



MESA UNIVERSITY PROGRAM

2019-2020 DELIVERABLES SCHEDULE

(Contract Dates: July 1, 2017 - June 30, 2020)

Deliverable	Due Date	Comments / Notes
Start of Year: ✓ Cover Sheet ✓ Goals ✓ Budget ✓ Budget Narrative ✓ Industry/Volunteer Support Information	Thursday August 15th 2019	<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 ✓ MUP Data Elements ✓ 2018-2019 Graduates Data ✓ 2019-2020 Current Enrollment Data	Friday March 13th 2020	<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 <i>(if applicable)</i> and List of Upcoming Summer 2020 Programs <i>(include opportunities for Industry/Volunteer involvement, if any)</i>	Friday May 15th 2020	<ul style="list-style-type: none"> • To enhance MESA Budget allocation process (i.e., determine availability of funds for next fiscal year, etc.) • To compile information for Industry partners
End of Year: ✓ Program Progress Report ✓ Final Expenditure Report (Fiscal Year Cash Reconciliation Report with Narrative) ✓ Additional Grant Report (if applicable)	Friday August 21st 2020	<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.