

**May 2011**

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>8</b>	<b>9</b>	<b>10</b> 9:00-10:30 Budget Cycle Training	<b>11</b>	<b>12</b>	<b>13</b> 8:00 Cut off for all FY11 Permanent BAFs	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b> All Departments Enter Data  (Not SOM)	<b>24</b> All Departments Enter Data  (Not SOM)	<b>25</b> All Departments Enter Data  School of Medicine enter data	<b>26</b> All Departments Enter Data  School of Medicine enter data	<b>27</b> All Departments Enter Data  School of Medicine enter data	<b>28</b> All Departments Enter Data  School of Medicine enter data

**June 2011**

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>29</b> All Departments Enter Data  School of Medicine enter data	<b>30</b> All Departments Enter Data  School of Medicine enter data	<b>31</b> All Departments Enter Data  School of Medicine enter data	<b>1</b> All Departments Enter Data  School of Medicine enter data	<b>2</b> All Departments Enter Data  (Not SOM)	<b>3</b> School Departments only enter data  (Not SOM)  5:00 Cut off for all FY11 transactions	<b>4</b> School Departments only enter data  (Not SOM)
<b>5</b> School Departments only enter data  (Not SOM)	<b>6</b> School Departments only enter data  (Not SOM)	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b> Beginning of first pay period FY12	<b>13</b>	<b>14</b>	<b>15</b> Budget Office loads data to Payroll	<b>16</b> Budget Office and Departments verify payroll load	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> End of first pay period FY12
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		