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From Budgets to Insights: Leveraging Planning and Costing Together Effectively

Your Guides:
Hollie Potts and Rob DeLeo

Introductions

- Take 5 Minutes
- Turn to a Person Near You
- Introduce Yourself
- Business Cards

Agenda

- Introduction
- Planning Best Practices
- Syncing with Costing
- Automating Planning & Costing

Discussion

- How many of you are using both Planning and Costing today?
- How many only Planning?
- Are you happy with your planning process today?
- What concerns do you have?
- Are there any parts of your process that you feel are excessively manual?



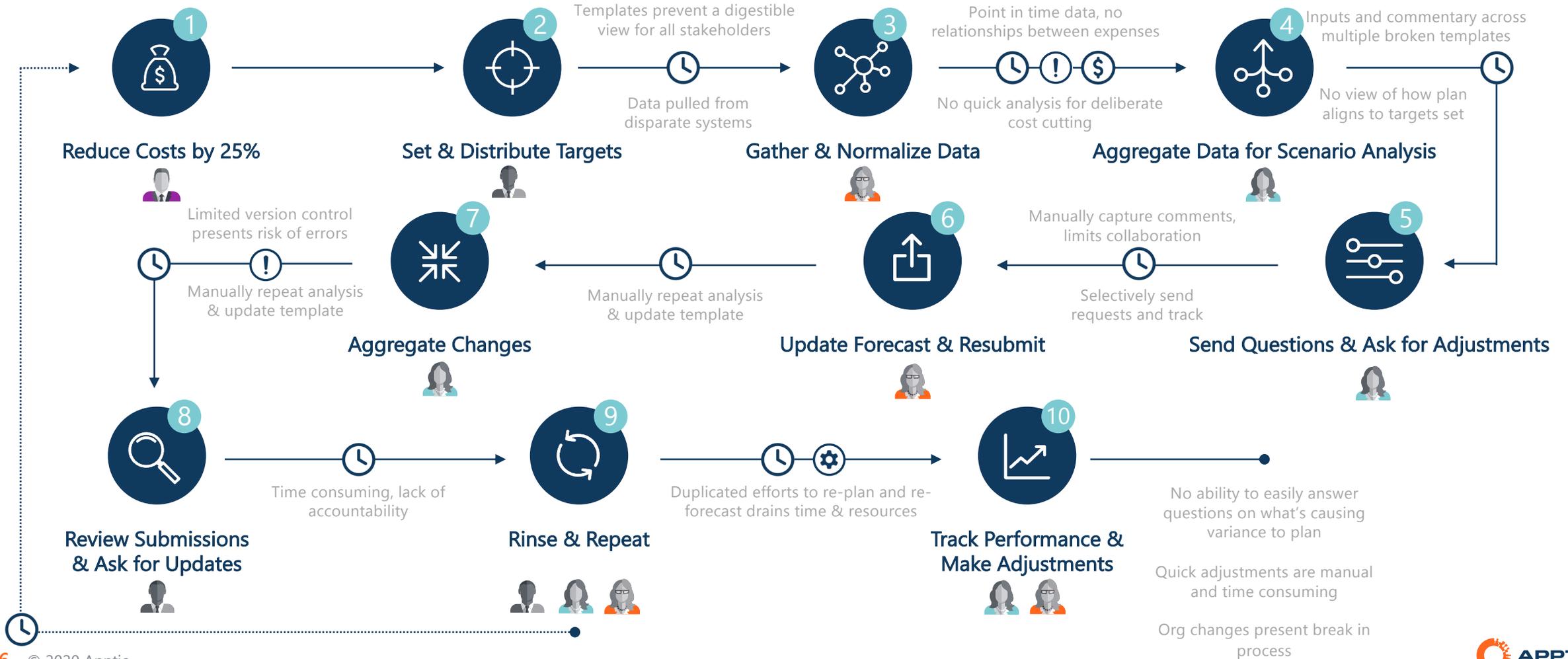
Part I: Planning Best Practices

Planning Process and Data Optimization

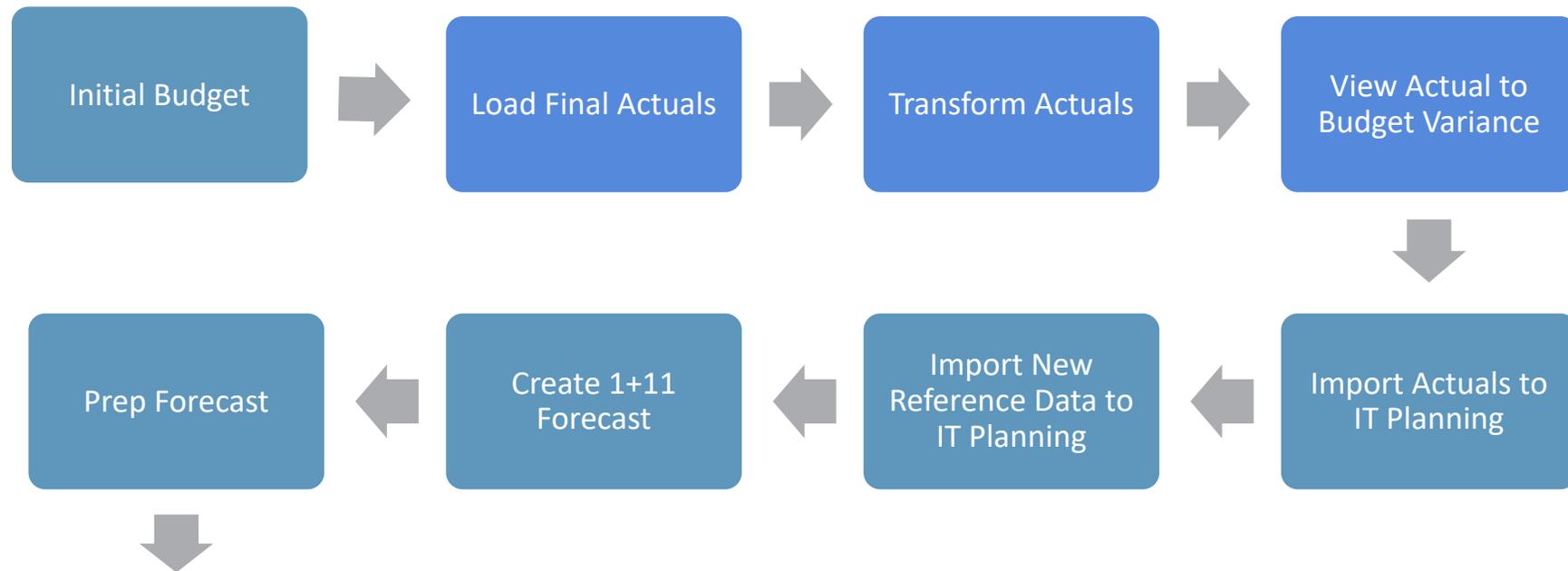
The Spreadsheet-Driven Scenario Planning Process

