DRAFT Timeline for AY 2020-21 Program Planning and Assessment (PPA)
Annual Integrated Planning & Budgeting Process

Dates shown are DEADLINES

Fall 2020

SEPTEMBER
9/11/20: **Programs/services/offices** submit PPA budget requests for activities to be undertaken in and positions to begin FY 2021-22.
9/15/20: **Governing board** approves the FY 2020-21 budget.
9/21/20: **Deans/Directors** submit prioritized budget requests for their area to the VP's office.

OCTOBER
10/02/20: **VPs** submit lists of prioritized requests for their division to the CBO
10/15/20: **VPs** hold discussion of prioritized budget requests with their respective governance council.
10/21/20: **CBO** holds discussion of prioritized budget requests for all divisions to College Planning Council for recommendation to Superintendent/President (S/P).
10/26/20: **Full-Time Faculty Hiring Committee** submits recommendations to VPAA/VPSA for full-time faculty positions to begin Fall 2021.

NOVEMBER
11/9/20: **S/P** communicates the list of approved budget requests, including requests for full-time faculty and staff positions, to the College.

DECEMBER
12/7/20: **Controller** releases funds from 2020-21 FY budget for approved budget requests.

Spring 2021

FEBRUARY
2/1/21: **IR Director** distributes academic and non-instructional PPA templates and budget request spreadsheets.

APRIL
4/1/21: **Programs/services/offices** submit assessment reports and draft budget requests for activities to be undertaken in and positions to begin FY 2022-23.
4/15/21: **Deans/Directors** submit assessment reports to the VP's office.
4/29/21: **VPs** hold discussion of assessment reports with their respective governance council.
4/29/21: **VPs** submit assessment reports to IR Director.

MAY
5/5/21: **CBO** presents draft Tentative Budget for FY 2021-22 to College Planning Council for recommendation to S/P.
5/10/21: **IR Director** posts assessment reports to College web pages.