Honorable Board of Trustees of the
San Francisco Community College District

Subject: 960425-B9
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the Chancellor’s Office California Community Colleges to establish a non-credit English as a Second Language (ESL) course in the distance learning mode and to create a textbook and ancillary materials for the course with the involvement of ESL Department and Counseling Department for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $19,280.

President and Members:

This resolution requests an authorization to submit a grant application to the Chancellor’s Office California Community Colleges to establish a non-credit English as a Second Language (ESL) course in the distance learning mode and to create a textbook and ancillary materials.

Many immigrants in San Francisco attend classes at City College of San Francisco, far larger numbers are not able to take advantage of our traditional courses. The goal of this project is to establish a non-credit English as a Second Language (ESL) course in the distance learning mode and to create a textbook and ancillary materials. The proposed course will last for one school year.

The total of the grant is $19,280 for the time period July 1, 1996 - June 30, 1997, The San Francisco Community College District is required to provide a $15,825 in-kind match. In-kind matches are current existing personnel, supplies, equipment, facilities, etc., that will support the grant project. No additional physical space is required for this project. The San Francisco Community College District is the fiscal agent.

**In kind match expenditure**

- Academic salaries - not to exceed $12,250
- Supplies & materials - not to exceed $30
- Other operating expenses & services - not to $3,545
The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, and/or Chief Operating Officer, and/or their designee are hereby authorized to submit an application for a grant to the Chancellor’s Office California Community Colleges to establish a non-credit English as a Second Language (ESL) course in the distance learning mode and to create a textbook and ancillary materials for the course with the involvement of ESL Department and Counseling Department for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $ 19,280.

FURTHER BE IT RESOLVED: That upon the approval by the Chancellor’s Office California Community Colleges with the conditions and terms of the award not significantly amended, and in accordance with the Title 5, California Code and Regulations, Section 59010, and in the Budget and Accounting Manual for California Community Colleges, the following additional appropriation will be made in the General Fund, Part B- Restricted to cover the following project for the period of July 1, 1996 - June 30, 1997 in the amount not to exceed $19,280.

Expenditures:

- Academic Salaries - not to exceed $ 6,250
- Classified Salaries - not to exceed $ 2,160
- Supplies & materials - not to exceed $ 6,270
- Other operat. exps & services - not to exceed $ 4,020
- Total indirect cost - not to exceed $ 748
- Total - not to exceed $19,280
FURTHER BE IT RESOLVED: That the Chancellor and/or Chief Operating Officer, and/or their designee are hereby authorized to execute all documents necessary to record this budget revision on the accounts of the Controller and the SFCCD and to submit any and all reports required by the U.S. Department of Education, in the administration of the said program.

Recommended for adoption:

Del M. Anderson
Chancellor

Originator: Joanne Low / Robert Gabriner