



Reporting Period	Dates	Report Due from Member District to Fiscal Agent	Report Due from to Fiscal Agent to State
1	7/1/17 - 12/31/17	1/15/18	1/30/18
2	1/1/18 - 6/30/18	7/15/18	7/31/18
3	7/1/18 - 12/31/18	1/15/19	1/30/19
4	1/1/19 - 6/30/19	7/15/19	7/31/19
5	To be announced as required	To be announced as required	To be announced as required

This Memorandum of Understanding is in force from July 1, 2017 to June 30, 2018 and is renewable thereafter or may be terminated by either party in thirty (30) days by giving written notice of the intention to terminate agreement.

Signature

DATE: _____

Print Name, District Representative

Title: _____

Acknowledgment of Receipt,
Consortium Fiscal Agent,
Imperial County Office of Education

DATE: _____



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding shall stand as evidence that Calexico Unified School District intends to work together toward the mutual goal of collaborating to form a consortium to improve the delivery of adult education. The above named district/consortium member agrees to coordinate the following services:

- Pursuant to E.C. 84905, each consortium member representative will need to be approved by the member's district governing board. The critical factor is that the governing board of the district needs to know who is representing their district at the consortium.
- Will serve as a contributing member of the Imperial County Adult Education Consortium and provide data and information relevant to adult education for the AB 104 Adult Education Block Grant.
- Member District will receive their approved allocation in the sum of \$284,943 to be paid by the Fiscal Agent. ICOE will release to Member District on a monthly basis. The Imperial County Adult Education Consortium apportionment funding will be released by the Fiscal Agent over the 12 months during 2017-18 fiscal year. Final reporting will be in July 2018.
- Fiscal Agent Responsibilities: The Fiscal Agent will establish procedures and work with the Member District to set up a system for State reporting and distribute funds according to the terms in this agreement.
- Member District shall be responsible for monitoring their own activities and providing the Fiscal Agent with all information the Fiscal Agent shall require in order to fulfil the responsibilities of State reporting.
- Member District accepts all liability for any disallowed costs, should they arise.
- Member District is required to submit a biannual Consortium expenditure report via the "AEC Expense Report Template"

Timeline: Member District will provide the Fiscal Agent with reports on AB104 expenditures and progress prior to the State reporting due dates using the following timeline. Additional/other reporting dates may be required by State and this information will be communicated to Member District. (Dates subject to change):