

PERALTA COMMUNITY COLLEGE DISTRICT RESOURCE ALLOCATION MODEL

Based on Student Centered Funding Formula

Spring 2022









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INTRODUCTION

The purpose of this *Peralta Community College District New Budget Allocation Model Handbook 2021* is to provide a detailed description of the process used by the Peralta Community CollegeDistrict (PCCD) to allocate unrestricted General Fund resources.

To communicate the PCCD budget allocation model to campus constituencies, this *Peralta Community College District Budget Allocation Model Handbook 2021* will be available on the District's website. In addition, the Vice Chancellor of Finance and Administration and the District Director of Fiscal Affairs will schedule annual campus-wide meetings at each site to communicate the PCCD budget allocation model suggested changes and/or updates. As this step will be repeated each year, the information presented to campus constituencies will also communicate any changes to the model that occurred as a result of the model's evaluation component described in the Evaluation of the Budget Allocation Model section of this document.

Contained within this Handbook is a general description of the PCCD Planning and Budget Council, the timeline and process for budget development, and guiding board policies and administrative procedures. The next section of the handbook provides a narrative explanation of the budget allocation model.

This Peralta Community College District Budget Allocation Handbook 2021 describes the components of the budget allocation model at the District level. Each of the PCCD entities, Merritt College, Laney College, College of Alameda, and Berkeley City College, also has a budget allocation model for the internal distribution of funds including evidence of how budget allocations are linked to campus and District planning.

BUDGET PHILOSOPHY

The Budget Philosophy of the Peralta Community College District is to create a spending plan that provides funding for educational programs to support the success of our students by using fiscally responsible and sound practices. The overall goal is to develop a budget that best aligns resources with student achievement goals.

Our budget plan must address and include all facets of the student experience that will lead to student success. It reflects strategies that are adopted and implemented following the goals as outlined in the California Community Colleges Chancellors Office Vision for Success to reduce achievement gaps by supporting diversity, equity, access, and inclusion in all our programs. It will also reflect prioritization and allocation of expenditures that align with each college's goals.

The budget should encompass a complete cycle for integrated long-term planning and budgeting, throughout this cycle, the college's planning and institutional goals serve as the overarching guide for decision-making and resource allocation to be supported by the Peralta Board of Trustees.

PLANNING AND BUDGET COUNCIL

The function of the Planning and Budget Council (PBC) is to make recommendations regarding policies, planning, and other matters related to PCCD fiscal resources. Recommendations from this governance group are forwarded to the Participatory Governance Council (PGC). After consideration of input from the PGC, and other recommendations, the Chancellor makes the final recommendation which is then submitted to the Board of Trustees for approval.

In addition to making recommendations related to PCCD fiscal resources and facilities, the purpose of the PBC is to:

- Ensure that PCCD resources are tied to the District Strategic Plan and the Comprehensive Master Plan
- Monitor PCCD's fiscal solvency
- Review and revise budget assumptions
- Review and discuss implementation of policies related to fiscal resources
- Coordinate practices as needed related to administrative services
- Serve as a forum for dialogue on ongoing fiscal activities and reporting
- Review and share information on the state budget including all funds
- Review the draft budget in its developmental stages

The members of the Participatory Governance Council (PGC) are:

- Interim, Chancellor, PCCD (Co-Chair) [Janet Jackson]
- President, DAS (Co-Chair) [Donald Moore]
- President, BCC [Angélica Garcia]
- President, COA [Nathaniel Jones III]
- President, Laney [Rudy Besikof]
- President, Merritt [David M. Johnson]
- President, Laney Faculty Senate [Eleni Gastis]
- Representative, Local 1021 [Jamile Teer]
- President, PFT [Jennifer Shanoski]
- Acting Vice Chancellor, HR [Ronald McKinley]
- President, BCC Faculty Senate [Matthew Freeman]
- President, COA Faculty Senate [Matthew Goldstein]
- President, Merritt Faculty Senate [Thomas Renbarger]
- Representative, Local 39 [Anthony Edwards]
- Classified Senate President, Merritt TBD< Student Representative [Tachetta Henry]
- Note taker (non-voting) Sasha Amiri

The members of the Planning and Budget Council (PBC) are:

- Interim V.C. of Finance & Admin. (Co=Chair) [Adil Ahmed]
- Academic Senate President (Co-Chair) [Thomas Renbarger]
- DAS President [Donald Moore]
- Faculty, BCC [Matthew Freeman]
- PFT President [Jennifer Shanoski]
- Local 39 Representative [Scott Barringer]
- SEIU Representative, [Kawanna S. Rollins]

- Interim Budget Director [Tami Taylor]
- President, COA [Nathaniel Jones III]
- VPSS, COA [Tina Vasconcellos]
- Student Representative [Aurelie Sciaroni]
- Institutional Research Designee [Helen Ku]
- Classified Senate Appointee [Louie Martirez]
- President, Merritt College [David M. Johnson]
- Executive Asst., Note taker (non-voting) [Richard Ferreira]
- Staff Assistant, Note taker (non-voting) [Joan Davis]

The members of the Budget Allocation Model Task Force (BAM) are:

- Interim Vice Chancellor for Finance & Administration [Adil Ahmed]
- Academic Senate President [Thomas Renbarger]
- Interim Budget Director, Finance & Administration [Tami Taylor]
- President, Berkeley City College [Angélica Garcia]
- DAS President [Donald Moore]
- President PFT [Jennifer Shanoski]
- President, Laney College [Rudy Besikof]
- Classified, President Local 1021 [Richard Thoele]
- Classified Senate Appointee [Louie Martirez]
- Vice President of Administrative Services, Laney College [Derek Pinto]
- Local 39 Representative [Scott Barringer]
- Vice President of Student Services, College of Alameda [Tina Vasconcellos]
- Executive Assistant, District Finance & Administration (Notes) [Richard Ferreira]
- Staff Assistant, District Finance & Administration, (Notes) [Joan Davis]

