

2019-2020 Budget Planning Timeline

February 2020

- **January 4** – Controller “Authorizes” new fiscal year in Colleague
- **February 11** – 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 16** – Budget Analyst imports salary and fringe benefit data into Colleague
- **March 27** – Vice Chancellor of Fiscal Services distributes budget targets
- **April 22** – VP’s of Administrative Services & Central Services Budget Managers submit budgets for operational/discretionary expenses (e.g., supplies, services, equipment) to Budget Analyst
- **April 27** – Budget Analyst imports operational/discretionary expenses into Colleague
- **May 20** – Deadline for Board Agenda items
- **June 10** – June Board Meeting – TENTATIVE BUDGET
- **September 9** – September Board Meeting – FINAL BUDGET