

AEBG

PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

AEBG NOVA Webinar

2017-18

June 15, 2018



Agenda

- Reconciliation
- Additional funding
- Allocation Amendments
- Indirect
- Expense reporting
- Targets
- Annual Plans
- 3 year plans
- Open Discussion

Reconciliation

- Consortia are currently working on reconciling balances between 16-17 balance in the old system (chancellor's office miswebex) and NOVA's 16-17 carry-over.
- Consortia may adjust the last report in the old system....OR
- Confirm that they have documentation confirming / reconciling the two systems (in case of an audit).

Additional Funding

- Department of Finance has made a slight adjustment to the AEBG COLA.
- This means an adjustment to consortia funds (slightly upward – small consortia a few thousand, and larger consortia up towards \$50K).
- AEBG Office will work with consortia leads on adjusting totals.

Indirect

- Members must report their indirect (as defined in your accounting manual) on the indirect line in NOVA.
- Operational costs are not indirect costs.
- Indirect costs **CANNOT** be reported in object code 7000.
- Compliance for trailer bill language needs to have the indirect budget/expenses on that line in NOVA.

Indirect (cont.)

- 17-18 – K12/COE – use the CDE approved indirect rate. CCDs use the agreed upon indirect rate.
- If your 17-18 indirect rate in NOVA is red – please ignore for now. This was programmed for the 18-19 school year.
- For 18-19 - K12/COE – use the CDE approved indirect rate or 5% whichever is less. CCDs use the agreed upon indirect rate or 5% whichever is less.

Indirect (cont. 1)

- Don't confuse the indirect for members with the consortia level administrative 5% cap.
- The AEBG Office is working on a prototype for consortium level budget & expense reporting – program related and administrative related in a separate report in NOVA.

Clarification

- Per state memos issued last year - DO NOT report any pass through funds in NOVA.
- Fiscal agents cannot report the passing through of funds in NOVA. These are not expenditures.
- Pass through is not revenue.
- See memos on the AEBG website.



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NOVA Walk Through

CCCCO Intranet Home x Administrator - Adult Ed... x NOVA: Invest & Plan for... x

Secure | https://nova.cccco.edu/login?returnUrl=%2F

Suggested Sites Imported From IE Classifieds New Tab New folder Shaun White goes h Bramble Big Six - EST Home Page - Adult E

Help ?

NOVA
PLAN. INVEST. TRACK.


Welcome to NOVA

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Updated Navigation

NOVA
PLAN. INVEST. TRACK.

Help ? Nicole Alexander

My Projects

Funds

AEBG

Consortia & Members

Monitor Reports

ADULT EDUCATION BLOCK GRANT
Consortia & Members

Filters

NAME

Ex: "Name of Consortium or Member"

FUNDING CHANNEL

Select Funding Channel

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 Education Consortium	Fiscal Agent
> 05 Greater Opportunity Through Adult Learning	Direct Funded
> 06 Partnership for Adult Academic and Career Education	Direct Funded
> 07 Chabot-Las Positas/Mid-Alameda County Consortium	Direct Funded
> 08 West End Corridor/Chaffey Regional AE Consortium	Fiscal Agent
> 09 Citrus College Adult Education Consortium	Fiscal Agent
> 10 Coast Adult Education Consortium	Direct Funded
> 11 Tri City Adult Education Consortium	Fiscal Agent
> 12 Contra Costa Adult Education Consortium	Fiscal Agent
> 13 Morongo Basin AEBG Consortium (Copper Mountain)	Fiscal Agent
> 14 Desert Regional Consortium	Direct Funded
> 15 South Bay Adult Education Consortium (El Camino)	Direct Funded
> 16 OnRamp to Employment, Plumas County Adult Education	Fiscal Agent
> 17 Foothill De Anza / NSCCSTC	Direct Funded



Updated Navigation

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members**
- Monitor Reports

ADULT EDUCATION BLOCK GRANT
Consortia & Members

Filters

NAME

Ex: "Name of Consortium or Member"

FUNDING CHANNEL

Select Funding Channel

NAME

FUNDING CHANNEL

01 Allan Hancock Community College Consortium

Fiscal Agent

MEMBER: Allan Hancock Joint CCD

MEMBER: Lompoc Unified School District

> 02 Antelope Valley Regional Adult Education Consortium

Fiscal Agent

> 03 Barstow Area Consortium for Adult Education

Fiscal Agent

> 04 Butte-Glenn Adult Education Consortium

Fiscal Agent

> 05 Greater Opportunity Through Adult Learning

Direct Funded

> 06 Partnership for Adult Academic and Career Education

Direct Funded

> 07 Chabot-Las Positas/Mid-Alameda County Consortium

Direct Funded

> 08 West End Corridor/Chaffey Regional AE Consortium

Fiscal Agent

> 09 Citrus College Adult Education Consortium

Fiscal Agent

> 10 Coast Adult Education Consortium

Direct Funded

> 11 Tri City Adult Education Consortium

Fiscal Agent

> 12 Contra Costa Adult Education Consortium

Fiscal Agent

> 13 Morongo Basin AEBG Consortium (Copper Mountain)

