



## Memo Reference April 3, 2020: Program and Grant Deadlines - Reporting & Extensions

In an effort to assist colleges in meeting their reporting deadlines below please find the program and grants reporting and extension due dates for WEDD Division grants and programs. For the majority of the WED Division program and grant reporting deadlines remain unchanged, with a few adjustments given the current campus closures to comply with State directives regarding COVID-19. If your college is negatively impacted or is unable to meet these deadlines please contact the program lead listed below.

### WEDD Program Leads:

| Program                  | Program Lead        | Contact Info | Email               |
|--------------------------|---------------------|--------------|---------------------|
| Strong Workforce Program | Alejandro Sandoval  | 916-323-1268 | asandoval@CCCCO.edu |
| Apprenticeship (CAI)     | Nick Esquivel       | 916-445-4670 | nesquivel@CCCCO.edu |
| Adult Ed (CAEP)          | Neil Kelly          | 916-324-8895 | nkelly@CCCCO.edu    |
| EWD                      | Katie Gilks         | 916-445-1606 | kgilks@CCCCO.edu    |
| Perkins V                | Jean Claude Mbomeda | 916-322-6883 | jmbomeda@CCCCO.edu  |
| Nursing                  | Brenda Fong         | 916-323-2758 | bfong@CCCCO.edu     |

## **Perkins V: FY 19-20**

**Grant period July 1, 2019 to June 30, 2020-** (12 months)

- No grant extensions at this time. Unspent funds will be carried forward and redistributed during the 21-22 fiscal year allocation.

## **Perkins V: FY 20-21**

**Grant period July 1, 2019 to June 30, 2020**

- Grant (local application) submittal deadline extended until **June 15<sup>th</sup>, 2020.**

## **Perkins V: Reporting**

| <b>Perkins V – FY 19-20 (For the funding period July 1, 2019 to June 30, 2020)</b> |                               |                       |  |
|--|-------------------------------|-----------------------|--|
| <b>Quarter</b>   | <b>Reporting Period</b>       | <b>Due Date</b>       | <b>Reports Due (Notes)</b>   |
| Q2   | October 2019 to December 2019 | Jan 15, 2020          | Fiscal and Programmatic  |
| Q3   | January 2020 to March 2020    | <b>April 30, 2020</b> | Fiscal and Programmatic<br><b>Provide a projection of unspent funds if possible for QTR 4 to allow the Chancellor's Office to submit carryover request to CDE.</b> |
| Q4   | April 2020 to June 2020       | July 15, 2020         | Fiscal and Programmatic  |
| <b>Final Report</b>  |                               | August 15, 2020       | Fiscal and Programmatic  |
| <b>Change to Q3 Reporting deadline as highlighted above</b>                        |                               |                       |  |

## **Nursing: FY 19-20**

**Grant period July 1, 2019 to June 30, 2020**

- No grant extensions at this time.

## **Nursing: FY 20-21**

**Grant period July 1, 2020 to June 30, 2021**

- Nursing grants will be renewed for the 2020-21 fiscal year. Colleges do not need to submit the Letter of Intent. Your allocation will remain the same as prior year pending Governor's budget approval.
- Award letters will be sent out after Governor's May revision.
- Colleges will then need to complete their Nursing Plans in the NOVA system for 2020-21 fiscal year.
- The Nursing allocations will continue through the apportionment process. Colleges will begin receiving monthly payment in August 2020 as documented on the Advanced Apportionment (AD) Report on the Chancellor's Office Fiscal Services Division webpage.

## **Nursing : Reporting**

| <b>Nursing – FY 19-20 For the funding period July 1, 2019 to June 30, 2020)</b> |                               |                 |                            |
|---|-------------------------------|-----------------|----------------------------|
| <b>Quarter</b>  | <b>Reporting Period</b>       | <b>Due Date</b> | <b>Reports Due (Notes)</b> |
| Q2  | October 2019 to December 2019 | Jan 31, 2020    | Fiscal and Programmatic    |
| Q3  | January 2020 to March 2020    | April 30, 2020  | Fiscal and Programmatic    |
| Final Report  | April 2020 to June 2020       | July 31, 2020   | Fiscal and Programmatic    |



## **EWD: FY 19-20**

**Grant period July 1, 2019 to September 30, 2020**

- Grant is funded as follows:
  - Colleges have 12 months to perform activities on the grant
  - Colleges have 15 months to spend down dollars
- **Grant deadline is extended for the activities portion only.**
  - Colleges have ~~12~~ **15 months to perform activities** on the grant
  - Colleges have 15 months to spend down dollars

## **EWD: FY 20-21**

**Grant period July 1, 2020 to September 30, 2021**

- Grant will be renewed for one-year (FY20-21) as follows:
  - Colleges have 12 months to perform activities on the grant
  - Colleges have 15 months to spend down dollars

