

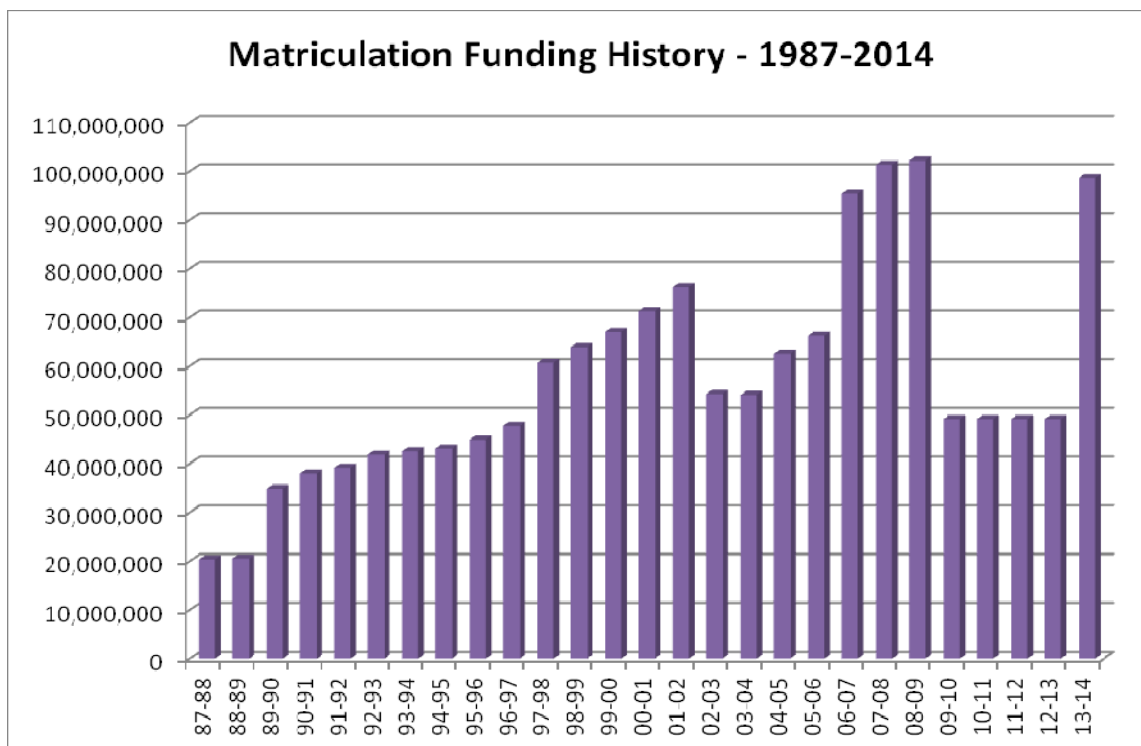
STUDENT SUCCESS AND SUPPORT PROGRAM FUNDING GUIDELINES

History of Matriculation and Student Success and Support Program Funding

Since the adoption of the Seymour-Campbell Matriculation Act of 1986, program funding has been at the discretion of the state legislature. Though the premise of matriculation was widely supported, the program was only partially funded from the beginning and was significantly cut twice in its 25 year history. As Exhibit 1 shows, funding increased gradually until 2002 when the Matriculation appropriation¹ was cut by 29 percent. It began growing again in 2004 until it peaked in 2008-09 at \$102.2million, but in 2009-10 the funding was dramatically reduced, by 52 percent, to \$49.18 million², of which \$9.38 million was dedicated to serving noncredit students. The Matriculation appropriation remained stagnant from 2009-10 through 2012-13.

With the advent of the updated Seymour-Campbell Student Success Act of 2012, an additional \$50 million was appropriated in the 2013-14 budget for the SSSP program, including up to \$14 million for the statewide common assessment and education planning initiatives. This brought the total funding level to \$99,183,000 million, which includes \$89,802,000 for credit SSSP services and \$9,381,000 for noncredit services. Funding is expected to increase significantly again for 2014-15.

