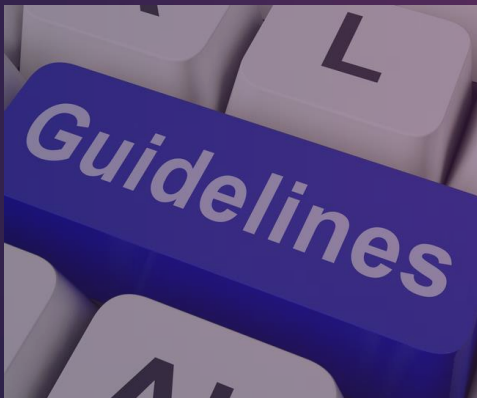


SEA Program Guidelines

The Student Equity and Achievement Program, established in education code (EC) 78222, consolidates the Basic Skills Initiative (BSI), Student Equity (SE) and the Student Success and Support Program (SSSP) with the intent of supporting Guided Pathways and the system wide goal to eliminate achievement gaps.

JAN 24, 2020



From the SEA Program Memorandum

Dated July 19, 2018

- ▶ Support local flexibility and local decision making to help colleges reach the Vision for success goals, AB 705 and Guided pathways implementation
- ▶ Changes as a result of the consolidation include program allocations being issued to districts, not colleges;
- ▶ Allocation for 2018-19 for Foothill De Anza District
 - ▶ SSSP Credit 6,835,325; SSSP noncredit 188,167;
 - ▶ Student Equity 2,075,341; BSI 1,101,547
 - ▶ Districts may use up to 1% of their allocation for faculty and staff development to assist in the implementation of AB 705.

SEA Program Expenditure Guidelines

- ▶ 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 the SEA program.
- ▶ Develop policies and procedures to document and justify program expenditures. This documentation should clearly establish the link between a given expenditure and SEA program goals and objectives.
- ▶ Colleges and districts are ultimately responsible for expenditure decisions.
- ▶ District-contracted auditors to annually audit expenditures.



Guidelines

NON-ALLOWABLE EXPENDITURES

- ▶ Gifts
- ▶ Stipends for students
- ▶ Political Contributions.
- ▶ Courses -- funds may not be used to pay for the delivery of courses that generate FTES. *But expenses for tutoring and other support services for courses are allowed. (per FHDA District grants office)*
- ▶ 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. Supplanting rules do not apply to expenditures previously paid for by BSI, SE or SSSP.

BSI program expenditure guidelines – historical perspective

- ▶ BSI 2015
 - ▶ Program and curriculum planning and development, student assessment, advisement and counseling services, supplemental instruction and tutoring, articulation, instructional materials and equipment, any other purpose directly related to the enhancement of basic skills, English as a second language instruction, and related student programs.
 - ▶ Non- Allowable expenditures included several other expense restrictions
- ▶ Integrated plan; BSI 2016-17
 - ▶ These guidelines offer institutions the flexibility to determine which activities and associated expenditures best allow completion of the institution's student success goals.

Discussion and comments



Reference documents cited in the Guidelines

- ▶ Memorandum dated July 19, 2018
- ▶ BSI expenditure guidelines 2015
- ▶ CA Education Code, section 78212
- ▶ CA Education Code, section 78213
- ▶ CA Education Code, Section 78220
- ▶ CA Education Code, section 78222
- ▶ CA Education Code, section 88815