

**FY2005 CAPITAL BUDGET SCHEDULE
STATE/COUNTY REQUEST**

Attachment II

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| July 8, 2003 | Present proposed capital schedule to the Board |
| July/August, 2003 | Office of Budget & Reporting to meet with offices and schools to finalize project requests |
| August 1, 2003 | All capital project requests are due to the Office of Budget and Reporting |
| August 14, 2003 | Meet with Deputy Superintendents, Executive Director of Fiscal Services, Executive Director of Facilities, and the Office of Strategic Planning to discuss FY05 state and county capital request. |
| August 21, 2003 | Capital budget review with the Superintendent |
| August, 2003 | Meet with County officials (if needed) |
| September 4, 2003 | State/County capital request to the Superintendent |
| September 10, 2003 | Public hearing on 6-year capital program requests |
| September 23, 2003 | Present Superintendent's proposed State/County capital request to the Board |
| September 25, 2003 | Board work session |
| October 9, 2003 | <i>Board votes on Superintendent's proposed State/County capital request</i> |
| October, 2003 | Area pre-budget meetings |
| October 15, 2003 | State request due to the State Interagency Committee for Public Construction (IAC) |
| October, 2003 | Public School Construction Program review meeting (MSDE) |
| November, 2003 | IAC issues recommendations for state request |
| November 11, 2003 | Budget & Audit Committee – Capital budget update (IAC Recommendations) |

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| Board of Education Meeting or Work Session |
| <i>Requires action by the Board of Education</i> |

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| December 2, 2003 | <i>Possible Board meeting to approve changes to capital request based on IAC recommendations</i> |
| December, 2003 | Appeal hearing to IAC for state request |
| January, 2004 | Appeal hearing to the Board of Public Works (BPW) for state request |
| January 15, 2004 | The County capital request is submitted to the County Office of Budget and Finance and forwarded to the Office of Planning and Zoning. The County Executive conducts an overview meeting with the Planning Board in January. |
| January/February, 2004 | Presentation to the County Planning Board for County request |
| January – March, 2004 | County capital budget is reviewed by county agencies |
| April, 2004 | State legislature approves State capital budget |
| April, 2004 | The County Executive submits the proposed county capital budget to the County Council by April 15. |
| May, 2004 | BPW approves IAC recommendations of the state request |
| May, 2004 | The County Council adopts the FY05 County capital budget |
| June 2, 2004 | Public Hearing on FY06 capital requests |
| July 1, 2004 | FY05 funds available |
| July 13, 2004 | Distribution of the FY05 budget book |

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| Board of Education Meeting or Work Session |
| <i>Requires action by the Board of Education</i> |