



ADMINISTRATIVE OFFICE OF THE COURTS

FINANCE DIVISION

TRIAL COURT FINANCIAL POLICIES AND PROCEDURES MANUAL 7th EDITION

Policy No., FIN 4.01, Budget Development

EXECUTIVE SUMMARY OF UPDATE

POLICY ISSUE(S)

The notable updates to this policy were made to clarify statute and the budget development process.

Significant Revisions

1. Sub-section 6.1.3, Paragraph 3. The technical language related to SAL is eliminated since it is unnecessary in this section.
2. Sub-section 6.2.1, Paragraph 2. The words **“and allocation”** had been added to clarify that the courts have input into both the development and allocation process, however, GC 77001(d) only provides for input into the budget process. Deleted Paragraph 3 related to SAL allocation process because the language was unnecessarily specific, and the procedure is subject to revision by the council each fiscal year. The budget development table, which was part of former Paragraph 4, was eliminated since the process outlined there is overly specific and outdated.
3. Sub-section 6.2.2, Paragraph 2, Budget Planning. Clarified that CRC 10.630(c)(9) requires courts to prepare a strategic plan and what the plan must address.
4. Sub-section 6.3.1, Item c, Component. The word “fund” was changed to **“expenditures”**, which is more accurate, under both Component and Task.
5. Section 6.4. Change from “Baseline Budget Development” to **“Budget Development”**, which is more accurate, and made other nomenclature clarifications.