Parameters For Budget Development And Preparation

In preparing the annual budget for the District, the goal is to develop a balanced budget that provides for programs and services that meet the needs of the community served by the Contra Costa Community College District. The budget will be developed within the context of the parameters below.

Parameters

To the extent possible, the budget will:

1. allow the resources sufficient for meeting the needs of the diverse student population of the District;

2. be developed based on achievable ~~full-time equivalent student (FTES)~~ Student-Centered Funding Formula (SCFF) goals that provide for the highest possible level of student access;

3. maintain a minimum emergency fund balance reserve of ~~5%~~ two months (16.67%) of the unrestricted general fund ~~budgeted~~ operating expenditures for the fiscal year: an additional ~~5%~~ 1% minimum ~~contingency Board~~ reserve will also be maintained at each site pursuant to Board Policy 5033;

4. provide sufficient funding to ensure an appropriate number of faculty, classified staff and management personnel to fulfill the mission of the District and its colleges;

5. provide for contractual obligations and fixed costs;

6. cover the current year retiree health benefit expenses and ~~increase~~ restricted reserves for the retiree health benefit liability;

7. include funding for new Districtwide projects based on District goals;

8. adhere to formulae stipulated in Business Procedures;

9. budget and restrict college year-end carryover balances for one-time expenditures only;

10. maintain and improve our colleges in a manner that attracts students and provides an environment that promotes education, including providing

matching funds;

11. include total compensation for all employees which will be in the top one-third of the Bay 10, excluding basic aid districts, only if the District can afford it;

12. reflect improvement in productivity at all levels; and

13. be developed within a multi-year plan.

Adopted 9/18/07

Revised 06/22/10, 00/00/26

Related Procedure:
Business Procedure 18.01