Completion Counts (CLIP) – (12/14/11 – 06/30/12)
Provide AUSD and RUSD students/families workshops specific to: Career Cruising software; Completion Counts Video Scholarship contest and “Fund Your College Dreams” – FAFSA Events. Provide same workshop at local faith-based organizations for both students and parents/legal guardians. Recruit AUSD and RUSD high school seniors for the “Jump Start” summer 2012 session intervention program.
- Lopez, Victoria – Total Amount Not to Exceed $6,175
- Perkio, Jacob – Total Amount Not to Exceed $6,175
- Vergara, Maria – Total Amount Not to Exceed $6,175

Completion Counts (CLIP) – (01/03/12 – 06/30/12)
Provide AUSD and RUSD students/families workshops specific to: Career Cruising software; Completion Counts Video Scholarship contest and “Fund Your College Dreams” – FAFSA Events. Provide same workshop at local faith-based organizations for both students and parents/legal guardians. Recruit AUSD and RUSD high school seniors for the “Jump Start” summer 2012 session intervention program.
- Cardoza, Alfred – Total Amount Not to Exceed $6,175

Development of Procedures Manual (1/1/12 – 06/30/12)
Develop processes and procedures for the Risk Management Department.
- Bowser, Christine – Total Amount Not to Exceed $26,554.00

Proofreader (01/03/12 – 06/29/12)
Proofreading of District and College materials prior to printing as well as other business communications, including media releases, white papers, etc.
- Buckley, Beverly – Total Amount Not to Exceed $3,000.00

Training for COTOP, Sponsored Billing, and 1098-T’s (01/03/12 – 01/27/12)
Provide training to staff on COTOP payments, annual 1098-T’s, sponsored billing, student refunds, military billing, online program access, student account records, etc.
- Kirkland, Lynnece – Total Amount Not to Exceed $3,130.00

Subpoena Processing/Support to General Counsel (01/09/12 – 06/30/12)
Position will receive, log and process all subpoenas received by the District and/or colleges, as well as processing requests under the CA Public Records Act and providing incidental support to the general counsel as needed.
- Wills, Heidi – Total Amount Not to Exceed $25,000.00