

## **BUDGET PREPARATION TIMETABLE FOR THE FINANCIAL YEAR 2026/2027**

<b>Line</b>	<b>Deadline</b>	<b>Activity</b>	<b>Expected Output</b>	<b>Action By</b>
1.	28 <sup>th</sup> May 2025	Issuance of the 2026/2027 Budget Timetable	2026/2027 Budget Timetable	PS, Ministry of Finance (MoF)
2.	30 May – 27 June 2025	Priority Areas identified by Government as per Vision 2036, the National Transformation Strategy and National Development Plan and submitted to MoF	Priority Areas	National Planning Commission (NPC), Thematic Working Groups (TWGs) & MoF, Macro Economic and Financial Policy (MEFP).
3.	2 June – 4 July 2025	Preparation of 2026/2027 – 2028/2029 Medium Term Fiscal Framework (MTFF) Aggregate Forecasts of Revenues and Expenditures	2026/2027 to 2028/2029 MTFF Aggregate Forecasts of Revenues and Expenditures	MoF, Research Department
4.	2 June – 11 July 2025	Drafting of 2026/2027 Budget Strategy Paper (BSP)	2026/2027 Draft Budget Strategy Paper	MoF, Macro Economic and Financial Policy (MEFP)
5.	13 June 2025	Issuance of 2026/2027 Zero Based Budgeting (ZBB), Budget Options (BO) and Initial Technical Assessment (ITA) Guidelines	ZBB, BO and ITA Guidelines	MoF, Budget Department (BD)
6.	18 July 2025	Submission of 2026/2027 ZBB bids, BO Initiatives, ITA bids by Ministries, Departments & Agencies (MDAs)	ZBB bids, BO Initiatives and ITA bids.	MDAs
7.	24 July 2025	Budget Youth Pitso	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
8.	28 July – 1 August 2025	Review/assessment of 2026/207 ZBB, BO and ITA submissions from MDAs	Assessment Report	MoF (BD)
9.	4 August – 15 August 2025	Bilateral meetings with MDAs on ZBB, BO and ITA submissions	Reviewed/assessed ITA submissions, ZBB projections & BO initiatives	MoF (BD)
10.	19 August 2025	Budget Pitso for Women	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
11.	27 August 2025	Budget Pitso for Local Authorities	Budget Pitso held with Local Authorities and feedback to inform preliminary 2026/2027 budget proposals	MoF (BD, Public Relations Office (PRO) & MEFP) & Ministry of Local Government and Traditional Affairs (MLGTA)
12.	28 August 2025	Consideration of Cabinet Memorandum on 2026/2027 Budget Priority Areas, 2025 BSP, 2026 -2029 Macro-Fiscal Projections and Indicative Financial Ceilings by	Cab Memo on: i)BSP i)Macro-Fiscal-Projections iii)Indicative Ceilings	Cabinet Business Committee (CBC)

		Cabinet Business Committee		
13.	3 September 2025	Consideration of Cabinet Memorandum on 2026/2027 Budget Priority Areas, 2025 BSP, 2026 -2029 Macro-Fiscal Projections and Financial Ceilings by Cabinet	Cabinet Directive on Indicative Ceilings	Cabinet
	5 September 2025	Budget Pitso for Informal Sector/SMMEs	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
14.	8 September 2025	Issuance of the Budget Call Circular on the 2026 - 2029 MTBF Ceilings	Budget Call Circular on 2026 to 2029 MTBF Ceilings	MoF (BD)
15	12 September 2025	Budget Pitso for General Stakeholders	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
16.	17 September 2025	Budget Pitso for Community of Kanye	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
17.	19 September 2025	Budget Pitso for Community of Palapye	i)Budget Pitso held ii)Stakeholders feedback report	MoF (BD, PRO & MEFP)
18.	26 September 2025	Deadline for submission of Supplementary Estimates requests by MDAs	Requests submitted to MoF	MDAs MoF (BD)
19.	3 October 2025	Submission of 2026/2027 Budget Proposals by TWGs and MDAs (including online)	Draft 2026/2027 Budget Proposals	MDAs
20.	06 – 10 October 2025	Assessment of Draft 2026/2027 Budget Proposals	Draft 2026/2027 Budget Proposals	MoF (BD)
21.	10 October 2025	Issuance of Budget review and Estimate Committee Meetings Timetable to TWGs and MDAs	Budget Review and Estimate Committee Timetables	MoF (BD)
22.	13 – 17 October 2025	Budget Review meetings with TWGs and MDAs	Draft 2026/2027 Budget Report	MoF (BD)
23.	03 – 07 November 2025	Estimates Committee Meetings with TWGs and MDAs	2026/2027 Estimates Committee Report on Budget Proposals	Estimates Committee
24.	12 November 2025	Briefing of Hon. Minister on 2026/2027 Budget Proposals	Hon. Minister apprised on the 2026/2027 Budget Proposals	MoF
25.	20 November 2025	Consideration of the Cabinet Memorandum on 2026/2027 Budget Proposals by Cabinet Business Committee (CBC)	Cabinet Memorandum on the 2026/2027 Budget Proposals	CBC
26.	26 November 2025	Consideration of the Cabinet Memorandum on 2026/2027 Budget Proposals by Cabinet	Cabinet Memorandum on the 2026/2027 Budget Proposals	Cabinet
27.	27 November 2025	Submission of Draft Appropriation Bills, to Attorney General's Chambers	Draft Appropriation Bills	MoF (BD)
28.	27 November 2025	Breakfast Seminar for Members of Parliament on the Budget Strategy Paper and Budget Estimates	i)Budget Strategy Paper & Budget Estimates ii)Stakeholders Feedback Report - Parliament.	MoF (BD, PRO & MEFD) & NPC

