

**Department of Finance  
Office of Management and Budget  
FY 2018 Budget Schedule**

<b>Event</b>	<b>FY18 Capital Schedule</b>
Communicate capital schedule to departments	Through December
Communicate operating schedule to departments	
Training for Hyperion, capital	1/3/2017
Hyperion open for capital entry	1/3/2017
General Message to Department Heads from Mayor (at Department Head meeting)	
Mayor's Budget Video Message (e.g. Podcast; posted to web and available to general public)	
Operating Budget Instructions Released	
Capital submissions due to OMB	2/3/2017
GS/IT capital project review	2/6/2017 - 2/17/17
All Budget Request Forms Due	
Revenue Estimates Due	
<b>Planning review draft CIB with Finance Director</b>	<b>2/20/2017</b>
<b>Finance Director's / OMB Department Meetings</b>	
<b>Mayor's Departmental Budget Hearings</b>	<b>Week of March 13 and March 27</b>
Mayor's Investment Proposal Review	
Planning Commission review and approval	4/20/2017
Mayor CIB amendments	After PC approval (+/-4/20/17)
Ordinance Complete (target)	
Mayor's Recommended Budget Presented to Metro Council	
CIB Must be filed	5/15/2017
Departmental Budget Hearings with Metro Council	
Council approval of CIB	6/15/2017
Deadline for Budget Approval	