



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 —

13 Morongo Basin

Address

6162 Rotary Way

Street Address

Street Address 2

Joshua Tree

CA

92252

City

State

Zip

Website

cmccd.edu

Primary Contact

Meredith

Plummer

First

Last

Logo

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

Files must be in .png format.

Primary Contact Email

mplummer@cmccd.edu

Certifying Official / Coordinator

David

Norton

First

Last

Certifying Official / Coordinator Email

dnorton@cmccd.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 |
|--|-----------------------|----------------------------------|----------------|------------|
| Morongo Unified School District | Dr. Deborah Turner | deborah_turner@morongo.k12.ca.us | (760) 637-9191 | 04/10/2016 |
| Copper Mountain Community College District | Dr. David Norton | dnorton@cmccd.edu | (760) 366-5349 | 04/10/2016 |

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

Fiscal Agent

Copper Mountain 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?

All funding will be channeled through Copper Mountain Community College District. Any funds that need to go to additional members will be sent via the fiscal agent.

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 grant expenditures will be tracked through the CMCCD business office. If we chose to channel funds to other members, we will internally tracked to ensure state reporting is done in a timely manner.

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 | \$750,000 | \$773,016 | \$773,016 |
| Total Allocated to Members | \$750,000 | \$773,016 | \$773,016 |
| Total Remaining | \$0 | \$0 | \$0 |

| Member Agency | 2015-16 Allocation | 2016-17 Allocation | 2017-18 Allocation |
|--|--------------------|--------------------|--------------------|
| Morongo Unified School District | \$294,389 | \$130,000 | \$130,000 |
| Copper Mountain Community College District | \$455,611 | \$643,016 | \$643,016 |
| Total | \$750,000 | \$773,016 | \$773,016 |

Allocation Changes

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

Although we have had a large remaining amount for both 2015-16 and all of 2016-17, we were not spending it because we were planning for what will be a large expense as we expand our adult education programs--both in what we offer as well as where we offer them. 2015-16: MUSD and CMCCD are collaborating on new sites for our adult education programs in our very large geographic area. We have re-opened an MUSD school that was closed several years ago, and we are already offering classes at this Academy for College and Career Excellence--East (AC2E--the "2" is an exponent but it won't format here), located in 29 Palms. It will be a "pathway" school where MUSD will offer their classes, and CMCCD will offer adult education classes. We are also in the planning stages of opening a similar pathways school on the other end of our district in Yucca Valley. The expenses reported under 2015-16 include light renovations to the building as well as technology infrastructure which was lacking. The expenses also include a lease of part of the building for these classes (6 months) as well as expenses for the Radiological Dental Assistant program (MUSD's only program offered to adults). 2016-17: The amounts for MUSD include the lease of AC2E (\$10,973/month) and supplies for the RDA program. We may have to adjust these amounts if we proceed with the second new site in Yucca Valley. We had a remaining balance in 2015-16 of approximately \$100K. This, plus the remainder of funds for CMCCD in 2016-17 went to the purchase of modular buildings (and other expenses related to this purchase) for the adult education and ESL classrooms at the main campus. We have been operating these programs in a temporary area since 2010, and we long ago exceeded our capacity. 2017-18: MUSD funding

will be used for the AC2E lease and RDA supplies. CMCCD will continue to use its amount to support instruction and the development of programs. However, as we explore a potential new site for adult education in collaboration with both MUSD and CMCCD, these numbers may adjust.

Consensus and Approval

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

We met with MUSD and it was decided that CMCCD would be the fiscal agent for this year and all future years.

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

Morongo Unified School District

Dr. Deborah Turner

Copper Mountain Community College District

Dr. David Norton

[13morongobasincfadwithsignatures.pdf](#)

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

| Applicant | Status | Date |
|--------------|----------|-------------------|
| David Norton | Approved | 05/01/2017 5:39pm |

Signature

