

# CAEP Consortium Fiscal Reporting 14 Desert Regional Consortium

2019-20 Fiscal Year

## Certification

**Certified By**

Guillermo Mendoza  
Project Manager

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="#">Coachella Valley Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Desert CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Desert Sands Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Palm Springs Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Riverside Co. Office of Education</a>	Submitted	Submitted	Submitted	Submitted

## Coachella Valley Unified

Coachella 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	\$0	\$142,838	0%	\$714,191	0%	\$714,191
2000 - Non-Instructional Salaries	\$0	\$79,440	0%	\$397,202	0%	\$397,202
3000 - Employee Benefits	\$0	\$122,173	0%	\$488,690	0%	\$488,690
4000 - Supplies and Materials	\$0	\$68,446	0%	\$124,448	0%	\$124,448
5000 - Other Operating Expenses and Services	\$0	\$67,840	0%	\$244,561	0%	\$244,561
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$72,925	0%	\$72,925
<b>Totals</b>	<b>\$0</b>	<b>\$480,738</b>	<b>0%</b>	<b>\$2,042,017</b>	<b>0%</b>	<b>\$2,042,017</b>

### Corrective Action Plan

Additional expenditures will be reported in subsequent quarters.

### Summary of Activities:

During the 2019-20 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, and Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**Status**  
**Submitted**

### Coachella 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	\$278,862	\$357,096	78.09%	\$714,191	39.05%	\$435,329
2000 - Non-Instructional Salaries	\$184,807	\$158,881	116.32%	\$397,202	46.53%	\$212,395
3000 - Employee Benefits	\$210,259	\$219,911	95.61%	\$488,690	43.03%	\$278,431
4000 - Supplies and Materials	\$62,720	\$87,114	72%	\$124,448	50.4%	\$61,728
5000 - Other Operating Expenses and Services	\$68,254	\$122,281	55.82%	\$244,561	27.91%	\$176,307
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$33,565	\$0	100%	\$72,925	46.03%	\$39,360
<b>Totals</b>	<b>\$838,467</b>	<b>\$945,281</b>	<b>88.7%</b>	<b>\$2,042,017</b>	<b>41.06%</b>	<b>\$1,203,550</b>

**Summary of Activities:**

During the 2019-20 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, and Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing /communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**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**

Jereme Weischedel

**Coachella 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	\$422,645	\$571,353	73.97%	\$714,191	59.18%	\$291,546
2000 - Non-Instructional Salaries	\$278,962	\$278,041	100.33%	\$397,202	70.23%	\$118,240
3000 - Employee Benefits	\$314,048	\$366,518	85.68%	\$488,690	64.26%	\$174,642
4000 - Supplies and Materials	\$85,144	\$112,003	76.02%	\$124,448	68.42%	\$39,304
5000 - Other Operating Expenses and Services	\$109,517	\$190,121	57.6%	\$244,561	44.78%	\$135,044
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$50,470	\$0	100%	\$72,925	69.21%	\$22,455
<b>Totals</b>	<b>\$1,260,786</b>	<b>\$1,518,036</b>	<b>83.05%</b>	<b>\$2,042,017</b>	<b>61.74%</b>	<b>\$781,231</b>

**Summary of Activities:**

Coachella Valley Adult School started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, and Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance. CVAS has continued to provide educational services at all instructional levels during the shelter in place order due to the COVID-19 health crisis. We are taking extra precautions to ensure the health and safety of our students and staff.

**Status**  
**Submitted**

**Coachella 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	\$501,485	\$714,191	70.22%	\$714,191	70.22%	\$212,706
2000 - Non-Instructional Salaries	\$375,805	\$397,202	94.61%	\$397,202	94.61%	\$21,397
3000 - Employee Benefits	\$394,789	\$488,690	80.79%	\$488,690	80.79%	\$93,901
4000 - Supplies and Materials	\$124,448	\$124,448	100%	\$124,448	100%	\$0
5000 - Other Operating Expenses and Services	\$133,944	\$244,561	54.77%	\$244,561	54.77%	\$110,617
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$60,696	\$72,925	83.23%	\$72,925	83.23%	\$12,229
<b>Totals</b>	<b>\$1,591,167</b>	<b>\$2,042,017</b>	<b>77.92%</b>	<b>\$2,042,017</b>	<b>77.92%</b>	<b>\$450,850</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:**

Coachella Valley Adult School started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, and Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance. CVAS has continued to provide educational services at all instructional levels during the shelter in place order due to the COVID-19 health crisis. We are taking extra precautions to ensure the health and safety of our students and staff.

**Status  
Submitted**

**Desert CCD**

**Desert 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	\$63,132	\$44,680	141.3%	\$297,866	21.19%	\$234,734
2000 - Non-Instructional Salaries	\$31,507	\$28,084	112.19%	\$187,224	16.83%	\$155,717
3000 - Employee Benefits	\$21,743	\$28,921	75.18%	\$192,806	11.28%	\$171,063
4000 - Supplies and Materials	\$1,638	\$4,500	36.4%	\$30,000	5.46%	\$28,362
5000 - Other Operating Expenses and Services	\$813	\$48,696	1.67%	\$324,637	0.25%	\$323,824
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,940	\$7,740	76.74%	\$51,600	11.51%	\$45,660
<b>Totals</b>	<b>\$124,773</b>	<b>\$162,620</b>	<b>76.73%</b>	<b>\$1,084,133</b>	<b>11.51%</b>	<b>\$959,360</b>

### Corrective Action Plan

Agency plans to invoice childcare and transportation costs later in the program year, which will increase expenditures.

### Summary of Activities:

Quarter 1 of the 2019-20 program year, College of the Desert offered English-as-a-Second Language (Foundations through Level 5, Pronunciation and Vocabulary courses, and English for Work/Vocational ESLN) and Adult Secondary Education courses (GED Preparation and High School Diploma/Basic Skills English and Math) in both the summer and fall terms. Adult education funding supported Adult Education faculty and program staff, materials and supplies, and expenditures related to faculty/staff support and professional development for the summer and fall terms.

**Status**  
**Submitted**

### Desert 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	\$148,933	\$89,360	166.67%	\$297,866	50%	\$148,933
2000 - Non-Instructional Salaries	\$93,612	\$56,167	166.67%	\$187,224	50%	\$93,612
3000 - Employee Benefits	\$96,403	\$57,842	166.67%	\$192,806	50%	\$96,403
4000 - Supplies and Materials	\$11,554	\$9,000	128.38%	\$30,000	38.51%	\$18,446
5000 - Other Operating Expenses and Services	\$49,730	\$97,391	51.06%	\$324,637	15.32%	\$274,907
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,940	\$15,480	38.37%	\$51,600	11.51%	\$45,660
<b>Totals</b>	<b>\$406,172</b>	<b>\$325,240</b>	<b>124.88%</b>	<b>\$1,084,133</b>	<b>37.47%</b>	<b>\$677,961</b>

**Summary of Activities:**

Quarter 2 of the 2019-20 program year, College of the Desert offered English-as-a-Second Language (Foundations through Level 5, Pronunciation and Vocabulary courses, and English for Work/Vocational ESLN) and Adult Secondary Education courses (GED Preparation and High School Diploma/Basic Skills English and Math) in the fall term. Adult education funding supported Adult Education faculty and program staff, materials and supplies, and expenditures related to faculty/staff support and professional development for the summer and fall terms.

**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**

Dean Papas, Dean, Communications & Humanities  
 Jorge Rodriguez, Grants Technician

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$234,463	\$134,040	174.92%	\$297,866	78.71%	\$63,403
2000 - Non-Instructional Salaries	\$93,612	\$84,251	111.11%	\$187,224	50%	\$93,612
3000 - Employee Benefits	\$140,916	\$86,763	162.42%	\$192,806	73.09%	\$51,890
4000 - Supplies and Materials	\$15,000	\$13,500	111.11%	\$30,000	50%	\$15,000
5000 - Other Operating Expenses and Services	\$50,000	\$146,087	34.23%	\$324,637	15.4%	\$274,637
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$21,360	\$23,220	91.99%	\$51,600	41.4%	\$30,240
<b>Totals</b>	<b>\$555,351</b>	<b>\$487,860</b>	<b>113.83%</b>	<b>\$1,084,133</b>	<b>51.23%</b>	<b>\$528,782</b>

### Summary of Activities:

Quarter 3 of the 2019-20 program year, College of the Desert offered English-as-a-Second Language (Foundations through Level 5, Pronunciation and Vocabulary courses, and English for Work/Vocational ESLN) and Adult Secondary Education courses (GED Preparation and High School Diploma/Basic Skills English and Math) in the fall term. Adult education funding supported Adult Education faculty and program staff, materials and supplies, and expenditures related to faculty/staff support and professional development for the summer and fall terms.

