Task	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Distribute Capital Project Request Forms												
Departments submit CIP project request forms to Planning and Budgeting												
Coordination workshop for Planning, Budgeting, Public Works, etc.												
External coordination with agencies (FDOT, MPO, school district, WMD, etc).												
Planning and Budgeting Staff review existing CIE to prioritize projects for new CIP and budget												
Prioritize projects in 5-Year Schedule of Capital Improvements												
Review and Update Existing CIE												
Adopt FDOT and MPO Transportation Capital Improvments by reference												
Budget Hearing for Local Planning Agency												
First Reading of proposed Budget at Local Government public hearing												
Adjustments to Budget by Staff												
Adopt local School District 5-Year District Facilities Work Plan by reference												
Final Budget is adopted at Local Governement public hearing												
Adjustments made to CIE to account for Budget/CIP modifications												
Updated CIE is adopted at a single public hearing												
Adopted CIE is submitted to DCA no later than December 1												