



## Reinvestment Waiver Process: Timeline

*(Calendar year 2020)*

DATE	ACTIVITY
Mid-June	Dean's Office disseminates lists of budgets that may exceed policy limits, with a July 31 deadline for departments to submit via the online webform
July 31	<b>Deadline for Departments</b> to submit waiver request spreadsheets via online webform
Aug 4	Dean's Office collates all waiver request spreadsheets by division and forwards to Divisional Deans
Sep 4	<b>Deadline for Divisional Deans</b> to note approval
Sep 25	Advancement Services will submit reinvestment JV, transferring funds from operating accounts to suspense
Mid-Nov	Advancement Services checks 10/1 Treasury Report to ensure reinvestment requests have been correctly processed