



TO: Chief Executive Officers
Chief Instructional Officers
Chief Business Officers
CTE Deans
Regional Consortium Chairs

FROM: Matthew Roberts,
Dean of Field Operations, Workforce and Economic Development
California Community College Chancellor's Office

CC: Sheneui Weber
Vice Chancellor, Workforce and Economic Development
California Community College Chancellor's Office

Workforce and Economic Development Leadership and Staff

RE: Strong Workforce Program Incentive Funding Corrections

Dear Colleagues,

The Chancellor's Office has become aware of a calculation error in the FY 2017-18 and 2018-19 Strong Workforce Program incentive funding (also known as the 17% incentive funding) allocations. The error occurred in the construction of the "number of students who got a degree or certificate" metric, in which the code omitted certain categories of degrees/certificates.

Because the Strong Workforce Program incentive funding is a fixed dollar amount that is divided proportionally according to each district or region's contribution to the overall statewide outcomes,¹ the miscalculation affected all districts and regional consortia. This means that both pots of Strong Workforce Program incentive funding allocations—the local share (which accounts for 60% of the overall incentive funding pot) and regional share (which accounts for the remaining 40%)—require adjustments in both of the two fiscal years.

The Chancellor's Office is recalculating the FY 2017-18 and 2018-19 incentive funding allocations presently using the corrected metrics. The result of the recalculation should be available in early May. At that time, the Chancellor's Office will analyze the figures to determine the best course of

¹ Information on all the Strong Workforce Program metrics and their associated point value can be found at <http://doingwhatmatters.cccco.edu/portals/6/docs/SW/SWP-Incentive-Funding-Handout-original-metrics.pdf>.

Strong Workforce Program Incentive Funding Corrections

April 5, 2019

action to remedy the error. All districts and regional consortia should expect adjustments to be made to receive the correct 2017-18 and 2018-19 SWP incentive funding amounts, which could result in either an increase or decrease to the original calculation that was released. The Chancellor's Office will issue a follow-up memo, as soon as the corrected figures are available, informing all districts and regional consortia of their revised allocations.

Please be assured that the Chancellor's Office is taking all appropriate action to guard against the recurrence of such errors in the future. These quality controls include establishing a strict data element dictionary documentation and code review process, as well as instituting more rigorous testing procedures.

We appreciate your understanding and patience during this process. Should you have any questions regarding this matter, please contact me at mroberts@cccco.edu or 916-445-7692 or Jill Leufgen at jleufgen@cccco.edu or 916-322-4285.