









FINANCE COMMITTEE

Tuesday, October 2, 2012

2:00 P.M.

AGENDA

- | | | |
|---|---|-----------------------|
|  | Call to Order | Danny Brothers, Chair |
|  | Approval of August 1, 2012 Minutes | * Danny Brothers |
|  | Limited Funds Definition | Jennifer Kelly, Staff |
|  | PY'11 Budget Overview | Brandi Runion, Staff |
| | a. ResCare Workforce Services – WIA Title I Adult & DW | |
| | b. Henkels & McCoy – WIA Title I Youth | |
| | c. WorkLink In-House Budget | |
| | i. Update on Executive Committee discussion about Indirect | |
|  | PY'12 Budget Overview | Brandi Runion, Staff |
| | a. Henkels & McCoy – WIA Title I Adult & DW – MOD REQUEST | * |
| | i. Update on MOU and RSA with SCDEW | |
| | b. Henkels & McCoy – WIA Title I Youth | |
| | c. WorkLink Grants | * |
| | i. Adult/DW/Youth Budgets – MOD REQUEST | |
| | ii. 10ANO01 – On The Job Training National Emergency Grant | |
| | iii. Rapid Response Grant | |
| | iv. 11HPW01 – High Performing Workforce Board | |
| | v. 1INC01 – 2011 Incentive Grant | |
|  | Anticipated Funds for 2013 Anderson, Oconee, Pickens Business & Industry Showcase | |
|  | Other Business | |
|  | Adjournment | |

*** Requires Vote**

UPCOMING MEETINGS:

October 3, 2012 – Board Meeting – 1:00 pm – Madren Center

December 5, 2012– Finance Meeting – 3:00 pm – WorkLink

**WORKFORCE INVESTMENT BOARD
FINANCE COMMITTEE MEETING
August 1, 2012 @ 3:00 pm
WorkLink Conference Room- Pendleton, SC**

Members Present:

Danny Brothers, Chair
Stan Brooks

Kristi King-Brock
Michael Keith

Stephanie Collins

Members Absent:

Ronnie Booth

Russ Karpick

Staff Present:

Brandi Runion
Jennifer Kelly

Sharon Crite
Patty Manley

Windy Graham
Shae Rozakos

Guest Present:

I. Call to Order

Finance Chair, Danny Brothers, called the meeting to order and announced the meeting was being recorded for processing of minutes. A quorum was present to conduct the business of the committee.

II. Introductions

Individual introductions of all persons in attendance were made following acknowledgement of the additions of Patty Manley to Worklink and Michael Keith to the Board and the Finance Committee. Russ Karpick was also acknowledged as a new member to the Finance Committee but was unable to attend the meeting.

III. Approval of Minutes

Minutes from the May 2, 2012 meeting, were e-mailed with the meeting notice and included in the meeting packet. Chair Brothers called for any corrections or amendments to the minutes.

COMMITTEE ACTION TAKEN: Stephanie Collins made a motion to approve the minutes as submitted, motion seconded by Kristi King-Brock. The motion carried with a unanimous voice vote.

IV. PY'11 Budget Overview

A. ResCare Workforce Services – Adult/DW YTD Expenditures

Brandi Runion, Financial Director, reviewed the ResCare expenditures handout (pp.5-6) provided to Finance Committee members. ResCare has expended approximately 87% of their grant through June 2012. The final invoice and closeout package, which is due no later than August 10, 2012, may include additional expenditures. All indications are that there will be funds to carry over into the next year which will be discussed in the October meeting.

At this time payment has been received from SCDEW for the 1st – 3rd quarter invoices however, the 4th quarter invoice in the amount of \$36,219 is currently due. Full payment is expected by July 31, 2012.

Ms. Runion referred to ResCare's Statement of Work which states they must spend 90% of each grant.

B. Henkels & McCoy – Youth YTD Expenditures

Ms. Runion referred to the Henkels & McCoy Youth Grant expenditures through June 2012 handout (p.7) provided. Henkels & McCoy has expended 94% of funding to date. They may have additional expenditures included on their last invoice and closeout package which is due no later than August 10, 2012.

C. Adult Education Centers YTD Expenditures

Ms. Runion reviewed the Adult Education Centers handout (p.8) provided stating all Adult Education Grants have closed out. Of the \$186,590 awarded them for PY'11, \$175,810 was spent. Discussions are planned in October regarding the balance of the funds to be carried over.

D. OJT – Adult/DW YTD Expenditures

Ms. Runion stated that approximately \$53,000 had been spent on 32 Adult placements while \$10,000 was spent on 4 Dislocated Worker placements in PY'11. This does not include information regarding placements with OJT NEG funding; this information will be discussed further down.

E. 10INC01 – YTD Expenditures

Ms. Runion referred to the 10INC01 Incentive Grant handout (p.9) stating that of the \$41,848 that was awarded, 100% of the grant had been expended.

V. PY'12 Budget Overview

A. Henkels & McCoy – Youth Budget

Ms. Runion reviewed and summarized the 2012 Youth Grant, and accompanying handouts (pp.10-12), awarded to Henkels & McCoy in the amount of \$850,000.

B. Henkels & McCoy – Adult/DW/OJT Budget

Ms. Runion summarized the 2012 Adult/DW/OJT Grant, and accompanying handouts (pp.13-15), awarded to Henkels & McCoy in the amount of \$1,650,000 stating that we will be meeting with SCDEW in the near future to have the 2012 MOA completed. Ms. Runion further stated that once this is executed, it will require a change in the Henkels & McCoy budget.

