



**CAEP Santa Barbara Adult Education Consortium:  
2023 Semiannual Reporting of Program Deliverables**

**DRAFT**

The CAEP Santa Barbara Adult Education Consortium is committed to providing excellence in adult education programming in order to accelerate transitions to transfer or career success. To this end, it is the Consortium’s overarching goal to 1) to provide excellent programming for adults in a variety of program areas based on proven community needs; 2) to develop student support services specifically tailored to the needs of adult learners to assist in transfer acceleration and career success; 3) to support innovative professional development for staff and faculty; 4) to establish meaningful outcomes captured by various measurements and tools and shared with our stakeholders.

In order to meet these goals, the Santa Barbara Consortium has unanimously agreed that communicating benchmarks allows transparency and provides the Consortium with the data needed to report to the State on the status and implementation of Adult Education programming in our region.

The Consortium has requested members to report the progress of their respective programs in writing and in a public meeting. The data submitted for review and presentation should align with the Consortium approved Request for Proposal and Budget Sheet. The timeline for the submission of the Semi-annual Reporting of Program Deliverables is the following:

<b>DATE</b>	<b>ACTION</b>
Friday, April 14*	1st Report Due from Partners
Wednesday, May 3	Consortium Meeting: Consortium hears Public and Entity Comment and approves 1st Report
Friday, November 17*	2nd Report Due from Partners
Wednesday, December 6	Consortium Meeting: Consortium hears Public and Entity Comment and approves 2nd Report
Wednesday, December 6th	Program Leaders Presentations: Practice of Promise Showcase

\* Reports are posted on the website for Consortium Members, Public & Entity review.

**Instructions:**

- (1) Complete the report below. For existing CAEP SBAEC programs that have multiple CAEP SBAEC grant allocations, one combined report is permissible.
- (2) Once this report is submitted, it will be reviewed by the CAEP SBAE Consortium. Members may be asked for clarification on their report prior to the public meeting presentation.
- (3) Members are expected to make their best efforts to expend funding by the following deadlines:  
 2021- 2023 YR 7, Friday, March 31, 2023  
 2022 -2023 YR 7/8 (carryover allocation) Friday, June 30, 2023  
 2022 -2024 YR 8, Sunday, March 31, 2024

Program Name

Your answer

Primary Contact Name

Your answer

Primary Contact Email

Your answer

Primary Contact Phone

Your answer

Applicable Program Area (select all that apply)

- Basic Skills: Adult High School/GED
- English as a Second Language/Literacy: Noncredit ESL
- Adults in the Workforce: Intergenerational Prep Project to Support K-12 Success
- Adults with Disabilities Research Study
- CTE: Career Skills Institute
- Pre-Apprenticeship Construction Technology Training
- CTE: Short Term Vocational Bridge Program
- Student Support Services

### **I. Summary of Activities**

List and describe your program's progress. It should reflect the goals and objectives listed in your Request for Proposal and Budget Sheet and include (but is not limited to) integrative programming for noncredit pathway bridge courses and certificates, integrative learning strategies, progress update of program working groups and task forces.

Your answer

### **II. Data Reporting: Fall 2022- Present**

1. Current number of noncredit students served Fall 2022, Spring 2023, and Summer 2023 in your program; 2. Current number of students who have completed Career Skills Institute courses to receive a Digital Badge and/or certificate; 3. Number of students who have met with Academic Advisor/Faculty member to discuss a bridge/transfer/employment plan.

Your answer

### III. Budget Narrative

Members are expected to make their best effort to expend funding by the deadlines listed above. The timeline of activities listed on the Request for Proposal and Budget Sheet should reflect expenditures by this deadline. Indicate the percentage of remaining funds for each category and describe your efforts to expend these funds.

Category	Remaining Balance %
1000	
2000	
3000	
4000	
5000	
6000	
Total	

Description of efforts to expend funds:

Your answer

### IV. Marketing Efforts

List and describe marketing and outreach efforts to advertise your program.

Your answer

**V. Complete ONE Practice with Promise.** Please visit the CAEP Practices with Promise webpage for successful submissions at [http://caeppracticeswithpromise.com/showcase\\_successes.asp](http://caeppracticeswithpromise.com/showcase_successes.asp).

The Practices with Promise Showcase is one of the tools provided for the CAEP Adult Education Regional Consortium Program to support stakeholders in developing and sharing best practices. Partners must submit a written or recorded success story or emerging practice that highlights your program. Success stories, testimonials and innovations will be shared on the CAEP website. Stories should include how your program positively changed adult education to better serve the educational needs of adult via regional collaboration in the following ways: integration and student transitions, accelerating students to reach educational or career goals, collaborative and coordinated professional development, leveraging of resources. Please submit short 1 paragraph answers to the following 3 questions: (1) The Challenge: Briefly describe the challenge the user(s) faced. (2) The Solution: What was done to help them overcome the challenge(s)? (3) The Data: What is the proof of the outcome?