Meet the Team:

-  Corporate Finance
-  IT Finance
-  IT VP
-  CxO



IT Planning Process Flow



Budgeting Description Best Practices

- Keep Descriptions as simple as possible
- Use the functionality and flexibility of IT Planning to store data that will change year over year
- Create additional fields to track Suppliers versus Vendors

• Vendor could change YOY

- Contract Terms will change frequently
- No Delimiters makes it impossible to parse out

Vendor	Supplier	Description	Contract Terms
SHI	Microsoft	Microsoft ELA	12/31/2024 - 12/31/2027

VS.

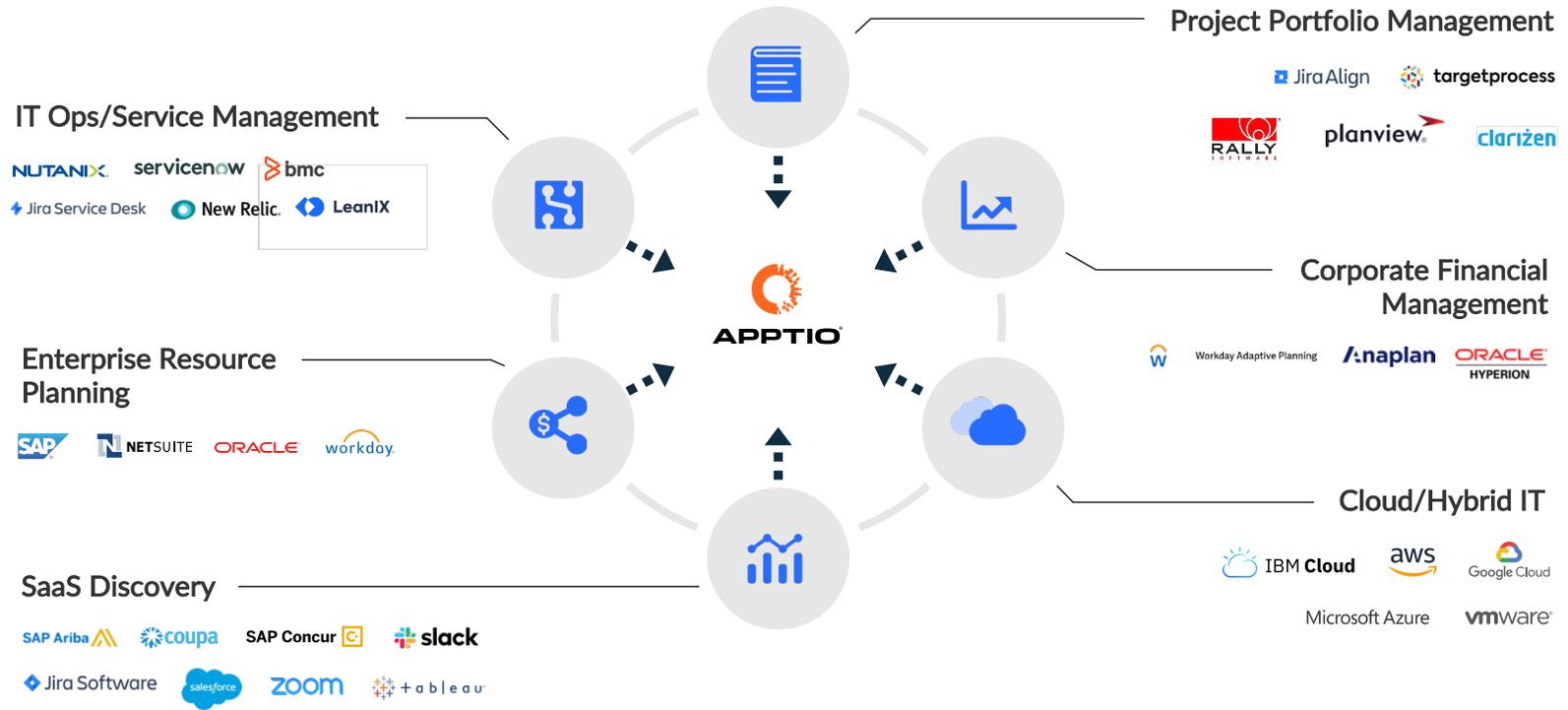
Description
SHI Microsoft ELA (12/31/2024-12/31/2027)

