

CAEP Consortium Fiscal Reporting 08 West End Corridor/Chaffey Regional AE Consortium

2019-20 Fiscal Year

Certification

Certified By

Dana Galloway
Program Coordinator

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
Baldy View ROP	Submitted	Submitted	Submitted	Submitted
Chaffey CCD	Submitted	Submitted	Submitted	Submitted
Chaffey Joint Union High	Submitted	Submitted	Submitted	Submitted
Chino Valley Unified	Submitted	Submitted	Submitted	Submitted
Fontana Unified	Submitted	Submitted	Submitted	Submitted
Upland Unified	Submitted	Submitted	Submitted	Submitted

Baldy View ROP

Baldy View ROP 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	\$13,666	\$17,274	79.11%	\$115,162	11.87%	\$101,496
2000 - Non-Instructional Salaries	\$3,278	\$2,202	148.84%	\$14,682	22.33%	\$11,404
3000 - Employee Benefits	\$4,690	\$5,498	85.3%	\$36,655	12.79%	\$31,965
4000 - Supplies and Materials	\$0	\$1,323	0%	\$8,822	0%	\$8,822
5000 - Other Operating Expenses and Services	\$0	\$2,825	0%	\$18,835	0%	\$18,835
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,844	0%	\$5,844
Totals	\$21,634	\$29,123	74.28%	\$200,000	10.82%	\$178,366

Corrective Action Plan

Q2 10/01/19 through 12/31/19 . Supply Chain Fundamentals - adult education started later than planned due to more time needed to market enrollment. We were starting Oct 28 and now moved to Nov 18. Expenditures for new start date of Nov was processed during Q2: (4110)Textbooks \$1607.92 ordered 11/07/19; (4310) books and supplies \$1736.28 dated 11/07/19; (5830) advertising \$1320 monthly for bus stop PR. In addition, Medical Assistant Completion Ceremony expenses to be reported for Q2.

Summary of Activities:

Salary and benefits for Medical Assistant and Supply Chain Fundamentals adult education instructions plus Test Proctor for TABE testing were funded with Q1 budget.

Status
Submitted

Baldy View ROP 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	\$38,102	\$34,549	110.29%	\$115,162	33.09%	\$77,060
2000 - Non-Instructional Salaries	\$5,502	\$4,405	124.91%	\$14,682	37.47%	\$9,180
3000 - Employee Benefits	\$14,939	\$10,997	135.85%	\$36,655	40.76%	\$21,716
4000 - Supplies and Materials	\$3,747	\$2,647	141.58%	\$8,822	42.47%	\$5,075
5000 - Other Operating Expenses and Services	\$4,045	\$5,651	71.59%	\$18,835	21.48%	\$14,790
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,844	0%	\$5,844
Totals	\$66,335	\$58,247	113.89%	\$200,000	33.17%	\$133,665

Summary of Activities:

Implemented planned mini-certifications: Workforce Skills Certification System, Youth Mental Health First Aid, Career Pathways Leadership, etc. Continued CPR/First Aid. Completed cohort for VN Nov 15 and MA Oct 29 - completion ceremony expenses reported for Q2. Salary and benefits for Test Proctor, two adult education instructors. Partial financial Aid Advisor TBD.

**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. Rose Bomentre, Assistant Superintendent of Educational Services

Baldy View ROP 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	\$49,846	\$51,823	96.19%	\$115,162	43.28%	\$65,316
2000 - Non-Instructional Salaries	\$9,454	\$6,607	143.09%	\$14,682	64.39%	\$5,228
3000 - Employee Benefits	\$19,858	\$16,495	120.39%	\$36,655	54.18%	\$16,797
4000 - Supplies and Materials	\$8,822	\$3,970	222.22%	\$8,822	100%	\$0
5000 - Other Operating Expenses and Services	\$10,356	\$8,476	122.18%	\$18,835	54.98%	\$8,479
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,844	0%	\$5,844
Totals	\$98,336	\$87,370	112.55%	\$200,000	49.17%	\$101,664

