LEWIS & CLARK COLLEGE
FINANCIAL PLANNING & ANALYSIS
2017-2018 FINANCIAL PLANNING CALENDAR
UPDATED: 10/23/17 - SUBJECT TO CHANGE

.	FY18 ALL DIVSIONS	FY19 - OPERATING ALL DIVISIONS	FY19 - CAPITAL ALL DIVISIONS
9/8/2017		Preliminary Assumptions Available *(Financial Planning & Analysis)*	
9/28/2017	FY18 FORECAST DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	FY19 PRELIM BUDGET DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	
10/9/2017	FY18 FORECAST REVISIONS (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*		
10/19/17 -10/20/17	**BOARD MEETING (1) FY18 Forecast (2) FY19 Budget Schedule (3) CAS Enrollment / Tuition Rates**		
10/25/2017		Budget Update Memo Budget Calendar Communicated *(Financial Planning & Analysis)*	FY19 Capital Request Input OPEN
11/9/2017			FY19 Capital Request Input CLOSE
11/15/2017		Assumptions Update Available *(Financial Planning & Analysis)* Final Endowment Spending *(Treasury)*	Prelim Review of (1) Open Capital and (2) FY19 Requests *(Acctg / Facilities / IT)*
12/1/2017			Dean/VP Capital Review -Open Projects -FY19 Requests -Preliminary Prioritization
12/8/2017			Depreciation Reserves Calculated *(Accounting)*
1/12/2018			Scope/Cost Estimates Complete (Facilities / IT)
1/19/2018	FY18 FORECAST DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	FY19 PRELIM BUDGET DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	Dean/VP Capital Review -Existing Projects -Final Prioritization -EC FY19 Recommendation
2/7/18 - 2/9/18	**BOARD MEETING (1) FY18 Forecast (2) FY19 Update (3) FY19 Capital**		
3/9/2018		FY19 PRELIM BUDGET DUE (BudgetPak) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	
4/6/2018	FY18 FORECAST DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	FY19 FINAL BUDGET DUE (BudgetPak) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*	
4/6/2018		FY19 BUDGET APPROVAL (*Executive Council)*	
5/3/18-5/4/18	**BOARD MEETING: (1) FY18 Forecast (2) FY19 FINAL (3) FY19 Capital Detail / Update?**		
6/1/2018		FY19 BUDGET LOAD TO COLLEAGUE *(Financial Planning & Analysis)*	
9/25/2018	FY19 FORECAST DUE (Excel) *(CAS: KF Shallenberger; COM: X Zhong; LAW: D Carter; GRAD: G Perrine)*		
October	**BOARD MEETING: (1) FY19 FCAST (2) FY20 Tuition and Enrollment (3) 5YP? (4) FY20 CAPITAL?**		