

TO: LA K12 Strong Workforce Program Pathway Coordinator Year 6 (2024-25) Host Applicants

FROM: Dr. Narineh Makijan, Assistant Vice President/Chair, Los Angeles Regional Consortium (LARC)
Dr. Linda Bermudez, Director K14 Technical Assistance Program, Los Angeles Regional Consortium (LARC)

DATE: June 27, 2024

CC: Dr. Salvatrice Cummo, Vice President, Economic and Workforce Development, Pasadena City College
Gray Rakow, Grant Project Coordinator
Denise M. Cordova Vidrio, Accountant, LARC Fiscal Agent
Alejandra Landa-Flores, Fiscal Consultant, LARC

SUBJECT: Intent to Award- LA K12 Strong Workforce Program Pathway Coordinator Year 6 (2024-25)

Dear K12 SWP Colleagues,

The Los Angeles Regional Consortium (LARC), in partnership with the California Community Colleges Chancellor's Office and California Department of Education, is pleased to announce funding awards for the LA K12 Strong Workforce Program Pathway Coordinator Year 6 (2024-25) hosts. This memorandum is a formal notification of the intent to award and of the complete list of all awarded applications.

LARC sincerely thanks and acknowledges the efforts of the Local Education Agencies for their applications. In July 2024, Pasadena City College (LARC K12 SWP fiscal agent) will contact each Lead Agency receiving funding to request signatures and technical work plan changes, including budget amendments that may be needed to complete the execution of the grant agreement. A copy of the fully executed grant agreement will be provided to each Lead Agency. For auditing purposes, Lead Agencies should retain a copy of the grant agreement, completed application, and all other supporting documents.

The information below from the California Community Colleges Chancellor's Office, Workforce and Economic Development Division (CCCCO WEDD) outlines key processes and reporting details for Year 6 K12 Pathway Coordinator hosts:

Year 6 Flow of Funding, Plans, and Reporting:

- The Regional Consortia Fiscal agents will process year 6 awards. It is the responsibility of each regional consortium to select the Host LEAs for the K12 Pathway Coordinators assigned to their region.
- Year 6 K12 Pathway Coordinator will be for \$130,000 for a term of July 1, 2024-June 30, 2025. The host is allowed, but not required, to claim an indirect of 4%.

- The funding fiscal year for Year 6 Pathway Coordinator is appropriated from 2023-2024 state allocation.
- The Chancellor’s Office NOVA system has been updated to allow K12 PC and K14 TAP awardees to enter their Year 6 Workplan objectives and budget in the plan section of NOVA.

Year 6 Workplan for K12 Pathway Coordinators

Please refer to Appendix A for updated Key Talent workplan objectives and scope of work that will be completed and submitted via the NOVA system <https://nova.cccco.edu/login>. The Chancellor’s Office has revised the scope of work for both K12 Pathway Coordinators and K14 Technical Assistance Providers. The objectives outlined in the scope of work are in alignment with the K12 Strong Workforce Program legislation and reflect updates as the program has progressed. The Chancellor’s Office is requiring the Regional Consortia fiscal agents to use the updated scope of work for the contracts as part of the specification, terms and conditions of K12 PCs and K14 TAP agreements. Year 6 workplans must be entered into the NOVA system and must be certified no later than **September 1, 2024**. Regional consortiums may have additional requirements before submitting Round 6 workplan in NOVA.

Year 6 Reporting for K12 Pathway Coordinators

The K12 Strong Workforce Program Key Talent expenditures reporting is completed annually. To ensure that the K12 SWP legislative reporting requirements are met, all program recipients (K12 Pathway Coordinators) are required to input Expenditure and Progress reporting into the NOVA system at <https://nova.cccco.edu/login>.

K12 PC hosts must submit final expenditures and complete the year-end survey questions no later than 60 days after the contract closing date. For Year 6 (Performance Period July 1, 2024 – June 30, 2025), reporting will be submitted in the Q4 tab in the NOVA system on or before **August 30, 2025**. This change aims to streamline the reporting process, improve efficiency, and enhance accountability.

LARC will begin issuing contracts in July 2024. Once LARC receives a fully executed contract, the host LEA will submit an invoice for the total allocation of \$130,000. Budget modification requests are required for changes to the original approved budget.

Should your organization have questions pertaining to regional planning and selection, please contact Linda Bermudez (Director, K14 Technical Assistance Program) at lb Bermudez7@pasadena.edu.

LA Year 6 K12 Strong Workforce PC Host Awards

Agency	Assigned CCD Service Area	Award Amount
ABC Unified	Cerritos CCD	\$ 130,000
Burbank Unified	Glendale CCD	\$ 130,000
Centinela Valley Union High School District	El Camino CCD	\$ 130,000
TBD	Mt. SAC CCD	\$ 130,000
Los Angeles Unified School District	Los Angeles CCD	\$ 130,000

Agency	Assigned CCD Service Area	Award Amount
Long Beach USD	Long Beach City CCD	\$ 130,000
Lynwood USD	Compton CCD	\$ 130,000
Pasadena USD	Pasadena Area CCD	\$ 130,000
Monrovia USD	Citrus CCD	\$ 130,000
Santa Monica-Malibu USD	Santa Monica CCD	\$ 130,000
Tri-Cities ROP	Rio Hondo CCD	\$ 130,000

Regards,



Dr. Narineh Makijan
Assistant Vice President/Chair
Los Angeles Regional Consortium



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Director K-14 Technical Assistance Program
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