



# Allocation Notice

Allocation #: 457

**APPROVED:**

**Brian Hallett, Interim CFO, for Dr.  
Christina M. Kishimoto,  
Superintendent  
12/10/2019  
Date**

## ADULT ED-ADULT SECONDARY ED FY20, 46925

**Program:** 46925, ADULT ED-ADULT SECONDARY ED FY20

**Program Manager:** Dan Miyamoto/OCID/HIDOE

### A. AUTHORIZATION

#### 1. Legal Provision

Act 5, SLH 2019

#### 2. Resources Provided

##### a. Funding

F Apprn: S250 PC

##### b. Character of Expenditure

Permanent FTE: 0.00

Temporary FTE: 0.00

|           |                         | General    | Federal          | Special    |
|-----------|-------------------------|------------|------------------|------------|
| <b>A</b>  | Personal Services       | \$0        | \$0              | \$0        |
| <b>A1</b> | Other Personal Services | \$0        | \$0              | \$0        |
| <b>B</b>  | Other Current Expenses  | \$0        | \$360,810        | \$0        |
| <b>C</b>  | Equipment               | \$0        | \$0              | \$0        |
| <b>M</b>  | Motor Vehicles          | \$0        | \$0              | \$0        |
|           | <b>Total</b>            | <b>\$0</b> | <b>\$360,810</b> | <b>\$0</b> |

### B. ALLOCATION PROPOSAL

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

## ADULT ED-ADULT SECONDARY ED FY20, 46925

### 1. Purpose

In accordance with the Adult Education and Family Literacy Act (AEFLA) grant requirements and the Hawaii Unified State Plan, funds will be utilized by the Community Schools for Adults (CSAs) and their

respective campuses to provide alternative high school equivalency diploma programs and preparation for the General Educational Development (GED®), the High School Equivalency Test (HiSET®), and the Workforce Development Diploma Program (WDDP).

## 2. Rationale for Allocation

\$120,843 in "T" funds will be allocated to the CSA-Honolulu-Kauai-Maui-Moanalua, ORG ID 976000 and \$239,967 in "T" funds will be allocated to the CSA-Hawaii-Leeward-Wahiawa-Windward, ORG ID 977000 to implement Adult Secondary Education (ASE) programs approved under Title II of the Workforce Innovation and Opportunity Act (WIOA), AEFLA.

The allocation is based on the number of courses for alternative high school equivalency diploma programs and preparation for the GED®, HiSET®, and WDDP tests being offered in FY2019 - 2020.

## 3. 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 Section 231 Grants and Contracts for Eligible Providers; 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 09/30/2019 memo (Subject: Payroll Certifications for School Year 2019 - 2020) posted in DOE Memos and Notices for more information and copies of required forms.

### B. Federal Payroll Certification Procedures:

### C. Supplement Not Supplant

AEFLA Section 241(a): "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 may not be used to provide services that were supported by state or local funds in the prior year.
2. Federal funds used to provide services the state or local agency is required to make available under federal, state, or local laws.

1.

### D. Allowable Costs

All costs must be:

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

E. Funds are to be expended in accordance with the guidelines found in the "FMS User Policy and Process Flow Guide," personnel rules and procurement law.

## 4. Allocation of Resources

| ORG ID | ORG Description | "T" FUNDS |
|--------|-----------------|-----------|
|--------|-----------------|-----------|

|        |                                     |          |
|--------|-------------------------------------|----------|
| 976000 | CSA-Honolulu-Kauai-Maui-Moanalua    | \$120843 |
| 977000 | CSA-Hawaii-Leeward-Wahiawa-Windward | \$239967 |
|        | TOTAL                               | \$360810 |

**Report Required:** Yes**Report Due Date:** 06/30/2019