

CAEP Consortium Fiscal Reporting 19 Glendale Community College District Regional Consortium

2020-21 Fiscal Year

Certification

Certified By

MaryAnn Pranke
GlendaleLEARNS Coordinator

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

Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Glendale CCD	Submitted	Not Submitted	Not Submitted	Not Submitted
Verdugo Workforce Development Board*	Submitted	Not Submitted	Not Submitted	Not Submitted

Glendale CCD

Glendale 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	\$40,990	\$40,990	100%	\$273,266	15%	\$232,276
2000 - Non-Instructional Salaries	\$17,822	\$17,822	100%	\$118,811	15%	\$100,989
3000 - Employee Benefits	\$11,762	\$11,762	100%	\$78,416	15%	\$66,654
4000 - Supplies and Materials	\$750	\$750	100%	\$5,000	15%	\$4,250
5000 - Other Operating Expenses and Services	\$8,000	\$8,000	100%	\$53,334	15%	\$45,334
6000 - Capital Outlay	\$1,500	\$1,500	100%	\$10,000	15%	\$8,500
7000 - Other Outgo	\$4,041	\$4,041	100%	\$26,941	15%	\$22,900
Indirect Costs	\$4,243	\$4,243	99.99%	\$28,289	15%	\$24,046
Totals	\$89,108	\$89,109	100%	\$594,057	15%	\$504,949

Corrective Action Plan

There are no line items that fall below targets. Targets were set at 15% for each object code and those expenditures were met in this first quarter of PY 20-21.

Summary of Activities:

Virtual summer classes continued in this first quarter (July through September 2020) including our ESL, ASE, ABE and skills training. Our Medical Assistant Career Pathway also continued during this reporting period. Los Angeles continues with a Safer at Home Order and a Phase 1 in the reopening process, requiring Glendale Community College to continue distance learning through the fall semester. This quarter was also dedicated to ensuring all students had the technology needed to participate in distance learning. Career Counseling and DSPS services continue on a virtual basis to ensure that all students have the support they need.

Status
Submitted

Glendale 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	\$40,990	\$81,980	50%	\$273,266	15%	\$232,276
2000 - Non-Instructional Salaries	\$17,822	\$35,643	50%	\$118,811	15%	\$100,989
3000 - Employee Benefits	\$11,762	\$23,525	50%	\$78,416	15%	\$66,654
4000 - Supplies and Materials	\$750	\$1,500	50%	\$5,000	15%	\$4,250
5000 - Other Operating Expenses and Services	\$8,000	\$16,000	50%	\$53,334	15%	\$45,334
6000 - Capital Outlay	\$1,500	\$3,000	50%	\$10,000	15%	\$8,500
7000 - Other Outgo	\$4,041	\$8,082	50%	\$26,941	15%	\$22,900
Indirect Costs	\$4,243	\$8,487	50%	\$28,289	15%	\$24,046
Totals	\$89,108	\$178,217	50%	\$594,057	15%	\$504,949

Status
Unsubmitted

Glendale 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	\$40,990	\$122,970	33.33%	\$273,266	15%	\$232,276
2000 - Non-Instructional Salaries	\$17,822	\$53,465	33.33%	\$118,811	15%	\$100,989
3000 - Employee Benefits	\$11,762	\$35,287	33.33%	\$78,416	15%	\$66,654
4000 - Supplies and Materials	\$750	\$2,250	33.33%	\$5,000	15%	\$4,250
5000 - Other Operating Expenses and Services	\$8,000	\$24,000	33.33%	\$53,334	15%	\$45,334
6000 - Capital Outlay	\$1,500	\$4,500	33.33%	\$10,000	15%	\$8,500
7000 - Other Outgo	\$4,041	\$12,123	33.33%	\$26,941	15%	\$22,900
Indirect Costs	\$4,243	\$12,730	33.33%	\$28,289	15%	\$24,046
Totals	\$89,108	\$267,326	33.33%	\$594,057	15%	\$504,949

Status
Unsubmitted

Glendale 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	\$40,990	\$273,266	15%	\$273,266	15%	\$232,276
2000 - Non-Instructional Salaries	\$17,822	\$118,811	15%	\$118,811	15%	\$100,989
3000 - Employee Benefits	\$11,762	\$78,416	15%	\$78,416	15%	\$66,654
4000 - Supplies and Materials	\$750	\$5,000	15%	\$5,000	15%	\$4,250
5000 - Other Operating Expenses and Services	\$8,000	\$53,334	15%	\$53,334	15%	\$45,334
6000 - Capital Outlay	\$1,500	\$10,000	15%	\$10,000	15%	\$8,500
7000 - Other Outgo	\$4,041	\$26,941	15%	\$26,941	15%	\$22,900
Indirect Costs	\$4,243	\$28,289	15%	\$28,289	15%	\$24,046
Totals	\$89,108	\$594,057	15%	\$594,057	15%	\$504,949

Status
Unsubmitted

Verdugo Workforce Development Board*

Verdugo Workforce Development Board* 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	\$30,285	\$30,285	100%	\$201,902	15%	\$171,617
3000 - Employee Benefits	\$20,190	\$20,190	100%	\$134,601	15%	\$114,411
4000 - Supplies and Materials	\$0	\$900	0%	\$6,000	0%	\$6,000
5000 - Other Operating Expenses and Services	\$0	\$32,081	0%	\$213,872	0%	\$213,872
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	\$50,475	\$83,456	60.48%	\$556,375	9.07%	\$505,900

Corrective Action Plan

Two line items are below target of 15% expenditure: Supplies and Materials and Other Operating Expenses. With GlendaleLEARNS Coordinator continuing to work virtually and staff working virtually on a rotational basis, supplies and materials were not incurred this quarter. Contracts were executed this quarter and no invoices were submitted yet for services provided. Expenses are expected to be incurred in the next quarter.

Summary of Activities:

This quarter was dedicated to preparing for the 20-21 program year. July was dedicated to finalizing input into the Annual Plan and completing the plan which was submitted in August. Due to the impact of the pandemic, the Verdugo Workforce Development Board has conducted environmental scans to prepare the Annual Plan and continues updates during meetings to keep the Consortium informed. Environmental Scans include unemployment rates, Unemployment Insurance claims, demographics of the unemployed, and layoff activity, Contracts and MOUs with partners were also generated and signed. Co-enrollments continue with ESL students and WIOA Title I to access additional services including supportive services to assist with living expenses during these challenging times.

Status
Submitted

Verdugo Workforce Development Board* 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	\$30,285	\$60,571	50%	\$201,902	15%	\$171,617
3000 - Employee Benefits	\$20,190	\$40,380	50%	\$134,601	15%	\$114,411
4000 - Supplies and Materials	\$0	\$1,800	0%	\$6,000	0%	\$6,000
5000 - Other Operating Expenses and Services	\$0	\$64,162	0%	\$213,872	0%	\$213,872
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	\$50,475	\$166,913	30.24%	\$556,375	9.07%	\$505,900

Status
Unsubmitted

Verdugo Workforce Development Board* 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	\$30,285	\$90,856	33.33%	\$201,902	15%	\$171,617
3000 - Employee Benefits	\$20,190	\$60,570	33.33%	\$134,601	15%	\$114,411
4000 - Supplies and Materials	\$0	\$2,700	0%	\$6,000	0%	\$6,000
5000 - Other Operating Expenses and Services	\$0	\$96,242	0%	\$213,872	0%	\$213,872
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	\$50,475	\$250,369	20.16%	\$556,375	9.07%	\$505,900

Status
Unsubmitted

Verdugo Workforce Development Board* 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	\$30,285	\$201,902	15%	\$201,902	15%	\$171,617
3000 - Employee Benefits	\$20,190	\$134,601	15%	\$134,601	15%	\$114,411
4000 - Supplies and Materials	\$0	\$6,000	0%	\$6,000	0%	\$6,000
5000 - Other Operating Expenses and Services	\$0	\$213,872	0%	\$213,872	0%	\$213,872
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	\$50,475	\$556,375	9.07%	\$556,375	9.07%	\$505,900

Status
Unsubmitted



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