

**University of Delaware
Fiscal Year 2020 Budget Office Calendar**

Target Dates

July

- Independence Day - UD Offices Closed 7/04/2019
- Budget Turnaround due back from Colleges and Units 7/26/2019

August

September

- Labor Day - UD Offices Closed 9/02/2019
- Summer Board of Trustees Finance Committee Meeting 9/05/2019
- Summer Board of Trustees Executive Committee Meeting 9/06/2019
- State Special Lines Performance Submission Deadline to Budget Office 9/06/2019
- FY 2019 Final YE Financials distributed to Colleges & Units 9/27/2019

October

- Deadline for budget revision requests..... 10/11/2019
- State Operating & Capital Budget Submission 10/15/2019
- Budget Office to review and process approved budget revision requests 10/16/2019 thru 10/31/2019

November

- Fall Board of Trustees Finance Committee Meeting..... 11/14/2019
- Fall Board of Trustees Executive Committee Meeting 11/21/2019
- Thanksgiving Holiday - UD Offices Closed..... 11/28/2019 & 11/29/2019

December

- Distribute College & Unit FY 2020 5+7 & FY 2021 All Funds Templates..... 12/06/2019
- Distribute College & Unit budget memo outlining materials to prepare for February budget mtgs..... 12/06/2019
- Fall Board of Trustees Public Meeting 12/10/2019
- Distribute preliminary benefit rates for FY 2021 TBD
- December Holiday Break Schedule - UD Offices Closed..... 12/24/2019 thru 1/2/2020

January

- College/Unit FY 2020 YE Projections & FY 2021 & FY 2022 All Funds Templates submissions due..... 1/10/2020
- Martin Luther King Day - UD Offices Closed..... 1/20/2020
- Release of FY 2021 Governor's Recommended Budget 1/31/2020

February

- Budget materials for the Spring Budget Planning meetings due 1 week prior to scheduled mtg.
- Spring Budget Planning Meetings with Colleges and Units 2/03/2020 thru 3/06/2020
- Winter Board of Trustees Finance Committee Meeting..... 2/18/2020
- Winter Board of Trustees Executive Committee Meeting 2/19/2020

March

April

- Spring Board of Trustees Finance Committee Meeting 4/9/2020
- Spring Board of Trustees Executive Committee Meeting 4/23/2020
- Benefit rates determined TBD

May

- Spring Board of Trustees Public Meeting 5/12/2020
- Memorial Day - UD Offices Closed..... 5/25/2020

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Target Dates

June

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| • Release FY 2021 Budget Turnaround to Colleges and Units | TBD |
| • FY 2021 State Operating and Capital Budgets Released..... | 6/30/2020 |

Note - All dates are not confirmed and some represent approximate schedules at this time.

Table Updated August, 2019