

## FY22 Student Government Association Budget Calendar

This document should serve as a reference for your organization through the Budget Process for Fiscal Year 22 (July 1st, 2021 - June 30th, 2022). If you have any questions, reach out to the [Joint VP of Finance for SGA - Josh Eastwood](#).

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### 1. Budget Orientation Sessions [4th - 10th week of the Fall Semester]

Attending an Orientation session is a requirement for your RSO's budget to be considered. These sessions will cover the process, the policy, and walkthrough submitting a budget.

*List of sessions*

Date	Time	Location
Wednesday, September 16th, 2020	6:30 PM	<a href="#">BlueJeans</a>
Saturday, September 19th, 2020	10:00 AM	<a href="#">BlueJeans</a>
Wednesday, September 23rd, 2020	6:30 PM	<a href="#">BlueJeans</a>
Saturday, September 26th, 2020	2:00 PM	<a href="#">BlueJeans</a>
Wednesday, October 7th, 2020	6:30 PM	<a href="#">BlueJeans</a>
Saturday, October 10th, 2020	10:00 AM	<a href="#">BlueJeans</a>
Wednesday, October 14th, 2020	6:30 PM	<a href="#">BlueJeans</a>
Saturday, October 17th, 2020	2:00 PM	<a href="#">BlueJeans</a>

Permanant BlueJeans Link for all Oreintations - <https://bluejeans.com/6774570714>

### 2. Submit Your Budget Request on Engage [Friday, October 23rd, 2020]

For the first time, we are using the [Engage](#) platform to submit and track budget requests. How to submit a budget through Engage will be covered in the budget orientation sessions. It is recommended that you compile a list of all the items you will be requesting before starting the submission. Please review the [FY22 Budget Webpage](#) for information around the required materials and additional resources.

### 3. Schedule a Joint Finance Committee (JFC) Budget Review Session

On November 6th, 2020, a hearing schedule will be posted on the [FY22 Budget Webpage](#) and emailed to all Budget submitters. Your organization must attend a Review Session for your budget to be considered. You may sign-up as late as 24 hours before the last budget review session. However, please be aware that spots are first-come-first-served so it is recommended to make your selections sooner rather than later.

### 4. Attend the JFC Budget Review Session [1st - 8th Week of Spring Semester]

After signing up, your organization will need to present your budget to JFC for it to be considered. This is an informal presentation and will mostly consist of answering questions from JFC about line items that may be ambiguous. Reductions to your budget may happen in this meeting but that does not mean that is your final budget and more communications between JFC and your organizations will occur - especially if additional documentation or information is needed that could not be provided in the review session.

### 5. Receive Your Budget Allocation Email [Friday, March 12th, 2021]

On the second Friday of March, your organization will receive an email with your budget allocation determination. This will conclude the Budget allocation process. If you would like to appeal the determination given, the formal appeals process is an option. More information related to appealing a budget request determination will be sent out with the allocation email.