

FINANCE COMMITTEE
Wednesday, August 20, 2014
SC Works Clemson Conference Room
3:00 P.M.

AGENDA

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| I. Call to Order | David Collins |
| II. Approval of May 19, 2014 Minutes* | David Collins |
| III. PY'13 Budget Overview | |
| I. WorkLink Grants | Brandi Runion |
| a. Adult, DW, Youth Overview | |
| 1. 70% Expenditure Rate | |
| 2. 80% Obligation Rate | |
| I. Henkels & McCoy Closeouts | Kal Kunkel |
| a. Adult/DW Grant | |
| b. Youth Grant | |
| IV. PY'14 Budget Overview | |
| I. WorkLink Grants | Brandi Runion |
| a. Adult, DW, Youth Overview (Mod#1*) | |
| 1. Status of PY'14 Funds received | |
| 2. Cost Allocation Plan/MOA Update | |
| II. Henkels & McCoy | Kal Kunkel |
| a. Adult/DW Grant (Mod#1*) | |
| b. Youth Grant | |
| V. Ongoing Grants | Brandi Runion |
| I. 13INC01 – Incentive Grant | |
| II. 13RROJT01 – Rapid Response On the Job Training Grant | |
| III. Rapid Response Incumbent Worker Training Grants | |
| IV. 13DWT01 – Dislocated Worker National Emergency Grant (Mod#1*) | |
| V. Make It In America (MiiA) Grant | |
| VI. 14IWT01 - Local Incumbent Worker Training Grant | |
| VI. WIOA Update | Brandi Runion |
| VII. Other Business | |
| VIII. Adjournment | |

* Requires Vote

UPCOMING MEETINGS:

August 27, 2014– Board Meeting – 1:00 pm – Madren Center
October 22, 2014 – Finance Committee Meeting – 3:00 pm - WorkLink

FINANCE COMMITTEE
Meeting Minutes
May 19, 2014 @ 3:00 pm
Meeting Room – Pendleton Library – Pendleton, SC

Members Present

Stephanie Collins, Chair	Kristi King-Brock	David Collins
Mike Wallace		

Members Absent:

Ronnie Booth	Michael Keith
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Providers:

Karen Craven	Matt Fields	Kal Kunkel
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Staff Present:

Brandi Runion	Jennifer Kelly	Patty Manley
Sharon Crite	Windy Graham	Renée Murdock

Guests:

Danny Brothers	Robert Halfacre
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Welcome and Introductions

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.

Approval of Minutes

The minutes from the March 26, 2013 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: Mike Wallace made a motion to approve the minutes as submitted, second by David Collins. The motion carried with a unanimous voice vote.

PY'13 Budget Overview

Chair S. Collins deferred to Brandi Runion to report.

a. WorkLink Grants

i. WIA Grants Overview

Ms. Runion referred to page 5 of the meeting packet stating items to call attention to are the payment from Department of Employment and Workforce (DEW) for the second quarter was issued to Henkels & McCoy instead of WorkLink so we are waiting for that to be corrected; the payment from DEW for third quarter is in process; the Travel line item shows 51% spent, however Windy Graham and Sharon Crite have travel and training upcoming which will increase

this line item amount; the Training line item is currently at 20%, however, training has been secured for \$13,010 and once the invoices are received this line item will also increase.

Ms. Runion stated page 6 is an update of Indirect Cost paid to the Appalachian Council of Governments (ACOG) through April 2014.

Ms. Runion provided an update on the grants expenditures through April 2014 as shown on pages 7-10 stating we currently have 4 ongoing Rapid Response Grants with Palmetto Plating, Technology Solutions, Kroeger Marine Construction, and Roylco, Inc.; our Incentive Grant in the amount of \$5,453 will be used for outreach and is in the planning stages; the Make It In America Grant is beginning to have expenditures and Ms. Runion and Jennifer Kelly will begin to charge a percentage of their time to this grant beginning in July; and Henkels & McCoy was awarded the Dislocated Worker National Training Grant in the amount of \$52,733 and their staff are working to identify participants.

b. Henkels & McCoy

i. Adult/DW Grant (Mod. #4 Vote)

Ms. Runion referred to page 11 which shows the expenditures for Henkels & McCoy through April 2014 stating Henkels & McCoy is currently at 69.29% with is slightly behind schedule for their expenditure rate. Ms. Runion added that she and Ms. Kelly have met with Henkels & McCoy regarding the line items that are showing as underspent and stated Henkels & McCoy has brought Modification Request #4 to the committee for consideration of a vote to decrease their current budget from \$1,537,221 to \$1,467,444 which is a total decrease of \$69,777.

Kal Kunkel referred to pages 12-15 and provided a brief explanation of the modification request to de-obligate \$69,775.64 of the PY'13 budget stating this comes as a result of lower than anticipated Staff Health Insurance costs, lower than expected Operating costs, no demand for Emergency Assistance as well as a decrease in demand for Transportation due to staff maximizing community resources, and lower than planned On-the-Job Training. Mr. Kunkel also reported in this request, Henkels & McCoy is moving a portion of tuition funds to participants books to cover an overage in that line item.

A question was raised as to the effects this will have on the expenditure rate to which Ms. Runion responded this de-obligation will better help Henkels & McCoy reach their goal of 90% expenditure rate for PY'13.

ACTION TAKEN: A motion from Workforce Skills & Education Committee to approve Modification #4 from Henkels & McCoy as presented to de-obligate \$69,775.64 from the PY'13 budget to carry over to the PY'14 budget year, second by David Collins. Motion passed.

ii. Youth Grant

Ms. Runion referred to page 16 which is a summary of the expenditures for the Henkels & McCoy Youth grant through April 2014 which shows the expenditure level to be reasonable with expectation to meet the 90% expenditure rate by the end of the program year.

PY'14 Budget Overview

Ms. Runion referred to page 17 and provided a brief synopsis of the PY'14 allocations for all 12 areas stating the State received a slight increase from DOL but is holding back a portion for "State Administration" which is allowed by law but has not been done in the past. Ms. Runion also reported overall WorkLink received a decrease of 5.24% adding that allocations are based on the population and the Unemployment Insurance rate for each area.

a. WorkLink Grants

i. WIA Grants Overview*

On page 18, Ms. Runion provided an overview of the proposed budget for PY'14. Ms. Runion stated we are allowed to transfer 50% of Program DW funds to Program Adult funds and brought this to the committee for consideration. The amount that would be transferred is \$325,258.

ACTION TAKEN: Kristi King-Brock made a motion to approve and allow the transfer of 50% Program DW funds to Program Adult funds in the amount of \$325,258 for PY'14, second by Mike Wallace. Motion passed.

Ms. Runion continued to report on the PY'14 In-House budget stating following line items have changed from the PY'13 budget:

- Salary, Fringe, & Indirect - reduced due to 2 staff charging time to MiiA Grant and DWT NEG grants.
- SC Works Centers & Satellites – may change due to some staff changes by SCDEW. If kept at current staffing level at current centers and adding only a SCDEW intake coordinator, costs will be reduced. We had increased expenses due to move and relocation/startup costs in PY'13.
- Outside Services (Strategic Plan) increased this year due to our 5 year plan being complete. The Executive Committee has approved advertising to begin in early July with a contingent amount of \$45,000 based on bids received for this service.
- Training reduced due to staff training being provided in PY'13 that will not be needed in PY'14.
- Job Fair costs are tabled until true carryover numbers come in in August.
- IT Maintenance/Support costs reduced due to PY'13 move costs.
- Outreach increased to \$15,000 to coincide with the Incentive Grant to provide Outreach for the SC Works Centers.

Ms. Runion reported that the Budget Negotiations Committees have approved the budget amount.

ACTION TAKEN: Mike Wallace made a motion to approve the PY'14 budget amount as presented, second by David Collins. Motion passed.

b. Henkels & McCoy

i. Adult/DW Grant*

Ms. Runion referred to pages 19-24 which is the Adult/DW budget as approved by the Negotiations Committee and the Workforce Skills & Education Committee in the amount of \$1,450,000. Ms. Runion deferred to Mr. Kunkel to provide a synopsis of the budget changes from PY'13 to PY'14. Mr. Kunkel cited changes in training costs and supportive services costs in addition to increases in staff costs, due to no long sharing managers across the projects, as the major changes in the budgets from PY'13 to PY'14. Mr. Kunkel added the number of participants to be served for PY'14 will remain the same as PY'13.

ACTION TAKEN: A motion from Workforce Skills & Education Committee to accept and approve the PY'14 Henkels & McCoy Adult/DW budget as presented, second by Kristi King-Brock. Motion passed.

ii. Youth Grant*

Ms. Runion stated pages 25-30 is the Youth budget as approved by the Negotiations Committee and Youth Council in the amount of \$800,000 and deferred to Mr. Kunkel to provide an explanation of the comparison of the PY'13 and PY'14 budget as shown on page 29.

ACTION TAKEN: A motion from Youth Council to accept and approve the PY'14 Henkels & McCoy Youth budget as presented, second by Mike Wallace. Motion passed.

Other Business

Ms. Runion reported that all budget items will be presented at the May 28th Executive Committee meeting for approval and will then be presented at the June 11th Board meeting as information only.

