

I.4 OPERATING BUDGET CALENDAR

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| Mid-April – June | <p>Budget submission requirements and budget targets developed by Office of Budget Analysis (OBA)</p> <ul style="list-style-type: none"> • OBA determines projected expenditures and revenues for the current level of service • OBA considers items in addition to the current level of service, which might be necessary in the next fiscal year. Agencies may be asked for information about such items • OBA reviews data and determines budget target |
| End of May | Legislative appropriations finalized |
| June 20, 21, 22 | Budget submission requirements meetings |
| June 26, 27 | Webinar trainings for Salary Forecast and new Excel Budget Submission Template |
| July 1 | Fiscal Digest available on DBM website |
| Early July | Budget targets distributed |
| July – August | Agencies prepare budget submissions |
| Aug. 28 – Sept. 29 | <p>Agency budget requests due to OBA</p> <p>Current Year Adjustment (DA-28 form) requests due to OBA</p> |
| October – November | Agency budget hearings |
| December – Mid-January | <p>Governor’s Allowance created</p> <ul style="list-style-type: none"> • Decisions regarding agency budgets and statewide issues are finalized by the Governor and senior staff • OBA prepares the Governor’s Allowance budget and various complementary publications |
| 3rd Wednesday in January, or 10 days after the 2 nd Wednesday if a newly elected Governor | <p>Introduction of the Governor’s Budget</p> <p>Press conference by the Governor</p> <p>Budget on DBM website</p> |
| January – Early April | <p>Legislative Session & Supplemental Budget</p> <ul style="list-style-type: none"> • General Assembly holds public hearings on the Governor’s budget and recommends reductions • Agencies submit supplemental budget requests • Governor may introduce supplemental budget • General Assembly passes amended version of the Governor’s Budget |