



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Proposed 2019/2020 Budget Preparation Calendar

January-2019	Jan 7	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
	Jan 10	Governor's proposed budget released
February	Feb 11	Districtwide Strategic Planning & Budget Council meeting (GC/Griffin Gate)
	Feb 21*	Sites issued 2018/19 FTES Forecast (Census 2/11/19 Reports run 3/5/19) <i>*Postponed to March 8</i>
	Feb 28*	Update 2018/19 FTES Targets based on P1 <i>*Postponed to March 18</i>
March	Mar 11	Sites issued 2018/19 Dedicated Income Actuals
	Mar 11	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
	Mar 15	Tentative Budget Payroll Forecast and open positions sent from CBO's to managers for review
	Mar 15	Copy 2018/19 Adoption Budget to 2019/20 S1
	Mar 19	2019/20 Dedicated Income budget due from sites
April	Apr 1	Tentative Budget Payroll Forecast and open positions due from managers to CBO's for review
	Apr 5	Tentative Budget Total Benefit cost estimates from H/R
	Apr 8	Districtwide Strategic Planning & Budget Council meeting (GC Griffin Gate)
	Apr 9	Requested salary and costing allocation changes given to H/R from CBO's
	Apr 15	H/R finishes salary and costing allocation changes. CBO's re-run TB Payroll Forecast
	Apr 19	Districtwide Commitments (IT, P&L Insurance, Sheriff, etc.) and District Services allocation estimated
	Apr 22	Final payroll forecast due to District Services from sites
	Apr 24	Payroll forecast amounts copied to S1
May	May 13	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
	May 7	Tentative Budget IAM and holdings issued to sites
	May 17	Site posting complete for all funds. Restricted Funds Summary due to DS
June	June 3	2019/20 Tentative Budget packet Complete
	June 4	Copy S1 to S2 and WB
	June 10	Districtwide Strategic Planning & Budget Council meeting (GC Griffin Gate)
	June 18	2016/2022 Strategic Planning Workshop 3:30-5:00 (GC/Griffin Gate)
	June 18	Governing Board Regular Meeting - Tentative Budget Presented to Board; Tentative Budget Action Item (GC/Griffin Gate)



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	June 20	Post to Budget Info page on Intranet
	June 20	Adoption Budget Payroll Forecast and open positions to CBOs for review
	June 28	Requested salary changes returned to Payroll / HR from CBO's
July	July 2	First day to enter PRs for 19/20
	July 8	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
	July 24	2019/20 Dedicated Income budget due from sites
	July 25	Final Adoption Budget Payroll Forecast to CBOs
August	Aug 1	2019/20 AB Salaries copied to S2
	Aug 1	Books closed – GF 2018/19 activities closed; GF beginning balances rolled forward
	Aug 1	Adoption Budget Total Health & Welfare cost estimates from H/R
	Aug 7	Districtwide Commitments and District Services allocations estimated
	Aug ??	State Chancellor's Office Budget Workshop – revenue estimates updated
	Aug 12	Districtwide Strategic Planning & Budget Council meeting (GC/Griffin Gate)
	Aug 13	Adoption Budget IAM and holdings issued to sites
	Aug 23	Site posting complete for all funds. Restricted Funds Summary due to DS
	Aug 30	Adoption Budget packet complete
September	Sep 3	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
	Sep 10	Present Adoption Budget to Board at Board meeting (CC/Std. Ctr.)
	Sep 10	Governing Board Regular Meeting – Adoption Budget Action Item (CC/Std. Ctr.)
	Sep 12	Copy S2 to WB
	Sep 12	Post to Budget Info page on Intranet
	Sep 27	Reassigned time due from sites
October	Oct 7	Districtwide Strategic Planning & Budget Council meeting (GC/Griffin Gate)
	TBD	Draft FON Calculation
	Oct 15	2018/2019 Strategic Plan Outcomes – Special Joint Governing Board / DSP&BC Meeting (GC/Griffin Gate)
November	Nov 12	Districtwide Strategic Planning & Budget Council meeting (CC/Std. Ctr.)
December	Dec 2	Districtwide Strategic Planning & Budget Council meeting (GC/Griffin Gate)