

FY 22 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, September 21, 2020	Division/School/Department/ Office/ Unit / Center receive budget memo outlining materials to prepare and budget calendar		1/2/3
Friday, October 30, 2020	Department/ Office/ Unit / Center submit budget plan documents	39	3
Thursday, November 19, 2020	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
Thursday, December 10, 2020	Proposals due to the Executive Committee members / Preparation of budget proposals by Executive Committee	21	1/2
Monday, January 25, 2021	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.	46	1
Monday, February 1, 2021	Deadline for budget revision/ changes before posting on UPBC site	7	1
Monday, February 1, 2021	Budget Proposal posted on UPBC website	0	1
Tuesday, February 16, 2021	Campus Community Questions/Comments due-by date to UPBC	15	
Tuesday, February 23, 2021	UPBC to submit written questions to Division heads in preparation for the Budget Presentation Day.	7	1
Tuesday, March 9, 2021	Recommended deadline for Divisions to submit written answers to questions if they choose	14	
Friday, March 26, 2021	Brief Presentation by Executive Committee to UPBC for formative input	17	1
Friday, April 23, 2021	UPBC feedback to President, Integrated Planning and Executive Committee	28	1
Friday, April 30, 2021	Revisions to presentation by Executive Committee based on formative input from UPBC	7	1
Friday, May 14, 2021	Presentation by Executive Committee to IPC, with a copy of adjusted presentation being provided to UPBC	14	1
Monday, June 14, 2021	IPC/President recommendations	31	1