



Consortium Fiscal Administration Declaration

INSTRUCTIONS: The form below has been partially completed based on information provided from your Consortium Annual Plan and prior year's Consortium Fiscal Administration Declaration. Please carefully review and update each section. You may save your progress by clicking the **Save** button at the bottom of the page. When you have completed all sections, click **Submit** and follow the prompts to finalize your 2017-18 Consortium Fiscal Administration Declaration.

Click on the **Consortium Information** header to begin.

Consortium Information —

01 Allan Hancock

Address

800 S. College Dr.

Street Address

Street Address 2

Santa Maria

CA

93454

City

State

Zip

Website

northcountyAB86.org

Primary Contact

Elaine

Healy

First

Last

Logo

If your consortium has a logo, please upload it here.

Files must be in .png format.

Primary Contact Email

ehealy@hancockcollege.edu

Certifying Official / Coordinator

Michael

Black

First

Last

Certifying Official / Coordinator Email

michael.black@hancockcollege.edu

Consortium Membership —

Member Representation

List Consortium Member agencies planning to participate in the 2017-18 program year. For each Member listed, please provide the name and contact information for the Member Representative authorized to approve allocations on behalf of each Member agency. Signatures from each of these individuals will be required in order to complete your 2017-18 CFAD.

Member Agency	Member Representative	Email	Phone	Approved
Department of Social Services, Santa Barbara County				
Lompoc Unified School District	Mary Coggins	coggins.mary@lusc.org	(805) 742-3100	09/22/2015
Allan Hancock Joint Community College District	Elaine Healy	ehealy@hancockcollege.edu	(805) 922-6966	05/02/2016
Allan Hancock Joint Community College District	Sofia Ramirez Gelpi	sgelpi@hancockcollege.edu	(805) 922-6966	01/19/2016
Lompoc Unified School District	Kathi Froemming	froemming.kathi@lusc.org	(805) 742-3250	09/22/2015

Organizational Chart

Attach your current Consortium organizational chart. Show member reporting and fiscal agency relationships, key partners, as well as other stakeholder groups as applicable.

[remove](#)

Fiscal Management

Funding Channel

AB104 legislation states that each Consortia may decide to designate a fiscal administrator to receive and distribute AEBG funds. If a member agency is chosen to be the fund administrator, the member shall commit to developing a process to apportion funds to each member of the consortium pursuant to the consortium's adult education plan within 45 days of receiving funds appropriated for the program. This process shall not require a consortium member to be funded on a reimbursement basis.

Please select the option that best describes how funding should be disseminated to your Consortium from the state.

- The consortium has designated a fiscal agent
- The consortium has chosen direct funding

Fiscal Agent

Allan Hancock Joint Community College District

Rationale

Provide details regarding the rationale for your fiscal structure decision. How did you arrive at the decision? What were the overwhelming benefits to using this structure?

The consortium has agreed to maintain the current fiscal structure, which includes Allan Hancock College as the fiscal agent. The structure has worked well over the last two years and the consortium requested to maintain this structure. The benefits of this structure include AHC's lengthy experience as a fiscal lead managing large-scale grant projects, which makes the fiscal structure work smoothly.

Fiscal Management Approach

Whether using a fiscal agent or direct funding model, describe how you are fiscally managing your block grant. How are you rolling up grant expenditures to report to the State?

AHC and LUSD are using spreadsheets that have been created by the AB104 program assistant for the purpose of tracking block grant budgets and expenditures by program and objective. The AEBG program assistants for both Lompoc Adult School and Allan Hancock College are tracking and posting expenses to the spreadsheets. The program assistant for Allan Hancock College will be responsible for rolling up expenses and submitting them to the fiscal agent for certification. Each member will individually certify that their expenses are in line with the annual plan submitted to the State. Each member will be accountable for their own expenditures and questions regarding disallowed costs.

Member Allocations

Member Allocations

In the table below, provide approved funding allocations to each Consortium Member by program year. Total allocations must equal the total AEBG funds allocated to the Consortium for each fiscal year.

	2015-16	2016-17	2017-18
Total AEBG Funds	\$1,539,605	\$1,572,186	\$1,572,186
Total Allocated to Members	\$1,539,605	\$1,572,186	\$1,572,186
Total Remaining	\$0	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Department of Social Services, Santa Barbara County	\$0	\$0	\$0
Lompoc Unified School District	\$908,755	\$908,755	\$908,755
Allan Hancock Joint Community College District	\$630,850	\$663,431	\$663,431
Allan Hancock Joint Community College District	\$0	\$0	\$0
Lompoc Unified School District	\$0	\$0	\$0
Total	\$1,539,605	\$1,572,186	\$1,572,186

Allocation Changes

Please describe any significant changes in allocations to members made for the 2015-16 and / or 2016-17 program years.

There were no significant changes made.

Consensus and Approval

Describe how you arrived at consensus and approval of the allocations provided in the table above.

The consortium held a public meeting on April 13, 2017 where the consortium agreed that each member would receive the same allocation as 2016/17. These decisions were approved by a vote of the consortium.

Certification and Submission

Consortia must obtain signatures from each participating Member Agency certifying their acknowledgement and approval of the annual Member Allocations provided herein. The AEGB Web Portal provides two options for submitting these signatures:

1. Digital signatures may be submitted directly by clicking on the signature blocks below, and signing using a stylus or mouse; or
2. Consortia may alternately provide a scanned printout of their approved CFAD, replete with Member Signatures, via the upload link on the Certification Page.

Please select from the following options:

- Print and Sign
- Digital Signature

Please note: your 2017-18 CFAD may not be processed until all signatures from Member Agencies have been provided.

Signature Block

Department of Social Services, Santa Barbara County

Lompoc Unified School District

Mary Coggins

Allan Hancock Joint Community College District

Elaine Healy

Allan Hancock Joint Community College District

Sofia Ramirez Gelpi

Lompoc Unified School District



Kathi Froemming

[201718cfadsignedreport.pdf](#)

Click to indicate you are ready to Submit your 2017-18 CFAD

Applicant	Status	Date
Elaine Healy	Approved	03/27/2017 2:30pm

Signature