

# 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
15-328-28	32 Coastal North

### 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
Schaper, Nikki	Dean of History, Behavioral Sciences and Adult Education	(760) 795-8701	nschaper@miracosta.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
Ng, Charlie	Vice President of Business Services	(760) 757-2121	cng@miracosta.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
Zapata, Manuel	San Dieguito Union High School District	(760) 753-6491	manuel.zapata@sduhsd.net	10/01/2015
Schaper, Nikki	MiraCosta Community College District	(760) 795-8701	nschaper@miracosta.edu	09/06/2015


### 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.

The leadership team votes on all budget expenditures. The consortium block grant coordinator manages the budget, with direction from the MiraCosta College Adult Education dean. The consortium block grant coordinator works with the fiscal agent’s (MiraCosta College) business services office to balance and report the budget to the California Community College Chancellor’s Office and to the California Department of Education, in accordance with their statewide deadlines.


**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
 Oceanside Unified School District	\$0
 Carlsbad Unified School District	\$0
 San Dieguito Union High School District	\$0
 MiraCosta Community College District	\$1,132,500
<b>Total</b>	<b>\$1,132,500</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 the upcoming Program Year.*

The CNCAEC's vision is to provide a comprehensive adult education program to support adult learners in both education and workforce development. In AY 15-16, the consortium increased course offerings by 3.19% in new locations throughout the community and partnered with different agencies to provide free childcare to adult education students. Other services that were implemented were a comprehensive testing site, academic and career counseling and academic support services for all program areas. The data infrastructure for the consortium was developed to capture noncredit student data and build capacity in this area. The goals for CNCAEC in AY16-17 include: 1) Implementation of noncredit data dashboard and data visualization software; 2) expansion of partnerships to have additional locations for childcare services; 3) increase course offerings throughout the consortium service area; 4) Provide comprehensive career services to adult education students such as job search databases, job fairs and co-location of services with the local workforce investment board; 5) accelerated short-term vocational pathways; and 6) free transportation options for students that include bus passes and transportation vouchers.

## 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
Apple One Employment Services	Workforce Partnership	Roundtable Member
Boys & Girls Club San Dieguito	Contract Services	Childcare services partner
Boys and Girls Club of San Dieguito - Del Mar Branch	Community Partnership	On site ESL classes
Carlsbad Literacy Program	Community Partnership	On site ESL classes
Carlsbad Unified School District	Community Partnership	On site ESL classes and AwD classes
Carmel Valley Library	Community Partnership	On site ESL classes
City of Oceanside	Community Partnership	On site ESL classes
City of Solana Beach Community Resource Center	Community Partnership	On site ESL classes
Community Interface Services	Community Partnership	Referral services
Crown Heights Resource Center	Community Partnership	Referral services
Employment Development Department	Workforce Partnership	Referral Services
Encinitas Library	Community Partnership	On site ESL classes
Encuentros Leadership, MiraCosta College	Community Partnership	Community Support
Farm Worker Care Coalition	Community Partnership	Referral services
Goodwill Industries	Workforce Partnership	Roundtable Member
Interfaith Community Services	Community Partnership	Referral Services
La Colonia de Eden Gardens Foundation	Community Partnership	Community support
Legoland	Workforce Partnership	Roundtable Member
Libby Lake Resource Center	Community Partnership	Referral services
Mano a Mano Foundation	Community Partnership	Referral services
Mini Miracles Academy	Contract Services	Childcare services partner
National Council of La Raza	Workforce Partnership	National Workforce Member
North County Career Center	Workforce Partnership	Roundtable Member
North County Economic Development	Workforce Partnership	Referral Services
North County Works Committee	Workforce Partnership	Referral services
Oceanside Chamber of Commerce	Workforce Partnership	Roundtable Member
Oceanside Unified School District	Contract Services	Childcare services partner
Oceanside Unified School District	Community Partnership	On site ESL classes
Office Team	Workforce Partnership	Roundtable Member
Pick Up Stix	Workforce Partnership	Roundtable Member
San Diego Regional Center	Community Partnership	Referral services
San Diego Workforce Partnership	Workforce Partnership	Roundtable Member
San Dieguito Alliance	Community Partnership	Referral services
San Dieguito Union School District	Community Partnership	On site ESL, AHS & short-term vocational classes
Select Staffing	Workforce Partnership	Roundtable Member
Small Business Sector - California Community Colleges	Workforce Partnership	Roundtable Member
Tri-City Medical Center	Workforce Partnership	Roundtable Member
U.S. Citizenship and Immigration (USCIS)	Community Partnership	Citizenship services
Vista Community Clinic	Community Partnership	Referral services
Youth Empowerment Services (Y.E.S)	Community Partnership	Referral services

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

Starting fall 2016, CNCAEC will offer free childcare services for noncredit ESL and Adult High School students, available through neighboring childcare centers. Childcare services will be offered during the morning, afternoon and evening classes. These services at different locations throughout the boundaries of the consortium. This free childcare service is being funded in collaboration with the Workforce Innovation Opportunity Act (WIOA) and the Adult Education Block Grants (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.

