

# CAEP Consortium Fiscal Reporting 33 Monterey Peninsula CCD

2020-21 Fiscal Year

## Certification

**Certified By**

Christian Smith  
Director of Academic Pathways and Partnerships

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
<a href="#">Carmel Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Monterey Peninsula CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Monterey Peninsula Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Pacific Grove Unified</a>	Submitted	Submitted	Submitted	Submitted

## Carmel Unified

**Carmel 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	\$6,991	\$6,983	100.12%	\$46,550	15.02%	\$39,559
2000 - Non-Instructional Salaries	\$1,104	\$758	145.74%	\$5,050	21.86%	\$3,946
3000 - Employee Benefits	\$1,878	\$284	660.69%	\$11,080	16.95%	\$9,202
4000 - Supplies and Materials	\$0	\$720	0%	\$4,800	0%	\$4,800
5000 - Other Operating Expenses and Services	\$748	\$5,399	13.85%	\$35,993	2.08%	\$35,245
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
<b>Totals</b>	<b>\$10,721</b>	<b>\$14,143</b>	<b>75.8%</b>	<b>\$103,473</b>	<b>10.36%</b>	<b>\$92,752</b>

### Corrective Action Plan

Employees benefits were entered incorrectly for the projections. They are in line with last year. We have little expenses in the area of technology or instructional materials at this time. We are looking into more distance learning materials that our students, especially ones in remote areas can access easily from home. Our numbers of students has fluctuated over the last year due to COVID-19 and the distance learning model.

### Summary of Activities:

Frequent meetings with consortium and instructor.

**Status**  
**Submitted**

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### Carmel 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	\$14,172	\$13,965	101.48%	\$46,550	30.44%	\$32,378
2000 - Non-Instructional Salaries	\$2,267	\$1,515	149.64%	\$5,050	44.89%	\$2,783
3000 - Employee Benefits	\$3,756	\$569	660.69%	\$11,080	33.9%	\$7,324
4000 - Supplies and Materials	\$254	\$1,440	17.64%	\$4,800	5.29%	\$4,546
5000 - Other Operating Expenses and Services	\$748	\$10,798	6.93%	\$35,993	2.08%	\$35,245
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
<b>Totals</b>	<b>\$21,197</b>	<b>\$28,286</b>	<b>74.94%</b>	<b>\$103,473</b>	<b>20.49%</b>	<b>\$82,276</b>

### Corrective Action Plan

Adjusted budget for remote instruction. Less expenditures and less need for materials. All classes are conducted via Zoom and social media platforms.

**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**

Tom Parry, Principal of Carmel Adult School

### Carmel 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	\$24,656	\$20,948	117.7%	\$46,550	52.97%	\$21,894
2000 - Non-Instructional Salaries	\$3,380	\$2,273	148.73%	\$5,050	66.93%	\$1,670
3000 - Employee Benefits	\$5,828	\$853	683.44%	\$11,080	52.6%	\$5,252
4000 - Supplies and Materials	\$254	\$2,160	11.76%	\$4,800	5.29%	\$4,546
5000 - Other Operating Expenses and Services	\$748	\$16,197	4.62%	\$35,993	2.08%	\$35,245
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
<b>Totals</b>	<b>\$34,866</b>	<b>\$42,430</b>	<b>82.17%</b>	<b>\$103,473</b>	<b>33.7%</b>	<b>\$68,607</b>

### Corrective Action Plan

We are still in a distance model and have not spent much on our budgets other than salaries and benefits.

### Summary of Activities:

Salaries and benefits remain the largest part of our budget. We have spent little on supplies or instructional materials. We hope to return to in-person learning when it is safe to do so.

**Status**  
**Submitted**

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### Carmel 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	\$39,788	\$27,930	142.46%	\$46,550	85.47%	\$6,762
2000 - Non-Instructional Salaries	\$4,988	\$3,030	164.62%	\$5,050	98.77%	\$62
3000 - Employee Benefits	\$7,961	\$1,137	700.18%	\$11,080	71.85%	\$3,119
4000 - Supplies and Materials	\$254	\$2,880	8.82%	\$4,800	5.29%	\$4,546
5000 - Other Operating Expenses and Services	\$748	\$21,596	3.46%	\$35,993	2.08%	\$35,245
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
<b>Totals</b>	<b>\$53,739</b>	<b>\$56,573</b>	<b>94.99%</b>	<b>\$103,473</b>	<b>51.94%</b>	<b>\$49,734</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**

We had less costs due to students not being in the classrooms. We still paid our one teacher and he continued to teacher through a distance model.

**Summary of Activities:**

We hope to continue on a hybrid model of some distance learning for students that live in remote areas as well as in person learning.

**Status  
Submitted**

**Monterey Peninsula CCD**

Monterey Peninsula CCD Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$19,000	0%	\$19,000
2000 - Non-Instructional Salaries	\$9,810	\$8,175	120%	\$32,700	30%	\$22,890
3000 - Employee Benefits	\$2,972	\$8,127	36.57%	\$32,509	9.14%	\$29,537
4000 - Supplies and Materials	\$0	\$0	100%	\$10,659	0%	\$10,659
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$383	\$1,076	35.59%	\$4,305	8.9%	\$3,922
<b>Totals</b>	<b>\$13,165</b>	<b>\$17,379</b>	<b>75.75%</b>	<b>\$99,173</b>	<b>13.27%</b>	<b>\$86,008</b>

### Corrective Action Plan

Due to date range of the quarter it falls mostly over our summer break and with Covid still having the campus locked down we saw less than normal summer activity, this not warranting as much time this summer. As the fall semester starting up we should see a uptick in staff returning. The yearly budget reflected more number in the 2 and 3 quarters since these dates tend to overlap when we are in session. Employee Benefits were calculated for the whole year and divided by 4 and projected quarterly, but the majority of the staff time will be billed in Q2-4. so the benefits will be higher in those quarters then they are now to offset the difference.

### Summary of Activities:

Met with consortium on a regular basis, planned and made adjustments for the upcoming school year due to Covid 19.

Status

Submitted

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### Monterey Peninsula CCD Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$7,040	0%	\$19,000	0%	\$19,000
2000 - Non-Instructional Salaries	\$9,810	\$16,350	60%	\$32,700	30%	\$22,890
3000 - Employee Benefits	\$2,985	\$16,255	18.36%	\$32,509	9.18%	\$29,524
4000 - Supplies and Materials	\$0	\$1,415	0%	\$10,659	0%	\$10,659
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$384	\$2,153	17.84%	\$4,305	8.92%	\$3,921
<b>Totals</b>	<b>\$13,179</b>	<b>\$43,212</b>	<b>30.5%</b>	<b>\$99,173</b>	<b>13.29%</b>	<b>\$85,994</b>

### Corrective Action Plan

Due to the pandemic we still have a staff member who is out and there is anticipation with vaccine rollout that staff members will return in Q3 and Q4 and projects will start up again. Instructional Salaries should kick in in Q3-Q4.

### Summary of Activities:

Met with consortium on a regular basis, planned and made adjustments for the upcoming school year due to Covid 19.

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

Christian Smith, Director of Academic Pathways and Partnerships

Dr. Jon Knolle, Vice President of Academic Affairs

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$13,818	\$12,980	106.46%	\$19,000	72.73%	\$5,182
2000 - Non-Instructional Salaries	\$29,430	\$24,525	120%	\$32,700	90%	\$3,270
3000 - Employee Benefits	\$11,653	\$24,382	47.79%	\$32,509	35.85%	\$20,856
4000 - Supplies and Materials	\$0	\$5,330	0%	\$10,659	0%	\$10,659
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,648	\$3,229	51.04%	\$4,305	38.28%	\$2,657
<b>Totals</b>	<b>\$56,549</b>	<b>\$70,445</b>	<b>80.27%</b>	<b>\$99,173</b>	<b>57.02%</b>	<b>\$42,624</b>

### Summary of Activities:

Q3 saw the return of the College Counseling team working with our Adult school partners. Majority of yearly allocation was completed in Q3. Faculty also utilize time to revamp curriculum at the College to be sustainable after the pandemic.

