

FY22 GTF INSTITUTE SUPPORT BUDGET PLANNING CALENDAR

When	Who*	What
February 19, 2021	IBPA	FY22 Request for GTF Institute Support Funds Form sent to selected campus units
Late March 2021	GTF	IBPA to receive estimated increase for FY22 from GTF
April 9, 2021	Selected campus units	Submit completed FY22 Request for GTF Institute Support Funds form and detailed budget to IBPA
April 9 - 16, 2021	IBPA	Compile forms for review by EBST
April 17 - 23, 2021	EBST	Review & approve budget for FY22
April 30, 2021	GTF	Notice sent to units with FY21 GTF funds regarding carry-forward policy and deadlines
May 7, 2021	IBPA	GTF FY22 proposed budget submitted to GTF
May 31, 2021	Selected campus units	Submit requests to IBPA for carry-forward of FY21 funds
June 1 - 16, 2021	EBST	Review & approve carry-forward requests

NOTE:

GTF defined dates highlighted in red

Key dates pertaining to campus units highlighted in yellow

*Abbreviations for "Who" Column:

IBPA - Office of Institute Budget Planning & Admin ("Budget Office")

GTF - Georgia Tech Foundation

EBST - Executive Budget Support Team (VP F&P; Exec Dir IBPA; Sr Dir IFST; Dir Admin Fin; Dir Research Fin.)