Hyperion Public Sector Planning and Budgeting

Description:

BISP is committed to provide BEST learning material to the beginners and advance learners. In the same series, we have prepared a list of beginner's guide and FAQs for Oracle Hyperion Product Suite. Download many such learning documents, student guide, Lab Guide and Hands-on practice materials. This document describes an introduction to Oracle Hyperion Public Sector Planning and Budgeting and How to Create Application. ***Join our professional training to learn from Experts.***

History:

Version	Description Change	Author	Publish Date
0.1	Draft	Rajkumar N	15th Nov 2012
0.1	Review#1	Amit Sharma	20th Nov 2012

Contents

Public Sector Planning and Budgeting: 3

Application Creation Process in Public Sector Planning and Budgeting: 3

Create Data Source: 3

Creating Public Sector Planning and Budgeting Application: 4

Define Year and Period Dimension 5

Define Currencies 6

Define Plan Type 6

Position and Employee: 6

Position: 6

Employee: 6

Creation of Essbase Database: 7

Prebuilt Dimensions 11

Setting Up Values for User Variables : 11

Setting Planning properties 12

Application Properties 12

Appendix 13

Decision Packages & Budget Requests: 13

Allocation Salary Vs. Allocation Position : 13

Human Capital Planning (HCP) : 14

BISP

Public Sector Planning and Budgeting:

Oracle Hyperion Public Sector Planning and Budgeting is a web-based integrated budgeting and planning solution in the EPM system suite. It helps public sector organizations manage existing and projected budgets that are based on reliable information for Human Resource (HR) and General Ledger (GL) systems.

- PSPB supports integration with external systems with the help of ERP Integrator.
- PSPB supports allocation of salary and position budgets into the appropriate ledger accounts.
- Public sector budgeting activities are tightly integrated with core financial and operational systems.

Public sector budgeting activities are tightly integrated with core financial and operational systems. You can perform the following tasks:

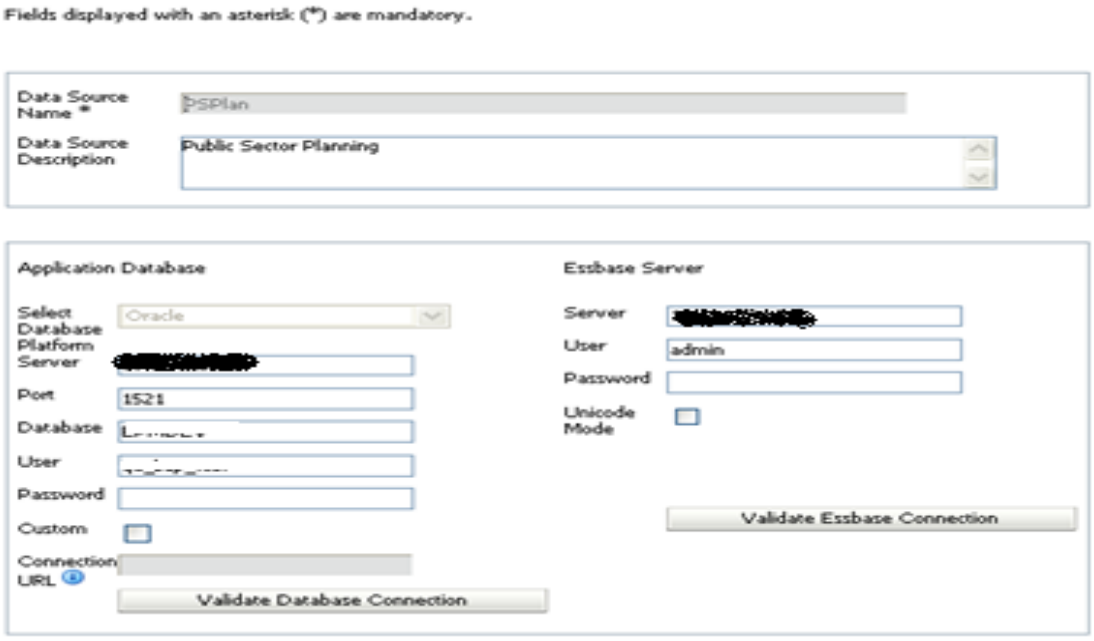
- Allocate salary and position budgets to the appropriate ledger accounts.
- See the impact of detailed salary plans on the overall operating expense budget.
- Define decision packages and budget requests.
- Load the PSPB data by using ERP Integrator.
- Write the revised budget back to the GL .
- Publish books for offline approval and statutory reporting purposes.

Application Creation Process in Public Sector Planning and Budgeting:

Create Data Source:

Logon to Hyperion Application creation Wizard
(http://<Server IP>:<Hyperion Planning Port>/HyperionPlanning/AppWizard.jsp)
Log in as administrator.
Click on Manage Data Source.
Click on Create Data Source.
Enter the details in the 'Create Data Source' screen as required in the screenshot below:

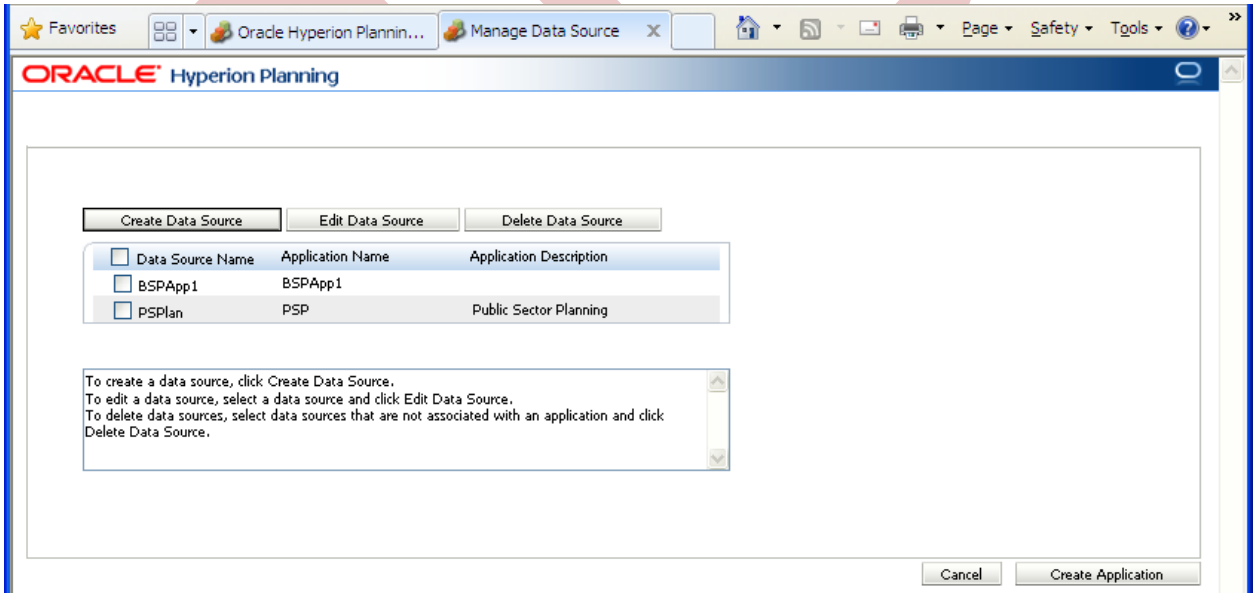
BISP



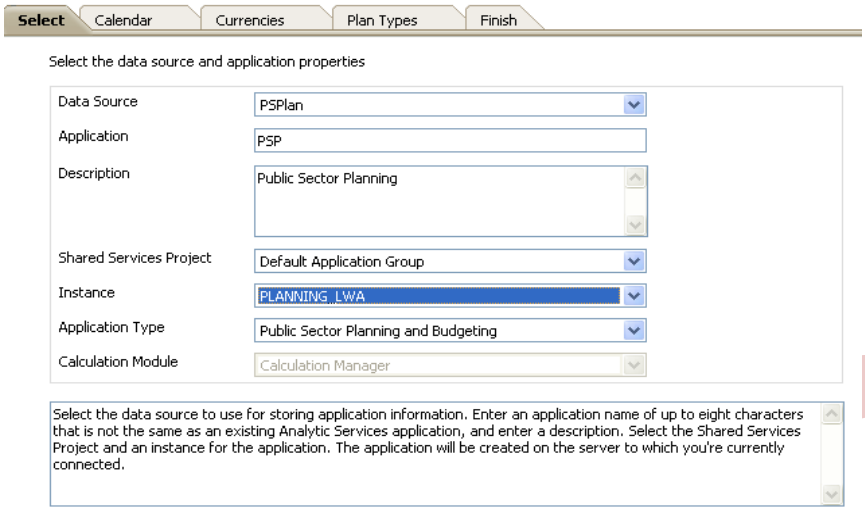
Provide / Input all the values under the Application Database and Essbase Server, then Click on the 'Validate Database Connection' and 'Validate Essbase Connection'. Validation of Application Database / Essbase Server has to be successful before proceeding to the next step.
Click on **Finish**.

Creating Public Sector Planning and Budgeting Application:

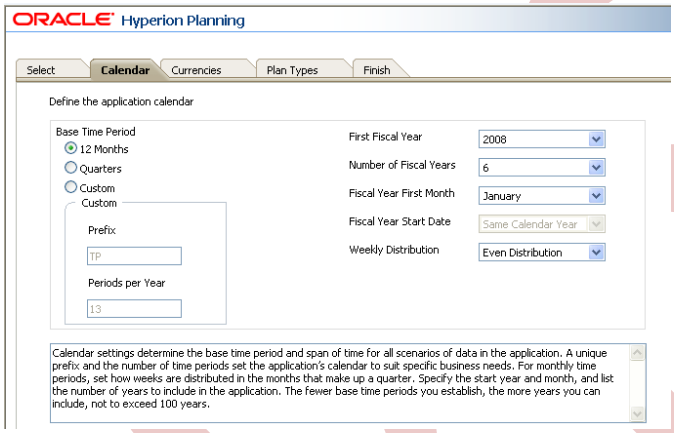
To create Application, Select the 'Data Source' and click on '**Create Application**' in '**Hyperion Application Creation Wizard**'.



Input the Application information in the 'Select' tab as shown below :



Note : Select Application Type as 'Public Sector Planning and Budgeting'
Press 'Next' to move onto the next tab.



Define Year and Period Dimension

Under the 'Calendar' tab, make the following selections:

Base Time Period: 12 Months

(Note: PSPB supports only month-based calendars, so don't select Quarters/ Custom)

First Fiscal Year : < Set this value equal to the earliest year for which you will have historical data in the application>

Number of Fiscal Years : <Total no. of years for the application>

Fiscal year First Month : <Select the starting month of the year as per requirement>

Weekly Distribution: Even Distribution

Press '**Next**' to move to the next tab.

