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Office of the Vice President for Planning, Policy and Budget
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DATE: January 22, 2007

TO: Vice Presidents

FROM: Sue Hodges Moore

SUBJECT: FY 2007/08 Annual Budget Process

Accompanying this memorandum is the FY 2007/08 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 26.

Vice President's Budget Hearings – April 2 and April 3.

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