

## FY 2009-2010 STATE OPERATING BUDGET ROLLOVER SCHEDULE

(Subject to Change -- Pending Legislative Budget Approval)

Revised 5/6/09		
DATE		
4/23	Th	Budget Office emails Coll/Div notifying them that the Operating Budget worksheets and exception reports are avail. On ISW (PSPB04N). Included is a link to memo with instructions, renumbering form and Rollover Schedule.
5/4	M	Systems Control to mail Goldenrod PAFs & UITS to make Wage & Affiliate/Associate rollover worksheets available on ISW.*
5/8	F	Sabbaticals and Leave Without Pay due to Human Resources; funding changes due to Systems Control.
5/8	F	Deadline for routine departmental rollover changes and renumbering forms from departments.
5/15	F	Wage and Affiliate/Associate Rollover Deadline for Departments.
5/15	F	Promotion & Tenure and other promotion, reclasses and title changes due to Systems Control.
<b>5/20 - 7/1</b>	<b>W-W</b>	<b>Moratorium on all discretionary pay increases.</b>
5/22	F	Flex enrollment deadline & 9/12 appointed deadline for departments.
5/29	F	Goldenrod PAFs are due for Fiscal employees from departments.
5/31	Su	FRS Dual Database established.
5/31	Su	PSOSROLL Dual Database established.
6/1	M	Budget Office to receive Agriculture FY2010 operations budget "blue book".
6/8 - 6/16	M-Tu	Budget Office performs adjustment, alignment & balance as well as FTE and dollar balancing.
6/16	Tu	Budget Office emails Coll/Div notifying them that the Operating Budget worksheets are avail. on ISW.
6/23	T	Interim budget corrections due from departments.
6/25	Th	Notice of Reappointment Forms(Fiscal) printed by UITS. [evening of]
6/26	F	UITS Enterprise Systems collapses lines and renumbers the personnel services budget. [evening of]
6/26 - 6/30	F-T	Human Resources to mail out Notice of Reappointment Forms(Fiscal) to Colleges and Divisions.
6/29	M	Final Budget Update - No more PSOS transactions after this date. Final date for Budget Office to run transactions on Rollover tables.
6/30	T	PSOS unavailable due to PSOS and PSOSROLL conversion.
7/1	W	PSOS "live" for new fiscal year.
7/6 - 7/10	M-F	Budget Office distributes budget books.
7/9	Th	Goldenrod PAFs are due for Academic employees from departments.
8/10	M	Notice of Reappointment Forms(Academic) printed by UITS. [evening of]
8/11 - 8/14	T-F	Human Resources to mail out Notice of Reappointment Forms(Academic) to Colleges and Divisions.

\*UITS prints CALS' Wage & Affiliate/Associate worksheets only, and make others' available on ISW.