Exhibit 1



¹ "Appropriation" refers to the annual total of funds for a categorical program that are provided to the Chancellor's Office by the State of California.

² Categorical flexibility was also introduced to help districts manage cuts which exempted them from many title 5 regulations and reporting requirements.

Student Success and Support Program Funding

Funding for the Student Success and Support Program (SSSP) is targeted to fully implement core services: orientation; assessment; counseling, advising, and other education planning services needed to assist a student in making an informed decision about his or her education goal and course of study and to develop an education plan; and follow up for at-risk students. In accordance with SB 1456, the formula to allocate funds for the program includes the following elements:

- The number of students to receive services at each college.
- The number of students who received orientation; assessment; counseling, advising, and other educational planning services; and follow up for at-risk students.³

SSSP funds may only be used for core services. Insofar as a community college district is able to fully implement in-person or technology mediated strategies for delivery of orientation, assessment, and education planning services, the Board of Governors may identify other support services that can be funded.

In addition, any district or college receiving SSSP funding must agree to implement the Board of Governors' system of common assessment, once it is adopted, if an assessment instrument is being used for placement. Implementation of the Board of Governors' accountability scorecard, pursuant to section 84754.5, is also mandatory. These requirements are a condition for receiving SSSP funding.

Finally, SB 1456 requires districts to contribute matching funds for the SSSP. Title 5 section 55518 requires that each dollar of state credit SSSP funding be matched by three dollars of other district resources devoted to the SSSP, consistent with the match formerly required for categorical Matriculation funds.

Allocation Process and Timeline

Program funding is always contingent on the State's annual Budget Act appropriation. In recent years the Budget has been enacted before June 30 for the following year. Based on the appropriation, the Chancellor's Office allocates the appropriated credit and noncredit program funds to colleges using the approved formulas described below.

Definitions

- o "Allocations" are the annual total of funds for a categorical program that the Chancellor's Office transmits to colleges from the State appropriation.
- o "Appropriations" refers to funds that are provided to the Chancellor's Office by the State.
- o "Apportionments" are payments transmitted to districts over the course of the fiscal year that will eventually add up to the total college allocations.

The data necessary to administer the allocation formula are transmitted by districts through the Chancellor's Office MIS system by the first Monday in August and are not available for

³ SB 1456 doesn't explicitly include follow-up in the funding elements but provides sufficient authority for the Board of Governors to include it as a required and fundable service, which the BOG did in title 5 section 55520.

allocation purposes until August 30. Colleges can generally expect notification of their final allocation in late September or early October.

Allocation notices are sent out via the Student Success and Support Program listserv and also are posted on the Chancellor's Office Student Success and Support Program webpage at <http://extranet.cccco.edu/Divisions/StudentServices/Matriculation/Allocations.aspx>.

Funds are transmitted to community college districts throughout the year via the apportionment process. The apportionment timeline is as follows:

- Advance Apportionment: July
- First Principal Apportionment (P1): February
- Second Principal Apportionment (P2): June
- Final Recalculation (R1): February

Data Elements and Credit Funding Formula

In November 2012, a work group was convened to review and revise the existing Chancellor's Office Management Information System (MIS) data elements and propose a new SSSP funding formula. The new MIS data elements were finalized during the summer of 2013, with some clarification on reportable activities added in December 2013. The new Student Success (SS) data elements will replace the Student Matriculation (SM) data elements currently being reported. Districts are required to report data using the SS data elements beginning in summer 2014 and those data elements will be used to generate allocations, using the new funding formula, for 2015-16. The SS data element definitions and descriptions may be found in the MIS Data Element Dictionary:

<http://extranet.cccco.edu/Divisions/TechResearchInfoSys/MIS/DED/StudentSuccess.aspx>. Data for services are to be reported for the term in which the services were provided.

