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THE REPUBLIC OF  
UGANDA

Ministry of Finance, Planning &  
Economic Development  
Plot 2-12, Apollo Kaggwa Road  
P.O. Box 8147  
Kampala  
UGANDA

In any correspondence on  
This subject please quote: No. BPD 86/107/01

8<sup>th</sup> February, 2018

All Local Governments Accounting Officers

**FINALIZATION OF LOCAL GOVERNMENT DETAILED BUDGET  
ESTIMATES AND PERFORMANCE CONTRACTS FOR FY 2018/19  
USING THE PROGRAMME BUDGETING SYSTEM, 19<sup>TH</sup>  
FEBRUARY TO 20<sup>TH</sup> MARCH 2018**

In accordance with the revised budget calendar, all Ministries, Agencies and Local Governments (MALGs) are mandated to submit their detailed Budget Estimates for FY 2018/19 by 15<sup>th</sup> March 2018 to this Ministry.

The second Budget Call Circular for FY 2018/19, will provide you with the Indicative Planning Figures (IPFs) for preparing your detailed Budget Estimates and Performance Contracts for FY 2018/19 using the Programme Budgeting System.

In order to facilitate timely submission of the above mentioned documents, this Ministry has organized a one-day capacity building exercise to enable you prepare and submit your draft Budget estimates for onward presentation to Parliament by 1<sup>st</sup> April 2018 in line with the PFMA, 2015.

This training is intended to enhance your skills alongside your members of the Technical Planning Committee in respect to using PBS to prepare and finalize your Local Government work plans and itemized budgets for FY 2018/19 incorporating the PBB Framework. You are expected to organise at least 6 computers (**preferably laptops**) for this training.

*Mission*

*"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"*

The purpose of this letter therefore, is to inform you of this scheduled training and request you to mobilize members of the Technical Planning Committee to attend this training. The Team Leaders will contact you to confirm the date when your respective Local Government will be trained. Note that the teams should find when your Budgets are already broken down up to item level.



Keith Muhakanizi

**PERMANENT SECRETARY/SECRETARY TO THE TREASURY**

Copy to: The Permanent Secretary, Ministry, of Local Government  
All Resident District Commissioners  
All District Chairpersons  
All Municipal Council Mayors

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**Mission**

*"To formulate sound economic policies, maximize revenue mobilization, ensure efficient allocation and accountability for public resources so as to achieve the most rapid and sustainable economic growth and development"*