**Status**  
**Submitted**

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### Desert 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	\$260,000	\$178,720	145.48%	\$297,866	87.29%	\$37,866
2000 - Non-Instructional Salaries	\$102,731	\$112,334	91.45%	\$187,224	54.87%	\$84,493
3000 - Employee Benefits	\$149,388	\$115,684	129.13%	\$192,806	77.48%	\$43,418
4000 - Supplies and Materials	\$27,081	\$18,000	150.45%	\$30,000	90.27%	\$2,919
5000 - Other Operating Expenses and Services	\$65,397	\$194,782	33.57%	\$324,637	20.14%	\$259,240
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$24,931	\$30,960	80.53%	\$51,600	48.32%	\$26,669
<b>Totals</b>	<b>\$629,528</b>	<b>\$650,480</b>	<b>96.78%</b>	<b>\$1,084,133</b>	<b>58.07%</b>	<b>\$454,605</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**

Operating Expenses and Services fell below the intended budget target due to COVID-19 pandemic putting a stop to many professional development opportunities. COD will look to find ways to increase expenditure in this category as more options become available.

**Summary of Activities:**

Quarter 4 of the 2019-20 program year, College of the Desert offered English-as-a-Second Language (Foundations through Level 5, Pronunciation and Vocabulary courses, and English for Work/Vocational ESLN) and Adult Secondary Education courses (GED Preparation and High School Diploma/Basic Skills English and Math) in the fall term. Adult education funding supported Adult Education faculty and program staff, materials and supplies, and expenditures related to faculty/staff support and professional development for the summer and fall terms.

**Status**  
**Submitted**

**Desert Sands Unified**

**Desert Sands 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$17,273	\$0	100%	\$160,000	10.8%	\$142,727
3000 - Employee Benefits	\$12,847	\$8,000	160.59%	\$80,000	16.06%	\$67,153
4000 - Supplies and Materials	\$821	\$1,621	50.64%	\$16,214	5.06%	\$15,393
5000 - Other Operating Expenses and Services	\$1,671	\$0	100%	\$284,414	0.59%	\$282,743
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,631	\$0	100%	\$16,001	10.19%	\$14,370
<b>Totals</b>	<b>\$34,243</b>	<b>\$9,621</b>	<b>355.9%</b>	<b>\$556,629</b>	<b>6.15%</b>	<b>\$522,386</b>

### Summary of Activities:

During the 2019-20 Fiscal Year DSUSD along with Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS in DSUSD offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing /communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**Status  
Submitted**

### Desert Sands 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$42,138	\$0	100%	\$160,000	26.34%	\$117,862
3000 - Employee Benefits	\$25,212	\$16,000	157.58%	\$80,000	31.52%	\$54,788
4000 - Supplies and Materials	\$1,936	\$3,243	59.7%	\$16,214	11.94%	\$14,278
5000 - Other Operating Expenses and Services	\$16,850	\$55,151	30.55%	\$284,414	5.92%	\$267,564
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,262	\$0	100%	\$16,001	20.39%	\$12,739
<b>Totals</b>	<b>\$89,398</b>	<b>\$74,394</b>	<b>120.17%</b>	<b>\$556,629</b>	<b>16.06%</b>	<b>\$467,231</b>

**Corrective Action Plan**

Desert Sands has fallen below the target. DSUSD is expecting additional expenditures billed by CV Adult school. We are also anticipating opening new projects along with paying for a part time administrator to oversee the Community Center that houses a majority of current programs.

**Summary of Activities:**

During the 2019-20 Fiscal Year DSUSD along with Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS in DSUSD offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Citizenship Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**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**

Larry Bellanich, Director, Child Welfare and Attendance

**Desert Sands 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$42,138	\$0	100%	\$160,000	26.34%	\$117,862
3000 - Employee Benefits	\$25,212	\$16,000	157.58%	\$80,000	31.52%	\$54,788
4000 - Supplies and Materials	\$1,936	\$3,243	59.7%	\$16,214	11.94%	\$14,278
5000 - Other Operating Expenses and Services	\$16,850	\$77,211	21.82%	\$284,414	5.92%	\$267,564
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,262	\$0	100%	\$16,001	20.39%	\$12,739
<b>Totals</b>	<b>\$89,398</b>	<b>\$96,454</b>	<b>92.68%</b>	<b>\$556,629</b>	<b>16.06%</b>	<b>\$467,231</b>

**Corrective Action Plan**

Desert Sands Unified has outstanding debt owed to CVAS and should have a bill sent from them soon to bring up expenditures.

