

Florida Atlantic University 2014-15 Budget Construction Timeline (Tentative)

Mar. 14, 2014 **Due Date** for Academic Affairs to submit 2014 Summer 2nd half Faculty Position Budget Worksheet to the University Budget Office to be included in the Budget Construction Worksheets

Mar. 24, 2014	The Budget Office releases 2014-15 Budget Construction Package to V.P. Areas in the budget office network “U” drive
April 2, 2014	<u>Due Date</u> for all areas to submit Auxiliary and other Non-E&G budget requests to the Budget Officer in each area to be included in the Consolidated Budget Request Worksheets
April 14, 2014	<u>Due Date</u> for V.P Areas to submit the Budget Requests to the University Budget Office
April 18, 2014	<u>Due Date</u> for Academic Affairs to submit the Budget Requests to the University Budget Office

April 14 – May 2 The Budget Office reviews the Budget Request submissions from all units

May 12, 2014 The Budget Office prepares Operating Budget Summary Report

May 21, 2014 The Budget Office completes 2014-15 Budget Presentation Report

June 10, 2014 Audit & Finance Committee Meeting

June 17, 2014 Full BOT Meeting

June 26, 2014 The Budget Office uploads 2014-15 Position Budgets to Banner HR

June 26, 2014 The Budget Office uploads 2014-15 Operating Budgets to Banner Budget Development

June 27, 2014 The Budget Office rolls 2014-15 Operating Budget to the Operating Ledger in Banner Finance