

CAEP Consortium Fiscal Reporting 34 Mt. San Antonio Regional Consortium for Adult Education

2019-20 Fiscal Year

Certification

Certified By

Rosa Royce

Chief Compliance and College Budget Officer

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 |
|---|-----------|-----------|-----------|-----------|
| Baldwin Park Unified | Submitted | Submitted | Submitted | Submitted |
| Bassett Unified | Submitted | Submitted | Submitted | Submitted |
| Charter Oak Unified | Submitted | Submitted | Submitted | Submitted |
| Covina-Valley Unified | Submitted | Submitted | Submitted | Submitted |
| East San Gabriel Valley ROP | Submitted | Submitted | Submitted | Submitted |
| Hacienda la Puente Unified | Submitted | Submitted | Submitted | Submitted |
| Mt. San Antonio CCD | Submitted | Submitted | Submitted | Submitted |
| Pomona Unified | Submitted | Submitted | Submitted | Submitted |
| Rowland Unified | Submitted | Submitted | Submitted | Submitted |

Baldwin Park Unified

Baldwin Park 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 | \$389,579 | \$0 | 100% | \$2,221,352 | 17.54% | \$1,831,773 |
| 2000 - Non-Instructional Salaries | \$281,362 | \$0 | 100% | \$1,541,493 | 18.25% | \$1,260,131 |
| 3000 - Employee Benefits | \$292,184 | \$0 | 100% | \$1,658,181 | 17.62% | \$1,365,997 |
| 4000 - Supplies and Materials | \$64,930 | \$0 | 100% | \$337,905 | 19.22% | \$272,975 |
| 5000 - Other Operating Expenses and Services | \$54,108 | \$0 | 100% | \$253,085 | 21.38% | \$198,977 |
| 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 | \$1,082,163 | \$0 | 100% | \$6,012,016 | 18% | \$4,929,853 |

Status
Submitted

Baldwin Park 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 | \$855,494 | \$0 | 100% | \$2,221,352 | 38.51% | \$1,365,858 |
| 2000 - Non-Instructional Salaries | \$569,451 | \$0 | 100% | \$1,541,493 | 36.94% | \$972,042 |
| 3000 - Employee Benefits | \$607,371 | \$0 | 100% | \$1,658,181 | 36.63% | \$1,050,810 |
| 4000 - Supplies and Materials | \$117,108 | \$0 | 100% | \$337,905 | 34.66% | \$220,797 |
| 5000 - Other Operating Expenses and Services | \$93,246 | \$0 | 100% | \$253,085 | 36.84% | \$159,839 |
| 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 | \$2,242,670 | \$0 | 100% | \$6,012,016 | 37.3% | \$3,769,346 |

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

Veronica Valenzuela, Director of Adult and Community Education

Baldwin Park 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 | \$1,614,891 | \$22,214 | 7,269.86% | \$2,221,352 | 72.7% | \$606,461 |
| 2000 - Non-Instructional Salaries | \$1,083,741 | \$15,415 | 7,030.46% | \$1,541,493 | 70.3% | \$457,752 |
| 3000 - Employee Benefits | \$1,182,362 | \$16,582 | 7,130.48% | \$1,658,181 | 71.3% | \$475,819 |
| 4000 - Supplies and Materials | \$260,074 | \$3,379 | 7,696.66% | \$337,905 | 76.97% | \$77,831 |
| 5000 - Other Operating Expenses and Services | \$192,372 | \$2,531 | 7,601.08% | \$253,085 | 76.01% | \$60,713 |
| 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 | \$4,333,440 | \$60,120 | 7,207.96% | \$6,012,016 | 72.08% | \$1,678,576 |

Status
Submitted

Baldwin Park 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 | \$2,221,352 | \$22,214 | 10,000% | \$2,221,352 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$1,541,493 | \$15,415 | 10,000% | \$1,541,493 | 100% | \$0 |
| 3000 - Employee Benefits | \$1,658,181 | \$16,582 | 10,000% | \$1,658,181 | 100% | \$0 |
| 4000 - Supplies and Materials | \$337,905 | \$3,379 | 10,000% | \$337,905 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$253,085 | \$2,531 | 10,000% | \$253,085 | 100% | \$0 |
| 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 | \$6,012,016 | \$60,120 | 10,000% | \$6,012,016 | 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:

1000 Instructional Salaries: Final salary expense was higher than budgeted amounts due to increased classes needed meet community needs. 3000 Employee Benefits: Health and Welfare benefits were increased for Certificated staff to meet increases negotiated for classified staff.

