



March 3, 2021

To: CAEP Consortium Directors and Members

From: State CAEP Office

Subject: Notice of Targeted Technical Assistance (TTA) for Consortia Effectiveness

This memorandum is an official announcement that the State California Adult Education Program (CAEP) Office is rolling out targeted technical assistance (TTA) for the California Adult Education Program (CAEP) consortia and their members. The purpose of the TTA is to provide consortia leads and their members with structured, intensive coaching and support to positively affect student, member, and consortia outcomes. Activities will align to the mandates set forth in EC 84906 regarding the development of a consortium-approved, three-year adult education plan and the expectation to include fiscal planning, program evaluation, data collection and analysis, goal setting tied to consortium effectiveness, transition to post-secondary and the workforce, instructor qualifications, and access to regional services and partnerships.

Consortia effectiveness is referenced in EC 84909 (d) (3). It states that a consortium's effectiveness in meeting the educational needs of adults in the adult education region based on available data is a factor in the chancellor and Superintendent determining consortia allocations. Furthermore, EC 84917 (a) (4) mandates the CAEP Office to annually report on the effectiveness of each consortium. Even though the field is still working to establish statewide performance goals and common measures for effectiveness, the CAEP Office is charged with an efficient and effective use of State funds in support of adult education programs. Targeted technical assistance helps with guidance on funding use, but it also intends to reduce equity gaps among traditionally underrepresented student groups and within regions with the lowest educational attainment of adults as outlined in the Chancellor's Office Vision for Success goals. In addition, targeted technical assistance will help align with WIOA performance indicators and measures that assess the effectiveness of States and local areas in achieving positive outcomes for individuals served by the workforce development system. As such, initial implementation of TTA will focus on consortia who have wide equity gaps and may be in need of additional resources to perform on the same level as other consortia.

Beginning in March 2021, selected CAEP regional consortia will be notified by the State CAEP Office to participate in this effort; there will be no application process. The CAEP Office has contracted with the Outreach and Technical Assistance Network (OTAN) and CAEP Technical Assistance Project (CAEP TAP), to oversee this project. The first iteration of TTA will focus on non-WIOA regional consortia with the primary aims of helping consortia better access to goal setting, planning, and professional learning services.



Five coaches, experienced in adult education, consortia leadership, and program development, have been hired to support this work. Coaching activities will be individualized, but each consortium will complete a detailed consortium level self-assessment, develop or refine consortium-level goals and create an improvement plan to address them, build a roadmap for the next CAEP three-year planning process, and connect to professional development and resources that support the established goals. Consortia are encouraged to leverage other effectiveness efforts such as the WIOA Continuous Improvement Plan and WASC action plans. The initial phases of TTA will occur from March – June 2020, with an option for targeted technical assistance to extend for an additional 12 months. The CAEP Office intends to open TTA to additional WIOA and non-WIOA consortia in 2021-22 and will use data from 2020-21, in conjunction with prior years, to establish criteria for future TTA participants.

There are multiple levels of technical assistance (TA) available to consortia and members, targeted technical assistance is meant to be an additional support in these efforts. Consortia who are not selected in this first round, but feel they need consortia-level assistance should reach out to CAEP TAP for assistance. Three-year planning guidance will also be released via webinars and memos later this spring in preparation for the June 2022 submission.

If you have any questions regarding this memo, please contact CAEP TAP at tap@caladulthood.org or (888) 827-2324. This memo can also be found on the CAEP website under Administrators/Policy/Guidance. The State CAEP Office is excited to be able to provide this level of support to consortia and looks forward to seeing the measurable impact it will have on students, consortia and their members and associated outcomes.

Sincerely,

The CAEP Office

