

## GEORGIA TECH BUDGET CALENDAR - FISCAL 2011

When	Who	What
November 2009 thru June 2010	Executive VP, Provost, President	- Town Hall and other Budget Input Meetings for Campus Organizations: Provost/Dean Meetings, Academic Council, President's Cabinet, Mandatory Student Fee Advisory Committee
November 2009 thru January 2010	MSFAC	- Mandatory Student Fee Advisory Committee (MSFAC) meetings; recommendations to President on mandatory fee requests to BOR
November 25, 2009	Selected Campus Units/Budget Office	- Professional program tuition requests for FY11 due from units - Miscellaneous fee requests for FY11 due from units
December 4, 2009	Budget Office	- Revenue estimates due to BOR
January 13, 2010	Budget Office	- Professional program tuition requests due to BOR
		- Graduate tuition proposal due to BOR
		- Mandatory fee requests due to BOR
February 9, 2010	President	- Budget Process Guidelines to Provosts, Deans, Vice Presidents
February 10, 2010	Budget Office	- Issuance of budget reductions for Fiscal 2010
February 17, 2010	Budget Office	- Budget plan instructions for Fiscal 2011 issued
February 19, 2010	Campus Units	- Submission of reduced budgets for Fiscal 2010 via budget amendment
<b>Beginning April 8, 2010</b>	<b>Campus Units</b>	<b>- Submission of budget plans and requests - due 3 working days before scheduled presentation</b>
<b>April 8 - May 13, 2010*</b>	<b>Deans and Other Division Heads</b>	<b>- Budget presentations with President, Provost, Executive VP for Admin and Finance, Executive VP for Research</b>
<b>April 23, 2010</b>	<b>Campus Units &amp; Budget Office</b>	<b>- FY10 budget cleanup and mock closing</b>
<b>April 23, 2010</b>	<b>Budget Office</b>	<b>- Salary plan forms created and provided to campus units</b>
April 29, 2010	Legislature	- Approval of Appropriations Bill/ State Budget (pending Governor's vetoes)
<b>May 3-7, 2010</b>	<b>Budget Office</b>	<b>- Internet Budgeting Solution (IBS) open to campus</b>
	<b>Budget Office</b>	<b>- Detailed budget instructions to campus units</b>
<b>May 7, 2010</b>	<b>Campus Units</b>	<b>- Salary plans due from units</b>
May 11, 2010	BOR	- BOR funding decisions: allocations, tuition, mandatory fees
Mid-May (TBD)	Executive Staff	- Executive budget planning meetings
<b>May 14, 2010</b>	<b>Campus Units</b>	<b>- Detailed budgets due from campus units</b>
May 26, 2010	Budget Office	- GT detailed budget submission to BOR
May 31, 2010	Executive Staff	- Final allocation decisions
June 8, 2010	BOR	- Final budget approval
<b>July 1, 2010</b>		<b>- Begin Fiscal 2011; Revised Form 1's to Units w/ Allocations</b>
<b>Mid-July</b>	<b>Campus Units &amp; Budget Office</b>	<b>- Special Fiscal 2011 Budget Amendment with Allocations</b>

### Boldfaced dates: key campus unit tasks

#### \* Budget Presentations:

April 8, 2010	9:00 - 10:30	College of Management
April 20, 2010	11:30 - 1:00	Executive VP - Research
April 20, 2010	2:00 - 3:30	College of Architecture
April 21, 2010	3:30 - 5:00	College of Engineering
May 6, 2010	11:00 - 12:30	Distance Learning & Professional Education
May 7, 2010	8:30 - 10:00	Student Affairs
May 7, 2010	1:00 - 2:30	Ivan Allen College
May 12, 2010	12:30 - 2:00	Development
May 12, 2010	2:15 - 3:45	College of Sciences
May 12, 2010	3:45 - 5:15	Library
May 13, 2010	7:30 - 9:00	Government Relations/ President's Office
May 13, 2010	2:00 - 3:30	Communications and Marketing
May 13, 2010	3:45 - 5:15	College of Computing