Capital Planning Process Calendar
FY 2028 Capital Budget

Updated: October 26, 2026
* To request a working session, please email cp-help@cornell.edu
**Dates are subject to change based on business process deadlines.

DATE	DESCRIPTION
August 14	**3PG Templates Distributed to Colleges and Units**
Middle August – Early October (TBS)	**3PG Meetings**
September 14	Longview Capital Budgeting Refresher Training *(Zoom)*
September 16	Longview Capital Budgeting Refresher Training *(Zoom)*
September 22	Longview Capital Budgeting New User Training *(in person)*
October 5	**Longview Capital Planning Tool Open**
October 5-23	Longview Capital Working Sessions with Colleges/Units *(On request, scheduled via Zoom)**
October 23	**Longview Capital Planning Tool Closed**
October 28	**Space Fee Request Template Submission**
October 26 - 30	1st round review of capital submissions by DBP
November 2	Initial Draft of Capital Budget due to VP Budget and Planning
November 3 - 6	Round 1 - Review of Capital Budget Submission with Physical Plant Planning Group (3PG)
November 9 - 11	VP Budget and Planning and VP Facilities and Campus Services review high level overview of Capital Budget with Provost and EVP/CFO
November 16-18	Round 2 – Updated Draft of Capital Budget due to VP Budget and Planning
November 30	**Space Fee Request Approval/Denial Notice**
November 30	**Longview Capital Planning Tool Open** *(B&P level project review only with Colleges/Units)*
December 9	CF&PC Materials Dues
December 17	**CF&PC Meeting – Vice Provost of Land Grant Affairs to Present Contract College Update -Vice President of Budget and Planning to Present Capital Budget Preview**
January 8	**Longview Capital Planning Tool Closed**
January 11 - 29	**3PG Capital Updates Meeting**
February 1	Round 3 – Final Draft due to VP Budget and Planning
February 3	CF&PC Materials Due
February 10	CF&PC

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February 26	Trustee Materials Dues
March 8	Trustee Post Date
March 18	Trustee Meeting
May 7	Trustee Materials Due
May 17	Trustee Post Date
May 27	Trustee Meeting
Early July	**FY 28 Capital Budget Report released to Campus for use**