

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

2020-21 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

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
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

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	\$8,965	\$19,061	47.03%	\$127,076	7.05%	\$118,111
2000 - Non-Instructional Salaries	\$45,760	\$38,504	118.84%	\$256,693	17.83%	\$210,933
3000 - Employee Benefits	\$24,165	\$18,846	128.22%	\$125,642	19.23%	\$101,477
4000 - Supplies and Materials	\$1,939	\$3,072	63.12%	\$20,481	9.47%	\$18,542
5000 - Other Operating Expenses and Services	\$0	\$4,710	0%	\$31,400	0%	\$31,400
6000 - Capital Outlay	\$6,230	\$9,000	69.22%	\$60,000	10.38%	\$53,770
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$87,059	\$93,194	93.42%	\$621,292	14.01%	\$534,233

Corrective Action Plan

We are currently pivoting the use of CAEP funds to adapt to changing COVID-19 related challenges. One of these changes caused us to invest less significantly in shift costs away from 4000 and 5000 budget areas to 6000 in order to retrofit our noncredit HVAC physical lab for online simulations and virtual reality implementation. Additionally, this quarter is underspent in the 1000 budget area due to less need for colocation counseling hours in fall 2020 compared with what we will spend in spring 2021.

Summary of Activities:

-Implementation of virtual reality HVAC simulation software and test kits to prepare for a spring 2021 launch -Adult school transition counseling for SB 554 and ESL transitions -Curriculum development for converting HVAC online - Management salaries to support state-wide guidance on SB 554 and internal Chaffey College processes and policies for a strong fall 2020 implementation of the new law.

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	\$20,087	\$38,123	52.69%	\$127,076	15.81%	\$106,989
2000 - Non-Instructional Salaries	\$91,520	\$77,008	118.84%	\$256,693	35.65%	\$165,173
3000 - Employee Benefits	\$47,891	\$37,693	127.06%	\$125,642	38.12%	\$77,751
4000 - Supplies and Materials	\$13,299	\$6,144	216.44%	\$20,481	64.93%	\$7,182
5000 - Other Operating Expenses and Services	\$3,273	\$9,420	34.75%	\$31,400	10.42%	\$28,127
6000 - Capital Outlay	\$6,230	\$18,000	34.61%	\$60,000	10.38%	\$53,770
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$182,300	\$186,388	97.81%	\$621,292	29.34%	\$438,992

Corrective Action Plan

The 5000 expenses have been delayed due to processing and planning in Covid but plans for spending these funds are still planned.

Summary of Activities:

-Adult school transition counseling for SB 554 and ESL transitions (SB 554 pilot is running successfully with a cohort of 75 students). -Curriculum development for converting HVAC online. -Management salaries to support state-wide guidance on SB 554 and internal Chaffey College processes and policies for a strong fall 2020 implementation of the new law. -Classified salaries for administrative support to the unit.

**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. 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	\$41,785	\$57,184	73.07%	\$127,076	32.88%	\$85,291
2000 - Non-Instructional Salaries	\$134,360	\$115,512	116.32%	\$256,693	52.34%	\$122,333
3000 - Employee Benefits	\$73,111	\$56,539	129.31%	\$125,642	58.19%	\$52,531
4000 - Supplies and Materials	\$13,299	\$9,216	144.3%	\$20,481	64.93%	\$7,182
5000 - Other Operating Expenses and Services	\$3,273	\$14,130	23.16%	\$31,400	10.42%	\$28,127
6000 - Capital Outlay	\$6,230	\$42,000	14.83%	\$60,000	10.38%	\$53,770
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$272,058	\$294,581	92.35%	\$621,292	43.79%	\$349,234

Corrective Action Plan

The Covid pandemic has slowed expenses but we are on track to be spending down excess funds over the following year. Additionally, our permanent staffing expenses now exceed our annual allocation, so we will continue to keep reserves so that our very tight budget is fiscally sustainable. We do not intend to spend our entire budget without a financial cushion to buffer in the case of a state-wide budget decrease.

