

## 2011 SAO/OPB Combined Calendar

<b>Joint OPB/SAO Calendar for FY 2011 Year End and FY 2012 Year Startup (Revised August 24, 2011)</b>		
Description	Date	Area
May Period Close (Period 11)	May 31	SAO Financial Systems
PO July Period Open - FY2012 (Note Only the Purchasing module is open, all other modules will open with the July 2012 period on 7/1/2011)	June 1	SAO Financial Systems
FY 2012 AOBs due to OPB	June 3	OPB
BudgetNet Available for FY 2012 Amendments/Allotments	June 6	OPB
Begin Submitting NEW FY12 Distribution Codes and requests for the Copy of Existing FY11 Distribution Codes	June 13	SAO Financial Systems
Fiscal Affairs Committee Meeting	June 16	OPB
OPB Begins Q1 Allotments Approval (if AOB approved for agency)	June 24	OPB
July Period Open - FY 2012	July 1	SAO Financial Systems
Agency Submission of Final FY 2011 State Funds Amendment	July 12	OPB
Last date for FY2011 AP, AR and GL interfaces	July 13	SAO Financial Systems
Last date to enter Assets via AP/PO	July 13	SAO Financial Systems
Agency Training: COBS	July 14	OPB
June Period Close (Period 12)	July 15	SAO Financial Systems
Agency Submission of Final FY 2011 Allotment	July 15	OPB
Horizon Open for FY 2012 Strategic Plan entry	July 18	OPB
Period 998 (Adjustment Period)	July 18-22	SAO Financial Systems
FY2011 Year End Close- Period 999 (After close of business, after Batch on Friday, all weekend)	July 22 - 24	SAO Financial Systems
Agency Submission of Final FY 2011 Amendment	July 26	OPB
COBS Open for FY 2013 Capital Outlay Request Entry	July 27	OPB
BudgetTool Open for AFY 2012/FY 2013 Budget Request Entry	July 29	OPB
August period Open - FY2012	Aug 1	SAO Financial Systems
FY2011 Year End Close- Period 999 (After close of business, after Batch on Friday, all weekend): only for the following agencies: DCH, SHBP, DOE, GDOT, DHS, and DBHDD	Aug 13	SAO Financial Systems
Agency Submission of Final FY 2011 Amendment for the following agencies: DCH, DOE, GDOT, DHS, DBHDD, SOS, Regents, GPDSC, Juvenile Courts, DOL, and DOAS	Aug 15	OPB
BudgetNet FY 2011 Closed	Aug 19	OPB
July Period Close	Aug 19	SAO Financial Systems
August Period Close	Aug 31	SAO Financial Systems
AFY 2012/FY2013 Budget Requests Submission Due	Sept 1	SAO Financial Systems
Strategic Plans Submission Due in Horizon	Sept 1	OPB
September period Open - FY2012	Sept 1	SAO Financial Systems
FY 2011 User Fee Collections Data Due in User Fee Tracking System	Sept 16	OPB
October period Open - FY2012	Oct 1	SAO Financial Systems
Performance Measures Due in BudgetTool	Oct 3	OPB
September Period Close (Federal Year End)	Oct 7	SAO Financial Systems