



## MESA UNIVERSITY PROGRAM

### 2020-2021 DELIVERABLES SCHEDULE

(Contract Dates: July 1, 2020 - June 30, 2023)

Deliverable	Due Date	Comments / Notes
<b>Start of Year:</b> <ul style="list-style-type: none"> <li>✓ Cover Sheet</li> <li>✓ Goals</li> <li>✓ Budget</li> <li>✓ Budget Narrative</li> <li>✓ Industry/Volunteer Support Information</li> </ul>	<b>Friday, January 8<sup>th</sup> 2021</b>	<ul style="list-style-type: none"> <li>• To identify center responsibilities, set annual goals and budget funds appropriately.</li> <li>• To identify external support received by center.</li> </ul>
<b>End of Year Recognition Event Survey</b>  <b>Student Data and Demographic Summary</b> <ul style="list-style-type: none"> <li>✓ MESA University Program Data Elements</li> <li>✓ 2019-2020 Graduates Data</li> <li>✓ 2020-2021 Current Enrollment Data</li> </ul>	<b>Friday March 12<sup>th</sup> 2021</b>	<ul style="list-style-type: none"> <li>• To plan for MESA Statewide site visits.</li> <li>• To track student demographic data for MESA and UCOP</li> </ul>
<b>Carryforward Request/ Budget Change Form</b> <i>(if applicable)</i> <b>and</b> <b>List of Upcoming Summer 2021 Programs</b> <i>(include opportunities for Industry/Volunteer involvement, if any)</i>	<b>Friday May 14<sup>th</sup> 2021</b>	<ul style="list-style-type: none"> <li>• To enhance MESA Budget allocation process (i.e., determine availability of funds for next fiscal year, etc.)</li> <li>• To compile information for Industry partners</li> </ul>
<b>End of Year:</b> <ul style="list-style-type: none"> <li>✓ Program Progress Report</li> <li>✓ Final Expenditure Report (Fiscal Year Cash Reconciliation Report with Narrative)</li> <li>✓ Additional Grant Report (if applicable)</li> </ul>	<b>Friday August 20<sup>th</sup> 2021</b>	<ul style="list-style-type: none"> <li>• To assess completion of program goals and determine Center needs.</li> <li>• To determine individual and Statewide use and availability of resources, and to determine availability of funds for next fiscal year.</li> <li>• To report use of additional grants.</li> </ul>