

CAEP Consortium Fiscal Reporting 49 San Francisco Adult Education Consortium

2019-20 Fiscal Year

Certification

Certified By

Wendy Miller

Associate Dean of Adult Education Programs

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

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
San Francisco CCD	Submitted	Submitted	Not Submitted	Not Submitted
San Francisco Unified	Submitted	Submitted	Not Submitted	Not Submitted

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	\$528,787	\$343,436	153.97%	\$1,373,744	38.49%	\$844,957
2000 - Non-Instructional Salaries	\$77,403	\$57,941	133.59%	\$231,764	33.4%	\$154,361
3000 - Employee Benefits	\$192,140	\$139,079	138.15%	\$556,317	34.54%	\$364,177
4000 - Supplies and Materials	\$10,532	\$25,450	41.38%	\$101,800	10.35%	\$91,268
5000 - Other Operating Expenses and Services	\$53,674	\$85,000	63.15%	\$340,000	15.79%	\$286,326
6000 - Capital Outlay	\$115,511	\$68,706	168.12%	\$458,040	25.22%	\$342,529
7000 - Other Outgo	\$0	\$0	100%	\$439,650	0%	\$439,650
Indirect Costs	\$48,902	\$43,766	111.73%	\$175,065	27.93%	\$126,163
Totals	\$1,026,949	\$763,379	134.53%	\$3,676,380	27.93%	\$2,649,431

Summary of Activities:

CCSF continues to embed ESL or TRST faculty into Career Education courses in Automotive, Construction, Custodial, Health, Health Care Translation, Business, Fashion, Architecture, Construction Management, Child Development, and Culinary Arts. The goal is to accelerate ELL's through career sequences and move forward aligned goals of Student Equity and Guided Pathways. Purchased electronic equipment for Smart Classroom upgrade for TRST and ESL classrooms at Mission Center. Contracted for services to improve communications and outreach through revised website and development of student-facing materials. Purchased classroom copies of textbooks for noncredit business courses in Quickbooks, as well as additional licenses for CertiPort testing and certification.

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	\$823,931	\$686,872	119.95%	\$1,373,744	59.98%	\$549,813
2000 - Non-Instructional Salaries	\$126,259	\$115,882	108.95%	\$231,764	54.48%	\$105,505
3000 - Employee Benefits	\$292,843	\$278,159	105.28%	\$556,317	52.64%	\$263,474
4000 - Supplies and Materials	\$10,532	\$50,900	20.69%	\$101,800	10.35%	\$91,268
5000 - Other Operating Expenses and Services	\$76,694	\$170,000	45.11%	\$340,000	22.56%	\$263,306
6000 - Capital Outlay	\$115,511	\$137,412	84.06%	\$458,040	25.22%	\$342,529
7000 - Other Outgo	\$0	\$0	100%	\$439,650	0%	\$439,650
Indirect Costs	\$72,289	\$87,533	82.59%	\$175,065	41.29%	\$102,776
Totals	\$1,518,059	\$1,526,757	99.43%	\$3,676,380	41.29%	\$2,158,321

Summary of Activities:

CCSF continues to embed ESL or TRST faculty into Career Education courses in Architecture, Automotive, Construction, Construction Management, Custodial, Health, Health Care Translation, Business, Fashion, Child Development, and Hospitality/Culinary Arts, as well as in academic success courses such as LERN 50. The goal is to accelerate ELL's through career sequences and move forward aligned goals of Student Equity and Guided Pathways. Contracted for services to improve communications and outreach through revised website and development of student-facing materials. Purchased reserve copies of textbooks for the library. Other investments include development of hybrid/online courses for TRST to allow working students to complete their HS diplomas online, support for DSPTS services at the Centers (which serve primarily NC students), and partial support for the cost of instruction for Spring 2020 TRST and ESL courses in excess of what the college's general fund could afford to schedule.

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

Wendy Miller, Associate Dean of Adult Education Programs

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	\$823,931	\$1,030,308	79.97%	\$1,373,744	59.98%	\$549,813
2000 - Non-Instructional Salaries	\$126,259	\$173,823	72.64%	\$231,764	54.48%	\$105,505
3000 - Employee Benefits	\$292,843	\$417,238	70.19%	\$556,317	52.64%	\$263,474
4000 - Supplies and Materials	\$10,532	\$76,350	13.79%	\$101,800	10.35%	\$91,268
5000 - Other Operating Expenses and Services	\$76,694	\$255,000	30.08%	\$340,000	22.56%	\$263,306
6000 - Capital Outlay	\$115,511	\$206,118	56.04%	\$458,040	25.22%	\$342,529
7000 - Other Outgo	\$0	\$0	100%	\$439,650	0%	\$439,650
Indirect Costs	\$72,289	\$131,299	55.06%	\$175,065	41.29%	\$102,776
Totals	\$1,518,059	\$2,290,136	66.29%	\$3,676,380	41.29%	\$2,158,321

