



ASSOCIATION
RESERVES®



FAQs

*Answers to your most
common uPlanIt questions*

Access and Cost of uPlanIt



How do I access uPlanIt?

Association Reserves clients: log in to our Client Center, and for your property select the “uPlanIt” tab at the top of the list of options. All other associations: visit our website (ReserveStudy.com) and navigate to our Services dropdown list (see the options across the top of the screen), selecting uPlanIt. Or click [here](#). At the bottom of our uPlanIt screen, you can click to subscribe (or click [here](#)).

What is the pricing to add others via subscription?

There is no additional cost to add additional users to your uPlanIt account.

What is the cost of a subscription?

uPlanIt access is free for Association Reserves professional Reserve Study clients throughout the budget season for your Reserve Study that we’ve just prepared. Otherwise, it’s \$399/budget season (for subsequent years, or for associations for which we haven’t prepared a current Reserve Study).

What's considered Budget Season?

A Reserve Study is prepared near the end of an association’s fiscal year so the board can make informed budget decisions for the upcoming fiscal year. Users have uPlanIt access from the day their Reserve Study is completed (or the day they activate their subscription), through the end of their fiscal year, and then a bonus three months into the beginning of the next fiscal year.



Can we access outside of budget season? How do we re-gain access to uPlanIt if our free period is up?

You can renew access by purchasing a \$399 subscription, finding all your information there just as you left it. Or you can retain Association Reserves to update your Reserve Study, after which you'll find a fresh set of Reserve Study information loaded into uPlanIt.

Is there an option that allows some board members to only view and others, the treasurer for example, to make changes?

Not at this time.

How much does it cost to become a professional Client?

All of our bid proposals are custom to the association. Click [here](#) to get your free bid proposal!

If we only have a 3rd party study every 3 years, can the Board use uPlanIt to do an update to the plan in the intervening 2 years?

The board can use uPlanIt as a tool in the intervening 2 years – to track changes, test “what if scenarios”, document component Useful Life, Remaining Useful Life, and Replacement Cost estimates, develop a funding plan, etc., and the user can then print out the resulting tables and charts. But remember that uPlanIt is an online calculator. It does not prepare an actual “Reserve Study” document.

Using uPlanIt



If our Association has 3 users of uPlanIt, does each user have their own view, or if 1 user changes something does it change it in every user's view?

Your uPlanIt profile is for the association, not for each separate user. Thus your uPlanIt profile will have one version of your association's data. If one user changes something, all users will see those changes.

Once you make changes to the Reserve Study via uPlanIt, how do you reset it to the original data?

Just hit the "reset" button on any page/tab. That restores the information to its original condition (the most recently published Reserve Study, or "blank" for subscription users).

Are you able to import Component List data from a MS-Excel document?

Yes. You can import your Component List using uPlanIt's MS-Excel "importer" template file, replacing or appending the information already in uPlanIt. uPlanIt takes it from there (after you enter your starting Reserve balance and estimates for interest and inflation).

Can you save your various changed scenarios and name them something that reminds you what you explored?

Not at this time. You can save your changes. They will remain until someone (yourself or someone else) makes further changes. It is recommended that you print scenarios you wish to save.



When you import components does it all go to a new header?

If you wish. You can import a group of components two ways: creating an entirely new “section/chapter” (header), or you can import a list/file of components into an existing “section/chapter” (header).

For interest on reserve funds, can multiple interest rates be specified for e.g. a reserve savings account and reserve funds in CDs?

No. There is one interest rate value. If you have multiple investments with differing interest earning rates, use the weighted average.

From where should we draw our inflation rate?

Since Reserve planning is a long term (30-yr) plan, we recommend using an inflation rate expected to represent the average inflation rate throughout that extended time period. Looking backwards at the average inflation rate for the last 30 years, that means using a value in the 3% range.

Is there a way to add interest rate and inflation rate assumptions by year? We are coming out of high interest rate and inflation rate and would like to see more realistic longer term assumptions.

No. Both the chosen interest and inflation rates run through the 30-yr life of the Reserve plan. Updating your Reserve Study regularly (annually) helps you accommodate cost and Reserve balance changes during years when interest and inflation are significantly different than the 30-yr average.



In addition to testing component and funding plan changes, I've used a spreadsheet at our association to capture the component list with annual spending for a report tracking actual spending vs. reserve study spending. Is there a way to pull reports of that type?

A 30-yr cash flow detail, showing all the expenditures in any particular year, is one of the standard uPlanIt reports.

What if we do not spend on a project, or if we have to spend more than we expected for future years?

That is the reason for regular (annual) updates to your Reserve plan! As John Lennon said in his 1980 song "Beautiful Boy", Life is what happens when you're busy making other plans. So expect changes, and adjust your Reserve plan accordingly. With uPlanIt, it's easy!

Can you export the 30-yr summary showing annual assessment and expenditure totals?

You can print the 30-yr summary showing annual assessments, but at this time there is no spreadsheet export of that information.

Can you change the start date (the year the Reserve Study starts)?

Yes.



Why do the various tables not have an export to MS-Excel option? Is there a plan to add this utility to some of the tables?

