

	CITY OF STRATFORD	updated Sept 12/19 with scheduled
	2020 Budget Schedule	Finance Committee meetings
	Key Actions/Events	Date
1	Proposed 2020 Budget Schedule & Process to Finance & LR Sub-Committee	18 June 2019
2	Pre Budget Meeting for Finance & LR Committee (strategy and direction) - including resources to implement Council's approved strategic priorities	24 June 2019
3	Release of information and templates to Dept Staff for preparing their 2020 Operating & Capital budgets	1 July 2019
4	Payroll sheets returned to Treasurer	31 July 2019
5	Public Engagement: - Online Survey, Social Media, Open House, Budget Workshop & Input From Arm's-Length Organizations	July through November 2019
6	Operating budgets completed in FMW	23 August 2019
6	Expansion forms (qualitative and quantitative)	23 August 2019
6	Division workplans	23 August 2019
6	Ten-year capital forecast	23 August 2019
6	Capital project detail forms	23 August 2019
7	Treasurer to conduct detailed analysis and finalize budget requests and workplans	26 August - 6 September
8	CAO/Treasurer meet with department heads for detailed review	9 - 20 September 2019
9	General Rates & Fees revisions for 1st January 2020 to City Clerk	30 September 2019
10	Release of 2020 Budget Binders to Council	15 October 2019
11	Presentation of Draft Budget to Budget Committee & Presentations by Advisory Committees/Outside Boards	29 October 2019
12	Draft Budget Reviews by Budget Committee	
	> Meeting One (Capital)	4 November 2019
	> Meeting Two (Operating)	13 November 2019
	> Meeting Three (Operating)	19 November 2019
	> Meeting Four (Operating)	26 November 2019
13	Seek Council approval of rates and fees for 2020	12 November 2019
14	Final Draft 2020 Budget to Finance & LR Committee with all adjustments and recommendations for Council	to be determined
15	Capital Projects For Carry Forward submitted by Departments to Treasurer	30 November 2019
16	Formal 2020 Budget Approval by Council (By-Law)	9 December 2019 (tentative)

	2020 Community Grant Program	
	Proposed 2020 Community Grant Schedule	
	Key Actions/Events	Date
1	Invitation to Apply for 2020 Community Grants	1 August 2019
2	Deadlines For Receiving 2020 Community Grant Applications	31 August 2019 (multi-yr) 30 November 2019 (one-time)
2	Deadline for Receiving 2019 Reporting from Grant Recipients	30 November 2019
3	Grant Evaluation Committee meetings & preparation of recommendations to Finance & LR Committee	2 meetings - 2nd/3rd week in January 2020
4	Grant Recommendations Report to Finance Committee	beginning February 2020
5	Final Council approval of 2020 Grants	end of February 2020