**Status  
Submitted**

### Monterey Peninsula 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	\$15,569	\$19,000	81.94%	\$19,000	81.94%	\$3,431
2000 - Non-Instructional Salaries	\$40,320	\$32,700	123.3%	\$32,700	123.3%	-\$7,620
3000 - Employee Benefits	\$29,592	\$32,509	91.03%	\$32,509	91.03%	\$2,917
4000 - Supplies and Materials	\$0	\$10,659	0%	\$10,659	0%	\$10,659
5000 - Other Operating Expenses and Services	\$175	\$0	100%	\$0	100%	-\$175
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,282	\$4,305	99.47%	\$4,305	99.47%	\$23
<b>Totals</b>	<b>\$89,938</b>	<b>\$99,173</b>	<b>90.69%</b>	<b>\$99,173</b>	<b>90.69%</b>	<b>\$9,235</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:

Continued to provide general counseling support at the local Adult schools in our consortium. Provided support for ESL population on campus and partnered with a adult school outside of our consortium to provide a presentation to ESL culinary students. Continued to meet regularly as a consortium. The majority of our work remained online due to Covid 19, but we started planning a return to face to face services in a the Fall. Due to one time PPP money we did not use our supplies and material funds as we had anticipated. We will look to use those funds to strategically market the programs to our Adult learners as we look to bring on face to face, hybrid and online learning in the Fall.

**Status**  
**Submitted**

## Monterey Peninsula Unified

Monterey Peninsula 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	\$127,305	\$128,601	98.99%	\$514,404	24.75%	\$387,099
2000 - Non-Instructional Salaries	\$39,930	\$46,864	85.2%	\$187,456	21.3%	\$147,526
3000 - Employee Benefits	\$50,590	\$49,134	102.96%	\$196,536	25.74%	\$145,946
4000 - Supplies and Materials	\$31	\$25,982	0.12%	\$103,929	0.03%	\$103,898
5000 - Other Operating Expenses and Services	\$16,870	\$17,285	97.6%	\$69,141	24.4%	\$52,271
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$13,393	0%	\$53,573	0%	\$53,573
<b>Totals</b>	<b>\$234,726</b>	<b>\$281,260</b>	<b>83.46%</b>	<b>\$1,125,039</b>	<b>20.86%</b>	<b>\$890,313</b>

### Summary of Activities:

This quarter expenditures were made to support CAEP program areas, including ESL, ASE, PE, AWD and CTE. The object code 1000 expenditures were spent on certificated staff salaries. The 2000 expenditures were spent on classified staff salaries, including office and support staff. The 3000 were spent on employee benefits. The 4000 were spent sparingly on instructional materials. The 5000 were spent on software needed for attendance, security and other operating costs.

**Status  
Submitted**

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### Monterey Peninsula 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	\$256,392	\$128,601	199.37%	\$514,404	49.84%	\$258,012
2000 - Non-Instructional Salaries	\$87,987	\$46,864	187.75%	\$187,456	46.94%	\$99,469
3000 - Employee Benefits	\$105,707	\$49,134	215.14%	\$196,536	53.79%	\$90,829
4000 - Supplies and Materials	\$636	\$25,982	2.45%	\$103,929	0.61%	\$103,293
5000 - Other Operating Expenses and Services	\$17,955	\$17,285	103.87%	\$69,141	25.97%	\$51,186
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$21,782	\$13,393	162.63%	\$53,573	40.66%	\$31,791
<b>Totals</b>	<b>\$490,459</b>	<b>\$281,260</b>	<b>174.38%</b>	<b>\$1,125,039</b>	<b>43.59%</b>	<b>\$634,580</b>

### Summary of Activities:

This quarter expenditures were made to support CAEP program areas, including ESL, ASE, PE, AWD and CTE. The object code 1000 expenditures were spent on certificated staff salaries. The 2000 expenditures were spent on classified staff salaries, including office and support staff. The 3000 were spent on employee benefits. The 4000 were spent sparingly on instructional materials. The 5000 were spent on software needed for other operating costs.