Common Issues with Actuals



Vendor Data is Missing or Lacks Consistency

Apptio: The Strategic Financial Decision Engine



Common Issues with Actuals



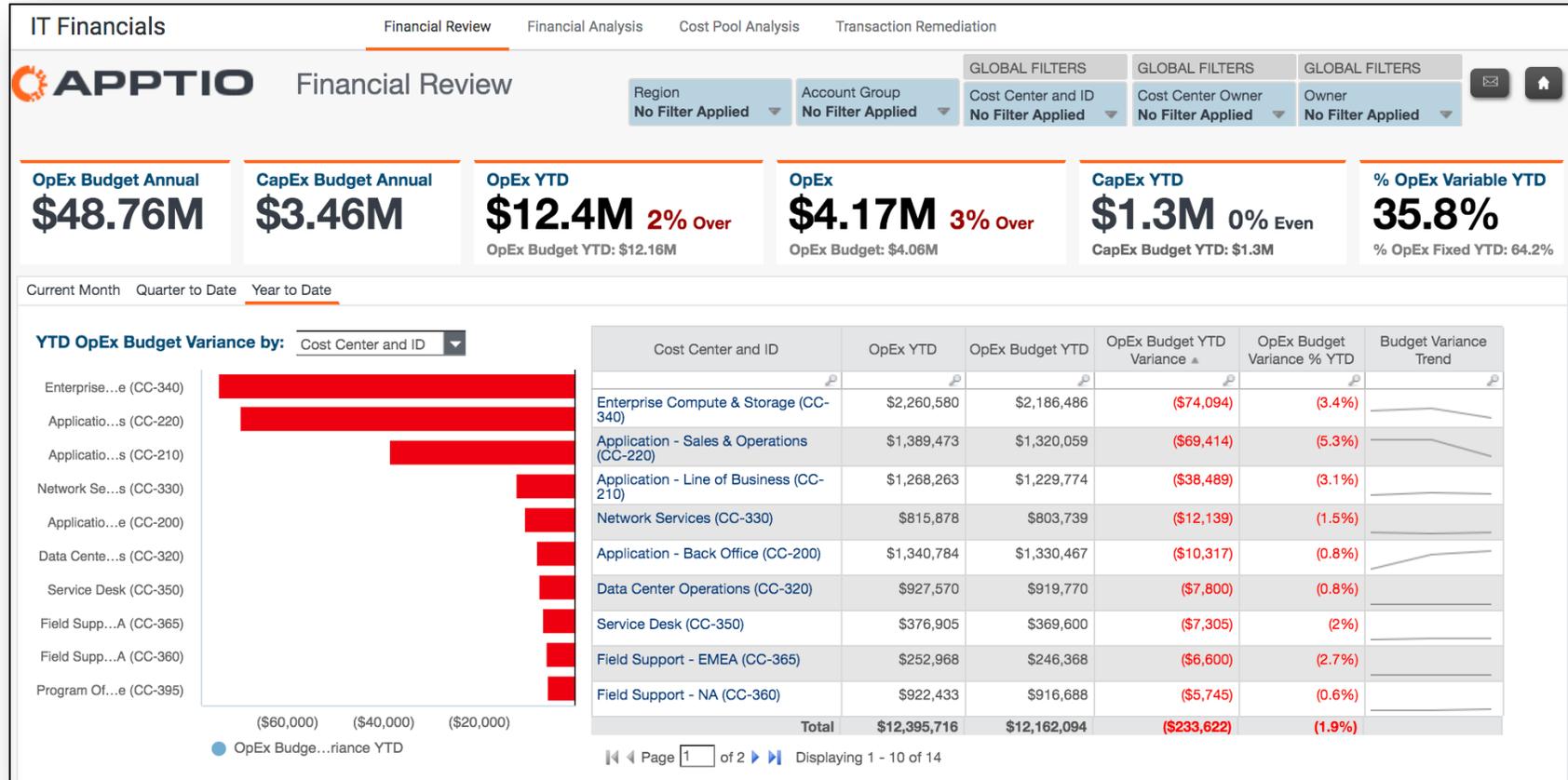
Vendor Data is Missing or Lacks Consistency

TBM Studio Transformation of Actuals



Vendor Data is Missing or Lacks Consistency

Financial Management - Variance Analysis



- Determine areas of impact to cost structures, like cost center, projects and vendors
- Gain visibility into spend and drive economies of scale

Financial Management - Understand Variance Drivers

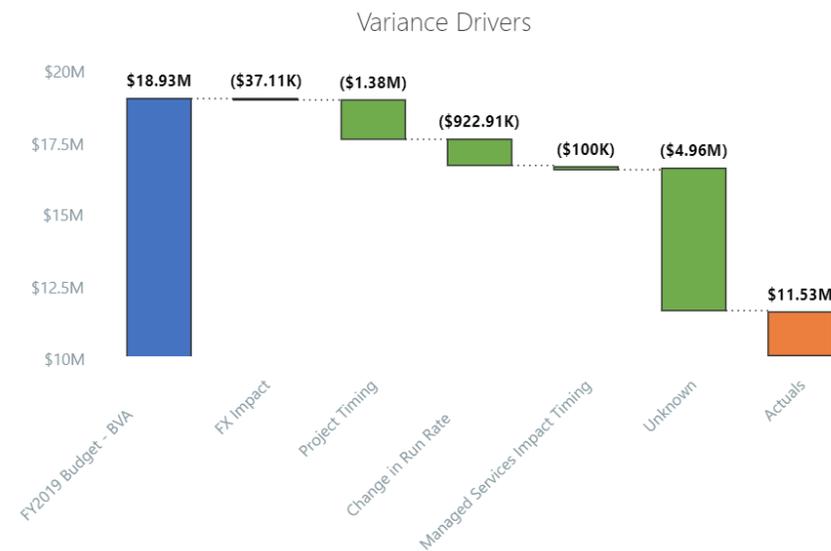
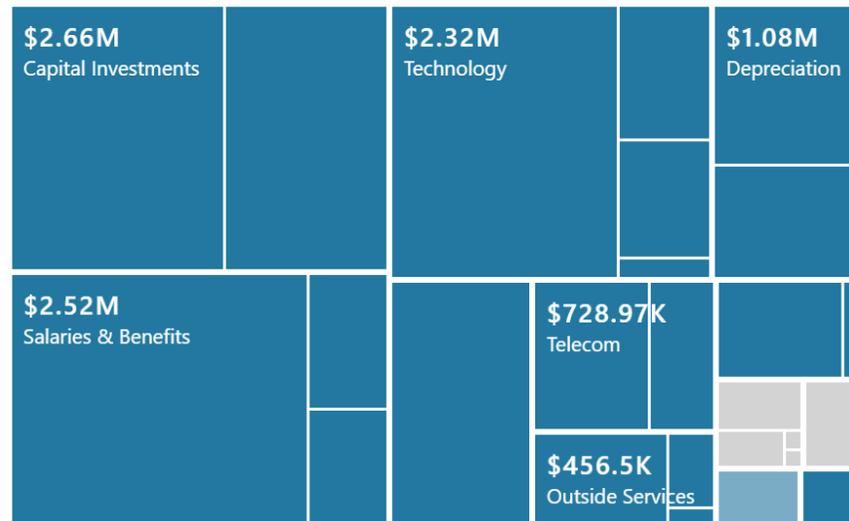
IT Spend Variances

GROUP BY: Account → Name ▾ TIME PERIOD: Mar FY19 COMPARE TO: FY2019 Budget - BVA

ALL

All: \$11.61M

Download



- Variance categorization is summarized in roll-up reporting on the dashboard
- Variance driver summary reporting can be shown for any department hierarchy level