Status
Submitted

Baldy View ROP 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	\$115,162	\$69,097	166.67%	\$115,162	100%	\$0
2000 - Non-Instructional Salaries	\$14,682	\$8,809	166.67%	\$14,682	100%	\$0
3000 - Employee Benefits	\$36,655	\$21,993	166.67%	\$36,655	100%	\$0
4000 - Supplies and Materials	\$8,822	\$5,293	166.67%	\$8,822	100%	\$0
5000 - Other Operating Expenses and Services	\$18,835	\$11,301	166.67%	\$18,835	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,844	\$0	100%	\$5,844	100%	\$0
Totals	\$200,000	\$116,494	171.68%	\$200,000	100%	\$0

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

Guidance: Yes

Summary of Activities:

Vocational Nursing adult education; Youth Mental Health First Aid & Career Pathways Leadership Certifications

**Status
Submitted**

Chaffey CCD

Chaffey 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	\$0	\$10,800	0%	\$72,000	0%	\$72,000
2000 - Non-Instructional Salaries	\$0	\$35,527	0%	\$236,848	0%	\$236,848
3000 - Employee Benefits	\$0	\$13,644	0%	\$90,959	0%	\$90,959
4000 - Supplies and Materials	\$0	\$1,500	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$1,096	0%	\$7,306	0%	\$7,306
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$62,567	0%	\$417,113	0%	\$417,113

Corrective Action Plan

We are currently in the process of hiring staff, converting ESL curriculum, and purchasing large amounts of HVAC equipment to build for a higher level of adult education enrollment scale in the 2021-2022 AY.

Status
Submitted

Chaffey 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	\$0	\$21,600	0%	\$72,000	0%	\$72,000
2000 - Non-Instructional Salaries	\$0	\$71,054	0%	\$236,848	0%	\$236,848
3000 - Employee Benefits	\$0	\$27,288	0%	\$90,959	0%	\$90,959
4000 - Supplies and Materials	\$0	\$3,000	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$2,192	0%	\$7,306	0%	\$7,306
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$125,134	0%	\$417,113	0%	\$417,113

Corrective Action Plan

We are currently in the process of hiring staff, converting ESL curriculum, and purchasing large amounts of HVAC equipment to build for a higher level of adult education enrollment scale in the 2021-2022 AY.

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. Matthew Morin, Director of Adult Education and High School Partnerships

Chaffey 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	\$0	\$32,400	0%	\$72,000	0%	\$72,000
2000 - Non-Instructional Salaries	\$0	\$106,582	0%	\$236,848	0%	\$236,848
3000 - Employee Benefits	\$0	\$40,932	0%	\$90,959	0%	\$90,959
4000 - Supplies and Materials	\$0	\$4,500	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$3,288	0%	\$7,306	0%	\$7,306
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$187,701	0%	\$417,113	0%	\$417,113

Corrective Action Plan

The college was in Q1 and Q2 in the process of hiring an Assistant Director of Adult Education as adult school partnership ESL and short-term CTE offerings have developed. Additionally, the college has been reserving funding to make a significant upgrade to the HVAC training facility that has been redirected to virtual reality equipment in response to increased need for social distancing. From Q3 forward Chaffey College will report significant expenditures toward lowering the total remaining budget.

Summary of Activities:

-In response to COVID-19, the noncredit HVAC program was moved entirely online and will remain online in fall 2020. - The ESL department also moved its courses online and are working to make its courses available with zero or low textbook costs through the LMS Canvas. -Planning for implementation of SB 554 continues as we await guidance from the Chancellor's Office and changes to MIS and CCCApply.

