

# Consortium Annual Plan

This Annual Plan Form has been partially auto-filled for your Consortium based on your AEBG Consortium Fiscal Administration Declaration (CFAD). **Some text is locked** ( ). Should you need to make changes to these sections, please contact the AEBG Office. Submissions are due by **August 15, 2016**.

**Please Note:** Please use bullet-point lists where appropriate for clarity and concision and spell out acronyms that may not be readily understood by most readers.

## Section 1: Consortium Administration

Consortium Grant Number	Consortium Name
15-328-25	29 Marin

### Primary Contact(s)

The table below lists the current Primary Contact(s) for your Consortium. Each may identify up to **two**. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. All changes are saved automatically.

Name	Title	Phone	Email
Pratt, Elizabeth	Dean of Career and Technical Education	(415) 457-8811	epratt@marin.edu

### Funding Channel

The consortium has designated a fiscal agent

### Fiscal Contact

The table below lists the current Fiscal Contact for your Consortium. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. All changes are saved automatically. To add or remove a Member Representative, click **Add / Remove Member Representatives**.

Name	Title	Phone	Email
Nelson, Gregory			gnelson@marin.edu

### Member Representation

The table below lists the current Membership for your Consortium. Please review and update the information listed below as appropriate. Changes may be entered directly into the table below. To **add** or **remove** a Member Representative, click **Add / Remove Member Representatives**.

Name	Member Agency	Phone	Email	Approved
Elsen, Corbett	Tamalpais Union High School District	(415) 945-3751	celsen@tamdistrict.org	09/29/2015
Kerr, Kevin	San Rafael City High School District	(415) 492-3221	kkerr@srcs.org	06/29/2016
Lippi, Ken	Marin County Office of Education	(415) 499-5803	klippi@marinschools.org	09/29/2015
Pratt, Elizabeth	Marin Community College District	(415) 457-8811	epratt@marin.edu	09/15/2015

### Governance Plan

Your Governance Plan defines the policies and procedures that guide decision-making and operations for your Consortium. Your Consortium's current Governance Plan may be found below.

**Has your Consortium changed how it manages operations since submitting the plan above? (Select Yes or No)**

- ☐ Yes  
☒ No

If you have changes to your Governance Plan Template, please complete a new Governance Plan Template and upload it below for submission with your Annual Plan.

 [Download Governance Plan Template](#)

## Organizational Chart

In your 2016 – 17 CFAD, you were asked to submit an Organizational Chart. Your Consortium's current Organizational Chart may be found below.



**Do you have changes to your Organizational Chart? (Select Yes or No)**

- ☐ Yes  
☒ No

If there have been changes from what was submitted with your CFAD, please upload a new Organizational Chart below for submission with your Annual Plan. Organizational Charts must be in .jpg format.

## Fiscal Management

In your CFAD you answered the following questions: 1) How will the consortium be fiscally managing your block grant in 2016 - 17? 2) How are you rolling up grant expenditures report to the State? Your response is included below for reference.

### Block Grant Fiscal

**Management:** As Fiscal Agent, COM designates a portion of all monthly governance meetings to discussing invoice procedures, pass-through process, requirements, state reporting, activities of consortia colleagues specific to funding and related questions. Designated consortium workshops and individual agency meetings with Fiscal Agent accounting representatives are planned and will ensure funding to flow seamlessly between agencies. Fiscal Agent has created a member template excel spreadsheet which supports accounting by program, object code and objective. MOU's are in place to solidify expectations on fiscal management, reporting, and any member concerns or questions that arise regarding AEBG requirements and guidelines.





**Does your Consortium have updates or changes to its approach to Fiscal Management to report? If so, click Yes and enter them in the textbox below. Otherwise, click No.**

- ☐ Yes  
☒ No

None

## Consortium Allocation Schedule

In your CFAD, you submitted your Allocation Schedule for 2016-17. **This item is locked.** It is included here for reference only.

