



## **FY 2026 Budget Planning March – June 2025 Milestones**

- ✓ **March 24** - Preliminary budget prep schedule shared with Cabinet.
- ✓ **March 27** - Budget call
  - \*Baseline spending budgets to be sent to Cabinet to solicit budget requests, including reallocations within budgets and adjustments to current funding levels.
  - \*Excel spreadsheet(s) will be provided to enter budget requests.
  - \*A brief explanation or justification should be provided for requests.
- ✓ **April 14** - VP Finance to provide preliminary **revenue** projection scenarios to Cabinet.
  - \*Revenue scenarios will be based on:
    - \*Enrollment projections
    - \*SSI projections
    - \*Tuition adjustments
- ✓ **April 25** - Deadline for Cabinet to return budget spreadsheet(s).
  - \*All requests should include a brief explanation or justification statement.
- ✓ **May 5** - VP Finance to present to Cabinet a summary of budget requests.
- ✓ **May 12** - VP Finance to present preliminary summary of FY 2026 budget with:
  - \*updated revenue scenarios; and
  - \*adjustments to spending budgets, as requested by Cabinet.
- ✓ **May 27** - Cabinet budget discussion
  - \*Review updated draft summary of FY 2026 budget.
  - \*If necessary, discuss budget adjustments needed to align spending and revenue projections.
- ✓ **June 16** - Updated draft FY 2026 budget presented to Cabinet for review.
  - \*Discuss further adjustments, as necessary.
- ✓ **June 20** - Penultimate FY 2026 budget presented to Cabinet for final review.
- ✓ **June 23 -24** - Final FY 2026 budget presented to the Board of Trustees for approval.
- ✓ **July 1** - New FY 2026 budget uploaded and available in Banner system.