

SWP Regional Funds Fiscal Agent Timeline

Month	Process	Notes
January	LA/ OC Regional Plans Due	January 31 st was the deadline- Plans are public and available at the LAOCRC website.
February	Fiscal Agent technical review for LA/OC Plans RSCCD Board approves LA Master Agreement and OC Master Agreement.	Fiscal Agent reviews criteria, sectors, partners, LMI (certified by LAOCRC) and measurable outcomes to ensure compliance to work with the funding terms.
March	Submittal of revised LA/OC Regional Plans, due to modifications identified through technical review. Los Angeles Master Agreement signed by the Los Angeles College Districts. Orange County Master Agreement signed by Orange County College Districts Participation Agreements developed based on the revised LA/OC Regional Plans.	Time for revision if applicable LA/OC develop detailed budgets and work plans using Participation Agreement forms and submit those to the FA and RC by March 15th. The FA works with the colleges on revisions to the Participation Agreements, if needed, and uploads the amount of SWP-RF per college into the CCCCCO's online system by March 31st.
April	Participation Agreements released to the colleges for authorization signatures. Colleges can submit invoices for Q1-Q3, as the Chancellor's Office set 7/1/16 as the start date for the use of funds.	Given CTE EF, which ended 12/31/16, and annual VTEA funds, colleges may have not sizeable expenditures to claim for Regional SWP work for Q1-Q3.
May	Approved Participation Agreements in place for LA and OC Projects.	