Member Name	Total Allocation
 <a href="#">Shoreline Unified School District</a>	\$0
 <a href="#">Tamalpais Union High School District</a>	\$699,161
 <a href="#">San Rafael City High School District</a>	\$123,016
 <a href="#">Novato Unified School District</a>	\$180,144
 <a href="#">Marin County Office of Education</a>	\$160,000
 <a href="#">Marin Community College District</a>	\$235,000
<b>Total</b>	<b>\$1,397,321</b>

## Section 2: Plan Summary for Program Year 2016-17

The AEBG effort focuses on the purpose described in AB86: "... to rethink and redesign an educational system that creates seamless transitions for students across adult schools and community colleges to accelerate academic and career success in order to earn a living wage." Your AB104 Adult Education Block Grant Three-Year Plan Update summarizes what your Consortium's vision and goals are for your regional Adult Education system. The Annual Plans focus on what will be done to make progress toward that vision each year.

## Executive Summary

*Please provide an Executive Summary of your Consortium's implementation plan for the 2016 – 17 Program Year. In your summary, please be sure to provide a clear and concise description of your Consortium's vision, accomplishments made during the prior Program Year, and its primary goals for the upcoming Program Year.*

The first year of the Marin County Adult Education Consortium (MCAEC) saw expanded services in three program areas: Adult Basic/Secondary Education; English as a Second Language (ESL); and, Short-Term Career Technical Education (CTE) training programs. Program expansion this year resulted in the reduction of wait lists at existing Adult Schools and College of Marin, and the addition of programming in geographical locations where the need is greatest (thus creating greater access to adult education programs across the region).

Progress in two of the program areas involved laying important groundwork for Year 2, with the intent to begin programming in fall, 2016. These areas are Parents Supporting Childhood Success in Elementary Schools and Adult Basic/Secondary Education (which includes the reinstatement of an adult school in central Marin County where the need for programming is increasingly large). Additionally, the newly hired AEBG Program Outreach & Services Coordinator is housed in central Marin and will coordinate AEBG activities with the Marin Consortium. The Program Outreach & Services Coordinator provides guidance to program participants who request access to support services and connections to jobs, in addition to further education opportunities.

Given that Year 1 AEBG funding was late in coming, MCAEBGC made great strides in building its Adult Education program. Tamalpais Adult School (TAS) added a summer school program, College of Marin increased non-credit ESL capacity by offering a new class, and the Consortium added a short-term certificate in culinary arts. In addition, NUSD purchased several computers to increase the number of AE students served there, members assembled and attended many partnership meetings to create new short-term certificate opportunities and integrated ways of learning, aligned ESL and ASE/ABE assessment and curriculum (using the I-Best model), and created a marketing and outreach plan.

In 16-17, the Marin Consortium will focus on prioritizing tasks that will maximize program growth. Members will meet regularly with community stakeholders to identify students' needs: short-term certificates; types of training; time and location of classes; and how to target adult learners. Year 2 will also see the reinstatement of an Adult School in San Rafael and a parent support effort focusing on expanded resources, training, and skills-development to help increase adult participation and student achievement at elementary and secondary schools.

Marin Consortium members will work together - and under the direction of the State - in Year 2 to implement a data collection model that will serve all interests. There will be a specific focus on aligning K-12 enrollment forms, assessment methods, programming and curriculum to maximize seamless transitions between agencies. Because one Marin Consortium member is a WIOA agency, there will be a strong push to align with WIOA assessment and demographic data requirements when possible. Marin Consortium members will continue to work closely with local employers, governmental agencies and community based organizations to create pathways for adult students in Marin County to earn a sustainable family wage, enter gainful employment and enroll in higher education.

## Stakeholder Engagement

In the table below, please list your Consortium's Partner Agencies. These may include, but are not limited to, state, county workforce and / or educational agencies, community based organizations, corrections, advocacy and / or special interest groups, proprietary schools, charter schools, among others. Values may be entered directly into the table below. All changes are saved automatically.

