# FY 2020 Budget Calendar

*Office of Budget & Planning*

*Texas A&M University*

This calendar is established in order to meet deadlines set by System Offices and for approval by the Board of Regents. Dates are dependent upon state legislative actions and TAMU administrative decisions and are subject to change.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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| May 15 (Wed) | Workday data loaded into Position Budgeting App (PBA)  
Salary Reports (901) run once and distributed  
Template data available upon request |
| May 20 (Mon) | Phase 1 Begins  
FAMIS Budget Module open for entry  
Central Non-E&G allocations available in FAMIS  
Budget Kickoff & PBA training at CSBA Conference |
| May 27 (Mon) | Memorial Day Holiday  
Legislative session ends |
| May 28 (Tue) | Central E&G allocations available in FAMIS  
Variance Analysis distribution begins |
| June 3 (Mon) | Phase I Ends  
FAMIS Budget Module closes for departmental entry |
| June 5 (Wed) | Variance Analysis due to Budget Office |
| June 10 (Mon) | TAMU Budget & Supplemental Reports due to System Office |
| Mid-June* | PBA available to departments for entry |
| Late June* | System Office assigns “B” Board designation to Phase I Budget |
| July 1 (Mon) | Programmatic Budget Presentations (PBR) due to System Office |
| July 4 (Thu) | July 4th Holiday |
| July 8 (Mon) | Phase II Begins  
FAMIS Budget Module reopens for entry  
Nightly feeds from PBA to Data Warehouse to FAMIS begin  
(Screen 599 Faculty & Non-Faculty salaries updated) |
| July 9 (Tues) | Salary Reports (901) begin being distributed |
| July 22 (Mon) | Merit process initiated in Workday |
| July 25 (Thu) | Deadline for changes to PBA (PBA closes to departments) |
| July 29 (Mon) | Workday Merit launches and Merit entry begins for departments |
July 30 (Tue)  
Last day for entry in FAMIS Budget Module. Budget Module closes to departmental entry

Aug 8 (Thu)  
Last day for Merit entry in Workday. Workday merit closes to departmental entry  
Board Budget (Phase I) presented to Board of Regents for approval

Aug 12 (Mon)  
Budget Office begins reconciliation of Phase I and Phase II FAMIS budgets

Aug 15 (Thu)  
Merit is finalized in Workday. Workday Merit Process closes.

Aug 26 (Mon)  
Phase II budget is finalized  
“D” Done-Operating Budget is applied to the Phase II budget in FAMIS.  
Budgets & allocations/transfers are loaded from the FAMIS Budget Module to the FAMIS Accounting Module.

*tentative

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