CREDIT

Student Success and Support Program

2014-15

Budget Plan

Foothill-DeAnza CCD

De Anza College

Report Due Postmarked By
Friday
October 17, 2014

Email report to:
cccsssp@cccco.edu
and
Mail report with original signatures to:
Patty Falero, Student Services and Special Programs Division
California Community Colleges Chancellor's Office
1102 Q Street, Suite 4554
Sacramento, CA 95811-6549

Welcome to the Excel
2014-15 Student Success and Support Program Budget Plan
for fiscal reporting period
July 1, 2014 - June 30, 2015

District:	Foothill-DeAnza CCD
College:	De Anza College

Credit

Multi-college districts that use any portion of the SSSP allocation to provide support for district expenses will be required to complete and return the **Certification of Planned District Office Expenses form.** The form can be found on the Chancellor's Office website at: http:/extranet.cccco.edu/Divisions/StudentServices.aspx.

Submit the Budget Plan with original signatures, via **email** (PDF format) *and* m**ail**, postmarked no later than
Friday, October 17, 2014.

Email to: cccmatric@cccco.edu
and
Mail to:
Patty Falero, Student Services and Special Programs Division
California Community Colleges Chancellor's Office
1102 Q Street, Suite 4554
Sacramento, CA 95811-6539

For assistance in completing this report, you may contact:
Debra Sheldon - dsheldon@cccco.edu - (916) 322-2818

This workbook contains 6 protected spreadsheets in the following order:

1 Cover Page	3 Part I Funding	6 Summary
2 Do First	4 Part II Planned Expenditures	
	5 Part III Planned District Match	

Basic instructions:
You may enter data in spreadsheets 2-6. Use the tab key to move around in each spreadsheet. At the bottom of some of the spreadsheets (or the back of the page if printed) are Specific Entry for certain cells or Other Instructions. You will be able to enter whole numbers only (no cents).

If you need additional rows to complete your data entry in Part II or Part III, please contact Debra Sheldon as listed above. The Chancellor's Office will be able to unlock the spreadsheet, add additional rows and send you the revised spreadsheet.

Yellow highlighted cells allow you to enter a value, either by selecting from a drop down list or typing in the cell.
Blue colored cells indicate a pre-populated cell and cannot be modified.
Gray colored cells indicate a formula and cannot be modified.

To print entire workbook: Go to File, Print, Entire Workbook. Select double-sided.

2014-15
Foothill-DeAnza CCD
De Anza College
CREDIT

Part I: Funding

Enter whole numbers only

Total 2014-15 Student Success and Support Program Allocation	$ 2,810,285

Did your college move Credit SSSP funds to Non-Credit? If yes, how much?	$ -
Total SSSP Funds Available for Planned Expenditures	$ 2,810,285

Total 2014-15 Planned Expenditures in the Student Success and Support Program:

	Amount
Student Success and Support Program Allocation (Part II: Planned Expenditures)	$ 2,810,285
District Match (Part III: Planned District Match)	$ 6,230,186
2:1 Calculated required match for **credit**: $ 5,620,570	

Total Planned Expenditures in the SSSP	$ 9,040,471

Balance 2014-15 Student Success and Support Program Allocation:	$ -

2014-15 Student Success and Support Program Budget Plan
"Part I: Funding"
Specific Entry Instructions

Planned expenditures in the Student Success and Support Program: This Budget Plan must be completed at the college level. If there is more than one college in your district, you will need to work with your district office to identify your college's funding level.

cell:

F10   Enter your college's 2014-15 Student Success and Support Program Allocation

F12   Colleges may move funds from their credit SSSP allocation to their non-credit SSSP allocation. If you did, enter the amount moved.

F13   This cell will populate with the funds available for expenditure in the Credit SSSP.

F18   This cell will populate once the Part II Planned Expenditures section has been completed.

F19   This cell will populate once the Part III Planned District Match section has been completed.

E20   This cell will display your calculated required district match for your *credit* program.