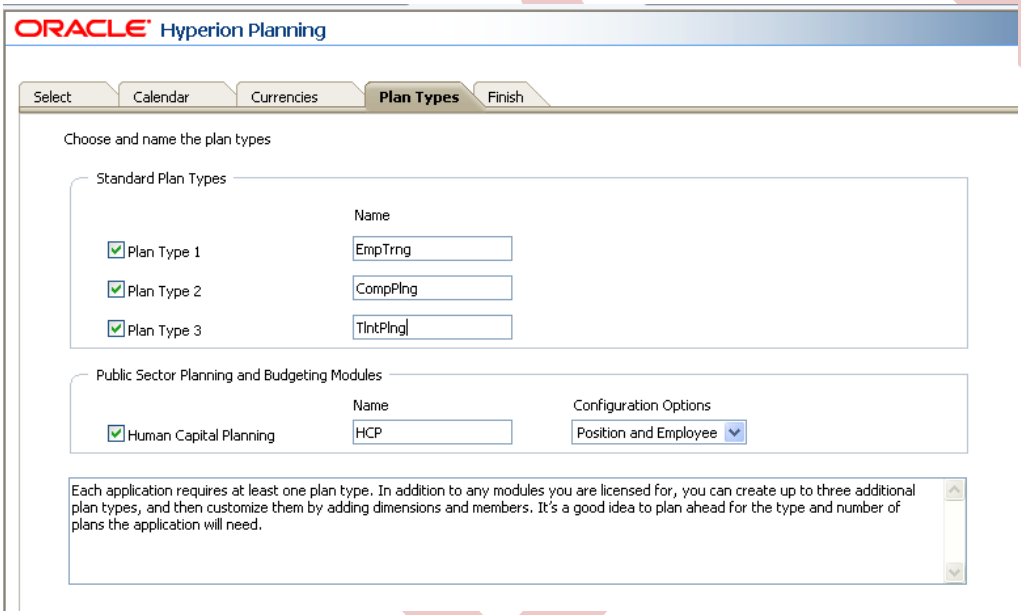
Define Currencies

Make the following selection in the '**Currencies**' tab.

Default Application Currency : <as applicable>

Support Multiple Currencies: Yes / No <as per requirement>

Press '**Next**' to move to the next tab.



Define Plan Type

In '**Plan Types**' tab of the screen, select Plan 1, Plan 2 and Plan 3 and can name them as per the requirement.

Select PSPB module '**Human Capital Planning**' checkbox. Under Configuration Options drop-down list, select either of the 'Position and Employee' / 'Position' / 'Employee' as per the requirement.

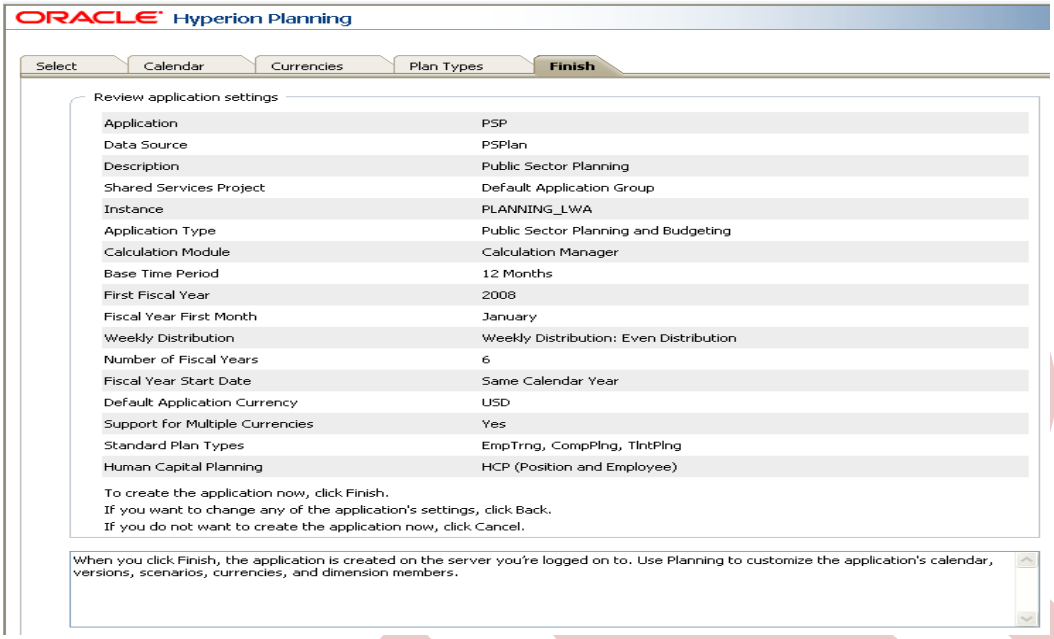
Position and Employee: Enables to plan and track expenses by position and by employee.

Position: Enables to track expenses by positions, not by employees.

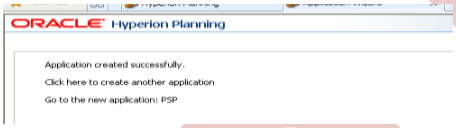
Employee: Enables to track expenses by employee, based on actual employee salaries.

