DATE: December 17, 2020

TO: Chancellor Andrew Leavitt

 Provost John Koker

 Vice Chancellor James Fletcher

Interim Vice Chancellor Art Munin

Vice Chancellor Bob Roberts

 Assistant Chancellor Martin Rudd

FR: Jennifer Borgmann, Budget Director

RE: FY22 Budget Process

Over the last three fiscal years (FY19 - FY21) we were successful in the implementation of our Financial Recovery Plan, an additional 3% budget reduction, as well as VRIOP and furlough reductions. For FY22, there will be no resets to the budget allocations outside of VRIOP and furlough. We will proceed with our base enrollment assumptions in our FY22 budget plan.

For FY22, we are fully integrating the access campus budgets within the UW Oshkosh account structure. There will not be a distinct timeline and process for budget development for the access campuses. Rather, the access campuses will be aligned in a uniform approach consistent with UW Oshkosh’s current budget model. The access campus budgets will remain in Fund 103, per UW System, so the allocations will continue to have distinct account codes. The FY22 GPR budget allocations for the access campuses will remain at current year (FY21) funding levels to ensure adequate resources are maintained to support operations. All GPR budget development and management functions for both administrative and academic departments are transferred to their respective units and divisions within UW Oshkosh effective FY22.

The information below provides a detailed outline for major activities in the FY22 annual budget process. Please share this memo with appropriate colleagues in your division who manage and develop budgets.

**FY22 Annual Budget Timeline**

**October 21, 2020**

* Differential Tuition (DT) funded units received their budget templates for update and will present their requests for funding to the Differential Tuition Committee.

**November 12, 2020**

* UW System released their annual preliminary program revenue budget building cost factors and timeline to the budget office.

**December 7, 2020**

* DT Committee kick off meeting.

**December 18, 2020**

* DT budgets due to the Differential Tuition Committee.

**Late December 2020**

* Budget templates are available for FY22 budget input.

**Early January 2021**

* Budget office sends the annual budget building cost factors and budget templates for auxiliary budgets to the units.
* UW System initial GPR budget allocations are available for the FY22 annual budget process.

**January 14, 2021**

* DT funded units present their budgets for funding approval from the DT committee.

**January 25, 2021**

* All budget requests (except auxiliary) are due to budget office.

**February 10, 2021**

* Written Auxiliary budget requests submitted to budget office.

**Mid-February – March 2021**

* Budget Office begins work on submitting and reconciling budgets.

**Early April 2021**

* Present FY22 budget overview to the Budget Planning Committee (BPC).
* FY22 budget approved by Vice Chancellor Fletcher and Chancellor Leavitt.

**April 15, 2021**

* FY22 budget is due to UW System.

**July 2021**

* Board of Regents act on the FY2021-22 Annual Operating Budget.

As the budget office reorganizes due to VRIOP, you will notice some areas have a new budget contact. Please see the contact information below.

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| **Budget Office Contacts:** |  |
| Jennifer Borgmannborgmanj@uwosh.edu(920) 424-3219 | Chancellor University WideFinance & Administration |
| Sarah Andersonanderssb@uwosh.edu(920) 424-1325 | College of Letters & ScienceCollege of NursingOCEUniversity Affairs |
| Mai Leeleemai@uwosh.edu(920) 424-3992 | College of BusinessCollege of Education & Human ServicesAcademic Affairs |
| Doug Salmonsalmond@uwosh.edu(920) 424-3426 | Student AffairsIntercollegiate AthleticsAccess Campuses |
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Cc: Dr. Shelly Lancaster, BPC Chair