## **EWD: Reporting**

| <b><u>EWD: FY 19-20</u></b>                        |                               |                       |                                       |
|--|-------------------------------|-----------------------|---------------------------------------|
| <b>Quarter</b>                                     | <b>Reporting Period</b>       | <b>Due Date</b>       | <b>Reports Due (Notes)</b>            |
| Q2   | October 2019 to December 2019 | Jan 31, 2020          | Fiscal and Programmatic               |
| Q3   | January 2020 to March 2020    | <b>April 30, 2020</b> | Fiscal and Programmatic               |
| Q4   | April 2020 to June 2020       | July 31, 2020         | Fiscal and Programmatic               |
| Q5   | July 2020 to Sept 2020        | October 31, 2020      | Fiscal and Programmatic               |
| <b>Final Report</b>                                |                               | November 30, 2020     | <b>Programmatic, Fiscal and Match</b> |
| <b>No Change to quarterly reporting deadlines.</b> |                               |                       |                                       |



**Strong Workforce Program: 18-19 Allocation** (For the funding period 7/1/18 to 12/31/20)

Grant period July 1, 2018 to December 31, 2020

- No grant extensions at this time. Colleges projecting to not spend their allocations need to consider spending these funds first before they expend current year funds.

**Strong Workforce Program: FY 19-20** (For the funding period 7/1/2019 to 12/31/2021)

Grant period July 1, 2019 to December 31, 2021

- No grant extensions at this time.

**SWP: Reporting**

| <b><u>Strong Workforce Program: 18-19 Allocation</u></b> (For the funding period 7/1/18 to 12/31/20) |                               |                     |   |
|--|-------------------------------|---------------------|---|
| <i>The dates below reflect FY 19-20 reporting for the 18-19 allocation</i>                           |                               |                     |   |
| Quarter  | Reporting Period              | Due Date            | Reports Due (Notes)                                       |
| Q2   | October 2019 to December 2019 | February 15, 2020   | Fiscal and Programmatic                                   |
| Q3   | January 2020 to March 2020    | <b>May 15, 2020</b> | Fiscal and Programmatic                                   |
| Q4   | April 2020 to June 2020       | September 30, 2020  | Fiscal and Programmatic                                   |
| <i>The dates below reflect FY 20-21 reporting for 18-19 allocation</i>                               |                               |                     |   |
| Quarter  | Reporting Period              | Due Date            | Reports Due (Notes)                                       |
| Q1   | July 2020 to September 2020   | November 13, 2020   | Fiscal and Programmatic                                   |
| Q2- <b>FINAL Report</b>  | October 2020 to December 2020 | February 15, 2021   | <b><u>FINAL Report Due</u></b><br>Fiscal and Programmatic |
| <b>No change to quarterly reporting deadlines.</b>   |                               |                     |   |



| <b>Strong Workforce Program: FY 19-20</b> (For the funding period 7/1/2019 to 12/31/2021) |                               |                     |   |
|---|-------------------------------|---------------------|---|
| <i>The dates below reflect FY 19-20 reporting for 19-20 allocation</i>                    |                               |                     |   |
| <b>Quarter</b>  | <b>Reporting Period</b>       | <b>Due Date</b>     | <b>Reports Due (Notes)</b>                                |
| Q2  | October 2019 to December 2019 | February 15 2020    | Fiscal and Programmatic                                   |
| Q3  | January 2020 to March 2020    | <b>May 15, 2020</b> | Fiscal and Programmatic                                   |
| Q4  | April 2020 to June 2020       | September 15, 2020  | Fiscal and Programmatic                                   |
| <i>The dates below reflect FY 20-21 reporting for 19-20 allocation</i>                    |                               |                     |   |
| Q1  | July 2020 to September 2020   | November 13, 2020   | Fiscal and Programmatic                                   |
| Q2  | October 2020 to December 2020 | February 15, 2021   | Fiscal and Programmatic                                   |
| Q3  | January 2021 to March 2021    | May 14, 2021        | Fiscal and Programmatic                                   |
| Q4  | April 2021 to June 2021       | September 15, 2021  | Fiscal and Programmatic                                   |
| <i>The dates below reflect FY 21-22 reporting for 19-20 allocation</i>                    |                               |                     |   |
| Q1  | July 2021 to September 2021   | November 15, 2021   | Fiscal and Programmatic                                   |
| <b>Q2- FINAL Report</b>   | October 2021 to December 2021 | February 15, 2022   | <b><u>FINAL Report Due</u></b><br>Fiscal and Programmatic |
| <b>No change to quarterly reporting deadlines.</b>  |                               |                     |   |



**California Adult Education Program (CAEP) : 17-18 Allocation (For the funding period 7/1/17 to 12/31/19)**

**Spending period July 1, 2017 to December 31, 2019**

- No extensions at this time.

**CAEP: 18-19 Allocation (For the funding period 7/1/18 to 12/31/20)**

**Spending period July 1, 2018 to December 31, 2020**

- No extensions at this time.

