

CHICAGO STATE UNIVERSITY			
2022-2023 SCHEDULE FOR FY 2024 & FY 2025 BUDGETS			
Note: FY2024 = July 1, 2023 - June 30, 2024			
FY2025 = July 1, 2024- June 30, 2025			
		FY2024	FY2025
2022 - 2023			
June 27	CSU Board approved FY2023 preliminary spending plan for all sources of funds, and FY2024 operating and capital appropriation budget requests.	√	
August 11	Illinois Board of Higher Education (IBHE) sent by email to the Budget Office FY2024 Resource Allocation Management Program (RAMP) requirements for compliance.	√	
September 12	CSU Board approved final FY2023 internal operating budget for all sources of funds.		
September/October	Budget Office requested and received electronically information/reports for IBHE's RAMP to/from different departments.	√	
October 7	FY2024 and FY2025 budget processes discussed at the Fiscal Officers' meeting.	√	√
October - November	Budget Office submitted to IBHE FY2024 RAMP operating and capital budget data requirements.	√	
December 6	Budget Office submits on-line to the Governor's Office of Management and Budget (GOMB) via the State Budget Book System the FY2022 actual expenditures, FY2023 estimated expenditures, FY2024 projected appropriated funds including operating budget requests as well as 3-year headcount for each position title with salary budgets .	√	
December	E-mail distribution from the Budget Office to various departments re FY2024 requirements from the Illinois State Legislature (ISL).	√	
November - January	University Budget Committee (UBC) and Budget Office send their budget call letters and forms to the president and vice-presidents regarding their FY2024 operating budgets and FY2025 operating and capital budget requests for appropriated funds only.	√	√
January 9 - 13	FY2024 ISL requirements requested from various departments are due to the Budget Office.	√	
December - February	President and Vice-Presidents collaborate with their directors/chairs/deans concerning the division strategic goals, objectives and plans as well as resources that are needed to implement the plans. The division heads will distribute to their directors/deans the Budget Request (Part A) and Planning and Implementation (Part B) forms with specific guidance and instructions to ensure requested resources (new and/or expanded) align with priorities of the division.	√	√
December - February	President and vice-presidents engage in meetings and discussions with their directors/chairs/deans regarding budget needs and planning of resources for FY2024 and FY2025. Budget requests are for FY2024 operating and FY2025 operating and capital. Funding may come from new monies, if any, or reallocation of existing resources or external funding. The Budget Request (Part A) and Planning and Implementation (Part B) forms will be completed by the directors/chairs/deans and submitted to the division heads for review and consideration for possible funding.	√	√
December -February	President and vice-presidents complete UBC request forms for both FY2024 operating budgets and FY2025 operating and capital budgets appropriation requests on a division level.	√	√
December - March	Follow-up meetings occur between president, vice-presidents, senior executives and deans/directors and between deans and the academic chairs to apprise of division-level recommendations; and discuss department line-item budgets for anticipated FY2024 appropriated funds.	√	
February 3	President and vice-presidents send FY2024 and FY2025 electronic and hard copy of the UBC forms to the Budget Office and UBC chairperson.	√	√
February 7	UBC meets and reviews FY2024 and FY2025 budget requests received from the president and vice-presidents	√	√

CHICAGO STATE UNIVERSITY			
2022-2023 SCHEDULE FOR FY 2024 & FY 2025 BUDGETS			
Note: FY2024 = July 1, 2023 - June 30, 2024			
FY2025 = July 1, 2024- June 30, 2025			
		FY2024	FY2025
February 14 - March 7	President and vice-presidents make presentations of their FY2024 operating and FY2025 operating and capital budget appropriation requests to the UBC.	√	√
February 14 - March 7	UBC sub-committees meet to discuss and make budget recommendations on specific operating units based on the budget presentations made by the president, vice-presidents and senior executives.	√	√
February 15	Governor's budget address to the State re FY2024 budgets.	√	
February 15	Budget Office submits FY2024 ISL requirements to the General Assembly in Springfield by physical mail (Per statute, should be received by ISL staffers within 48 hours after the Governor's budget address).	√	
March 1	Budget Office issues call for FY2024 non-appropriated non-grant budgets.	√	
March 13 -17	UBC prepares FY2024 operating and FY2025 operating and capital budget recommendations.	√	√
March 27	UBC sends FY2024 and FY2025 budget recommendations to the President prior to board approval in May.	√	√
March - April	University President with her senior leadership team reviews UBC's budget recommendations, and assess priorities and funding.	√	√
March - April	Legislative appropriation budget hearings before the Senate and the House in Springfield and/or Chicago for FY2024 state funding. Provides the legislators and CSU's executive team with information and responses as requested by the legislators and/or legislative staffers.	√	
February - May	Executive Budget Director gives senior executives budget information/updates based on the Governor's recommended level of funding for FY2024. If the difference between CSU's proposed budget and the Governor's proposed budget requires action, additional internal meetings will be scheduled.	√	
April	University President approves FY2025 operating budget and capital budget appropriation requests for Board of Trustees' approval.		√
April 15	FY2024 non-appropriated non-grant operating budgets are due in the Budget Office.	√	
April - June	Budget Office develops FY2024 operating budgets for appropriated and non-appropriated non-grant funds.	√	
May	CSU Board approves FY2025 operating and capital budget appropriation requests prior to submission to IBHE.		√
June	CSU Board approves FY2024 preliminary spending plan/operating budgets for all funds.	√	
July 1	FY2024 fiscal year begins.	√	
September	CSU Board approves final FY2024 internal operating budget from all sources of funds.	√	