**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

Serina Eichelberger  
Alan Crawford, Principal

### Monterey Peninsula 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	\$402,902	\$128,601	313.3%	\$514,404	78.32%	\$111,502
2000 - Non-Instructional Salaries	\$133,059	\$46,864	283.93%	\$187,456	70.98%	\$54,397
3000 - Employee Benefits	\$163,373	\$49,134	332.5%	\$196,536	83.13%	\$33,163
4000 - Supplies and Materials	\$8,396	\$25,982	32.31%	\$103,929	8.08%	\$95,533
5000 - Other Operating Expenses and Services	\$22,181	\$17,285	128.32%	\$69,141	32.08%	\$46,960
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$34,239	\$13,393	255.64%	\$53,573	63.91%	\$19,334
<b>Totals</b>	<b>\$764,150</b>	<b>\$281,260</b>	<b>271.69%</b>	<b>\$1,125,039</b>	<b>67.92%</b>	<b>\$360,889</b>

### Summary of Activities:

The 1000's category was spent on certificated staff schedules for qualified CAEP programs, which had an increase due to retroactive pay negotiated between the union and the district from the 19-20 and 20-21 school year and more instructional days offered this quarter. The 2000's category was spent on classified salaries for qualified CAEP programs, which also saw an increase due to late negotiations. The 3000's were spent on benefits associated with salaries. The 4000's category was spent on instructional materials, including classroom supplies and some staff technology for CAEP programs. The 5000's was spent on software needed to support CAEP programs. Our indirect costs, capped at 5%, are included as well.

**Status**  
**Submitted**

### Monterey Peninsula 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	\$525,659	\$128,601	408.75%	\$514,404	102.19%	⤴ -\$11,255
2000 - Non-Instructional Salaries	\$156,812	\$46,864	334.61%	\$187,456	83.65%	\$30,644
3000 - Employee Benefits	\$207,841	\$49,134	423.01%	\$196,536	105.75%	⤴ -\$11,305
4000 - Supplies and Materials	\$83,995	\$25,982	323.28%	\$103,929	80.82%	\$19,934
5000 - Other Operating Expenses and Services	\$23,753	\$17,285	137.42%	\$69,141	34.35%	\$45,388
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$50,672	\$13,393	378.34%	\$53,573	94.58%	\$2,901
<b>Totals</b>	<b>\$1,048,732</b>	<b>\$281,260</b>	<b>372.87%</b>	<b>\$1,125,039</b>	<b>93.22%</b>	<b>\$76,307</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:

The funds in the 1000's were spent on instructional staff, administrator and counselors for CAEP approved programs in ESL, ASE, CTE and PE. Funds in the 2000's were spent on classified staff including office support staff and staff to reduced barriers to distance learning. The 3000's funds were spent on statutory and health benefits for staff. The funds in the 4000's were spent on instructional materials, specifically technology needed to access curriculum online. The funds in the 5000's were spent on educational and data systems platforms needed for CAEP programs. The indirects rate was 5%.

