

FINANCE COMMITTEE Wednesday, March 26, 2014 SC Works Clemson Conference Room 3:00 P.M.

AGENDA

▼ Call to Order

■ Approval of October 23, 2013 Minutes*

✓ PY'13 Budget Overview

a. WorkLink Grants

i. WIA Grants Overview

b. Henkels & McCoy

i. Adult/DW Grant (Mod #3 Draft)

ii. Youth Grant

■ PY'14 Outlook

a. PY'14 Allocations Estimate

b. Henkels & McCoy Negotiations

c. May 28 Finance Meeting

V Other Business

■ Adjournment

* Requires Vote

Stephanie Collins, Finance Committee Chairperson Stephanie Collins

Brandi Runion

Brandi Runion

UPCOMING MEETINGS:

April 2, 2014 – Board Meeting – 1:00 pm – Madren Center May 28, 2014 – Finance Meeting – 3:00 pm – WorkLink



FINANCE COMMITTEE Meeting Minutes October 23, 2013 @ 3:00 pm Conference Room – Comprehensive Center – Clemson, SC

Members Present

David Collins, Chair Danny Brothers Ronnie Booth

Michael Keith Mike Wallace

Members Absent:

Stephanie Collins Kristi King-Brock

Providers:

Karen Craven Dana Grant

Staff Present:

Brandi Runion Jennifer Kelly Patty Manley
Windy Graham Sharon Crite Ronnie Allen

Renée Murdock

Welcome and Introductions

David 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.

M Approval of Minutes

The minutes from the September 18, 2013 meeting were e-mailed with the meeting notice and included in the meeting packet. Chair Collins called for any corrections or amendments to the minutes.

ACTION TAKEN: Mike Wallace & Michael Keith made a motion to approve the minutes as submitted, second by Michael Keith. The motion carried with a unanimous voice vote.

V PY'13 Budget Overview

a. WorkLink Grants

i. WIA Budget Overview

Ms. Runion referred to the overall budget on page 5 stating this includes budget request to increase the IT Maintenance/Support line item in the amount of \$6,700. This increase is being requested due to moving costs incurred for the relocation of SC Works Center staff. Ms. Runion stated she will be in contact with DEW for a portion of this increase to be included in the RSA therefore that cost will decrease once we receive the signed RSA from DEW.

Ms. Runion reported other items to note are: the SC Works Center & Satellite facilities costs are currently at 17% due to not having received the first quarter invoices from Tri County Technical College at the time of the report; the signed Cost Allocation Plan and RSA have been received from the COG and will be mailed to DEW this week, once this is done she will be able to invoice DEW for their share of the costs for the first quarter; and the Telephone line item is over budget due to switching from AT&T to Northland and we are working to obtain a refund from AT&T.

ACTION TAKEN: Ronnie Booth made a motion to approve the budget modification request for the IT line item as presented, second by Danny Brothers. The motion carried with a unanimous voice vote.

Ms. Runion provided an update to the Government shutdown stating WorkLink has been able to continue operating as normal due to the carryover funds we had. DOL is to be releasing to the States the allotments due and once DEW receives their allotment they will distribute to the local areas. Ms. Runion reported that we will be receiving 100% of the funds we had been allotted with no reduction.

Ms. Runion referred to page 7 of the meeting packet and provided an update on the following Rapid Response Incumbent Worker Training Grants:

Pace Labels, Inc. – this grant will be ending 10/31/13; we should be receiving their final reimbursement request by the end of the month.

Palmetto Plating Company, Inc. – we are expecting to receive their first reimbursement request soon as the first training phase has just been completed. **Technology Solutions of SC, Inc.** – grant amount of \$40,068 received 10/1/13 and will run thru 9/1/14.

Kroger Marine Construction Co. – this company is located in Seneca and has submitted an application. We are awaiting a decision from the State.

On page 8, Ms. Runion provided an update on the Incentive Grant stating the \$5,417 from this grant was used to partially fund transportation for the AOP BIS which was held earlier in October. Requests have been received from all school districts and will be closing this grant soon.

On page 9, Ms. Runion reported on the Dislocated Worker Training National Emergency Grant received for \$55,357. \$52,733 has been sub-granted out to Henkels & McCoy to provide the training.

b. Henkels & McCoy

i. Adult/DW Grant

Brandi Runion referred to page 10 of the meeting packet stating this is a summary of the expenditures of the Adult and DW Grant which shows Henkels & McCoy has spent 18.12% to date.

Ms. Runion reported that following the last meeting, a letter had been issued to Henkels & McCoy stating Jennifer Kelly & Ronnie Allen would be meeting with them on a monthly basis to talk about their monthly expenditure rate. The current expenditure rate is just below the goal of 25% but Ms. Runion stated some items to note that affected this are:

- 1) Tuition line item Henkels & McCoy only received 3 out of 4 of invoices from the Adult Education centers.
- 2) Tri-County Technical College invoice was not received in time to be included in this report. It has been received and will be reflected on the next report.
- 3) Fiscal Year End for Henkels & McCoy was 09/30/13 some invoices were not received until the last week of September, therefore they did not get paid until October.
- 4) OJT this line item will vary each month due to the employer being able to choose how they wish to be paid.

ii. Youth Grant

Ms. Runion referred to page 11 of the meeting packet which is a summary of the expenditures of the Youth Grant which shows 18.44% has been spent to date.

Karen Craven provided an explanation of several of their line items stating that 3 out of 4 of the Adult Ed's do managed enrollment with the last session ending 10/17/13 so they are anticipating those invoices to be received soon and once they are paid, those line items and the expenses should be more in line with the expenditure rate goal.

Other Business

Ms. Runion reported that WorkLink had been awarded the Make It In America Grant stating she is anticipating receiving an approximate \$1.3 million. WorkLink was one of ten applicants who were awarded this grant by DOL. WorkLink will not receive the full amount because we are the Sub-Grantee however; we will receive some of the money for administrative costs. The remaining amount will be distributed among several of the upstate Technical Colleges.

Adjournment

With no further business to discuss, the meeting was adjourned.

Respectfully submitted by: Patty Manley, Office Manager

WorkLink Program Year 2013 Financial Status - ORIGINAL

	Program	Admin	Program	ilik Frogram Tear 2	Program	Admin				Actual %	Goal	Goal %	
Funds not received from SCDEW yet	Adult	Adult*	DW*	Admin DW*	Youth	Youth	Total	YTD- FEB				Expended	Balance
PY'13 Allocations (NFA-13-01)	749,486	83,275	741,374	82,374	802,316	89,146	2,547,971	TID-TED		Expended	Expended	Expended	Dalance
Transfer of funds (35%)	259,480	-	(259,480)	- 02,574	-	-	2,547,771						
Transfer of funds (35%) Transfer of funds (15%)**	111,206		(111,206)	-	-	-				** A pprove	d by Evec Co	mm Email V	ote 1/23/1/
PY'12 Carryover	654,521	84,138	188,244	92,275	458,863	69.165	1,547,206			Approve	d by Exce Co	iiiii Eiliali V	010 1/23/14
F I 12 Carryover	1,774,693	167,413	558,932	174,649	1,261,179	158,311	4,095,177						
O. W	1,774,073	107,413	330,732	174,042	1,201,177	130,311	4,073,177						
Obligations	1 150 501						1 150 501			700 /	502.102		10.5.000
Henkels & McCoy - Adult**	1,173,724	-	-	-	-	-	1,173,724	676,892		58%	782,483	67%	496,832
Henkels &McCoy - DW**	-	-	363,496	-	-	-	363,496	129,107		36%	242,331	67%	234,389
Henkels & McCoy - Youth	-	-	-	-	839,929	-	839,929	467,799		56%	559,953	67%	372,130
Undesignated Funds	326,958	39,529	99,212	57,208	312,140	30,879	865,926	<u> </u>		0%		0%	865,926
Total Pass-Through Contracts	1,500,682	39,529	462,708	57,208	1,152,069	30,879	3,243,075	1,273,798		39%	1,584,766	49%	1,969,277
Total Revenue after Obligations	274,011	127,884	96,224	117,441	109,110	127,432	852,102						
	Duagnam	Admin			Duagnam	Admin				Actual %	Goal	Goal %	
I. II F	Program		D DW	A -1	Program		T-4-1	YTD- FEB					D-1
In-House Expenses	Adult	Adult	Program DW		Youth	Youth	Total			Expended	Expended	Expended	Balance
Salaries	122,160 37,201	37,806 11,954	41,383 12,650	37,797	62,026 19,396	48,644 15,480	349,816 108,632	227,516 69.200		65%	233,211 72,421	67%	122,300
Fringe	, -			11,951				,		64%		67% 67%	39,432
SC Works Centers & Satellites Facility Costs	140,899	21,677	58,049	16,801	1,637	13,822	252,885	170,301	(1)	67%	168,590		82,584
Payment from SCDEW for Facilities	(82,673)	-	(35,432)	- 2.500	-	- 2.000	(118,105)	(32,972)	(1)	28%	(58,132)	49%	(85,133)
Travel - Training/Conferences/Meetings		3,000		2,500		3,000	8,500	1,060		12%	5,667	67%	7,440
Travel - Committee/Board		250		250		2,000	2,500	1 470		4%	1,667	67%	2,412
Supplies - Consummable		750		750		750	2,250	1,479		66%	1,500	67%	771
Supplies - Non-Consummable		335		335		330	1,000	974		97%	667	67%	26
EMSI Data Charges		1,125		1,125		1,125	3,375	2,813		83%	3,375	100%	562
Consulting		70		70		70	210	- 5.050		0%	140	67%	210
Insurance - Tort		2,520		2,520		2,520	7,560	5,062		67%	5,040	67%	2,498
Insurance - Auto C&C		65		65		60	190	114		60%	127	67%	76
Insurance - Auto Liab		260		260		250	770	507		66%	513	67%	263
Postage		170		170		160	500	320		64%	333	67%	180
Printing		1,834		1,833		1,833	5,500	3,847		70%	3,667	67%	1,653
Telephone Voice		540		540		540	1,620	1,618		100%	1,618	100%	2
Telephone LD		156		156		156	468	468		100%	468	100%	-
Cellphone (Executive Director)		6		5		1	12	12		100%	12	100%	- 2.405
Web Site Hosting & Renewal Fees		2,360		2,360		2,360	7,080	3,585		51%	4,720	67%	3,495
Memberships, Dues, & Prof Fees		1,125		1,075		1,100	3,300	3,076		93%	2,200	67%	224
Training		8,500		5,000		6,500	20,000	3,474		17%	13,333	67%	16,526
Job Fair / Hiring Event Expenses		11,000		11,000		-	22,000	1,144		5%	-	0%	20,856
Rent - WorkLink Office		200		200		206	606	606		100%	606	100%	- 1 7 4 1
R&M & Gas - WIA Car		835	2.102	835		830	2,500	759		30%	1,667	67%	1,741
IT Maint/Support (WIB Only)	5,117	1,600	2,193	1,600		1,500	12,010	9,011		75%	8,007	67%	2,999
Outreach		3,000		1,500		500	5,000	5,000		100%	3,333	67%	-
COG Meeting Expense		867	1= 10:	868	2 - 2 - 1	3,265	5,000	2,938		59%	3,333	67%	2,062
Indirect Cost Pool (42%)	51,307	15,879	17,381	15,875	26,051	20,430	146,923	105,147		72%	97,949	67%	41,776
Total In-House	274,011	127,884	96,224	117,441	109,110	127,432	852,102	587,147		69%	576,031	68%	264,955
(1) - \$32,972 1st qtr Facility costs; \$25,160 2nd o	qtr Facility costs	S											

