

2015-16 BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT

Instructions

For fiscal reporting period July 1, 2015 - June 30, 2017

Deadline for submission: October 16, 2017

In a single email addressed to:

cguiney@cccco.edu

Please attach both items in the email:

- 1) This Excel spreadsheet -- (**not a pdf**)
- 2) PDF scan of signed certification form

Thank you!

1. All data should be entered on the "Expenditure Worksheet" tab.
2. Allocation data must be the correct and final value. If you are in a multi-college district, you may need to ask your district office for this amount. NOTE: Allocation entries will always be \geq \$90,000. If you do not know what your allocation is, see Note 1, below.
3. Expenditure entries must be supported by documentation. You do not need to submit documentation, but should have it on hand. Estimates should not be entered.
4. A value must be entered into each expenditure cell, even if the value entered is \$0.
5. Automatic calculations are carried out and reported in summary sections below each report section. These are provided to help illuminate expenditure insufficiencies.
6. Partially completed worksheets will be returned for completion.
7. A signed certification form is provided on the tab titled "Certification Form". Certification forms must be signed and scanned into a pdf format.
8. The completed worksheet and signed certification form should be submitted in a single email to:
cguiney@cccco.edu
9. Original signed certification forms should be mailed to:

Chantee Guiney
Chancellor's Office
1102 Q Street, Suite 4400
Sacramento, CA 95811

Note 1: The CCCCO Fiscal Division webpage contains a posting of all BSI allocation data. Click on the link below.

http://extranet.cccco.edu/Portals/1/CFFP/Fiscal_Services/Appport/2015-16/R1/Exhibit_D_2015-16R1Feb.pdf

BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT, 2015-16

Category Definitions

Data Category	Explanation of Expense Category
A	Program, curriculum planning, and development
B	Students assessment
C	Advisement and counseling services
D	Supplemental instruction and tutoring
E	Course articulation / alignment of the curriculum
F	Instructional materials and equipment
G.1	Coordination
G.2	Research
G.3	Professional development

Note 1:

It is essential to distinguish between disparate interpretations of the word "support" in relation to basic skills activities. BSI funds cannot be used to support the costs of a non-basic skills course; however, they can be used to support basic skills deficiencies for basic skills students, regardless of the course in which these deficiencies manifest.

Note 2:

For example, suppose a student who is one level below in mathematics never the less takes a for-credit, transferrable, degree-applicable algebra course. Basic Skills funds could not be used to support the cost of a non-basic skills course; however, BSI funds could be used to support tutoring for the basic skills student related to those aspects of the algebra course that correspond to their basic skills deficiency. These funds could also be used to provide basic skills professional development training for the instructor.

BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT, 2015-16

Report Due Date: October 16, 2017 (see CCCCCO submittal guidelines on "Instructions" tab)

<i>Chabot-Las Positas CCD</i>		
<i>Las Positas College</i>		
2015-16 BSI Allocation 	\$90,000	
Actual Expenditures		
Please report actual 2015-16 Basic Skills Initiative allocation expenditures by expense category, as defined on worksheet tab "2 - Category Definitions"		
FY 2015-16 BSI Expenditures July 01, 2015 to June 30, 2017		
Category A - Program, Curriculum Planning, and Development	\$0	
Category B - Students Assessment	\$0	
Category C - Advisement and Counseling Services	\$0	
Category D - Supplemental Instruction and Tutoring	\$48,601	
Category E - Course Articulation/Alignment of the Curriculum	\$0	
Category F - Instructional Materials and Equipment	\$7,212	
Category G1 - Coordination	\$32,349	
Category G2 - Research	\$682	
Category G3 - Professional Development	\$1,157	
	\$90,000	<== Total 2015-16 Expenditures (Calculated Automatically)
	0.0%	<== Percent Not Yet Expended (Calculated Automatically)

College	Noncredit Center	Allocation	Allocation Generated By College	Allocation Generated By Noncredit Center
FULLERTON	NORTH ORANGE ADULT	\$565,209	\$294,944	\$270,265
SAN DIEGO CITY	SAN DIEGO ADULT	\$470,599	\$159,942	\$310,657
SAN FRANCISCO	SAN FRANCISCO CTRS	\$598,815	\$117,551	\$481,264
SANTA BARBARA	SANTA BARBARA CONT	\$205,314	\$145,498	\$59,816



2015-16 BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT

STATE OF CALIFORNIA

ELOY ORTIZ OAKLEY, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Certification:

By signing and submitting this certification form to the Chancellor's Office, we, the undersigned, hereby certify that the data reported in the 2015-16 Basic Skills Initiative expenditure report are true and accurate.

College

District

Signature, Chief Executive Officer

Printed Name

Date signed

Signature, Academic Senate President

Printed Name

Date signed

Signature, Chief Business Officer

Printed Name

Date signed

Due Date: October 16, 2017 (see submittal guidelines on "Instructions" tab)



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STATE OF CALIFORNIA

ELOY ORTIZ OAKLEY, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Certification:

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Las Positas College
College

Chabot-Las Positas Community College District
District

Xoana Lopez
Signature, Chief Executive Officer

Roanna Bennie
Printed Name

10-3-17
Date signed

Muriel
Signature, Academic Senate President

Melissa Korber
Printed Name

9/20/2017
Date signed

Juan
Signature, Chief Business Officer
Juan's match Banner 9/20/17.

DIANE BRADY
Printed Name

10-2-17
Date signed

Due Date: October 16, 2017 (see submittal guidelines on "Instructions" tab)

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Report Due Date: October 16, 2017 (see CCCCO submittal guidelines on "Instructions" tab)

<i>Chabot-Las Positas CCD</i>	
<i>Las Positas College</i>	
2015-16 BSI Allocation →	\$90,000

Actual Expenditures

Please report actual 2015-16 Basic Skills Initiative allocation expenditures by expense category, as defined on worksheet tab "2 - Category Definitions"

FY 2015-16 BSI Expenditures July 01, 2015 to June 30, 2017	
Category A - Program, Curriculum Planning, and Development	\$0
Category B - Students Assessment	\$0
Category C - Advisement and Counseling Services	\$0
Category D - Supplemental Instruction and Tutoring	\$48,601
Category E - Course Articulation/Alignment of the Curriculum	\$0
Category F - Instructional Materials and Equipment	\$7,212
Category G1 - Coordination	\$32,349
Category G2 - Research	\$682
Category G3 - Professional Development	\$1,157
	\$90,000
	0.0%

<== Total 2015-16 Expenditures (Calculated Automatically)

<== Percent Not Yet Expended (Calculated Automatically)