




FY 17/18 Tentative Budget


May 17, 2017

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Overview

- **Budget development process**
 - **Funding allocated to Cañada through the SMCCCD Resource Allocation Model**
 - **Unrestricted base allocation**
 - **International student revenue**
 - **Proposition 30**
 - **FY 17/18 tentative college budget for unrestricted funds**
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Unrestricted Funds (Fund 1)


- **What does “unrestricted funds” mean?**
 - **Unrestricted funds are used to account for resources available for the general purposes of district/college operations and support of its educational programs (Budget and Accounting Manual)**
 - **Our primary source of unrestricted funds is our Site Allocation**
 - **Site allocation determined through the District Resource Allocation Model**
 - **Other sources of unrestricted funds include indirect costs and contract revenue**
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General fund revenue sources


- **Property tax – San Mateo County**
- **Redevelopment funds**
- **Student fees**
- **Non resident student fees**




Budget Development Calendar

- **January: Governor's proposed budget**
 - **May: Revised Governor's budget ('May revise')**
 - **June: District tentative budget (adopted by BOT)**
 - **June: State budget signed**
 - **July: College budget enacted**
 - **September 15: District final budget (adopted by BOT)**
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Budget Development Process

- **Timeline (January – May)**
 - **Review of budget assumptions**
 - FTES projections
 - FTEF available vs need (based on productivity goals)
 - COLA, column and step increases
 - Funding changes (Prop 30, innovation funding)
 - **Review of permanent employees (position control)**
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Budget Development Process

- **Review of current and prior year Adopted Budget and Expenditures**
 - **Meetings with budget administrators to review department/division budgets**
 - **Verify regular positions**
 - **Confirm hourly employee needs**
 - **Review discretionary budget needs**
 - **Make changes, revise department/division budgets and positions**
 - **Aggregate department and division budgets to create the college tentative budget**
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Budget Development by Semester

Fall

- College finalizes spring class schedule
- Review priorities, budget goals for current year and accomplishments from past year
- Develop college budget goals
- Review District resource allocation
- Faculty Obligation Number report due to the State
- Submit hiring priorities to District
- Committees submit tentative recommendation for 2016-17 that includes number of positions to be funded

Spring

- Discussions of budget strategies and allocations
- Governor's budget proposal and May revise
- State budget hearings
- College finalizes summer and fall class schedules
- Departments submit budget requests for 2016-17 to College Budget Committees
- College Budget committees review requests
- Run preliminary position control worksheets for 2016-17 Colleges ongoing review of position control

Budget Development by Semester

Spring

- Preliminary current year 2015-16 ending balance estimates
- Colleges prepare for current year external audit
- Review of Governor's May Revise
- Site Tentative Budgets completed. Work resumes developing final budget after tentative budget is loaded
- District Office completes budget input and prepares Tentative Budget document
- Final adjustments to budget are made

Summer

- Current FY books are closed
- College budgets are loaded
- District office complete budget input and prepares final budget document
- Legislative trailer bills are finalized
- Board of Trustees adopts final budget (September)

Tentative College Budget

Cañada College 2017-2018 Tentative Budget Summary
DRAFT #1 : As of 05/17/17

	Budget	% Change from FY 16/17
Regular Employees (salaries & benefits)	\$ 19,251,155	+8 %
Hourly Salaries	\$ 4,360,079	-18%
Discretionary*	\$ 1,317,158	+36%
Total Expenses	\$ 24,928,393	+5%
Total Revenue**	\$ 24,032,822	+5%
Balance (Shortage)	\$ (895,571)	


*Includes inter-fund transfers for programs (e.g., health services, middle college, Spark Point)

**Revenue = Site allocation (Fund 1 general funds) and Prop 30 funds

FY 17/18 Hourly Faculty Budget

Hourly Faculty Budget, FY 17/18			
FTES	Efficiency	Amount	Additional Cost
3,852	525	\$3,197,162	\$ -
	520	\$3,266,051	\$68,889
	515	\$3,336,278	\$139,116
	510	\$3,407,882	\$210,720
	500	\$3,555,386	\$358,224
	490	\$3,708,911	\$511,749
	487	\$3,756,198	\$559,036
	485	\$3,788,047	\$590,885

Factors Influencing 17/18 College Budget

- **County property tax increases**
 - YTD increase = 6.61%
 - 15/16 increase = 7.61%
 - 14/15 increase = 7.73%
 - **Declining FTES**
 - Prop 30, lottery, categorical funds negatively impacted
 - **Rising personnel costs**
 - COLA, PERS, STRS, minimum wage increases, additional step and LSI
 - **Accreditation**
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Next Steps

Balance tentative budget:

1. Confirm budget inputs and revise as necessary
2. Identify opportunities to leverage our Fund 3 sources
3. Estimate carry forward balance
4. Reduce hourly salaries (Short-term employees, hourly faculty, student workers)

Important:

- A shortfall is not the same as a budget deficit. The budget will be balanced using the methods above.
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Next Steps

- **Submit tentative budget to District 5/19/17**
 - **May – June:**
 - **Governor’s May revise**
 - Review budget implications and adjust college budget
 - **Balance college tentative budget (end of May)**
 - **Continue work towards developing final budget**
 - **June – August:**
 - **Identify budget inputs based on adopted state budget, county tax assessments, legislative changes)**
 - **Final adjustments made to 17/18 college budget**
 - **Final budget submitted to District**
 - **September:**
 - **Final budget adopted by Board of Trustees**
 - **Presentation of adopted budget (and 17/18 year-end budget) to PBC**
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