

NORTHWEST FLORIDA STATE COLLEGE  
**Policy Number 6Hx17-4.10**

TITLE	BUDGET
REFERENCE	SBR 6A-14.0715; 6A-14.0716
HISTORY	State Board Rule 6A-14.0715, Amended 8/2004 State Board Rule 6A-14.0716, Amended 6/2007 Local Language Added 02/27/91; Revised 09/92

**6A-14.0715 Transfer of Funds.**

Transfer of funds from the debt service fund to other funds is not authorized. Transfer of funds from the unexpended plant fund to other funds is not authorized except when approved by the State Board of Education to return funds temporarily advanced to encumber projects authorized and budgeted to be funded from state allocations of construction funds including proceeds from the sale of bonds in accordance with Article XII, Section 9 (d), Florida Constitution. Such funds shall be returned the same fiscal year the funds against which the advance was made are received.

Specific Authority 1001.02 FS. Law Implemented 1010.02 FS. History - Formerly 6A-8.15, Repromulgated 12-19-74, Amended 12-26-77, 3-8-83, 4-30-85, Formerly 6A-14.715, Amended 8/2004.

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**6A-14.0716 Community College Budgets.** Each fiscal year, each community college shall prepare a budget in such form as prescribed by the State Board of Education for the Current Unrestricted Fund. Two copies of the budget approved by the board of trustees shall be submitted to the

Chancellor, as designee of the Commissioner of Education, by June 30 or on a later date established by the Chancellor. The original or facsimile signature of the president on both copies shall certify board approval.

(1) The Chancellor, as designee of the Commissioner of Education, shall approve the operating budget for each community college after an examination for completeness, correctness, conformity with law and State Board of Education Rules, and preparation according to accepted accounting standards.

Anticipated budgeted revenues shall be reasonable and transfers from general current funds shall not handicap current operations.

A contingency reserve is authorized in the general current fund.

(2) Until a budget is approved, ordinary expenses may be paid at the same monthly rate as budgeted for the preceding year.

(3) Boards of trustees are authorized to amend budgets. Amended budgets are required to be in compliance with laws, rules and accepted educational accounting standards. Boards of Trustees may, by rule, delegate authority for approval of budget amendments except as provided in subparagraphs(3)(b)1.2., of this rule.

(a) Budget amendments approved pursuant to the authority granted in this subsection may reallocate funds between organizational units of a fund and between ledger object and class codes.

(b) The following budget amendments require approval by the Chancellor:

1. Transfer of funds from the Current Unrestricted Fund.

2. Amendments which cause the unencumbered fund balance to be inconsistent with the statutory guidelines specified in Section 1011.84(3)(e) Florida Statutes.

(c) Overdrafts shall not be created in any fund or depository account.

(d) Salary deductions shall be made as required by law or as authorized by the board of trustees and approved in writing by the employee, and shall be remitted promptly.

(4) Each fiscal year, as a part of the official budget, each community college board of trustees shall adopt a capital outlay budget for the capital outlay needs of the college for the entire fiscal year. This budget shall designate the proposed capital outlay expenditures by project for the year and from all fund sources. Separate project accounts shall be kept in the Unexpended Plant Fund for all capital outlay projects.

Specific Authority 1001.02(1)(9),  
1011.30, 1011.01 F.S. Law  
Implemented 1013.61, 1011.84,  
1011.30, 1010.01, 1010.02, 1011.31,  
F.S. History - New 9-30-96, Amended  
8/04, 6/20/07

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### **Local Language**

The President or his designee may reallocate funds within the total budget between organizational units of a fund. The reallocated amounts may not exceed

the approved budget. Transfers as specified in State Board Rule 6A-14.0715 shall require the approval of the Board of Trustees.