

CAEP Consortium Fiscal Reporting 33 Monterey Peninsula CCD

2019-20 Fiscal Year

Certification

Certified By

Alan Crawford
Principal

Quarter 1 Status	Quarter 2 Status	Quarter 3 Status	Quarter 4 Status
Certified	Certified	Certified	Certified

I certify that our consortium did not exceed 5% of the total allocation in administrative costs: Yes

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Carmel Unified	Submitted	Submitted	Submitted	Submitted
Monterey Peninsula CCD	Submitted	Submitted	Submitted	Submitted
Monterey Peninsula Unified	Submitted	Submitted	Submitted	Submitted
Pacific Grove Unified	Submitted	Submitted	Submitted	Submitted

Carmel Unified

Carmel Unified 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	\$6,821	\$9,988	68.3%	\$39,950	17.07%	\$33,129
2000 - Non-Instructional Salaries	\$898	\$1,998	44.96%	\$7,990	11.24%	\$7,092
3000 - Employee Benefits	\$1,778	\$2,980	59.66%	\$11,920	14.92%	\$10,142
4000 - Supplies and Materials	\$0	\$925	0%	\$34,700	0%	\$34,700
5000 - Other Operating Expenses and Services	\$859	\$570	150.7%	\$2,850	30.14%	\$1,991
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$10,356	\$16,460	62.92%	\$97,410	10.63%	\$87,054

Corrective Action Plan

We did not use our supplies and materials budget in Q1 but will in Q2 and so on.

Status
Submitted

Carmel Unified 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	\$17,052	\$9,988	170.73%	\$39,950	42.68%	\$22,898
2000 - Non-Instructional Salaries	\$1,797	\$1,998	89.96%	\$7,990	22.49%	\$6,193
3000 - Employee Benefits	\$4,254	\$2,980	142.75%	\$11,920	35.69%	\$7,666
4000 - Supplies and Materials	\$145	\$925	15.68%	\$34,700	0.42%	\$34,555
5000 - Other Operating Expenses and Services	\$1,714	\$713	240.56%	\$2,850	60.14%	\$1,136
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$24,962	\$16,603	150.35%	\$97,410	25.63%	\$72,448

Corrective Action Plan

Salary has increased as not the LEA Carmel Unified is using this budget for the secretarial support for 5 hours per week. The district picked up this expense before. We will need to adjust the percentages for next year. We will still be on budget.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Tom Parry, Principal of Carmel Adult School

Carmel Unified 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	\$27,283	\$9,988	273.17%	\$39,950	68.29%	\$12,667
2000 - Non-Instructional Salaries	\$2,698	\$1,998	135.07%	\$7,990	33.77%	\$5,292
3000 - Employee Benefits	\$6,731	\$2,980	225.87%	\$11,920	56.47%	\$5,189
4000 - Supplies and Materials	\$145	\$925	15.68%	\$34,700	0.42%	\$34,555
5000 - Other Operating Expenses and Services	\$2,177	\$713	305.54%	\$2,850	76.39%	\$673
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$39,034	\$16,603	235.11%	\$97,410	40.07%	\$58,376

Corrective Action Plan

We did not buy as many supplies due to distance learning. We also did not have to pay for mileage for our instructor.

Summary of Activities:

Distance learning for our EL classes.

Status
Submitted

Carmel Unified 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	\$38,798	\$9,988	388.47%	\$39,950	97.12%	\$1,152
2000 - Non-Instructional Salaries	\$6,717	\$1,998	336.27%	\$7,990	84.07%	\$1,273
3000 - Employee Benefits	\$9,011	\$2,980	302.38%	\$11,920	75.6%	\$2,909
4000 - Supplies and Materials	\$215	\$925	23.24%	\$34,700	0.62%	\$34,485
5000 - Other Operating Expenses and Services	\$2,191	\$855	256.26%	\$2,850	76.88%	\$659
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$56,932	\$16,745	339.99%	\$97,410	58.45%	\$40,478

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Corrective Action Plan

We spent less due to the COVID pandemic. Less materials were used and chromebook purchases were suspended due to the lack of products

