# CALENDAR OF ACTIVITIES
## For the Development of FY 2020 Operating Budget

| Date | Activity |
|---|---|
| **2019** | |
| Early January | Kickoff meetings with Kaufman Hall with each business unit on 5-year projection |
| January 14 | Key marginal data facts needed for legislative one pager |
| January 16 | Discuss 5-year projection and FY 20 budget process with AMC |
| January 24 | Discuss 5-year projection and FY 20 budget process with General Officers |
| February | Stakeholder meetings with each business unit to review 5-year template and drivers |
| March 8 | **Campus submissions** of final 5-year projection information and information needed for board paper |
| March 18 | April Board materials are due to VP Finance |
| March 21 | Discuss April Board materials with General Officers |
| March 27 | April Board materials mailed |
| April 11 | Board of Curators information item 5-year projection |
| May 10 | Hospital to submit FY 20 budget upload file |
| May 15 | In Hyperion, budget scenario snapshot taken for board materials, any additional information needed for board paper due including key metrics |
| May 21 | Final edits completed to budget snapshot scenario |
| May TBD | President and institutions discuss FY 20 budget planning and 5-year projection |
| May 28 | June Board materials are due to VP Finance |
| June 5 | June Board materials mailed – FY 20 budget action item |
| TBD | Hyperion workflow turned on; all end users out |
| June 18 | **Campus budgets finalized** for system review |
| June 20 | **Board of Curators approval** of FY 20 budget summary |
| June 21 | Load budget to PeopleSoft Commitment Control for all business units |
| July 1-4 Tentative | Budget Finalization and Year-End Processing for Hyperion and Cognos |

Note:  Please make all campus submissions referred to above electronically to Karla Dowd, Jane Ye, and Karlee Dinehart.