

Attachment D

Outline of Budget Management System Dates for Operational Usage

The State plans for the implementation of Rollout 1 to be completed by August 1, 2025 and for the optional features within in Rollout 2 to be completed by August 1, 2027. Below, the State has provided the state's annual budget cycle schedule. These dates correspond with the functionality that will be implemented within each Rollout and when the State anticipates the need for additional support from the Offeror. Attachment C1, row 14 asks for the aggregate cost for additional support hours to be used during each phase of the first budget cycle post go-live of each Rollout.

Post Go-Live-Rollout 1

- **Aug '25:** Support hours needed for the BMS budget preparation process (Form A and Form B equivalents for operating budget and Tables P/Q/R and Form S for CIP budget) by B&F and departments at standard level for FY27 supplemental budget. Support hours need for the non-tax revenues estimation process (eRev equivalent) for FY25 actuals, FB25-27 and planning period.
 - The current process requires loading into system program structure, measures, narratives, BJ details, CIP details, appropriations, etc. for FB25-27 biennium budget.
 - The current process requires system to produce reports and/or other documents that will be used to produce:
 - FY27 supplemental budget request document (PFP supplemental format);
 - FY27 supplemental budget-in-brief document;
 - FY27 supplemental budget bill;
 - FY27 supplemental budget justification details;
 - FY27 supplemental budget data for Legislature; and
 - Provides for FY27 budget message adjustments for FY27 supplemental budget.
 - Provides for Sec. 37-47, HRS, non-tax revenue reporting and other financial reporting (COR, GF financial plan, etc.)
 - Requires B&F and departmental staff to be fully trained in use of budget preparation process of system prior to go live date of this process.
 - Requires B&F and departmental staff to be fully trained in use of non-tax revenue estimation process prior to go live date of this process.
 - *Assumes that current systems and processes will be used to produce the variance report document for FY25 and FY26.*
 - Implementation and training of staff of Bond the Component monitoring data at program appropriation/project ID/MOF and production of reports in various formats. (Optional at B&F's discretion)

- **Apr '26:** Support hours needed for the BMS program structure/narrative/measures update process for FB27-29 biennium budget.
 - Requires B&F and departmental staff to be full trained in use of program structure/narrative/measures process prior to go live date of this process.

- **May '26:** Support hours needed for the BMS legislative adjustments update to FY27 supplemental budget request.
 - Updates supplemental budget justification details and totals for FY27.
 - Provides appropriation warrant equivalent data for FY27 for DAGS Accounting.
 - Provides appropriation equivalent data for FY27 for budget allotment process.
 - Requires B&F and departmental staff to be full trained in use of legislative adjustments update process prior to go live date of this process.

- **June '26:** Support hours needed for the BMS allotment process for FY27.
 - Provides for B&F to issue departmental level allocations (less restrictions, plus CB, and other adjustments) for FY27 operating budget.
 - Provides for departments to allocate their departmental allocations (operating budget, less restrictions, plus CB and other adjustments) to specific program ID's.
 - Provides for allotments and operating expenditure plans for FY27 operating budget.
 - Provides for allotments and capital expenditure plans for CIP appropriations that are active during FY27.
 - Provides for appropriation transfers during FY27.
 - Provides for adjustments to operating and CIP allotments by departments and B&F, as may be necessary.
 - Requires B&F and departmental staff to be full trained in use of allotment process prior to go live date of this process.

- **Jul '26:** Support hours needed for the initial BMS operating budget-to-actual comparison at program appropriation/MOF level for FY27.
 - Provides monitoring data at program appropriation/MOF level on an updated cycle of:
 - Appropriation amount;
 - Allotment amount;
 - Expenditure amount;
 - Encumbrance amount;
 - Encumbrance balance amount
 - Restriction amount; and
 - Balance amount.
 - Requires Datamart feeds on periodic cycle.

- **Aug '26:** Support hours needed for the use of BMS budget preparation process by B&F and departments at standard level for FB27-29 biennium budget.

- **Sep '26:** Support hours needed for the variance report equivalent for FY26 and FY27.
 - Requires system to produce reports and/or other documents that will be used to produce FY26 and FY27 variance report document.

- Requires Datamart feed for a defined period.
- Requires B&F and departmental staff to be full trained in use of variance report process prior to go live date of this process.

Post-Rollout 2 (Contingent upon the State's implementation of a new Enterprise Financial System [EFS])

- **TBD:** Further implementation of BMS budget preparation process by departments to meet departmental specific aggregation/workflow requirements.
- **TBD:** Further implementation of BMS budget allotment process by departments to meet departmental specific aggregation/workflow requirements.
- **TBD:** Further implementation and/or training of forecasting, alternative scenarios and other “advanced” features by B&F and/or departments.
- **TBD:** Upon implementation of new statewide EFS, provide full-featured budget-to-actual comparisons at a detailed level.
- **TBD:** Upon “standardization/clean up” of HIP/Personnel database, provide data interface of personnel data between BMS and HIP/Personnel system.

Rollout 3 (Optional)

- **TBD:** Possible implementation of BMS budget preparation process (revised pursuant to their requirements/processes) by Legislature.