

California Community Colleges

# Budgeting and Accounting Manual

2024 Edition

DRAFT

In Accordance with Education Code Section 70901 and section 59011 of title 5 of the California Code of Regulations for required use by California Community Colleges.

Prepared under the direction of the College Finance and Facilities Planning Division of the California Community Colleges Chancellor's Office with the cooperation of the Association of Chief Business Officials Board.

(Leave Blank for Publishing Information)

---

## Preface

---

This revision of the Budget and Accounting Manual, *tentatively* effective September 2024 presents primarily technical changes to update and improve the accounting procedures of the California Community Colleges. No new program, nor increased level of district effort is mandated by this revision. Our goal continues to be to make those changes necessary to achieve greater conformance with generally accepted governmental accounting principles, promote greater consistency and validity of reported financial data, and make the manual more useful for all users.

There will always be accounting issues that need to be addressed. Therefore, it is expected that this manual will be periodically revised and updated.

Sonya Christian, PhD; Chancellor

Daisy Gonzales, PhD; Deputy Director

Lizette Navarette, EdD; Executive Vice Chancellor for the Institutional Supports and Success Office

Wrenna Finche, CPA; Vice Chancellor of College Finance and Facilities

---

## Acknowledgements

---

The following individuals served on the Fiscal Standards and Accountability Committee of the Association of Chief Business Officials (ACBO) Board and were responsible for the review and update of this manual:

### **ACBO Fiscal Standards and Accountability Committee**

Felipe Lopez, Chair

Joe Atherton

Ngoc Chim

Claudette Dain

Russi Egan

Jeanette L. Gordon

Steve Haigler

Adam O'Connor

Raquel Puentes-Griffith

Jamie Ruggles

John Thompson

Kashmira Vyas

### **Chancellor's Office**

Wrenna Finche

Lorena Romero

Rafael Artiga Meza

Avita Hang

Tarissa Hopkins

Erick Ramirez

Jubilee Smallwood

Amanda Voie

Natalie Wagner