Press '**Next**' to move to the next tab.

In the last tab (‘**Finish**’ tab), verify the summary details and click ‘**Finish**’



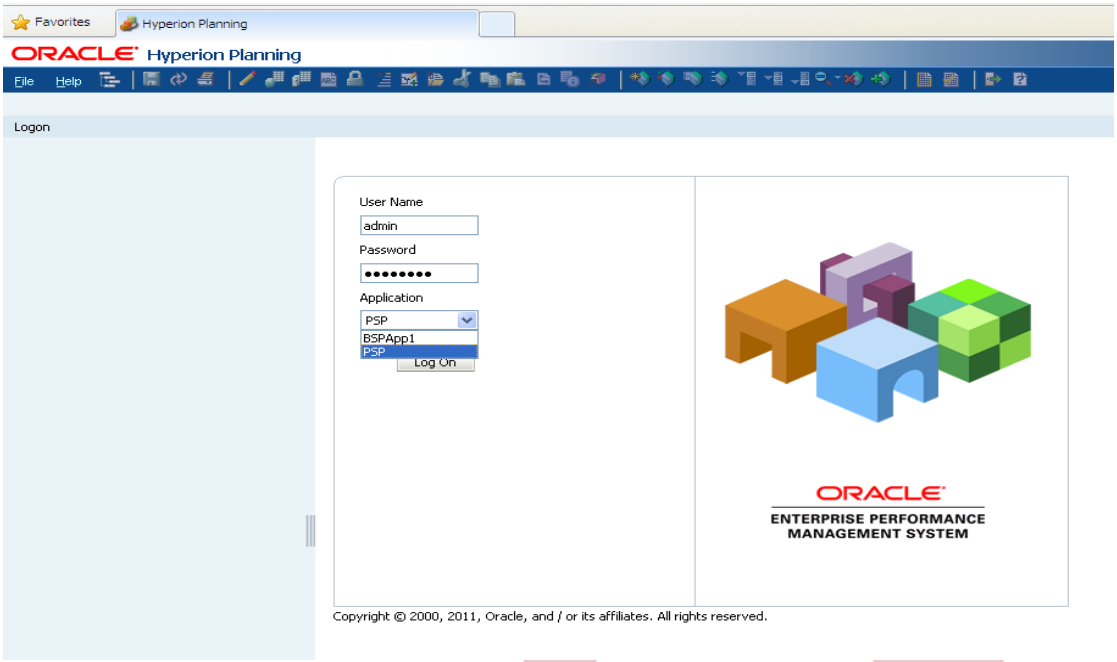
A message will appear informing about the successful creation of application.



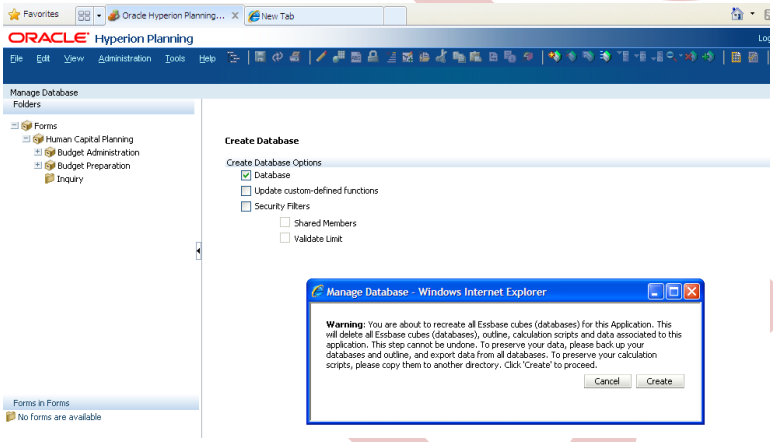
Click on ‘**Log off**’.

Creation of Essbase Database:

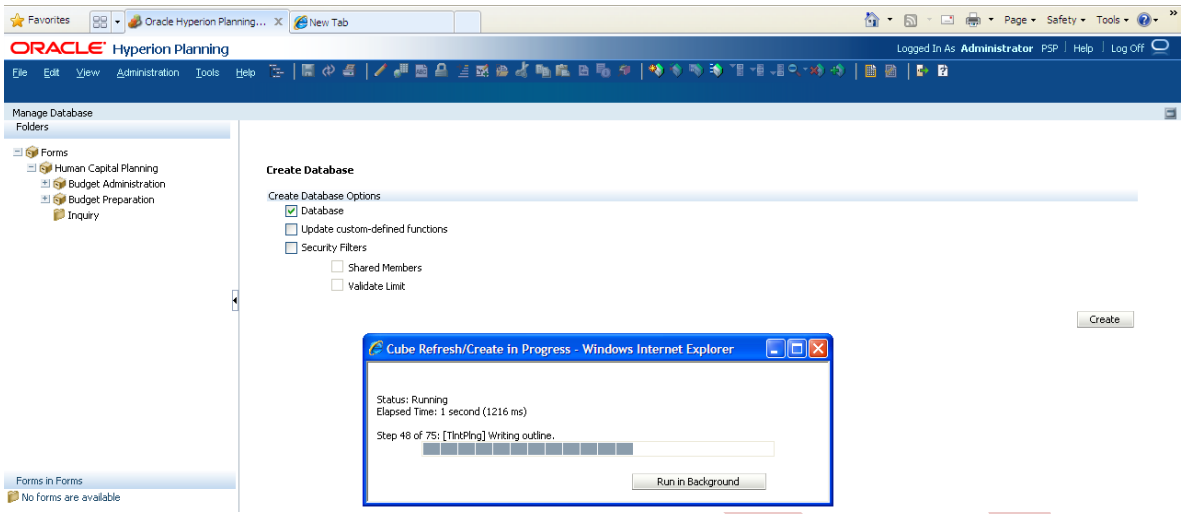
Login to PSPB application using the admin credentials.
Select ‘PSP’ from the Application Drop-down.