Financial Management - Review Variance Analysis

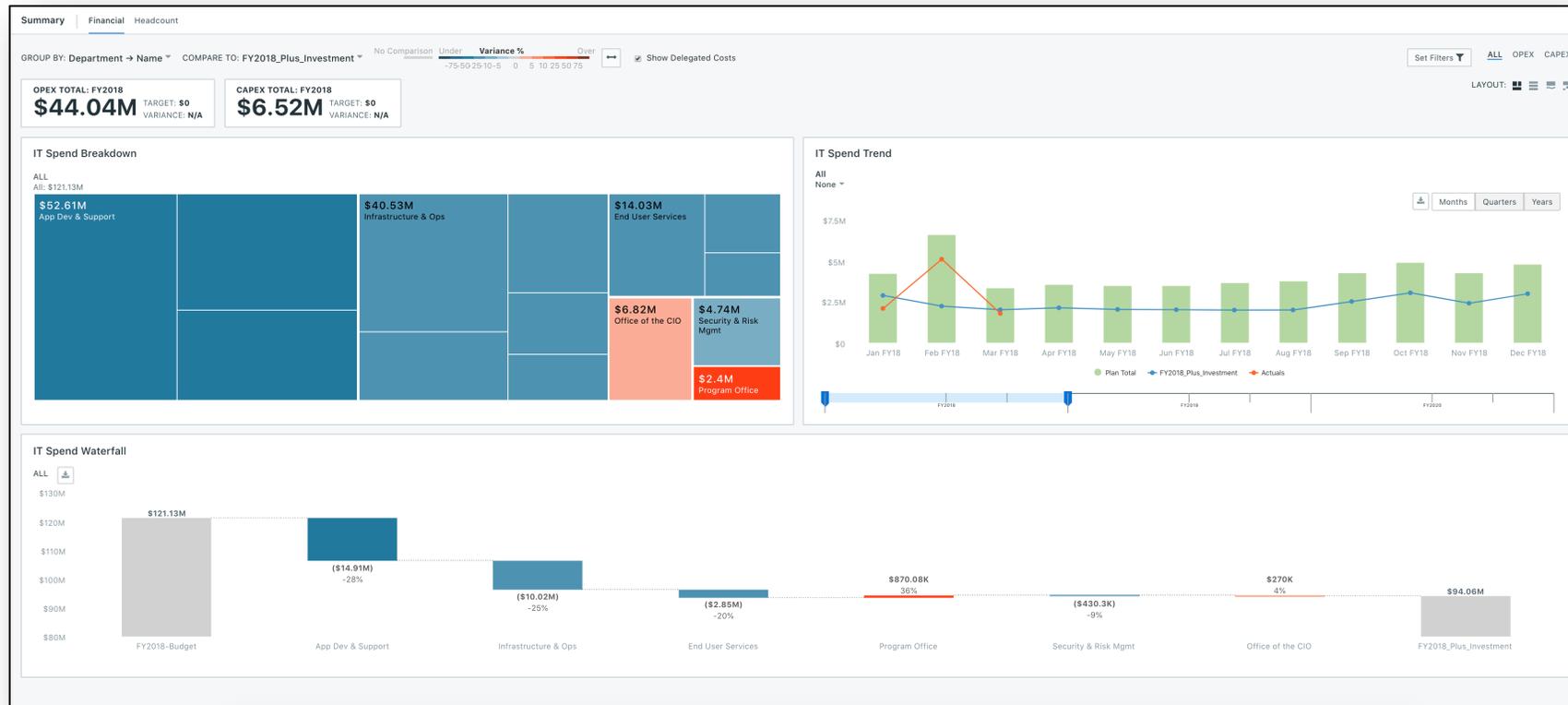
Variance Analysis Currency: Original

Show: All Variances

Cost Object	Account Category	Drivers	Mar FY19 - FY2019 Budget - BVA				YTD FY19 - FY2019 Budget - BVA				FY19 - FY2019 Budget - BVA			
			Mar	Total	Var	Var %	YTD	Total	Var	Var %	FY19	Total	Var	Var %
▼ Apps - Back Office	9 unique	!	823,567	1,249,045	(425,479)	-34%	2,758,658	4,377,165	(1,618,507)	-37%	7,110,548	8,610,930	(1,500,382)	-17%
	Capital Investments		0	0	0	---	480,000	720,000	(240,000)	-33%	480,000	720,000	(240,000)	-33%
	Consulting	!	12,833	25,833	(13,000)	-50%	37,250	77,500	(40,250)	-52%	110,500	214,500	(104,000)	-48%
	Contract Labor	✓	50,000	75,000	(25,000)	-33%	137,500	212,500	(75,000)	-35%	362,500	437,500	(75,000)	-17%
	Depreciation	!	117,840	176,760	(58,920)	-33%	349,520	530,280	(180,760)	-34%	1,235,253	1,416,013	(180,760)	-13%
	Facility & Office Admin		9,140	12,540	(3,400)	-27%	22,991	36,002	(13,012)	-36%	66,960	79,972	(13,012)	-16%
	Other Employee Costs		(38,169)	(25,113)	(13,056)	-52%	(134,159)	(85,611)	(48,548)	-57%	33,525	82,073	(48,548)	-59%
	Outside Services	!	90,833	131,958	(41,125)	-31%	272,500	395,875	(123,375)	-31%	674,500	766,000	(91,500)	-12%
	Salaries & Benefits	!	276,221	413,332	(137,111)	-33%	722,354	1,172,416	(450,062)	-38%	1,956,350	2,406,412	(450,062)	-19%
	Technology	!	304,867	438,734	(133,867)	-31%	870,702	1,318,203	(447,501)	-34%	2,190,960	2,488,461	(297,501)	-12%
▶ Apps - Line of Business	9 unique	!	555,969	959,640	(403,671)	-42%	1,385,264	2,879,703	(1,494,439)	-52%	6,533,955	8,230,013	(1,696,057)	-21%
▶ Apps - Sales & Ops	8 unique	!	1,053,440	1,556,110	(502,669)	-32%	3,268,187	5,415,346	(2,147,159)	-40%	7,862,920	10,010,079	(2,147,159)	-21%
▶ Data Center Ops	7 unique	!	597,480	899,459	(301,979)	-34%	1,715,170	2,696,295	(981,126)	-36%	4,564,374	5,545,499	(981,126)	-18%
▶ Network Services	8 unique	!	653,818	1,016,442	(362,624)	-36%	1,659,863	2,618,041	(958,178)	-37%	4,360,025	6,129,857	(1,769,831)	-29%
TOTAL			11,531,941	18,932,687	(7,400,746)	-39%	32,422,008	61,260,190	(28,838,182)	-47%	78,127,506	110,598,466	(32,470,954)	-29%

