Mini-Workshop with OHEP – Financial Information

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Overview

- Lab desires to provide all information OHEP needs to oversee Fermilab's programs

- Formats and level of detail differ from program manager to program manager

- Some detailed information requested is not available in Lab's central budget systems

- Above issues result in significant effort gathering information in manual fashion

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Current capabilities

- Lab's budgets are accumulated in B&R categories and by programs/projects/activities within B&R category.

- Each B&R program/project/activity can be broken into high-level expenditure category: Labor, M&S.

- Overhead can be shown separately or as allocated to Labor and M&S.

- FTEs can be provided for labor budgets, in DOE's job categories

- Budgets are formulated in the above manner for CY, CY+1 and CY+2 at any point in time.

- The above is easily extracted with current systems, processes and personnel

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Example of Financial Data We Can Currently Provide

KA 11 02 01-1 PROTON FACILITIES - ACCELERATOR OPERATIONS									
	FY09			FY10			FY11		
	SWF	M&S	TOTAL	SWF	M&S	TOTAL	SWF	M&S	TOTAL
Proton Source	9,881.0	1,958.5	11,839.6	9,636.0	1,587.1	11,223.1	9,931.5	2,363.8	12,295.3
Main Injector	6,281.4	2,837.3	9,118.8	6,432.3	2,750.8	9,183.1	6,653.9	1,117.3	7,771.2
Antiproton Source	6,504.3	909.1	7,413.4	6,663.7	636.4	7,300.1	39.8	0.0	39.8
Recycler including Electron Cooling	4,135.9	280.4	4,416.2	4,236.7	280.4	4,517.1	4,396.0	362.2	4,758.2
Tevatron	7,439.9	1,075.9	8,515.7	7,554.2	619.1	8,173.3	139.9	0.0	139.9
Cryogenics	6,340.5	6,993.5	13,334.0	6,451.5	6,998.2	13,449.8	6,194.4	5,720.3	11,914.7
Accelerator Operations Department	6,179.5	18.6	6,198.0	6,303.1	18.6	6,321.7	6,127.0	24.0	6,151.0
Accelerator Integration Department	1,256.4	0.0	1,256.4	1,287.8	0.0	1,287.8	1,339.3	0.0	1,339.3
Programmatic Electrical Energy	0.0	20,500.0	20,500.0	0.0	17,270.0	17,270.0	0.0	7,626.0	7,626.0
Common Accelerator Controls	1,196.7	33.6	1,230.4	1,225.9	33.6	1,259.5	1,219.0	43.5	1,262.4
Proton Plan/Phase I	194.8	20.9	215.7	0.0	0.0	0.0	0.0	0.0	0.0
Accelerator Upgrades - Other	2,435.5	0.0	2,435.5	2,496.4	0.0	2,496.4	2,596.2	0.0	2,596.2
External Beamlines Operations	719.4	230.9	950.3	636.8	206.8	843.6	668.1	296.8	964.9
External Beamlines Maintenance	2,211.6	358.6	2,570.1	2,262.9	322.7	2,585.6	2,288.1	463.3	2,751.4
Test Beams	0.0	51.1	51.1	0.0	45.9	45.9	0.0	66.0	66.0
NuMI Beamline	2,821.9	708.4	3,530.2	2,790.0	847.0	3,637.0	2,908.9	1,077.4	3,986.3
MTF/VCTF Maintenance and Operations	2,877.2	435.0	3,312.2	2,122.4	506.8	2,629.2	2,207.3	527.1	2,734.5
MTF/VCTF Development and Improvements	0.0	(116.0)	(116.0)	1,230.0	0.0	1,230.0	1,279.2	0.0	1,279.2
TV System Support	228.8	11.6	240.4	206.5	12.0	218.4	206.5	11.6	218.1
Survey & Alignment	934.7	282.2	1,216.9	714.8	166.1	880.9	714.8	116.0	830.8
Neutron Therapy	0.0	(2.1)	(2.1)	0.0	(2.1)	(2.1)	0.0	(2.7)	(2.7)
Building Maintenance	0.0	11.6	11.6	0.0	3.5	3.5	0.0	15.0	15.0
Accelerator Division Management	563.7	123.8	687.5	0.0	0.0	0.0	0.0	374.8	374.8
Technical Division Management	10.5	400.2	410.6	0.0	0.0	0.0	0.0	0.0	0.0
Department Management and Operations	0.0	116.0	116.0	0.0	116.0	116.0	0.0	116.0	116.0
Total KA 11 02 01-1	62,213.6	37,239.0	99,452.6	62,250.9	32,419.0	94,669.9	48,910.0	20,318.2	69,228.2

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Manual processes

- The following financial information is easily reported on once expended but is currently not collected in the budgeting process:

  - Specific expenditure types below "M&S", e.g. travel

  - FTEs by individual's names

  - Specific procurements within M&S or lower-level expenditure type

  - Average dollars per FTE by job category – lab average or by B&R

- Ability to efficiently provide the above on recurring basis requires collecting information during budget formulation process

- Budget formulation across lab involves 250 – 300 employees and is spreadsheet-based

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Advantages of Standard Request Format

- Laboratory could build into its processes the collection of needed information not currently included in budget formulation

- In adopting new labwide budgeting tools, Laboratory could incorporate OHEP requirements into implementation

- Laboratory could more efficiently and effectively respond to requests for information

- Next step:

  - Discussion of information needed in standard request

    - Remember - The more detailed the information required, the more time managers will spend budgeting it

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