C. WorkLink In-House Budget

i. PY'12 Adult, DW, & Youth Funds

A review of the Notice of Funds Authorization handouts (pp. 16-17) shows as of 4/1/12, we have received 100% of our PY'12 Youth Funds allotment. \$851,486 was allotted for Program and \$94,609 for Admin. These funds must be spent by 6/30/14. Review of the PY'12 Adult Funds and DW Funds (pp.18-19) shows we have been allotted 7.6% of our Adult funds and 14.69% of our DW funds as of July 2012. The remainder of the allocated funds is expected to be received in October 2012.

ii. 10ANO01 – On The Job Training National Emergency Grant Extended through 9/30/12

Copies of the modification and extension of the OJT NEG grant from 6/30/12 to 9/30/12 were provided in the meeting packet. Attention was called to page 22 of the handouts provided, stating that NEG contracts are continuing to be written and 21 of the required 22 participants have been placed. \$87,503 of the \$133,510 awarded has been obligated. SCDEW will award us with a Rapid Response Grant for any contracts that are written beyond the 9/30/12 extension date. To date, that amount is \$8,625.

iii. 11HPW01 – Received High-Performing Workforce Board Incentive Grant of \$25,000 – Modification Needed

Ms. Runion called attention to pages 23 & 24 of the handouts stating that we did receive the \$25,000 High Performing Workforce Board Incentive Grant noting these funds must be spent by 6/30/13. She also stated that page 25 is a modification request to decrease the \$5,000 from the AOP BIS as this was earmarked for transportation for high school seniors going to the event on day three however, we have since learned the event is being planned for only two days and that seniors will not be attending negating the need for transportation on day three. Modification request to increase Youth WorkKeys® by \$2,900 and transfer the \$2,100 Expungement/Pardon Workshop from 11INC01 to 11HPW01.

COMMITTEE ACTION TAKEN: Kristi King-Brock made a motion to accept the following High-Performing WIB Incentive Grant modification: Decrease AOP BIS by \$5,000, increase Youth WorkKeys® by \$2,900 and transfer \$2,100 from 11INC01 to 11HPW01 for the Expungement/Pardon Workshop. The motion was seconded by Stan Brooks. Motion carried with a unanimous vote.

iv. 11INC01 – Modification Needed

Ms. Runion referred to the 2011 Incentive Grant handout, page 26 which shows the procurement of the CDF Training for 6 individuals in the amount of \$3,846 therefore resulting in the need to reduce that line item by \$6,154. She also stated that we are adding \$2,000 for the SC Works Orientation Video, which had been previously purchased with the 10INC01 funds, after learning an amendment, is needed to the video to add ADA requirements of closed captioning features and Spanish versions of the video.

Ms. Runion proceeded by requesting to add \$6,254 for ADA computer equipment. Windy Graham attended an EO training stating the basic equipment requirements that each SC Works Center should have in working condition with their ADA Computer. Items that need to be purchased are: 2 Video Magnifier's, 1 Joystick or Trackball Mouse and 1 Monitor Arm/Adjustable Stand.

Lastly, Ms. Runion stated we are also requesting to move the \$2,100 Expungement/Pardon Workshop from this grant to the 11HPW01 grant as noted above.

COMMITTEE ACTION TAKEN: Stephanie Collins made a motion to approve the 2011 Incentive Grant modification as submitted, motion seconded by Stan Brooks. Motion carried with a unanimous vote.

D. Other Business

Ms. Runion called attention to pg. 27 of the handout package which is a copy of the approved budget for PY'12 for Adults/DW/Youth funds. Changes are anticipated in October due to carry-over funds from PY'11.

E. Adjournment

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

Respectfully submitted by: Patty Manley, Office Manager



PROPOSED LIMITED FUNDS DEFINITION FOR ADULTS

WorkLink considers funds limited when:

- a. The Service Provider has expended <insert percentage %> of their budgeted Classroom Training line item or has obligated <insert percentage %> of their Classroom Training line item;
[WorkLink WIB has expended <insert percentage %> of the Adult funds]

Example: The Service Provider has expended **70%** of their budgeted Adult Funded Classroom Training line item or has obligated **100%** of their Adult Funded Classroom Training line item; [WorkLink WIB has expended **70%** of the Adult funds]
- b. The Service Provider has evaluated their budget and all appropriate modifications to shift funds into the appropriate training line items has been attempted; and
- c. The WorkLink WIB determines that there are no other sources of funding available for Adult training, and economic conditions (including unemployment statistics, labor market information, etc) warrant a priority of service.

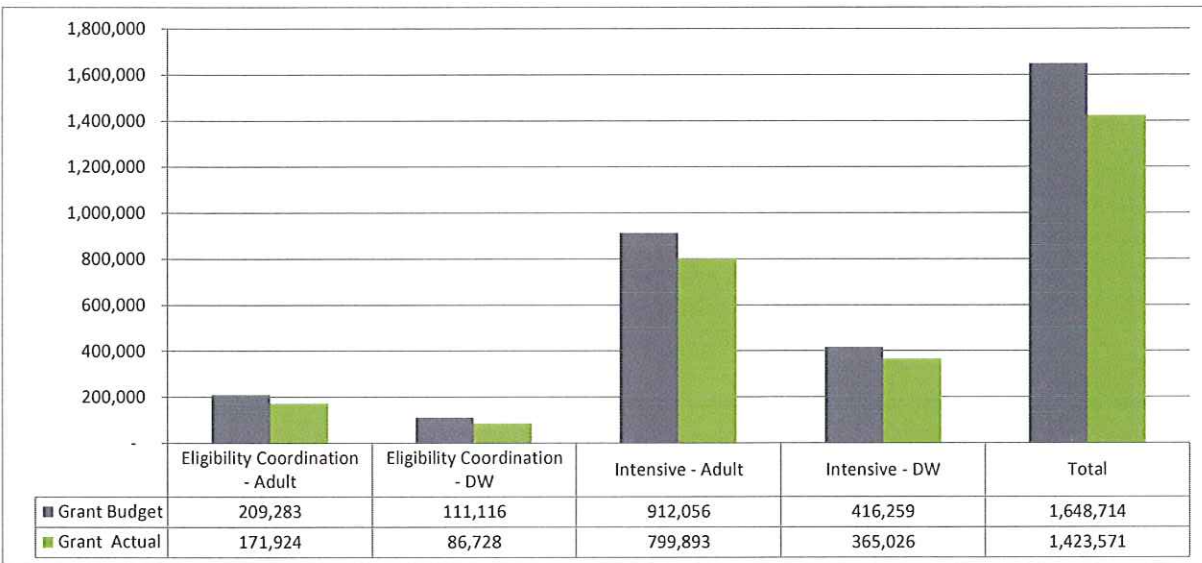
It shall be the Service Provider's responsibility to notify WorkLink WIB staff of the conditions laid out in letter "a" above.

