

Peralta Community College District

2013-14 Budget Development Calendar – All funds

<u>Date</u>	<u>Item</u>	<u>Responsible</u>
January 22, 2013	Budget calendar to Board of Trustees for adoption.	Vice Chancellor for Finance and Administration
January 25, 2013	Projected Funds for 2013-14 fiscal year based upon Governor’s budget proposal reviewed with the Planning and Budgeting Council and Chancellor’s Cabinet.	Vice Chancellor for Finance and Administration
February 8, 2013	Projected funds for 2013-14 fiscal year and tentative distribution to campuses.	Vice Chancellor for Finance and Administration.
February 11, 2013	Prior and current year line item budgets, instruction packets, and due dates are distributed to Campus Presidents and Chancellor for distribution to managers with budget responsibility.	Chancellor Finance Office College Presidents
February 11, 2013 – April 19, 2013	Campus budget processes determine priorities, reallocation of funds (within college), and responsibility managers prepare budget forms for submittal to Finance Office.	College Staff
April 19, 2013	Budget reports to establish 2013-14 preliminary budgets are due to District Finance Office.	College Presidents/ Vice Chancellors
May 7, 2013	Chancellor’s Cabinet updated on status of Preliminary Budget. Review, discussion, and recommended adjustments brought forward.	Vice Chancellor for Finance and Administration
May 10, 2013	Preliminary budget is presented to the Planning and Budgeting Council.	Vice Chancellor for Finance and Administration
June 11, 2013	Tentative budget is presented to the Board of Trustees for discussion and review.	Vice Chancellor for Finance and Administration
June 25, 2013	Tentative budget is presented to the Board of Trustees for approval.	Vice Chancellor for Finance and Administration