

Los Rios Community College District

PURCHASE ORDER NO 0001113956

Purchasing: (916)568-3071 * FAX (916) 568-3145
LRCCDpurchase@losrios.edu

Accounting Ops: (916)568-3065 * FAX (916) 286-3636
Acctg-ops@losrios.edu

PLEASE SEE TERMS AND CONDITIONS APPENDED TO THIS PO

Supplier: 0000025859
NCDA
305 N BEECH CIRCLE
BROKEN ARROW OK 74012

Phone: (866) 367-6232
Fax: (918) 663-7058

email: mpowell@ncda.org

Date	Revision	Page
12/14/2020		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1028261 MESAC HANEYB	04CYPH133 CTE	

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

Bill To: LRCCD
Invoice to: acctg-ops@losrios.edu
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	MEMBERSHIP - (NCDA) NATIONAL CAREER DEVELOPMENT ASSOCIATION ORGANIZATIONAL ADDED MEMBERS: JULIE COLLIER AND ASHLEY SLOVAK FOR FOLSOM LAKE COLLEGE	1.00 EA	190.00	190.00	12/11/2020

PAY ONLY BALANCE DUE INVOICE# 55178 \$190.00 FOR 2 ADDITIONAL MEMBERS

ANNUAL MEMBERSHIP RENEWAL OF \$285.00 ALREADY PAID PO_0001113759 CHECK# 94-807357

PAID

CHECK #: 0094808073

DATE: 12/15/20

AMOUNT \$: 190.00

VOUCHER #: 00593004

Sub Total Amount	190.00
Sales Tax Amount	0.00
Total PO Amount	190.00

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	5300	12	FL.VI.VTEA	49320	00000	314D	190.00	2021

0001028261CHAVEZA11-DEC-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 good and delivery documents to the Receiving Department at the site. Failure to so do will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of good 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: NCDA
305 N BEECH CIRCLE
BROKEN ARROW OK 74012
United States

0000025859

Phone: (866) 367-6232
email: mpowell@ncda.org

Fax: (918) 663-7058

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

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001028261	12/09/2020	1	
Requisition Name:			
NCDA-WEXP add-on			
Requester			
Colleen Mesa			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: MESAC 09-DEC-2020			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt Due Date
1-1	NCDA (NATIONAL CAREER DEVELOPMENT ASSOCIATION) ORGANIZATIONAL MEMBERSHIP. 2 MEMBERS INCLUDE: FOR JULIE COLLIER, ASHLEY SLOVAK	1	EA	190.00	190.00 08/09/2019

190.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 190.00

Perkins V checklist

PREPAY ATTACHED APPLICATION FOR 2 MEMBERS @ \$ 190.00
PREPAY ATTACHED INVOICE #55178 DTD 11/16/2020
PLEASE SET UP 2 WAY MATCH

<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	190.00

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: VTEA - WEXP
Project Grant: 314D
Program Director: Vicky Maryatt
Program Goal: activity category 2 and permissive 135(c)17

Approval Signature

Approval Signature

Approval Signature

National Career Development Assoc.
305 N Beech Circle
Broken Arrow, OK 74012



INVOICE

Invoice #: **55178**
Date: 11/16/2020
Charges: \$ 475.00
Payments: \$ 285.00

Balance Due **\$ 190.00**

Julie Collier
Folsom Lake College
10 College Parkway
Folsom, CA 95630

Charges

12/09/2020 - NCDA Organizational Member Application	\$285.00
12/09/2020 - 2 additional Organizational Members - (2 @ \$95.00)	\$190.00
Total:	\$ 475.00

Payments

12/09/2020 - Manual payment via Pay by Check via Mail - Check#94807357 Los Rios Community	\$285.00
Total:	\$ 285.00

Completed Form Details

First Name	Julie
Last Name	Collier
Title	Work Experience & Internship Coordinator
Email	CollieJ@flc.losrios.edu
Website	https://flc.losrios.edu/academics/internships-and-career-services/work-experience-and-internship-program
Organization	Folsom Lake College
Business Address1	10 College Parkway
Business City	Folsom
Business State	CA
Business Zip	95630
Business Phone	(916) 608-6552
Directory	Yes
Membership level	Up to 3 members at \$285.00 annually
Name1	Kellie Funderburg
Title1	Work Experience Adjunct Faculty
Email1	FunderK@flc.losrios.edu
Name2	Anna Domek
Title2	Work Experience Adjunct Faculty
Email2	DomekA@flc.losrios.edu
Name3	Vonnie Bielefield

