



MINUTES

Fiscal Advisory Committee
Wednesday, November 2, 2:00 p.m.
Via Zoom

Voting Members

ALG

Susan Wheet
Peter "Tony" Zitko

CTA

Erin Farmer

Local 39

Jeff Lehfeldt

SCC Educational Foundation

Curt Johnston

CSEA

Carla Maguire

Faculty

Erica Beam
Ruth Fuller
Joshua Scott

Minority Coalition

Shirley Lewis

ASSC

vacant

Advisory Members

David Williams
Lisa Neeley
Shannon Beckham
Virgie Bender

Alternates

Pam Muick (CTA)
Shanan Danley (Minority Coalition)
LaNae Jaimez (Faculty)
vacant (ASSC)

ITEM	PURPOSE	TIME
1. Opening actions <i>Called to order at 2:01pm</i> <ul style="list-style-type: none">Roll call – members in attendance highlighted above. Also had visitors Tom Galen & Justin HowellApproval of Agenda – Motioned by Erin, Seconded by Tony – all in favorApproval of Minutes – for Oct 5th (attached) – motioned by Erin, Seconded by Tony – all in favor with the exception of Erin abstaining	Action	2:00 – 2:10 p.m.
2. Comments from the public - None		2:10 – 2:15 p.m.
3. 1st Quarter Budget Update – (Attached)	Information	2:15 – 2:35 p.m.
4. Requests for Future Meetings (Next Meeting Dec 7th) <ul style="list-style-type: none">No January Meeting due to Winter BreakBond Quarterly Update – DecemberJPA Liabilities - February		2:35 – 2:45 p.m.
5. Adjournment – motioned by Curt, Seconded by Jeff – all in favor	Action	2:45 p.m.



Minutes
Fiscal Advisory Committee
Wednesday, October 5, 2:00 p.m.
Via Zoom

Voting Members

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Amy Obegi (sub)

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ITEM	PURPOSE	TIME
1. Opening actions <i>Call to order 2:03 pm</i> <ul style="list-style-type: none">• Roll call <i>Members present highlighted above</i>• Approval of Agenda <i>Josh motioned; Tony seconded; all in favor</i>• Approval of Minutes <i>Josh motioned; Tony seconded; all in favor</i>	Action	2:00 – 2:10 p.m.
2. Comments from the public <i>None</i>		2:10 – 2:15 p.m.
3. Breakdown of Restricted Funds Carryovers <i>(see attached)</i>	Information	2:15 – 2:35 p.m.
5. Requests for Future Meetings (Next Meeting Nov 2nd) <ul style="list-style-type: none">• 1st Quarter Budget Review• <i>JPA Liabilities</i>• <i>Bond Update</i>		2:35 – 2:45 p.m.
6. Adjournment <i>Shirley motioned; Joshua seconded; all in favor</i>	Action	2:45 p.m.

SOLANO COMMUNITY COLLEGE DISTRICT
Proposed *FINAL* Budget
FISCAL YEAR 2018-2019

Restricted Funds - Carryovers

Federal Programs -

CARES/HEERF	\$ 1,337,482.83	June 30, 2023
College Work Study	\$ 1,160.00	ASAP
Perkins	\$ 32,085.75	ASAP
Veterans	\$ 17,704.82	ASAP
TOTAL Federal Programs	\$ 1,388,433.40	