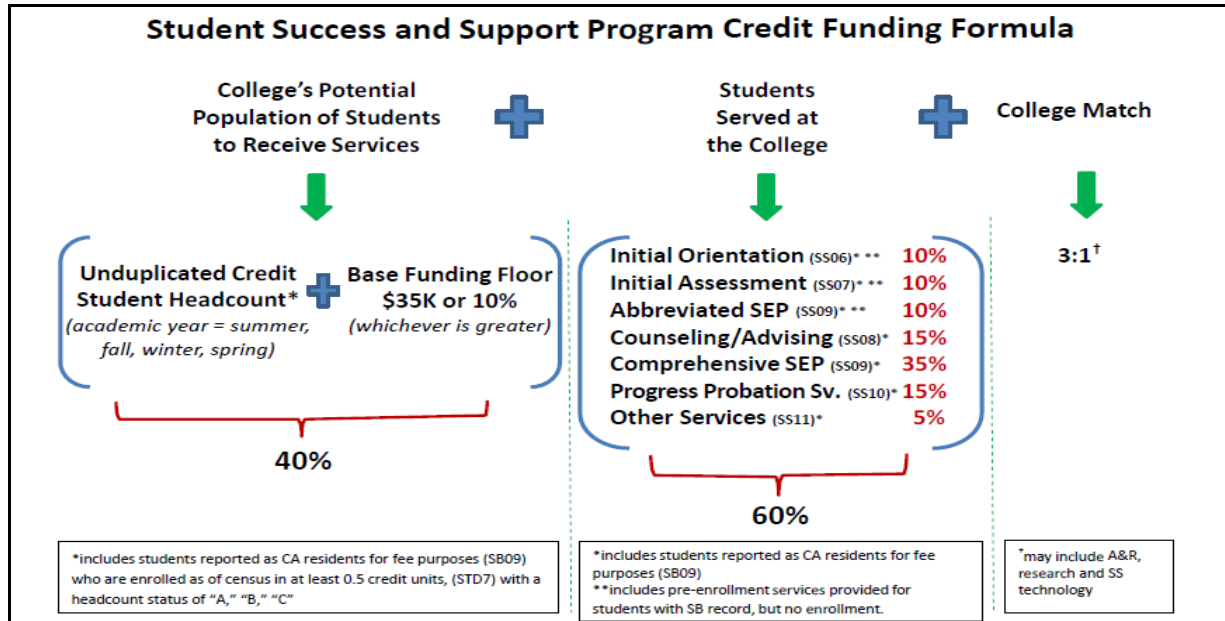
The credit funding formula includes the following factors and assumptions:

- Base funding of \$35,000 or 10 percent of the total credit SSSP appropriation, whichever is greater, provides baseline funding protection for small colleges.
- A 40/60 split in the total state credit Student Success and Support Program appropriation to be allocated based on credit student unduplicated headcount (i.e., the potential population of students to be served) vs. services provided to students gives a proportionate share of base funding to colleges with larger student populations while creating an incentive for colleges to serve greater numbers of students.
- Of the 60 percent total state credit SSSP appropriation dedicated to services, each college will be allocated funding based on its prorated share of the state's total count of services provided as reported in the MIS. Of that 60 percent, 30 percent is specifically targeted to provide one-time services to new students (initial orientation, initial assessment, and abbreviated SEPs).
- Based on the latest research, which highlights the importance of providing core services to students upon entry and ensuring students receive services along their pathway to completion, the funding also supports services for continuing students.
- Given the importance of ensuring students identify a course of study and develop an SEP, a greater weight was placed on the comprehensive SEP required for first time

students who earn 15 degree-applicable semester units or before the end of their 3rd term, pursuant to title 5 section 55530. The weight also reflects the cost of counseling expertise needed to support the development of comprehensive SEPs.

- Pre-enrollment services are funded for orientation, assessment, and abbreviated SEPs provided to high school students who were served by the college and applied, even if they subsequently did not enroll. This incentivizes colleges to continue or establish programs to transition high school seniors to college.

