

FEBRUARY 2025 FISCAL AGENT DIRECTOR REPORT

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NOVA SUPPORT

- Please submit **ALL REQUESTS** from Community Colleges and K12 Strong Workforce Program (SWP) for NOVA and/or Dashboard support [HERE](#).
- If you need additional support with Local SWP, you may reach out to the SCCRC NOVA Consultant, Tessa Miley (Mileyte3@gmail.com), and inquire about contracting with her directly for her expert services.

COMMUNITY COLLEGE STRONG WORKFORCE PROGRAM

- **PLAN CLOSURES:**
 - Feb 20, 2025 Email with memo from the Chancellor's Office on Strong Workforce Program Local and Regional Plan Closure Requirements, which can also be found on our [website](#).
 - **KEEP CONTACTS UPDATED** - especially those with Certifying Authority.
- **INVOICES:** Please be sure that all regional funds are budgeted in NOVA and plans are certified before submitting for the 70% advance payments and ensure that all reporting is up to date before submitting invoices for progress and/or final payments.
- **ANY UNALLOCATED FUNDS FOR ROUND 9 FY24-25 MUST BE BUDGETED IN NOVA IMMEDIATELY** (Local and Regional). They were due Nov 30, 2024
- **SWP Fiscal Reporting Reminders**
 - **2022-23 Allocation (Round 7)**
 - Q4/Final Due 11/15/2024
 - **2023-24 Allocation (Round 8) and 2024-25 Allocation (Round 9)**
 - Q2 Due 2/15/2025 (NOTE: Must submit report even if no expenditures)
 - **2022-2023 (Round 7) Allocation Extensions**
 - Regions/Districts/Colleges may submit extension requests to the Regional Monitor Katie Gilks via email with a CC to Holly and Luann.
 - Extension requests must include:
 - Explanation of remaining funds
 - Description of the proposed reallocation of funds
 - Expenditure timeframe outlining the length of the request
 - Extensions may be granted through 6/30/2025
 - A new project plan must be submitted in NOVA as soon as possible with the expired allocation year selected in the **Select the funding year for this plan** section
 - Extension approved project plan titles need to be updated to include "3rd Year Extension Granted.
 - Fiscal reporting remains due for Q2 and Q4 as scheduled (Q2 – 2/15/2025 and Q4/Final - 8/15/2025).
 - Unallocated and Unspent balances are reported to the Department of Finance on a regular basis.
- **Strong Workforce Program** -Program Lead Javier Cazares 916.327.5907 | jcazares@cccco.edu.

K12 STRONG WORKFORCE PROGRAM

- **Reporting Reminders:** 24/25 Q2 Reports are **due Feb 28, 2025**
- **Round 5 Closeout:**
 - Performance period ending June 30, 2025.
 - Closeout Webinar on March 17 @ 3pm.
- **Round 7:** Updated Workplans and budgets **due March 14** and the 70% Advance payments will be made once all documentation is received and plans are certified in NOVA.
- **K14 Technical Assistance Provider (TAP) and K12 Pathway Coordinators - Year 7:**
 - Funding Increase
 - Notice of Intent in early March
 - Master Agreement to SBCC Board in May
 - Performance Period: July 1, 2025 - June 30, 2026

REGIONAL COLLABORATION AND COORDINATION (RCC) - ECONOMIC AND WORKFORCE DEVELOPMENT (EWD) - EMPLOYER ENGAGEMENT FUNDING

- **24/25 Year 4 Allocation Advance Payment will be made if the first 18-month allocation has been fully expended and progress made in expending the Year 3, 2023/24 allocation.**
- **REMINDER:** First In First Out (FIFO) – expend earliest allocations first with each allocation year reported on separately.
- **REMINDER:** RCC – EWD grant performance and **expenditure period ends June 30, 2026 for all allocated funding.**