

## **FY 2009 – 10 Budget Schedule**

### **Date**

#### **2008**

- 11/03 Departments have access to the revenue screens in the BID (Budget Item Detail) module.
- 11/11 Budget preparation request forms and target figures are distributed to departments by the Office of Budget Management.
- 11/26 Deadline for completion of revenue screens in the BID module.
- 12/16 Deadline at 5:00 P.M. for submission by departments of budget requests to the Budget Office, Room 938, Administration Building, including alternative plans for meeting budget target amounts.

#### **2009**

- 01/14 – 01/16 Budget Review Committee meets with department heads regarding plans and objectives.
- 02/24 Commissioners Court reconvenes hearings at 9:00 A.M. to consider the report of the Budget Officer regarding budgets for departments, budget request adjustments, alternate budget plans and policy matters.
- 03/10 Commissioners Court meets at 10:00 A.M. for public hearing and adoption of the budgets for Harris County and the Flood Control District.