

Fiscal 2027 Budget Calendar

Public Events
Internal Due Dates
Finance Office Staff

October 14	Commissioners Approve FY27 Budget Schedule
November 18	Budget Workshop – FY27 Goals & Strategy Setting Session - 4pm
November	“Budget School” – Online Trainings
December 1	Capital Project Budget Guidelines & Instructions Released
December 15	Operating Budget Guidelines & Instructions Released
Dec. – Feb.	Optional Budget Prep Assistance with Finance office
January 9	Outside Agency Grant Request Forms Distributed
January 14	Provide Tax Set-Off/Tax Differential Request Forms to Municipalities (COG Meeting)
January 23	Capital Project Budget Submissions Due to Finance
Jan. – Mar.	Finance Office Budget Review
February 13	Completed Operating Budget Submissions are Due, Including: <ul style="list-style-type: none"> - 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 13	Municipal Tax Set-Off/Tax Differential Requests are Due to Finance
February 13	Outside Agency Funding Requests are Due to Finance
Mar. 2 – Mar. 13	County Administrator Budget Review Meetings with Departments
March 11	Municipal Tax Set-Off/Tax Differential Meeting @ COG
March 24	County Administrator’s Budget Submitted to Commissioners
March 26	Budget Work Session #1 – 5PM (BOE, Library, DES & Sheriff)
March 31	Budget Work Session #2 – 5PM (Parks & DPW)
April 9	Budget Work Session #3 – 5PM (Other Depts as needed & Outside Agency Grants)
April 14	Municipal Tax Set-Off/Tax Differential Rate Hearing – 6:15PM
April 29	Commissioners’ Proposed Budget Released (posted to QAC website)
April 29	Citizens’ Budget Letter
May 18	Public Info Session at Kent Island Library – 7PM
May 19	Public Info Session at Liberty Building – 7PM
May 20	Public Info Session at Sudlersville Middle School – 7PM
June 2	Budget Work Session (if needed) – 4PM
June 9	Adopt Budget & Tax Rates – 6PM