

CAEP Consortium Fiscal Reporting 01 Allan Hancock College Consortium

2020-21 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

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Allan Hancock Joint CCD	Submitted	Submitted	Submitted	Submitted
Lompoc Unified	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	\$10,897	\$10,945	99.56%	\$109,450	9.96%	\$98,553
2000 - Non-Instructional Salaries	\$40,904	\$115,763	35.33%	\$771,750	5.3%	\$730,846
3000 - Employee Benefits	\$16,820	\$30,656	54.87%	\$204,375	8.23%	\$187,555
4000 - Supplies and Materials	\$21,306	\$17,773	119.88%	\$177,734	11.99%	\$156,428
5000 - Other Operating Expenses and Services	\$46,670	\$27,375	170.48%	\$273,750	17.05%	\$227,080
6000 - Capital Outlay	\$0	\$11,572	0%	\$46,289	0%	\$46,289
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,768	\$7,917	85.49%	\$79,167	8.55%	\$72,399
Totals	\$143,365	\$222,001	64.58%	\$1,662,515	8.62%	\$1,519,150

Corrective Action Plan

Due to COVID 19, hiring new staff and launching marketing campaigns were put on hold while programs were relaunched as ERT. We are currently working on removing registration barriers and developing new student support strategies to implement in Spring.

Summary of Activities:

Despite the lower than expected enrollment numbers, most CAEP classes are in session.

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	\$24,526	\$10,945	224.08%	\$109,450	22.41%	\$84,924
2000 - Non-Instructional Salaries	\$91,613	\$115,763	79.14%	\$771,750	11.87%	\$680,137
3000 - Employee Benefits	\$34,309	\$30,656	111.92%	\$204,375	16.79%	\$170,066
4000 - Supplies and Materials	\$24,998	\$17,773	140.65%	\$177,734	14.06%	\$152,736
5000 - Other Operating Expenses and Services	\$89,087	\$27,375	325.43%	\$273,750	32.54%	\$184,663
6000 - Capital Outlay	\$0	\$11,572	0%	\$46,289	0%	\$46,289
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,227	\$7,917	167.08%	\$79,167	16.71%	\$65,940
Totals	\$277,760	\$222,001	125.12%	\$1,662,515	16.71%	\$1,384,755

Corrective Action Plan

In the coming quarter, strategic marketing and outreach project plans will launch.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 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	\$36,809	\$10,945	336.31%	\$109,450	33.63%	\$72,641
2000 - Non-Instructional Salaries	\$144,459	\$115,763	124.79%	\$771,750	18.72%	\$627,291
3000 - Employee Benefits	\$51,902	\$30,656	169.3%	\$204,375	25.4%	\$152,473
4000 - Supplies and Materials	\$35,973	\$17,773	202.4%	\$177,734	20.24%	\$141,761
5000 - Other Operating Expenses and Services	\$95,977	\$27,375	350.6%	\$273,750	35.06%	\$177,773
6000 - Capital Outlay	\$0	\$11,572	0%	\$46,289	0%	\$46,289
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$18,256	\$7,917	230.6%	\$79,167	23.06%	\$60,911
Totals	\$383,376	\$222,001	172.69%	\$1,662,515	23.06%	\$1,279,139

Corrective Action Plan

Due to the pandemic, the CAEP related programs continue to operate at a 60-70% capacity. With the expected return to face-to-face instruction, we anticipate an increased need for student support services and outreach.

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	\$49,042	\$76,615	64.01%	\$109,450	44.81%	\$60,408
2000 - Non-Instructional Salaries	\$219,004	\$424,463	51.6%	\$771,750	28.38%	\$552,746
3000 - Employee Benefits	\$70,444	\$112,406	62.67%	\$204,375	34.47%	\$133,931
4000 - Supplies and Materials	\$146,346	\$124,414	117.63%	\$177,734	82.34%	\$31,388
5000 - Other Operating Expenses and Services	\$108,703	\$191,625	56.73%	\$273,750	39.71%	\$165,047
6000 - Capital Outlay	\$0	\$11,572	0%	\$46,289	0%	\$46,289
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29,677	\$55,417	53.55%	\$79,167	37.49%	\$49,490
Totals	\$623,216	\$996,512	62.54%	\$1,662,515	37.49%	\$1,039,299

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

Guidance: Yes

Corrective Action Plan

Due to COVID and related circumstances, and a significant reduction in participation, some programs were not able to be fulfilled outcomes during shut-down. We are moving forward with programs in the next quarter as we return to face-to-face instruction and in-person services. We anticipate that most of our off-site locations will reopen allowing us to return to face-to-face instruction in the community as well.