State Programs -

Adult Education	\$ 24,719.08	No Time Limit
Basic Needs Services	\$ 206,882.00	No Time Limit
Cal Works	\$ 53,092.07	ASAP
Classified PD	\$ 27,966.10	No Time Limit
College Promise	\$ 645,523.07	ASAP
Culturally Competent PD	\$ 50,435.00	No Time Limit
DSPS	\$ 78,888.38	ASAP
EEO Best Practices	\$ 208,333.00	No Time Limit
EOPS	\$ 297,343.84	ASAP
Equal Employment Opportunity	\$ 96,230.63	No Time Limit
Financial Aid Administration (SFAA-BFAP)	\$ 7,702.46	ASAP
Financial Aid Technology	\$ 96,621.00	No Time Limit
Foster Care Foundation	\$ 17,742.00	ASAP
Guided Pathways	\$ 231,022.99	ASAP
LGBTQ+ Support	\$ 67,185.00	No Time Limit
Lottery	\$ 377,809.00	No Time Limit
Mental Health Services	\$ 132,137.75	ASAP
Physical Plant & Instructional Support	\$ 3,077,171.64	June 30, 2023
Strong Workforce (Local and Regional)	\$ 4,444,138.85	ASAP
Student Equity & Achievement	\$ 3,715,916.31	ASAP
Student Retention & Outreach	\$ 690,339.00	No Time Limit
Undocumented Resources Liaisons	\$ 114,597.14	No Time Limit
Veterans Resource Center	\$ 244,996.06	ASAP
TOTAL State Programs	\$ 14,906,792.37	

Local Programs -

SOLANO COMMUNITY COLLEGE DISTRICT

Proposed *FINAL* Budget

FISCAL YEAR 2018-2019

AON	\$	15,500.00	No Time Limit
Arthur N Rupe Foundation	\$	22,038.16	No Time Limit
Athletics	\$	67,221.40	No Time Limit
Auto Body	\$	4,389.24	No Time Limit
Campus Reservations	\$	334,406.62	No Time Limit
Ceramics	\$	3,159.19	No Time Limit
Contract Education	\$	101,772.00	No Time Limit
Cosmetology	\$	12,119.37	No Time Limit
Dance	\$	5,114.85	No Time Limit
Health Center	\$	195,268.31	No Time Limit
Horticulture	\$	10,428.62	No Time Limit
Misc Local Funds	\$	65,109.51	No Time Limit
Nursing	\$	4,340.73	No Time Limit
Parking	\$	651,697.29	No Time Limit
President's Local Funds	\$	850,685.94	No Time Limit
Print Shop	\$	20,422.97	No Time Limit
Robert Hilton Memorial	\$	1,167.50	No Time Limit
Solano Choral Society	\$	1,000.01	No Time Limit
Speech & Debate	\$	48,504.55	No Time Limit
Student Life	\$	114,513.30	No Time Limit
Theatre	\$	108,018.50	No Time Limit
UC Berkeley-Puente	\$	12,500.00	No Time Limit
Vacaville Fire	\$	10,660.34	No Time Limit
TOTAL Local Programs	\$	2,660,038.40	
TOTAL CARRYOVER	\$	18,955,264.17	

**OTHER MAJOR CHANGES TO
RESTRICTED FUNDS**

Physical Plant & Instructional Support

	\$	4,000,000.00	Additional One-Time Funds
State Cares Act Funds	\$	3,908,824.00	Additional One-Time Funds



SOLANO
COMMUNITY COLLEGE

www.solano.edu

**2022-2023 Budget Update
As of 09/30/2022**

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**Budget Update Summary
End of 1st Quarter 2022-23**

Fund 11 - Unrestricted Revenue:

- Increase in one-time funds for COVID State Block Grant and Pell Grant Administration

Fund 11 - Unrestricted Expenses:

- Small adjustments throughout categories
- Addition of expense for one-time funds for COVID State Block Grant and Pell Grant Administration

Fund 11 - Unrestricted Ending Fund Balance & Composition:

- Beginning Fund Balance – Estimated while finishing audit
- Required Board 5% reserve increased due to expenses increasing
- Board Required Reserve plus Stability Reserve = 22.47% (State recommends a minimum of 2 months, SCC 2 months = 18.42%)

Fund 12- Restricted Funds:

- Adjustments to Federal and State Revenues to align with fundings and expenditures
- Additional local funds revenue and expenses due to CIRM grant of \$2,894,500

Please Note: Beginning Fund balances are estimates – will have final numbers once audit is completed.

