

Key Dates for the Overall University of Utah Budget Process Year 17-18



Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
				Review FY17 forecast				
				Review FY18 non-personnel budget				
				Review FY18 operational budget				
				Review narrative & new commitments				DMU salary review

Budget Milestones

		~1-27 - Recon 16-17 SVPAA commitments milestone							
		~2-17 - 16-17 forecast milestone							
				~3-3 - 17-18 Non-personnel milestone					
				~3-23 to 4-21 - 17-18 Operational budget milestone					
				~3-23 to 4-21 - SVPAA budget book milestone (Week before appointed meeting)					
				~3-23 to 4-21 - EPM locked down by ORG as requested					
						~5-26 Post budget meeting EPM updates - Final Hard Deadline			

EPM

		12-21 EPM Opened							
		1-06 - Registration for EPM trainings opens							
		~1/13 - Download Dec '16 actuals into EPM							
						5-1 - EPM survey (Send Out)			
								5-26 - Lock down all EPM budgets (No more Δ)	
								6-19 - PeopleSoft download from EPM	
<p>EPM Training: New & Current User Training from January 23rd - 27th of 2017</p> <p><u>Sections</u></p> <p><i>Current User (1 hr)</i> 9 am - M,W,Thu,F 1 pm - M,Tue,W,F</p> <p><i>New User (2 hr)</i> 9 am - Tue 1/24 1 pm - Thu 1/26</p> <p>Visit the training registration website: http://www.obia.utah.edu/epm/train.php</p>									

CENTRAL ADMINISTRATION

				~2-2 - Issue revised SVPAA guidelines if needed					
				~2-17 - Variance reporting FY17					
						~3-16 - President / SVPAA salary guidelines "officially" issue			
						~3-30 to 4-28 - College / Dept budget meetings w/SVPAA			
		1-17 - Budget Cycle 16-17 Orientation (BOPP Meeting)				~5-9 - Campus Budget Advisory Committee (CBAC)			
						~5-24 - Budget approval letters issued SVPAA			
						~6-2 - CBAC final meeting			
						~6-5 - New commitments approved by SVPAA			
						~6-5 - President letters issued			
								~6-23 - President's salary approved	

OTHER

						~4-3 - Final sideways sheet available			
				3-09 - Utah Legislature adjourns (Sine Die)				6-5 to 6-9 - D-Jobs available a week prior to DMU	
								6-12 to 6-23 - HR DMU window	