**Status
Submitted**

Bassett Unified

Bassett 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 | \$101,027 | \$189,446 | 53.33% | \$947,231 | 10.67% | \$846,204 |
| 2000 - Non-Instructional Salaries | \$99,702 | \$107,133 | 93.06% | \$535,663 | 18.61% | \$435,961 |
| 3000 - Employee Benefits | \$65,375 | \$90,206 | 72.47% | \$451,032 | 14.49% | \$385,657 |
| 4000 - Supplies and Materials | \$10,763 | \$13,180 | 81.66% | \$263,600 | 4.08% | \$252,837 |
| 5000 - Other Operating Expenses and Services | \$16,235 | \$14,704 | 110.41% | \$294,080 | 5.52% | \$277,845 |
| 6000 - Capital Outlay | \$93,307 | \$85,070 | 109.68% | \$850,699 | 10.97% | \$757,392 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$127,000 | 0% | \$127,000 |
| Totals | \$386,409 | \$499,739 | 77.32% | \$3,469,305 | 11.14% | \$3,082,896 |

Corrective Action Plan

Budget contains Certificated salaries for September while the actual salaries were paid in October (2nd Qtr)

Status
Submitted

Bassett 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 | \$319,746 | \$426,254 | 75.01% | \$947,231 | 33.76% | \$627,485 |
| 2000 - Non-Instructional Salaries | \$238,594 | \$241,048 | 98.98% | \$535,663 | 44.54% | \$297,069 |
| 3000 - Employee Benefits | \$176,575 | \$202,964 | 87% | \$451,032 | 39.15% | \$274,457 |
| 4000 - Supplies and Materials | \$36,280 | \$92,260 | 39.32% | \$263,600 | 13.76% | \$227,320 |
| 5000 - Other Operating Expenses and Services | \$47,624 | \$102,928 | 46.27% | \$294,080 | 16.19% | \$246,456 |
| 6000 - Capital Outlay | \$396,960 | \$510,419 | 77.77% | \$850,699 | 46.66% | \$453,739 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$127,000 | 0% | \$127,000 |
| Totals | \$1,215,779 | \$1,575,874 | 77.15% | \$3,469,305 | 35.04% | \$2,253,526 |

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

Albert Michel

Bassett 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 | \$516,902 | \$710,423 | 72.76% | \$947,231 | 54.57% | \$430,329 |
| 2000 - Non-Instructional Salaries | \$370,258 | \$401,747 | 92.16% | \$535,663 | 69.12% | \$165,405 |
| 3000 - Employee Benefits | \$286,153 | \$338,274 | 84.59% | \$451,032 | 63.44% | \$164,879 |
| 4000 - Supplies and Materials | \$51,652 | \$184,520 | 27.99% | \$263,600 | 19.59% | \$211,948 |
| 5000 - Other Operating Expenses and Services | \$146,337 | \$205,856 | 71.09% | \$294,080 | 49.76% | \$147,743 |
| 6000 - Capital Outlay | \$465,096 | \$680,559 | 68.34% | \$850,699 | 54.67% | \$385,603 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$127,000 | 0% | \$127,000 |
| Totals | \$1,836,398 | \$2,521,380 | 72.83% | \$3,469,305 | 52.93% | \$1,632,907 |

Status
Submitted

Bassett 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 | \$765,271 | \$947,231 | 80.79% | \$947,231 | 80.79% | \$181,960 |
| 2000 - Non-Instructional Salaries | \$527,236 | \$535,663 | 98.43% | \$535,663 | 98.43% | \$8,427 |
| 3000 - Employee Benefits | \$398,768 | \$451,032 | 88.41% | \$451,032 | 88.41% | \$52,264 |
| 4000 - Supplies and Materials | \$76,717 | \$263,600 | 29.1% | \$263,600 | 29.1% | \$186,883 |
| 5000 - Other Operating Expenses and Services | \$165,850 | \$294,080 | 56.4% | \$294,080 | 56.4% | \$128,230 |
| 6000 - Capital Outlay | \$510,388 | \$850,699 | 60% | \$850,699 | 60% | \$340,311 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$96,692 | \$127,000 | 76.14% | \$127,000 | 76.14% | \$30,308 |
| Totals | \$2,540,922 | \$3,469,305 | 73.24% | \$3,469,305 | 73.24% | \$928,383 |

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

Guidance: Yes

Status
Submitted

Charter Oak Unified

Charter Oak 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 | \$125,917 | \$102,127 | 123.29% | \$638,294 | 19.73% | \$512,377 |
| 2000 - Non-Instructional Salaries | \$53,967 | \$34,725 | 155.41% | \$217,034 | 24.87% | \$163,067 |
| 3000 - Employee Benefits | \$65,147 | \$62,708 | 103.89% | \$391,926 | 16.62% | \$326,779 |
| 4000 - Supplies and Materials | \$57,594 | \$87,244 | 66.01% | \$290,813 | 19.8% | \$233,219 |
| 5000 - Other Operating Expenses and Services | \$88,914 | \$64,500 | 137.85% | \$257,999 | 34.46% | \$169,085 |
| 6000 - Capital Outlay | \$54,742 | \$51,581 | 106.13% | \$644,758 | 8.49% | \$590,016 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$19,577 | \$17,961 | 109% | \$89,803 | 21.8% | \$70,226 |
| Totals | \$465,858 | \$420,846 | 110.7% | \$2,530,627 | 18.41% | \$2,064,769 |

