

# AEBG Consortium Fiscal Reporting 49 San Francisco Adult Education Consortium

2018-19 Fiscal Year

## Certification

### Certification Authority

Alina Varona  
Associate Dean

Quarter 1 Status    Quarter 2 Status    Quarter 3 Status    Quarter 4 Status  
**Certified        Uncertified    Uncertified    Uncertified**

## Fiscal Report Submittal Status

|   | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
|---|-----------|-----------|-----------|-----------|
| <a href="#">San Francisco CCD</a>                     | ✓         | !         | !         | !         |
| <a href="#">San Francisco Unified School District</a> | ✓         | !         | !         | !         |

## San Francisco CCD

### San Francisco CCD Q1 Report (7/1 - 9/30)

| Object Code                       | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|-----------------------------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
| 1000 - Instructional Salaries     | \$190,716                      | \$375,000    | 50.86%                     | \$1,500,000    | 12.71%                       | \$1,309,284      |
| 2000 - Non-Instructional Salaries | \$28,080                       | \$112,500    | 24.96%                     | \$450,000      | 6.24%                        | \$421,920        |
| 3000 - Employee Benefits          | \$58,446                       | \$170,625    | 34.25%                     | \$682,500      | 8.56%                        | \$624,054        |
| 4000 - Supplies and Materials     | \$3,053                        | \$30,000     | 10.18%                     | \$150,000      | 2.04%                        | \$146,947        |

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast       | % Expended of YTD Forecast | Project Budget     | % Expended of Overall Budget | Budget Remaining   |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|--------------------|
| 5000 - Other Operating Expenses and Services | \$19,692                       | \$75,000           | 26.26%                     | \$1,500,000        | 1.31%                        | \$1,480,308        |
| 6000 - Capital Outlay                        | \$0                            | \$301,228          | 0%                         | \$1,204,913        | 0%                           | \$1,204,913        |
| 7000 - Other Outgo                           | \$0                            | \$0                | 100%                       | \$0                | 100%                         | \$0                |
| Indirect Costs                               | \$14,999                       | \$68,593           | 21.87%                     | \$274,371          | 5.47%                        | \$259,372          |
| <b>Totals</b>                                | <b>\$314,986</b>               | <b>\$1,132,946</b> | <b>27.8%</b>               | <b>\$5,761,784</b> | <b>5.47%</b>                 | <b>\$5,446,798</b> |

### Corrective Action Plan

A number of significant expenditures did not occur until Q@. We anticipate that expenditures in Q2 will be in alignment with our annual plan.

#### Summary of Activities:

1. Developed and implemented Phase 2 of adult education marketing and outreach plan, with the goal of increasing applications to and enrollments in CCSF ESL, Transitional Studies, and non-credit Career and Technical education programs. 2. Worked with CCSF's new Office of High School Programs, as well as counselors, teachers, and administrators, to deepen partnership programs and smooth transitions for English language learners, students with disabilities, and those with low basic skills. 3. Evaluated the progress of Supported Instruction courses; used data to inform further refinement and expansion of the program. 4. Supported technology upgrades for adult education facilities and classrooms. 5. Collaborated with the San Francisco Office of Economic and Workforce Development to develop and offer professional development to staff of community-based organizations on topics relevant to adult education. 6. Offered Professional Development and Community of Practice meetings to faculty

**Status**  
**Submitted**

### San Francisco CCD Q2 Report (10/1 - 12/31)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
| 1000 - Instructional Salaries                | \$190,716                      | \$750,000    | 25.43%                     | \$1,500,000    | 12.71%                       | \$1,309,284      |
| 2000 - Non-Instructional Salaries            | \$28,080                       | \$225,000    | 12.48%                     | \$450,000      | 6.24%                        | \$421,920        |
| 3000 - Employee Benefits                     | \$58,446                       | \$341,250    | 17.13%                     | \$682,500      | 8.56%                        | \$624,054        |
| 4000 - Supplies and Materials                | \$3,053                        | \$60,000     | 5.09%                      | \$150,000      | 2.04%                        | \$146,947        |
| 5000 - Other Operating Expenses and Services | \$19,692                       | \$300,000    | 6.56%                      | \$1,500,000    | 1.31%                        | \$1,480,308      |

| Object Code           | Year to Date (YTD) Expenditure | YTD Forecast       | % Expended of YTD Forecast | Project Budget     | % Expended of Overall Budget | Budget Remaining   |
|-----------------------|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|--------------------|
| 6000 - Capital Outlay | \$0                            | \$602,457          | 0%                         | \$1,204,913        | 0%                           | \$1,204,913        |
| 7000 - Other Outgo    | \$0                            | \$0                | 100%                       | \$0                | 100%                         | \$0                |
| Indirect Costs        | \$14,999                       | \$137,186          | 10.93%                     | \$274,371          | 5.47%                        | \$259,372          |
| <b>Totals</b>         | <b>\$314,986</b>               | <b>\$2,415,892</b> | <b>13.04%</b>              | <b>\$5,761,784</b> | <b>5.47%</b>                 | <b>\$5,446,798</b> |

