

## SUMMARY TIMELINE FOR DEVELOPMENT OF FY 2001 BUDGET

### Policy Guidance Development/Issuance Phase

#### *January/February/March*

- ASM meets with Bureau Heads on key performance measures and issues for FY 2001.
- Management issues timeline for FY 2001 process to bureaus.

#### *March/April*

- Based on Bureau Heads meetings, ASM and Secretary develop policy priorities/resource parameters for formulating FY 2001 budget and provide bureaus Department-wide guidance to incorporate into their requests.
- Management issues budget instructions on format and exhibits, and reaffirms timeline. (*Abbreviated budget submission reflecting program performance targets at varying resource levels.*)
- Policy Offices may develop more specific policy guidance in response to Secretary's priorities.

### Budget Formulation/Justification Phase

#### *March/April*

- Treasury Investment Review Board (TIRB) begins process of identifying key capital investment projects for FY 2001.

#### *April*

- Bureaus submit budget to DAS-Strategy and Finance (S&F).

#### *May/June*

- Policy Offices rank bureau requests in light of policy priorities.
- DAS-S&F analyzes bureau submissions and prepares briefing materials for the ASM and Deputy Secretary.

### Budget Decision Phase

#### *May/June*

- Deputy Secretary (with ASM and Policy Offices attending) conducts bureau budget conferences, including mid-year performance reviews.

### *June*

- TIRB provides prioritized list of proposed capital projects meeting standards prior to their final consideration in the budget formulation process.

### *July*

- ASM issues passback to bureaus with performance and dollar targets, base adjustments, capital investments and other initiatives.
- Secretary hears appeals, makes final decisions.
- ASM issues final budget resolution to bureaus.
- Management issues form and content guidance for OMB Budget submission.

## **OMB Submission Preparation Phase**

### *July*

- Bureaus begin OMB budget preparation that conform to Treasury's allowance and guidance.

### *August*

- Management communicates summary table of Treasury request and key performance indicators to OMB.
- Bureaus send draft OMB budget to Office of Budget through policy offices.

### *September*

- Office of Budget submits Budget/Performance Plan to OMB.