UA Strategy, Planning and Budget Calendar
Board of Regents Action/Reports and Other Significant Events

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Date	Responsible Party	Year	Action/Event	Audience	Operating Budget	Capital Budget	Performance	Personal Services
June	President and senior leadership	FY22	Operating and Capital Budget Appropriation Acceptance Operating and Capital Budget Distribution Plan Approval Natural Resources Fund Budget Allocation Approval	BOR	OBD Process			
June	SO SPB	FY23	Distribute instructions regarding: Submitting Operating & Capital Budget Requests Updating the 10-yr Capital Improvement Plan	MAUs	OBD Process	CBD Process		
June	UA Leadership	FY23	Budget, Goals, and Measures Planning Discussion	BOR	Yes		Yes	
June - 21st	MAUs	FY22	Initial budget entries due	SO SPB	Yes			
June - July	MAUs	FY23	Working metrics and reporting definitions identified and updated/created, including definitions, baseline data and analysis	UA Leadership			PME Process	
June - 25th	SO SPB	FY22	Initial budget entries to Finance	SO Finance	Yes			
June - 25th	SO SPB	FY22	Initial position budget entries to HR	SO HR	Yes			
June 28th - July 2nd	SO HR	FY22	No position data entry (NBAPOSN/NBAPBUD) after 5pm until notified by SO HR HR Budgets Rolls to Zero through Budget activation	MAUs	Yes			Yes
June - 30th	SO Finance	FY22	Temporary unrestricted budgets reversed and permanent budgets loaded	MAUs	Yes			
July 1st		All	Fiscal year begins	UA	Yes		Yes	Yes
July	SO SPB	FY23	Compensation and fixed cost budget estimates developed	MAUs	Yes			Yes
July	DoF	FY22	New Capital Appropriation Collocation Codes Created/Distributed	SO SPB		CAT Process		
July	SO SPB	FY22	New Collocation Codes set up in Banner	MAUs		CAT Process		
As Needed	MAUs	All	Funds Attached to Collocation Codes	SO SPB		CAT Process		
July	SO SPB	FY23	Instructions for completing ABS narrative sections issued	MAUs	Yes			
July - 16th	MAUs	FY21	Balance Budget and Expenditures in Banner (allocation, object code, and fund source) prior to SO Finance roll	SO SPB	Yes			
July - 17th	SO Finance	FY21	Fiscal year roll in Banner	UA	Yes			

Updated 6/3/2021

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July - 26th	MAUs	FY22	Balanced operating budget in Banner (allocation, object code, and fund source)	SO SPB	Yes			
July - 31st	SO SPB	FY22	Management Plan Budget (including personal services report) Scenario Due	OMB	Yes			Yes
August (early)	MAUs	FY23	Submitted: Operating Budget Requests Capital Budget Requests 10-yr Capital Improvement Plan	SO SPB	OBD Process	CBD Process		
August 2nd	MAUs	FY23	Submission Deadline: Preliminary performance report analysis via OMB web site for initial review and comment	SO IR, SPB			PME Process	
August	MAUs	FY22	Deferred Maintenance Expenditure Projections Submitted	SO SPB		CAT Process		
August 9th	SO IR	FY23	Submission Deadline: Detailed questions, comments, technical items to resolve on preliminary performance reports	MAUs			PME Process	
August	SO SPB	FY2022	10-yr Revenue Projections	OMB				
August	MAUs	FY22	Universities Budget Meeting	UA Leadership	Yes			
August	MAUs	FY23	Capital Budget Requests (DM/R&R) and Deferred Maintenance/Renewal & Repurposing Project list submitted	SO SPB				
August 23rd	MAUs	FY23	Final draft performance analysis report reflecting feedback from first draft	SO IR, SPB			PME Process	
August 24th	SO IR	FY23	Summary and detail of performance analyses circulated for leadership awareness and talking points	UA Leadership			PME Process	
August	Chancellors and system-wide councils	FY23	Review and Provide input: Operating and Capital Budget Requests	President and senior leadership	OBD Process	CBD Process		
September - 1st	SO IR	FY23	Performance analyses published on OMB web site and used in discussion during initial meetings with OMB. Note: Changes after this date need to be approved by UA, then OMB staff.	OMB			PME Process	