**Status**  
**Unsubmitted**

### San Francisco CCD Q3 Report (1/1 - 3/31)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast       | % Expended of YTD Forecast | Project Budget     | % Expended of Overall Budget | Budget Remaining   |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|--------------------|
| 1000 - Instructional Salaries                | \$190,716                      | \$1,125,000        | 16.95%                     | \$1,500,000        | 12.71%                       | \$1,309,284        |
| 2000 - Non-Instructional Salaries            | \$28,080                       | \$337,500          | 8.32%                      | \$450,000          | 6.24%                        | \$421,920          |
| 3000 - Employee Benefits                     | \$58,446                       | \$511,875          | 11.42%                     | \$682,500          | 8.56%                        | \$624,054          |
| 4000 - Supplies and Materials                | \$3,053                        | \$90,000           | 3.39%                      | \$150,000          | 2.04%                        | \$146,947          |
| 5000 - Other Operating Expenses and Services | \$19,692                       | \$900,000          | 2.19%                      | \$1,500,000        | 1.31%                        | \$1,480,308        |
| 6000 - Capital Outlay                        | \$0                            | \$903,685          | 0%                         | \$1,204,913        | 0%                           | \$1,204,913        |
| 7000 - Other Outgo                           | \$0                            | \$0                | 100%                       | \$0                | 100%                         | \$0                |
| Indirect Costs                               | \$14,999                       | \$205,778          | 7.29%                      | \$274,371          | 5.47%                        | \$259,372          |
| <b>Totals</b>                                | <b>\$314,986</b>               | <b>\$4,073,838</b> | <b>7.73%</b>               | <b>\$5,761,784</b> | <b>5.47%</b>                 | <b>\$5,446,798</b> |

**Status**  
**Unsubmitted**

### San Francisco CCD Q4 Report (4/1 - 6/30)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast       | % Expended of YTD Forecast | Project Budget     | % Expended of Overall Budget | Budget Remaining   |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|--------------------|
| 1000 - Instructional Salaries                | \$190,716                      | \$1,500,000        | 12.71%                     | \$1,500,000        | 12.71%                       | \$1,309,284        |
| 2000 - Non-Instructional Salaries            | \$28,080                       | \$450,000          | 6.24%                      | \$450,000          | 6.24%                        | \$421,920          |
| 3000 - Employee Benefits                     | \$58,446                       | \$682,500          | 8.56%                      | \$682,500          | 8.56%                        | \$624,054          |
| 4000 - Supplies and Materials                | \$3,053                        | \$150,000          | 2.04%                      | \$150,000          | 2.04%                        | \$146,947          |
| 5000 - Other Operating Expenses and Services | \$19,692                       | \$1,500,000        | 1.31%                      | \$1,500,000        | 1.31%                        | \$1,480,308        |
| 6000 - Capital Outlay                        | \$0                            | \$1,204,913        | 0%                         | \$1,204,913        | 0%                           | \$1,204,913        |
| 7000 - Other Outgo                           | \$0                            | \$0                | 100%                       | \$0                | 100%                         | \$0                |
| Indirect Costs                               | \$14,999                       | \$274,371          | 5.47%                      | \$274,371          | 5.47%                        | \$259,372          |
| <b>Totals</b>                                | <b>\$314,986</b>               | <b>\$5,761,784</b> | <b>5.47%</b>               | <b>\$5,761,784</b> | <b>5.47%</b>                 | <b>\$5,446,798</b> |

**Status**  
**Unsubmitted**

## San Francisco Unified School District

### San Francisco Unified School District Q1 Report (7/1 - 9/30)

| Object Code                       | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|-----------------------------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
| 1000 - Instructional Salaries     | \$56,057                       | \$62,125     | 90.23%                     | \$207,084      | 27.07%                       | \$151,027        |
| 2000 - Non-Instructional Salaries | \$0                            | \$0          | 100%                       | \$0            | 100%                         | \$0              |
| 3000 - Employee Benefits          | \$20,709                       | \$19,639     | 105.45%                    | \$65,464       | 31.63%                       | \$44,755         |
| 4000 - Supplies and Materials     | \$0                            | \$0          | 100%                       | \$0            | 100%                         | \$0              |

