



## AB86 Adult Education Consortium Planning Grant YEAR-TO-DATE EXPENDITURES AND PROGRESS REPORT

(870) Rancho Santiago CCD

Grant Agreement No: 13-328-43 Total Grant Award: \$326,047

(2013-2014 2nd quarter has been certified on 2014-10-31 08:29:00.0)

(2013-2014 2nd quarter has been approved on 2014-11-20 10:37:00.0)

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### PLEASE REPORT CUMULATIVE EXPENSES FOR ALL COMPLETED QUARTERS

| Object of Expenditure Reporting Categories | 2013-2014 1st QUARTER |       |        | 2013-2014 2nd QUARTER |       |        | 2013-2014 3rd QUARTER |      |      | 2013-2014 4th QUARTER |      |      |
|--|-----------------------|-------|--------|-----------------------|-------|--------|-----------------------|------|------|-----------------------|------|------|
|  | Budget                | Exp.  | Bal.   | Budget                | Exp.  | Bal.   | Budget                | Exp. | Bal. | Budget                | Exp. | Bal. |
| 1000 Instructional Salaries                | 150000                | 19010 | 130990 | 150000                | 47241 | 102759 | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 2000 Noninstructional Salaries             | 69000                 | 535   | 68465  | 69000                 | 535   | 68465  | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 3000 Employee Benefits                     | 34782                 | 2313  | 32479  | 34782                 | 7249  | 27543  | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 4000 Supplies and Materials                | 15800                 | 0     | 15800  | 15800                 | 10    | 15790  | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 5000 Other Operating Exp. & Svs.           | 43915                 | 2265  | 41650  | 43915                 | 4535  | 39380  | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 6000 Capital Outlay                        | 0                     | 0     | 0      | 0                     | 0     | 0      | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 7000 Other Outgo                           | 0                     | 0     | 0      | 0                     | 0     | 0      | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Direct Expenditures                        | 313507                | 24123 | 289384 | 313507                | 59570 | 253937 | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Total Indirect Expenditures*               | 12540                 | 965   | 11575  | 12540                 | 2447  | 10093  | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Total Expenditures                         | 326047                | 25088 | 300959 | 326047                | 62017 | 264030 | 0                     | 0    | 0    | 0                     | 0    | 0    |

| Object of Expenditure Reporting Categories | 2013-2014 5th QUARTER |      |      | 2013-2014 6th QUARTER |      |      | 2013-2014 7th QUARTER |      |      | 2013-2014 8th QUARTER |      |      |
|--|-----------------------|------|------|-----------------------|------|------|-----------------------|------|------|-----------------------|------|------|
|  | Budget                | Exp. | Bal. | Budget                | Exp. | Bal. | Budget                | Exp. | Bal. | Budget                | Exp. | Bal. |
| 1000 Instructional Salaries                | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 2000 Noninstructional Salaries             | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 3000 Employee Benefits                     | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 4000 Supplies and Materials                | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 5000 Other Operating Exp. & Svs.           | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 6000 Capital Outlay                        | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| 7000 Other Outgo                           | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Direct Expenditures                        | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Total Indirect Expenditures*               | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |
| Total Expenditures                         | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    | 0                     | 0    | 0    |

\*Indirect Expenditures are limited to 4% of the total direct expenditures.

For category "5000 - Other Operating Expenditures and Services" Provide information that approximately substantiates any expenditures during this quarter. Include in your response – the name of the provider, the activities performed, the dates, cost breakdown by budget object code, and why this was necessary for the AB86 grant. (Limited to 2,500 characters)

1. Name of Provider: Lisa A. Didonato Activities Performed: Developed a plan which describes the proposed research. Designed and implemented research studies described in plan. Developed report of research conducted to this point. Dates: July 1-October 31, 2014 Cost Breakdown by Budget Object Code: #5100 - \$2,162.50 Reason: Further detailed analysis was needed to identify where services are currently being offered and where the gaps are in services based on various forms of

data including census and Datatel information for RSCCD. 2. Name of Provider: New Dream Network, LLC (DreamHost) Activities Performed: Hosting cost for AB86 website Dates: July 1-October 31, 2014 Cost Breakdown by Budget Object Code: #5880 - \$107.25 Reason: Hosting costs for Rancho Santiago Adult Ed AB86 Website.

