



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

AB 86: Adult Education

Webinar Series

<http://ab86.cccco.edu>

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CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE



California Department of
EDUCATION

Agenda for Today's Webinar

- Budget Bill 104 / Guidance
- AEBG Adult Ed Regional Planning Summit
- Update on Allocations
- Governance template
- Membership
- Funding Sources
- Fiscal Agent
- Point Person's Role
- AEBG Deliverables/Next Steps

Budget Bill AB104

- Please review the bill – as it is prescriptive.
- Guidance will reflect the bill.
- Allows for local flexibility.
- Allows for collaboration and innovation.
- Provides a chance for you (the locals) to tell the State how this will work.
- Embrace the freedom!!!

AEBG Summit 2015



Save the Date

- September 24-25, 2015 – Sacramento CA
- Sheraton Grand – 1230 J Street
- 9/24– 8:30am registration / 9/25– closing by 12noon
- Hotel/travel/ incidentals on your own
- Limited to five per consortium.
- Technical Assistance Workshops / Office Hours.
- Need workshop presenters – innovative practices.
- Work back through your consortia point person(s).
- Deadline is August 27th.

Update on Allocations

- MOE – interagency agreement has been signed.
- MOE letter will be going out soon (along with funds).
- Regional Consortia formula is currently at the State level for review.
- Hoping for a release of draft allocations soon.
- Timeline?

Governance Plan

- Due October 31, 2015 – can be submitted sooner.
- Needs to be completed & signed by consortium membership.
- Governance Plan must be approved by the State (prior to receipt of funds).
- What about being officially designated?

Membership Questions

- County Office of Education (COE)
- Joint Powers Authority (JPA)
- Districts with adult education funding – “shall” join as a member.
- Districts without adult education funding – “permitted” to join as a member
- Districts with boundaries that cross multiple regional consortia.

Adult Education Funding & Membership

- Adults in Correctional Facilities program - K-12 & COE programs only
- WIA Title II – includes K-12, CCDs, COEs & a JPA
- Perkins – K-12, CCDs, COEs & JPAs
- LCCF for 19 years or older – K-12 (and maybe COEs)
- CCD apportionment – CCDs only
- Cal Works – K-12, CCDs, COEs, & JPAs

Fiscal Agent

- What does a fiscal agent do?
- What qualities do I look for in a fiscal agent?
- If our consortium opts out of having a fiscal agent, what are we responsible for on the block grant?
- What role does the consortia point person play in all this?

What does a fiscal agent do?

- A fiscal agent is a bank (or acts as a banker).
- Processes expenses related to the grant as agreed upon by the consortium members.
- Certifies that the grant expenditures have been prepared in accordance with the applicable Federal and State regulations.
- Works with the consortium to implement fiscal decisions made by the members.

A fiscal agent is not.....

- A consortium decision maker.
- An authority to approve expenses applied against the grant.
- Assigned the oversight role in the consortium for program & fiscal decisions.
- Part of the governance group.

What qualities do I look for in a fiscal agent?

- Is responsive to consortium members and will follow its direction.
- In case of approval items - has a board that meets monthly .
- Their board has a high dollar threshold for items to go to the board for approval. Meaning that not everything will have to go for board approval.
- Their accounting office turns things around quickly - contracts, MOUs
- Does not have internal or district policies that are in addition to state regulations for the grant.
- Has experience in handling grants from state agencies (different than their current state agency).
- Has a good track record in the region.
- Is not interested in adult education program/policy - meaning will play the fiscal agent/banker role with fairness to all members.
- Is responsive to the State.
- Works well with Project Point of Contact

If our consortium opts out of having a fiscal agent, what is the consortia responsible for on the block grant?

- Consortium must roll up all member funding and report consortium budget & quarterly expenditures to the State.
- Consortium must certify that the grant expenditures have been prepared in accordance with the applicable Federal and State regulations.
- Consortium must follow budget & expenditure plans as agreed upon by members according to the plan submitted to the State.
- What about the 5% indirect? Who gets it?

What role does the consortia point person/chairs play in all this?

- Works with the fiscal agent to submit annual budget and quarterly expenditure reports.
- Works to ensure that member decisions are followed through by the fiscal agent.
- Formalizes the open meeting requirement to make sure fiscal decisions are approved using the agreed upon governance rules.
- Submits deliverables to the State demonstrating consortium agreement (member sign off).

What are the other responsibilities of the consortia lead?

- Coordinates consortium deliverables.
- Is the main contact with the State.
- Submits budget & expenses progress reports.
- May or may not be an official member of the consortium.
- Helps create annual plan, allocation schedule, annual budget, governance template, and other plans required by the State.
- Updates consortium information on members, contacts, partners, data, etc. - to the State.

What is the timeline for these decisions?

- CDE and CCCCO are working on Regional Consortia formula.
- Consortia should start looking at:
 - What does your annual plan look like for 15-16?
 - How will you spend the money?
 - What will your grant budget look like?
 - How will you make decisions?
 - Who are your officially designated members?
 - Who will be my fiscal agent(s)?
 - How will my consortium function within the budget language and soon to be released guidance?

AEBG Deliverables

- We will try to make this as “painless” as possible.
- Governance Template / Plan
- Annual Plan Template will include....
 - Consortium background information
 - Plan Objectives / Budget
 - Funding Allocation / Members / Consortium schedule
 - Processes - Assessment, Data Collection, Effectiveness

Next Steps

- MOE and Regional Consortia allocations
- Release of guidelines
- Annual plan template
- Allocation Schedule
- September Summit event
- Training / technical assistance

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