TIMELINE AND PROCESS FOR BUDGET DEVELOPMENT

Fiscal Year

	Tent	ative Budget
Approximate Date	Responsible	Action Item
January 10	Vice Chancellor for Finance and Administration	Governor Proposed Budget releases.
January 17	Vice Chancellor for Finance & Administration and Chancellor	Review Budget Development Calendar with Chancellor.
January XX	Vice Chancellor for Finance & Administration and Budget Director	District Office Presentation to the Colleges Budget Committees to present the Governor's Proposed Budget.
January 24	Vice Chancellor for Finance and Administration	Projected Funds for fiscal year based upon Governor's budget proposal reviewed with the Planning and Budgeting Council and Chancellor's Cabinet. Draft budget assumptions for the Tentative Budget.
January 25	Vice Chancellor for Finance and Administration	Budget calendar to Board of Trustees for adoption (AP 6250).
January 28	Vice Chancellor for Finance & Administration and Chancellor	Review Budget Development Calendar with Chancellor.
February 03	Budget Director	Round 1 positions control for fiscal year distribution to colleges.
February 04	Chancellor Vice Chancellors College Presidents Business Directors Budget Director	Prior and current year line-item budgets, instruction packets, and due dates are distributed to Campus Presidents, Business Directors, and Vice Chancellors for distribution to managers with budget responsibility. Campus and DAC budget processes determine priorities, reallocation of funds (within college), and responsibility managers prepare budget forms for submittal to Budget Director.
February 18	Planning and Budgeting Council	Review Governor's Proposed Budget. Review Tentative Budget Assumptions. Review the Budget Allocation Model (Student Centered Funding Formula).
February 25	Vice Chancellor for Finance & Administration and Chancellor	Review Tentative Budget Assumptions and Allocation.
March 04	College Presidents Vice Chancellors Business Directors	Submit discretionary budget worksheets to Budget Director. Submit round 1 position control worksheets with any changes to the Budget Director.

March 18	Vice Chancellor for Finance and Administration Budget Director	Preliminary budgets submissions are presented to the Planning and Budgeting Council.
	Budget Birector	Round 2 position control worksheets are sent to the College Presidents, Business Directors, and Vice Chancellors.
March 25	Vice Chancellor for Finance and Administration Budget Director Planning & Budgeting Council	Discussion and review of the FTES allocation and enrollment numbers to make a recommendation for the Chancellor's Cabinet in the upcoming year. (Note: to be completed earlier in the future.)
April 01	College Presidents Vice Chancellors Business Directors	Submit round 2 position control worksheets revisions to the Budget Director.
April 04	Budget Director	Load position control and discretionary budgets into Peoplesoft.
April 18	Vice Chancellor for Finance and Administration	Chancellor's Cabinet updated on status of Preliminary Budget. Review, discussion, and recommended adjustments brought forward.
May 06	Vice Chancellor for Finance and Administration	Governor May Revision released.
May 27	Vice Chancellor for Finance and Administration	Finalizes budget assumptions for the Tentative Budget. Preliminary budget is presented to the Planning and Budgeting Council.
June XX	Vice Chancellor for Finance & Administration and Budget Director	District Office Presentation to the College level Budget Committees to present the Governor's May Revised Budget.
June 07	Vice Chancellor for Finance and Administration	Tentative Budget is presented to the Board of Trustees for the first read.
June 21	Vice Chancellor for Finance and Administration	Tentative Budget is presented to the Board of Trustees for approval.
	Adop	ted Budget
August 22	Vice Chancellor for Finance & Administration and Chancellor	Review Adopted Budget Assumptions and Allocation.
August XX	Vice Chancellor for Finance & Administration and Budget Director	District Office Presentations to the College's Budget Committees to present the Adopted budget/changes from the May Revise.
August 29	Planning and Budgeting Council	Review draft of the Adopted Budget.
September 13	Vice Chancellor for Finance and Administration	Present the Adopted Budget to the Board for approval.

BOARD POLICIES AND ADMINISTRATIVE PROCEDURES

BOARD POLICY 6250 Budget Management

Board Policy 6250 provides general information related to budget management and budget revisions.

ADMINISTRATIVE PROCEDURE 6250 Budget Management

Administrative Procedure 6250 provides procedures for Board of Trustees approval for budget transfers.

These board policies and administrative procedure can be accessed on the District's website web.peralta.edu/ by navigating to "Board and Administrative Policies" under the Board of Trustees section.

PCCD BUDGET ALLOCATION MODEL NARRATIVE

Budget Concepts and Principles

The major budget concept is that revenues stay where they are earned. District Services is treated as a fifth budget center and we use a chargeback methodology for Districtwide expenses and shared services between budget centers.

Budget center allocations are expected to align with the PCCD Mission Statement and link District Strategic Directions and District Objectives to the resources needed to accomplish these institutional goals.

PCCD uses an incremental approach to budgeting. The process each year begins with the previous year's base budget, with adjustments as necessary, based on projections of available revenue for the current year.

The major principles that guide the budgeting process are to:

- 1. Balance on-going expenditures with on-going revenues;
- 2. Maintain a 10% reserve for economic uncertainties for the district, and 5% reserve for economic uncertainties at each college.
- 3. Maintain appropriate autonomy for each PCCD entity to use resources in a manner that best addresses the individual entity's needs.

Budget Centers

The PCCD budget model recognizes five budget centers for the purpose of budget allocation and expenditures:

- Merritt College (Revenue Center)
- Laney College (Revenue Center)
- College of Alameda (Revenue Center)
- Berkeley College (Revenue Center)
- District Services (Cost Center)

The Merritt College, Laney College, College of Alameda, and Berkeley City College budget centers comprise all budgetary information for these institutions.

The District Services budget center comprises all budgetary information for the Chancellor's Office, Public Affairs, Finance, and Department of General Services, Human Resources, and Educational Services and Technology units.

This handbook includes information on the allocation of resources to each budget center. However, the individual budget centers have discretion over their budget center allocations. The specific allocation processes for each budget center are determined by the respective budget center's allocation model and planning processes.

Building Blocks of the New Budget Allocation Model

Unrestricted General Fund

- Resource Allocation Model
 - Ongoing Funds
 - o Self-Supporting Funds
- Prior Year Funds (Carryover Funds)
- Hold Harmless Funds

The Ongoing and Self-Supporting Funds are part of the District's New Budget Allocation Model. This activity makes up the structural analysis of the District. More information on the components of the Budget Allocation Model is included in subsequent sections of this handbook. The Prior Year (or Carryover) Funds and the Student-Centered Funding Formula Hold Harmless funds are considered one-time funds. The One-Time Funds are not considered on-going as they have no ongoing funding source associated with their activity.