Exhibit 2



Credit SSSP Funding Formula Details

The new credit SSSP allocation formula is based on the following considerations:

- Allocations will be generated for each college in a district. Multi-college districts may choose to provide SSSP funding to colleges in amounts that differ from State generated allocations.
- Forty percent of the SSSP (credit) appropriation to be allocated to colleges will be dedicated to the college's potential population of students to receive services, including:
 - Base Funding Floor of \$35K or 10 percent of the SSSP credit appropriation divided by 113 (representing 112 colleges and the Compton Center), whichever is greater, per college.
 - Unduplicated Credit Student Headcount - students designated as CA residents for fee purposes (MIS Data Element SB09) who are enrolled as of census in at least 0.5 credit units (MIS Data Element STD7) with a headcount status of "A," "B," "C".

Example of Base Funding Floor Calculation

- \$35K base per college multiplied by the number of colleges operating SSSPs equals \$3,955,000.
- Ten percent of the SSSP (credit) appropriation of \$89,802,000 equals \$8,980,200. When divided by 113, the per-college amount would be \$79,470.
- The greater per-college amount in this scenario would be \$79,470.

- Sixty percent of the SSSP (credit) total state appropriation dedicated to colleges will be allocated based on services provided to students.

Each college will be allocated funding based on its prorated share of the state's total count of services provided as reported in the MIS in each of the service categories listed in Exhibit 3 below.

Exhibit 3

Service	%	MIS Data Element	Frequency in Formula
Initial Orientation	10%	SS06	once during time student is served by the college* [†]
Initial Assessment	10%	SS07	once during time student is served by the college* [†]
Abbreviated Student Education Plan	10%	SS09	once during time student is served by the college* [†]
Counseling/Advising	15%	SS08	once per year per student during time student is served by the college
Comprehensive Student Ed. Plan	35%	SS09	once during time student is served by the college [†] (revisions or a new SEP in subsequent terms are counted under "other follow-up service")
At Risk Follow Up Services	15%	SS10	once per term during time student attends the college (after first term)
Other Follow Up Services	5%	SS11	up to four times during the year during time student attends the college (after first term)

* Pre-enrollment services provided to potential students can be counted for funding if they complete a college application to create a basic student record (see MIS Basic student record data element definitions at http://extranet.cccco.edu/Portals/1/TRIS/MIS/Left_Nav/DED/Data_Elements/SB/SB_Master_All.pdf)

† A student re-enrolling at the reporting college after an absence of six or more primary semesters, or nine or more primary quarters, or the equivalent of 3 academic years may be considered a new student for funding purposes.

- Match Requirement of 3:1.
Title 5 section 55518 specifies that each dollar of state SSSP funding must be matched by three dollars of other district resources dedicated to the SSSP.

Fundable Services

Services can be provided, reported and funded on the basis described below:

- Initial orientation: for first time students
- Initial assessment: for math, English and ESL for first time students
- Abbreviated SEP: a one- to two-term SEP that may precede a Comprehensive SEP or serve as the only SEP needed for a student whose program can be accomplished in one or two semesters.
- Counseling and advising: counseling or advising to a student or group of students

- Comprehensive SEP: an education plan that is at least two terms in length and reflects the number of terms required to achieve the student's declared course of study (title 5, section 55524); a student who has a clearly defined educational goal and course of study at the time he or she applies and enrolls in courses at a college may not need an Abbreviated SEP and may immediately develop a Comprehensive SEP.
- Follow-up services for students on academic or progress probation: one-on-one or group counseling sessions, student success workshops, etc.
- Other follow-up services: subsequent orientations (for example, based on a just-in-time orientation model), other assessments (career and interest assessments, placement assessments for subjects other than entry-level math, English or ESL, or re-testing); revision or development of an additional SEP beyond the initial abbreviated and/or comprehensive SEP (if the student changes course of study, or there are other changes that necessitate a revised or new SEP); student success workshops, etc. In general SSSP service interactions that include a two-way interaction of an unspecified duration meet the intent of follow-up and can be reported for funding. Actions that do not qualify for funding as follow-up services are those that are a one-sided action on the part of the college and those that are primarily administrative or clerical.

Funding Formula Timeline by Fiscal Year (July 1-June 30)

FY 2014-15

Allocations will be calculated based on existing Matriculation formula:

- $2.4 \times$ new credit students plus $1.0 \times$ continuing credit students
- Each college receives at least 95 percent of the prior year's credit allocation for the subsequent fiscal year
- A minimum allocation of \$50,000 is guaranteed for colleges with the smallest credit headcount
- Student headcount and enrollment numbers are drawn from each district's prior year Management Information System (MIS) data submittals
- Match requirement of 3:1

FY 2015-16

The new SSSP formula will be used to calculate allocations based on the 2014-15 MIS SS data submitted to the Chancellor's Office in August 2015. Because data to generate the allocations is not available until after the start of the year, colleges will receive initial funding based on their previous year's allocation in the Advance Apportionment in June 2015. Adjusted allocations will be issued in September. The funding formula provides for a guarantee at 80 percent of a college's prior year allocation in order to allow allocations to begin adjusting to the new funding formula without destabilizing programs. Given recent and anticipated increases in the SSSP appropriation, it is likely that allocations for all colleges will increase.

FY 2016-17

The new SSSP formula is used to calculate allocations based on prior year MIS SS data reported by the college in August 2016. The minimum funding guarantee drops to 50 percent of 2014-15 funding.

FY 2017-18 and following years

The SSSP formula continues to be used to calculate allocations based on the prior year's MIS data reported by the college each year in August. Provided the budget appropriation allows it, funding will be guaranteed at 95 percent of the prior year's allocation to provide stability from year to year.

Noncredit SSSP Funding

The California Community Colleges began receiving a separate allocation for noncredit matriculation services in 1997-98.

Since not all colleges have noncredit programs, a separate application and certification was required for colleges that wished to receive noncredit funding. The certification process was suspended when Matriculation funding was cut in 2008-09 and flexibility to move funding between categorical programs was provided for in the State Budget Act. Colleges that received noncredit Matriculation funding in 2008-09 continued to receive their prorated share of the noncredit Matriculation appropriation in each of the following years without regard to how the funds were spent. Colleges that terminated noncredit programs continued to receive noncredit funds as long as categorical flexibility was in effect.

The SSSP was removed from categorical flexibility in the 2013-14 Budget Act, and only those colleges providing services to students enrolled in noncredit programs are entitled to noncredit SSSP funding. Colleges currently administering noncredit programs were required to certify their eligibility to receive SSSP noncredit funds during July 2013. Districts/colleges that previously administered noncredit programs were provided 95 percent of their 2012-13 allocation in the 2013-14 Advance Apportionment. Colleges that received the funds but no longer administer a noncredit program had the noncredit allocation reversed in the First Principal Apportionment (P-1) in February 2014. Colleges that did not have a noncredit program in 2012-13 but have certified that they *would* have a noncredit program in 2013-14 were provided with an allocation and received funds in P-1. Also in P-1, colleges with continuing noncredit programs had their allocations adjusted to reflect any additional available dollars.

Noncredit SSSP Funding Formula

Transitional Years of 2013-14 and 2014-15

Noncredit SSSP funding for 2013-14 and 2014-15 will be calculated based on the formula in place from 2001-02 through 2008-09, as follows:

- Based 100 percent on a weighted noncredit student headcount
- The weight of .5 is assigned to students enrolled in fewer than 48 noncredit hours
- Students enrolled in 48 or more noncredit hours are assigned a weight of 1.0
- Noncredit students who enroll in fewer than six credit hours at any location in the district during the year are included in the noncredit count for allocation purposes. Conversely, noncredit students who enroll in six or more credit hours during the year are excluded from the noncredit count as these students are counted in the credit SSSP allocation.
- All students with at least one hour of attendance in a fundable noncredit course section (see bullet below for list of approved courses and programs) during the academic year

are counted in the noncredit funding formula, unless they also attempted six or more units of credit coursework during the year.

- Noncredit SSSP funds can be used to provide core services to students enrolled in only the following approved courses or programs:
 - Elementary and Secondary Basic Skills
 - English as a Second Language
 - Education Programs for Students with Substantial Disabilities
 - Immigrant Education
 - Health and Safety
 - Education Programs for Older Adults
 - Home Economics/Family and Consumer Services
 - Parenting
 - Short Term Vocational/Career Technical/Workforce Preparation courses
- Match requirement of 1:1
- The noncredit formula does not provide a funding guarantee related to a college's prior year noncredit allocation
- Colleges are permitted to transfer credit SSSP funds to support services for noncredit students

Colleges will be required to submit separate noncredit program and budget plans for 2014-15.

Beginning in 2015-16

The new SSSP Noncredit funding formula that will be used to calculate noncredit allocations in 2015-16 will be developed in 2013-14 through a collegial process similar to that used to develop the credit formula. While the formula has yet to be developed, SB 1456 requires that the SSSP funding formula be based on some combination of 1) the number of students eligible to receive services at each college, and 2) the number of students who received orientation, assessment, counseling, advising, and other educational planning services. These elements will be part of the new noncredit funding formula. In addition, the requirements in SB 1456 that target funding to fully implement orientation; assessment; and counseling, advising, and other education planning services also apply to noncredit SSSP expenditures beginning in 2013-14. Thus it is expected that all expenditures of noncredit SSSP funds are supporting core services, unless the college or district has requested and been given a one-year exemption by the Chancellor's Office.

Allowable Use of Student Success and Support Program Funds

General Rules

All expenses charged to the Student Success and Support Program must be justifiable and reasonable. "Justifiable" means that expenditures are consistent with program goals and activities delineated in the SSSP plan. "Reasonable" means that expenditures will be made prudently and with every effort to utilize funds efficiently.

Program funds can only be used to support and meet the costs of the service components described in title 5, section 55520-25 and in accordance with the objectives and activities

identified in the college's approved SSSP Plan, per title 5, section 55510. Any expenditure not included in the SSSP Plan must be approved by the Chancellor's Office.

Funds for the approved purchase of equipment, supplies, etc., can be encumbered if the purchase order is dated on or before June 30 of the fiscal year in which the funds were allocated. In the event that a local policy governing encumbrances has been officially adopted by the district, the terms and restrictions of that policy prevail.

The noncredit program requires a minimum of ninety percent of the funds to be expended on direct services to students.

Allowable Expenditures

1. SSSP Program Director/Coordinator and Staff

SSSP director/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. Staff who work directly in the program, all positions -- classified, faculty or administrative -- must directly support program services, as reflected in job descriptions and included in the SSSP Plan. The college must be able to document staff time charged to the program. Costs may include salaries or wages and employee benefits. Costs must be prorated for employees who are assigned to the SSSP on a part-time basis.

2. Office Supplies and Postage

Direct cost of office supplies and postage for program related activities.

3. Publications and Outreach Materials

Reasonable costs to develop and produce materials to promote SSSP services and activities. Examples include materials for orientation and assessment workshops at high schools, guides for creating an education plan, brochures about supportive services, etc.

4. In-State Travel and Training

Expenses may include workshop/conference fees; travel and lodging according to district travel guidelines to allow program staff to attend SSSP-related training conferences and workshops in California. Funds may not be used to pay for out of state travel.

5. Computer Hardware and Software and Equipment

Colleges may use program funds to purchase computer hardware, software, and equipment to assist colleges in the delivery of SSSP services if the purchases are included in the SSSP Program Plan. These could include education planning or degree audit software. Equipment purchased by the program that is no longer needed or is being replaced cannot be donated to another area of campus. District policies regarding the use and disposal of surplus equipment must be followed. No more than ten percent of the college's noncredit allocation may be used for costs related to equipment or research activities.