Unrestricted Fund 11

	Audopted Budget	Budget Update
	2022-23	end of Qtr 1
	2022-23	2022-23
REVENUES:		
Base Allocation (FTES & Basic Alloc.)	\$44,906,557	\$44,906,553
Supplemental Allocation	8,711,699	8,711,700
Student Success Allocation	6,203,173	6,203,170
Sub Total	59,821,429	59,821,423
Hold Harmless	n/a	n/a
Additional One-Time Funds		3,938,028
TOTAL REVENUES	59,821,429	63,759,451
EXPENDITURES:		
Academic Salaries	24,251,684	24,251,042
Classified Salaries	11,741,364	11,741,364
Benefits	15,521,814	15,521,814
Supplies and Materials	968,448	970,448
Other Operating	8,081,680	8,081,680
Capital Outlay	246,498	246,498
Other Outgo	655,000	655,000
Contingency appropriation	250,000	250,000
GFU-Pell Admin		29,204
State Block Grant-Covid (22-23 FY)		3,908,824
TOTAL EXPENDITURES	61,716,488	65,655,874
NET FUND BALANCE INCREASE (DECREASE)	(1,895,059)	(1,896,423)
OTHER FINANCING SOURCES (USES):		
Prior Year Adjustments to Fund Balance		
BEGINNING FUND BALANCE	30,497,292	32,374,423
ENDING FUND BALANCE	28,602,233	30,478,000
Fund Balance / Reserve Ratio	46.3%	46.4%
FUND BALANCE COMPOSITION		
Potential Salary Improvements	7,200,000	7,200,000
STRS/PERS Premium Reserve	4,525,000	4,525,000
Designated Reserve: OPEB Liability	4,000,000	4,000,000
Board Required Minimum 5% Reserve	3,085,824	3,282,794
Stability Reserve	9,791,408	11,470,206
ENDING FUND BALANCE	\$ 28,602,232	\$ 30,478,000

NOTE: Fund Balances currently under review - 'subject to change'.

SOLANO COMMUNITY COLLEGE DISTRICT

Proposed *FINAL* Budget

FISCAL YEAR 2018-2019

Restricted Budget - Fund 12	Adopted Budget	Budget Update end of Qtr 1
	2022-23	2022-23
REVENUES:		
Federal Sources	\$ 9,193,698	\$ 2,150,875
State Sources	31,221,243	38,498,885
Local Sources	2,687,845	5,581,974
TOTAL REVENUES	43,102,786	46,231,734
EXPENDITURES:		
Federal Programs -		
CARES/HEERF	1,337,483	1,337,483
College Work Study	157,449	158,609
Perkins	427,731	510,930
TANF/Calworks	46,069	46,069
Other Federal	143,944	97,784
TOTAL Federal Programs	2,112,676	2,150,875
State Programs -		
Student Equity & Achievement	6,683,106	6,800,341
Strong Workforce (Local and Regional)	6,781,501	6,517,119
Physical Plant & Instructional Support	10,186,391	10,400,604
EOPS	926,342	926,192
DSPS	751,663	751,663
College Promise	1,550,800	1,550,800
Cal Works	340,125	338,924
Financial Aid Administration (SFAA-BFAP)	381,092	381,092
Lottery	787,959	1,403,965
Other State Programs & Rollovers	10,023,969	9,428,184
TOTAL State Programs	38,412,949	38,498,885
Local Programs -		
Health Center	195,268	247,680
Parking	651,697	652,625
Other Local Programs	1,730,195	4,681,669
TOTAL Local Programs	2,577,161	5,581,974
TOTAL EXPENDITURES	43,102,786	46,231,734
REVENUES OVER (UNDER) EXPENDITURES	0	0
FUND BALANCE INCREASE (DECREASE)	0	0
Prior Year Adjustments to Fund Balance	0	
BEGINNING FUND BALANCE	5,502,882	5,080,623
ENDING FUND BALANCE	\$ 5,502,882	\$ 5,080,623

NOTE: Fund Balances currently under review -
'subject to change'.

