

FY 23 Budget Calendar

Due-By Date (Adjusted for weekends)	The fiscal year runs from July 1 through June 30. Dates below are subject to change as needed.	How Many Days you have?	Management level
Monday, October 11, 2021	Division/School/Department/ Office/ Unit / Center receive budget memo outlining materials to prepare and budget calendar		1/2/3
Thursday, November 11, 2021	Department/ Office/ Unit / Center submit budget plan documents	31	3
Wednesday, December 1, 2021	Discussions at the unit, department, school and division level of needs in relation to strategic goals with prioritization of needs within the division	20	2/3
Tuesday, December 21, 2021	Proposals due to the Executive Committee members / Preparation of budget proposals by Executive Committee	20	1/2
Tuesday, January 25, 2022	Executive Committee Budget Proposal due to UPBC Chair – highlighting level of involvement of Division in preparation of the proposal, as well as the inclusion of funding adjustments/requests.	35	1
Tuesday, February 1, 2022	Deadline for budget revision/ changes before posting on UPBC site	7	1
Tuesday, February 1, 2022	Budget Proposal posted on UPBC website	0	1
Tuesday, February 22, 2022	Campus Community Questions/Comments due-by date to UPBC	21	
Monday, February 28, 2022	UPBC to submit written questions to Division heads in preparation for the Budget Presentation Day.	6	1
Wednesday, March 9, 2022	Recommended deadline for Divisions to submit written answers to questions if they choose	9	
Friday, March 25, 2022	Brief Presentation by Executive Committee to UPBC for formative input	16	1
Friday, April 22, 2022	UPBC Memo/feedback to President, Integrated Planning and Executive Committee	28	1
Friday, April 29, 2022	Revisions to presentation by Executive Committee based on formative input from UPBC	7	1
Friday, May 13, 2022	Presentation by Executive Committee to IPC, with a copy of adjusted presentation being provided to UPBC	14	1
Monday, June 13, 2022	IPC/President recommendations	31	1