F22   This cell is the sum of: "Student Success and Support Program Allocation (Part II: Planned Expenditures)" and "District Match (Part III: Planned District Match)."

F26   This cell is the sum of: "Total 2014-15 Student Success and Support Program Allocation" minus "Student Success and Support Program Allocation (Part II: Planned Expenditures)".

        0   If all of the 2014-15 Student Success and Support Program Allocation funds have been accounted for on this plan, then the balance should be zero.

        +   If the balance is positive, then the planned expenditures do not fully expend the allocation. The college needs to review the planned expenditures and make necessary adjustments. If balance remains positive, then the funds must be returned to the Chancellor's Office.

        -    If the balance is negative, then then planned expenditures exceed the allocation available and the college needs to review the planned expenditures and make necessary adjustments. Budget Plan cannot be submitted if balance is negative.

Part II: Planned Expenditures (Student Success and Support Program Allocation)

<u>Student Success and Support Program Allocation</u> - Report planned expenditures of the SSSP allocation by object code as defined by the California Community Colleges Budget and Accounting Manual. Although they appear in the CCC Budget and Accounting Manual, not all expenditures listed are appropriate for SSSP purposes. Allowable and disallowed expenditures with Credit and Noncredit SSSP Allocations are listed below.

	Classification		Orientation	Assessment	Counseling/ Advising/Other Ed Planning	Follow-up	Coordination *	Total
1000	**Academic Salaries: Position Title(s)**	**# of FTE Positions**						
	Counselors Full-time	**5.50**	$ 68,509	$ -	$ 421,868	$ 68,509	$ -	558,886
	Counselors Part-time	**15.00**	$ 168,621	$ -	$ 505,863	$ 168,621	$ -	843,105
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
		Subtotal	$ 237,130	$ -	$ 927,731	$ 237,130	$ -	$ 1,401,991
2000	**Classified and Other Nonacademic Salaries: Position Title(s)**	**# of FTE Positions**						
	Academic Advisors	**7.00**	$ 96,822	$ -	$ 302,244	$ 85,045	$ -	484,111
	Admin Support (Counseling & Outreach)	**2.00**	$ 27,244	$ -	$ 27,244	$ -	$ -	54,488
	Technical Support	**0.50**	$ 7,053	$ 7,053	$ 7,053	$ 7,053	$ -	28,212
	Student Ambassadors (10 students)	**2.50**	$ 34,200	$ -	$ 34,200	$ -	$ -	68,400
	Reception Desk (2 Classified Hourly)	**1.00**	$ -	$ -	$ 40,000	$ -	$ -	40,000
	Program Coordinator II (Orientation/Welcome)	**1.00**	$ 57,929	$ -	$ -	$ -	$ -	57,929
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	-
		Subtotal	$ 223,248	$ 7,053	$ 410,741	$ 92,098	$ -	$ 733,140