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q CERTIFY QUARTERLY DATA

[CHANGE THE PERIOD](#) ▼

Fiscal Year: 2022-2023

Quarter Ended: (Q1) Sep 30, 2022

District: (280) SOLANO

Your Quarterly Data is Certified for this quarter.

Chief Business Officer**CBO Name:** Susan Wheat**CBO Phone:** 707-864-7209**CBO Signature:****Date Signed:** 10/31/2022**District Contact Person****Name:** Susan Wheat**Title:** VP Finance & Administration**Telephone:** 707-864-7209**Chief Executive Officer Name:** Celia Esposito-Noy**Fax:** 707-864-7209**CEO Signature:****Date Signed:** Oct 31, 2022**E-Mail:** susan.wheat@solano.edu**Electronic Cert Date:** 10/31/2022

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
ccfs311admin@ccccc.edu

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2022-2023

Quarter Ended: (Q1) Sep 30, 2022

District: (280) SOLANO

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2019-20	Actual 2020-21	Actual 2021-22	Projected 2022-23
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	54,010,332	60,680,342	59,481,760	63,759,451
A.2	Other Financing Sources (Object 8900)	0	10,120	637,590	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	54,010,332	60,690,462	60,119,350	63,759,451
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	53,526,875	51,181,211	54,520,681	65,655,874
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,502	33,439	0	0
B.3	Total Unrestricted Expenditures (B.1 + B.2)	53,529,377	51,214,650	54,520,681	65,655,874
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	480,955	9,475,812	5,598,669	-1,896,423
D.	Fund Balance, Beginning	16,011,358	18,866,811	26,775,754	33,196,719
D.1	Prior Year Adjustments + (-)	613,416	-1,566,869	0	-822,296
D.2	Adjusted Fund Balance, Beginning (D + D.1)	16,624,774	17,299,942	26,775,754	32,374,423
E.	Fund Balance, Ending (C. + D.2)	17,105,729	26,775,754	32,374,423	30,478,000
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	32%	52.3%	59.4%	46.4%

II. Annualized Attendance FTES:

		Actual 2019-20	Actual 2020-21	Actual 2021-22	Projected 2022-23
G.1	Annualized FTES (excluding apprentice and non-resident)	7,150.00	6,554.20	5,800.09	N/A

III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2019-20	2020-21	2021-22	2022-23
H.1	Cash, excluding borrowed funds		0	16,643,714	0
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	10,754,683	0	16,643,714	0

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	63,759,451	63,759,451	13,892,092	21.8%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	63,759,451	63,759,451	13,892,092	21.8%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	65,655,874	65,655,874	14,007,659	21.3%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	0	0	0	
J.3	Total Unrestricted Expenditures (J.1 + J.2)	65,655,874	65,655,874	14,007,659	21.3%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-1,896,423	-1,896,423	-115,567	
L.	Adjusted Fund Balance, Beginning	32,374,423	32,374,423	33,084,733	
L.1	Fund Balance, Ending (C. + L.2)	30,478,000	30,478,000	32,969,166	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	46.4%	46.4%		

V. Has the district settled any employee contracts during this quarter?

NO

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII.Does the district have significant fiscal problems that must be addressed?

This year?

Next year?

NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

MINUTES

HEERF Spending Budget

2022-2023

Available: \$ 1,337,482.83

Expenses (Actual as of 9/30/2022):

Payroll	\$ 81,419.32
Distance Education	\$ 22,127.63
STAC Software	\$ 47,891.68
Bid Ads (HVAC Roof)	\$ 275.13
Cidi Labs	\$ 38,640.00
Tophatmonocle Corp (labs)	\$ 10,276.70
Liquid Syllabus	\$ 4,000.00
Athletics Additional Buses	\$ 4,795.20
FIT Testing	\$ 1,050.00
Lab materials/supplies (gloves, lab c	\$ 2,846.82
Solano CARES (Kristie West)	\$ 960.00
Brian Beatty (PD)	\$ 1,000.00
Student Emergency Aid	\$ 372,600.32
TOTAL Expenses	\$ 587,882.80

