

FINANCE COMMITTEE
Wednesday, May 27, 2015
SC Works Clemson Conference Room
3:00 P.M.

AGENDA

- I. Call to Order** **Stephanie Collins**
- II. Approval of March 25, 2015 Minutes* p.1-5** **Stephanie Collins**
- III. PY'15 Budget Overview**
- A. WorkLink Grants **Brandi Runion**
1. PY'15 Allocations p.6
2. Adult, DW, Youth In-House Budget* p.7
- B. Henkels & McCoy Grants
1. Youth Grant* p.8-12 **Kristi King-Brock & Karen Craven**
2. Operator Grant* p.13-14 **Matt Fields**
3. Adult/DW Grant* p.15-19 **Matt Fields**
- IV. PY'14 Budget Overview**
- A. WorkLink Grants **Brandi Runion**
1. Adult, DW, Youth In-House Budget* p.21
- i. Fund Utilization Rate* p.20
2. Insurance Reimbursement from Flood* p.22
- B. Henkels & McCoy Grants **Matt Fields**
1. Adult/DW Grant – Obligations Report, Expenditures thru April, & Mod #5* p.24-27
2. 13DWT01 – Dislocated Worker National Emergency Grant - Mod #1 FYI p.28
3. 13RROJT01 – Rapid Response On the Job Training Grant – Mod #1 FYI p.29
4. Youth Grant – Expenditures thru April & Mod #3 FYI p.30-32 **Kristi & Karen**
- V. Ongoing Grants (RRIWT, IWT, INC, & MiiA) p.33-35** **Brandi Runion**
- VI. Other Business** **Trent Acker**
- A. Adult Ed Grant
- B. AIM Collaboration
- C. SP NEG Grant
- D. Committee Restructure
- VII. Adjourn**

* Requires Vote

UPCOMING MEETINGS:

June 10, 2015– Board Meeting – 1:00 pm – Madren Center
August 26, 2015 – Finance Committee Meeting – 3:00 pm - WorkLink

FINANCE COMMITTEE
Meeting Minutes
March 25, 2015 @ 3:00 pm
SC Works Comprehensive Center, Clemson, SC

Members Present

Stephanie Collins, Chair

David Collins

Ronnie Booth

Members Absent:

Kristi King-Brock

Mike Wallace

Michael Keith

Providers:

Karen Craven

Kal Kunkel

Matt Fields

Staff Present:

Brandi Runion

Patty Manley

Trent Acker

Jennifer Kelly

Sharon Crite

Windy Graham

Guests:

Danny Brothers

Robert Halfacre

I. Call To Order

Stephanie Collins, Chair called the meeting to order and announced the meeting was being recorded for the processing of minutes and that a quorum was present to conduct business of the committee.

II. Approval of Minutes

The minutes from the 01/28/15 meeting were e-mailed with the meeting notice and included in the meeting packet. Chair S. Collins called for any corrections or amendments to the minutes.

ACTION TAKEN: David Collins made a motion to approve the minutes from the January 28, 2015 meeting as submitted, second by Ronnie Booth. The motion carried with a unanimous voice vote.

III. PY'14 Budget Overview

Chair S. Collins deferred to Brandi Runion to provide report on the PY'14 Budget.

I. WorkLink Grants

a. Adult, DW, Youth Overview

Ms. Runion referred to page 6 of the meeting packet and provided an overview of the budget status and in-house expenses stating after accruals through 03/20/15 we have spent 63% out of a goal of 67%. Ms. Runion highlighted several items as follows:

- Travel and Training line items are running low due to staff being unable to attend Symposium due to inclement weather and the Adult/DW CDF training not taking place. Ms. Runion stated this line item needs to remain as is in the event training opportunities become available regarding WIOA and the new CFR regulations being released.
- SC Works Center Costs – nearing the end of the 3rd Quarter in which we will be invoicing DEW approximately \$25,000 for their share of the Facilities costs.
- Strategic Plan costs will be paid to the ACOG once it is finalized.
- Printing costs average \$800-\$900 which is paid quarterly to Morris Business Solutions for copies. After accruals, this line item will increase to 60%.
- Website Hosting & Renewal Fees will increase to 55% after accruals which will include edits in June due to WIOA regulations.
- Memberships, Dues & Professional Fees contain one outstanding membership that Mr. Acker is evaluating. If paid this membership along with accruals this line item will be at 47%.
- Job Fair invoices are continuing to be received for payment. After accruals this line item will be at 29%.
- IT/Maintenance & Support – currently we are not having a big need for support and are only paying the email hosting and anti-virus fees. After accruals this line item will be at 46%.
- Outreach was combined with the Job Fair outreach efforts so there will be some Job Fair outreach expenses included in this line item. The Outreach Committee will convene again soon to discuss additional efforts going forward with the implementation of WIOA.

1) Fund Utilization Rate

Ms. Runion referred page 7 and provided an update of the FUR through February 2015 stating we are currently on track to spend at least 70% by the end of June 2015.

Also on page 7 is the Indirect Costs of \$104,802 that we have paid to the ACOG through February 2015 which is 45.59% for the Program Year.

II. Henkels & McCoy

a. Adult/DW Grant – Mod #4

Ms. Runion referred to page 8 which shows the Adult/DW Grant expenditures through February 2015 stating the Adult expenditure rate is 60.88% out of a goal of 60% and the DW expenditure rate is 48.60% out of a goal of 60%. Ms. Runion added the DW expenditures will decrease some in March due to moving some participants that have been identified for the DWT NEG grant that will end 6/30/15. Ms. Runion called attention to the Adult expenditure rate for Transportation which is currently at 99.82%.

Ms. Runion reported there is a modification request included in the packet for the Henkels & McCoy Adult/DW Grant and is provided as information.

Ms. Runion referred to the additional pages included in the back of the meeting folder reporting that the modification is requesting to move the following funds in the Adult Fund stream: \$7,000 from Tuition, \$1,482 from Childcare and \$1,515 from Training Support Materials for a transfer of \$9,997 into the Transportation line item.

Ms. Runion also referred to the Obligations Report attached for the Committees review and noted that if \$7,000 is taken from the Adult Tuition line item, that there will be \$9,307.50 remaining to be obligated for training for the remainder of the program year. Ms. Runion deferred to Jennifer Kelly to provide a brief explanation of the effects for transferring the funds out of Tuition and/or did not add funds to Transportation.

Ms. Kelly stated Supportive Services are typically Child Care, Training Materials, and can be Transportation. In this case we're specifically speaking to the need for transportation assistance for those going to and from an approved training class who meet the income guideline. This supports participants who are low income, who are enrolled in an approved training and allows them to continue the training class. The issue to address is to use the funds for training possibly two additional folks or keep those currently enrolled and in training a little longer and hopefully get good performance outcome from them.

ACTION TAKEN: Ronnie Booth made a motion to approve the modification request in the Adult Fund stream to transfer \$7,000 from Tuition, \$1,482 from Childcare, and \$1,515 from Training Support Materials to increase Transportation by \$9,997 as presented, second by David Collins. The motion carried with a unanimous voice vote.

b. 13DWT01 – Dislocated Worker National Emergency Grant

Ms. Runion referred to page 9 stating this grant runs through 06/30/15 and is showing total of 50.37% spent. There are some OJT payments that have not been received against this grant and there have been additional participants identified to transfer into this grant from DW which will be occurring on the March invoice.

c. 13RROJT01

Ms. Runion referred to page 10 which shows the RROJT Grant given to Henkels & McCoy stating it has been noted that the Staff Travel line item has gone slightly over budget and that Henkels & McCoy is looking into other line items that funds can be moved from such as Consumable Supplies, Communications, and Staff Computer leases. This transfer of funds will come from the Operating Expense category and will be approved by the Executive Director but will not need a vote from the Finance Committee.

d. Youth Grant

Ms. Runion referred to page 11 which is Henkels & McCoy the Youth Grant through February 2015 and shows they are currently at 59.2%. Ms. Runion stated this grant is going well and Henkels & McCoy is on target to meet the 93% expenditure rate by 6/30/15.

IV. Ongoing Grants

I. Rapid Response Incumbent Worker Training Grants

On page 12, Ms. Runion reported on the 4 current RR IWT Grants:

- Kroeger Marine's application for an extension was not granted by the State because they had the grant and opportunity to complete training for a year. We are working with company representative to wrap up any outstanding expenditure's prior to final close out of this grant. Any unused funds will be retained by the State.
- Roylco and Alfmeier, Fredrichs, & Rath, and Ulbrich Precision Flatwire all have trainings ongoing in various stages.

II. 14IWT01 – Local Incumbent Worker Training Grant

Ms. Runion referred to page 13 which shows the breakdown of the 10 companies the IWT funds were awarded to stating we are in constant contact with these companies to ensure their trainings are completed by 4/30/15. Ms. Runion reminded the Committee this 4/30/15 date was put in place to ensure the funds could be awarded to another company to provide training prior to 6/30/15 in the event the original company was unable to complete their training. Several companies have trainings in progress and one company has requested an extension of 5/15/15 on order to complete training. Ms. Runion added we will not know the complete details of these awards until the trainings are completed and reimbursements requested.

III. 14INC01 – Incentive Grant

Ms. Runion reported this grant is ongoing and will end 6/30/15. These funds will be used for ADA upgrades that are not covered by the Insurance Reimbursement funds.

IV. Make It In America (MiiA) Grant

Ms. Runion referred to page 14 stating monitoring was completed in March. This grant is from DOL and ends 9/30/16 and is proceeding well at this point.

V. Insurance Reimbursement from Flood

Ms. Runion referred to page 15 which shows the balance of the insurance reimbursement funds in the amount of \$4,142.41 stating the \$285 obligated is to have brail added to signage here at the Comprehensive Center. Ms. Runion also reminded the Committee these funds have been approved for ADA item upgrades and deferred to Mr. Acker to provide update.

Mr. Acker reported there are two main items that need addressing:

1. Appropriately modify the entrance for access via wheelchair. The current issue is the ramp access being between the wall and the brick column causing us to be approximately 1 ½ - 2 inches out of compliance. This will require removing the brick and replacing it with something smaller. In additions, there will need to be a modification to the entrance door itself.
2. Modifications will be needed to enlarge one of the restrooms on the SC Works side of the building and to bring it in compliance for accessibility per ADA requirements.

Mr. Acker further reported that he and Windy Graham met with Neil Workman of Trehel and architect, Christine Tedesco to discuss and assess these needs and what he is willing to put into the modifications as

the building owner and are waiting on feedback from Mr. Workman to move forward. Ultimately the plan is to come together with viable options and get some recognition from DEW stating yes this will resolve the issues then set about making the modifications.

VI. WIOA Update

Mr. Acker provided an update stating the Board recently voted to merge the Business Partnerships Committee and the Workforce Skills & Education Committee to form the OneStop Operations Committee adding there will continue to be two business components of the committee. Mr. Acker further stated under WIOA, the makeup and structure of our committees will change as required by the State as well as what will be most functional based on the number of Board member we have. We will have the following four standing Committees: OneStop Operations Committee; Finance Committee; Youth Committee; and Disabilities Committee. At the direction of the Executive Committee or Board Chair, there will be some Committee reassignments and as a practical function, ad hoc Committee members will have to re-apply.

Functionally after 7/1/15, we will be a new Board and will need to convene an organizational meeting of a new Board, approval of By-Laws, and all things associated. Committees will also have to have organizational meeting, approving new members, etc.

Mr. Acker reported on attending the Anderson County Council meeting on 3/17/15 to present the Resolution that would allow the chairman, Mr. Dunn's signature on both the Consortium Agreement associated with applying as Anderson-Oconee-Pickens Counties again and the Petition for Designation. Mr. Acker will be attending the Pickens County Council meeting and the Oconee County Council meeting on April 6th & 7th for the same process. Once this is done, the County Council Chairs will finalize Board membership under the new requirements.

Other Business

Mr. Acker reported that Reneé Murdock accepted a position 3/17/15 with Vocational Rehabilitation in Anderson in Business Services. We are evaluating that position and job description and will post soon.

VIII. Adjournment

With no further business to discuss, the meeting was adjourned at 3:38pm.

