

AEBG

PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

**AEBG Fiscal System
NOVA
Webinar
November 3, 2017**



Agenda

- Current Status with our Fiscal System
- NOVA Update
- Why the change? Why NOVA?
- NOVA Phases
- NOVA Walk Through
- NOVA Tips
- Questions???

Current Status of the AEBG Fiscal System

- 15/16 funds remain in the old Chancellor's Office online system.
- All passwords for these two different fund sources remain the same (at the project director level, certifying officials are the same).
- Includes AEBG 15/16 Consortia funding, and Data & Accountability funding.
- Budget changes due by 12/20/17 (for both D & A & 15/16 funds).
- Expenses reports due by 1/31/18. Another report for D & A 1/31/19.
- Close out for 15/16 Consortia funds due by 2/25/18.
- Close out for Data & Accountability funds due by 2/25/19.

Current Status of the NOVA system

- NOVA launched October 25, 2017.
- NOVA is tracking 16/17 & 17/18 AEBG funding.
- AEBG Budgets for 16/17 & 17/18 “active funding” will be due by 12/15/17.
- Active funding = carry over funds from 16/17 & new 17/18 funds.
- Work plans will be included in the budget drill.
- Work plans = check off what consortium annual plan strategies you are working on.

Why the Change??

- The old Chancellor's Office system was not set up for consortium structured funding.
- The State had no way of knowing what was being expensed at the member level.
- The State did not know if members were using the correct indirect rate.
- The old system allowed the bulk of the funding to be consolidated into the pass through object code.
- The State did not know if the consortium was above or below the consortium administrative cap of 5%.
- The State had no way of comparing student data outcomes to work plans and financial accountability.

Why NOVA??

- It is replacing the AEBG Portal.
- Members can update their own contact information.
- Consortia leads have more oversight and access to update their consortia webpage on the AEBG website.
- Is the one stop go to place for all AEBG forms, deliverables, and consortia level information.
- Combines AEBG portal info with the financial system.
- Will be able to connect to Launchboard and student data from TE and MIS.
- Will allow us to track other programs and metrics.
- Gives us the ability for innovation down the road.

NOVA Phases

- Phase I of the NOVA launch was moving over the documentation – now complete.
- Phase II of the NOVA launch – is getting the 16/17 & 17/18 budget information and current annual plan strategies checked off in the “work plan”. (In Process)
- Phase III – will be expenditure reporting & standardize reports (early next year)
- Phase IV – will be close out reports & leveraged funding (end of state fiscal year)
- Phase V – connecting to student outcomes / launchboard

Replacing the Portal

- All consortia historical & current plans & documentation from the AEBG Portal have been transferred to NOVA.
- Each member will have a password with access & privileges to access documentation & their own member information.
- Each consortia lead and certifying officer will have their own access & privileges.
- NOVA data will be loaded to the AEBG website daily.
- The CFAD, 3 year plan, annual plans, and other documentation will be completed on line via NOVA.

Budgeting for 16/17 & 17/18

- The AEBG budget in NOVA will be for AEBG 16/17 carry over and 17/18 new AEBG funding.
- This budget will align with the work plan.
- The work plan is based on the consortium's annual plan strategies.
- Members will check off which strategies they plan to use with any 16/17 carry over and 17/18 new funding during the current program year. One budget only! One work plan only!
- In order to complete your budget – you will need to know:
 - - your 16/17 carry over
 - - your 17/18 allocation

Budgeting for 16/17 & 17/18 (cont.)

- Budget Revision process is being developed.
- Members will be able to go in and revise their budgets on a regular basis.
- There will be a member certification process.
- There will be a consortium level certification process.
- Allocation adjustments will require state level approval and 100% member certification. (part of the CFAD process).
- Allocation adjustment process is being developed.
- Consortium leads will provide administrative oversight of the budget approval, budget revision, & allocation process.

