



INDIANA UNIVERSITY

UNIVERSITY BUDGET OFFICE

2022-23 Draft Operating Budget Calendar

Due date

Sept. 20, 2021	Send to campuses – post to website <ul style="list-style-type: none">DRAFT Budget Construction processing schedule
October 7-8, 2021	Trustee meeting – IUPUI
October 15, 2021	5-year Budget Model Portal Opens (Closes - December 8 th)
Dec. 2-3, 2021	Trustee meeting – IU Kokomo
Dec. 13, 2021	Request from campuses: <ul style="list-style-type: none">Identification of base transfers, anticipating reorgs (due Jan. 14, 2022) Request from Risk Management <ul style="list-style-type: none">Fire and casualty insurance usage and cost rates (due March 4, 2022) Request from Investment and Debt Management: <ul style="list-style-type: none">Debt service obligations (due Mar. 4, 2022)
Dec. 15, 2021	5 year Budget Model Portal Closes & Narratives Due
Jan. 14, 2022	Receive from campuses: <ul style="list-style-type: none">Identification of all base transfers anticipating any reorganization or reallocation plans
Feb. 3-4, 2022	Trustee Meeting – IUPUI
Feb. 7, 2022	Publish to Web/Open for access: <ul style="list-style-type: none">2022-23 non-instructional fee income and other incidental (Close Application April 8, 2022)Credit Hour Projector available (Close Application April 8, 2022) Send to campuses: <ul style="list-style-type: none">Energy and Utilities Actuals for budget planning
Mar. 4, 2022	Receive from Risk management: <ul style="list-style-type: none">2022-23 Fire and Casualty Insurance Rates Receive from Investment and Debt Management: <ul style="list-style-type: none">Debt service obligations
Mar. 14, 2022	Begin President’s Budget Conferences - end March 31 st



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Mar. 18, 2022	Request from Office of Research Administration: <ul style="list-style-type: none">• Contracts & Grants expenditure projections (due April 22nd)
Mar. 21, 2022	Budget construction environment and tables created (“Genesis”) Org and account changes to Alicia for BC Updates
April 4, 2022	ADMINISTRATIVE FREEZE OF BASE BUDGET (other than adjustments within responsibility centers) – campus may freeze earlier
April 7-8, 2022	Trustee meeting – IU Bloomington
April 13, 2022	Close Applications <ul style="list-style-type: none">• 2022-23 non-instructional fee income and other incidental (INC INC)• Credit Hour Projector
April 13, 2022	SYSTEM FREEZE - base budget for detailed budget construction (base column of BA is grayed out) <ul style="list-style-type: none">• Any Outstanding Budget Adjustments will be cancelled• Populate Benefit Rates/Reason Codes
April 14, 2022	Budget pushed down to chart level/Detailed budget construction available Send to campuses: <ul style="list-style-type: none">• Guidelines – Official Salary Policy/University Assessments/Guidelines• University Administration Targets (UA Units)
April 22 2022	Receive from Office of Research Administration: <ul style="list-style-type: none">• Contracts & Grants expenditure projections
May 20, 2022	Regional Campus/UA Budgets pulled to IU-UNIV Campus Review of Budgets <ul style="list-style-type: none">• Budget Narratives due• Union negotiations complete
May 31, 2022	Detailed Budget Construction ends; no changes without UBO approval <ul style="list-style-type: none">• Budgets pulled to IU-UNIV level – Snapshot taken• No level changes
June 1, 2022	Test Union Export/Import
June 3, 2022	Pre-Test Payroll Load (edit check cleanup)
June 6, 2022	KFS/People Soft STG Refresh (early morning) Test payroll (6pm)



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June 8, 2022	Production Union Export/Import
June 8-10, 2022	Production Union Rebalancing
June 16-17, 2022	Trustee meeting – IU Northwest
June 16, 2022	Flip flags off – BSSYNC, CSFUPDT, PSSYNC, BCUPDT into view-only mode, Salary Load in Audit Mode
June 17, 2022	Budget and salary loads, Update Mode
June 20, 2022	Budget pushed down to Campus level
Week of June 20, 2022	Departmental work papers available
June 21, 2022	July 1 Archive

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