Status
Submitted

Chaffey 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	\$58,050	\$43,200	134.38%	\$72,000	80.63%	\$13,950
2000 - Non-Instructional Salaries	\$37,771	\$142,109	26.58%	\$236,848	15.95%	\$199,077
3000 - Employee Benefits	\$0	\$54,575	0%	\$90,959	0%	\$90,959
4000 - Supplies and Materials	\$0	\$6,000	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$4,384	0%	\$7,306	0%	\$7,306
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$95,821	\$250,268	38.29%	\$417,113	22.97%	\$321,292

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

Guidance: Yes

Corrective Action Plan

Chaffey College's accounting team noticed a discrepancy between the balance in Nova and the total amount of CAEP funds received from 15/16. This anomaly was related to the fact that the college included 15/16 expenses in the 16/17 funding areas and as a result, the total balance in Nova was \$200,000 less than what the college had received in actuals. Neil Kelly provided guidance to rectify the discrepancy by inputting zero expenses until the balance had been caught up. That balance is now caught up in Nova with the actual CAEP funds at Chaffey College and from here on, expenses will be noted.

Summary of Activities:

-HVAC online conversion and Virtual Reality pilot development -Colocated transition counseling -ESL Open Education Resource Curriculum Development -ESL online marketing -Adult school-college online partnership courses -Completion of HVAC cohort 2.

**Status
Submitted**

Chaffey Joint Union High

Chaffey Joint Union High 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	\$121,258	\$213,673	56.75%	\$1,424,489	8.51%	\$1,303,231
2000 - Non-Instructional Salaries	\$195,705	\$114,887	170.35%	\$765,914	25.55%	\$570,209
3000 - Employee Benefits	\$165,789	\$134,478	123.28%	\$896,521	18.49%	\$730,732
4000 - Supplies and Materials	\$25,168	\$31,350	80.28%	\$209,000	12.04%	\$183,832
5000 - Other Operating Expenses and Services	\$38,599	\$146,996	26.26%	\$979,974	3.94%	\$941,375
6000 - Capital Outlay	\$99,952	\$114,000	87.68%	\$570,000	17.54%	\$470,048
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$167,772	0%	\$167,772
Totals	\$646,471	\$755,385	85.58%	\$5,013,670	12.89%	\$4,367,199

Corrective Action Plan

Certificated salaries, as impacted by payroll timelines, reflect only a portion of the first quarter of the school year beginning August 7th. A major capital outlay project is coming to fruition, with expenses reflected in subsequent quarters as a final payments are processed.

Status
Submitted

Chaffey Joint Union High 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	\$490,228	\$427,347	114.71%	\$1,424,489	34.41%	\$934,261
2000 - Non-Instructional Salaries	\$395,587	\$229,774	172.16%	\$765,914	51.65%	\$370,327
3000 - Employee Benefits	\$389,846	\$268,956	144.95%	\$896,521	43.48%	\$506,675
4000 - Supplies and Materials	\$46,436	\$62,700	74.06%	\$209,000	22.22%	\$162,564
5000 - Other Operating Expenses and Services	\$229,806	\$293,992	78.17%	\$979,974	23.45%	\$750,168
6000 - Capital Outlay	\$406,980	\$228,000	178.5%	\$570,000	71.4%	\$163,020
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$167,772	0%	\$167,772
Totals	\$1,958,883	\$1,510,769	129.66%	\$5,013,670	39.07%	\$3,054,787

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

Chaffey Adult School Todd Haag, Principal

Chaffey Joint Union High 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	\$817,711	\$641,020	127.56%	\$1,424,489	57.4%	\$606,778
2000 - Non-Instructional Salaries	\$610,090	\$344,661	177.01%	\$765,914	79.66%	\$155,824
3000 - Employee Benefits	\$613,814	\$403,434	152.15%	\$896,521	68.47%	\$282,707
4000 - Supplies and Materials	\$188,509	\$94,050	200.43%	\$209,000	90.2%	\$20,491
5000 - Other Operating Expenses and Services	\$317,809	\$440,988	72.07%	\$979,974	32.43%	\$662,165
6000 - Capital Outlay	\$468,501	\$342,000	136.99%	\$570,000	82.19%	\$101,499
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$167,772	0%	\$167,772
Totals	\$3,016,434	\$2,266,154	133.11%	\$5,013,670	60.16%	\$1,997,236