Summary of Activities:

This quarter, the college made strides in outreach efforts, focused on increasing access and removing barriers to entry/return for both new and returning students. New technologies and strategies were implemented to more effectively communicate and engage students through the application, registration, and class attendance process, allowing staff to meet students where they are.

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	\$96,601	\$160,790	60.08%	\$643,159	15.02%	\$546,558
2000 - Non-Instructional Salaries	\$39,621	\$66,074	59.96%	\$220,246	17.99%	\$180,625
3000 - Employee Benefits	\$34,727	\$60,885	57.04%	\$304,427	11.41%	\$269,700
4000 - Supplies and Materials	\$12,489	\$37,387	33.4%	\$149,548	8.35%	\$137,059
5000 - Other Operating Expenses and Services	\$68,369	\$142,374	48.02%	\$316,386	21.61%	\$248,017
6000 - Capital Outlay	\$0	\$0	100%	\$24,896	0%	\$24,896
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$11,990	\$22,175	54.07%	\$73,918	16.22%	\$61,928
Totals	\$263,797	\$489,685	53.87%	\$1,732,580	15.23%	\$1,468,783

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	\$180,347	\$289,422	62.31%	\$643,159	28.04%	\$462,812
2000 - Non-Instructional Salaries	\$61,075	\$110,123	55.46%	\$220,246	27.73%	\$159,171
3000 - Employee Benefits	\$61,309	\$121,771	50.35%	\$304,427	20.14%	\$243,118
4000 - Supplies and Materials	\$15,130	\$89,729	16.86%	\$149,548	10.12%	\$134,418
5000 - Other Operating Expenses and Services	\$81,519	\$174,012	46.85%	\$316,386	25.77%	\$234,867
6000 - Capital Outlay	\$0	\$0	100%	\$24,896	0%	\$24,896
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$19,018	\$33,263	57.17%	\$73,918	25.73%	\$54,900
Totals	\$418,398	\$818,320	51.13%	\$1,732,580	24.15%	\$1,314,182

Corrective Action Plan

New programming to be implemented spring 2021 and to include additional salaries, benefits, and materials/supplies.

Status

Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Margarita Reyes 3346417, Director Fiscal Services
Lompoc Adult School and Career Center Elaine Webber, Principal
Brian Jaramillo, Director
John Greck 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	\$275,006	\$450,211	61.08%	\$643,159	42.76%	\$368,153
2000 - Non-Instructional Salaries	\$89,594	\$165,185	54.24%	\$220,246	40.68%	\$130,652
3000 - Employee Benefits	\$96,278	\$197,878	48.66%	\$304,427	31.63%	\$208,149
4000 - Supplies and Materials	\$18,144	\$127,116	14.27%	\$149,548	12.13%	\$131,404
5000 - Other Operating Expenses and Services	\$93,871	\$189,832	49.45%	\$316,386	29.67%	\$222,515
6000 - Capital Outlay	\$0	\$0	100%	\$24,896	0%	\$24,896
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,280	\$51,743	52.72%	\$73,918	36.91%	\$46,638
Totals	\$600,173	\$1,181,963	50.78%	\$1,732,580	34.64%	\$1,132,407

Corrective Action Plan

Supplies and materials for new LVN program and other new IELCE programming will be purchased. Additionally, new staff positions and ongoing staff vacancies are anticipated to be filled soon. These items are planned to address expenditure issues.

Summary of Activities:

All programs operating via distance learning due to Covid restrictions. Students slowly returning to school in Q3 over Q1 and Q2.

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	\$391,732	\$643,159	60.91%	\$643,159	60.91%	\$251,427
2000 - Non-Instructional Salaries	\$104,593	\$220,246	47.49%	\$220,246	47.49%	\$115,653
3000 - Employee Benefits	\$157,640	\$304,427	51.78%	\$304,427	51.78%	\$146,787
4000 - Supplies and Materials	\$20,110	\$149,548	13.45%	\$149,548	13.45%	\$129,438
5000 - Other Operating Expenses and Services	\$94,478	\$316,386	29.86%	\$316,386	29.86%	\$221,908
6000 - Capital Outlay	\$24,896	\$24,896	100%	\$24,896	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$36,598	\$73,918	49.51%	\$73,918	49.51%	\$37,320
Totals	\$830,047	\$1,732,580	47.91%	\$1,732,580	47.91%	\$902,533

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

Guidance: Yes

Corrective Action Plan

Staff positions that remained unfilled due to Covid-related issues are being filled. New programming and related purchases also are being implemented. Other purchases and expenditures relating to our consortium's goals and plans are also in process.

Summary of Activities:

Three-Year Plan activities include expansion of staff, resources, supplies, etc. for HSD, ESL, CTE, and Parents Supporting K-12 Students programming.

Status
Submitted



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