



Restructuring Update – Budget Unit

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MONITOR GROUP

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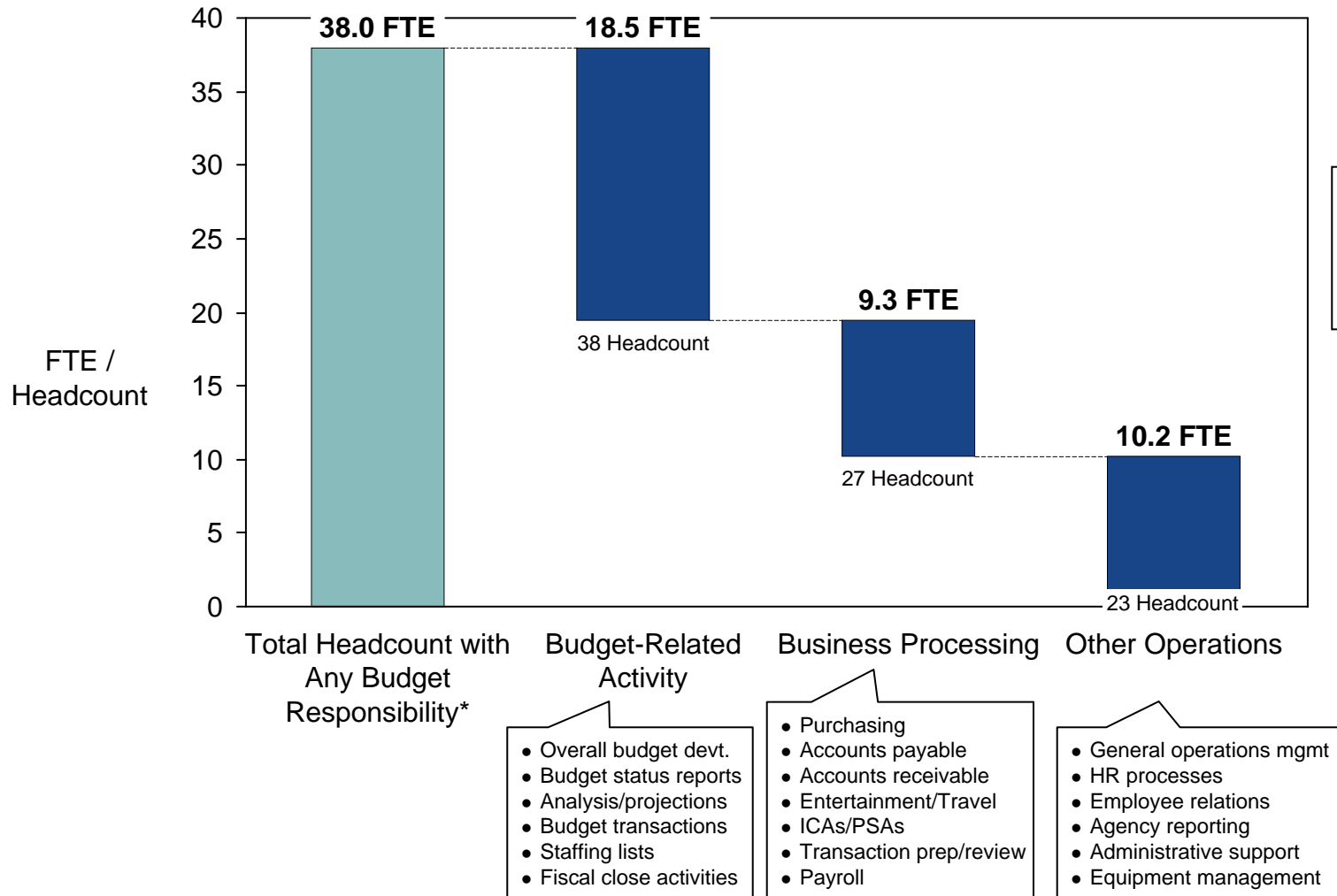
This document provides an outline of a presentation and is incomplete without the accompanying oral commentary and discussion.

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Budget Unit

Budget Personnel by Functional Mix

Distribution of Activity for Individuals with Any Budget-Related Responsibility



Note: Does not include headcount with business processing responsibilities but no budget-related functions

* Excludes personnel in CEB, CIEE, EAP, SRP, UC Press, UCDC and UCSS

Budget Unit Overview

The Budget Utility will manage the development of a local UCOP budget that:

- systematically aligns UCOP's resources with its strategic needs and goals;
- provides UCOP senior leadership and department heads with regular updates regarding actual expenditures against the budget;
- provides support and technical expertise to UCOP departments on budget-related issues

Budget Unit

Major Functions

Activities

Budgeting & Forecasting

- Establish policies for budgeting and forecasting
- Develop and coordinate annual budget process
- Report and distribute annual appropriation letters
- Maintain and operate planning/forecasting systems

Management & Reporting

- Align annual budget appropriations with authorized spending levels
- Design and maintain budget reporting systems
- Report on status of budgeted funds
- Transact changes to budget throughout the year as authorized
- Coordinate fiscal closing process at operational levels

Financial Analysis & Decision Support

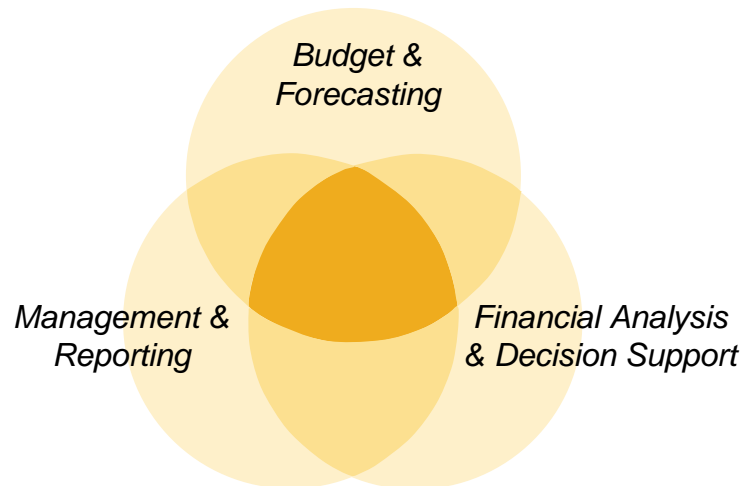
- Provide financial planning and analytical support to department heads in support of budget development
- Provide budget development support and subject matter expertise to individual departments/units as needed
- Perform regular and ad hoc financial analysis as directed by management
- Serve as liaison with business services utility
- Assess departments and perform pre-transition actions required in transition process

Budget Unit

Proposed Structure/Approximate Staffing Needs

Budget Unit

- **Approx. 8 FTE, 4 classifications**
- **Most staff will be involved with multiple functions to increase flexibility and resilience**
- **Open internal recruitment process (expanding externally if needed)**
- **Organization structure to be finalized after the interview process**



Key internal "partners"

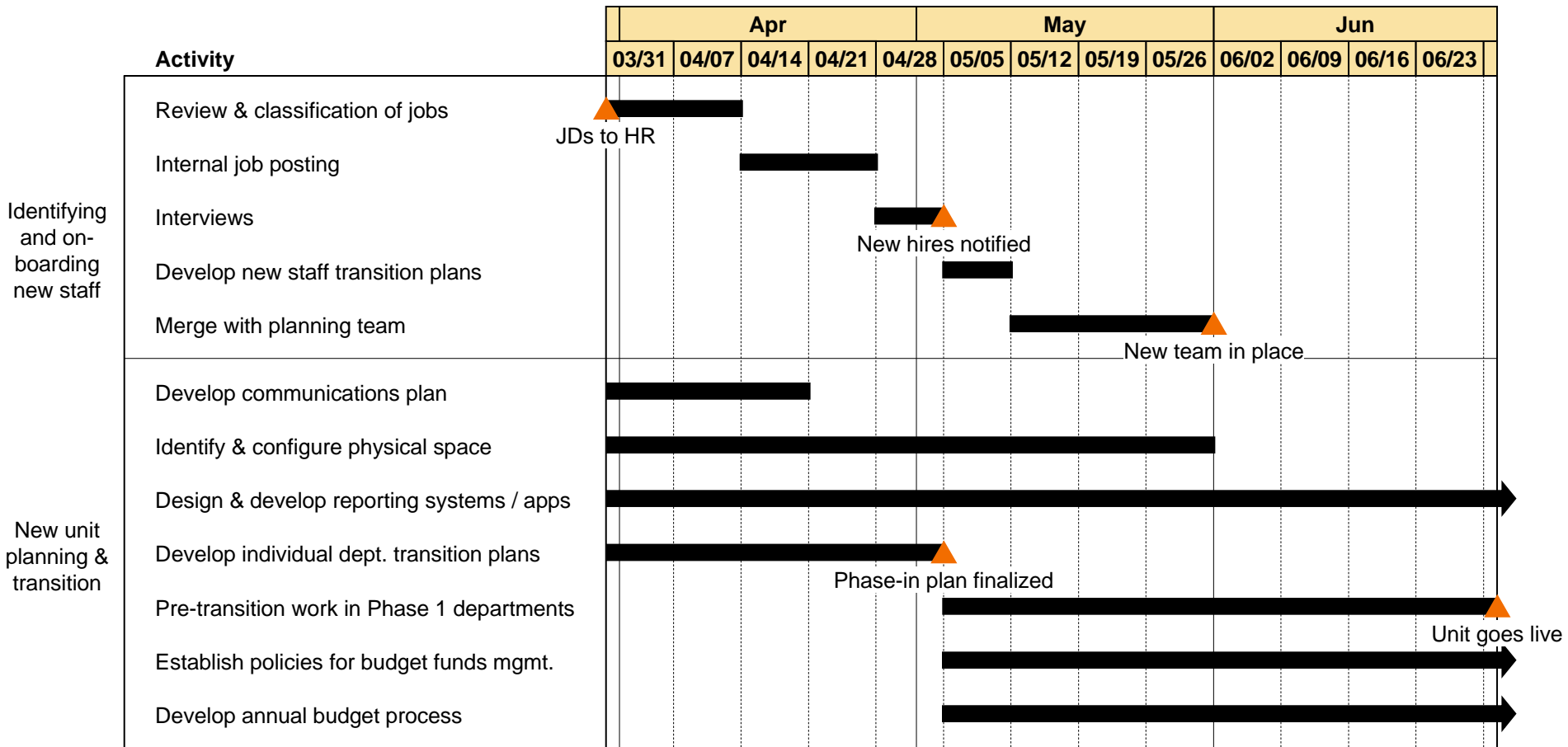
UCOP
Financial
Management

Systemwide
Budget Office

New business
services unit

Budget Unit

Suggested Phase I Transition Timeline



Budget Unit

Outstanding Issues / Challenges for Discussion

- Communications
- Phase-In