

FY24 BASE BUDGET TIMELINE FOR KBM/PATH STAFFING

Month / Description	Due Date
AUGUST	
Path Snapshot at 4pm	8/3/2023
KBM Cognos Staffing Updated	8/7/2023
Path Snapshot at 4pm	8/25/2023
KBM Cognos Staffing Updated	8/28/2023
SEPTEMBER	
Path Snapshot at 4pm	9/8/2023
KBM Cognos Staffing Updated	9/12/2023
Path Snapshot at 4pm	9/25/2023
KBM Cognos Staffing Updated	9/27/2023
OCTOBER	
Path Snapshot at 4pm	10/10/2023
KBM Cognos Staffing Updated	10/12/2023
Path Snapshot at 4pm	10/25/2023
KBM Cognos Staffing Updated	10/27/2023
NOVEMBER	
1st QTR BUD/STF due	11/7/2023
Path Snapshot at 4pm	11/9/2023
KBM Cognos Staffing Updated	11/13/2023
Path Snapshot at 4pm	11/27/2023
KBM Cognos Staffing Updated	11/29/2023
DECEMBER	
Path Snapshot at 4pm	12/6/2023
KBM Cognos Staffing Updated	12/8/2023
Path Snapshot at 4pm	12/19/2023
KBM Cognos Staffing Updated	12/21/2023

Month / Description	Due Date
JANUARY	
2nd QTR BUD/STF due	1/9/2024
Path Snapshot at 4pm	1/10/2024
KBM Cognos Staffing Updated	1/12/2024
Path Snapshot at 4pm	1/25/2024
KBM Cognos Staffing Updated	1/29/2024
FEBRUARY	
Path Snapshot at 4pm	2/9/2024
KBM Cognos Staffing Updated	2/13/2024
Path Snapshot at 4pm	2/23/2024
KBM Cognos Staffing Updated	2/27/2024
MARCH	
Path Snapshot at 4pm	3/8/2024
KBM Cognos Staffing Updated	3/12/2024
Path Snapshot at 4pm	3/25/2024
KBM Cognos Staffing Updated	3/27/2024
APRIL	
3rd QTR BUD/STF due	4/8/2024
Path Snapshot at 4pm	4/10/2024
KBM Cognos Staffing Updated	4/12/2024
Path Snapshot at 4pm	4/25/2024
KBM Cognos Staffing Updated	4/29/2024
MAY	
Path Snapshot at 4pm	5/10/2024
KBM Cognos Staffing Updated	5/13/2024
Path Snapshot at 4pm	5/24/2024
KBM Cognos Staffing Updated	5/29/2024

Month / Description	Due Date
JUNE	
Tentative Dates for Closing: Path Snapshot at 4pm	6/4/2024
Tentative Dates for Closing: KBM Cognos Staffing Updated	6/6/2024
4th QTR BUD/STF due	6/10/2024
Tentative Dates for Closing: Path Snapshot at 4pm	6/11/2024
Tentative Dates for Closing: KBM Cognos Staffing Updated	6/13/2024
Tentative Dates for Closing: Path Snapshot at 4pm	6/18/2024
Tentative Dates for Closing: KBM Cognos Staffing Updated	6/21/2024
Tentative Deadline for: All UCPath changes, Med Comp updates in Path. FINAL FROZEN UCPath SNAPSHOT for Final Staffing List at 4pm	6/25/2024
Tentative Dates for Closing: Final Staffing List available in KBM; prepare BAT entries to balance Staffing before 7/5/22	6/27/2024
JULY	
Tentative Dates for Closing: LAST DAY. Run your staffing list one final time to ensure it's balanced. FINAL DEADLINE FOR: BAT, Base Budget, includes sub0	7/5/2024

Notes:

1. Timing of the Snapshot always occurs the day before the 11th & 26th of every month unless the 11th or 26th falls on a holiday or weekend then it occurs the prior business day excluding FY closing dates and the Quarterly submissions to UCOP
2. Timing of when the KBM Cognos Staffing is updated is two business days from when the Snapshot is taken