Fiscal Agent



Main Consortium Page

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members
- 01 Allan Hancock
- Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18
01 Allan Hancock Community College Consortium

Consortium Information



CONSORTIUM NAME:
01 Allan Hancock Community College Consortium

CONSORTIUM SHORT NAME:
01 Allan Hancock

ADDRESS:
800 S. College Dr. | Santa Maria, CA | 93454

WEBSITE:
northcountyAB86.org

FUNDING CHANNEL:
Fiscal Agent

AEBG FUNDS 2017-18:
\$1,572,186

AEBG FUNDS 2016-17:
\$1,572,186

AEBG FUNDS 2015-16:
\$1,714,730

+ UPLOAD LOGO

Consortium Contacts

Responsibility	Name	Email	Title	Phone	
Primary Contact	Regina Smith	rsmith@hancockcollege.edu	Accountant	805-922-6966	
Primary Contact	TestUser POQA02	testuser.poqa02@productops.com			

+ ADD CONTACT



Main Consortium Page

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members
- 01 Allan Hancock**
- Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18
01 Allan Hancock Community College Consortium

Member Agencies

MEMBER NAME	MEMBER TYPE	CONTACT	PHONE
Allan Hancock Joint CCD	Community College District	Sofia Ramirez Gelpi	(805) 922-6966, ext 3325
Lompoc Unified School District	K-12 School District	Kathi Froemming	(805) 742-3250

Allocations

[Click here to amend members' allocations.](#)

Member Name	(2017-18)	(2016-17)	(2015-16)
Allan Hancock Joint CCD	\$572,186	\$663,431	\$630,850
Department of Social Services, Santa Barbara County (inactive)		\$0	\$0
Lompoc Unified School District	\$1,000,000	\$908,755	\$908,755
Total Allocated to Members	\$1,572,186	\$1,572,186	\$1,539,605
Total AEBG Funds	\$1,572,186	\$1,572,186	\$1,714,730
Total Remaining	\$0	\$0	\$175,125

Budget & Workplan



Main Consortium Page

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members
- 01 Allan Hancock
- Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18
01 Allan Hancock Community College Consortium

Allocations

[Click here to amend members' allocations.](#)

Member Name	(2017-18)	(2016-17)	(2015-16)
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Total AEBG Funds	\$1,572,186	\$1,572,186	\$1,714,730
Total Remaining	\$0	\$0	\$175,125

Budget & Workplan

MEMBER NAME	ALLOCATION	CARRYOVER	STATUS
Allan Hancock Joint CCD	\$0	\$631,408	DRAFT
Lompoc Unified School District	\$1,572,186	\$908,755	DRAFT

[Click here for Consortium Roll-up for 2017-18.](#)





Member Agency Page

My Projects

Funds

AEBG

Consortia & Members

Allan Hancock Joint CCD

Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18

01 Allan Hancock Community College Consortium

Member Agency: Allan Hancock Joint CCD

MEMBER NAME:

Allan Hancock Joint CCD

MEMBER ALLOCATIONS 2017-18:

\$572,186

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	Sofia Ramirez Gelpi	sgelpi@hancockcollege.edu	Dean, Academic Affairs	(805) 922-6966, ext 3325	
Contact	Regina Smith	rsmith@hancockcollege.edu	Accountant	805-922-6966	

+ ADD CONTACT

Budget & Workplan

Title	Fund Year	Status	Completed
Budget & Workplan	2017-18	Draft	



Allocation Amendments

My Projects

Funds ^

AEBG ^

Consortia & Members

01 Allan Hancock

Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18

01 Allan Hancock Community College Consortium

Allocations

[Click here to amend members' allocations.](#)

Member Name	(2017-18)	(2016-17)	(2015-16)
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Allocation Amendments

- My Projects
- Funds
- AEBG
- Consortia & Members
- 01 Allan Hancock
- Member Allocations**
- Monitor Reports

ADULT EDUCATION BLOCK GRANT : ALLOCATION AMENDMENT : 2017-18

01 Allan Hancock Community College Consortium

Allocation Amendment

Member Name	(2017-18)	(2016-17)	(2015-16)
Allan Hancock Joint CCD	<input type="text" value="572,186"/>	\$663,431	\$630,850
Department of Social Services, Santa Barbara County (inactive)		\$0	\$0
Lompoc Unified School District	<input type="text" value="1,000,000"/>	\$908,755	\$908,755
Total Allocated to Members	\$1,572,186	\$1,572,186	\$1,539,605
Total AEBG Funds	\$1,572,186	\$1,572,186	\$1,714,730
Total Remaining	\$0	\$0	\$175,125



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CALIFORNIA WORKFORCE

Expense Reporting

NOVA Due Dates - 2018

- Member expenditure reports & budget changes due – YTD Q3. (Consortium Cert by 6/30)
- August 15th - 18-19 Annual plans due in NOVA.
- September 1st - Member end of the year Financial Reports due. (Consortium Certification by 9/30)
- September 30th - 18-19 Member work plans & budgets due. (Consortium Certification by 10/30)
- December 1st – Q1 (18-19) expenses due by member (Consortium Certification by 12/31).

