



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 —

70 North Central (Yuba)

Address

[425 Plumas Blvd, Suite 200](#)

Street Address

Street Address 2

[Yuba City](#) [CA](#) [95991](#)

City

State

Zip

Website

www.yccd.edu/adulteducation

Primary Contact

[Emma](#)

[Blackthorne](#)

First

Last

Logo

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

Files must be in .png format.

Primary Contact Email

eblackth@yccd.edu

Certifying Official / Coordinator

[Divinder](#)

[Bains](#)

First

Last

Certifying Official / Coordinator Email

dbains@yccd.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
Yuba County Office of Education	Francisco Reveles	francisco.reveles@yubacoe.k12.ca.us	(530) 749-4900	10/28/2015
Woodland Joint Unified School District				
Yolo County Office of Education	Jesse Ortiz	jesse.ortiz@ycoe.org	(530) 668-3703	10/27/2015
Sutter County Office of Education	Baljinder Dhillon	bal.dhillon@suttercoe.org	(530) 822-2900	10/09/2015
Konocti Unified School District	Donna Becnel	donna.becnel@konocitiusd.org	(707) 994-6475	11/18/2015
Lake County Office of Education	Tammy Serpa	tserpa@lcoe.us	(707) 467-5105	05/02/2016
Colusa County Office of Education	Michael P. West	mwest@ccoe.net	(530) 458-0350	10/14/2015
Yuba Community College District	GH Javaheripour	gjavaher@yccd.edu	(530) 741-6707	09/10/2015

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.



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

Yuba 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 community college district, YCCD, actively sought the role of fiscal agent at the start of AB86 planning, and was so designated by group consensus of the members and partners. YCCD is accustomed to serving in this role in other capacities with individual members. The role continues for AB104 by virtue of group consensus of the member agencies. No other agency has expressed active interest in assuming the role. Options for change in fiscal structure maybe considered as needed in future funding years.

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?

To fiscally manage the block grant, the fiscal agent and each member agency eligible to receive funds have entered into an Agreement for Services (AFS) specifying the funding amount, distribution schedule and the roles and responsibilities of each party. The fiscal agent is providing templates for expenditure and progress reporting that will be specific to each funding source (MOE and consortium fund allocation). Details will include the AEGB program areas (7) and objectives, and object codes with brief descriptions. Members will also submit a brief narrative description to substantiate their expenditures and activities for each reporting period. The collective member expenditure and progress reports will be compiled into one report by the fiscal agent. The certifying official of the fiscal agent will certify the expenditures and submit the consolidated fiscal report to the state on behalf of the consortium.

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 AEGB funds allocated to the Consortium for each fiscal year.

	2015-16	2016-17	2017-18
Total AEBG Funds	\$2,958,344	\$2,997,748	\$2,997,748
Total Allocated to Members	\$2,958,344	\$2,997,748	\$2,997,748
Total Remaining	\$0	\$0	\$0

Member Agency	2015-16 Allocation	2016-17 Allocation	2017-18 Allocation
Yuba County Office of Education	\$0	\$60,000	\$59,545
Woodland Joint Unified School District	\$1,324,151	\$1,324,151	\$1,314,171
Yolo County Office of Education	\$180,000	\$180,000	\$179,472
Sutter County Office of Education	\$605,344	\$605,344	\$594,044
Konocti Unified School District	\$27,277	\$67,277	\$27,277
Lake County Office of Education	\$0	\$15,000	\$40,000
Colusa County Office of Education	\$116,519	\$116,519	\$116,519
Yuba Community College District	\$705,053	\$629,457	\$666,720
Total	\$2,958,344	\$2,997,748	\$2,997,748

Allocation Changes

Please describe any significant changes in allocations to members made for the 2015-16 and / or 2016-17 program years.

Woodland Community College(WCC) supported a CTE/CNA project at Lake County Office of Education. The course was offered in March 2017. The fiscal support was offered based on the existence of roll over funds from 2015-16 WCC budget.

Consensus and Approval

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

A Leadership Council, composed of officially-designated representatives of the member agencies and their constituencies, met over the course of two meetings to develop recommendations to allocate funds for the 2017-18 budget. Members submitted to the NCAEC Director proposed budgets. The NCAEC Director requested additional funds be allocated to the consortium, so that the student data platform annual subscription costs can be fiscally managed by the consortium. The budgets were discussed, and the Leadership Council noted that there were communities that were

under resourced, and those members were asking for additional allocations. The Leadership Council could not find enough members willing to scale back to meet all the proposed needs. Konocti at the April Leadership meeting formally communicated to the group their intent to reduce their funding requests for 2017-18 by \$40,000 in an effort to assist other members in funding new innovative programs. Konocti in writing asked the Executive Council to ensure that the funds they were willing to forego went to Lake County Office of Education, so that the under resourced community could continue to benefit at large from the consortium funds. A final allocation schedule was developed, but not with complete agreement by all and forwarded to the Executive Committee. Executive Council comprised of member agency superintendents and presidents as the decision-making body, had primarily sent designee representatives. One regular Council member and one designee voted against the final schedule, highlighting concerns about use of funds at two member agencies and the need to consider additional fiscal support for under resourced communities. The vote for final approval passed with simple majority and those consenting to the schedule have provided signatures.

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

Yuba County Office of Education

 A rectangular dashed-line box containing a solid horizontal line for a signature.

Francisco Reveles

Woodland Joint Unified School District

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Yolo County Office of Education

 A rectangular dashed-line box containing a solid horizontal line for a signature.

Jesse Ortiz

Sutter County Office of Education

 A rectangular dashed-line box containing a solid horizontal line for a signature.

Baljinder Dhillon

Konocti Unified School District

Lake County Office of Education

Donna Becnel

Tammy Serpa

Colusa County Office of Education

Yuba Community College District

Michael P. West

GH Javaheripour

[70northcentralyubacfadsignatures.pdf](#)

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

Applicant	Status	Date
Emma Blackthorne	Approved	05/01/2017 10:35am

Signature

