

A guide to the Local Government Budget Process

BUDGET ACTIVITY

- Laying of the Budget before LG Council and Submission of draft Performance Contract to Ministry of Finance, Planning and Economic Development
- Approval of the District Budget
- Submission of Final Performance Contract to Ministry of Finance, Planning and Economic Development

RESPONSIBLE

- CAO
- Local Government Council
- CAO

BUDGET ACTIVITY

- 1st Budget Call Circular, Medium Term Expenditure Framework the Indicative Grant and Budget Requirements issued to Local Governments.
- Local Government Budget Consultative workshops held
- Indicative Planning Figures for Grants issued to Local Governments.

RESPONSIBLE

Ministry of Finance, Planning and Economic Development

BUDGET ACTIVITY

- Draft Departmental Budget Estimates and Annual Work Plans submitted to Budget Desk
- Review of the Budget Estimates and Annual Work plans

RESPONSIBLE

- District Planner
- District Technical Planning Committee and Local Government Executive Committee

BUDGET ACTIVITY

- 1st Local Government Budget Call Circular shared with Heads of Departments and Lower Local Governments
- Local Government Budget Framework Paper and draft Local Government Development Plans submitted to Budget Desk
- LG Planning and Budget Conference held

RESPONSIBLE

- Budget Desk
- Departments and LLGs
- Local Governments

BUDGET ACTIVITY

- Compilation and review of Local Government Budget Framework Paper and Local Government Development Plans
- Submission of the Local Government Budget Framework Paper to Ministry of Finance, Planning and Economic Development and District Councils

RESPONSIBLE

- Budget Desk,
- District Technical Planning Committee
- Local Government
- Executive Committee
- Local Government

BUDGET ACTIVITY

- Discussion of the draft Budget Framework Paper
- Preparation of 2nd LG Budget Call Circular with revised Indicative Planning Figures for Departments and Lower Local Governments

Standing Committees of Council and Ministry of Finance, planning and Economic Development

Budget Desk

