**AEBG Consortia Reporting and Planning**

**\***Note: The new reporting system NOVA has been launched and future reporting and planning for 2017-18 funds will be submitted this new system.

**2017-18 Annual Plan Toolkit**

The 2017-18 planning process will be completed in two phases:

**Phase I:** *Due Aug. 15 in web portal*

  2017-18 Annual Plan Template

  2017-18 General Assurances

**Phase II**: *Due late October/early November in new fiscal system*

   2017-18 Budget Detail and Activities

The planning process will take place in two phases this year as we transition to our new integrated financial and reporting system. The Annual Plan Template requests big-picture information about key accomplishments, challenges and goals for the coming year. Member level activities are not required on the annual plan template. To learn more, watch the [**archive**](https://caladulted.org/Administrators/353) of the June 23 AEBG TAP webinar on the Annual Plan Template.

Budget Detail and Activities will be submitted in the second phase using a new fiscal system that currently is in development. Furthermore, the AEBG Office will be hosting regional training on the policy updates in September to assist with the completion of the Budget Detail and Activities form.