

AEBG Consortium Fiscal Reporting

19 Glendale Community College District Regional Consortium

2017 - 2018 Fiscal Year

Certification

Certification Authority

MaryAnn Pranke

GlendaleLEARNs Coordinator

Quarter 1 Status Quarter 2 Status Quarter 3 Status Quarter 4 Status

Certified Certified Certified Certified

I certify that our consortium did not exceed 5% of the total allocation in administrative costs: Yes

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Glendale CCD	✓	✓	✓	✓
Verdugo Workforce Development Board*	✓	✓	✓	✓

Glendale CCD

Glendale CCD Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$47,971	0%	\$319,808	0%	\$319,808
2000 - Non-Instructional Salaries	\$0	\$2	0%	\$10	0%	\$10
3000 - Employee Benefits	\$0	\$11,682	0%	\$77,880	0%	\$77,880
4000 - Supplies and Materials	\$0	\$1,376	0%	\$9,170	0%	\$9,170

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
5000 - Other Operating Expenses and Services	\$0	\$85,818	0%	\$572,117	0%	\$572,117
6000 - Capital Outlay	\$0	\$3,149	0%	\$20,995	0%	\$20,995
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$13,530	0%	\$90,200	0%	\$90,200
Totals	\$0	\$163,527	0%	\$1,090,180	0%	\$1,090,180

Status
Submitted

Glendale CCD Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$95,942	0%	\$319,808	0%	\$319,808
2000 - Non-Instructional Salaries	\$0	\$3	0%	\$10	0%	\$10
3000 - Employee Benefits	\$0	\$23,364	0%	\$77,880	0%	\$77,880
4000 - Supplies and Materials	\$0	\$2,751	0%	\$9,170	0%	\$9,170
5000 - Other Operating Expenses and Services	\$0	\$171,635	0%	\$572,117	0%	\$572,117
6000 - Capital Outlay	\$0	\$6,299	0%	\$20,995	0%	\$20,995
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$27,060	0%	\$90,200	0%	\$90,200
Totals	\$0	\$327,054	0%	\$1,090,180	0%	\$1,090,180

Status
Submitted

Glendale CCD Q3 Report (1/1 - 3/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$126,980	\$143,914	88.23%	\$319,808	39.71%	\$192,828
2000 - Non-Instructional Salaries	\$0	\$5	0%	\$10	0%	\$10
3000 - Employee Benefits	\$20,216	\$35,046	57.68%	\$77,880	25.96%	\$57,664
4000 - Supplies and Materials	\$4,260	\$4,127	103.24%	\$9,170	46.46%	\$4,910
5000 - Other Operating Expenses and Services	\$26,233	\$257,453	10.19%	\$572,117	4.59%	\$545,884
6000 - Capital Outlay	\$20,063	\$9,448	212.36%	\$20,995	95.56%	\$932
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$40,590	0%	\$90,200	0%	\$90,200
Totals	\$197,752	\$490,581	40.31%	\$1,090,180	18.14%	\$892,428

Corrective Action Plan

End of the year transfers and budget transfers will be conducted to appropriately account for expenditures.

Summary of Activities:

We have continued to collaborate with regional constituencies to provide expanded adult education focusing on all areas including Adult Basic Education, English as a Second Language, Career Technical Education, Workforce Reentry, and Programs for Adults with Disabilities. We have successfully continued to pilot a Career and College Pathways program for Adults with Disabilities. We are continuing our classes co-located at the local AJCC and hosting staff from outside agencies at our site. We are looking to collaborate with businesses to meet ESL needs in our surrounding area. Professional development continues for all partners.

