

AREA AGENCY ON AGING OF DANE COUNTY

County Budget Timeline (with AAA staff suggested edits)

1. January-early February-AAA staff summarizes quarterly and monthly reports submitted by Focal Points throughout previous year to provide data for determining AAA budget priorities for the coming year. Send summary to Focal Point Directors and selected members of the Legislative/Advocacy Committee (Esther and Tom). (This is a new request for AAA staff. The Nutrition Workgroup, comprised of Committee Members, Focal Point Directors, Board, and AAA Staff, will be meeting in early January and February to review Nutrition Data and make recommendations to the Nutrition Committee regarding the nutrition formula and funding needs at their February meeting.)
2. February-Focal Point Directors and selected members of the Legislative/Advocacy Committee (Esther and Tom) meet with AAA staff (Cheryl and Angela) to discuss priorities and process for finalizing priorities. (Including Esther & Tom is a new request. Nutrition Committee meets in late February to discuss formula and funding priorities for 2018 as recommended by the Workgroup with preliminary draft of funding priorities made known to the Legislative Advocacy Committee for their draft of funding priorities.
3. March-Focal Point Directors work with AAA staff to develop priorities and submit them to the full Legislative/Advocacy Committee.
4. April-Legislative/Advocacy Committee meets to vote on priorities to be submitted to AAA Board for approval. Any changes can be made immediately following this meeting. (What does this last sentence mean? Nutrition Committee makes final funding priorities decisions and recommends these to the AAA Board)
5. May-AAA Board meets and approves budget priorities. (It's not final as it will likely change when the proposed DCDHS budget is released in August/September)
6. June-July selected members of the Legislative/Advocacy Committee (Esther and Tom) meet with DCDHS Director (Lynn Green) to make priorities known.
7. Late August- AAA staff advise the Legislative/Advocacy Committee which, if any, priorities were resolved with department, state, and federal funding. Any priorities so resolved will be removed from the list reducing the number of priorities for the AAA budget. (This will not be known until Lynn Green releases the DCDHS budget at the end of August)
8. Early September-Final budget priorities are updated. selected members of the Legislative/Advocacy Committee members (Esther and Tom) meet with Focal Point Directors and AAA staff to discuss budget strategies.

9. Early September- selected members of the Legislative/Advocacy Committee (Esther, Tom, and Jill) meet with County Executive and/or staff to request AAA budget priorities in his/her budget proposal.
10. September-DCDHS Director presents proposed department budget at a public hearing; AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to attend this hearing and the County Executive's public hearings to testify or register in support of senior adult programs and services.
11. October 1-County Executive submits County budget proposal to the County Board of Supervisors.
12. October- selected members of the Legislative/Advocacy Committee (Esther, Tom, and Jill) meet with Health and Human Needs Committee Chair regarding budget priorities. Focal Point Directors, staff, volunteers, clients, and participants are encouraged to attend the H&HN Committee public meetings to testify or register in support of senior adult programs and services. AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to contact their County Board members on H&HN Committee in support of the AAA budget priorities/amendments.
13. November (October?)-Repeat process with Personnel and Finance Committee (P&F). AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to contact their County Board members on P&F Committee in support of the AAA budget priorities/amendments.
14. Mid-November-AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to contact all County Board members urging support of the AAA budget priorities/amendments as approved by P&F Committee. AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to attend the County Board's Public Budget Hearing urging support of the AAA budget priorities/amendments. They are also encouraged to contact all County Board members to request support.
15. End of November-County Board votes to approve and County Executive signs the budget. AAA Board/Committee members and Focal Point Directors, staff, volunteers, clients, and participants are encouraged to send letters (email) thanking DCDHS Director, County Executive, and County Board Supervisors for their support of the AAA budget priorities.