Status
Submitted

Monterey Peninsula CCD

Monterey Peninsula 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	\$9,852	\$8,805	111.89%	\$51,220	19.23%	\$41,368
2000 - Non-Instructional Salaries	\$7,185	\$9,482	75.78%	\$37,926	18.94%	\$30,741
3000 - Employee Benefits	\$4,163	\$4,732	87.98%	\$32,547	12.79%	\$28,384
4000 - Supplies and Materials	\$2,494	\$0	100%	\$12,957	19.25%	\$10,463
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$4,043	0%	\$4,043
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,186	\$1,088	109.06%	\$4,350	27.26%	\$3,164
Totals	\$24,880	\$24,106	103.21%	\$143,043	17.39%	\$118,163

Summary of Activities:

Career and college guidance/counseling services as well as outreach and registration support for adult education students in ENSL pathways. Purchase of technology hardware to support adult education program coordination and off-site meetings. Coordination of adult education campus and regional activities.

Status
Submitted

Monterey Peninsula 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	\$21,658	\$11,610	186.55%	\$51,220	42.28%	\$29,562
2000 - Non-Instructional Salaries	\$16,869	\$9,482	177.91%	\$37,926	44.48%	\$21,057
3000 - Employee Benefits	\$9,477	\$4,732	200.29%	\$32,547	29.12%	\$23,070
4000 - Supplies and Materials	\$2,494	\$0	100%	\$12,957	19.25%	\$10,463
5000 - Other Operating Expenses and Services	\$2,354	\$0	100%	\$4,043	58.22%	\$1,689
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,644	\$1,088	243.13%	\$4,350	60.78%	\$1,706
Totals	\$55,496	\$26,911	206.22%	\$143,043	38.8%	\$87,547

Summary of Activities:

Continued career and college guidance/counseling services and outreach/registration support for adult education students. Began evaluation and implementation of burlington english software to support ENSL student learning. Coordination of adult education campus and regional activities.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Christian Smith, Director of Academic Pathways and Partnerships
Jon Knolle, Dean of Instruction

Monterey Peninsula 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	\$50,503	\$11,610	435%	\$51,220	98.6%	\$717
2000 - Non-Instructional Salaries	\$26,340	\$9,482	277.8%	\$37,926	69.45%	\$11,586
3000 - Employee Benefits	\$18,343	\$4,732	387.66%	\$32,547	56.36%	\$14,204
4000 - Supplies and Materials	\$3,618	\$0	100%	\$12,957	27.92%	\$9,339
5000 - Other Operating Expenses and Services	\$2,788	\$0	100%	\$4,043	68.96%	\$1,255
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,350	\$1,088	400%	\$4,350	100%	\$0
Totals	\$105,942	\$26,911	393.68%	\$143,043	74.06%	\$37,101

Status
Submitted

Monterey Peninsula 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	\$51,250	\$11,610	441.43%	\$51,220	100.06%	ⓘ -\$30
2000 - Non-Instructional Salaries	\$35,688	\$9,482	376.4%	\$37,926	94.1%	\$2,238
3000 - Employee Benefits	\$30,181	\$4,732	637.84%	\$32,547	92.73%	\$2,366
4000 - Supplies and Materials	\$5,729	\$0	100%	\$12,957	44.22%	\$7,228
5000 - Other Operating Expenses and Services	\$2,788	\$0	100%	\$4,043	68.96%	\$1,255
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,350	\$1,088	400%	\$4,350	100%	\$0
Totals	\$129,986	\$26,911	483.03%	\$143,043	90.87%	\$13,057

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Summary of Activities:

Continued career and college guidance/counseling services and outreach/registration support for adult education students. Implementation of burlington english software to support ENSL student learning. Coordination of adult education campus and regional activities. And fully transitioned to remote learning due to CV19.

**Status
Submitted**

Monterey Peninsula Unified

Monterey Peninsula Unified 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	\$99,622	\$118,150	84.32%	\$472,600	21.08%	\$372,978
2000 - Non-Instructional Salaries	\$37,264	\$47,381	78.65%	\$189,525	19.66%	\$152,261
3000 - Employee Benefits	\$46,081	\$58,186	79.2%	\$232,745	19.8%	\$186,664
4000 - Supplies and Materials	\$3,863	\$5,125	75.38%	\$20,500	18.84%	\$16,637
5000 - Other Operating Expenses and Services	\$1,838	\$14,651	12.55%	\$58,603	3.14%	\$56,765
6000 - Capital Outlay	\$0	\$0	100%	\$10,000	0%	\$10,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$12,298	0%	\$49,190	0%	\$49,190
Totals	\$188,668	\$255,791	73.76%	\$1,033,163	18.26%	\$844,495

Summary of Activities:

The first quarter of the 2019-2020 fiscal year expenditures included certificated and classified salaries and benefits for our ESL, HSD, HSE, CTE, PE and AWD programs. It also included some expenditures in for instructional materials and software in these programs. We also reduced barriers to enrollment through the use of free childcare and bus passes.

