

ATU Budgeting Cycle - Fiscal Year 2018-19

JULY - AUG	SEPT	OCT	NOV	JAN	FEB	MAR	MAY
Implement Budget	Budget Advisory Committee (BAC) Receives information about the elements of the current ATU budget	* Legislative Budget Hearings held in Little Rock * Enrollment Milestone discussion	Executive Council identifies budget priorities for next year (Nov). Committees continue their work.	Budget Advisory Committee finalizes recommended Fee changes.	President completes review of divisional budget submissions and forwards list to the BAC for review and recommendations. VPs and Chief of Staff inform proposers of non-recommended projects regarding rationale for non-selection (early Feb)	BAC conducts initial prioritization and meets to finalize recommendations from all committees (Mar)	Budget presented to Board of Trustees
Begin new fiscal year Budget Advisory Committee meetings	11th class day numbers on Sept. 6, will evaluate revenue for current budget year	Fee requests received from campus community and Fee Sub-committee reviews all submissions. Should include any large cost items that a fee may need to fund. Part of IT Prioritization.	President meets with BAC to discuss Year 4 Strategic Planning and other priorities (Dec)	A fiscal projection is prepared. VP/AF provides President/Council with estimate of base and one-time funding for new initiatives or projected deficit, divisions prepare related requests or reductions (early to mid-Jan)	BAC Co-chairs meet with the President and Council to present recommendations/rationale and President and Council conduct review of recommendations (early Apr)	BAC provides feedback to unfunded projects regarding rationale and final recommendations shared with campus community (late April)	Fiscal year end and budget Loaded for next fiscal year.
Budget Advisory Sub-Committees begin their work.		Align all resources to the Strategic Plan and where to put new revenue dollars.	Members of the BAC receive funding requests/reductions and BAC receives short presentations /conducts Q&A regarding funding request/reductions from VPs and Chief of Staff (Dec)	VPs and Chief of Staff present divisional budget requests/reductions to the President. BAC is informed about ATU's current and projected fiscal position (last week of Jan)			