6. Food and Beverages

Categorical funds can be used to provide food or non-alcoholic beverages for students or staff, provided that 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 SSSP. Funds cannot be used to pay for general campus activities such as open houses or other events not directly related to the SSSP.

7. Counseling, Advising, and Other Student Education Planning Services

Colleges may use funds to pay for counseling, advising, and other education planning services provided to students. This may include salary and benefit costs of staff who provide these services, costs related to the provision of workshops, group counseling or advising sessions, online advising, etc. unless those workshops or group sessions are part of a course that generates FTES. SSSP funds cannot be used to pay for services that are provided through an apportionment generating activity.

8. Follow-Up Services

Colleges may use program funds to pay for communication or early alert systems designed to notify students of their academic standing or intervention services that may include related workshops targeting students on probation or facing dismissal, materials, etc.

9. Orientation Services

Development and delivery of orientation services: this may include staff and materials costs to deliver group orientations, workshops, development of online orientation resources, etc.

10. Assessment for Placement Services

Purchase of assessment tests and the implementation of multiple measures used for course placement, career assessments, assessment center staff, test proctors, communication to students, practice tests, etc.: this may include admissions office evaluators or other staff who collect and review of multiple measures data, such as transcripts from other colleges and high schools, military service and work experience, and specialized certificates and licenses.

11. Research, Admissions and Transfer functions directly related to Fundable SSSP Services

Colleges may use program funds to pay for research, admissions and records and transfer related staff time dedicated to evaluating the effectiveness of SSSP core services, or directly contributing to or providing SSSP core services.

Expenses Not Allowed

1. Construction

Funds may not be used for construction work, remodeling, or renovation.

2. Gifts

Public funds, including SSSP funds, may not be used for gifts or monetary awards of any kind.

3. Stipends for Students

Funds cannot be used to pay stipends to students for attendance at SSSP classes or workshops.

4. Office Furniture

The cost of office furniture (desks, chairs, bookcases, etc.) is not allowed.

5. Other Staff Salaries and Benefits

Program funds cannot be used to pay for any staff that do not directly support the SSSP services described in the college's approved plan, such as budget office staff, business office staff, etc.

6. Political or Professional Dues, Memberships, or Contributions

Funds cannot be used for these activities.

7. Rental of Off-Campus Space

Use of funds to pay for off-campus space is not allowed.

8. Legal and Audit Expenses

Program funds may not be used to pay for legal or audit expenses.

9. Indirect Costs

Program funds may not be used to pay for indirect costs, such as heat, electricity, or janitorial services.

10. Unrelated Travel Costs

Program funds may not be used for the cost of travel not directly related to program activities or functions.

11. Vehicles

Program funds may not be used to purchase vehicles.

12. Clothing

Program funds may not be used to purchase clothing such as jackets, sweatshirts, or tee shirts.

13. Courses

Program funds may not be used to deliver courses that generate FTES.

14. Admissions and Records Offices

In general, program funds cannot be used to fund operations of Admissions and Records (A&R) Offices. This does not preclude the use of funds for specific functions performed in A&R that are directly related to the delivery of Student Success and Support Program services. For example, SSSP funds could be spent for transcript analysis for the purpose of course placement. These functions and staff must be identified in the college's SSSP program and budget plans.

15. Research Offices

Institutional research that is not directly related to the provision or evaluation of SSSP services.

Allowable Expenditures for College Match

The SSSP requires colleges to contribute matching funds. The credit program requires a match of three-to-one.⁴ The noncredit program requires a match of one-to-one.