Summary of Activities:

-Adult school transition counseling for SB 554 and ESL transitions (SB 554 pilot is ran successfully in spring with a cohort of 75 students and a cohort of 30 students in summer). -Curriculum development for converting HVAC online. - Management salaries to support state-wide guidance on SB 554 and internal Chaffey College processes and policies for a strong fall 2020 implementation of the new law. -Classified salaries for administrative support to the unit.

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	\$54,978	\$76,246	72.11%	\$127,076	43.26%	\$72,098
2000 - Non-Instructional Salaries	\$183,120	\$154,016	118.9%	\$256,693	71.34%	\$73,573
3000 - Employee Benefits	\$99,006	\$75,385	131.33%	\$125,642	78.8%	\$26,636
4000 - Supplies and Materials	\$14,499	\$12,289	117.99%	\$20,481	70.79%	\$5,982
5000 - Other Operating Expenses and Services	\$3,273	\$18,840	17.37%	\$31,400	10.42%	\$28,127
6000 - Capital Outlay	\$6,230	\$54,000	11.54%	\$60,000	10.38%	\$53,770
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$361,106	\$390,775	92.41%	\$621,292	58.12%	\$260,186

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

Guidance: Yes

Corrective Action Plan

Our Capital Outlay spending has been delayed as a result of further developments with Covid 19 that have limited capacity to build CDCP non-credit programming. In the coming quarters we will begin (face to face instruction willing) to purchase equipment for the noncredit HVAC program as well as continue to fund student supports for transition services for SB 554, ESL, and CTE programs.

Summary of Activities:

-Adult school transition counseling for SB 554 and ESL transitions (SB 554 pilot is ran successfully in spring with a cohort of 75 students and a cohort of 30 students in summer). -Curriculum development for converting HVAC online. - Management salaries to support state-wide guidance on SB 554 and internal Chaffey College processes and policies for a strong fall 2020 implementation of the new law. -Classified salaries for administrative support to the unit.

**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	\$87,479	\$161,178	54.27%	\$1,074,523	8.14%	\$987,044
2000 - Non-Instructional Salaries	\$180,837	\$129,622	139.51%	\$864,147	20.93%	\$683,310
3000 - Employee Benefits	\$161,664	\$126,136	128.17%	\$840,904	19.23%	\$679,240
4000 - Supplies and Materials	\$13,724	\$15,600	87.97%	\$104,000	13.2%	\$90,276
5000 - Other Operating Expenses and Services	\$111,832	\$232,006	48.2%	\$1,546,705	7.23%	\$1,434,873
6000 - Capital Outlay	\$0	\$0	100%	\$100,000	0%	\$100,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$17,017	0%	\$113,446	0%	\$113,446
Totals	\$555,536	\$681,559	81.51%	\$4,643,725	11.96%	\$4,088,189

Corrective Action Plan

Certificated salaries reflect a shortened 1st Quarter since the start of the school year on August 5, 2020. The impacts of the COVID-19 pandemic have also impacted some traditional in-person activities and services.

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	\$360,037	\$322,357	111.69%	\$1,074,523	33.51%	\$714,486
2000 - Non-Instructional Salaries	\$396,525	\$259,244	152.95%	\$864,147	45.89%	\$467,622
3000 - Employee Benefits	\$372,585	\$252,271	147.69%	\$840,904	44.31%	\$468,319
4000 - Supplies and Materials	\$17,399	\$31,200	55.77%	\$104,000	16.73%	\$86,601
5000 - Other Operating Expenses and Services	\$235,769	\$464,012	50.81%	\$1,546,705	15.24%	\$1,310,936
6000 - Capital Outlay	\$0	\$0	100%	\$100,000	0%	\$100,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$34,034	0%	\$113,446	0%	\$113,446
Totals	\$1,382,315	\$1,363,118	101.41%	\$4,643,725	29.77%	\$3,261,410

Corrective Action Plan

Quarter 1 entails a shorter instructional calendar (classes began August 5th) and pay warrant schedules exacerbate the issue. Spending target estimates in the 1000 & 3000 categories will be reflected in subsequent quarters. The 5000 category reflects carry-over funds from the consortium-wide account and will experience activity via planned professional development and community outreach in subsequent quarters. The 4000 category will also see activity as conditions created by the pandemic continue to materialize.