Status
Submitted

Chaffey Joint Union High 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	\$1,247,601	\$854,693	145.97%	\$1,424,489	87.58%	\$176,888
2000 - Non-Instructional Salaries	\$702,737	\$459,548	152.92%	\$765,914	91.75%	\$63,177
3000 - Employee Benefits	\$803,908	\$537,913	149.45%	\$896,521	89.67%	\$92,613
4000 - Supplies and Materials	\$207,725	\$125,400	165.65%	\$209,000	99.39%	\$1,275
5000 - Other Operating Expenses and Services	\$443,963	\$587,984	75.51%	\$979,974	45.3%	\$536,011
6000 - Capital Outlay	\$469,101	\$456,000	102.87%	\$570,000	82.3%	\$100,899
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$137,363	\$0	100%	\$167,772	81.87%	\$30,409
Totals	\$4,012,398	\$3,021,539	132.79%	\$5,013,670	80.03%	\$1,001,272

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

Guidance: Yes

Status
Submitted

Chino Valley Unified

Chino Valley 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	\$41,909	\$75,150	55.77%	\$501,000	8.37%	\$459,091
2000 - Non-Instructional Salaries	\$68,506	\$45,740	149.77%	\$304,935	22.47%	\$236,429
3000 - Employee Benefits	\$38,613	\$38,286	100.86%	\$255,237	15.13%	\$216,624
4000 - Supplies and Materials	\$2,536	\$33,128	7.66%	\$220,852	1.15%	\$218,316
5000 - Other Operating Expenses and Services	\$1,087	\$15,000	7.25%	\$100,000	1.09%	\$98,913
6000 - Capital Outlay	\$0	\$61,500	0%	\$410,000	0%	\$410,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,946	\$8,818	78.77%	\$58,787	11.82%	\$51,841
Totals	\$159,597	\$277,622	57.49%	\$1,850,811	8.62%	\$1,691,214

Corrective Action Plan

Certificated salaries only reflect a portion of the school year since the school year started on July 8th and payroll is paid a month behind. Books, computers and instructional supplies will be ordered. Capital Outlay will be reflected in subsequent quarters as a facilities project is underway.

Status
Submitted

Chino Valley 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	\$162,885	\$150,300	108.37%	\$501,000	32.51%	\$338,115
2000 - Non-Instructional Salaries	\$138,604	\$91,481	151.51%	\$304,935	45.45%	\$166,331
3000 - Employee Benefits	\$93,557	\$76,571	122.18%	\$255,237	36.65%	\$161,680
4000 - Supplies and Materials	\$8,146	\$66,256	12.29%	\$220,852	3.69%	\$212,706
5000 - Other Operating Expenses and Services	\$2,037	\$30,000	6.79%	\$100,000	2.04%	\$97,963
6000 - Capital Outlay	\$0	\$123,000	0%	\$410,000	0%	\$410,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$18,438	\$17,636	104.55%	\$58,787	31.36%	\$40,349
Totals	\$423,667	\$555,243	76.3%	\$1,850,811	22.89%	\$1,427,144

Corrective Action Plan

Quarter Expenses under than what was anticipated.

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

Carl Hampton

Chino Valley 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	\$258,529	\$225,450	114.67%	\$501,000	51.6%	\$242,471
2000 - Non-Instructional Salaries	\$214,512	\$137,221	156.33%	\$304,935	70.35%	\$90,423
3000 - Employee Benefits	\$144,690	\$114,857	125.97%	\$255,237	56.69%	\$110,547
4000 - Supplies and Materials	\$25,729	\$99,383	25.89%	\$220,852	11.65%	\$195,123
5000 - Other Operating Expenses and Services	\$8,902	\$45,000	19.78%	\$100,000	8.9%	\$91,098
6000 - Capital Outlay	\$2,400	\$184,500	1.3%	\$410,000	0.59%	\$407,600
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29,683	\$26,454	112.21%	\$58,787	50.49%	\$29,104
Totals	\$684,445	\$832,865	82.18%	\$1,850,811	36.98%	\$1,166,366

Corrective Action Plan

Capital Outlay will be reflected in subsequent quarter as a facilities project is underway.