Respectfully submitted by: Patty Manley, Office Manager

PY14 Allocations Compared to PY13

Adult					DW				Youth				Total			

	664,418.00		502,569.00		714,295.00					
*Funds not received from SCDEW yet	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total			
PY'15 Allocations Estimate	597,976	66,442	452,312	50,257	642,866	71,430	1,881,282			
Transfer of funds	290,611	-	(290,611)	-	-	-	-			
PY'14 Carryover	175,109	15,343	32,029	16,319	283,382	12,488	534,670			
	1,063,696	81,785	193,731	66,576	926,248	83,918	2,415,952			
Service Providers										
Henkels & McCoy - Adult/DW Services	704,846	-	124,385	-	-	-	829,230	1,041,808	(212,578)	
Henkels & McCoy - Operator	76,500	-	13,500	-	-	-	90,000	408,192	(318,192)	
Henkels & McCoy - Youth	-	-	-	-	700,000	-	700,000	800,000	(100,000)	
OJT	32,000	-	8,000	-	-	-	40,000	-	40,000	
Undesignated Funds	2,022	9,243	2,648	4,929	55,626	10,732	85,199	534,670	(449,471)	
Total Pass-Through Contracts	815,367	9,243	148,532	4,929	755,626	10,732	1,744,429	2,784,670	(1,040,241)	
Total Revenue after Obligations	248,328	72,541	45,198	61,647	170,622	73,186	671,523			
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	PY'14	Net Change	
In-House Expenses										
Salaries, Fringe, & Indirect	192,701	54,381	34,929	44,896	152,858	54,381	534,145	617,342	(83,197)	-13.48%
SC Works Centers & Satellites Facility Costs	160,437	5,157	28,453	4,467	10,667	5,157	214,338	226,950	(12,612)	-5.56%
Payment from SCDEW for Facilities	(106,815)		(18,850)				(125,665)	(113,897)	(11,768)	10.33%
Travel	930	248	232	264	967	264	2,905	8,000	(5,095)	-63.69%
AOP BIS Transportation					5,000		5,000	10,000	(5,000)	-50.00%
Strategic Plan (not in PY15)							-	7,950	(7,950)	-100.00%
Supplies - Consumable & Non-Consumable		680		640		680	2,000	3,190	(1,190)	-37.30%
Consulting							-	210	(210)	-100.00%
Insurance (Combined from PY14)		2,916		2,744		2,916	8,576	8,834	(259)	-2.93%
Postage		170		170		160	500	650	(150)	-23.08%
Printing		1,834		1,833		1,833	5,500	5,500	-	0.00%
Web Site Hosting & Renewal Fees		2,600		2,000		2,600	7,200	7,080	120	1.69%
Memberships, Dues, & Prof Fees		1,000		1,075		1,075	3,150	3,125	25	0.80%
Training	576	48	144	51	630	51	1,500	5,700	(4,200)	-73.68%
Job Fair / Hiring Event Expenses							-	18,000	(18,000)	100.00%
R&M & Gas - WIA Car		835		835		830	2,500	2,500	-	0.00%
IT Maint/Support (WIB Only)		1,600		1,600		1,500	4,700	4,700	-	0.00%
Outreach (SC Works Center's Only)							-	15,000	(15,000)	-100.00%
Meeting Expense (Madren Center & Other)	500	1,073	290	1,073	500	1,740	5,175	5,175	-	0.00%
Total In-House	248,328	72,541	45,198	61,647	170,622	73,186	671,523	836,009	(164,486)	-19.68%

WORKFORCE INVESTMENT BOARD									
WorkLink Workforce Investment Area									
GRANT BUDGET SUMMARY									
Service Provider		Henkels & McCoy, Inc.		Contract #					
Project/Activity		Palmetto Youth Connections		Funding Source		WIOA Youth		Modification #	
CATEGORIES				Out-of-School Youth	In-School Youth	Administration	Non-Administration	Total Budget Amount	
STAFF COSTS (Salaries & Fringe Benefits)				\$ 304,620	\$ 6,860		\$ 311,480	\$ 311,480	
Work Experience Staff Salary & Fringe				\$ 98,393	\$ 2,216		\$ 100,609	\$ 100,609	
OPERATING COSTS				\$ 38,645	\$ -		\$ 38,645	\$ 38,645	
TRAINING COSTS				\$ 61,281			\$ 61,281	\$ 61,281	
Work Experience Stipends				\$ 40,920	\$ 12,936		\$ 53,856	\$ 53,856	
SUPPORTIVE SERVICE COSTS				\$ 20,062	\$ -		\$ 20,062	\$ 20,062	
Training Transportation				\$ 10,800	\$ 1,200		\$ 12,000	\$ 12,000	
Work Experience Transportation				\$ 2,700	\$ 300		\$ 3,000	\$ 3,000	
Training Support Materials				\$ 675	\$ 75		\$ 750	\$ 750	
Work Experience Support Materials				\$ 1,125	\$ 125		\$ 1,250	\$ 1,250	
Training Fees/ Profit				\$ 23,169	\$ 948		\$ 24,117	\$ 24,117	
Audit Fee				\$ 4,514	\$ 185		\$ 4,698	\$ 4,698	
Indirect Costs				\$ 65,568	\$ 2,684		\$ 68,252	\$ 68,252	
Total Budget Costs				\$ 672,471	\$ 27,529	\$ -	\$ 700,000	\$ 700,000	
Percentage of Budget				96%	4%		100.00%		
Work Experience Cost (20% of overall budget \$140,000)				\$ 143,138					
				21%					

SALARIES, FRINGE BENEFITS, & INDIRECT COST					Out-of-School Youth		In-School Youth			NON-ADMINISTRATIVE	
Staff Salaries:	Salary	No. of	% of	TOTAL	Youth		Youth		ADMINISTRATION	ADMINISTRATIVE	
Position Title	Per Month	Months	Time	AMOUNT	%	Amount	%	Amount	%	Amount	Amount
TOTAL SALARIES				\$311,480.00		\$304,620.16		\$6,859.84		\$0.00	\$311,480.00
FRINGE BENEFITS:											
FICA		X	7.65%	\$23,828.22		\$23,303.44		\$524.78		\$0.00	\$23,828.22
Workers Comp.		X	0.33%	\$1,027.88		\$1,005.25		\$22.64		\$0.00	\$1,027.88
Health & Wealth (Pos. Level)		X	18.16%	\$56,565.60		\$55,319.83		\$1,245.77		\$0.00	\$56,565.60
Ret. / Pension		X	0.00%	\$0.00						\$0.00	\$0.00
Unemployment Insurance (State & Federal)		X	3.14%	\$9,780.47		\$9,565.07		\$215.40		\$0.00	\$9,780.47
Other (Specify): General Liability Insurance		X	3.02%	\$9,406.70		\$9,199.53		\$207.17		\$0.00	\$9,406.70
TOTAL FRINGE BENEFITS			32.30%	\$100,608.87		\$98,393.13		\$2,215.75		\$0.00	\$100,608.87
INDIRECT COST: RATE		X	11.32%	\$68,251.95	96%	\$65,567.80	4%	\$2,684.15		\$0.00	\$68,251.95
TOTAL COST				\$480,340.83		\$468,581.09		\$11,759.74		\$0.00	\$480,340.83

Categories & Line Items	Total Cost	OUT-OF-SCHOOL YOUTH	IN-SCHOOL YOUTH	Administration	Non-Administration
OPERATING COSTS					
1.2 Staff Expendable Supplies & Materials	\$ 2,400	\$ 2,400	\$ -		\$ 2,400
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	\$ 600	\$ 600	\$ -		\$ 600
1.4 Copy & Print Expenses	\$ 2,400	\$ 2,400	\$ -		\$ 2,400
1.5 Communications (Phone, Fax, Internet, etc.)	\$ 9,465	\$ 9,465	\$ -		\$ 9,465
1.6 Staff Travel					
Local Mileage cost	\$ 6,397	\$ 6,397	\$ -		\$ 6,397
Non-Local Mileage cost	\$ 1,600	\$ 1,600	\$ -		\$ 1,600
Non-Local Per Diem/Lodging Cost	\$ 2,000	\$ 2,000	\$ -		\$ 2,000
1.7 Staff Training / Technical Services Costs (Conf, Training, etc.)	\$ 2,400	\$ 2,400	\$ -		\$ 2,400
1.8 Non-Expendable Equipment Purchases (Computers, software, etc.)					
Non-Expendable Equipment Purchases (Computer Leases)	\$ 9,938	\$ 9,938	\$ -		\$ 9,938
1.9 Postage (Stamps, FedEx, etc.)	\$ 1,445	\$ 1,445	\$ -		\$ 1,445
TOTAL OPERATING COSTS	\$ 38,645	\$ 38,645	\$ -	\$ -	\$ 38,645
TRAINING COSTS					
2.1 WI Customer Supplies & Materials Costs	\$ 515	\$ 515	\$ -		\$ 515
2.2 WI Customer Book Costs	\$ 2,500	\$ 2,500	\$ -		\$ 2,500
2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	\$ 11,700	\$ 11,700	\$ -		\$ 11,700
WI Customer Individualized Training Costs					
2.5 Tuition Cost (Adult Education Skill Upgrade & GED)	\$ 17,000	\$ 17,000	\$ -		\$ 17,000
2.6 Individual Training Account/Voucher Cost	\$ 25,726	\$ 25,726	\$ -		\$ 25,726
2.9 WI Customer Work Experience Costs					
Reimbursable Stipends	\$ 53,856	\$ 40,920	\$ 12,936		\$ 53,856
2.11 Software Licenses	\$ 3,840	\$ 3,840	\$ -		\$ 3,840
TOTAL TRAINING COSTS	\$ 115,137	\$ 102,201	\$ 12,936	\$ -	\$ 115,137
SUPPORTIVE SERVICES COSTS					
3.1 WI Customer Incentives (Youth Only)	\$ 18,019	\$ 18,019	\$ -		\$ 18,019
3.2 WI Customer Transportation Costs					
3.2 Training Transportation	\$ 12,000	\$ 10,800	\$ 1,200		\$ 12,000
3.2 Work Experience Transportation	\$ 3,000	\$ 2,700	\$ 300		\$ 3,000
3.3 WI Customer Childcare Costs	\$ 543	\$ 543	\$ -		\$ 543
3.4 Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)					
3.4 Training Support Materials	\$ 750	\$ 675	\$ 75		\$ 750
3.4 Work Experience Support Materials	\$ 1,250	\$ 1,125	\$ 125		\$ 1,250
3.5 WI Customer Emergency Assistance (Rent, Car Repair, etc.)	\$ 1,500	\$ 1,500	\$ -		\$ 1,500
TOTAL SUPPORTIVE SERVICES COSTS	\$ 37,062	\$ 35,362	\$ 1,700	\$ -	\$ 37,062
TRAINING/PROFESSIONAL FEES/PROFIT					
4.1 Profit (Professional Fee - 5%) Can be tied to Performance	\$ 24,117	\$ 23,169	\$ 948		\$ 24,117
4.2 Audit Fee	\$ 4,698	\$ 4,514	\$ 185		\$ 4,698
TOTAL FEES / PROFIT COSTS	\$ 28,816	\$ 27,682	\$ 1,133	\$ -	\$ 28,816

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

CLIENT FLOW PROJECTIONS

Service Provider	Henkels & McCoy, Inc.			Contract #	
Project/Activity	Palmetto Youth Connections			Fund Source	WIOA
				Mod #	
Period	Clients Served			Clients Exited	Active
	Carryover	New	Cumulative	Cumulative	Clients
July-15	95	5	100	10	90
August-15	90	10	100	10	90
September-15	90	10	100	10	90
October-15	90	5	95	10	85
November-15	85	5	90	10	80
December-15	80	5	85	10	75
January-16	75	10	85	10	75
February-16	75	10	85	10	75
March-16	75	5	80	10	70
April-16	70	5	75	5	70
May-16	70	5	75	10	65
June-16	65	5	70	10	60
Carryovers	95	80			
New Enrollments	80				
Follow-up Cases	70				
Total Served	245				
Planned Carryovers	60				
Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited					
Option to Serve In-School Youth.					