- View all line items that meet the threshold requirements for variance review
- See at a glance which budget items have been addressed and which still need to be reviewed and explained

Financial Management - Compare Plans Over Time



- Create alternate scenarios at a click of a button
- Compare to a variety of other plan versions, forecasts and scenarios
- Review plans across time and by category

Financial Management - Manage Workflows

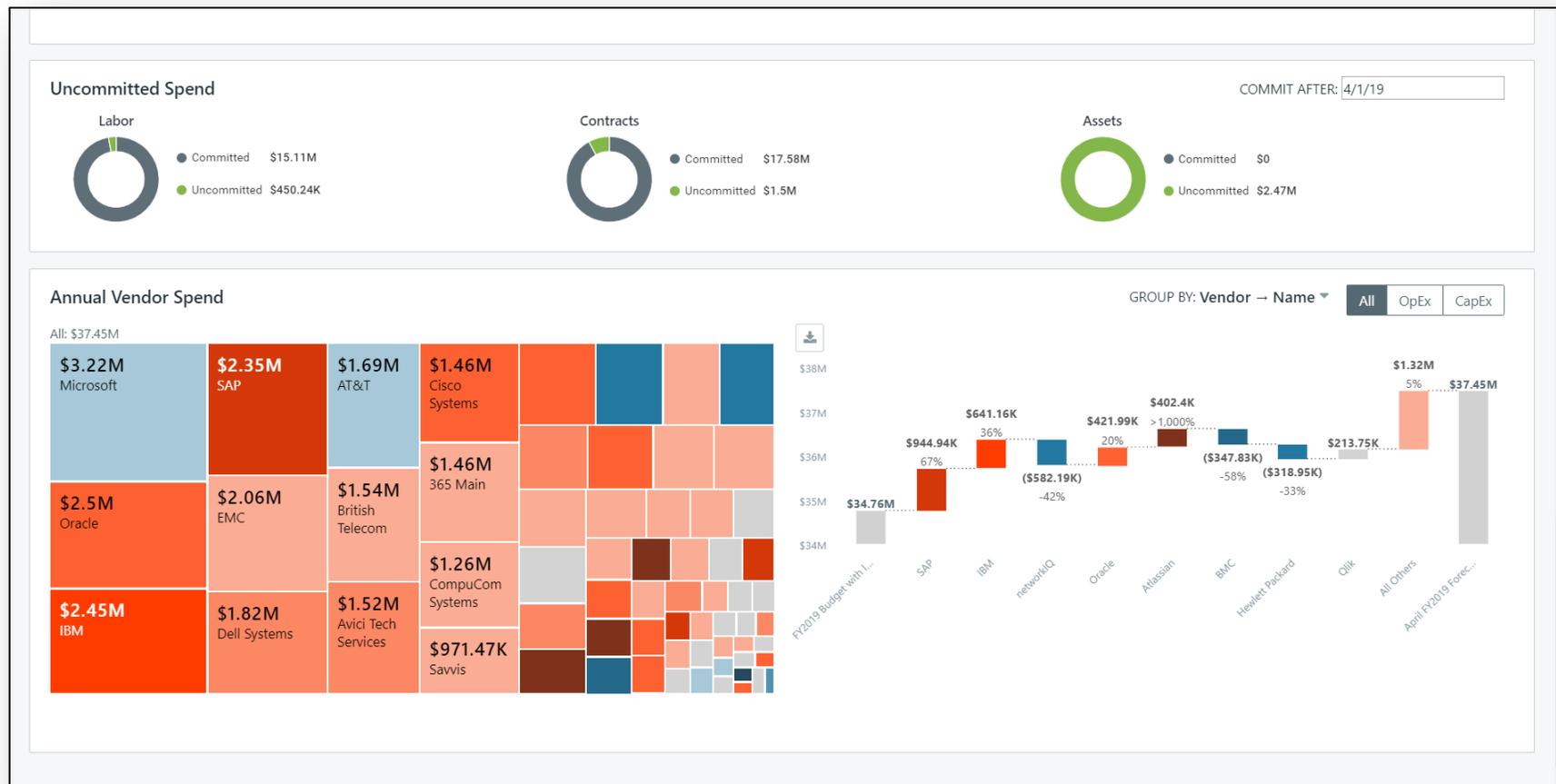
Plan Status

Actions ▾ Include View-Only Cost Objects

	Cost Object	Owner(s)	Unsubmitted Changes	Version in Plan	Status	Last Action	Actions
<input type="checkbox"/>	▼ All Cost Objects			N/A	In Progress	8/2/19, 8:51 PM	↩ Submit
<input type="checkbox"/>	CC-200 - Apps - Back Office	Admin Only		Version 1	Returned	7/30/19, 8:58 AM	💬 Comment
<input type="checkbox"/>	CC-210 - Apps - Line of Business	Admin Only		Version 1	Approved	8/2/19, 8:49 PM	💬 Comment ↩ Return
<input type="checkbox"/>	CC-220 - Apps - Sales & Ops	Admin Only		Version 2	Submitted	8/2/19, 8:51 PM	💬 Comment ✔ Approve ↩ Return
<input type="checkbox"/>	CC-320 - Data Center Ops	Admin Only		Version 1	Submitted	8/2/19, 8:47 PM	💬 Comment ✔ Approve ↩ Return
<input type="checkbox"/>	CC-330 - Network Services	Admin Only		Version 1	Not Started		💬 Comment ↩ Submit
<input type="checkbox"/>	CC-335 - Voice and Call Center	Admin Only		Version 1	Approved	8/2/19, 8:50 PM	💬 Comment ↩ Return
<input type="checkbox"/>	CC-340 - Enterprise Compute & Storage	Admin Only	Version 6	Version 3	Returned	8/2/19, 8:49 PM	💬 Comment ↩ Submit
<input type="checkbox"/>	CC-345 - Operations Center	Admin Only	Version 2	Version 1	In Progress	8/2/19, 8:54 PM	💬 Comment ↩ Submit
<input type="checkbox"/>	CC-350 - Service Desk	Admin Only		Version 2	Submitted	8/2/19, 8:50 PM	💬 Comment ✔ Approve ↩ Return
<input type="checkbox"/>	CC-360 - Field Supprt - NA	Admin Only	Version 2	Version 1	In Progress	8/2/19, 8:52 PM	💬 Comment ↩ Submit
<input type="checkbox"/>	CC-365 - Collaboration & Communication	Admin Only		Version 1	Not Started		💬 Comment ↩ Submit

- Manage workflow from one location and drive accountability
- Track versions, status, comments and multi-level approvals for each plan
- Communicate to budget holders directly to make changes

Financial Management - View Executive Summaries



- Pre-built roll-up views and summary reports
- Tree maps and waterfall views help you compare budgets and forecasts and easily identify over and underspend, as well as perform what-if analyses
- Drill into uncommitted spend to view opportunities to shift funds

Discussion

- How do you keep data in Planning and Costing in sync today?
- How automated is that process for you?
- What manual steps do you have to take?
- How many of you are using ADM today?

