



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 —

10 Coast

Address

1370 Adams Ave.

Street Address

Street Address 2

Costa Mesa CA 92626

City

State

Zip

Website

http://www.cccd.edu/aboutus/ed

Primary Contact

Andreea Serban

First

Last

Logo

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

Files must be in .png format.

Primary Contact Email

aserban@ccd.edu

Certifying Official / Coordinator

Andreea Serban

First

Last

Certifying Official / Coordinator Email

aserban@ccd.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
Newport-Mesa Unified School District	Vanessa Galey	vgaley@nmusd.us	(714) 424-8983	08/25/2015
Huntington Beach Union High School District	Steve Curiel	scuriel@hbas.edu	(714) 842-4227	09/15/2015
Coastline Regional Occupational Program	Carol Hume	chume@coastlinerop.net	(714) 429-2222	10/22/2015
Orange County Department of Education	Mary Lou Vachet	mvachet@ocde.us	(714) 719-0908	06/06/2016
Coast Community College District	Andreea Serban	aserban@cccd.edu	(714) 438-4698	08/19/2015
Garden Grove Unified School District	Connie Van Luit	cvanluit@ggusd.us	(714) 663-6305	04/21/2016

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

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 Executive Committee will continue with the direct funding model. The main reason for continuing with the direct funding for 2017-18 is to provide for timely cash flow to each member. Funds are received based on the current apportionment funding schedule as stated in legislation. Although funds are received directly, each

member agrees to expend such funds in accordance with the AEBG expenditure guidelines and the Consortium Annual Plan approved by the Consortium Executive Committee.

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?

All members have committed to using and reporting all funds available to each member for the purposes of education and workforce services for adults including but limited to apportionment, federal grants, and other state grants, in accordance with the grant objectives and the AB 104 legislation. These funds are considered during the development of the annual plans and associated budgets. The Consortium Executive Committee will review quarterly the expenditures and balances to date for each fiscal year relative to the stated objectives and activities included in the annual plan to confirm that each member is expending the grant funds in accordance with the plan. Coast Community College District functions as the coordinating agency for the grant. Each member provides to the Chair of the Consortium Executive Committee on a quarterly basis the agreed upon information relative to expenditures and balances by grant program and major budget category along with the budget detail for expenditures and encumbrances. Based on this information, the grant expenditures are rolled up for purposes of State reporting and certification.

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	\$7,003,486	\$7,073,559	\$7,073,559
Total Allocated to Members	\$6,741,858	\$7,073,559	\$7,073,559
Total Remaining	\$261,628	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Newport-Mesa Unified School District			
Huntington Beach Union High School District	\$5,058,785	\$5,343,771	\$5,343,771
Coastline Regional Occupational Program			
Orange County Department of Education	\$0	\$0	\$0
Coast Community College District	\$1,493,273	\$1,516,630	\$1,516,630
Garden Grove Unified School District	\$189,800	\$213,158	\$213,158
Total	\$6,741,858	\$7,073,559	\$7,073,559

Allocation Changes

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

No changes.

Consensus and Approval

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

The Consortium Executive Committee develops and approves the distribution schedule based on the annual plan and supporting budget. The Consortium Executive Committee follows the Consortium Bylaws to arrive at consensus and approval of a distribution schedule pursuant to Section 84913.

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 AEBG 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

Newport-Mesa Unified School District

Signature line for Newport-Mesa Unified School District

Vanessa Galey

Huntington Beach Union High School District

Signature line for Huntington Beach Union High School District

Steve Curiel

Coastline Regional Occupational Program

Signature line for Coastline Regional Occupational Program

Orange County Department of Education

Signature line for Orange County Department of Education

Carol Hume

Mary Lou Vachet

Coast Community College District

Garden Grove Unified School District



Andreea Serban



Connie Van Luit

[coastadultedconsortiumfiscaldeclarationsigned522017.pdf](#)

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

Applicant	Status	Date
Andreea Serban	Approved	03/02/2017 11:12am

Signature