BUDGET NARRATIVE

LINE ITEMS	Brief Description	Budget Amount
Staff Salaries & Fringe Benefits		
Youth	See Section E of the Proposal	\$412,088.87
Adult - Operating Expenses		
1.2 Staff Consumable Supplies	Consummable office supplies for staff.	\$2,400.00
1.3 Advertising, Outreach	Minimal amount for outreach materials, primarily internal brochure and flyer development.	\$600.00
1.4 Copy, Print	Copier, ink & toner costs for staff and facilities.	\$2,400.00
1.5 Communications	Cell phone and toll free fax number costs for staff.	\$9,465.40
1.6 Staff Travel	Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training.	\$9,997.00
1.7 Staff Conferences, Training	Planned costs for staff development training and or conference attendance.	\$2,400.00
1.8 Staff Computer Leases	Annual leases for staff computers, printers, IT support and associate software licenses.	\$9,937.92
1.9 Postage	Postage Stamps and FedEx charges for the project.	\$1,445.00
Training Services		
2.1 Participant Supplies	Participant supplies for training programs	\$514.57
2.2 Participant Books	Participant books costs for training programs.	\$2,500.00
2.3 Credential Exam Fees (NRF, C.N.A, GED, etc.)	Costs for Exams such as GED, WorkKeys Re-T tests, National Certifications and/or Credentials.	\$11,700.00
2.5 Tuition (Adult Education)	Tuition to attend Adult Education Programs.	\$17,000.00
2.6 Tuition (College or Vocational)	Tuition to attend College Vocational Training Programs.	\$25,726.00
2.9 Work Experience	Wages for participants to participate in Work Experience.	\$53,856.00
2.10 Awards / Events	Participant awards programs (i.e. Graduation Events)	\$0.00
2.11 Software Licenses	Remedial Software Licenses	\$3,840.00
Supportive Services		
3.1 Participant Incentives (Skill Invoices)	Incentives for participants. See Skill Invoice in Exhibit D.	\$18,018.75
3.2 Transportation	Transportation costs for program participants in accordance with the WorkLink WIB Supportive Services Policy.	\$15,000.00
3.3 Childcare	Childcare costs for program participants in accordance with the WorkLink WIB Supportive Services Policy.	\$542.95
3.4 Training Support Materials	Training related items for Participants (i.e. Drug Screens, Physicals, Uniforms, etc.)	\$2,000.00
3.5 Emergency Assistance	Participant Emergency assistance in accordance with the WIB Supportive Services Policy.	\$1,500.00
Other Direct Costs		
Indirect (11.32%)	11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually.	\$68,251.95
Audit Fee (.07%)	The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards.	\$4,698.29
Profit (4%)	H&M is willing to establish Performance Based Payments for our Profit.	\$24,117.30
		\$700,000.00

WorkLink PYC Budget Comparison					
		PY14 Budget Mod 3		PY15 Budget Proposed	Amt of Inc or Dec
Slot Level		185		175	(10)
Sub-Total of Staff Costs		\$ 322,673.76		\$ 311,480.00	\$ (11,193.76)
Sub-Total Fringe:	32.65%	\$ 105,357.27	32.30%	\$ 100,608.87	\$ (4,748.40)
Operating Costs					
1.1 Facility, Utilities, Maintennace		\$ -		\$ -	\$ -
1.2 Staff Consummable Supplies		\$ 4,500.00		\$ 2,400.00	\$ (2,100.00)
1.3 Advertising, Outreach		\$ 4,100.40		\$ 600.00	\$ (3,500.40)
1.4 Copy, Print		\$ 3,180.00		\$ 2,400.00	\$ (780.00)
1.5 Communications		\$ 10,580.80		\$ 9,465.40	\$ (1,115.40)
1.6 Staff Travel		\$ 16,185.91		\$ 9,997.00	\$ (6,188.91)
1.7 Staff Conferences, Training		\$ 3,900.00		\$ 2,400.00	\$ (1,500.00)
1.8 Staff Computer Leases		\$ 8,644.13		\$ 9,937.92	\$ 1,293.79
1.9 Postage		\$ 3,492.50		\$ 1,445.00	\$ (2,047.50)
Sub-Total Operating		\$ 54,583.74		\$ 38,645.32	\$ (15,938.42)
Training					
2.1 Participant Supplies		\$ 8,325.00		\$ 514.57	\$ (7,810.43)
2.2 Participant Books		\$ 5,985.00		\$ 2,500.00	\$ (3,485.00)
2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.)		\$ 12,925.00		\$ 11,700.00	\$ (1,225.00)
2.4 TABE Testing Materials		\$ 1,825.00		\$ -	\$ (1,825.00)
2.5 Tuition (Adult Education)		\$ 38,758.40		\$ 17,000.00	\$ (21,758.40)
2.6 Tuition (College or Vocational)		\$ 46,624.00		\$ 25,726.00	\$ (20,898.00)
2.9 Work Experience		\$ 27,720.00		\$ 53,856.00	\$ 26,136.00
2.10 Awards / Events		\$ 1,600.00		\$ -	\$ (1,600.00)
2.11 Software Licenses		\$ 6,840.00		\$ 3,840.00	\$ (3,000.00)
Sub-Total Training		\$ 150,602.40		\$ 115,136.57	\$ (35,465.83)
Supportive Services					
3.1 Participant Incentives (Skill Invoices)		\$ 37,114.14		\$ 18,018.75	\$ (19,095.39)
3.2 Transportation		\$ 24,300.00		\$ 15,000.00	\$ (9,300.00)
3.3 Childcare		\$ 240.00		\$ 542.95	\$ 302.95
3.4 Training Support Materials		\$ 2,000.00		\$ 2,000.00	\$ -
3.5 Emergency Assistance		\$ 1,750.00		\$ 1,500.00	\$ (250.00)
Sub-Total of Supportive Services		\$ 65,404.14		\$ 37,061.70	\$ (28,342.44)
Sub-Total of Contract Costs		\$ 698,621.31		\$ 602,932.46	\$ (95,688.85)
Indirect Cost & Fees					
Training Fee (Profit)	5.00%	\$ 34,931.08	4.00%	\$ 24,117.30	\$ (10,813.78)
Indirect Cost	8.75%	\$ 61,129.36	11.32%	\$ 68,251.95	\$ 7,122.59
Audit Fee	0.70%	\$ 5,318.25	0.70%	\$ 4,698.29	\$ (619.96)
Sub-Total of Indirect & Fees		\$ 101,378.69		\$ 97,067.54	\$ (4,311.15)
		\$ 800,000.00		\$ 700,000.00	\$ (100,000.00)

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc. Contract # _____

Project/Activity SC Works Operator Funding Source WIOA Adult & DLW Formula Funds Modification # _____

CATEGORIES	ADULT	DLW	Administration	Non-Administration	Total Budget Amount
STAFF COSTS (Salaries & Fringe Benefits)	\$ 60,618	\$ 10,697		\$ 71,315	\$ 71,315
OPERATING COSTS	\$ 5,274	\$ 931		\$ 6,205	\$ 6,205
TRAINING COSTS	\$ -	\$ -		\$ -	\$ -
SUPPORTIVE SERVICE COSTS	\$ -	\$ -		\$ -	\$ -
Training Fees/Professional Fees/ Profit	\$ 3,149	\$ 556		\$ 3,705	\$ 3,705
Indirect Costs	\$ 7,459	\$ 1,316		\$ 8,775	\$ 8,775
Total Budget Costs	\$ 76,500	\$ 13,500	\$ -	\$ 90,000	\$ 90,000
Percentage of Budget	85%	15%		100%	
Cost Limitations			2% Maximum	At least 98%	100%

STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST				ADULT		DLW		ADMINISTRATION		NON-ADMINISTRATION	
Staff Salaries: Position Title	Salary Per Month	No. of Months	% of Time	TOTAL AMOUNT	%	Amount	%	Amount	%	Amount	%
TOTAL SALARIES				\$ 52,662.48		\$ 44,763.11		\$ 7,899.37			\$ 52,662.48
FRINGE BENEFITS:											
Health Insurance		X	21.29%	\$ 11,211.20	85.00%	\$ 9,529.52	15.00%	\$ 1,681.68		100%	\$ 11,211.20
FICA		X	7.65%	\$ 4,028.68	85.00%	\$ 3,424.38	15.00%	\$ 604.30		100%	\$ 4,028.68
State UEC-SUI		X	3.02%	\$ 1,590.41	85.00%	\$ 1,351.85	15.00%	\$ 238.56		100%	\$ 1,590.41
FUT		X	0.12%	\$ 63.19	85.00%	\$ 53.72	15.00%	\$ 9.48		100%	\$ 63.19
SC WC		X	0.32%	\$ 168.52	85.00%	\$ 143.24	15.00%	\$ 25.28		100%	\$ 168.52
Public-General Liability		X	3.02%	\$ 1,590.41	85.00%	\$ 1,351.85	15.00%	\$ 238.56		100%	\$ 1,590.41
TOTAL FRINGE BENEFITS				\$ 18,652.41		\$ 15,854.55		\$ 2,797.86			\$ 18,652.41
INDIRECT COST: RATE	\$ 77,519.89	X	11.32%	\$ 8,775.25	85.00%	\$ 7,458.96	15.00%	\$ 1,316.29		100%	\$ 8,775.25
TOTAL COST				\$ 80,090.14	85.00%	\$ 68,076.62	15.00%	\$ 12,013.52		100%	\$ 80,090.14

Categories & Line Items	Total Cost	ADULT	DLW	Non-Administration
OPERATING COSTS				
1.1 Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -	\$ -
1.2 Staff Expendable Supplies & Materials	\$ 600	\$ 510	\$ 90	\$ 600
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	\$ -	\$ -	\$ -	\$ -
1.4 Copy & Print Expenses	\$ 301	\$ 256	\$ 45	\$ 301
1.5 Communications (Phone, Fax, Internet, etc.)	\$ 1,396	\$ 1,186	\$ 209	\$ 1,396
1.6 Staff Travel				
Local Mileage cost	\$ 1,670	\$ 1,420	\$ 251	\$ 1,670
Non-Local Mileage cost	\$ 360	\$ 306	\$ 54	\$ 360
Non-Local Per Diem/Lodging Cost	\$ 240	\$ 204	\$ 36	\$ 240
1.7 Staff Training / Technical Services Costs (Conf, Training, etc.)	\$ 120	\$ 102	\$ 18	\$ 120
1.8 Non-Expendable Equipment Purchases (Computers, software, etc.)				
Non-Expendable Equipment Purchases (Computer Leases)	\$ 1,098	\$ 934	\$ 165	\$ 1,098
Wide Area Network (WAN) Equipment and Computer Software	\$ 300	\$ 255	\$ 45	\$ 300
1.9 Postage (Stamps, FedEx, etc.)	\$ 120	\$ 102	\$ 18	\$ 120
TOTAL OPERATING COSTS	\$ 6,205	\$ 5,274	\$ 931	\$ 6,205
TRAINING/PROFESSIONAL FEES/PROFIT				
4.1 Profit (Professional Fee - 5%) Can be tied to Performance	\$ 3,101	\$ 2,636	\$ 465	\$ 3,101
4.2 Audit Fee	\$ 604	\$ 513	\$ 91	\$ 604
TOTAL FEES / PROFIT COSTS	\$ 3,705	\$ 3,149	\$ 556	\$ 3,705

BUDGET NARRATIVE

LINE ITEMS	Brief Description	Budget Amount
Staff Salaries & Fringe Benefits		
Adult (85%)	See Staffing Plan - Section II-B-1 of Proposal	\$60,617.66
Dislocated Worker (15%)	See Staffing Plan - Section II-B-1 of Proposal	\$10,697.23
Adult - Operating Expenses	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
1.2 Staff Consumable Supplies	Consummable office supplies for staff.	\$600.00
1.3 Advertising, Outreach		\$0.00
1.4 Copy, Print	Copier, ink & toner costs for staff and facilities.	\$301.08
1.5 Communications	Cell phone and toll free fax number costs for staff.	\$1,395.68
1.6 Staff Travel	Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training.	\$2,270.00
1.7 Staff Conferences, Training	Planned costs for staff development training and or conference attendance.	\$120.00
1.8 Staff Equipment / Computer Leases / Software	Annual leases for staff computers, printers, IT support and associate software licenses.	\$1,398.24
1.9 Postage	Postage Stamps and FedEx charges for the project.	\$120.00
Other Direct Costs	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
Indirect (11.32%)	11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually.	\$8,775.25
Audit Fee (.07%)	The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards.	\$604.07
Profit (4%)	H&M is willing to establish Performance Based Payments for our Profit.	\$3,100.80
		\$90,000.00

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc.

