Humboldt State University URPC Budget Planning Cycle



September

- Orientation of new URPC members
- Review calendar, membership and charge
- Review campus priorities for the current budget planning cycle as outlined by University Senate
- Prior year review (Revenue, Expenditures, Roll Forward, Fund Balance)

October

- Review fall enrollment census data
- Review student enrollment metrics for multi-year trending and planning
- Review first quarter variance report for Operating Fund activity

November

Begin PREP Planning resource request process

ready for review

- Accountability/PREP review from prior year allocations
- Review CSU Support Budget financial summary
- Establish HSU enrollment target and revenue assumptions

December

Review preliminary Revenue Projection and mandatory cost changes
Review Draft Capital Outlay Plan

January

Prioritize reso

February

March

April

May

June

Prioritized list of resource requests completed and

Governor's Proposed Budget (January 10th)

- Review spring enrollment census data
- Review second quarter variance report for Operating Fund activity

Develop Annual Budget Recommendation

- Review updated budget planning spreadsheet
- Review prioritized list of resource requests
- Discuss, deliberate, finalize Budget recommendation
- Submit Budget recommendation to President

Develop timeline for upcoming budget planning cycle

 Review of current year budget planning process President -Review and approval of annual Budget plan

Governor's Revised Budget submitted to Legislature

President announces approved Budget to campus community

University Budget Office prepares Budget for implementation and develops annual Budget Book

State Budget adopted