Status
Submitted

Monterey Peninsula Unified 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	\$219,993	\$118,150	186.2%	\$472,600	46.55%	\$252,607
2000 - Non-Instructional Salaries	\$82,333	\$47,381	173.77%	\$189,525	43.44%	\$107,192
3000 - Employee Benefits	\$97,711	\$58,186	167.93%	\$232,745	41.98%	\$135,034
4000 - Supplies and Materials	\$8,172	\$5,125	159.45%	\$20,500	39.86%	\$12,328
5000 - Other Operating Expenses and Services	\$20,384	\$14,651	139.13%	\$58,603	34.78%	\$38,219
6000 - Capital Outlay	\$10,595	\$0	100%	\$10,000	105.95%	⚠ -\$595
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,461	\$12,298	166.38%	\$49,190	41.6%	\$28,729
Totals	\$459,649	\$255,791	179.7%	\$1,033,163	44.49%	\$573,514

Summary of Activities:

Monterey Adult School continues to provide free programming in English as a Second Language, High School Diploma, High School Equivalency, Adult Basic Education, Parent Education, Adults with Disabilities and Career Technical Education/Integrated Educational Training to adult learners, which is comprises the majority of our budget (instructional, non instructional salaries and benefits). Supplies and materials (4000) are used to support these programs, along with educational software (5000). We also spent money in the 6000 category on sheds to create more classroom space and were more than anticipated due to leveling of the ground. Finally, 5% indirects were charged.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Serina Eichelberger
Alan Crawford, Principal

Monterey Peninsula Unified 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	\$338,187	\$118,150	286.24%	\$472,600	71.56%	\$134,413
2000 - Non-Instructional Salaries	\$126,432	\$47,381	266.84%	\$189,525	66.71%	\$63,093
3000 - Employee Benefits	\$149,067	\$58,186	256.19%	\$232,745	64.05%	\$83,678
4000 - Supplies and Materials	\$12,584	\$5,125	245.54%	\$20,500	61.39%	\$7,916
5000 - Other Operating Expenses and Services	\$23,025	\$14,651	157.16%	\$58,603	39.29%	\$35,578
6000 - Capital Outlay	\$10,595	\$0	100%	\$10,000	105.95%	⚠ -\$595
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$31,405	\$12,298	255.38%	\$49,190	63.84%	\$17,785
Totals	\$691,295	\$255,791	270.26%	\$1,033,163	66.91%	\$341,868

Summary of Activities:

We continued to provide educational and student support services with the primary expenses being certificated and classified staff salaries and benefits.

Status
Submitted

Monterey Peninsula Unified 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	\$437,437	\$118,150	370.24%	\$472,600	92.56%	\$35,163
2000 - Non-Instructional Salaries	\$163,434	\$47,381	344.93%	\$189,525	86.23%	\$26,091
3000 - Employee Benefits	\$190,083	\$58,186	326.68%	\$232,745	81.67%	\$42,662
4000 - Supplies and Materials	\$13,359	\$5,125	260.66%	\$20,500	65.17%	\$7,141
5000 - Other Operating Expenses and Services	\$23,773	\$14,651	162.26%	\$58,603	40.57%	\$34,830
6000 - Capital Outlay	\$10,595	\$0	100%	\$10,000	105.95%	⚠ -\$595
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$41,404	\$12,298	336.69%	\$49,190	84.17%	\$7,786
Totals	\$880,085	\$255,791	344.06%	\$1,033,163	85.18%	\$153,078

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Summary of Activities:

1000 - Expenditures for instructional staff, counselors and administration for CAEP approved programs. Shifts in instructional staff resulted in being slightly underspent. 2000 - Expenditures for classified staff members who support CAEP approved programs, including office staff and childcare staff. We were underspent due to a transfer of a fiscal support staff member in the middle of the year. A retroactive COLA for classified staff members is anticipated. If so, it will be reflected in Q1 of 20-21. 3000- Expenditures for statutory and health care benefits for both certificated and classified staff. 4000 - Expenditures for instructional materials needed for CAEP approved programs. With the pandemic and fiscal uncertainty, we strategically underspent in this category to ensure funds were available to meet student needs in 20-21. 5000 - Expenditures for instructional and operational software. Underspent due to pandemic (cancelled travel, WASC, security, conferences, etc.)

