

# WORKING DRAFT

## Annual Planning and Budget Development

Annual Planning Process For 2022-2023	Months During 2021-2022	Annual Budget Process For 2022-2023
Board Goals approved	<b>August / September</b>	Final Budget for 2021-2022
<b>Annual plans for next fiscal year</b> - development commences at Chair and Dean levels	<b>October</b>	
<b>Annual plans for next year</b> - department drafts made public and shared for input	<b>November</b>	
<b>Annual plans for next year</b> - final drafts submitted to supervisors for approval; changes may be requested; once approved then received and reviewed by Vice Chancellors	<b>December</b>	
	<b>January</b>	Governor's State Budget Update
	<b>February</b>	<b>Enrollment targets proposed</b>
	<b>March</b>	
<b>Prioritization for next year</b> - divisional u-fund and college-wide categorical recommendations received and decisions communicated <i>-- refer to RRP Handbook for details --</i>	<b>April</b>	<b>Enrollment targets finalized</b> , including sections to be taught and Faculty Obligation Number (FON) Cabinet jointly determines ongoing operational costs including: 1.Full-time salaries and Faculty Obligation Number (FON) 2.Benefits, Utilities, GASB 3.Legal and contract obligations Develop Line Item Budgets May Revise
	<b>May</b>	Tentative budget for Budget Committee review, discussion and recommendation

Prepare and share presentations that summarize activities and accomplishments resulting from prior year's annual allocations.

**June**

Tentative Budget is presented to the Board

**July**

Tentative Budget is rolled into active status (purchasing can begin)

**August**

Final revenue and expenditure adjustments made to budget

Final Budget 1<sup>st</sup> and 2<sup>nd</sup> review