

## Summary of the UM Budget Committee timeline.

The timeline is laid out to illustrate the Budget Committee's key tasks during the building of the biennial budget request to the Executive and Legislative Branches and the University's annual operating budget. The Budget Committee works in cooperation with the University's Planning and Implementation Committees. Although the timeline is specific to the Budget Committee, there are several times throughout the year that the committees need to supply other committees with critical documents or feedback before proceeding.

In the second year of the timeline, FY2016 is the first year of the next biennium and planning year for the 18-19 biennium. In July, the Budget Committee should review the 2015 legislative session to determine which new proposals were funded. A new proposal is defined as an official request to the Governor's Budget Office for either permanent or one-time-only funding. At the same time, the Planning Committee is developing the list of proposals that would likely be discussed at the Cabinet's retreat in August. A final list is due to the Budget Committee in October 2015. The list should be divided into requests that benefit the whole Montana University System, such as the currently proposed \$15M system-wide research initiative and requests for UM and its affiliates. The official requests need to be finalized via the Implementation Committee in time for the January 2016 Board of Regents meeting. In November, the Planning Committee, using the fall census data, makes recommendations on what changes and/or additions to the FY2017 reallocations proposals should be made.

In the third year of the timeline, FY2017 is the second year of the next biennium and the preparation year for the next biennium. In the June-July 2016 timeframe, the Planning Committee reviews what the Board of Regents approved as new proposals. In addition, they prepare a list of campus initiatives to be funded with existing general funds, such as with a tuition increase or with a reprioritization of current funding. This would likely be discussed at the Cabinet's retreat in August 2016. A final list is due to the Budget Committee in October 2016. The Budget Committee upon review of the Governor's budget submission for the 18-19 biennium will forward its recommendation to the Implementation Committee for adoption in the FY2018 budget.

From this point forward the cycle repeats. The first year of the biennium is the planning year for the next biennium. The second year of biennium is the preparation year for the next biennium.