

I.2 Operating Budget Calendar

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 ● OBA reviews data and determines budget target
End of May	Legislative appropriations finalized
July	Fiscal Digest available on DBM website
July	Budget targets, including calculated salaries and fringe benefits, released to agencies
End of July - Early August	Budget instructions meeting
July – September 1	SPS agencies update personnel data through the Position Reconciliation process in BARS
July – October	Agencies prepare remainder of budget submission after completing Position Reconciliation. Agencies review Prior Year 2023 Central Payroll Bureau Actuals and Position Control (POSCON) PIN counts
August – October	Agency budget requests due to OBA
October – November	Agency budget meetings occur as needed
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 changes, restrictions on funds, and budget-specific language affecting agency operations ● Agencies submit supplemental budget requests to DBM ● Governor may introduce supplemental budget ● General Assembly passes amended version of the Governor’s Budget and Governor signs