

# MEMO

**DATE:** June 7, 2021

**TO:** Adaptive Planning Users

**FROM:** Teri Kinnunen, Manager, Corporate Budgeting

**SUBJECT:** Adaptive Planning Updates

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**Please share this memo with the appropriate staff in your department.**

## Quarterly Projection Variance Analysis Template

The First Quarter 2021-22 Financial Projection memo dated May 31, 2021 indicated that the Quarterly Projection Variance Analysis Template would be available June 7, 2021. Additional adjustments to the report are required and therefore, the report will not be available until Monday, June 14, 2021.

## Adaptive Planning Updates

As we work on continuous improvement of the College's Adaptive Planning model, the following changes are effective immediately within the system:

### 1. Net Contribution in Actuals Version

Further to the launch of the Adaptive Planning Enhancement Request process as detailed in the memo dated March 25, 2021, one request received was related to the addition of the Net Contribution calculation to the Actuals version. Effective today, the Net Contribution calculation will appear on the Income Statement sheet for the Actuals version.

#	ACCOUNTS	2020-2021	
1	Income		
2	▶ Total Revenue Total	449,897,758	
255	Total	449,897,758	
256			
257	Expenses		
258	▶ Total Expense Total	447,009,497	
711	▶ Capital Asset Expenses	928,987	
721	Total	447,938,484	
722			
723	Net Contribution	1,959,274	
724	Net Contribution %	0.4%	



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To achieve this result, the Q2 and Q3 Projection 2020-21 versions in Adaptive Planning have been hidden as errors in the net contribution calculation for these versions were occurring.

## 2. Chart of Accounts Sorted Alphabetically

To improve efficiency and for ease of locating revenue and spend categories, within each Ledger Account the revenue and spend categories have been sorted alphabetically. You will notice these changes within the Income Statement sheet.

## 3. Program Information with Enrolments Report

Within this shared report, the column previously labelled as “Fiscal Year” has been renamed to “Year”.

## 4. Formula Corrections

During the 2021-22 Annual Budget cycle, the following formula errors in Adaptive Planning were identified. However, due to the proximity of the close of Adaptive Planning for the 2021-22 budget cycle and as the estimated impacts were minimal, they were not corrected at that time. The formulas have been corrected for the Q1 Projection 2021-22 version:

- Full-time Salaries - Employee Data Sheet: The monthly leave calculations for Full-time employees within the Academic Services area were not linked to the leave rate assumptions within the model. The monthly salary formula is now linked to the leave rate assumptions to calculate correctly.
- Part-time & Temporary Salaries – Employee Data Sheet: any lines within this sheet with ‘Annual’ selected under the Total Base Pay Frequency column has had the formula adjusted to correct the monthly salary calculation.

If you have any questions or concerns, please contact [Teri Kinnunen](#), Manager, Corporate Budgeting.