

BP 6200 Budget Preparation

Reference:

**Education Code Section 70902(b)(5);
Title 5, Sections 58300 et seq.;
ACCJC Accreditation Standard 3;
WASC/ACS Criterion 8, Indicators 8.1, 8.2, and 8.3**

- 1.0 Each year, the Vice Chancellor, Finance & Facilities or designee shall present to the Board of Trustees a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Board study.
- 2.0 Budget development shall meet the following criteria:
 - 2.1 The annual budget shall support the District's master and educational plans.
 - 2.2 Assumptions upon which the budget is based are presented to the Board of Trustees for review.
 - 2.3 A schedule is provided to the Board of Trustees by October 15 of each year that includes dates for presentation of the tentative budget, required public hearing(s), Board study session(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.
 - 2.4 Changes in the assumptions upon which the budget was based shall be reported to the Board of Trustees in a timely manner.
 - 2.5 Budget projections address long term goals and commitments.

See Administrative Procedure 6200 Budget Preparation; Board Policy 6250, Budget Management; Administrative Procedure 6250, Budget Management; Board Policy 6300 Fiscal Management; Administrative Procedure 6300, Fiscal Management.

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