Classification	Orientation	Assessment	Counseling/ Advising/Other Ed Planning	Follow-up	Coordination *	Total
3000 **Employee Benefits**						
Counselors Full-time	$ 17,045	$ -	$ 104,961	$ 17,045	$ -	139,051
Counselors Part-time	$ 20,656	$ -	$ 61,968	$ 20,656	$ -	103,280
Academic Advisors	$ 37,382	$ -	$ 116,693	$ 32,835	$ -	186,910
Admin Support (Counseling & Outreach)	$ 10,516	$ -	$ 10,516	$ -	$ -	21,032
Technical Support	$ 2,722	$ 2,722	$ 2,722	$ 2,722	$ -	10,888
Student Ambassadors (10 students)	$ 448	$ -	$ 448	$ -	$ -	896
Reception Desk (2 Classified Hourly)	$ -	$ -	$ 3,648	$ -	$ -	3,648
Program Coordinator II (Orientation/Welcome)	$ 22,361	$ -	$ -	$ -	$ -	22,361
	$ -	$ -	$ -	$ -	$ -	-
Subtotal	$ 111,130	$ 2,722	$ 300,956	$ 73,258	$ -	$ **488,066**
4000 **Supplies & Materials**						
Assessment tools, licences	$ -	$ 40,000	$ -	$ -	$ -	40,000
Operational Supplies and Materials	$ 15,000	$ 5,000	$ 15,000	$ 16,088	$ -	51,088
	$ -	$ -	$ -	$ -	$ -	-
	$ -	$ -	$ -	$ -	$ -	-
Subtotal	$ 15,000	$ 45,000	$ 15,000	$ 16,088	$ -	$ 91,088
5000 **Other Operating Expenses and Services**						
Conference and Travel	$ -	$ -	$ 7,000	$ -	$ -	7,000
	$ -	$ -	$ -	$ -	$ -	-
	$ -	$ -	$ -	$ -	$ -	-
	$ -	$ -	$ -	$ -	$ -	-
	$ -	$ -	$ -	$ -	$ -	-
Subtotal	$ -	$ -	$ 7,000	$ -	$ -	$ 7,000
6000 **Capital Outlay**						
Equipment (Laptops for Orientation, Hot Spot, Batteries)	$ 20,000	$ -	$ 30,000	$ -	$ -	50,000
Software (Star Fish, SARS, Degree Works, Other)	$ -	$ -	$ -	$ 39,000	$ -	39,000
Subtotal	$ 20,000	$ -	$ 30,000	$ 39,000	$ -	$ 89,000
7000 **Other Outgo**						
	$ -	$ -	$ -	$ -	$ -	-
	$ -	$ -	$ -	$ -	$ -	-
Subtotal	$ -	$ -	$ -	$ -	$ -	$ -
Grand Total	$ 606,508	$ 54,775	$ 1,691,428	$ 457,574	$ -	
Total Planned Expenditures cannot exceed the 2014-15 SSSP Allocation						$ 2,810,285

Student Success and Support Program 2014-15 Budget Plan
"Part II: Planned Expenditures"
Other Instructions

* Coordination - This includes time spent by the SSSP Coordinator who has direct responsibility for coordinating the college's SSSP services, developing and monitoring the program plan and budget, reviewing MIS data submissions to ensure accuracy and completing required program reports and some staff who work directly in the program providing these coordination activities. The portion of the SSSP Coordinator and staff salaries and benefits that are dedicated to providing core should be reported under the appropriate core serivces.

Number of FTE Positions - Report the number of FTE positions by object code as defined by the California Community Colleges Budget and Accounting Manual.

Expenditures Allowed and Disallowed with Credit and Noncredit SSSP Allocation
(a) Colleges may only expend their SSSP allocation funds to support and meet the costs of the core services described in Title 5, sections 51020-25 and in accordance with the objectives and activities identified in the college's approved Student Success and Support Progam Plan per Title 5, section 55510.
(b) The noncredit program requires a minimum of ninety percent (90%) of the noncredit allocation be expended on direct services to students.
(c) Requests for permission to spend SSSP funds for equipment, materials or services not listed in the college's approved SSSP plan should be approved by the CSSO and appropriate SSSP Coordinator prior to transmittal to the Chancellor's Office for approval.

Expenditures not allowed (See handbook for more detail)
Student Success and Support Program allocation funds shall not be expended for:
1. Construction
2. Gifts
3. Stipends for Students
4. Office Furniture
5. Administrative Salaries and Benefits (positions that do not support the core services described in the college's approved SSSP plan
6. Political or Professional Dues, Memberships, or Contributions
7. Rental of Off-Campus Space
8. Legal and Audit Exceptions
9. Indirect costs
10. Staff related to the Student Success and support Program
11. Unrelated Travel Costs
12. Vehicles
14. Courses
15. Admissions and Records
16. Institutional Research

Beverages and Food
According to a 1989 legal opinion, categorical funds may be used to provide food or beverages (non-alcoholic) for students or staff provided there is no local Board of Trustees policy prohibiting these costs. Food and beverage costs must be for activities or functions consistent with the objectives of the categorical program. Funds cannot be used to pay fo general campus activities such as open houses or other events not directly related to SSSP.

