

Consortia Report on Governance Compliance of Rules and Procedures

The state is requesting that all consortia download, complete, and return this template in order to satisfy the Adult Education Block Grant governance requirement. This will also help each consortium develop a decision making structure/process that is agreed upon by consortium members.

Download and save this PDF, open it with Adobe Acrobat Reader, fill in the form fields, print the completed form, have each officially designated member sign the document, scan and email to the AB86 inbox: ab86@cccco.edu. Due by October 31, 2015 or sooner so that we can accept your 15-16 annual plan, consortium allocation schedule, and budget.

Consortium Name:

Planning Grant Fiscal Agent Name (for tracking purposes only):

Consortium Point Person (or person submitting this document):

Name:

Consortium Role:

E-Mail:

1. Have all community college districts, school districts, or county offices of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region been allowed to join the consortium as a member?

2. Have all members committed to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds? How will the available funds be reported and evaluated?

3. How will you assure that each member of the consortium is represented only by an official designated by the governing board of the member?

4. How will you assure that all members of the consortium shall participate in any decision made by the consortium?

5. What will be the relative voting power of each member?

e.g., 1 member = 1 vote

e.g., 1 institution = 1 vote (thus giving districts with multiple institutions multiple votes)

e.g., Other (eg, votes proportionate to adult students served)

6. How will decisions be approved?

E.g., by majority vote of 51%, or 50% +1 vote, or $\frac{2}{3}$ of votes

e.g. by consensus

7. How did you arrive at that decision-making model?

8. How will proposed decisions be considered in open, properly noticed public meeting of the consortium at which members of the public may comment?

9. Describe how will you provide the public with adequate notice of a proposed decision and consider any comments submitted by members of the public?

10. Describe how comments submitted by members of the public will be distributed publicly.

11. Describe the process by which the consortium will solicit and consider comments and input regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults. Such entities will include but not necessarily be limited to, local public agencies, departments, and offices, particularly those with responsibility for local public safety and social services; workforce investment boards; libraries; and community-based organizations.

12. How will you determine approval of a distribution schedule pursuant to Section 84913?

13. Has the consortium A) designated a member to serve as the fund administrator to receive and distribute funds from the program or B) chosen to have a funds flow directly to the member districts based upon the approved distribution schedule?

14. How will members join, leave, or be dismissed from the consortium?

15. Does the consortium have a formal document detailing its working beyond this questionnaire?
(Please provide a link)

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

A handwritten signature in black ink, appearing to read "D. King". The signature is written in a cursive style with a large initial "D" and a long, sweeping underline.

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

A handwritten signature in black ink that reads "Carl Haney". The signature is written in a cursive style with a large initial "C" and a long, horizontal underline.

Name:


Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

A handwritten signature in black ink that reads "Cynthia Gleason". The signature is written in a cursive, flowing style.

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

A handwritten signature in blue ink. The first part is a stylized monogram that looks like "AF", followed by the name "RUALCABA" in a more legible, blocky cursive script.

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

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