Ministry of Finance & Development Planning
Summary Budget Preparation Calendar
FY-2019/20

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No.	Activity	Deadline	Lead
1	FM Approval of Calendar	28th- September-2018	Finance Minister
2	Cabinet Approval of Calendar	3rd-October-2018	Cabinet
3	Convene Budget Working Group meeting	Weekly from 6th of September,2018	Dept. of Budget & Development Planning
4	Formal launch of the FY-2019/20 Budget process and the SWG engagements	5th-October -2018	Finance Minister/Department of Budget & Development Planning
5	Updating Sector Strategies	27th-September-2018	Dept. of Budget & Development Planning
6	Review of FY-2017/18 Budget Performance and Results Achieved by Spending Entities	3rd-October-2018	Dept. of Budget & Development Planning
7	Draft MTFF Submitted	10th-October-2018	Dept. of Economic Management/ Dept. of Fiscal Affairs
8	Cabinet meeting and approval on the Budget Options Paper reflecting sector strategies	18th-October -2018	Finance Minister
9	Budget Call Circular 1 – guidance to Spending Entities on preparing Budget Policy Notes	31st-October-2018	Dept. of Budget & Development Planning
10	Spending Entities prepare Budget Policy Notes in line with guidance in Budget Call Circular 1	15th-November-2018	Spending Entities
11	Drafting of the Budget Framework Paper	20th-November-2018	Department of Economic Management
12	Cabinet approval of the draft Budget Framework Paper informed by Budget Policy Notes and Sector Strategies (including final MTFF)	27th-November-2018	Finance Minister/Deputy Minister for Budget & Development Planning
13	Presentation of the Budget Framework Paper to Legislature	17th-January-2019	Finance Minister/Deputy Minister for Budget & Development Planning
14	Budget Call Circular 2 – guidance to Spending Entities on preparing detailed budget submissions	8th-February-2019	Dept. of Budget & Development Planning
15	Executive/Legislative dialogue on the Budget Framework Paper	18th-February-2019	Finance Minister/Deputy Minister for Budget & Development Planning