
California Community Colleges Chancellor's Office
Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV)
2012-2013 Regional Consortium Final Report

Submission of Consortium Final Report

Sign the Final Report of Expenditures by Source of Funds and the Data Summary forms and submit to the Chancellor's Office as directed. Two copies of the final report (containing all the parts listed below) must be submitted; all two (2) of the copies must have original signatures (all signatures must be an ink color other than black).

Submit the two (2) signed copies of the complete final report to: Career Education Practices Unit, Chancellor's Office, California Community Colleges, 1102 Q Street, Suite 4554, Sacramento, CA 95811-6549, Attention: Paul Barth -Consortium Final Report Enclosed; by 5 p.m. August 30, 2013.

Do not send the report in a hard cover format such as a 3-ring binder as these reports must fit in a folder in our file cabinets.

Directions for completing the Regional Consortium Final Report

1. Part I - Budget Information

Complete the 2012-2013 Final Report of Expenditures by Source of Funds in hardcopy and also enter data online through the online reporting system located at:
<https://misweb.cccco.edu/vteaib/prod/login.cfm> .

2. Part II - Data Summary Form

A. Report the amount of funds awarded, amount of funds expended, and estimated funds spent by category of funds awarded and expended.

B. Expenditures by Leadership Category -- Report the estimated expenditures by leadership category. Note: the total expenditures must equal the total amount of funds expended.

C. Professional Staff Served -- Report applicable ethnicity, gender and discipline of professional staff served, including the number of (a) professional staff (general/ academic, CTE, instructional support, counselors) and if applicable (b) CTE students by gender and ethnicity

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D. Courses Developed, Improved, or Expanded by TOP Code and Title -- Report, if applicable on the number of courses within specific TOP Codes that are new, expanded, revised, or deleted as a result of the project.

3. Part III - Work Products and Narrative

A. Work Products

- The grantee will provide a list of advisory committee members, their titles, and the employment sector, local educational agency, or regional consortium they represent; one set of advisory committee meeting minutes; and a copy of any significant printed material produced with grant funds.
- All products that have as a final creation any media software (e.g. videotape) shall develop an accompanying workbook/guide that provides instruction on its uses. **Send ONLY one (1) copy of each of these products, in electronic format with your final report.**

B. Narrative

Please provide a Final Report Narrative, by describing and providing information for each of the following Perkins IV activities: (Please keep all responses to each in the same section/area and in the order below).

1. Seek the active involvement of and maintain lines of communication with Chief Executive Officers, Chief Instructional Officers, Chief Student Services Officer, Career Technical Education and Economic and Workforce Development Administrators, the Academic Senate, Management Information Systems Officer, the Statewide Discipline Advisory Committee, and Economic Development Centers and Initiative Directors in regional consortia planning and activities . On a regular basis inform them of regional CTE events, activities and successes.
2. The consortia will conduct, at least six, meetings with designated staff from each college in the region to coordinate programs and services, to share information and to develop an annual strategic work plan.
3. Meet at least quarterly with the State Chancellor's Office CTE/EWD staff.

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4. Meet with the statewide advisory committees representatives and the Perkins CTE Statewide Discipline/Industry Collaborative Projects, as designated by the Chancellor's Office. A minimum of two meetings annually is recommended. The Chancellor's Office will assist in convening and facilitating these meetings.
5. Collaborate and communicate on a regular basis with the Perkins CTE Statewide Discipline/Industry Collaborative Projects, Special Populations Collaborative, Work-Based Learning Collaborative, Statewide Advisory Committees, the Statewide Academic Senate and the Chancellor's Office staff to:
 - Assist in the development/implementation of statewide/regional consortium and partnerships with all the Perkins IV collaboratives.
 - Provide communication about and dissemination of Perkins IV collaborative activities, outcomes and products to all community college providers of Perkins IV collaborative specific discipline/industry cluster education; and
 - Assist with professional development activities.
6. Collaborate regionally with the Economic and Workforce Development Initiatives and industry/sector based collaboratives through Regional Centers and Initiative Directors on an annual basis and as needed to respond to regional workforce needs
7. As appropriate, share regional consortium information and products with other Regional Consortia, Perkins IV Statewide Advisory Committees, Statewide Discipline/Industry Collaborative projects, Special Populations Collaborative, Work-Based Learning Collaborative and Chancellor's Office CTE and EWD staff.
8. Provide professional development opportunities that enable academic and CTE faculty and counselors to acquire the knowledge and skills necessary to improve CTE programs and services, implement EWD initiatives, and ensure access and success for special populations.
9. Participate in statewide and regional workforce development marketing efforts. Identify and prioritize the region's top three sectors in terms of labor market data and need. Encourage regional collaboration to market workforce development for these sectors.
10. Facilitate the dissemination of information, articles, position papers, and products developed by Career Technical Education and Economic and Workforce Development Program projects to colleges, and education and economic development entities in the region

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11. Sponsor and participate in regional and statewide meetings(s)/workshop(s):

- For Career Technical Education and Economic and Workforce Development funded projects: promote collaboration and linkages between groups, networking, sharing of best practices, and updates on legislative and other current events impacting the regions.
- When planning regional conferences, workshops, and training, seek input from appropriate CCCCCO staff, and relevant statewide advisory committees and collaboratives, as well as CTE and EWD practitioners.
- In coordination with the Chancellor's Office CTE, EWD staff and others, implement as needed regional strategy workshops.
- Participate in the California Community College Association of Occupational Education (CCCCAOE); Regional Consortia Chairs meetings; EWD Regional Collaboration and Program Advisory Committees (EDPAC); and similar organizations.
- If convened by the Chancellor's Office, participate in and contribute to a statewide meeting with the Statewide Advisory Committees and Statewide Discipline/Industry Collaboratives.

12. Link the regional consortium website with the Community College Chancellor's Office CTE website, the collaboratives and advisory committees, and the Economic and Workforce Development (CCEWD) home page. Keep web pages updated to reflect relevant changes. Meet the website requirements in #12 sections d and e on page 21 of this RFA.

13. Facilitate and coordinate assistance efforts to colleges that will be used to enable special population students to meet state-adjusted levels of performance. Special population categories include: a) individuals with disabilities, b) economically disadvantaged students, c) individuals preparing for non-traditional employment, d) single parents/single pregnant women, e) displaced homemakers, and f) individuals with limited English proficiency.

14. Contribute to the annual statewide Special Populations conference. This may be coordinated with the California Department of Education and other groups.

15. Provide support and guidance for new and/or prospective career technical education and economic workforce development administrators.

2012-2013 Final Report of Expenditures by Source of Funds

Grant Agreement No.:

12-

District/College:

Contact Person:

Phone:

Fax Number:

Email:

Source of Funds	Perkins IV I-B, State Leadership		
	Budget	Expenditure	Balance
1000 Instructional Salaries ¹			0
2000 Non-instructional Salaries ¹			0
3000 Employee Benefits			0
4000 Supplies and Materials			0
5000 Other Operating Expenditures and Services			0
6000 Capital Outlay			0
7000 Other Outgo			0
Total Direct Expenditures	0	0	0
Total Indirect Expenditures ²			0
Total Expenditures ¹	0	0	0

¹ Administration is limited to 5% of the Total Expenditures.

² Not to exceed 4% of the Total Direct Expenditures.

NOTE: Unexpended funds will be released to the State.

Certification: All expenditures shown on this claim are supported with documentation and comply with applicable State and Federal regulations including the Chancellor's Office, California Community Colleges Instructions Terms and Conditions 2012-2013; the Carl D. Perkins Career and Technical Education Act of 2006 Public Law (P.L.) 109-270; Titles VI and VII, Civil Rights Act of 1964; Title IX, Education Amendments of 1992; Title 5, California Code of Regulations; and the extended State Plan for Career and Technical

(Project Director's Signature)

Date

(Chief Business Officer's/Authorized Designee's Signature)

Date

COCCC USE ONLY

Project Monitor's Signature

Date

Regional Consortia Final Report
Data Summary Form
2012-2013

Grant No.:	12-	College/District:	
Project Title:	Regional Consortium for	Project Director:	
Funding Period:	01-07-2012 to 30-06-2013	Phone No.:	
Fax No.:		Email Address:	

A. Awarded and Expended Funds (Fill in unshaded boxes)		
Amount of Funds Awarded	\$	
Amount of Funds Expended	\$	

B. Expenditures by Leadership Category (Fill in unshaded boxes)		
Curriculum Development and Improvement	\$	
Professional Development	\$	
Student Support Structures:	\$	
Partnership Development & Improvement	\$	
Performance Accountability	\$	
Total Expenditures (total must equal the amount of funds expended)	\$	0

In the table below, enter the demographics of the Professional staff served. No person should be counted in more than one ethnic or discipline category. Total Ethnicity Served must equal the Total Gender Served.

AS – Asian, Filipino, Pacific Islander BL – Black, Non-Hispanic H – Hispanic	AI – American Indian/Alaskan Native W – White, Non-Hispanic O – Other (include unknown & non respondent)
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C. Professional Staff Served											
Ethnicity of Professional Staff Served								Gender of Professional Staff Served			
Discipline	Ethnicity						Total	Discipline	Gender Total		
	AS	BL	H	AI	W	O			Male	Female	Total
General/Academic Education	0	0	0	0	0	0	0	General/Academic Education	0	0	0
Vocational Education	0	0	0	0	0	0	0	Vocational Education	0	0	0
Guidance/Counselor	0	0	0	0	0	0	0	Guidance/Counselor	0	0	0
Instructional/Student Support	0	0	0	0	0	0	0	Instructional/Student Support	0	0	0
Business/Industry partners	0	0	0	0	0	0	0	Business/Industry partners	0	0	0
Total	0	0	0	0	0	0	0	Total	0	0	0

D. Courses Developed, Improved, or Expanded by TOP Code and Title	
Course TOP Code (4 or 6 digits)	Course Title
	0

The above data and attached narrative report are submitted by:

Project Director Signature:

Date:

For COCCC Use Only:

This information meets the COCCC Final Reporting Requirements

COCCC Project Monitor Signature:

Date: