

FY25 VUMC Adaptive Budget Calendar - MCA

Description	Start Date	End Date	Duration	Responsible Parties
FP&A obtain inflation factors from Supply Chain (Vizient analyses)	11/1/2023	11/30/2023	29	FP&A
Accounting completes Fringe analysis to determine FY25 Fringe rates and provides to the FP&A Team	11/1/2023	12/31/2023	60	Accounting, FP&A
Adaptive Reporting developed and tested	11/6/2023	2/16/2024	102	
MCA FY25 Budget Targets developed	11/13/2023	12/29/2023	46	FP&A
Adaptive training modules developed	11/13/2023	1/26/2024	74	
Finance Reimbursement provides VUMC space study information from cost report to the Budget team (for use in allocation shared buildings costs)	11/15/2023	12/29/2023	44	Reimbursement Team
Set Merit % for FY25 as well as market increase assumptions	12/11/2023	1/19/2024	39	Leadership
FY25 Budget Calendar released	12/15/2023	12/21/2023	6	
FY25 Budget targets for MCA Groups reviewed with Leadership; adjusted as necessary	12/15/2023	1/12/2024	28	Budget, MCA
Elimination accounts budgeted for FY25 (Process includes planning, meeting, time-frames, periodic review and finalization)	12/15/2023	3/29/2024	105	All
Adaptive Integration for FY25 Budget	1/11/2024	1/31/2024	20	
FY24 Q2 Forecast completed	1/12/2024	1/31/2024	19	
FP&A Team uses space study information to update the building allocation budget worksheet.	1/15/2024	1/31/2024	16	Budget
Accounting works with Fin Ops to provide estimated Lease expense for FY25 Budget	1/16/2024	2/9/2024	24	Fin Ops, Budget, AE/VMG Fin, VHS
FP&A Team works with Facilities Mgmt to develop and finalize budgets for Buildings, Plant and Shops.	1/19/2024	2/29/2024	41	Budget
Budget Kickoff to Users; 2 sessions: AE/VMG and Other CE/MCA	1/26/2024	1/29/2024	3	AE/VMG Fin., FP&A
Accounting works with Treasury to develop FY25 Budget for Interest Expense and Investment Income and provides to FP&A Teams	1/29/2024	2/23/2024	25	Accounting, FP&A
Adaptive Budget User Training	1/30/2024	2/9/2024	10	Training Team, FP&A, AE/VMG
Adaptive FY25 Budget Version - open to all users	2/1/2024	3/29/2024	57	
Accounting provides Depreciation and Amortization Budgets by Operating entity	2/5/2024	2/29/2024	24	Accounting, Budget
Budget Team works with D. DePasquale to obtain the updated VU SLA schedule for FY25 budget; incorporates values into Adaptive	2/5/2024	3/1/2024	25	FP&A
FTE Rollforward from FY24B to FY24 FC to FY25 Budget maintained	2/9/2024	3/31/2024	51	All
OPEX rollforward from FY24B to FY24FC to FY25 Budget maintained	2/9/2024	3/31/2024	51	All
Net Revenue Rollforward from FY24B to FY24FC to FY25 Budget maintained	2/9/2024	3/31/2024	53	Budget
Final FY25 Budget Target StmtS shared with Divisions	2/16/2024	2/19/2024	3	FP&A
Accounting works with FP&A Team to complete central Fringe Benefits budgets that reside in MCA	2/16/2024	3/29/2024	42	Accounting, Budget
MCA Budgets due to be complete in Adaptive	3/1/2024	3/1/2024	0	MCA

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MCA Executive final review & approval	3/8/2024	3/26/2024	18	Budget, MCA Executive Leadership
Budget Team gathers information related to Billing and Overhead taxes from Adaptive; validates with respective OE and incorporate into the MCA Budget	3/11/2024	3/15/2024	4	Fin Ops, Budget, AE/VMG Fin, VHS
Divisional Reviews with H&C Leadership and Finance Leadership	3/11/2024	3/29/2024	18	Fin Ops, Hosp & Clinic Leadership
FY25 Budget data due for prelim VUMC consolidation	3/25/2024	3/26/2024	1	
Final Executive Reviews (inc CEEC and other venues)	3/26/2024	4/23/2024	28	
FY25 Budget Spreads - begin to reivew spreads during final Executive reviews and adjust as needed.	3/26/2024	4/23/2024	28	All
Complete BOD presentation materials	4/1/2024	5/12/2024	41	All
FY25 Budget presented at BOD Meeting	6/3/2024	6/4/2024	1	