



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the write-off of unpaid debt that has been deemed uncollectible. Fiscal Impact: \$2,034.55.**

**Presenter(s):** Janice Stubbs, Vice President of Student Services

**What is the purpose of this contract and why is it needed?** Recommendation that the Broward College Board of Trustees authorize the write-off of accounts deemed uncollectible in accordance with Florida Statute 1010.03 and College Policy 6Hx2-6.16.

**What procurement process or bid waiver was used and why?** Not applicable.

**Is this a budgeted expenditure from the budget established at the last June Board of Trustees meeting?**  
Yes

**What fund, cost center and line item(s) were used?** CC0081

**Has Broward College used this vendor before for these products or services?** Not applicable.

**Was the product or service acceptable in the past?** Not applicable.

**Was there a return on investment anticipated when entering this contract?** Not applicable.

**Was that return on investment not met, met, or exceeded and how?** Not applicable.

**Does this directly or indirectly feed one of the Social Enterprise tactics and how?** Not applicable.

**Did the vendor amend Broward College's legal terms and conditions [to be answered by the Legal Office] if the College's standard contract was used and was this acceptable to the Legal Office?** Not applicable.

### FISCAL IMPACT:

Description: The College's outstanding receivables debt is being reduced by a budgeted amount of \$2,034.55.

**Janice Stubbs**

Janice Stubbs, Vice President of Student Services

6/5/2024



Request to Write-Off Unpaid Debt  
Meeting Scheduled: June 25, 2024

Items due: 6/12/2024  
Board meeting scheduled: 6/25/2024  
Submitted to Board Clerk: 6/4/2024

Administrative Discharges				
Customer ID	Type	Date of Notice	Debt Amount	Description
G14005953	(STUDENT)	May 16, 2024	1,311.90	2022-1 VET/99 RECEIVABLE
G14005953	(STUDENT)	May 16, 2024	722.65	2022-2 VET/97 RECEIVABLE
<b>Administrative Total</b>			<b>2,034.55</b>	

**Total Requested Write Off** 2,034.55