



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 —

68 West Kern

Address

[915 N Tenth St., Suite 34](#)

Street Address

Logo

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

Files must be in .png format.

[remove](#)



Street Address 2

Taft	CA	93268
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City

State

Zip

Website

www.wkaen.org

Primary Contact

Kathleen	Johnson
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First

Last

Primary Contact Email

kjohnson@taftcollege.edu

Certifying Official / Coordinator

Mark	Williams
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First

Last

Certifying Official / Coordinator Email

mwilliams@taftcollege.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
Taft Union High School District	Blanca Cavazos	bcavazos@taft.k12.ca.us	(661) 763-2330	05/14/2014
Maricopa Unified School District	Scott Meier	smeier@musd.email	(661) 796-8231	05/14/2014
West Kern Community College District	Mark Williams	mwilliams@taftcollege.edu	(661) 763-7861	04/29/2016
Kern County Superintendent of Schools	Robert Arias	roarias@kern.org	(661) 636-4625	04/25/2017

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.

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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

West Kern 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?

The West Kern Consortium designated the West Kern Community College business department as its fiscal agent. This agreement leverages on existing systems for the proposal and approval of positions, purchasing, and budgeting.

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 West Kern Consortium adopted the use of chart accounts and ERP used in the West Kern Community College District.

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
Taft Union High School District	\$0	\$0	\$0
Maricopa Unified School District	\$0	\$0	\$0
West Kern Community College District	\$750,000	\$773,016	\$773,016
Kern County Superintendent of Schools	\$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.

There are no allocation changes.

No member agencies receive allocations for educational projects. West Kern Community College District is our fiscal agent, receiving the indirect funds.

Consensus and Approval

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

Funds are spent on programs developed and administrated through the consortium office, West Kern Adult Education Network. All funds are spent in accordance with the AEBG expenditures guidelines and the Consortium Annual Plan approved by the Consortium Executive committee.

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:

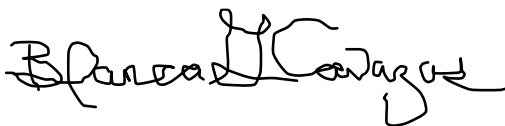
- Print and Sign
- Digital Signature

Please note: your 2017-18 CFAD may not be processed until all signatures from Member Agencies have been provided.

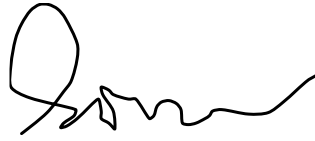
Signature Block

Taft Union High School District

Maricopa Unified School District



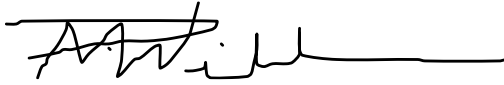
Blanca Cavazos



Scott Meier

West Kern Community College
District

Kern County Superintendent of
Schools



Mark Williams



Robert Arias

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

Applicant	Status	Date
Kathleen Johnson	Approved	04/25/2017 11:13am

Signature

