

Revised 1/20/06

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DATE: January 11, 2006
TO: Vice Presidents
Unit Administrators
FROM: Sue Hodges Moore
SUBJECT: FY 2006/07 Annual Budget Process

Accompanying this memorandum is the FY 2006/07 Strategic Budget Process Overview. This is a general overview of the information requested during the Annual Budget Process, including the budget calendar, Strategic Budgeting Principles, and the Recurring and Nonrecurring funding request formats. Please note this information will also be made available on the Office of Planning, Policy & Budget web site (<http://www.nku.edu/~vpefp/financialplan/>).

Unit administrators are to submit the requested information through their respective vice president. The vice president will then forward the information to the Office of Planning, Policy & Budget. It is anticipated that each area vice presidents will establish their own internal calendars to ensure that the annual budget process is completed in a timely manner.

Significant Dates on attached Budget Calendar:

Vice Presidents send request to Office of Planning, Policy & Budget – March 3.
Vice President’s Budget Hearings – March 24.

Please feel free to contact the staff in the Office of Planning, Policy & Budget at ext. 5345, if you have any questions.

ATTACHMENTS

Budget Calendar
Budget Principles
Budget Overview
Recurring and Nonrecurring Funding Request Format

pc: Council of Chairs
Faculty Senate Budget Committee
Academic Council
Budget Strategy Group