

## CFY 2019-20 BUDGET TIMELINE

<u>DATE</u>	<u>ACTIVITY</u>
March 2019	<ul style="list-style-type: none"> <li>• Original Budget Request forms development and workgroup testing.</li> <li>• Revise budget instructions</li> </ul>
April 2019	<ul style="list-style-type: none"> <li>• Release Certification Letter, Original Budget Request, and Revenue Projection forms and instructions.</li> <li>• Training led by CCOC staff on the budget process and forms.</li> <li>• Process Technical Reviews for budgets submitted prior to the deadline.</li> <li>• Potential Budget Committee meeting to determine budget deliberation criteria, methodology, etc.</li> </ul>
May 2019	<ul style="list-style-type: none"> <li>• Clerks submit Certification Letter, Original Budget Request, and Revenue Projection forms on May 1, 2019.</li> <li>• CCOC staff perform technical reviews on submittals with revisions as necessary.</li> </ul>
June 2019	<ul style="list-style-type: none"> <li>• CCOC staff perform technical reviews on submittals with revisions as necessary.</li> </ul>
July 2019	<ul style="list-style-type: none"> <li>• REC meets and determines available revenues (mid to late July)</li> </ul>
August 2019	<ul style="list-style-type: none"> <li>• Budget Committee determines and approves each county's budget authority</li> <li>• Executive Council approves budget as proposed by the Budget Committee</li> <li>• Provide DOR request for monthly amount for "Funded" counties</li> </ul>
September 2019	<ul style="list-style-type: none"> <li>• Budget Letters sent to each Clerk and their finance staff</li> <li>• Operational Budget Form development - CCOC</li> <li>• Revise Operational Budget instructions as needed</li> <li>• Workgroup testing of forms and instructions as needed</li> <li>• Release forms to counties</li> </ul>
October 2019	<ul style="list-style-type: none"> <li>• County Fiscal Year begins October 1st</li> <li>• Process technical reviews of Operational Budgets submitted before the deadline</li> <li>• Receive forms</li> </ul>
November 2019	<ul style="list-style-type: none"> <li>• CCOC perform technical reviews</li> <li>• Complete technical reviews</li> <li>• Begin analysis as requested by the Budget Committee or required by statute</li> </ul>