

# **ORANGE COUNTY COMMUNITY COLLEGE**

## **OFFICE OF THE COMPTROLLER**

TO: All Department Managers

From: Roslyn Smith

Date: January 31, 2008

Re: 2008-2009 Operating Budget Request

Next year's budget projection reflects a planned increase in tuition, a modest increase in County contribution and no increase in State support. In order to balance the budget and provide for mandated salary and benefit increases, only initiatives approved through the Planning and Budgeting Committee may be funded.

You can now access actual 2006-2007 expenditures through Banner (FGIBDST) as well as actual to date 2007-2008. Please use this data to prepare your request for 2008-2009.

1. A timetable for the budget process
2. Budget instructions
3. The budget forms

Please review the packet and if you have any questions please call me at ext. 4903 or Cynthia Richichi at ext. 4046.

attachments