Adjournment

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

Respectfully submitted by: Patty Manley, Office Manager

	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	YTD-June	Actual % Expended	Goal Expended	Goal % Expended	Balance
PY'13 Allocations (NFA-13-01)	749,486	83,275	741,374	82,374	802,316	89,146	2,537,971					
Transfer of funds (35%)	259,480	-	(259,480)	-	-	-	-					
Transfer of funds (15%)	111,206	-	(111,206)	-	-	-	-					
PY'12 Carryover	654,521	84,138	188,244	92,275	458,863	69,165	1,547,206					
	1,774,693	167,413	558,932	174,649	1,261,179	158,311	4,095,177					
Obligations												
Henkels & McCoy - Adult (Mod #4)	1,249,537	-	-	-	-	-	1,249,537	1,085,853	87%	1,249,537	100%	163,684
Henkels & McCoy - DW (Mod #4)	-	-	217,907	-	-	-	217,907	214,507	98%	217,907	100%	3,400
Henkels & McCoy - Youth	-	-	-	-	839,929	-	839,929	740,232	88%	839,929	100%	99,697
Undesignated Funds	251,145	39,396	244,801	57,075	312,140	30,746	935,303	-	0%	-	0%	935,303
Total Pass-Through Contracts	1,500,682	39,396	462,708	57,075	1,152,069	30,746	3,242,676	2,040,592	63%	2,307,373	71%	1,202,084
Total Revenue after Obligations	274,011	128,017	96,224	117,574	109,110	127,565	852,501					
In-House Expenses												
Salaries	122,160	37,806	41,383	37,797	62,026	48,644	349,816	357,259 (3)	102%	349,816	100%	(7,443)
Fringe	37,201	11,954	12,650	11,951	19,396	15,480	108,632	100,741	93%	108,632	100%	7,891
SC Works Centers & Satellites Facility Costs	140,899	21,677	58,049	16,801	1,637	13,822	252,885	242,899	96%	252,885	100%	9,986
Payment from SCDEW for Facilities	(82,673)	-	(35,432)	-	-	-	(118,105)	(110,605)	94%	(118,105)	100%	(7,500)
Travel - Training/Conferences/Meetings	8,500	3,000	-	2,500	-	3,000	8,500	5,965	70%	8,500	100%	2,535
Travel - Committee/Board	2,500	250	-	250	2,000	2,000	2,500	1,363	55%	2,500	100%	1,137
Supplies - Consumable	2,250	750	2,250	750	750	750	2,250	2,202	98%	2,250	100%	48
Supplies - Non-Consumable	1,000	335	-	335	330	330	1,000	974	97%	1,000	100%	26
EMSI Delta Charges	3,375	1,125	-	1,125	1,125	1,125	3,375	2,813	83%	3,375	100%	562
Consulting	3,294	1,098	-	1,098	1,098	1,098	3,294	3,291 (2)	100%	3,294	100%	3
Outside Services	420	140	-	140	420	420	420	418 (1)	100%	420	100%	2
Insurance - Tort	7,560	2,520	-	2,520	2,520	2,520	7,560	7,671	101%	7,560	100%	(111)
Insurance - Auto C&C	190	65	-	65	60	60	190	171	90%	190	100%	19
Insurance - Auto Liab	770	260	-	260	250	250	770	760	99%	770	100%	10
Postage	500	170	-	170	160	160	500	500	100%	500	100%	-
Printing	4,000	1,834	-	1,833	1,833	1,833	5,500	4,274	78%	5,500	100%	1,226
Telephone Voice	1,074	540	-	540	540	540	1,620	1,618	100%	1,620	100%	2
Telephone LD	324	156	-	156	156	156	468	468	100%	468	100%	-
Cellphone (Executive Director)	12	6	-	5	1	1	12	12	100%	12	100%	-
Web Site Hosting & Renewal Fees	7,080	2,360	-	2,360	2,360	2,360	7,080	5,520	78%	7,080	100%	1,560
Memberships, Dues, & Prof Fees	3,300	1,125	-	1,075	1,100	1,100	3,300	3,286	100%	3,300	100%	14
Training	20,000	8,500	-	5,000	6,500	6,500	20,000	16,565	83%	20,000	100%	3,435
Job Fair / Hiring Event Expenses	22,000	11,000	-	11,000	-	-	22,000	21,604	98%	22,000	100%	396
Rent - WorkLink Office	606	200	-	200	206	206	606	606	100%	606	100%	-
R&M & Gas - WIA Car	2,500	835	-	835	830	830	2,500	1,784	71%	2,500	100%	716
IT Maint/Support (WIB Only)	12,010	5,117	2,193	1,600	1,500	1,500	12,010	10,195	85%	12,010	100%	1,815
Outreach	5,000	3,000	-	1,500	5,000	5,000	5,000	4,439	89%	5,000	100%	561
COG Meeting Expense	5,000	867	-	868	3,265	3,265	5,000	4,733	95%	5,000	100%	267
Indirect Cost Pool (42%)	146,923	51,307	17,381	15,875	26,051	20,430	146,923	156,958	107%	146,923	100%	(10,035)
Total In-House	857,535	274,011	129,052	118,609	109,110	128,600	855,606	848,484	99%	855,606	100%	7,122
(1) - Approved by EC, Management Solutions, LLC												
(2) - Approved by EC, Susan E. Crocker, Inc.												
(3) - Approved by EC, Executive Session												

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	12,581.00	27,243.00	46.18%
April	12,670.00	27,243.00	46.51%
May	12,095.00	28,131.00	43.00%
June	14,711.00	45,144.00	32.59%
	<u>157,204.00</u>	<u>355,277.00</u>	<u>44.25%</u>
Budget	146,923.00	349,816.00	
% Spent	107.00%	101.56%	

From: Sherlock, Pat

Sent: Friday, August 15, 2014 11:53 AM

To: Hill, Kevin - SC Works; Joseph Kernell; Katherine O'Neill; 'Andre Anderson'; 'Ann Angermeier'; 'Areatha Clark'; 'Brenda England'; 'Dean Jones'; 'Hank Amundson'; 'Jamie Wood'; 'Jennifer Kelly'; 'Joette Dukes'; 'Kevin Hill'; 'Nicole Lawing'; 'Sandra Johnson'; Ben Mauldin; Chris Bickley; Connie Shade; Johnny Brown; Mike Mikota; Patricia Hartung; Randy Imler; Ron Mitchum; Sarah Smith; Steve Pelissier

Cc: Bryant, Rebecca Battle; Schmick, Mary Jo; Ferguson, Scott; Lucas, Amanda S.; Jackson, LaCrystal; Paczynski, Michelle; Sherbert, Jake; Harris, Michelle; Roben, Susan; Parks, Grey; Middleton, Silvia; Buchman, Michael

Subject: Year-End WIA Fund Utilization

Attached are the year-end WIA fund utilization charts for Program Year 2013. USDOL and the SWIB have an expectation that 70% of available WIA funds (in each of the three fund streams) be expended on an annual basis. It is also a USDOL requirement that LWIAs obligate 80% of their current year allocation by the end of the Program Year; therefore, the summary below provides obligation information.

The following is noted from the attached charts and your financial reports submitted through June:

- Adult Expenditures and Obligations
 - Overall 79% expended
 - Significant disparity in local area fund utilization with low of 54% and high of 95%
 - Overall 87% obligation rate of current year funds; however, 2 LWIAs obligated less than the 80% requirement (at 35% and 71%)
- Dislocated Worker Expenditures
 - Overall 76% expended
 - Significant disparity in local area fund utilization with low of 51% and high of 98%
 - Overall 80% obligation rate of current year funds; however, 4 LWIAs obligated less than the 80% requirement (at 40%, 42%, 72% and 77%)
- Youth Expenditures
 - Overall 80% expended
 - Significant disparity in local area fund utilization with low of 64% and high of 100%
 - Overall 88% obligation rate of current year funds; however, 3 LWIAs obligated less than the 80% requirement (at 56%, 76% and 78%)

Per State Instruction Number 12-16, those LWIAs that did not meet the 70% expenditure rate in each of the three fund streams must submit a written explanation detailing the reasons and outlining corrective measures that will ensure future compliance with the policy. Please submit to Mary Jo Schmick at mschmick@dew.sc.gov by August 29, 2014.

Pat Sherlock

SC Department of Employment and Workforce

Office: 803.737.2601 | Fax: 803.737.2119 | TTY: 711

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STATE EMPLOYMENT SERVICES INSTRUCTION NUMBER: 12-16

TO: LWIA Administrators
SUBJECT: WIA Fund Utilization Policy
ISSUANCE DATE: June 26, 2013
EFFECTIVE DATE: July 1, 2013

PURPOSE: To issue State policy regarding WIA annual expenditure rates to promote maximum investment of funds, increased levels of service to customers, and increased WIA fund utilization statewide.

REFERENCES: Training and Employment Guidance Letters (TEGL) 28-10, TEGL 24-07 and TEGL 16-03, Changes 1-4.

BACKGROUND: On a national level, WIA annual expenditure rates have often resulted in the appearance that the program did not require all the funds it was previously appropriated. This appearance has been used to justify budget reductions and even mid-year rescissions. Several actions on the part of Congress and/or USDOL have alerted the workforce system to the importance of timely and accurate expenditure reporting.

- Over the last several years, Congress has lowered its appropriation amounts for WIA programs based largely on the low rates of expenditures the previous year. Nationally, WIA appropriations have decreased an average of 5.6% annually over the last three years.
- Congress has also considered in its WIA Reauthorization discussions a required 70% expenditure rate for formula-funded programs to encourage grantees to utilize their fiscal capacity in serving individuals.
- Such expenditure thresholds have already been implemented by USDOL in reviewing the need for requested funding under National Emergency Grants (NEGs). TEGL 16-03 states: *The expected June 30 annual accrued expenditure rate for Dislocated Worker formula program funds when applying for NEG resources is 70 percent of "total available" (prior year carryover plus annual allotment). A review of each state's success in meeting this rate will be conducted at the end of each program year and will be part of the review of a state's need for NEG funds as applications are received.*
- In Program Year 2007, WIA experienced two across-the-board rescissions as well as a significant rescission that was largely based on unexpended balances above 30%.

POLICY: Although the WIA Statute and Regulations provide two years for local areas to expend formula funds, the reality is that states and local areas are judged on timely use of the funds. Since Program Year 2011, LWIAs are direct recipients of 89% of the total WIA funds allotted to the state, versus 79% received in prior years. This increases the need and expectation that each LWIA expend funds both wisely and timely.

Therefore, the State Workforce Investment Board (SWIB) has instituted an annual target for expenditure of local funds that mirrors that used by USDOL in reviewing WIA formula-funded grants. Effective with the start of Program Year 2013, an annual 70 percent fund utilization rate for each of the three local fund streams (Adult, Dislocated Worker and Youth) will be required. The rate will be calculated for each LWIA by dividing total accrued expenditures as reported through June 30th by total available funds (unexpended carry-in funds plus current annual allocation). Should an LWIA fail to meet the 70 percent expenditure rate in any fund stream, a written explanation must be submitted detailing the reasons and outlining corrective measures that will ensure future compliance with the policy.

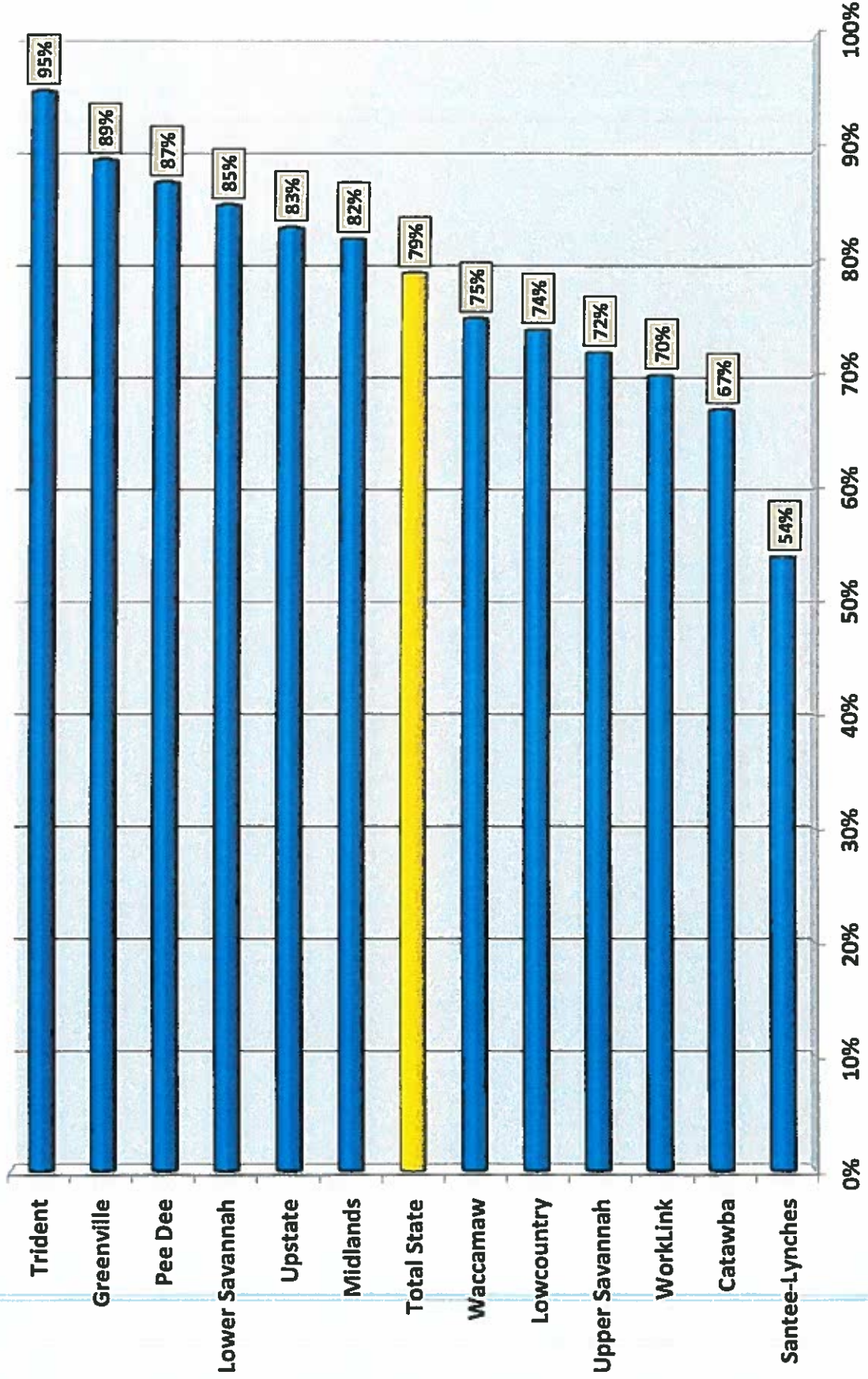
ACTION: Please ensure this policy guidance is distributed to appropriate staff and implemented in your LWIA.

INQUIRIES: Questions may be directed to Mary Jo Schmick at 803-737-2166 or mschmick@dew.sc.gov.

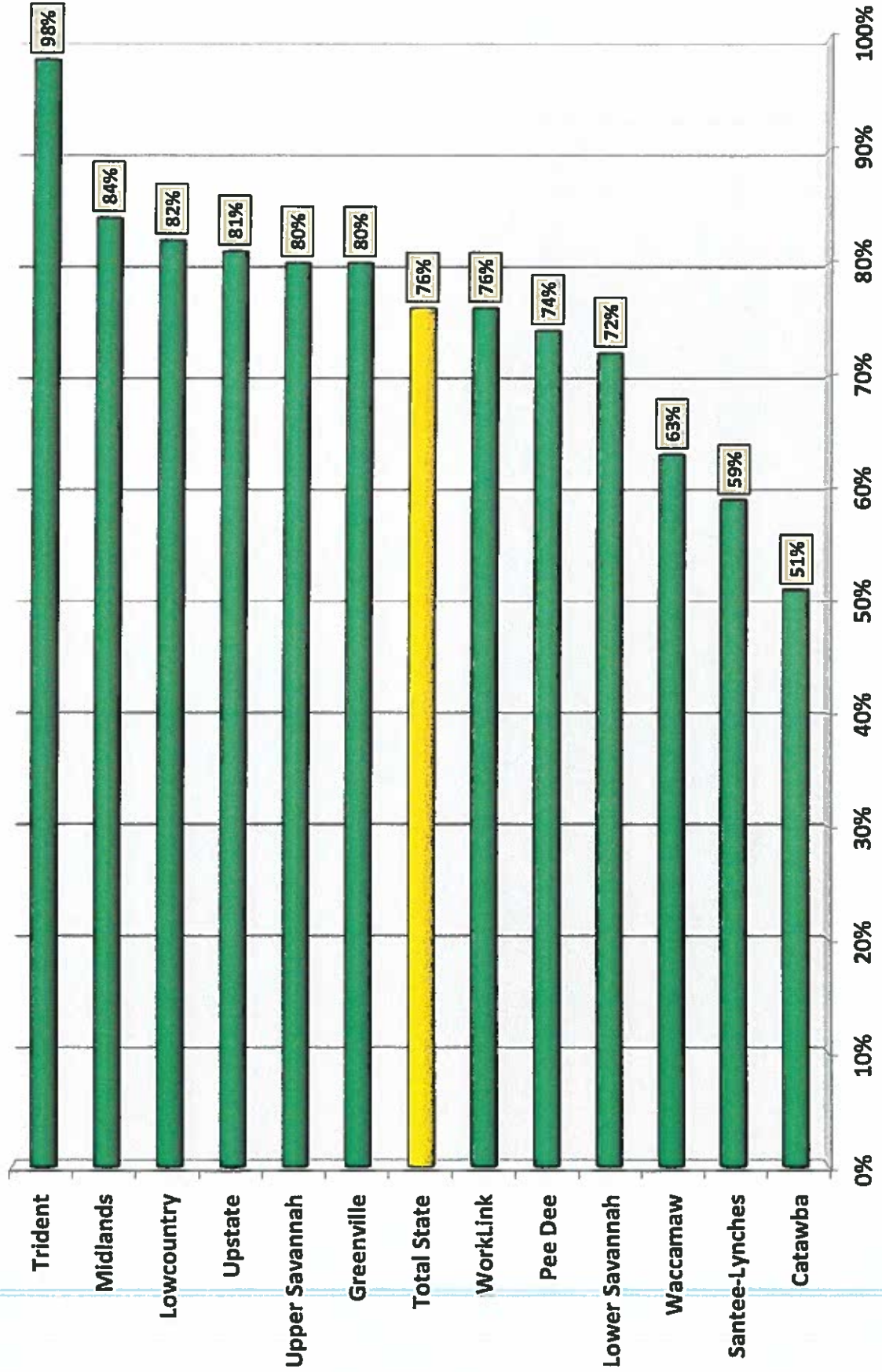


Kerry Paul
Interim Assistant Executive Director
Employment Services

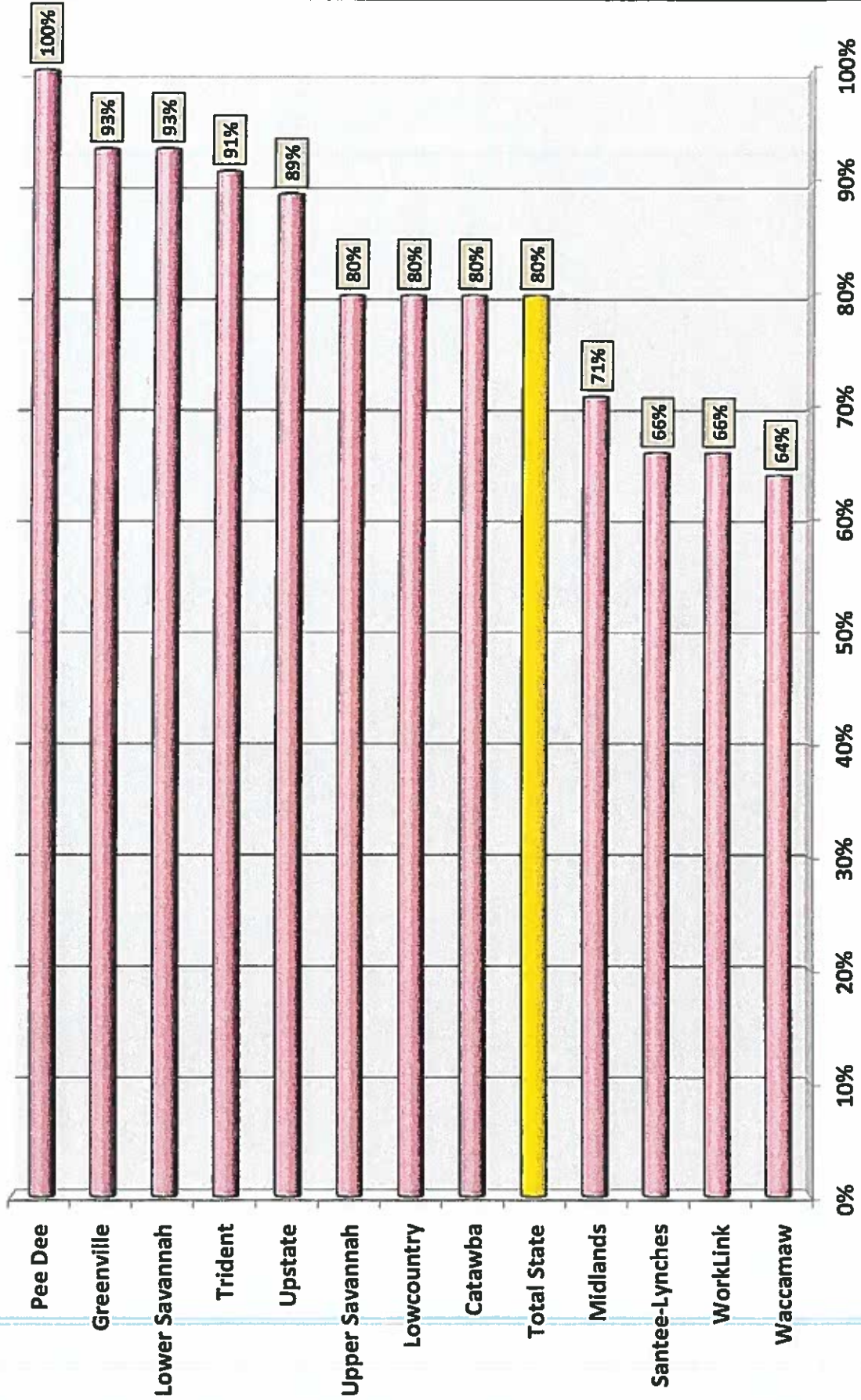
LWIA PY'13 Adult Program Fund Utilization Rate thru 6/30/14 (Includes Admin.)



LWIA PY'13 Dislocated Worker Program Fund Utilization Rate thru 6/30/14 (Includes Admin.)



LWIA PY'13 Youth Program Fund Utilization Rate thru 6/30/14 (Includes Admin.)





