



Planning and Budget Integration Model

Annual Integrated Planning Calendar (aligned to academic year)

2019-20

Month	PGC	PBC	Finance
July	No Meeting		Final changes to District's budget(s) given Adopted State Budget
August	Budget Workshop in the August Summit	Budget Workshop in the August Summit	
September	Review improvement projects' status and results with project sponsors Presentation of final budget prior to Board of Trustees approval	Presentation of final budget prior to Board of Trustees approval	Trend analysis for next FY Update multiyear Fiscal Plan Board of Trustees Approves Final Budget for 2018-19 FY on or before September 15 th
October	Revise district operational targets based on prior year progress and budget projections, including enrollment targets	Budget building overview training Recommend enrollment targets for the following FY	Update current FY allocations from State Chancellor Training / review of budget building with Colleges / DO departments
November	Review Planning and Budget Timeline, Budget Development and PR/APU processes for colleges/community Review Draft ACCJC Response	Review Planning and Budget Timeline, Budget Development and PR/APU processes for colleges/community Review Draft ACCJC Response	Provide overview of Planning and Budget Timeline, Budget Development and PR/APU processes to colleges/community
December	Update from ACCJC Workgroups ACCJC Presentation to the Board of Trustees	Update from ACCJC Workgroups Colleges and District Office divisions submit	Colleges determine and prioritize new faculty hires and submit to PBC

		Program Reviews and Annual Program Updates (APUs)/Resource Requests by January 31, 2019	
January	<p>Combine PBC/PGC meetings & ACCJC workgroup updates</p> <p>Environmental scan / strategic context review. Shared with colleges and PBIM committees</p> <p>Review Governor's January Budget Proposal impacts</p>	<p>Combine PBC/PGC meetings & ACCJC workgroup updates</p> <p>Finance to provide the funding amount for new faculty hires to the PBC.</p> <p>PBC reviews requests for new faculty hires submitted and prioritized by College. Recommendation is forwarded to the PGC. The PGC then recommends to Chancellor allocation of new hiring faculty.</p>	<p>Governor's January Budget Proposal impacts shared with Colleges/ Participatory Governance / Cabinet / Board of Trustees</p> <p>Amend Adopted Budget 2018-19</p> <p>Audit Update</p> <p>Budget development calendar approved by Board of Trustees (AP 6250)</p>
February	<p>Combine PBC/PGC meetings & ACCJC workgroup updates</p> <p>Review January Budget proposal impacts on strategic plan. Review / revise operational priorities.</p> <p>Provide guidance to Chancellor on annual priorities for fiscal year planning and budgeting including new faculty hires</p>	<p>Combine PBC/PGC meetings & ACCJC workgroup updates</p> <p>Colleges and district cost centers prioritize PRs/Resource Requests and submit to PBIM committees by Feb 15th.</p> <p>PBC integrates resource requests and determines budget impacts</p>	<p>Develop Preliminary Budget Assumptions and share with PBC;</p> <p>Consider recommendations with respect to resources for additional classified staffing</p> <p>Conduct community budget forums to provide preview of State budget and PCCD budget development process</p> <p>In accordance with AP6250, the Board provides direction for budget development</p>
March	<p>Combine PBC/PGC meetings & ACCJC workgroup updates; develop first draft</p> <p>Board of Trustees First Read</p> <p>Review / approve policy changes for following FY recommended by PBIM</p>	<p>Combine PBC/PGC meetings & ACCJC workgroup updates; develop first draft</p> <p>Resource Allocation Task Force for Classified Staffing reviews all those PRs/Resource Requests <i>requiring additional classified staffing resources</i>. Forwards recommendations to PBC with respect to prioritization by March 15th</p>	<p>Develop Tentative Budget</p>

	committees based on analysis of program reviews	PBC receives and reviews PR prioritization from PBIM committees and from RATF-CS	
April	Chancellor finalizes ACCJC Report Board of Trustees approval of ACCJC Report Review staff position requests forwarded by PBC and forward recommendations to the Chancellor	PBC forwards integrated recommendations regarding PR resource allocation and funding to PGC Review preliminary budget prior to presentation to Chancellor	Submit preliminary budget and presentation to PCCD Cabinet, PBIM and Board of Trustees Update Multiyear Fiscal Plan Amend Adopted Budget 2018-19
May	Submit ACCJC Financial Plan Report Review/update targets, constraints, and criteria for three-year cycle. Approve integrated improvement plan from PBC. Adopt planning calendar for following FY – submitted to Board for June meeting informational item	PBC recommends planning calendar for following FY to PGC Review impacts of May revise on April preliminary budget	Load next FY position control Governor releases May Revision
June	No meeting		Board of Trustees approves Tentative Budget for 2019-20 on or before July 1 st State Assembly adopts final CA State Budget for 2019-20 no later than June 30

APPENDIX

Acronyms

Accrediting Commission for Community and Junior Colleges (ACCJC)

Administrative Procedure (AP)

Annual Program Update (APU)

District Office (DO)

Fiscal Year (FY)

Participatory Governance Council (PGC)

Peralta Community College District (PCCD)

Planning and Budget Council (PBC)

Planning and Budget Integration Model (PBIM)

Program Review (PR)

Resource Allocation Task Force for Classified Staffing (RATF-CS)