



Allocation Notice

Allocation #: 455

APPROVED:

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

ADULT ED-STATE LEADERSHIP FY20, 46923

Program: 46923, ADULT ED-STATE LEADERSHIP 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
A	Personal Services	\$0	\$0	\$0
A1	Other Personal Services	\$0	\$0	\$0
B	Other Current Expenses	\$0	\$221,084	\$0
C	Equipment	\$0	\$0	\$0
M	Motor Vehicles	\$0	\$0	\$0
	Total	\$0	\$221,084	\$0

B. ALLOCATION PROPOSAL

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

ADULT ED-STATE LEADERSHIP FY20, 46923

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 to assist AEFLA grant recipients with staff development,

technical assistance, curricula development, and coordination of support services for literacy activities.

Administration of the program include professional development, public relations/promotion, and program monitoring.

2. Rationale for Allocation

\$221,084 in "T" funds will be allocated to the Office of Curriculum and Instructional Design (OCID), Instructional Support Branch (ISB), Career Readiness Section (CRS), Community Education (CE), ORG ID 729000 to cover the partial salary for a 1.00 FTE Educational Specialist position, the cost of two PTT positions, fringe benefits, professional development, purchase of services, travel, instructional materials, food items, and supplies for compliance with the federal AEFLA grant.

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 and Section 222 State Distribution of Funds: Matching Requirement, and Section 231 Grants and Contracts for Eligible Providers, Section 223 State Leadership Activities; and
2. EDGAR 34 CFR Part 76.
- 3.

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

729000	OCID, ISB, CRS	\$221,084
	TOTAL	\$221,084

Report Required: Yes

Report Due Date: 06/30/2020