

FY25 Original Budget Development Calendar

When	Who	What
January 11, 2024	Governor	Governor releases Amended FY24 & FY25 Budget Reports
January - March 2024	Individual ELT Members (internal to unit)	<p>ELT members meet with Deans, VPs, other key leaders to review New Expense Request Form (NERF) requests</p> <ul style="list-style-type: none"> • Review of updated performance data and college/division strategic plans • Evaluation of results from new funding allocated in current year • New program or program expansion proposals • Consider funding re-direction to address administrative improvements • Consider proposed enhanced revenue opportunities (if any) • Prioritize unit NERF requests -- Support staff to assist using consolidated forms by ELT grouping
January 31, 2024	Campus	NERF prioritizations due to the Executives from Divisions
February 22, 2024	IBPA	FY25 request for GTF Institute Support Budget (ISB) funds form sent to campus units
February 26, 2024	ELT	FY25 Budget Hearing with Chancellor
March 1, 2024	ELT/IBPA	Provide preliminary revenue projections and "must pay items" to ELT for review -- General Operations
March 14, 2024	ELT	NERF due from Executives and Deans to Budget Office
March 18, 2024	Campus	Completed FY25 Request for GTF Institute Support Funds online form and detailed budget due to IBPA
March 26, 2024	ELT/IBPA	Review of updated revenue projections, must pay items, credit hour data, and finalize Net New Revenue % split to colleges and non-colleges with Executives
March/April 2024	General Assembly	General Assembly passes FY25 Budget
March/April 2024	IBPA	FY25 base budget (previously Form 1) distribution to campus units
April 1, 2024	Campus	oneBudget opens for Original Budget Development
April 2024	Campus	Original Budget Workshops
April 3, 2024	IBPA	Provide GTF Institute budget projections to ELT for review, along with current year approved budget/status report through Q3
April 15, 2024	Campus	Detailed Original Budget submissions due in oneBudget
April 16, 2024	BOR	Approval of FY25 State Formula Allocation, Tuition, and Fee recommendations.
April 17, 2024	ELT	GTF Institute Support Funds recommendations due from Executive Leadership to Budget Office
April 18, 2024	ELT/IBPA	Executive leadership finalizes FY25 net new revenue allocations
April 19, 2024	Campus	Division Carry Forward request forms due for maximum of 3% gen ops. future use and return of funds (separate forms for each request)
May 3, 2024	IBPA	FY25 Original Budget due to BOR
Early May, 2024	IBPA	GTF FY25 proposed budget submitted to GTF
May 31, 2024	Campus	Division Carry Forward adjustments due
Late June, 2024	IBPA	FY25 allocation sheets prepared and provided to campus
June BA	Campus	Last budget amendment to return funds for future use
June, 2024	GTF	GTF board approves FY25 budget
June, 2024	IBPA	Campus notified of FY25 GTF allocations (including MSN)

New: GTF dates are on the institute calendar and aligned with the institute budget development process. GTF deadlines are highlighted in yellow.