Budget vs. Actual Expenditures YTD

Account	ADULT												DLW												TOTAL	
	Unpaid to Me on	April	May	June	June Actual	Closed	Total Expense	Balance	% Spent	Unpaid to Me on	April	May	June	June Actual	Closed	Total Expense	Balance	% Spent	Total Budget	Total Expenses	Total % Spent					
After Hour \$1																										
Salary Total	383,241	36,233	27,741	16,225	10,440	(6,482)	358,512	4,726	98.70%	63,842	6,941	5,154	3,300	5,278	(1,075)	63,858	(1)	100.03%	427,183	422,470	4713	98.90%				
Fringe Benefit Total	153,738	14,414	11,324	11,347	4,207	(371)	147,183	6,555	97.14%	27,052	2,774	2,080	2,165	26	26	28,541	522	98.07%	160,863	173,724	7,017	98.90%				
Subtotal	\$ 516,979	\$ 50,647	\$ 39,065	\$ 27,572	\$ 14,647	\$ (6,778)	\$ 505,695	\$ 11,284	97.83%	\$ 91,093	\$ 9,715	\$ 7,234	\$ 5,465	\$ -	\$ (1,049)	\$ 90,498	\$ 866	98.24%	\$ 607,984	\$ 596,194	\$ 11,790	98.08%				
Spending Cards																										
Staff Consumable Supplies	6,122	1,110	864	295	1,388	121	6,586	638	91.24%	1,078	186	142	52	148	114	1,000	79	92.76%	7,200	6,586	614	91.47%				
Advertising	2,041	-	-	-	-	-	2,041	2,041	100.0%	359	-	-	-	-	-	-	359	100.0%	2,400	-	2,400	0.00%				
Printing/Copies	8,163	2,039	1,373	608	-	-	7,290	868	89.37%	1,437	340	242	107	-	-	1,298	141	90.15%	8,600	8,591	1,009	89.46%				
Communications	9,005	1,003	732	1,030	25	-	9,645	(640)	(7.11%)	1,885	181	137	181	5	-	1,704	(118)	(10.51%)	10,090	11,349	(1,349)	107.17%				
Staff Travel	27,120	6,345	1,589	1,981	773	492	25,288	1,832	91.17%	4,774	1,108	790	315	256	(35)	4,800	174	98.38%	31,884	29,869	2,028	93.85%				
Staff Training/Technical Services	3,316	(96)	-	53	-	-	2,029	1,287	61.18%	564	(17)	-	-	10	-	288	298	48.97%	3,000	2,315	1,585	93.50%				
Staff Computer Leases	10,001	-	-	2,156	-	-	10,318	(318)	(3.15%)	1,760	-	-	381	-	-	1,833	(73)	(4.15%)	11,781	12,149	(368)	103.30%				
Software License	6,257	-	-	-	-	1,701	7,058	(1,809)	(25.55%)	943	-	-	-	-	-	300	1,245	(322)	(26.21%)	8,300	8,300	0.00%				
Printing	3,299	156	386	53	47	65	3,946	1,347	99.37%	501	45	53	9	7	12	345	235	99.55%	3,860	2,298	1,562	99.23%				
Subtotal	\$ 74,426	\$ 10,557	\$ 4,894	\$ 6,104	\$ 2,263	\$ 2,378	\$ 49,146	\$ 5,278	82.91%	\$ 13,101	\$ 1,823	\$ 888	\$ 1,088	\$ 427	\$ 391	\$ 12,310	\$ 731	83.88%	\$ 87,528	\$ 61,488	\$ 6,689	82.87%				
Training cost																										
Participant Supplies	10,816	1,076	222	284	-	64	3,760	7,023	35.07%	1,904	592	-	-	15	-	3,228	(1,324)	(68.34%)	12,720	7,021	8,699	68.20%				
Instructional Supply Cost (net book)	24,234	1,103	1,971	1,233	2,578	381	21,381	2,853	87.44%	7,488	560	-	830	50	-	6,715	1,781	76.55%	31,700	27,058	4,604	85.48%				
Contidential Exam Fees	18,282	85	578	384	1,753	(118)	9,427	8,655	91.86%	3,218	30	183	400	401	(4)	2,252	988	69.98%	21,500	11,879	9,621	54.32%				
Workshops	3,912	35	58	12	-	-	621	2,891	23.38%	618	-	-	-	-	-	79	539	12.78%	4,130	900	3,230	21.79%				
Tuition/Adult Ed Sall Upgrade(GED)	87,690	14,537	-	-	-	-	87,656	32	99.98%	15,472	2,563	-	-	-	-	15,624	(32)	(0.21%)	103,362	103,362	-	100.00%				
TTC Pre Emp Workshops	29,761	7,438	7,438	-	-	-	27,120	2,638	81.15%	6,228	1,313	1,313	-	-	-	7,870	(2,637)	(33.53%)	38,000	35,002	(2)	100.01%				
Account/Voucher cost	235,188	1,780	12,835	18,777	17,745	274	158,610	76,576	87.44%	34,646	7,674	3,308	1,604	2,477	-	34,528	342	99.02%	270,004	193,118	78,918	71.52%				
On the Job Training	84,800	(98)	1,156	1,612	8,631	-	44,067	20,713	88.04%	11,520	2,257	-	-	4,968	-	8,864	1,656	65.63%	78,320	53,951	22,389	70.89%				
Subtotal	\$ 474,481	\$ 26,445	\$ 24,210	\$ 14,397	\$ 38,708	\$ 829	\$ 353,103	\$ 121,378	74.42%	\$ 80,288	\$ 18,379	\$ 7,873	\$ 2,864	\$ 8,891	\$ 98	\$ 78,054	\$ 1,281	81.43%	\$ 554,166	\$ 432,177	\$ 122,939	77.89%				
Supportive Service Cost																										
Transportation	13,125	1,078	1,135	1,040	-	765	12,105	1,020	92.23%	2,825	350	630	503	60	580	6,005	(3,760)	(228.76%)	15,750	18,110	(2,360)	114.96%				
Chicore	3,800	120	113	252	-	109	592	3,208	15.18%	1,850	-	-	-	-	160	180	1,400	10.20%	5,480	752	4,728	13.77%				
Uniforms/Drug Screens ec	8,503	143	283	291	184	121	4,292	4,221	60.36%	1,497	25	83	75	-	4	1,897	(119)	(12.89%)	10,000	9,869	4,031	59.89%				
Emergency Assistance																										
Subtotal	\$ 28,528	\$ 1,323	\$ 1,520	\$ 184	\$ 184	\$ 984	\$ 16,878	\$ 3,549	64.51%	\$ 6,482	\$ 318	\$ 713	\$ 680	\$ 60	\$ 744	\$ 7,882	\$ (2,178)	(28.18%)	\$ 21,310	\$ 24,831	\$ 6,379	79.88%				
Professional Service Fees																										
Training Fee (Fitz)	54,483	4,940	1,514	2,488	2,388	(145)	48,224	6,288	88.11%	9,391	1,341	780	448	459	7	9,485	1,086	88.97%	64,074	56,710	7,355	88.52%				
AUC	8,298	-	8,298	-	-	-	8,298	-	100.00%	1,480	-	-	-	-	-	1,480	-	100.00%	8,738	9,755	-	100.00%				
Noticed	18,348	8,645	6,148	4,384	4,181	(439)	34,611	10,338	88.33%	18,784	2,345	1,364	744	803	12	14,887	1,812	88.89%	113,330	99,278	12,852	88.54%				
Subtotal	\$ 188,124	\$ 13,568	\$ 17,898	\$ 6,842	\$ 6,576	\$ (641)	\$ 140,530	\$ 17,184	86.13%	\$ 27,838	\$ 3,897	\$ 3,894	\$ 1,232	\$ 1,282	\$ 18	\$ 24,852	\$ 3,073	86.18%	\$ 186,998	\$ 168,782	\$ 20,007	89.13%				
TOTALS	\$ 3,148,538	\$ 111,837	\$ 87,847	\$ 54,714	\$ 44,393	\$ (2,481)	\$ 1,961,893	\$ 181,883	88.90%	\$ 217,498	\$ 31,638	\$ 15,363	\$ 18,368	\$ 10,440	\$ 183	\$ 214,507	\$ 3,461	88.44%	\$ 1,457,444	\$ 1,390,360	\$ 167,884	96.11%				

Goal Thru June 90.60%

9/10/18

Per WSEC 8/18
 - Voted to approve to continue
 monthly meetings with Henkels

Adult/DW
 2013 Thru Close out.



Worklink Workforce Investment Board Grant #13Y495H4

Budget vs. Actual Expenditures YTD

Job Number 1403

Budgeted Expenses			1403-1011	1403-1012	1403-1013	Total Expenses	Balance	% Spent
	codes	Budget	5/26-6/22	paid accrual	6/23-6/30			
		Mod #1			close out			
Salary Total	0.0	325,644	22,217	6,777	(47)	312,316	13,328	95.91%
Fringe Benefit Total	0.1-0.5	123,066	7,444	2,275	(32)	105,521	17,545	85.74%
Subtotal		\$448,710	\$29,661	\$9,052	-\$79	\$417,837	\$30,873	93.12%
Operating Costs								
Staff Consumable Supplies	1.2	6,000	379	4,309	0	5,459	541	90.98%
Advertising	1.3	9,000	3,300	899	0	9,870	(870)	109.67%
Printing/Copies	1.4	4,800	309	1,784	25	4,489	311	93.52%
Communications	1.5	10,746	647	24	0	10,646	100	99.07%
Staff Travel	1.6	26,590	466	2,509	221	18,039	8,551	67.84%
Staff Training/Conferences	1.7	6,000				1,732	4,268	28.87%
Computer Leases, Software	1.8	11,360	1536		617	11,360	0	100.00%
Postage	1.9	3,585	502		126	2,975	610	82.98%
Subtotal		\$78,081	\$7,139	\$9,525	\$989	\$64,570	\$13,511	82.70%
Individualized Training Cost								
Participant Supplies	2.1	6,400		700	38	6,421	(21)	100.33%
Participant Books	2.2	8,000	46	745	131	7,933	67	99.16%
Assessment/Exam Fees (inc work)	2.3	8,650	444	2087	-80	9,152	(502)	105.80%
TABE Testing Materials	2.4	2,050				2,050	0	100.00%
Tuition (Adult Education)	2.5	38,758		0	0	38,756	2	99.99%
Tuition (College or Vocational)	2.6	24,990	1524	5729	0	16,910	8,080	67.67%
Work Experience	2.9	41,760	1301	787	134	29,578	12,182	70.83%
Awards/Events	2.10	1,600				1,600	0	100.00%
Subtotal		\$132,208	\$3,315	\$10,048	\$223	\$112,400	\$19,808	85.02%
Customer Supportive Services Cost								
Student Incentives (skills&inc con	3.1	40,491	2747	475	725	29,730	10,761	73.42%
Transportation	3.2	22,500	1,275	245	380	16,970	5,530	75.42%
Childcare	3.3	4,800	362		40	972	3,828	20.25%
Training Support Materials	3.4	3,200		745	154	2,902	298	90.69%
Emergency Assistance	3.5	3,500				458	3,042	13.09%
Subtotal		\$74,491	\$4,384	\$1,465	\$1,299	\$51,032	\$23,459	68.51%
Other								
Training Fee (Profit)	4.1	36,675	2,225	1,505	122	32,293	4,382	88.05%
Audit	4.2	5,584				5,584	0	100.00%
Subtotal		\$42,259	\$2,225	\$1,505	\$122	\$37,877	\$4,382	89.63%
Indirect		64,180	3,894	2,636	213	56,516	7,664	88.06%
TOTALS		\$839,929						
Monthly Actual Expenses			\$50,618	\$34,231	\$2,767	\$740,232	\$99,697	88.13%