Status
Submitted

Charter Oak 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 | \$212,229 | \$319,147 | 66.5% | \$638,294 | 33.25% | \$426,065 |
| 2000 - Non-Instructional Salaries | \$88,289 | \$108,517 | 81.36% | \$217,034 | 40.68% | \$128,745 |
| 3000 - Employee Benefits | \$117,360 | \$195,963 | 59.89% | \$391,926 | 29.94% | \$274,566 |
| 4000 - Supplies and Materials | \$77,102 | \$174,488 | 44.19% | \$290,813 | 26.51% | \$213,711 |
| 5000 - Other Operating Expenses and Services | \$127,529 | \$154,799 | 82.38% | \$257,999 | 49.43% | \$130,470 |
| 6000 - Capital Outlay | \$55,567 | \$386,855 | 14.36% | \$644,758 | 8.62% | \$589,191 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$31,125 | \$47,596 | 65.39% | \$89,803 | 34.66% | \$58,678 |
| Totals | \$709,201 | \$1,387,365 | 51.12% | \$2,530,627 | 28.02% | \$1,821,426 |

Corrective Action Plan

Staffing projections were higher than expected due to positions that have yet to be filled including a part time counselor and IT personnel. New courses are being planned which will need additional materials and supplies to cover start up costs as well as salaries for new teaching positions. Lastly, capital outlay dollars will be used to expand the site's parking lot to accommodate the increase in enrollment and student parking needs.

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

Debra Black

Ivan Ayro, Director of Adult & Career Technical Education

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|--------------------|
| 1000 - Instructional Salaries | \$341,766 | \$478,721 | 71.39% | \$638,294 | 53.54% | \$296,528 |
| 2000 - Non-Instructional Salaries | \$139,553 | \$162,776 | 85.73% | \$217,034 | 64.3% | \$77,481 |
| 3000 - Employee Benefits | \$195,421 | \$293,945 | 66.48% | \$391,926 | 49.86% | \$196,505 |
| 4000 - Supplies and Materials | \$83,414 | \$261,732 | 31.87% | \$290,813 | 28.68% | \$207,399 |
| 5000 - Other Operating Expenses and Services | \$168,139 | \$232,199 | 72.41% | \$257,999 | 65.17% | \$89,860 |
| 6000 - Capital Outlay | \$65,491 | \$612,520 | 10.69% | \$644,758 | 10.16% | \$579,267 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$46,414 | \$71,842 | 64.61% | \$89,803 | 51.68% | \$43,389 |
| Totals | \$1,040,198 | \$2,113,734 | 49.21% | \$2,530,627 | 41.1% | \$1,490,429 |

Corrective Action Plan

All of our expenditures fall below the target projections due to the closure of the school site on March 13th because of the pandemic. Classes were two weeks away from completing the Winter Quarter, and student registration for the Spring Quarter had just begun (which was set to start on April 20th). Although some classes were able to transition to distance learning for the Spring Quarter, the disruption has severely impacted student enrollment, which has decreased by over 70%. With a decrease in program/class offerings for the remainder of this school year, projected salary, benefits, materials and supplies expenditures will fall below the target. Lastly, 90% of the capital outlay has not been spent because the school's closure has prevented construction to begin for the expansion of the campus parking lot.

Status
Submitted

Charter Oak 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 | \$494,438 | \$638,294 | 77.46% | \$638,294 | 77.46% | \$143,856 |
| 2000 - Non-Instructional Salaries | \$206,481 | \$217,034 | 95.14% | \$217,034 | 95.14% | \$10,553 |
| 3000 - Employee Benefits | \$282,834 | \$391,926 | 72.17% | \$391,926 | 72.17% | \$109,092 |
| 4000 - Supplies and Materials | \$95,353 | \$290,813 | 32.79% | \$290,813 | 32.79% | \$195,460 |
| 5000 - Other Operating Expenses and Services | \$209,130 | \$257,999 | 81.06% | \$257,999 | 81.06% | \$48,869 |
| 6000 - Capital Outlay | \$133,941 | \$644,758 | 20.77% | \$644,758 | 20.77% | \$510,817 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$64,411 | \$89,803 | 71.72% | \$89,803 | 71.72% | \$25,392 |
| Totals | \$1,486,588 | \$2,530,627 | 58.74% | \$2,530,627 | 58.74% | \$1,044,039 |

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

Guidance: Yes

Corrective Action Plan

Due to stay at home orders and school closure as a result of COVID, Charter Oak Adult Education was only able to run a very limited amount of classes during the Spring Quarter. As a result, enrollment dropped significantly which affected the number of staff therefore bringing salaries and benefits expenditures way below target. Planned Spring/Summer construction projects to expand the student parking lot as well classroom renovations were also placed on hold which caused Capital Outlay expenditures to fall below target levels.