Contract # _____

Project/Activity SC Works Adult-DW Services

Funding Source WIOA Adult & DLW Formula Funds

Modification # _____

CATEGORIES	ADULT	DLW	Administration	Non-Administration	Total Budget Amount
STAFF COSTS (Salaries & Fringe Benefits)	\$ 345,644	\$ 60,996		\$ 406,641	\$ 406,641
OPERATING COSTS	\$ 48,239	\$ 8,513		\$ 56,752	\$ 56,752
TRAINING COSTS	\$ 208,973	\$ 36,878		\$ 245,850	\$ 245,850
SUPPORTIVE SERVICE COSTS	\$ 4,250	\$ 750		\$ 5,000	\$ 5,000
Training Fees/Professional Fees/ Profit	\$ 29,015	\$ 5,120		\$ 34,135	\$ 34,135
Indirect Costs	\$ 68,724	\$ 12,128		\$ 80,852	\$ 80,852
Total Budget Costs	\$ 704,845	\$ 124,384	\$ -	\$ 829,230	\$ 829,230
Percentage of Budget	85%	15%		100%	
Cost Limitations			2% Maximum	At least 98%	100%

STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST				ADULT		DLW		ADMINISTRATION		NON-ADMINISTRATION	
Staff Salaries: Position Title	Salary Per Month	No. of Months	% of Time	TOTAL AMOUNT	%	Amount	%	Amount	%	Amount	%
TOTAL SALARIES				\$ 291,998.72		\$ 248,198.91		\$ 43,799.81			\$ 291,998.72
FRINGE BENEFITS:											
Health Insurance		X	25.13%	\$ 73,382.40	85.00%	\$ 62,375.04	15.00%	\$ 11,007.36		100%	\$ 73,382.40
FICA		X	7.65%	\$ 22,337.90	85.00%	\$ 18,987.22	15.00%	\$ 3,350.69		100%	\$ 22,337.90
State UEC-SUI		X	3.02%	\$ 8,818.36	85.00%	\$ 7,495.61	15.00%	\$ 1,322.75		100%	\$ 8,818.36
FUT		X	0.12%	\$ 350.40	85.00%	\$ 297.84	15.00%	\$ 52.56		100%	\$ 350.40
SC WC		X	0.32%	\$ 934.40	85.00%	\$ 794.24	15.00%	\$ 140.16		100%	\$ 934.40
Public-General Liability		X	3.02%	\$ 8,818.36	85.00%	\$ 7,495.61	15.00%	\$ 1,322.75		100%	\$ 8,818.36
TOTAL FRINGE BENEFITS				\$ 114,641.82		\$ 97,445.55		\$ 17,196.27			\$ 114,641.82
INDIRECT COST: RATE	\$ 714,242.40	X	11.32%	\$ 80,852.24	85.00%	\$ 68,724.40	15.00%	\$ 12,127.84		100%	\$ 80,852.24
TOTAL COST				\$ 487,492.78	85.00%	\$ 414,368.86	15.00%	\$ 73,123.92		100%	\$ 487,492.78

Categories & Line Items	Total Cost	ADULT	DLW	Non-Administration
OPERATING COSTS				
1.1 Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -	\$ -
1.2 Staff Expendable Supplies & Materials	\$ 4,087	\$ 3,474	\$ 613	\$ 4,087
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	\$ 1,100	\$ 935	\$ 165	\$ 1,100
1.4 Copy & Print Expenses	\$ 4,560	\$ 3,876	\$ 684	\$ 4,560
1.5 Communications (Phone, Fax, Internet, etc.)	\$ 6,469	\$ 5,498	\$ 970	\$ 6,469
1.6 Staff Travel				
Local Mileage cost	\$ 16,068	\$ 13,658	\$ 2,410	\$ 16,068
Non-Local Mileage cost	\$ 1,800	\$ 1,530	\$ 270	\$ 1,800
Non-Local Per Diem/Lodging Cost	\$ 3,000	\$ 2,550	\$ 450	\$ 3,000
1.7 Staff Taining / Technical Services Costs (Conf, Training, etc.)	\$ 3,600	\$ 3,060	\$ 540	\$ 3,600
1.8 Non-Expendable Equipment Purchases (Computers, software, etc.)				
Non-Expendable Equipment Purchases (Computer Leases)	\$ 7,188	\$ 6,110	\$ 1,078	\$ 7,188
Wide Area Network (WAN) Equipment and Computer Software	\$ 6,480	\$ 5,508	\$ 972	\$ 6,480
1.9 Postage (Stamps, FedEx, etc.)	\$ 2,400	\$ 2,040	\$ 360	\$ 2,400
TOTAL OPERATING COSTS	\$ 56,752	\$ 48,239	\$ 8,513	\$ 56,752
TRAINING COSTS				
2.1 WI Customer Supplies & Materials Costs	\$ -	\$ -	\$ -	\$ -
2.2 WI Customer Book Costs	\$ -	\$ -	\$ -	\$ -
2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	\$ 15,950	\$ 13,558	\$ 2,393	\$ 15,950
WI Customer Individualized Training Costs				
2.5 Tuition Cost (Adult Education Skill Upgrade & GED)	\$ -	\$ -	\$ -	\$ -
2.6 Other Individualized Training Cost (TCTC Pre-Employment Workshop)	\$ -	\$ -	\$ -	\$ -
2.6 Individual Training Account/Voucher Cost	\$ 229,900	\$ 195,415	\$ 34,485	\$ 229,900
2.8 WI Customer On-the-Job Training Costs				
Reimbursable Wages	\$ -	\$ -	\$ -	\$ -
TOTAL TRAINING COSTS	\$ 245,850	\$ 208,973	\$ 36,878	\$ 245,850
SUPPORTIVE SERVICES COSTS				
3.10 WI Customer Incentives (Youth Only)	\$ -	\$ -	\$ -	\$ -
3.11 WI Customer Transportation Costs	\$ -	\$ -	\$ -	\$ -
3.12 WI Customer Childcare Costs	\$ -	\$ -	\$ -	\$ -
3.14 Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	\$ 5,000	\$ 4,250	\$ 750	\$ 5,000
3.13 WI Customer Emergency Assistance (Rent, Car Repair, etc.)	\$ -	\$ -	\$ -	\$ -
3.6 Laptop Incentive (Youth Only)	\$ -			\$ -
TOTAL SUPPORTIVE SERVICES COSTS	\$ 5,000	\$ 4,250	\$ 750	\$ 5,000
TRAINING/PROFESSIONAL FEES/PROFIT				
4.1 Profit (Professional Fee - 5%) Can be tied to Performance	\$ 28,570	\$ 24,284	\$ 4,285	\$ 28,570
4.2 Audit Fee	\$ 5,566	\$ 4,731	\$ 835	\$ 5,566
TOTAL FEES / PROFIT COSTS	\$ 34,135	\$ 29,015	\$ 5,120	\$ 34,135

* A Complete cost and price analysis of Actual/Projected cost must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD

WorkLink Workforce Investment Area

CLIENT FLOW PROJECTIONS

Service Provider Henkels & McCoy, Inc. Contract #

Project Activity SC Works Adult-DW Services Fund Source WIOA Adult & DLW Formula Funds

Mod#

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July-15	150	20	170	10	4	14	156
August-15	156	20	176	10	4	14	162
September-15	162	20	182	10	4	14	168
October-15	168	20	188	9	3	12	176
November-15	176	20	196	12	6	18	178
December-15	178	20	198	10	4	14	184
January-16	184	20	204	10	6	16	188
February-16	188	20	208	12	4	16	192
March-16	192	20	212	10	4	14	198
April-16	198	20	218	12	4	16	202
May-16	202	20	222	12	4	16	206
June-16	206	20	226	12	6	18	208
PY14 Carryovers	150	240					
New PY15 WIA Enrollments	240						
Active Follow-up	304						
Total Served	694						
Estimated PY15 Carryovers	208						

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

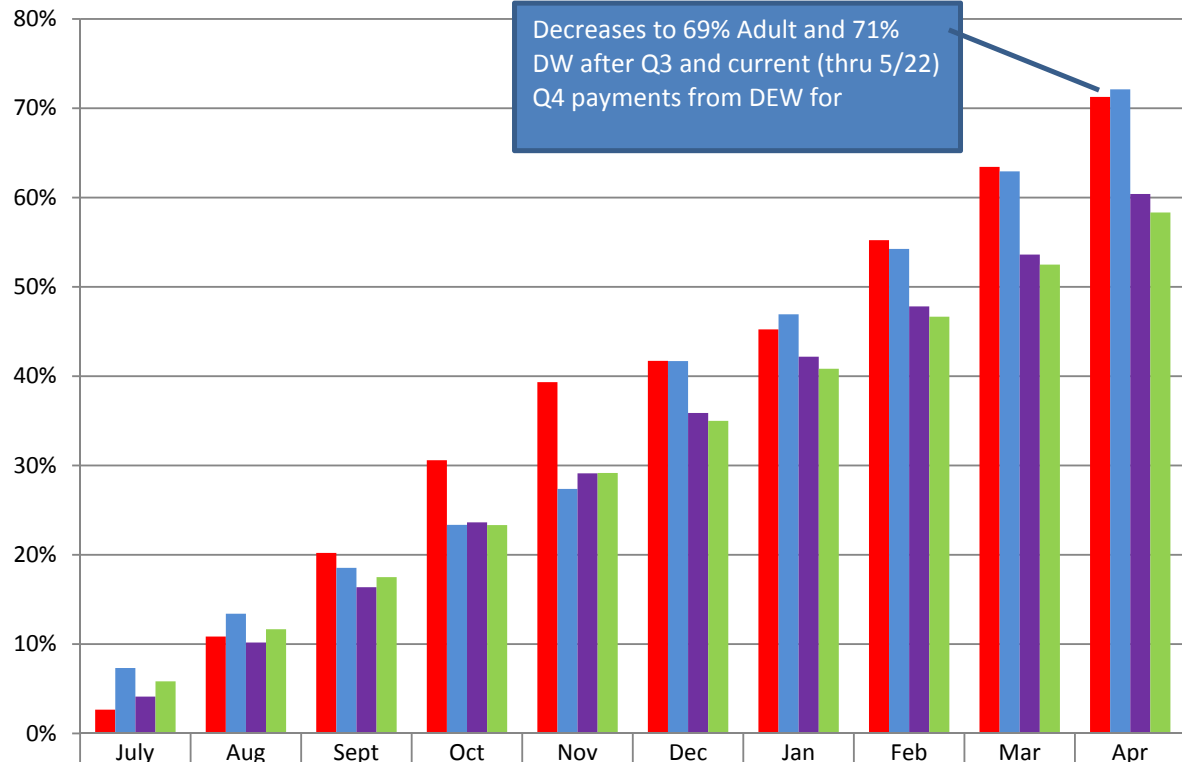
BUDGET NARRATIVE

LINE ITEMS	Brief Description	Budget Amount
Staff Salaries & Fringe Benefits		
Adult (85%)	See Staffing Plan - Section II-B-1 of Proposal	\$345,644.46
Dislocated Worker (15%)	See Staffing Plan - Section II-B-1 of Proposal	\$60,996.08
Adult - Operating Expenses	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
1.2 Staff Consumable Supplies	Consummable office supplies for staff.	\$4,086.89
1.3 Advertising, Outreach	Minimal amount for outreach materials, primarily internal brochure and flyer development.	\$1,099.69
1.4 Copy, Print	Copier, ink & toner costs for staff and facilities.	\$4,560.00
1.5 Communications	Cell phone and toll free fax number costs for staff.	\$6,468.80
1.6 Staff Travel	Staff mileage for local travel at \$0.575 per mile, airfare and hotels for staff travel to conferences and/or training.	\$20,868.00
1.7 Staff Conferences, Training	Planned costs for staff development training and or conference attendance.	\$3,600.00
1.8 Staff Equipment / Computer Leases / Software	Annual leases for staff computers, printers, IT support and associate software licenses.	\$13,668.48
1.9 Postage	Postage Stamps and FedEx charges for the project.	\$2,400.00
Training Services	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
2.3 Credential Exams & Assessments	Costs for Exams such as GED, WorkKeys Re-Tests, National Certifications and/or Credentials.	\$15,950.00
2.6 Tuition (College or Vocational)	Tuition associated with approved Individual Training Accounts approved for program participants.	\$229,900.00
Supportive Services	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
3.11 Transportation	Transportation costs for program participants in accordance with the WorkLink WIB Supportive Services Policy.	\$0.00
3.12 Childcare	Childcare costs for program participants in accordance with the WorkLink WIB Supportive Services Policy.	\$0.00
3.14 Training Support Materials		\$5,000.00
Other Direct Costs	<i>All costs are split 85% Adult & 15% Dislocated Worker</i>	
Indirect (11.32%)	11.32% is the Division portion of our Federally Approved indirect cost rate of 14.25%. The Department of Defense is the cognizant federal agency that verifies the rate every 4-5 years based on their audit cycles. The same calculation methodology is followed annually.	\$80,852.24
Audit Fee (.07%)	The audit fee is for the cost of our department A-133 Audits to comply with U.S. DOL standards.	\$5,565.66
Profit (4%)	H&M is willing to establish Performance Based Payments for our Profit.	\$28,569.70
		\$829,230.00

