

CAEP Consortium Fiscal Reporting 43 Rancho Santiago Adult Education Consortium

2018-19 Fiscal Year

Certification

Certified By

Chrissy Gascon

Executive Director, Adult Education Block Grant

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
Garden Grove Unified	Submitted	Submitted	Submitted	Submitted
Orange Unified	Submitted	Submitted	Submitted	Submitted
Rancho Santiago CCD	Submitted	Submitted	Submitted	Submitted

Garden Grove Unified

Garden 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	\$72,489	\$71,699	101.1%	\$477,996	15.17%	\$405,507
2000 - Non-Instructional Salaries	\$46,424	\$46,919	98.95%	\$521,320	8.91%	\$474,896
3000 - Employee Benefits	\$83,900	\$84,852	98.88%	\$385,693	21.75%	\$301,793
4000 - Supplies and Materials	\$27,258	\$21,427	127.22%	\$133,916	20.35%	\$106,658
5000 - Other Operating Expenses and Services	\$2,838	\$5,613	50.56%	\$80,182	3.54%	\$77,344
6000 - Capital Outlay	\$105,850	\$105,300	100.52%	\$130,000	81.42%	\$24,150
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,132	\$9,778	103.62%	\$75,216	13.47%	\$65,084
Totals	\$348,891	\$345,588	100.96%	\$1,804,323	19.34%	\$1,455,432

Summary of Activities:

Expenditures associated with costs for Teacher on Special Assignment and other personnel, materials, and supplies needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

Status
Submitted

Garden 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	\$154,069	\$191,198	80.58%	\$477,996	32.23%	\$323,927
2000 - Non-Instructional Salaries	\$209,001	\$208,528	100.23%	\$521,320	40.09%	\$312,319
3000 - Employee Benefits	\$191,374	\$154,277	124.05%	\$385,693	49.62%	\$194,319
4000 - Supplies and Materials	\$54,068	\$53,566	100.94%	\$133,916	40.37%	\$79,848
5000 - Other Operating Expenses and Services	\$22,671	\$32,073	70.69%	\$80,182	28.27%	\$57,511
6000 - Capital Outlay	\$105,850	\$110,500	95.79%	\$130,000	81.42%	\$24,150
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,457	\$30,086	91.26%	\$75,216	36.5%	\$47,759
Totals	\$764,490	\$780,229	97.98%	\$1,804,323	42.37%	\$1,039,833

Summary of Activities:

Expenditures associated with costs for certificated and classified personnel, materials, supplies, conference attendance, and other services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

**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

Robin Patterson, Director of Adult and Alternative Education

Garden 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	\$335,619	\$358,497	93.62%	\$477,996	70.21%	\$142,377
2000 - Non-Instructional Salaries	\$391,934	\$390,990	100.24%	\$521,320	75.18%	\$129,386
3000 - Employee Benefits	\$286,008	\$289,270	98.87%	\$385,693	74.15%	\$99,685
4000 - Supplies and Materials	\$64,659	\$100,437	64.38%	\$133,916	48.28%	\$69,257
5000 - Other Operating Expenses and Services	\$28,328	\$60,137	47.11%	\$80,182	35.33%	\$51,854
6000 - Capital Outlay	\$119,858	\$117,000	102.44%	\$130,000	92.2%	\$10,142
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$48,135	\$56,412	85.33%	\$75,216	64%	\$27,081
Totals	\$1,274,541	\$1,372,742	92.85%	\$1,804,323	70.64%	\$529,782

Summary of Activities:

Expenditures associated with costs for certificated and classified personnel, materials, supplies, conference attendance, and other services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

**Status
Submitted**

Garden 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	\$457,962	\$477,996	95.81%	\$477,996	95.81%	\$20,034
2000 - Non-Instructional Salaries	\$493,890	\$521,320	94.74%	\$521,320	94.74%	\$27,430
3000 - Employee Benefits	\$317,157	\$385,693	82.23%	\$385,693	82.23%	\$68,536
4000 - Supplies and Materials	\$80,307	\$133,916	59.97%	\$133,916	59.97%	\$53,609
5000 - Other Operating Expenses and Services	\$50,182	\$80,182	62.59%	\$80,182	62.59%	\$30,000
6000 - Capital Outlay	\$119,858	\$130,000	92.2%	\$130,000	92.2%	\$10,142
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$60,878	\$75,216	80.94%	\$75,216	80.94%	\$14,338
Totals	\$1,580,234	\$1,804,323	87.58%	\$1,804,323	87.58%	\$224,089

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

Guidance: Yes

Corrective Action Plan

This is due to our forecasted percentages varying from the recommended percentages. GGUSD has reached the overall expenditure target of 60% and plans to fully spend the carryover amount in 2019-2020. GGAE will use forecasted percentages for 19-20.

