

**STATE UNIVERSITY SYSTEM
FIXED CAPITAL OUTLAY BUDGET CYCLE
CALENDAR**

	Universities/ Board of Trustees	Department of Education Commissioner/ Chancellor	Board of Governors	Governor	Legislature
March 2005		Draft Proposed General Guidelines for Development of SUS Legislative Budget Request ¹			
April			Adopt General Guidelines for Development of SUS Legislative Budget Request ²		
May		Draft Technical Instructions for Submission of University Five-Year Capital Improvement Plan ³			
June		Technical Instructions for Submission of University Five-Year Capital Improvement Plans Prepared and Distributed ⁴			
July	Approve University Five-Year Capital Improvement Plan ⁶	Provide PECO Allocation Based on Latest Revenue Estimate ⁵			
August	Submit University Five-Year Capital Improvement Plan ⁷	Prepare Chancellor's Recommended SUS Fixed Capital Outlay Legislative Budget Request ⁸			
September		Submit Approved SUS Fixed Capital Outlay Legislative Budget Request ¹⁰	Approve SUS Fixed Capital Outlay Legislative Budget Request ⁹		
October- December				Development of Governor's Recommended Budget ¹¹	
January 2006	Submit Updated SUS Facility Enhancement Challenge Grant Program Information ¹²	As needed, prepare Chancellor's Recommended Amended SUS Fixed Capital Outlay Legislative Budget Request ¹³	As needed, Approve Amended SUS Fixed Capital Outlay Legislative Budget Request ¹⁴	Governor's Recommended Budget Released ¹⁵	
March		As needed, prepare Chancellor's Recommended Amended SUS Fixed Capital Legislative Budget Request ¹⁶	As needed, Approve Amended SUS Fixed Capital Outlay Legislative Budget Request ¹⁷		Legislature in Session ¹⁸
April					Legislature in Session ¹⁸
May					General Appropriations Bill Passed ¹⁹
June				General Appropriations Act Signed Into Law ²⁰	
February- March 2007	Institutional Audits completed by the State Auditor General ²¹				

*Order of activities shown by red numbers

Revised April 2005