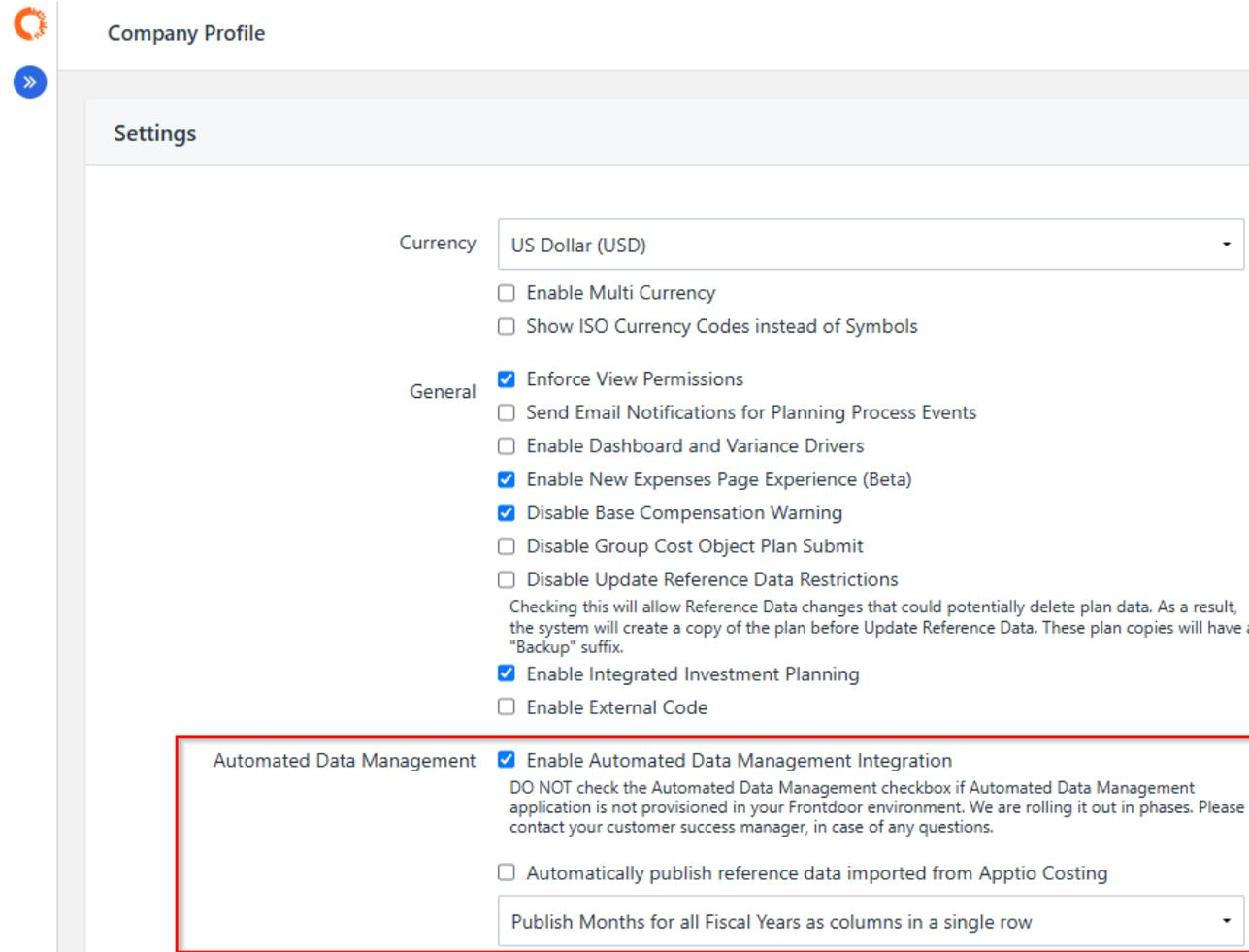


Automated Data Management (ADM)

- Apptio's Out Of Box Integration Application
 - Integrates the following:
 - Target Process and TBM Studio
 - TBM Studio and Planning
- For Planning and Costing ADM Automates:
 - Importing Actuals
 - Importing Reference Data
 - Importing Expense Line Items
 - Note: Must be using the New Expenses View and Plan must be in a New Status
 - Publishing Plan Data

Setting Up ADM

- ADM is turned on in the Planning Company Profile



Company Profile

Settings

Currency

Enable Multi Currency

Show ISO Currency Codes instead of Symbols

General

Enforce View Permissions

Send Email Notifications for Planning Process Events

Enable Dashboard and Variance Drivers

Enable New Expenses Page Experience (Beta)

Disable Base Compensation Warning

Disable Group Cost Object Plan Submit

Disable Update Reference Data Restrictions

Checking this will allow Reference Data changes that could potentially delete plan data. As a result, the system will create a copy of the plan before Update Reference Data. These plan copies will have a "Backup" suffix.

Enable Integrated Investment Planning

Enable External Code

Automated Data Management

Enable Automated Data Management Integration

DO NOT check the Automated Data Management checkbox if Automated Data Management application is not provisioned in your Frontdoor environment. We are rolling it out in phases. Please contact your customer success manager, in case of any questions.

Automatically publish reference data imported from Apptio Costing

Setting Up ADM Continued

- All Current Apptio Costing Integration Configuration is Automatically Transferred to ADM:

APPTIO
an IBM Company

Automated Data Management

Entity Management

Environment: southwestairlines.com:main

Use this page to edit existing entities.

