USACE BUDGET/ MANPOWER CYCLE
MAJOR EVENTS

ACTION OFFICE	EVENT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
	MILITARY APPROPRIATIONS (except as noted):												
RMB/RMU	Receive DA PBG (Budget and out years)	X			X				X				
RMB/RMU	Analyze and Issue PBG to Program Directors		X			X				X			
MSC	Workload Input to HQ Program Directors								X				
HQPD	Program Directors Workload Estimate for TAA-XX								X				
HQPD	Program Directors Input to Manpower Allocations					X					X		
RMP	Consolidated Command Resource Guidance Published					X						X	
RMU	Issue USACE Manpower Allocations (Civ & Mil)							X				X	
MSC	CEP and Civil Work-Year Usage Plan to HQUSACE	X							X				
RMU	USACE CEP to HQDA		X										
MSC	CEP Update to RMU				X			X			X		
RMU	HQ Approval/Dispproval of MSC CEP/CWUP			X						X			
HQPD	Program Directors Input to POM	X	X										
RMP	POM Submit to HQDA				X								
RMB/RMU	Guidance to MSC/HQ Activities for Mid-year Review						X						
HQPD	Program Directors Mid-Year Review Input						X						
RMB/RMU	Complete Mid-Year Review							X					
RMU	SAMAS Report to HQDA		X										
MSC	CSGPA-1702 Report to HQUSACE	X	X	X	X	X	X	X	X	X	X	X	X
RMU	CSGPA-1702 Report to HQDA		X			X			X			X	
RMU	Command Plan to HQDA					X						X	
RMU	Defense Manpower Report to HQDA							X					
MPRA	Publish Initial DERP Directive	X											
RMB	BCE (OPA) Guidance/Instructions to MSC/HQ Activities						X						
MSC	BCE (OPA) Input to HQUSACE								X				
RMB	BCE (OPA) Submit to HQDA										X		
MSC	Input Manpower Requirements to RMU											X	
HQPD	Input Manpower Requirements to RMU										X		
RMU	Publish ODP to MSC											X	
MSC	TDA Documentation to HQUSACE			X						X			
RMU	USACE TDA Documentation to HQDA			X	X	X				X	X	X	
	MCA APPROPRIATION:												
MSC	DD Form 1391 submitted to HQUSACE for planning yr (BY+3)						X						
MPMC	Review DA Form 1391 submitted by USACE MSC										X		
ABO	Prepare Personnel & Financial Schedules											X	
OSD/OMB	Joint Review of P&F Schedules	X											X
MPMC	Distrib MILCON Appropriation and Publish MILCON Directive	X											

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	OMA APPROPRIATION:												
RMB	CBE/RMU Guidance/Instructions to MSC/HQ Activities							X					
RMB/DIM	Issue ITSB Guid/Instr to MSCs/HQ Activities (BY+5)							X					
MSC	Submit CBE/RMU Input to HQUSACE								X				
HQPD	Program Directors Submit CBE/RMU Input to RMB								X				
MSC	ITSB Input to HQUSACE									X			
DIM	Coordinate ITSB with CBE Submit										X		
DIM	ITSB Submit to ABO (copy provided to RMB)										X		
RMB	CBE/RMU Submit to ABO									X			
RMB	Issue Guidance to MSC/HQ Act. for preparation of Financial Obligation Plan by PE using PBG $ Guidance												X
MSC	Submit OMA Obligation Plan RMB												X
RMB	PY OMA–BRAC Execution Report to ABO		X									X	
RMB	Issue first CRA instructions to MSC/Program Directors											X	
RMB	Initial AFP to MSC	X											
RMB	Year–end Review of MSC/HQ Activities OMA Execution Plan	X											
RMB	Submit Obligation Plan to ABO/DFAS			X									
MSC	Provide year–end closure UFR and CRA requirements to RMB											X	
RMB	Funds Allocation	X			X			X			X		
RMB	Budget Execution Reviews	X	X	X	X	X	X	X	X	X	X	X	X
	RDTE APPROPRIATION:												
RMB/RMU	Receive Budget Guidance/Project Listing from SARDA for Development of CBE				X				X				
HQPD	Program Director Submit CBE to RMB/RMU						X						
RMB	Issue CBE Guidance/Instructions to Labs								X	X			
MSC	Submit CBE Input to HQUSACE								X				
RMB/RMU	CBE Submit to COA										X	X	X
RMB	Issue Guidance/Instructions for Budget Support Info to Labs & HQ Activities									X		X	
MSC	Input Budget Support Info in Increments to HQUSACE	X											X
RMB	Issue CRA guidance to MSC												X
MSC	Provide CRA requirements to RMB												X
MSC	Prepare and Submit Budget Support Materials in Increments to SARDA	X	X										X

