

Budget Timeline

	July - September	October - November	December - January	February	March - May	June - Year End	
Prior Year	CSU	Reviews campus actual data and puts together systemwide submittal of CSU actual PY expenditures.			Reviews campus cash balances in PY and PPY for potential reallocation to the C.O.		
	CSUB	Campus is completing PY and submitting detailed actuals to the C.O.(FIRMS). BAC reviews prior year actuals to be included in annual report.	Cabinet Officers submit written descriptions of projects completed and other applicable data for the CY annual report related to PY.	Monitor Cash flow of PY and PPY to insure expenditures are transferred and prior year cleaned up to avoid C.O. taking back excess carry forward funds. BAC reviews draft of annual report and returns comments.	Annual BAC report related to PY is printed and distributed to faculty, departments, Foundation and advisory committees.	Monitor Cash flow of PY and PPY to insure expenditures are transferred and prior year cleaned up to avoid C.O. taking back excess carry forward funds.	
Current Year	CSU	Submits final CY Budget letter to campuses.	Provides the campus with additional allocation orders.	Request campus Mid Year reports to be completed by February/March timeframe. Review tax year revenues to insure no major issues that could potential effect the CSU funding.	Provides the campus with additional allocation orders or deallocations if necessary or applicable.	Reviews campus Mid Year reports to insure no potential shortfalls.	Requires current year actual data is submitted to the C.O. in FIRMS format by July 31.
	CSUB	Campus posts final budget for CY. Campus submits FIRMS for CY budget to C.O.	Continually processing additional allocation orders from the Chancellor's Office. Submit quarterly campus FIRMS reports.	Conducting campus Mid Year Reports for CY. Begin hearing about potential current year adjustments based on tax revenues hitting significantly below target or unusual expenditure issues.	Submit Quarterly FIRMS report. Post additional allocation orders from the C.O. BAC discusses Cabinet members mid year information to insure no major shortfalls or problems.	Submit campus Mid Year report to the Chancellor's Office. Prepare and submit quarterly FIRMS.	Close out the current fiscal year. Accrue payroll and expenditures anticipated to be received by July 31st.
Next Year	CSU	System Budget Advisory Consultation and Executive Council Policy Retreat to be included in the Trustee's Next Year Budget.	CSU receives campus enrollment targets, consults with campus presidents and presents CSU proposed Next Year Budget to the Trustees.	Trustees adopt CSU proposal and produce the CSU Trustee next year Support Budget request and send it to the DOF(Governor's office). DOF makes recommendations and sends forward a proposed Governor's Budget in early January to the Legislature.	Governor's Budget submitted to the Legislature who sends it to the Legislative Analyst for review and recommendations. CSU grants approval to the campus of Enrollment target of FTE to be funded in the FY next year's budget.	CSU involved in Legislative Budget hearings. Governor's May revisions of the January budget proposal is incorporated into the CSU budget proposal.	May revision of January Budget submittal, including all information, leads to an approved Enacted Budget from the Legislature which is forwarded to the Governor for his signature. Governor can not increase this budget but can decrease by blue lining items. Once Governor signs and approves it becomes the state adopted Final Budget. Preferably completed by July 1st (it has been as late as October).
	CSUB		Submit FTE projections for next year to the CSU Planning Office.	Receive copy of Systemwide Trustees Budget next year and project impacts to CSUB.		Campus receives a preliminary allocation letter based on the Governor's Budget and approved FTE target. Cabinet Officers make presentations to the BAC regarding requests for new funds from the next year's Budget.	BAC makes recommendations on funding requests presented by Cabinet. Final Next year's budget is allocated out to the campus and posted to the accounting system.