Status
Submitted

Chino Valley 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	\$287,727	\$300,600	95.72%	\$501,000	57.43%	\$213,273
2000 - Non-Instructional Salaries	\$280,289	\$182,961	153.2%	\$304,935	91.92%	\$24,646
3000 - Employee Benefits	\$179,267	\$153,142	117.06%	\$255,237	70.24%	\$75,970
4000 - Supplies and Materials	\$28,059	\$132,511	21.17%	\$220,852	12.7%	\$192,793
5000 - Other Operating Expenses and Services	\$96,746	\$60,000	161.24%	\$100,000	96.75%	\$3,254
6000 - Capital Outlay	\$121,878	\$246,000	49.54%	\$410,000	29.73%	\$288,122
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$39,680	\$35,272	112.5%	\$58,787	67.5%	\$19,107
Totals	\$1,033,646	\$1,110,487	93.08%	\$1,850,811	55.85%	\$817,165

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

Guidance: Yes

Corrective Action Plan

Parking lot was not completed before the end of 2019-20 school year. The pending invoices will be paid next quarter.

Status
Submitted

Fontana Unified

Fontana 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	\$68,657	\$68,286	100.54%	\$487,760	14.08%	\$419,103
2000 - Non-Instructional Salaries	\$57,944	\$57,000	101.66%	\$300,000	19.31%	\$242,056
3000 - Employee Benefits	\$56,167	\$55,250	101.66%	\$325,000	17.28%	\$268,833
4000 - Supplies and Materials	\$6,854	\$25,338	27.05%	\$281,528	2.43%	\$274,674
5000 - Other Operating Expenses and Services	\$4,709	\$5,040	93.44%	\$71,994	6.54%	\$67,285
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,821	\$0	100%	\$51,467	13.25%	\$44,646
Totals	\$201,152	\$210,913	95.37%	\$1,517,749	13.25%	\$1,316,597

Summary of Activities:

Instructional and professional development pay for Certificated, Classified salaries, employee benefits, supplies for professional development, instructional and office supplies, postage, complete repair kitchen to prepare for culinary program, and indirect costs.

**Status
Submitted**

Fontana 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	\$170,231	\$146,328	116.34%	\$487,760	34.9%	\$317,529
2000 - Non-Instructional Salaries	\$124,267	\$114,000	109.01%	\$300,000	41.42%	\$175,733
3000 - Employee Benefits	\$126,217	\$110,500	114.22%	\$325,000	38.84%	\$198,783
4000 - Supplies and Materials	\$40,534	\$56,306	71.99%	\$281,528	14.4%	\$240,994
5000 - Other Operating Expenses and Services	\$22,277	\$10,799	206.29%	\$71,994	30.94%	\$49,717
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,972	\$0	100%	\$51,467	32.98%	\$34,495
Totals	\$500,498	\$437,933	114.29%	\$1,517,749	32.98%	\$1,017,251

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

Cynthia Gleason, Principal, Adult Education

Fontana 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	\$257,352	\$243,880	105.52%	\$487,760	52.76%	\$230,408
2000 - Non-Instructional Salaries	\$184,030	\$174,000	105.76%	\$300,000	61.34%	\$115,970
3000 - Employee Benefits	\$192,177	\$162,500	118.26%	\$325,000	59.13%	\$132,823
4000 - Supplies and Materials	\$61,921	\$140,764	43.99%	\$281,528	21.99%	\$219,607
5000 - Other Operating Expenses and Services	\$23,812	\$21,598	110.25%	\$71,994	33.07%	\$48,182
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,247	\$0	100%	\$51,467	49.05%	\$26,220
Totals	\$744,539	\$742,742	100.24%	\$1,517,749	49.06%	\$773,210

