

CAEP Consortium Fiscal Reporting 17 Foothill De Anza / NSCCC

2019-20 Fiscal Year

Certification

Certified By

Peggy Raun-Linde
Consortium Director

Quarter 1 Status Quarter 2 Status Quarter 3 Status Quarter 4 Status
Certified Certified Certified Certified

I certify that our consortium did not exceed 5% of the total allocation in administrative costs: Yes

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
De Anza College	Submitted	Submitted	Submitted	Submitted
Foothill College	Submitted	Submitted	Submitted	Submitted
Fremont Union High	Submitted	Submitted	Submitted	Submitted
Mountain View-Los Altos Union High	Submitted	Submitted	Submitted	Submitted
Palo Alto Unified	Submitted	Submitted	Submitted	Submitted

De Anza College

De Anza College 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	\$29,547	\$67,241	43.94%	\$268,962	10.99%	\$239,415
2000 - Non-Instructional Salaries	\$6,713	\$3,600	186.49%	\$14,399	46.62%	\$7,686
3000 - Employee Benefits	\$9,719	\$21,879	44.42%	\$87,517	11.11%	\$77,798
4000 - Supplies and Materials	\$678	\$500	135.6%	\$2,000	33.9%	\$1,322
5000 - Other Operating Expenses and Services	\$0	\$16,000	0%	\$64,000	0%	\$64,000
6000 - Capital Outlay	\$2,699	\$4,255	63.44%	\$17,018	15.86%	\$14,319
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,468	\$5,674	43.5%	\$22,695	10.87%	\$20,227
Totals	\$51,824	\$119,148	43.5%	\$476,591	10.87%	\$424,767

Corrective Action Plan

We have hired a new full-time employee and are now on track to spend down our surplus budget over the next two years.

Status
Submitted

De Anza College 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	\$78,299	\$67,241	116.45%	\$268,962	29.11%	\$190,663
2000 - Non-Instructional Salaries	\$6,713	\$3,600	186.49%	\$14,399	46.62%	\$7,686
3000 - Employee Benefits	\$23,987	\$21,879	109.63%	\$87,517	27.41%	\$63,530
4000 - Supplies and Materials	\$1,126	\$500	225.2%	\$2,000	56.3%	\$874
5000 - Other Operating Expenses and Services	\$22,226	\$16,000	138.91%	\$64,000	34.73%	\$41,774
6000 - Capital Outlay	\$2,919	\$4,255	68.61%	\$17,018	17.15%	\$14,099
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,763	\$5,674	119.2%	\$22,695	29.8%	\$15,932
Totals	\$142,033	\$119,148	119.21%	\$476,591	29.8%	\$334,558

Corrective Action Plan

We have hired an additional certificated position and will close the gap between expenses and budgets over the next year.

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

Thomas Ray, Dean of Language Arts

De Anza College 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	\$127,218	\$67,241	189.2%	\$268,962	47.3%	\$141,744
2000 - Non-Instructional Salaries	\$6,713	\$3,600	186.49%	\$14,399	46.62%	\$7,686
3000 - Employee Benefits	\$38,446	\$21,879	175.72%	\$87,517	43.93%	\$49,071
4000 - Supplies and Materials	\$1,126	\$500	225.2%	\$2,000	56.3%	\$874
5000 - Other Operating Expenses and Services	\$22,226	\$16,000	138.91%	\$64,000	34.73%	\$41,774
6000 - Capital Outlay	\$3,159	\$4,255	74.25%	\$17,018	18.56%	\$13,859
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$9,944	\$5,674	175.26%	\$22,695	43.82%	\$12,751
Totals	\$208,832	\$119,148	175.27%	\$476,591	43.82%	\$267,759

Corrective Action Plan

We completed our hires this year and continue to close the gap between our projected budget and expenditures.

Status
Submitted

De Anza College 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	\$175,757	\$67,241	261.39%	\$268,962	65.35%	\$93,205
2000 - Non-Instructional Salaries	\$6,713	\$3,600	186.49%	\$14,399	46.62%	\$7,686
3000 - Employee Benefits	\$52,829	\$21,879	241.46%	\$87,517	60.36%	\$34,688
4000 - Supplies and Materials	\$1,126	\$500	225.2%	\$2,000	56.3%	\$874
5000 - Other Operating Expenses and Services	\$22,226	\$16,000	138.91%	\$64,000	34.73%	\$41,774
6000 - Capital Outlay	\$3,159	\$4,255	74.25%	\$17,018	18.56%	\$13,859
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,163	\$5,674	214.37%	\$22,695	53.59%	\$10,532
Totals	\$273,973	\$119,148	229.94%	\$476,591	57.49%	\$202,618

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

Guidance: Yes

Corrective Action Plan

We continue to close the gap between expenditures and the target. Our current expenditures exceed the annual budget.

**Status
Submitted**

Foothill College

Foothill College 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	\$16,292	0%	\$65,167	0%	\$65,167
2000 - Non-Instructional Salaries	\$0	\$38,533	0%	\$154,130	0%	\$154,130
3000 - Employee Benefits	\$0	\$19,510	0%	\$78,038	0%	\$78,038
4000 - Supplies and Materials	\$0	\$469	0%	\$1,877	0%	\$1,877
5000 - Other Operating Expenses and Services	\$0	\$5,500	0%	\$22,000	0%	\$22,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,015	0%	\$16,061	0%	\$16,061
Totals	\$0	\$84,318	0%	\$337,273	0%	\$337,273

Corrective Action Plan

We will be processing labor expense redistribution for fall quarter non-credit ESL courses at the end of December. We are currently in the hiring process for an adult ed coordinator.

Status
Submitted

Foothill College 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	\$12,457	\$32,584	38.23%	\$65,167	19.12%	\$52,710
2000 - Non-Instructional Salaries	\$0	\$77,065	0%	\$154,130	0%	\$154,130
3000 - Employee Benefits	\$1,899	\$39,019	4.87%	\$78,038	2.43%	\$76,139
4000 - Supplies and Materials	\$0	\$939	0%	\$1,877	0%	\$1,877
5000 - Other Operating Expenses and Services	\$295	\$11,000	2.68%	\$22,000	1.34%	\$21,705
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$733	\$8,031	9.13%	\$16,061	4.56%	\$15,328
Totals	\$15,384	\$168,637	9.12%	\$337,273	4.56%	\$321,889

Corrective Action Plan

We have hired a full-time staff position, the compensation for which will be reported beginning Q3.

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

Krsity Lisle, VP Instruction

Valerie Fong, Acting Dean, Language Arts and the Learning Resource Center

Foothill College 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	\$12,457	\$48,875	25.49%	\$65,167	19.12%	\$52,710
2000 - Non-Instructional Salaries	\$10,869	\$115,598	9.4%	\$154,130	7.05%	\$143,261
3000 - Employee Benefits	\$4,939	\$58,529	8.44%	\$78,038	6.33%	\$73,099
4000 - Supplies and Materials	\$329	\$1,408	23.37%	\$1,877	17.53%	\$1,548
5000 - Other Operating Expenses and Services	\$974	\$16,500	5.9%	\$22,000	4.43%	\$21,026
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,478	\$12,046	12.27%	\$16,061	9.2%	\$14,583
Totals	\$31,046	\$252,955	12.27%	\$337,273	9.21%	\$306,227

Corrective Action Plan

We will be processing labor redistributions for instructional salaries. Salary/benefits for the Adult Ed Coordinator, who started in Q3, will continue in Q4.

Status
Submitted

Foothill College 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	\$12,457	\$65,167	19.12%	\$65,167	19.12%	\$52,710
2000 - Non-Instructional Salaries	\$27,174	\$154,130	17.63%	\$154,130	17.63%	\$126,956
3000 - Employee Benefits	\$10,641	\$78,038	13.64%	\$78,038	13.64%	\$67,397
4000 - Supplies and Materials	\$329	\$1,877	17.53%	\$1,877	17.53%	\$1,548
5000 - Other Operating Expenses and Services	\$20,574	\$22,000	93.52%	\$22,000	93.52%	\$1,426
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,559	\$16,061	22.16%	\$16,061	22.16%	\$12,502
Totals	\$74,734	\$337,273	22.16%	\$337,273	22.16%	\$262,539

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

Guidance: Yes

Corrective Action Plan

Non-instructional salary and associated benefits for Program Coordinator, Adult Ed, will continue. Labor redistribution for instructional salaries and associated benefits will be processed.

Status
Submitted

Fremont Union High

Fremont 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	\$259,732	\$312,664	83.07%	\$1,250,657	20.77%	\$990,925
2000 - Non-Instructional Salaries	\$184,982	\$160,000	115.61%	\$800,000	23.12%	\$615,018
3000 - Employee Benefits	\$179,882	\$150,000	119.92%	\$600,000	29.98%	\$420,118
4000 - Supplies and Materials	\$14,660	\$16,538	88.65%	\$66,150	22.16%	\$51,490
5000 - Other Operating Expenses and Services	\$73,935	\$0	100%	\$150,000	49.29%	\$76,065
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$143,000	0%	\$143,000
Totals	\$713,191	\$639,202	111.58%	\$3,009,807	23.7%	\$2,296,616

Summary of Activities:

Salaries & benefits for CAEP program teachers, administrators, and classified staff. Opening of school supplies and materials for students. CAEP program marketing materials and services, ASAP, and operating costs.

Status
Submitted

Fremont 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	\$650,567	\$625,329	104.04%	\$1,250,657	52.02%	\$600,090
2000 - Non-Instructional Salaries	\$387,647	\$400,000	96.91%	\$800,000	48.46%	\$412,353
3000 - Employee Benefits	\$344,570	\$300,000	114.86%	\$600,000	57.43%	\$255,430
4000 - Supplies and Materials	\$26,151	\$33,075	79.07%	\$66,150	39.53%	\$39,999
5000 - Other Operating Expenses and Services	\$87,828	\$19,000	462.25%	\$150,000	58.55%	\$62,172
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$143,000	0%	\$143,000
Totals	\$1,496,763	\$1,377,404	108.67%	\$3,009,807	49.73%	\$1,513,044

Summary of Activities:

Salaries & benefits for employees in CAEP areas; general operating expenses; classroom supplies & technology.

**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

Lori Riehl, Principal

Fremont 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	\$981,965	\$937,993	104.69%	\$1,250,657	78.52%	\$268,692
2000 - Non-Instructional Salaries	\$586,855	\$600,000	97.81%	\$800,000	73.36%	\$213,145
3000 - Employee Benefits	\$513,459	\$450,000	114.1%	\$600,000	85.58%	\$86,541
4000 - Supplies and Materials	\$35,650	\$49,613	71.86%	\$66,150	53.89%	\$30,500
5000 - Other Operating Expenses and Services	\$107,125	\$19,000	563.82%	\$150,000	71.42%	\$42,875
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$143,000	0%	\$143,000
Totals	\$2,225,054	\$2,056,605	108.19%	\$3,009,807	73.93%	\$784,753

Summary of Activities:

Salaries and benefits for employees teaching or supporting CAEP program areas; overhead services; supplies and materials for classes; professional development.

Status
Submitted

Fremont 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	\$1,268,751	\$1,250,657	101.45%	\$1,250,657	101.45%	⚠ -\$18,094
2000 - Non-Instructional Salaries	\$768,782	\$800,000	96.1%	\$800,000	96.1%	\$31,218
3000 - Employee Benefits	\$669,851	\$600,000	111.64%	\$600,000	111.64%	⚠ -\$69,851
4000 - Supplies and Materials	\$40,641	\$66,150	61.44%	\$66,150	61.44%	\$25,509
5000 - Other Operating Expenses and Services	\$118,811	\$19,000	625.32%	\$150,000	79.21%	\$31,189
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$142,971	\$143,000	99.98%	\$143,000	99.98%	\$29
Totals	\$3,009,807	\$2,878,807	104.55%	\$3,009,807	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:

CAEP funds were expended on teachers salaries and benefits in each of the program areas. Funds also paid for the salaries and benefits of classified staff who support teachers and students in program areas. Materials, supplies, and operating costs for each program area are supported by CAEP funds. During COVID-19, we continued education for our students and loaned Chromebooks to students in the ASE program to complete their credits towards a diploma.

**Status
Submitted**

Mountain View-Los Altos Union High

Mountain View-Los Altos 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	\$241,753	\$379,921	63.63%	\$1,519,683	15.91%	\$1,277,930
2000 - Non-Instructional Salaries	\$163,669	\$182,504	89.68%	\$730,017	22.42%	\$566,348
3000 - Employee Benefits	\$152,773	\$223,566	68.33%	\$894,265	17.08%	\$741,492
4000 - Supplies and Materials	\$15,797	\$28,502	55.42%	\$114,008	13.86%	\$98,211
5000 - Other Operating Expenses and Services	\$168,659	\$52,687	320.12%	\$210,748	80.03%	\$42,089
6000 - Capital Outlay	\$0	\$6,202	0%	\$24,809	0%	\$24,809
7000 - Other Outgo	\$0	\$0	0%	\$1	0%	\$1
Indirect Costs	\$0	\$43,583	0%	\$174,333	0%	\$174,333
Totals	\$742,651	\$916,966	80.99%	\$3,667,864	20.25%	\$2,925,213

Corrective Action Plan

Expenditures will fall within target by the third and fourth quarters - no corrective action needed at this time.

Summary of Activities:

MVLA Adult School current expenses are in line with the budget and workplan.

Status
Submitted

Mountain View-Los Altos 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	\$639,503	\$759,842	84.16%	\$1,519,683	42.08%	\$880,180
2000 - Non-Instructional Salaries	\$350,415	\$365,009	96%	\$730,017	48%	\$379,602
3000 - Employee Benefits	\$384,740	\$447,133	86.05%	\$894,265	43.02%	\$509,525
4000 - Supplies and Materials	\$39,699	\$57,004	69.64%	\$114,008	34.82%	\$74,309
5000 - Other Operating Expenses and Services	\$254,726	\$105,374	241.74%	\$210,748	120.87%	⚠ -\$43,978
6000 - Capital Outlay	\$0	\$12,405	0%	\$24,809	0%	\$24,809
7000 - Other Outgo	\$1	\$1	200%	\$1	100%	\$0
Indirect Costs	\$0	\$87,167	0%	\$174,333	0%	\$174,333
Totals	\$1,669,084	\$1,833,932	91.01%	\$3,667,864	45.51%	\$1,998,780

Summary of Activities:

MVLA Adult School current expenses are in line with the budget and work plan.

**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. Brenda Harris, Director

Mountain View-Los Altos 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	\$968,844	\$1,139,762	85%	\$1,519,683	63.75%	\$550,839
2000 - Non-Instructional Salaries	\$521,961	\$547,513	95.33%	\$730,017	71.5%	\$208,056
3000 - Employee Benefits	\$594,591	\$670,699	88.65%	\$894,265	66.49%	\$299,674
4000 - Supplies and Materials	\$53,924	\$85,506	63.06%	\$114,008	47.3%	\$60,084
5000 - Other Operating Expenses and Services	\$306,697	\$158,061	194.04%	\$210,748	145.53%	⚠ -\$95,949
6000 - Capital Outlay	\$0	\$18,607	0%	\$24,809	0%	\$24,809
7000 - Other Outgo	\$1	\$1	133.33%	\$1	100%	\$0
Indirect Costs	\$0	\$130,750	0%	\$174,333	0%	\$174,333
Totals	\$2,446,018	\$2,750,898	88.92%	\$3,667,864	66.69%	\$1,221,846

Summary of Activities:

MVLA Adult School expenditures are in line with 3rd quarter expenditures. We will request line item change at quarter 4 for the 5000s.

Status
Submitted

Mountain View-Los Altos 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	\$1,365,820	\$1,519,683	89.88%	\$1,519,683	89.88%	\$153,863
2000 - Non-Instructional Salaries	\$722,914	\$730,017	99.03%	\$730,017	99.03%	\$7,103
3000 - Employee Benefits	\$777,017	\$894,265	86.89%	\$894,265	86.89%	\$117,248
4000 - Supplies and Materials	\$70,858	\$114,008	62.15%	\$114,008	62.15%	\$43,150
5000 - Other Operating Expenses and Services	\$382,627	\$210,748	181.56%	\$210,748	181.56%	ⓘ -\$171,879
6000 - Capital Outlay	\$0	\$24,809	0%	\$24,809	0%	\$24,809
7000 - Other Outgo	\$2	\$1	200%	\$1	200%	ⓘ -\$1
Indirect Costs	\$174,333	\$174,333	100%	\$174,333	100%	\$0
Totals	\$3,493,571	\$3,667,864	95.25%	\$3,667,864	95.25%	\$174,293

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

Summary of Activities:

CAEP funding was used to support Core programs Instructional Salaries, benefits, classified salaries, supplies, and operating costs. Due to COVID-19 two positions were not filled and conferences not attended. Some supplies for Core programs were not ordered while school was closed. Distance Learning materials will be ordered and positions filled in the near future.