Title3	Career & Transfer Center Lead
Email3	BielefV@flc.losrios.edu
Name4	Ashley Slovak
Title4	Work Based Learning Specialist
Email4	SlovakA@flc.losrios.edu
Name5	Julie Collier
Title5	Work Experience & Internship Coord.
Email5	collej@flc.losrios.edu
Agree	JC
Total	\$285.00

NCDA has received your membership application without a payment method. You are welcome to process it online using our "Pay Now" feature for credit card payments. If you prefer to mail it in, attach a copy of the invoice to your check and mail to:

NCDA
305 N Beech Circle
Broken Arrow, OK 74012

We can keep unpaid invoices in our system for 4 weeks. If you feel your payment will take longer, please advise and we can document that request.

Questions? Call 918-663-7060/nscrimsher@ncda.org

Perkins V Expenditure Checklist 2020-21

Requisition/PO/CBR/BPO/Travel Authorization Number: 0001028261

Date: 12/9/2020

Six Activity Categories that Apply to this Expenditure Request

Directions: Select the Activity Category(ies) you indicated in the Perkins plan that relates to the expenditure. For example, if you wrote an activity for Quality Class Theatrical Projects and indicated that this activity applied to Activity Categories 3, 4, and 5, check those boxes.

- ☒ 1. **Career Exploration and Development** - Provide career exploration and career development activities through an organized, systematic framework
- ☐ 2. **Professional Development** - Provide professional development for a wide variety of CTE professionals
- ☒ 3. **Skill Development** - Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations.
- ☐ 4. **Skill and Program Integration** - Support integration of academic skills into CTE programs.
- ☒ 5. **Implement Achievement Programs** - Plan and carry out elements that support the implementation of CE programs and programs of study and that result in increased student achievement.
- ☐ 6. **Develop and Implement Evaluations** - Develop and implement evaluations of the activities funded by Perkins.

Permissive Activity that Applies to this Expenditure Request

Select the Permissive Activity you indicated in your Perkins plan that relates to this expenditure. Check the box below that you indicated in your Perkins plan.

- ☐ 1. Involve parents, businesses, and labor organizations in the design, implementation, and evaluation of programs.
- ☐ 2. Provide career guidance & academic counseling that improves graduation rates and information about career options.
- ☐ 3. Local education and business partnerships including work-related experiences for students or faculty.
- ☐ 4. Provide programs for special populations.
- ☐ 5. Assisting CTE student organizations.
- ☐ 6. Mentoring and support services.
- ☐ 7. Leasing, purchasing, upgrading, or adapting equipment including instructional aides and publications. (including support for library resources)
- ☐ 8. Teacher preparation programs that address the integration of academic and CTE programs.
- ☐ 9. Developing and expanding program offerings in formats accessible for all students, including distance education.
- ☐ 10. Facilitate transitions to BA degree programs including articulations agreements, dual enrollment, and counseling. Provide activities to support entrepreneurship education and training through academic or financial aid counseling to help overcome barriers for special populations
- ☒ 11. Provide activities to support entrepreneurship education and training
- ☐ 12. For Improving or developing new CTE courses, including the development of new proposed CTE programs preparing students for high skill, high wage, high demand occupations.
- ☐ 13. Develop and support small, personalized career-themed learning communities
- ☐ 16. Provide assistance to individuals who have participated in services and activities to continue their education or training in finding an appropriate job.
- ☐ 17. To support training and activities (such as mentoring and outreach) in nontraditional fields
- ☐ 19. To support innovative initiatives, which may include: improving professional development of CTE teachers, faculty, administrators, and counselors

Budget String: GENFD/5300 /12/FL.VI.VTEA/49320 /00000/2021/314D \$ 190.00

Current balance in above budget string: \$ 730.00

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