Partner Name	Partner Type	Core Services
Canal Alliance	Resource Center	ESL
COMPASS Program	Resource Program	Transition Program
Conservation Corp North Bay	Workforce Development	HS Equivalency, employment
Davidson Middle School	School	Adult Student Success
Homeward Bound	Workforce Development	Housing, CTE
IHSS Public Authority of Marin In-Home Care	Resource Program	Housing
Lynwood Family Literacy	Resource Program	Parent Student Success, ESL, HS Equivalency
Marin City Community Development Corporation	Resource Center	CTE, HS Equivalency, Job Development
Marin Community Foundation	Funding	Support services, grant funding
Marin Literacy Project	Resource Program	Adult Literacy
Marin's Community School	School	HS Equivalency
North Bay Building Trades	Workforce Development	Employment, pre-apprenticeship
San Rafael High School	School	Adult Student Success
Sparkpoint	Workforce Development	CTE, Financial Literacy
Workforce Development Board	Workforce Development	Employment, HS Equivalency, ESL

Briefly describe a promising practice that has emerged as a result of your collaboration with one or more of the partners identified above.

The Marin Consortium partnered with the regional building trades to offer the North Bay Trades Introduction Program, (TIP). This program prepares students to apply for trade apprenticeship training positions. The 120-hour course is held at the College of Marin and includes 40 hours of math instruction, introduction to tools and trades, professional work skills, and career pathway overviews. 47 individuals indicated interest in the program, 27 attended an orientation and application session, 25 were interviewed, and 20 students were selected for the class. Community partners Marin Employment Connection and the AEBG Program Coordinator provided in class presentations on resumes, interview skills, and education after completion of the course. The consortium will work with North Bay TIP to explore offering this course again as it is a successful collaboration between the trades, community college, workforce development board and AEBG.

## Levels and Types of Services

Please provide a description of your Consortium's success expanding levels and types of programs within your region, as well as key challenges faced and / or overcome during the 2015 – 16 Program Year.

Elementary and Basic Skills Education: SRCS will reinstate adult education programming in central Marin County, beginning with ESL, CTE and GED classes set to begin in Spring 2017. SRCS has hired and will house the newly hired Marin Consortium Outreach & Support Coordinator position. NUSD hired and a new counselor to provide needed support services to Northern Marin County's growing learner population, and expended \$50,000 on new computers to serve a larger AE population. No GED program waitlists reported in 15-16.

ESL: Classes were expanded across the county. The following members increased ESL program offerings and students served; College of Marin, Tamalpais Adult School.

CTE: TUHSD and COM offered and increased CTE program offerings in two areas; in-home care and the culinary fields. Demand is high for CTE classes and there are plans to add more programming in 16-17.

Parent-Child Success: MCOE will begin program implementation July 2017 and has identified partner agencies to provide these much needed services.

Pre-Apprenticeships: Marin County hosted its first NorthBay TIPS Course summer, 2016. The 120-hour course connects adults with local apprenticeships, gives an overview of carpentry, pipe trades, electrical, sheet metal and other trades, learn about the skills necessary for success in an apprentice program, basic math, and blue print reading and technology.

Funding delays from the State made program implementation difficult in 15-16.

The small allocation in AEBG funding to Marin Consortium limited expansion opportunities, therefore making it difficult to address all AEBG program areas in Marin County.

Additional funding is needed to provide adequate staffing to assist with administrative duties of the grant.



Expenditures data must be submitted for each participating Member agency as a single a comma-separated values (.csv) file for each Consortium. To help ensure the consistency and accuracy of data collected, as well as minimize the administrative burden on Consortium Members, the AEBG Office has developed tools to support collection and reporting of Consortium expenditures data. These include a Member Expenditures Form that Consortia may use to collect data from Member agencies, and a Consortium Expenditures Workbook with built-in automations to import and export Member / Consortium data with the click of a button. Instructions for use of these tools, as well as a sample workflow document and export file may be found in Consortium Expenditures Workbook.

