**The Boston Foundation CCI**

* **Region:**Massachusetts (original request from Emily Walton)
* **Due date:**There are two different report types with different due dates
  + TBF CCI Enrollment Report
    - Due at the beginning and end of each semester (confirm details with Emily)
    - **Feb 10:**For Fall 2020 & Spring 2021
    - **June 10:** for Spring 2021
    - **July 10:** for Spring 2021
  + TBF Transition Supports Report
    - Due the **15th of every month**
* **Point of Contact:**Emily Walton (confirm this is the case going forward)
* **Target Population:**Success program- CCI students (Ask what CCI stands for)
* First [data request](https://bottomline.kanbanize.com/ctrl_board/3/cards/624/details/)processed by KS on 10/2020
* **Watch out for:**
  + Moving parts- this report could consist of 1 or 2 CSVs depending on the date it is due

**Overview**

[The Boston Foundation's Success Boston- College Completion Initiative](https://www.tbf.org/what-we-do/special-initiatives/success-boston) partners with Bottom Line for program delivery. This Massachusetts funder report covers a subset of students in our Success program. We identify them in Salesforce with a special ID number: CCI ID. There are two reports under the umbrella of TBF CCI: (1) [TBF CCI Enrollment Report](https://na88.lightning.force.com/lightning/r/Report/00O1Y000007HV0zUAG/view?queryScope=userFolders) and (2)  [TBF Transitions Support report](https://na88.lightning.force.com/lightning/r/Report/00O1Y000007HYp5UAG/view?queryScope=userFolders).

The Enrollment report covers enrollment for first and second year students. It is due twice a semester (start and end). The Transitions Support report is a monthly summary of the meetings/tasks advisors have with this subset of students.