

July 27, 2017

2017-19 Summer Budget Deliverables and Related Due Dates

- ✓ 2017 Supplemental Allotments – **DONE!**
- ✓ 2017-19 Initial Allotments (Operating and Capital)
- ✓ 2017-19 Activity Inventory Updates
- ✓ 2017-19 Enacted Operating Budget Recast
- ✓ 2017-19 Performance Measure Targets

Still half a summer left. As we all plan well deserved time off - a short reminder of some irksome tasks remaining in preparation for the next budget cycle this fall:

2017-19 Initial Allotments (Operating and Capital):

OFM has published 2017-19 Expenditure Authority (EA) Schedules for the Operating, Transportation and ESSB 5965 Capital budget-reappropriations budgets. While the statutory deadline for agency submittal of 2017-19 initial allotments is **August 14, 2017**, individual agency allotments are due **no later than August 4, 7 or 11** - depending on the assigned agency due dates found in Appendix A of the [2017-19 Allotment Instructions](#). OFM Budget staff will endeavor to expedite the review and approval of agency spending plans with a statutory deadline of no later than **September 28**.

2017-19 Activity Inventory Updates:

Requests for changes to your agency's Activity Inventory are due to OFM **no later than August 21**. Activity Inventory changes are subject to OFM review and approval – actual entry of your inventory updates will be performed by OFM staff. OFM review will be completed by **August 31** in order to facilitate agency recasts. The [Activity Guide](#) contains instructions for submittal of change requests to OFM.

2017-19 Enacted Operating Budget Recast:

Recasts of the Enacted 2017-19 biennial budget to activities are due to OFM **no later than September 15**. Specific instructions for the recast can be found at [BUDGET DEVELOPMENT SYSTEM - User Manual](#) (See Lesson 6, page 67).

2017-19 Performance Measure Targets:

Performance measure targets for 2017-19 are to be entered into the Results through Performance Management System ([RPM](#)) **no later than September 22**. Only the wholesale addition or deletion of performance measures are subject to OFM approval, although target and tracking data are reviewed. The [Performance Measure Guide](#) is a valuable resource in determining how to craft and maintain measures which support agency management and the Governor's budget process.

Other Calendaring Resources:

- ✓ [2017 - AFRS/CAFR Closing Schedule](#)
- ✓ [Calendar Year 2017 - Accounting and Budget Dates of Interest](#)

Questions:

Direct any questions to your [Assigned Budget Analyst](#).