Part III: Planned District Match

District Match - Report planned expenditures of district funds by object code as defined by the California Community Colleges Budget and Accounting Manual.

	Classification	# of FTE Positions	Orientation	Assessment	Counseling/ Advising/ Other Ed Planning	Follow-up	Coordination *	Research	Technology	Transitional Services (See #8 below)	Total
1000	**Academic Salaries: Position Title(s)**										
	Articulation Officer/Transfer Services Coord.	1.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 112,795	112,795
	Counselor Full-time	15.75	$ 4,136	$ -	$ 1,448,237	$ 4,136	$ -	$ -	$ -	$ -	1,456,509
	Counselor Full-time (Teaching)	3.50	$ 65,468	$ -	$ 196,403	$ 65,468	$ -	$ -	$ -	$ -	327,339
	Dean of Admissions & Records	1.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 63,650	63,650
	Dean of Counseling	1.00	$ -	$ -	$ 143,217	$ -	$ -	$ -	$ -	$ -	143,217
	Counselor Part-time (Teaching)	4.50	$ 123,936	$ -	$ 123,936	$ -	$ -	$ -	$ -	$ -	247,872
	SSSP Coordinator (VP Student Services)	0.35	$ -	$ -	$ -	$ -	$ 58,154	$ -	$ -	$ -	58,154
			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
			$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
	Subtotal		$ 193,540	$ -	$ 1,911,793	$ 69,604	$ 58,154	$ -	$ -	$ 176,445	**$ 2,409,536**
2000	**Classified and Other Nonacademic Salaries: Position Title(s)**	# of FTE Positions									
	Admissions & Records Staff	12.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 831,218	831,218
	Cashiering Services Staff	3.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 218,704	218,704
	Articulation Admin. Asst. & Specialist	2.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 144,021	144,021
	Administrative Asst. (Counseling)	2.00	$ -	$ -	$ 159,078	$ -	$ -	$ -	$ -	$ -	159,078
	Institutional Research	2.00	$ -	$ -	$ -	$ -	$ -	$ 119,728	$ -	$ -	119,728
	Marketing & Communications	1.00	$ 109,334	$ -	$ -	$ -	$ -	$ -	$ -	$ -	109,334
	Director of Outreach	1.00	$ 113,152	$ -	$ -	$ -	$ -	$ -	$ -	$ -	113,152
	School Relations Specialist (Outreach)	1.00	$ 66,598	$ -	$ -	$ -	$ -	$ -	$ -	$ -	66,598
	Testing & Assessment Supervisor, Specialist, Techs.)	5.00	$ -	$ 327,708	$ -	$ -	$ -	$ -	$ -	$ -	327,708
	Administrative Asst. (Transfer)	1.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 62,764	62,764
	Student Workers (Outreach)	2.00	$ 21,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -	21,600
	Student Workers (Math Performance Success)	1.00	$ -	$ -	$ -	$ 49,250	$ -	$ -	$ -	$ -	49,250
	Student Workers (Student Success & Retention)	1.00	$ -	$ -	$ -	$ 25,920	$ -	$ -	$ -	$ -	25,920
	Subtotal		$ 310,684	$ 327,708	$ 159,078	$ 75,170	$ -	$ 119,728	$ -	$ 1,256,707	**$ 2,249,075**