NOVA Targets

- Targets – 60% of 16-17 carry-over and 17-18 new funds must be spent by Q4. 45% of both funds by Q3.
- New funding for 18-19 starts the target process over again. 16-17 carry over (if any), 17-18 carry-over, and 18-19 new funding.
- Q1 = 15%, Q2 = 30%, Q3 = 45%, Q4 = 60%
- Failure to meet targets will result in a corrective action plan.
- To continue to spend down 16-17 carry over funds to 12-31-18 – you will need a corrective action plan. Same will apply to 17-18 carry over for June 30, 2019.

NOVA End of the Year Financial Report

- Still working on this programming.....
- Expenses by program (CTE, ASE/ABE, ESL, AWD, K12 success)
- Leveraged resources and fees charged for CTE programs.
- Q4 and final expenses for the 12 month fiscal year
- Carry over funds from 17-18 into 18-19.
- Corrective action plan for not meeting 60% target spending of carry-over & current year funds.



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NOVA Walk Through

CCCCO Intranet Home x Administrator - Adult Ed... x NOVA: Invest & Plan for... x

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Budget Revisions

- My Projects
- Funds** ^
- AEBG** ^
- Consortia & Members**
- Allan Hancock Joint CCD**
- Monitor Reports

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

MEMBER NAME:
Allan Hancock Joint CCD

MEMBER TYPE:
Community College District

MEMBER ADDRESS:
800 S. College Drive | Santa Maria, | 93454





MEMBER WEBSITE:

MEMBER ALLOCATIONS 2017-18:
\$572,186

MEMBER ALLOCATIONS 2016-17:
\$663,431

MEMBER ALLOCATIONS 2015-16:
\$630,850

Member Agency Contacts

Responsibility	Name	Email	Title	Phone	
Member Representative	Sofia Ramirez Gelpi	sgelpi@hancockcollege.edu	Dean, Academic Affairs	(805) 922-6966, ext 3325	 
Contact	Regina Smith	rsmith@hancockcollege.edu	Accountant	805-922-6966	 

+ ADD CONTACT

Budget & Workplan

Title	Fund Year	Status	Completed
Budget & Workplan	2017-18	Draft	



Budget Revisions

My Bookmarks

Funds

AEBG

Consortia & Members

Baker Valley Unified School District

Budget & Workplan Summary

Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18

03 Barstow Area Consortium for Adult Education

Member Agency: Baker Valley Unified School District

CERTIFIED

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Member Agency Budget & Workplan Summary

Member Information

Member Name:

Baker Valley Unified School District

Member Type:

K-12 School District

Member Address:

72100 School House Lane | Baker, CA | 92309

Member Website:

Member Allocations 2017-18:

\$62,318

Member Allocations 2016-17:

\$108,965

Member Allocations 2015-16:

\$115,000

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Ronda Tremblay	ronda_tremblay@baker.k12.ca.us		(760) 733-4567
Member Representative	Eric Huynh	CBO@baker.k12.ca.us	Chief Business Officer	760-733-4567

Objectives



Budget Revisions

DRAFT

NEXT

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members
- Allan Hancock Joint CCD
- Workplan ✓
- Budget** ✓
- Preview
- Monitor Reports

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

Member Budget

Allocation Summary

CARRYOVER FROM 2016-17:	631,408
TOTAL MEMBER ALLOCATIONS 2017-18:	\$572,186
CURRENT MEMBER BUDGET TOTAL:	\$1,203,594
REMAINING AMOUNT:	\$-101,245
TOTAL AMOUNT:	\$1,304,839

Budget Item 1

Budget items may contain clusters of related expenditures. This should be a high level summary of the budget that indicates how funds will be utilized to accomplish the plan objectives.

Allan Hancock Joint CCD

EXPENDITURE TYPE *

DESCRIPTION *

1000 - Instructional Salaries

Faculty to support program development and implementation, faculty extra assignments to develop new programs, and a part-time counselor.

AMOUNT *



Budget Revisions

DRAFT

NEXT

- My Projects
- Funds ^
- AEBG ^
- Consortia & Members
- Allan Hancock Joint CCD
- Workplan
- Budget**
- Preview
- Monitor Reports

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

Allocation Summary

CARRYOVER FROM 2016-17:

TOTAL MEMBER ALLOCATIONS 2017-18: \$572,186

CURRENT MEMBER BUDGET TOTAL: \$1,203,594

REMAINING AMOUNT: \$0

TOTAL AMOUNT: \$1,203,594

Budget Item 1

Budget items may contain clusters of related expenditures. This should be a high level summary of the budget that indicates how funds will be utilized to accomplish the plan objectives.

Allan Hancock Joint CCD

DESCRIPTION *

Faculty to support program development and implementation, faculty extra assignments to develop new programs, and a part-time counselor.

EXPENDITURE TYPE *

1000 - Instructional Salaries

AMOUNT *

\$228,752



Expenditure Reporting

My Bookmarks

Funds

AEBG

Consortia & Members

Monitor Reports

Fiscal Reporting

ADULT EDUCATION BLOCK GRANT
Fiscal Reporting Dashboard

Fiscal Reports

Consortia

Consortia or Member Agency

Fiscal Year

Period

2017-18

Q3

APPLY FILTERS

1-25 of 71

01 Allan Hancock Community College Consortium

- Allan Hancock Joint CCD
- Lompoc Unified School District

2017-2018 / Q4
0/2 Reported

02 Antelope Valley Regional Adult Education Consortium

- Antelope Valley CCD
- Antelope Valley Union High School District
- Southern Kern Unified School District

2017-2018 / Q4
0/3 Reported

03 Barstow Area Consortium for Adult Education

- Barstow CCD
- Baker Valley Unified School District
- Barstow Unified School District
- Silver Valley Unified School District

2017-2018 / Q4
0/4 Reported

04 Butte-Glenn Adult Education Consortium

- Butte-Glenn CCD
- Hamilton Unified School District
- Glenn County Office of Education
- Paradise Unified School District

2017-2018 / Q4
0/6 Reported



Expenditure Reporting

2017 - 2018

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My Bookmarks

Funds

AEBG

Consortia & Members

Monitor Reports

Fiscal Reporting

AEBG FISCAL REPORTING

Barstow Area Consortium for Adult Education

Fiscal Year

2017 - 2018

Quarter

Q3

Certification

Certification Authority
Mitch Rosin

All member agencies must submit their fiscal reports for this quarter before they can be considered for certification.

Quarter 3 Status
Uncertified

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Baker Valley Unified School District	✓	✓	⚠	⚠
Barstow CCD	✓	✓	⚠	⚠
Barstow Unified School District	✓	✓	⚠	⚠
Silver Valley Unified School District	✓	✓	⚠	⚠

Baker Valley Unified School District

AEBG

✓ 01
✓ 02
⚠ 03
⚠ 04



Expenditure Reporting

- My Bookmarks
- Funds
- AEBG
- Consortia & Members
- Monitor Reports
- Fiscal Reporting

AEBG FISCAL REPORTING
Barstow Area Consortium for Adult Education

2017 - 2018

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Baker Valley Unified School District

AEBG

Q1
Q2
Q3
Q4
7/1 - 9/30 10/1 - 12/31 1/1 - 3/31 4/1 - 6/31

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$	\$13,500	0%	\$30,000	0%	\$30,000
2000 - Non-Instructional Salaries	\$	\$2,250	0%	\$5,000	0%	\$5,000
3000 - Employee Benefits	\$	\$6,750	0%	\$15,000	0%	\$15,000
4000 - Supplies and Materials	\$	\$1,800	0%	\$4,000	0%	\$4,000
5000 - Other Operating Expenses and Services	\$	\$3,743	0%	\$8,318	0%	\$8,318
6000 - Capital Outlay	\$	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$	\$0	100%	\$0	100%	\$0
Indirect Costs	\$	\$0	100%	\$0	100%	\$0
Totals	\$0	\$28,043	0%	\$62,318	0%	\$62,318

Expenditure is below the forecasted target. Please provide an explanation:

Additional Comments:

Status

Unsubmitted

The project or institution lead must submit the fiscal report.



Expenditure Reporting

- My Bookmarks
- Funds
- AEBG
- Consortia & Members
- Monitor Reports
- Fiscal Reporting

AEBG FISCAL REPORTING

Barstow Area Consortium for Adult Education

2017 - 2018

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Baker Valley Unified School District

AEBG

- Q1
7/1 - 9/30
- Q2
10/1 - 12/31
- Q3
1/1 - 3/31**
- Q4
4/1 - 6/31

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	15000	\$13,500	111.11%	\$30,000	50%	\$15,000
2000 - Non-Instructional Salaries	2000	\$2,250	88.89%	\$5,000	40%	\$3,000
3000 - Employee Benefits	6830	\$6,750	101.19%	\$15,000	45.53%	\$8,170
4000 - Supplies and Materials	2000	\$1,800	111.11%	\$4,000	50%	\$2,000
5000 - Other Operating Expenses and Services	17000	\$3,743	454.17%	\$8,318	204.38%	-\$8,682
6000 - Capital Outlay	\$	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$	\$0	100%	\$0	100%	\$0
Indirect Costs	\$	\$0	100%	\$0	100%	\$0
Totals	\$42,830	\$28,043	152.73%	\$62,318	68.73%	\$19,488

Additional Comments:

Status

Unsubmitted

The project or institution lead must submit the fiscal report.

