Honorable Board of Trustees of the
San Francisco Community College District

Subject: Resolution No. 961121-B4
Authorization to (1) submit an application for a grant and (2) appropriate all funds upon approval by the U.S. Department of Education for the Writing Success Project with the involvement of the English, ESL and Learning Assistance departments for the period of September 1, 1997 - August 31, 1998 in the amount not to exceed $ 379,700

President and Members:

This resolution requests an authorization to submit an application for a grant and (2) appropriate all funds upon approval by the U.S. Department of Education for the Writing Success Project with the involvement of the English, ESL and Learning Assistance departments.

The Writing Success Project is a tutorial service for 320 eligible students enrolled in English and ESL composition classes. The project offers counseling, credit classes, and peer tutoring.

The total of the grant is $379,700 for the time period of September 1, 1997 - August 31, 1998. No in kind match or additional physical space is required for the program. The San Francisco Community College District is the fiscal agent.

The following resolution is recommended for adoption:

RESOLVED: That the Chancellor, the Chief Operating Officer and/or their designee, are hereby authorized to (1) submit an application for a grant and (2) appropriate all funds upon approval by the U.S. Department of Education for the Writing Success Project with the involvement of the English, ESL and Learning Assistance departments for the period of September 1, 1997 - August 31, 1998 in the amount not to exceed $ 379,700

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Expenditure
Academic Salaries not to exceed $161,697
Classified Salaries not to exceed $121,058
Employee Benefits not to exceed $ 53,181
Supplies & Materials not to exceed $  1,630
Operating expenses and services not to exceed $  5,400
Capital outlay not to exceed $  8,708
Indirect cost not to exceed $ 28,126
Total not to exceed $379,700

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 59011, 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 September 1, 1997 - August 31, 1998 in the amount not to exceed $379,700.

FURTHER BE IT RESOLVED: That the Chancellor, the Chief Operating Officer, and/or their designees are hereby authorized to execute all documents necessary to record this budget revision on the accounts of 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: Rita Jones and Robert Gabriner