WorkLink Program Year 2013 Financial Status

Indirect Rate Analysis

	Indirect	Salaries	% Rate	_
July	7,607.00	10,792.00	70.49%	
August	15,012.00	40,151.00	37.39%	3 pay periods
September	12,496.00	26,946.00	46.37%	
October	13,786.00	27,093.00	50.88%	
November	11,802.00	27,134.00	43.50%	
December	13,031.00	27,133.00	48.03%	
January	18,819.00	40,701.00	46.24%	3 pay periods
February	12,594.00	27,566.00	45.69%	
March			0.00%	
April			0.00%	
May			0.00%	
June			0.00%	_
	105,147.00	227,516.00	46.22%	-
Budget	146,923.00	349,816.00		
% Spent	71.57%	65.04%		

				1	Financial St	atus		
			25	- Rapid Resp	onse Grant			
	_	gram						
		enue						
	\$	40,400						
	Prog	gram		Total	Total %	Actual	Actual %	
	Expen	ditures		Obligated	Obligated	Expended	Expended	Balance
Palmetto Plating Company, Inc	\$	40,400		40,400	100%	14,155	35.04%	\$ 26,245
Grant Period: 6/20/13-4/30/14								
	1			Year 2013 - Rapid Resp	Financial Sta	atus		
			05.	- Kapiu Kesp	onse Ofalit			
	_	gram enue						
	\$	40,068						
				_				
	_	gram		Total	Total %	Actual	Actual %	Balance
		ditures		Obligated	Obligated	Expended	Expended	Unspent
Technology Solutions of SC, Inc	\$	40,068		40,068	100%	11,978	29.89%	\$ 28,090
Grant Period: 10/01/13-09/01/14								
Grant 1 eriod. 10/01/13-09/01/14								
	WorkI	ink Prog	ran	1 Voor 2013	Financial Sta	otus		
	1			- Rapid Resp	1	atus		
		gram	13	- Kapid Kesp	onse Grant			
		enue						
	\$	47,500						
		, i						
		gram		Total	Total %	Actual	Actual %	Balance
		ditures		Obligated	Obligated	Expended	Expended	Unspent
Kroeger Marine Construction	\$	47,500		47,500	100%		0.00%	\$ 47,500
Grant Period: 2/27/14-2/27/15								
Grant Period: 2/21/14-2/21/15								
	WorkI	ink Drog	non	Voor 2012	Financial Sta	otus		
				- Rapid Resp		atus		
		gram	10	- Kapiu Kesp	onse Grant			
		enue						
	\$	56,275						
	Prog	gram		Total	Total %	Actual	Actual %	Balance
	_	_		Obligated	Obligated	Expended	Expended	Unspent
	Exnen	unui es						~ P
Roylco, Inc	Expen \$	56,275		56,275	100%	-	0.00%	\$ 56,275
Roylco, Inc						-	0.00%	\$ 56,275
Roylco, Inc Grant Period: 3/12/14-4/30/15						-	0.00%	\$ 56,275