SUBMIT Q3 REPORT



Expenditure Reporting

- My Bookmarks
- Funds ^
- AEBC ^
- Consortia & Members
- Monitor Reports
- Fiscal Reporting

AEBC FISCAL REPORTING

Barstow Area Consortium for Adult Education

2017 - 2018

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Baker Valley Unified School District

AEBC

- Q1 7/1 - 9/30
- Q2 10/1 - 12/31
- Q3 1/1 - 3/31**
- Q4 4/1 - 6/31

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
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3000 - Employee Benefits	\$6,830	\$6,750	101.19%	\$15,000	45.53%	\$8,170
4000 - Supplies and Materials	\$2,000	\$1,800	111.11%	\$4,000	50%	\$2,000
5000 - Other Operating Expenses and Services	\$17,000	\$3,743	454.17%	\$8,318	204.38%	-\$8,682
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$42,830	\$28,043	152.73%	\$62,318	68.73%	\$19,488

Status
Submitted

UNSUBMIT Q3 REPORT



Expenditure Reporting

2017 - 2018

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GO TO PROJECT

AEBG FISCAL REPORTING

Barstow Area Consortium for Adult Education

Fiscal Year
2017 - 2018

Quarter
Q3

Certification

Certification Authority
Mitch Rosin

Quarter 3 Status
Uncertified

CERTIFY Q3 REPORT

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Baker Valley Unified School District	✓	✓	✓	⚠
Barstow CCD	✓	✓	✓	⚠
Barstow Unified School District	✓	✓	✓	⚠
Silver Valley Unified School District	✓	✓	✓	⚠

Baker Valley Unified School District AEBG

✓ Q1 7/1 - 9/30
✓ Q2 10/1 - 12/31
✓ Q3 1/1 - 3/31
⚠ Q4 4/1 - 6/31

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
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My Bookmarks

Funds ^

AEBG ^

Consortia & Members

Monitor Reports

Fiscal Reporting



Expenditure Reporting

2017 - 2018

SHARE PDF

GO TO PROJECT

- My Bookmarks
- Funds
- AEBG**
- Consortia & Members
- Monitor Reports
- Fiscal Reporting**

AEBG FISCAL REPORTING

Barstow Area Consortium for Adult Education

Fiscal Year

2017 - 2018

Quarter

Q3

Certification

Certification Authority
Mitch Rosin

Quarter 3 Status
Certified

UNCERTIFY Q3 REPORT

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Baker Valley Unified School District	✓	✓	✓	⚠
Barstow CCD	✓	✓	✓	⚠
Barstow Unified School District	✓	✓	✓	⚠
Silver Valley Unified School District	✓	✓	✓	⚠

Baker Valley Unified School District

AEBG

✓ Q1 7/1 - 9/30	✓ Q2 10/1 - 12/31	✓ Q3 1/1 - 3/31	⚠ Q4 4/1 - 6/31
--------------------	----------------------	--------------------	--------------------

Year to Date (YTD)

% Expended of Overall

NOVA Tips for Expenditure Reporting

- Budgets must be in Certified status before the expenditure report can be submitted. The Member Representative must submit the budget before the Consortium Primary Contact can certify.
- Member Contacts can enter and edit expenditure report information, but only the Member Representative can submit the report.
- The Consortium Primary Contact is the only user role that can certify the expenditure reports.
- Expenditures are reported as year-to-date, as a result quarter 1 and quarter 2 have been auto-submitted.



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Annual Plan



Annual Plans

- Consortia must submit by August 15, 2018
- Based on current 3 year plan (which is being extended to June 30, 2019).
- Same as last year's annual plans – executive summary, strategies by objective, and a small fiscal section.
- Streamlined version. But room to add many strategies.
- Submitted by the consortium lead (primary) with approval of all members.
- Annual plan will drive the member work plans and budget which are due in NOVA by September 30, 2018.
- Consortium leads certify member work plans and budget by October 30, 2018.

Annual Plans (cont.)

- AEBG planning is hierarchical – the 3-year plan aligns with the State’s AEBG vision and goals. This aligns with the original AB86 framework or objectives.
- The annual plan contains those strategies that help you achieve those goals.
- The consortium annual plan strategies will be used by consortium members to drive their member budget & work plans that will be due by September 30th.
- Members will select a specific number of strategies from the annual plan to focus on from July 1st to June 30th. They can select those strategies by checking a box (no need to rewrite the strategies or provide additional information).

Annual Plans (cont.1)

- The strategies in the member work plan must tie directly to the member's budget for 18-19.
- This budget includes carry over and new funds.
- Although the State AEBG Office does not require a member tactical or activity plan to show who is doing what and when, the consortium may require that members follow up with such a plan and share at a public meeting.

Annual Plans Tools

For more information, please access the following resources:

[Annual Plan Tips Guide](#)

NOVA Technical Assistance Tools

[NOVA AEBG Functionality YouTube Page](#)

[NOVA AEBG User Manual](#)

[NOVA Webinar Questions and Answers](#)

[NOVA You Tube Annual Plan Video](#)

[Other NOVA videos](#)



AEBG
PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

NOVA Walk Through

CCCCO Intranet Home x Administrator - Adult Ed... x NOVA: Invest & Plan for... x

Secure | <https://nova.cccco.edu/login?returnUrl=%2F>

Suggested Sites Imported From IE Classifieds New Tab New folder Shaun White goes h Bramble Big Six - EST Home Page - Adult E

Help ?

NOVA
PLAN. INVEST. TRACK.


