



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 —

23 Kern

Address

2100 Chester Ave.

Street Address

Street Address 2

Bakersfield

CA

93301

City

State

Zip

Website

www.KernAEBG.com

Primary Contact

Angela

Paquette

First

Last

Logo

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

Files must be in .png format.

Primary Contact Email

angela.paquette@kccd.edu

Certifying Official / Coordinator

Deborah

Martin

First

Last

Certifying Official / Coordinator Email

debmarti@kccd.edu

Consortium Membership —

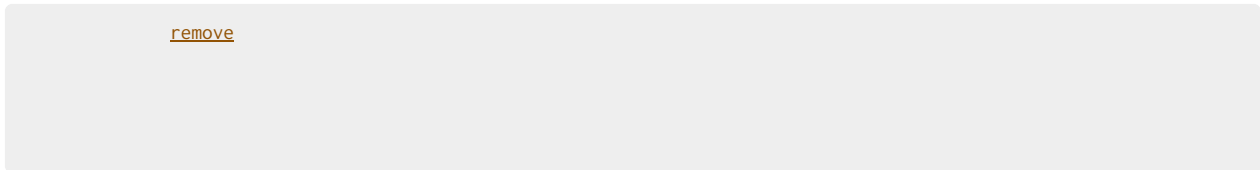
Member Representation

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
Kern County Regional Occupational Center				
Porterville Unified School District	Staci Phipps	sphipp@portervilleschools.org	(559) 782-7030	04/13/2016
Mammoth Unified School District				07/15/2016
Mono County Office of Education	Stacey Adler	sadler@monocoe.org	(760) 934-0031	07/15/2016
McFarland Unified School District	Valerie Garcia	vagarcia@mcfarland.k12.ca.us	(661) 792-3081	07/15/2016
Sierra Sands Unified School District	JoAnne McClelland	jmcclelland@ssusd.org	(760) 449-1600	04/28/2016
Wasco Union High School District	Lori Albrecht	lalbrecht@wascohsd.org	(661) 758-7450	
Tehachapi Unified School District	Susan Andreas- Bervel	sandreas@teh.k12.ca.us	(661) 822-2700	
Mojave Unified School District	Susan Clipperton	susanclipperton@mojave.k12.ca.us	(661) 824-4001	
Kern Union High School District	Scott Cole		(661) 827-3100	04/28/2016
Delano Joint Union High School District	Paul Chavez	pchavez@djuhsd.org	(661) 720-4171	10/31/2015
Kern County Superintendent of Schools	Robert Arias	roarias@kern.org	(661) 636-4625	07/15/2016
Kern Community College District	Deborah Martin	debmarti@kccd.edu	(661) 336-5124	04/29/2016
Muroc Joint Unified School District	Mike McCoy	mmccoy@muroc.k12.ca.us	(760) 769-4821	04/28/2016

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.



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 Kern AEBG Consortium functioned under the Fiscal Agent model with the Kern Community College District functioning as the Fiscal Agent during the 2015-16 year. The fiscal structure for the 2016-17 year was brought to the consortium board for review and discussion at the March 29, 2016 board meeting. Members examined the advantages and disadvantages of both a Fiscal Agent model and a Direct Funding structure as well as the impact on small and large districts of both models. During continued discussion at the Kern AEBG Board meeting on April 13, members expressed a desire to move to a Direct Funding model with the perception that this model would "expedite" processes and procedures. Thus, by unanimous vote at the April 13th, 2016 Board meeting, the consortium elected move to a Direct Funded model for the 2016-17 year. As of the April 28, 2017 Kern AEBG Board meeting, all members agree to continue with the Direct Funded model.

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?

