



Awards for Excellence

IN GOVERNMENT FINANCE

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Government Finance Officers Association's (GFOA) Awards for Excellence in Government Finance recognize innovative programs and contributions to the practice of government finance that exemplify outstanding financial management. The awards stress practical, documented work that offers leadership to the profession and promotes improved public finance.

College of DuPage

2018 Winner for Exceptionally Well Implemented GFOA Best Practice:

COLLEGE OF DUPAGE BUDGET-IN-BRIEF PUBLICATION

College of DuPage, IL's Budget Office sought to produce a high-level, stand-alone version of its FY2018 Budget that could be easily understood by individuals without a financial background/expertise. The college created its first budget-in-brief (BIB) as a result that achieved this objective. The 12 page BIB is intended to support the college's annual budget as the college's Popular Annual Financial Report does the Comprehensive Annual Financial Report.

The college's strategic long range plan included a goal for "Ensuring compliant and transparent processes that will promote stakeholder confidence and trust." College leaders saw the BIB as a significant step toward achieving that goal. The BIB communicates with stakeholders in a manner that the college's more voluminous and complex formal annual budget cannot. Although College of DuPage has published a budget document each year since its inception in 1967, for many stakeholders, the BIB was the first budget document that could be easily understood. Not only has the institution received significant praise from its governing board as well as its community, the publication of the BIB has also increased trust amongst the College's internal constituency groups, leading to a more productive annual budget development process.

GFOA BEST PRACTICE: Making the Budget Document Easier to Understand

GFOA recommends that governments incorporate the following guidelines to facilitate broader consumption and greater comprehension of the budget document:

- **Organization.** Improving the organization of a budget document lessens redundancy and allows for a better flow of information through a logical sequence
- **Detail.** Excessive detail can be a hindrance to understanding the budget document - limit the number of financial schedules, text, and supplemental data to what is necessary to convey key information
- **Design.** The design of the budget document should be simple and easy to use
- **Consistency.** Make sure that information is presented in a consistent manner
- **Highlights.** A budget-in-brief can be presented as an internal or external feature that highlights major points from the budget document

See <http://gfoa.org/making-budget-document-easier-understand> for more information on this best practice.




Fiscal Year
2018 BUDGET-IN-BRIEF
July 1, 2017 to June 30, 2018

Community College District 502
Counties of DuPage, Cook and Will
and State of Illinois

 College of DuPage