

INSTRUCTIONALLY RELATED ACTIVITIES (IRA) COMMITTEE

2021-2022 BUDGET APPLICATION TIMELINE

Tuesday, December 1, 2020

At this meeting, the Committee **established the application's scoring rubric** that will be input into InfoReady and discussed the review process

Monday, January 11, 2021 at 8am

- IRA Budget **Applications will be distributed** electronically via [InfoReady](#) and posted on A.S. website.

Sunday, February 28, 2021 at midnight

- Completed **applications will be due** via InfoReady and on the accompanying Budget Tab
- For IRA Committee members, submitted budget applications will be visible and able to be scored via InfoReady
 - Committee members can also input questions during review which will inform the committee's hearings
- Submitted budget application materials will be downloaded as PDFs to be uploaded into the IRA shared drive and posted to the A.S. website

Week of March 22 - 26, 2021

- At this meeting we will **decide which programs we have additional questions of** and who to invite to our next meetings to answer these questions.

First week of April, 2021 (Questions Part 1)

- This meeting will include any **programs that were requested to come in for questions**. We generally schedule about five minutes for each program and give them a time certain to appear. We won't begin budget deliberations until we have met with the invited programs.

Second week of April, 2021 (Questions Part 2)

- This meeting will include any **programs that were requested to come in for questions**. We generally schedule about ten to fifteen minutes for each program and give them a time certain to appear. We won't begin budget deliberations until we have met with the invited programs.
- **Begin budget discussion**. Chair and Executive Director of A.S. will have prepared a DRAFT Budget for Committee to begin discussion from.

Third week of April, 2021

- **Continued budget discussion**, if needed.
- **Final decision made by committee** regarding recommended 2021-2022 IRA Budget.

Fourth week of April, 2021

- The Committee will reflect on the Budget process and discuss recommendations for the budgetary process in 2021-22.
- The recommended budget and recommendations will be forwarded to President Jackson **by April 30, 2021** for review and approval.