**Progress Report** (Check one and complete sections I-III)

- ☒ Activities are being conducted as planned.  
☐ Activities are not being conducted as planned.

(Total expenditure **19.0** %)  
 (2nd Quarter, at least 70% of total allocation should be expended)  
**Expenditures do not meet guideline**

**I. Summary of activities conducted during the quarter (Limited to 8000 characters)**

Overview: The Rancho Santiago Adult Ed Consortium continued its process of evaluating its programs, identifying the needs of adult learners in the region, and identifying the gaps to address those needs. The following additional objectives have also been evaluated: plans to integrate existing programs and create seamless transitions into postsecondary education or the workforce; plans to employ approaches to accelerate a student's progress; plans to collaborate in ongoing professional development opportunities; and plans to leverage existing regional structures. Mary Walker, Santiago College Continuing Education Interim Dean of Instruction and Student Services, was selected to serve as the consortium's Project Director and primary contact as well as the RSCCD Administrator overseeing this project. The project coordinator, Chrissy Gascon, continues to oversee the details of this grant. She has held program-specific task force meetings, has met one-on-one with agency representatives who have been unable to attend group meetings, co-leads the monthly consortium meetings, and has drafted the reports submitted. The researcher, Lisa DiDonato, has created interactive maps and summary reports which show all the sites and programs in the region. Maps are broken down by program area and the specific classes that support those skills. She has created follow-up summary reports of the data found in these maps. In addition, she has created surveys for students, faculty, staff, community members and inmate education programs to help identify the needs of adult learners. Paula Kusenda has continued to provide clerical support and has taken minutes of consortium and task force meetings. The web designer, Robert Lee, created a website for the Rancho Santiago Adult Ed Consortium (<http://www.ranchosantiagoadulted.com>). This website has proven to be a helpful tool to share information about what Rancho Santiago Adult Ed is doing regarding AB86 planning. It includes information about meetings, agenda, minutes, contacts, reports, and regional data (including the interactive maps and reports). This website and its contents have been shared at faculty and staff meetings at the participating agencies. Meetings: Eight monthly Consortium meetings have been held through October 31, 2014. The steering committee has provided the leadership and direction for the consortium. Chrissy Gascon has held several rounds of task force meetings with faculty and administrators to discuss the issues specific to each of the five program areas. In these task force meetings, each objective is studied in great detail relevant to each program area. All ideas have been documented, discussed, and ultimately prioritized. Several issues overlap all program areas (such as transportation and childcare), while other issues are specific to a particular program. Four of the committee members/partners attended the AB86 Regional Summit on October 6 and 7. Connections were made with other consortia from the Orange County area, and the consortium plans to hold meetings with these other consortia (North Orange, South County and Coast) in the upcoming months. Objectives: All seven objectives have been addressed, and the details of the discussions and findings may be found in the narrative. Apprenticeship has been added to this report which had not been included in the July 31st report. The tables and narratives submitted this quarter address each of the areas requested. The areas were primarily addressed at the specific program area task force meetings, while the consortium steering committee reviewed the findings and made recommendations for future planning based on the results. New collaborations are already in progress as a result of the AB86 steering committee and task force meetings.

**II. Reasons for lack of progress towards attainment of program improvements (Limited to 8000 characters)**

Not applicable. We continue to make good progress in all areas towards attainment of program improvements.

**III. Reasons for expenditures falling below guideline**

**IV. Provide an explanation for major budget changes. (Limited to 8000 characters)**

Not Applicable

(Limited to 8000 characters)

**Personnel:** To date fewer people were hired than expected to carry out the specific tasks related to AB86. It was planned that more writers would be hired to help draft the quarterly reports, but the project coordinator has mainly taken care of this so that the document would have one voice and read consistently. It was also decided to not hire and pay an outside agency to look into the cost of building new regional centers in Orange and Santa Ana. Instead Rancho Santiago Community College District Director of Construction and Support Services completed the study and submitted the estimated costs for the two centers. This is included in the narrative.

**Curriculum:** Several curriculum development proposals have been written at the estimated cost of about \$25,000. These are in progress and won't be paid until later in spring when they are completed.

**Travel:** Several members of the Rancho Santiago consortium have plans to travel to Washington to visit the IBest program and to speak with administrators and faculty on this successful practice.

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