

MEDICAL COLLEGE OF GEORGIA
Fiscal Year 2009
Original Budget Development Calendar

March 10 – 14	Campus New User Training
March 20	Kick-Off Meeting
March 24	Extract HRMS/FIN data Open Budget System to campus Release Basic Allocation to campus
March 25 – April 30	Staggered Due Date for campus units
May 1 - 2	Adjustments for MCG's Final Allocation from BOR
May 5 - 16	Budget Office Review/Reconciliation <ul style="list-style-type: none">• Reconcile each unit against allocation• Verify Salary Administration compliance• Verify maximum raise documentation• Set up revenue accounts• Set up internal sponsored non-personnel services accounts
May 19	FY08 Original Budget due to BOR
June 16	Export Budget to HRMS (Contingent upon BOR Approval)
June 23	Export Budget to Financials