**Summary of Activities:**

Transition counselor is still working on supporting students into college and career advancement. Classes currently held at DSUSD sites include: Citizenship, ESL, High School diploma, and GED.

**Status**  
**Submitted**

**Desert Sands 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$88,263	\$0	100%	\$160,000	55.16%	\$71,737
3000 - Employee Benefits	\$49,559	\$40,000	123.9%	\$80,000	61.95%	\$30,441
4000 - Supplies and Materials	\$3,708	\$8,107	45.74%	\$16,214	22.87%	\$12,506
5000 - Other Operating Expenses and Services	\$274,526	\$88,242	311.11%	\$284,414	96.52%	\$9,888
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,802	\$0	100%	\$16,001	55.01%	\$7,199
<b>Totals</b>	<b>\$424,858</b>	<b>\$136,349</b>	<b>311.6%</b>	<b>\$556,629</b>	<b>76.33%</b>	<b>\$131,771</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:**

During the 2019-20 Fiscal Year, Desert Sands Unified School District contracted Coachella Valley Adult School (CVAS) to offer the adult community the following courses: Adult High School Diploma, English as a Second Language, High School Equivalency Preparation, and Citizenship Preparation. To increase course completion and student transitions, and to eliminate obstacles in education and the gaps in service areas, an array of services were offered to adult education students. These services included child care, career counseling, transition services, testing, and tutoring assistance. Financial assistance was offered and available to students to aid with course fees and transportation to and from class locations. Operating costs for the Adult Education Program include marketing and communication services, professional development, data management, and contract services.

**Status**  
**Submitted**

**Palm Springs Unified**

**Palm Springs 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	\$11,434	\$32,887	34.77%	\$131,549	8.69%	\$120,115
2000 - Non-Instructional Salaries	\$4,785	\$5,340	89.61%	\$35,600	13.44%	\$30,815
3000 - Employee Benefits	\$9,408	\$22,957	40.98%	\$91,828	10.25%	\$82,420
4000 - Supplies and Materials	\$406	\$3,798	10.69%	\$75,959	0.53%	\$75,553
5000 - Other Operating Expenses and Services	\$691	\$68,939	1%	\$275,757	0.25%	\$275,066
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,211	\$4,563	26.54%	\$17,551	6.9%	\$16,340
<b>Totals</b>	<b>\$27,935</b>	<b>\$138,485</b>	<b>20.17%</b>	<b>\$628,244</b>	<b>4.45%</b>	<b>\$600,309</b>

### Corrective Action Plan

Steps PSUSD will take to address the expenditures falling below target include: asking providers to invoice and send back up in a timely manner. Additionally, PSUSD fell below target because the district used carry over funds first. Moving forward, Palm Springs Unified has just renewed agreements with COD and CVUSD to provide a variety of services. Services provided to Palm Springs include, Adult ESL courses, Adult GED, Adult High School Diploma program, counseling and transition support, clerical support, administrative oversight of data collection, assessment and orientation support for new students/enrollees, as well as other logistical support. Other dollars used is for the counselor supporting PSUSD Adult Ed programs, security agents for evening courses, as well as other support personnel as necessary.

### Summary of Activities:

Activities include sending PSUSD reps to CAEP conference and online webinars around various topics supporting the Adult Ed programs offered in district.

**Status**  
**Submitted**

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### Palm Springs 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	\$28,584	\$65,775	43.46%	\$131,549	21.73%	\$102,965
2000 - Non-Instructional Salaries	\$14,420	\$12,460	115.73%	\$35,600	40.51%	\$21,180
3000 - Employee Benefits	\$21,238	\$45,914	46.26%	\$91,828	23.13%	\$70,590
4000 - Supplies and Materials	\$45,195	\$34,182	132.22%	\$75,959	59.5%	\$30,764
5000 - Other Operating Expenses and Services	\$31,601	\$110,303	28.65%	\$275,757	11.46%	\$244,156
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,690	\$7,020	81.05%	\$17,551	32.42%	\$11,861
<b>Totals</b>	<b>\$146,728</b>	<b>\$275,653</b>	<b>53.23%</b>	<b>\$628,244</b>	<b>23.36%</b>	<b>\$481,516</b>

**Corrective Action Plan**

Palm Springs Unified has fallen short of the anticipated expenditures for quarter 2, however, has plans to expense, specifically in Operating Expenses and Services, in quarter 3 in more timely fashion.