New Budget Allocation Model

The District has implemented a new Budget Allocation Model (BAM) in efforts to more clearly align ongoing activities within each of its budget centers.

Principles

These are the guiding principles that were developed for the new allocation model.

- Recognize the District as the fiscal entity while honoring the unique legacy and culture of each institution
- The BAM will be fair, equitable, and transparent.
 - Fair resource allocation decisions will be informed by objective, predictable, verifiable, and easily accessible data and will be made in an impartial and consistent manner.
 - Equitable resources will be distributed in a manner that adequately supports the full
 array of programs offered at each college while ensuring compliance with statutory and
 regulatory requirements; efficient and strategic use of resources is expected, and
 inefficiencies will not be subsidized or supported.
 - Transparent resource allocation decisions will be made in an open and consultative manner with representative stakeholder groups and that it is simple, easy to administer and communicate as possible.
- The goals and priorities for student success, equity, and access as articulated in the educational
 master/strategic plan of each college and the district office will align with the goals included in
 the district strategic plan and strategic vision plan adopted by the California Community Colleges
 Board of Governors, including benchmarks and actions for measuring progress, and the Budget
 Allocation Model will align accordingly.
- The BAM will provide operational cost predictability and stability to support college and district
 office strategic goals and objectives.
- Operational structural balance will be maintained by ensuring that ongoing expenditures do not
 exceed ongoing revenues resulting in a positive fund balance.
- Ongoing expenditures will be funded with ongoing revenues, and one-time expenditures will be funded with one-time revenues, with exceptions only under rare circumstances.
- Compliance with state, accreditor, and district reserve requirements will be maintained or
 exceeded, will be the first item funded in the BAM, and each college will maintain its own
 prudent reserve of no less than 1% of the previous year's expenditures. Reserves in excess of the
 minimum reserve requirements will be established in an expenditure holding account to meet
 unexpected and/or unanticipated expenditures that arise subsequent to budget adoption.
- The BAM will be assessed annually.
- The BAM will maintain and enhance FON requirements for the district.
- The BAM will maintain and improve 50% law calculation for future budget years.
- The BAM will support, maintain, and improve 75/25 ratio in future years.
- The BAM will provide a minimum funding for classroom 17.5 FTES/FTEF ratio to achieve expected classroom efficiency.
- The BAM will provide guidance to maintain staffing salary and benefits cost between 85% and 87% of available resources.
- The BAM encourages cooperation among and between colleges and district office to continuously
 find solutions to improve classroom offerings, student services and trim cost to seek fiscal
 stability within the district.

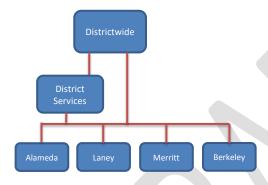
BAM Structure

The BAM is a revenue allocation model. It incorporates:

- Student Centered Funding Formula apportionment revenues
- Other state revenues
- Local revenues

It then uses those revenues to cover expenses:

- District-wide shared costs
- All personnel & operating costs by budget center



The four educational centers contribute revenue towards district services, creating the 5 operational budget centers. The 5 budget centers then all share in covering the costs identified as institutional, or district-wide costs.

Revenues

All ongoing and self-supported revenues are identified by budget center, either directly or by allocation formula. Those revenues form the basis for determining the operating budgets by each budget center. All revenue is considered District revenue because the District is the legal entity authorized by the State of California to receive and expend income and to incur expenses. However, the majority of revenue is provided by the taxpayers of California for the sole purpose of providing educational services to the communities and students served by the District. Services such as classes, programs, and student services are, with few exceptions, the responsibility of the four educational centers. It is the intent of the new BAM to allocate the majority of funds to the campuses in order to provide those educational services. The model intends to provide appropriate incentives for effective resource allocation decisions at the campus level. Each campus president is responsible for the successful operation and performance of their college or center as it relates to its operating revenues and expenses. The purpose and function of the District Services in this structure is to maintain the fiscal and operational integrity of the District and its individual colleges and centers and to facilitate campus operations so that their needs are met and fiscal stability is assured. District Services is also responsible for providing certain centralized functions, both to provide efficient operations as well as to assist in coordination between District Services and the campuses. Examples of these services include; human resources, business operations, fiscal and budgetary oversight, procurement, construction and capital outlay, educational services, institutional research, and information technology.

Student Centered Funding Formula (SCFF) Revenue

SCFF Revenue is the amount anticipated to be received by the District as State Apportionment. Apportionment is the primary source of revenue for the District. PCCD's total apportionment is comprised of property tax revenues, student enrollment fees, and a state allocation, calculated using the Student Centered Funding Formula. The SCFF uses Full-Time Equivalent Student (FTES) and student headcount data to calculate the apportionment. FTES targets for each college for the upcoming academic year are used to allocate the base funding and assumptions are applied to the headcounts that are used for the additional SCFF components. The SCFF revenue is computed in three parts:

- Base Allocation (70% of the SCFF): This is the enrollment-based component that is most similar
 to the prior, SB361-based funding formula. It is the sum of a Basic Allocation funding, derived
 from the number of colleges and centers in a district, as well as its size, and its funding for
 Credit, non-Credit*, CDCP*, Incarcerated, and Special Admit FTES.
 - st Noncredit & CDCP are funded 100% from the Base Allocation and do not participate fully in the other 2 components of the SCFF
- Supplemental Allocation (20% of the SCFF): This is the component of the SCFF that targets
 equity of access and opportunity for low-income students. The Supplemental Allocation is
 derived from the number of students who are receiving Pell Grants, Promise Grants, and
 who are AB540 students.
- Student Success Allocation (10% of the SCFF): This is the component of the SCFF that targets
 and incentivizes success outcomes of California Community College students. This allocation is
 based on a district's performance in the following eight outcome metrics: earned Associate's
 Degrees, Bachelor's Degrees, Associate's Degrees for Transfer, Credit Certificates; Completion
 of 9+ CTE Units, Transfer; Completion of Transfer Level Math & English in the first year, and
 Achievementof Regional Living Wage.

The assumptions used for the SCFF as part of budget development are:

- FTES on which we'll be funded will be the same based on targets set by the campuses. If no
 targets are possible or developed, the prior fiscal year FTES will be used.
- The last available headcounts are used for the Supplemental and Success components of the SCFF, which is in line with the advanced calculations prepared by the state. Ultimately, the headcounts for funding will use the actual current year submitted data.
- The allocated SCFF revenue is limited to the earned revenue.

