



Date: September 21, 2021

To: Santa Barbara Adult Education Consortium

From: Sachiko Oates, Director of Noncredit Programs, Santa Barbara City College

Subject: CAEP Year 5 Budget Modification Request

The Santa Barbara City College Noncredit ESL program (NC ESL) would like to request the following modifications to our current year 5 budget.

Categories	Activities Approved	Amount Approved	Activities Proposed	Amount Proposed
2000	Outreach and enrollment support and assessment data support: 19.5 hrs per week @ 41 weeks	\$20,000.00	Outreach and enrollment support	\$ 5,000
6000	Computer/Chromebooks/Projectors and other peripherals	\$2,500	Equipment purchase for ESL classrooms for technology integration for in-person classes.	\$17,500.00
Total		\$ 22,500.00		\$22,500.00

The approved amount in category 2000 included \$ 15,000 for a part-time office support staff worker to help with assessment data; however, the ESL and GED programs were able to gain a full-time assessment specialist through another grant. Thus, we no longer need funding for this activity through CAEP. On the other hand, as we returned to campus, we realized that we need classroom IT equipment in order to address technology and digital literacy skills. NC ESL would like to request \$ 15,000 to be transferred from category 2000 to category 6000.

Thank you for your time, and consideration.