



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

39 Palo Verde

Address

1 College Drive

Street Address

Street Address 2

Blythe CA 92225

City State Zip

Website

<http://www.pvadulthood.com>

Primary Contact

Lale Cilenti

First Last

Certifying Official / Coordinator

Russi Egan

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

lale.cilenti@paloverde.edu

Certifying Official / Coordinator Email

russi.egan@paloverde.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
Needles Unified School District	Mary McNeil	mary_mcneil@needlesusd.org	(760) 326-3891	10/14/2015
Palo Verde Unified School District	Brandy Cox	bcox@pvusd.us	(760) 922-7148	10/08/2015
Palo Verde Community College District	Sean Hancock	sean.hancock@paloverde.edu	(760) 921-5428	04/29/2016

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

Fiscal Agent

Palo Verde Community College District

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 will be continuing its fiscal agency relationship with the Palo Verde Community College District (PVCCD). As the sole provider of adult education in the region, it has the capacity and experience to ensure funds are disseminated in a timely fashion and that reports of expenditures are accurate and consistent across member agencies.

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 Vice President of Administrative Services for Palo Verde College (Consortium Fiscal Agent) is the fiscal coordinator responsible for certifying expenditures. Allocations, distribution, accounts receivables, and accounts payables are managed through the office of the VP of Administrative Services, who provides individual and consolidated reports to members and other stakeholders, in compliance with AB 104 (2015).

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	\$750,000	\$773,016	\$773,016
Total Allocated to Members	\$750,000	\$773,016	\$773,016
Total Remaining	\$0	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Needles Unified School District	\$137,000	\$0	\$0
Palo Verde Unified School District	\$125,000	\$0	\$0
Palo Verde Community College District	\$488,000	\$773,016	\$773,016
Total	\$750,000	\$773,016	\$773,016

Allocation Changes

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

The K-12 members of the consortium do not provide the services identified in the Adult Education Plan. The one-time allocations in 2015-16 involved special projects and contracts for career and technical education pathways.

Consensus and Approval

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

Consensus and approval of the distribution schedule was arrived at via meetings, discussions, electronic communications, and conference calls, followed by a final vote by consortium members.

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

Needles Unified School District

Palo Verde Unified School District

Mary McNeil

Brandy Cox

Palo Verde Community College
District



Sean Hancock

[paloverdecfad201718.pdf](#)

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

Applicant	Status	Date
Lale Cilenti	Approved	04/04/2017 2:45pm

Signature