		Orientation	Assessment	Counseling/ Advising/ Other Ed Planning	Follow-up	Coordination *	Research	Technology	Transitional Services (See #8 below)	Total
	Classification									
3000	**Employee Benefits**									
	Articulation Officer/Transfer Services Coord.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 28,063	28,063
	Counselor Full-time	$ 1,029	$ -	$ 356,039	$ 1,029	$ -	$ -	$ -	$ -	358,097
	Counselor Full-time (Teaching)	$ 16,288	$ -	$ 48,865	$ 16,288	$ -	$ -	$ -	$ -	81,441
	Dean of Admissions & Records	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 14,957	14,957
	Dean of Counseling	$ -	$ -	$ 30,434	$ -	$ -	$ -	$ -	$ -	30,434
	Counselor Part-time (Teaching)	$ 15,182	$ -	$ 15,182	$ -	$ -	$ -	$ -	$ -	30,364
	Admissions & Records Staff	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 316,646	316,646
	Cashiering Services Staff	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 80,347	80,347
	Articulation Admin. Asst. & Specialist	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 55,606	55,606
	Administrative Asst. (Counseling)	$ -	$ -	$ 61,420	$ -	$ -	$ -	$ -	$ -	61,420
	Institutional Research	$ -	$ -	$ -	$ -	$ -	$ 43,398	$ -	$ -	43,398
	Marketing & Communications	$ 38,991	$ -	$ -	$ -	$ -	$ -	$ -	$ -	38,991
	Director of Outreach	$ 34,545	$ -	$ -	$ -	$ -	$ -	$ -	$ -	34,545
	School Relations Specialist (Outreach)	$ 25,714	$ -	$ -	$ -	$ -	$ -	$ -	$ -	25,714
	Testing & Assessment Supervisor, Specialist, Techs.)	$ -	$ 121,948	$ -	$ -	$ -	$ -	$ -	$ -	121,948
	Administrative Asst. (Transfer)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 24,234	24,234
	SSSP Coordinator (VP Student Services)	$ -	$ -	$ -	$ -	$ 12,358	$ -	$ -	$ -	12,358
	Student Workers (Outreach)	$ 330	$ -	$ -	$ -	$ -	$ -	$ -	$ -	330
	Student Workers (Math Performance Success)	$ -	$ -	$ -	$ 750	$ -	$ -	$ -	$ -	750
	Student Workers (Student Success & Retention)	$ -	$ -	$ -	$ 395	$ -	$ -	$ -	$ -	395
	Subtotal	$ 132,079	$ 121,948	$ 511,940	$ 18,462	$ 12,358	$ 43,398	$ -	$ 519,853	**$ 1,360,038**
4000	**Supplies & Materials**									
	Couseling	$ -	$ -	$ 14,300	$ -	$ -	$ -	$ -	$ -	14,300
	Outreach	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	25,000
	Testing & Assessment	$ -	$ 400	$ -	$ -	$ -	$ -	$ -	$ -	400
	Transfer Center	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,000	4,000
	Articulation & Transfer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,000	3,000
	Admissions & Records	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	5,000
	Cashiering Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 25,000	25,000
	Institutional Research	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ -	$ -	10,000
	Subtotal	$ 25,000	$ 400	$ 14,300	$ -	$ -	$ 10,000	$ -	$ 37,000	$ 86,700
5000	**Other Operating Expenses and Services**									
	Couseling	$ -	$ -	$ 14,300	$ -	$ -	$ -	$ -	$ -	14,300
	Outreach	$ 27,788	$ -	$ -	$ -	$ -	$ -	$ -	$ -	27,788
	Testing & Assessment	$ -	$ 525	$ -	$ -	$ -	$ -	$ -	$ -	525
	Transfer Center	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,842	4,842
	Articulation & Transfer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,669	3,669
	Admissions & Records	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	5,000

	Cashiering Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 27,457	27,457
	Marketing & Communications	$ 10,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	10,000
	Institutional Research	$ -	$ -	$ -	$ -	$ -	$ 11,256	$ -	$ -	11,256
		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
	Subtotal	$ 37,788	$ 525	$ 14,300	$ -	$ -	$ 11,256	$ -	$ 40,968	$ 104,837
6000	Capital Outlay									
	Software	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,000	$ -	20,000
		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
	Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,000	$ -	$ 20,000
7000	Other Outgo									
		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	-
	Subtotal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Grand Total	$ 699,091	$ 450,581	$ 2,611,411	$ 163,236	$ 70,512	$ 184,382	$ 20,000	$ 2,030,973	
Total Planned Expenditures must be at least equal to or exceed the Required District Match									$ 6,230,186

* Coordination - This includes time spent by the SSSP Coordinator who has direct responsibility for coordinating the college's SSSP services, developing and monitoring the program plan and budget, reviewing MIS data submissions to ensure accuracy and completing required program reports and some staff who work directly in the program providing these coordination activities. The portion of the SSSP Coordinator and staff salaries and benefits that are dedicated to providing core should be reported under the appropriate core serivces.

