Bloomington Budget Calendar

Mid October

Open for Access:
- Fee Portal Open for Fee requests and justifications: Course and Administrative Fees (previously known as Non-Instructional fee request) *(due Nov 16, 2018)*
  - Two year requests (FY20 and FY21)

October 22

Send to RCs:
- Credit hours and FTE detail for FY20 assessments *(changes due Nov 30, 2018)*
- Space detail will be available mid-January

Late October

In lieu of Fall FA, please review income expense projections internally for any reallocation needs

November 16

Due from RCs:
- Portal for Course and Administrative fee requests closes at day end

November 30

Due from RCs:
- Changes to assessment detail (credit hours & FTE)

Early December

Request from RCs:
- Identification of all base transfers anticipating any reorganization or reallocation plans *(due Jan 3, 2019)*

Mid-December

Send to RCs:
- Approved Non-instructional fee rates distributed (FY20 and FY21)

January 3

Due from RCs:
- Identification of all base transfers anticipating any reorganization or reallocation plans

Mid-January

Send to RCs:
- Space detail for FY20 assessments *(changes due Feb 1, 2019)*

February 1

Due from RCs:
- Changes to space detail for FY20 assessments
February 4  Open for Access:
  • Non-instructional fee income & other incidental income (INC INC) (due March 22, 2019)
    ➢ FY19 estimates, FY20 projections, and FY21 projections
  • 2019-20 credit hour enrollment estimates (due March 22, 2019)

Late February  Academic units meet with budget office to review undergraduate credit hour projections

Feb 20-Mar 8  Budget Conferences with Provost

March 12  Send to RCs:
  • Projected Benefit Rates for FY20

March 15  Open for access:
  • Fee Portal Open for Fee requests and justifications: graduate, professional, distance education, and other mandatory fees (due March 29, 2019)
    ➢ Two year requests (FY20 and FY21)

March 22  Due from RCs:
  • Non-instructional fee income & other incidental income (INC INC)
    ➢ FY19 estimates, FY20 projections, and FY21 projections
  • 2019-20 credit hour enrollment estimates

March 25  Send to RCs:
  • Draft salary policy (FY20 & FY21)
  • Projected assessment and UA tax assumptions

March 29  • Portal for Fee rate requests: graduate, professional, distance education and other mandatory fee requests and justifications closes at day end

Early April  Send to RCs:
  • University fiscal analysis and multiyear expense planning (due April 19, 2019)
INDIANA UNIVERSITY
2019-20 OPERATING BUDGET
Bloomington Budget Calendar

April 1  Freeze BL Base – no transfers between RCs after this date

April 11  Official University Freeze – no internal transfers within RCs
  • Budget Construction Environment Open

April 12  Due from RCs:
  • Portal for Fee rate requests: graduate, professional, distance education
    and other mandatory fee requests and justifications closes at day end

April 19  Due from RCs:
  • University fiscal analysis and multiyear expense planning, uses of
    reserves, and uses of interest income

Week of May 19  Send to RCs:
  • Instructions & Guidelines, Official Salary Policy
  • Income Allocation – Campus will load all income
  • Assessments and University tax
  • Revenue projection/valuation reports – V1 Report (Constant effective
    rates escalated by RECOMMENDED fee rate percentage changes)

May 27  Due from RCs:
  • Budget Construction Complete at RC Level/Budget Pulled to Campus
  • RC level narrative

May 29  Union negotiations completed

June 13-14  Trustees Approve Budget

June 14  Budget and Salary Loads

Week of June 17  Salary letters and departmental work papers available

Notes: Thanksgiving Nov 22nd; BL Spring Term begins Jan 7th; BL Spring Break Mar 11th-15th