

CONSORTIUM FISCAL ADMINISTRATION DECLARATION

SIERRA JOINT CONSORTIUM

CONSORTIUM INFORMATION

Organizational Information

Consortium Name	59 Sierra Joint
Long Name	Sierra Joint Consortium
Short Name	SIERRA
Address	390 Finley St. Auburn, CA 95603
Website	sierraassets.org

Reporting Period

Start Date	07/01/2016
End Date	06/30/2017

2015 - 16 Grant Period

2015 - 16 Grant Number	15-328-45
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Consortium Administration

Primary Contact(s)	Bettencourt, Bill Principal (530) 885-8585 bbettencourt@puhsd.k12.ca.us
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MEMBERS

Member Name	Contact(s)	District / LEA Code
Roseville Joint Union High School District	Landon, Joe Director of Accounting (916) 782-6565 landon@rjuhsd.us	66928
	Tejes, Greg Accounting Manager - Roseville Jt Union High School District (916) 782-6565 gtejes@rjuhsd.us	
	Lude, Joyce (916) 782-3952 jlude@rjuhsd.us	
Placer Union High School District	Bettencourt, Bill Principal (530) 885-8585 bbettencourt@puhsd.k12.ca.us	66894
Nevada Joint Union High School District	Madigan, Melissa (530) 273-3351 mmadigan@njuhsd.com	66357
Sierra Joint Community College District	Jackson, Darlene (916) 660-7870 djackson@sierracollege.edu	00270
	Ortiz, Stephanie (530) 274-5301 sortiz@sierracollege.edu	
Tahoe Truckee Unified School District	Asrani, Fal Deputy Superintendent (530) 582-2531 fasrani@ttusd.org	06520

FISCAL MANAGEMENT

Funding Channel

The consortium has designated a fiscal agent

Rationale

Reasons for the current fiscal structure are several:

- Roseville successfully managed the planning grant. By consensus agreement Roseville was chosen to continue to manage the block grant.
- Roseville has a modicum of processes and procedures thus the grant is managed with high member and client satisfaction and low administration costs.
- Among members there is, currently, a sense that using a fiscal agent promotes regional collaboration and shared decision-making.

Approach

The block grant is managed as follows:

For 15-16 each member adult school was given an allocation from consortium funds sufficient to restore them to 50% of '07-'08 funding levels. Remaining consortium funds were set aside for program expansion and consortium-level projects (including administration). For reporting purposes "Consortium funds" are included in funds allocated to the member who is also the fiscal administrator; in this case Roseville Joint Union High School District. Internally, the fiscal agent manages Consortium funds as a discreet "goal" with separate accounting strings. In 15-16 allocations to members have been managed on a reimbursement basis. In 16-17 this process will change and members will receive a pass-through allocation.

For reporting purposes an Excel workbook was created and posted in Google Docs. Each member and the "Consortium" prepare budgets by object code on individual worksheets that are linked to a master worksheet. The fiscal agent transfers information from this workbook to the reporting system. A similar workbook is used for reporting expenditures by program and objective.

Certifying Official / Coordinator

Tejes, Greg

Certifying Official / Coordinator's Email

gtejes@rjuhsd.us

ALLOCATION SCHEDULE

15-16 AEBG Funds

15-16 AEBG Entitlements	\$3,151,672
15 - 16 Member Allocations	\$0

16-17 AEBG Funds

16-17 AEBG Entitlements	\$3,186,735
16 - 17 Member Allocations	\$3,186,735

MEMBER ALLOCATIONS

#	Member Name	Consortium Allocations (15-16)	Consortium Allocations (16-17)
1	Roseville Joint Union High School District	\$1,065,939	\$1,037,202
2	Placer Union High School District	\$1,693,493	\$1,693,493
3	Nevada Joint Union High School District	\$295,506	\$295,506
4	Sierra Joint Community College District	\$30,534	\$25,534
5	Tahoe Truckee Unified School District	\$66,200	\$135,000
Grand Total		\$3,151,672	\$3,186,735

Funding Changes

- The Consortium received an additional \$34,510 in block grant funds for 16-17 that is not reflected in the 15-16 allocations.
- As a new member, Tahoe Truckee has been given an allocation that will allow them to continue programs begun in 15-16 and expand programs in 16-17.
- Roseville Adult School base funding has been increased by \$25,050 to accommodate program expansion. This increase is invisible on the allocation worksheet because Roseville also acts as the Consortium fiscal agent and holds funds for Consortium level activities and projects. The allocation to Roseville appears reduced because some of the 15-16 funds held for Consortium level activities and projects were transferred for the start-up at Tahoe Truckee in 16-17.
- Sierra College volunteered a \$5,000 reduction in allocation, as they will be able to leverage other grants in 16-17.

Consensus and Approval Process

First, funds were allocated to each member equal to 15-16 allocations. Tahoe/Truckee joined the consortium in February and was given an allocation for program start-up in 15-16. Consensus agreement was reached to allocate that same amount as a base for 16-17.

Members, workgroups, and partners were then invited to request funds for permanent additional funding or for one-time projects. A project description, the program and objective addressed, and the measurable outcome anticipated was included for each request.

Requests were aggregated and reviewed by the Consortium Steering Committee and after lengthy discussion consensus agreement was reached on how additional funds would be allocated.

OTHER RULES AND PROCEDURES

Additional Information

Regarding the signature page: Joe Landon and Greg Tejes are not official representatives. Joe Landon was the official certifying officer for the fiscal agent. He has since left and been replaced by Greg Tejes.

Supplementary Documentation

SIGNATURE BLOCKS

Sierra Joint Community College District

Jackson, Darlene

Sierra Joint Community College District

Ortiz, Stephanie

Roseville Joint Union High School District

Lude, Joyce

Nevada Joint Union High School District

Madigan, Melissa

Placer Union High School District

Bettencourt, Bill

Tahoe Truckee Unified School District

Asrani, Fal