## North Orange County Community College District

## **ADMINISTRATIVE PROCEDURES**

Chapter 6
Business and Fiscal Affairs

## AP 6250 Budget Management

## Reference

Title 5 Sections 58305, 58307, and 58308

- 1.0 Total amounts budgeted as the proposed expenditure for each major classification of expenditures shall be the maximum expended for that classification for the academic year, except as specifically authorized by the Board of Trustees.
- 2.0 Transfers may be made from the reserve for contingencies to any expenditure classification by written resolution of the Board of Trustees, and must be approved by a two-thirds vote of the members of the Board.
- 3.0 Transfers may be made between expenditure classifications by written resolution of the Board of Trustees, and may be approved by a majority of the members of the Board.
- 4.0 Excess funds must be added to the general reserve of the District, and are not available for appropriation except by resolution of the Board of Trustees setting forth the need according to major classification.

See Board Policy 6200, Budget Preparation; Administrative Procedure 6200, Budget Preparation; Board Policy 6250, Budget Management; Board Policy 6300, Fiscal Management; and Administrative Procedure 6300 Fiscal Management.

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