Other Unrestricted Revenues

The BAM also includes additional unrestricted state revenues received as well as local revenues earned.

Other State Revenue:

- Lottery
- Faculty Compensation
- Mandated Cost

- Faculty Hiring and Parity
- Other State
- Homeowners Tax Relief

State Revenues included are allocated to the campuses based on its proportion of the District's SCFF Base Allocation of prior year.

- Enrollment Fee Waivers: This budget is made up of 2% of the enrollment fees collected, which
 are not used to off-set the apportionment calculation, and the amount received from the State
 for the 2% that otherwise would have been collected from students had they not received fee
 waivers
- Full-Time Faculty Hiring Funds 2018-19: Funds tied to a calculated increase in the Faculty Obligation Number by the state. This allocation was received in 2018-19.
- Part-Time Faculty Compensation: Comprised of reimbursements for office hours and health benefits, and an allocation for compensation. The final amount the District will receive will be based on the total claims submitted system wide against the available funds. We have based our estimate on the prior year allocations, reduced by 15% factoring in estimated reductions from the state.
- Lottery (Unrestricted portion): The unrestricted lottery revenue is considered part of the core
 revenue that is used to fund operations. The District's total allocation is based on FTES and
 incorporates the early lottery estimates from the state.
- Mandated Costs: Allocation based on funded FTES, as part of a block grant to cover compliance
 costs incurred during the year. Based upon the many uncertainties over the mandated claim
 process, including the State Controller's Office audits of these claims, the District has elected to
 opt into the more certain funding offered by participation in the block grant. This decision is
 evaluated annually to be responsive to changes in the mandated cost reimbursement process.

Local Revenues

- Districtwide Activity revenues consist primarily of interest earned and are allocated in a manner similar to State Revenues discussed above.
- Budget Center Activity are funds that are received for various activities. Each budget
 center, Merritt College, Laney College, College of Alameda, Berkeley City College, and
 District Services, determined their revenue estimates based on their experiences. This also
 consists of self- supported activities that bring in revenue and are expected to cover their
 own costs.
 - o Community Services Fees
 - o Contract Education/Services
 - o Facilities Rental Fees
 - o STRS paid on behalf Others
 - o Non-Resident Student Revenue
 - o Student Health Fees
 - o A/C Transit
 - o Application Fees (Int'I)/Student Records
 - o Capital Outlay
 - o Other Local

Other Local Revenues distributed based on FTES of prior year:

- o Interest
- o 2% Enrollment Fee
- o Miscellaneous Income

Revenue to the District Office

District Services is considered a budget cost center and is funded based on colleges covering actual net operating costs within an agreed upon percentage of overall revenue. As part of the implementation of the new BAM, several factors were considered in determining an appropriate percentage, including information on the level of service and allocations at other districts. A consideration was given to provide an allocation that was sufficient to allow District Services to operate as a budget center yet still leave each campus able to maintain its operations at the current levels.

Expenses

The expenses in the new BAM are allocated by budget center as well as the shared district-wide expenses.

Prior Year Funds

A district's ending balance for a fiscal period is referred to as its fund balance. Fund balance represents a point-in-time fiscal snapshot of a district's financial position. As this balance moves from the end of one fiscal year to the beginning of the subsequent fiscal year, it becomes categorized as one-time. One-time funds are unspent funds that remain after a fiscal year has ended, and primarily results from budgetary "savings." These funds would not necessarily be replicated in subsequent years. It is not fiscally prudent to use one-time funds for ongoing purposes such as to funding expenditures for salaries and benefits of permanent staff. Instead, these funds are more appropriately used to fund one-time items or projects. To properly differentiate one-time funds from ongoing sources of funds, the District accounts for these dollars in the One-Time Fund, a sub-fund of the Unrestricted General Fund. The Ending Fund Balance, or Carryover Funds, are broken down into 5 categories*:

- Non-spendable This represents resources that are not readily available for expenditures, and includes inventory and cash held in the revolving bank account.
- Restricted This represents the carryover funds from restricted programs that have legal restrictions for their use by State and federal government.
- Committed These are funds that were specifically committed by Board action. The District
 continues to maintain funds committed to help cover future PERS/STRS rate increases.
- Assigned These funds are assigned for a specified Districtwide purpose or at the budget centers.
- Uncommitted These are funds which have not been designated for a specific purpose and are held available to use for specific needs that may arise during the fiscal year. However, included here is a contingency set aside per Board Policy 6250 requiring that unrestricted general reserves shall be no less than 10% of unrestricted General Fund expenditures. We continue to base this on the Chancellor's Office definition of minimum required reserve for economic uncertainty.

Non-spendable Fund Balance

Revolving Cash: The District maintains a bank account with a \$150,000 balance to facilitate issuing checks that are needed outside of the normal check process and which have associated with them legal requirements for more urgent issuance.

Inventory: Inventory maintained for some supplies, and which by itself is not spendable.

Committed Funds

Committed funds can only be used for the specific purposes determined by formal action of the Board of Trustees.

Assigned Fund Balances

These carryovers consist of:

- One-Time Funds allocated to the various budget centers.
- Funds assigned by the budget center for activities and needs identified by that budget center.

One-time Funds Allocated

These are carryover funds are considered to be in the Districtwide category and are allocated to the different budget centers for specific purposes. These allocations are discussed at various standing committees, including the PBC as well as the PGC, and are approved at PGC.

The one-time funds are to be used for the purposes for which they were designated. Any of the One-Time Fund Allocations that remain unused once their purpose is complete will be returned to be included in future allocations.

Funds Assigned by the Budget Centers

Each budget center maintains control over funds that have been conserved from the previous year. These assigned funds are allocated to needs as identified by that budget center. These items are usually one-time in nature, rather than on-going costs.

Fiscal Year Ending Balance

Ending Balance

District ending balance will be used as follows:

- 1) Priority 1. Allocate 10% reserve for contingency.
- Priority 2. Allocate one-time expenses designated by the board for the benefit of district and colleges.
- 3) Priority 3. Allocate remaining funds to colleges based on overall FTES percentage to be used for one-time expenses as prioritized by the college.

Ending Balance (Less than 10%)

If the district ending balance is less than 10% then each college will be assessed to make up to 10% required for reserve for contingency based on overall FTES percentage of each college.

Ending Balance for Colleges

- Each college will keep unspent dollars as a positive ending balance to be used for one-time expenses in the future.
- 2) Each college ending balance greater than 5% must be allocated in the following year for one-time

expenses.

- 3) If a college has a negative ending balance their allocation for next year will be reduced by the same amount.
- 4) If a college has an ending balance greater than 10% for two consecutive years, excess funds must be returned to the district for distribution as district ending balance.

Hold Harmless Allocation

As part of the multi-year transition into the SCFF, a provision was added to ensure that districts would receive no less than they did for 2017-18, plus COLA, which is 2.71% for 2018-19 and 3.26% for 2019-20, 0.00% for 2020-21, and 5.07% for 2021-22. Funds received under the hold harmless allocation have been used in the ongoing funding incorporated into the BAM. The District will use the hold harmless funding to supplement BAM, as needed, and has included it in the discussions of uses for one-time funding. The hold harmless funding is expected to end after fiscal year 2024-25.

Stabilization

Consistent with the SCFF, should any element of the SCFF for a budget center fall below the prior year funding level, stability will be provided for one year. The funding for this stability will come from district-wide reserves.

EVALUATION OF THE BUDGET

Evaluation of the Allocation Model

In October of each year, the PBC will evaluate the allocation model for both the process and those allocations that are formula driven, and will prepare a report to the PGC. The primary current formula-driven allocation is the amount provided towards funding District Services as a budget center. Each budget center will provide input via their respective representative(s) on the PBC.

Closing the Loop – Budget Allocation is linked to District Strategic Directions

In order to meet the Accreditation Standard III.D3, which requires that the District/Institution(s) systematically assess the effective use of financial resources and use the results of the evaluation as a basis for improvement. PBC should establish a clear process for doing this work and documenting it.



Peralta Community College District: 2020-21 Adopted Budget Revenue Allocation based on SCFF









Total

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Balar	nce Sheet Summary		Districtwide	% of Total	D	District Services	% of Total		Allocation	% of Total		Allocation	% of Total		Allocation	% of Total		Allocation	% of Total	Г	
		Н			H			Н			Н			-			_			-	
	Apportionment																				
	Total SCFF State Apportionment	\$	-	0%	\$	-	0%	\$	28,813,708	24%	\$	42,327,917	35%	\$	23,965,642	20%	\$	25,292,131		\$	120,399,398
	Total Other Unrestricted Revenue	\$	-	0%	\$	-	0%	\$	4,769,057	24%	\$	6,934,741	35%	\$	3,936,739	20%	\$	4,203,545		\$	19,844,082
	Total Revenue, 1	\$	-	0%	\$	-	0%	\$	33,582,766	24%	\$	49,262,658	35%	\$	27,902,380	20%	\$	29,495,676	21%	\$	140,243,480
unes																					
eve	Revenue to District Office for District Services	\$	-	0%	\$	44,877,913	32%	\$	(10,746,485)	24%	\$	(15,764,050)	35%	\$	(8,928,762)	20%	\$	(9,438,616)	21%	\$	-
~	Total Revenue, 2	\$	-	0%	\$	44,877,913	32%	\$	22,836,281	16%	\$	33,498,607	24%	\$	18,973,619	14%	\$	20,057,060	14%	\$	140,243,480
	Districtwide Expenses	Ś	4,567,434	3%	Ś	(1,461,578.88)	32%	Ś	(743,729)	16%	\$	(1,090,979)	24%	Ś	(617,931)	14%	Ś	(653,216)	14%	s	-
	Final Revenue Allocation	\$	4,567,434	3%		43,416,335	31%		22,092,551	16%			23%		18,355,688	13%		19,403,844	14%	ş	140,243,480
		_			L			L			L			_						Н	
ures	Expenditures																				
ndit	Total General Fund Expenditures	\$	4,567,434	3%	\$	43,212,949	30%	\$	21,754,050	15%	\$	36,418,062	25%	\$	18,540,414	13%	\$	20,324,891	14%	\$	144,817,800
Expe	Total Expenditures	\$	4,567,434	3%	\$	43,212,949	30%	\$	21,754,050	15%	\$	36,418,062	25%	\$	18,540,414	13%	\$	20,324,891	14%	\$	144,817,800
	Final Revenue	\$	-	0%	\$	203,386	0%	\$	338,501	1%	\$	(4,010,434)	-8%	\$	(184,726)	-1%	\$	(921,047)	-3%	\$	(4,574,320)

