



Origination 09/2004  
Last Approved 07/2024  
Last Revised 07/2024  
Next Review 07/2034

Chapter Lead Jose Torres:  
Chapter 1&2(BOT),3(CC)&6  
Policy Area Chapter 6  
Business & Fiscal Services  
References CCLC |  
Legally Required

## BP 6200 Budget Preparation

Each year, the Chancellor shall present to the Board 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.

Budget development shall meet the following criteria:

- The annual budget shall support SBCCD's Strategic Plan as well as other District and college plans.
- Assumptions upon which the budget is based are presented to the Board for review.
- A budget calendar is provided to the Board for approval each year that includes dates for presentation of the tentative budget, required public hearing(s), Board strategy session(s), and approval of the final budget. At the public hearing, interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.
- Unrestricted general fund reserves shall be no less than the prudent reserve defined by the State Chancellor's Office and board budget priorities.
- Changes in the assumptions upon which the budget was based shall be reported to the Board in a timely manner.
- Budget projections address both long- and short-term goals, commitments, and strategic directions.

## References:

Education Code Section 70902 subdivision(b)(5);  
Title 5 Sections 58300 et seq.;

## Attachments

[!\[\]\(3dfb8d66e81160ad61421a3452093d1b\_img.jpg\) BP 6200 Budget Preparation - Comments](#)

[!\[\]\(99f58673407353e96a019fbca558fd72\_img.jpg\) BP 6200 Budget Preparation - Legal Citations](#)

## Approval Signatures

Step Description	Approver	Date
Approved per Level 2 process in AP 2410	Kelly Goodrich: PPAC Support	07/2024

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