

Adult Education Block Grant : CFAD : 2018-19 Produced: Jun 4, 2018, 11:06 PM UTC

## 31 Gateway Adult Education Network

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 31 Gateway Adult Education Network

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Merced CCD

**Narrative:** The Fiscal Agent will provide an upfront allocation of 1/12th every month to each member based on that member's allocation. As a Consortium, we have opted to operate on an upfront disbursement of funds of 1/12th of each member's award, which will be paid each month. Each member will submit a monthly invoice requesting 1/12th of their funds with backup required for the prior month at the monthly invoice request. The benefits include a more streamlined process, one member having the Consortium information for reporting purposes versus various members having fragmented pieces, and the fiscal agent's ability to have a quick turnaround time in payment. The Fiscal Agent is requesting quarterly Financial Status Reports (FSRs) from its members. The FSRs are reviewed for completeness of appropriate support documentation and ensuring it is consistent with the submitted work plans. Once reviewed by the Accounting Technician, they are routed to the Fiscal Agent's Certifying Official for additional review. The FSRs are routed back to Fiscal for record keeping. The Fiscal Agent then reviews the reported expenditures against the approved member's budgets. The members complete a Budget Modification Request Form that is then routed for approval at the GAEN Board Meeting. The Fiscal Agent receives all approved Budget Modification Request Forms and updates members' budgets as applicable. Each Consortium Member provides expenditure reports by object code to the fiscal agent which is then validated and combined for the Consortia to be reported to the State. The Fiscal Agent is requesting bi-annual Financial Status Reports (FSRs) from its members. The FSRs are reviewed for completeness of appropriate support documentation and ensuring it is consistent with the submitted work plans. Once reviewed by the Accounting Technician, they are routed to the Fiscal Agent's Certifying Official for additional review. The FSRs are routed back to Fiscal for record keeping. The Fiscal Agent then reviews the reported expenditures against the approved member's budgets. The members complete a Budget Modification Request Form that is then routed for approval at the GAEN Board Meeting. The Fiscal Agent receives all approved Budget Modification Request Forms and updates members' budgets as applicable. Each Consortium Member provides expenditure reports by object code to the fiscal agent which is then validated and combined for the Consortia to be reported to the State. Consensus and approval for the programs to be served in our Consortium were agreed upon at the \_\_April 18th, 2018\_\_ GAEN Board Meeting. All members' work plans included details as to the populations to be served and the work plans were approved at such meeting. As a Consortium, we serve within all seven categories, based on the needs of the region. As it relates to the 5 percent for administrative costs, the Fiscal Agent has agreed to not charge more than 5% of the AB104 funds allocated to the Consortium for administrative responsibilities. The Fiscal Agent will track hours spent for administrative procedures and only charge true expenses, not to exceed 5% of the award amount.

**Changes:** N/A

### Member Allocations

Member Name	(2018-19)	(2017-18)
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Member Name	(2018-19)	(2017-18)
Delhi Unified School District	\$0	\$0
Dos Palos Oro Loma Jt. Unified School District	\$80,056	\$76,903
Gustine Unified School District	\$187,646	\$180,256
Le Grand Union High School District	\$78,573	\$75,478
Los Banos Unified School District	\$33,793	\$30,297
Mariposa County Unified School District	\$197,040	\$0
Merced CCD	\$575,750	\$747,992
Merced County Office of Education	\$243,761	\$234,160
Merced Union High School District	\$1,869,147	\$1,792,057
<b>Total Allocated to Members</b>	<b>\$3,265,766</b>	<b>\$3,137,143</b>
<b>Total AEBG Funds</b>	<b>\$3,265,766</b>	<b>\$3,137,143</b>
<b>Total Remaining</b>	<b>\$0</b>	<b>\$0</b>

## Certification

### MEMBER REPRESENTATIVE

Marisol Zaragoza  
Vilma Reynoso

APPROVED

2018-06-01

### MEMBER REPRESENTATIVE

Frank Lemos

APPROVED

2018-06-01

<b>MEMBER REPRESENTATIVE</b>
<b>Denise Rivera-Pantoja</b>
<b>APPROVED</b>
<b>2018-06-01</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Donna Alley</b>
<b>APPROVED</b>
<b>2018-06-01</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Paul Enos Marisol Zaragoza</b>
<b>APPROVED</b>
<b>2018-06-01</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Kathleen Pearson</b>
<b>APPROVED</b>
<b>2018-06-01</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Jessica Moran</b>
<b>APPROVED</b>
<b>2018-06-01</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Mary Whited</b>
<b>APPROVED</b>
<b>2018-06-04</b>

<b>MEMBER REPRESENTATIVE</b>
<b>Steven Hobbs</b>
<b>APPROVED</b>
<b>2018-06-01</b>



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