AVAILABLE as of 9/30/2022

\$ 749,600.03

Anticipated Expenses after 9/30/2022

Payroll	\$ 78,580.68
Tests	\$ 9,748.33
Bid Ads (HVAC Roof)	\$ 820.72
Tophatmonocle Corp (labs)	\$ 107.79
BuShell Consulting	\$ 15,810.00
Athletics - additional buses	\$ 27,704.80
Catasia SnagIt Bundle	\$ 4,900.00
Lockers	\$ 98,334.45
Cavas Technical Consulting	\$ 8,225.00
FIT Testing	\$ 2,340.00
Lab materials/supplies (gloves, lab c	\$ 811.31
Solano CARES (Kristie West)	\$ 11,040.00
Working with Compassion PD	\$ 13,410.00
HVAC Repairs	\$ 60,000.00
Bond - COVID Related Delays	\$ 250,000.00
Student Emergency Aid	\$ 1,200.00
Indirect Costs	\$ 166,566.95
	<u>\$ 749,600.03</u>

Remaining Balance

\$ -

Quarterly Budget and Expenditure Reporting for all HEERF I, II, and III grant funds

Institution Name: _____ **Date of Report:** _____ **Covering Quarter Ending:** _____ **PR**

Award Number(s): P425E _____ P425F _____ P425J _____ P425K _____ P425L _____
 P425M _____ P425N _____ P425Q _____ P425S _____ P425T _____

Final Report? ☐ (Only if you have exhausted ALL HEERF Grants)

Total Amount of Institutional Funds Awarded: Section (a)(1):

Section(a)(2):

Section (a)(3):

Total Amount of Student Funds Awarded: Section (a)(1):

Section (a)(4):

1) Please provide a link to your annual report located on the ESF transparency portal so the public can review the full details of your HEERF grant usage over the last calendar year, including methodologies used to award HEERF funds to students, academic success of HEERF recipients, and other details:

2) What percentage of students received emergency grants and how much did students receive by student type and fund type?

a) How much of your HEERF student funds remain left to be disbursed at the end of the reporting period? _____

b) Complete the following table.¹

Emergency Financial Aid Grants Awarded to Students this quarter: report only disbursements related to Emergency Financial Aid Grants including using those grants to satisfy outstanding accounts. Any disbursements unrelated to Emergency Financial Aid Grants should not be included in the reported expenditures				
		Total students	Undergraduates²	Graduates
Number of HEERF Student Recipients – Emergency Grants to Students	How many students received HEERF emergency financial aid grants using (a)(1) Student Aid Portion?			
	How many students received HEERF emergency financial aid grants using (a)(1) Institutional Portion?			
HEERF (a)(1) Student Aid Portion Amount Disbursed	What was the amount disbursed directly to students as Emergency Financial Aid Grants this quarter ?			
	What was the amount disbursed directly to students as Emergency Financial Aid Grants to date using HEERF?			

¹ For the initial report and each report thereafter, institutions should use data suppression or other statistical methodologies to protect the personally identifiable information from student education records consistent with the Family Educational Rights and Privacy Act (20 U.S.C. 1232g; 34 CFR part 99) and any applicable state laws. For this report when the total number of students who received HEERF emergency financial aid grants as undergraduates, graduates, or in total is less than 10, but not 0, then the institution should display the total number of students as less than 10 (“<10”) on the publicly available websites controlled by the institution. Additionally, IHEs should use complementary suppression to protect values that could be inferred otherwise. For example, if the total student count is equal to 25, the undergraduate amount is equal to 20, and the graduate amount equal to 5, IHEs should report both the undergraduate and graduate amount as ‘-’. The total student count can remain displayed as is.

² For students in both undergraduate and graduate categories, classify as a graduate student.

	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balance upon receiving affirmative written consent from students to do so? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.			
HEERF (a)(1) Institutional Portion Amount Disbursed	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants?			
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.			
HEERF (a)(2) Amount Disbursed (HBCUs, TCCUs, MSIs, and SIP)	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.			