WorkLink WIB staff will inform the WorkLink WIB of the condition of limited funds in order for the WIB to make informed choice on whether or not to implement a Priority of Service for Adults.

ResCare Workforce Services
WIA Title I Adult & DW
Program Year 2011

Category	Budget after				Balance	% Spent
	Mod #5	Intensive	Eligibility	YTD Total		
Salaries & Fringe	\$ 747,004	\$ 498,563	\$ 195,670	\$ 694,233	\$ 52,771	92.94%
Facilities & Operating Expenses	125,297	93,370	19,532	112,902	12,395	90.11%
Staff Training	2,642	467	82	549	2,093	20.78%
Other Direct Cost	7,951	4,158	733	4,891	3,060	61.51%
Professional Fees	17,018	9,788	1,743	11,531	5,487	67.76%
Client Education - ITA	510,668	388,789	-	388,789	121,879	76.13%
Supportive Services	69,146	55,923	-	55,923	13,223	80.88%
Indirect Costs	89,810	60,514	21,732	82,246	7,564	91.58%
Profit	79,178	53,347	19,160	72,507	6,671	91.57%
	\$ 1,648,714	\$ 1,164,919	\$ 258,652	\$ 1,423,571	\$ 225,143	86.34%

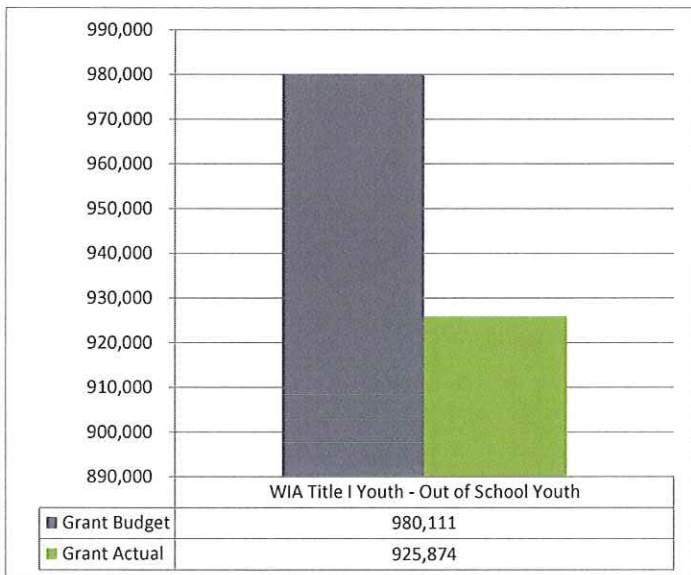
Grant Name	Grant Budget	Grant Actual	Balance	% Spent
Eligibility Coordination - Adult	209,283	171,924	37,359	82.15%
Eligibility Coordination - DW	111,116	86,728	24,388	78.05%
Intensive - Adult	912,056	799,893	112,163	87.70%
Intensive - DW	416,259	365,026	51,233	87.69%
Total	1,648,714	1,423,571	225,143	86.34%



Henkels & McCoy
WIA Title I Youth - Out of School Youth
Program Year 2011

Category	Budget	YTD Total	Balance
Salaries & Fringe	\$ 519,080	\$ 490,200	\$ 28,880
Operating Expenses	95,033	91,597	3,436
Non-Expendable Equipment	11,220	11,220	-
Customer Wages & Fringe	32,780	32,780	-
Customer Training Costs	126,958	118,236	8,722
Customer Supportive Services	27,590	24,315	3,275
Customer Needs Based/Related Payments	43,488	40,442	3,046
Profit	42,482	40,173	2,309
Indirect Costs	81,480	76,911	4,569
	\$ 980,111	\$ 925,874	\$ 54,237

Grant Name	Grant Budget	Grant Actual	Balance	% Spent
WIA Title I Youth - Out of School Youth	980,111	925,874	54,237	94.47%

