



# 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 —

### 14 Desert

#### Address

43-500 Monterey Ave.

Street Address

Street Address 2

Palm Desert

CA

92260

City

State

Zip

#### Website

www.desertregionalconsortium.o

#### Primary Contact

Guillermo

Mendoza

First

Last

#### Certifying Official / Coordinator

Guillermo

Mendoza

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

gemendozajr@aol.com

#### Certifying Official / Coordinator Email

gemendozajr@aol.com

## Consortium Membership —

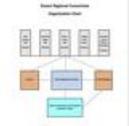
### Member Representation

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
<a href="#">Coachella Valley Unified School District</a>	Jereme Weischedel	<a href="mailto:jereme.weischedel@cvusd.us">jereme.weischedel@cvusd.us</a>	(760) 398-6302	07/14/2015
<a href="#">Palm Springs Unified School District</a>	Milt Jones	<a href="mailto:mjones@psusd.us">mjones@psusd.us</a>	(760) 770-8563	07/28/2015
<a href="#">Desert Sands Unified School District</a>	Larry Bellanich	<a href="mailto:larry.bellanich@desertsands.us">larry.bellanich@desertsands.us</a>	(760) 771-8612	09/15/2015
<a href="#">Desert Community College District</a>	Dean Papas	<a href="mailto:dpapas@collegeofthedesert.edu">dpapas@collegeofthedesert.edu</a>	(760) 776-7371	02/01/2017
<a href="#">Riverside County Office of Education</a>	Deanna McCarty	<a href="mailto:dmccarthy@rcoe.us">dmccarthy@rcoe.us</a>	(760) 863-3065	05/01/2016

### 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

### 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 Desert Regional Consortium has opted to have direct funding for 2017-18. The DRC felt funding flowing directly to each member, without the intermediary of a fiscal agent, would be more expedient and better use of resources. The DRC will review member allocation requests and forward a budget plan for public comment, review and approval.

Individual member districts are responsible for monitoring their allocations and providing district-certified quarterly reports to the Project Manager, who will review and roll up budget figures for official reporting with the assistance of a certifying official from each member agency via electronic portal. Required reports to the state will be reviewed carefully by all DRC members and approved at a formal calendared public meeting before submission to the state.

### 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?

The Desert Regional Consortium members use Galaxy software to maintain all income and expenditures. Galaxy software is maintained by Riverside County Office of Education for all school districts/colleges and is audited annually. The fiscal information both Summary, as well as Detailed is used to enter data from all members for reports and justifications as required by the Chancellor’s Office/CDE via electronic portal at the appointed reporting periods. The fiscal information is gathered by the Project Manager and entered via portal after being certified by a certifying official from each member agency prior to final submission.

## 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	\$2,999,915	\$3,063,316	\$3,063,316
Total Allocated to Members	\$2,999,915	\$3,063,316	\$3,063,316
<b>Total Remaining</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Coachella Valley Unified School District	\$1,391,386	\$1,568,864	\$1,568,864
Palm Springs Unified School District	\$230,000	\$256,000	\$256,000
Desert Sands Unified School District	\$215,038	\$330,604	\$330,604
Desert Community College District	\$869,599	\$442,500	\$442,500
Riverside County Office of Education	\$293,892	\$465,348	\$465,348
<b>Total</b>	<b>\$2,999,915</b>	<b>\$3,063,316</b>	<b>\$3,063,316</b>

### Allocation Changes

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

For 2015-16 College of Desert (COD) received \$362,500.00 and for 2016-17 will receive \$442,500.00. In addition, our Desert Regional Consortium has elected to have no fiscal agent for 2016-17. As the committee budget was not embedded within the individual member’s budgets, it was voted and approved unanimously to

have the committee budget remain with COD and managed by COD (current fiscal agent), as a separate budget and not in addition to their allocation. The combination of the committee budget and COD allocation brought the total to \$869,599.00.

For 2016-17 and 2017-18, no additional new monies were allocated for committee use, rather all new monies were fully allocated to all members.

Although it appears COD received less money for 2016-17, it in fact had an increase as did all members. The committee budget nonetheless had to be accounted for and as a result appears with COD's allocation for 2015-16. In the future, the committee budget will be embedded within member's budgets if necessary.

### Consensus and Approval

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

The Desert Regional Consortium met in a formal public meeting. A quorum was established. Member recommendations for funding allocations 2017-18 from the Steering Committee were presented for discussion and formal vote. A formal vote was taken and the motion was approved. Approval was reflected in the minutes.

## 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

Coachella Valley Unified School District

Jereme Weischedel

Palm Springs Unified School District

Milt Jones

Desert Sands Unified School District

Desert Community College District

\_\_\_\_\_

*Larry Bellanich*

\_\_\_\_\_

*Dean Papas*

Riverside County Office of Education

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*Deanna McCarty*

[desertregionalconsortiumsignaturepagesforcfad201718.pdf](#)

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

Applicant	Status	Date
Guillermo Mendoza	Approved	05/01/2017 3:30pm

**Signature**

