

Budget Schedule

Mid-October	Budget Office sends SOA templates to Unit budget managers to begin process of building the following fiscal year budget
Mid-November	SOA templates are due back to the Budget Office from the department budget managers
December - January	Department budget submissions are presented by Deans / Unit heads to the Integrated Budget & Planning Committee (IPBC)
January - February	IPBC reviews all submissions and approves/denies requests based on university resources and priorities; departments are notified
March	Budget is presented to the Board of Trustees for approval
May	Budget Office sends budget files and budget loading template to unit budget managers
June	Budget loading templates are due back to the Budget Office from the department budget managers; the Budget Office then reviews templates and loads into the system for spending in the new fiscal year