

# CAEP Consortium Fiscal Reporting 01 Allan Hancock College Consortium

2019-20 Fiscal Year

## Certification

**Certified By**

Marina Washburn  
Director

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
<a href="#">Allan Hancock Joint CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Lompoc Unified</a>	Submitted	Submitted	Submitted	Submitted

## Allan Hancock Joint CCD

Allan Hancock Joint 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	\$8,054	\$14,780	54.49%	\$147,800	5.45%	\$139,746
2000 - Non-Instructional Salaries	\$59,261	\$50,900	116.43%	\$509,000	11.64%	\$449,739
3000 - Employee Benefits	\$14,143	\$18,700	75.63%	\$187,000	7.56%	\$172,857
4000 - Supplies and Materials	\$7,146	\$24,655	28.98%	\$246,549	2.9%	\$239,403
5000 - Other Operating Expenses and Services	\$24,281	\$45,562	53.29%	\$455,622	5.33%	\$431,341
6000 - Capital Outlay	\$410	\$18,500	2.22%	\$185,000	0.22%	\$184,590
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,665	\$8,573	66.08%	\$85,734	6.61%	\$80,069
<b>Totals</b>	<b>\$118,960</b>	<b>\$181,670</b>	<b>65.48%</b>	<b>\$1,816,705</b>	<b>6.55%</b>	<b>\$1,697,745</b>

### Corrective Action Plan

Q2 expenditures will pick up with the confirmation of staffing positions previously delayed, in addition to equipment, materials, instructional supplies. Registration computer lab, desktop computers, textbooks, digital content subscriptions and classroom technology purchased in Q2. Consortium initiatives will reflect on Q2 expenditures.

### Summary of Activities:

In Q1, BASK and VOCE program coordinators were hired to support respective programs. The fall marketing campaign got off to a rocky start and new student engagement technology received approval. Faculty and staff attended professional development in the development of a noncredit curriculum and roadmaps to success initiatives through the Academic Senate. Two temporary positions were hired in late September to respond to the need for extended service hours in noncredit programs. Two positions were hired to support CASAS testing and data collection.

Status

Submitted

### Allan Hancock Joint 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	\$22,967	\$22,170	103.59%	\$147,800	15.54%	\$124,833
2000 - Non-Instructional Salaries	\$135,244	\$76,350	177.14%	\$509,000	26.57%	\$373,756
3000 - Employee Benefits	\$31,633	\$28,050	112.77%	\$187,000	16.92%	\$155,367
4000 - Supplies and Materials	\$83,683	\$36,982	226.28%	\$246,549	33.94%	\$162,866
5000 - Other Operating Expenses and Services	\$99,499	\$68,343	145.59%	\$455,622	21.84%	\$356,123
6000 - Capital Outlay	\$76,525	\$27,750	275.77%	\$185,000	41.36%	\$108,475
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,478	\$12,860	174.79%	\$85,734	26.22%	\$63,256
<b>Totals</b>	<b>\$472,029</b>	<b>\$272,506</b>	<b>173.22%</b>	<b>\$1,816,705</b>	<b>25.98%</b>	<b>\$1,344,676</b>

### Corrective Action Plan

In Q3, we are still working to confirm staffing positions previously delayed. Some consortium initiatives will reflect in Q3-Q4 expenditures.

### Summary of Activities:

In Q2, BASK, VOCE and NESL program coordinators were in place. Equipment, materials, instructional supplies, as well as registration computers, textbooks, digital content subscriptions, and classroom technology, were purchased in Q2.

Status

Submitted

### Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

#### 2017-18 Reverted Funds:

\$0

#### 2017-18 Status

Closed

#### Submitting Authority

Dr. Sofia Ramirez Gelpi Ph.D., Dean, Academic Affairs

Margaret Lau, Dean, Academic Affairs

Marina Washburn, Director

**Allan Hancock Joint 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	\$41,437	\$29,560	140.18%	\$147,800	28.04%	\$106,363
2000 - Non-Instructional Salaries	\$212,274	\$101,800	208.52%	\$509,000	41.7%	\$296,726
3000 - Employee Benefits	\$49,536	\$37,400	132.45%	\$187,000	26.49%	\$137,464
4000 - Supplies and Materials	\$96,564	\$49,310	195.83%	\$246,549	39.17%	\$149,985
5000 - Other Operating Expenses and Services	\$144,596	\$91,124	158.68%	\$455,622	31.74%	\$311,026
6000 - Capital Outlay	\$90,967	\$37,000	245.86%	\$185,000	49.17%	\$94,033
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$31,768	\$17,147	185.27%	\$85,734	37.05%	\$53,966
<b>Totals</b>	<b>\$667,142</b>	<b>\$363,341</b>	<b>183.61%</b>	<b>\$1,816,705</b>	<b>36.72%</b>	<b>\$1,149,563</b>

