

# AEBG Consortium Fiscal Reporting 19 Glendale Community College District Regional Consortium

2018-19 Fiscal Year

## Certification

**Certified By**

MaryAnn Pranke  
GlendaleLEARNS Coordinator

Quarter 1 Status    Quarter 2 Status    Quarter 3 Status    Quarter 4 Status  
**Certified        Certified        Uncertified    Uncertified**

## Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Glendale CCD</a>	Submitted	Submitted	Not Submitted	Not Submitted
<a href="#">Verdugo Workforce Development Board*</a>	Submitted	Submitted	Not Submitted	Not Submitted

## Glendale CCD

### Glendale CCD Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$60,000	\$60,000	100%	\$240,000	25%	\$180,000
2000 - Non-Instructional Salaries	\$26,888	\$26,888	100%	\$107,550	25%	\$80,662
3000 - Employee Benefits	\$12,720	\$12,720	100%	\$50,879	25%	\$38,159
4000 - Supplies and Materials	\$1,075	\$1,075	100%	\$4,300	25%	\$3,225

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
5000 - Other Operating Expenses and Services	\$12,500	\$12,500	100%	\$50,000	25%	\$37,500
6000 - Capital Outlay	\$5,000	\$5,000	100%	\$20,000	25%	\$15,000
7000 - Other Outgo	\$6,652	\$6,652	100.01%	\$26,606	25%	\$19,954
Indirect Costs	\$6,200	\$6,200	100%	\$24,800	25%	\$18,600
<b>Totals</b>	<b>\$131,035</b>	<b>\$131,034</b>	<b>100%</b>	<b>\$524,135</b>	<b>25%</b>	<b>\$393,100</b>

### Summary of Activities:

A second pilot for our College and Career Pathway program was launched in summer of 2018 and July-August expenditure is reflected in this budget. The curriculum is based on 21st Century skills and is designed for individuals with disabilities, targeting intellectual and developmental disabilities. There were 16 enrollees in the summer program with half of the students entering the Uniquely Abled Academy career pathway in CNC Machinist training following completion of the College and Career Pathway program. ESL courses were also held over the summer at the Verdugo Jobs Center (local AJCC), with July-September expenditures reflected in the Q1 expenditures. The fall semester ESL at the Verdugo Jobs Center began in August 2018 and will continue through December 2018. Work Readiness for the Uniquely Abled Academy is the non-credit co-enrollment in the Academy and funded with AEP, also began with fall semester in August 2018 and will complete in December 2018.

**Status  
Submitted**

### Glendale CCD Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$154,259	\$120,000	128.55%	\$240,000	64.27%	\$85,741
2000 - Non-Instructional Salaries	\$26,888	\$53,775	50%	\$107,550	25%	\$80,662
3000 - Employee Benefits	\$36,393	\$25,440	143.06%	\$50,879	71.53%	\$14,486
4000 - Supplies and Materials	\$1,075	\$2,150	50%	\$4,300	25%	\$3,225
5000 - Other Operating Expenses and Services	\$41,696	\$25,000	166.78%	\$50,000	83.39%	\$8,304
6000 - Capital Outlay	\$9,315	\$10,000	93.15%	\$20,000	46.58%	\$10,685
7000 - Other Outgo	\$6,652	\$13,303	50%	\$26,606	25%	\$19,954

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
Indirect Costs	\$12,400	\$12,400	100%	\$24,800	50%	\$12,400
<b>Totals</b>	\$288,678	\$262,068	110.15%	\$524,135	55.08%	\$235,457

**Summary of Activities:**

GCC continued expansion of ESL throughout the community to increase access for residents and continued partnership with International Rescue Committee as a portal for immigrants, asylees and refugees to transition to GCC AEP. GCC also continued providing non-credit Work Readiness as an integrated course within the Uniquely Able Academy for students with Autism Spectrum Disorders. WIOA Title I and Title IV partners continue to be co-located on GCC campus to provide services to employment bound students and GCC continues its co-location at the Verdugo Jobs Center (the local AJCC) providing ESL courses. The Center hosts weekly hiring events which provide an opportunity for ESL students to be interviewed by these prospective employers. GlendaleLEARNS continues its local assessment to develop its three-year plan. GlendaleLEARNS was also active in participation with the local workforce development planning occurring throughout the community.

