

# Issue Analysis Form



**Date:** December 11, 2018  
**Item:** Adult Education PluggedIn  
VA Grant Appropriation –  
FY19 \$50,000  
**Lead Department(s):** County Finance / School  
Finance  
**Contact Person(s):** Betsy Drewry

## Description and Current Status

On November 19, 2018 the Prince George County School Board approved an increase in the FY2019 District 19 Adult Education budget. District 19 Adult Education was awarded a PluggedIn VA grant in the amount of \$50,000.

Supporting documentation from the School Board agenda is included as Attachment A.

### Board Action Requested:

Approve increase in District 19 Adult Education State appropriation for FY2018-19 \$50,000.

A draft resolution for budget amendment / appropriation is attached for Board consideration.

Appropriation Entry:

#### Adult Education Fund (0218) - Revenues

Increase:

0218-20-601-0000-00000-000-000-000-324095 PluggedIn VA Grant \$50,000.00

#### Adult Education Fund (0218)- Expenditures

Increase:

0218-06-201-2187-XXXXX-XXX-XXX-XXX-XXXXX – VARIOUS Adult Education Expenditure Accounts \$50,000.00

## Government Path

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

**If so, before what date?**

Yes    No

**Fiscal Impact Statement**

Increase in appropriation of District 19 Adult Education grant funds totaling \$50,000.  
There is no local funding impact.

**County Impact**

Action makes available for District 19 Adult Education grant funds from the Virginia Department of Education. There is no local funding impact.

**Notes**

Date: November 19, 2018

Presenter: Becky Hicks

Approved:

Disapproved: \_\_\_\_\_

Tabled: \_\_\_\_\_

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**TOPIC:** Revised 2018-2019 Adult Ed budget based on additional grant funding awarded for FY2018-2019

**RATIONALE:** The Adult Education Division has been notified of new grant award funds for PluggedIn VA in the amount of \$50,000 for Fiscal Year 2018-2019. We are requesting your approval to ask the County to appropriate this amount to the Adult Education Division budget.

The approved funds will be used in for salaries, benefits and supplies related to the terms of the grant.

**RECOMMENDATION:** Approve the amount of \$50,000.00 in additional grant funds for the Adult Education Division.

**ATTACHMENTS:** Grant Award Notification from DOE.  
Adult Education FY2019 Adopted Budget Overview

Last revised 10/01/2016

COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF EDUCATION  
PO BOX 2120  
RICHMOND, VIRGINIA 23218-2120



**GRANT AWARD NOTIFICATION**

<b>Recipient Information</b> 1. Contact information: Ms. Renee Williams, Superintendent Prince George County Public Schools P.O. Box 400 Prince George, Virginia 23075 Contact: Mrs. Kathy Anderson Phone: (804) 733-2670 2. Universal Identifier (DUNS): 057884058 3. Payee Number: 00074 4. Grant Award Title: PluggedIn VA 5. DOE Contact: George R. Wilcox, Acting Director Office of Career, Technical, and Adult Education (804) 225-2052 george.wilcox@doe.virginia.gov		<b>DOE Information</b> 10. Grant Authority: 2018 Virginia Acts of Assembly Chapter 2, Item 136 11. FAIN: N/A 12. Federal/State Award Date: July 1, 2018 13. Total Federal/State Award: \$ 465,375 14. Fund Source: Lottery 15. Project Code: APE61209 16. Revenue Source Code: 240444 17. Program Service Area: 178005 18. Recipient Type: Subrecipient 19. Fiscal Year: FY 2019 20. Indirect Cost Rate:	
6. Grant Award Number: STATE197561 7. Grant Award Type: New 8. Grant Award Amount: \$ 50,000 Original/Previous Award \$ 50,000 Current Award \$ 50,000 Total Award July 1, 2018 - June 30, 2019		21. Special Terms and Conditions: All federal grant awards are subject to 2 CFR Part 200, and Appendix II for contracts made with federal funds from this grant award. All awards are further subject to "Additional Required Special Terms and Conditions for Grant Awards" on Attachment A. For Federal grant awards \$25,000 or greater, Attachment B - FFATA Reporting must be completed, signed, and returned to 5. DOE Contact within five days of receipt of this Grant Award Notification. This award is not for research and development. Indirect cost rates negotiated by DOE on LEA's behalf can be viewed at <a href="http://www.doe.virginia.gov/school_finance/budget/index.shtml">http://www.doe.virginia.gov/school_finance/budget/index.shtml</a>	
22. Program Specific Instructions: <ul style="list-style-type: none"> <li>Recipient must comply with all requirements stipulated in the approved proposal, award letter, and Attachment A.</li> <li>Reimbursement for expenditures pursuant to this program cannot be honored where program or budget modifications are implemented without prior approval.</li> <li>This grant is funded on a cost-reimbursement basis only. Final request for reimbursement is due in the Office of Career, Technical, and Adult Education no later than June 7, 2019.</li> <li>All requests for reimbursement must be made through the Online Management of Education Grant Awards (OMEGA) system</li> </ul>			
23. Authorized by: Gena C. Kelley, Acting CAO/Assistant Superintendent for Instruction		24. Authorized by: Kent Dickey, Deputy Superintendent Finance & Operations	
		25. Date: 8/24/18	

