



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: VISALIA USD

Allocation Number: 15-328-165

**AEBG Program Regional
Consortium Funding Appropriation**

Funding Fiscal Year: 2015/16

Total Funds Allocated: \$ 310,158

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: 15-328-165

CONTACT PAGE

Entity:	VISALIA USD		
Address:	5000 West Cypress		
City:	Visalia	State:	CA Zip: 93277

Project Director <i>(Person responsible for conducting the daily operation of the allocation)</i>			
Name:	John Werner	Phone:	559.967.5342
Title:	Executive Director	Fax:	
E-mail Address:	sequoiasadulthooddirector@gmail.com		

District Chief Business Officer <i>(or authorized designee)</i>			
Name:	Nathan Hernandez	Phone:	559.730.7300
Title:	Chief Financial Officer	Fax:	
E-mail Address:	nhernandez@vusd.org		

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ENTITY: VISALIA USD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-165

APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	310,158
1000	Visalia Adult School Certificated Salaries	\$	12,000
		\$	-
		\$	-
		\$	-
2000	Visalia Adult School Classified Salaries	\$	12,000
		\$	-
		\$	-
		\$	-
3000	Employee Benefits		
	Visalia Adult School Benefits	\$	7,200
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
4000	Supplies and Materials		
	Visalia Adult School Materials and Supplies	\$	61,784
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-

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APPLICATION BUDGET DETAIL SHEET

Object of Expenditure	Classification	PROJECT BUDGET	
		\$	310,158
5000	Other Operating Expenses and Services		
	Corcoran Joint Unified School District	\$	7,074
	Cutler-Orosi Joint Unified School District	\$	7,520
	Hanford Joint Union High School District	\$	80,632
	Tulare Joint Union High School District	\$	98,288
	Visalia Adult School (other operating expenses)	\$	15,638
	Sequoias Community College District	\$	1,636
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
		\$	-
6000	Capital Outlay	\$	-
		\$	-
7000	Other Outgo	\$	-
TOTAL DIRECT COSTS:		\$	303,772
TOTAL INDIRECT COSTS - ENTER AMOUNT:		\$	6,386
TOTAL COSTS:		\$	310,158

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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	
			\$	
				310,158
1000	INSTRUCTIONAL SALARIES	1	\$	12,000
2000	NONINSTRUCTIONAL SALARIES	2	\$	12,000
3000	EMPLOYEE BENEFITS	3	\$	7,200
4000	SUPPLIES AND MATERIALS	4	\$	61,784
5000	OTHER OPERATING EXPENSES AND SERVICES	5	\$	210,788
6000	CAPITAL OUTLAY	6	\$	0
7000	OTHER OUTGO	7	\$	0
TOTAL DIRECT COSTS:		8	\$	303,772
TOTAL INDIRECT COSTS:		9	\$	6,386
			\$	0
TOTAL COSTS:		10	\$	310,158

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: John Werner

Title:

Executive Director

Authorized
Signature:



Date:

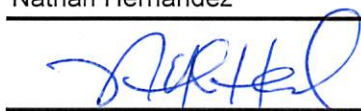
2/13/2017

District Chief Business Officer (or authorized designee):

Name: Nathan Hernandez

Title: Chief Financial Officer

Authorized
Signature:



Date:

2/14/17

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ENTITY: VISALIA USD

FISCAL YEAR: 2015/16

ALLOCATION NUMBER: 15-328-165

Statement of Work (Annual Workplan)
Objectives

Objective: 1

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

#	Activities	Performance Outcomes	Timelines	Responsible Person(s)
1.1	SAEC adult schools (Corcoran Adult School, Cutler-Orosi Adult School, Hanford Adult School, Tulare Adult School, and Visalia Adult School) will participate in a coordinated software application adoption through the individual purchase and implemented use of a software application capable of supporting monolithic data reporting. This system will allow those schools to collect and report both AEBG data and WIOA Title II AEFLA data. The agreed software application will be TOPSPro Enterprise.	SAEC adult schools will demonstrate reportable data	October 1, 2016	Individual adult school administrators
1.2	SAEC Members will collect and report AEBG performance outcome data.	SAEC Members will report performance data in compliance with AEBG performance data timelines	ongoing	SAEC members
1.3	SAEC Members will participate in the design of a common referral form in collaboration with partners of the Tulare County Workforce Development Board. This referral form will serve to standardize, in part, the referral of adults within the Tulare County Workforce Development Area.	A common referral form will be created.	February 2017	SAEC members