90% goal

PV13 Youth Closeout

**WorkLink PYC Budget Comparison
PY13 Mod #2 vs. Under Expenditures in Salary & Operating**

		PY13 Budget Mod #2		PY13 Budget Under	Amt of Increase or Decrease	% of Increase or
Slot Level						
		160		160	0	
Staff Costs						
Sub-Total of Staff Costs		\$ 325,643.76		\$ 317,858.76	\$ (7,785.00)	-2.45%
Fringe Benefits	Rate		Rate			
Health Insurance	18.89%	\$ 76,727.04	23.64%	\$ 60,047.40	\$ (16,679.64)	-27.78%
FICA	7.65%	\$ 24,911.75	7.65%	\$ 24,316.20	\$ (595.55)	-2.45%
State UEC-SUI	3.05%	\$ 9,932.13	3.05%	\$ 9,694.69	\$ (237.44)	-2.45%
FUT	0.14%	\$ 455.90	0.14%	\$ 445.00	\$ (10.90)	-2.45%
SC WC	0.34%	\$ 1,107.19	0.34%	\$ 1,080.72	\$ (26.47)	-2.45%
Public-General Liability	3.05%	\$ 9,932.13	3.05%	\$ 9,694.69	\$ (237.44)	-2.45%
Sub-Total Fringe:	33.12%	\$ 123,066.14	37.87%	\$ 105,278.70	\$ (17,787.44)	-16.90%
Operating Costs						
1.1 Facility, Utilities, Maintennace		\$ -		\$ -	\$ -	0.00%
1.2 Staff Consummable Supplies		\$ 6,000.00		\$ 6,000.00	\$ -	0.00%
1.3 Advertising, Outreach		\$ 9,000.00		\$ 9,000.00	\$ -	0.00%
1.4 Copy, Print		\$ 4,800.00		\$ 4,800.00	\$ -	0.00%
1.5 Communications		\$ 10,746.00		\$ 10,570.33	\$ (175.67)	-1.66%
1.6 Staff Travel		\$ 26,590.00		\$ 25,780.00	\$ (810.00)	-3.14%
1.7 Staff Conferences, Training		\$ 6,000.00		\$ 6,000.00	\$ -	0.00%
1.8 Staff Computer Leases		\$ 7,519.50		\$ 7,449.44	\$ (70.06)	-0.94%
1.9 Postage		\$ 3,585.00		\$ 3,585.00	\$ -	0.00%
Sub-Total Operating		\$ 74,240.50		\$ 73,184.77	\$ (1,055.73)	-1.44%

*PY13 Youth
Budget Undermen
Explanation*

**WorkLink PYC Budget Comparison
PY13 Mod #2 vs. Under Expenditures in Salary & Operating**

		PY13 Budget Mod #2		PY13 Budget Under	Amt of Increase or Decrease	% of Increase or
Training						
2.1 Participant Supplies		\$ 6,400.00		\$ 6,400.00	\$ -	0.00%
2.2 Participant Books		\$ 8,000.00		\$ 8,000.00	\$ -	0.00%
2.3 Credential Exam Fees (NRP, C.N.A., GED, etc.)		\$ 8,650.00		\$ 8,650.00	\$ -	0.00%
2.4 TABE Testing Materials		\$ 2,050.00		\$ 2,050.00	\$ -	0.00%
2.5 Tuition (Adult Education Vocational)		\$ 24,990.00		\$ 24,990.00	\$ -	0.00%
2.7 Dual Credit Diploma (GTC or Other)		\$ -		\$ -	\$ -	
2.8 On-the-Job Training		\$ -		\$ -	\$ -	
2.9 Work Experience		\$ 41,760.00		\$ 41,760.00	\$ -	0.00%
2.10 Awards / Events		\$ 1,600.00		\$ 1,600.00	\$ -	0.00%
2.11 Software Licenses		\$ 3,840.00		\$ 3,840.00	\$ -	0.00%
2.12 Work Keys		\$ -		\$ -	\$ -	0.00%
Sub-Total Training		\$ 136,048.40		\$ 136,048.40	\$ -	0.00%
Supportive Services						
3.1 Participant Incentives (Skill Invoices)		\$ 40,491.35		\$ 40,491.35	\$ 0.00	0.00%
3.2 Transportation		\$ 22,500.00		\$ 22,500.00	\$ (0.00)	0.00%
3.3 Childcare		\$ 4,800.00		\$ 4,800.00	\$ -	0.00%
3.4 Training Support Materials		\$ 3,200.00		\$ 3,200.00	\$ -	0.00%
3.5 Emergency Assistance		\$ 3,500.00		\$ 3,500.00	\$ -	0.00%
3.6 Laptop Incentive		\$ -		\$ -	\$ -	
Sub-Total of Supportive Services		\$ 74,491.35		\$ 74,491.35	\$ 0.00	0.00%
Sub-Total of Contract Costs						
		\$ 733,490.15		\$ 706,861.98	\$ (26,628.17)	-3.77%
Indirect Cost & Fees						
Training Fee (Profit)	5.00%	\$ 36,674.51	5.00%	\$ 35,343.10	\$ (1,331.41)	-3.77%
Indirect Cost	8.75%	\$ 64,180.39	9.83%	\$ 61,850.42	\$ (2,329.97)	-3.77%
Audit Fee	0.70%	\$ 5,583.69	0.70%	\$ 5,380.99	\$ (202.70)	-3.77%
Sub-Total of Indirect & Fees		\$ 106,438.59		\$ 102,574.51	\$ (3,864.08)	-3.77%
		\$ 839,928.74		\$ 809,436.49	\$ (30,492.25)	-3.77%

Funds not received from SCDEW yet FY14 Allocations (NFA-14-01) Transfer of funds (50%) FY13 Carryover	Program Adult		Admin Adult*		Program DW*		Admin DW*		Program Youth		Admin Youth		Total	YTD - July	Actual % Expended		Goal % Expended		Balance
	Adult*	Admin Adult*	Program DW*	Admin DW*	Program Youth	Admin Youth	Total	YTD - July	Actual % Expended	Goal % Expended									
	732,805	81,423	650,516	72,280	789,798	87,755	2,414,577	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	325,258	-	(325,258)	-	-	-	-	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	426,648	26,380	229,986	40,075	457,382	26,631	1,206,102	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	1,484,711	107,803	554,244	112,355	1,247,180	114,386	3,620,679	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-	-	800,000	-	800,000	37,758	5%	66,667	8%	762,242	800,000	8%	66,667	8%	762,242	800,000	
	211,131	5,028	12,750	12,772	304,420	7,304	553,405	-	0%	-	0%	553,405	402,063	0%	-	0%	553,405	402,063	
	1,226,047	5,028	447,834	12,772	1,104,420	7,304	2,803,405	95,981	3%	187,500	7%	2,707,424	2,652,063	7%	187,500	7%	2,707,424	2,652,063	
	258,664	102,775	106,410	99,583	142,760	107,082	817,274	-	4%	64,356	8%	782,888	813,185	8%	64,356	8%	782,888	813,185	
	1,014,916	-	-	-	-	-	1,014,916	42,089	4%	84,576	8%	972,827	1,014,916	8%	84,576	8%	972,827	1,014,916	
	-	-	435,084	-	-	-	435,084	16,134	4%	36,257	8%	418,950	435,084	8%	36,257	8%	418,950	435,084	
	-	-	-</																

South Carolina Department of Employment and Workforce
1550 Gadsden Street, Columbia, SC 29202

NOTICE OF FUNDS AUTHORIZATION

LWIB Administrative Entity:

SC Appalachian Council of Governments

Date: August 6, 2014

Contact: Ms. Jennifer Kelly

Notice #: NFA-14-02

PY14 Funds Authorized to Date: \$1,037,655

FUNDS AUTHORIZATION SUMMARY

Received Mid August

PY 14 Funds effective April 1
PY 14 Funds effective July 1
PY 14 Adjustments/Reallocations
PY 14 Funds for Another Program
PY 14 Total Adjusted Funds Authorization

FY 15 Funds effective October 1
FY 15 Adjustments/Reallocations
FY 15 Funds for Another Program
FY 15 Total Adjusted Funds Authorization

Grand Total Adjusted Funds Authorized

ADULT		DISLOCATED WORKER		YOUTH	
Grant # 14 A 001 CFDA #: 17.258 WIA Adult Activities - States		Grant # 14 DW 001 CFDA #: 17.278 WIA Dislocated Workers - Formula - States		Grant # 14 Y 001 CFDA #: 17.250 WIA Youth Formula Grants - States	
Program	Admin	Program	Admin	Program	Admin
\$51,874	\$5,783	\$92,219	\$10,248	\$789,798	\$87,755
\$51,874	\$5,783	\$92,219	\$10,248	\$789,798	\$87,755
\$0	\$0	\$0	\$0	\$0	\$0
\$51,874	\$5,783	\$92,219	\$10,248	\$789,798	\$87,755
\$57,637		\$102,465		\$877,553	

Total Alloc \$732,805 \$81423 \$659516 \$72280 ✓ ✓

Conditions:

- The program year for the Youth funds is 04/01/2014 - 08/30/2018.
- The program year for the Adult and Dislocated Worker funds is 07/01/2014 - 08/30/2018.
- The fiscal year for the Adult and Dislocated Worker funds is 10/01/2014 - 08/30/2018.
- Monthly Financial Status Reports for each funding source, inclusive of all expenses up to and including the last day of the month, must be submitted to the fiscal contact no later than the 20th of the following month.
- All funds not expended by the end of the grant will be deobligated and returned to South Carolina Department of Employment and Workforce.

Contacts:

Program Contact:

Scott Ferguson
(803) 737-2871
rsferguson@dew.sc.gov

Fiscal Contact:

Michelle Harris
(803) 737-0407
mharris@dew.sc.gov

In accordance with the provisions of the Workforce Investment Act of 1998, funds are authorized in the amount shown above for the purposes specified in the Local Plan. Acceptance creates a contract among the South Carolina Department of Employment and Workforce, the local Workforce Investment Board, and the local Administrative Entity named above. Such contract legally binds the local Administrative Entity to carryout activities set forth in the Local Plan and in accordance with all applicable statutes, regulations, and policies.

Approved By:

Rebecca Blaise Bryant
Rebecca Blaise Bryant, Ph.D., Assistant Executive Director Workforce and Economic Development
SC Department of Employment and Workforce

8/7/14
Date

Accepted By:

Steven H. Pelister
Steven H. Pelister, Executive Director
SC Appalachian Council of Governments

8/14/14
Date

PY 14 Funds received as of 8/18/14

WorkLink
 Shared Operating Budget for PY14
 July 1, 2014 - June 30, 2015

Item Description	27		13		14		11		6		5		20		13		7		1		1		0	
	Total	DEW	DEW	Non-DEW	DEW	Non-DEW	Total	DEW	Non-DEW	DEW	Non-DEW	Total	DEW	Non-DEW	Total	DEW	Non-DEW	Total	DEW	Non-DEW	Total	DEW	Non-DEW	
Facilities:																								
Rent	110,010.00	52,967.78	57,042.22	57,042.22	19,636.36	16,363.64	36,000.00	19,636.36	16,363.64															
Security	881.85	424.59	457.26	457.26																				
Utilities	16,800.00	8,088.89	8,711.11	8,711.11																				
Janitorial/Maintenance	27,457.00	13,220.04	14,236.96	14,236.96																				
Landscaping																								
General Repair	5,500.00	2,648.15	2,851.85	2,851.85																				
Pest Control	420.00	202.22	217.78	217.78																				
Depreciation (if applicable)																								
Other - please list																								
Total Facilities	\$ 161,068.85	\$ 77,551.67	\$ 83,517.18	\$ 83,517.18	\$ 19,636.36	\$ 16,363.64	\$ 36,000.00	\$ 19,636.36	\$ 16,363.64															
Operating:																								
Telephone																								
Internet/Data Lines																								
Equipment Maintenance/Rental																								
Office Supplies (WP/WIA only)*																								
Other - please list																								
Other - please list																								
Other - please list																								
Total Operating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,520.00	\$ 7,488.00	\$ 4,032.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 4,032.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ -	
Grand Total Budget	\$ 161,068.85	\$ 77,551.67	\$ 83,517.18	\$ 83,517.18	\$ 19,636.36	\$ 16,363.64	\$ 36,000.00	\$ 19,636.36	\$ 16,363.64			\$ 11,520.00	\$ 7,488.00	\$ 4,032.00	\$ 11,520.00	\$ 7,488.00	\$ 4,032.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ -	

*At co-located Hubs, UI staff purchase their own supplies and are not shared.

