

2019-2020 Budget Planning Timeline

December 2018

- **January 4** – Controller “Authorizes” new fiscal year in Colleague
- **January 31** – Budget Analyst sends salary and fringe benefit data to Vice Presidents of College and Administrative Services and Central Services Budget Managers via Excel spreadsheet
- **February 28** – VP’s of Administrative Services & Central Services Budget Managers return final changes to salary and fringe benefit data to Budget Analyst
- **March 8** – Vice Chancellor of Fiscal Services distributes budget targets
- **March 15** – Budget Analyst imports salary and fringe benefit data into Colleague
- **April 15** – VP’s of Administrative Services & Central Services Budget Managers submit budgets for operational/discretionary expenses (e.g., supplies, services, equipment) to Budget Analyst
- **April 22** – Budget Analyst imports operational/discretionary expenses into Colleague
- **May 21** – Deadline for Board Agenda items
- **June 12** – June Board Meeting – TENTATIVE BUDGET
- **September 11** – September Board Meeting – FINAL BUDGET