



AEBG

PARTNERING FOR A STRONG CALIFORNIA WORKFORCE

ADULT EDUCATION BLOCK GRANT REGIONAL CONSORTIUM FUNDING ALLOCATION AGREEMENT

Board of Governors, California Community Colleges Chancellor's Office (CCCCO)	Entity: <u>SAN BERNARDINO CCD</u>
	Allocation Number: <u>15-328-147</u>

AEBG Program Regional Consortium Funding Appropriation	Funding Fiscal Year: <u>2015/16</u>
	Total Funds Allocated: \$ <u>494,311</u>

Adult Education Block Grant (AEBG) Program Data and Accountability funding is to be used in accordance with AB104 Legislation Section 40, §84920. A consortium receives its apportionment on the condition it submits a budget and a workplan, by February 20, 2017, that complies with the legislative intent provided in §84920(a-f) and program instructions issued by the AEBG Office.

AEBG Data and Accountability funding will be disbursed by June 30, 2016. Activities must end by December 31, 2017. A final report is due in January 2018, with the close out report due the following month.

The Consortium agrees, in receiving its apportionment, to adhere to any additional restrictions, funding reductions, limitations or conditions that may affect the provisions, term, or funding of this agreement in any manner. The parties hereby agree that the AEBG Office will notify the consortium of any such changes in writing.

STATE OF CALIFORNIA-CCCCO

AEBG Monitor: Neil Kelly (916) 324-8895 nkelly@cccoco.edu	Agency Address: 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539
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Updated 12/5/2016

THIS FORM MAY NOT BE REPLICATED

PROJECT: ADULT EDUCATION BLOCK
GRANT

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-147

CONTACT PAGE

Entity:	<u>SAN BERNARDINO CCD</u>		
Address:	<u>114 S. Del Rosa Ave</u>		
City:	<u>San Bernardino</u>	State: <u>CA</u>	Zip: <u>92408</u>

Project Director <i>(Person responsible for conducting the daily operation of the allocation)</i>			
Name:	<u>Emma Diaz</u>	Phone:	<u>909-384-8611</u>
Title:	<u>AEBG Administrator</u>	Fax:	<u></u>
E-mail Address:	<u>ediaz@sbccd.edu</u>		

District Chief Business Officer <i>(or authorized designee)</i>			
Name:	<u>Steve Sutorus</u>	Phone:	<u>909-382-4031</u>
Title:	<u>Business Manager</u>	Fax:	<u></u>
E-mail Address:	<u>ssutorus@sbccd.edu</u>		

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PROJECT: ADULT EDUCATION BLOCK GRANT

ENTITY: SAN BERNARDINO CCD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-147

APPLICATION BUDGET SUMMARY

NOTE: Submit details explaining the expenditures by category on the Application Budget Detail Sheet.

Object of Expenditure	Classification	Line	TOTAL PROJECT BUDGET REQUESTED	
			\$	
				494,311
1000	INSTRUCTIONAL SALARIES	1	\$	0
2000	NONINSTRUCTIONAL SALARIES	2	\$	0
3000	EMPLOYEE BENEFITS	3	\$	0
4000	SUPPLIES AND MATERIALS	4	\$	0
5000	OTHER OPERATING EXPENSES AND SERVICES	5	\$	469,595
6000	CAPITAL OUTLAY	6	\$	0
7000	OTHER OUTGO	7	\$	0
TOTAL DIRECT COSTS:		8	\$	469,595
TOTAL INDIRECT COSTS:		9	\$	24,716
			\$	0
TOTAL COSTS:		10	\$	494,311

I authorize this cost proposal as the maximum amount to be claimed for this project and assure that funds shall be spent in compliance with State and Federal Regulations.

Project Director:

Name: Emma Diaz

Title: AEBG DIRECTOR

Authorized Signature: 

Date: 2/13/17

District Chief Business Officer (or authorized designee):

Name: Steve Sutorus

Title: Business Manager

Authorized Signature: 

Date: 2/13/17

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 GRANT

ENTITY: SAN BERNARDINO CCD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-147

APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	494,311
1000		\$	-
		\$	-
		\$	-
		\$	-
2000		\$	-
		\$	-
		\$	-
		\$	-
3000	Employee Benefits	\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
4000	Supplies and Materials	\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-

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FISCAL YEAR: 2015/16

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APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	494,311
5000	Other Operating Expenses and Services		
	TOPS Pro	\$	125,000
	CASAS eTests	\$	15,000
	ASAP	\$	75,000
	Aztec Software	\$	120,000
	Odysseyware	\$	50,000
	Professional Development	\$	9,595
	Computer Hardware - Testing	\$	75,000
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
6000	Capital Outlay		
		\$	-
7000	Other Outgo		
		\$	-
TOTAL DIRECT COSTS:		\$	469,595
TOTAL INDIRECT COSTS - ENTER AMOUNT:		\$	24,716
TOTAL COSTS:		\$	494,311

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ENTITY: SAN BERNARDINO CCD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-147

**Statement of Work (Annual Workplan)
Objectives**

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
1.1	Adult schools will participate in a coordinated software application adoption through the [individual OR consortium] purchase and implemented use of TOPSPRO Enterprise, which will allow adult schools to collect and report both AEBG data and WIOA Title II AEFLA data.	Adult schools will demonstrate reportable data	Jan-Dec 2017	All consortium members
1.2	Members will collect and report AEBG performance outcome data.	Members will report performance data in compliance with AEBG performance data timelines.	Jan-Dec 2017	All consortium members
1.3	Previous unaccounted for service delivery to eligible adults through Community College programs which receive AEBG funds will be identified and tracked. The goal is to track all AEBG eligible service provided at the Community College.	Data collection on services rendered to eligible adults.	Jan-Dec 2017	All consortium members

Objective: _____ 1 _____

Respond to the short term data reporting needs required by AB 104.