Summary of Activities:

Expenditures associated with costs for certificated and classified personnel, materials, supplies, conference attendance, and other services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college. Garden Grove Adult Ed continued working toward CAEP goals and objectives through offering of ESL, ASE/ABE, and enhanced CTE offerings. GGAE also continued to improve support services assisting students in meeting academic goals. GGAE continued their collaboration, through work of TOSA's, with Consortium partners through professional development and alignment of ESL and CTE offerings.

Status
Submitted

Orange Unified

Orange 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	\$0	100%	\$5,342	0%	\$5,342
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$168	0%	\$168
3000 - Employee Benefits	\$0	\$0	100%	\$1,274	0%	\$1,274
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
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	\$0	\$0	100%	\$231	0%	\$231
Totals	\$0	\$0	100%	\$7,015	0%	\$7,015

Summary of Activities:

Activities include adult high school diploma program. No expenditures to date as we have not received the funding from the CDE yet.

Status
Submitted

Orange 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	\$1,028	\$1,763	58.31%	\$5,342	19.24%	\$4,314
2000 - Non-Instructional Salaries	\$0	\$55	0%	\$168	0%	\$168
3000 - Employee Benefits	\$229	\$420	54.47%	\$1,274	17.97%	\$1,045
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
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	\$43	\$76	56.41%	\$231	18.61%	\$188
Totals	\$1,300	\$2,315	56.16%	\$7,015	18.53%	\$5,715

Corrective Action Plan

Orange Unified School District will adjust hours of our hourly teacher to increase student enrollment.

Summary of Activities:

Expenditures include salary/benefit cost for hourly teacher.

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

Lisa Green Orange Unified School District, Interim Executive Director Curriculum, Instruction, Secondary School Support

Orange 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	\$3,865	\$1,763	219.25%	\$5,342	72.35%	\$1,477
2000 - Non-Instructional Salaries	\$0	\$55	0%	\$168	0%	\$168
3000 - Employee Benefits	\$859	\$420	204.32%	\$1,274	67.43%	\$415
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
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	\$161	\$76	211.2%	\$231	69.7%	\$70
Totals	\$4,885	\$2,315	211.02%	\$7,015	69.64%	\$2,130

Summary of Activities:

Expenditures include salary/benefit costs for hourly teacher.

**Status
Submitted**

Orange 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	\$5,342	\$1,763	303.03%	\$5,342	100%	\$0
2000 - Non-Instructional Salaries	\$168	\$55	303.03%	\$168	100%	\$0
3000 - Employee Benefits	\$1,274	\$420	303.03%	\$1,274	100%	\$0
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
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	\$231	\$76	303.03%	\$231	100%	\$0
Totals	\$7,015	\$2,315	303.03%	\$7,015	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:

Expenditures include salary/benefit costs for hourly teacher.

Status
Submitted

Rancho Santiago CCD

Rancho Santiago 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	\$184,430	\$190,047	97.04%	\$1,266,981	14.56%	\$1,082,551
2000 - Non-Instructional Salaries	\$76,347	\$75,766	100.77%	\$505,106	15.12%	\$428,759
3000 - Employee Benefits	\$130,200	\$146,165	89.08%	\$974,433	13.36%	\$844,233
4000 - Supplies and Materials	\$2,966	\$28,367	10.46%	\$189,110	1.57%	\$186,144
5000 - Other Operating Expenses and Services	\$71,551	\$162,935	43.91%	\$1,086,234	6.59%	\$1,014,683
6000 - Capital Outlay	\$58,816	\$76,001	77.39%	\$506,673	11.61%	\$447,857
7000 - Other Outgo	\$308,776	\$68,817	448.69%	\$458,777	67.3%	\$150,001
Indirect Costs	\$41,654	\$37,405	111.36%	\$249,366	16.7%	\$207,712
Totals	\$874,740	\$785,502	111.36%	\$5,236,680	16.7%	\$4,361,940

Summary of Activities:

Chrissy Gascon, CAEP Executive Director, continued to serve as the Rancho Santiago Adult Education Consortium's (RSAEC) lead and represented the consortium at the local and state level. The RSAEC Executive Committee continued to provide the leadership and direction for the consortium. Within the Rancho Santiago Community College District (RSCCD), the nine full-time tenure-track faculty coordinators continued their work on the CAEP objectives especially in the areas of transitioning adult students to college and the workforce. Additionally, the CAEP coordinators worked on developing new, innovative curriculum, which will lead to the acceleration of students' progress toward their academic goals. The RSAEC Executive Committee voted and approved multiple strategies including the funding of a regional marketing campaign that will allow us to leverage the campaign work that is already in progress by the Strong Workforce Program.

Status
Submitted

Rancho Santiago 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	\$503,146	\$380,094	132.37%	\$1,266,981	39.71%	\$763,835
2000 - Non-Instructional Salaries	\$160,707	\$151,532	106.05%	\$505,106	31.82%	\$344,399
3000 - Employee Benefits	\$312,951	\$292,330	107.05%	\$974,433	32.12%	\$661,482
4000 - Supplies and Materials	\$8,131	\$56,733	14.33%	\$189,110	4.3%	\$180,979
5000 - Other Operating Expenses and Services	\$160,179	\$325,870	49.15%	\$1,086,234	14.75%	\$926,055
6000 - Capital Outlay	\$115,145	\$152,002	75.75%	\$506,673	22.73%	\$391,528
7000 - Other Outgo	\$308,776	\$137,633	224.35%	\$458,777	67.3%	\$150,001
Indirect Costs	\$78,452	\$74,810	104.87%	\$249,366	31.46%	\$170,914
Totals	\$1,647,487	\$1,571,004	104.87%	\$5,236,680	31.46%	\$3,589,193

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. Joanne Armstrong, Dean of Instruction and Student Services

Rancho Santiago 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	\$764,207	\$570,141	134.04%	\$1,266,981	60.32%	\$502,774
2000 - Non-Instructional Salaries	\$246,238	\$227,298	108.33%	\$505,106	48.75%	\$258,868
3000 - Employee Benefits	\$478,663	\$438,495	109.16%	\$974,433	49.12%	\$495,770
4000 - Supplies and Materials	\$13,946	\$85,100	16.39%	\$189,110	7.37%	\$175,164
5000 - Other Operating Expenses and Services	\$280,560	\$488,805	57.4%	\$1,086,234	25.83%	\$805,674
6000 - Capital Outlay	\$159,257	\$228,003	69.85%	\$506,673	31.43%	\$347,416
7000 - Other Outgo	\$308,776	\$206,450	149.56%	\$458,777	67.3%	\$150,001
Indirect Costs	\$112,582	\$112,215	100.33%	\$249,366	45.15%	\$136,784
Totals	\$2,364,229	\$2,356,506	100.33%	\$5,236,680	45.15%	\$2,872,451

Summary of Activities:

Chrissy Gascon, CAEP Executive Director, continued to serve as the Rancho Santiago Adult Education Consortium's (RSAEC) lead and represented the consortium at the local and state level. The RSAEC Executive Committee continued to provide the leadership and direction for the consortium. Within the Rancho Santiago Community College District (RSCCD), the full-time tenure-track faculty coordinators continued their work on the CAEP objectives especially in the areas of transitioning adult students to college and the workforce. Additionally, the CAEP coordinators worked on developing new, innovative curriculum, which will lead to the acceleration of students' progress toward their academic goals. The RSAEC Executive Committee voted and approved multiple strategies including the funding of a regional marketing campaign that will allow us to leverage the campaign work that is already in progress by the Strong Workforce Program.

Status
Submitted

Rancho Santiago 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	\$1,027,383	\$760,189	135.15%	\$1,266,981	81.09%	\$239,598
2000 - Non-Instructional Salaries	\$444,310	\$303,064	146.61%	\$505,106	87.96%	\$60,796
3000 - Employee Benefits	\$713,495	\$584,660	122.04%	\$974,433	73.22%	\$260,938
4000 - Supplies and Materials	\$24,731	\$113,466	21.8%	\$189,110	13.08%	\$164,379
5000 - Other Operating Expenses and Services	\$413,690	\$651,740	63.47%	\$1,086,234	38.08%	\$672,544
6000 - Capital Outlay	\$181,795	\$304,004	59.8%	\$506,673	35.88%	\$324,878
7000 - Other Outgo	\$308,776	\$275,266	112.17%	\$458,777	67.3%	\$150,001
Indirect Costs	\$149,545	\$149,620	99.95%	\$249,366	59.97%	\$99,821
Totals	\$3,263,725	\$3,142,008	103.87%	\$5,236,680	62.32%	\$1,972,955

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

Guidance: Yes

Summary of Activities:

Chrissy Gascon, CAEP Executive Director, continued to serve as the Rancho Santiago Adult Education Consortium's (RSAEC) lead and represented the consortium at the local and state level. The RSAEC Executive Committee continued to provide the leadership and direction for the consortium. Within the Rancho Santiago Community College District (RSCCD), the full-time tenure-track faculty coordinators continued their work on the CAEP objectives especially in the areas of transitioning adult students to college and the workforce. Additionally, the CAEP coordinators worked on developing new, innovative curriculum, which will lead to the acceleration of students' progress toward their academic goals. This curriculum includes new noncredit online classes. The RSAEC Executive Committee voted and approved multiple strategies including the funding of a regional marketing campaign that will allow us to leverage the campaign work that is already in progress by the Strong Workforce Program.

Status
Submitted



California
Community
Colleges



2019 © California Community Colleges
NOVA Site Version: [4.8.14](#)