



**FISCAL SERVICES – BUDGET CALENDAR  
FY2024-2025 BUDGET DEVELOPMENT**

January 10, 2024	Governor 2024-2025 Proposed Budget.
February 2024	Budget Committee review of 2024-2025 Governor’s Proposal and development of recommendations for budget development assumptions
February 27, 2024	Fiscal Services to distribute Departmental Discretionary budget worksheets and provide instruction on how to complete and submit
March 22, 2024	One-time requests due to Budget Office from each VP.
March 2024	Budget Committee discussion of any projected 23-24 surplus or deficit and recommendations for disposition along with priorities for 24-25 budget. VPFAS discussion of 23-24 potential surplus or deficit and 24-25 budget assumptions and priorities with Executive Cabinet
March 22, 2024	Departmental request spreadsheets of Discretionary budget accounts for 2024-25 due to Fiscal Services for input into PeopleSoft
March 22, 2024	Fiscal Services projects salaries with grade/step impacts (including benefits) and fixed non-discretionary costs.
April 2024	Budget Committee provides recommendations for budget assumptions and priorities for the 2024-25 Budget to IEPFSC and on to College Council
April 15, 2024	Designated and Restricted budget development forms due to Budget Office for input into PeopleSoft Financials. Proposed budgets are acceptable. Attach grant letter, if applicable. Departments work with Pai Wang-Smith on budget development for Designated and Restricted.
April 26, 2024	Executive Cabinet and Budget Committee complete review of budget assumptions.
May 1, 2024	Initial feedback regarding budget submissions provided to Executive Cabinet and VPs communicate to their teams.
May 2024	College Council finalizes review of recommended budget assumptions.
May 2024	Budget Committee, College Council, Executive Cabinet Review Governor’s May Revise and adjust assumptions and tentative budget as necessary.
May 29, 2024	All revisions for 24-25 Tentative Budget due to Budget Office.
June 5, 2024	Tentative Budget finalized and printed for Governing Board approval.
June 11, 2024	Tentative Budget presented to Governing Board for approval.
June 30, 2024	State adopts 24-25 Budget.
July 9, 2024	Budget Committee reviews 24-25 State Budget and recommends adjustments to District 24-25 Tentative Budget, if necessary, to VPFAS and Superintendent/President.
August 9, 2024	Superintendent/President determines one-time allocation, if funds are available, and submits to budget. Restricted (final) budgets submitted to Fiscal Services.
August 13, 2024	Budget Committee receives and reviews Projected 23-24 Ending Balance, 24-25 Budget Executive Summary outline draft and Multi-Year Projections and provides feedback to VPFAS and Superintendent/President.
August 14-21, 2024	Executive Cabinet review draft adopted budget.



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August 23, 2024	Adopted Budget final revisions due.
August 30, 2024	Fiscal Services finalizes revisions to Adopted Budget.
Sept. 5, 2024	Proposed Adopted Budget available for Public Inspection.
Sept. 10, 2024	Proposed Adopted Budget presented to Governing Board. Governing Board holds public hearing on proposed Adopted Budget.

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<sup>1</sup> Adjustments will be made based on the May Revision and State Enacted Budget.  
Updated: March 6, 2024