

2025-2027 Biennial Budget Development, Review and Submittal Schedule

MONTH	TASK	DUE DATE
April 2024	Release message from the Chief Justice.	April 8
April 2024	Administrative Office of the Courts (AOC) distributes budget instructions and decision package template to Subject Matter Experts (SMEs).	April 8
May – June 2024	SMEs complete and submit initial Decision Packages (DPs) with cover sheets to AOC.	June 28
July – Oct 2024	Finalize and approve DPs:	
	AOC initial review and edits with SMEs	June 28-Aug 4
	AOC finalizes full package and all DPs; AOC Executive Team finalizes recommendations.	August 9
	Judicial Information Systems Committee makes IT decision package recommendations to Supreme Court Budget Committee (SCBC)	August 23
	Budget and Funding Committee makes recommendations to full Board for Judicial Administration (BJA)	Early Sept
	BJA makes recommendations to SCBC	September 13
	SCBC makes recommendations to full Supreme Court	Late Sept
	AOC Chief Financial & Management Officer presents final DPs to Supreme Court which approves final budget package submission.	October 2
October 2024	Branch budget published.	October 21
January 2025	Legislature convenes.	January 13

BJA Meeting Schedule	JISC Meeting Schedule	Revenue Forecast Schedule
February 16, 2024	February 23, 2024	February 14, 2024
March 15, 2024	n/a	n/a
n/a	April 26, 2024	n/a
May 17, 2024	n/a	n/a
June 21, 2024	June 28, 2024	June 11, 2024
n/a	n/a	n/a
n/a	August 23, 2024	n/a
September 20, 2024	n/a	September 13, 2024
October 18, 2024	October 25, 2024	n/a
November 15, 2024	n/a	November 4, 2024
n/a	December 6, 2024	n/a