



Southwestern Community College District 2026-2027 Budget and Planning Calendar

Team	Calendar	Date	State Level Activities	Local Budget/Financial Activities
IRP	Planning	October 31, 2025		Level 3 (Academic Program and Administrative Unit) program review assessments and resource requests are due.
January 2026				
	Budget	January 12, 2026	Governor's Proposed Budget for Fiscal Year 2026-2027.	
IRP	Planning	January 16, 2026		Level 2 (Deans and Directors) program review assessments and resource requests are due.
February 2026				
PBC	Budget	February 6, 2026		PBC reviews Budget & Planning Calendar and reviews Governor's proposed budget. Update on funding amount (and sources) for Program Review.
	Budget	February 15, 2026	Quarterly Financial Status Report (311Q) due.	
ELT	Budget	February 17, 2026		ELT Budget Planning Session
	Budget	February 23, 2026		Governing Board approves (informational) the Budget & Planning Calendar.
CMT	Budget	February 26, 2026		CMT Budget Planning Session; Budget Development Overview provided to Budget Managers and Executive Leadership Team.
HR	Budget	February 27, 2026		HR sends APL to Financial Services for <i>Draft</i> Tentative Budget.
March 2026				
	Budget	Week of March 2, 2026		Financial Services staff distributes budget instructions. Budget trainings/workshop are made available.
PBC	Budget	March 6, 2026		VP Academic Affairs presents revenue and enrollment projections at PBC Meeting.
IRP	Planning	March 6, 2026		Level 1 (Vice Presidents and Superintendent/President) program review assessments and resource requests are due; Resource requests are ranked by division for submission to IPRC Prioritization Task Force.
SCC	Budget	March 11, 2026		SCC Meeting, VP BFA communicates Tentative Budget update.
IPRC	Planning	March 11, 2026		Initial estimate of 2026-27 program review funding allocation provided by VP BFA to IPRC.
PBC	Budget	March 20, 2026		Budget Building Session with PBC
	Budget	March 20, 2026		Department budgets due to be submitted to Financial Services.
April 2026				
IRP	Planning	Week of April 6, 2026		IPRC Prioritization Task Force 1st meeting to review resource requests. <i>NOTE</i> : Only non-employee resource requests are prioritized. Faculty hiring requests are addressed in Faculty Hiring Process and non-faculty hiring requests are reviewed by ELT.
SCC	Budget	April 8, 2026		SCC Meeting, VP BFA delivers update on budget process.
	Budget	April 13, 2026		Deadline for submitting purchase requisitions, except for Federal Grants.
IRP	Planning	Week of April 20, 2026		IPRC Prioritization Task Force 2nd meeting to review program review resource requests.
May 2026				
ELT	Planning	May 2026		ELT reviews and ratifies the prioritized resource request list.
PBC	Planning	May 2026		Ratified resource request list presented at PBC.
IRP	Planning	May 4, 2026		IPRC Prioritization Task Force voting completed and prioritized resource requests forwarded to VP BFA for review/development of recommendation to ELT.
	Budget	May 8, 2026	Governor's 2026-2027 May Revision is Release	
SCC	Planning	May 13, 2026		Tentative Budget presented at SCC.
	Budget	May 15, 2026		Financial Services finalizes Tentative Budget and provides budget schedules in Excel format to VP BFA admin.
	Budget	May 15, 2026	Notification to CCCCO of External Auditor hired for Contracted District Audit.	
	Budget	May 15, 2026	Quarterly Financial Status Report (311Q) due.	
PBC	Budget	May 15, 2026		Tentative Budget Presentation review with PBC
June 2026				
ELT	Planning	June 2026		ELT prioritizes requests for hiring non-faculty employees and assigns funding allocations.
	Budget	June 10, 2026	California Legislature adopts 2026-2027 Budget	
GB	Budget	June 15, 2026		Governing Board adopts Tentative Budget.
	Budget	June 16, 2026		Financial Services loads Tentative Budget.



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Team	Calendar	Date	State Level Activities	Local Budget/Financial Activities
	Budget	June 30, 2026		2025-2026 Fiscal Year End
July 2026				
	Budget	July 2026		HR sends <i>updated</i> APL to Financial Services for Adopted Budget.
August 2026				
BFA	Planning	August 2026		VP BFA notifies departments of funding allocations for prioritized resource requests and approved non-faculty employee hiring requests.
		August 15, 2026	Quarterly Financial Status Report (311Q) due.	
	Budget	August 21, 2026		Financial Services closes year-end in Ellucian Colleague.
September 2026				
IRP	Planning	September 2026		Prioritized resource request list publicly posted, identifying which requests have been funded.
	Budget	September 16, 2026		Advertisement - Adoption Budget Public Notice. Public viewing of Budget in Financial Services.
GB	Budget	September 21, 2026		Governing Board approval of Adopted Budget.
	Budget	September 22, 2026		Financial Services staff loads Adopted Budget.
October 2026				
	Budget	October 10, 2026	2025-2026 Annual 311, Gann Limit Report Due	
November 2026				
	Budget	November 1, 2026	FON Report due.	
	Budget	November 15, 2026	Quarterly Financial Status Report (311Q) due.	
December 2026				
Auditor	Budget	December 31, 2026	Contracted District Audit Report Due to CCCC	

- BFA Business & Financial Affairs
- CMT College Management Team
- ELT Executive Leadership Team
- GB Governing Board
- HR Human Resources
- IRP Institutional Research and Planning
- PBC Planning and Budget Committee
- SCC Shared Consultation Council