



October 15, 2022

**Via Email Only**

**TO:** Brent Calvin, Ed.D, Superintendent/President  
College of the Sequoias Community College District

**FROM:** Wrenna Finche, Vice Chancellor  
Fiscal Health & Accounting  
College Finance & Facilities Planning Division

**CC:** Lizette Navarette, Executive Vice Chancellor  
Institutional Supports & Success

**SUBJECT: Approved: 2022-23 COVID-19 Emergency Conditions Allowance**

The Chancellor's Office received College of the Sequoias Community College District's application for the 2022-23 COVID-19 emergency conditions allowance. We have reviewed the district's documents and the **application is approved**. Districts **may not opt out** of the protection at any point throughout the year, but the emergency conditions allowance will be revoked if continuing eligibility requirements described in memo [FS 22-07 2022-23 COVID-19 Emergency Conditions Allowance Application](#) are not met.

The emergency condition allowance adjustment to FTES will be applied by the Chancellor's Office. **Actual FTES must be reported on the CCFS-320 Apportionment Attendance Report.**

The Chancellor's Office will apply the following protections to the district's 2022-23 Student Centered Funding Formula:

- The final FTES used to calculate the 2019-20 recalculation apportionment, which includes emergency conditions allowances provided to districts in 2019-20, will be used to calculate:
  - 1) 2022-23 apportionment for all categories of FTES as specified in the Student Centered Funding Formula, and
  - 2) the three-year average of credit FTES for subsequent fiscal years. Specifically, the protected 2022-23 credit FTES amount will be used as the 2022-23 credit FTES in the calculation of the three-year average of credit FTES in 2022-23, 2023-24, and 2024-25.

Supplemental and student success allocations will continue to be calculated using actual 2021-22 headcounts and a three-year average of 2019-20, 2020-21, and 2021-22 headcounts, respectively.



**Next Steps and Important Dates**

Action	Date
Emergency Conditions Recovery Plan mid-year update due to local Board of Trustees and Chancellor’s Office  Board Policy on Reserves due to Chancellor’s Office  District is a CVC-OEI Consortium member and has implemented steps to become a Home College	February 28, 2023
2021-22 Audit Report due to the Chancellor’s Office	December 31, 2022
MIS Data Submissions	MIS data due dates are available on the <a href="#">MIS data submissions webpage</a> , including the <a href="#">2021-22 Data Submission Timeline</a> and the <a href="#">2022-2023 Data Submission Timeline</a> .
Chancellor’s Office notifies districts which no longer meet all requirements that the emergency conditions allowance is permanently rescinded	January 27, 2023  April 28, 2023  December 15, 2023

If you need further assistance, please contact Lorena Romero, Interim Director, Fiscal Standards and Accountability, at (916) 322-3668 or [lromero@cccco.edu](mailto:lromero@cccco.edu), or Rafael Artiga, Community College Program Assistant II, Fiscal Standards and Accountability, at (916) 323-6899 or [rtartiga@ccco.edu](mailto:rtartiga@ccco.edu).

CC: Ron Ballesteros-Perez, CPA, Assistant Superintendent/Vice President of Administrative Services, College of the Sequoias College District