**CAEP : 19-20 Allocation (For the funding period 7/1/2019 to 12/31/2021)**

**Spending period July 1, 2019 to December 31, 2021**

- No extensions at this time.

| <b><u>CAEP: Reporting California Adult Education Program: FY 17-18 (For the funding period July 1, 2017 through December 31, 2019)</u></b> |  |   |  |
|--|--|---|--|
| <b>Quarter</b>   | <b>Reporting Period</b>                  | <b>Due Date</b>   | <b>Reports Due (Notes)</b>   |
| Close out  | <b>July 1, 2017 to December 31, 2019</b> | <b>Certified by consortia</b><br><b>Extended to May 30, 2020</b> (if not returning any funds) | Fiscal.<br><b>Please contact the State CAEP Office now if you are returning any 17-18 funds.</b> |
| <b>FY 2017/18 close out reporting deadline as highlighted above.</b>   |  |   |  |



| California Adult Education Program: <b>Expenditure Reporting for all active CAEP funds</b> |                               |   |                     |
|--|-------------------------------|---|---------------------|
| Quarter  | Reporting Period              | Due Date  | Reports Due (Notes) |
| Q2   | October 2019 to December 2019 | Certified by consortia<br><b>Extended to May 30, 2020</b> | Fiscal              |
| Q3   | January 2020 to March 2020    | Certified by consortia on June 30, 2020                   | Fiscal              |
| Q4   | April 2020 to June 2020       | Certified by consortia on September 30, 2020              | Fiscal              |
| <b>Change to Q2 reporting deadline as highlighted above.</b>                               |                               |   |                     |

**California Apprenticeship Initiative – New and Innovative Grant Program RFA 18-191: Fiscal Year 2017-18 Allocation (For the funding period 7/18/2018 to 12/31/2021)**

Grant period July 18, 2019 to December 31, 2021

- No grant extensions at this time.

**California Apprenticeship Initiative - Agriculture or Rural Areas New and Innovative Grant Program RFA 18-195: Fiscal Year 2018-19 Allocation (For the funding period 03/20/2019 to 12/31/2021)**

Grant period March 20, 2019 to December 31, 2021

- No grant extensions at this time.

**California Apprenticeship Initiative – New and Innovative Grant Program RFA 19-191: Fiscal Year 2018-19 Allocation (For the funding period 01/01/2020 to 12/31/2022)**

Grant period January 1, 2020 to December 31, 2022

- No grant extensions at this time.





**CAI: Reporting**

| <b>California Apprenticeship Initiative – New and Innovative Grant Program RFA 18-191:<br/>For the funding period 7/18/2018 to 12/31/2021)</b> |                           |                      |                                |
|--|---------------------------|----------------------|--------------------------------|
| <b>Quarter</b>   | <b>Reporting Period</b>   | <b>Due Date</b>      | <b>Reports Due (Notes)</b>     |
| Q3   | July 2019 to January 2020 | January 25, 2020     | Fiscal and Programmatic        |
| Q4   | January 2020 to July 2020 | <b>July 25, 2020</b> | Fiscal and Programmatic        |
| <b>Final Report</b>  |                           | January 25, 2021     | <b>Fiscal and Programmatic</b> |
| <b>No Change to quarterly reporting deadlines.</b>   |                           |                      |                                |

| <b>California Apprenticeship Initiative - Agriculture or Rural Areas New and Innovative Grant Program RFA 18-195: (For the funding period 03/20/2019 to 12/31/2021)</b> |                           |                      |                            |
|---|---------------------------|----------------------|----------------------------|
| <b>Quarter</b>  | <b>Reporting Period</b>   | <b>Due Date</b>      | <b>Reports Due (Notes)</b> |
| Q2  | July 2019 to January 2020 | January 25, 2020     | Fiscal and Programmatic    |
| Q3  | January 2020 to July 2020 | <b>July 25, 2020</b> | Fiscal and Programmatic    |
| Q4  | July 2020 to January 2021 | January 25, 2021     | Fiscal and Programmatic    |
| Q5  | January 2021 to July 2021 | July 25, 2021        | Fiscal and Programmatic    |
| <b>Final Report</b>   |                           | January 31, 2022     | Fiscal and Programmatic    |
| <b>No Change to quarterly reporting deadlines.</b>  |                           |                      |                            |



| <b>California Apprenticeship Initiative – New and Innovative Grant Program RFA 19-191: (For the funding period 01/01/2020 to 12/31/2022)</b> |                           |                      |                            |
|--|---------------------------|----------------------|----------------------------|
| <b>Quarter</b>   | <b>Reporting Period</b>   | <b>Due Date</b>      | <b>Reports Due (Notes)</b> |
| Q1   | January 2020 to July 2020 | <b>July 25, 2020</b> | Fiscal and Programmatic    |
| Q2   | July 2020 to January 2021 | January 25, 2021     | Fiscal and Programmatic    |
| Q3   | January 2021 to July 2021 | July 25, 2021        | Fiscal and Programmatic    |
| Q4   | July 2021 to January 2022 | January 25, 2022     | Fiscal and Programmatic    |
| Q5   | January 2022 to July 2022 | July 25, 2022        | Fiscal and Programmatic    |
| <b>Final Report</b>  |                           | January 25, 2023     | Fiscal and Programmatic    |
| <b>No Change to quarterly reporting deadlines.</b>   |                           |                      |                            |