

## **FY 2010 – 11 Budget Schedule**

### **Date**

#### **2009**

- 11/02 Departments have access to the revenue screens in the BID (Budget Item Detail) module.
- 11/13 Budget preparation request forms and target figures are distributed to departments by the Office of Budget Management.
- 11/25 Deadline for completion of revenue screens in the BID module.
- 12/18 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.

#### **2010**

- 01/13 – 01/15 Budget Review Committee meets with department heads regarding plans and objectives.
- 02/23 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.
- 03/09 Commissioners Court meets at 10:00 A.M. for public hearing and adoption of the budgets for Harris County and the Flood Control District.