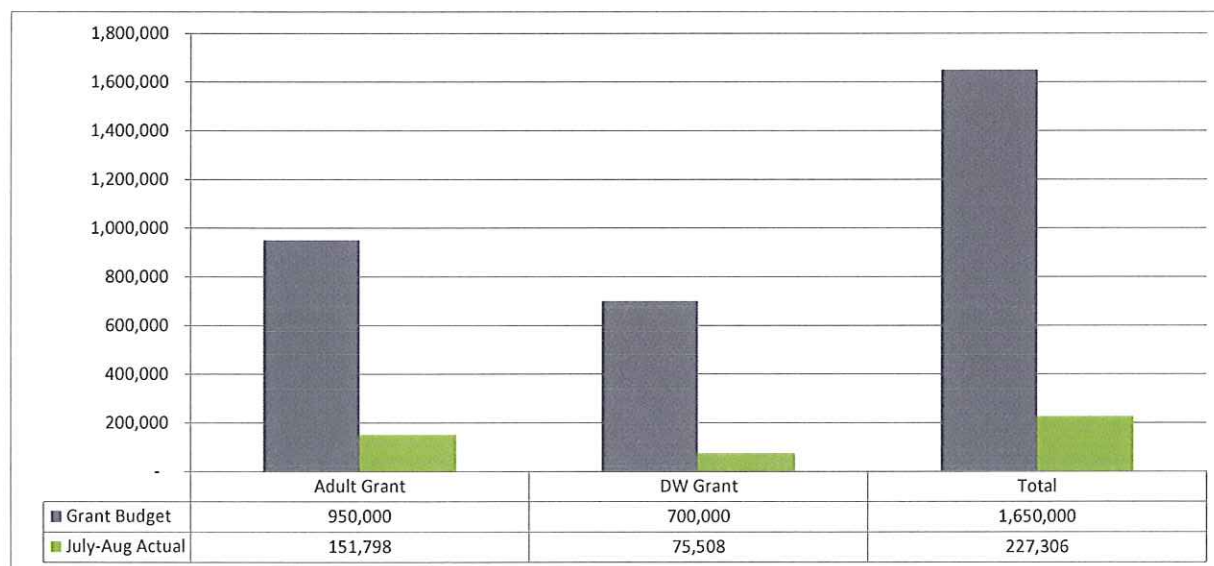


WorkLink Program Year 2011 Financial Status												
Obligations - As of June 30, 2012												
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
Obligations												
ResCare-Eligibility (Adult)	\$ 209,283	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,283	\$ 171,924	82.15%	\$ 209,283	100.00%	\$ 37,359
ResCare-Eligibility (DW)	-	-	111,116	-	-	-	111,116	86,728	78.05%	111,116	100.00%	24,388
ResCare-Intensive (Adult)	912,056	-	-	-	-	-	912,056	799,893	87.70%	912,056	100.00%	112,163
ResCare-Intensive (DW)	-	-	416,259	-	-	-	416,259	365,026	87.69%	416,259	100.00%	51,233
PYC	-	-	-	-	980,413	-	980,413	925,874	94.44%	980,413	100.00%	54,539
Adult Ed - And 1&2	30,728	-	7,682	-	-	-	38,410	38,410	100.00%	38,410	100.00%	-
Adult Ed - And 3,4 &5	41,272	-	10,318	-	-	-	51,590	42,313	82.02%	51,590	100.00%	9,277
Adult Ed - Oconee	36,000	-	9,000	-	-	-	45,000	43,497	96.66%	45,000	100.00%	1,503
Adult Ed - Pickens	36,000	-	9,000	-	-	-	45,000	45,000	100.00%	45,000	100.00%	-
OJT (Adult)	105,000	-	-	-	-	-	105,000	52,958	50.44%	105,000	100.00%	52,042
OJT (DW)	-	-	15,000	-	-	-	15,000	10,265	68.43%	15,000	100.00%	4,735
In-House - As of June 30, 2012												
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	Total	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
In-House Expenses												
Salaries	117,813	37,488	86,430	44,022	38,733	51,226	375,712	301,997	80.38%	375,712	100.00%	73,715
Fringe	34,039	10,694	24,921	12,527	11,428	14,923	108,532	90,317	83.22%	108,532	100.00%	18,215
Travel	7,620	-	2,130	-	3,960	-	13,710	8,708	63.52%	13,710	100.00%	5,002
Travel(Comm/Board)	-	1,000	-	1,000	1,500	1,000	4,500	3,287	73.04%	4,500	100.00%	1,213
Supplies - Consummable	-	2,000	-	490	-	1,000	3,490	1,752	50.20%	3,490	100.00%	1,738
Supplies - Non-Consummable	1,990	750	498	750	-	500	4,488	2,644	58.91%	4,488	100.00%	1,844
WorkKeys	13,904	-	3,476	-	-	-	17,380	9,615	55.32%	17,380	100.00%	7,765
Consulting	788	-	72	-	-	1,235	2,095	1,841	87.88%	2,095	100.00%	254
Youth Forum	-	-	-	-	10,213	-	10,213	10,028	98.19%	10,213	100.00%	185
Insurance - Tort	-	2,700	-	2,700	-	2,700	8,100	6,884	84.99%	8,100	100.00%	1,216
Insurance - Auto C&C	-	120	-	120	-	120	360	189	52.38%	360	100.00%	171
Insurance - Auto Liab	-	400	-	400	-	400	1,200	760	63.33%	1,200	100.00%	440
Postage	-	2,000	-	2,000	-	2,000	6,000	1,624	27.06%	6,000	100.00%	4,376
Printing	4,439	2,751	4,607	2,688	2,136	1,996	18,617	3,383	18.17%	18,617	100.00%	15,234
Telephone, Cell, & Internet	1,250	2,250	1,250	2,250	1,250	2,250	10,500	9,130	86.95%	10,500	100.00%	1,370
Web Site Hosting & Renewal Fees	-	5,000	-	3,000	-	1,825	9,825	5,963	60.69%	9,825	100.00%	3,862
Newspapers, Magazines, & Books	700	200	700	200	-	100	1,900	1,716	90.31%	1,900	100.00%	184
Memberships, Dues, & Prof Fees	870	300	600	300	1,835	300	4,205	3,645	86.68%	4,205	100.00%	560
Training	16,050	-	8,850	-	3,650	-	28,550	8,310	29.11%	28,550	100.00%	20,240
Conf & Mtg Fees	500	-	500	-	-	-	1,000	500	50.05%	1,000	100.00%	500
Job Fair Expenses	19,200	-	4,800	-	-	-	24,000	19,014	79.23%	24,000	100.00%	4,986
Rent - WorkLink Storage	-	380	-	380	-	380	1,140	1,140	100.00%	1,140	100.00%	-
Rent - WorkLink Office	-	6,000	-	6,000	-	6,000	18,000	18,019	100.11%	18,000	100.00%	(19)
R&M - Equipment	-	375	-	375	-	250	1,000	623	62.26%	1,000	100.00%	377
R&M & Gas - WIA Car	1,500	250	500	250	250	250	3,000	2,178	72.59%	3,000	100.00%	822
IT Maint/Support	-	1,520	-	1,000	-	500	3,020	3,170	104.97%	3,020	100.00%	(150)
Outreach	1,500	-	2,000	-	1,000	-	4,500	1,699	37.76%	4,500	100.00%	2,801
COG Meeting Expense	-	1,500	-	1,500	-	4,000	7,000	4,180	59.72%	7,000	100.00%	2,820
Indirect Cost Pool (30% of salaries)	35,344	11,246	25,929	13,327	11,620	15,368	112,834	126,706	112.29%	112,834	100.00%	(13,872)
CO - Furn & Equip	6,915	-	1,729	-	-	-	8,644	-	0.00%	8,644	100.00%	8,644
Total In-House	\$ 264,422	\$ 88,924	\$ 168,992	\$ 95,279	\$ 87,575	\$ 108,323	\$ 813,515	\$ 649,020	79.78%	813,515	100.00%	164,495
*Indirect was discussed at the August 20 Executive Committee Meeting with Steve Pelissier present. Details of this meeting will be discussed at the Finance Committee Meeting.												

