



PaCE Campus Partner Funds (TM002) Allowable Expenditure Matrix

All expenses must relate to self-support program promotion and development

ACADEMIC USES

Support and development of continuing education degree/certificate programming operated out of TM002:

- Salary expense for new/updated program development
- Salary expense for new/updated course development
- Journals and other subscriptions, teaching supplies, classroom tools, etc.
- Informational meetings or recruitment activities for prospective target audiences
- Advising, faculty development and program information
- Technology support and online services for students
- Instructional design and services for self support degree or certificate program

Support and development of continuing education stand alone programming operated out of TM002:

- Salary expense for new/updated course development
- Advising and program information
- Technology support
- Instructional design and services for self support courses

ADMINISTRATIVE USES

Continuing education administrative personnel functions engaging in the support and development of programming operated out of TM002:

- Salary expense for administrators and support staff (percentage of time dedicated to CE)
- Printing, supplies, etc.
- Dean/Chair/Faculty travel for program research and promotion
- Program development and promotion

Continuing education general administrative functions related to the support and development of programming operated out of TM002:

- Technology purchases/upgrades (hardware and software)
- Equipment purchases/upgrades

QUESTIONS? PLEASE CONTACT CEU - Teresa Taylor - tetaylor@cpp.edu - x4737

Purchase Justification:

Dean, College of

Signature: _____

Date: _____

PaCE-CEU Authorized Signer: _____

Date: _____