	Entity Name ¹	Dataset Name ¹	Project	Validation Status
	Account Category	ITP Account Category Master	southwestairlines.com:Cost Transparency	Valid
	Account	ITP Account Master	southwestairlines.com:Cost Transparency	Valid
	Cost Center	ITP Cost Center Master	southwestairlines.com:Cost Transparency	Valid
	Department	ITP Department Master	southwestairlines.com:Cost Transparency	Valid
	Labor Rates	ITP Labor Rates Master	southwestairlines.com:Cost Transparency	Valid
	Role	ITP Labor Role Master	southwestairlines.com:Cost Transparency	Valid
	A1Plan Labor	ITP Labor Tab Upload	southwestairlines.com:Cost Transparency	Valid
	A1Plan Financial	ITP Other Tab Upload	southwestairlines.com:Cost Transparency	Valid
	Project Group	ITP Project Group Master	southwestairlines.com:Cost Transparency	Valid
	Project	ITP Project Master	southwestairlines.com:Cost Transparency	Valid
	Vendor	ITP Vendor Master	southwestairlines.com:Cost Transparency	Valid

Automated Data Management

Status

Change History

Entity Creation

Entity Management

Entity Schedule

Connections

Show/Hide Columns...

Setting Up ADM Continued

- In Entity Mapping, Click on the Pencil Icon to add or update the TBM Studio Table for the Planning Integration:

The screenshot displays the APPTIO Automated Data Management interface. The main heading is "Entity Management" with the environment "regoconsultingpartner.com:sandbox". A sidebar on the left lists navigation options: Automated Data Management, Status, Change History, Entity Creation, Entity Management (highlighted), Entity Schedule, and Connections. The main content area shows a table of entities with columns for "Entity Name" and "Validation Status". An "Edit Entity" modal dialog is open in the foreground, containing the following fields:

- Entity Name * (text input): Variance Driver
- Dataset Name * (text input):
- Project * (dropdown menu): regoconsultingpartner.com:CT Demo

At the bottom of the modal are three buttons: "Delete", "Cancel", and "Update".

Entity Name	Validation Status
Variance Driver	No Status
Transfer Account Default	No Status
Test	No Status
Score	No Status
Project Labor Activity Rates	No Status
Labor Allocation Rules	No Status
Department Labor Activity Rates	No Status
Demo	No Status
Activity Type	No Status
Account Category	No Status
A1Plan Labor	No Status

Setting Up ADM Continued

- In Entity Schedule, Add Schedule and set up recurring publishes to Costing:

The image shows a screenshot of the APPTIO software interface, specifically the 'Add Schedule' dialog box. The dialog is divided into two steps:

Step 1/2: Fill Information

- Fill Information:** Producer* is set to 'ApptioOne Planning'.
- Entity Configuration:**
 - Schedule Name*: 'Planning Test'
 - Plan Name*: 'FY2025 Budget'
 - Entities*: 'Contract Budget, Labor Budget, LaborActivity Budget, Financial Budget'
 - Select CT Period Preset*: 'Start of FY'

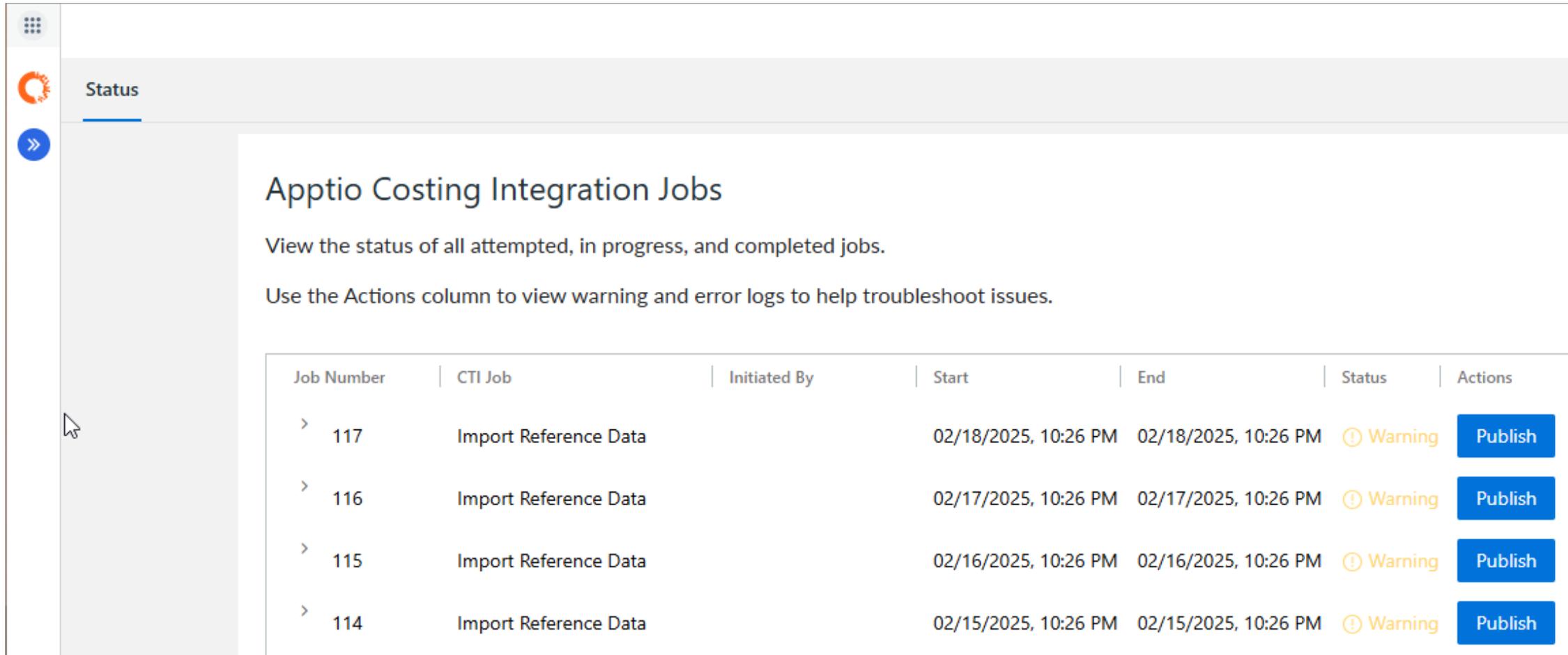
Step 2/2: Fill Information

- Schedule Type:** Radio buttons for 'Daily' (selected), 'Weekly', and 'Monthly'.
- Start Date:** '02/21/2025' (with a calendar icon)
- End Date:** '02/28/2025' (with a calendar icon)
- No End Date
- Select Time*:** '3:00AM'
- Time Zone:** 'Universal Time (UTC)'

The dialog box includes 'Cancel' and 'Next' buttons at the bottom of Step 1, and 'Cancel', 'Previous', and 'Create Schedule' buttons at the bottom of Step 2. The background shows the APPTIO interface with a sidebar menu and a user profile 'Rob DeLeo'.