Henkels & McCoy
WIA Title I Adult & DW
Program Year 2012

Category	Original Budget	Adult	DW	July-Aug Actual	Balance	% Spent
Salaries & Fringe	\$ 767,996	\$ 70,671	\$ 46,498	\$ 117,169	\$ 650,827	15.26%
Facilities/Rent Costs	84,345	1,958	1,418	3,376	80,969	4.00%
Non-Expendable Equipment Costs	32,329	3,455	2,545	6,000	26,329	18.56%
Operating Expenses	92,361	9,923	6,443	16,366	75,995	17.72%
Individualized Training Costs	209,636	44,010	7,422	51,432	158,204	24.53%
Supportive Services Costs	63,135	1,795	1,280	3,075	60,060	4.87%
Payments to Employers	112,320	-	-	-	112,320	0.00%
Staff Training/Tech Services Costs	5,999	-	-	-	5,999	0.00%
Other Direct Costs	59,230	382	150	532	58,698	0.90%
Training Fee/Audit	82,340	6,609	3,288	9,897	72,443	12.02%
Indirect Costs	140,309	12,995	6,464	19,459	120,850	13.87%
	\$ 1,650,000	\$ 151,798	\$ 75,508	\$ 227,306	\$ 1,422,694	13.78%

Grant Name	Grant Budget	July-Aug Actual	Balance	% Spent
Adult Grant	950,000	151,798	798,202	15.98%
DW Grant	700,000	75,508	624,492	10.79%
Total	1,650,000	227,306	1,422,694	13.78%



SC WORKS

ANDERSON·OCONEE·PICKENS

REQUEST FOR MODIFICATION

Grant Number: 12A995H1 & 12D995H1	Date of Request: 8/27/12
Grantee: Henkels & McCoy, Inc. SC Works Operator	
Budget Modification Request 1	
<p align="center">List Below How the Grant Currently Reads: (Please list page number, section number and item number)</p>	
<p>(Page Numbers are N/A; budget forms)</p> <p>SALARIES, FRINGE BENEFITS, & INDIRECT COST</p> <p>TOTAL SALARIES</p> <p>Line Item: Indirect Costs Original Cost: \$140,308.54.00 Budget Mod: \$162,763.60 (Increase of \$22,455.06)</p> <p>OPERATING EXPENSES</p> <p>Line Item: WI Customer Supplies and Materials Cost Original Cost: \$12,000.00 Budget Mod: \$20,000.00 (Increase of \$8,000.00)</p> <p>WI CUSTOMER INDIVIDUALIZED TRAINING COSTS</p> <p>Line Item: Instructional Supply Costs (Books) Original Cost: \$26,250.00 Budget Mod: \$16,250.00 (Decrease of \$10,000)</p> <p>Line Item: Tuition Cost (Adult Education & GED) Original Cost: \$46,696.00 Budget Mod: \$103,360.00 (Increase of \$57,664.00)</p> <p>Line Item: Individual Training Account/Voucher Costs Original Cost: \$87,690.00 Budget Mod: \$215,600.00 (Increase of \$127,910.00)</p> <p>WI CUSTOMER SUPPORTIVE SERVICES COSTS</p> <p>Line Item: Uniforms, Drug Screens, etc. Original Cost: \$0.00 Budget Mod: \$5,000.00 (Increase of \$5,000)</p> <p>Line Item: Emergency Assistance Original Cost: \$0.00 Budget Mod: \$5,000.00 (Increase of \$5,000)</p> <p>WI PAYMENTS TO EMPLOYERS</p> <p>Line Item: On-the-Job Training Original Cost: \$112,320.00 Budget Mod: \$136,800.00 (Increase of \$24,480.00)</p> <p>OTHER DIRECT COSTS</p> <p>Line Item: WorkKeys Testing</p>	

Original Cost: \$0.00
Budget Mod: \$8,240.00 (Increase of \$8,240.00)

TRAINING/PROFESSIONAL FEES/PROFIT

Line Item: Training Fee (Profit)
Original Cost: \$71,367.52
Budget Mod: \$82,789.22 (Increase of \$11,421.70)

Line Item: Audit Fee
Original Cost: \$10,973.61
Budget Mod: \$12,729.84 (Increase of \$1,756.23)

List Below the Reading Per Your Request To Modify (Attach Any Modification Budget Sheets)

Please see the attached revised budget forms and Budget Mod Comparison.