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September (early)	SO SPB	FY23	Deferred Maintenance/Renewal & Repurposing Project list submitted	OMB				
September	SO SPB	FY22	Deferred Maintenance Expenditure Projections Submitted	OMB		CAT Process		
September	UA Leadership	AY23	Discussion and Approval of Tuition Rates	BOR	Yes			
September	SO SPB	FY23	Review: Operating Budget Request Capital Budget Request 10-yr Capital Improvement Plan	BOR	OBD Process	CBD Process		
September	SO SPB	FY21	Final Authorized and Actual Scenarios due in ABS	OMB	Yes			
September	MAUs	FY23	Complete operating budget narratives for ABS	SO SPB	Yes			
September	UA Leadership	FY23	Initial Meetings with Legislative Finance Division	Leg. Fin.	OBD Process			
September	UA Leadership	FY23	Initial Meetings with OMB	OMB	OBD Process			
September	SO SPB	FY22	Capital Appropriation History Updated	UA				
September (late)	SO SPB	FY22	Authorized Budget Distribution Document (Yellowbook) Published	UA				
October	SO SPB	All	Committed Funds & Transfer Reports Created	BOR				
November (early)	UA Leadership	FY23	Approval: Operating Budget Request Capital Budget Request 10-yr Capital Improvement Plan	BOR	OBD Process	CBD Process		
November (early)	SO Finance	FY21	Financial Statements Audited Financial Statements Available	BOR	Yes			
November	SO SPB	FY23	Submitted: Operating Budget Capital Budget	OMB	OBD Process	CBD Process		
November	OMB	FY23	Performance information locked for release of Governor's budget.				PME Process	

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December	SO SPB	FY23	UA Budget Book due NOTE: Once this is submitted, OMB will not allow changes to published performance analysis content until the next reporting cycle.	OMB	Yes		Yes	Yes
December 15th	Governor	FY23	Budget Proposal submitted to Legislature	Legislature	Yes			
December (late)	MAUs	FY22	Capital Appropriation Status Updates Due	SO SPB				
January (early)	SO SPB	FY22	Capital Appropriations Status Reports (CASR) Due	OMB				
January (early)	SO SPB	FY22	Submit supplemental request(s) to OMB	OMB	Yes			
January (early)	SO SPB	FY23	Discuss possible budget amendments with OMB	OMB	Yes			
January	SO SPB	FY23	Operating and Capital Budget Document Published (aka Redbook)	UA	OBD Process	CBD Process	Yes	
January	Legislature	All	Legislative Session Begins 3rd Tuesday in January	State of Alaska	Yes			
Feb - March	UA Leadership	FY22	Supplemental Request Approval (if applicable)	BOR	Yes			
Feb - March	UA Leadership	FY23	Amendment Request Approval (if applicable)	BOR	Yes			
Feb - March	UA Leadership	FY23	Budget Request - Legislative Status Report	BOR	Yes			
Feb - March	Governor	FY23	Amended budget scenario released	Legislature	Yes			
March (early)	MAUs	FY22	Lapsing Capital Appropriations Review/Extension Requests	SO SPB		CAT Process		
April (early)	MAUs	FY22	University Spring Management Report Review	UA Leadership	Yes	Yes		
April	UA Leadership	AY23	Tuition Rate Notice (letter from the President per BOR P05.10.060)	BOR	Yes			
April	UA Leadership	FY22	Budget Request - Legislative Status Report	BOR	Yes	Yes		
April - June	SO SPB	FY22	Lapsing Capital Appropriations Reviewed/Extended	DoF		CAT Process		
April	SO SPB	FY23	Operating and Capital Budget Distribution Plan Recommendation Developed	UA Leadership	OBD Process	CBD Process		
April (late)	SO SPB	All	Committed Funds & Transfer Reports Created	BOR		CAT Process		

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May	Legislature	FY23	Leg: Budget submitted to Governor for signature and veto review Gov: Operating and capital bills are signed	Governor	Yes	Yes		
May	SO IR	FY24	Updated Draft Performance Management Evaluation Procedures Distributed	MAUs			PME Process	
May	SO Finance	FY23	Temporary budgets rolled in Banner	MAUs	Yes			