

UNIVERSITY OF COLORADO AT COLORADO SPRINGS  
OFFICE OF BUDGET AND PLANNING  
FY2007 BUDGET CALENDAR

JULY	AUGUST	SEPTEMBER	OCTOBER
Establish FY07 base budgets	Print and distribute FY 2007 Departmental Roster and Approved Budget Carryforward Analysis Regents' Carryforward Report Salary to Budget Analysis	Carryforward approval and upload F&A Distribution C&G Distribution <b>CCHE Tuition &amp; Fee Analysis - due 9/13</b> Prepare Budget Data Book <b>Budget Training Session - 9/19</b>	<b>Budget Data Book - due 10/1</b> Prepare SABR data: FY2006 Wrap-up and FY2007 thru period 3 Quarterly Financials Due
NOVEMBER	DECEMBER	JANUARY	FEBRUARY
<b>SABRs - 11/29</b>	Base Budget Update to the Model GAR Calculation JBC Hearings begin	Salary to Budget Analysis in preparation for the Comp Pool Base Budget update to the Model Quarterly Financials Due Legislative Sessions begin	Update SIR Worksheets Base Budget update to the Model
MARCH	APRIL	MAY	JUNE
Send out preliminary SIR Worksheets Course/Program/Online Fee Analysis <b>Deadline for ALL continuing BJE's - 3/31</b> <b>FY2008 Auxiliary Budgets due - 3/31</b> Base Budget update to the Model Prepare SABR data: FY2007 thru period 8	Spring SABRs - 4/6 Start Comp Pool calculations Send SIR Calculation Worksheets to units with Comp Pool memo - 4/18 <b>SIR Calculation Worksheets due back to Budget Office - 4/25</b> FY2008 Auxiliary Budgets upload Rollforward base budgets to FY2008 <b>Deadline to request cash transfers to the Plant Fund without being taxed</b> Quarterly Financials due	<b>SIR Tables to units for FINAL VERIFICATION - 5/11</b> <b>SIR Tables due back to Budget Office - NO CHANGES ACCEPTED AFTER THIS DATE - 5/18</b> Leadership Team/Deans Council review of SIR Classified Salary Increase upload Initial Roster review after April close Long Bill signed by Governor	<b>SIR Tables to System - 6/7</b> Prepare SIR BJE <b>Deadline to Enter BJE's - 6/20 (NO BJE's WILL BE ALLOWED AFTER THIS DATE!!)</b> Preliminary Carryforward Analysis Regents' Retreat