

**STATE UNIVERSITY SYSTEM
OPERATING LEGISLATIVE BUDGET REQUEST
CALENDAR**

	Universities/ Board of Trustees	Department of Education Commissioner/ Chancellor	Board of Governors	Governor	Legislature
February		1 Prepare Draft General Guide- lines for Development of SUS Legislative Budget Request			
March			2 Adopt General Guidelines for Development of SUS Legislative Budget Request		
April		3 Distribute technical instructions to the Universities for Submission of University Legislative Budget Request			
May / June	4 Submit University/Board Legislative Budget Request to the DCU	5 Review/Prepare SUS Legislative Budget Request			
July			6 Approve SUS Legislative Budget Request with Authority of Chancellor to Make Technical Changes		
August		7 Continue Preparation of the Legislative Budget Request, Make Technical Changes as Authorized by the Board			
September		8 Submit Approved SUS Legislative Budget Request			
October/ November		9 Nov.: Request Universities to Review Plant Operations & Maintenance (PO&M) for New Space Budget Request for Updates/Changes		10 Development of Governor's Recommended Budget	
December	11 Universities Submit Updates/Changes for PO&M for New Space Budget Request			12 Development of Governor's Recommended Budget	
January		13 As needed, prepare Chancellor's Amended Legislative Budget Request		14 Governor Releases Recommended Budget	
February			15 As needed, Approve Amended SUS Legislative Budget Request		
March/ April					16 Legislature in Session
May					17 General Appropriations Bill Passed
June				18 General Appropriations Act Signed into Law	
July/ August	19 Universities Submit Operating Budgets for all Budget Entities				

*Order of activities shown by numbers