Status
Submitted

Glendale CCD Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$319,808	\$191,885	166.67%	\$319,808	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$6	0%	\$10	0%	\$10
3000 - Employee Benefits	\$77,880	\$46,728	166.67%	\$77,880	100%	\$0

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
4000 - Supplies and Materials	\$9,170	\$5,502	166.67%	\$9,170	100%	\$0
5000 - Other Operating Expenses and Services	\$572,117	\$343,270	166.67%	\$572,117	100%	\$0
6000 - Capital Outlay	\$20,995	\$12,597	166.67%	\$20,995	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$54,120	0%	\$90,200	0%	\$90,200
Totals	\$999,970	\$654,108	152.88%	\$1,090,180	91.73%	\$90,210

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Summary of Activities:

A budget revision is needed to appropriately designate funds to the areas expended. Collaboration with partner agencies has continued with an emphasis on outreach using community partners and providing professional development. We continue to focus on enhancing the educational experience of students in Adult Basic Education, English as a Second Language, Career Technical Education, Workforce Reentry, and Programs for Adults with Disabilities. Our partnership with the local AJCC has made GlendaleLEARNs a successful Adult Education program in our region.

Status
Submitted

Verdugo Workforce Development Board*

Verdugo Workforce Development Board* Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$74,921	0%	\$499,475	0%	\$499,475

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
3000 - Employee Benefits	\$0	\$25,480	0%	\$169,868	0%	\$169,868
4000 - Supplies and Materials	\$0	\$1,036	0%	\$6,907	0%	\$6,907
5000 - Other Operating Expenses and Services	\$0	\$48,563	0%	\$323,750	0%	\$323,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$150,000	0%	\$1,000,000	0%	\$1,000,000

Status
Submitted

Verdugo Workforce Development Board* Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$149,843	0%	\$499,475	0%	\$499,475
3000 - Employee Benefits	\$0	\$50,960	0%	\$169,868	0%	\$169,868
4000 - Supplies and Materials	\$0	\$2,072	0%	\$6,907	0%	\$6,907
5000 - Other Operating Expenses and Services	\$0	\$97,125	0%	\$323,750	0%	\$323,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$300,000	0%	\$1,000,000	0%	\$1,000,000

Status
Submitted

Verdugo Workforce Development Board* Q3 Report (1/1 - 3/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$390,500	\$224,764	173.74%	\$499,475	78.18%	\$108,975
3000 - Employee Benefits	\$133,832	\$76,441	175.08%	\$169,868	78.79%	\$36,036
4000 - Supplies and Materials	\$1,382	\$3,108	44.46%	\$6,907	20.01%	\$5,525
5000 - Other Operating Expenses and Services	\$243,750	\$145,688	167.31%	\$323,750	75.29%	\$80,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$769,464	\$450,000	170.99%	\$1,000,000	76.95%	\$230,536

Summary of Activities:

The VWDB provided coordination and support services to accomplish objectives as stated in the Annual and Three-Year Plan including: completing participant reports, CFAD, Annual Plan, Member Plans, and Data and Accountability Plans. Coordination of Action Plan Subcommittees was conducted and staff support provided which enabled committees to meet 80-100% of their action plans to date. Co-enrollments excelled during 17-18 through coordination and facilitation of partner services. All services provided increased non-instructional staff salaries. Other operating costs include contract services to expand ESL through International Rescue Committee, Glendale Library Arts & Culture and facilities sublease costs.

Status
Submitted

Verdugo Workforce Development Board* Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$495,000	\$299,685	165.17%	\$499,475	99.1%	\$4,475

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
3000 - Employee Benefits	\$169,300	\$101,921	166.11%	\$169,868	99.67%	\$568
4000 - Supplies and Materials	\$3,615	\$4,144	87.23%	\$6,907	52.34%	\$3,292
5000 - Other Operating Expenses and Services	\$274,401	\$194,250	141.26%	\$323,750	84.76%	\$49,349
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$942,316	\$600,000	157.05%	\$1,000,000	94.23%	\$57,684

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

Summary of Activities:

The VWDB continued to support the implementation of the three-year and annual plans for GlendaleLEARNs including the expansion of adult ed services to residents of the Glendale community. This program year, GlendaleLEARNs focused on developing innovative approaches to program and service delivery with its strategic integrated co-enrollment with WIOA core partners and other organizations including Lanterman Regional Center and International Rescue Committee. Co-enrollment has allowed GlendaleLEARNs to expand its services to students and connect them to employment opportunities.

Status
Submitted



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