

Integrated District Budget Planning Calendar, 2020-21

Date	Campus & District Review / Action	Committee on Budget and Finance Consultation	Board Review / Action
September 2019	Colleges: <ul style="list-style-type: none"> Finalize Spring 2020 Schedule of Classes 		
September	College Budget and Planning Committees convene: <ul style="list-style-type: none"> Review priorities, budget goals for current year and accomplishments from past year 	District Committee on Budget and Finance convenes	
September - October	Colleges: <ul style="list-style-type: none"> Develop program plans and discuss strategies District Office: <ul style="list-style-type: none"> Review external audit reports 		
October – November	College Budget and Planning Committees: <ul style="list-style-type: none"> Develop college budget goals for 2020-21 Review District preliminary resource allocation District Office: <ul style="list-style-type: none"> Faculty Obligation Number due to the State 		
October – December	College Budget and Planning Committees: <ul style="list-style-type: none"> Submit hiring priorities Submit tentative recommendations for 2020-21 that includes number of positions to be funded 	Review budget planning calendar Discuss: <ul style="list-style-type: none"> Budget strategies New resource allocation, if any Budget development process Resource Allocation Model 	
January	2019-20 “P1” First Principal Apportionment:	Review CCFS-320 (FTES Report)	Approve 2020-21 Integrated District Budget Planning Calendar

	<ul style="list-style-type: none"> Chief Financial Officer certifies CCFS-320 (FTES Report) 		Accept 2018-19 external audit reports
January 10	Governor's 2020-21 Budget Proposal		
January – February	<p>College Budget and Planning Committees:</p> <ul style="list-style-type: none"> Review 2019-20 expenditures to date <p>Chancellor's Council:</p> <ul style="list-style-type: none"> Discuss budget strategies and allocations 	<p>Revise budget planning calendar, as appropriate</p> <p>Review and reassess 2020-21 estimates impacted by Governor's Budget Proposal</p> <ul style="list-style-type: none"> Discuss revenue and expenditure implications Inform District Participatory Governance Council 	
January - February	Ongoing State Budget Hearings Legislative Analyst's Office Review of Governor's Proposed Budget		
February	<p>Colleges:</p> <ul style="list-style-type: none"> Finalize Summer 2020 Schedule of Classes <p>2018-19 Recalc Apportionment received from State (final adjustments from prior year)</p>	<p>Review of 2019-20 Mid-Year Budget Report</p> <p>Presentation of Preliminary Resource Allocation Model</p> <p>Review of preliminary 2020-21 assumptions</p>	<p>Review of Governor's Proposed Budget</p> <p>Review of preliminary State and District revenue assumptions and implications</p> <p>Review of District expenditure plans and implications</p> <p>Discuss budget priorities</p> <p>Discuss program and operational priorities</p> <p>Acceptance of 2019-20 Mid-Year Budget Report</p>
March	<p>Colleges:</p> <ul style="list-style-type: none"> Finalize Fall 2020 Schedule of Classes 	Review of Board 2020-21 budget priorities and district-wide allocations	
March – April	<p>District Budget Officer:</p> <ul style="list-style-type: none"> Run preliminary position control report for 2020-21 <p>Colleges:</p>		<p>Receive budget updates, as needed</p> <p>Review budget assumptions for 2020-21 Tentative Budget</p>

	<ul style="list-style-type: none"> On-going review of position control Prepare for current year external audit <p>College Budget and Planning Committees:</p> <ul style="list-style-type: none"> Review preliminary 2019-20 ending balance estimates 		Establish Board Goals for 2020-21
March – May	<p>Departments:</p> <ul style="list-style-type: none"> Submit budget requests for 2020-21 to College Budget Committees <p>College Budget Committees:</p> <ul style="list-style-type: none"> Review departmental budget requests for 2020-21 		
April	<p>2019-20 “P2” Second Principal Apportionment:</p> <ul style="list-style-type: none"> Chief Financial Officer certifies CCFS-320 (FTES Report) 	Review CCFS-320 (FTES Report)	
Mid May	Governor’s May Revise		
May	<p>Review of Governor’s May Revise</p> <p>Site tentative budgets completed</p> <p>Work begins on developing final budget</p> <p>District Budget Officer:</p> <ul style="list-style-type: none"> Prepare Fiscal Management Self-Assessment Checklist 	<p>Review of Governor’s May Revise</p> <ul style="list-style-type: none"> Inform District Participatory Governance Council <p>Review Fiscal Management Self-Assessment Checklist</p>	Receive Governor’s May Revise Budget Update
June	<p>District Office:</p> <ul style="list-style-type: none"> Completes 2020-21 Tentative Budget input and document Complete 2020-21 GANN Limit Calculation 	Review of 2020-21 Tentative Budget	<p>Adopt the 2020-21 Tentative Budget</p> <p>Adopt the 2020-21 GANN Limit Calculation</p>
June 30	State Budget Adopted		
June-August	Adjustments to 2020-21 Final Budget	Receive updates to any significant changes from 2020-21 Tentative Budget to 2020-21 Final Budget	

July	2019-20 Annual Principal Apportionment: <ul style="list-style-type: none"> • Chief Financial Officer certifies CCFS-320 (FTES Report) County: <ul style="list-style-type: none"> • Finalizes 2020-21 Assessed Valuation 		
August	Legislative Trailer Bills State Budget Workshop		
August	District Office: <ul style="list-style-type: none"> • Close 2019-20 books • Completes 2020-21 Final Budget input and document 2020-21 Advanced Apportionment received from State		
September		Review CCFS-320 (FTES Report)	Public Hearing and adopt 2020-21 Final Budget