**Status
Submitted**

Palo Alto Unified

Palo Alto 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	\$112,321	\$202,760	55.4%	\$811,041	13.85%	\$698,720
2000 - Non-Instructional Salaries	\$127,494	\$134,114	95.06%	\$536,455	23.77%	\$408,961
3000 - Employee Benefits	\$80,795	\$111,266	72.61%	\$445,064	18.15%	\$364,269
4000 - Supplies and Materials	\$19,816	\$21,173	93.59%	\$84,690	23.4%	\$64,874
5000 - Other Operating Expenses and Services	\$0	\$37,221	0%	\$88,882	0%	\$88,882
6000 - Capital Outlay	\$0	\$33,339	0%	\$133,357	0%	\$133,357
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$24,577	0%	\$98,307	0%	\$98,307
Totals	\$340,426	\$564,449	60.31%	\$2,197,796	15.49%	\$1,857,370

Corrective Action Plan

We will expend more during the upcoming quarters.

Status
Submitted

Palo Alto 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	\$322,353	\$405,521	79.49%	\$811,041	39.75%	\$488,688
2000 - Non-Instructional Salaries	\$275,092	\$268,228	102.56%	\$536,455	51.28%	\$261,363
3000 - Employee Benefits	\$183,268	\$222,532	82.36%	\$445,064	41.18%	\$261,796
4000 - Supplies and Materials	\$24,621	\$42,345	58.14%	\$84,690	29.07%	\$60,069
5000 - Other Operating Expenses and Services	\$53,590	\$54,441	98.44%	\$88,882	60.29%	\$35,292
6000 - Capital Outlay	\$0	\$66,679	0%	\$133,357	0%	\$133,357
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$49,154	0%	\$98,307	0%	\$98,307
Totals	\$858,924	\$1,108,898	77.46%	\$2,197,796	39.08%	\$1,338,872

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

Dave Hoshiwara , Principal

Palo Alto 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	\$449,276	\$608,281	73.86%	\$811,041	55.39%	\$361,765
2000 - Non-Instructional Salaries	\$416,510	\$402,341	103.52%	\$536,455	77.64%	\$119,945
3000 - Employee Benefits	\$268,209	\$333,798	80.35%	\$445,064	60.26%	\$176,855
4000 - Supplies and Materials	\$33,537	\$63,518	52.8%	\$84,690	39.6%	\$51,153
5000 - Other Operating Expenses and Services	\$87,328	\$71,662	121.86%	\$88,882	98.25%	\$1,554
6000 - Capital Outlay	\$0	\$100,018	0%	\$133,357	0%	\$133,357
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$73,730	0%	\$98,307	0%	\$98,307
Totals	\$1,254,860	\$1,653,347	75.9%	\$2,197,796	57.1%	\$942,936

Summary of Activities:

PAUSD Adult School expenditures in line with line with Q3 projections.

**Status
Submitted**

Palo Alto 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	\$574,248	\$811,041	70.8%	\$811,041	70.8%	\$236,793
2000 - Non-Instructional Salaries	\$471,564	\$536,455	87.9%	\$536,455	87.9%	\$64,891
3000 - Employee Benefits	\$314,499	\$445,064	70.66%	\$445,064	70.66%	\$130,565
4000 - Supplies and Materials	\$42,171	\$84,690	49.79%	\$84,690	49.79%	\$42,519
5000 - Other Operating Expenses and Services	\$124,710	\$88,882	140.31%	\$88,882	140.31%	⚠ -\$35,828
6000 - Capital Outlay	\$0	\$133,357	0%	\$133,357	0%	\$133,357
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$75,942	\$98,307	77.25%	\$98,307	77.25%	\$22,365
Totals	\$1,603,134	\$2,197,796	72.94%	\$2,197,796	72.94%	\$594,662

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

Guidance: Yes

Summary of Activities:

The reason that line 5000 is over budget is due to the purchase of a new portable that was put on our site to use as additional classroom space, a small computer lab and some cubicle offices.

Status
Submitted



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