While it is not required that Consortia use these tools, expenditures data must be submitted in the format produced by the Consortium Expenditures Workbook. Consortia using other tools to produce this report are strongly encouraged to reach out to the AEBG Office to ensure their files meet the specifications of the AEBG Office prior to submission. Once you have prepared your Consortium Expenditures file, upload it here for submission with your 2016 – 17 Annual Plan.

[consortiumexpenditures\\_160722.xlsm](#)

## Section 4: Consortium Action Plan Review and Update

### Regional Assessment Plan Updates

*Provide a description of your AEBG Regional Assessment Plan, i.e., how students will be appraised, placed, assessed, etc. into the regional adult system as they progress, and as they move among the various schools.*

The Marin Consortium's regional plan to track student enrollment, demographics and performance is still being discussed and developed. We are in the process of creating a common enrollment form for all students in an adult education program to complete. Though regional vendors and automated tools have not yet been identified, we are discussing ways of housing our own local data, as well as ways to participate in statewide efforts through Launchboard. Discussion is ongoing about contracting with a data expert, and we are awaiting CDE/CCCCO/AEBG's guidance on data collection programs before taking this step.

TUUSD will continue to use WIOA-aligned learner enrollment, attendance tracking and assessment tools which include CASAS, ASAP, and TopsEnterprise.

College of Marin will continue to use Scorecard, Launchboard, Accuplacer to assess, track learner attendance and performance. In 16-17, College of Marin will pilot the Common Community College assessment with a cohort of learners.

NUSD, SRCS, MCOE all use Aeries and are considering use of CASAS, TE and other localized attendance programming to track student participation and performance.

**What tools and vendors will you be using for these activities? Responses may be entered directly into the table below. All changes are saved automatically.**

Name	Vendor	Core Services
Accuplacer	College Board	Assessment
Aeries	Eagle Software	Data Collection
Aeries	Eagle Software	Data Collection
Aeries	Eagle Software	Data Collection
CASAS	CASAS	Assessment
Dashboard	Lumira	Data Collection
TopsProEnterprise	CASAS	Data Collection

### Student Data Tracking

*Describe how you will track student enrollment, demographics, and performance. What system(s) will you be using? How will you collect the data from the student / classroom level? How will this system enable you to meet the targeted program outcomes?*

The Marin Consortium's regional plan to track student enrollment, demographics and performance is still being discussed and developed. We are in the process of creating a common enrollment form for all students in an adult education program to complete. Though regional vendors and automated tools have not yet been identified, we are discussing ways of housing our own local data, as well as ways to participate in statewide efforts through Launchboard. Discussion is ongoing about contracting with a data expert, and we are awaiting CDE/CCCCO/AEBG's guidance on data collection programs before taking this step.

TUHSD will continue to use WIOA-aligned learner enrollment, attendance tracking and assessment tools which include, CASAS, ASAP, TopsEnterprise.

College of Marin will continue to use Scorecard, Launchboard, Accuplacer to assess, track learner attendance and performance. In 16-17, College of Marin will pilot the Common Community College assessment with a cohort of learners.

NUSD, SRCS, MCOE all use Aeries and are considering use of CASAS, TE and other localized attendance programming to track student participation and performance.