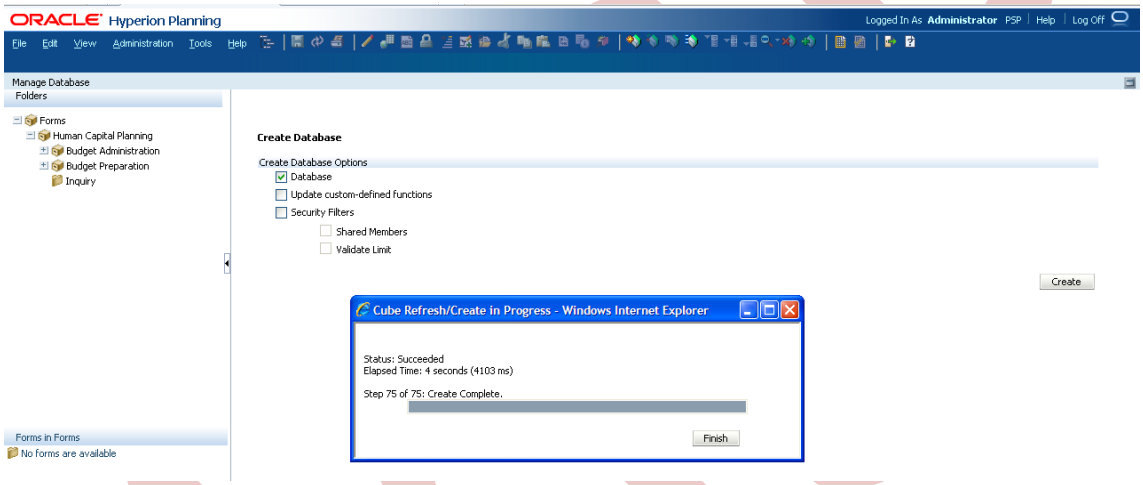
Go to Administration > Application > Create Database



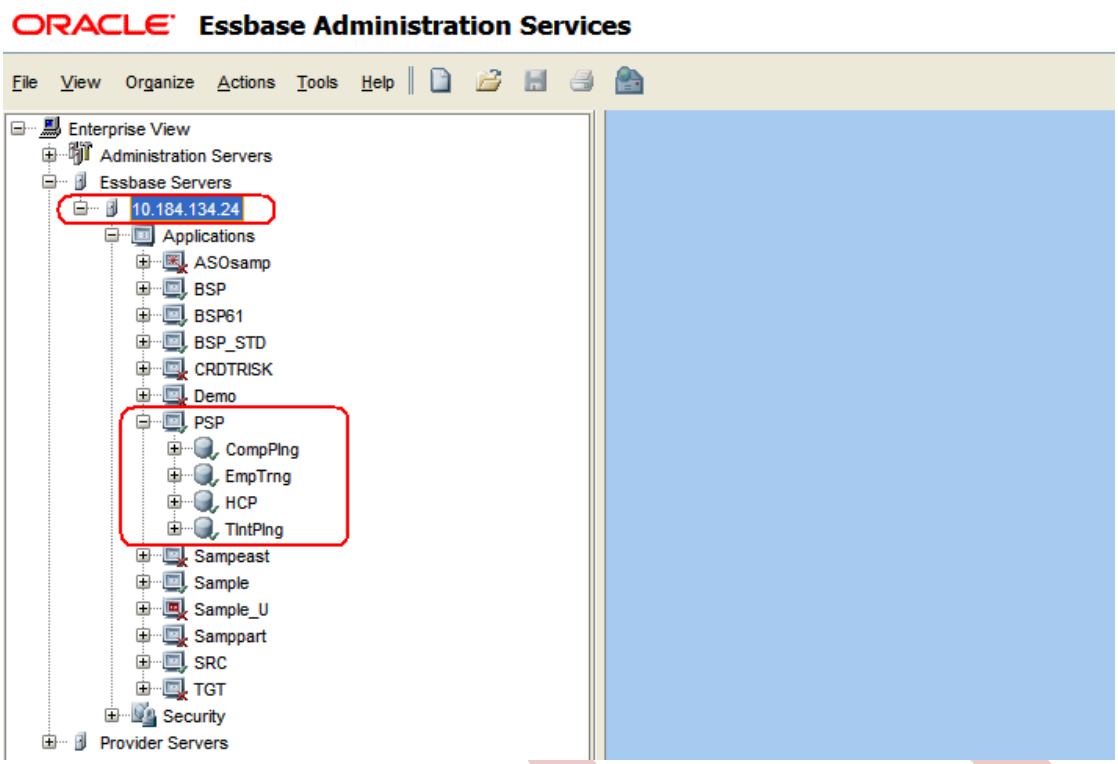
Select Database checkbox, then Click Create.
Below pop-up window “the Cube Refresh/Create in Progress” show the status of the cube’s being created in the Essbase Database.



