

**2020-21 ANNUAL BUDGET TIMELINE
REFLECTS A JUNE BOARD OF REGENTS MEETING
TENTATIVE**

ADMINISTRATIVE BUDGET BUILDING STEPS	<u>DATES</u>
Initial Auxiliary Cost Factors Distributed	November 2019
CAT Initialized	January 2020
Initial Allocations Entered	February 2020
PlanUW Initialized	March 2020
Budget and Balance Report Templates Sent to Institutions	March 2020
Institutional Estimates for Seg Fee and Room/Board Rate Changes to be Submitted to System Budget Office Staff	February 17, 2020
Auxiliary Instructions and Templates Distributed	March 2020
One-Time Auxiliary Transfer Requests Submitted to System Budget Office Staff	March 2020
Inter-Institutional Allocations Sent to Institutions	March 2020
Annual Budget Due Dates: Comprehensives (including branch campuses) Doctoral, SA & SYS	April 1, 2020 April 15, 2020
Auxiliary Budgets and Worksheets to be Submitted to System Budget Office Staff: Comprehensives (including branch campuses) Doctoral, SA & SYS	April 1, 2020 April 15, 2020
Budget and Balance Summaries to be Submitted to System Budget Office Comprehensives (including branch campuses) Doctoral, SA & SYS	April 15, 2020 May 1, 2020
System Budget Office Sends Out Auxiliary Budget Tables for Institutional Review Prior to Board of Regents Meeting	May 2020
Board of Regents Meeting	June 4-5, 2020