

Student Government Budget Construction Timeline

Fiscal Year 2025-2026

Deadline	Activity
February 2024	ASAB Office will publish the annual budget timeline.
March 2 - 8, 2024	Spring Break - No classes
March 11, 2024	ASAB will publish budget request forms.
March 11 - 15, 2024	ASAB will conduct Account Managers Budget Workshops for the fiscal year.
April 8, 2024	UBAC and CBAC Budget Requests are due to ASAB Office
April 8, 2024 - May 1, 2024	ASAB will review requests for accuracy and work with account managers on updates
July 31, 2024	ASAB Office will submit projected enrollment figures to VPSA and SG Leadership.
August 10, 2024 - October 11, 2024	ASAB will update submission to reflect changes that were not included in original submissions such as salary and benefits updates, utility updates, etc.
October 11, 2024	Budget Chairs will be selected by Campus Houses.
October 11, 2024	SG President must call the first UBAC meeting to be held third week of October. UBAC training will take place at the meeting.
October 11, 2024	ASAB will provide budget requests and projections to UBAC.
October 21-25, 2024	<ul style="list-style-type: none"> • Review of recorded UBAC campus tours of A&S funded facilities will commence • UBAC Hearings will commence.
October 28 - November 1, 2024	UBAC Deliberations will Commence. Final campus based allocations provided to CBAC Chairs upon conclusion of deliberations.
October 28 - November 1, 2024	Campus Budget Chairs must call the first CBAC meeting to be held the 2nd week of November. CBAC Training will take place at the meeting.
November 1, 2024	ASAB will complete draft budget worksheets for CBACs.
November 8, 2024	UBAC budget legislation will be introduced to the Student Senate for approval.
November 4 - 8, 2024	Campus based budget hearings.
November 11, 2024	Veteran's Day Observed - No classes and offices closed
November 13, 2024	UBAC budget legislation must be approved by Student Senate and submitted to SG President for approval.
November 12 - 15, 2024	Campus based budget deliberations will commence.
November 18, 2024	<ul style="list-style-type: none"> • SG President must approve UBAC budget legislation and submit the legislation to the VPSA for approval. • UBAC Chair will notify GPSA of GPSO of their allocations.
November 18 - November 26, 2024	CBAC Chairs will introduce CBAC budget legislation to respective House of Representatives for approval.
November 18 - December 23, 2024	CBAC budget legislations must be approved by Campus Houses and submitted to Campus Governors for approval.
November 28-29, 2024	Thanksgiving Break - No classes and offices closed
January 6, 2025	Classes Begin
January 06 - 10, 2025	Campus Governors must submit CBAC budget legislation to SG President for approval.
January 20, 2025	Martin Luther King Jr. Day- Offices closed
January 21 - 24, 2025	<ul style="list-style-type: none"> • SG President must approve CBAC budget legislations and submit to the VPSA for approval. • CBAC Chairs will notify COSOs of their allocations.
January 25, 2025	All final UBAC and CBAC legislation must be submitted to the VPSA.