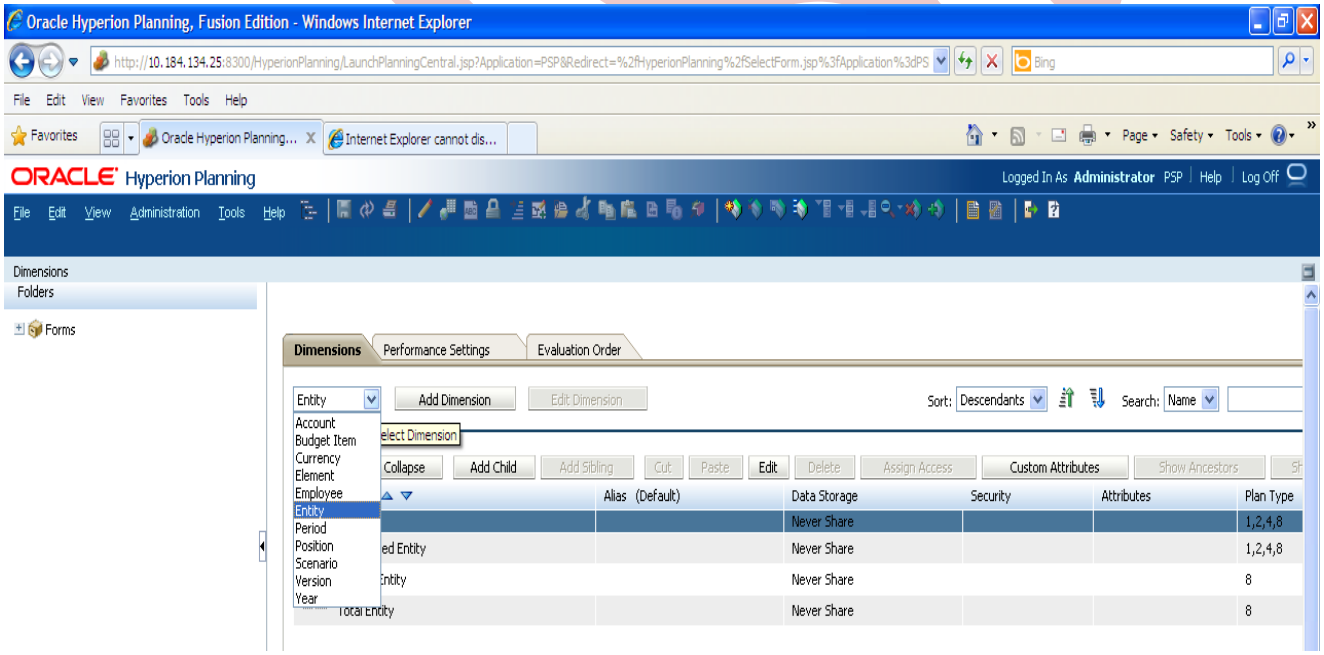
Upon Successful completion, the cubes are now created in the Essbase database.



We can see the below cubes being created in the Hyperion Essbase Created, which were created through Hyperion Planning for Public Sector Planning and Budgeting application.



As we can see below, the list of the dimensions created for the PSPB Application.



Note:

1) By Default, the Scenario, Version, Period, Year, Currency, Account, Entity and Request dimensions are enabled for all plan types.
2) The Position, Employee, Job Code, Budget Item, and Element dimension are enabled for the HCP plan Type.

Prebuilt Dimensions

Dimension & Members :

Account Dimension: System Members, Human Capital Planning Accounts, Revision Properties, Segment Information, and Segment Descriptions.

Budget Item: Status Assignments, Element Changes, and Allocation Assignments.

Currency: Local members and default currency member.

Element: Total Compensation Expenses Members, Unspecified Element, Salary Grade Defaults, Benefit Defaults, Additional Earnings Defaults, and Employer-paid Tax Defaults.

Entity: Unspecified Entity, Generic Entity, and Total Entity.

Period: Parent Member --> YearTotal and its descendants. Member --> BegBalance.

Position: All Positions and its descendants.

Scenario: Budget and Baseline Budget.

Version: Stages and Revisions

Year: All Years parent and its descendant.

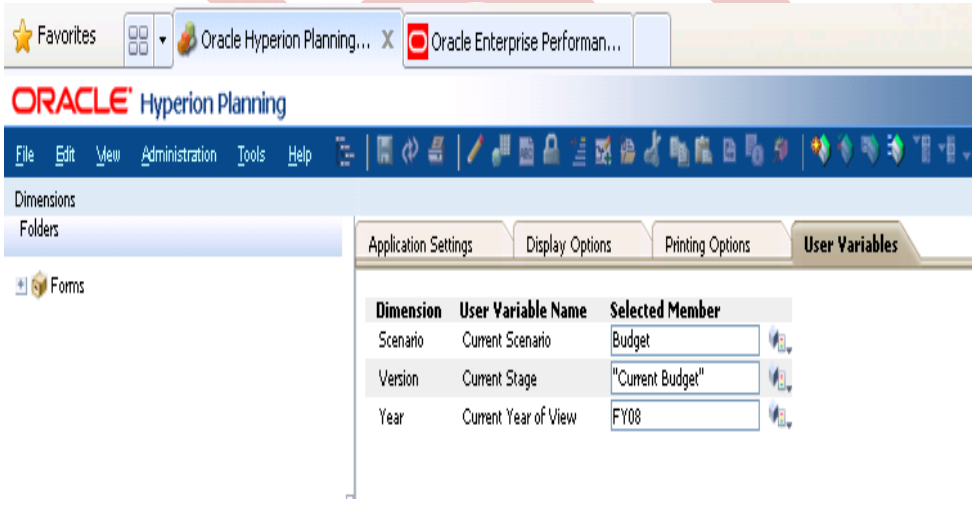
Employee: Employees who have a direct employment relationship with employers. (All the employees information)

Job Code : Generic employee roles that are independent of organizations.