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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)
1.4	SAEC Members will participate in the development, evaluation, and use of a common referral process in collaboration with Tulare County Workforce Development Board partners.	The referral of adults between agencies partnering within the Tulare County Workforce Development Area will be done through the implementation of a common referral process.	Spring 2017	SAEC Members
1.5	Previous unaccounted for service delivery to eligible adults through the community college will be identified and tracked. Currently, College of the Sequoias provides services that may be trackable under AEBG performance data and accountability regulations. These services will be identified and a data collection protocol will be designed and implemented to capture the uncollected data. The ultimate goal will be to describe all AEBG eligible service provided at the community college.	Data collection on services rendered to eligible adults.	December 2017	COS
1.6	Professional development with regards to data collection software applications will be provided to staff. Staff will be engaged in professional development to include, but limited to, 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.	Ongoing	SAEC Members

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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)
1.7	Staff will participate in professional development on the use of data to enhance program design and service delivery (data driven decision making)	Improved performance outcomes in AEBG program areas.	Spring 2017	SAEC Members
1.8	Create mobile testing centers and update/create intake assessment centers for more accurate placement and data collection.	SAEC adult schools will collect more accurate data and placement	February 2017	Adult School Administrators
1.9				

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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)
2.1	Create an assessment crosswalk between the intake assessments used by SAEC Member service providers. This is a previously identified activity in the SAEC Three Comprehensive Plan. With the delayed release of the California Community College Common Assessment, this strategy will be delayed. Professional development will be provided to staff on the relationships between CASAS assessments and the Common Assessment.	The primary outcome will be a professional development video describing the relationships of various assessments used by members who provide services to adults.	Spring 2018	College of the Sequoias Training Resource Center
2.2	Alignment of intake and advancement processes between SAEC adult schools.	Aligned intake and advancement protocols at each adult school.	Spring 2017	SAEC Leadership Committee
2.3	Develop and implement data sharing agreements between all SAEC Members	Approved data sharing agreements, with signatures of each SAEC Member's local board president and superintendent. Each member shall provide copies of their local board minutes as record of board action to approve the SAEC Data Sharing Agreement.	April 1, 2017	SAEC Leadership Committee, Voting Members

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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	Timelines	Responsible Person(s)
2.4	Ongoing SAEC Data and Accountability Committee Meeting	Agendas, sign-in, and minutes	Quarterly	SAEC Data and Accountability Committee
2.5	SAEC Members who participate in WIOA Title II AEFLA will jointly develop annual WIOA assessment policies.	Jointly developed WIOA assessment policies.	Annually	SAEC WIOA Members
2.6	SAEC will provide professional development to members on data analysis to support program improvement and data driven decision making.	SAEC will record data and evaluate program design and delivery.	Ongoing	SAEC Director

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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	Timelines	Responsible Person(s)
2.7				
2.8				
2.9				

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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)
3.1	SAEC Members will engage in data sharing MOUs.	MOUs	April 2017	SAEC Director, SAEC Board
3.2	SAEC members will continually evaluate assessment activities and performance outcomes.	Demonstrate adjustments and modifications relative to performance outcomes.	ongoing	SAEC Members
3.3	SAEC 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.	Staff will participate in professional development.	ongoing	SAEC Members

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

Objective: <u> 3 </u>				
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				
3.5				
3.6				

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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)
3.7				
3.8				
3.9				