

DATE: February 24, 2009

FROM: Ken McCollum
SR Director Budget Division

RE: FY 2009 Estimate of Departmental Revenue

Each school, college, and unit will need to project total estimated revenue amounts for Departmental sales and services accounts. Budget amendments should be submitted to reflect the total projected amount for the current fiscal year. Budget amendments for the current fiscal year are due to the University Budget Office by March 13th, 2009.