



COLLABORATING TO BETTER SERVE
THE EDUCATIONAL NEEDS OF ADULTS

Adult Education Block Grant Webinar August 21, 2015

<http://ab86.cccco.edu>

Agenda for Today

- Reminder on Budget Bill AB104 / AE Block Grant
- MOE & Consortia allocations update
- Governance
- Fiscal Agent
- 3 Year Plan Amendment
- Annual Plan Template
- Role of your project coordinator/point person.
- Next Steps
- Summit Update And Technical Training
- Questions?

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!!!

MOE & Regional Allocations

- MOE is being processed.
- Regional Consortia Formula – in final stages.
- Need to be approved by DOF, CDE, Chancellor's Office, and State Board of Education.
- All will be posted on the website once completed – along with other adult education fund sources.
- The Block Grant started July 1, 2015.

Membership

84905: The Chancellor and Superintendent, with the advice of the executive director, shall approve, for each consortium, rules and procedures that adhere to all of the following conditions:

- Any CCD, SD, or CoE, or any JPA consisting of CCDs, SDs, CoEs, or a combination of these, located within the boundaries of the AE region shall be permitted to join the consortium as a member.
- As a condition of joining a consortium, a member shall commit to reporting any funds available to that member for purposes of education and workforce services for adults and the uses of those funds.
- A member of the consortium shall be represented only by an official designated by the governing board of the member.

94916 - Membership

- CCDs, SDs, CoEs, and JPAs must be members of the consortium if they receives funds from:
 - Adults in Correctional Facilities Programs;
 - WIOA, Title II;
 - Carl D. Perkins CTE Act;
 - LCFF apportionments reserved for students 19+;
 - State funds for remedial ed and job training for CalWORKS participants.

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.

Decision-Making 84905...

- Decision making procedures are specified that ensure that all of the following conditions are satisfied:
 - All members shall participate in any decision made by the consortium.
 - A proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment.
 - The consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and any comments submitted by members of the public have been distributed publicly.
 - A decision is final.

Next Steps - 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?

Fiscal Agent

- A decision includes approval of an AE Plan pursuant to Section 84906 and approval of the distribution schedule - 84913.
- The members of the consortium may decide to designate a member to serve as the fund administrator to receive and distribute funds from the program.

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.

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?

Amended 3 Year Plan

84906 - Conditions of receipt of an apportionment of funds the members of a consortium shall have approved an adult education plan that addresses that fiscal year and includes:

- An evaluation of the educational needs of adults in the region.
- A list of the following:
 - Entities that provide education and workforce services to adults in the region.
 - Entities that are impacted by or have a fundamental interest in the provision of those services.
- A description of those services.

84906: AE 3 year plan continued...

- An evaluation of current levels and types of education and workforce services.
- An evaluation of the funds available to members and entities, including funds other than those apportioned.
- Actions that members will take to address those educational needs.
- Actions that members will take to improve the effectiveness of their services.

84906: AE 3 year Plan Continued...

- Actions that the members, entities, and other interested parties will take to improve integration of services and to improve transitions to postsecondary education and the workforce, including actions related to all of the following:
 - Placement of adults seeking education and workforce services into adult education programs.
 - Alignment of academic standards and curricula for programs across entities that provide education and workforce services.
 - Qualifications of instructors, including common standards across entities that provide academic and workforce services.
 - Collection and availability of data.

84906: AE 3 Year Plan Continued...

- A description of the alignment of adult education services supported by this program with those described in other education and workforce plans guiding services in the region, including plans pertaining to the building of career pathways and the employment of workforce sector strategies and those required pursuant to WIOA.
- A description of the ways entities contributed to the development of the plan.
- Approve at least once every three years; update at least once a year.
- Regional plan developed in “planning” satisfies requirement for 15-16, 16-17, and 17-18.

Amended Plan Template

- An executive summary will form the backdrop for the State Agency's understanding of your planning for the three years of AB104 funding. You can use the space provided in the template or attach a document.
- Describe any changes since March 2015 to update/amend. You have the option to provide any updates you feel are relevant for understanding your consortium's overall AB104 Three-Year Plan and subsequent annual plan for 2015-16.

Amended Plan Template

- New elements included in AB104 and were not have been addressed in the AB86 Plans. Descriptions of your efforts in these areas are needed in order to adapt your AB86 Final Plan to AB104 requirements, per the legislative mandate
- This includes: qualification of instructors, data collection, & three new program areas.

84914 Receipt of Funds – Annual Plan for 15-16

A consortium shall approve a distribution schedule that includes:

- Amount to be distributed to each member;
- A narrative justifying how the planned allocations are consistent with the AE Plan.

84917: Annual Plan for 15-16

- Summary of AE Plan operative for each consortium.
- Distribution schedule for each consortium.
- Types and levels of services provided by each consortium.
- Effectiveness of each consortium in meeting educational needs of adults in region.

Annual Plan Template

- Summary of the plan for 15-16
- Consortia services & funding by member & by program.
- Consortia action plans based on AB86 objectives #3,4,5,6,& 7.
- Estimated consortia expenditures by objective.
- Assessment of effectiveness – projected students served 15-16, and outcome measures.

84920: Measures of Effectiveness

- Number of adults served by consortium.
- Number of adults served that:
 - Improved literacy skills.
 - Completion of HSD or equivalent.
 - Completion of postsecondary certificates, degrees, or training programs.
 - Placement into jobs.
 - Improved wages.

What are the 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 are the responsibilities of the consortia lead (cont.)?

- 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).

Next Steps / Deliverables

- Begin work on Governance Plan
- Amend 3 year plan
- Regional Consortia allocations / fiscal structure
- Complete Annual plan template
- Determine Allocation Schedule
- September Summit event
- Training / technical assistance

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.

Technical Training Workshops

- Being scheduled for Sept- Oct.
- Two in Southern Ca (Sept/ Oct.)
- One for the Central Valley (Fresno) (Sept.)
- One for the Sacramento Valley (Sept.)
- One for the Bay Area (Oct.)
- AEBG Summit (Sept.)
- Looking at conference workshops too.

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