

Financial Planning & Operations

Typical Year Timeline

*Plant transfer journals are processed as needed throughout the year.
BSE position tracking module is updated monthly.*

Jul

- Fiscal year-end close activities, including BSFF year-end true-up
- Faculty appointment letters
- Quarterly UCSF Health new faculty backstop requests
- Clinical funds flow rate calculations prospectively for new fiscal year and prior year true-up

Aug

- Opening year financial activities
- UCOP malpractice FTEE worksheet due
- Regents' endowment payout distributions
- ZSFG budget for next fiscal year begins

Sept

- Deficit resolution business plans worksheet due
- Foundation endowment payout distributions
- ZSFG current year final budget set for allocation

Oct

- UCSF Health agreement true-ups department review
- Quarterly UCSF Health new faculty backstop requests
- Tier 2 margin sharing distribution, if available
- SOM PLUS enhancement discussions

Nov

- UCSF Health agreement true-ups final payments
- ICR allocations
- FSER compensation analysis, if required
- SOM Balanced Scorecard updates

Dec

- UCSF Health budget process kick-off

Jan

- UCSF Health budget volume targets due
- Quarterly UCSF Health new faculty backstop requests
- Unexpended endowment income and gift balance spend down plans due
- BSFF mid-year true-up

Feb

- UCSF Health meetings to review volume targets
- Clinical funds flow rate calculations (budget)
- Recharge proposals due
- Small project balance review and write-off
- SOM budget cycle kickoff

Mar

- UCSF Health staffing requests due
- SOM Dean's program support requests due
- SOM Faculty Recruitment table due
- ZSFG preliminary budgets due

Apr

- Quarterly UCSF Health new faculty backstop requests
- SOM budget meetings with the Dean
- Renewals: faculty, staff & NFAs
- Comp plan modifications due
- IFM Education annual review

May

- SOM budget meetings with the Dean
- SOM budget presented to Chancellor
- Faculty renewals

Jun

- SOM budget meetings with the Dean
- Notification of Dean's program support request decisions
- Fiscal year-end close activities