

**SCUF Committee  
Budget Calendar  
For Preparation of FY 2016 Budget**

<u>Date</u>	<u>Task</u>
Tuesday, January 6, 2015	I. T. Council (2nd Tuesday)
Friday, January 9, 2015	Solicit Proposals
Tuesday, February 3, 2015	I. T. Council
Friday, February 6, 2015	An electronic version of the completed form, in MS Word Format, must be emailed to: SCUF@missouristate.edu for preliminary review.
Friday, February 13, 2015	Proposals Due to Provost or Vice President
Friday, February 20, 2015	Proposals Due to CIO
Last week of February	SCUF Committee Meets
Tuesday, March 24, 2015	I. T. Council (4th Tuesday) Recommend Budget
Tuesday, April 7, 2015	I. T. Council
Wednesday, April 15, 2015	Estimated Date Budget Template Due to Financial Services