**Status
Submitted**

Pacific Grove Unified

Pacific Grove Unified 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	\$0	\$0	100%	\$492,791	0%	\$492,791
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$613,814	0%	\$613,814
3000 - Employee Benefits	\$0	\$0	100%	\$304,913	0%	\$304,913
4000 - Supplies and Materials	\$15,543	\$0	100%	\$83,378	18.64%	\$67,835
5000 - Other Operating Expenses and Services	\$28,072	\$0	100%	\$67,722	41.45%	\$39,650
6000 - Capital Outlay	\$423,442	\$0	100%	\$455,763	92.91%	\$32,321
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$467,057	\$0	100%	\$2,018,381	23.14%	\$1,551,324

Summary of Activities:

Object Code 6 explanation: Materials for the outdoor classroom and childcare project were held in customs for an extended period of time. Materials have since been delivered and the project is near completion. In the end of 2017/2018 our consortia no longer went from a reimbursement model and were over expended in 17/18, therefore, a reconciliation in 19/20 of 453,352 was divided among object codes 1,2,and 3

Status
Submitted

Pacific Grove Unified 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	\$95,591	\$0	100%	\$492,791	19.4%	\$397,200
2000 - Non-Instructional Salaries	\$114,619	\$0	100%	\$613,814	18.67%	\$499,195
3000 - Employee Benefits	\$51,266	\$0	100%	\$304,913	16.81%	\$253,647
4000 - Supplies and Materials	\$65,850	\$0	100%	\$83,378	78.98%	\$17,528
5000 - Other Operating Expenses and Services	\$38,939	\$0	100%	\$67,722	57.5%	\$28,783
6000 - Capital Outlay	\$423,442	\$0	100%	\$455,763	92.91%	\$32,321
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$789,707	\$0	100%	\$2,018,381	39.13%	\$1,228,674

Summary of Activities:

Capital Outlay costs were encumbered expenses and carried over from the prior budget. The project is near completion. In the end of 2017/2018 our consortia no longer went from a reimbursement model and were over expended in 17/18, therefore, a reconciliation in 19/20 of 453,352 was divided among object codes 1,2,and 3

**Status
Submitted**

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Barbara Martinez, Principal
Song Chin-Bendib

Pacific Grove Unified 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	\$217,365	\$0	100%	\$492,791	44.11%	\$275,426
2000 - Non-Instructional Salaries	\$289,531	\$0	100%	\$613,814	47.17%	\$324,283
3000 - Employee Benefits	\$130,288	\$0	100%	\$304,913	42.73%	\$174,625
4000 - Supplies and Materials	\$79,056	\$0	100%	\$83,378	94.82%	\$4,322
5000 - Other Operating Expenses and Services	\$55,197	\$0	100%	\$67,722	81.51%	\$12,525
6000 - Capital Outlay	\$455,763	\$0	100%	\$455,763	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$1,227,200	\$0	100%	\$2,018,381	60.8%	\$791,181

Status
Submitted

Pacific Grove Unified 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	\$356,286	\$0	100%	\$492,791	72.3%	\$136,505
2000 - Non-Instructional Salaries	\$477,284	\$0	100%	\$613,814	77.76%	\$136,530
3000 - Employee Benefits	\$213,286	\$0	100%	\$304,913	69.95%	\$91,627
4000 - Supplies and Materials	\$83,362	\$0	100%	\$83,378	99.98%	\$16
5000 - Other Operating Expenses and Services	\$67,722	\$0	100%	\$67,722	100%	\$0
6000 - Capital Outlay	\$455,763	\$0	100%	\$455,763	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$1,653,703	\$0	100%	\$2,018,381	81.93%	\$364,678

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Summary of Activities:

In FY 2019-20 Q4, 1000 Instructional salaries were further reduced by \$12,813 because in FY 2018-19, PG USD reported interest income, donations and District contribution but missed the 12th apportionment.

Status
Submitted



California
Community
Colleges



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