WorkLink SC Works (H&M)
PY14 VS. PY15 Budget Comparison

		PY14 Budget Mod#4		PY15 Budget Adult-DW Option C		PY15 Budget Operator Option A	Amt of Increase or Decrease
Staff Costs		\$ 465,327.44		\$ 291,998.72		\$ 52,662.48	\$ (120,666.24)
Fringe Benefits		\$ 170,972.70		\$ 114,641.82		\$ 18,652.41	\$ (37,678.47)
Sub-Total Staff & Fringe		\$ 636,300.14		\$ 406,640.54		\$ 71,314.89	\$ (158,344.71)
Operating Costs							
1.1 Facility, Utilities, Maintennace		\$ -		\$ -			\$ -
1.2 Staff Consummable Supplies		\$ 5,400.00		\$ 4,086.89		\$ 600.00	\$ (713.11)
1.3 Advertising, Outreach		\$ 1,500.00		\$ 1,099.69			\$ (400.31)
1.4 Copy, Print		\$ 6,600.00		\$ 4,560.00		\$ 301.08	\$ (1,738.92)
1.5 Communications		\$ 9,314.92		\$ 6,468.80		\$ 1,395.68	\$ (1,450.44)
1.6 Staff Travel		\$ 23,297.84		\$ 20,868.00		\$ 2,270.00	\$ (159.84)
1.7 Staff Conferences, Training		\$ 4,080.00		\$ 3,600.00		\$ 120.00	\$ (360.00)
1.8 Staff Equipment / Computer Leases / Software		\$ 17,508.48		\$ 13,668.48		\$ 1,398.24	\$ (2,441.76)
1.9 Postage		\$ 2,400.00		\$ 2,400.00		\$ 120.00	\$ 120.00
Sub-Total Operating		\$ 70,101.24		\$ 56,751.86		\$ 6,205.00	\$ (7,144.38)
Training							
2.3 Credential Exams & Assessments		\$ 15,950.00		\$ 15,950.00			\$ -
2.5 Tuition (Adult Education)		\$ 77,280.00		\$ -			\$ (77,280.00)
2.6 Tuition (College or Vocational)		\$ 358,102.27		\$ 229,900.00			\$ (128,202.27)
2.8 On-the-Job Training		\$ 108,000.00		\$ -			\$ (108,000.00)
Sub-Total Training		\$ 559,332.27		\$ 245,850.00		\$ -	\$ (313,482.27)
Supportive Services							
3.11 Transportation		\$ 31,114.50		\$ -			\$ (31,114.50)
3.12 Childcare		\$ 3,978.00		\$ -			\$ (3,978.00)
3.13 Emergency Assistance		\$ -		\$ -			\$ -
3.14 Training Support Materials		\$ 5,985.00		\$ 5,000.00			\$ (985.00)
Sub-Total of Supportive Services		\$ 41,077.50		\$ 5,000.00		\$ -	\$ (36,077.50)
Sub-Total of Contract Costs		\$ 1,306,811.15		\$ 714,242.40		\$ 77,519.89	\$ (515,048.86)
Indirect Cost & Fees							
Training Fee (Profit)	5.00%	\$ 63,312.56	4.00%	\$ 28,569.70		\$ 3,100.79	\$ (31,642.07)
Indirect Cost	8.75%	\$ 110,796.97	11.32%	\$ 80,852.24		\$ 8,775.25	\$ (21,169.48)
Audit Fee	0.70%	\$ 9,639.34	0.70%	\$ 5,565.66		\$ 604.07	\$ (3,469.61)
Sub-Total of Indirect & Fees		\$ 183,748.87		\$ 114,987.60		\$ 12,480.11	\$ (56,281.16)
		\$ 1,490,560.02		\$ 829,230.00		\$ 90,000.00	\$ (571,330.02)
				Total Oper & Adult-DW		\$ 919,230.00	
				Funding Cut		\$ 571,330.02	38%

PY'14 Fund Utilization Rate



Adult	3%	11%	20%	31%	39%	42%	45%	55%	63%	71%
DW	7%	13%	19%	23%	27%	42%	47%	54%	63%	72%
Youth	4%	10%	16%	24%	29%	36%	42%	48%	54%	60%
Goal	6%	12%	18%	23%	29%	35%	41%	47%	53%	58%

Indirect Rate Analysis

	Indirect	Salaries	% Rate
July	7,949.00	10,552.00	75.33% (Includes NEG and MiiA)
August	14,704.00	37,573.00	39.13% 3 pay periods
September	13,091.00	27,580.00	47.47%
October	12,469.00	27,908.00	44.68%
November	12,561.00	28,016.00	44.84%
December	15,677.00	28,073.00	55.84%
January	17,025.00	42,118.00	40.42% 3 pay periods
February	11,326.00	28,080.00	40.33%
March	13,107.00	29,408.00	44.57%
April	4,970.44	24,893.00	19.97% Decrease due to AJE to move Indirect Salary to Aging Dpt.
May			
June			
	122,879.44	284,201.00	43.24%


Funds not received from SCDEW yet	Program Adult	Admin Adult*	Program DW*	Admin DW*	Program Youth	Admin Youth	Total	YTD - APR	Actual % Expended	Goal % Expended					
PY'14 Allocations Estimate	732,806	81,422	650,517	72,279	789,798	87,755	2,414,577								
0.0554% Reduction from DOL	(378)	(42)	(310)	(35)	-	-	(765)								
PY'14 Allocations TOTAL	732,428	81,380	650,207	72,244	789,798	87,755	2,413,812								
Transfer of funds (50%)	325,103	-	(325,103)	-	-	-	-								
0.0554% from DOL	378	42	310	35											
PY'13 Carryover	426,648	26,380	228,986	40,075	457,382	26,631	1,206,102								
	1,484,557	107,802	554,400	112,354	1,247,180	114,386	3,620,679								
Obligations															
Henkels & McCoy - Adult (Mod #5)	1,041,808	-	-	-	-	-	1,041,808	858,888	82%	83%			1,041,808	-	
Henkels & McCoy - DW (Mod #5)	-	-	408,192	-	-	-	408,192	247,802	61%	83%			408,192	-	
Henkels & McCoy - Youth (Mod #3)	-	-	-	-	800,000	-	800,000	606,715	76%	83%			800,000	-	
Undesignated Funds	175,109	15,343	32,029	16,319	283,382	12,488	534,670	-	0%	0%			517,089	17,581	
Total Pass-Through Contracts	1,216,917	15,343	440,221	16,319	1,083,382	12,488	2,784,670	1,713,405	62%	67%			2,767,089	17,581	
Total Revenue after Obligations	267,640	92,459	114,179	96,035	163,798	101,898	836,009								
In-House Expenses	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	YTD - APR	Actual % Expended	Goal % Expended	Accruals thru 5/22/15	Balance after Accruals	Mod #2 approved 10/22/14	Net Change	
Salaries	103,590	41,300	45,035	42,325	81,935	42,500	356,685	276,241	77%	83%	23,427	57,017	356,685	-	0.00%
Fringe	30,282	13,225	13,225	12,500	20,000	17,775	107,007	85,515	80%	83%	7,570	13,922	107,007	-	0.00%
SC Works Centers & Satellites Facility Costs	138,876	5,964	59,518	6,383	10,078	6,131	226,950	163,398	72%	83%	23,353	40,200	226,950	-	0.00%
Payment from SCDEW for Facilities	(79,728)		(34,169)				(113,897)	(52,870) *	46%	83%	(45,466)	(15,561)	(113,897)	-	0.00%
Travel	1,500	1,200	700	1,200	1,700	1,700	8,000	7,574	95%	83%	15	411	14,000	(6,000)	-42.86%
AOP BIS Transportation (\$10k appr by EC)					10,000		10,000	10,000	100%	83%	-	-	10,000	-	0.00%
Supplies - Consummable		545		580	1,110	580	2,815	1,353	48%	83%	-	1,462	2,250	565	25.11%
Supplies - Non-Consummable		125		125		125	375	215	57%	83%	-	160	1,000	(625)	-62.50%
Outside Services (Strategic Plan) \$7,500 + Other	2,375	400	1,200	400	2,775	800	7,950	408	5%	83%	-	7,542	10,000	(2,050)	-20.50%
Consulting		70		70		70	210	114	54%	83%	-	96	210	-	0.00%
Insurance - Tort (\$640/mo)		1,922		3,841		1,922	7,685	6,390	83%	83%	-	1,295	7,685	-	0.00%
Insurance - Bldg & PP (\$33/mo)		96		192		96	384	316	82%	83%	-	68	384	-	0.00%
Insurance - Auto C&C (\$15.50/mo)		45		80		45	170	123	72%	83%	-	47	195	(25)	-12.82%
Insurance - Auto Liab (\$64/mo)		150		295		150	595	507	85%	83%	-	88	775	(180)	-23.23%
Postage		208		221		221	650	521	80%	83%	48	81	500	150	30.00%
Printing		1,834		1,833		1,833	5,500	4,477	81%	83%	-	1,023	5,500	-	0.00%
Web Site Hosting & Renewal Fees	300	2,060	300	2,060	200	2,160	7,080	4,200	59%	83%	505	2,375	7,080	-	0.00%
Memberships, Dues, & Prof Fees		980		1,035		1,110	3,125	3,120	100%	83%	-	5	3,450	(325)	-9.42%
Training	1,250	600	550	600	700	2,000	5,700	5,107	90%	83%	54	539	10,000	(4,300)	-43.00%
Job Fair / Hiring Event Expenses	12,600		5,400				18,000	18,201	101%	83%	(200)	(1)	19,500	(1,500)	100.00%
R&M & Gas - WIA Car		835		835		830	2,500	2,087	83%	83%	91	322	2,500	-	0.00%
IT Maint/Support (WIB Only)		1,600		1,600		1,500	4,700	2,287	49%	83%	119	2,294	4,700	-	0.00%
Outreach (SC Works Center's Only)	12,000		3,000				15,000	5,075	34%	83%	-	9,925	15,000	-	0.00%
Meeting Expense (Madren Center & Other)	45	1,500	20	1,560		2,050	5,175	3,408	66%	83%	306	1,461	5,175	-	0.00%
Indirect Cost Pool (43% of salaries)	44,550	17,800	19,400	18,300	35,300	18,300	153,650	117,952	77%	83%	-	35,698	156,941	(3,291)	-2.10%
Total In-House	267,640	92,459	114,179	96,035	163,798	101,898	836,009	665,719	80%	83%	9,821	160,469	853,590	(17,581)	-2.06%

WorkLink Program Year 2014 Financial Status							
Insurance Reimbursement							
	Program Revenue						
	\$ 14,807.41						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
HVAC Replacement	\$ 7,100.00		\$ 7,100.00	100.00%	7,100.00	100.00%	\$ -
Mini-Split for Server Room	3,565.00		3,565.00	100.00%	3,565.00	100.00%	-
ADA Upgrades	4,142.41		285.00	6.88%	285.00	6.88%	3,857.41
	\$ 14,807.41		\$ 10,950.00	73.95%	10,950.00	73.95%	\$ 3,857.41
Must be spent by 6/30/15 per COG Finance Director							



