

**Franklin County Finance Department
Budget Calendar
For Budget Year 2015-2016**

Date	Action
6-Jan-15	Finance Committee (FC) reviews and approves calendar at its regular meetings and the Budget Calendar for the fiscal year 2015-16.
6-Jan-15	Finance Committee reviews Fiscal Year 2015/16 Budgetary Procedures, Forms, Calendar and other information in order to implement the budgetary procedures/process.
13-Feb-15	Finance Dept. (FD) closes Feb 2015 books; monthly reports sent to all department heads. Dept. heads are requested to review and make any changes they deem necessary and return to FD by March 1, 2015.
28-Feb-15	Copy of budget calendar, budget procedures, forms with last year actual and current year projections sent to all department heads (County, Highway and School); completed forms to be returned by April 15, 2015.
20-Mar-15	TGFOA Spring Training - Andrea & Cindy
31-Mar-15	Departments FY 2014-15 Budget Projections due to Finance Department.
1-Apr-15	County Property Assessor provides assessment documentation to Finance Department for estimate of value of tax penny.
7-Apr-15	Finance Committee regular meeting with FY 2014-15 Budget Report & Amendments
15-Apr-15	Budget requests FY 2015-2016 due to Finance Department.
16-Apr-15	Finance Department - Review, Compilation of budget requests and Analysis begins.
4/29/15 - 5/1/15	TN Dept of Education Spring Fiscal Workshop - Cindy & Andrea
April & May 2015	Animal Control Board, Beer Board, Consolidated Communications Board, Drug Court Board, Election Commission, Industrial Development Board, Law Enforcement Committee, Library Board, Parks & Fair Board, Planning & Zoning Board, Soil Conservation Board, Solid Waste Board - Will approve Proposed FY 2015-16 Department Budgets Approvals Due by May 10, 2015.
15-May-14	Finance Committee to review proposed FY 2015-16 Departmental Budgets: Thur(14th) & Tues(19th) Tentative Date
May 2015	Budget Workshops to be held with Board of Education & Highway Commission.
1-Jun-15	Cut-off date for purchases during current fiscal year; no further orders or commitments of funds permitted. *****Only unavoidable and unexpected purchases will be allowed, each will be handled on an individual basis.
1/15-Jun-15	County Based of Equalization meets to review assessment & protests.
23-Jun-15	Finance Committee regular meeting to Review Status of FY 2014-15 Budget with School & Highway FY 2015-16 Budget (tentatively) added if needed.
26-Jun-15	County Commission special called to consider & approve final Budget Amendments for FY 2014-15 if necessary.

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7-Jul-15	Finance Committee regular meeting & Final Review of FY 2015-16 Budget & Recommended Tax Rate.
10-Jul-15	Proposed FY 2015-16 Budget published in local newspaper.
N/A	State to finalize assessment information and provide certified tax rate.
20-Jul-15	County Commission regular called to Approve FY 2015-16 Budget Resolutions and set Tax Rate.