We have emphasized the simplicity of uPlanIt as a calculator tool allowing boards to see the effects of changes. We have chosen to not complicate it with too many options. We continue to consider adding more features, but are exercising restraint.

Can you adjust the funding planned period from 30 to 25 years?

No. Some states require 30-yr plans, and National Reserve Study Standards require an income and expense plan displaying a minimum of 30 years of information. So uPlanIt is built to show a 30-yr plan. Because uPlanIt calculates the association's annual Fully Funded Balance every year into the future, you can enter information for "long life" components with Useful Lives or Remaining Useful Lives beyond 30 years. Thus those components are properly calculated and tracked in your Funding Plan.

After editing the uPlanIt, how do these numbers get migrated to our Reserve Study?

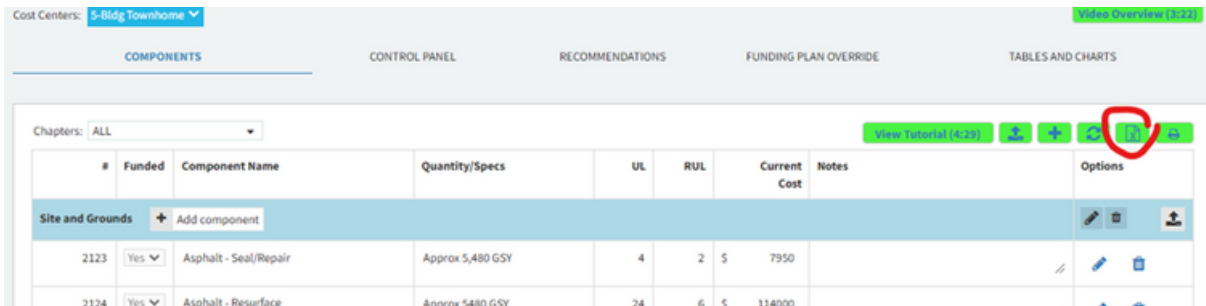
Results don't automatically get migrated to your Reserve Study. uPlanIt is a workspace for clients. It is, however, an easy way for clients to point out what they've done and suggest some changes to their credentialed, professional Reserve Study Project Manager in subsequent years.

If there are recommendations from an industry professional with a different date for when a project needs to be accomplished, can the Useful Life or Remaining Useful Life value be changed, and what is needed to make that change?

Yes, that Useful Life or Remaining Useful Life can be changed. That is one of the more common "use cases" for uPlanIt. To make that change, just select the edit (pencil) icon to the right of that component, make the change, and then select the save (disk) icon.

Show us how to export to create a saved file, please.

There is a simple “export” button near the top of the “Components” tab as shown below.



When you adjust (for example) asphalt resurfacing to a longer Useful Life because of good maintenance (regular sealing), do you need to change the cost in road sealing since you will now be sealing two times (or three times) versus one?

No. All projects cycle at the Useful Life interval that is selected, and the cost is inflated appropriately for future year cycles/expenditures. You can easily see that in the 30-yr component detail report.

I notice the control panel allows you to set two different Funding Plan increase rates through the 30-yr planning period. Can you change it to have more than 2 different increase rates, or is that getting too far out into the weeds?

We find that two rates of Reserve Funding Plan increases is a healthy balance between customization and simplicity. So two different Funding Plan increases is the maximum at your disposal.

General uPlanIt Questions

Are there any benchmarking capabilities within uPlanIt? Or does Association Reserves provide data on how to benchmark reserves based on our community?

uPlanIt is a calculator tool we make available for our clients and subscribers. We do not provide benchmarking data for users. We presume a basic level of Reserve planning and cost estimating skill among our users.

Does a subscription include any initial training during the subscription period?

No, it does not. There are video tutorials on each tab of uPlanIt that will provide assistance. Again, we've designed uPlanIt for simplicity and ease of use. Our users report it is remarkably intuitive.

If we're a client of Association Reserves, will our reserve study information already be populated in the program?

Yes.

Can you pursue a "Threshold" Funding Goal with uPlanIt?

Yes.



I have been just having the reserve company tell us what we need to do... is there a reason why we could be changing anything? In general, I recommend following your reserve funding recommendation as much as possible.

Clients commonly tell us they “wonder” what would happen if they stray from their professional Reserve Study provider’s recommendations... funding Reserves slightly less (or more) than recommended, deferring a painting project for a year, or they get an opinion from a roofer that a minor repair project would extend full replacement of their roof for two years, or replacing a large boiler a few years early to save energy (and perhaps take advantage of a utility company rebate on new equipment). Those changes are easily investigated within uPlanIt and you can get immediate answers... without having to contact your Project Manager and ask for some of their time to investigate a possible “what if scenario” that came up at a board meeting. You can do so much on your own!

Adding components - where do you get useful life data?

Again, we presume a basic level of Reserve Planning knowledge of our users. If you don't know, you can research with the professionals serving your association (roofer, painter, HVAC service provider, pool service provider, etc.). If you don't know what you're doing, you shouldn't be creating new components. You should leave that to a credentialed Reserve Study professional.