Worklink Workforce Investment Board Grant #14A995H3 & 14D995H3

Budget vs. Actual Expenditures YTD

		codes	ADULT								DLW								TOTAL			
			Mod #5	January	February	March	April	Total Expenses	Balance	% Spent	Mod #5	Jan	Feb	March	April	Total Expenses	Balance	% Spent	Total Budget	Total Expenses	Total Balance	Total % Spent
			Budget	12/29-1/25	1/26-2/22	2/23-3/22	3/24-4/26				Budget	12/29-1/25	1/26-2/22	2/23-3/22	3/24-4/26							
Mod #5																						
Salary Total	0.0	293,104	23,628	20,722	21,668	27,429	250,562	42,542	85.49%	125,616	9,914	8,746	9,377	11,549	106,720	18,896	84.96%	418,720	357,282	61,438	85.33%	
Fringe Benefit Total	0.1-0.5	117,740	9,327	8,746	8,815	11,362	99,960	17,780	84.90%	50,460	3,951	3,614	3,815	4,806	43,025	7,435	85.27%	168,200	142,985	25,215	85.01%	
Subtotal		\$ 410,844	\$ 32,955	\$ 29,468	\$ 30,483	\$ 38,791	\$ 350,522	\$ 60,322	85.32%	\$ 176,076	\$ 13,865	\$ 12,360	\$ 13,192	#####	\$ 149,745	\$ 26,331	85.05%	\$ 586,920	\$ 500,267	\$ 86,653	85.24%	
Operating Costs																						
Staff Consumable Supplies	1.2	4,788	981	-	959	1,158	4,228	560	88.30%	2,052	375	-	408	450	1,698	354	82.75%	6,840	5,926	914	86.64%	
Advertising	1.3	1,050	45	-	511	139	870	180	82.86%	450	-	-	219	54	348	102	77.33%	1,500	1,218	282	81.20%	
Printing/Copies	1.4	4,830	1,284	-	1,465	79	4,714	116	97.60%	2,070	550	-	598	31	1,984	86	95.85%	6,900	6,698	202	97.07%	
Communications	1.5	6,520	1,374	324	323	410	5,340	1,180	81.90%	2,795	583	138	125	159	2,118	677	75.78%	9,315	7,458	1,857	80.06%	
Staff Travel	1.6	16,308	1,019	894	1,080	1,521	10,641	5,667	65.25%	6,989	425	383	436	603	4,446	2,543	63.61%	23,297	15,087	8,210	64.76%	
Staff Training/Technical Services	1.7	2,856	998	-	-	-	1,672	1,184	58.54%	1,224	428	-	-	-	624	600	50.98%	4,080	2,296	1,784	56.27%	
Staff Computer Leases	1.8	12,256	3,552	-	1,827	-	9,333	2,923	76.15%	5,253	1,522	-	710	-	3,926	1,327	74.74%	17,509	13,259	4,250	75.73%	
Postage	1.9	1,680	187	83	47	62	1,025	655	61.01%	720	-	36	21	24	245	475	34.03%	2,400	1,270	1,130	52.92%	
Subtotal		\$ 50,288	\$ 9,440	\$ 1,301	\$ 6,212	\$ 3,369	\$ 37,823	\$ 12,465	75.21%	\$ 21,553	\$ 3,883	\$ 557	\$ 2,517	\$ 1,321	\$ 15,389	\$ 6,164	71.40%	\$ 71,841	\$ 53,212	\$ 18,629	74.07%	
Training cost																						
Credential Exam Fees	2.3	11,165	861	444	1,056	579	8,185	2,980	73.31%	4,785	41	-	-	-	1,260	3,525	26.33%	15,950	9,445	6,505	59.22%	
Tuition(Adult Ed Skill Upgrade&GE	2.5	75,096	-	13,524	4,104	10,781	53,148	21,948	70.77%	23,184	1,650	5,796	1,596	4,192	21,435	1,749	92.46%	98,280	74,583	23,697	75.89%	
Account/Voucher cost		258,323	585	41,495	40,019	20,076	212,105	46,218	82.11%	81,860	(7,227)	2,500	1,597	2,228	23,430	58,430	28.62%	340,183	235,535	104,648	69.24%	
On the Job Training	2.8	75,600	-	11,932	15,366	15,955	64,326	11,274	85.09%	32,400	-	260	-	-	3,321	29,079	10.25%	108,000	67,647	40,353	62.64% (1)	
Subtotal		\$ 420,184	\$ 1,446	\$ 67,395	\$ 60,545	\$ 47,391	\$ 337,764	\$ 82,420	80.38%	\$ 142,229	\$ (5,536)	\$ 8,556	\$ 3,193	\$ 6,420	\$ 49,446	\$ 92,783	34.77%	\$ 562,413	\$ 387,210	\$ 175,203	68.85%	
Supportive Service Cost																						
Transportation	3.2	24,779	1,210	2,790	2,370	3,700	20,825	3,954	84.04%	6,335	-	230	230	100	2,730	3,605	43.09%	31,114	23,555	7,559	75.71%	
Childcare	3.3	2,340	-	600	680	480	1,760	580	75.21%	1,638	-	-	-	-	220	1,418	13.43%	3,978	1,980	1,998	49.77%	
Uniforms,Drug Screens etc	3.4	7,489	-	763	1,693	1,804	6,369	1,120	85.04%	2,496	-	-	53	57	324	2,172	12.98%	9,985	6,693	3,292	67.03%	
Subtotal		\$ 34,608	\$ 1,210	\$ 4,153	\$ 4,743	\$ 5,984	\$ 28,954	\$ 5,654	83.66%	\$ 10,469	\$ -	\$ 230	\$ 283	\$ 157	\$ 3,274	\$ 7,195	31.27%	\$ 45,077	\$ 32,228	\$ 12,849	71.50%	
Training/Professional Service Fee/Profit																						
Training Fee (Profit)	4.1	44,319	2,253	5,116	5,099	4,777	37,755	6,564	85.19%	18,994	610	1,085	1,678	1,212	11,609	7,385	61.12%	63,313	49,364	13,949	77.97%	
Audit	4.2	6,748	-	-	-	-	-	6,748	0.00%	2,892	-	-	-	-	-	2,892	0.00%	9,640	-	9,640	0.00%	
Indirect	4.3	77,558	3,942	8,953	8,924	8,360	66,073	11,485	85.19%	33,239	1,068	1,899	959	2,122	18,339	14,900	55.17%	110,797	84,412	26,385	76.19%	
Subtotal		\$ 128,625	\$ 6,195	\$ 14,069	\$ 14,023	\$ 13,137	\$ 103,828	\$ 24,797	80.72%	\$ 55,125	\$ 1,678	\$ 2,984	\$ 2,637	\$ 3,334	\$ 29,948	\$ 25,177	54.33%	\$ 183,750	\$ 133,776	\$ 49,974	72.80%	
TOTALS		\$ 1,044,549	\$ 51,246	\$ 116,386	\$ 116,006	#####	\$ 858,891	\$ 185,658	82.23%	\$ 405,452	\$ 13,890	\$ 24,687	\$ 21,822	#####	\$ 247,802	\$ 157,650	61.12%	\$ 1,450,001	#####	\$ 343,308	76.32%	
(1) Employer has choice of being paid monthly, quarterly, or at the end of the contract.										75.00%							75.00%		Goal thru April	75.00%		



1500 – WorkLink (Adult-Dislocated Worker)

Contract Budget Modification #5

Contractor: Henkels & McCoy, Inc. **Contract #'s:** 14A995H4 & 14D995H4
Program: SC Works Operator (Adult & Dislocated Worker Services)
Submission Date: 5/13/2015 **Region Manager:** Kal Kunkel
Program Manager (s): Steve Riddle, Renee Alexander, & Matt Fields

Budget Modification Summary & Narrative

Budget Summary

Henkels & McCoy, Inc. (SC Works Operator) is requesting a modification to our PY14 budget to facilitate the decrease in staff salaries to increase staff consumable supplies, copy/print, training, and training support materials.

There is no overall change to the current contract budget amount, but staff salaries and fringe will be reduced and the excess transferred into staff consumable supplies, copy/print, training, and training support materials items as demonstrated in the breakout below.

Staff Costs Narrative

A decrease in \$8820.18 to staff salaries and fringe.

Staff Postions	PY14 Staff		PY14 Budget Mod #4		PY14 Budget Mod #5	Amt of Increase or Decrease
Sub-Total of Staff Costs			\$ 424,767.44		\$ 418,719.44	\$ (6,048.00)
Fringe Benefits		Rate				
Health Insurance		25.78%	\$ 110,953.05	26.04%	\$ 109,035.45	\$ (1,917.60)
FICA		7.65%	\$ 32,494.71	7.65%	\$ 32,032.04	\$ (462.67)
State UEC-SUI		3.02%	\$ 12,827.98	3.02%	\$ 12,645.33	\$ (182.65)
FUT		0.12%	\$ 509.72	0.12%	\$ 502.46	\$ (7.26)
SC WC		0.32%	\$ 1,359.26	0.32%	\$ 1,339.90	\$ (19.35)
Public-General Liability		3.02%	\$ 12,827.98	3.02%	\$ 12,645.33	\$ (182.65)
Sub-Total Fringe:		39.91%	\$ 170,972.69		\$ 168,200.51	\$ (2,772.18)
TOTAL			\$ 595,740.13		\$ 586,919.95	\$ (8,820.18)

Operating Costs Narrative

An increase in \$1739.52 to operating costs.

		PY14 Budget Mod #4		PY14 Budget Mod #5	Amt of Increase or Decrease
Operating Costs					
1.1 Facility, Utilities, Maintenance		\$ -		\$ -	\$ -
1.2 Staff Consumable Supplies		\$ 5,400.00		\$ 6,839.52	\$ 1,439.52
1.3 Advertising, Outreach		\$ 1,500.00		\$ 1,500.00	\$ -
1.4 Copy, Print		\$ 6,600.00		\$ 6,900.00	\$ 300.00
1.5 Communications		\$ 9,314.92		\$ 9,314.92	\$ 0.00
1.6 Staff Travel		\$ 23,297.84		\$ 23,297.84	\$ -
1.7 Staff Conferences, Training		\$ 4,080.00		\$ 4,080.00	\$ -
1.8 Staff Equipment / Computer Leases / Software		\$ 17,508.48		\$ 17,508.48	\$ -
1.9 Postage		\$ 2,400.00		\$ 2,400.00	\$ -
Sub-Total Operating		\$ 70,101.24		\$ 71,840.76	\$ 1,739.52

Training Costs Narrative

Increase in tuition of \$3080.65

Training					
2.1 Participant Supplies		\$ -		\$ -	\$ -
2.2 Participant Books		\$ -		\$ -	\$ -
2.3 Credential Exams & Assessments		\$ 15,950.00		\$ 15,950.00	\$ -
2.4 Software Licenses		\$ -		\$ -	\$ -
2.5 Tuition (Adult Education)		\$ 77,280.00		\$ 77,280.00	\$ -
2.6 Tuition (College or Vocational)		\$ 358,102.27		\$ 361,182.92	\$ 3,080.65
2.8 On-the-Job Training		\$ 108,000.00		\$ 108,000.00	\$ -
Sub-Total Training		\$ 559,332.27		\$ 562,412.92	\$ 3,080.65

Supportive Services Narrative

Increase Training Support Materials of \$4000.00

Supportive Services					
3.11 Transportation		\$ 31,114.50		\$ 31,114.50	\$ 0.00
3.12 Childcare		\$ 3,978.00		\$ 3,978.00	\$ -
3.13 Emergency Assistance		\$ -		\$ -	\$ -
3.14 Training Support Materials		\$ 5,985.00		\$ 9,985.00	\$ 4,000.00
Sub-Total of Supportive Services		\$ 41,077.50		\$ 45,077.50	\$ 4,000.00

Training Fees (Profit), Indirect, & Audit Fees

No change to Training Fee (Profit).

APPROVAL(S)

Prepared By

Kalen J. Kunkel, Region Manager

ATTACHMENT 1 - BUDGET FORMS

CATEGORIES	ADULT	DLW	Administration	Non-Administration	Total Budget Amount
STAFF COSTS (Salaries & Fringe Benefits)	\$ 410,844	\$ 176,076		\$ 586,920	\$ 586,920
OPERATING COSTS	\$ 50,289	\$ 21,552		\$ 71,841	\$ 71,841
TRAINING COSTS	\$ 420,184	\$ 142,229		\$ 562,413	\$ 562,413
SUPPORTIVE SERVICE COSTS	\$ 34,608	\$ 10,470		\$ 45,078	\$ 45,078
Training Fees/Professional Fees/ Profit	\$ 51,066	\$ 21,886		\$ 72,952	\$ 72,952
Indirect Costs	\$ 77,558	\$ 33,239		\$ 110,797	\$ 110,797
Total Budget Costs	\$ 1,044,548	\$ 405,452	\$ -	\$ 1,450,000	\$ 1,450,000
Percentage of Budget	72%	28%		100%	

STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST				ADULT		DLW		ADMIN		NON-ADMIN	
Staff Salaries: Position Title	Salary Per Month	No. of Months	% of Time	TOTAL AMOUNT	%	Amount	%	Amount	%	Amount	%
TOTAL SALARIES				\$ 418,719.5		\$ 293,104		\$ 125,616			\$ 418,719
FRINGE BENEFITS:											
Health Insurance		X	26.04%	\$ 109,035	70.00%	\$ 76,325	30.00%	\$ 32,711			100%
FICA		X	7.65%	\$ 32,032	70.00%	\$ 22,422	30.00%	\$ 9,610			100%
State UEC-SUI		X	3.02%	\$ 12,645	70.00%	\$ 8,852	30.00%	\$ 3,794			100%
FUT		X	0.12%	\$ 502	70.00%	\$ 352	30.00%	\$ 151			100%
SC WC		X	0.32%	\$ 1,340	70.00%	\$ 938	30.00%	\$ 402			100%
Public-General Liability		X	3.02%	\$ 12,645	70.00%	\$ 8,852	30.00%	\$ 3,794			100%
TOTAL FRINGE BENEFITS				\$ 168,201		\$ 117,740		\$ 50,460			\$ 168,201
INDIRECT COST: RATE	\$ 1,266,251.13	X	8.75%	\$ 110,797	70.00%	\$ 77,558	30.00%	\$ 33,239			100%
TOTAL COST				\$ 697,717	70.00%	\$ 488,402	30.00%	\$ 209,315			\$ 697,717

