



19-20 Guided Pathways Funding Request Application

Contact Information

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Discipline/Area	Student Services
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Overall Proposal

Funding request(s) must be linked to one or more of the Pillar Team Foci: Create Curricular Paths, Help Students Choose and Enter Their Path, Help Student Stay on Their Path and/or Ensure Learning is Happening with Intentional Outcomes.

Provide a short summary of your proposal and how it will support one or more of the identified Pillar Team goals. Cite any research evidence that supports the need for your proposal.

The California Community Colleges sees dual enrollment as supporting the system's Vision for Success, a set of goals and commitments that include boosting the numbers of students earning degrees or certificates and transferring to a University of California or California State University campus. Most students taking dual enrollment classes complete at least nine units before entering college, and those students are far more likely to succeed once they get there. The process of enrolling dual enrollment students requires a minimum of three signatures; Principal/Designee, student and parent, this becomes a challenge since students are not currently allowed on high school or college campuses and cannot sit with a Counselor to complete and submit the form. The purchase of addition envelopes (electronic signatures) through DocuSign will all these students more options for getting their registration paperwork in.

Description of request

Provide details of your request. Specifically, describe what you plan to do. (Costs are requested in a separate section).

I am requesting to add to our current MOU with DocuSign another 3000 signatures to support registration through December. This should enable this option for our Dual Enrollment student through Summer and Fall Registration.

Intended Outcomes and Assessment

If funded, what are the intended qualitative/quantitative outcomes and how do you plan to implement? Please describe what type of Institutional Research data you will use, how you will analyze it, and/or how you will collect and analyze other data to evaluate your outcomes.

- More K12 Enrollments for Summer and Fall
- Increase of K12 FTES on the Student Center Funding Formula

Requested Amount \$5000

Calculate estimated expenses. Please list expenses associated with your request. Please indicate if your request can be found in last year's Program Review.

Ex. Compensation for two adjuncts to map ECE program classes.

TOTAL: \$4000. No, not requested via the Program Review process.

Signatures

Meghan Witherell

Person Preparing the Request:

Name (printed)	Meghan Witherell
Signature	
Date	05/15/20

Administrator/Supervisor Acknowledgement of Request:

Name (printed)	
Signature	
Date	

Guided Pathways Expenditure Guidelines

The State of California's \$150 million one-time investment in the Guided Pathways Award Program will give each of our 114 colleges the opportunity to begin implementation of the Guided Pathways framework. This investment will support an intensive five-year planning and implementation process at each participating college. Using the Guided Pathways framework, colleges will rethink and redesign programs and services into cohesive, campus-wide strategies to achieve the outcomes expected by the state, our system, and our students. Guided Pathways allocations are to be used to directly support the implementation of the Guided Pathways framework.

REASONABLE and JUSTIFIABLE

All expenditures should be reasonable and justifiable. "Reasonable" means expenditures are prudent and every effort is made to utilize funds efficiently. "Justifiable" means expenditures are consistent with goals and activities related to Guided Pathways implementation. Colleges are strongly urged to develop policies and procedures to document and justify Guided Pathways expenditures. Developing written documentation prior to the time of expenditure is recommended. This documentation should clearly establish the link between a given expenditure and Guided Pathways goals and objectives.

ULTIMATE RESPONSIBILITY

Colleges and districts are ultimately responsible for expenditure decisions. This responsibility cannot be delegated. Guided Pathways will be included in the District Audit Manual with the expectation that expenditures district-contracted auditors annually audit expenditures. Audits may also be conducted by the California Bureau of State Audits, the Chancellor's Office, or other government agencies with a lawful interest in the expenditure of funds.

NON-ALLOWABLE EXPENDITURES

The Chancellor's Office has identified the following non-allowable expenditures:

1. Gifts -- Public funds may not be used for gifts or monetary awards of any kind. Expenditures for a public purpose are not considered a gift of public funds.
2. Stipends for students -- funds cannot be used to pay stipends to students for participation in program or classroom activities.
3. Political Contributions.
4. Courses -- funds may not be used to pay for the delivery of courses that generate FTES.
5. Supplanting – Any funds spent on these programs should supplement, not replace, general or state categorical (restricted) district funds expended on similar program activities prior to the availability of program funding. This restriction applies to categorical programs and any other federal, state, and county programs.

In general, the Chancellor's Office will not provide an exhaustive list of allowable and non-allowable expenditures, as decisions for each expenditure must be made locally according to program objectives and activities, and the "reasonable and justifiable" criteria as outlined above.