	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.			
HEERF (a)(3) Amount Disbursed (FIPSE & SAIHE & SSARP)³	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.			
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balances? If funds were not used for this purpose, report \$0. Include only amounts that benefited students who did directly receive Emergency Financial Aid Grants.			
HEERF (a)(4) Amount Disbursed (Proprietary Institutions Grant Funds for Students)	What was the amount disbursed <i>directly</i> to students as Emergency Financial Aid Grants? If funds were not used for this purpose, report \$0.			
	What was the amount of Emergency Financial Aid Grants applied to satisfy student's outstanding account balance			

³ Do NOT include funds from the Institutional Resilience and Expanded Postsecondary Opportunity (IREPO) funds as part of this annual performance report.

	upon receiving affirmative written consent from students to do so? If funds were not used for this purpose, report \$0.			
HEERF Amount of Grants Disbursed	What was the amount of grants disbursed to students through all HEERF funds?			
Average HEERF Amount Awarded	Among students who received HEERF emergency financial aid grants, what was the average award amount per student?			

3) Institutional expenditures

a) Has your institution designated HEERF program funds for a specific purpose or budget objective in future quarters (for example, operation and maintenance of plant, academic programs, residential programs, future institutional aid)? _____

i) If no, are HEERF program funds being held in the institution's general fund for use as needed? _____

1.1. If no HEERF program funds are being held in the institution's general fund, explain your institution's approach (1,000 characters maximum):

ii) If yes, provide the amount designated for a specific purpose or budget objective by calendar year and HEERF program fund:

HEERF program fund	Calendar year 2022	Calendar year 2023	Calendar year 2024
(a)(1) Institutional Portion			
(a)(2) HBCUs, TCCUs, MSIs, SIP			
(a)(3) FIPSE, SAIHE, and SSARP			

b) Provide the total amount of HEERF funds expended during the reporting period on each of the following categories:

Category	Amount in (a)(1) institutional dollars	Amount in (a)(2) dollars, if applicable	Amount in (a)(3) dollars, if applicable	Explanatory Notes
Providing additional emergency financial aid grants to students. ⁴				
Covering student outstanding account balances for costs such as debt forgiveness, room, board, tuition, or fees.				
Indirect cost recovery/facilities and administrative costs charged on the grants.				

⁴ To support expenses related to the disruption of campus operations due to coronavirus consistent with applicable law. This includes eligible expenses under a student's cost of attendance under CARES Act Section 18004(c), or any component of a student's cost of attendance or for emergency costs that arise due to coronavirus, such as tuition, food, housing, health care (including mental health care), or childcare, per Section 314(c) of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA), and Section 2003 of the American Rescue Plan Act of 2021 (ARP).

Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees.				
Providing or subsidizing the costs of high-speed internet to students or faculty to transition to an online environment.				
Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions.				
Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing.				
Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations.				
Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses.				
Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities.				
Construction, renovation, and real property ⁵				
Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.				
Implementing evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines. ⁶				

⁵ The Consolidated Appropriations Act, 2022 (P.L. 117-103), signed into law by President Biden on March 15, 2022, expanded the allowable uses of funds for IHEs that received funds under the HEERF (a)(2) programs (ALN 84.425J; T84.425K; 84.425L; 84.425M). Specifically, IHEs that received HEERF (a)(2) grant funds now may expend them on the acquisition of real property, renovations, or construction related to preventing, preparing for, and responding to the coronavirus. Before commencing any renovations, construction, or real property projects supported by HEERF (a)(2) grant funds, grantees must receive approval for the project from the Department.

⁶ Including funding to cover the cost of vaccine distribution.