	Work	Link Prog	gran	1 Year 2013	Financial St	tatus			
13DWT01 - Di	slocat	ed Worker	Trai	ning Nation	al Emergency	Grant (DWT N	IEG)		
		rogram evenue 55,357							
		rogram		Total	Total %	Actual	Actual %		
		enditures		Obligated	Obligated	Expended	Expended	B	alance
Salaries, Fringe & Indirect (WIB)	\$	2,624			- 0%	-	0.00%	\$	2,624
Henkels & McCoy		52,733		52,733	100%	-	0.00%		52,733
Total In-House	\$	55,357		\$ 52,733	95%	\$ -	0.00%	\$	55,357
Grant Period: 8/8/13-6/30/15									
	Work	Link Prog	gran	1 Year 2013	Financial St	tatus			
13D395H1 - Di	slocat	ted Worker	Tra	ining Nation	al Emergency	Grant (DWT N	NEG)		
	Pr	ogram		Total	Total %	Actual	Actual %		
	Exp	enditures		Obligated	Obligated	Expended	Expended	Ba	alance
Indirect Cost	\$	4,029			- 0%	-	0.00%	\$	4,029
Audit Fee		351			- 0%	-	0.00%	\$	351

0%

0%

0%

0% \$

2,303

29,250

16,800

52,733

\$

-

\$

Profit

OJT

Instructional Training

Grant Period: 8/8/13-6/30/15

Total In-House

2,303

29,250

16,800

52,733

0.00% \$

0.00% \$

0.00% \$

0.00% \$

WorkLink Pro	grai	n Year 2013 F	inancial Sta	itus			
24960-13-60-A-45	: M	ake It In Amer	ica Grant (M	iiA Grant)			
Program Revenue \$ 1,299,610							
Program		Total	Total %	Actual	Actual %		
Expenditures		Obligated	Obligated	Expended	Expended		Balance
		_		-		\$	60,673
,		-		-			25,483
							418,491
				25,680			408,801
	*			- 41 C70		φ	344,492
\$ 1,299,610		,		,	3.21%	3	1,257,940
	*Se	e budgets belov	w for yearly l	oreakdown			
	_			itus			
13M295T1	- Tr	i-County Techr	nical College	F			
-			75 / 10/		10/		
_							
				•			Balance
. ,		990		990			4,010
		15,000		15,000		_	5,000
		15,000		15,000		_	131,790
	**	f 15 000		- 15 000		_	35,000
\$ 191,790	**	\$ 15,990	8%	\$ 15,990	8.34%	3	175,800
		**Year 1 Bud	get				
Work I ink Dro	· CHO!	m Voor 2012 E	inonoial Sta	-tua			
				itus			
1314129301	- 0.	reenvine recin	icai Conege				
Program		Total	Total %	Actual	Actual %		
							Balance
_		- Obligated					15,000
		-		_		_	15,000
		25,680		25,680			101,110
35,000			0%				35,000
\$ 191,790	**	\$ 25,680		\$ 25,680		_	166,110
		,		,			
		**Year 1 Bud	get				
WorkI ink Pro	orai	n Vear 2013 E	inancial Sta	itus			
131112/3111	110	reneastern reel	incui conege				
Program		Total	Total %	Actual	Actual %		
_							Balance
		-			•	_	5,000
		<u> </u>					7,200
_		_		_		_	75,200
_		_		_		-	14,400
	**	\$ -		\$ -		_	101,800
101,000			370		3.0070	+	,000
	Program Revenue \$ 1,299,610 Program Expenditures \$ 60,673 25,483 434,481 434,481 344,492 \$ 1,299,610 WorkLink Pro 13M295T1 Program Expenditures \$ 5,000 146,790 35,000 \$ 191,790 WorkLink Pro 13M295G1 Program Expenditures \$ 15,000 126,790 35,000 \$ 191,790 WorkLink Pro 13M295G1	Program Revenue \$ 1,299,610 Program Expenditures \$ 60,673 25,483 434,481 * 434,481 * 434,492 * \$ 1,299,610 *Se WorkLink Program Expenditures \$ 5,000 146,790 35,000 \$ 191,790 ** WorkLink Program Expenditures \$ 15,000 126,790 35,000 \$ 191,790 ** WorkLink Program Expenditures \$ 15,000 126,790 35,000 \$ 191,790 ** WorkLink Program Expenditures \$ 15,000 126,790 35,000 \$ 191,790 ** WorkLink Program Expenditures \$ 5,000 15,000	Program Revenue \$ 1,299,610 Program Expenditures \$ 60,673 - 25,483 - 434,481 * 434,481 434,481 434,481 344,492 * 344,492 * 1,299,610 \$ 1,213,454 *See budgets below WorkLink Program Year 2013 F 13M295T1 - Tri-County Techn Program Total Obligated \$ 5,000 - 146,790 15,000 35,000 - 146,790 15,000 35,000 - 191,790 ** \$ 15,990 **Year 1 Budget * 13M295G1 - Greenville Techn Program Year 2013 F 13M295M1 - Northeastern Tech Program Year 20	Program Revenue \$ 1,299,610 Program Expenditures Obligated Obligated S 60,673 - 0% 25,483 - 0% 434,481 * 434,481 100% 434,481 * 434,481 100% \$ 1,299,610 \$ 1,213,454 93% *See budgets below for yearly l WorkLink Program Year 2013 Financial Sta 13M295T1 - Tri-County Technical College Program	Revenue	Program Revenue S 1,299,610 Total Obligated Obligated Expended Expended S 60,673 - 0% - 0.00	Program Revenue \$ 1,299,610 Program Capatitives Program Ca

