



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 —

33 Monterey

Address

980 Fremont St.

Street Address

Logo

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

Files must be in .png format.

 [remove](#)

Street Address 2

Monterey CA 93940

City State Zip

Website

<http://www.mpc.edu/academics/g>

Primary Contact

Thatcher Weldon

First Last

Primary Contact Email

tweldon@mpc.edu

Certifying Official / Coordinator

Steven Crow

First Last

Certifying Official / Coordinator Email

scrow@mpc.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
Pacific Grove Unified School District	Barbara Martinez	bmartinez@pgusd.org	(831) 646-6580	11/05/2015
Monterey Peninsula Unified School District	Alan Crawford	acrawford@mpusd.k12.ca.us	(831) 392-3560	11/11/2015
Carmel Unified School District	Tom Parry	tparry@carmelunified.org	(831) 624-1821	11/09/2015
Monterey Peninsula Community College District	Michael Gilmartin	mgilmartin@mpc.edu	(831) 646-4039	11/05/2015

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 Consortium feels that having direct funding will create a more effortless process in terms of handling the allocations to each site. Our Committee voted on direct funding on April 25, 2017. The Committee feels that this structure will benefit each member in spending down AEBG allocations for our Annual Plans.

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?

Each Adult Consortium Member will report their expenditures from their Grant allotment to the AB104 Coordinator. The AB104 Coordinator will update, manage, and report AB104 Grant spending to the state. The Coordinator will consistently work with each Adult Consortium Member to ensure all members are consistent and up to date on grant spending and available funds as well as update all members about progress as a consortium.

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	\$2,387,566	\$2,410,582	\$2,410,582
Total Allocated to Members	\$2,387,566	\$2,410,582	\$2,410,582
Total Remaining	\$0	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Pacific Grove Unified School District	\$1,429,216	\$1,415,291	\$1,459,657
Monterey Peninsula Unified School District	\$753,133	\$750,058	\$823,925
Carmel Unified School District	\$30,000	\$67,000	\$55,000
Monterey Peninsula Community College District	\$175,217	\$178,233	\$72,000
Total	\$2,387,566	\$2,410,582	\$2,410,582

Allocation Changes

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

Carmel Adult suggested that they could maintain in 2016-2017 with \$55,000 because they will not have enough resources to build this year with a new Superintendent being hired in July. Monterey Peninsula College agreed to a smaller allocation in order to work on building a Business pathway and to expand Adult Education. Monterey Adult School asked for more funding in order to begin to build programs instead of simply maintaining their current levels. Pacific Grove Adult also asked for more funding in order to provide child-care to Adult Education students.

Consensus and Approval

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

Our Adult Education Steering Board meets every month, and we discuss our budget needs at these meetings in order to draft a budget and vote on it as a team.

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

Pacific Grove Unified School District



Barbara Martinez

Monterey Peninsula Unified School District



Alan Crawford

Carmel Unified School District



Tom Parry

Monterey Peninsula Community College District



Michael Gilmartin

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

Applicant	Status	Date
Thatcher Weldon	Approved	04/20/2017 11:08am

Signature