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

Chaffey Adult School Todd Haag, Principal

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$589,707	\$483,535	121.96%	\$1,074,523	54.88%	\$484,816
2000 - Non-Instructional Salaries	\$608,301	\$388,866	156.43%	\$864,147	70.39%	\$255,846
3000 - Employee Benefits	\$581,148	\$378,407	153.58%	\$840,904	69.11%	\$259,756
4000 - Supplies and Materials	\$27,531	\$46,800	58.83%	\$104,000	26.47%	\$76,469
5000 - Other Operating Expenses and Services	\$293,030	\$696,017	42.1%	\$1,546,705	18.95%	\$1,253,675
6000 - Capital Outlay	\$8,939	\$50,000	17.88%	\$100,000	8.94%	\$91,061
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$51,051	0%	\$113,446	0%	\$113,446
Totals	\$2,108,656	\$2,094,676	100.67%	\$4,643,725	45.41%	\$2,535,069

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	\$805,624	\$644,714	124.96%	\$1,074,523	74.98%	\$268,899
2000 - Non-Instructional Salaries	\$799,845	\$518,488	154.26%	\$864,147	92.56%	\$64,302
3000 - Employee Benefits	\$766,491	\$504,542	151.92%	\$840,904	91.15%	\$74,413
4000 - Supplies and Materials	\$44,197	\$62,400	70.83%	\$104,000	42.5%	\$59,803
5000 - Other Operating Expenses and Services	\$423,723	\$928,023	45.66%	\$1,546,705	27.4%	\$1,122,982
6000 - Capital Outlay	\$8,939	\$100,000	8.94%	\$100,000	8.94%	\$91,061
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$85,155	\$68,068	125.1%	\$113,446	75.06%	\$28,291
Totals	\$2,933,974	\$2,826,235	103.81%	\$4,643,725	63.18%	\$1,709,751

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

Guidance: Yes

Summary of Activities:

Please note that the expenditures reflected in the 5000 Object Code are a combination of Chaffey Adult School expenditures and West End Corridor "Consortium-Wide" expenditures. Thus, the "Budget Remaining" amount of the 5000 Object Code is a combination of Chaffey Adult School and "Consortium-Wide" unspent funds.

**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	\$31,763	\$82,500	38.5%	\$550,000	5.78%	\$518,237
2000 - Non-Instructional Salaries	\$78,064	\$55,680	140.2%	\$371,200	21.03%	\$293,136
3000 - Employee Benefits	\$38,654	\$40,808	94.72%	\$272,050	14.21%	\$233,396
4000 - Supplies and Materials	\$1,613	\$104,766	1.54%	\$698,441	0.23%	\$696,828
5000 - Other Operating Expenses and Services	\$204	\$16,050	1.27%	\$107,000	0.19%	\$106,796
6000 - Capital Outlay	\$125,568	\$37,146	338.04%	\$247,637	50.71%	\$122,069
7000 - Other Outgo	\$0	\$21	0%	\$142	0%	\$142
Indirect Costs	\$6,147	\$12,262	50.13%	\$81,747	7.52%	\$75,600
Totals	\$282,013	\$349,233	80.75%	\$2,328,217	12.11%	\$2,046,204

Corrective Action Plan

Certificated salaries only reflect a portion of the school year since the school year started on July 6th and payroll is paid a month behind. Instructional supplies will be ordered.

**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	\$128,744	\$165,000	78.03%	\$550,000	23.41%	\$421,256
2000 - Non-Instructional Salaries	\$147,256	\$111,360	132.23%	\$371,200	39.67%	\$223,944
3000 - Employee Benefits	\$89,437	\$81,615	109.58%	\$272,050	32.88%	\$182,613
4000 - Supplies and Materials	\$3,187	\$209,532	1.52%	\$698,441	0.46%	\$695,254
5000 - Other Operating Expenses and Services	\$386	\$32,100	1.2%	\$107,000	0.36%	\$106,614
6000 - Capital Outlay	\$141,263	\$74,291	190.15%	\$247,637	57.04%	\$106,374
7000 - Other Outgo	\$142	\$43	333.33%	\$142	100%	\$0
Indirect Costs	\$15,092	\$24,524	61.54%	\$81,747	18.46%	\$66,655
Totals	\$525,507	\$698,465	75.24%	\$2,328,217	22.57%	\$1,802,710

Corrective Action Plan

Computer, monitors and other supplies will be order in the subsequent quarters.