A new Academic Support Center was created to include and expand services in the library, Writing Center, Math Learning Center and tutoring. A new testing center was created to increase access for students to complete the matriculation process throughout the semester. Academic counseling was expanded to all program areas and a new Career Center was created. The Continuing Education Career Center employs a Career Specialist who provides guidance to students regarding employment and career pathways. Career exploration and work-ready resources were established that include an online job search database, student portfolio platform, work-ready certificate and career exploration database.

Some of the challenges that the CNCAEC faced included academic calendar alignment, aligning equivalency thresholds with member districts, data infrastructure development and low enrolled classes off-site for elementary and secondary basic skills.

### Regional Needs

Please provide a description of your Consortium's success providing training and educational services to address the needs of adult learners within your region. Please also identify key challenges faced and / or overcome during the 2015 – 16 Program Year. Please also include descriptions of changes in the needs of your region, as appropriate.

The CNCAEC expanded course offerings in elementary and secondary basic skills (2.27%) and in classes and courses for immigrants (9.9%). Additionally, a memorandum of understanding was approved between MiraCosta Community College District (MCCCD) and San Dieguito Union High School District authorizing MiraCosta College to provide adult education services to SDUHS.

The consortium was successful in increasing access to core services such as testing, orientation, counseling and follow up services. Furthermore, the CNCAEC partnered with K-12 members and non-profit partners, such as the Boys & Girls Club of San Dieguito and even private organizations to provide free childcare to adult education students.

Continued work is needed in workforce development but we continue to make great strides. MCCCD hosted the first Adult Education Business Roundtable to solicit feedback from local industry regarding employment needs. A memorandum of understanding was approved between the local investment board and Continuing Education to provide integrated and co-located services. The CNCAEC is challenged with creating noncredit to credit pathways; however, we will pilot our first accelerated program in child development so students will have the opportunity to earn a Certificate of Proficiency in Child Development Teacher Assistant. Lastly, the CNCAEC will explore different service models for adults with disabilities and supporting their workforce development with a potential pilot in Spring 2017.

## Section 3: Consortium Expenditures by Program Area and Objective –

Reflecting on what you submitted in your 2015 – 16 Annual Plan, as well as your 2015 – 16 expenditures by Program Area and Objective, estimate the funding that will go to support these efforts in the 2016 – 17 Program Year. Data collected include 2015 – 16 MOE and Consortium Allocations (Budgeted and Spent) by Program Area, Objective, and Object Code, as well as Planned Expenditures by funding source for the 2016 – 17 Program Year, as shown in the tables below.

2015 - 16 Expenditures							2016 - 17 Planned Expenditures								
Program Areas	Budgeted			Spent			+/-	AEBG	WIOA	Adult Perkins	Ca/Works	LCFF	CCD Apportionment	Incarcerated Adults	Total
	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total									
3.1a Adult education (ABE, ASE, Basic Skills)	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1b English as a second language	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1c Pre-apprenticeship training	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1d Career and technical training	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1e Adults training to support child school success	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1f Older adults in the workforce	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.1g Services to adults with disabilities	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Objectives	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total	+/-	AEBG	WIOA	Adult Perkins	Ca/Works	LCFF	CCD Apportionment	Incarcerated Adults	Total
5.1a Obj. 3: Seamless Transition	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5.1b Obj. 4: Gaps in Services	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5.1c Obj. 5: Accelerated Learning	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5.1d Obj. 6: Professional Development	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5.1e Obj. 7: Leveraging Structures	\$0	\$0	\$0	\$0	\$0	\$0	-	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Object Code	MOE	Consortium Allocations	Total	MOE	Consortium Allocations	Total	+/-								
1000 Instructional Salaries	\$0	\$0	\$0	\$0	\$0	\$0	-								
2000 Noninstructional Salaries	\$0	\$0	\$0	\$0	\$0	\$0	-								
3000 Employee Benefits	\$0	\$0	\$0	\$0	\$0	\$0	-								
4000 Supplies and Materials	\$0	\$0	\$0	\$0	\$0	\$0	-								
5000 Other Operating Expenses	\$0	\$0	\$0	\$0	\$0	\$0	-								
6000 Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	-								
7000 Other Outlay	\$0	\$0	\$0	\$0	\$0	\$0	-								
Indirect / Administration	\$0	\$0	\$0	\$0	\$0	\$0	-								
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-</b>								

**Key**  
 ▼ = Under  
 ▲ = Over

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.

[aebg\\_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.*

Currently, CNCAEC utilizes a variety of measures to assess the success of the program and determine student progress including ESL Model Standards, CASAS, INS Citizenship Tests, and minimum competency standards based on six levels of ESL in reading. Instructor-prepared exams, writing portfolios, paragraph assessment, and EL Civics assessments are also used to assess students. Adult High School Diploma students will continue to use multiple measures.

CNCAEC will remain using CASAS assessment tools to evaluate student progress. In addition, regionally aligned progress reports will be completed by teachers that include a level assignment specific to their test scores and classroom performance. With these assessment tools in consistent use, students will have specific and accurate knowledge of progress toward goals that translate across regional programs.

**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
CASAS	CASAS	Assessment, registration and progress

### 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?*

CNCAEC utilizes data from PeopleSoft transactional database. Proprietary enrollment management and data warehousing systems allow easy access to data in the aggregate down to the student level. Instructors and staff enter data and reports are generated. These systems were instrumental the completion of our last report in August 2016. We continue to collaborate with the other AEBG regional and statewide research and IT specialists to determine how best to meet AEBG program needs and data reporting requirements as they evolve. As such, we will continue to evaluate software systems and, with our peer organizations and AEBG personnel feedback, will determine how best to allocate funding received specifically for AEBG data reporting requirements.

**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
CCCApply		Registration and demographics
PeopleSoft	Oracle	Registration, enrollment tracking, attendance and demographics
TOPSpro Enterprise	CASAS	Registration, demographics and performance

## 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 CNCAEC will partner with the Washington State Technical Colleges and Schools and Jobs for the Future (JFF) to pilot a modified delivery model (I-BEST) to integrate adult basic education, GED and developmental education and career technical education, with clear connections between each program level and subsequent levels of employment. The pathway would allow students to accelerate the completion of a Certificate of Proficiency in Child Development Assistant Teacher. CNCAEC will identify 1-2 more pathways to implement in AY16-17 based on local labor market needs. The delivery model also includes comprehensive support services such as academic and career counseling, job placement, childcare and transportation.

#### 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
Develop an I-BEST model noncredit/credit pathway	Plan developed	Implementation of the pathway
Implementation of the pathway	70% of students complete first 2 courses in the pathway	Enrollment numbers
Develop a 2nd I-BEST model noncredit/credit pathway	Plan developed	Enrollment numbers
Promote and launch pathway programs	Plan developed	Enrollment numbers

### Objective 4: Gaps in Services

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

The CNCAEC will partner with the City of Solana Beach, the Boys and Girls Club of San Dieguito, the Rotary Club and other partners to modify the La Colonia Community Center to build a computer lab. The computer lab would enable the CNCAEC to offer free computer application courses, classes and courses for immigrants and adult basic education. The consortium will continue to work with public agencies and non-profit organizations to expand the course offerings throughout the service area. Additionally, advising and childcare services will be provided to students taking courses at select locations. The consortium will align the class schedules with partner districts to increase access to classes for adults with disabilities. Furthermore, CNCAEC will provide academic counseling services to adults with disabilities.

#### Objective 4 Activities

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

Activity	Outcomes Expected	Method of Assessing Impact
Development of a computer lab at La Colonia Community Center	Project completion	Increase in course offerings
Increase course offerings for adults with disabilities	Increase in headcount	Decrease in consortium unmet need

### Objective 5: Acceleration

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

The CNCAEC will align assessment measures and testing tools between noncredit and credit courses for placement, competency, and completion to accelerate pathways for students. Furthermore, the CNCAEC will work with the MiraCosta College faculty to articulate basic skills and CTE courses in both noncredit and credit. As mentioned in Objective 3, the consortium will develop and pilot up to 2 I-BEST model a pathways for noncredit students.

### Objective 5 Activities

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

Activity	Outcomes Expected	Method of Assessing Impact
Align assessment measures and tools in noncredit basic skills English and credit English	Implementation of new assessment measures and Common Assessment	Enrollment data, testing data and success rates in courses
Develop articulation agreements between noncredit basic skills and credit basic skills classes	Approved articulation agreements	Student enrollment data, testing data and success rates in courses

### 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.*

Faculty, staff and administrators from the CNCAEC will attend local, state and national conferences on multiple professional development topics ranging from curriculum development to workforce development.

### Objective 6 Activities

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

Activity	Outcomes Expected	Method of Assessing Impact
Identify and attend professional development opportunities	Increased body of knowledge and partnerships	Successful implementation of year 2 objectives

### 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.*

The CNCAEC will partner with the San Diego Workforce Partnership (SDWP) and local agencies to increase awareness, access and utilization of services for adult education students. The consortium will plan and implement several events to connect with industry sectors and employers to promote career pathways and employment for students.

### Objective 7 Activities

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

Activity	Partners	Partner Contributions	Outcomes Expected	Method of Assessing Impact
Co-location of services with local agencies	SDWP, Americas Job Center of CA, Goodwill Industries, CalWorks, EDD, MiraCosta College	As indicated in approved MOU (6/16)	Increased body of knowledge and partnerships	Increased utilization of services, retention rates
Strengthen connections with industry sectors and employers	SDWP, Chambers of Commerce, AJCC, CCCC	As indicated in approved MOU (6/16)	Increased employment opportunities for adult education students	Employment data

## 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.