

Good Standing Self-Assessment

Name of Auxiliary Organization: Foundation for SOCCCD

Date: December 21, 2021

Instructions: Please answer the following questions in order to complete the annual self-review for compliance related to good standing in accordance with AR 3600. Some answers may require an explanation, or in instances where non-compliance was identified, an Action Plan. Use the space below to provide a response.

For all three Foundations and the ATEP Facilities Corporation, this review must be completed and presented to the District Board of Trustees annually.


#	Questions	Yes	No	N/A	Explanation/ Action Plan
1	Were the Articles of incorporation filed with the Secretary of State of California and does the Auxiliary Organization attest to being in compliance with the provisions of its Articles of Incorporation?	X			
2	Is the composition of the Board of Directors compliant with governing rules and regulations (Bylaws/Articles of Incorporation, if any), including provisions of AR 3600?	X			
3	Do the Bylaws contain the required provisions as noted in AR 3600?	X			
	Does the Auxiliary Organization attest to being in compliance with the following:				
3a	Procedures for adopting annual program and budget?	X			
3b	Procedures for accepting gifts, donations, etc.?	X			
3c	Procedures for holding at least one public meeting per quarter and ensuring compliance with Brown Act provisions?	X			
3d	Applicable Board Policies, Administrative Regulations and most current Auxiliary Organizations Manual published by the State Chancellor's Office	X			
4	Does the Auxiliary Organization Board of Directors approve any changes made to their Bylaws, Articles of Incorporation, and policies?	X			
4a	If changes were made to the Bylaws, Articles of Incorporation, and/or policies during the fiscal year, were they submitted to the District?			X	
5	Is the Master Agreement current? Note: Master Agreements should be reviewed by both the Auxiliary Organization Board and the Board of Trustees at least every five (5) years.	X			
5a	Does the Master Agreement contain required provisions as stated in AR 3600 and does the Auxiliary Organization attest to being in compliance with the terms of the Master Agreement?	X			
6	Does the Auxiliary Organization have a Code of Ethics Statement or follow the District's Code of Ethics? (Note: District employees must comply with the District Code of Ethics, BP/AR 3050).	X			

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#	Questions	Yes	No	N/A	Explanation/ Action Plan
6a	Is the annual conflict of interest disclosure on file for each Board Member?	X			
6b	If a conflict of interest was disclosed, did the Board Member abstain from voting?			X	
7	Are the services, programs, and activities conducted by the Auxiliary Organization for the benefit of the educational programs of the District? (For example: provide means for educational activities not normally funded by the State or allowed within the General Fund).	X			
8	Does the Auxiliary Organization Board of Directors approve/ratify all expenditures? (If needed for audit and/or self-assessments, support documentation is maintained and available for inspection).	X			
9	Was the Schedule of Commensurate Return prepared and submitted to the District?	X			
10	In regards to the annual Financial Audit and/or Review:				
10a	Was there a going concern issued by the independent auditors?		X		
10b	Was it approved by the Auxiliary Organization Board?	X			
10c	Was it posted on the Foundation website?	X			
10d	Was it submitted to the District Board of Trustees?	X			
10e	Was it submitted to the State Chancellor's Office?	X			
10f	Were prior year findings and/or management letter comments adequately addressed?			X	
11	Were the annual tax returns completed and filed with the IRS and California Franchise Tax Board? Was the Registration Renewal Fee Report completed and submitted to the Registry of Charitable Trusts?	X			

I certify that the information provided above is true and correct and documents of such assurance can be provided upon request.

Print Name/Title: Kimberly McCord / Executive Director, Fiscal Services

Signature:  _____