

## **AP 6200      Budget Preparation**

Reference:            ***Education Code Section 70902(b)(5); Title 5,  
Section 58300, et. seq.; Accreditation Standard III.D***

Date Issued:        December 3, 2008      Reviewed:

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Budget planning supports institutional goals and is linked to strategic plans and other institutional planning efforts.

A budget calendar that includes presentation of the tentative and final budgets shall be developed within the District collegial consultation process. The tentative budget shall be presented no later than July 1 [Title 5, Section 58305(a)], and the final budget no later than September 15 [Title 5, Section 58305(c)]. A public hearing on the budget shall be held on or before September 15 [Title 5, Section 58301]. All dates are subject to change if directed by the California Community Colleges Chancellor's Office.

Two copies of the adopted budget will be submitted to the California Community Colleges Chancellor's Office on or before September 30 [Title 5, Section 58305(d)].

The budget development processes, which initially takes place in the Districtwide Strategic Planning and Budget Council, includes consultation with appropriate groups and ultimately will be recommended to the Chancellor. The Chancellor will make a recommendation to the Governing Board.

The State required 311 Report, including budget data, will be submitted to the California Community Colleges Chancellor's Office.