



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: SAN FRANCISCO CCD
Allocation Number: 15-328-149

**AEBG Program Regional
 Consortium Funding Appropriation**

Funding Fiscal Year: 2015/16
Total Funds Allocated: \$ 586,544

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@cccco.edu

Agency Address:

1102 Q Street, Suite 4400
 Sacramento, CA 95811-6539

Updated 12/5/2016

THIS FORM MAY NOT BE REPLICATED

PROJECT: ADULT EDUCATION BLOCK
GRANT

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-149

CONTACT PAGE

Entity:	<u>SAN FRANCISCO CCD</u>		
Address:	<u>50 Phelan Avenue</u>		
City:	<u>San Francisco</u>	State: <u>CA</u>	Zip: <u>94112</u>

Project Director <i>(Person responsible for conducting the daily operation of the allocation)</i>			
Name:	<u>Wendy L. Miller</u>	Phone:	<u>415-239-3370</u>
Title:	<u>Associate Dean of Adult Education Programs</u>	Fax:	<u></u>
E-mail Address:	<u>wmiller@ccsf.edu</u>		

District Chief Business Officer <i>(or authorized designee)</i>			
Name:	<u>David Martin</u>	Phone:	<u>415-241-2230</u>
Title:	<u>Associate Vice Chancellor & Chief Business Officer</u>	Fax:	<u></u>
E-mail Address:	<u>dmartin@ccsf.edu</u>		

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ENTITY: SAN FRANCISCO CCD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-149

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	
			\$	
			\$	586,544
1000	INSTRUCTIONAL SALARIES	1	\$	0
2000	NONINSTRUCTIONAL SALARIES	2	\$	320,000
3000	EMPLOYEE BENEFITS	3	\$	96,000
4000	SUPPLIES AND MATERIALS	4	\$	79,113
5000	OTHER OPERATING EXPENSES AND SERVICES	5	\$	13,500
6000	CAPITAL OUTLAY	6	\$	0
7000	OTHER OUTGO	7	\$	50,000
TOTAL DIRECT COSTS:		8	\$	558,613
TOTAL INDIRECT COSTS:		9	\$	27,931
			\$	0
TOTAL COSTS:		10	\$	586,544

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: Wendy L. Miller

Title: Assoc. Dean of Adult Ed
Education Programs

Authorized Signature: *Wendy L. Miller*

Date: 2/13/17

District Chief Business Officer (or authorized designee):

Name: David Martin

Title: Associate Vice Chancellor & Chief
Business Officer

Authorized Signature: *D. Martin*

Date: 2/14/17

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FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-149

APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	586,544
1000		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
2000	3 FT testing specialists	\$	180,000
	2 Research Analysts	\$	140,000
		\$	-
		\$	-
3000	Employee Benefits		
	Benefits	\$	-
		\$	96,000
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
4000	Supplies and Materials		
	5 Mobile computer carts	\$	10,223
	100 notebooks	\$	65,100
	Testing supplies	\$	3,790
		\$	-
		\$	-
		\$	-

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APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	
			586,544
5000	Other Operating Expenses and Services		
	Contract: BACCC shared data effort partnership	\$	13,500
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
6000	Capital Outlay	\$	
		\$	
7000	Other Outgo		
	SFUSD portion of allocation	\$	50,000
TOTAL DIRECT COSTS:		\$	558,613
TOTAL INDIRECT COSTS - ENTER AMOUNT:		\$	27,931
TOTAL COSTS:		\$	586,544

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

Objective: <u>1</u>				
Respond to the short term data reporting needs required by AB 104.				
#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
1.1	At CCSF, establish a Testing Center that leverages other funding as available to expand and improve CASAS testing systems.	Fully capture enrollments and skills attainment in English as a Second Language and Transitional Studies classes.	1/1/17-12/31/17	Wendy L. Miller, Vinicio Lopez
1.2	At SFUSD, investigate tools and methodology for implementing CASAS pre-and post-testing for AEBG-funded programs and services.	Data on students served through AEBG at SFUSD is collected and reported accurately.	1/1/17-12/31/17	Jen Fong, Gwen Lin
1.3	Ensure accuracy of data reported to AEBG by cross-checking CASAS data with that in other internal data collection systems (i.e., Banner).	Data submitted through TOPS Pro is complete.	1/1/17-12/31/17	Elizabeth Leiserson & Ghafour Vala

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

Objective: Respond to the short term data reporting needs required by AB 104.	#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
	1				
	1.4	As guidance emerges from the state AEBG office, establish systems for pre- and post-testing of students in Career and Technical Education and Disabled Students Programs and Services.	Fully capture enrollments and skills attainment in AEBG-supported programs and services.	1/1/17-12/31/17	Wendy L. Miller, Department Chairs
	1.5	Explore methods of integrating existing Student Services/Counseling data collection tools with AEBG reporting requirements.	Capture data on Counseling services provided to Adult Education students.	1/1/17-12/31/17	Elizabeth Leiserson, Ghafour Vala, Jen Fong, Gwen Lin
	1.6				

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

Objective: <u>2</u>			
Foster regional and local system integration efforts pertaining to assessment and intake of adult students.			
#	Activities	Performance Outcomes	Responsible Person(s)
2.1	Participate in Bay Area Community College Consortium (BACCC) Regional Data Sharing efforts with 14 other local Adult Education Consortia.	Development of a shared data system that will support tracking outcomes of students who utilize services of more than one consortium.	Wendy L. Miller, Elizabeth Leiserson
2.2			
2.3			

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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	Responsible Person(s)
3.1	Apply for & leverage (if awarded) WIOA Title II AEFLA 231 grant for 2017.	Ensure that AEBG and WIOA Title II outcomes are tracked and reported in a consistent manner.	Wendy L. Miller, Vinicio Lopez
3.2	Create an MOU between SFUSD and CCSF to allow for data sharing regarding Adult Education students, in order to track their transition between the two systems.	MOU developed and data sharing begins.	Wendy L. Miller, Jen Fong
3.3			

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

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
4.1	Work closely with CCSF's English as a Second Language, Transitional Studies, and Career and Technical Education departments, as well as the San Francisco Office of Economic and Workforce Development, to align Adult Education data collection systems and practices with those required by relevant WIOA funding streams.	Appropriate testing protocols are clearly established and communicated to faculty and students.	1/1/17-12/31/17	Wendy L. Miller, Vinicio Lopez, Department Chairs. OEWD
4.2	Staff up CASAS testing team	Testing team is fully staffed by start of summer term.	1/1/17-12/31/17	Wendy L. Miller, Vinicio Lopez, Department Chairs
4.3				

Objective: _____ 4
Align efforts under the WIOA.