

## County of Grande Prairie, Alberta / Population 18,000

“TeamBudget is a user friendly program that has greatly enhanced our budgeting cycle.”

Colleen Wessels, Accounting Manager, County of Grande Prairie

### Municipal Overview

The County of Grande Prairie, Alberta is located 460 km Northwest of Edmonton, and has the distinction of being Alberta’s first County, established in 1951. Major contributors to the local economy include agriculture, oil and gas, forestry, and construction.

### Business Challenge

The County’s budget cycle began with Finance preparing individual budget packages for distribution to each department. This package, based on paper reports generated from the financial system, required each department to enter the budget data by hand. In addition to the coming year’s budget, 2 forecast projection years were also included.

Following submission by September 15th, finance entered the budget numbers into the financial system and prepared the budget reports for review with the CAO. This review stage typically ran through the end of October, and required a great deal of back and forth between finance and the departments, as changes were required, to ensure budgets reflected council directives.

Once the individual budgets were agreed upon and updated in the financial system, they were entered into a master excel spreadsheet by department, and summarized by revenue and expense types. Reports were then generated, comments added, and the budget book was compiled for council.

A great deal of overtime was accumulated by Finance, during these preliminary states, to conduct meetings, research and make changes, and to prepare the master.

A particular challenge during this entire process, was the accurate tracking of budget versions, as new version/requests were submitted (always in paper form). The onus was on Finance to double check that the paper copy they were working from was the most current.

Additionally, when lines or cells of data were deleted, it required the manual task of backtracking through the entire master spreadsheet to ensure links were appropriately adjusted.

The County realized they needed a solution that would facilitate a smoother budget process.

### Solution

The County of Grande Prairie was looking for a tool that would integrate well with their financial system and allow departments input and be able to automatically generate reports for the final budget package.

After meeting with Questica representatives at a conference, and arranging for a demo, they realized that TeamBudget offered them all the benefits they were looking for, and more, in one easy to use application.

### Overview:

#### Population

18,000

#### Financial System

Bellamy Software

#### TeamBudget Operating

The County of Grande Prairie needed a smoother approach to budgeting that would reduce the amount of overtime, would provide a consolidated approach to the budgets, and would facilitate a smoother back and forth throughout the budget process.

#### Business Challenge

The County of Grande Prairie realized TeamBudget Operating would allow them to consolidate all aspects of their budgeting preparation and presentation to council, as well as allow them to easily track their budgets during application.

#### Solution

The County of Grande Prairie realized TeamBudget Operating would allow them to consolidate all aspects of their budgeting preparation and presentation to council, as well as allow them to easily track their budgets during application.

#### Business Benefits

- Report Functionality
- Finance Time Freed Up
- Version Accuracy
- Resource Friendly
- Integration with Financial System
- Better budget tool for Departments

#### For More Information

Further information on the TeamBudget Suite can be obtained at [www.teambudget.com](http://www.teambudget.com)

## Business Benefits

TeamBudget offers a consolidated approach to budgeting in a user-friendly application. This ensures a smooth transition from the existing paper-based approach.

### Version Accuracy

With numerous paper copies of budgets being submitted throughout the budget process, it was a particular challenge for finance to ensure they were always working with the most recent version.

Additionally every change to a line or cell of data, required the manual task of backtracking through the master to ensure links were appropriately adjusted.

TeamBudget Operating eliminates these issues. Unlimited 'what-if' versioning provides departments the ability to compare different budget scenarios and select the one best suited to them. As well, Departments now have the ability to enter several detail lines explaining the summary of one GL budget line. As budgets are promoted upwards, they are locked, ensuring there are no discrepancies from late changes.

### Resource Friendly

The once time consuming manual process has been replaced by an automated process that enables all users to quickly make changes, and see the immediate impact.

As a result of TeamBudget Operating, the review stage has been reduced by several weeks and the amount of staff overtime has been significantly reduced.

### Department Benefits

With TeamBudget Operating, departments can begin the budget cycle earlier, by the simplicity of rolling forward previous budgets and making the necessary adjustments for the new year. They can also be responsible for day to day tracking and management of their budgets. This frees up the finance department to focus on other elements of their work load. As well, departments have the ability to enter detailed lines and notes to the budget, for explanation of their numbers.

### Finance Time Freed Up

Prior to TeamBudget, finance was responsible for preparing all department budget sheets, and bringing all that data together into the master. This was a labourious task requiring a great deal of overtime.

### Report Functionality

While the County was previously able to create several of the reports required by council, there was still a great deal of time spent on creating them.

TeamBudget Operating provides over 45 built-in reports, as well as the ability to create unlimited additional reports. Now, in response to specific requests, reports can be run with the simple click of a mouse.

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## For More Information

TeamBudget Suite is a secure web-based solution structured on a proven capital and operating budgeting model.

Working in conjunction with the public sector, **TeamBudget Capital** and **Operating** were designed to solve the cumbersome process of assembling, tracking, analyzing and reporting of capital and operating budgets.

Further information on the Questica's **TeamBudget Capital** product can be obtained at [questica.com](http://questica.com)