Welcome to NOVA

Login

Email

Password

Forgot your password? **LOGIN**



2018 © California Community Colleges
NOVA Site Version: 3.6.6

12:46 PM
6/14/2018



Annual Plan

My Bookmarks

Funds

AEBG

Consortia & Members

01 Allan Hancock

Fiscal Reporting

Monitor Reports

ADULT EDUCATION BLOCK GRANT 2017-18
01 Allan Hancock Community College Consortium

Annual Plans

Title	Fund Year	Status	Completed
Annual Plan	2018-19	Draft	
Annual Plan	2017-18	-	
Annual Plan	2016-17	-	
Annual Plan	2016-17	-	
Annual Plan	2015-16	-	

Supporting Documents

Document Title	Version	Fund Year	Uploaded
AEBG Fiscal Report PDF	Other	2017-18	5/31/2018, 5:12:18 PM
AEBG Fiscal Report PDF	Other	2017-18	5/30/2018, 7:20:48 PM
Data and Accountability Plan	Original	2017-18	-
Member Allocations	Original	2016-17	-



Annual Plan – Plans & Goals

- My Bookmarks
- Funds ^
- AEBG ^
- Consortia & Members
- 03 Barstow
 - Plans & Goals** ✓
 - Gaps in Service ✓
 - Seamless Transitions ✓
 - Student Acceleration ✓
 - Professional Development ✓
 - Leveraging Resources ✓
 - Fiscal Management ✓
 - Preview
- Fiscal Reporting
- Monitor Reports

ADULT EDUCATION BLOCK GRANT : ANNUAL PLAN : 2018-19
03 Barstow Area Consortium for Adult Education

DRAFT

NEXT

Plans & Goals

Executive Summary *

Please provide an Executive Summary of your consortium's implementation plan for the **2018-19** Program Year. In your summary, please include a narrative justifying how the planned allocations are consistent with your three-year adult education plan. Include a clear and concise description of your consortium's vision, list accomplishments made during the prior Program Year, and list primary goals for the upcoming Program Year.

As you complete the required fields in your annual plan, a green check mark will appear on the left blue navigation pane next to that section.

143/2500

Regional Planning Overview *

Although this 2018-19 annual plan, and the strategies, are based on your current 3-year plan, how is your consortium organizing and planning for the next 3-year plan due in May/June of 2019? How will your planning process for the next 3-year plan be different than the original process some 3 years ago?

As you complete the required fields in your annual plan, a green check mark will appear on the left blue navigation pane next to that section.

143/2500

PLANS & GOALS TIPS

The Executive Summary will allow you to:

- Explain how planned allocations are consistent with your three-year adult education plan.
- Explain the transition between old & new 3 year plans.
- Explains how you are building on what you have been doing, learning along the way, which may result in some changes along the way.
- The annual plan would reflect any adjustment from last year.

PLANS & GOALS TIPS (cont.)

Feel free to use the executive summary to express that, and explain any critical innovation that is going on in the region that might not be reflected in the AEBG objectives.

The Regional Planning Overview is the consortium's opportunity to include your plan for planning or to describe any progress you have made on next year's 3-year plan update.



Annual Plan – Gaps in Service

Gaps in Service

2018-19 Strategies: What strategies are planned to incrementally increase capacity in identified gap areas and / or help maintain established levels of service? (You must list at least one.)

Identify strategies planned to incrementally increase capacity in identified gap areas as well as strategies that help maintain established levels of service. These might include, but are not limited to, working with other partners in the service area, developing or expanding programs and plans to assess the effectiveness of these expanded efforts. List identified programming and service gaps, including lack of providers, services, access, attainment, and/or performance.

Strategy #1 *

Briefly describe strategy that is planned.

0/500

 DELETE

+ ADD ANOTHER GAP IN SERVICE



Annual Plan – Seamless Transitions

Seamless Transitions

2018-19 Strategies: What new and/or existing strategies are planned to integrate existing programs and create seamless transitions into postsecondary education or the workforce? (You must list at least one.)

How will the Consortium align and connect existing and future adult education programs to postsecondary academic pathways and/or career pathways leading to employment? Strategies should address how the Consortium will align placement tools, curriculum, assessment tools and rubrics, and student performance outcomes across delivery systems to ensure that student transition paths, both between providers and into postsecondary credit programs, are understood and supported across all systems.

Strategy #1 *

Briefly describe strategy that is planned.

0/500

DELETE

+ ADD ANOTHER SEAMLESS TRANSITION



Annual Plan – Student Acceleration

Student Acceleration

2018-19 Strategies: What new and/or existing strategies are planned to accelerate student progress? (You must list at least one.)

Identify strategies that you will implement and/or improve upon by using specific evidence-based strategies across the region, within and between systems where they currently don't exist, to accelerate students' progress. Common strategies include compressing courses into shorter, more intensive terms (accelerated), individualized instruction based on a student's competencies (competency-based), and putting basic skills content into the context of a student's goals and career path (contextualized).

Strategy #1 *

Briefly describe strategy that is planned.

