

Calendar for FY 2024-25 Budget

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| January 15, 2024 | P-1 Apportionment Attendance Report Submission Due |
| January 23, 2024 | Board review of Governor's January Budget and discussion on Priorities |
| February 15, 2024 | Budget Centers are requested to start Position Clean up |
| February 24, 2024* | First Principal Apportionment Report Issued by State Chancellor's Office |
| March 11, 2024 | CBF review of Tentative Budget Assumptions and Board Priorities |
| March 25, 2024 | DCC review of Tentative Budget Assumptions and Board Priorities |
| April 8, 2024 | CBF review of Tentative Budget Assumptions and Board Priorities |
| April 14, 2024 | Budget Centers are requested to start Faculty Position Clean up |
| April 20, 2024 | P-2 Apportionment Attendance Report Submission Due |
| April 22, 2024 | DCC review of Tentative Budget Assumptions and Board Priorities |
| May 06, 2024 | Personnel Change Forms due to Human Resources for Tentative Budget |
| May 13, 2024 | CBF review of Tentative Budget Assumptions and Board Priorities |
| May 13, 2024 | HR to complete processing all submitted Personnel Changes related to Tentative Budget (further changes are to be held until the data is rolled over to the Budget Tables (See May 20 below) |
| May 20, 2024 | <ul style="list-style-type: none"> • HR & District Fiscal Affairs to clean up Position Control budget information related to Tentative Budget • District Fiscal Affairs to roll Position Budget data over to the Budget Tables • Budget Centers to start budget input for NONPOS phase |
| May 28, 2024 | Report provided to Board on Governor's May Budget Revisions |
| June 05, 2024 | Budget Centers to be complete with Budget inputs of NONPOS phase and reconciliation of budgets for Tentative Budget |
| June 06, 2024 | Prepare GASB 54 Agenda item to be taken to the Board (if needed) |
| June 10, 2024 | CBF review of Governor's May Budget Revisions and Proposed Budget Assumptions (if needed) |
| June 10, 2024 | Completion of the Tentative Budget |
| June 07, 2024 | Final changes for Position Control due to HR for Proposed Budget |
| June 14, 2024 | HR to complete Personnel Changes related to Proposed Budget |
| June 23, 2024* | Second Principal Apportionment Report issued by State Chancellor's Office |
| June 21, 2024 | HR & District Fiscal Affairs to clean up Position Control budget information related to Proposed Budget. (further permanent changes to NYSPBUP are to be held until the Tentative Budget is rolled over to the finance tables (See June 26 below) |
| June 24, 2024 | DCC review of Proposed Budget Assumptions (if needed) |
| June 25, 2024 | Board approval of the Tentative Budget |
| June 26, 2024 | <ul style="list-style-type: none"> • District Fiscal Affairs to Feed Tentative Budget (TENTAT) to Operating Ledger to start the fiscal year • District Fiscal Affairs to roll Position Budget over to the Budget Tables. • HR can resume making permanent changes to NYSPBUP • Budget Centers can access NONPOS for updated budget input |
| July 15, 2024 | Annual Apportionment Attendance Report Submission Due |
| July 31, 2024* | Year-end closing completed for District and Campus accounts |
| August 7, 2024* | Carryover balances completed and distributed |
| Aug. 13 or 27, 2024 | Board review of the Proposed Budget Assumptions |
| August 15, 2024* | Budget Centers to complete Budget input of NONPOS phase and reconciliation of budgets for Proposed Budget |
| August 22, 2024* | Completion of Proposed Budget and close FINAL phase in Banner |
| August 23, 2024* | Public Notice published in the Orange County Register |
| Sept. 6-10, 2024 | Proposed Budget available for public inspection |
| September 10, 2024 | Public Hearing on the Proposed Budget at Board Meeting |
| September 11, 2024 | District Fiscal Affairs to Feed Proposed Budget (FINADJ) to the Operating Ledger. |

*Estimated Date

(as of 10/3/2024)