Number of FTE Positions - Report the number of FTE positions by object code as defined by the California Community Colleges Budget and Accounting Manual.

Expenditures Allowed and Disallowed for Credit and Noncredit District Match
District Match must directly benefit the SSSP. Institutions can count expenditures from non-program fund sources for core services and related direct program costs, such as:
1. Orientation
2. Assessment for placement
3. Student Education Planning
4. Counseling and Advising
5. Follow-up Services
6. Institutional research directly related to the provision or evaluation of SSSP services   7. SSSP Technology
8. Transitional Services (now permanent) - A&R, Transfer and Articulation Services, Career Services, Institutional Research, and Institutionally-funded tutoring and supplemental instruction costs for at-risk students, as covered in the handbook.

Other than the services listed above, district funds cannot be used as a match to fund expenses not allowed by SSSP funds, such as:
(a) Staff, certificated or administrative positions, that do not support the core services described in the college's approved SSSP plan.
(b) Indirect costs (i.e., heat, lights, power or janitorial services).
(c) Political or Professional Dues, Memberships or Contributions
(d) Construction, or Vehicles
(e) Travel unrelated to SSSP activities or functions

Beverages and Food
According to a 1989 legal opinion, categorical funds may be used to provide food or beverages (non-alcoholic) for students or staff provided there is no local Board of Trustees policy prohibiting these costs. Food and beverage costs must be for activities or functions consistent with the objectives of the categorical program. Funds cannot be used to pay for general campus activities such as open houses or other events not directly related to SSSP.

2014-15
Foothill-DeAnza CCD
De Anza College
CREDIT

Summary

Part I: Funding

Total 2014-15 Student Success and Support Program Allocation $ 2,810,285

Did your college move Credit SSSP funds to Non-Credit? If yes, how much? $ -
Total SSSP funds Available for Planned Expenditures $ 2,810,285

Total 2014-15 Planned Expenditures in the Student Success and Support Program:

Student Success and Support Program Allocation (Part II: Planned Expenditures) $ 2,810,285
District Match (Part III: Planned District Match) $ 6,230,186
2:1 Calculated required district match for **credit**: $ 5,620,570

Total Planned Expenditures in the SSSP $ 9,040,471

Balance 2014-15 Student Success and Support Program Allocation: $ -

The required District Match was met: **Yes**

Certification

The undersigned certify that the the SSSP allocation will be expended in accordance with the provisions outlined in title 5, sections 51020-25 and in accordance with the objectives and activities identified in the college's Student Success and Support Progam Plan per title 5, section 55510.

	Email address	Phone Number	Date
	cookstacey@fhda.edu	(408) 864-8330	
Stacey Cook, Vice President, Student Services			
College Credit SSSP Coordinator (Typed name and signature)			
	cookstacey@fhda.edu	(408) 864-8330	
Stacey Cook, Vice President, Student Services			
SSSP Supervising Administrator or CSSO (Typed name and signature)			
	mcelroykevin@fhda.edu	(650) 949-6201	
Kevin McElroy, Vice Chancellor Business Services			
District Business Manager (Typed name and signature)			
	murphybrian@fhda.edu	(408) 864-8706	
Brian Murphy, President De Anza College			
College President (Typed name and signature)			
	thorlinda@fhda.edu	(650) 949-6100	
Linda Thor, Chancellor Foothill-De Anza Community College District			
District Chancellor (Typed name and signature)			