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

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	\$201,710	\$247,500	81.5%	\$550,000	36.67%	\$348,290
2000 - Non-Instructional Salaries	\$215,573	\$167,040	129.05%	\$371,200	58.07%	\$155,627
3000 - Employee Benefits	\$134,388	\$122,423	109.77%	\$272,050	49.4%	\$137,662
4000 - Supplies and Materials	\$4,163	\$314,298	1.32%	\$698,441	0.6%	\$694,278
5000 - Other Operating Expenses and Services	\$1,205	\$48,150	2.5%	\$107,000	1.13%	\$105,795
6000 - Capital Outlay	\$153,624	\$111,437	137.86%	\$247,637	62.04%	\$94,013
7000 - Other Outgo	\$142	\$64	222.22%	\$142	100%	\$0
Indirect Costs	\$22,783	\$36,786	61.93%	\$81,747	27.87%	\$58,964
Totals	\$733,588	\$1,047,698	70.02%	\$2,328,217	31.51%	\$1,594,629

Corrective Action Plan

Purchase of supplies and operating expenses will reflect in the subsequent quarter.

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	\$220,304	\$330,000	66.76%	\$550,000	40.06%	\$329,696
2000 - Non-Instructional Salaries	\$298,270	\$222,720	133.92%	\$371,200	80.35%	\$72,930
3000 - Employee Benefits	\$162,524	\$163,230	99.57%	\$272,050	59.74%	\$109,526
4000 - Supplies and Materials	\$107,363	\$419,065	25.62%	\$698,441	15.37%	\$591,078
5000 - Other Operating Expenses and Services	\$84,980	\$64,200	132.37%	\$107,000	79.42%	\$22,020
6000 - Capital Outlay	\$194,198	\$148,582	130.7%	\$247,637	78.42%	\$53,439
7000 - Other Outgo	\$142	\$85	166.67%	\$142	100%	\$0
Indirect Costs	\$35,724	\$49,048	72.83%	\$81,747	43.7%	\$46,023
Totals	\$1,103,505	\$1,396,930	78.99%	\$2,328,217	47.4%	\$1,224,712

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

Guidance: Yes

Corrective Action Plan

The impacts of the COVID-19 pandemic impacted the traditional in-person learning. We will be partnering with Chaffey College to build and equip a building to train students in Aircraft Mechanics.

Summary of Activities:

Certificated and classified salaries and benefits. Instructional supplies, computers, online curriculum, custodial supplies, printing.

**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	\$51,157	\$107,703	47.5%	\$384,652	13.3%	\$333,495
2000 - Non-Instructional Salaries	\$71,283	\$95,259	74.83%	\$328,479	21.7%	\$257,196
3000 - Employee Benefits	\$59,410	\$91,441	64.97%	\$315,313	18.84%	\$255,903
4000 - Supplies and Materials	\$6,059	\$17,097	35.44%	\$569,885	1.06%	\$563,826
5000 - Other Operating Expenses and Services	\$2,029	\$4,334	46.81%	\$108,356	1.87%	\$106,327
6000 - Capital Outlay	\$0	\$0	100%	\$95,850	0%	\$95,850
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$8,585	0%	\$78,049	0%	\$78,049
Totals	\$189,938	\$324,418	58.55%	\$1,880,584	10.1%	\$1,690,646

Corrective Action Plan

Significant portion of first quarter expenditures were paid for with WIOA II funds. Future quarters will show an increase in expenditures from CAEP funds. Some items like computers and hotspots were ordered, however, encumbered funds do not show up in this report. These items are taking a bit longer to receive due to high demand.