I LEAD		Worklink			ment Boa	ra Grant	#13A993I	1161309	9511														
HYM		Budget vs. A	ctual Expend	ditures YTD																			
						ADULT									DLW						TOT	ГАІ	
HENKEL5 & M°COY																						AL	
	codes		November	December	January	AJE from Mod #2	February	Total Expenses	Balance	% Spent		Nov	Dec	Jan	AJE from Mod #2	Feb	Total Expenses	Balance	% Spent	Total Budget	Total Expenses	Total Balance	Total % Spent
*After Mod #2		Budget	10/28-11/24	11/25-12/29	12/30-1/26	Jan	1/27-2/23				Budget	10/28-11/24	11/25-12/29	12/30-1/26	Jan	1/27-2/23							
Salary Total	0.0	370,666	24,805	30,857	24,983	39,383	23,597	245,055	125,611	66.11%	65,411	10,612	13,273	10,996	(39,383)	4,534	43,918	21,493	67.14%	436,077	288,973	147,104	66.27%
Fringe Benefit Total	0.1-0.5	180,802	8,711	11,166	10,368	14,803	11,948	94,556	86,246	52.30%	31,907	4,000	4,634	4,433	(14,803)	2,254	17,058	14,849		212,709	111,614	101,095	52.47%
Subtotal		\$ 551,468	\$ 33,516	\$ 42,023	\$ 35,351	\$ 54,186	\$ 35,545	\$ 339,611	\$ 211,857	61.58%	\$ 97,318	\$ 14,612	\$ 17,907	\$ 15,429	\$ (54,186)	\$ 6,788	\$ 60,976	\$ 36,342	62.66%	\$ 648,786	\$400,587	\$ 248,199	61.74%
Operating Costs		40.000							0.540	40.400/	4.000				(005)		040	4 400	47.000/	40.000		40.000	10.500/
Staff Consumable Supplies	1.2	10,200	22	-	192	205	594	1,681	8,519		1,800	10	31	82	(205)	105	310	1,490	17.22%	12,000	7	10,009	
Advertising	1.3	2,346	-	-	-	-	-	-	2,346		414	-	-	-		-	-	414	0.00%			2,760	
Printing/Copies	1.4	10,200	-	30	1,573	521	380	3,274	6,926		1,800	-	13	674	(521)	67	587	1,213				8,139	
Communications	1.5	9,082	808	578	678	927	671	5,907	3,175		1,603	345	263	294	(927)	117	1,043	560	65.07%				
Staff Travel	1.6	27,109	1,636	1,271	960	1,956	1,079	11,957	15,152		4,784	717	570	424	(1,956)	204	2,161	2,623		31,893			
Staff Training/Technical Services	1.7	4,080	-		1,940	416	(286)	2,070	2,010		720	-	-	832	(416)	(123)	293	427	40.69%	4,800	7		
Staff Computer Leases	1.8	10,061	-	1,776	-	1,071	-	6,003	4,058		1,775	-	761	-	(1,071)	-	1,071	704	60.34%	11,836			
Software License	2.11	5,355	-	-	-	945	-	5,355	-	100.00%	945		-	-	(945)		945	-	100.00%	6,300			100.00%
Postage	1.9	4,361	78	128		139	288	1,060	3,301		770	40	55		(139)	51	189		24.55%	5,131			
Subtotal Training cost		\$ 82,794	\$ 2,544	\$ 3,783	\$ 5,343	\$ 6,180	\$ 2,726	\$ 37,307	\$ 45,487	45.06%	\$ 14,611	\$ 1,112	\$ 1,693	\$ 2,306	\$ (6,180)	\$ 421	\$ 6,599	\$ 8,012	45.16%	\$ 97,405	\$ 43,906	\$ 53,499	45.08%
		45.000	181	284		_	0.5	4.000	44.000	7.14%	0.700		19	_	_	_	440	2.260	16.30%	40.000	4.500	40,400	8.51%
Participant Supplies	2.1	15,300			65 1.036	-	25 1,216	1,092	14,208		2,700	103	- 19	-	-	-				18,000			
Instructional Supply Cost (part books)	2.2	24,225	1,726	851	,	-	615	9,506	14,719		4,275	103	416	200	-	-	5,316		124.35%	28,500			
Credential Exam Fees	2.3	18,275	429	1,843 212	1,293	-	12	5,242 715	13,033		3,225		55	200	-	-	1,222	2,003	37.89%	21,500 10,500			
Workkeys Tuition(Adult Ed Skill Upgrade&GED)	2.12	8,925 87,858	5.241	212	12,763	10.487	13.904	73,331	8,210 14,527		1,575 15,504	2.246		5.470	(10,487)	2,454	55 12,941	1,520 2,563		103,362			
, ,	2.5	87,838	5,241	-	12,763	10,487	13,904	73,331	14,527	83.47%	15,504	2,246	-	5,470	(10,487)	2,454	12,941	2,563	83.47%	103,362	86,272	17,090	83.47%
Individualized Training TCTC Pre Emp Workshops	2.6	29.750	6,125	_	_	_	_	12,250	17.500	41.18%	5,250	2,625	_	_		_	5.250	0	100.00%	35,000	17,500	17,500	50.00%
Account/Voucher cost		191,940	17,467	6.549	5.692		3.923	73,818	118,122		32.875	2,625	59	288	-	1.650	17.586	15,289		224,815			
On the Job Training	2.8	79,200	3.288	3.666	11.828	-	5,102	29.576	49.624		14.400		39	200	-	1,000	17,500	14,400	0.00%	93,600			
Subtotal	2.8	\$ 455,473	\$ 34,457	\$ 13,405	\$ 32,677	\$ 10,487	\$ 24.797	\$ 205,530	\$ 249,943		\$ 79,804	\$ 4,974	\$ 549	\$ 5,958	\$ (10,487)	\$ 4,104	\$ 42,810	\$ 36.994				- 1	
Supportive Service Cost		φ 433,473	φ J4,437	\$ 13,403	\$ 32,077	φ 10,40 <i>1</i>	φ 24,131	φ 205,550	φ 243,343	45.12 /6	\$ 13,004	φ 4,314	\$ 343	φ 3,530	φ (10,407)	φ 4,104	φ 42,010	φ 30,334	33.04 /0	\$ 333,211	\$240,340	\$ 200,937	40.33 /6
Transportation	3.2	31,238	1,460	1.285	415	_	725	7,260	23.978	23.24%	5,513	860	535	235	_	295	3,505	2.008	63.58%	36,751	10.765	25,986	29.29%
Childcare	3.3	9,945	- 1,400	1,200		_	- 120	7,200	9,945		1,755	-	-		_		5,505	1,755	0.00%	11,700		11,700	
Uniforms, Drug Screens etc	3.4	8,500	225	32	538	_	218	3.023	5,477		1,733	401	101	124	_	17	1.852		123.47%				
Emergency Assistance	3.5	2,125	-	-	-	_	- 10		2,125		375		-		_	- "	1,002	375	0.00%	2,500		2,500	
Subtotal	0.0	\$ 51.808	\$ 1,685	\$ 1,317	\$ 953	s -	\$ 943	\$ 10,283	\$ 41,525			\$ 1,261	\$ 636	\$ 359	s -	\$ 312	\$ 5,357		58.59%	1	\$ 15,640	,,,,,	
Training/Professional Service Fee/Pofit		- 0.,000	,000	,017	- 555	7	, 545	0,200	,525	.0.0076	- 0,1.70	,=51	- 300	- 555	-	- 012	- 0,001	- 0,.00	55.5576	- 55,551	, .0,040		20.0070
Training Fee (Profit)	4.1	57,053	3,641	3,052	3,748	4,290	3,228	30,605	26,448	53.64%	10,068	1,077	1,019	1,179	(4,290)	570	4,859	5,209	48.26%	67,121	35,464	31,657	52.84%
Audit	4.2	8,686	-		-				8,686		1,533		-		-	-		1,533	0.00%	10,219		10,219	
Indirect	4.3	99,842	6,371	5,341	6,558	7,507	5,648	53,556	46,286		17,619	1,884	1,784	2,064	(7,507)	998	8,506	9,113		117,461			
Subtotal		\$ 165,581	\$ 10,012		\$ 10,306	\$ 11,797	\$ 8,876	\$ 84,161	\$ 81,420			\$ 2,961	\$ 2,803	\$ 3,243	\$ (11,797)	\$ 1,568	\$ 13,365	\$ 15,855	45.74%				
TOTALS		\$1 207 124	\$ 82.214	¢ 69.024	\$ 94620	¢ 92.6F0	¢ 72 907	¢ 676 902	\$ 630.232	51 700/	\$ 220 00e	\$ 24.020	¢ 22 500	¢ 27 20E	¢ (92 6F0)	£ 12 102	¢ 120 107	\$ 100 ppn	56 11º/	¢ 1 527 227	\$905,000	\$ 731,221	52.43%
IOTALS		\$1,307,124	\$ 82,214	\$ 68,921	\$ 84,630	\$ 82,650	φ 12,887	\$ 676,892	\$ 630,232	51./8%	⇒ ∠ა∪,∪9 6	ə 24,920	a ∠3,588	a 21,295	ა (8∠,650)	ə 13,193	⊅ 1∠9,107	\$ TUU,989	ენ.11%	\$ 1,537,220	\$805,999	\$ 731,221	52.43%

