



February 26, 2020

To: Adult Education Consortium Directors and Members

From: The California Adult Education Program Office (CAEP)

Subject: 2020-21 Preliminary California Adult Education Program Allocations Now Available

As required by February 28th, the CAEP Office is releasing the [2020-21 Preliminary Allocations](#) for each consortium which includes an additional \$12.3M COLA for fiscal year 2020-2021. The COLA re-benches the total annual statewide CAEP allocation for future years to \$550,897,000. The CAEP consortia and their members are required to submit their Consortium Fiscal Administration Declaration (CFAD) via the NOVA system by May 2, 2020. The CAEP Office uses the information from the CFAD process to determine the payment schedules for the disbursement of these funds. There will be no extensions granted for the May 2nd due date.

All CAEP members are eligible for the COLA. The COLA will be based on the member's allocation percentage from the prior year's CFAD. Please see [education code 84914](#) governing an increase or decrease of CAEP funding from the prior year. Consortia cannot vote to exclude or prevent a member from receiving a COLA (provided that the member received funding in the prior year). However, after the CFAD is submitted, consortia can use the allocation amendment process in NOVA to move CAEP funds based on consortia agreed upon by-laws.

On March 6, 2020, (12 p.m. to 1:30 p.m.), TAP will host a CAEP Fiscal Update webinar to walk through NOVA fiscal processes like 17-18 close out of funds, reporting expenditures, submitting your CFAD, and discuss allocations, COLAs, and more. To register, [click here](#).

If you have any questions regarding this information, please contact the CAEP Technical Assistance Project at tap@caladulthood.org.

Sincerely,

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