0/500

 DELETE

+ ADD ANOTHER STUDENT ACCELERATION



Annual Plan – Professional Development

Shared Professional Development

2018-19 Strategies: What new and/or existing strategies are planned to provide shared professional development? (You must list at least one.)

Professional development is a critical element to ensure the effective implementation of the Consortium's plans to improve adult education programs. Professional development fosters learners' persistence and goal achievement. It serves to equip faculty and staff with the skills, knowledge, and tools needed to deliver high-quality instruction and support strategies. Significant and effective professional development is required to build capacity within the existing systems to deliver this new vision for adult learning throughout the state.

Strategy #1 *

Briefly describe strategy that is planned.

0/500

 DELETE

+ ADD ANOTHER PROFESSIONAL DEVELOPMENT



Annual Plan – Leveraging Resources

Leveraging Resources

2018-19 Strategies: What new and/or existing strategies are planned to leverage existing regional structures with, including but not limited to, local workforce investment areas? (You must list at least one.)

Identify strategies planned to leverage existing regional structures and utilization of resources, including leveraging existing assets or structures to benefit the adult learners in the region. These assets or structures might include, for example, contributions from, or collaborations with, local Workforce Investment Boards (WIBs), industry employer groups, chambers of commerce, and county libraries.

Strategy #1 *

Briefly describe strategy that is planned.

0/500

DELETE

+ ADD ANOTHER PROFESSIONAL DEVELOPMENT

ANNUAL PLAN STRATEGY TIPS

- It is ok to copy and paste from last year's annual plan or modify existing strategies that are ongoing.
- The annual plan can have a mixture of new and/or existing strategies.
- If your annual plan is similar to the prior year, please do your best to describe what is different from last year to this year (i.e. maybe you have complete some of the strategy action steps, but not all).

ANNUAL PLAN STRATEGY TIPS (cont.)

- Your annual plan can consist of implementing existing strategies, as we know some strategies are long term in nature.



Annual Plan – Fiscal Management

Fiscal Management

Please provide a narrative justifying how the planned allocations are consistent with the annual adult education plan which is based on your AEBG 3-year plan. *

Provide a narrative.

0/2500

Please describe your approach to incorporating remaining carry-over funds from prior year(s) into strategies planned for 2018-19. *

Describe your approach to incorporating remaining carry-over funds.

0/2500



Annual Plan – Preview & Submit

- My Bookmarks
- Funds ^
- AEBG ^
- Consortia & Members
- 03 Barstow
 - Plans & Goals !
 - Gaps in Service ✓
 - Seamless Transitions ✓
 - Student Aceleration ✓
 - Professional Development ✓
 - Leveraging Resources ✓
 - Fiscal Management ✓
 - Preview**
- Fiscal Reporting
- Monitor Reports

ADULT EDUCATION BLOCK GRANT : ANNUAL PLAN : 2018-19
03 Barstow Area Consortium for Adult Education

DRAFT

SHARE PDF

SUBMIT

Annual Plan Summary

Plans & Goals - Draft

Executive Summary

Regional Planning Overview

Meeting Regional Needs

Regional Need #1

Gaps in Service / Regional Needs

How do you know? What resources did you use to identify these gaps?

How will you measure effectiveness / progress towards meeting this need?

Gaps In Service

New Strategies

Strategy #1

Seamless Transitions

Annual Plan – Member Review & Approval

Certification

MEMBER REPRESENTATIVE
Nicole Alexander
<input type="button" value="REJECT"/> <input type="button" value="APPROVE"/>
Awaiting Approval

MEMBER REPRESENTATIVE
Jason Cozy
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Connie Van Luit
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Steve Curiel
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Vanessa Galey
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Mary Lou
APPROVED
Mar 7, 2018



Annual Plan – Member Review & Approval

Certification

MEMBER REPRESENTATIVE
Nicole Alexander
REJECTED
Mar 7, 2018

MEMBER REPRESENTATIVE
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APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
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APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
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APPROVED
Mar 7, 2018



Annual Plan – Member Review & Approval

Certification

MEMBER REPRESENTATIVE
Nicole Alexander
SEND REMINDER
Awaiting Approval

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Jason Cozy
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Connie Van Luit
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Steve Curiel
APPROVED
Mar 7, 2018

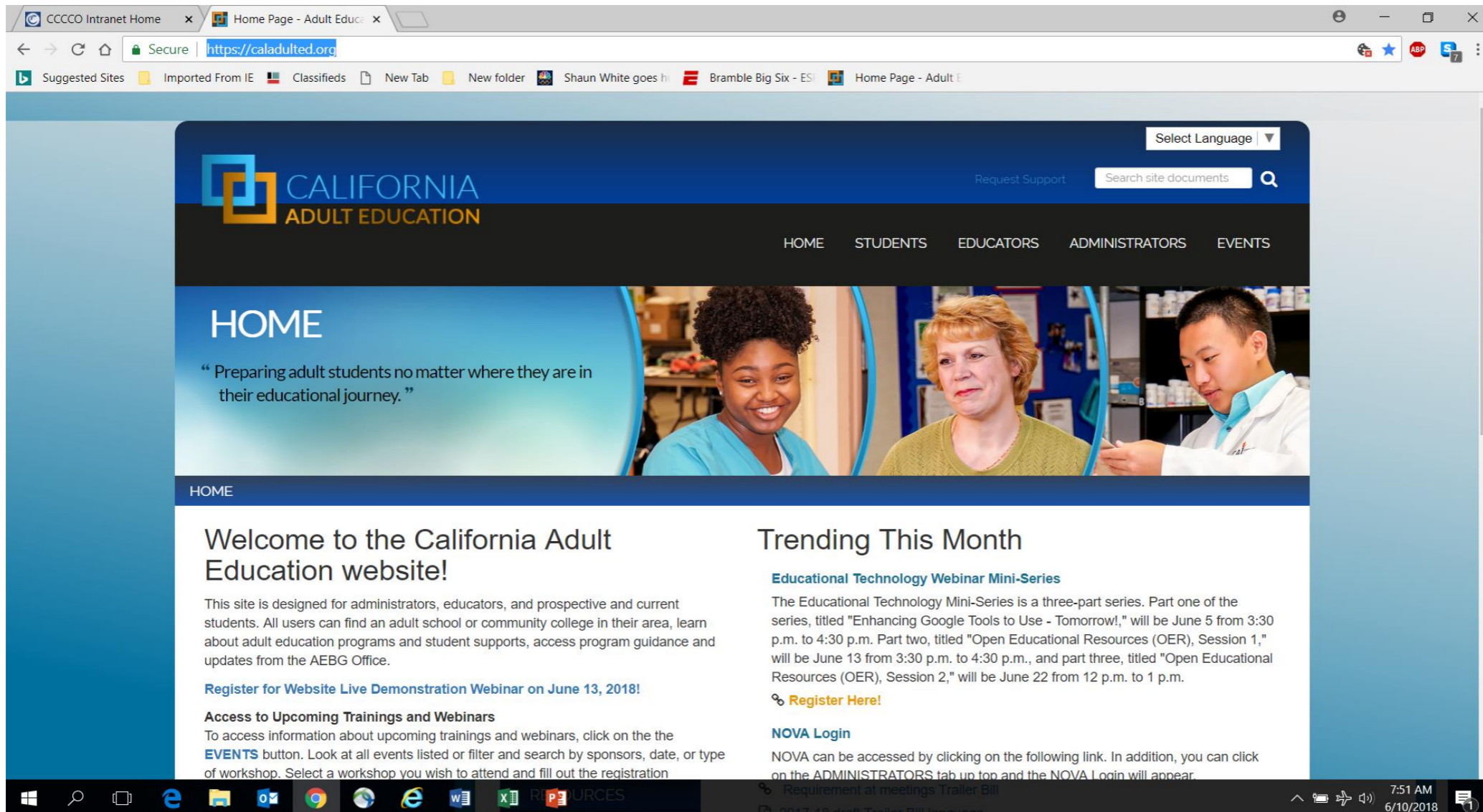
MEMBER REPRESENTATIVE
Vanessa Galey
APPROVED
Mar 7, 2018

MEMBER REPRESENTATIVE
Mary Lou
APPROVED
Mar 7, 2018

3 year plans

- 3 years plans will be entered into NOVA.
- Working on prompts & tools to be placed in NOVA.
- Big buckets include:
 - EVALUATION OF NEED
 - EVALAUTION OF TYPES & LEVELS OF SERVICE
 - EVALUATION OF LEVERAGED FUNDS
 - 3 YEAR PLAN ACTIONS
 - ALIGNMENT WITH OTHER EDUCATION & WORKFORCE PLANS
 - MEMBER CERTIFICATION

AEBG Web Site



The screenshot shows a web browser window displaying the California Adult Education website. The browser's address bar shows the URL <https://caladulted.org>. The website header features the AEBG logo, the text "CALIFORNIA ADULT EDUCATION", a "Request Support" link, and a search bar. A navigation menu includes links for HOME, STUDENTS, EDUCATORS, ADMINISTRATORS, and EVENTS. A "Select Language" dropdown is also present. The main content area is titled "HOME" and includes the quote: "Preparing adult students no matter where they are in their educational journey." Below this, there are two columns of text. The left column welcomes visitors and provides information about the site's purpose and a link to register for a webinar. The right column features a "Trending This Month" section with details about an "Educational Technology Webinar Mini-Series" and a "NOVA Login" link. The Windows taskbar at the bottom shows the date as 6/10/2018 and the time as 7:51 AM.

<https://caladulted.org/>

AEBG TAP

The AEBG Technical Assistance Program (TAP) provides professional development resources for all AEBG agencies statewide.

AEBG Webinars

The AEBG Office and the AEBG Technical Assistance Project (TAP) are hosting a series of webinars and events to provide professional development, technical assistance, and important AEBG updates and information. **Wednesday's are designated for professional development** and **Friday's are designated for policy/State updates**. Click on the event description below to register for an upcoming webinar or event.

2017 Calendar

	OTAN Resources for Adult Education
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