Providing or subsidizing mental health resources for students who are experiencing additional mental health needs as a result of the COVID-19 pandemic, such as increasing the supply, diversity, and cultural competency of mental health providers; connecting students to care; and investing in community services and creating a culture of wellness and support. ⁷				
Conducting direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to the recent unemployment of a family member or independent student, or other circumstances, described in section 479A of the Higher Education Act of 1965. ⁸				
Replacing lost revenue from all sources. ⁹				
Other Uses of (a)(1) Institutional Portion funds.				
Quarterly Expenditures for Each Program				
Total of Quarterly Expenditures				

⁷ Note: Section 2003(5)(B) of the American Rescue Plan (ARP) requires that an institution use a portion of funds received under such Act to conduct direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to the recent unemployment of a family member or independent student, or other circumstances, described in section 479A of the Higher Education Act of 1965 (20 U.S.C. 1087tt). Institutions do not need to report an expense under this category every quarter but must do so at least once during the life of their HEERF grants. Please see the [HEERF ARP FAQs](#) for more information.

⁸ Please include funding provided to cover the cost of vaccine distribution in this line. Note: Section 2003(5)(A) of the ARP requires that an institution use a portion of funds received under such act to implement evidence-based practices to monitor and suppress coronavirus in accordance with public health guidelines. Institutions do not need to report an expense under this category every quarter but must do so at least once during the life of their HEERF grants. Please see the [HEERF ARP FAQs](#) for more information.

⁹ Please see the Department's HEERF Lost Revenue FAQs (March 19, 2021) for more information regarding what may be appropriately included in an estimate of lost revenue.

c) Estimate how much of the lost revenue reported above came from each of the following sources (if applicable):

Source of Lost Revenue	Estimated Amount	Explanatory Notes
Academic sources		
Unpaid student accounts receivable or other student account debts (including tuition, fees, and institutional charges)		
Room and board		
Enrollment declines, including reduced tuition, fees, and institutional charges		
Supported research		
Summer terms and camps		
Auxiliary services sources		
Cancelled ancillary events		
Disruption of food service		
Dormitory services		
Childcare services		
Use of facilities or venues, including external events such as weddings, receptions, or conferences (other than facilities associated with sectarian instruction or religious worship)		
Bookstore revenue		
Parking revenue		

Lease revenue		
Royalties		
Other operating revenue		
Total (a)(1) funds		
Total (a)(2) funds		
Total (a)(3) funds		
TOTAL HEERF		

Form Instructions

Completing the Form: On each form, fill out the institution of higher education (IHE or institution) name, the date of the report, the appropriate quarter the report covers (3/31/22, 6/30/22, 9/30/22, 12/31/22), the 11-digit PR/Award Number (number is found in Box 2 of your Grant Award Notification (GAN)) for each HEERF grant funding stream as applicable, the total amount of funds awarded by the Department (including reserve funds if awarded), and check the box if the report is a “final report.” Institutions that expended HEERF grant funds during the calendar quarter from January 1 – March 30, 2021 are required to post the quarterly report that involved the expenditure of HEERF II CRRSAA and HEERF I CARES Act funds. The Department did not previously affirmatively indicate this reporting requirement was in place for HEERF II CRRSAA funds. As such, institutions may have until the end of the second calendar quarter, June 30, 2021, to post these retroactive reports if they have not already done so.

In the charts, an institution must specify the amount of expended HEERF I, II, and III funds for each funding category: (a)(1) Institutional Portion; (a)(2), and (a)(3), if applicable. (a)(2) funds include Assistance Listing Numbers (ALNs) 84.425J (Historically Black Colleges and Universities (HBCUs)), 84.425K (Tribally Controlled Colleges and Universities (TCCUs)), 84.425L (Minority Serving Institutions (MSIs)), 84.425M (Strengthening Institutions Program (SIP)); (a)(3) funds are for ALN 84.425N (Fund for the Improvement of Postsecondary Education (FIPSE) Formula Grant) and 84.425S (SAIHE). Each category is deliberately broad and may not capture specific grant program requirements. Explanatory footnotes help clarify certain reporting categories. Provide brief explanatory notes for how funds were expended, including the title and brief description of each project or activity in which funds were expended. Do not include personally identifiable information (PII). Round expenditures to the nearest dollar. If there is no expenditure to report for a given cell, fill it with a “0.” Please refrain from using any symbols throughout the form, including but not limited to “~.”

