



**MONTANA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS**  
**2019 BUDGET BASICS WORKSHOP**  
**8:30 a.m. – 4:00 p.m.**

- MARCH 14 – GREAT FALLS** (Holiday Inn)  
**MARCH 22 – MISSOULA** (Courtyard Marriott)  
**MARCH 27 – MILES CITY** (Sleep Inn & Suites)

This full-day workshop is intended to provide basic information on the General Fund formula using the FY2020 OPI Preliminary General Fund Data Sheets and OPI General Fund Budget worksheet. New this year is a walk through budgeting in the Transportation Fund, and we'll review and discuss the other budgeted funds that a district may use. A review of the various tasks and deadlines coming up during FY2020 "budget season" rounds out the day.

It would be helpful to bring the following information relative to your district(s):

- ✓ FY 2019-2020 Preliminary General Fund Budget Data Sheet (available March 1 from the OPI website)
- ✓ FY2019 Budget Report (click [here](#) to find it on the OPI website)

Also:

- ✓ A laptop with the OPI FY2020 General Fund Budget spreadsheet saved and ready to open and work with

**AGENDA and TOPICS:**

- Registration and Welcome
- Terminology and Concepts
- General Fund Overview
- Transportation Fund
- Other Budgeted Funds
- Budget Timeline and Q&A