# ADULT EDUCATION

The Adult Education Department serves the counties of Charles City, Dinwiddie, Greensville, Prince George, Surry and Sussex, and the cities of Colonial Heights, Emporia, Hopewell and Petersburg.

The office provides adult education classes to adults eighteen years of age and older in each of the localities listed. GED, Pre-GED, Adult Basic Education, English as a Second Language (ESL) and customized workplace classes are also provided. Most classes are free of charge.

## Revenues:

FUND 218 - ADULT EDUCATION		FY2014-15	FY2015-16	FY2016-17	FY2017-18	2018-19	INCREASE (DECREASE)
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	
0218-10-508-8113-00000-000-000-000-318881-	SPACE-ADULT BASIC ED	33,341	31,751	31,751	31,751	31,751	-
0218-10-508-8113-00000-000-000-000-318882-	WORKPLACE	57,420	109,771	115,884	356,289	383,900	7,611
0218-10-508-8113-00000-000-000-000-318883-	CONTRACT FEES/ADMIN	2,230	4,830	3,950	4,630	2,500	(2,130)
	CHARGES FOR SERVICES	92,991	146,152	151,385	392,670	398,151	5,481
0218-20-601-8203-00000-000-000-000-324090-	REGIONAL COORDINATOR	103,408	103,408	103,408	103,408	89,679	(13,729)
0218-20-601-8203-00000-000-000-000-324091-	REGIONAL SPECIALIST	-	-	-	-	-	-
0218-20-601-8203-00000-000-000-000-324092-	REG GENERAL ADULT EDUCAT	33,969	33,968	33,941	33,968	37,152	3,164
0218-20-601-8203-00000-000-000-000-324093-	RACE TO GED	88,874	67,166	67,156	67,174	75,176	8,002
0218-20-601-8203-00000-000-000-000-324094-	RLCC LEAD AGENT	-	-	-	-	-	-
0218-30-801-0000-00000-000-000-000-333801-	SPACE- ADULT BASIC ED-FED	288,170	282,684	288,616	288,637	314,971	26,334
	OTHER CATEGORICAL AID	472,422	487,247	473,122	493,207	516,978	23,771
<b>TOTAL ADULT EDUCATION</b>		<b>565,413</b>	<b>633,398</b>	<b>624,507</b>	<b>885,877</b>	<b>915,129</b>	<b>29,252</b>

## Expenditures:

Activity		FY14-15	FY15-16	FY16-17	FY17-18	FY18-19	Increase (Decrease)
		Expended	Expended	Expended	Adopted Budget	Adopted Budget	
<b>Adult Education (Fund 0218):</b>							
2180	General Adult Education	104,948	107,717	113,037	349,914	343,534	(6,380)
2182	General Adult Education	33,969	33,995	33,910	33,988	37,152	3,164
2183	Space-Adult Education	299,498	315,069	300,527	320,388	337,277	16,889
2184	RACE to GED	72,024	63,934	67,188	67,174	82,753	15,579
2185	Workplace	52,481	99,930	102,697	114,413	114,413	-
	<b>Total Adult Education</b>	<b>562,921</b>	<b>620,644</b>	<b>617,359</b>	<b>885,877</b>	<b>915,129</b>	<b>29,252</b>

The Adult Education program is grant funded from the State of Virginia's Adult Education program and from the Federal Government's Adult Education program. The County is the fiscal agent for the Adult Education program. The budget for the new fiscal year will be set in late September. Each year, the locality adopts the budget as-is and amends the budget once the final notice is received.

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 11<sup>th</sup> day of December, 2018:

Present:

Vote:

Alan R. Carmichael, Chairman  
Donald R. Hunter, Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; APPROPRIATION (\$50,000 DISTRICT 19 ADULT EDUCATION STATE PLUGGEDIN VA GRANT FUNDS)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of December, 2018, does hereby authorize the following increase of funds within the 2018-2019 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0218-06-201-2187-VARIOUS	Adult Education Fund	
	Various Expenditure Accounts	\$50,000.00
 <u>Revenue:</u>		
0218-20-601-324095	Adult Ed Fund; PluggedIn VA Grant	\$50,000.00

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator