BUDGET COMMUNICATION PLAN

2016-17 Budget

By Charlotte Yates, Provost and Vice-President (Academic)
Budget Communication Plan

The U of G budget supports the “advancement of learning and dissemination of knowledge…the intellectual, social, moral and physical development of its members and the betterment of society”. (Guelph Act, 1964)
Principles of Budgeting

Budgeting at U of G:

- is deliberative, transparent, accountable and fair

- supports the highest quality education, research, knowledge translation, benchmarked against global standards

- is committed to a model of shared risk and responsibility

- supports student success
Supporting the Academic Mission: Budget Goals

- Aligns with the University’s strategic renewal process
- Recruit/retain the best faculty & students to advance research and educational excellence
- Invest in infrastructure that enhances learning, research, engagement, impact and student success, efficient operations
- Become an employer of choice to recruit/retain top staff talent
- Increase and diversify revenue streams and manage resources prudently to ensure financial sustainability during uncertain times
- Increase U of G’s impact on local/regional/global societies & economies
- Balance budget
Budget Communication Outline

• Major Building Blocks of the University Budget

• Operating Budget break-down

• Budgeting in Uncertain Times

• Major Assumptions – revenue, expenditure, surplus and carry forwards

• Key Financial Risks

• Changes to Annual Budget Process
Communication Strategies and Timeline

Dec 2015 to Jan, 2016: Budget deliberation & engagement

- **Budget Primer**
  - Discuss with University community about constituent elements of and processes for establishing the University’s budget

- **Student Financial Aid**
  - Provide students with information about student aid, including trends at U of G

- **Budget Timeline**

**Audience**

Student Budget Advisory Committee
General Student Body
Staff and faculty
Community
Senate
Communication Strategies and Timeline

Late January to March: Full Budget Discussions

Audience:
- President, VP’s,
- Board of Governors
- Deans, VPAC
- Student Budget Advisory Committee – chaired by Brenda Whiteside
- Senate
- Colleges – faculty and staff (noon meetings scheduled for February)
- Town Hall with invites to students, faculty, staff, community

Communication Medium:
- Face to face meetings; Website; town halls
### Budget Planning- Calendar of Major Activities

**For Fiscal 2016/2017**

<table>
<thead>
<tr>
<th>Central Activities</th>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
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**Colleges/Divisions**

- Prepare and Submit proposals for Incremental Funding
- Provide current year forecast results
- Update MYP Plans for New Year
- Complete budget base reorgs for New Year
- Receive Notification of approved Incremental funding

**Self-Funded Units (Ancillaries)**

- Receive Notification of any New Year Target requirements
- Capital Financing and Funding Plans Complete
- Forecast Complete
- New Year Operating Budget Complete

**Governance**

- Finance Committee Reviews Capital Finance Plan
- Finance Committee Reviews Initial Assumptions
- Senate Receives Budget Doc for Comment
- Finance Committee Receive Budget Doc for Recommendation
- Board Receives Budget Doc for Approval

*X Indicates a report/communication completed*

**Dates:**
- X (Nov 15)
- X (Mar 1)
- X (Jan 25)
- X (Feb 15)
- X (Mar 1)
- X (Apr 1)
- X (Mar 15)
- X (Mar 7)
- X (Dec 1)
- X (Nov 1)
- X (Feb 15)
- X (Feb 15)
- X (Nov 24)
- X (Feb 25)
- X (Apr 6)
- X (Apr 11)
- X (Apr 20)