

CAEP Consortium Fiscal Reporting 49 San Francisco Adult Education Consortium

2020-21 Fiscal Year

Certification

Certified By

Wendy Miller

Interim Dean of Grants, Resource Development and Adult Education Programs

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
San Francisco CCD	Submitted	Not Submitted	Not Submitted	Not Submitted
San Francisco Unified	Submitted	Not 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	\$241,755	\$288,144	83.9%	\$1,920,962	12.59%	\$1,679,207
2000 - Non-Instructional Salaries	\$104,645	\$120,472	86.86%	\$481,887	21.72%	\$377,242
3000 - Employee Benefits	\$124,692	\$126,150	98.84%	\$840,997	14.83%	\$716,305
4000 - Supplies and Materials	\$0	\$25,143	0%	\$167,619	0%	\$167,619
5000 - Other Operating Expenses and Services	\$35,205	\$29,250	120.36%	\$195,000	18.05%	\$159,795
6000 - Capital Outlay	\$0	\$29,250	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,315	\$28,511	88.79%	\$190,073	13.32%	\$164,758
Totals	\$531,612	\$646,919	82.18%	\$3,991,538	13.32%	\$3,459,926

Corrective Action Plan

Due to continuing local COVID-19 restrictions CCSF was unable to complete some planned activities during the first quarter of FY 20-21, specifically PD (travel), Mission Center computer lab upgrades, and the Mission Family Resource Center. We are currently looking at new projects or initiatives to improve service to our ABE/ASE/ESL students in the coming months, and anticipate spending in most categories will be on track in the next two quarters.

Summary of Activities:

During Q1 CCSF has used AEP funding to support the training of AE faculty to develop courses for online delivery, and online course development for Transitional Studies and ESL. Most of our expenditures in this quarter were to maintain the level of adult education services in the county by supporting a portion of the the cost of instruction for noncredit ESL and Transitional Studies sections that, were it not for AEP funding, the college would not have been able to offer. Other expenditures include the purchase of various platforms and software licenses to enhance the online learning experience for our AE students, such as Newsela and Pronto, and Certiport testing services for our NC business students. Additionally we have contracted with Language Line Services to provide document translation and on-demand interpretation services for our virtual student service counters.

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	\$241,755	\$960,481	25.17%	\$1,920,962	12.59%	\$1,679,207
2000 - Non-Instructional Salaries	\$104,645	\$240,944	43.43%	\$481,887	21.72%	\$377,242
3000 - Employee Benefits	\$124,692	\$420,499	29.65%	\$840,997	14.83%	\$716,305
4000 - Supplies and Materials	\$0	\$67,048	0%	\$167,619	0%	\$167,619
5000 - Other Operating Expenses and Services	\$35,205	\$78,000	45.13%	\$195,000	18.05%	\$159,795
6000 - Capital Outlay	\$0	\$78,000	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,315	\$76,029	33.3%	\$190,073	13.32%	\$164,758
Totals	\$531,612	\$1,921,000	27.67%	\$3,991,538	13.32%	\$3,459,926

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	\$241,755	\$1,440,722	16.78%	\$1,920,962	12.59%	\$1,679,207
2000 - Non-Instructional Salaries	\$104,645	\$361,415	28.95%	\$481,887	21.72%	\$377,242
3000 - Employee Benefits	\$124,692	\$630,748	19.77%	\$840,997	14.83%	\$716,305
4000 - Supplies and Materials	\$0	\$125,714	0%	\$167,619	0%	\$167,619
5000 - Other Operating Expenses and Services	\$35,205	\$146,250	24.07%	\$195,000	18.05%	\$159,795
6000 - Capital Outlay	\$0	\$146,250	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,315	\$142,555	17.76%	\$190,073	13.32%	\$164,758
Totals	\$531,612	\$2,993,654	17.76%	\$3,991,538	13.32%	\$3,459,926

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	\$241,755	\$1,920,962	12.59%	\$1,920,962	12.59%	\$1,679,207
2000 - Non-Instructional Salaries	\$104,645	\$481,887	21.72%	\$481,887	21.72%	\$377,242
3000 - Employee Benefits	\$124,692	\$840,997	14.83%	\$840,997	14.83%	\$716,305
4000 - Supplies and Materials	\$0	\$167,619	0%	\$167,619	0%	\$167,619
5000 - Other Operating Expenses and Services	\$35,205	\$195,000	18.05%	\$195,000	18.05%	\$159,795
6000 - Capital Outlay	\$0	\$195,000	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,315	\$190,073	13.32%	\$190,073	13.32%	\$164,758
Totals	\$531,612	\$3,991,538	13.32%	\$3,991,538	13.32%	\$3,459,926

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	\$47,460	\$52,180	90.95%	\$217,418	21.83%	\$169,958
2000 - Non-Instructional Salaries	\$4,312	\$6,237	69.13%	\$25,989	16.59%	\$21,677
3000 - Employee Benefits	\$18,894	\$20,433	92.47%	\$85,138	22.19%	\$66,244
4000 - Supplies and Materials	\$163	\$6,744	2.42%	\$67,444	0.24%	\$67,281
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,857	0%	\$12,857
Totals	\$70,829	\$85,595	82.75%	\$408,846	17.32%	\$338,017

Summary of Activities:

Determined how to provide support services to students in the COVID environment, including access to a Chromebook and internet to be able to attend online courses. 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	\$47,460	\$52,180	90.95%	\$217,418	21.83%	\$169,958
2000 - Non-Instructional Salaries	\$4,312	\$6,237	69.13%	\$25,989	16.59%	\$21,677
3000 - Employee Benefits	\$18,894	\$20,433	92.47%	\$85,138	22.19%	\$66,244
4000 - Supplies and Materials	\$163	\$6,744	2.42%	\$67,444	0.24%	\$67,281
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,857	0%	\$12,857
Totals	\$70,829	\$85,595	82.75%	\$408,846	17.32%	\$338,017

Status
Unsubmitted

San Francisco 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	\$47,460	\$52,180	90.95%	\$217,418	21.83%	\$169,958
2000 - Non-Instructional Salaries	\$4,312	\$6,237	69.13%	\$25,989	16.59%	\$21,677
3000 - Employee Benefits	\$18,894	\$20,433	92.47%	\$85,138	22.19%	\$66,244
4000 - Supplies and Materials	\$163	\$26,978	0.6%	\$67,444	0.24%	\$67,281
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,857	0%	\$12,857
Totals	\$70,829	\$105,828	66.93%	\$408,846	17.32%	\$338,017

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	\$47,460	\$58,703	80.85%	\$217,418	21.83%	\$169,958
2000 - Non-Instructional Salaries	\$4,312	\$7,017	61.45%	\$25,989	16.59%	\$21,677
3000 - Employee Benefits	\$18,894	\$22,987	82.19%	\$85,138	22.19%	\$66,244
4000 - Supplies and Materials	\$163	\$26,978	0.6%	\$67,444	0.24%	\$67,281
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$12,857	0%	\$12,857	0%	\$12,857
Totals	\$70,829	\$128,542	55.1%	\$408,846	17.32%	\$338,017

Status
Unsubmitted



California
Community
Colleges



2021 © California Community Colleges

NOVA Site Version: [4.27.10](#)