**Status  
Submitted**

**Allocation Year Closeout: 2016-17**

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Dr. Alfred Ramirez, Administrative Dean, Continuing and Community Education  
 Glendale Learn MaryAnn Pranke, GlendaleLEARNS Coordinator

**Glendale CCD Q3 Report (1/1 - 3/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$154,259	\$180,000	85.7%	\$240,000	64.27%	\$85,741

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
2000 - Non-Instructional Salaries	\$26,888	\$80,663	33.33%	\$107,550	25%	\$80,662
3000 - Employee Benefits	\$36,393	\$38,159	95.37%	\$50,879	71.53%	\$14,486
4000 - Supplies and Materials	\$1,075	\$3,225	33.33%	\$4,300	25%	\$3,225
5000 - Other Operating Expenses and Services	\$41,696	\$37,500	111.19%	\$50,000	83.39%	\$8,304
6000 - Capital Outlay	\$9,315	\$15,000	62.1%	\$20,000	46.58%	\$10,685
7000 - Other Outgo	\$6,652	\$19,955	33.34%	\$26,606	25%	\$19,954
Indirect Costs	\$12,400	\$18,600	66.67%	\$24,800	50%	\$12,400
<b>Totals</b>	<b>\$288,678</b>	<b>\$393,101</b>	<b>73.44%</b>	<b>\$524,135</b>	<b>55.08%</b>	<b>\$235,457</b>

**Status**  
**Unsubmitted**

#### Glendale CCD Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$154,259	\$240,000	64.27%	\$240,000	64.27%	\$85,741
2000 - Non-Instructional Salaries	\$26,888	\$107,550	25%	\$107,550	25%	\$80,662
3000 - Employee Benefits	\$36,393	\$50,879	71.53%	\$50,879	71.53%	\$14,486
4000 - Supplies and Materials	\$1,075	\$4,300	25%	\$4,300	25%	\$3,225
5000 - Other Operating Expenses and Services	\$41,696	\$50,000	83.39%	\$50,000	83.39%	\$8,304
6000 - Capital Outlay	\$9,315	\$20,000	46.58%	\$20,000	46.58%	\$10,685
7000 - Other Outgo	\$6,652	\$26,606	25%	\$26,606	25%	\$19,954
Indirect Costs	\$12,400	\$24,800	50%	\$24,800	50%	\$12,400
<b>Totals</b>	<b>\$288,678</b>	<b>\$524,135</b>	<b>55.08%</b>	<b>\$524,135</b>	<b>55.08%</b>	<b>\$235,457</b>

**Status**  
**Unsubmitted**

### Verdugo Workforce Development Board\*

#### Verdugo Workforce Development Board\* Q1 Report (7/1 - 9/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$61,325	\$61,325	100%	\$245,300	25%	\$183,975
3000 - Employee Benefits	\$28,024	\$28,024	100%	\$112,095	25%	\$84,071
4000 - Supplies and Materials	\$1,036	\$1,372	75.5%	\$5,489	18.87%	\$4,453
5000 - Other Operating Expenses and Services	\$17,076	\$48,700	35.06%	\$194,800	8.77%	\$177,724
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
<b>Totals</b>	<b>\$107,461</b>	<b>\$139,421</b>	<b>77.08%</b>	<b>\$557,684</b>	<b>19.27%</b>	<b>\$450,223</b>

#### Corrective Action Plan

Object Code 5000 is underexpended in this quarter due to expected invoices not being received for processing in this Q1; however, expenditures will be reflected in Q2 to bring us up to date. Overall, budget shows 77% expenditure to plan for Q1.

