Fiscal 2026 Budget Calendar

October 8	**Commissioners Approve Draft FY2026 Budget Schedule**
November	"Budget School" session with OpenGov and Finance Staff – Online Training
December 2	**Capital Project Budget Guidelines & Instructions Released**
December 16	**Operating Budget Guidelines & Instructions Released**
January 8	**Provide Tax Set-Off/Tax Differential Request Forms to Municipalities (COG Meeting)**
January 10	**Outside Agency Grant Request Forms Distributed**
January 10	**Capital Project Budget Submissions Due to Finance**
Jan. – Feb.	**Optional Budget Prep Assistance with Finance office**
Jan. – Mar.	**Finance Office Budget Review**
February 7	**Completed Operating Budget Submissions are Due, Including:** - *Departmental Overview* - *Goals & Objectives* - *Organization Chart / Personnel Listing* - *Fee Schedule* - *Revenue Budget Submission* - *Expenditure Budget Submission* - *Justifications* - *Enhancements with Justification* - *Position Change Requests (previously reviewed by HR)*
February 7	**Municipal Tax Set-Off/Tax Differential Requests are Due to Finance**
February 14	**Outside Agency Funding Requests are Due to Finance**
Mar. 3 – Mar. 14	**County Administrator Budget Review Meetings with Departments**
March 12	**Municipal Tax Set-Off/Tax Differential Meeting @ COG**
March 25	**County Administrator's Budget Submitted to Commissioners**
March 27	**Budget Work Session #1** – 5PM (*BOE, Library, DES & Sheriff*)
April 1	**Budget Work Session #2** – 5PM (*Parks & DPW*)
April 8	**Municipal Tax Set-Off/Tax Differential Rate Hearing** – 6:15PM
April 10	**Budget Work Session #3** – 5PM (*Other Depts as needed & Outside Agency Grants*)
April 30	**Commissioners' Proposed Budget Released** (*posted to QAC website*)
April 30	**Citizens' Budget Letter**
May 19	**Public Info Session at Kent Island Library** – 7PM
May 20	**Public Info Session at Liberty Building** – 7PM
May 21	**Public Info Session at Sudlersville Middle School** – 7PM
June 3	**Budget Work Session** (*if needed*) – 5PM
June 10	**Adopt Budget & Tax Rates** – 7PM