Adult / DW - Total

PY13	PY13 ITA	PY13	PY13 ITA Budget	PY13	PY13 Vouchers	PY13 Vouchers	PY13 Obligations	Remaining to	PY14
Budget	Budgets	Deobligations	including	Vouchers	Disbursed that	Disbursed that	(Budget minus all	be Obligated	Obligations
\$303,315.00	\$342,657.92	\$83,687.55	\$258,970.37	\$189,919.77	\$111,862.35	\$84,557.80	\$150,380.58	\$44,344.63	\$26,162.50

Adult

PY13	PY13 ITA	PY13	PY13 ITA Budget	PY13	PY13 Vouchers	PY13 Vouchers	PY13 Obligations	Remaining to	PY14
Budget	Budgets	Deobligations	including	Vouchers	Disbursed that	Disbursed that	(Budget minus all	be Obligated	Obligations
\$258,665.00	\$269,556.10	\$45,751.08	\$223,805.02	\$159,185.66	\$87,340.33	\$71,845.33	\$136,464.69	\$34,859.98	\$23,714.50

DW

	Y13 dget	PY13 ITA Budgets	PY13 Deobligations	PY13 ITA Budget including Deobligations		PY13 Vouchers Disbursed that are Paid	PY13 Vouchers Disbursed that haven't cleared	PY13 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	PY14 Obligations
\$44,0	650.00	\$73,101.82	\$37,936.47	\$35,165.35	\$30,734.11	\$24,522.02	\$12,712.47	\$13,915.89	\$9,484.65	\$2,448.00

DW - NEG

PY13 Budget	PY13 ITA Budgets	PY13 Deobligations	PY13 ITA Budget including Deobligations	PY13 Vouchers Disbursed	PY13 Vouchers Disbursed that are Paid	PY13 Vouchers Disbursed that haven't cleared	PY13 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	
\$46,050.00	\$16,910.47	\$0.00	\$16,910.47	\$6,500.38	\$0.00	\$6,500.38	\$39,549.62	\$29,139.53	\$0.00

OJT - Total

PY13	PY13 Contracts	PY13	PY13 Contracts	PY13 Vouchers	PY13 Vouchers	PY13 Vouchers	PY13 Obligations	Budget
Budget	PY13 Contracts	Deobligations	including	Disbursed	Paid	that have not	(Budget minus all	Remaining
\$93,600,00	\$48,224.89	\$17.21	\$48,207.68	\$34.327.84	\$29.575.56	\$4.752.28	\$13.897.05	\$45,392,32

Adult

PY13	PY13 Contracts	PY13	PY13 Contracts	PY13 Vouchers	PY13 Vouchers	PY13 Vouchers	PY13 Obligations	Budget
Budget	F113 Contracts	Deobligations	including	Disbursed	Paid	that have not	(Budget minus all	Remaining
\$79,200.00	\$39,527.77	\$1.25	\$39,526.52	\$31,689.32	\$27,983.56	\$3,705.76	\$7,838.45	\$39,673.48

DW

PY13	PY13 Contracts	PY13 PY13 Contracts		PY13 Vouchers	PY13 Vouchers	PY13 Vouchers	PY13 Obligations	Budget	
Budget	P113 Contracts	Deobligations	including	Disbursed	Paid	that have not	(Budget minus all	Remaining	
\$14,400.00	\$8,697.12	\$15.96	\$8,681.16	\$2,638.52	\$1,592.00	\$1,046.52	\$6,058.60	\$5,718.84	