#### Summary of Activities:

Staff outreached to ESL students to connect them with job placement assistance as well as those services available under WIOA Title I. Co-enrollments include 15 students with intellectual disabilities enrolled in CNC Machinist training. Students are co-enrolled with CE, WIOA Title I and IV, Regional Center and AEP. Work Readiness and DSPS counseling provided to these students. Planning activities have begun with GlendaleLEARNs taking a lead role in facilitating community forums in partnership with Verdugo Workforce Development Board and County of Los Angeles Workforce Development Board.

**Status**  
**Submitted**

**Verdugo Workforce Development Board\* Q2 Report (10/1 - 12/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$122,650	\$122,650	100%	\$245,300	50%	\$122,650
3000 - Employee Benefits	\$56,048	\$56,048	100%	\$112,095	50%	\$56,047
4000 - Supplies and Materials	\$2,286	\$2,745	83.29%	\$5,489	41.65%	\$3,203
5000 - Other Operating Expenses and Services	\$17,076	\$97,400	17.53%	\$194,800	8.77%	\$177,724
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
<b>Totals</b>	<b>\$198,060</b>	<b>\$278,842</b>	<b>71.03%</b>	<b>\$557,684</b>	<b>35.51%</b>	<b>\$359,624</b>

**Corrective Action Plan**

Code 5000 is underspent in Q2 due to delay in invoices being submitted from service providers. We expect these invoices to be processed and reported for Q3. We will continue to monitor to ensure that all invoices are submitted timely and processed. With this better understanding of invoicing/payment processing, the workplan will be adjusted in future to set more realistic plan for this expenditure Code.

**Summary of Activities:**

The VWDB continued to focus on co-enrollment of students with WIOA partners and community based organizations such as International Rescue Committees. The cumulative number of co-enrollments as of Q2 is 165. VWDB also continued coordination of non-credit AEP programs with credit programs for the Uniquely Abled Academy which completed in December 2018. with 15 graduates. The 15 graduates have intellectual disabilities and are co-enrolled with WIOA Title I, Title IV, AEP, DSPS, Lanterman Regional Center and SWP. VWDB will continue to focus on job placement for AEP students and co-enrollment with multiple partners and funding sources to assist in transitioning students to their career and educational goals.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Judith Velasco

Glendale Learn MaryAnn Pranke, GlendaleLEARNS Coordinator

**Verdugo Workforce Development Board\* Q3 Report (1/1 - 3/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$122,650	\$183,975	66.67%	\$245,300	50%	\$122,650
3000 - Employee Benefits	\$56,048	\$84,071	66.67%	\$112,095	50%	\$56,047
4000 - Supplies and Materials	\$2,286	\$4,117	55.53%	\$5,489	41.65%	\$3,203
5000 - Other Operating Expenses and Services	\$17,076	\$146,100	11.69%	\$194,800	8.77%	\$177,724
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
<b>Totals</b>	<b>\$198,060</b>	<b>\$418,263</b>	<b>47.35%</b>	<b>\$557,684</b>	<b>35.51%</b>	<b>\$359,624</b>

**Status**  
**Unsubmitted**

**Verdugo Workforce Development Board\* Q4 Report (4/1 - 6/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
2000 - Non-Instructional Salaries	\$122,650	\$245,300	50%	\$245,300	50%	\$122,650
3000 - Employee Benefits	\$56,048	\$112,095	50%	\$112,095	50%	\$56,047
4000 - Supplies and Materials	\$2,286	\$5,489	41.65%	\$5,489	41.65%	\$3,203
5000 - Other Operating Expenses and Services	\$17,076	\$194,800	8.77%	\$194,800	8.77%	\$177,724
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
<b>Totals</b>	<b>\$198,060</b>	<b>\$557,684</b>	<b>35.51%</b>	<b>\$557,684</b>	<b>35.51%</b>	<b>\$359,624</b>

**Status**  
**Unsubmitted**



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