**Summary of Activities:**

Upon reviewing and taking inventory of needs in the classroom to support the intake of new students, and continued assessment, Palm Springs Unified determined laptops and a charging cart was necessary. Additionally, the instructor required furniture conducive to teaching and storing materials for students. Lastly, due to an addition of another course, in another classroom, it was necessary to equip the new classroom/teacher with required materials to teach the new course offering.

**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. Deanna Keuilian, College & Career Readiness

**Palm Springs 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	\$45,735	\$98,662	46.36%	\$131,549	34.77%	\$85,814
2000 - Non-Instructional Salaries	\$28,060	\$21,360	131.37%	\$35,600	78.82%	\$7,540
3000 - Employee Benefits	\$32,647	\$68,871	47.4%	\$91,828	35.55%	\$59,181
4000 - Supplies and Materials	\$45,216	\$72,161	62.66%	\$75,959	59.53%	\$30,743
5000 - Other Operating Expenses and Services	\$77,056	\$179,242	42.99%	\$275,757	27.94%	\$198,701
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,272	\$13,339	62.01%	\$17,551	47.13%	\$9,279
<b>Totals</b>	<b>\$236,986</b>	<b>\$453,635</b>	<b>52.24%</b>	<b>\$628,244</b>	<b>37.72%</b>	<b>\$391,258</b>

**Corrective Action Plan**

Due to COVID-19 social distancing and other parameters set forth, billing and purchases have been impacted.

**Summary of Activities:**

Activities to address the expenditures falling below the targets include working with fiscal to determine what expenses still need to be assessed. Additionally to plan how to proceed amidst school closures due to COVID-19.

**Status**  
**Submitted**

**Palm Springs 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	\$64,691	\$131,549	49.18%	\$131,549	49.18%	\$66,858
2000 - Non-Instructional Salaries	\$34,629	\$35,600	97.27%	\$35,600	97.27%	\$971
3000 - Employee Benefits	\$45,252	\$91,828	49.28%	\$91,828	49.28%	\$46,576
4000 - Supplies and Materials	\$48,336	\$75,959	63.63%	\$75,959	63.63%	\$27,623
5000 - Other Operating Expenses and Services	\$170,101	\$275,757	61.69%	\$275,757	61.69%	\$105,656
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,648	\$17,551	77.76%	\$17,551	77.76%	\$3,903
<b>Totals</b>	<b>\$376,657</b>	<b>\$628,244</b>	<b>59.95%</b>	<b>\$628,244</b>	<b>59.95%</b>	<b>\$251,587</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**

There was a slight reduction in instructional time, due to COVID. PSUSD is working on providing devices to participants to increase access.

**Summary of Activities:**

Palm Springs Unified has contracted with both College of the Desert and Coachella Valley Adult School offering a wide range of opportunities for adult learners. Examples include: Adult Basic Education, High School Diploma preparatory program, Independent Studies, and ESL. Additionally, supports included child care, career counseling, and testing.

Status

Submitted

**Riverside Co. Office of Education**

Riverside Co. Office of Education 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	\$36,465	\$27,150	134.31%	\$181,000	20.15%	\$144,535
2000 - Non-Instructional Salaries	\$22,858	\$17,889	127.78%	\$119,260	19.17%	\$96,402
3000 - Employee Benefits	\$24,412	\$17,536	139.21%	\$116,908	20.88%	\$92,496
4000 - Supplies and Materials	\$0	\$3,265	0%	\$21,764	0%	\$21,764
5000 - Other Operating Expenses and Services	\$2,026	\$16,651	12.17%	\$111,004	1.83%	\$108,978
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,125	0%	\$27,497	0%	\$27,497
<b>Totals</b>	<b>\$85,761</b>	<b>\$86,615</b>	<b>99.01%</b>	<b>\$577,433</b>	<b>14.85%</b>	<b>\$491,672</b>

### Summary of Activities:

Salary for .5 fte ABE/ASE instructor to work with students on HS Diploma or HSE exam Indio Jail. 1 fte instructor of AOP (CTE), .20 fte Program Specialist to oversee data collection & entry. Part-time HSE examiner (program assistant) for jail and community correction sites, .33 fte Attendance & registration tech. 1.3875 total fte for support staff including Admissions Tech, Student Accounts Tech and Attendance Registration Tech. Mileage and travel for staff, ICEV license renewal.

