

FLORIDA ATLANTIC UNIVERSITY

2007-2008 Division of Research Trust Fund Operating Budget Construction Timetable

Includes Foundation and the Division of Research Administrative Accounts

March 28, 2007	Budget forms with instructions are distributed to Foundation, Athletics, Student Government, Henderson payroll accounts and the Division of Research.
March 30, 2007	Forms Workshop at the University Center-Senate Chambers, 1:30pm – 3:00 pm
April 20, 2007	Total Division of Research Trust Fund Comparative Budget Summary by Category due to University Budget Office with the detailed personnel and other operating budget forms.
May 31, 2007	Completed Summaries provided to the President.
May 2007	Detailed budgets entered into Banner Finance System.
June 20, 2006	FAU Board of Trustees – Finance & Audit Committee review/approve all operating budgets
June 27, 2007	President's Recommended Budget submitted to the Board of Trustees for approval.
July 2-6, 2007	Specifically approved detailed budgets for 2007-2008 will be entered into BANNER-FINANCE to provide beginning budget authority.
July 20, 2007	All other Division of Research Trust Fund departmental budget balances from 2006-2007 will be added to BANNER-FINANCE for 2007-2008.
July 2007	Where appropriate, budgets will be revised based on FBOE guidelines.
August 15, 2007	Submit budgets to FBOE
October 2007	FBOE approve Division of Research Trust Fund budgets.
October 2007	Initial budget authority made available on July 6, 2007 will be supplemented with the 2007-2008 Budget authorized by FBOE.