Total = 212,188.85

DEW = 108,276.03

NON-DEW = 103,912.82

PY14 Cost Allocation

Obligations as of 8/18/14

Adult / DW Formula Total

PY14 Budget	PY14 ITA Budgets	PY14 Deobligations	PY14 ITA Budget Including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Disbursed that are Paid	PY14 Vouchers Disbursed that haven't cleared	PY14 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	PY15 Obligations
\$ 294,850.00	\$ 136,119.86	\$ 26,930.00	\$ 109,189.86	\$ 38,797.93	\$ 7,440.82	\$ 31,357.11	\$ 70,391.93	\$ 224,458.07	\$ -

Adult Formula

PY14 Budget	PY14 ITA Budgets	PY14 Deobligations	PY14 ITA Budget Including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Disbursed that are Paid	PY14 Vouchers Disbursed that haven't cleared	PY14 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	PY15 Obligations
\$ 206,455.00	\$ 118,718.78	\$ 25,760.00	\$ 92,958.78	\$ 26,351.19	\$ 7,120.82	\$ 19,230.37	\$ 66,607.59	\$ 139,847.41	\$ -

DW Formula

PY14 Budget	PY14 ITA Budgets	PY14 Deobligations	PY14 ITA Budget Including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Disbursed that are Paid	PY14 Vouchers Disbursed that haven't cleared	PY14 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	PY15 Obligations
\$ 88,395.00	\$ 17,401.08	\$ 1,170.00	\$ 16,231.08	\$ 12,448.74	\$ 320.00	\$ 12,128.74	\$ 3,784.34	\$ 84,610.66	\$ -

DW - NEG

PY14 Budget	PY14 ITA Budgets	PY14 Deobligations	PY14 ITA Budget Including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Disbursed that are Paid	PY14 Vouchers Disbursed that haven't cleared	PY14 Obligations (Budget minus all vouchers made)	Remaining to be Obligated	PY15 Obligations
\$ 29,250.00	\$ 13,819.00	\$ 3,903.00	\$ 9,916.00	\$ 5,045.00	\$ 1,425.00	\$ 3,620.00	\$ 4,871.00	\$ 24,379.00	\$ -

OJT Formula Total

PY14 Budget	PY14 Contracts	PY14 Deobligations	PY14 Contract including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Paid	PY14 Vouchers that have not cleared	PY14 Obligations (Budget minus all vouchers made)	Budget Remaining
\$ 61,920.00	\$ 20,439.46	\$ -	\$ 20,439.46	\$ -	\$ -	\$ -	\$ 20,439.46	\$ 41,480.54

Adult OJT Formula

PY14 Budget	PY14 Contracts	PY14 Deobligations	PY14 Contracts including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Paid	PY14 Vouchers that have not cleared	PY14 Obligations (Budget minus all vouchers made)	Budget Remaining
\$ 43,200.00	\$ 16,702.80	\$ -	\$ 16,702.80	\$ -	\$ -	\$ -	\$ 16,702.80	\$ 26,497.20

DW OJT Formula

PY14 Budget	PY14 Contracts	PY14 Deobligations	PY14 Contracts including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Paid	PY14 Vouchers that have not cleared	PY14 Obligations (Budget minus all vouchers made)	Budget Remaining
\$ 18,720.00	\$ 3,736.66	\$ -	\$ 3,736.66	\$ -	\$ -	\$ -	\$ 3,736.66	\$ 14,983.34

DW OJT NEG

PY14 Budget	PY14 Contracts	PY14 Deobligations	PY14 Contracts including Deobligations	PY14 Vouchers Disbursed	PY14 Vouchers Paid	PY14 Vouchers that have not cleared	PY14 Obligations (Budget minus all vouchers made)	Budget Remaining
\$ 16,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,800.00



1500 – WorkLink (Adult-Dislocated Worker) Contract Budget Modification #1

Contractor: Henkels & McCoy, Inc.
Contract #'s: 14A995H1 & 14D995H1
Program: SC Works Operator (Adult & Dislocated Worker Services)
Submission Date: 7/30/2014
Region Manager: Kal Kunkel
Program Manager (s): Steve Riddle, Matt Fields, Evans Coleman

Budget Modification Summary & Narrative

Budget Summary

Henkels & McCoy, Inc. (SC Works Operator) is requesting a modification to our PY14 budget as a result of Rapid Response Funding provided by SC DEW for expanding On-the-Job Training and requests to transfer \$59,978.29 of Staff and Operating Cost to On-the-Job Training. The modification will also include an additional 17 slots to be served through OJT and overall.

• New Rapid Response OJT grant from SCDEW allows for transfer of funds! Absorbs over head costs for Workforce Specialist position!

• Approved by WSEC
on 8/13/14

CONTRACT BUDGET MODIFICATION

Staff Costs Narrative

Reduce Staff Costs by \$54,970.28.

**WorkLink SC Works Operator (H&M)
PY14 BUDGET MOD #1 (Option A)**

Staff Postions	PY14 Staff		PY14 Original Budget		PY14 Budget Mod #1	Amt of Increase or Decrease
Sub-Total of Staff Costs						
			\$ 485,888.00		\$ 448,448.00	\$ (37,440.00)
Fringe Benefits						
		Rate				
Health Insurance		27.29%	\$ 132,600.00	26.84%	\$ 120,360.00	\$ (12,240.00)
FICA		7.65%	\$ 37,170.43	7.65%	\$ 34,306.27	\$ (2,864.16)
State UEC-SUI		3.02%	\$ 14,673.82	3.02%	\$ 13,543.13	\$ (1,130.69)
FUT		0.12%	\$ 583.07	0.12%	\$ 538.14	\$ (44.93)
SC WC		0.32%	\$ 1,554.84	0.32%	\$ 1,435.03	\$ (119.81)
Public-General Liability		3.02%	\$ 14,673.82	3.02%	\$ 13,543.13	\$ (1,130.69)
	Sub-Total Fringe:	41.42%	\$ 201,255.98		\$ 183,725.70	\$ (17,530.28)
TOTAL			\$ 687,143.98		\$ 632,173.70	\$ (54,970.28)

→ Moved to RR OJT *
grant

Operating Costs Narrative

Reduce Operating Costs by \$5,008.02 in the line items shown below.

Operating Costs					
1 1 Facility, Utilities, Maintenance		\$ -		\$ -	\$ -
1 2 Staff Consumable Supplies		\$ 8,400.00		\$ 7,200.00	\$ (1,200.00) *
1 3 Advertising, Outreach		\$ 2,760.00		\$ 2,760.00	\$ -
1 4 Copy, Print		\$ 10,800.00		\$ 10,800.00	\$ -
1 5 Communications		\$ 11,141.00		\$ 9,872.20	\$ (1,268.80) *
1 6 Staff Travel		\$ 24,997.77		\$ 23,297.84	\$ (1,699.93) *
1 7 Staff Conferences, Training		\$ 4,080.00		\$ 4,080.00	\$ -
1 8 Staff Equipment/ Computer Leases / Software		\$ 18,784.95		\$ 17,961.60	\$ (823.35) *
1 9 Postage		\$ 2,415.94		\$ 2,400.00	\$ (15.94) *
Sub-Total Operating		\$ 83,379.66		\$ 78,371.64	\$ (5,008.02)

CONTRACT BUDGET MODIFICATION

Training Costs Narrative

Increase On-the-Job Training by \$59,978.

Training					
2 1 Partapant Supplies		\$ -		\$ -	\$ -
2 2 Partapant 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)		\$ 308,900.00		\$ 308,900.00	\$ (0.00)
2 8 On-the-Job Training		\$ 61,920.00		\$ 121,898.29	\$ 59,978.29
Sub-Total Training		\$ 464,050.00		\$ 524,028.29	\$ 59,978.29

*- 143 part
+ 17 new
60 total*

Supportive Services Narrative

No change to Supportive Services.

Supportive Services					
3 11 Transportation		\$ 17,937.50		\$ 17,937.50	\$ -
3 12 Childcare		\$ 6,240.00		\$ 6,240.00	\$ -
3 13 Emergency Assistance		\$ -		\$ -	\$ -
3 14 Training Support Materials		\$ 7,500.00		\$ 7,500.00	\$ -
Sub-Total of Supportive Services		\$ 31,677.50		\$ 31,677.50	\$ -

Training Fees (Profit), Indirect, & Audit Fees

No change to Training Fee (Profit).

Indirect Cost & Fees					
Training Fee (Profit)	5.00%	\$ 63,312.56	5.00%	\$ 63,312.56	\$ (0.00)
Indirect Cost	8.75%	\$ 110,796.97	8.75%	\$ 110,796.97	\$ 0.00
Audit Fee	0.70%	\$ 9,639.33	0.70%	\$ 9,639.34	\$ 0.01
Sub-Total of Indirect & Fees		\$ 183,748.86		\$ 183,748.87	\$ 0.01

APPROVAL(S)

Prepared By

Kalen J. Kunkel
Kalen J. Kunkel, Region Manager

CONTRACT BUDGET MODIFICATION

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
CLIENT FLOW PROJECTIONS

Service Provider Henkels & McCoy, Inc. Contract # 14A995H1 & 14D995H1
 Project Activity SC Works Operator Fund Source WIA Adult & DLW Formula Funds
 Mod# 1

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July-14	400	20	420	15	10	25	395
August-14	395	30	425	30	10	40	385
September-14	385	30	415	30	10	40	375
October-14	375	30	405	15	5	20	385
November-14	385	27	412	15	5	20	392
December-14	392	10	402	20	5	25	377
January-15	377	30	407	20	5	25	382
February-15	382	30	412	20	5	25	387
March-15	387	30	417	30	10	40	377
April-15	377	30	407	20	5	25	382
May-15	382	30	412	30	10	40	372
June-15	372	30	402	30	10	40	362
PY13 Carryovers	400	327					
New PY14 WIA Enrollments		327					
Active Follow-up		359					
Total Served		1086					
Estimated PY14 Carryovers		362					

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

*↑ # of OJT participants
 by 17 due to ↑ in OJT
 funds.*



Worklink Workforce Investment Board Grant #14Y495H:

Budget vs. Actual Expenditures YTD

Job Number 1503

Budgeted Expenses		1503-11000	Total	Balance	% Spent	
codes	Budget	7/1-7/27	Expenses			
Salary Total	0.0	323,336	21,893	21,893	301,443	6.77%
Fringe Benefit Total	0.1-0.5	120,462	7,580	7,580	112,882	6.29%
Subtotal		\$443,798	\$29,473	\$29,473	\$414,325	6.64%
Operating Costs						
Staff Consumable Supplies	1.2	2,100	86	86	2,014	4.10%
Advertising	1.3	2,400		0	2,400	0.00%
Printing/Copies	1.4	4,200		0	4,200	0.00%
Communications	1.5	10,581	753	753	9,828	7.12%
Staff Travel	1.6	18,616	369	369	18,247	1.98%
Staff Training/Conferences	1.7	2,400		0	2,400	0.00%
Staff Computer Leases	1.8	8,644		0	8,644	0.00%
Postage	1.9	3,493	71	71	3,422	2.03%
Subtotal		\$52,434	\$1,279	\$1,279	\$51,155	2.44%
Individualized Training Cost						
Participant Supplies	2.1	3,700	0	0	3,700	0.00%
Participant Books	2.2	5,985		0	5,985	0.00%
Assessment/Exam Fees(inc work)	2.3	14,380		0	14,380	0.00%
TABE Testing Materials	2.4	1,425		0	1,425	0.00%
Workkeys	2.12	1,500		0	1,500	0.00%
Tuition (Adult Education)	2.5	38,758		0	38,758	0.00%
Tuition (College or Vocational)	2.6	28,958	0	0	28,958	0.00%
Work Experience	2.9	38,280	1,392	1,392	36,888	3.64%
Awards/Events	2.10	1,600		0	1,600	0.00%
Software License	2.11	3,840		0	3,840	0.00%
Subtotal		\$138,426	\$1,392	\$1,392	\$137,034	1.01%
Customer Supportive Services Cost						
Student Incentives (skills&inc com	3.1	37,114	325	325	36,789	0.88%
Transportation	3.2	19,500	725	725	18,775	3.72%
Childcare	3.3	2,400		0	2,400	0.00%
Training Support Materials	3.4	3,200		0	3,200	0.00%
Emergency Assistance	3.5	1,750		0	1,750	0.00%
Subtotal		\$63,964	\$1,050	\$1,050	\$62,914	1.64%
Other						
Training Fee (Profit)	4.1	34,931	1,660	1,660	33,271	4.75%
Audit	4.2	5,318		0	5,318	0.00%
Subtotal		\$40,249	\$1,660	\$1,660	\$38,589	4.12%
Indirect		61,129	2,904	2,904	58,225	4.75%
TOTALS		\$800,000	\$37,758	\$37,758	\$762,242	4.72%
Monthly Actual Expenses						

Goal to meet 90%
thru July is
7.5%

youth thru July 2014

WorkLink Program Year 2014 Financial Status

13INC01 - Incentive Grant

	Program Revenue						
	\$ 5,453						
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance	
Outreach	\$ 5,453	-	0%	-	0.00%	\$ 5,453	
Grant Period: 3/17/14-6/30/15							

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%	3,478	4.67%	71,002
Total In-House	\$ 74,480	\$ 74,480	100%	\$ 3,478	4.67%	\$ 71,002

Grant Period: 6/30/14-6/30/15

NEW Grant!

WorkLink Program Year 2014 Financial Status

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	-	0%	2,997	4.77%	\$ 59,827
Consumable Supplies	1,200	-	0%	-	0.00%	\$ 1,200
Communications	1,269	-	0%	258	20.33%	\$ 1,011
Staff Travel	2,789	-	0%	223	8.00%	\$ 2,566
Equipment Rent	998	-	0%	-	0.00%	\$ 998
Outreach	5,400	-	0%	-	0.00%	\$ 5,400
Total In-House	\$ 74,480	\$ -	0%	\$ 3,478	4.67%	\$ 71,002

Grant Period: 6/30/14-6/30/15

Goal Thru July

8.33%

- No Profit
- Indirect is higher rate

*to meet 100%
by 6/30/15*

WorkLink Program Year 2013 Financial Status

12RRIWT25 - Rapid Response Grant

	Program Revenue					
	\$ 40,400					
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Palmetto Plating Company, Inc	\$ 40,400	40,400	100%	37,500	92.82%	\$ 2,900
Grant Period: 6/20/13-5/31/14	Extended to 5/31/14			**Closed out**		

WorkLink Program Year 2014 Financial Status

13RRIWT05 - Rapid Response Grant

	Program Revenue					
	\$ 40,068					
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance 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				**Closing soon***		

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%	6,100	12.84%	\$ 41,400
Grant Period: 2/27/14-2/27/15						

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
Roylko, Inc	\$ 56,275	56,275	100%	11,800	20.97%	\$ 44,475
Grant Period: 3/12/14-4/30/15						

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%	-	0.00%	\$ 60,640
Grant Period: 6/23/14-7/31/15						

NEW GRANT

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	1,078	41%	1,078	41.08%	\$ 1,546
Henkels & McCoy	52,733	52,733	100%	17,073	32.38%	35,660
Total In-House	\$ 55,357	\$ 53,811	97%	\$ 18,151	32.79%	\$ 37,206
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	-	0%	1,313	32.59%	\$ 2,716
Audit Fee	351	-	0%	-	0.00%	\$ 351
Profit	2,303	-	0%	751	32.61%	\$ 1,552
Tuition	27,000	-	0%	11,919	44.14%	\$ 15,081
Books	1,500	-	0%	2,904	193.60%	\$ (1,404)
Supplies	750	-	0%	186	24.80%	\$ 564
OJT	16,800	-	0%	-	0.00%	\$ 16,800
Total In-House	\$ 52,733	\$ -	0%	\$ 17,073	32.38%	\$ 35,660
Grant Period: 8/8/13-6/30/15				Goal Thru July	37.50%	

*to meet 100% by
6/30/15*



1492 – WorkLink (NEG-Dislocated Worker) Contract Budget Modification #1

Contractor: Henkels & McCoy, Inc.
Contract #'s: 13D395H1
Program: NEG Dislocated Worker
Submission Date: 8/6/2014
Region Manager: Kal Kunkel
Program Manager (s): Steve Riddle, Matt Fields, Evans Coleman

Budget Modification Summary & Narrative

Budget Summary

Henkels & McCoy, Inc. (SC Works Operator) is requesting a modification to our PY13 NEG Dislocated Worker budget to move funds from the Participant Tuition Line Item to the Participant Books Line Item. The transfer of funds has no overall impact on the grant award.

Staff Costs Narrative

There are no Staff Costs in the grant.

Operating Costs Narrative

There are no Operating Costs in the grant.

Training Costs Narrative

Increase the Participant Books Line Item by \$4,500 and reduce the Participant Tuition Line item by \$4,500.

*- Approved by WSEC
on 8/18/14.*

CONTRACT BUDGET MODIFICATION

Training				
2 1 Participant Supplies		\$ 750 00	\$ 750 00	\$ -
2 2 Participant Books		\$ 1,500 00	\$ 6,000 00	\$ 4,500 00
2 3 Credential Exams & Assessments		\$ -	\$ -	\$ -
2 4 Software Licenses		\$ -	\$ -	\$ -
2 5 Tuition (Adult Education)		\$ -	\$ -	\$ -
2 6 Tuition (College or Vocational)		\$ 27,000 00	\$ 22,500 00	\$ (4,500 00)
2 7 Dual Credit Diploma (GTC or Other)				
2 8 On-the-Job Training		\$ 16,800 00	\$ 16,800 00	\$ -
2 9 Work Experience				\$ -
Sub-Total Training		\$ 46,050.00	\$ 46,050.00	\$ -

Supportive Services Narrative


There are no Supportive Services Costs in the grant.

Training Fees (Profit), Indirect, & Audit Fees

No change to Training Fee (Profit).

Indirect Cost & Fees					
Training Fee (Profit)	5 00%	\$ 2,302 50	5 00%	\$ 2,302 50	\$ -
Indirect Cost	8 75%	\$ 4,029 38	8 75%	\$ 4,029 38	\$ (0 01)
Audit Fee	0 70%	\$ 350 56	0 70%	\$ 350 56	\$ (0 00)
Sub-Total of Indirect & Fees		\$ 6,682.44		\$ 6,682.43	\$ (0.01)

APPROVAL(S)

Prepared By 
 Kalen J. Kunkel, Region Manager

WorkLink Program Year 2014 Financial Status
JA-24960-13-60-A-45 : Make It In America Grant (MiiA Grant)

	Program Revenue						
	\$ 1,299,610						
	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Salaries, Fringe (WIB)	\$ 60,673		-	0%	-	0.00%	\$ 60,673
Indirect (WIB)	25,483		-	0%	-	0.00%	25,483
Tri-County Technical College	434,481	*	434,481	100%	67,145	15.45%	367,336
Greenville Technical College	434,481	*	434,481	100%	65,214	15.01%	369,267
Northeastern Technical College	344,492	*	344,492	100%	-	0.00%	344,492
Total In-House	\$ 1,299,610		\$ 1,213,454	93%	\$ 132,359	10.18%	\$ 1,167,251
Grant Period: 10/1/13-9/30/16			*See budgets below for yearly breakdown				

WorkLink Program Year 2014 Financial Status
13M295T1 - Tri-County Technical College

	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 5,000		1,625	33%	1,625	32.50%	\$ 3,375
Recruitment & Assessment	5,000		373	7%	373	7.46%	\$ 4,627
Training	146,790		65,147	44%	65,147	44.38%	\$ 81,643
Job Placement	35,000		-	0%	-	0.00%	\$ 35,000
Total In-House	\$ 191,790	**	\$ 67,145	35%	\$ 67,145	35.01%	\$ 124,645
Grant Period: 10/1/13-9/30/16			**Year 1 Budget				

WorkLink Program Year 2014 Financial Status
13M295G1 - Greenville Technical College

	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 15,000		4,947	33%	4,947	32.98%	\$ 10,053
Recruitment & Assessment	15,000		-	0%	-	0.00%	\$ 15,000
Training	126,790		60,267	48%	60,267	47.53%	\$ 66,523
Job Placement	35,000		-	0%	-	0.00%	\$ 35,000
Total In-House	\$ 191,790	**	\$ 65,214	34%	\$ 65,214	34.00%	\$ 126,576
Grant Period: 10/1/13-9/30/16			**Year 1 Budget				

WorkLink Program Year 2014 Financial Status
13M295N1 - Northeastern Technical College

	Program Expenditures		Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Marketing	\$ 5,000		-	0%	-	0.00%	\$ 5,000
Recruitment & Assessment	7,200		-	0%	-	0.00%	\$ 7,200
Training	75,200		-	0%	-	0.00%	\$ 75,200
Job Placement	14,400		-	0%	-	0.00%	\$ 14,400
Total In-House	\$ 101,800	**	\$ -	0%	\$ -	0.00%	\$ 101,800
Grant Period: 10/1/13-9/30/16			**Year 1 Budget				

WorkLink Program Year 2014 Financial Status
14IWT01 - Local Incumbent Worker Training Grant (IWT)

