



# 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 —

### 11 Tri-Cities

#### Address

14507 Paramount Blvd.

Street Address

Street Address 2

Paramount CA 90723

City

State

Zip

#### Website

www.tricityconsortium.org

#### Primary Contact

Jerry King

First

Last

#### Certifying Official / Coordinator

Patricia Tu


First

Last

#### Logo

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

Files must be in .png format.


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#### Primary Contact Email

jking@paramount.k12.ca.us

#### Certifying Official / Coordinator Email

ptu@paramount.k12.ca.us

## 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
Compton Unified School District	Christopher Calvin	ccalvin@compton.k12.ca.us	(310) 639-4321	04/25/2016
Paramount Unified School District	Jerry King	jking@paramount.k12.ca.us	(562) 602-8080	04/25/2016
Lynwood Unified School District	Bambi Smith	bsmith@mylud.org	(310) 604-3096	04/25/2016
Compton Community College District	Rodney Murray	romurray@elcamino.edu	(310) 900-1600	04/25/2016

### 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.


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## 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

Paramount Unified School 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?

Tri City Consortium has been using a fiscal agent for the planning grant years and the first two years of AB104 funding. We find that it works sufficiently and has benefits when it comes to fiscal reporting to the state as well as where to house funds that will be used consortium-wide and not used solely by one of the members.

## 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?

Using the consortium's annual plan, the consortium allocates funds to each member according to the activities and projects approved by the executive board that each member will be conducting during the year. The fiscal agent releases funds to that member in a monthly distribution that coincides with the state's monthly release of funds to the fiscal agent. Members report to the executive board regarding progress and expenditures quarterly and provide expenditure information to the fiscal agent so reports can be completed and submitted to the state.

## 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	\$5,781,537	\$5,828,777	\$5,828,777
Total Allocated to Members	\$5,781,537	\$5,828,777	\$5,828,777
<b>Total Remaining</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Compton Unified School District	\$1,403,102	\$1,414,567	\$1,414,567
Paramount Unified School District	\$2,164,155	\$2,181,838	\$2,181,838
Lynwood Unified School District	\$1,916,711	\$1,932,372	\$1,932,372
Compton Community College District	\$297,569	\$300,000	\$300,000
<b>Total</b>	<b>\$5,781,537</b>	<b>\$5,828,777</b>	<b>\$5,828,777</b>

### Allocation Changes

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

For Clarification: As fiscal agent, Paramount USD will be the custodian of \$200,000 designated for expenditures to be used consortium-wide. That amount is included in Paramount's allocated amount of \$2,181,838. The fiscal agent fee is also included in the allocated amount.

### Consensus and Approval

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

With input from the consortium's consultant, the executive board developed rubrics that distributed funds according to the size of program and needs within the region regarding the 7 program areas. Using the different plans for allocations as a starting point for discussions, the executive board negotiated an

allocation plan that met with the consensus of the group. The allocation plan was approved at a regular public meeting of the executive board.

## 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

Compton Unified School District

Christopher Calvin

Paramount Unified School District

Jerry King

Lynwood Unified School District

Bambi Smith

Compton Community College District

Rodney Murray

[cfadsigned.pdf](#)

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

Applicant	Status	Date
Jerry King	Approved	04/25/2017 4:28pm

**Signature**

A handwritten signature in black ink, appearing to read "J. King". The signature is fluid and cursive, with a large initial "J" and a long, sweeping tail.