Summary of Activities:

Operational program salaries for instructors, admin and office staff. Purchase of protective sneeze guards, face masks, face shields and other items in anticipation of students returning to class. Purchase of pop ups to assist students outdoors. Copier paper so packets could be made for students working remotely who were experiencing technical challenges. To allow multiple locations for creating ID cards, purchased 2nd ID card machine. Wide angle cameras for desktop computers so instructors can instruct and assess virtually. Printing costs for quarter, includes COVID signage for offices which doubles as sneeze guard, banners for marketing programs, registration materials, labels for laptops and other materials being distributed to students so they can be identified easily.

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	\$124,761	\$192,326	64.87%	\$384,652	32.43%	\$259,891
2000 - Non-Instructional Salaries	\$143,862	\$190,518	75.51%	\$328,479	43.8%	\$184,617
3000 - Employee Benefits	\$130,110	\$182,882	71.14%	\$315,313	41.26%	\$185,203
4000 - Supplies and Materials	\$22,214	\$256,448	8.66%	\$569,885	3.9%	\$547,671
5000 - Other Operating Expenses and Services	\$30,650	\$32,507	94.29%	\$108,356	28.29%	\$77,706
6000 - Capital Outlay	\$0	\$0	100%	\$95,850	0%	\$95,850
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$11,857	\$19,512	60.77%	\$78,049	15.19%	\$66,192
Totals	\$463,454	\$874,193	53.02%	\$1,880,584	24.64%	\$1,417,130

Corrective Action Plan

Purchasing additional computers, installing projectors/monitors in classrooms in preparation for return to site, additional professional development opportunities and curriculum development based on current need for virtual proficiency.

**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

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	\$198,366	\$288,489	68.76%	\$384,652	51.57%	\$186,286
2000 - Non-Instructional Salaries	\$227,677	\$262,783	86.64%	\$328,479	69.31%	\$100,802
3000 - Employee Benefits	\$202,138	\$252,250	80.13%	\$315,313	64.11%	\$113,175
4000 - Supplies and Materials	\$98,052	\$341,931	28.68%	\$569,885	17.21%	\$471,833
5000 - Other Operating Expenses and Services	\$60,774	\$48,760	124.64%	\$108,356	56.09%	\$47,582
6000 - Capital Outlay	\$0	\$0	100%	\$95,850	0%	\$95,850
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$28,163	\$39,025	72.17%	\$78,049	36.08%	\$49,886
Totals	\$815,170	\$1,233,238	66.1%	\$1,880,584	43.35%	\$1,065,414

Corrective Action Plan

Due to the length of the pandemic and need to continue working virtually, fewer sections than anticipated were offered during S1 and S2. We will have additional offerings in June and continue to rebuild classes in person in 21-22. Several items we plans to purchase were either funded through district COVID funds or canceled by vendors due to lack of supply. Since the majority of classes were online, there was not a need for as many instructional supplies for classroom use. We just received one time funds for use in the 6000s. However, we anticipate work being done at the end of this fiscal year and next.

Summary of Activities:

Instruction, instructional and office supplies, technology including hotspots and replacement desktop computers and additional laptops for students, online curriculum development and PD, office staff and tutors necessary to operate programs, marketing, transitions to college, digital literacy, student planners, security, office supplies, student awards, graduation supplies, sneeze guards and partitions for classrooms, additional textbooks for students to use at home.

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	\$384,652	\$384,652	100%	\$384,652	100%	\$0
2000 - Non-Instructional Salaries	\$325,890	\$328,479	99.21%	\$328,479	99.21%	\$2,589
3000 - Employee Benefits	\$298,843	\$315,313	94.78%	\$315,313	94.78%	\$16,470
4000 - Supplies and Materials	\$163,247	\$398,920	40.92%	\$569,885	28.65%	\$406,638
5000 - Other Operating Expenses and Services	\$89,736	\$65,014	138.03%	\$108,356	82.82%	\$18,620
6000 - Capital Outlay	\$0	\$28,755	0%	\$95,850	0%	\$95,850
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$54,656	\$46,829	116.71%	\$78,049	70.03%	\$23,393
Totals	\$1,317,024	\$1,567,962	84%	\$1,880,584	70.03%	\$563,560

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

Guidance: Yes

Summary of Activities:

Admin, instructional and classified salaries used to operate programs, as well as associated benefits. Instructional supplies, computers, hotspots, software, COVID health and safety supplies, printing, marketing materials.

