

Chatham County FY 2019-2020 Budget Calendar

Deadline	Actions
31 August 2018	• Capital Improvements Program (CIP) forms distributed to agencies
28 September 2018	• Forms due from agencies and departments for new/changed CIP projects
5 November 2018	• Manager submits recommended CIP to the Board of Commissioners • Heads Up document due from departments
19 November 2018	• Hold public hearing on the proposed CIP
20 November 2018	• Work session on the proposed CIP
17 December 2018	• Board adopts CIP; Board appropriates nonprofit funding
28 December 2018	• Budget summit materials (trends, financial indicators, performance team recommendations, and departmental “Heads Up” document) submitted to Board of Commissioners • Work plan and staff forms distributed to departments
January 16,17, 24 2019	• Budget Retreat: Board of Commissioners sets goals and guidelines for FY 2019-2020 budget
31 January 2019	• Munis YTD Budget Estimates due from departments. • Budget software opens
1 - 28 February 2019	• Nonprofit application process
1 March 2019	• Budgets due from departments and agencies (except schools)
5 April 2019	• Budget due from schools
6 May 2019	• Budget submitted to Board of Commissioners and public
May 20 and 21, 2019	• Public hearings held in Pittsboro and Siler City
May 23, 24 and 30 2019	• Board of Commissioners holds 2-3 budget work sessions
By 30 June 2019	• Board of Commissioners adopts budget (legal deadline)