CONTRACT BUDGET MODIFICATION

Categories & Line Items	Total Cost	ADULT	DLW	Non-Admin
OPERATING COSTS				
1.2 Staff Expendable Supplies & Materials	\$ 6,839.52	\$ 4,787.66	\$ 2,051.86	\$ 6,839.52
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	\$ 1,500.00	\$ 1,050.00	\$ 450.00	\$ 1,500.00
1.4 Copy & Print Expenses	\$ 6,900.00	\$ 4,830.00	\$ 2,070.00	\$ 6,900.00
1.5 Communications (Phone, Fax, Internet, etc.)	\$ 9,314.92	\$ 6,520.44	\$ 2,794.48	\$ 9,314.92
1.6 Staff Travel				
Local Mileage cost	\$ 18,317.84	\$ 12,822.49	\$ 5,495.35	\$ 18,317.84
Non-Local Mileage cost	\$ 1,980.00	\$ 1,386.00	\$ 594.00	\$ 1,980.00
Non-Local Per Diem/Lodging Cost	\$ 3,000.00	\$ 2,100.00	\$ 900.00	\$ 3,000.00
1.7 Staff Training / Technical Services Costs (Conf, Training, etc.)	\$ 4,080.00	\$ 2,856.00	\$ 1,224.00	\$ 4,080.00
1.8 Non-Expendable Equipment Purchases (Computers, software, etc.)				
Non-Expendable Equipment Purchases (Computer Leases)	\$ 11,028.48	\$ 7,719.94	\$ 3,308.54	\$ 11,028.48
Wide Area Network (WAN) Equipment and Computer Software	\$ 6,480.00	\$ 4,536.00	\$ 1,944.00	\$ 6,480.00
1.9 Postage (Stamps, FedEx, etc.)	\$ 2,400.00	\$ 1,680.00	\$ 720.00	\$ 2,400.00
TOTAL OPERATING COSTS	\$ 71,840.76	\$ 50,288.53	\$ 21,552.23	\$ 71,840.76
TRAINING COSTS				
2.3 WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	\$ 15,950.00	\$ 11,165.00	\$ 4,785.00	\$ 15,950.00
WI Customer Individualized Training Costs				
2.5 Tuition Cost (Adult Education Skill Upgrade & GED)	\$ 77,280.00	\$ 54,096.00	\$ 23,184.00	\$ 77,280.00
2.6 Other Individualized Training Cost (TCTC Pre-Employment Workshop)	\$ 30,000.00	\$ 21,000.00	\$ 9,000.00	\$ 30,000.00
2.6 Individual Training Account/Voucher Cost	\$ 331,182.92	\$ 258,322.68	\$ 72,860.24	\$ 331,182.92
2.8 WI Customer On-the-Job Training Costs				
Reimbursable Wages	\$ 108,000.00	\$ 75,600.00	\$ 32,400.00	\$ 108,000.00
TOTAL TRAINING COSTS	\$ 562,412.92	\$ 420,183.68	\$ 142,229.24	\$ 562,412.92
SUPPORTIVE SERVICES COSTS				
3.11 WI Customer Transportation Costs	\$ 31,114.50	\$ 24,779.25	\$ 6,335.25	\$ 31,114.50
3.12 WI Customer Childcare Costs	\$ 3,978.00	\$ 2,340.00	\$ 1,638.00	\$ 3,978.00
3.14 Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	\$ 9,985.00	\$ 7,488.75	\$ 2,496.25	\$ 9,985.00
TOTAL SUPPORTIVE SERVICES COSTS	\$ 45,077.50	\$ 34,608.00	\$ 10,469.50	\$ 45,077.50
TRAINING/PROFESSIONAL FEES/PROFIT				
4.1 Profit (Professional Fee - 5%) Can be tied to Performance	\$ 63,312.56	\$ 44,318.79	\$ 18,993.77	\$ 63,312.56
4.2 Audit Fee	\$ 9,639.34	\$ 6,747.54	\$ 2,891.80	\$ 9,639.34
TOTAL FEES / PROFIT COSTS	\$ 72,951.89	\$ 51,066.33	\$ 21,885.57	\$ 72,951.89

WorkLink Program Year 2014 Financial Status							
13DWT01 - Dislocated Worker Training National Emergency Grant (DWT NEG)							
	Program Revenue						
	\$ 55,357						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Salaries, Fringe & Indirect (WIB)	\$ 2,624		2,567	97.84%	2,567	97.84%	\$ 57
Henkels & McCoy	52,733		52,733	100.00%	37,659	71.41%	15,074
Total In-House	\$ 55,357		\$ 55,300	99.90%	\$ 40,226	72.67%	\$ 15,131
Grant Period: 8/8/13-6/30/15							
WorkLink Program Year 2014 Financial Status							
13D395H1 - Dislocated Worker Training National Emergency Grant (DWT NEG)							
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Indirect Cost	\$ 4,029		2,897	71.90%	2,897	71.90%	\$ 1,132
Audit Fee	351		-	0.00%	-	0.00%	351
Profit	2,303		1,656	71.91%	1,656	71.91%	647
Tuition, Books, Supplies	29,250		29,250	100.00%	24,304	83.09%	4,946
OJT	16,800		9,360	55.71%	8,802	52.39%	7,998
Total In-House	\$ 52,733		\$ 43,163	81.85%	\$ 37,659	71.41%	\$ 15,074
Grant Period: 8/8/13-6/30/15				Goal Thru Apr 2015		91.30%	
						to meet 100% by 6/30/15	
FYI: Mod #2 (waiting on DEW approval)							
	Original		Mod 2	Difference			
Indirect Cost	\$ 4,029		\$ 4,029	\$ -			
Audit Fee	351		351	-			
Profit	2,303		2,303	-			
Tuition, Books, Supplies	29,250		32,210	2,960			
OJT	16,800		13,840	(2,960)			
Total In-House	\$ 52,733		\$ 52,733	\$ -			

WorkLink Program Year 2014 Financial Status							
13RROJT01 - Rapid Response On The Job Training Grant (RROJT)							
	Program Revenue						
	\$ 74,480						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Henkels & McCoy	74,480		74,480	100%	60,668	81.46%	13,812
Total In-House	\$ 74,480		\$ 74,480	100%	\$ 60,668	81.46%	\$ 13,812
Grant Period: 6/30/14-6/30/15							
13R995H1 - Rapid Response On The Job Training Grant (RROJT)							
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Salary, Fringe, & Indirect	\$ 62,824		49,875	79%	49,875	79.39%	\$ 12,949
Consumable Supplies	200		-	0%	-	0.00%	200
Communications	1,119		795	71%	795	71.06%	324
Staff Travel	3,662		3,663	100%	3,663	100.02%	(1)
Staff Computer Leases	998		658	66%	658	65.93%	340
Outreach	5,677		5,677	100%	5,677	100.00%	-
Total In-House	\$ 74,480		\$ 60,668	81%	\$ 60,668	81.46%	\$ 13,812
Grant Period: 6/30/14-6/30/15				Goal Thru April		84.62%	
					to meet 100% by 6/30/15		
FYI: Mod #1 approved							
	Original		Mod 1	Difference			
Salary, Fringe, & Indirect	\$ 62,824		\$ 62,824	\$ -			
Consumable Supplies	1,200		200	(1,000)			
Communications	1,269		1,119	(150)			
Staff Travel	2,789		3,662	873			
Staff Computer Leases	998		998	-			
Outreach	5,400		5,677	277			
Total In-House	\$ 74,480		\$ 74,480	\$ -			



1503 – WorkLink Youth

Contract & Budget Modification #3

Contractor: Henkels & McCoy, Inc. **Contract #'s:** 14Y495H3
Program: Youth Services **Submission Date:** 4/28/2015
Region Manager: Kal Kunkel **Program Manager (s):** Karen Craven

Budget Modification Summary & Narrative

Budget Summary

Henkels & McCoy, Inc. (dba Palmetto Youth Connections) is requesting a modification to our budget to move funds into categories and line items where funds are needed based on the current service needs as demonstrated in the following sections below. The transfers will facilitate us in meeting our 93% expenditure goal. There is no change to the overall contract value of \$800,000.

Staff Costs Narrative

Request to reduce Staff Salaries by \$10,324.80 and the associated Fringe by \$3,091.92 as a result of taking out the planned Workforce Specialist due to changes in the upcoming PY15 budget as well as Staff Leave planned for June 2015.

Sub-Total of Staff Costs					
		\$ 331,014.96		\$ 320,690.16	\$ (10,324.80)
Fringe Benefits	Rate		Rate		
Health Insurance	18.35%	\$ 60,751.20	18.43%	\$ 59,119.20	\$ (1,632.00)
FICA	7.65%	\$ 25,322.64	7.65%	\$ 24,532.80	\$ (789.84)
State UEC-SUI	3.02%	\$ 9,996.65	3.02%	\$ 9,684.84	\$ (311.81)
FUT	0.12%	\$ 397.22	0.12%	\$ 384.83	\$ (12.39)
SC WC	0.33%	\$ 1,092.35	0.33%	\$ 1,058.28	\$ (34.07)
Public-General Liability	3.02%	\$ 9,996.65	3.02%	\$ 9,684.84	\$ (311.81)
Sub-Total Fringe:	32.49%	\$ 107,556.71	32.57%	\$ 104,464.79	\$ (3,091.92)

CONTRACT BUDGET MODIFICATION

Operating Costs Narrative

Request to increase the overall Operating Cost by \$3,123.65 as demonstrated below to facilitate some Outreach items, Staff Supplies, and Staff Professional Development Training.

Operating Costs					
1.1 Facility, Utilities, Maintenance		\$ -		\$ -	\$ -
1.2 Staff Consumable Supplies		\$ 3,026.66		\$ 4,500.00	\$ 1,473.34
1.3 Advertising, Outreach		\$ 500.00		\$ 4,100.40	\$ 3,600.40
1.4 Copy, Print		\$ 4,200.00		\$ 3,180.00	\$ (1,020.00)
1.5 Communications		\$ 10,580.80		\$ 10,580.80	\$ -
1.6 Staff Travel		\$ 18,616.00		\$ 16,185.91	\$ (2,430.09)
1.7 Staff Conferences, Training		\$ 2,400.00		\$ 3,900.00	\$ 1,500.00
1.8 Staff Computer Leases		\$ 8,644.13		\$ 8,644.13	\$ (0.00)
1.9 Postage		\$ 3,492.50		\$ 3,492.50	\$ -
Sub-Total Operating		\$ 51,460.09		\$ 54,583.74	\$ 3,123.65

Training Costs Narrative

Request to increase Training Costs by \$8,493.08 as demonstrated below.

Training					
2.1 Participant Supplies		\$ 3,700.00		\$ 10,177.08	\$ 6,477.08
2.2 Participant Books		\$ 5,985.00		\$ 5,985.00	\$ -
2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.)		\$ 12,925.00		\$ 12,925.00	\$ -
2.4 TABE Testing Materials		\$ 1,825.00		\$ 1,825.00	\$ -
2.5 Tuition (Adult Education)		\$ 38,758.40		\$ 38,758.40	\$ -
2.6 Tuition (College or Vocational)		\$ 46,624.00		\$ 46,624.00	\$ -
2.9 Work Experience		\$ 29,728.00		\$ 28,744.00	\$ (984.00)
2.10 Awards / Events		\$ 1,600.00		\$ 1,600.00	\$ -
2.11 Software Licenses		\$ 3,840.00		\$ 6,840.00	\$ 3,000.00
2.12 Work Keys		\$ -		\$ -	\$ -
Sub-Total Training		\$ 144,985.40		\$ 153,478.48	\$ 8,493.08

Supportive Services Narrative

Request to increase Supportive Services by \$1,800.00 as demonstrated below.

Supportive Services					
3.1 Participant Incentives (Skill Invoices)		\$ 37,114.14		\$ 37,114.14	\$ 0.00
3.2 Transportation		\$ 21,300.00		\$ 24,300.00	\$ 3,000.00
3.3 Childcare		\$ 1,440.00		\$ 240.00	\$ (1,200.00)
3.4 Training Support Materials		\$ 2,000.00		\$ 2,000.00	\$ -
3.5 Emergency Assistance		\$ 1,750.00		\$ 1,750.00	\$ -
Sub-Total of Supportive Services		\$ 63,604.14		\$ 65,404.14	\$ 1,800.00