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	WILDLIFE CONSERVATION:												
RMB	Issue Guidance/ Instructions to MACOMS						X						
MACOM	Submit Budget to RMB										X		
RMB	Submit Budget to OSD												X
RMB	Issue Quarterly Obligation Limitation to MACOMs			X				X		X			X
	FOREIGN MILITARY SALES:												
MSC	Prepare FY XX Obligation Plan	X											
RMB/RMU	Request HQ & MSC Input for FMS Admin Budget							X					
HQ/MSC	Submit Input to RMB/RMU for FMS Admin Budget									X			
RMB/RMU	Submit FMS Admin. Budget to DSAA									X			
RMB	Prepare Reclama if Necessary (Jul–Sep)										X		
RMB	Distribute Funding Allocations to MSC	X											
RMB/MP	Mid year review with ABO						X						
RMP/MPMD	Submit FY XX Obligation Plan to DSAA		X										
	BRAC APPROPRIATIONS												
MPMB	Request BRAC & NEPA Support Funds from HQDA	X											
MPMB	Provide Input on BRAC Execution Plan to HQDA									X	X		
MBMB	Request BRAC Execution Funding from HQDA												X
MPMB	Receive BRAC Execution Funds from HQDA	X											
	CENTRALIZED ACTIVITIES												
RMB	Request HQ Activities Input for BY Centralized Activities		X										
HQPD	Provide Input on BY to RMB			X									
RMB	Evaluate BY Centralized Activities Input				X								
RMB	Provide BY Centralized Activities as part of the annual submission of the President's Budget to Congress					X							
RMB	Notify MSC of Apprvl and $ Amount of BY Centralized Acct							X					
RMB	Prepare and Forward PY Centralized Activities Bill to Field			X									

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	CIVIL APPROPRIATIONS:												
RMB/CWB	Receive OMB Circular A-11 (Budget Preparation Guidance)										X		
RMB/RMU	Issue Guid/Instruct to FOA and HQ Activities for CAB and RMU Personnel and other OMB Exhibits									X			
MSC	Submit Initial RMB-15 and CAB Report											X	
RMB/CWB/RMU	Submit Initial CW Budget to OMB for PY, CY, BY & BY+1	X											
RMB/CWB/RMU	Receive & Analyze OMB Passback		X										
RMB/CWB	Receive Dollar Guidance from OMB			X									
MSC	Submit Final CAB Report to RMB	X											
MSC	Submit Final RMU-15 Report to RMU		X										
RMB/RMU	Revise Budget/Manpower Schedules to OMB			X									
RMB/CWB	Budget Justification to Congress					X							
CWB/MSC	Budget Hearings before Congress					X	X						
MSC	Submit Apportionment Requirements to HQUSACE											X	
RMB	Submit Apportionment Request to OMB											X	
RMB	Receive & Distribute Initial Apportionment from OMB												X
RMB	Receive Warrants from Treasury	X											
RMB/CWB	Issue Initial Work Allowances & FADs to MSC	X											
MSC	SF 113G FTE Report to RMU(15th of the month following exec)	X	X	X	X	X	X	X	X	X	X	X	X
RMU	SF 113G FTE Report to OPM(25th of the month following exec)	X	X	X	X	X	X	X	X	X	X	X	X
RMU	Disribute BY SF 113G (Feeder) Report Schedule to MSC											X	
DIM	Issue Data on Acquisition, Operation and use of Information Technology Guid/Instruct to CMDs/HQ Activities (BY+5)										X		
MSC	ITS Input to HQUSACE											X	
DIM	Submit ITS Input to OMB												X
MSC	Submit Current-year PRIP Request						X						
MSC	Submit PRIP Major Item New Start Request (BY+1)							X					
MSC	Submit PRIP Vehicle Request							X					
LDT	Review/Allocate PRIP Vehicles											X	
MSC	Update PRIP Major Items									X			
CWOMB	Approve PRIP Buys and Notify MSC												X
CWOMB	Submit BY PRIP Package, part of President's Budget to Cngrss					X							
MSC	CWUP for BY to HQUSACE												X