

BUDGET CALENDAR FOR FISCAL YEAR 2016 - 2017

2015

October 13	County Manager's "kickoff" meeting with Departments on the FY16-17 Budget Process
October 29	Basics of Budgeting Training 9:00 a.m. to 10:00 a.m.
October 29 to November 18	Consulting forms completed by Department with assistance from Strategy and Budget Analyst
November 19	MUNIS Budget Entry Training 10:00 a.m. to 11:30 a.m.
November 20 to January 5th	Departments enter FY16-17 budget requests into financial system
November 20	Non-County Agency information will be available ¹

2016

January 5	Department budget entry ends. All budget requests must be entered into financial system and required forms sent to Budget Department. Changes to Department fee schedules must be submitted to Budget Department.
January 5	Applications for Funding Requests from Non-County Agencies due to Budget
January 8 and January 14	ITGC, CIP & Reclassification Prioritization Meetings
February 1 to February 29	County Manager meets with Individual Departments and Assistant County Managers on FY16-17 budget (mandatory)
April 28	Recommended FY16-17 Budget presented to Board of County Commissioners (informally) FY16-17 Recommended Budget Information to Departments and Non-County Agencies
May 2	County Manager presents FY16-17 Recommended Budget at Board of County Commissioners Meeting
June 6	Public Hearing on FY16-17 Recommended Budget
June 20	Adopt FY16-17 Budget

¹ Agencies that would like to apply, applications are available on the New Hanover County website at www.nhcgov.com from November 20, 2015 through January 5, 2016. Funding request will be considered on a case-by- case basis.