

FY22 BUDGET DEVELOPMENT CALENDAR

Date*	Activity*	Participants
<i>Note: Highlighted sections are required by Florida Statutes or JWBS Act.</i>		
Board	Finance Committee	Internal staff
FEBRUARY		
February 11	Review FY20 Final Budget to Actuals and FY21 Q1 and Lapse History Review Five-Year Forecast and Forecast Key Assumptions	Budget & Financial Review Meeting
February 24	Recommend Approval of the Draft FY20 Audit Report Discuss Budget Forecast FY21-FY25	Finance Committee
MARCH		
March 11	Action: Board Approves FY20 Audit Report	Board Meeting
APRIL		
April 5	FY22 Budget Calendar Funding Parameters Discussions: 1. Budget Calendar 2. New Initiatives 3. Agency COLA's and Minimum Wage Increases 4. Organizational Changes & Pay Classification Study	Executive Team
April 16	Personnel Calculations due to Budget Staff	HR Staff
April 19	FY22 Funding Parameters Approval: 1. New Initiatives 2. Agency COLA's and Minimum Wage Increases 3. Organizational Changes & Pay Classification Study	Executive Team
April 19	FY22 Budget Kickoff - Budget Instructions	Budget Staff
April 29	Preliminary Approval of FY22 Children and Family Services Budget	Executive Team
April 30	Input preliminary Children and Family Programs Allocations into Grants Management Software	Finance Staff
MAY		
May 7	FY22 Revenue, General Government, & Program - Direct Services Budget Submissions Due to Budget Staff	Department Heads
May 13	Action: Board Selects TRIM Hearing Dates	Board Meeting
May 17	Discussion: FY22 Budget Calendar and Funding Parameters	Finance Committee
May 19	Review FY22 Revenue, Program - Direct Services, & Ad Valorem Collection Rate Review Q2 Lapse Forecast & Revised Five-Year Forecast	Budget & Financial Review Meeting

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May 21	FY22 Non-Operating Budget due to Budget Staff	IT Director
May 28	Approve Draft FY22 General Government and Non-Admin Budget Submissions	Executive Team
JUNE		
June 1	Property Appraiser Delivers Preliminary Estimates of Taxable Values F.S. 200.065(7)	Budget Staff
June 17	Presentation of FY22 Proposed Budget & Revised Five-Year Forecast JWB Act Ch. 2003-320	Board Meeting
June 18	Budgets for Children and Family Program Allocations in Grants Management Software due to JWB	Providers
June 21	Action: Review FY22 Proposed Budget, Millage Rate, & Revised Five-Year Forecast for Board Recommendation	Finance Committee
JULY		
July 1	Property Appraiser Certifies Taxable Values F.S. 200.065(1)	Budget Staff
July 8	Adoption of Proposed FY22 Millage Rate and Proposed FY22 Budget	Board Meeting
July 30	**Deadline for FY22 Budget Changes. Any other changes will be handled as budget amendments after October 1st. ** Update FY22 Proposed Budget and Five-Year Forecast with Revised Lapse Projection	Budget Staff
August		
August 3	Property Appraiser is Notified of Proposed Millage Rate and Date/Time/Place of 1 st Public Budget Hearing F.S. 200.065(2)(b)	CEO and Budget Staff
August 12	Discuss Summary of Changes to Proposed FY22 Budget & Revised Five-Year Forecast	Finance Committee
August 13	**Deadline for FY22 Budget Changes. Any other changes will be handled as budget amendments after October 1st. ** Update FY22 Proposed Budget and Five-Year Forecast with Revised Lapse Projection	Budget Staff
August 23	Property Appraiser mails TRIM Notices F.S. 200.065(2)(b)	Property Appraiser
August 26	Discuss Summary of Changes to Proposed FY22 Budget & Revised Five-Year Forecast	Finance Committee
SEPTEMBER		
September 8	Approve Release of FY22 Capital RFA Solicitation	Board Meeting
September 8	First Public Hearing to Adopt FY22 Tentative Millage Rate and Budget F.S. 200.065(2)(c)	Public Hearing
September 19	Advertisement of Intent to Adopt Final Millage Rates and Budget at Second Public Hearing F.S. 200.065(2)(d) and 200.065(3)	Budget Staff

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September 22	Final Public Hearing to Adopt Final FY22 Budget and Millage Rate F.S. 200.065(2)(d)	Public Hearing
September 24	JWB Distributes Adopted Resolutions to the Property Appraiser, Tax Collector and State Department of Revenue F.S. 200.065(4)	Budget Staff

OCTOBER		
October 1	FY22 Begins	N/A
October 4	Final Taxable Value (DR-422) Received from Property Appraiser	Budget Staff
October 7	200.065(6) within 3 days of receipt	Board, JWB Staff
October 22	Final Budget Posted to JWB's Website; JWB Certifies Compliance with Florida Statutes, to the Department of Revenue F.S. 200.068	JWB Staff