

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		