Setting Up ADM Continued

- Integration Status Screen Remains the Same:



Status

Apptio Costing Integration Jobs

View the status of all attempted, in progress, and completed jobs.

Use the Actions column to view warning and error logs to help troubleshoot issues.

Job Number	CTI Job	Initiated By	Start	End	Status	Actions
> 117	Import Reference Data		02/18/2025, 10:26 PM	02/18/2025, 10:26 PM	⚠ Warning	Publish
> 116	Import Reference Data		02/17/2025, 10:26 PM	02/17/2025, 10:26 PM	⚠ Warning	Publish
> 115	Import Reference Data		02/16/2025, 10:26 PM	02/16/2025, 10:26 PM	⚠ Warning	Publish
> 114	Import Reference Data		02/15/2025, 10:26 PM	02/15/2025, 10:26 PM	⚠ Warning	Publish

Setting Up ADM Continued

- To Import Expense Line Items, be in New Expense View and have the Plan in a New Status:

The screenshot shows the ADM interface for 'TEST ADM' with a 'Budget: New' status. The 'Expenses' view is active, showing a summary of Total 3.13K, Existing 2.77K, and Planned 364. The 'New View' toggle is turned on. The 'Import From Aptio Costing...' dialog box is open, showing options to 'Replace All Data' or 'Update Data'. The 'Import from aptio costing...' option is highlighted in the 'Table Level Actions' menu.

Department: All Departments | Project: All Projects | Range: FY2025

Total 3.13K | Existing 2.77K | Planned 364

Import type: Replace All Data Update Data

Select this option to replace any existing data in this table.

Select Aptio Costing Period: Feb FY25

Cancel | Import

Line Item Code	Enter	Project
<input type="checkbox"/> L-1715	Customer Comm...	
<input type="checkbox"/> L-1793	Customer Comm...	
<input type="checkbox"/> L-1817	Customer Comm...	
<input type="checkbox"/> L-1824	Customer Comm...	
<input type="checkbox"/> L-1883	Customer Comm...	
<input type="checkbox"/> L-2090	Customer Comm...	

pe	Role	Location
	Technology Analyst	
	Sr Software Engineer	
	Sr Software Engineer	
	Sr Product Owner	
	Sr Product Owner	
	Assoc Software Engineer	

RegoSync

- Rego's Integration Application
 - Supplements ADM
- For Planning and Costing RegoSync :
 - Automates the import of all Reference Data, Custom Lists and Line-Item Filters
 - Syncs Cost Object Permissions and Row Level Security
 - Can Automate Across Environments
 - Updates External Line Items

RegoSync – Use Cases

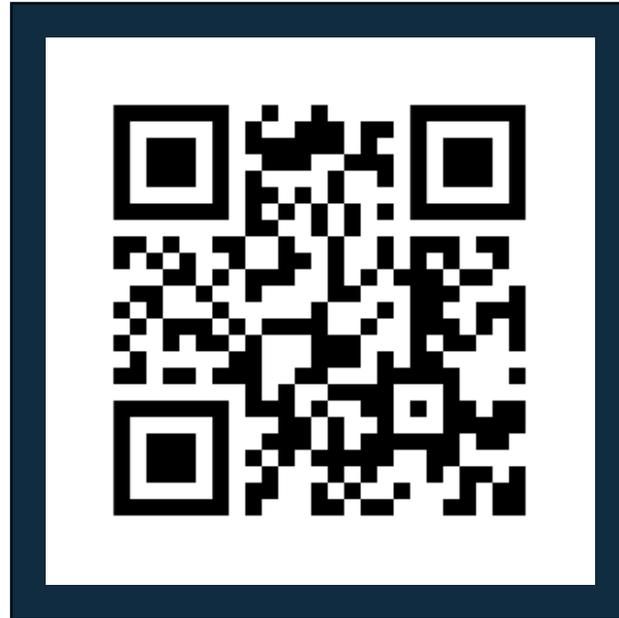
- ✓ Schedule publishing of Plan Data to CT
- ✓ Import Custom Lists and Line-Item Filters
- ✓ Import Labor, Asset or Contract data from other source systems into IT Planning
- ✓ Publish data to CT, perform calculations that ITP cannot handle and import line items back into ITP
- ✓ Publish Plan Data to periods other than P1
- ✓ Publish Plan Data to different Projects
- ✓ Publish Plan Data to different Environments
- ✓ Publish Cost Object Permissions to Row Level Security
- ✓ Import Cost Object Permissions from a table in TBM Studio
- ✓ Import Exchange Rates or Labor Allocation rules from a table in TBM Studio
- ✓ Publish PFP Delegation data to TBM Studio
- ✓ Publish ITP Change History to TBM Studio
- ✓ Publish ITP Variance Analysis to TBM Studio

RegoSync vs Automated Data Management

Task	RegoSync	ADM
Schedule Publish of Plan Data	✓	✓
Import Line Items to Resource Tabs	✓	✓ Only in New Status and using New Expenses View
Import Reference Data	✓ Scheduled	✓ Automatic
Import Actuals	✓ Scheduled	✓ Automatic
Import Custom Lists and Line-Item Filters	✓	
Import External Line Items	✓	
Publish Data to Specific Periods	✓	✓
Publish to/Import from Different Environments	✓	
Sync Cost Object Permissions and Row Level Security	✓	
Publish Project Financial Planning Data	✓	
Publish Change History/Event Log	✓	
Publish Custom Layouts	✓	

Surveys

Please take a few moments to fill out the class survey.
Your feedback is extremely important for future events.



Thank You For Attending Rego University

Instructions for PMI credits

- Access your account at pmi.org
- Click on **Certifications**
- Click on **Maintain My Certification**
- Click on **Visit CCR's** button under the **Report PDU's**
- Click on **Report PDU's**
- Click on **Course or Training**
- Class Provider = **Rego Consulting**
- Class Name = **regoUniversity**
- Course **Description**
- Date Started = **Today's Date**
- Date Completed = **Today's Date**
- Hours Completed = **1 PDU per hour of class time**
- Training classes = **Technical**
- Click on **I agree** and **Submit**



Let us know how we can improve!
Don't forget to fill out the class survey.



Phone

888.813.0444



Email

info@regoconsulting.com



Website

www.regouniversity.com



rego consulting

Let Rego Be Your Guide

