

PROPOSED ANNUAL SCHEDULE FOR FISCAL YEAR 2010 BUDGET DEVELOPMENT

Task Name	Nov '08		Dec '08		Jan '09		Feb '09		Mar '09		Apr '09		May '09		Jun '09		Jul '09		Aug '09			
	11/2	11/16	11/30	12/14	12/28	1/11	1/25	2/8	2/22	3/8	3/22	4/5	4/19	5/3	5/17	5/31	6/14	6/28	7/12	7/26	8/9	
Finance Committee Meetings																						
Board of Trustees Meetings																						
Miscellaneous Fees Preparation																						
Miscellaneous Fee Review & VP Approval																						
Designated Fund Preparation																						
Auxiliary Budget Preparation																						
Designated and Auxiliary Budget Review & VP Approval																						
Program Improvement initial requests																						
Program Improvement review and presidential approval																						
Review of FY2009 enrollment and effects																						
Preliminary Budget Estimates																						
PEC/COAD budget discussions with President/Provost/VP Finance																						
Permanent Support Budget Transfer Cut-Off																						
Staff Benefit Recovery Recommendation & VP Approval																						
Cut-off date for salary increment pool																						
Increment Pool Percentage Recommendation & VP Approval																						
Distribution/Unit VP approval of final increment sheets																						
Final approved increment sheets reviewed by Budget Office																						
Board of Trustees approve Fee Ordinances/OLS/ORS awards																						
Preparation of detailed budget package																						
Finance Committee Approval of Budget Parameters																						
Final approval of budget by Finance Comm. and Board of Trustees																						
Post approved budget to Banner Finance																						
Carry Forward Review and Posting																						