

**STATE UNIVERSITY SYSTEM  
FIXED CAPITAL OUTLAY LEGISLATIVE BUDGET REQUEST  
CALENDAR**

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

\*Order of activities shown by numbers