

AEBG

PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

AEBG Webinar

Annual Plan

August 11, 2017

Agenda

- Annual Plan Basics & Framework
- Where to access the annual plan
- How to complete & submit the annual plan
- Understanding the general assurances
- Use of the fact sheets
- New fiscal system
- Questions

Annual Plan Basics

- Template was released in June 2017.
- There have been three revisions. (last one on 6/12/17)
- Annual Plan is due August 15, 2017.
- Submitted via the AEBG Portal.
- Consortium Lead submits it – but must certify that all members participated in the process.
- Narrative to questions will be at the consortia level (big picture).


Annual Plan Framework

- AB104 Legislation (the law)
- 3 Year Plan (the long term vision)
- Annual Plan (strategies for the coming year)
- Fiscal System

Annual Plan Access

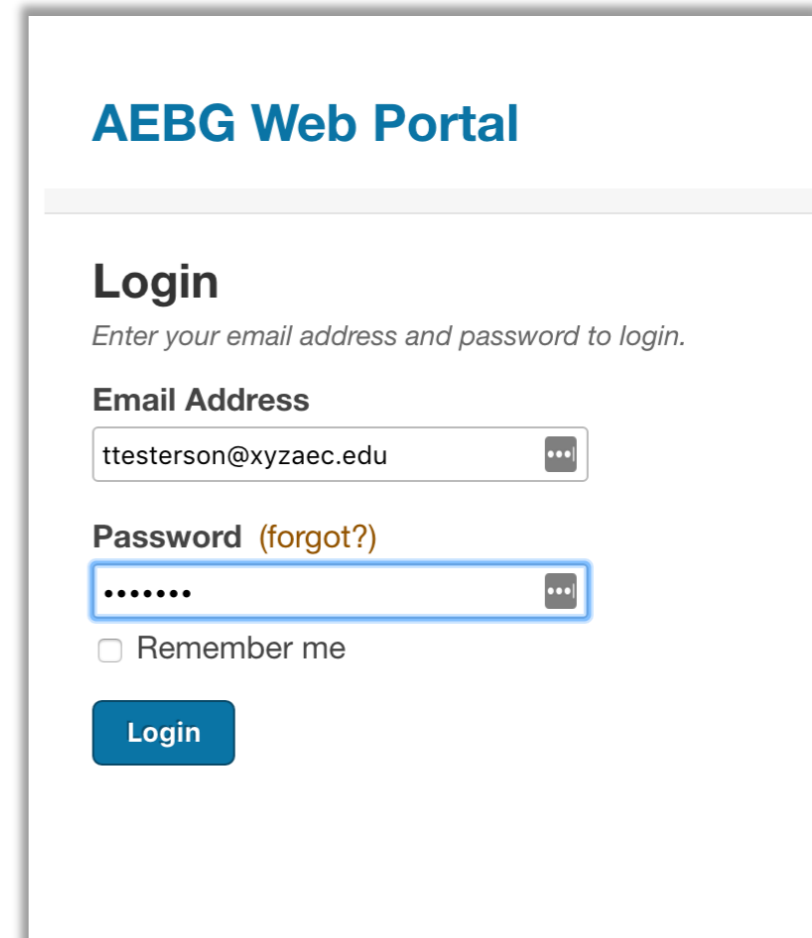
- The Annual Plan Template (word document) is on the AEBG website along with the general assurances and the fact sheets.
- Consortia leads must access the AEBG portal via the website to complete the annual plan.
- You will need a password to access the AEBG portal.
- AEBG portal passwords are limited to 2 per consortia.
- The AEBG portal is NOT the financial online system.

Login to the AEBG Web Portal

Click  from the AEBG Website, or, navigate directly to the AEBG Web Portal here:

aebg.ccccco.edu/Portal

Enter your login credentials and click **Login**



AEBG Web Portal


Login
Enter your email address and password to login.

Email Address
ttesterson@xyzaec.edu

Password (forgot?)
.....