John Means, Associate Chancellor of Economic and Workforce Development, serves as the Kern AEBG programmatic lead. The Project Director, under the direction of John Means, is responsible for the timely gathering of all member fiscal reports to be rolled up and submitted to the state. Once gathered, all submissions are delivered to Carlene Feichter, Accounting Manager, and her department for the purpose of rolling member submissions together. Carlene Feichter reports to Deborah Martin, Interim Chief Financial Officer and the consortium's certifying official. All member fiscal reports are generated by each member's district accounting team, certified, and upload to the consortium's shared drive for the purpose of rolling information together. Members are responsible for maintaining appropriate supporting documentation (i.e.: invoices, purchase orders, etc.) according to their district practices. In order to prepare for detailed reporting to the state, each member has prepared a Scope of Work identifying program expenditures by program area, object code, and program objective any and all intended to purchases for the year. This information has been submitted to the Kern AEBG Board, approved, and uploaded into an electronic database in order that all purchases may be reconciled against a consortium-approved Scope of Work plan.

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	\$15,982,534	\$16,126,066	\$16,126,066
Total Allocated to Members	\$15,982,534	\$16,126,066	\$16,126,066
Total Remaining	\$0	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Kern County Regional Occupational Center			
Porterville Unified School District	\$1,388,787	\$1,388,787	\$1,388,787
Mammoth Unified School District			
Mono County Office of Education	\$205,922	\$205,922	\$205,922
McFarland Unified School District	\$296,147	\$296,147	\$296,147
Sierra Sands Unified School District	\$222,750	\$222,750	\$222,750
Wasco Union High School District	\$241,292	\$241,292	\$241,292
Tehachapi Unified School District	\$187,036	\$187,036	\$237,036
Mojave Unified School District	\$294,500	\$294,500	\$294,500
Kern Union High School District	\$10,250,051	\$10,250,051	\$10,300,051
Delano Joint Union High School District	\$1,354,485	\$1,354,485	\$1,354,485
Kern County Superintendent of Schools			
Kern Community College District	\$1,541,564	\$1,633,096	\$1,433,096
Muroc Joint Unified School District	\$0	\$52,000	\$152,000
Total	\$15,982,534	\$16,126,066	\$16,126,066

Allocation Changes

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

During the 2016-17 allocation year, \$52,000 was made available to Muroc Joint Unified School District. Under new leadership, the district Superintendent passionately participates in all AEBG board meetings and expressed a strong desire for support in order to reopen the adult school program that had been shuttered.

Consensus and Approval

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

All Kern Consortium members submit a detailed work plan (Scope of Work) for projects they intended to develop during each allocation cycle. All work plans along with detailed budgets are submitted by each member for each allocation year to the board for approval. All projects currently in development are in alignment with the 3-Year Plan and the Annual Plans. As the board reviews and approves plans, members are cognoscenti of the funding for each project and work collaboratively to ensure that each member has adequate funding to execute plans that meet the needs of their community.

As a result of the on-going collaboration and analysis of need, the Kern Community College District requested to reallocate \$200,000 of the district allocation to fund additional work in the adult end programs. This, at the Kern AEBG board's April 28, 2017 meeting, KCCD redistributed \$200,000 of their allocation to K12 partner programs. Upon a consensus vote, the following members received additional funding: Tehachapi - \$50,000, Kern High - \$50,000, Muroc - \$100,000.

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

Kern County Regional Occupational Center

Porterville Unified School District

Staci Phipps

Mammoth Unified School District

Mono County Office of Education

Stacey Adler

McFarland Unified School District

Sierra Sands Unified School District

Valerie Garcia

JoAnne McClelland

Wasco Union High School District

Tehachapi Unified School District

Lori Albrecht

Susan Andreas- Berel

Mojave Unified School District

Kern Union High School District

Susan Clipperton

Scott Cole

Delano Joint Union High School District

Kern County Superintendent of Schools

Paul Chavez

Robert Arias

Kern Community College District

Muroc Joint Unified School District

Deborah Martin

Mike McCoy

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

Applicant	Status	Date
Angela Paquette	Approved	04/17/2017 3:29pm

Signature

Angela Paquette