Control Dis	ret)	Colleg	e Level	ge District: SCFF Data	ME	ERRITT LLEGE		·	LANEY			COLLEGE OF ALAMEDA			BERKELEY ITY COLLEGE		Distr	ict To	tal
	or Base Allocation are based on	SCFF	Data for Di	strict Funding															
	mental and Success Allocation d on 20-21 P1. All allocations																		
	ased on earned outcomes.			2020-21 State Apportionment		020-21 Estimated			020-21 Estimated 9				of District		2020-21 Estimated 9				Estimated Funding a final allocation)
are distributed ba	ased on earned outcomes.	Data	Funding Rate	Funding	Data	Funding	Funding	Data	Funding	Funding	Data	Funding	Funding	Data	Funding	Funding	Reported Data	(not a	Tinal allocation)
	Basic Allocation (\$)			\$ 16,182,009	5	4.045.502		5	4.045.502		٠,	4.045.502			4.045.502			5	16,182,009.12
		FTES			FTES			FTES			FTES			FTES			2019-20 P1 FTES	-	
	Traditional Credit 3-Year Average	16,280.37	\$ 4.009	\$ 65,268,003															
	Actual Traditional Credit	10,280.37	\$ -	\$ -	3,664.06 \$	14,689,209	23.9%	5,766.90 \$	23,119,520	37.5%	2,862.64 \$	11,476,314	18.6%	3,066.20	12,292,395	20.0%	15,359.	80 \$	61,577,438.20
Base Allocation	Special Admit Credit	457.86	\$ 5,622	\$ 2,574,061	109.22 \$	614,039	23.9%	171.91 \$	966,443	37.5%	85.33 \$	479,733	18.6%	91.40 \$		20.0%		86 \$	2,574,061.45
	Incarcerated Credit Non-Credit	59.71	\$ 5,622 \$ 3.381	\$ - \$ 201.857	- \$ 52.32 \$	176.883	0.0% 20.2%	- \$ 76.96 \$	260.186	0.0% 29.7%	- \$ 36.28 \$	122.639	0.0% 14.0%	93.40		0.0%		96 S	875.447.94
	Non-Credit Non Credit CDCP	41.71	\$ 5,622	\$ 201,857 \$ 234.491	8.43 \$	47,379	20.2%	12.40 \$	69,691	29.7%	5.84 \$		14.0%	15.04		36.1%		90 \$ 71 \$	234,491.12
	Non-Credit Incarcerated	-	\$ -	\$ -	- \$	-	0.0%	- \$		0.0%	- \$		0.0%	- 5		0.0%		\$	-
	Total	16,840		\$ 84,460,422	3,834 \$	19,573,012	24.0%	6,028 \$	28,461,342	34.9%	2,990[\$	16,157,038	19.8%	3,266	17,252,056	21.2%		118 \$	81,443,447.83
		19-20 Headcount			19-20 Headcount			19-20 Headcount			19-20 Headcount			19-20 Headcount			19-20 Headcount		
Supplemental	Pell Grant Recipients	5,923		\$ 5,615,004	1,168 \$	1,107,264	19.7%	2,536 \$	2,404,128	42.8%	1,024 \$		17.3%	1,195		20.2%		23 \$	5,615,004.00
Allocation*	AB540 Students	1,013 12.198		\$ 960,324 \$ 11.563.704	256 \$ 2.857 \$	242,688 2,708,436	25.3% 23.4%	312 \$ 4.216 \$	295,776 3.996.768	30.8% 34.6%	209 \$ 2.809 \$		20.6%	236 \$ 2.315 \$		23.3% 19.0%		65 \$ 97 \$	960,324.00
	California Promise Grant Recipients Total	12,198 19.134		\$ 11,563,704 \$ 18,139,032	4,857 \$ 4.281 \$	2,708,436 4.058.388	23.4% 22.4%	4,216 \$ 7,064 \$	5,996,768 6.696.672	34.6% 36.9%	2,809 \$ 4.042 \$		23.0%	2,315 S 3,746 S		19.0%		97 \$ 133 \$	11,562,756.00 18.138.084.00
		19-20 Outcomes		, ,,,,	19-20 Outcomes			19-20 Outcomes			19-20 Outcomes			19-20 Outcomes			19-20 Outcomes		
	Associate Degrees	855	\$ 1,677	S 1.433.835	325 S	545,025	38.1%	319 \$	534,963	37.4%	135 \$	226,395	15.8%	75 5	125,775	8.8%		54 \$	1,432,158.00
	Associate Degrees Associate Degrees for Transfer	606	\$ 2,236	\$ 1,435,835	100 \$	223,636	16.5%	153 \$	342,163	25.2%	109 \$		18.0%	244		40.3%		06 \$	1,355,234.16
	Baccalaureate Degrees		,	\$ -	- \$,	0.0%	- \$		0.0%	- \$		0.0%	- 5		0.0%		\$	-
	Credit Certificates	425	\$ 1,118	\$ 475,150	72 \$	80,496	17.0%	170 \$	190,060	40.1%	102 \$		24.1%	80 \$		18.9%		24 \$	474,032.00
į	Nine or More CTE Units Transfer	2,528 1,157	\$ 559 \$ 839	\$ 1,413,152 \$ 970,145	862 \$ 278 \$	481,858 233,151	34.1% 24.0%	1,016 \$ 404 \$	567,944 339,028	40.2% 34.9%	449 \$ 230 \$		17.8% 19.8%	201 S 245 S		8.0% 21.2%		28 \$ 57 \$	1,413,152.00 970 144 50
7	Transfer Level Math and English	656	\$ 1,118	\$ 733,408	107 \$	119,626	16.3%	136 \$	152,048	20.8%	97 \$		14.8%	315		48.1%		55 \$	732,290.00
	Achieved Regional Living Wage	2,947	\$ 559	\$ 1,647,373	708 \$	395,907	24.0%	1,030 \$	575,693	34.9%	585 \$		19.8%	624 \$		21.2%		47 \$	1,647,373.00
	Total Associate Degrees	9,174 508		\$ 8,028,297 \$ 322,326	2,452 \$ 193 \$	2,079,700	25.9% 38.0%	3,228 \$ 194 \$	2,701,899	33.7% 38.2%	1,706 \$		18.2% 15.2%	1,784 \$		22.2% 8.7%		08 \$	8,024,383.66 322.326.00
	Associate Degrees Associate Degrees for Transfer	343	\$ 846	\$ 322,326	50 \$	122,459 42,300	14.6%	96 \$	123,093 81,216	28.0%	75 \$	48,857 63,450	21.9%	122 \$		35.6%		43 \$	290,178.00
å	Baccalaureate Degrees		·	\$ -	- \$	· -	0.0%	- \$	-	0.0%	- s	-	0.0%	- \$		0.0%		\$	
Student Success	Credit Certificates	189	\$ 423	\$ 79,947	30 \$	12,690	15.9%	79 \$	33,417	41.8%	44 \$		23.3%	36 \$		19.0%		89 \$	79,947.00
Allocation*	Nine or More CTE Units Transfer	1,127 561	\$ 212 \$ 317	\$ 238,361 \$ 177.977	271 \$ 135 \$	57,317 42.773	24.0% 24.0%	541 \$ 196 \$	114,422 62,196	48.0% 34.9%	257 \$ 111 \$		22.8% 19.8%	59 S		5.2% 21.2%		28 \$ 61 \$	238,572.00 177.977.25
	Transfer Level Math and English	263	\$ 423	\$ 111,249	50 \$	21,150	19.0%	53 \$	22,419	20.2%	32 \$		12.2%	128 \$		48.7%		63 \$	111,249.00
e e	Achieved Regional Living Wage	670	\$ 212	\$ 141,705	161 \$	34,055	24.0%	234 \$	49,520	34.9%	133 \$		19.8%	142 \$		21.2%		70 \$	141,705.00
à	Associate Degrees	3,661 638	\$ 423	\$ 1,361,743 \$ 269.727	890 \$ 256 \$	332,743 108.229	24.4% 40.1%	1,393 \$ 230 \$	486,283 97.237	35.7% 36.1%	\$ 729 \$		19.3% 16.3%	\$ 650 5		20.6%		38 S	1,361,954.25 269.727.26
Ĭ	Associate Degrees Associate Degrees for Transfer	638 468		\$ 269,727 \$ 263,812	70 \$	108,229 39,459	40.1% 15.0%	230 S 123 S	69,335	36.1% 26.3%	104 5		19.0%	186		39.7%		48 \$ 68 \$	269,727.26
e Gre	Baccalaureate Degrees		·	\$ -	- \$	-	0.0%	- \$	-	0.0%	- s	-	0.0%	- \$	-	0.0%		\$	-
M is	© Credit Certificates ☑ Nine or More CTE Units	270	\$ 282 \$ 141	\$ 76,100 \$ 228.843	47 \$	13,247 68 667	17.4% 30.0%	106 \$	29,876	39.3%	64 \$		23.7%	53 \$		19.6%		70 \$ 23 \$	76,099.50
a Pro	Nine or More CTE Units Transfer	1,623 751	\$ 141 \$ 212	\$ 228,843 \$ 158.837	487 \$ 180 \$	68,667 38.173	30.0% 24.0%	707 \$ 262 \$	99,687 55.507	43.6% 34.9%	329 \$ 149 \$		20.3% 19.8%	100 S		6.2% 21.2%		23 Ş 51 S	228,843.00 158.836.50
ornik	Transfer Level Math and English	377	\$ 282	\$ 106,257	71 \$	20,011	18.8%	74 \$	20,857	19.6%	45 \$	12,683	11.9%	187	52,706	49.6%		77 \$	106,257.45
ejje	Achieved Regional Living Wage	1,316		\$ 185,556	316 \$	44,594	24.0%	460 \$	64,845	34.9%	261 \$	36,811	19.8%	279		21.2%		16 \$	185,556.00
	Total Total	5,443 18,278		\$ 1,289,131 \$ 10,679,171	1,428 \$ 4,770 \$	332,380 2,744,823	25.8% 25.7%	1,962 \$ 6,584 \$	437,344 3,625,527	33.9% 34.0%	1,041 \$ 3,476 \$		18.6% 18.4%	1,012 S		21.7%		143 \$ 276 \$	1,289,131.31 10,675,469.22
		CFF 2018-19 State Ap			<u>4,770[3</u>	26,376,223	23.9%	\$	38,783,541	35.2%	5,470[5		19.9%	5,440 3		21.0%	District Data T		110,257,001.05
		3 Year Averso	e Adjustment	\$ 3,016,975	٠	725,059	24.03%	s	1.054.316	34.95%	s	598,518	19.84%	9	639.082	21.18%		5	3,016,974.60
		-	pportionment		ş		21.05/4	ş	39,837,857	2 KJS/N	ş	,	23.0470		,	22.10%		s	113,273,975.65
		н	Hold Harmless	\$ 7,125,422	\$	1,712,427		\$	2,490,060		\$	1,413,566		9	1,509,369			\$	7,125,422.00
		Funding w/ H	Hold Harmless	\$ 120,404,047	\$	28,813,708		\$	42,327,917		\$	23,965,642		5	25,292,131			\$	120,399,398