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast    | % Expended of YTD Forecast | Project Budget   | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 5000 - Other Operating Expenses and Services | \$0                            | \$0             | 100%                       | \$79,044         | 0%                           | \$79,044         |
| 6000 - Capital Outlay                        | \$0                            | \$0             | 100%                       | \$0              | 100%                         | \$0              |
| 7000 - Other Outgo                           | \$0                            | \$0             | 100%                       | \$0              | 100%                         | \$0              |
| Indirect Costs                               | \$3,255                        | \$4,174         | 77.98%                     | \$14,908         | 21.83%                       | \$11,653         |
| <b>Totals</b>                                | <b>\$80,021</b>                | <b>\$85,939</b> | <b>93.11%</b>              | <b>\$366,500</b> | <b>21.83%</b>                | <b>\$286,479</b> |

### Summary of Activities:

Provided SFUSD students ages 18+ with expanded college transition counseling, “on-ramp” college and career readiness courses, and access to CCSF through dual enrollment courses at the college and credit recovery classes at the high schools.

**Status**  
**Submitted**

### San Francisco Unified School District Q2 Report (10/1 - 12/31)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast     | % Expended of YTD Forecast | Project Budget   | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries                | \$56,057                       | \$93,188         | 60.15%                     | \$207,084        | 27.07%                       | \$151,027        |
| 2000 - Non-Instructional Salaries            | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 3000 - Employee Benefits                     | \$20,709                       | \$29,459         | 70.3%                      | \$65,464         | 31.63%                       | \$44,755         |
| 4000 - Supplies and Materials                | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 5000 - Other Operating Expenses and Services | \$0                            | \$19,761         | 0%                         | \$79,044         | 0%                           | \$79,044         |
| 6000 - Capital Outlay                        | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 7000 - Other Outgo                           | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| Indirect Costs                               | \$3,255                        | \$6,560          | 49.62%                     | \$14,908         | 21.83%                       | \$11,653         |
| <b>Totals</b>                                | <b>\$80,021</b>                | <b>\$148,967</b> | <b>53.72%</b>              | <b>\$366,500</b> | <b>21.83%</b>                | <b>\$286,479</b> |

**Status**  
**Unsubmitted**

### San Francisco Unified School District Q3 Report (1/1 - 3/31)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast     | % Expended of YTD Forecast | Project Budget   | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries                | \$56,057                       | \$155,313        | 36.09%                     | \$207,084        | 27.07%                       | \$151,027        |
| 2000 - Non-Instructional Salaries            | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 3000 - Employee Benefits                     | \$20,709                       | \$49,098         | 42.18%                     | \$65,464         | 31.63%                       | \$44,755         |
| 4000 - Supplies and Materials                | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 5000 - Other Operating Expenses and Services | \$0                            | \$39,522         | 0%                         | \$79,044         | 0%                           | \$79,044         |
| 6000 - Capital Outlay                        | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| 7000 - Other Outgo                           | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| Indirect Costs                               | \$3,255                        | \$10,734         | 30.32%                     | \$14,908         | 21.83%                       | \$11,653         |
| <b>Totals</b>                                | <b>\$80,021</b>                | <b>\$254,667</b> | <b>31.42%</b>              | <b>\$366,500</b> | <b>21.83%</b>                | <b>\$286,479</b> |

**Status**  
**Unsubmitted**

### San Francisco Unified School District Q4 Report (4/1 - 6/30)

| Object Code                                  | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
| 1000 - Instructional Salaries                | \$56,057                       | \$207,084    | 27.07%                     | \$207,084      | 27.07%                       | \$151,027        |
| 2000 - Non-Instructional Salaries            | \$0                            | \$0          | 100%                       | \$0            | 100%                         | \$0              |
| 3000 - Employee Benefits                     | \$20,709                       | \$65,464     | 31.63%                     | \$65,464       | 31.63%                       | \$44,755         |
| 4000 - Supplies and Materials                | \$0                            | \$0          | 100%                       | \$0            | 100%                         | \$0              |
| 5000 - Other Operating Expenses and Services | \$0                            | \$79,044     | 0%                         | \$79,044       | 0%                           | \$79,044         |
| 6000 - Capital Outlay                        | \$0                            | \$0          | 100%                       | \$0            | 100%                         | \$0              |

| Object Code        | Year to Date (YTD) Expenditure | YTD Forecast     | % Expended of YTD Forecast | Project Budget   | % Expended of Overall Budget | Budget Remaining |
|--------------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 7000 - Other Outgo | \$0                            | \$0              | 100%                       | \$0              | 100%                         | \$0              |
| Indirect Costs     | \$3,255                        | \$14,908         | 21.83%                     | \$14,908         | 21.83%                       | \$11,653         |
| <b>Totals</b>      | <b>\$80,021</b>                | <b>\$366,500</b> | <b>21.83%</b>              | <b>\$366,500</b> | <b>21.83%</b>                | <b>\$286,479</b> |

**Status**  
**Unsubmitted**



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