Expense Reporting

- Expenses will be reported by object of expenditure code only.
- No more reporting by program area or AEBG objective.
- Expenses will combine 16/17 carry over and 17/18 new funding to make one expenditure report.
- Members will have to show of the 16/17 funding – what was expensed last year (16/17) – on a separate form – in order to calculate the carry over – allocation-minus 16/17 expenses = carry over. Starting point for NOVA.
- The allocation of funds chart will track AEBG funds received by the member, and will show you how much funding you have left during the program year.
- We hope to incentivize the spending of AEBG funds within 2 years. Carry over year & current funding.

Reports

- Member budget & expenditure reports
- Member work plan reports
- Consortium budget & expenditure reports
- Consortium roll up reports – budget, expenditures, & work plans.

Other features

- Expenses will be first in / first out so oldest money will be spent first.
- End of the year reporting of leveraged funds and program fees.
- Launchboard data by member.
- Launchboard data with financial data.
- Consortium level metrics, outcomes, allocations, and spending.



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NOVA Information

- The NOVA User's Information

<http://aebg.cccco.edu/For-AEBG-Grantees/NOVA-Information>

SEARCH WEBSITE FOR HELP

NOVA

The AEBG Office has officially launched a new fiscal system for AEBG called NOVA. Each member will be required to use NOVA for document submission, member updates, member budgets and reporting purposes, including submission of the 2017-2018 budget, which is due by Dec. 15. More detail regarding the use of this system is coming soon.

Below are resources to help you navigate this new system:

- [NOVA user's guide](#)
- [Q&A from recent webinar](#)
- [NOVA slide presentation](#)
- [NOVA webinar](#)
- [NOVA login page](#)

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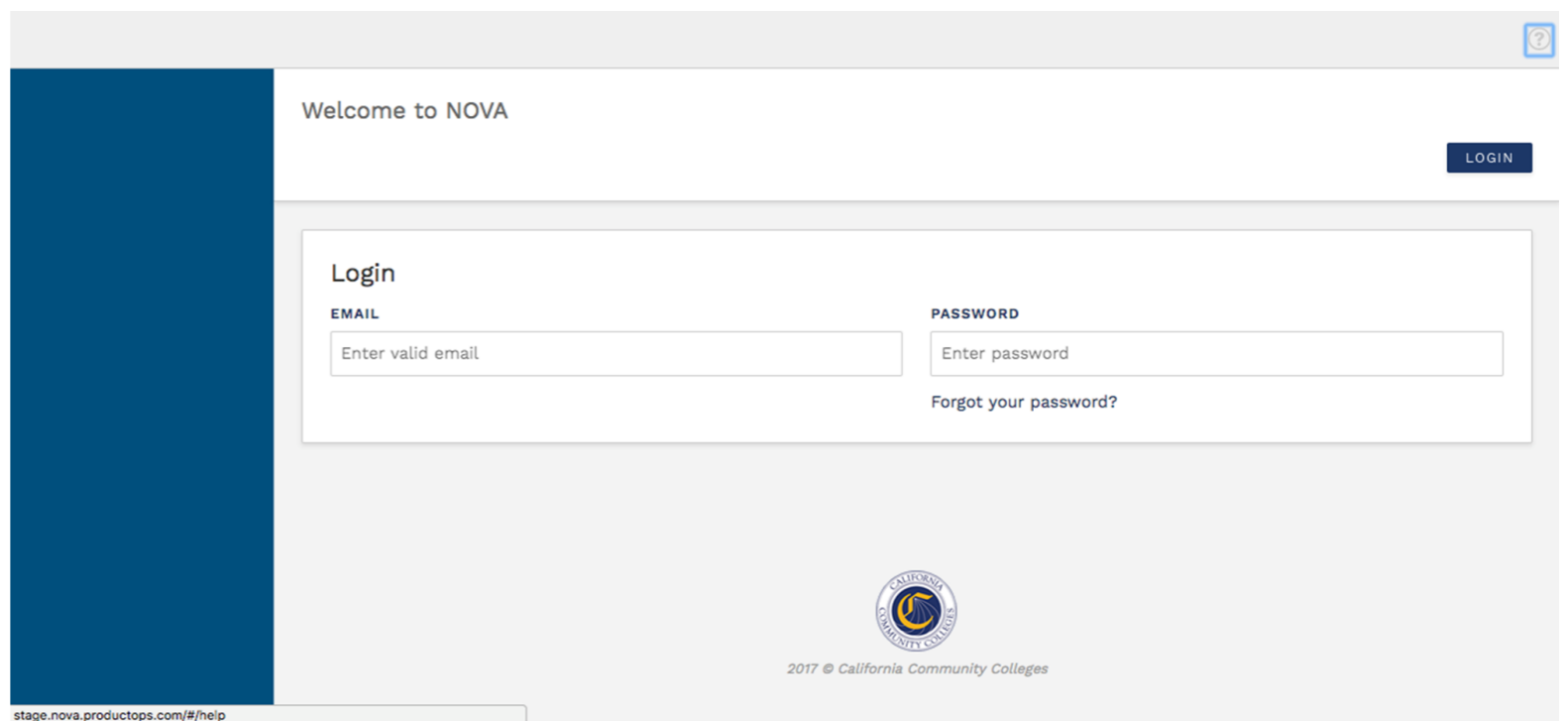
AEBG
PRACTICES WITH PROMISE
[VIEW SITE](#)

