

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001110782

COMPL

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145

ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

**Supplier:** 0000024414  
CIWEA  
TREASURER  
PO BOX 3882  
LA HABRA CA 90632

**email:**

Date	Revision	Page
02/21/2020		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1024775 COLLIERJ HANEYB	04CYPH144 CTE	

**Ship To:** FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630  
United States

**Bill To:** 1919 Spanos Court  
Sacramento CA 95825-3981  
United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	CALIFORNIA INTERNSHIP & WORK EXPERIENCE ASSOCIATION (CIWEA) 2020 ORGANIZATIONAL MEMBERSHIP FOR JAN-DEC 2020 UP TP 10 PERSONS AT FOLSOM LAKE COLLEGE	1.00 EA	255.00	255.00	02/28/2020

PAY INVOICE# O-20-13

**Paid Ch#94-792123**  
**2/02/20 Amt \$ 255.00**

Sub Total Amount	255.00
Sales Tax Amount	0.00
Total PO Amount	255.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5300	12	FL.VI.VTEA	49320	00000	314D	255.00	2020

0001024775CHAVEZA19-FEB-2020

Verification of this purchase order can be made using the Los Rios Community College District web site listed below. If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

**Authorized Signature**



Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30  
MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

# Requisition

**Supplier:** CIWEA 0000024414  
TREASURER  
PO BOX 33831  
LONG BEACH CA 90832-3831  
United States  
  
**Phone:** (714) 928-2330 **Fax:** (714) 459-7274  
**email:** ciweaofficial@gmail.com

**Ship To:** RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630-6798

<b>Business Unit:</b> GENFD OPEN		
Req ID:	Date	Page
0001024775	02/10/2020	1
Requisition Name:		
CIWEA ORG. MEMBERSHIP		
Requester		
Julie Collier		
Requester Signature		
Buyer: Brenda Haney		
Approved:		
Entered By: MITCHINB 10-FEB-2020		

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	CALIFORNIA INTERNSHIP & WORK EXPERIENCE ASSOCIATION (CIWEA) 2020 ORGANIZATIONAL MEMBERSHIP FOR JAN-DEC 2020 UP TP 10 PERSONS AT FOLSOM LAKE COLLEGE	1	EA	255.00	255.00	02/28/2020

255.00 Sub-total  
0.00 Est. tax

Total Requisition Amount: 255.00

INVOICE # O-20-13

PLEASE SET UP AS TWO-WAY MATCH AND PAY INVOICE

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>
GENFD	5300	12	FL.VI.VTEA	49320	00000	314D	255.00

## Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: PERKINS  
Project Grant: 314D  
Program Director: VICKY MARYATT  
Program Goal: OBJECTIVE 5: PROFESSIONAL DEVELOPMENT

Approval Signature

Approval Signature

Approval Signature



*California*  
Internship & Work  
Experience Association

**Invoice #: O-20-13**

## Invoice

**Date:** January 31, 2020

**To:** Folsom Lake College

**For:** CIWEA 2020 Organizational Membership

**Amount Due:** \$255.00

**Terms:** For Jan-Dec 2020, up to 10 persons in the above named organization  
**PAYABLE UPON RECEIPT**

Please note address and contact information below.

California Internship & Work Experience Association  
Attn: Treasurer  
P.O. Box 3882  
La Habra, CA 90632

The California Internship & Work Experience Association is a 501(c)(3) tax exempt non-profit organization. **Tax ID #: 94-2541630**

**Questions?**

Please contact Brook Oliver, [boliver@sierracollege.edu](mailto:boliver@sierracollege.edu); 916.660.7482

# Perkins Expenditure Checklist

Requisition/PO/CBR/BPO/Travel Authorization Number: \_\_\_\_\_

Date: \_\_\_\_\_

## 9 REQUIRED USES OF PERKINS FUNDS

Please indicate which of the requirements below are met by this expenditure (check all that apply).

- ☐ 1. Strengthen academic and career technical skills of students through integration of academics with CTE programs
- ☐ 2. Link CTE Secondary and postsecondary programs with elements of at least one program of study.
- ☐ 3. Provide students with strong experience and understanding in all aspects of an industry which may include work-based learning (WBL) experiences.
- ☐ 4. Develop, improve, or expand use of technology.
- ☐ 5. Professional development
- ☐ 6. Develop and implement evaluations of programs with emphasis on special populations.
- ☐ 7. Initiate, improve, expand, and modernize quality programs, including relevant technology.
- ☐ 8. Provide services and activities of sufficient size, scope, and quality to be effective.
- ☐ 9. Provide activities to prepare special populations for high skill, high wage, or high demand occupations.

## PERMISSIBLE USE OF PERKINS FUNDS

Please indicate which of the permissive uses of Perkins funding are met by this expenditure (check all that apply).

- ☐ Involve parents, businesses, and labor organizations in the design, implementation, and evaluation of programs.
- ☐ Provide career guidance & academic counseling that improves graduation rates and information about career options.
- ☐ Local education and business partnerships including work-related experiences for students or faculty.
- ☐ Provide programs for special populations.
- ☐ Assisting CTE student organizations.
- ☐ Mentoring and support services.
- ☐ Leasing, purchasing, upgrading, or adapting equipment including instructional aides and publications.
- ☐ Teacher preparation programs that address the integration of academic and CTE programs.
- ☐ Developing and expanding program offerings in formats accessible for all students, including distance education.
- ☐ Facilitate transitions to BA degree programs including articulations agreements, dual enrollment, and counseling.
- ☐ Provide activities to support entrepreneurship education and training.
- ☐ Prepare individuals academically and technically for high-skill, high-wage, and high-demand occupations.
- ☐ Develop and support small, personalized CTE learning communities.
- ☐ Provide support for family and consumer sciences programs.
- ☐ Provide programs for nontraditional students to complete secondary education or upgrade technical skills.
- ☐ Assist individuals in continuing their education or training, or finding an appropriate job.
- ☐ Support training and activities, such as mentoring and outreach, in nontraditional fields.
- ☐ Provide support for training programs in automotive technologies.
- ☐ Leverage funding from other available sources for innovative initiatives.
- ☐ Support other CTE activities consistent with the purposes of Perkins.

**Budget String:** GENFD/\_\_\_\_\_/12/FL.VI.VTEA/\_\_\_\_\_/00000/2020/\_\_\_\_\_ \$\_\_\_\_\_

**Current balance in above budget string:** \$ \_\_\_\_\_

Is this a permissible expenditure (see other side of this form for a list of impermissible uses)? ☐ Yes ☐ No

# **Perkins Expenditure Checklist**

## **IMPERMISSIBLE USE OF PERKINS FUNDS**

- Student expenses or direct assistance to students
- Entertainment
- Awards and memorabilia
- Individual Memberships
- Membership with organizations that lobby
- College tuition, fees, and books
- Fines and penalties
- Insurance including self-insurance
- Expenses that supplant
- Audits, except Single Audit
- Contributions and donations
- Facilities and furniture
- General advertising
- Alcohol
- Food or beverages
- Fundraising
- General administration