**Status  
Submitted**

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### Riverside Co. Office of Education 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	\$83,135	\$54,300	153.1%	\$181,000	45.93%	\$97,865
2000 - Non-Instructional Salaries	\$57,025	\$35,778	159.39%	\$119,260	47.82%	\$62,235
3000 - Employee Benefits	\$54,091	\$35,072	154.23%	\$116,908	46.27%	\$62,817
4000 - Supplies and Materials	\$1,921	\$6,529	29.42%	\$21,764	8.83%	\$19,843
5000 - Other Operating Expenses and Services	\$4,249	\$33,301	12.76%	\$111,004	3.83%	\$106,755
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,145	\$8,249	98.74%	\$27,497	29.62%	\$19,352
<b>Totals</b>	<b>\$208,566</b>	<b>\$173,230</b>	<b>120.4%</b>	<b>\$577,433</b>	<b>36.12%</b>	<b>\$368,867</b>

**Summary of Activities:**

Salary for .5 fte ABE/ASE instructor to work with students on HS Diploma or HSE exam Indio jail, 1 fte instructor of AOP (CTE), .20 fte Program Specialist to oversee data collection & entry, part-time HSE examiner (program assistant) for jail and community correction sites, .33 fte Attendance & Registration Tech, 1.3875 total fte for support staff including Admissions Tech, Student Accounts Tech and Attendance Registration Tech. Printer for administrative staff, Mileage and training for staff and rental fee for facility.

**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**

Ms. Lucie Gonzalez, 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	\$129,554	\$81,450	159.06%	\$181,000	71.58%	\$51,446
2000 - Non-Instructional Salaries	\$81,632	\$53,667	152.11%	\$119,260	68.45%	\$37,628
3000 - Employee Benefits	\$81,145	\$52,609	154.24%	\$116,908	69.41%	\$35,763
4000 - Supplies and Materials	\$1,921	\$9,794	19.61%	\$21,764	8.83%	\$19,843
5000 - Other Operating Expenses and Services	\$4,500	\$49,952	9.01%	\$111,004	4.05%	\$106,504
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,145	\$12,374	65.83%	\$27,497	29.62%	\$19,352
<b>Totals</b>	<b>\$306,897</b>	<b>\$259,845</b>	<b>118.11%</b>	<b>\$577,433</b>	<b>53.15%</b>	<b>\$270,536</b>

### Summary of Activities:

RCOE provided a full-time teacher at the Indio Jail (John Benoit Detention Center) and 1 FTE teacher at the Indio Day Reporting Center, providing Adult Secondary Education including GED/Hi-SET and Adult Basic Education. RCOE School of Career Education funded one Instructor position at the Indio campus and portions of SCE classified staff positions to support the student population served. Students attending courses in Pharmacy Technician, Dental Assistant/RDA Eligible, Medical Clinical Administrative Professional, Phlebotomy and Administrative Office Professional benefited from funds that offset the cost of the classes, which resulted in more affordable tuition and improved access to programs.

**Status**  
**Submitted**

### Riverside Co. Office of Education 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	\$176,083	\$108,600	162.14%	\$181,000	97.28%	\$4,917
2000 - Non-Instructional Salaries	\$115,639	\$71,556	161.61%	\$119,260	96.96%	\$3,621
3000 - Employee Benefits	\$111,089	\$70,145	158.37%	\$116,908	95.02%	\$5,819
4000 - Supplies and Materials	\$1,921	\$13,058	14.71%	\$21,764	8.83%	\$19,843
5000 - Other Operating Expenses and Services	\$96,712	\$66,602	145.21%	\$111,004	87.12%	\$14,292
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$25,072	\$16,498	151.97%	\$27,497	91.18%	\$2,425
<b>Totals</b>	<b>\$526,516</b>	<b>\$346,460</b>	<b>151.97%</b>	<b>\$577,433</b>	<b>91.18%</b>	<b>\$50,917</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:**

RCOE provided 1 FTE teacher at John Benoit Detention Center (JBDC) and 1 FTE teacher at the Indio Day Reporting Center, providing ASE (GED/HiSET) and ABE. RCOE School of Career Education funded 1 Instructor position at the Indio campus and portions of SCE classified staff positions to support the students. Students attending Pharm. Tech., Dental Assistant/RDA Eligible, Medical Clinical Admin. Professional, Phlebotomy and Administrative Office Professional courses benefited from funds including scholarships that offset the cost of the classes, resulting in more affordable tuition and improved access to programs. The Coronavirus pandemic caused a disruption in RCOE's educational activities at all of the partner Riverside County correctional sites. Printing costs increased as RCOE provided a paper-based distance learning program at JBDC due to closure of in-person school sites in the county.

**Status**  
**Submitted**



California  
Community  
Colleges