Posting the Form: This form must be conspicuously posted on the institution’s primary website on the same page the reports of the IHE’s activities as to the emergency financial aid grants to students made with funds from the IHE’s allocation under (a)(1) of the CARES Act, CRRSAA, and ARP (Student Aid Portion) are posted. It must be posted as a digital PDF. No handwritten or scanned PDFs are allowed. Please refrain from adding additional material to the uploaded form. The PDF must be named in the following manner: [8- digit OPEID]_[Survey Name]_[Quarter/Year]_[Date of Release]. For example, 01177600_HEERF_Q32021_101021. The 8-digit OPEID can be found at the [DAPIP website](#) or the [NCES website](#). In the event a DUNS number applies to multiple OPEIDs, use the OPEID for the campus with the highest enrollment. The quarter pertains to the calendar year, following the same cadence the reporting periods follows. The date of release should be reported as the deadline for form submission, 10 days after the end of each reporting period. A new separate form must be posted covering each quarterly reporting period (September 30, December 31, March 31, June 30), concluding after either (1) posting the quarterly report ending September 30, 2023 or (2) when an institution has expended and liquidated all (a)(1) Institutional Portion, (a)(2), and (a)(3) funds and checks the “final report” box. IHEs must post this quarterly report form no later than 10 days after the end of each calendar quarter (October 10, January 10, April 10, July 10). Each quarterly report must be separately maintained in a PDF document linked directly from the IHE’s HEERF reporting webpage. Reports must be maintained for at least three years after the submission of the final report per 2 CFR § 200.333. Any changes or updates after initial posting must be conspicuously noted after initial posting and the date of the change must be noted in the “Date of Report” line.

needed, and completing and reviewing the collection of information. Under the PRA, participants are required to respond to this collection to obtain or retain benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, or if you have comments or concerns regarding the status of your individual form, application, or survey, please contact HEERFreporting@ed.gov, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

MINUTES

**California Community Colleges
Gann Limit Worksheet
Budget Year 2022-23**

DISTRICT: SOLANO

I. Appropriations Limit:

A. Appropriations Limit			\$	46,045,502
B. Price Factor:		<u>1.0755</u>		
C. Population factor:				
1 2020-21	Second Period Actual FTES	<u>6,499.7500</u>		
2 2021-22	Second Period Actual FTES	<u>5,567.2800</u>		
	Population Change Factor	<u>0.8565</u>		
	(C.2. divided by C.1.)			
D. Limit adjusted by inflation and population factors			\$	42,415,539
	(line A multiplied by line B and line C.3.)			
E. Adjustments to increase limit:				
1 Transfers in of financial responsibility				
2 Temporary voter approved increases				
3 Total adjustments - increase				-
F. Adjustments to decrease limit:				
1 Transfers out of financial responsibility				
2 Temporary voter approved increases				
3 Total adjustments - decrease				-
G. Appropriations Limit			\$	42,415,539

II. Appropriations Subject to Limit

A. State Aid ¹	\$	35,782,042
B. State Subventions ²		
C. Local Property taxes		20,695,574
D. Estimated excess Debt Service taxes		
E. Estimated Parcel taxes, Square Foot taxes, etc.		
F. Interest on proceeds of taxes		
G. Less: Costs for Unreimbursed Mandates ³		
H. Appropriations Subject to Limit	\$	56,477,616

Please contact Jubilee Smallwood, jsmallwood@ccco.edu, for any instructions regarding the Gann Limit.

¹ Includes Unrestricted General Apportionment, Apprenticeship Allowance, Prop 55 Education Protection Account tax revenue, Full-Time Faculty, Part-Time Faculty Compensation, Part-Time Health Benefits, Part-Time Faculty Office Hours

² Home Owners Property Tax Relief, Timber Yield Tax, etc...

³ Local Appropriations for Unreimbursed State, Court, and Federal Mandates. This may include amounts of district money spent for unreimbursed mandates such as the federally-required Medicare payments and Social Security contributions for hourly, temporary, part-time, and student employees not covered by PERS or STRS.