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FISCAL YEAR: 2015/16

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**Statement of Work (Annual Workplan)
Objectives**

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
1.4	Professional Development for data collection software applications will be provided to staff which will include in-person training, online training, and participation in conferences to enhance staff capacity with software applications, data collection protocols, data and records storage, and data interpretation.	Increased alignment between staff practices and data collection plans. Improved data collection practices. Increased data accuracy and record keeping.	Jan-Dec 2017	All consortium members
1.5	Provide technical assistance to support data collection and reporting.	Expanded capacity across consortium for AEBG data and accountability, while increasing consistency, accuracy and efficiency in data collection to support consortium data report.	Jan-Dec 2017	All consortium members
1.6				

Objective: 1
Respond to the short term data reporting needs required by AB 104.

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FISCAL YEAR: 2015/16

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**Statement of Work (Annual Workplan)
Objectives**

<p>Objective: <u> 2 </u></p> <p>Foster regional and local system integration efforts pertaining to assessment and intake of adult students.</p>			
#	Activities	Performance Outcomes	Responsible Person(s)
2.1	Create an assessment crosswalk between the intake assessments used by Adult Schools and the College.	The primary outcome will be professional development for the various assessments used by members who provide services to adults.	All consortium members
2.2	Ongoing Data and Accountability Committee Meeting	Agendas, sign-in, and minutes posted to the Consortium web site.	All consortium members
2.3	Purchase TOPSpro Enterprise software for non-WIOA members and staff.	Consortium-wide access to a shared data system for AEBG data collection and reporting that is aligned to WIOA Title II.	All consortium members

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FISCAL YEAR: 2015/16

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**Statement of Work (Annual Workplan)
Objectives**

Objective: 2

Foster regional and local system integration efforts pertaining to assessment and intake of adult students.

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
2.4	Purchase CASAS testing materials for ABE/ASE and ESL for non-WIOA K-12 members.	Consortium-wide access to common assessment tools across K-12 membership for two AEBG program areas.	Jan-March 2017	All consortium members
2.5	Build Member capacity through professional development and technology upgrades for data collection and reporting. Professional Development: minimum of one representative from each member will attend CASAS Summer Institute 2017.	Improved capacity to streamline data collection and reporting processes with increased data integrity across region.	Jan-Dec 2017	All consortium members
2.6				

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**Statement of Work (Annual Workplan)
Objectives**

Objective: Support data sharing efforts to bolster performance accountability and program evaluation while leveraging broader statewide efforts to build a federated and aligned workforce and education performance accountability system.	3				
#	Activities	Performance Outcomes	Timelines	Responsible Person(s)	
3.1	Members will engage in data sharing MOUs for students transferring between programs.	MOUs between all Members.	Jan - Dec 2017	All consortium members	
3.2	Members will continually evaluate assessment activities and performance outcomes.	Demonstrate adjustments and modifications relative to performance outcomes.	Jan - Dec 2017	All consortium members	
3.3	Members will participate in regional and statewide events that offer information, training, or resources on statewide efforts to create or implement a broader statewide adult education accountability system.	Ongoing Professional Development to implement best practices for data and accountability.	Jan - Dec 2017	All consortium members	

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**Statement of Work (Annual Workplan)
Objectives**

Objective: 3
Support data sharing efforts to bolster performance accountability and program evaluation while leveraging broader statewide efforts to build a federated and aligned workforce and education performance accountability system.

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
3.4	Research and identify consortium-wide data systems and processes which include postsecondary education and workforce performance outcomes tracking and data sharing across agencies.	Consortium-wide awareness of data system options for an integrated data system that is aligned to workforce and education performance accountability systems.	Jan - Dec 2017	All consortium members
3.5	Consortium Members will align online curriculum across the consortium.	All members will purchase the same online curriculum for ABE, HSE, HSD and ESL to bolster performance accountability and program evaluation efforts through a robust system of student academic performance tracking.	Jan - Dec 2017	All consortium members
3.6				

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**Statement of Work (Annual Workplan)
Objectives**

Objective: _____ Align efforts under the WIOA.			
#	Activities	Performance Outcomes	Responsible Person(s)
4.1	Members will participate in the design of a common referral form in collaboration with San Bernardino County Workforce Development Board. This referral form will serve to standardize, in part, the referral of adults within the San Bernardino County Workforce Development Area.	A common referral form will be created.	All consortium members
4.2	Members who participate in WIOA Title II AEFLA will jointly develop annual WIOA assessment policies.	Jointly developed WIOA assessment policies.	All consortium members
4.3	Non-WIOA members will align their data collection processes and procedures with WIOA funded agencies to better streamline data collection with the goal of receiving WIOA funds in future.	All members, regardless of WIOA funding status, will use the same assessments and data management platforms.	All consortium members