29.	28 November 2025	Finalization of Draft Revenue and Expenditure Estimates Books	Draft Estimates Books	MoF (BD)
30.	1 December 2025	Submission to Government Printer: i) Draft Financial Statements, Tables & Estimates from the Consolidated and Development Funds Revenues 2026/2027 ii) 2026/2027 Draft Estimates of Expenditure from the Consolidated and Development Funds	Draft Estimates Books	MoF (BD) & Government Printer
31.	4 December 2025	Consideration of Draft Appropriation (2026/2027) Bill, 2026 & Draft Budget Speech by Cabinet Business Committee	Appropriation (2026/2027) Bill, 2025 & Budget Speech considered by CBC	MoF (BD) & AG's & CBC
32.	8 December 2025	Draft Estimates Book laid in Parliament	Laying of Estimates	Hon. Minister, MoF
33.	10 December 2025	Consideration of Draft Appropriation (2026/2027) Bill, 2026 and Draft Budget Speech for approval by Cabinet	Draft Appropriation (2026/2027) Bill, 2026 & Budget Speech considered and approved by Cabinet	MoF (BD)/AG's Chambers, Cabinet
34.	12 December 2025	Preparation of the Notice and Presentation of the Appropriation (2026/2027) Bill, 2026	Notice and Presentation of Appropriation (2026/2027) Bill, 2026 prepared	MoF (BD) & AG's Chambers
35.	19 December 2025	Notices of Presentation of: i) Appropriation (2026/2027) Bill, 2026 ii) Financial Statements, Tables & Estimates of the Consolidated and Development Funds Revenues 2026/2027	Submission of Notices to Parliament	MoF (BD)
36.	02 February 2026	i) Presentation of Appropriation (2026/2027) Bill, 2026 (First Reading) ii) Tabling of Financial Statements Tables and Estimates of the Consolidated and Development Fund Revenues 2026/27 iii) Second Reading of the Appropriation Bill (Budget Speech)	Budget Speech delivered	Hon. Minister, MoF
37.	05 – 23 February 2026	Debate on Budget Speech (10 days, excluding clear days)	Debate on Budget Speech	Parliament
38.	25 February – 26 March 2026	Committee of Supply (18 days excluding Fridays)	Committee of Supply	Parliament
39.	27 March 2026	Day of Assent – Third Reading of Appropriation (2026/2027) Bill, 2026	Third Reading of Appropriation (2026/27) Bill, 2026	Hon. Minister, MoF
40.	27 March 2026	Signing of Appropriation Act	Appropriation (2026/2027) Act, 2026	HE, the President of the Republic of Botswana
41.	27 March 2026	Signing of General and Statutory Expenditure Warrants	General and Statutory Warrants	Hon. Minister, MoF
42.	27 March 2026	Signing of Finance Warrants	Finance Warrants	PS, MoF

43.	01 April 2026	Dispatch of 2026/2027 Finance Warrants to Ministries	Finance Warrants	MoF (BD)
44.	01 April 2026	Printing of 2026/2027 Final Estimates Books	Final Estimates Books	MoF (BD)