



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 —

54 Santa Barbara

Address

721 Cliff Dr.

Street Address

Street Address 2

Santa Barbara CA 93109

City State Zip

Logo

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

Files must be in .png format.



Website

<http://www.sbcc.edu/aebg/>

Primary Contact

Melissa Moreno

First Last

Primary Contact Email

melissa.moreno@sbcc.edu

Certifying Official / Coordinator

Tonya Yescas

First Last

Certifying Official / Coordinator Email

yescas@sbcc.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
Carpinteria Unified School District	Gerardo Cornejo	gcornejo@cusd.net	(805) 684-4107	04/24/2017
Santa Barbara County Office of Education	Anthony Bauer	bauer@sbceo.org	(805) 964-4710	09/03/2015
Santa Barbara Community College District	Tonya Yescas	yescas@sbcc.edu	(805) 730-4357	04/29/2016
Santa Barbara Community College District	Melissa Moreno	melissa.moreno@sbcc.edu	(805) 683-8284	04/24/2017
Santa Barbara County Workforce Dev. Board	Raymond L. McDonald	r.mcdonald@sbcsocialserv.org	(805) 681-4431	05/02/2017

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.

[remove](#)

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

Santa Barbara 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?

Santa Barbara City College (SBCC) has decades of experience as a fiscal agent in various grants. The Consortium members unanimously agreed to use SBCC as a fiscal agent given its experience and convenience for fiscal operations.

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 Santa Barbara Consortium agreed to allocate all funds to a single member, Santa Barbara City College, to enable the ease in fund management. The AEBG Coordinator, Corlei Prieto, is responsible for tracking the approved budget and all expenditures related to all program areas. Each program area has a program lead who reports expenditures directly to the AEBG Coordinator. The Coordinator verifies the Consortium approved expenditure, obtains approval by the AEBG Chair, and submits for payment by the fiscal agent.

Each of the program leads have a Consortium approved budget. The fiscal agent has created an AEBG account that reflects each Consortium approved expenditure and certifies those expenditures prior to submitting its bi-annual report to the State.

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
Carpinteria Unified School District	\$0	\$0	\$0
Santa Barbara County Office of Education	\$0	\$0	\$0
Santa Barbara Community College District	\$750,000	\$773,016	\$773,016
Santa Barbara Community College District	\$0	\$0	\$0
Santa Barbara County Workforce Dev. Board	\$0	\$0	\$0
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.

Changes to the Santa Barbara Consortium members include the member representative from the Carpinteria School District to include Carpinteria High School Principal, Gerardo Cornejo who has replaced Carpinteria School District Superintendent, Micheline Miglis.

Consensus and Approval

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

When the Consortium set up its governance structure, it unanimously agreed to a single member allocation.

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

Carpinteria Unified School District

Gerardo Cornejo

Santa Barbara County Office of Education

Anthony Bauer

Santa Barbara Community College District

Tonya Yescas

Santa Barbara Community College District

Melissa Moreno

Santa Barbara County Workforce Dev. Board

Raymond L. McDonald

[sbconsortiumcfad20172018.pdf](#)

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

Applicant	Status	Date
Corlei Prieto	Approved	04/04/2017 2:56pm

Signature

