

7. **Topics for Member Discussion:** (Discussion)
- a. **Review of [Summary of MLACE Activities and Outcomes](#)**—Look at Activities #1 to # 5
8. **Need Member Approval—Members review and vote to approve items.** (Discussion/Action)
- a. [MLACE Policy on Carryover Funds--revision](#)-
9. **Director’s Update:** (Discussion)
- The director will give updates/information on CAEP, MLACE and/or TE topics.
- A. Follow-up from last meeting:**
- Review of Governance: Quick Review of [Survey](#): majority vote, 50% plus one, 2/3 votes or consensus
- B. Highlights from the CCAE Conference April 30-May 2 2026**
1. Updates from State and Federal adult education
 2. Update from CAEP and CAEP-related topics: Metrics and Outcomes 3-year Plan Analysis
10. **Member Update:** (Discussion)
- Members usually give up to 3-minute each update on their agency’s activities and events.
11. **Future Topics of Discussion** (Discussion)
- Open to Members to propose topics or guest speakers for future discussions in the monthly meetings.
- a. Creation of TE Data Review group—what activities will the group focus on?
 - b. TE data review quarterly
12. **Adjournment** Time: First motion/Seconded/Approve: (Action)
- A. Reminders: Next Meeting Date and Time: June 11 2026 10-1pm MCM 1060**
- a. TE Data Review Workgroup or guest speaker in June
 - b. Review of [One-time request and Proposal Form](#)
- B. PAT working Group: Next check in with CAEP TAP June 2 2026**

[CAEP Due Dates: MLACE Schedule:](#)

May 2026

- **May 15 2026—MLACE Meeting (TE Data Review)**
- **May 2:** CFAD for 2026-27 due in NOVA *

June 2026

- **June 8, 2026—MLACE Meeting (EOY TE data and Annual Plan Summary from members)**
- **Jun 1:** 25/26 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q3) *
- **Jun 30:** End of Q4

No meeting in July 2026.

MLACE Meetings August 2026 to June 2027

~~Aug 21st 2026—Possibly no Meeting?~~

August 15—Annual Plan due in NOVA

- **Sep 11th 2026—MLACE Meeting—One-time request proposals due**
 - **Sep 1:** 25/26 Member Expense Report due in NOVA (Q4)
 - **Sep 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q4) *
 - **Sep 30:** 26/27 Member Program Year Budget and Work Plan due in NOVA
 - **Sep 30:** End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm
- **Oct 9th 2026—MLACE Meeting—(Annual Program Review, One-time request proposal approval)**
 - **Oct 30:** 26/27 Member Program Year Budget and Work Plan certified by Consortia in NOVA
 - **Oct 31:** Student data due in TOPSPRO (Q1)
 - **Oct 31:** Employment and Earnings Follow-up Survey
- **Nov 13th 2026-- MLACE Meeting**
 - **Nov 14:** Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.
- **Dec 11 2026—MLACE Meeting—One time request due**
 - **Dec 1:** 26/27 Member Expense Report Due in NOVA (Q1)
 - **Dec 1:** July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
 - **Dec 31:** 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
 - **Dec 31:** End of Q2
- **Jan 22nd 2027—MLACE Meeting—One-time request proposal approval**
 - **Jan 31:** Student Data due in TOPSPRO (Q2)
 - **Jan 31:** Employment and Earnings Follow-up Survey
- ~~**Feb 19th 2027—MLACE Meeting**~~
- **Feb 28:** Possible Preliminary allocations for 2027-28 released by this date.
- **Mar 12th 2027—MLACE Meeting (Review**
 - **Mar 1:** 26/27 Member expense report is due in NOVA. (Q2)
 - **Mar 31:** End of Q3
 - **Mar 31:** 26/27 Member Expense Report certified by Consortia in NOVA (Q2)*
- **Apr 16th 2027—MLACE Meeting—ONE time request proposal approval**
 - **CFAD Review, vote and approval by Consortium members**
 - **Apr 30:** Student Data due in TOPSPRO (Q3)
 - **Apr 30:** Employment and Earnings Follow-up Survey
- ~~**May 14 2027—MLACE Meeting—Possible No meeting?**~~
 - **May 2:** CFAD for 2026-27 due in NOVA *16
- **June 7th 2027—MLACE Meeting**

- End of Program year (June 30th)
 - Submit End of Year DIR in TE (June 15th)
 - Submit Annual Plan Summary (2027) and Goals for 2028
 - **Jun 1:** 26/27 Member Expense Report due in NOVA (Q3)
 - **Jun 30:** 26/27 Member Expense Report certified by Consortia in NOVA (Q3) *
- Jun 30:** End of Q4