

CAEP Consortium Fiscal Reporting 41 Pasadena Area Consortium

2018-19 Fiscal Year

Certification

Certified By

Robert Bell
Senior Vice President

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
Pasadena Area CCD	Submitted	Submitted	Submitted	Submitted
Pasadena Unified	Submitted	Submitted	Submitted	Submitted
Temple City Unified	Submitted	Submitted	Submitted	Submitted

Pasadena Area CCD

Pasadena Area 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	\$78,226	\$0	100%	\$521,505	15%	\$443,279
2000 - Non-Instructional Salaries	\$81,307	\$0	100%	\$325,228	25%	\$243,921
3000 - Employee Benefits	\$48,687	\$0	100%	\$194,749	25%	\$146,062
4000 - Supplies and Materials	\$32,250	\$0	100%	\$215,000	15%	\$182,750
5000 - Other Operating Expenses and Services	\$36,358	\$0	100%	\$363,580	10%	\$327,222
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	\$276,828	\$0	100%	\$1,620,062	17.09%	\$1,343,234

Summary of Activities:

Pasadena Area CCD is working through advisory committee engagement and specific, strategic workforce alignment with key business industry sectors to focus CTE/Workforce in areas of greatest forecasted job growth in the service area across the next 1-7 years.

**Status
Submitted**

Pasadena Area 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	\$156,452	\$0	100%	\$521,505	30%	\$365,053
2000 - Non-Instructional Salaries	\$149,605	\$0	100%	\$325,228	46%	\$175,623
3000 - Employee Benefits	\$77,704	\$0	100%	\$194,749	39.9%	\$117,045
4000 - Supplies and Materials	\$89,367	\$0	100%	\$215,000	41.57%	\$125,633
5000 - Other Operating Expenses and Services	\$111,180	\$0	100%	\$363,580	30.58%	\$252,400
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	\$584,308	\$0	100%	\$1,620,062	36.07%	\$1,035,754

Summary of Activities:

Pasadena Area CCD continues to expand programming offerings to serve adult learners in specifically, strategically focused workforce service areas, e.g., Health Care, Hospitality/Service, Building Inspection, and Education. Emphasis in Hospitality will include establishment of a Culinary teaching facility designed to serve the Consortium service area.

**Status
Submitted**

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Dr. Robert Bell, Senior Vice President

Pasadena Area 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	\$334,678	\$0	100%	\$521,505	64.18%	\$186,827
2000 - Non-Instructional Salaries	\$230,912	\$0	100%	\$325,228	71%	\$94,316
3000 - Employee Benefits	\$113,391	\$0	100%	\$194,749	58.22%	\$81,358
4000 - Supplies and Materials	\$121,771	\$0	100%	\$215,000	56.64%	\$93,229
5000 - Other Operating Expenses and Services	\$157,538	\$0	100%	\$363,580	43.33%	\$206,042
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	\$958,290	\$0	100%	\$1,620,062	59.15%	\$661,772

Summary of Activities:

In preliminary planning for the establishment of a Culinary Teaching Academy (CTA) within the consortium. Anticipate expenditures for consultative services from multiple advisory members who will bring varied expertise to the planning process. Given the scope of participation of the various consultants, adjustments to the 2018-2019 budget may be required into and through Q4. Also, will be on boarding a Director of the newly launched Career Advisement and Completion Center.

**Status
Submitted**

Pasadena Area 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	\$521,505	\$0	100%	\$521,505	100%	\$0
2000 - Non-Instructional Salaries	\$325,228	\$0	100%	\$325,228	100%	\$0
3000 - Employee Benefits	\$194,749	\$0	100%	\$194,749	100%	\$0
4000 - Supplies and Materials	\$215,000	\$0	100%	\$215,000	100%	\$0
5000 - Other Operating Expenses and Services	\$363,580	\$0	100%	\$363,580	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	\$1,620,062	\$0	100%	\$1,620,062	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:

Activities under the grant were undertaken and executed in agreement with the goals, objectives, and outcomes of the annual plan. Anticipate brocading activities within the upcoming year to better meet outcomes of identified program areas and to allow for expansion of specific/targeted program activity focuses, while reducing efforts in othr previously targeted areas of involvement.

Status
Submitted

Pasadena Unified

Pasadena 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	\$21,415	\$50,653	42.28%	\$202,610	10.57%	\$181,195
2000 - Non-Instructional Salaries	\$28,561	\$37,500	76.16%	\$150,000	19.04%	\$121,439
3000 - Employee Benefits	\$19,404	\$36,250	53.53%	\$145,000	13.38%	\$125,596
4000 - Supplies and Materials	\$0	\$30,265	0%	\$121,058	0%	\$121,058
5000 - Other Operating Expenses and Services	\$16,800	\$26,500	63.4%	\$106,000	15.85%	\$89,200
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,619	0%	\$30,476	0%	\$30,476
Totals	\$86,180	\$188,786	45.65%	\$755,144	11.41%	\$668,964

Corrective Action Plan

District is dealing with budget deficits. The requisitions/PO's that were on hold are now being processed which will cover the discrepancies next quarter.

Summary of Activities:

Have been working with community partners, OBA, Flintridge Center, Home Instead, Kaiser and Huntington Hospitals along with the Foothill Workforce Board and Multiple Career Solutions to develop approved apprenticeship partnerships.

Status
Submitted

Pasadena 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	\$81,733	\$101,305	80.68%	\$202,610	40.34%	\$120,877
2000 - Non-Instructional Salaries	\$69,118	\$75,000	92.16%	\$150,000	46.08%	\$80,882
3000 - Employee Benefits	\$64,637	\$72,500	89.15%	\$145,000	44.58%	\$80,363
4000 - Supplies and Materials	\$15,754	\$60,529	26.03%	\$121,058	13.01%	\$105,304
5000 - Other Operating Expenses and Services	\$39,510	\$53,000	74.55%	\$106,000	37.27%	\$66,490
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,538	\$7,619	177.69%	\$30,476	44.42%	\$16,938
Totals	\$284,290	\$369,953	76.84%	\$755,144	37.65%	\$470,854

Corrective Action Plan

Second quarter will show an increase in expenditures as the budget is submitted

Summary of Activities:

Twilight Adult School is continuing to expand and coordinate offerings with community partners in the Health , Construction, and Environmental Science programs such as Forestry, Hydrology. Also beginning to expand Hospitality offerings. We are also placing an emphasis on EL/ Civics and employment opportunities.

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Jack Loos

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$132,065	\$151,958	86.91%	\$202,610	65.18%	\$70,545
2000 - Non-Instructional Salaries	\$94,893	\$112,500	84.35%	\$150,000	63.26%	\$55,107
3000 - Employee Benefits	\$100,840	\$108,750	92.73%	\$145,000	69.54%	\$44,160
4000 - Supplies and Materials	\$18,989	\$90,794	20.91%	\$121,058	15.69%	\$102,069
5000 - Other Operating Expenses and Services	\$69,889	\$79,500	87.91%	\$106,000	65.93%	\$36,111
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,834	\$7,619	273.45%	\$30,476	68.36%	\$9,642
Totals	\$437,510	\$551,120	79.39%	\$755,144	57.94%	\$317,634

Corrective Action Plan

Expenditure claims are still in process and have not been encumbered. An update will be reflected in the next quarter report.

Summary of Activities:

Have increased number of adult students in CTE classes for construction with community partners, Flintridge, Outward Bound Adventures, Home Instead, Phlebotomy classes with AMUT. Are in the process of starting/developing a work program with Project Search, Kaiser Hospital and Ability First for Adults with Disabilities. We have also tested over 1800 adults for the GED, certification testing. We have also engaged 1700 parents in workshops for K-12 Success at this point, but all are under 13 hours.

**Status
Submitted**

Pasadena 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	\$199,315	\$202,610	98.37%	\$202,610	98.37%	\$3,295
2000 - Non-Instructional Salaries	\$121,742	\$150,000	81.16%	\$150,000	81.16%	\$28,258
3000 - Employee Benefits	\$137,356	\$145,000	94.73%	\$145,000	94.73%	\$7,644
4000 - Supplies and Materials	\$21,058	\$121,058	17.39%	\$121,058	17.39%	\$100,000
5000 - Other Operating Expenses and Services	\$102,596	\$106,000	96.79%	\$106,000	96.79%	\$3,404
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$28,673	\$7,619	376.34%	\$30,476	94.08%	\$1,803
Totals	\$610,740	\$732,287	83.4%	\$755,144	80.88%	\$144,404

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 district has been undergoing financial restructuring with personal and procedure. This has been an ongoing process this year. Anticipating further costs as we negotiate with community partners to engage activities in the CTE, Apprenticeship and AWD program areas.

