

## COGS Annual Budget Process 2017-2018

The COGS Annual Budget is enacted by the Congress approximately 6 months before each fiscal year starts. The COGS Annual Budget is proposed by the COGS Budget Committee. This committee is composed of Representatives including the Deputy Speaker for Finance. The committee solicits and hears requests for funding for the fiscal year from student organizations, departments, programs, the COGS funding boards (MSC and LSC), and the COGS administration. This process is not required for RSOs to receive funding. It is intended for organizations that are planning events more than a year ahead of time.

The COGS budget for the next fiscal year has been set at \$567,200. This represents a \$33,200 (6.9%) increase from the previous fiscal year.

Click this link ([https://fsu.qualtrics.com/jfe/form/SV\\_5zP6rxqkmb2p7p3](https://fsu.qualtrics.com/jfe/form/SV_5zP6rxqkmb2p7p3)) to fill out the budget request packet for the 2018-2019 fiscal year from the Congress of Graduate Students. You can also find this link on the [COGS website](http://sga.fsu.edu/cogs-funding.shtml) under the Funding tab (<http://sga.fsu.edu/cogs-funding.shtml>).

Budget Packets for 2018-2019 fiscal year are due **NO LATER** than **4:00pm, Thursday, January 18<sup>th</sup>, 2018**. Hearings will be held on **the week of January 22<sup>nd</sup>**. The sign-up sheet is available on Doodle (<https://doodle.com/poll/pa3553u7aud82x9k>). **You may only select one time**. Hearing times will start at 3:00 PM and will continue until all organizations have presented their information. If there are no more time slots left, please fill in the last time slot.

Hearings will be 15 minutes each followed by 5 minutes of questions by the committee. I will be providing the Budget Committee with an electronic copy of all submitted paperwork. If your organization has any supplemental information for the budget hearings, please provide at least 5 copies at the time of your hearing OR you may e-mail a copy to [COGSDepSpeaker@admin.fsu.edu](mailto:COGSDepSpeaker@admin.fsu.edu). **Please email this copy with enough time for me to disseminate to the committee.**

During these hearings, the requesting organization is expected to come prepared and on time. Your organization is expected to be represented by either the president, vice president, or financial officer. The option of a past executive member and/or other organization affiliates will be suitable as well. There is no need to bring your entire organization.

In order to ensure a smooth and fair budget process, we ask that you use detail when you complete the packet and come prepared to answer questions concerning funds. Information about the COGS financial process and the various spending categories may be found in the COGS Financial Manual: [http://sga.fsu.edu/PDF/sga\\_financial\\_manual.pdf](http://sga.fsu.edu/PDF/sga_financial_manual.pdf)

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