**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	\$15,177	\$0	100%	\$155,283	9.77%	\$140,106
2000 - Non-Instructional Salaries	\$14,920	\$0	100%	\$142,794	10.45%	\$127,874
3000 - Employee Benefits	\$12,125	\$0	100%	\$96,704	12.54%	\$84,579
4000 - Supplies and Materials	\$0	\$0	100%	\$56,296	0%	\$56,296
5000 - Other Operating Expenses and Services	\$224	\$0	100%	\$69,495	0.32%	\$69,271
6000 - Capital Outlay	\$0	\$5,725	0%	\$22,900	0%	\$22,900
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,500	0%	\$16,500
Totals	\$42,446	\$5,725	741.41%	\$559,972	7.58%	\$517,526

Corrective Action Plan

Certificated salaries reflect a shortened 1st Quarter since the start of the school year on August 26, 2020. The impacts of the COVID-19 pandemic have also impacted some traditional in-person activities and services.

**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	\$37,637	\$0	100%	\$155,283	24.24%	\$117,646
2000 - Non-Instructional Salaries	\$44,695	\$0	100%	\$142,794	31.3%	\$98,099
3000 - Employee Benefits	\$29,640	\$0	100%	\$96,704	30.65%	\$67,064
4000 - Supplies and Materials	\$2,192	\$0	100%	\$56,296	3.89%	\$54,104
5000 - Other Operating Expenses and Services	\$16,238	\$0	100%	\$69,495	23.37%	\$53,257
6000 - Capital Outlay	\$22,802	\$5,725	398.29%	\$22,900	99.57%	\$98
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,500	0%	\$16,500
Totals	\$153,204	\$5,725	2,676.05%	\$559,972	27.36%	\$406,768

Corrective Action Plan

Purchasing additional computers, installing projectors/monitors in classrooms in preparation for return to site, additional professional development opportunities and curriculum development based on current need for virtual proficiency.

**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

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	\$84,085	\$0	100%	\$155,283	54.15%	\$71,198
2000 - Non-Instructional Salaries	\$73,449	\$0	100%	\$142,794	51.44%	\$69,345
3000 - Employee Benefits	\$57,957	\$0	100%	\$96,704	59.93%	\$38,747
4000 - Supplies and Materials	\$3,798	\$0	100%	\$56,296	6.75%	\$52,498
5000 - Other Operating Expenses and Services	\$31,627	\$0	100%	\$69,495	45.51%	\$37,868
6000 - Capital Outlay	\$22,802	\$5,725	398.29%	\$22,900	99.57%	\$98
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,500	0%	\$16,500
Totals	\$273,718	\$5,725	4,781.1%	\$559,972	48.88%	\$286,254

Summary of Activities:

Purchasing additional computers, installing projectors/monitors in classrooms in preparation for return to site, additional professional development opportunities and curriculum development based on current need for virtual proficiency.

**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	\$144,697	\$0	100%	\$155,283	93.18%	\$10,586
2000 - Non-Instructional Salaries	\$105,261	\$0	100%	\$142,794	73.72%	\$37,533
3000 - Employee Benefits	\$96,704	\$0	100%	\$96,704	100%	\$0
4000 - Supplies and Materials	\$6,706	\$0	100%	\$56,296	11.91%	\$49,590
5000 - Other Operating Expenses and Services	\$31,675	\$0	100%	\$69,495	45.58%	\$37,820
6000 - Capital Outlay	\$22,802	\$5,725	398.29%	\$22,900	99.57%	\$98
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$11,000	\$0	100%	\$16,500	66.67%	\$5,500
Totals	\$418,845	\$5,725	7,316.07%	\$559,972	74.8%	\$141,127

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

Guidance: Yes

Summary of Activities:

Admin, instructional and classified salaries used to operate programs, as well as associated benefits. Instructional supplies, computers, hotspots, software, COVID health and safety supplies, printing, marketing materials.

Status
Submitted



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