

# Student Activity Fee Fiscal Year 2024 Budget Deadlines

## For Supplemental Budgets:

- Requests for **EVENTS** must be submitted by the deadline.
- Requests for **EQUIPMENT** can be submitted at any time.
- Budget requests for **REGISTRATION FEES** must be submitted at least 30 days before the registration deadline.

## For Annual Budgets:

- Failure to submit a Midyear or Year-End spending report will make your organization ineligible to request an annual budget during the next Annual Budget submission deadline.

Category	Submission Deadline	Finance Board Presentation Date
Supplemental: September & October	7/12/23	7/26/23
<b>Year-End Spending Report FY23*</b>	8/1/23	N/A
Supplemental: November	8/16/23	8/23/23
Supplemental: December	9/13/23	9/21/23
Supplemental: January	10/11/23	10/19/23
Supplemental: February	11/8/23	11/16/23
Supplemental: March	12/6/23	12/14/23
Supplemental: April	1/17/24	1/25/24
<b>Mid-Year Spending Report**</b>	1/30/24	N/A
Supplemental: May & June	2/7/24	2/14/24
<b>Annual Budgets FY25***</b>	3/13/24	N/A
<b>Year-End Spending Report FY24**</b>	TBD	N/A

All **PROMOTIONAL MATERIAL** must include the SAF logo.

\*Only required for groups on an Annual Budget in Fiscal Year 2023 (July 1<sup>st</sup>, 2022 – June 30<sup>th</sup>, 2023).

\*\*Only required for groups on an Annual Budget in Fiscal Year 2024 (July 1<sup>st</sup>, 2023 – June 30<sup>th</sup>, 2024).

\*\*\*Check SAF Manual for eligibility to apply for Fiscal Year 2025 Annual Budget (July 1<sup>st</sup>, 2024 – June 30<sup>th</sup>, 2025).