Please Provide Brief Explanation for Your Request to Modify This Grant

Henkels & McCoy, Inc. SC Works Operator requests to increase our budget by \$264,066.99 in the Categories and Line Items as outlined above. Below is the reason to increase or decrease the following line items in our budget;

- 1) Increase Indirect Cost by \$22,455.06, which is a proportional cost due to the increased direct Training and Supportive Services Costs.
- 2) Increase WI Customer Supplies and Materials Cost by \$8,000 to facilitate training related costs to improve tracking by line item.
- 3) Decrease Instructional Supply Costs (Books) by \$10,000.00; most of these funds are being moved to WI Customer Supplies and Materials Costs. This move is to just clean up tracking of costs.
- 4) Increase Tuition Cost (Adult Education & GED) by \$57,664.00 to support GED Training Costs, TABE Test Proctoring Services covered via an MOA with each Adult Education Program in the region.
- 5) Increase Individual Training Account/Voucher Costs by \$127,910.00 to provide much needed training services to WIA Eligible Participants both carryover and originally planned enrollments. YTD we are nearly 80% obligated in our ITA Training Funds.
- 6) Increase both Uniforms, Drug Screens, etc. and Emergency Assistance by \$5,000.00 (\$10,000 total) to facilitate requests that are covered by the WorkLink WIB Supportive Services Policy. Originally we had not any funds for these services in our budget.
- 7) Increase On-the-Job Training by \$24,480.00 to serve WIA Eligible Participants both carryover and originally as OJT is a primary training focus.
- 8) Increase WorkKeys Testing by \$8,240.00 to cover testing fees that was not originally budgeted for in a separate line item.
- 9) Increase Training Fee (Profit) by \$11,421.70, which is a proportional cost due to the increased direct Training and Supportive Services Costs.
- 10) Increase Audit Fee by \$1,756.23, which is a proportional cost due to the increased direct Training and Supportive Services Costs.

***** DO NOT WRITE BELOW THIS SECTION *****

WorkLink Budget Modification provided to: Worklink Executive Director, Shae Rozakos
WorkLink Budget Modification Approved Date: _____

**WorkLink H&M SC Works Operator
Budget Modification #1**

		Original Proposal Budget		Increased Budget & Corrections	Amount of Increase or Decrease	% of Increase or Decrease
Slot Level						
		600		600	0	0.00%
Staff Costs						
Sub-Total of Staff Costs		\$ 540,467.31		\$ 540,467.31	\$ -	0.00%
Fringe Benefits	Rate					
Sub-Total Fringe:	42.10%	\$ 227,528.61	42.10%	\$ 227,528.61	\$ 0.00	0.00%
Operating Costs						
1.1 Facility, Utilities, Maintennace		\$ 84,345.20		\$ 84,345.20	\$ -	0.00%
1.2 Staff Consumable Supplies		\$ 23,400.00		\$ 23,400.00	\$ -	0.00%
1.3 Advertising, Outreach		\$ 22,320.00		\$ 22,320.00	\$ -	0.00%
1.4 Copy, Print		\$ 12,000.00		\$ 12,000.00	\$ -	0.00%
1.5 Communications		\$ 12,098.21		\$ 12,098.21	\$ -	0.00%
1.6 Staff Travel		\$ 27,716.95		\$ 27,716.95	\$ -	0.00%
1.7 Staff Conferences, Training		\$ 6,000.00		\$ 6,000.00	\$ -	0.00%
1.8 Staff Computer Leases		\$ 32,328.20		\$ 32,328.20	\$ -	0.00%
1.9 Postage		\$ 5,144.85		\$ 5,144.86	\$ -	0.00%
Sub-Total Operating		\$ 225,353.41		\$ 225,353.41	\$ 0.00	0.00%
Training						
2.1 Participant Supplies		\$ 12,000.00		\$ 20,000.00	\$ 8,000.00	40.00%
2.2 Participant Books		\$ 26,250.00		\$ 16,250.00	\$ (10,000.00)	-61.54%
2.3 Credential Exam Fees (NRF, C.N.A., GED, etc.)		\$ 23,700.00		\$ 23,700.00	\$ -	0.00%
2.4 TABE Testing Materials		\$ 12,850.00		\$ 12,850.00	\$ -	0.00%
2.5 Tuition (Adult Education)		\$ 45,696.00		\$ 103,360.00	\$ 57,664.00	55.79%
2.6 Tuition (College or Vocational)		\$ 137,690.00		\$ 265,600.00	\$ 127,910.00	48.16%
2.7 Dual Credit Diploma (GTC or Other)						
2.8 On-the-Job Training		\$ 112,320.00		\$ 136,800.00	\$ 24,480.00	17.89%
2.9 Work Experience						
2.10 Awards / Events		\$ 360.00		\$ 2,500.00	\$ 2,140.00	85.60%
2.11 Software Licenses						
2.12 WorkKeys		\$ -		\$ 8,240.00	\$ 8,240.00	100.00%
Sub-Total Training		\$ 370,866.00		\$ 589,300.00	\$ 218,434.00	37.07%
Supportive Services						
3.1 Participant Incentives (Skill Invoices)						
3.2 Transportation		\$ 49,875.00		\$ 49,875.00	\$ -	0.00%
3.3 Childcare		\$ 13,260.00		\$ 13,260.00	\$ -	0.00%
3.4 Training Support Materials		\$ -		\$ 5,000.00	\$ 5,000.00	100.00%
3.5 Emergency Assistance		\$ -		\$ 5,000.00	\$ 5,000.00	100.00%
3.6 Laptop Incentive						
Sub-Total of Supportive Services		\$ 63,135.00		\$ 73,135.00	\$ 10,000.00	13.67%
Sub-Total of Contract Costs		\$ 1,427,350.33		\$ 1,655,784.33	\$ 228,434.00	13.80%
Indirect Cost & Fees						
Training Fee (Profit)	5.00%	\$ 71,367.52	5.00%	\$ 82,789.22	\$ 11,421.70	
Indirect Cost	9.83%	\$ 140,308.54	9.83%	\$ 162,763.60	\$ 22,455.06	
Audit Fee	0.60%	\$ 10,973.61	0.70%	\$ 12,729.84	\$ 1,756.23	
Sub-Total of Indirect & Fees		\$ 222,649.67		\$ 258,282.65	\$ 35,632.98	
		\$ 1,650,000.00		\$ 1,914,066.99	\$ 264,066.99	13.80%