	Program Revenue				NEW GRANT		
	\$ 70,189						
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance	
TBD	\$ 70,189	-	0%	-	0.00%	\$ 70,189	
Grant Period: 8/15/14-6/30/15							
Local IWT Awards							
Midlands	\$ 125,387		12.54%				
Trident	115,037		11.50%				Funds must be obligated by 11/15/14
Pee Dee	99,849		9.98%				
Lower Savannah	95,410		9.54%				Training must be completed by 6/30/15
Waccamaw	92,109		9.21%				
Upstate	83,050		8.30%				
Catawba	82,835		8.28%				
Greenville	78,401		7.84%				
WorkLink	70,189		7.02%				
Upper Savannah	62,087		6.21%				
Santee-Lynches	50,826		5.08%				
Lowcountry	44,821		4.48%				
	\$ 1,000,001						

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Workforce Investment Boards	Majority of members be representatives of businesses and include representatives from education, labor, community-based orgs, economic development, and each "One-Stop" partner.	Reduces the number of required members. Current structure is generally maintained: business majority, business "led", and participation of organized labor; eliminates the requirement of one-stop partners on the Board. Requires three committees focused on: system/One-stop operations, youth, and individuals with disabilities.
Local Area Designation	The Governor must make designation in consultation with the State Workforce Board (SWIB) and chief elected officials and consider comments through the public comment process. Requirements for automatic designation relate to units of local government with a population of 500,000 or more and to rural concentrated employment programs. Governor has authority to determine the source of population data. Currently over 600 local areas nationally, and 33 in New York State.	Goal is to promote local alignment with the labor market and economic development activities and "preserve locally driven workforce system". State will be required to "consult with local boards and chief elected officials in order to identify local areas and planning regions". Bill allows for initial and subsequent designations based on performance, fiscal integrity and participation in "regional coordination activities". Does require that States provide funding and technical assistance for local areas that choose to become a single workforce area.
WIB Director Qualifications	N/A	Local Board sets the qualifications for the Director. There is a cap on salary and bonuses to align with the "Annual rate of basic pay prescribed for level II of the Executive Schedule under section 5313 of title 5, United States Code."
Performance Measures	Adult Program and Dislocated Worker (DW) program performance measures: entry and retention into unsubsidized employment; earnings for adults six months after entry - for dislocated workers relative to earnings of job dislocation; and attainment of credential related to educational skills.	Creates a single set of common measures for adults across all core programs authorized under the bill, including both occupational training and adult education programs, and a similar set of common measures across all youth-serving programs. Adult measures include: unsubsidized employment and employed during second Q after exit and fourth Q after exit; median earnings at second Q after exit; receipt of a secondary diploma or recognized postsecondary credential in or within 1 year of exit; measurable skills gains toward a credential or employment; and employer engagement (skill to be developed). For youth, includes percentage of participants in education, training or unsubsidized employment after second Q exit and fourth Q exit.

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
<p>Funding</p>	<p>Does not specify dollar amount, instead states "such sums as necessary" providing for complete latitude for Congress relating to funding. As of 2009, 30% Adult/DW transfer rate.</p>	<p>Includes specific funding levels for each fiscal year (FY) 2015 through 2020 for the WIA Youth, Adult, & Dislocated Worker (DW) programs. FY'15, is at the expected post-sequester level; and funding levels are increased each year, bringing us back to FY'10 levels by FY 2017. NOTE: These are authorization levels – NOT actual funding levels. Funding is determined through the annual appropriations process. As shared by the National Skills Coalition, unless Congress takes steps to undo the existing budget caps and mandatory cuts under sequestration, it is extremely unlikely that programs will be fully funded at these authorized levels. Maintains reservations for governor's statewide and rapid response activities. Allows local boards to transfer 100% between adult and DW funding.</p>
<p>Role of the State and State/Local Planning</p>	<p>The law "permits and encourages" the State to submit a unified plan for any of programs or sections described in WIA including DOL programs and activities: five-year strategic WIA and Wagner-Peyser plan; Trade Adjustment assistance activities; Veteran's programs; programs authorized under State unemployment compensation laws; Welfare-to-Work programs; Senior Community Service Employment Programs.</p>	<p>Requires a single, unified State (every 4 years) plan covering all core programs authorized under the bill. The plan must describe the State's overall strategy for workforce development and how the strategy will meet identified skill needs for workers, job seekers and employers. Local plans must be aligned to the strategy described in the State plan, and must describe how services provided at the local level will be aligned to regional labor market needs. Also, provide an overview of how administrative costs and reporting requirements can be reduced.</p>
<p>State Set Aside</p>	<p>Original 15%, reduced to 5%</p>	<p>Restores the state set aside to 15%</p>
<p>One Stop Centers "America's Job Centers"</p>	<p>One Stop delivery is a system which collaborates to create a seamless system of service deliver. WIA assigns responsibility at local, State, and Federal level to ensure creation and maintenance of One-Stop Delivery. System must include at least one comprehensive physical center in each local area that must provide the core services specified in WIA and must provide access to programs and activities carried out by One-Stop partners. Specific partners required.</p>	<p>Requires State Workforce Investment Boards (SWIB) establish criteria for use by local boards to assess the "effectiveness, physical and programmatic accessibility, and continuous improvement" of Centers at least every three years. Maintains current requirements for mandatory one-stop partners to reach a voluntary agreement to fund infrastructure costs; however, if local areas fail to come to an agreement, a State mandated funding mechanism may be imposed upon those local areas. Additionally, it indicates that each local area "shall include in the identification of products, programs... a common one-stop delivery identifier" that "shall be developed by the Secretary" no later than the second year after enactment.</p>

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Employment & Training Activities	<p>Adults and Dislocated Workers can access continuum of services organized into three levels: core, intensive, and training. Core services must be made available in at least one physical One-Stop center in each LWIA. One-Stop Centers also make intensive services available as needed; and workers needing training are provided Individual Training Accounts (ITAs) and access to lists of eligible providers and programs of training.</p>	<p>Eliminates the "sequence of services" and merges "core and intensive activities" into a combined "career services." The goal is to provide MORE flexibility locally to meet the needs of participants. For example, under certain guidelines locals can now pay for "classes" for group training, transitional jobs, on-the-job training, etc. New emphasis on training -- taking into account best practices that have emerged in the past 10 years -- increases the ability to use on-the-job training (reimbursement rates up to 75% for eligible employers), incumbent worker training (may use up to 20% of local funds), and customized training. Indication of an interest in the expansion of career pathways (including integrated or contextualized ABE, ESL, and occupational training); industry or sector partnership (local WIBs are required to "convene, use, or implement" sector partnerships); and an increased focus on the attainment of industry-recognized certificates and credentials linked to in-demand occupations. Training providers need to continue to be eligible and on the ETP.</p>
Youth Services	<p>Eligible Youth age 14 through 21; 30% requirement of youth funds be used to provide activities to out-of-school youth; free lunch not included in eligibility</p>	<p>Keeps a separate youth funding stream. Places a priority on out-of-school youth (75% of funding at State and Local level). Focus on career pathways for youth, drop out recovery, and education & training to lead to high school diploma and a recognized postsecondary credential. Also includes priority for work-based learning activities. Free and reduced lunch is considered an eligibility threshold.</p>
Wagner Peyser	<p>Required One-stop partner and retains separate funding stream.</p>	<p>To improve service delivery and avoid duplication, requires co-location of one-stops with employment service offices and staff. Aligns measures with the WIOA performance measures.</p>

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Adult Education or "Title II"	<p>Entities that carry out activities assisted under the Adult Education and Family Literacy Act are mandatory partners in the one-stop delivery system. Such entities include: institutions of higher education, local educational agencies, nonprofit organizations, other organizations or agencies. Measures include: Demonstrated improvements in literacy skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills and placement in, or completion of, postsecondary education, training, unsubsidized employment, or career advancement.</p>	<p>It was clear the authors understood the challenges of serving those with low basic skills. The term "measurable skill gains: under indicator V for performance relating to adults and youth is intended to encourage eligible providers under title II to serve low level adults. Also, states the goal as providing better, and more integrated services that meet the needs of adult learners and workers -- including models that integrate adult education and literacy with workforce training or preparation (i.e. I-Best models)</p>
Vocational Rehab/People with Disabilities	<p>Title IV of WIA is primary state/federal program assisting individuals with disabilities including those with most severe disabilities to secure employment and link to State and Federal workforce development systems. Current system is criticized for not serving those with disabilities effectively through One-stop system.</p>	<p>The State unified plan will include a description of how "one stop system in State will comply with the applicable requirements of section 188 and the Americans with Disabilities Act regarding the accessibility of programs and facilities for people with disabilities". Requires 15% of the State allotment goes to "pre-employment transition services"</p>
Program Consolidation	<p>N/A</p>	<p>Eliminates 15 programs including: Youth Opportunity Grants, 21st Century Workforce Commission, National Institute for Literacy under Adult Education, Health Care Gap Coverage for TAA, WIA Incentive Grants, WIA Pilots and Demonstration Projects, Community-based Job Training Grants, Green Jobs Act, Projects with Industry, "in-service" training, Migrant and Seasonal Farmworker Program & Recreation Programs under the Rehabilitation Act amendments, WIA Veterans Workforce Investment Program, WIA Workforce Innovation Fund, Grants to States for Workplace and Community Transition Training for Incarcerated Individuals under the 1998 Amendments to Higher Education Act.</p>

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Job Corps	Job Corps centers must provide academic, vocational, employability and social skills training; work-based learning; and recreation, counseling and other residential support services. In addition, must provide students access to WIA core services. Performance is assessed on an ongoing basis, including a national performance measurement system issued by the Secretary. (i.e., number of graduates and rate of graduation analyzed by the type of vocational training received and training provider)	Will collect information on key factors indicating the ability of an applicant to operate a center, and provide the operators of a high-performing center the opportunity to compete for contract renewal, while limiting the ability of low-performers to renew. U.S. Department of Labor will be empowered to provide technical assistance to Job Corps operators and centers to improve operations and outcomes. More data will be collected on Job Corps operations and financial management to better inform Congress and the public about the program.
YouthBuild	Grant selection criteria includes extent of coordination with One Stops; increased emphasis placing youth for in-demand occupations; common performance measures applicable	Aligns performance indicators for YouthBuild with performance accountability indicators for all youth activities; allows for training linked to industries in-demand.
Role of Community Colleges	Considered a partner to the system.	Continues to be considered a "partner" to the system. No specific training activities are required through the community college system, but does list higher education institutions as a eligible training provider. Does indicate need for coordination with community colleges in State and Local plans.
"Low-income" Definition	WIA defines "low income individual" as an individual who received income for a 6 month period that does not exceed the higher level of the poverty line or 70% of the LLSIL. Receives SNAP (or has in past 6 months); total family income that does not exceed poverty line of LLSIL; Homeless; foster child or individual with a disability who meet requirements for state payment.	Expanded definition to include free or reduced lunch.
Additional Info	N/A	"Reduction of Reporting Burdens and Requirements" -- Instructs the Secretaries of Labor, Education, and HHS to establish procedures and criteria by which State and Local Boards may reduce reporting burdens and requirements.