

AEBG Allocation Amendment: 2018-19 Produced: Feb 15, 2019, 5:06 PM UTC Mary Whited

## 31 Gateway Adult Education Network

### Allocation Amendment Summary

#### Fiscal Declaration

The Fiscal Declaration information in this section has been provided as a courtesy. It has not been changed since CFAD has been approved by the Member Representatives.

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

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**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

### Amended Member Allocations for 2018-19

Member Agency	Amended Allocation	Adjustment Made
Dos Palos Oro Loma Jt. Unified School District	\$80,056	
Gustine Unified School District	\$187,646	
Le Grand Union High School District	\$78,573	
Los Banos Unified School District	\$40,450	
Mariposa County Unified School District	\$137,276	-\$59,764
Merced CCD	\$577,639	\$1,889
Merced County Office of Education	\$297,987	\$54,226
Merced Union High School District	\$1,872,796	\$3,649
<b>Total Allocated to Members</b>	<b>\$3,272,423</b>	
<b>Total AEBG Funds</b>	<b>\$3,272,423</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Certification

### Gustine Unified School District - Member Representative

**Denise Rivera-Pantoja**  
 Teacher  
[driverapantoja@outlook.com](mailto:driverapantoja@outlook.com)  
 (209) 854-9575

Approved by Gustine Adult School Denise Rivera-Pantoja

2019-02-14

### Los Banos Unified School District - Member Representative

**Paul Enos**  
 Assistant Superintendent  
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 (209) 826-3801

Approved by Los Banos Unified School District Paul Enos

2019-02-14

**Merced CCD - Member Representative**

**Jessica Moran**  
Director  
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(209) 381-6477

Approved by Jessica Moran

2019-02-14

**Le Grand Union High School District - Member Representative**

**Donna Alley**  
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(209) 389-9400

Approved by Donna Alley

2019-02-14

**Delhi Unified School District - Member Representative**

**Marisol Zaragoza**  
Accountant  
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**Vilma Reynoso**  
Consortium Coordinator  
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Approved by Marisol Zaragoza

2019-02-14

**Dos Palos Oro Loma Jt. Unified School District - Member Representative**

**Frank Lemos**  
[flemos@dpol.net](mailto:flemos@dpol.net)  
(209) 392-1043

Approved by Frank Lemos

2019-02-15

**Mariposa County Unified School District - Member Representative**

**Kierstin Wight**  
Business Services Officer  
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(209) 742-0220

Approved by Kierstin Wight

2019-02-15

**Merced Union High School District - Member Representative**

**Steven Hobbs**  
Principal, Merced Adult School  
[shobbs@muhsd.org](mailto:shobbs@muhsd.org)  
(209) 325-2802

Approved by Steven Hobbs

2019-02-15

**Merced County Office of Education - Member Representative**

**Mary Whited**  
Coordinator  
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Approved by Mary Whited

2019-02-15



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