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
GRANT BUDGET SUMMARY

Service Provider Henkels & McCoy, Inc. Contract # 12A995H1 & 12D995H1

Project/Activity SC Works Operator Funding Source WIA Adult & DLW Formula Funds Modification # 1

Line Items	ADULT	DLW	Administrative	Non-Administrative	Total Budget Amount
Salaries & Fringe Benefits	\$ 442,179.47	\$ 325,816.45		\$ 767,995.92	\$ 767,995.92
Facilities/Rent Costs (space)	\$ 48,562.39	\$ 35,782.81		\$ 84,345.20	\$ 84,345.20
Non-Expendable Equipment Costs	\$ 18,613.20	\$ 13,714.99		\$ 32,328.20	\$ 32,328.20
Operating Expenses	\$ 57,783.04	\$ 42,576.98		\$ 100,360.02	\$ 100,360.02
WI Customer Wages and Fringe Benefits					
WI Customer Individualized Training Costs	\$ 221,787.58	\$ 163,422.42		\$ 385,210.00	\$ 385,210.00
WI Customer Supportive Services Costs	\$ 42,108.03	\$ 31,026.97		\$ 73,135.00	\$ 73,135.00
WI Customer Needs-Based/Needs-Related Payment Costs					
WI Payments to Employers Costs	\$ 78,763.64	\$ 58,036.36		\$ 136,800.00	\$ 136,800.00
Staff Training/Tech Services Costs	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00	\$ 6,000.00
Other Direct Costs	\$ 40,078.48	\$ 29,531.52		\$ 69,610.00	\$ 69,610.00
Training Fees/Professional Fees/ Profit	\$ 54,995.82	\$ 40,523.23		\$ 95,519.05	\$ 95,519.05
Indirect Costs	\$ 93,712.38	\$ 69,051.22		\$ 162,763.60	\$ 162,763.60
Total Budget Costs	\$1,102,038.57	\$ 812,028.42	\$ -	\$1,914,066.99	\$1,914,066.99
Percentage of Budget	57.58%	42.42%		100.00%	
Cost Limitations			2% Maximum	At least 98%	100%

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Henkels & McCoy, Inc.

Contract # 12A995H1 & 12D995H1

Project/Activity SC Works Operator

Fund Source WIA Adult & DLW Formula Funds

Mod # 1

Cost and Price Analysis	Total Cost	ADULT	DLW	Administrative	Non-Administrative
FACILITIES COST *					
Total Cost of Facilities or Rent	\$ 84,345.20	\$ 48,562.39	\$ 35,782.81		\$ 84,345.20
NON-EXPENDABLE EQUIPMENT					
Equipment Rental Cost *					
Non-Expendable Equipment Purchases (Computer Leases)	\$ 26,328.20	\$ 15,158.66	\$ 11,169.54		\$ 26,328.20
Wide Area Network (WAN) Equipment and Computer Softw	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00
Total Cost of Non-Expendable Equipment	\$ 32,328.20	\$ 18,613.20	\$ 13,714.99		\$ 32,328.20
OPERATING EXPENSES					
Communications					
Local Telephone Cost & Cell Phones	\$ 12,098.21	\$ 6,965.64	\$ 5,132.57		\$ 12,098.21
Postage	\$ 5,144.86	\$ 2,962.19	\$ 2,182.67		\$ 5,144.86
Total Cost of Communications	\$ 17,243.07	\$ 9,927.83	\$ 7,315.24		\$ 17,243.07
Staff Travel					
Local Mileage cost	\$ 15,716.95	\$ 9,049.15	\$ 6,667.80		\$ 15,716.95
Non-Local Mileage cost	\$ 3,000.00	\$ 1,727.27	\$ 1,272.73		\$ 3,000.00
Non-Local Per Diem/Lodging Cost	\$ 9,000.00	\$ 5,181.82	\$ 3,818.18		\$ 9,000.00
Total Cost of Staff Travel	\$ 27,716.95	\$ 15,958.24	\$ 11,758.71		\$ 27,716.95
Expendable Supplies and Materials					
Office/Desktop Supplies and Materials Cost	\$ 23,400.00	\$ 13,472.73	\$ 9,927.27		\$ 23,400.00
Copying Cost *	\$ 12,000.00	\$ 6,909.09	\$ 5,090.91		\$ 12,000.00
WI Customer Supplies and Materials Cost *	\$ 20,000.00	\$ 11,515.15	\$ 8,484.85		\$ 20,000.00
Total Cost of Supplies and Materials	\$ 55,400.00	\$ 31,896.97	\$ 23,503.03		\$ 55,400.00
Equipment Maintenance and Repairs Cost * (IT Support)	\$ -	\$ -	\$ -		\$ -
Utilities Cost * (Included in overall Facility Costs above.)					
Total Operating Expenses	\$ 100,360.02	\$ 57,783.04	\$ 42,576.98		\$ 100,360.02

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Henkels & McCoy, Inc.