Note : Do not delete predefined members. You can add dimensions and load members for user-defined dimensions. Once the Planning application is created, a total of 100+ tables are created in the database / schema which start with "HSP_".

Setting Up Values for User Variables :

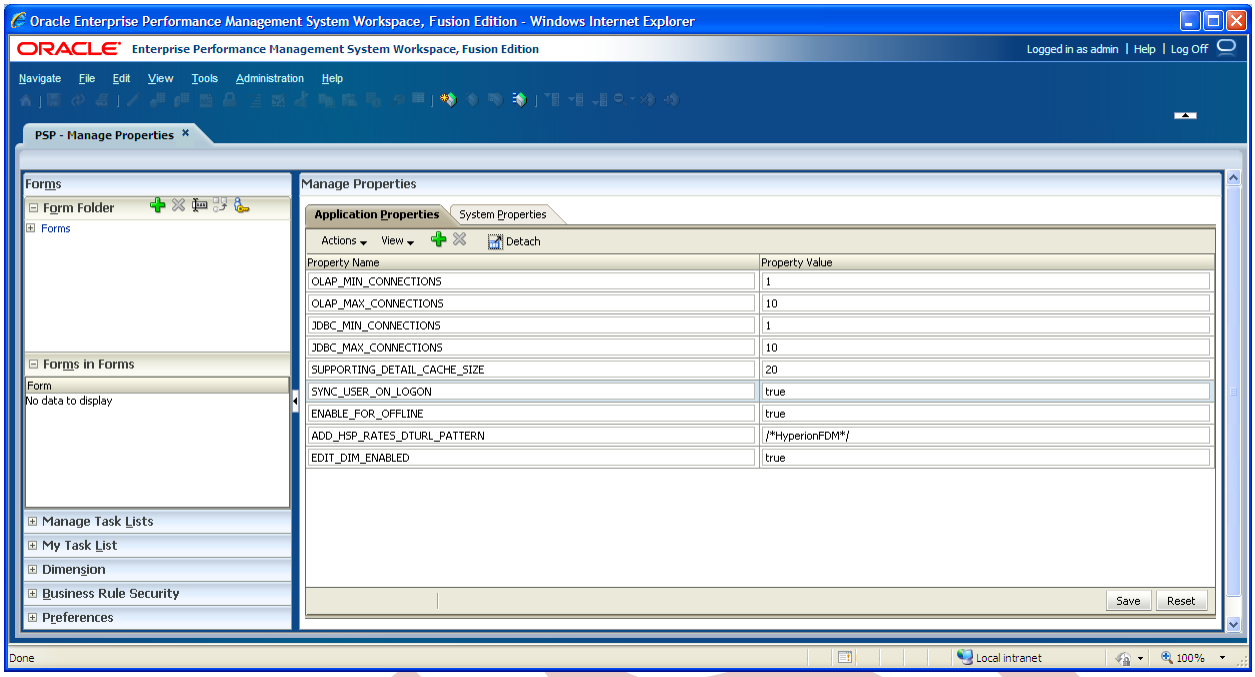
Once you Login for the first time, you should set values for user variables.
File > Preferences > User Variables.



Select values for the user variables and click **Save**.

