FY17 Quarterly Flash Forecast – Summary of Changes and Budget Improvement Target Plan

**Quarterly Submission Version:** XXXX (ex Q1 Submission)

**DIVISION:** XXXX

**Summary of Changes – All Divisions**

***Leveraging the SmartView Trend and Variance Reports provide variance explanations for material changes to your FY17 Forecast from your FY17 Operating Budget and how it relates to historical trends.***

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**Budget Improvement Target (BIT) Plan – Divisions with BITs in Budget Allocation Letter**

***Provide detailed explanations of actions taken or planned to achieve the Budget Improvement Target included in your Budget Allocation letter. If the plan includes compensation reductions include position titles and numbers. Additional schedules may be attached, if needed.***

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