From the beginning, legislative funding related to matriculation services was intended to supplement institutional expenditures for student support services, not cover the full costs. Matching requirements reflect the expectation that colleges have primary responsibility for

⁴ Current title 5 regulations, section 55518, specify the 3:1 match. Preliminary work is underway to revise the match requirement for SSSP funds in excess of \$100 million

student success services and SSSP funds are supplemental to ongoing college expenditures. Colleges/districts must demonstrate the expenditure of three dollars of institutional funds to match every dollar funded by the SSSP. Matching funds must directly benefit the program. Institutions can count expenditures from non-program fund sources for core services and related direct program costs, such as:

- o Orientation
 - o Assessment for placement
 - o Student Education Planning
 - o Counseling and Advising
 - o Follow Up Services
 - o Institutional research directly related to the provision or evaluation of SSSP services
 - o SSSP Technology directly related to the delivery of services, such as online orientation, advising and student education planning
- Cost of a FTES-generating course, the counseling faculty member's salary and benefits, where the outcome of the course is the completion of the students' orientation and/or an education plan. (Example: A counseling faculty member who is assigned to teach a Student Success course cannot be paid from SSSP funds for that portion of his or her workload related to the FTES-generating course. However, if at the end of the course students have completed their orientation or produced their education plans, the cost of the course, including the counseling faculty member's compensation for teaching the course, can be included in the college's SSSP match.)
- In addition, recognizing the challenges some districts face in restoring services after the 2009-10 categorical budget cuts, as a transitional measure districts may also count expenditures for costs that were allowable with Matriculation categorical funding as of 2008-09, even though they are no longer allowable under SB 1456 and current SSSP regulations. These include:
 - o Admissions and Records
 - o Transfer and Articulation Services
 - o Career Services
 - o Institutional Research
- Matching funds must be described in the program plan and are considered to be part of the overall funds supporting the SSSP. They are subject to audit. If the matching funds are not found to be allowable, or if they are less than the required match, adjustments to the SSSP allocation will be made as appropriate.
- The costs covered through the match must be identified and reported as part of the budget of the program plan and ultimately reported as expenditures on the SSSP end of year expenditure report.
- Eligible sources of funding for the match include, but are not limited to the following:

- State and local funds—Funds under the control or jurisdiction of the district as long as these funds are not expressly restricted for use.
- Private or Non-Profit funds—Private contributions or grants used to support the SSSP.

Expenditures Not Allowed for College Match

Ineligible sources of matching funds and expenditures include, but are not limited to:

- Except for the pre-2009-10 matriculation services specifically listed as allowable match costs, expenditures that are not allowed with SSSP categorical funds are also not allowed to be counted towards the district 3:1 match requirement.
- Categorical Programs—State categorical program expenditures, such as those for EOPS, DSPS, CARE, or Board Financial Assistance Program-Student Financial Aid Administrative Allowance (BFAP-SFAA) may not be reported as part of the district match requirements. These program funds are earmarked exclusively for their expressed purposes as authorized in the Education Code.

While there is flexibility identifying various sources of matching funds, it is important to adhere to the governing provisions for the match funding source when determining if funds are appropriate to support one or more of the Student Success and Support Program components.

Supplanting Funds

Student Success and Support Program funding may not be used to supplant district funds currently expended on SSSP activities. However, as long as the net amount of SSSP and Match funds remain constant, movement of expenses between SSSP funds and matching funds will not be considered supplanting. For example, in 2012-13, assume a district received \$4 million in Matriculation funds and out of those funds paid for 2 positions in Admissions and Records. In that same year, the district provided \$12 million in matching funds and out of those matching funds paid for 2 Counseling positions. The net amount of funds dedicated to the SSSP was \$16 million. Then in 2013-14, due to the changes in the program, the district is no longer allowed to pay for Admissions and Records positions from SSSP funds, but can pay for them from matching funds. In 2013-14 they still dedicate a total of \$16 million to the program. They can legitimately switch fund sources and pay for the two A&R positions from matching funds, and the two counseling positions from SSSP funds. This is not considered supplanting, since the total amount dedicated to the program remains constant.

Fees

Districts may not charge fees to students for the provision of specific Student Success and Support Program related services, such as assessment testing for placement purposes. Fees may be charged only when required or authorized by law. For additional information regarding student fees, the reader may reference the Chancellor's Office Student Fee Handbook, which is housed under the Legal Department website: http://extranet.cccco.edu/Portals/1/Legal/Ops/12-09_StudentFeeHandbook2012.pdf