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	\$823,931	\$1,373,744	59.98%	\$1,373,744	59.98%	\$549,813
2000 - Non-Instructional Salaries	\$126,259	\$231,764	54.48%	\$231,764	54.48%	\$105,505
3000 - Employee Benefits	\$292,843	\$556,317	52.64%	\$556,317	52.64%	\$263,474
4000 - Supplies and Materials	\$10,532	\$101,800	10.35%	\$101,800	10.35%	\$91,268
5000 - Other Operating Expenses and Services	\$76,694	\$340,000	22.56%	\$340,000	22.56%	\$263,306
6000 - Capital Outlay	\$115,511	\$274,824	42.03%	\$458,040	25.22%	\$342,529
7000 - Other Outgo	\$0	\$0	100%	\$439,650	0%	\$439,650
Indirect Costs	\$72,289	\$175,065	41.29%	\$175,065	41.29%	\$102,776
Totals	\$1,518,059	\$3,053,514	49.72%	\$3,676,380	41.29%	\$2,158,321

Status
Unsubmitted

San Francisco Unified

San Francisco 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	\$53,169	\$53,945	98.56%	\$215,778	24.64%	\$162,609
2000 - Non-Instructional Salaries	\$6,582	\$6,460	101.9%	\$25,838	25.47%	\$19,256
3000 - Employee Benefits	\$21,134	\$18,837	112.2%	\$85,622	24.68%	\$64,488
4000 - Supplies and Materials	\$0	\$2,537	0%	\$12,685	0%	\$12,685
5000 - Other Operating Expenses and Services	\$0	\$4,000	0%	\$40,000	0%	\$40,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,615	0%	\$15,615
Totals	\$80,885	\$85,778	94.3%	\$395,538	20.45%	\$314,653

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 noncredit and credit recovery classes offered at multiple CCSF locations.

**Status
Submitted**

San Francisco 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	\$80,942	\$53,945	150.05%	\$215,778	37.51%	\$134,836
2000 - Non-Instructional Salaries	\$14,499	\$6,460	224.46%	\$25,838	56.12%	\$11,339
3000 - Employee Benefits	\$33,872	\$18,837	179.82%	\$85,622	39.56%	\$51,750
4000 - Supplies and Materials	\$0	\$2,537	0%	\$12,685	0%	\$12,685
5000 - Other Operating Expenses and Services	\$10,261	\$4,000	256.53%	\$40,000	25.65%	\$29,739
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,615	0%	\$15,615
Totals	\$139,574	\$85,778	162.72%	\$395,538	35.29%	\$255,964

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 noncredit and credit recovery classes offered at multiple CCSF locations.

**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

Dr. Jen Fong Ed.D., Director, College & Career Readiness
Gwen Lin, Supervisor
Teresa Shipp, Director

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$80,942	\$53,945	150.05%	\$215,778	37.51%	\$134,836
2000 - Non-Instructional Salaries	\$14,499	\$6,460	224.46%	\$25,838	56.12%	\$11,339
3000 - Employee Benefits	\$33,872	\$18,837	179.82%	\$85,622	39.56%	\$51,750
4000 - Supplies and Materials	\$0	\$2,537	0%	\$12,685	0%	\$12,685
5000 - Other Operating Expenses and Services	\$10,261	\$4,000	256.53%	\$40,000	25.65%	\$29,739
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,615	0%	\$15,615
Totals	\$139,574	\$85,778	162.72%	\$395,538	35.29%	\$255,964

Status
Unsubmitted

San Francisco 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	\$80,942	\$53,945	150.05%	\$215,778	37.51%	\$134,836
2000 - Non-Instructional Salaries	\$14,499	\$6,460	224.46%	\$25,838	56.12%	\$11,339
3000 - Employee Benefits	\$33,872	\$29,111	116.35%	\$85,622	39.56%	\$51,750
4000 - Supplies and Materials	\$0	\$5,074	0%	\$12,685	0%	\$12,685
5000 - Other Operating Expenses and Services	\$10,261	\$28,000	36.65%	\$40,000	25.65%	\$29,739
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$15,615	0%	\$15,615	0%	\$15,615
Totals	\$139,574	\$138,204	100.99%	\$395,538	35.29%	\$255,964

Status
Unsubmitted



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