

### **Budget Submission Checklist**

1. Cover Page with signature of the Superintendent submitted via DocuSign \_\_\_\_\_
2. Budget Exhibits submitted (B-I-A through B-II-A) (email) \_\_\_\_\_
3. Schedule of Millage Rates (email for Original Budgets only) \_\_\_\_\_
4. Salary Schedules for **all** types and classifications of employees (email for Original Budgets only) \_\_\_\_\_
5. Budget File uploaded (critical errors cleared) \_\_\_\_\_
6. Completed Desk Review submitted – signed and dated (email) \_\_\_\_\_
7. Notification of Intent to Exercise Flexibility via DocuSign \_\_\_\_\_
8. Notification of Intent to Exercise Flexibility RAISE ACT via DocuSign \_\_\_\_\_
9. FY 2027 Subcontract List (if LEA negotiated an FY 27 IDC rate) (email for Amendments only) \_\_\_\_\_