Remember me

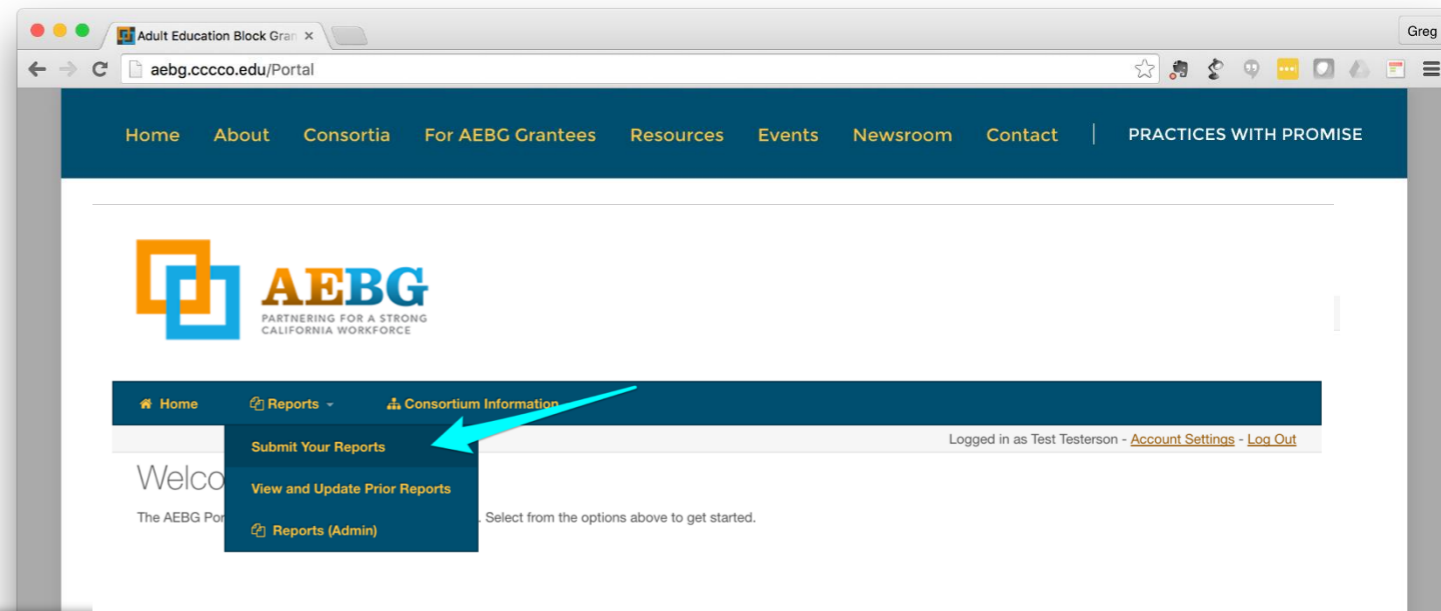
Login

 **Please Note:** Access to the AEBG Web Portal is limited to Consortium Primary Contacts or their designees. (Max: 2 Users)

Navigate to the Annual Plan Submission Form

From the Welcome page,
click **Submit Your
Reports**

On the page that follows,
click the link for
**Consortium Annual
Plan**



Submit Your Reports

Select from one of the following options:

 Consortium Fiscal Administration Declaration (2017-18)

 Consortium Annual Plan

[Back to Home](#)



Annual Plan Sections

- Executive Summary – plans & goals
- Effectiveness / Meeting the Need
- Seamless Transitions
- Student Acceleration
- Professional Development
- Leveraging Resources
- Fiscal – how are you spending AEBG funds
- General Assurances

Annual Plan General Assurances

SECTION 3: CERTIFICATION AND SUBMISSION

*As a condition of receiving AEBG funds, each Consortium must confirm they have read, understand, and agree to adhere to the measures put forth in the **2017–18 AEBG General Assurances Document**.*

[Download 2017-18 General Assurances](#)

Failure to meet the requirements listed in the *2017–18 AEBG General Assurances Document* may result in a determination of non-compliance and lead to partial or complete loss of Consortium and / or Member funding.

Certification (Required)

- I hereby certify that the Consortium operates in a manner consistent with all legislative mandates, Consortium, and Member requirements as set forth in the by the AEBG Office and the AEBG 2017–18 Program Assurances Document.
- I hereby certify a) the information contained in this report is true and accurate to the best of my knowledge, b) that this Annual Plan has been approved following established Consortium governance policies, and c) that I am an official representative of the Consortium authorized to submit this Annual Plan on its behalf.

Signature (Required)

Annual Plan General Assurances

Consortium effectiveness

1. Evaluation
2. Funding
3. Governance & Collaboration
4. Membership
5. Planning
6. Reporting

Annual Plan General Assurances

Member Effectiveness:

1. Participation in planning processes (annual, 3 year).
2. Spending funds in the seven AEBG program areas.
3. Members must participate in public meetings & decision making.
4. Reporting student data in TE.
5. Sharing info on other resources being used to serve adults.
6. Sharing financial expenditure and progress reports with the regional consortium.
7. Providing services that address the needs identified in the adult education plan


Member Reduction in Funding

The amount of funds to be distributed to a member of that consortium shall be equal to or greater than the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:

- (A) The member no longer wishes to provide services consistent with the adult education plan.
- (B) The member cannot provide services that address the needs identified in the adult education plan.
- (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.**

Annual Plan Submission

- Once all sections have been completed, click the checkbox at the bottom of the form to indicate you are ready to submit your Consortium Annual Plan
- Click **Submit**
- Consortium leads will receive an automated email confirming receipt of the plan shortly after submission

 **Please Note:** *You must complete all sections before you may submit your 17-18 Consortium Annual Plan.*

Annual Plan Fact Sheets

- Intended to support regional planning
- Demographic data is derived from ESRI 2014-15 and ACS 2015 5-year estimates used to develop the funding formula for the AEBG Office.
- Students served are unduplicated within but not across program areas.
 - K-12 data is self-reported for years 12-13, 13-14, and 15-16; data for 14-15 is estimated where data for 12-13, 13-14, and 15-16 were present.
 - Community college data is drawn from LaunchBoard based on topcode, credit status, and in the case of Career and Technical Education, SAM code.
- Target populations are based on demographic and additional ACS data related to low levels of literacy and adults with disabilities

New Fiscal System

AEBG Fiscal Accountability

- Coming on line fall of 2017
- Will cover 16-17 & 17-18 program years
- 15-16 and data & accountability funds will be closed out on existing fiscal system
- New system is member based – budget, expenses & activities
- Can be rolled up to the regional consortium level

State

- AB104 Legislation
- Governor's Budget
- Preliminary Allocations
- Planning Guidance & Direction

Consortium Activities

- CFAD Allocations by member
- Fiscal Agent or Direct Funded structure
- 3 year plan coordination
- Governance Plans & By Laws
- Annual Plans (High Level Strategies)
- Performance & Fiscal Analytics
- Budget approvals & budget revisions

Member Activities

- Member budgets
- Member work plan activities (based on annual plan)
- Member expenses by object code
- Member progress based on work plan activities
- Member performance (from student data systems)



**AEBG
Database**

New Fiscal System (cont.)

AEBG Fiscal System Benefits

- Accountable to the member level
- List member specific object codes
- Ability to list all member activities
- Can be bring in student performance data
- Will provide member and consortia based analytics
- Streamlined to allow standardization



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Questions????





AEBCG Web Site



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