transfer Details: This FR report lists revenue transfer BRs, and is used to confirm funds and partner funds are consistent with BR titles.
- 5) Version Comparison by Issue – FTE: This FR report compares FTEs (on the Position Summary tab) between two different versions in Hyperion.
- 6) Version Comparison by Issue – Non Add Exp: This FR report compares Non-Add expenditure issues between two different versions in Hyperion.

An updated department Hyperion report manual is available from your Finance budget analyst. The manual lists reports available to departments, sample look of the reports, and key report parameters to help users understand the reports.

III. FI\$Cal Resources Webpage

This webpage provides helpful references, crosswalks, current upload templates, and quick tips. These materials are updated as needed throughout the year for departments to use. Please refer to: http://www.dof.ca.gov/Budget/FISCAL_Resources_for_Budget/

If you have any questions about this BL or budget/policy questions regarding the use of Hyperion, please contact your Finance budget analyst. For FI\$Cal login/password issues or other system technical questions, please contact the FI\$Cal Service Center (fiscalservicecenter@fiscal.ca.gov) and copy your Finance budget analyst.

/s/ Thomas Todd

Thomas Todd
Program Budget Manager