

**Plan/Budget Development Calendar – FY2024
Administrative Units**

November 11, 2022	Friday	Information on FY2024 planning/budgeting process is distributed to all unit heads, which includes the President’s memo outlining planning priorities for FY2024.
December 1, 2022	Thursday	UHS Board of Regents meeting
December 8, 2022	Thursday	Initial Planning and Budget Development Committee (PBDC) meeting
December 15, 2022	Thursday	Look-Back Exercise: The Vice Presidents will report on their division’s use of additional funds – Operating, Reallocations, and HEAF – allocated for FY2022 (last completed fiscal year).
January 27, 2023	Friday	Unit heads submit their draft FY2024 plan to their respective VP.
January 31, 2023 February 13, 2023	Monday Monday	Period of review for the VPs to meet individually with Administrative unit heads.
February 23, 2023	Thursday	UHS Board of Regents meeting
February 27, 2023	Monday	VPs send out consolidated draft FY2024 division plans to the Administrative unit heads/direct reports for final review.
March 3, 2023	Friday	ESO, AUR, AF, EM and SSSL submits final FY2024 division plans to the PBDC.
March 9, 2023	Thursday	ESO, AUR, AF, EM and SSSL presents their high priority FY2024 initiatives to the PBDC.
March 13, 2023 March 18, 2023	Monday Friday	Spring Break Week
March 31, 2023	Friday	AA submits final FY2024 division plan to the PBDC.
April 6, 2023	Thursday	AA presents high priority FY2024 initiatives to the PBDC.
April 13, 2023 April 20, 2023	Thursday Thursday	PBDC deliberates and determines final rankings of all initiatives presented by the respective vice presidents
April 21, 2023	Friday	PBDC submits its ranked recommendations to the President.
May 18, 2023	Thursday	UHS Board of Regents meeting
July 7, 2023	Friday	<i>(Est.)</i> Final Campus Plans & Budgets due to UHS for assembly and consolidation.
August 7, 2023	Monday	<i>(Est.)</i> Agenda deadline for items going to the UHS Board of Regents meeting, to include the UHS Plan & Budget.
August 24, 2023	Thursday	UHS Plan and Budget is considered by the UHS Board of Regents.