

Solano Community College District Budget Development Calendar

January		April		August			
PRELIMINARY BUDGET PHASE	Governor's mid-year update and next year's state budget proposals	Tentative Budget sent to VPs/Deans for review with Budget Managers (4/15)		BUDGET ADOPTION PHASE	Budget Special Meeting during Flex-Cal: Review of Proposed Adoption Budget		
	Governing Board Approval – Non-Resident Tuition Fee	May			CGC Meeting: Review of Proposed Adoption Budget		
	Present state budget and impact on College to College Governance Council (CGC) and Governing Board	Governor's May revise			Present Proposed Adoption Budget to the SP Office		
	February		VPs/Deans transmit budget changes and position corrections/ adjustments to Fiscal Services for Tentative Budget (2nd submission) (5/1)		September		
	Position control worksheets and instructions distributed to Budget Managers (2/15)	CGC meeting: Review of Tentative Budget			Board Study Session: Proposed Adoption Budget		
	Budget Managers transmit position corrections/ adjustments to Fiscal Services (2/28)	Participatory Governance* review special funds such as 3SP, Equity, BSI and/or other grants			Board Business Meeting: Public Hearing and Acceptance of the Proposed Adoption Budget		
	VPs/Deans review restricted and special funds with program Budget Managers and prepare preliminary budget projections	June/July			October		
	Participatory Governance* review special funds such as 3SP, Equity, BSI and/or other grants	Board Study Session: Tentative Budget presented for information			Supplemental activities for categorical funds		
	March		June 15 - Constitutional deadline to pass state budget		November		
	Classified positions finalized, sent to SP Office (3/1)	Board Business Meeting: Tentative Budget adopted by Board			Complete FON report (11/15)		
Divisions provide proposed instructional supplies/ instructional equipment allocations to Fiscal (3/31)	Budget Managers transmit position corrections/ adjustments to Fiscal Services (final submission)		Supplemental activities for categorical funds				
Mandatory expense details out to Fiscal Services (3/31)	Final budget worksheets returned to VPs/Deans for review with Budget Managers		December				
	VPs/Deans submit Final Budgets to Fiscal Services		Faculty Hiring Positions Finalized (12/1)				

*As per Board Policy 2005