

Draft Budget Process

Preliminary Phase

- Jan 12:** Governor Releases Budget
- Jan 14:** Statewide Workshop on Proposed Budget
- Jan 30:** Distribute Initial Position Control Worksheets
- Feb 9:** Prepare DEMC Enrollment Projection
- Feb 9:** Finalize Budget Priorities and Assumptions, Draft Revenue Allocation Model
- Feb 12:** Submit Position Control Worksheets with Adjustments
- Feb 27:** Prepare Personnel Budget Based on Position Control and Expense Summary

Tentative Phase

- Mar 25:** Submit FTES/FTEF Changes
- Mar 27:** Tentative Budget Position Control Worksheets and Revenue Allocation Model
- Apr 27:** Position Control Worksheets w/Adjustments; Sites Load Budget Entries into Banner
- May 4:** Prepare Draft Tentative Budget
- May 8:** Review Draft Tentative Budget
- May 11:** Review Draft Tentative Budget at Senior Leadership Team Meeting
- May 12-Jun 8:** Prepare Tentative Budget Book
- Jun 9:** Mail Tentative Budget to Board
- Jun 16:** Recommend Adoption of Tentative Budget to Board; Adopt Tentative Budget
- Jun 17:** Load Approved Tentative Budget into Banner

Adoption Phase

- Jun 8:** Final Position Control Worksheets
- Jun 17:** Submit FTES/FTEF Changes
- Jun 29:** Submit Final Corrections for Position Control Worksheets
- Jul 6:** Final Revenue Allocation Model
- Aug 3:** Final Adjustments in Banner, Budget Balanced, Finalize Site-Specific Revenue
- Aug 5:** Review Draft Adoption Budget
- Aug 10:** Review Draft Adoption Budget at Senior Leadership Meeting
- Aug 11-Sep 7:** Prepare Adoption Budget Book for Board of Trustees
- Sep 4:** Publish Public Notice in Newspaper
- Sep 8:** Mail Adoption Budget to Board
- Sep 10:** Budget Available for Public Inspection
- Sep 15:** Recommend Adoption to Board; Adopt Budget Adopted
- Sep 16:** Load Adoption Budget into Banner

Post Adoption Phase

Adopted Budget Presented to Shared Governance Committee

Dates subject to change.