



University System of Georgia  
Creating A More Educated Georgia

## Budget Calendar

### Fiscal Year 2016

#### July 2015

- Amended FY 2016 & FY 2017 Budget Development

#### August 2015

- FY 2015 Budget To Actuals due from institutions August 4th to August 11th
- FY 2015 Annual Expenditure Report (AER) due from institutions August 28th
- FY 2016 MRR Allocations approved by Board of Regents at August meeting
- Board of Regents approves Amended FY 2016 & FY 2017 budget requests (August or September meeting); request submitted to OPB

#### September 2015

- OPB and legislative budget offices begin detailed review of USG budget requests
- First Quarter budget amendment due from institutions September 11th
- Annual budget projections due from institutions September 25th (These projections will be based on the first quarter budget amendment).
- FY 2017 Budget Hearing instructions issued

#### October 2015

- PPV Cash Flow Analysis due October 1st
- OPB and legislative budget offices continue detailed review of USG budget requests
- Institutions complete and submit the First Quarter Financial Reports on October 9th
- FY 2017 Revenue Projection instructions issued
- FY 2017 Mandatory Fee, 5-year Auxiliary Plan, Professional Program Tuition, Graduate Tuition, E-Rate, Miscellaneous Fee, and Housing and Food Services request instructions issued October 1st
- FY 2017 Budget Hearing narratives due from Comprehensive Universities, State Universities, and State Colleges October 21st

#### November 2015

- OPB and legislative budget offices continue detailed review of USG budget requests
- FY 2017 Budget Hearings for select institutions

#### December 2015

- OPB and legislative budget offices continue detailed review of USG budget requests
- FY 2017 Budget Hearings for select institutions
- FY 2017 Revenue Projections due from institutions December 4th
- FY 2017 Mandatory Fee requests, 5-year Auxiliary Plans, and PPV 10-year Projections due from institutions December 18th
- Second Quarter budget amendment due from institutions December 18th

#### January 2016

- Governor releases Amended FY 2016 & FY 2017 Budget Reports; Chancellor presents recommendations to Joint Appropriations Committee
- General Assembly continues review and hearings on Amended FY 2016 & FY 2017 budgets
- FY 2017 Budget Hearings for select institutions
- Institutions complete and submit the Second Quarter Financial Reports on January 13th

- FY 2017 Budget Hearing narratives due from Research Universities January 15th
- FY 2017 Base Graduate and Professional Program tuition requests due from institutions January 15th
- FY 2017 Miscellaneous Fee, and Housing and Food Services due from institutions due January 22nd

### **February 2016**

- General Assembly continues review and hearings on Amended FY 2016 & FY 2017 budgets
- FY 2017 Budget Hearings for select institutions

### **March 2016**

- General Assembly passes Amended FY 2016 Budget
- Third Quarter budget amendment due from institutions March 11th
- General Assembly passes FY 2017 Budget (late March - early April)

### **April 2016**

- Chancellor's FY 2017 institution budget allocation recommendations are finalized
- FY 2017 Allocation, Tuition and Fees recommendations presented to the Board of Regents for approval
- FY 2017 State Fund Allocations, Tuition and Fees amounts/rates sent to all institutions with Budget Guidelines
- Institutions complete and submit the Third Quarter Financial Reports on April 12th
- Begin developing budget strategy for FY 2018

### **May 2016**

- FY 2017 E-Rates due from institutions due May 4th
- Institutions submit FY 2017 Original Budget May 4th
- Budget Office reviews FY 2017 Original Budget submissions
- FY 2017 Original Budget presented to Board of Regents for approval at the May meeting
- Initial FY 2017 Annual Operating Budget submitted to OPB by June 1st

### **June 2016**

- Information request and template for New Square Footage projection for FY 2018 budget development sent to institutions (due from institutions June 29th)
- Health insurance and retiree fringe benefit projection templates for FY 2018 budget development sent to institutions (due from institutions June 29th)
- Final budget amendments for FY 2016 due from institutions June 24th

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