



MESA ENGINEERING PROGRAM (MEP)

2016-2017 DELIVERABLES SCHEDULE

(Contract Dates: July 1, 2014 - June 30, 2017)

Deliverable	Due Date	Comments / Notes
Start of Year: ✓ Cover Sheet ✓ Goals ✓ Budget ✓ Budget Narrative ✓ External Support Form	Tuesday Nov. 15th 2016	<ul style="list-style-type: none"> • To identify center responsibilities, set annual goals and budget funds appropriately. • To identify external support received by center.
End of Year Recognition Event Survey Student Data and Demographic Summary ✓ MEP Data Elements ✓ 2015-2016 Graduates Data ✓ 2016-2017 Current Enrollment Data	Friday March 17th 2017	<ul style="list-style-type: none"> • To plan for MESA Statewide site visits. • To track student demographic data for MESA and UCOP
No-Cost Extension Request/ Budget Change Form (if applicable)	Friday May 19th 2017	<ul style="list-style-type: none"> • To enhance MESA Budget allocation process (i.e., determine availability of funds for next fiscal year, etc.)
End of Year: ✓ Program Progress Report ✓ Final Expenditure Report (Fiscal Year Cash Reconciliation Report with Narrative) ✓ Assessment Report (pending review) ✓ Additional Grant Report (if applicable)	Friday August 25th 2017	<ul style="list-style-type: none"> • To assess completion of program goals and determine Center needs. • To determine individual and Statewide use and availability of resources, and to determine availability of funds for next fiscal year. • To report use of additional grants.