^{*}Supplemental and Student Success Allocation will changed based on the actual metrics and data of each college.

PERA	Peralta Comi		nity College Revenue A		MERRI		LANE COLLE	GE	COLLEG	E OF	BERKE			Total
	l and Other estricted) Revenue		Districtwide	District Services	Allocation	% of Total	Allocation	% of Total	Allocation	% of Total	Allocation	% of Total		al Estimated Funding ot a final allocation)
	Source of Revenue													
tate Revenue	Lottery Faculty Compensation Mandated Cost Faculty Hiring and Parity	\$ \$ \$ \$	- - - -	\$ - \$ - \$ - \$ -	\$ 21,852.40 \$ 961,305.66 \$ 905,831.60 \$ 222,301.93	24% 24% 24% 24%	\$ 31,775.83 \$ 1,397,845.64 \$ 1,317,180.16 \$ 323,251.80	35% 35% 35% 35%	\$ 747,741.62 \$ 183,504.76	20% 20% 20% 20%	\$ 847,314.61 \$ 798,418.63 \$ 195,941.50	21% 21% 21% 21% 21%	\$ \$ \$ \$	90,928.00 4,000,000.00 3,769,172.00 925,000.00
ş	Other State Homeowners Tax Relief T	\$ \$ \$ otal \$	- - -	\$ - \$ - \$ -	\$ - \$ - \$ - \$ 2,111,291.59	24% 24% 24% 24%	\$ - \$ - \$ - \$ 3,070,053.42	35% 35% 35% 35%		20% 20% 20% 20%		21% 21% 21% 21%	\$ \$ \$	8,785,100.00
Local/ Dedicated Revenue*	Source of Revenue 28's Enrollment Fee Administration Community Services Fees Contract Education/Services Facilities Rental Fees STRS paid on behalf Others Non Resident Student Revenue Student Health Fees A/C Transit Application Fees (Int'I)/Student Records Other Student Fees and Miscellanneous Capital Outlay Other Local	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	-	5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	\$ - \$ \$ - \$ \$ - \$ \$ 25,234.27 \$ 112,068.29 \$ 45,421.69 \$ 789,700.59 \$ 1,395,514.45 \$ 195,264.97 \$ 94,561.23 \$ - \$	24% 24% 24% 24% 24% 24% 24% 24% 24% 24%	\$ - \$ \$ - \$ \$ 162,959.80 \$ 66,048.21 \$ 1,148,312.72 \$ 2,029,233.64 \$ 283,937.05 \$ 137,502.58 \$ -	35% 35% 35% 35% 35% 35% 35% 35% 35% 35%	\$ - \$ 20,830.27 \$ 92,509.61 \$ 37,494.49 \$ 651,878.34 \$ 1,151,962.73 \$ 161,186.41 \$ 78,057.96	20% 20% 20% 20% 20% 20% 20% 20% 20% 20%	\$ 22,242.01 \$ 98,779.30 \$ 40,035.62 \$ 696,058.36 \$ 1,230,035.18 \$ 172,110.57 \$ 83,348.22	21% 21%	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	105,000.00 466,317.00 189,000.00 3,285,950.00 5,806,746.00 812,499.00
	т	sotal \$	- -	\$ - \$ -	\$ - \$ 2,657,765.50	24% 24%	\$ - \$ 3,864,687.43	35% 35%	\$ - \$ 2,193,919.81	20% 20%	\$ 2,342,609.26	21% 21%	\$ \$	11,058,982.00
	Total Unrestricted Revenue	e \$	-	\$ -	\$ 4,769,057.10	24.0%	\$ 6,934,740.86	34.9%	\$ 3,936,738.90	19.8%	\$ 4,203,545.15	21.2%	\$	19,844,082.00

^{*}Local/Dedicated Revenue will change based on each location producing its own income.



