

## SWP-Regional Funds – Fiscal Agent Report

1. Status of Master Agreements
2. Status of Participation Agreements
3. Guidance on invoicing for 16/17 eligible SWP-RF expenditures

## SWP-REGIONAL FUND MASTER AGREEMENTS

The following Master Agreements have been received:

- Cerritos Community College District
- Citrus Community College District
- Coast Community College District
- El Camino CCD
- Glendale CCD
- Los Angeles CCD
- Mt. San Antonio CCD
- North Orange County CCD
- The Pasadena Area CCD
- Rio Hondo CCD
- Santa Monica CCD

The following Master Agreements have **not** been received:

- Compton CCD
- Long Beach CCD
- South Orange County CCD

## SWP Participation Agreement Review

Colleges	Participation Agreement sent for signatures	DATES
<b>LA Colleges</b>		
Cerritos	Yes, sent for signatures	As of 4/19/17
Citrus	Yes, sent for signatures	As of 4/19/17
East LA	Yes, will send for signatures	As of 4/21/17
El Camino	Yes, sent for signatures	As of 4/19/17
El Camino Compton Center	Yes, will send for signatures	As of 4/21/17
Glendale	Yes, will send for signatures	As of 4/21/17
Pasadena City	Yes, will send for signatures	As of 4/21/17
Rio Hondo	Yes, will send for signatures	As of 4/21/17
Santa Monica	Yes, will send for signatures	As of 4/21/17
West LA	Yes, will send for signatures	As of 4/21/17
LA City	Project budget pending	As of 4/19/17
LA Harbor	Yes, will send for signatures	As of 4/21/17
LA Mission	Yes, will send for signatures	As of 4/21/17
LA Pierce	Yes, will send for signatures	As of 4/21/17
LA Southwest	Project budget pending	As of 4/19/17
LA Trade	Yes, will send for signatures	As of 4/21/17
LA Valley	Yes, sent for signatures	4/12/17
Long Beach	Yes, will send for signatures	As of 4/21/17
Mt. SAC	Project budget pending	As of 4/19/17
<b>OC Colleges</b>		
Irvine	Yes, sent for signatures	4/11/17
Coastline	Yes, sent for signatures	4/12/17
Cypress	Yes, sent for signatures	4/11/17
Fullerton	Yes, sent for signatures	4/12/17
Golden West	Yes, sent for signatures	4/11/17
Orange Coast	Yes, sent for signatures	4/12/17
Saddleback	Yes, sent for signatures	4/12/17
Santa Ana	Yes, sent for signatures	4/18/17
Santiago Canyon	Original signed copy obtained	4/11/17

## LA/OC SWP Regional Projects

LA Regional Projects	Sent to Lead, Partners, RC Directors
Los Angeles Workforce Educational Center	Yes on 4/19/17
LA Regional Marketing Project	Yes on 4/19/17
Career Pathway Specialist	Yes on 4/18/17
CTE Regional Internship & Job Academy	Yes on 4/19/17
Entrepreneur mindset	Yes on 4/19/17
San Gabriel Cooperative Experience	Yes on 4/19/17
CTE Readiness & Boot Camp	Pending on resolving a budget issue
Teacher Preparation Pipeline	Will be sent on 4/20/17
LEAP project	Will be sent on 4/20/17
Uniquely Abled Academy	Will be sent on 4/20/17
Crosstown Engineering	Will be sent on 4/20/17
Adv. Transportation	Will be sent on 4/20/17
Bioscience Collaborative	Will be sent on 4/20/17
LA Regional Workforce Plan	Will be sent on 4/20/17
HVACR Collaborative	Will be sent on 4/20/17
Pro GTL	Pending on a budget issue
A Regional Career Pathway Approach	Will be sent on 4/20/17
Regional Netlabs	Will be sent on 4/20/17
LA High Tech Bridge	Will be sent on 4/20/17
iCAPS	Will be sent on 4/20/17

OC Regional Projects	Sent to Lead, Partners, RC Directors
Cyber patriot Initiative	Yes on 4/18/17
Energy & Sustainability	Yes on 4/18/17
Engineering Tech Innovation (Drones)	Yes on 4/18/17
Automotive Technology Collaborative	Yes on 4/18/17
Seamless Pathways for non-credit	Yes on 4/18/17
Regional Data Enhancement	Yes on 4/18/17
LEAP project/ Regional Catalog	Yes on 4/18/17
CTE Instructor Professional Development	Yes on 4/19/17
Regional Marketing Project	Yes on 4/18/17
Regional Netlabs	Yes on 4/19/17
Vertical Sector: Biotechnology	Yes on 4/19/17
Vertical Sector: GTL	Yes on 4/19/17
Vertical Sector: Health	Yes on 4/19/17
Vertical Sector: Hospitality	Yes on 4/19/17
Vertical Sector: Small Business	Yes on 4/19/17

## GUIDANCE ON SWP-RF INVOICING FOR 16/17

Although the Chancellor's Office set the start date for use of the first round of SWP-Regional Funds as 07/01/16, regional plans were not due until January 31, 2017, and the process to set-up the agreements between the Fiscal Agent, college districts and colleges is occurring between February – May.

Due to the late start, it is unlikely that many of the colleges will have eligible expenditures to charge to SWP-RF for 2016/17. However, the following guidance is provided for those who do have eligible expenditures to charge to their SWP-RF for 2016/17.

1. We are on target with the timeline, and expect that all Participation Agreements will be sent to the colleges in April, that they will be signed and returned to the Fiscal Agent in early May, and that the Fiscal Agent will create purchase orders for each college district by the end of May. This will allow the districts to invoice the Fiscal Agent for eligible SWP-RF expenditures that have occurred in 2016/17.
2. Eligible expenditures are those that are consistent with the projects submitted in the Regional Plans. If you are unsure whether some potential expenditures would be eligible to transfer to SWP-RF, please connect with the LAOCRC Directors and the Fiscal Agent.
3. Invoices for 2016/17 expenditures must be submitted in June and no later than the first week of July so that the Fiscal Agent's accounting office has time to accrue and payout expenditures within the timeframe available to closeout the 2016/17 fiscal year.
4. Expenditures made to CTE Enhancement Funds are not eligible to be transferred to SWP-Regional Funds, since CTE EF ended December 31, 2017, all expenditures have been reported, and the project has been closed out.
5. In working with your Fiscal Office and campus administrators to set-up the SWP-Regional Fund budgets, it is advisable to let them know of the unique operating structure of the grant to ensure clarity and avoid delays:
  - a. The grant sub-agreement from the Fiscal Agent (RSCCD) to each college district, consists of a Master Agreement—which contains the terms and conditions for the use of funds—and Participation Agreements from each college in the district, which are exhibits to the Master Agreement, and represent the district's scope of work for the use of SWP-RF.
  - b. There are three rounds of SWP-RF awards covering the period 2016-2020.
  - c. The Master Agreement covers the entire period of the SWP-RF allocations 2016 – 2020.
  - d. The Master Agreements were approved by the Fiscal Agent's board in February, and most have already been approved and signed by the partner college districts.
  - e. The Participation Agreements that will be processed in April – May are for the first round of funding (7/1/16 – 12/31/18).
  - f. Participation Agreements will be created for each round of funding. This means for the entire SWP-RF grant (2016 – 2020) each college will have three Participation Agreements, not taking into account amendments that may occur.
  - g. Planning for the second round is underway, and the start date for the use of those funds is 7/1/17.