**Status
Submitted**

Covina-Valley Unified

Covina-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 | \$142,119 | \$0 | 100% | \$1,260,545 | 11.27% | \$1,118,426 |
| 2000 - Non-Instructional Salaries | \$119,527 | \$0 | 100% | \$765,326 | 15.62% | \$645,799 |
| 3000 - Employee Benefits | \$73,246 | \$0 | 100% | \$819,017 | 8.94% | \$745,771 |
| 4000 - Supplies and Materials | \$22,282 | \$0 | 100% | \$1,926,557 | 1.16% | \$1,904,275 |
| 5000 - Other Operating Expenses and Services | \$39,810 | \$0 | 100% | \$500,000 | 7.96% | \$460,190 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$18,540 | \$0 | 100% | \$169,354 | 10.95% | \$150,814 |
| Totals | \$415,524 | \$0 | 100% | \$5,440,799 | 7.64% | \$5,025,275 |

**Status
Submitted**

Covina-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 | \$339,640 | \$0 | 100% | \$1,260,545 | 26.94% | \$920,905 |
| 2000 - Non-Instructional Salaries | \$172,791 | \$0 | 100% | \$765,326 | 22.58% | \$592,535 |
| 3000 - Employee Benefits | \$211,800 | \$0 | 100% | \$819,017 | 25.86% | \$607,217 |
| 4000 - Supplies and Materials | \$65,081 | \$19,266 | 337.81% | \$1,926,557 | 3.38% | \$1,861,476 |
| 5000 - Other Operating Expenses and Services | \$90,582 | \$0 | 100% | \$500,000 | 18.12% | \$409,418 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$41,091 | \$0 | 100% | \$169,354 | 24.26% | \$128,263 |
| Totals | \$920,985 | \$19,266 | 4,780.47% | \$5,440,799 | 16.93% | \$4,519,814 |

Corrective Action Plan

Tri-Community Adult Ed spends the carryover dollars prior to spending the current year allocation. New courses are being planned within our Career Technical Education Department. We will need additional materials, equipment, and supplies to cover start-up costs as well as salaries and benefits for additional staff.

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

CCAE California Council for Adult Education Virginia Espana, Assistant Principal

Covina-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 | \$782,018 | \$12,605 | 6,203.81% | \$1,260,545 | 62.04% | \$478,527 |
| 2000 - Non-Instructional Salaries | \$465,127 | \$7,653 | 6,077.5% | \$765,326 | 60.78% | \$300,199 |
| 3000 - Employee Benefits | \$491,039 | \$8,190 | 5,995.47% | \$819,017 | 59.95% | \$327,978 |
| 4000 - Supplies and Materials | \$138,253 | \$19,266 | 717.62% | \$1,926,557 | 7.18% | \$1,788,304 |
| 5000 - Other Operating Expenses and Services | \$217,563 | \$5,000 | 4,351.26% | \$500,000 | 43.51% | \$282,437 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$97,790 | \$1,694 | 5,774.3% | \$169,354 | 57.74% | \$71,564 |
| Totals | \$2,191,790 | \$54,408 | 4,028.43% | \$5,440,799 | 40.28% | \$3,249,009 |

Corrective Action Plan

New courses are continued to be planned within our Career Technical Education Department. We will need additional materials, equipment, and supplies to cover start-up costs as well as salaries and benefits for additional staff.

Status
Submitted

Covina-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 | \$1,260,545 | \$12,605 | 10,000% | \$1,260,545 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$689,127 | \$7,653 | 9,004.36% | \$765,326 | 90.04% | \$76,199 |
| 3000 - Employee Benefits | \$783,942 | \$8,190 | 9,571.74% | \$819,017 | 95.72% | \$35,075 |
| 4000 - Supplies and Materials | \$157,708 | \$19,266 | 818.6% | \$1,926,557 | 8.19% | \$1,768,849 |
| 5000 - Other Operating Expenses and Services | \$415,166 | \$5,000 | 8,303.32% | \$500,000 | 83.03% | \$84,834 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$154,413 | \$1,694 | 9,117.77% | \$169,354 | 91.18% | \$14,941 |
| Totals | \$3,460,901 | \$54,408 | 6,361.02% | \$5,440,799 | 63.61% | \$1,979,898 |

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

Guidance: Yes

Summary of Activities:

1000- Instructional Salaries: higher salaries are due to a 1% salary increase effective January 2020 not reflected in the budget.

**Status
Submitted**

East San Gabriel Valley ROP

East San Gabriel Valley ROP 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 | \$16,099 | \$0 | 100% | \$50,244 | 32.04% | \$34,145 |
| 3000 - Employee Benefits | \$6,520 | \$0 | 100% | \$21,322 | 30.58% | \$14,802 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$20,000 | 0% | \$20,000 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$18,598 | 0% | \$18,598 |
| 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 | \$22,619 | \$0 | 100% | \$110,164 | 20.53% | \$87,545 |

Summary of Activities:

Compensation for Career Placement specialist for employer recruitment, student resume & interviewing tips and facilitating interviews and job placements for students upon completion of program.

Status
Submitted

East San Gabriel Valley ROP 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 | \$16,099 | \$0 | 100% | \$50,244 | 32.04% | \$34,145 |
| 3000 - Employee Benefits | \$6,520 | \$0 | 100% | \$21,322 | 30.58% | \$14,802 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$20,000 | 0% | \$20,000 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$18,598 | 0% | \$18,598 |
| 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 | \$22,619 | \$0 | 100% | \$110,164 | 20.53% | \$87,545 |

Corrective Action Plan

Compensation for Career Placement specialist for employer recruitment, student resume & interviewing tips and facilitating interviews and job placements for students upon completion of program.

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

Michael Montano, Interim Director of Business Services
Mr. Ryan Whetstone M.A., Consortium Manager

East San Gabriel Valley ROP 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 | \$16,257 | \$0 | 100% | \$50,244 | 32.36% | \$33,987 |
| 3000 - Employee Benefits | \$9,750 | \$0 | 100% | \$21,322 | 45.73% | \$11,572 |
| 4000 - Supplies and Materials | \$10,761 | \$0 | 100% | \$20,000 | 53.81% | \$9,239 |
| 5000 - Other Operating Expenses and Services | \$1,685 | \$0 | 100% | \$18,598 | 9.06% | \$16,913 |
| 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 | \$38,453 | \$0 | 100% | \$110,164 | 34.91% | \$71,711 |

Corrective Action Plan

All expenditures have fallen below target due to COVID-19 district closure March 13th. Other operating expenses and services have decreased due to state stay at home order. Due to site closure recruitment and student enrollment have been critically impacted. For the remainder of the year we will fall below target in projected salary, benefits, materials and supplies expenditures.

Status
Submitted

East San Gabriel Valley ROP 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 | \$50,244 | \$0 | 100% | \$50,244 | 100% | \$0 |
| 3000 - Employee Benefits | \$21,322 | \$0 | 100% | \$21,322 | 100% | \$0 |
| 4000 - Supplies and Materials | \$10,761 | \$0 | 100% | \$20,000 | 53.81% | \$9,239 |
| 5000 - Other Operating Expenses and Services | \$1,685 | \$0 | 100% | \$18,598 | 9.06% | \$16,913 |
| 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 | \$84,012 | \$0 | 100% | \$110,164 | 76.26% | \$26,152 |

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

Guidance: Yes

Summary of Activities:

Q4 only has salary and benefits expenditures to report.

**Status
Submitted**

Hacienda la Puente Unified

Hacienda la Puente 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 | \$1,053,453 | \$0 | 100% | \$5,027,110 | 20.96% | \$3,973,657 |
| 2000 - Non-Instructional Salaries | \$634,020 | \$0 | 100% | \$2,878,398 | 22.03% | \$2,244,378 |
| 3000 - Employee Benefits | \$636,416 | \$0 | 100% | \$3,007,555 | 21.16% | \$2,371,139 |
| 4000 - Supplies and Materials | \$157,729 | \$0 | 100% | \$564,094 | 27.96% | \$406,365 |
| 5000 - Other Operating Expenses and Services | \$663,790 | \$0 | 100% | \$4,106,235 | 16.17% | \$3,442,445 |
| 6000 - Capital Outlay | \$19,914 | \$0 | 100% | \$1,068,269 | 1.86% | \$1,048,355 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$149,781 | \$0 | 100% | \$635,950 | 23.55% | \$486,169 |
| Totals | \$3,315,103 | \$0 | 100% | \$17,287,611 | 19.18% | \$13,972,508 |

Status
Submitted

Hacienda la Puente 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 | \$2,512,235 | \$50,271 | 4,997.37% | \$5,027,110 | 49.97% | \$2,514,875 |
| 2000 - Non-Instructional Salaries | \$1,321,532 | \$28,784 | 4,591.21% | \$2,878,398 | 45.91% | \$1,556,866 |
| 3000 - Employee Benefits | \$1,459,943 | \$30,076 | 4,854.25% | \$3,007,555 | 48.54% | \$1,547,612 |
| 4000 - Supplies and Materials | \$376,430 | \$0 | 100% | \$564,094 | 66.73% | \$187,664 |
| 5000 - Other Operating Expenses and Services | \$2,337,721 | \$41,062 | 5,693.1% | \$4,106,235 | 56.93% | \$1,768,514 |
| 6000 - Capital Outlay | \$399,047 | \$10,683 | 3,735.45% | \$1,068,269 | 37.35% | \$669,222 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$381,327 | \$6,360 | 5,996.18% | \$635,950 | 59.96% | \$254,623 |
| Totals | \$8,788,235 | \$167,235 | 5,255.02% | \$17,287,611 | 50.84% | \$8,499,376 |

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. Greg Buckner Ed.D, Executive Director

Micah Goins

Liz Hernandez, Secretary II

Lorraine Molina, Budgeting Supervisor

Hacienda la Puente 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 | \$3,894,591 | \$50,271 | 7,747.18% | \$5,027,110 | 77.47% | \$1,132,519 |
| 2000 - Non-Instructional Salaries | \$2,050,509 | \$28,784 | 7,123.79% | \$2,878,398 | 71.24% | \$827,889 |
| 3000 - Employee Benefits | \$2,270,671 | \$30,076 | 7,549.89% | \$3,007,555 | 75.5% | \$736,884 |
| 4000 - Supplies and Materials | \$564,094 | \$0 | 100% | \$564,094 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$4,106,235 | \$41,062 | 10,000% | \$4,106,235 | 100% | \$0 |
| 6000 - Capital Outlay | \$1,068,269 | \$10,683 | 10,000% | \$1,068,269 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$483,430 | \$6,360 | 7,601.7% | \$635,950 | 76.02% | \$152,520 |
| Totals | \$14,437,799 | \$167,235 | 8,633.23% | \$17,287,611 | 83.52% | \$2,849,812 |

Status
Submitted

Hacienda la Puente 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 | \$5,027,110 | \$50,271 | 10,000% | \$5,027,110 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$2,878,398 | \$28,784 | 10,000% | \$2,878,398 | 100% | \$0 |
| 3000 - Employee Benefits | \$3,007,555 | \$30,076 | 10,000% | \$3,007,555 | 100% | \$0 |
| 4000 - Supplies and Materials | \$564,094 | \$0 | 100% | \$564,094 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$4,106,235 | \$41,062 | 10,000% | \$4,106,235 | 100% | \$0 |
| 6000 - Capital Outlay | \$1,068,269 | \$10,683 | 10,000% | \$1,068,269 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$635,950 | \$6,360 | 10,000% | \$635,950 | 100% | \$0 |
| Totals | \$17,287,611 | \$167,235 | 10,337.31% | \$17,287,611 | 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:

Status
Submitted

Mt. San Antonio CCD

Mt. San Antonio 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 | \$23,227 | \$89,409 | 25.98% | \$357,635 | 6.49% | \$334,408 |
| 2000 - Non-Instructional Salaries | \$92,836 | \$184,762 | 50.25% | \$739,047 | 12.56% | \$646,211 |
| 3000 - Employee Benefits | \$23,397 | \$77,692 | 30.12% | \$310,767 | 7.53% | \$287,370 |
| 4000 - Supplies and Materials | \$811 | \$0 | 100% | \$37,317 | 2.17% | \$36,506 |
| 5000 - Other Operating Expenses and Services | \$4,191 | \$47,521 | 8.82% | \$190,083 | 2.2% | \$185,892 |
| 6000 - Capital Outlay | \$1,418 | \$1,441 | 98.42% | \$5,763 | 24.61% | \$4,345 |
| 7000 - Other Outgo | \$2,500 | \$0 | 100% | \$5,516 | 45.32% | \$3,016 |
| Indirect Costs | \$0 | \$13,858 | 0% | \$55,431 | 0% | \$55,431 |
| Totals | \$148,380 | \$414,682 | 35.78% | \$1,701,559 | 8.72% | \$1,553,179 |

Corrective Action Plan

Some of this is carryover for operational funds. For the consortium funds these will get expended when required. For the member funds here are vacant positions that will be filled and dollars will be expended by required deadlines.

Status
Submitted

Mt. San Antonio 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 | \$57,786 | \$89,409 | 64.63% | \$357,635 | 16.16% | \$299,849 |
| 2000 - Non-Instructional Salaries | \$213,685 | \$184,762 | 115.65% | \$739,047 | 28.91% | \$525,362 |
| 3000 - Employee Benefits | \$61,843 | \$77,692 | 79.6% | \$310,767 | 19.9% | \$248,924 |
| 4000 - Supplies and Materials | \$4,846 | \$0 | 100% | \$37,317 | 12.99% | \$32,471 |
| 5000 - Other Operating Expenses and Services | \$48,291 | \$47,521 | 101.62% | \$190,083 | 25.41% | \$141,792 |
| 6000 - Capital Outlay | \$1,418 | \$1,441 | 98.42% | \$5,763 | 24.61% | \$4,345 |
| 7000 - Other Outgo | \$2,500 | \$0 | 100% | \$5,516 | 45.32% | \$3,016 |
| Indirect Costs | \$13,448 | \$13,858 | 97.04% | \$55,431 | 24.26% | \$41,983 |
| Totals | \$403,817 | \$414,682 | 97.38% | \$1,701,559 | 23.73% | \$1,297,742 |

Corrective Action Plan

This budget is for both the consortium operating costs and Mt SAC share. For the consortium, there was a late start for a staff member and a resignation. The decision to reallocate the dollars took place in February so expenditures will occur in later quarters. For Mt SAC member portion, there will be a larger technology purchase this spring.

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. Madelyn Arballo Dr., Associate Vice-President, School of Continuing Education

Ms. Rosa Royce, Chief Compliance and College Budget Officer

Mt. San Antonio 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 | \$108,545 | \$89,409 | 121.4% | \$357,635 | 30.35% | \$249,090 |
| 2000 - Non-Instructional Salaries | \$296,823 | \$184,762 | 160.65% | \$739,047 | 40.16% | \$442,224 |
| 3000 - Employee Benefits | \$102,115 | \$77,692 | 131.44% | \$310,767 | 32.86% | \$208,652 |
| 4000 - Supplies and Materials | \$5,566 | \$18,659 | 29.83% | \$37,317 | 14.92% | \$31,751 |
| 5000 - Other Operating Expenses and Services | \$56,947 | \$47,521 | 119.84% | \$190,083 | 29.96% | \$133,136 |
| 6000 - Capital Outlay | \$1,418 | \$1,441 | 98.42% | \$5,763 | 24.61% | \$4,345 |
| 7000 - Other Outgo | \$5,516 | \$0 | 100% | \$5,516 | 100% | \$0 |
| Indirect Costs | \$13,792 | \$13,858 | 99.53% | \$55,431 | 24.88% | \$41,639 |
| Totals | \$590,722 | \$433,340 | 136.32% | \$1,701,559 | 34.72% | \$1,110,837 |

Corrective Action Plan

This allocation is a combination of regional consortium operating dollars and Mt. SAC share. After the state budget is signed, the consortium SC will vote on distributing 19-20 consortium carryover to members. It is likely that approximately \$200,000 will be reallocated to members. Q4 will also reduce the carryover to no more than 50%. In addition, Mt. SAC has been delayed for two years for a major project that is currently in the bidding stages and that amount is almost half of the carryover for Mt. SAC member share.

**Status
Submitted**

Mt. San Antonio 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 | \$223,210 | \$89,409 | 249.65% | \$357,635 | 62.41% | \$134,425 |
| 2000 - Non-Instructional Salaries | \$396,497 | \$184,762 | 214.6% | \$739,047 | 53.65% | \$342,550 |
| 3000 - Employee Benefits | \$163,693 | \$77,692 | 210.7% | \$310,767 | 52.67% | \$147,074 |
| 4000 - Supplies and Materials | \$11,806 | \$18,659 | 63.27% | \$37,317 | 31.64% | \$25,511 |
| 5000 - Other Operating Expenses and Services | \$64,403 | \$47,521 | 135.53% | \$190,083 | 33.88% | \$125,680 |
| 6000 - Capital Outlay | \$1,418 | \$1,441 | 98.42% | \$5,763 | 24.61% | \$4,345 |
| 7000 - Other Outgo | \$5,516 | \$5,516 | 100% | \$5,516 | 100% | \$0 |
| Indirect Costs | \$28,431 | \$13,858 | 205.16% | \$55,431 | 51.29% | \$27,000 |
| Totals | \$894,974 | \$438,856 | 203.93% | \$1,701,559 | 52.6% | \$806,585 |

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

Guidance: Yes

Corrective Action Plan

The carryover is due to consortia funds not being expended. This allocation is a combination of consortia funds and member funds. This occurred partly because spending and deliveries were not possible starting in February due to corona virus. There are plans to re-allocate dollars to the consortia members and/or projects depending on the decision of the board. This will help with the carryover.

**Status
Submitted**

Pomona Unified

Pomona 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 | \$98,849 | \$0 | 100% | \$875,788 | 11.29% | \$776,939 |
| 2000 - Non-Instructional Salaries | \$111,007 | \$0 | 100% | \$410,914 | 27.01% | \$299,907 |
| 3000 - Employee Benefits | \$81,345 | \$0 | 100% | \$528,093 | 15.4% | \$446,748 |
| 4000 - Supplies and Materials | \$10,361 | \$0 | 100% | \$52,718 | 19.65% | \$42,357 |
| 5000 - Other Operating Expenses and Services | \$50,561 | \$0 | 100% | \$166,090 | 30.44% | \$115,529 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$101,680 | 0% | \$101,680 |
| Totals | \$352,123 | \$0 | 100% | \$2,135,283 | 16.49% | \$1,783,160 |

**Status
Submitted**

Pomona 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 | \$343,118 | \$0 | 100% | \$875,788 | 39.18% | \$532,670 |
| 2000 - Non-Instructional Salaries | \$214,020 | \$0 | 100% | \$410,914 | 52.08% | \$196,894 |
| 3000 - Employee Benefits | \$222,584 | \$0 | 100% | \$528,093 | 42.15% | \$305,509 |
| 4000 - Supplies and Materials | \$45,881 | \$0 | 100% | \$52,718 | 87.03% | \$6,837 |
| 5000 - Other Operating Expenses and Services | \$123,349 | \$0 | 100% | \$166,090 | 74.27% | \$42,741 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$101,680 | 0% | \$101,680 |
| Totals | \$948,952 | \$0 | 100% | \$2,135,283 | 44.44% | \$1,186,331 |

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

Enrique Medina

Susan Pua Gonzales, Fiscal Services Analyst

Pomona 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 | \$600,300 | \$0 | 100% | \$875,788 | 68.54% | \$275,488 |
| 2000 - Non-Instructional Salaries | \$307,491 | \$0 | 100% | \$410,914 | 74.83% | \$103,423 |
| 3000 - Employee Benefits | \$371,829 | \$0 | 100% | \$528,093 | 70.41% | \$156,264 |
| 4000 - Supplies and Materials | \$48,405 | \$0 | 100% | \$52,718 | 91.82% | \$4,313 |
| 5000 - Other Operating Expenses and Services | \$142,747 | \$0 | 100% | \$166,090 | 85.95% | \$23,343 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$101,680 | 0% | \$101,680 |
| Totals | \$1,470,772 | \$0 | 100% | \$2,135,283 | 68.88% | \$664,511 |