Expense Budget

Source of Expenditure

08 Other Outgo/Contingencies

01 Academic Salaries

02 Classified Salaries

05 Other Operating

06 Capital Outlay

03 Benefits

04 Supplies

Peralta County Community College District: 2020-21 Adopted Budget Expenditure Allocation

Districtwide % of Total

0.00% \$

0.00% \$

0.00% \$

0.00% \$

17.09% \$

0.00% \$ 0.00% \$

3.15% \$

Districtwide

4,567,434

\$ 4,567,434

District Services

1,964,327 14,560,731

10,142,941

386,721

14,993,877

156,549

1,007,803

43,212,949

District Services

	MERICOLL	RITT	묙	LEGE		COL	LLEGE OF	0 - 1	COLLEGE	Total
% of Total	Allocation	% of Total	Allocation	% of Total		Allocation	% of Total	Allocation	% of Total	l Estimated Funding t a final allocation)
4.25%	\$ 9,922,846	21.47%	\$ 16,570,721	35.86%	\$	8,124,654	17.58%	\$ 9,626,426	20.83%	\$ 46,208,974
48.82%	\$ 3,315,734	11.12%	\$ 5,570,327	18.68%	\$	3,246,676	10.88%	3,134,249	10.51%	\$ 29,827,717
25.43%	\$ 6,662,952		\$ 11,438,527	28.67%	\$	5,650,106	14.16%	5,997,710	15.03%	\$ 39,892,236
44.99%	\$ 100,157	11.65%	\$ 175,580	20.42%		77,952	9.07%	119,240	13.87%	\$ 859,650
56.09%	\$ 1,685,211	6.30%	\$ 2,658,760	9.95%		1,430,783	5.35%	 1,394,727	5.22%	\$ 26,730,792
59.81%	\$ 67,150	25.65%	\$ 4,147	1.58%		10,243	3.91%	23,654	9.04%	\$ 261,743
97.21%	\$ -	0.00%	\$ -	0.00%	1.	-	0.00%	 28,885	2.79%	\$ 1,036,688
29.84%	\$ 21,754,050	15.02%	\$ 36,418,062	25.15%	\$	18,540,414	12.80%	\$ 20,324,891	14.03%	\$ 144,817,800

SCFF Calculation

Peralta Community College District

				2	2020-2	1		
		Estimated State COLA			0.00%			% chang
			FTES		Rate		Total	
		Basic Allocation				\$	16,182,009	
		3-Year Average Credit	16,280.37	\$	4,009	\$	65,268,003	
	Credit	Special Admit	457.86	\$	5,622	\$	2,574,061	
	FTES	Incarcerated Credit	-	\$	5,622	\$	-,	
Base		Subtota	16,738.23			\$	67,842,065	
Allocation		Traditional Non Credit	59.71	\$	3,381	-	201,857	
	Non-Credit	CDCP	41.71	\$	5,622	\$	234,491	
	FTES	Incarcerated Non-Credit	_	Ś	3,347	\$	· -	
		Subtota	101.42	Ė		\$	436,349	
		Tota	i			\$	84,460,422	
		Tota	Headcount		Rate	,	84,400,422	
		Pell Grant Recipients	5,923	\$	948	\$	5,615,004	
		State Nonresident Fee Waiver	1,013	\$	948	\$	960,324	
upplemental		California Promise Grant				۶	500,324	
Allocation		Recipients	12,198	\$	948	\$	11,563,704	
		Tota	19,134			\$	18,139,032	
			Outcomes		Rate			
		Associate Degrees	855	\$	1,677	\$	1,433,835	
		Baccalaureate Degrees	-	\$	1,677	\$	-	
		Associate Degrees for Transfer	606	\$	2,236	\$	1,355,234	
	nts	Credit Certificates	425	\$	1,118	\$	475,150	
	All Students	Nine or More CTE Units	2,528	\$	559	\$	1,413,152	
	- Str	Transfer	1,157	\$	839	\$	970,145	
	₹	Transfer Level Math and English	656	\$	1,118	Ś	733,408	
		Achieved Regional Living Wage	2,947	\$	559	Ś	1,647,373	
		Subtota	9,174			\$		
				_	625	-	8,028,297	
	ts	Associate Degrees Baccalaureate Degrees	508	\$	635 635	\$	322,326	
	pien	Associate Degrees for Transfer	343	\$	846	\$	- 200 170	
	Reci	Credit Certificates		\$			290,178	
	it i	Nine or More CTE Units	189 1,127		423	\$	79,947	
	Gra	Transfer	561	\$	212 317	\$	238,361	
Student	Pell					\$	177,977	
Success	Equity: Pell Grant Recipients	Transfer Level Math and English	263 670	\$	423	\$	111,249	
Allocation	Equ	Achieved Regional Living Wage Subtota		Þ	212	\$	141,705	
				^	422	\$	1,361,743	
	a	Associate Degrees	638	\$	423		269,727	
	ais	Baccalaureate Degrees Associate Degrees for Transfer	468	\$	423	\$	-	
	P ro ents	Associate Degrees for Transfer		\$	564	\$	263,812	
	Equity: California Promise Grant Recipients	Credit Certificates	270		282	\$	76,100	
	lifor t Re	Nine or More CTE Units Transfer	1,623	\$	141	\$	228,843	
	rant		751	\$	212	\$	158,837	
	uity	Transfer Level Math and English	377	\$	282	\$	106,257	
	B	Achieved Regional Living Wage Subtota	1,316	\$	141	-	185,556	
						\$	1,289,131	
		Preliminary Tota				\$	10,679,171	
	ess	Available Growth						
	Success Growth	Maximum Growth			no limit			
	S	Funded Growth	1					
		Tota	1				10,679,171	
		Total SCFF before Hold Harmless				\$	113,278,625	
		Hold Harmless Funding	1			\$	7,125,422	