Training & Professional Fees, Profit, & Indirect – NO CHANGE



Worklink Workforce Investment Board Grant #14Y495H3

Budget vs. Actual Expenditures YTD

Job Number 1503

Budgeted Expenses			1503-I1000	1503-I1001	1503-I1002	1303-I1003	1303-I1004	1303-I1005	1303-I1006	1303-I1007	1303-I1008	1303-I1009	Total Expenses	Balance	% Spent
	codes	Mod #3	7/1-7/27	7/28-8/24	8/25-9/28	9/29-10/26	10/27-11/23	11/24-12/28	12/29-1/25	1/26-2/22	2/23-3/22	3/23-4/26			
Salary Total	0.0	\$ 320,690	\$ 21,893	\$ 24,197	\$ 30,791	\$ 24,708	\$ 23,805	\$ 30,918	\$ 26,930	\$ 24,519	\$ 24,762	\$ 30,550	\$ 263,073	\$ 57,617	82.03%
Fringe Benefit Total	0.1-0.5	104,465	7,580	8,131	10,240	8,258	7,952	9,966	8,149	8,172	8,236	10,413	87,097	17,368	83.37%
Subtotal		425,155	29,473	32,328	41,031	32,966	31,757	40,884	35,079	32,691	32,998	40,963	350,170	74,985	82.36%
Operating Costs															
Staff Consumable Supplies	1.2	4,500	86	571	220	643	-	-	1,174	-	1,110	2,025	5,829	(1,329)	129.53%
Advertising	1.3	4,100	-	-	100	-	-	-	-	-	300	-	400	3,700	9.76%
Printing/Copies	1.4	3,180	-	-	1,268	127	-	-	305	-	-	-	1,700	1,480	53.46%
Communications	1.5	10,581	753	750	1,018	155	7	-	1,642	491	589	557	5,962	4,619	56.35%
Staff Travel	1.6	16,186	369	522	1,488	868	953	1,266	752	2,043	3,741	1,313	13,315	2,871	82.26%
Staff Training/Conferences	1.7	3,900	-	-	-	-	-	857	1,900	(577)	-	-	2,180	1,720	55.90%
Staff Computer Leases	1.8	8,645	-	-	-	-	195	-	3,171	-	1,436	-	4,802	3,843	55.55%
Postage	1.9	3,493	71	211	128	263	260	195	272	208	142	182	1,932	1,561	55.31%
Subtotal		54,585	1,279	2,054	4,222	2,251	1,220	2,318	9,216	2,165	7,318	4,077	36,120	18,465	66.17%
Individualized Training Cost															
Participant Supplies	2.1	10,177	-	140	-	-	127	283	-	133	48	2,201	2,932	7,245	28.81%
Participant Books	2.2	5,985	-	-	129	169	345	-	-	2,877	-	133	3,653	2,332	61.04%
Assessment/Exam Fees(inc workke	2.3	12,925	-	75	-	1,226	1,927	1,502	625	(446)	880	358	6,147	6,778	47.56%
TABE Testing Materials	2.4	1,825	-	-	-	1,650	-	-	-	(1,650)	-	1,825	1,825	-	100.00%
Workkeys	2.12	-	-	-	-	-	-	12	-	(12)	-	-	-	-	#DIV/0!
Tuition (Adult Education)	2.5	38,758	-	9,689	-	7,267	-	2,422	-	9,689	-	4,845	33,912	4,846	87.50%
Tuition (College or Vocational)	2.6	46,624	-	-	2,888	2,688	5,797	7,806	2,888	478	7,427	2,179	32,151	14,473	68.96%
Work Experience	2.9	28,744	1,392	1,617	787	1,084	903	2,019	1,374	874	308	1,379	11,737	17,007	40.83%
Awards/Events	2.10	1,600	-	-	-	-	-	-	-	-	-	-	-	1,600	0.00%
Software License	2.11	6,840	-	3,840	-	-	-	-	-	-	-	-	3,840	3,000	56.14%
Subtotal		153,478	1,392	15,361	3,804	14,084	9,099	14,044	4,887	11,943	8,663	12,920	96,197	57,281	62.68%
Customer Supportive Services Cost															
Student Incentives (skills&inc comp	3.1	37,114	325	1,600	4,465	2,200	4,600	3,625	1,000	3,400	1,950	5,025	28,190	8,924	75.96%
Transportation	3.2	24,300	725	660	2,830	3,205	3,765	2,540	1,610	1,775	1,570	2,530	21,210	3,090	87.28%
Childcare	3.3	240	-	-	100	-	-	-	-	-	-	-	100	140	41.67%
Training Support Materials	3.4	2,000	-	28	59	30	189	393	-	-	16	272	987	1,013	49.35%
Emergency Assistance	3.5	1,750	-	-	401	-	-	-	-	-	-	-	401	1,349	22.91%
Subtotal		65,404	1,050	2,288	7,855	5,435	8,554	6,558	2,610	5,175	3,536	7,827	50,888	14,516	77.81%
Other															
Training Fee (Profit)	4.1	34,931	1,660	2,602	2,846	2,737	2,531	3,190	2,590	2,599	2,626	3,289	26,670	8,261	76.35%
Audit	4.2	5,318	-	-	-	-	-	-	-	-	-	-	-	5,318	0.00%
Subtotal		40,249	1,660	2,602	2,846	2,737	2,531	3,190	2,590	2,599	2,626	3,289	26,670	13,579	66.26%
Indirect		61,129	2,904	4,553	4,980	4,789	4,430	5,583	4,532	4,548	4,595	5,756	46,670	14,459	76.35%
TOTALS		\$ 800,000	\$ 37,758	\$ 59,186	\$ 64,738	\$ 62,262	\$ 57,591	\$ 72,577	\$ 58,914	\$ 59,121	\$ 59,736	\$ 74,832	\$ 606,715	\$ 193,285	75.84%
Monthly Actual Expenses															
Goal to meet 93% by June 30															77.50%

WorkLink Program Year 2014 Financial Status

13RRIWT13 - Rapid Response Grant

**Program
Revenue****\$ 47,500**

	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance Unspent
Kroeger Marine Construction	\$ 47,500	47,500	100%	35,100	73.89%	\$ 12,400

Grant Period: 2/27/14-2/27/15

CLOSED OUT 2/27

WorkLink Program Year 2014 Financial Status

13RRIWT15 - Rapid Response Grant

**Program
Revenue****\$ 56,275**

	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance Unspent
Roylco, Inc	\$ 56,275	56,275	100%	45,045	80.04%	\$ 11,230

Grant Period: 3/12/14-4/30/15

CLOSED ON 4/30/15

WorkLink Program Year 2014 Financial Status

13RRIWT19 - Rapid Response Grant

**Program
Revenue****\$ 60,640**

	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance Unspent
Alfmeier, Fredrichs, & Rath	\$ 60,640	60,640	100%	19,110	31.51%	\$ 41,530

Grant Period: 6/23/14-7/31/15

will wrap up bulk of training in May

WorkLink Program Year 2014 Financial Status

14RRIWT11 - Rapid Response Grant

**Program
Revenue****\$ 51,870**

	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance Unspent
Ulbrich Specialty Wire Products	\$ 51,870	51,870	100%	14,300	27.57%	\$ 37,570

Grant Period: 12/29/14-12/30/15

WorkLink Program Year 2014 Financial Status							
14IWT01 - Local Incumbent Worker Training Grant (IWT)							
	Program Revenue						
	\$ 70,189						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Allegro - closed	\$ 7,115.40		\$ 7,115.40	100.00%	7,115.40	100.00%	\$ -
Bosch	2,925.00		2,925.00	100.00%	2,925.00	100.00%	-
Danfoss - closed	1,271.25		1,271.25	100.00%	1,271.25	100.00%	-
Greenfield - 5/15	3,750.00		3,750.00	100.00%	-	0.00%	3,750.00
Inergy - closed	20,088.75		20,088.75	100.00%	20,088.75	100.00%	-
KP	-		-	0.00%	-	0.00%	-
Michelin - closed	5,036.55		5,036.55	100.00%	5,036.55	100.00%	-
RBC	8,452.08		8,452.08	100.00%	-	0.00%	8,452.08
Reliable - 5/8	19,088.10		19,088.10	100.00%	-	0.00%	19,088.10
USEV - closed	2,461.87		2,461.87	100.00%	2,461.87	100.00%	-
	\$ 70,189.00		\$ 70,189.00	100.00%	38,898.82	55.42%	\$ 31,290.18
Grant Period: 8/15/14-6/30/15	\$ -		Pickens from Danfoss & KP				
WorkLink Program Year 2014 Financial Status							
14INC01 - Incentive Grant							
	Program Revenue						
	\$ 1,404						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
ADA items from Report	\$ 1,404		-	0%	-	0.00%	\$ 1,404
Grant Period: 2/17/15-6/30/16							

WorkLink Program Year 2014 Financial Status						
JA-24960-13-60-A-45 : Make It In America Grant (MiiA Grant)						
	Program Revenue					
	\$ 1,299,610					
Per Mod #1 Approved Oct 2014	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Salaries, Fringe (WIB)	\$ 60,100	14,528	24%	14,528	24.17%	\$ 45,572
Indirect (WIB)	21,170	4,541	21%	4,541	21.45%	16,629
Travel (WIB)	4,886	-	0%	-	0.00%	4,886
Tri-County Technical College	434,481	434,481	100%	213,440	49.13%	221,041
Greenville Technical College	434,481	434,481	100%	231,277	53.23%	203,204
Northeastern Technical College	344,492	344,492	100%	74,283	21.56%	270,209
Total In-House	\$ 1,299,610	\$ 1,232,523	95%	\$ 538,069	41.40%	\$ 761,541
Grant Period: 10/1/13-9/30/16			Goal Thru Apr 2015		52.78%	
WorkLink Program Year 2014 Financial Status						
13M295T1 - Tri-County Technical College						
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 11,000	3,235	29%	3,235	29.41%	\$ 7,765
Recruitment & Assessment	11,000	-	0%	-	0.00%	11,000
Training	370,481	210,205	57%	210,205	56.74%	160,276
Job Placement	42,000	-	0%	-	0.00%	42,000
Total In-House	\$ 434,481	\$ 213,440	49%	\$ 213,440	49.13%	\$ 221,041
Grant Period: 10/1/13-9/30/16						
WorkLink Program Year 2014 Financial Status						
13M295G1 - Greenville Technical College						
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 25,000	8,351	33%	8,351	33.40%	\$ 16,649
Recruitment & Assessment	39,897	-	0%	-	0.00%	39,897
Training	288,584	222,926	77%	222,926	77.25%	65,658
Job Placement	81,000	-	0%	-	0.00%	81,000
Total In-House	\$ 434,481	\$ 231,277	53%	\$ 231,277	53.23%	\$ 203,204
Grant Period: 10/1/13-9/30/16						
WorkLink Program Year 2014 Financial Status						
13M295N1 - Northeastern Technical College						
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 6,000	-	0%	-	0.00%	\$ 6,000
Recruitment & Assessment	12,000	-	0%	-	0.00%	12,000
Training	283,102	70,942	25%	70,942	25.06%	212,160
Job Placement	43,390	3,341	8%	3,341	7.70%	40,049
Total In-House	\$ 344,492	\$ 74,283	22%	\$ 74,283	21.56%	\$ 270,209
Grant Period: 10/1/13-9/30/16						

WorkLink SC Works Operator (H&M)

PY14 BUDGET MOD #5 rev1

[illegible]

WorkLink SC Works Operator (H&M)
PY14 Budget Mod #5 rev 1

		PY14 Budget Mod #4		PY14 Budget Mod #5	Amt of Increase or Decrease
Operating Costs					
1.1 Facility, Utilities, Maintenance		\$ -		\$ -	\$ -
1.2 Staff Consumable Supplies		\$ 5,400.00		\$ 6,839.52	\$ 1,439.52
1.3 Advertising, Outreach		\$ 1,500.00		\$ 1,500.00	\$ -
1.4 Copy, Print		\$ 6,600.00		\$ 6,900.00	\$ 300.00
1.5 Communications		\$ 9,314.92		\$ 9,314.92	\$ 0.00
1.6 Staff Travel		\$ 23,297.84		\$ 23,297.84	\$ -
1.7 Staff Conferences, Training		\$ 4,080.00		\$ 4,080.00	\$ -
1.8 Staff Equipment / Computer Leases / Software		\$ 17,508.48		\$ 17,508.48	\$ -
1.9 Postage		\$ 2,400.00		\$ 2,400.00	\$ -
Sub-Total Operating		\$ 71,840.76		\$ 71,840.76	\$ -
Training					
2.1 Participant Supplies		\$ -		\$ -	\$ -
2.2 Participant Books		\$ -		\$ -	\$ -
2.3 Credential Exams & Assessments		\$ 15,950.00		\$ 15,950.00	\$ -
2.4 Software Licenses		\$ -		\$ -	\$ -
2.5 Tuition (Adult Education)		\$ 77,280.00		\$ 77,280.00	\$ -
2.6 Tuition (College or Vocational)		\$ 358,102.27		\$ 299,586.36	\$ (58,515.91)
2.8 On-the-Job Training		\$ 108,000.00		\$ 79,596.55	\$ (28,403.45)
Sub-Total Training		\$ 562,412.92		\$ 472,412.91	\$ (90,000.01)
Supportive Services					
3.11 Transportation		\$ 31,114.50		\$ 31,114.50	\$ 0.00
3.12 Childcare		\$ 3,978.00		\$ 3,978.00	\$ -
3.13 Emergency Assistance		\$ -		\$ -	\$ -
3.14 Training Support Materials		\$ 5,985.00		\$ 9,985.00	\$ 4,000.00
Sub-Total of Supportive Services		\$ 41,077.50		\$ 45,077.50	\$ 4,000.00
Sub-Total of Contract Costs		\$ 1,266,251.13		\$ 1,176,251.12	\$ (90,000.01)
Indirect Cost & Fees					
Training Fee (Profit)	5.00%	\$ 63,312.56	5.00%	\$ 58,812.56	\$ (4,500.00)
Indirect Cost	8.75%	\$ 110,796.97	8.75%	\$ 102,921.97	\$ (7,875.00)
Audit Fee	0.70%	\$ 9,639.34	0.70%	\$ 8,954.21	\$ (685.13)
Sub-Total of Indirect & Fees		\$ 183,748.87		\$ 170,688.74	\$ (13,060.13)
		\$ 1,450,000.00		\$ 1,346,939.86	\$ (103,060.13)