**Corrective Action Plan**

Hiring, advertising, and marketing projects were put on hold. Hiring processes will resume as will advertising/marketing.

**Summary of Activities:**

In the third quarter, faculty coordinators identified and began working with workgroups per discipline. Coordinators meet weekly to address program needs. CASAS testing continued as the new semester commenced and student workers supported new and returning enrollees. Extended service hours established to provide evening and weekend services were supported by a part-time employee and two temporary staff. In March, everyone, coordinators, staff and dean, were engaged in addressing the immediate impact of COVID, and the administrative directives.

**Status  
Submitted**

**Allan Hancock Joint 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	\$49,816	\$96,070	51.85%	\$147,800	33.71%	\$97,984
2000 - Non-Instructional Salaries	\$290,716	\$330,850	87.87%	\$509,000	57.12%	\$218,284
3000 - Employee Benefits	\$66,670	\$121,550	54.85%	\$187,000	35.65%	\$120,330
4000 - Supplies and Materials	\$99,112	\$160,257	61.85%	\$246,549	40.2%	\$147,437
5000 - Other Operating Expenses and Services	\$199,382	\$296,154	67.32%	\$455,622	43.76%	\$256,240
6000 - Capital Outlay	\$90,967	\$120,250	75.65%	\$185,000	49.17%	\$94,033
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$39,833	\$55,727	71.48%	\$85,734	46.46%	\$45,901
<b>Totals</b>	<b>\$836,496</b>	<b>\$1,180,858</b>	<b>70.84%</b>	<b>\$1,816,705</b>	<b>46.04%</b>	<b>\$980,209</b>

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

Guidance: Yes

**Corrective Action Plan**

Hiring, advertising, and marketing projects were put on hold. Hiring processes will resume as will advertising/marketing.

**Summary of Activities:**

In Q4, due to COVID, AHC prepared for and implemented remote instruction. Part-time faculty received professional development for improving learner outcomes via remote instruction and engagement. New protocols registration and student outreach protocols were implemented to increase access and remove barriers to access. Noncredit ESL workbooks were purchased as consumables to allow students a take-home copy and a student laptop lending program was implemented to include noncredit students.

**Status**  
**Submitted**

**Lompoc Unified**

**Lompoc Unified 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	\$132,413	\$140,439	94.29%	\$561,755	23.57%	\$429,342
2000 - Non-Instructional Salaries	\$38,113	\$51,860	73.49%	\$207,440	18.37%	\$169,327
3000 - Employee Benefits	\$47,778	\$76,390	62.54%	\$305,561	15.64%	\$257,783
4000 - Supplies and Materials	\$47,910	\$117,380	40.82%	\$469,521	10.2%	\$421,611
5000 - Other Operating Expenses and Services	\$72,084	\$52,433	137.48%	\$209,730	34.37%	\$137,646
6000 - Capital Outlay	\$0	\$15,022	0%	\$60,086	0%	\$60,086
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,915	\$20,542	82.34%	\$82,168	20.59%	\$65,253
<b>Totals</b>	<b>\$355,213</b>	<b>\$474,065</b>	<b>74.93%</b>	<b>\$1,896,261</b>	<b>18.73%</b>	<b>\$1,541,048</b>

### Corrective Action Plan

Spending levels increased in Q2 as staffing and programs grew. New staff positions, new programming, and materials/supplies/equipment all will appear in subsequent quarters as the school continues to expand its program offerings. New medical career explorations program purchased in Q2. Parent Academy instructors (2) hired in Q2. Chromebooks lab and desktop computers purchased in Q2 for new medical career exploration program. New 50% registrar position approved and filled in Q2. New Adults with Disabilities program - PAES Lab - purchased and staff hired in Q2.

