

New Britain Township

Budget Timeline

AUGUST

Budget Preparation

- Memo to staff to begin process of budget requests
- Individual staff meetings to discuss budget process

OCTOBER

Draft Budget

- Departmental Budget Review
- First draft presented at BOS **Workshop** Meeting
- Final draft presented at BOS **Business** meeting

DECEMBER

Final Budget

- Presentation of Final Budget at **Workshop** meeting.
- Consideration of Final Budget at **Business** meeting
- Consideration of Tax Levy Resolution at **Business** meeting.

SEPTEMBER

Draft Budget

- Departmental Submission of Budget Requests
- Review of Recurring Expenses
- Update at BOS **Workshop** meeting

NOVEMBER

Preliminary Budget

- Presentation of Preliminary Budget at **Workshop** meeting
- Motion to Advertise Budget at **Business** Meeting
- Public Inspection of Budget Available