

### **Budget Submission Checklist**

1. Cover Page with original signature of the Superintendent submitted \_\_\_\_\_
2. Budget Exhibits submitted (B-I-A through B-II-A) \_\_\_\_\_
3. Schedule of Millage Rates \_\_\_\_\_
4. Salary Schedules for **all** types and classifications of employees \_\_\_\_\_
5. Budget File uploaded \_\_\_\_\_
6. Completed Desk Review submitted – signed and dated \_\_\_\_\_
7. CNP Verification and Certification \_\_\_\_\_
8. Notification of Intent to Exercise Flexibility \_\_\_\_\_
9. Assignment of Foundation Units \_\_\_\_\_