Status
Submitted

Fontana 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	\$367,758	\$331,677	110.88%	\$487,760	75.4%	\$120,002
2000 - Non-Instructional Salaries	\$279,525	\$240,000	116.47%	\$300,000	93.18%	\$20,475
3000 - Employee Benefits	\$290,766	\$227,500	127.81%	\$325,000	89.47%	\$34,234
4000 - Supplies and Materials	\$108,287	\$168,917	64.11%	\$281,528	38.46%	\$173,241
5000 - Other Operating Expenses and Services	\$32,946	\$43,196	76.27%	\$71,994	45.76%	\$39,048
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$37,883	\$0	100%	\$51,467	73.61%	\$13,584
Totals	\$1,117,165	\$1,011,290	110.47%	\$1,517,749	73.61%	\$400,584

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

Status
Submitted

Upland Unified

Upland 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	\$49,048	\$31,500	155.71%	\$210,000	23.36%	\$160,952
2000 - Non-Instructional Salaries	\$45,696	\$21,000	217.6%	\$140,000	32.64%	\$94,304
3000 - Employee Benefits	\$30,972	\$14,850	208.57%	\$99,000	31.28%	\$68,028
4000 - Supplies and Materials	\$23,241	\$9,750	238.37%	\$65,000	35.76%	\$41,759
5000 - Other Operating Expenses and Services	\$14,772	\$13,500	109.42%	\$90,000	16.41%	\$75,228
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,604	0%	\$10,693	0%	\$10,693
Totals	\$163,729	\$92,204	177.57%	\$614,693	26.64%	\$450,964

Summary of Activities:

Instructional and professional development pay for Certificated, Classified salaries, employee benefits, supplies for professional development, instructional and office supplies.

Status
Submitted

Upland 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	\$109,691	\$63,000	174.11%	\$210,000	52.23%	\$100,309
2000 - Non-Instructional Salaries	\$73,952	\$42,000	176.08%	\$140,000	52.82%	\$66,048
3000 - Employee Benefits	\$53,908	\$29,700	181.51%	\$99,000	54.45%	\$45,092
4000 - Supplies and Materials	\$25,733	\$19,500	131.96%	\$65,000	39.59%	\$39,267
5000 - Other Operating Expenses and Services	\$42,380	\$27,000	156.96%	\$90,000	47.09%	\$47,620
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,208	0%	\$10,693	0%	\$10,693
Totals	\$305,664	\$184,408	165.75%	\$614,693	49.73%	\$309,029

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

Andrew Stager, Coordinator of Adult Ed and CTE

Upland 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	\$109,691	\$94,500	116.08%	\$210,000	52.23%	\$100,309
2000 - Non-Instructional Salaries	\$83,877	\$63,000	133.14%	\$140,000	59.91%	\$56,123
3000 - Employee Benefits	\$57,496	\$44,550	129.06%	\$99,000	58.08%	\$41,504
4000 - Supplies and Materials	\$25,733	\$29,250	87.98%	\$65,000	39.59%	\$39,267
5000 - Other Operating Expenses and Services	\$45,203	\$40,500	111.61%	\$90,000	50.23%	\$44,797
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,812	0%	\$10,693	0%	\$10,693
Totals	\$322,000	\$276,612	116.41%	\$614,693	52.38%	\$292,693

Status
Submitted

Upland 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	\$186,705	\$126,000	148.18%	\$210,000	88.91%	\$23,295
2000 - Non-Instructional Salaries	\$113,753	\$84,000	135.42%	\$140,000	81.25%	\$26,247
3000 - Employee Benefits	\$86,865	\$59,400	146.24%	\$99,000	87.74%	\$12,135
4000 - Supplies and Materials	\$27,960	\$39,000	71.69%	\$65,000	43.02%	\$37,040
5000 - Other Operating Expenses and Services	\$55,795	\$54,000	103.32%	\$90,000	61.99%	\$34,205
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,693	\$6,416	166.67%	\$10,693	100%	\$0
Totals	\$481,771	\$368,816	130.63%	\$614,693	78.38%	\$132,922

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

Guidance: Yes

Status
Submitted



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