

University Budget Office

DATE:

February 1, 2016

FROM:

Ken McCollum

Senior Director - Budget Division

RE:

FY 2016 Estimate of Departmental Revenue

Each school, college, and unit is being asked to project total estimated revenue amounts for departmental sales and services accounts and continuing education accounts. Budget amendments should be submitted to reflect the total projected amount for the current fiscal year. Budget amendments for the current fiscal year are due to the University Budget Office by March 16, 2016.