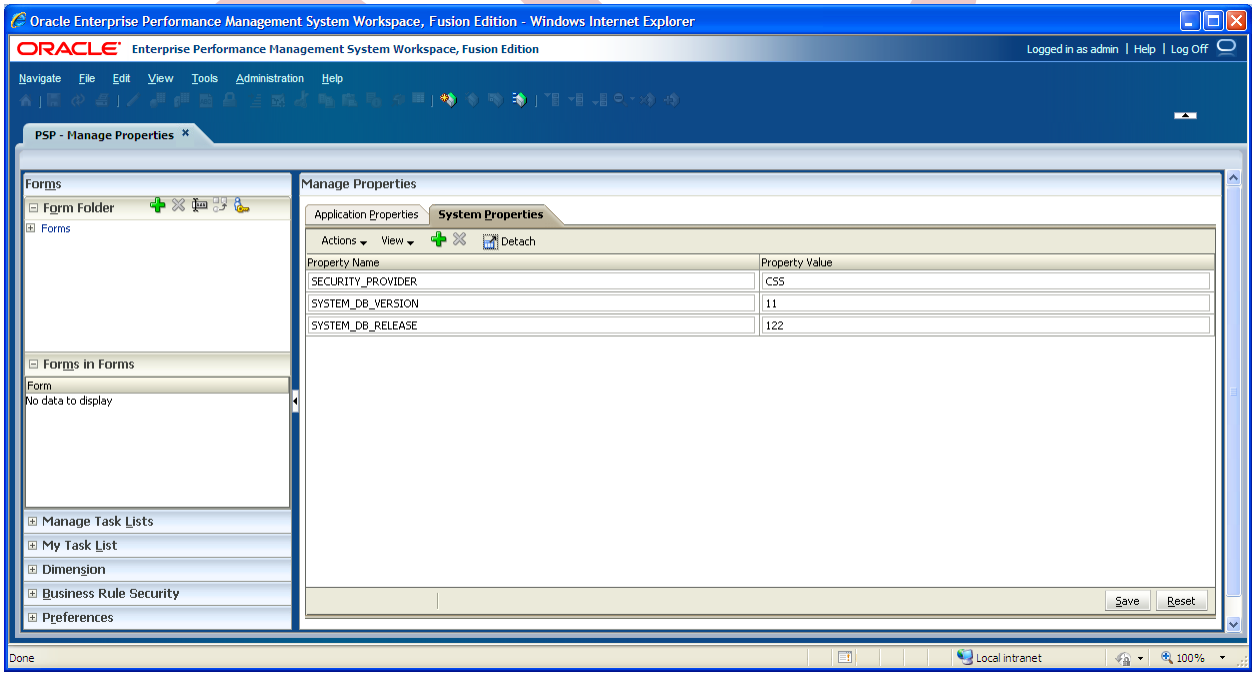
Setting Planning properties

Administration > Application > Properties



Application Properties

To set properties for the current Application. You can add or change application or system properties as per the requirement / business needs.



System Properties: Setting the properties for all Planning Applications.

Once the changes are made, Click '**Save**'.

Note : For any property changes, make sure to restart the Planning server.

Appendix

Decision Packages & Budget Requests:

During the budget cycle, you can submit requests for additional funding by creating Decision Packages using budget requests. Budget requests are evaluated for proposed projects to identify the impact of these new proposals will have on the existing baseline budget. Once approved, the additional funding requests are included in the overall budget.

Creation of detailed budget books and reports is an important requirement in public sector and higher-education organizations. PSPB enables organizations to use Financial Reporting with public sector-related features to created highly formatted books.

PSPB provides the flexibility to accommodate mid-year adjustments and other changes such as updates from contract negotiations after the budget is approved.

Adhoc revision requests can be made in PSPB applications to identify the adjustments that need to be made.

PSPB applications are Planning applications that have the full features of Planning, plus they have additional content to address the unique requirements of public sector organizations.

You can prepare the compensation budgets in PSPB.
Allocate salary and position budgets into the appropriate ledger accounts.

Allocation Salary Vs. Allocation Position :

Salary and Position allocations are interlinked with each other.
For Example: An Assistant Vice President is promoted from his current position to the Vice President position then naturally the salary component related to the new role will also be allocated accordingly. The salary allocation will be done on the basis of various components depending on the position.

In this case, the newly appointed VP will be eligible for an Additional Insurance Policy for his family members, a company car provided along with driver, and various other compensation benefits are provided. During the allocation of various benefits, we can observe that there is a need need arised of this Job position movement, i.e. a new vacancy of a driver is arised (this can be accommodated using the Decision Package) and hence his salary is a new addition in the current budget.

In some situations, salary allocations have to revised as per the employees compensation during the recruitment. Ex: A new employee (lateral) have to compensated with the salary almost equivalent given to the next level, as this is can be termed as a skill based requirement.

Whereas, in some situations the organizations have to think ahead of the time. Like, creating new positions in the coming year and salary allocation of budget has to be done accordingly with respect with to the position. During preparation of the budget, many cases including the above have to kept in mind as these can lead to a massive difference in the year end budgeting of the organization.

Human Capital Planning (HCP) :

Select PSPB module 'Human Capital Planning' checkbox (After selecting the PSPB Application Plan Types) . Under Configuration Options drop-down list, select either of the 'Position and Employee' / 'Position' / 'Employee' as per the requirement.

Position and Employee: Enables to plan and track expenses by position and by employee.

Position: Enables to track expenses by positions, not by employees.

Employee: Enables to track expenses by employee, based on actual employee salaries.

Business process followed for PSPB is :

a) Setting up the Compensation Defaults.
b) Change and calculate compensation data.
c) Modifying the line item budget data.
d) Pushing the compensation and line item data
e) Reviewing and approving the budget
f) Reviewing budget books
g) Revising budgets

Integration with Source systems:

You can integrate metadata and data with external systems, and you can integrate Public Sector Planning and Budgeting with reporting applications for reporting and analysis.

You integrate with the source systems in the following ways.

- Loading the following GL data into PSPB by using ERP Integrator.
  - Revenues
  - Expenses
- Loading the following HR data into PSPB by using EPR Integrator.
  - Existing Employees
  - Existing Positions
  - Job Codes
  - Salary elements
  - Allocations
- Preparing the compensation budget in Public Sector Planning and Budgeting.
- Allocate salary and position budgets into the appropriate ledger accounts.
- To integrate and aggregate position budgets into operating expenses budgets, load data into a reporting application, either an Aggregate Storage Option (ASO) or a Block Storage Option (BSO) in a standard Plan Type.

Data Write Back to Source Systems:

You write back to source system in the following ways :

- To see the impact of detailed salary plans on the overall operating expense budget.
- Uploading the Operational Data back into the GL systems by using ERP Integrator.
- Uploading the corrected budget data (in Smart View) and writing back into the planning application (Essbase cubes).