FOR MORE ON AEBG **SUBSCRIBE:**

NOVA

Walk Through

- Please enlarge your screen to see the slides.



stage.nova.productops.com/#/help

Welcome to NOVA

[LOGIN](#)

Login


EMAIL

Enter valid email

PASSWORD

Enter password

[Forgot your password?](#)



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Log On / NOVA Face



Welcome to NOVA

My Projects

Funds 

SWP 

AEBC 

LOGIN

Login

EMAIL

PASSWORD

[Forgot your password?](#)





- My Projects
- Funds
- AEBG
- Consortia**

ADULT EDUCATION BLOCK GRANT
Consortia

NAME FILTER	FUNDING CHANNEL FILTER
<input type="text" value="Ex: 'Community College Consortium'"/>	<input type="text" value="Select Funding Channel Filter"/>

NAME	FUNDING CHANNEL
01 Allan Hancock Community College Consortium	Fiscal Agent
02 Antelope Valley Regional Adult Education Consortium	Fiscal Agent
03 Barstow Area Consortium for Adult Education	Fiscal Agent
04 Butte-Glenn Adult Ed Consortium	Fiscal Agent
05 Greater Opportunity Through Adult Learning	Direct Funding
06 Partnership for Adult Academic and Career Education	Direct Funding
07 Chabot-Las Positas/Mid-Alameda County Consortium	Direct Funding
08 West End Corridor/Chaffey Regional AE Consortium	Fiscal Agent
09 Citrus College Adult Education Consortium	Fiscal Agent
10 Coast Adult Education Consortium	Direct Funding



- My Projects
- Funds
- AEBG
- Consortia
- 01 Allan Hancock**
- CFAD
- 2017-18 Consortium Plan
- Member Allocations

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Consortium Documents

Documents

DOCUMENT TITLE		FUND YEAR	UPLOADED
Annual Plan	Original	2017-18	-
Consortium Fiscal Administration Declaration	Original	2017-18	-
Data and Accountability Plan	Original	2017-18	-
Annual Plan	Original	2016-17	-
Annual Plan	Revision	2016-17	5/1/2017 ?
Consortium Fiscal Administration Declaration	Original	2016-17	-
Member Allocations	Original	2016-17	-

[SHOW OLDER FILES](#)



- My Projects
- Funds
- AEBG
- Consortia
- 01 Allan Hancock
- Member Allocations
- Allan Hancock Joint CCD**
- 2017-18 Member Plan