### Summary of Activities:

In Q1, programs resumed in fall with new ABE instructor FTE. Purchase of new ABE/ASE curriculum: Edgenuity. Career Technical Training programs received board approval, and the school prepared for a January 2020 launch date. Staff received professional development for improving learner outcomes via PLC. CTE planning to achieve our Consortium included extensive outreach to local employers and job sectors to ensure alignment to the region's needs.

**Status**  
**Submitted**

---

### Lompoc Unified 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	\$224,287	\$140,439	159.7%	\$561,755	39.93%	\$337,468
2000 - Non-Instructional Salaries	\$66,924	\$51,860	129.05%	\$207,440	32.26%	\$140,516
3000 - Employee Benefits	\$87,059	\$76,390	113.97%	\$305,561	28.49%	\$218,502
4000 - Supplies and Materials	\$75,697	\$117,380	64.49%	\$469,521	16.12%	\$393,824
5000 - Other Operating Expenses and Services	\$106,006	\$52,433	202.18%	\$209,730	50.54%	\$103,724
6000 - Capital Outlay	\$0	\$15,022	0%	\$60,086	0%	\$60,086
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,999	\$20,542	136.3%	\$82,168	34.08%	\$54,169
<b>Totals</b>	<b>\$587,972</b>	<b>\$474,065</b>	<b>124.03%</b>	<b>\$1,896,261</b>	<b>31.01%</b>	<b>\$1,308,289</b>

**Status**  
**Submitted**

### Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

**2017-18 Reverted Funds:**

\$0

**2017-18 Status**

Closed

**Submitting Authority**

Margarita Reyes 3346417, Director Fiscal Services  
 Lompoc Adult School and Career Center Elaine Webber, Principal  
 Brian Jaramillo, Director  
 John Grellck IV, Budget Analyst

### Lompoc Unified 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	\$341,479	\$140,439	243.15%	\$561,755	60.79%	\$220,276
2000 - Non-Instructional Salaries	\$105,428	\$51,860	203.29%	\$207,440	50.82%	\$102,012
3000 - Employee Benefits	\$139,612	\$76,390	182.76%	\$305,561	45.69%	\$165,949
4000 - Supplies and Materials	\$134,529	\$117,380	114.61%	\$469,521	28.65%	\$334,992
5000 - Other Operating Expenses and Services	\$117,096	\$52,433	223.33%	\$209,730	55.83%	\$92,634
6000 - Capital Outlay	\$0	\$15,022	0%	\$60,086	0%	\$60,086
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$39,912	\$20,542	194.29%	\$82,168	48.57%	\$42,256
<b>Totals</b>	<b>\$878,056</b>	<b>\$474,065</b>	<b>185.22%</b>	<b>\$1,896,261</b>	<b>46.3%</b>	<b>\$1,018,205</b>

**Status**  
**Submitted**

**Lompoc Unified 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	\$481,714	\$140,439	343.01%	\$561,755	85.75%	\$80,041
2000 - Non-Instructional Salaries	\$143,809	\$51,860	277.3%	\$207,440	69.33%	\$63,631
3000 - Employee Benefits	\$216,530	\$76,390	283.45%	\$305,561	70.86%	\$89,031
4000 - Supplies and Materials	\$143,740	\$117,380	122.46%	\$469,521	30.61%	\$325,781
5000 - Other Operating Expenses and Services	\$136,470	\$52,433	260.28%	\$209,730	65.07%	\$73,260
6000 - Capital Outlay	\$0	\$15,022	0%	\$60,086	0%	\$60,086
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$52,558	\$20,542	255.86%	\$82,168	63.96%	\$29,610
<b>Totals</b>	<b>\$1,174,821</b>	<b>\$474,065</b>	<b>247.82%</b>	<b>\$1,896,261</b>	<b>61.95%</b>	<b>\$721,440</b>

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

Guidance: Yes

**Summary of Activities:**

LASCC plans include ongoing expenditures - salaries and benefits, professional development, curriculum and technology, and marketing. Lompoc Adult School and Career Center continues to expand opportunities for students to gain essential basic skills and work place skills through an increased number of classes offered. Additional class sections and staff as well as instructional technology and additional curriculum expenditures are also planned.

**Status  
Submitted**



California  
Community  
Colleges



2020 © California Community Colleges  
NOVA Site Version: [4.23.6](#)