

## FY21 Budget Planning Schedule

### *SIGNIFICANT DATES\**      *SUMMARY*

<b>January 6, 2020 (Mon.)</b>	<b>Department Heads to Submit FY21 Budget Requests</b>
<b>January 9, 2020 (Thurs.)</b>	FinCom assembles first draft of FY21 Budget. <b><u>FinCom sets budgets for departments where budgets were not submitted.</u></b> FinCom available to meet with department heads.
<b>February 13, 2020 (Thurs.)</b>	FinCom updates & reviews changes/additions to budget. FinCom available to meet with department heads.
<b>February 27, 2020 (Thurs.)</b>	FinCom updates & reviews changes/additions to budgets.
<b>March 12, 2020 (Thurs.)</b>	FinCom updates & reviews changes/additions to budget. FinCom available to meet with department heads.
<b>March 16, 2020 (Mon.)</b>	<b>Deadline for submission of exceptions to January 6 deadline</b>
<b>March 19, 2020 (Thurs.)</b>	FinCom updates & reviews changes/additions budgets. FinCom available to meet with department heads. FinCom vote to recommend FY21 budget
<b>March 21, 2020 (Sat.)</b>	Joint review of FY21 Recommended Budget <i>(Financial Management Team with BOS/FinCom)</i>
<b>April 2, 2020 (Thurs.)</b>	Annual Town Budget Public Hearing with FinCom (Town Hall)
<b>April 13, 2020 (Mon.)</b>	BOS / Fincom final votes for recommended FY21 Budget FY21 Proposed Budget posted to the Town website.
<b>1<sup>st</sup> Week of May</b>	Town Report mailed to voters & posted to Town website Warrant mailed to voters
<b>May 20, 2020 (Wed.)</b>	Annual Town Meeting

*\*Changes to the Budget Planning Schedule may occur during budget season. Please review the Town website for updates to meeting dates and times.*