Worklink Workforce Investment Board Grant #13Y495H4

Budget vs. Actual Expenditures YTD

Job Number 1403

Budgeted Expe	1403-I1000	1403-I1001	1403-I1002	1403-I1003	1403-I1004	1403-I1005	1403-I1006	1303-I1006	Total Expenses	Balance	% Spent		
	codes	Budget	7/1-7/28	7/29-8/25	8/26-9/29	9/30-10/27	10/28-11/24	11/25-12/29	12/30-1/26	1/27-2/23			
		Mod #1											
Salary Total	0.0	325,644	21,842	22,670	30,796	25,163	25,050	30,880	24,739	25,308	206,448	119,196	63.40%
Fringe Benefit Total	0.1-0.5	123,066	7,829	8,009	10,457	8,286	8,227	10,190	8,556	8,460	70,014	53,052	56.89%
Subtotal		\$448,710	\$29,671	\$30,679	\$41,253	\$33,449	\$33,277	\$41,070	\$33,295	\$33,768	\$276,462	\$172,248	61.61%
Operating Costs													
Staff Consumable Supplies	1.2	6,000	75		19	102		109	68	59	432	5,568	7.20%
Advertising	1.3	9,000						4,272		505	4,777	4,223	53.08%
Printing/Copies	1.4	4,800		9	204	372		8	305	188	1,086	3,714	22.63%
Communications	1.5	10,746	917	972	921	857	819	924	832	866	7,108	3,638	66.15%
Staff Travel	1.6	26,590	804	887	1,786	1,278	1,450	1,297	1,134	1,139	9,775	16,815	36.76%
Staff Training/Conferences	1.7	6,000							1,796	(484)	1,312	4,688	21.87%
Computer Leases,Software	1.8	11,360		3600	2176	1000		895			7,671	3,689	67.53%
Postage	1.9	3,585	89	189	236	245	234	200	17	486	1,696	1,889	47.31%
Subtotal		\$78,081	\$1,885	\$5,657	\$5,342	\$3,854	\$2,503	\$7,705	\$4,152	\$2,759	\$33,857	\$44,224	43.36%
Individualized Training Cost													
Participant Supplies	2.1	6,400				15		142			157	6,243	2.45%
Participant Books	2.2	8,000				86			139	220	445	7,555	5.56%
Assessment/Exam Fees(inc workke	2.3	8,650				405		3063	1523	600	5,591	3,059	64.64%
TABE Testing Materials	2.4	2,050									0	2,050	0.00%
Tuition (Adult Education)	2.5	38,758		7267		9689	2422		7267	2422	29,067	9,691	75.00%
Tuition (College or Vocational)	2.6	24,990		45		790	760	275	444	3931	6,245	18,745	24.99%
Work Experience	2.9	41,760	765	1569	1881	3357	5530	6819	3855	2173	25,949	15,811	62.14%
Awards/Events	2.10	1,600									0	1,600	0.00%
Subtotal		\$132,208	\$765	\$8,881	\$1,881	\$14,342	\$8,712	\$10,299	\$13,228	\$9,346	\$67,454	\$64,754	51.02%
Customer Supportive Services Cost													
Student Incentives (skills&inc comp	3.1	40,491	2257	1900	3152	3151	2651	1875	4750	1197	20,933	19,558	51.70%
Transportation	3.2	22,500	625	505	1,585	1,955	2,005	1,665	1,370	600	10,310	12,190	45.82%
Childcare	3.3	4,800						380	190		570	4,230	11.88%
Training Support Materials	3.4	3,200		3	120	337	135	385	207	271	1,458	1,742	45.56%
Emergency Assistance	3.5	3,500							208		208	3,292	5.94%
Subtotal		\$74,491	\$2,882	\$2,408	\$4,857	\$5,443	\$4,791	\$4,305	\$6,725	\$2,068	\$33,479	\$41,012	44.94%
Other		ţ, zo1	42,002	\$2,.30	¥ .,001	40, .40	\$1,131	\$ 1,000	40,.20	\$2,030	200, .70	¥ , •	/0
Training Fee (Profit)	4.1	36,675	1,760	2,381	2,667	2,854	2,464	3,169	2,870	2,397	20,562	16,113	56.07%
Audit	4.2	5,584									0	5,584	0.00%
Subtotal		\$42,259	\$1,760	\$2,381	\$2,667	\$2,854	\$2,464	\$3,169	\$2,870	\$2,397	\$20,562	\$21,697	48.66%
Indirect		64,180	3,080	4,167	4,667	4,995	4,312	5,546	5,023	4,195	35,985	28,195	56.07%
TOTALS		\$839,929	\$40,043	\$54,173	\$60,667	\$64,937	\$56,059	\$72,094	\$65,293	\$54,533	\$467,799	\$372,130	55.70%
Monthly Actual Expenses				, , , ,	,	1 - /				,			
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