ADULT EDUCATION BLOCK GRANT
01 Allan Hancock Community College Consortium (2017-18)
Member Agency: Allan Hancock Joint CCD

Member Agency Information

MEMBER NAME: Allan Hancock Joint CCD	MEMBER ALLOCATIONS 2017-18: \$663,431
MEMBER TYPE: Community College District	MEMBER ALLOCATIONS 2016-17: \$663,431
MEMBER ADDRESS: 800 S. College Drive Santa Maria, 93454	MEMBER ALLOCATIONS 2015-16: \$630,850
MEMBER WEBSITE:	

Member Agency Contacts

RESPONSIBILITY	NAME	EMAIL	TITLE	PHONE	
Member Representative	Elaine Healy	ehealy@hancockcollege....		(805) 922-6966	
Member Representative	Sofia Ramirez Gelpi	sgelpi@hancockcollege....		(805) 922-6966	
Member Representative	01 Allan Hancock Joint ...	ah-mr@test.com			

+ ADD CONTACT





- My Projects
- Funds
- AEBG
- Consortia
- 01 Allan Hancock
- Member Allocations
- Allan Hancock Joint CCD
- 2017-18 Member Plan
- Workplan**
- Budget
- Preview

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

NEXT

Workplan

Objective 1: Gaps in Service ?

STRATEGY: 1. Develop CTE programs, programs for adults with disabilities, and enhance basic skills programs.

We plan to address this strategy.

STRATEGY: 2. Identify pathways and methods for seamless transitions between LAS and AHC.

We plan to address this strategy.

STRATEGY: 3. Identify methods to partner with CDE and CCCCCO initiatives including 3SP/BSI plans, Strong Workforce, community organizations, local WIB, and industry to support the AEBG goals of literacy gains, wage increase, employment, or student transition to higher education.

We plan to address this strategy.

STRATEGY: 4. Align data, define common metrics and terms, and monitor outcomes between agencies in the consortium.

We plan to address this strategy.



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ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)
Member Agency: Allan Hancock Joint CCD

PREVIEW

Allocation Summary

Input the Carryover money to build a clear snapshot of monies for Budget.

CARRYOVER FROM 2016-17:	\$
TOTAL MEMBER ALLOCATIONS 2017-18:	\$663,431
CURRENT MEMBER BUDGET TOTAL:	\$663,431
REMAINING AMOUNT:	\$663,431
TOTAL AMOUNT:	\$0

Budget Item 1

INSTITUTION

EXPENDITURE TYPE

DESCRIPTION

AMOUNT REQUESTED

- DELETE + DUPLICATE



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ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

Member View

DRAFT

SHARE PDF

SUBMIT

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

Consortia View

DRAFT

SHARE PDF

CERTIFY

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

Member View

SUBMITTED

SHARE PDF

UNSUBMIT

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

Consortia View

SUBMITTED

SHARE PDF

CERTIFY

ADULT EDUCATION BLOCK GRANT

01 Allan Hancock Community College Consortium (2017-18)

Member Agency: Allan Hancock Joint CCD

Consortia View

CERTIFIED

SHARE PDF

CERTIFY





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AEBCG NOVA System Tips

- Browser usage
- Users profile settings
- Passwords
- Contacts / Users
- Adding a contact



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AEBG NOVA System Tips

- Use the Chrome browser for an optimal experience navigating the AEBG NOVA system. Do not use the Safari browser.

AEBG NOVA System Tips

- Check your profile settings to make sure that you are associated with AEBG funds and the correct consortium.

AEBG Fund Access & Associations

Adult Education Block Grant

CONSORTIUM

03 Barstow Area Consortium for Adult Education ✕



AEBG NOVA System Tips

- Use the forgot password feature located on the login page if you did not receive an email from NOVA with your login credentials.