**Status
Submitted**

Pomona 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 | \$861,281 | \$0 | 100% | \$875,788 | 98.34% | \$14,507 |
| 2000 - Non-Instructional Salaries | \$405,421 | \$0 | 100% | \$410,914 | 98.66% | \$5,493 |
| 3000 - Employee Benefits | \$509,375 | \$0 | 100% | \$528,093 | 96.46% | \$18,718 |
| 4000 - Supplies and Materials | \$48,663 | \$0 | 100% | \$52,718 | 92.31% | \$4,055 |
| 5000 - Other Operating Expenses and Services | \$160,250 | \$0 | 100% | \$166,090 | 96.48% | \$5,840 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$99,249 | \$0 | 100% | \$101,680 | 97.61% | \$2,431 |
| Totals | \$2,084,239 | \$0 | 100% | \$2,135,283 | 97.61% | \$51,044 |

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

Guidance: Yes

Status
Submitted

Rowland Unified

Rowland 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 | \$165,230 | \$232,841 | 70.96% | \$931,363 | 17.74% | \$766,133 |
| 2000 - Non-Instructional Salaries | \$65,756 | \$85,418 | 76.98% | \$341,672 | 19.25% | \$275,916 |
| 3000 - Employee Benefits | \$67,674 | \$115,515 | 58.58% | \$462,058 | 14.65% | \$394,384 |
| 4000 - Supplies and Materials | \$10,415 | \$56,926 | 18.3% | \$227,702 | 4.57% | \$217,287 |
| 5000 - Other Operating Expenses and Services | \$24,717 | \$45,929 | 53.82% | \$183,716 | 13.45% | \$158,999 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$14,566 | 0% | \$58,263 | 0% | \$58,263 |
| Totals | \$333,792 | \$551,194 | 60.56% | \$2,204,774 | 15.14% | \$1,870,982 |

Corrective Action Plan

Total will be expended by the end of the year.

Status
Submitted

Rowland 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 | \$390,682 | \$232,841 | 167.79% | \$931,363 | 41.95% | \$540,681 |
| 2000 - Non-Instructional Salaries | \$163,263 | \$85,418 | 191.13% | \$341,672 | 47.78% | \$178,409 |
| 3000 - Employee Benefits | \$164,175 | \$115,515 | 142.13% | \$462,058 | 35.53% | \$297,883 |
| 4000 - Supplies and Materials | \$13,319 | \$56,926 | 23.4% | \$227,702 | 5.85% | \$214,383 |
| 5000 - Other Operating Expenses and Services | \$35,288 | \$45,929 | 76.83% | \$183,716 | 19.21% | \$148,428 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$14,566 | 0% | \$58,263 | 0% | \$58,263 |
| Totals | \$766,727 | \$551,194 | 139.1% | \$2,204,774 | 34.78% | \$1,438,047 |

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

Rocky Bettar, Director Adult Education/Career Preparation

Rowland 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 | \$469,473 | \$232,841 | 201.63% | \$931,363 | 50.41% | \$461,890 |
| 2000 - Non-Instructional Salaries | \$193,649 | \$85,418 | 226.71% | \$341,672 | 56.68% | \$148,023 |
| 3000 - Employee Benefits | \$196,667 | \$115,515 | 170.25% | \$462,058 | 42.56% | \$265,391 |
| 4000 - Supplies and Materials | \$16,069 | \$56,926 | 28.23% | \$227,702 | 7.06% | \$211,633 |
| 5000 - Other Operating Expenses and Services | \$40,440 | \$45,929 | 88.05% | \$183,716 | 22.01% | \$143,276 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$14,566 | \$14,566 | 100% | \$58,263 | 25% | \$43,697 |
| Totals | \$930,864 | \$551,194 | 168.88% | \$2,204,774 | 42.22% | \$1,273,910 |

Corrective Action Plan

Will expend funds by the end of the fiscal year.

Status
Submitted

Rowland 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 | \$799,656 | \$232,841 | 343.43% | \$931,363 | 85.86% | \$131,707 |
| 2000 - Non-Instructional Salaries | \$273,977 | \$85,418 | 320.75% | \$341,672 | 80.19% | \$67,695 |
| 3000 - Employee Benefits | \$309,288 | \$115,515 | 267.75% | \$462,058 | 66.94% | \$152,770 |
| 4000 - Supplies and Materials | \$21,656 | \$56,926 | 38.04% | \$227,702 | 9.51% | \$206,046 |
| 5000 - Other Operating Expenses and Services | \$52,154 | \$45,929 | 113.55% | \$183,716 | 28.39% | \$131,562 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$50,112 | \$14,566 | 344.04% | \$58,263 | 86.01% | \$8,151 |
| Totals | \$1,506,843 | \$551,194 | 273.38% | \$2,204,774 | 68.34% | \$697,931 |

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

Guidance: Yes

Summary of Activities:

This is the final expenditure report. Due to the Stay at Home Order as a result of the Coronavirus, expenditures in the 4000 and 5000 objects were greatly reduced as there were no face to face classes.

Status
Submitted



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