

2024 Supplemental Budget Development, Review and Submittal Schedule

MONTH	TASK	DUE DATE
May 2023	Release message from the Chief Justice.	May 8
May 2023	Administrative Office of the Courts (AOC) distributes budget instructions and decision package template to Subject Matter Experts (SMEs).	May 8
May – June 2023	SMEs complete and submit initial Decision Packages (DPs) to AOC.	June 23
July – Oct 2023	Finalize and approve DPs:	
	AOC initial review and edits with SMEs	June 26-Aug 4
	AOC finalizes full package and all DPs; AOC Executive Team finalizes recommendations.	August 11
	Judicial Information Systems Committee makes IT decision package recommendations to Supreme Court Budget Committee (SCBC)	August 25
	Budget and Funding Committee makes recommendations to full Board for Judicial Administration (BJA)	August 30
	BJA makes recommendations to SCBC	September 15
	SCBC makes recommendations to full Supreme Court	September 25
	AOC Chief Financial & Management Officer presents final DPs to Supreme Court which approves final budget package submission.	October 4
October 2023	Branch budget published.	October 23
January 2024	Legislature convenes.	January 8

BJA Meeting Schedule	JISC Meeting Schedule	Revenue Forecast Schedule
February 17, 2023	February 24, 2023	n/a
March 17, 2023	n/a	March 20, 2023
n/a	April 28, 2023	n/a
May 19, 2023	n/a	
June 16, 2023	June 23, 2023	June 27, 2023
n/a	August 25, 2023	n/a
September 15, 2023	n/a	September 26, 2023
October 20, 2023	October 27, 2023	November 20, 2023
November 17, 2023	n/a	n/a
n/a	December 1, 2023	n/a