

Allocation

Program ID: 46987 - ADULT ED-ADMIN FY23

Budget Fiscal Year : 2023

Lapse Date: 09/30/2024

Carry Over: Yes

MOF: F

B&F Suborg: PC

Allocation Number: 2023 - 463

Appropriation Code: 250

Allocation Date: 08/29/2022

Allocation Type: Appropriation

Program Manager: Dan Miyamoto

Managing Office: OCID

Adjust OA: No

Total Allocation

A	A1	BC	F	T	Total
\$0	\$0	\$0	\$0	\$96,580	\$96,580

Total FTE

	Appropriated	Unappropriated
Perm	0.00	
Temp	0.00	0.00
Total	0.00	0.00

Program Summary/Purpose

To administer and monitor the implementation of the Adult Education program in accordance with the Hawaii Unified State Plan under the Workforce Innovation and Opportunity Act (WIOA) Title II.

Program administration includes efforts related to the monitoring of sites and related costs, technical assistance resources, mandatory quarterly meetings for Adult Education and Family Literacy Act (AEFLA) recipients, mandatory annual training, contracts with private agencies, and Memoranda of Agreement with public agencies in support of the implementation of the federal AEFLA grant.

Rationale for Allocation

GENERAL FUND ALLOCATIONS ARE TENTATIVE. THE AMOUNTS ALLOCATED MAY BE REDUCED BY EXECUTIVE RESTRICTIONS AND/OR INTERNAL REDUCTIONS.

\$96,580 in "T" funds will be allocated to the Office of Curriculum and Instructional Design (OCID), Curriculum Innovation Branch (CIB), Career Readiness Team (CRT), Community Education (CE), ORG ID 729000 to cover the partial salary and fringe costs for a 1.00 TEMP FTE Educational Specialist position.

Funds will also cover all operational activities and monitoring of the adult education programs funded under AEFLA which include developing Request for Proposal (RFP) guidelines and procedures, monitoring providers receiving AEFLA funds, and completing required reports for the U.S. Department of Education (USDE).

Funds will also be utilized for mandatory meetings, training contracts, and office operations.

Guidelines for Implementation

A. Use of Funds

State-administered grant funds will be guided by:

1. H.R. 803 WIOA Title II AEFLA Section 221 State Administration; Section 222 State Distribution of Funds: Matching Requirement; and
2. EDGAR 34 CFR Part 76.

If regular or casual employees are paid from this funding, reports must be submitted to meet federal guidelines. Please refer to the Federal Payroll Certifications and Fringe Benefit Rate memo links.

B. Supplement Not Supplant

AEFLA Section 241(a) states: "Funds made available for adult education and literacy activities under this title shall supplement and not supplant other State or local public funds expended for adult education and literacy activities."

Supplanting would be presumed in these situations:

1. Federal funds are used to provide services that were supported by state or local funds in the prior year.
2. Federal funds are used to provide services the state or local agency is required to make available under federal, state, or local laws.

C. Allowable Costs

All costs must be:

1. Reasonable: incurred by a prudent person, and necessary for the performance of the project;
2. Allocable: proportional and charged in accordance with benefits received;
3. Authorized: in accordance with AEFLA, Uniform Guidance, EDGAR, state or local laws and regulations; and
4. Adequately documented.

The funds are to be expended in accordance with the guidelines found in the "Financial Management System (FMS) User Policy & Process Flow Guide," personnel rules and regulations, and procurement law.

All cost-saving measures, restrictions, and/or spending prohibitions as declared by the Superintendent will apply until such measures are rescinded. These measures include procurement of facilities, meals, refreshments, and intra-state/out-of-state travel.

[Federal Payroll](#)

[Fringe Benefit Link](#)

Allocation of Resources

ORG ID	A	A1	BC	F	T	Total
729000 - OCID-ISB-CAREER READINESS SECTION	\$0	\$0	\$0	\$0	\$96,580	\$96,580
Total Allocation	\$0	\$0	\$0	\$0	\$96,580	\$96,580

Allocation of Fte

	Appropriated		Unappropriated
Org ID	Perm	Temp	Temp
729000 - OCID-ISB-CAREER READINESS SECTION	0.00	0.00	0.00
Total Allocation	0.00	0.00	0.00