

- 7. Director's Update:** (Discussion/Action)
 Director will give updates/information on CAEP, MLACE and/or TE topics.
 a. CAEP Allocation—Preliminary for 25/26 in NOVA
 b. CFAD—Consortium Fiscal Administration Declaration Due May 2nd
 i. Consortium must approve in NOVA on or before May 2nd
 c. MLACE Carryover Policy Revised
- 8. One Time Request and Approval** (Discussion/Action)
 MLACE agency voting members submit one-time requests for programs and professional development according to criteria set by members in the one-time request rubric.
 a. AVAS –Request for End of Year Celebration/Outreach for Fall **Total Request: \$2500**
- 9. Member Updates-** (Discussion)
 a. Members agreed during the March meeting:
 i. Monthly verbal report if member has any new information—no more than 5mins-report out per agency
 ii. Will use the monthly verbal report as record of Member monthly update
 iii. Annual Program Review in October, November and December.
 iv. Annual Plan due on August 15—Euline will remind members in June
- 10. 3-year planning Process and Tasks and Due dates** (Discussion)
 a. Group will go over 3-year plan template—focus on Section 3,4,5
 b. Activities for the 3-year plan should include current and near future
 c. Final Draft Reviewed before May 9th Meeting; final draft approved at June 9th Meeting
- 11. Workgroups**
 a. Consortium members meet to discuss and strategize according to program area. (Discussion)
- 12. Adjournment** Time: First motion/Seconded/Approve: (Action)
 A. **Reminders: Next Meeting Date and Time: May 9 2025 10-1pm**
 B. **CAEP Due Dates:**

May 2025

- **May 2:** CFAD for 2025-26 due in NOVA *
- **May 9:** Consortium Monthly Meeting—final draft of 3-year Plan

June 2025

- **Jun 1:** 24/25 Member Expense Report due in NOVA (Q3)
- **June 9:** Consortium Monthly Meeting (Monday)—approve final draft if revision needed
- **Jun 20:** CAEP Three-Year Plan Due
- **Jun 30:** 24/25 Member Expense Report certified by Consortia in NOVA (Q3) *

- Jun 30: End of Q4

PowerPoint Slide Show - [CAEP FY25-26 Preliminary Allocations & CFAD Overview (1)]



Reminder: Timeline/Deadlines

Deadline:	FY 2024-25 Deliverable
May 2, 2025	CFAD Certification due in NOVA
June 20, 2025	Three-Year Plan ❖ Must be submitted and approved by all members in NOVA
August 15, 2025	Annual Plan ❖ Must be submitted and approved by all members in NOVA
September 1, 2025	Certification of Allocation Amendments due in NOVA
September 30, 2025	<ul style="list-style-type: none"> • Member Workplan & Budget submission • Carryover Compliance Year 2 snapshot assessment
October 30, 2025	Consortium certification of all Member Workplan & Budgets
December 1, 2025	Member Q1 Expenditure Report

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