BUDGET DEVELOPEMNT PLANNING CALENDAR

*SCCCD Development* RC Development

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| **JULY*** Classified training (Non-Instructional programs)
 | **JANUARY*** *Governors’ January Budget*
* 2nd Thursday Overall Prioritization determined
* 4th Thursday Overall Prioritization determined
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| **AUGUST*** *2012-13 Final Budget to District*
* Duty Day – Academic Training (Instructional Programs)
* 2013-14 Budget Development Worksheets to Programs to develop requests & complete worksheet
 | **FEBRUARY*** *2013-14 Budget Calendar Approved BOT*
* 2nd Thursday Budget Committee Complete
* *Decision Package Direction & Allocations*
* *2013-14 Allocations to College*
* 4th Wed submit recommendation to College Council
* 4th Thurs response from College Council
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| **SEPTMEBER*** *2012-13 Final Budget Approved by BOT*
* End of 1st week Budget worksheets due to Dept Chairs for review & input. Revisions as determined by program & Dept Chairs
* End of 3rd week Budget worksheets due to Deans for review & input. Revisions as determined by Dept Chairs & Deans
 | **MARCH*** 2nd Wed College Council Approve recommendation to President
* *2013-14 Decision Packages due to District*
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| **OCTOBER*** End of 1st week Budget worksheets due to VPs for review & input. Revisions as determined by Dean & VPs, with input from Dept Chairs
* End of 3rd week Budget worksheets due to Administrative Services to consolidate
* 4th Thursday consolidated worksheets to Budget Committee for verifications & audit of linkages to program review, strategic plan, & college goals
 | **APRIL*** *Submit Tentative Budgets to District*
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| **NOVEMBER*** 2nd Thursday Budget Committee to evaluate overall priorities & rankings
* 4th Thursday Budget Committee to meet with program contact persons – VP/Dean/Dept Chair as required for clarifications
 | **MAY*** *2013-14 Decision Packages approved by BOT*
* *Governors’ May Revise*
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| **DECEMBER**• 2nd Thursday Budget Committee to meet with program contact persons – VP/Dean/Dept Chair as required for clarifications  | **JUNE*** *2013-14 tentative Budget Approved by BOT*
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