Summary of Activities:

Have been developing partnerships to further current work-based programs through Home Instead, Kaiser Hospital, Terraces, Old Navy to meet Adults with Disability employment opportunities which is scheduled to start this coming year. Also consolidating use of facilities and staff as there are nine locations currently being used.

**Status
Submitted**

Temple City Unified

Temple City Unified Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$3,829	0%	\$25,528	0%	\$25,528
2000 - Non-Instructional Salaries	\$1,076	\$3,484	30.88%	\$23,228	4.63%	\$22,152
3000 - Employee Benefits	\$380	\$1,769	21.48%	\$11,792	3.22%	\$11,412
4000 - Supplies and Materials	\$3,604	\$8,720	41.33%	\$58,135	6.2%	\$54,531
5000 - Other Operating Expenses and Services	\$0	\$20,210	0%	\$134,735	0%	\$134,735
6000 - Capital Outlay	\$0	\$3,778	0%	\$25,187	0%	\$25,187
7000 - Other Outgo	\$0	\$54,806	0%	\$365,375	0%	\$365,375
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$5,060	\$96,597	5.24%	\$643,980	0.79%	\$638,920

Corrective Action Plan

Working to build infrastructure and expand program.

Summary of Activities:

Beginning to offer parenting classes and hiring staff to expand current program.

Status
Submitted

Temple City Unified Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$7,658	0%	\$25,528	0%	\$25,528
2000 - Non-Instructional Salaries	\$11,089	\$6,968	159.13%	\$23,228	47.74%	\$12,139
3000 - Employee Benefits	\$3,750	\$3,538	106%	\$11,792	31.8%	\$8,042
4000 - Supplies and Materials	\$7,496	\$17,441	42.98%	\$58,135	12.89%	\$50,639
5000 - Other Operating Expenses and Services	\$3,331	\$40,421	8.24%	\$134,735	2.47%	\$131,404
6000 - Capital Outlay	\$25,186	\$7,556	333.32%	\$25,187	100%	\$1
7000 - Other Outgo	\$0	\$109,613	0%	\$365,375	0%	\$365,375
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$50,852	\$193,194	26.32%	\$643,980	7.9%	\$593,128

Corrective Action Plan

TCUSD is building capacity and establishing courses and curriculum to service our community population.

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Robert Westgate

Temple City Unified Q3 Report (1/1 - 3/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$11,488	0%	\$25,528	0%	\$25,528
2000 - Non-Instructional Salaries	\$15,273	\$10,453	146.12%	\$23,228	65.75%	\$7,955
3000 - Employee Benefits	\$5,267	\$5,306	99.26%	\$11,792	44.67%	\$6,525
4000 - Supplies and Materials	\$10,740	\$26,161	41.05%	\$58,135	18.47%	\$47,395
5000 - Other Operating Expenses and Services	\$10,789	\$60,631	17.79%	\$134,735	8.01%	\$123,946
6000 - Capital Outlay	\$25,186	\$11,334	222.21%	\$25,187	100%	\$1
7000 - Other Outgo	\$0	\$164,419	0%	\$365,375	0%	\$365,375
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$67,255	\$289,791	23.21%	\$643,980	10.44%	\$576,725

Corrective Action Plan

Building capacity and beginning to offer classes.

Status
Submitted

Temple City 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	\$25,528	\$15,317	166.67%	\$25,528	100%	\$0
2000 - Non-Instructional Salaries	\$23,228	\$13,937	166.67%	\$23,228	100%	\$0
3000 - Employee Benefits	\$11,792	\$7,075	166.67%	\$11,792	100%	\$0
4000 - Supplies and Materials	\$58,135	\$34,881	166.67%	\$58,135	100%	\$0
5000 - Other Operating Expenses and Services	\$134,735	\$80,841	166.67%	\$134,735	100%	\$0
6000 - Capital Outlay	\$25,187	\$15,112	166.67%	\$25,187	100%	\$0
7000 - Other Outgo	\$365,375	\$219,225	166.67%	\$365,375	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$643,980	\$386,388	166.67%	\$643,980	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:

Monies are under the disbursed amount. We have been building capacity and beginning to offer classes. Working on WASC accreditation and expanding programs.

Status
Submitted



California
Community
Colleges



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