

AEBG Allocation Amendment: 2018-19 Produced: Mar 19, 2019, 6:25 PM UTC Denise Rivera-Pantoja

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	
Merced CCD	\$575,750	-\$1,889
Merced County Office of Education	\$297,987	
Merced Union High School District	\$1,874,685	\$1,889
Total Allocated to Members	\$3,272,423	
Total AEBG Funds	\$3,272,423	
Total Remaining (Must be \$0)	\$0	

Certification

Merced Union High School District - Member Representative

Steven Hobbs

Principal, Merced Adult School

shobbs@muhsd.org

(209) 325-2802

Approved by Steven Hobbs

2019-03-18

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

2019-03-18

Mariposa County Unified School District - Member Representative

Kierstin Wight
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Norma Dwyer
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Approved by Kierstin Wight

2019-03-18

Merced CCD - Member Representative

Jessica Moran
Director
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Approved by Jessica Moran

2019-03-18

Delhi Unified School District - Member Representative

Marisol Zaragoza
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Vilma Reynoso
Consortium Coordinator
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Approved by Vilma Reynoso

2019-03-18

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

Frank Lemos
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Approved by Frank Lemos

2019-03-18

Le Grand Union High School District - Member Representative

Donna Alley
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Approved by Donna Alley

2019-03-18

Merced County Office of Education - Member Representative

Mary Whited
Coordinator
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Approved by Mary Whited

2019-03-18

Gustine Unified School District - Member Representative

Denise Rivera-Pantoja
Teacher
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Approved by Gustine Adult School Denise Rivera-Pantoja

2019-03-19



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