**Status**  
**Submitted**

## Pacific Grove Unified

Pacific Grove 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	\$99,566	\$0	100%	\$548,218	18.16%	\$448,652
2000 - Non-Instructional Salaries	\$153,174	\$0	100%	\$741,532	20.66%	\$588,358
3000 - Employee Benefits	\$71,566	\$0	100%	\$365,800	19.56%	\$294,234
4000 - Supplies and Materials	\$3,766	\$0	100%	\$87,116	4.32%	\$83,350
5000 - Other Operating Expenses and Services	\$5,509	\$0	100%	\$41,747	13.2%	\$36,238
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$55,700	0%	\$55,700
<b>Totals</b>	<b>\$333,581</b>	<b>\$0</b>	<b>100%</b>	<b>\$1,840,113</b>	<b>18.13%</b>	<b>\$1,506,532</b>

### Summary of Activities:

Expenditures for the first quarter fall at or under the 25% range of the total allocation for that object code. Supplies and Materials for Q1 fall way beneath 25% due to COVID and Encumbered expenses that will fall under Q2.

**Status**  
**Submitted**

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### Pacific Grove 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	\$209,438	\$0	100%	\$548,218	38.2%	\$338,780
2000 - Non-Instructional Salaries	\$305,631	\$0	100%	\$741,532	41.22%	\$435,901
3000 - Employee Benefits	\$145,493	\$0	100%	\$365,800	39.77%	\$220,307
4000 - Supplies and Materials	\$23,815	\$0	100%	\$87,116	27.34%	\$63,301
5000 - Other Operating Expenses and Services	\$17,898	\$0	100%	\$41,747	42.87%	\$23,849
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$55,700	0%	\$55,700
<b>Totals</b>	<b>\$702,275</b>	<b>\$0</b>	<b>100%</b>	<b>\$1,840,113</b>	<b>38.16%</b>	<b>\$1,137,838</b>

### Summary of Activities:

Expenditures for Q2 were spent to support AEP.

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

Barbara Martinez, Principal  
Song Chin-Bendib

### Pacific Grove 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	\$331,037	\$0	100%	\$548,218	60.38%	\$217,181
2000 - Non-Instructional Salaries	\$456,257	\$0	100%	\$741,532	61.53%	\$285,275
3000 - Employee Benefits	\$222,610	\$0	100%	\$365,800	60.86%	\$143,190
4000 - Supplies and Materials	\$68,415	\$0	100%	\$87,116	78.53%	\$18,701
5000 - Other Operating Expenses and Services	\$29,199	\$0	100%	\$41,747	69.94%	\$12,548
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$55,700	0%	\$55,700
<b>Totals</b>	<b>\$1,107,518</b>	<b>\$0</b>	<b>100%</b>	<b>\$1,840,113</b>	<b>60.19%</b>	<b>\$732,595</b>

### Summary of Activities:

The 1's Expenditures reflects certificated salaries, 2's reflect classified salaries and 3's benefits for all CAEP programs. The 4's represent materials and supplies associated with each program, including supplies needed for distance learning and return to school safe school plan. 5's reflect contract for services to support CAEP programs. Will need to amend the budget to account for indirect costs capped at 5% at the end of Q4.

**Status**  
**Submitted**

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### Pacific Grove 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	\$463,314	\$0	100%	\$548,218	84.51%	\$84,904
2000 - Non-Instructional Salaries	\$645,743	\$0	100%	\$741,532	87.08%	\$95,789
3000 - Employee Benefits	\$304,465	\$0	100%	\$365,800	83.23%	\$61,335
4000 - Supplies and Materials	\$86,877	\$0	100%	\$87,116	99.73%	\$239
5000 - Other Operating Expenses and Services	\$41,747	\$0	100%	\$41,747	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$55,700	\$55,700	100%	\$55,700	100%	\$0
<b>Totals</b>	<b>\$1,597,846</b>	<b>\$55,700</b>	<b>2,868.66%</b>	<b>\$1,840,113</b>	<b>86.83%</b>	<b>\$242,267</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:

The impact of COVID19 resulted the need for PGAEto temporarily reduce, or suspend classes until such time as students return to face to face instruction. There are remaining funds in Instructional Salaries for Certificated and Classified staff for the 2020-2021 school year. The remaining carryover will be distributed in the 1's, 2's and 3's for the 2021-2022 school year as staff return to the site.

**Status**  
**Submitted**



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