

2024-25 Resource Allocation Process

Responsible	Steps	Timeline
1. IRP	Holds Nuventive training.	12/8 & 3/14
2. PBC	Reviews the 2024-25 Resource Allocation process and calendar.	3/14
3. IRP	Communicates the 2024-25 Resource Allocation calendar to campus constituents.	3/14
4. Fiscal Services	Sends spreadsheets to Deans/Managers to review their 2024-25 budget.	By 3/18
5. Area VPs	Communicate the 2024-25 Resource Allocation calendar and 2024-25 budgeting process to Deans/Managers.	3/22
6. Deans/Managers	<ul style="list-style-type: none"> Review the 2024-25 spreadsheet from Fiscal Services to identify opportunities to reallocate funding for 2024-25 funding requests. Each division prioritizes funding requests across all programs/offices in the division. <p>Funding requests due in Nuventive. Must include divisional priorities.</p>	By 4/16
7. IRP	Provides funding request reports to each Area VP.	4/17-4/18
9. Area VP	<ul style="list-style-type: none"> With their team, review funding requests prioritized by each division to determine funding requests that will move to the next step in the process. Each VP area proposes up to 5 funding requests that are not eligible to be covered by Area VP budget reallocation. Make a note about funding requests that may be eligible for categorical funds. 	4/19- 5/3
10. PBC	<ul style="list-style-type: none"> PBC identifies funding requests that will move to the next step in the process. To ensure PBC is equipped with the information needed to prioritize funding requests, Areas VPs (or designees) attend the PBC meeting: 1) to summarize priorities for the VP area and 2) to provide clarity regarding the VP area's priority funding requests. 	May & June PBC meetings
11. College Council	Reviews PBC recommendations and determine funding requests that should to the next step in the process.	6/17
12. Executive Cabinet	Reviews College Council recommendations and determines funding requests that are initially approved.	June 2024
15. Superintendent/President	Sends campus-wide communication with final approved funding requests.	June 2024
13. Fiscal Services	Inputs initially approved funding requests into Colleague.	Summer 2024
14. Board of Trustees	Adopts 2024-25 final budget	9/4