PROGRAM REVIEW RESOURCE REQUEST

FUNDING TIMELINE

Fiscal Year 1

1 SUBMIT REQUESTS
Authors submit requests in Fall through Program Review or Off-Cycle process, if applicable.

DECEMBER

2 VET REQUESTS
Co-Chairs vet requests to ensure they are with the correct resource group.

JANUARY

3 RANK REQUESTS
Resource groups discuss and rank requests

FEB - MAR

4 VET RANKINGS
Co-Chairs submit the ranked requests to ROC, Senates, and CCC for vetting.

APR - MAY

5 VETTED LIST TO VPAS
Co-Chairs forward final vetted lists to VPAS to coordinate funding during budget development.

MAY

Fiscal Year 2

6 FINALIZE BUDGET
Budget is finalized and approved by the Board. If one-time funds are available, resource requests are funded.

SEPTEMBER

7 CONNECT w/VPAS
Co-Chairs connect with VPAS to confirm funding available for the fiscal year.

SEPTEMBER

8 NOTIFY AUTHORS
Co-Chairs notify authors in order of ranking until funding is exhausted

OCTOBER

9 UPDATE WEBSITE
Co-Chairs update website with ranked list and funding status updates

NOVEMBER

10 CLOSE POs
Co-Chairs begin closing POs for items that have been delivered. Check status of pending items

MARCH

11 UPDATE VPAS
Co-Chairs update VPAS with requests that will be delivered in the next fiscal year.

APR - MAY

Fiscal Year 3

12 FINAL CLOSEOUT
Co-Chairs complete final closeout of any POs from the past fiscal year

JULY