

Florida Atlantic University 2011-12 Budget Construction Timeline

Mar. 14, 2011	The Colleges submit 2 nd half of 2012 Summer Faculty Position Budget Worksheet to the University Budget Office to be included in the Budget Construction Worksheets
Mar. 21, 2011	The Budget Office Starts setting up Budget ID and Phases in Banner Budget Development and the Consolidated Budget Worksheets
Mar. 28, 2011	The Budget Office releases 2011-12 Budget Construction Package to V.P. Areas/Colleges in the network "U" drive
April 8, 2011	Auxiliary and other fund budgets are due to the V.P. Area/College Business Managers to be included in the Consolidated Budget Worksheets
April 15, 2011	Final Budget Submission is due to the University Budget Office
April 20, 2011	Audit & Finance Committee
April 18 – May 6	The Budget Office reviews all budget submissions from the units
May 9, 2011	The Budget Office prepares Operating Budget Summary Report
May 12, 2011	2011-12 Operating Budget Summary Report is due
May 18, 2011	Full BOT Meeting
June 15, 2011	Audit & Finance Committee Meeting
June 20, 2011	The Budget Office uploads 2011-12 Operating Budget to Banner Budget Development
June 20, 2011	The Budget Office uploads position budgets to Banner HR
June 22, 2011	Full BOT Meeting
June 29, 2011	The Budget Office rolls 2011-12 Operating Budget to the Operating Ledger in Banner Finance