**List the systems used for student data tracking. Responses may be entered directly into the table below. All changes are saved automatically.**

Name	Vendor	Core Services
Aeries	Eagle Software	Data Collection
Aeries	Eagle Software	Data Collection
Aeries	Eagle Software	Data Collection
Dashboard	Lumira	Data Collection
TopsProEnterprise	CASAS	Data Collection

## 2015 – 16 Annual Plan Review and Update

*Considering the activities proposed and / or implemented this year, please evaluate your Consortium's effectiveness meeting the following student outcomes identified in AB104:*

- (A) Improved literacy skills
- (B) Completion of high school diplomas or their recognized equivalents
- (C) Completion of postsecondary certificates, degrees, or training programs
- (D) Placement into jobs
- (E) Improved wages

*In your responses, please include a description of your progress toward implementation of your 15 - 16 strategies. Please also be sure to highlight key successes, challenges, and any new strategies proposed as a result of lessons learned during the 15 – 16 program year.*

### Objective 3: Integration and Seamless Transition

*Activities and plans to align regional academic and career pathways leading to employment and student transition into postsecondary education and / or the workforce.*

The strategic focus of the consortium members for 2015-16 was on program expansion in high school equivalency, Career Technical Education and English as A Second Language classes across the region. In 2015-16, significant expansion occurred in ESL, CTE and HSE program areas. Program expansion and collaborative work with partner agencies resulted in additional students being served. TUHSD partnered with Marin's Workforce Development Board to provide a GED, ESL class on-site in San Rafael, a city where no prior adult education classes were held but where the need was great. Partnering with the WDB promoted greater collaborative work with CalWorks, Job Development, One-Stop staff and allowed GED prep, ESL students to continue with a one-stop model.

Additionally, one WIOA member worked with WDB on a mandated student support services MOU, which will be in place in 2016-17. NUSD hired a dedicated adult school counselor who will provide support services such as counseling referrals, new student orientations, program outreach, and college-career counseling to adult students in northern Marin County.

College of Marin continued to provide outreach to adult schools in the region by presenting programs onsite, supporting students with support for online application at school sites, and inviting all adult school students in Marin County to an end-of-year site visit at the Kentfield campus.

**Objective 3 Activities**

Activities and plans to align regional academic and career pathways leading to employment and student transition into postsecondary education and / or the workforce.

**Response:** (200 words max.)

Activity	Outcomes Expected	Method of Assessing Impact
Informational Presentations by AEBG Outreach Coordinator and Members	Adult Education providers, counselors and community-based organizations will better understand all of the services available for students in Marin County. Number of participants at presentations and referrals to AE programs from partner agencies	Number of participants at presentations and referrals to AE programs from partner agencies
Expand partnership with WDB to increase program access to Marin County adult students	Increase access to program information for residents in Central Marin, a target location with partner agency.	Attendance at information sessions, orientations, enrollment in CTE classes.
MCOE will pilot program for Adults Training to support child school success through a Parent and Family Engagement Project focused on College Access and Success.	Parents and adults who support elementary and high school students at Davidson Middle School, Venetia Valley School, Marin's Community School, San Rafael High School will receive expanded resources, training and skills -development to help Increase adult participation and student achievement at elementary and secondary schools.	Number of adults served, data on student success measured through GPA, extracurricular activities, college visits, and adherence to education plan and progress monitoring.
San Rafael City Schools will build infrastructure to implement and expand adult ed programming	Increase access to program information for residents in Central Marin, a target location with partner agency	Conduct a needs assessment and student survey to determine expansion needs in central Marin
Professional Learning Communities	Designate regular time for instructors from adult education and College of Marin to meet regarding curriculum development, alignment and delivery	Student placement and course outlines are aligned between Adult Schools and Community College
Implementing support services position to Northern Marin County, NUSD	Increase access to support services and counseling for residents in Northern Marin, a target location per 3-year plan.	Increase number of students persisting in program.

**Objective 4: Gaps in Services**

*Activities and plans to address gaps in programs and services within your region.*

Marin Consortium members will continue to focus on program expansion in ESL, CTE, HSE, Parent-Child Success, providing adult education services in geographical locations where the need is greatest (Central - Northern Marin County). SRCS district will be reinstating an adult programming in central Marin, beginning with ESL, HSE prep and CTE programming. MCOE has implemented a parent-child success program serving families and students in central Marin at several schools in San Rafael. NUSD has hired a counselor to provide support services to the Northern region of Marin County. Additionally, in 2016-17, NUSD will implement a parent-child success program in several schools within the NUSD. CTE program interest is growing in the culinary, medical, English language development for employment, and automotive fields in Marin County. In 2016-17, there is a continued focus to expand CTE course offerings in the region.



**Objective 4 Activities**

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
Extend school hours, year, staffing to increase program offerings county-wide	Increase program capacity, enrollees across program areas	Compare program enrollment numbers between 2014-17
Maintain, expand Spanish GED prep programs county-wide	Expand GED program capacity for Spanish speakers, increase access to educational programming	Compare program enrollment numbers between 2014-17
Implement support services counselor position for Northern Marin County	Increase support services to adult education students across programs	Student surveys, meetings with counselor, support services provided, community service partnerships strengthened
Develop non-credit pathways at COM	Better prepare and accelerate learning for non-credit students	Number of non-credit students who test into college credit level courses
Launch Adults Training to Support Child School Success, a project focused on increasing college access and success in K-12 schools	Parents and adults who support elementary and high school students at Davidson Middle School, Venetia Valley School, Marin's Community School, San Rafael High School will receive expanded resources, training and skills development to help insure the school success of their children	Number of adults served, data on student success measured through GPA, extracurricular activities, college visits
Members will explore collaborative opportunities to expand services to Adults with Disabilities, address gaps	Increased opportunities for Adults with mild to moderate Disabilities to have access to programs at College of Marin	Tracking the number of Adults with Disabilities attending and accessing these programs at the College of Marin
Increase integrated short-term CTE pathways for adults	Increase student retention and persistence in core academic programs by pairing them with CTE. Provide industry skill training and certification	Number of students who complete both CTE and paired core course. Number of students who gain at least one level based on CASAS. Number of students who earn certificate and/or industry certification.

**Objective 5: Acceleration**

*Activities and plans to accelerate student progress toward academic and/or career goals.*

Consortium members and their respective staffs attended a variety of local, state and regional-sponsored training on topics such as IBEST, GAFE, CTE, WIOA alignment with sponsors such as CALPRO, OTAN, CCAE, CDE. When possible, consortium members will implement an IBEST model to maximize student completion and progress in CTE classes. Spanish GED prep is currently offered in one location with the goal of expanding services in Central to Northern Marin County. Summer programs have been reinstated, and are planned for 2016-17 year. Pearson Vue testing center will expand both in hours and testing stations. Several member districts increased staffing, extending hours, technology integration and added new classes to better serve adult learners in Marin County. COM is partnering with Homeward Bound in Novato to offer short-term certificates in food handling and food safety.

**Objective 5 Activities**

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
Develop I-BEST program in at least one CTE industry area Expand Y2	An integrated curriculum will be developed for implementation in year 2	Approval of IBEST curriculum
Technology infused program, curriculum, school settings	Infuse curriculum in instructional delivery and student engagement activities in classroom	Number of courses implementing technology in instruction
Maintain and expand blended distance learning in HSE, ESL	Increase in the number of students engaged in program, increase in number of students earning high school equivalency	Review of online activity, tracking attendance hours

**Objective 6: Shared Professional Development**

*Activities and plans to implement collaborative professional development strategies designed to foster program alignment and support ongoing assessment and improvement of student outcomes.*

In 2016-17, Marin Consortium will continue its active engagement in discussion of strategies and available programming which will best align data collection across members to ensure student success, program expansion and analysis is driven by regional data.

Aligning data collection and discussion of best practices at monthly governance meetings has been in place in 2015-16 and will continue in year two. Scheduled workshops with data collection vendors and experts are scheduled to take place in fall 2016.

Marin Consortium modified with permission CAERC's enrollment form and will pilot it across members and programs to ensure

all required data is collected.

Marin Consortium members will continue to participate in “super region” discussions about emerging practices that involved data collection, analysis and regional data sharing capabilities.

Members will continue to visit respective sites to enlighten each other on program structure, offerings, addressing unmet needs and collaborative work opportunities.

Instructors will continue to engage in technology training to learn how to use technology to improve student success and access to adult education programming.

Partnerships and outreach with California Consortia and AEBG Office will provide collaborative discussion, promising practice work happening in the field and guidance about next “best” steps.

### Objective 6 Activities

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Outcomes Expected	Method of Assessing Impact
Conference Attendance	Member staff will attend conferences that will assist in the design and implementation of innovative AE programming	Members attending conferences Participant feedback
Site Visits	Member staff will visit respective sites to: discuss program structure, what is offered, address unmet needs, and collaborative work opportunities	Member feedback Impact on Marin County program development
Technology Training & Staff Development	Instructors will use technology in new and innovative ways to increase student success and access to education	Number of sections using technology in instruction and learning
Professional development training in student data collection, analysis and software	Develop a regional plan for collection of student data, using recommended vendors	Develop a regional plan for data collection, analysis
Contextualized Curriculum Training	Instructors will develop at least two contextualized lessons to be delivered in ABE/ASE, ESL and CTE courses	Student Feedback Student level increase based on CASAS testing

### Objective 7: Leveraging Resources

*Activities and plans to leverage resources to create or expand programs and services to adult learners in your region. Resources may include contributions from, or collaborations with, local Workforce Investment Boards (WIBs), industry employer groups, chambers of commerce, county libraries, etc.*

Marin AEBG Consortium members will continue adult education program expansion through collaborative regional partnerships. Marin Consortium’s new AEBG Outreach & Support Services Coordinator will work closely with regional partners, members and community members to provide substantial outreach and marketing of adult education programming. Key members and partners include: regional local school districts, county office of education, community college, Marin’s Workforce Development Board and community based partners referenced in the 2016-17 annual plan. Marin Consortium will continue work with Sonoma and Napa Ault Education consortia to leverage professional development opportunities and share best practices. Additionally, Marin Consortium will continue to leverage professional development with the North Coast Career Pathways Alliance and Career Ladders work.

**Objective 7 Activities**

Enter aligned activities planned for 2016 – 17 into the table below.

Activity	Partners	Partner Contributions	Outcomes Expected	Method of Assessing Impact
Utilizing services and information from WDB	Local industry partners	Share LMI data from WDB with members	CTE programs will align with needs identified in LMI	Document to show alignment.
Partnering with Sonoma County Adult Education Consortium (SCAEC) for Professional Development	All marin County Consortium members	Leverage professional development opportunities with SCAEC	COM will identify regional PD attendees	Number of PD events attended PD information included in program
Partnering with NCCPA for PD	Regional NCCPA Partners	Leverage professional development opportunities with NCCPA region	One professional development event schedule on 3/31/16	Number of consortium attendees at NCCPA events
Expand Pearson Vue Test Center support Services	All	Only test center in Marin county	100-200	Test center rosters and attendance increase from 15-16
Localized, regionalized marketing and promotion of programs	All	Marin Consortium video, or flyers, brochure	Greater audience reached, publicity about program offered	Question asked on enrollment surveys - "how did you learn about our program?"

## Section 5: Annual Plan Submission

As a condition of receiving AEBG funds, each Consortium must confirm they have read, understand, and agree to adhere to the measures put forth in the 2016 – 17 AEBG Program Assurances Document.

**Certification (Required)**

- ☒ I hereby certify that the Consortium operates in a manner consistent with all legislative mandates, Consortium, and Member requirements as set forth in the by the AEBG Office and the AEBG 2016 – 17 Program Assurances Document.
- ☒ I hereby certify a) the information contained in this report is true and accurate to the best of my knowledge, b) that this Annual Plan has been approved following established Consortium governance policies, and c) that I am an official representative of the Consortium authorized to submit this Annual Plan on its behalf.

Signature



- ☒ Click here to confirm that you are ready to submit your Annual Plan.