PASSWORD

Enter password

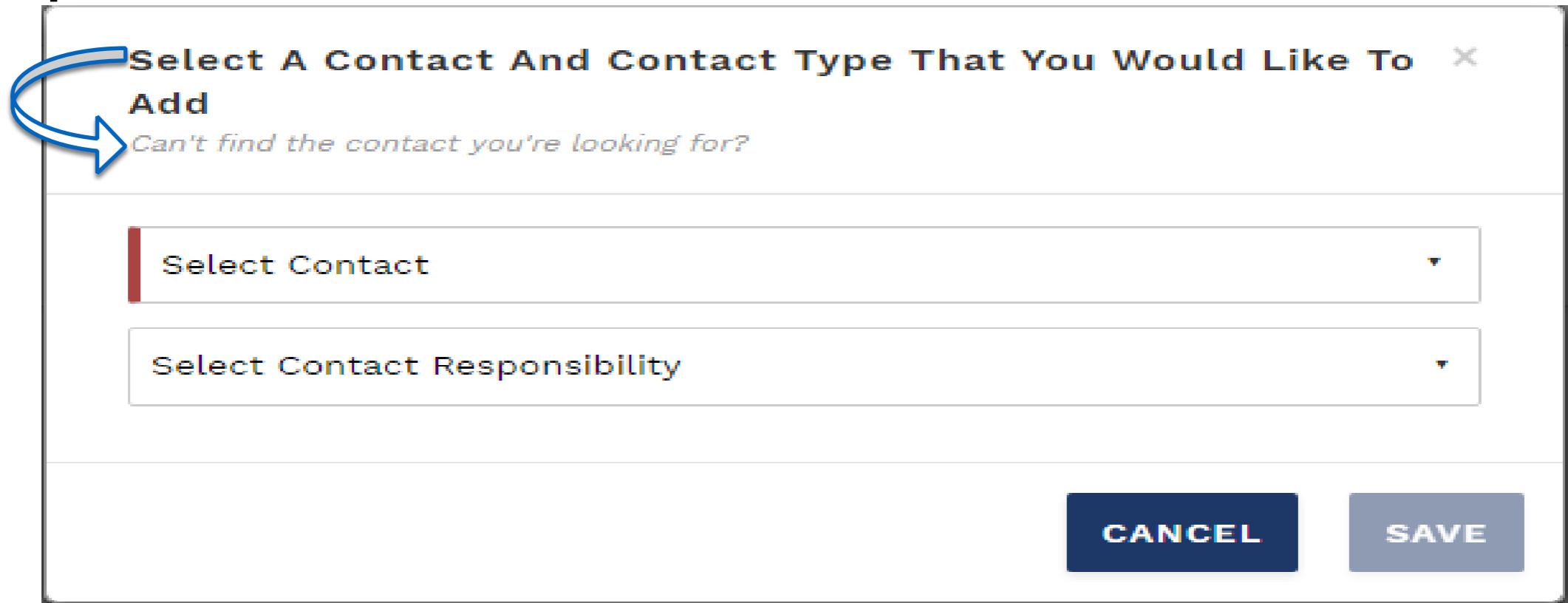
[Forgot your password?](#)

AEBG NOVA System Tips

- Consortium primary contacts have the ability to add/remove contacts for the consortium and for member representatives.
- Member representatives have the ability to add/remove contacts for the member agency.

AEBG NOVA System Tips

- If the contact you are trying to add does not appear in the drop down list, click on “Can’t find the contact you’re looking for” and follow the prompts.



Select A Contact And Contact Type That You Would Like To Add ×

Can't find the contact you're looking for?

Select Contact ▾

Select Contact Responsibility ▾

CANCEL **SAVE**

AEBG NOVA System Tips

- The individual that you are trying to add will need to complete their profile at the link listed below so that they can appear in the drop down list for access to NOVA.

<https://nova.cccco.edu/#/8WtYNYKUzyookm>



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Questions???



AEBCG Web Site



<http://aebcg.cccco.edu/Home>