Contract # 12A995H1 & 12D995H1

Project/Activity SC Works Operator

Fund Source WIA Adult & DLW Formula Funds

Mod # 1

Cost and Price Analysis	Total Cost	ADULT	DLW	Administrative	Non-Administrative
WI CUSTOMER INDIVIDUALIZED TRAINING COSTS					
Tuition Cost (Adult Education Skill Upgrade & GED)	\$ 103,360.00	\$ 59,510.30	\$ 43,849.70		\$ 103,360.00
Instructional Supply Cost	\$ 16,250.00	\$ 9,356.06	\$ 6,893.94		\$ 16,250.00
Other Individualized Training Cost (TCTC Pre-Employment Workshop)	\$ 50,000.00	\$ 28,787.88	\$ 21,212.12		\$ 50,000.00
Individual Training Account/Voucher Cost	\$ 215,600.00	\$ 124,133.33	\$ 91,466.67		\$ 215,600.00
Total Cost WI Customer Individualized Training	\$ 385,210.00	\$ 221,787.58	\$ 163,422.42		\$ 385,210.00
WI CUSTOMER SUPPORTIVE SERVICES COSTS					
Child Care	\$ 13,260.00	\$ 7,634.55	\$ 5,625.45		\$ 13,260.00
Transportation	\$ 49,875.00	\$ 28,715.91	\$ 21,159.09		\$ 49,875.00
Uniforms, Drug Screens, etc.	\$ 5,000.00	\$ 2,878.79	\$ 2,121.21		\$ 5,000.00
Emergency Assistance	\$ 5,000.00	\$ 2,878.79	\$ 2,121.21		\$ 5,000.00
Total Cost of Customer Support Services	\$ 73,135.00	\$ 42,108.03	\$ 31,026.97		\$ 73,135.00
WI PAYMENTS TO EMPLOYERS					
On-the-Job Training (OJT)	\$ 136,800.00	\$ 78,763.64	\$ 58,036.36		\$ 136,800.00
Job Creation Payment Cost					
Total Cost of WI Payments to Employers	\$ 136,800.00	\$ 78,763.64	\$ 58,036.36		\$ 136,800.00
STAFF TRAINING/TECHNICAL SERVICES COSTS					
List Type and Amount					
Staff Professional Development Training	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00
Total Cost of Staff Training/Technical Services	\$ 6,000.00	\$ 3,454.55	\$ 2,545.45		\$ 6,000.00
OTHER DIRECT COSTS					
List Type and Amount					
Community Outreach (Advertising)	\$ 22,320.00	\$ 12,850.91	\$ 9,469.09		\$ 22,320.00
TABE Assessment	\$ 12,850.00	\$ 7,398.48	\$ 5,451.52		\$ 12,850.00
Work Keys Testing	\$ 8,240.00	\$ 4,744.24	\$ 3,495.76		\$ 8,240.00
Credential Exam Fees	\$ 23,700.00	\$ 13,645.45	\$ 10,054.55		\$ 23,700.00
Participant Awards & Recognition	\$ 2,500.00	\$ 1,439.39	\$ 1,060.61		\$ 2,500.00
Total Other Direct Costs	\$ 69,610.00	\$ 40,078.48	\$ 29,531.52		\$ 69,610.00
TRAINING/PROFESSIONAL FEES/PROFIT					
Profit (Professional Fee - 4%) Can be tied to Performance	\$ 82,789.22	\$ 47,666.52	\$ 35,122.70		\$ 82,789.22
Audit Fee	\$ 12,729.84	\$ 7,329.30	\$ 5,400.54		\$ 12,729.84
Total Cost of Training/Professional Fees/Profit	\$ 95,519.05	\$ 54,995.82	\$ 40,523.23		\$ 95,519.05

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

WORKFORCE INVESTMENT BOARD
Pendleton District Workforce Investment Area
CLIENT FLOW PROJECTIONS

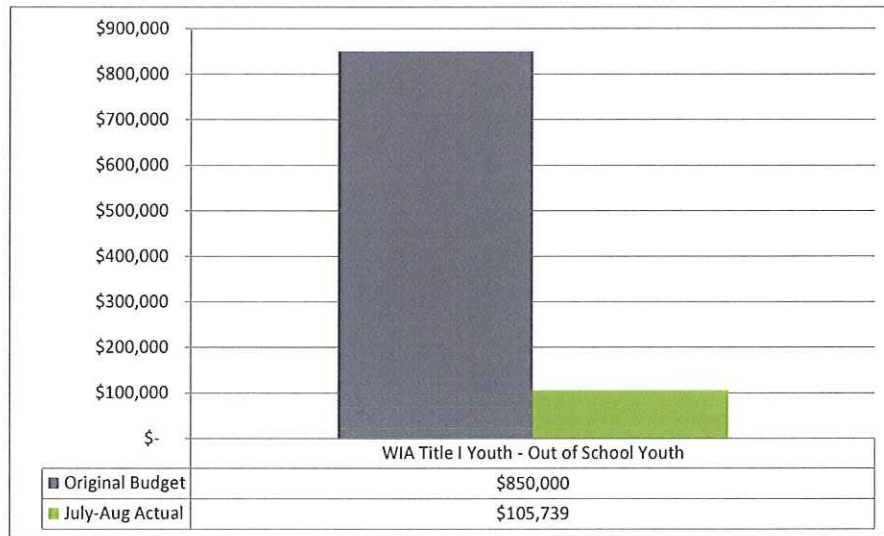
Service Provider Henkels & McCoy, Inc. Contract # 12A995H1 & 12D995H1
 Project Activity SC Works Operator Fund Source WIA Adult & DLW Formula Funds

Period	Clients Served			Clients Exited			Active Clients
	Carryover	New	Cumulative	Positive	Negative	Cumulative	
July-12	600	30	630	30	10	40	590
August-12	590	40	630	30	10	40	590
September-12	590	40	630	30	10	40	590
October-12	590	40	630	30	10	40	590
November-12	590	20	610	30	10	40	570
December-12	570	15	585	30	10	40	545
January-13	545	30	575	30	10	40	535
February-13	535	40	575	30	10	40	535
March-13	535	40	575	30	10	40	535
April-13	535	40	575	30	10	40	535
May-13	535	30	565	30	10	40	525
June-13	525	15	540	30	10	40	500
PY11 Carryovers	600	380					
New PY12 WIA Enrollments	380						
Total Served	980						
Estimated PY13 Carryovers	500						

Active Clients equal Cumulative Clients Served minus Cumulative Clients Exited

Henkels & McCoy
WIA Title I Youth - Out of School Youth
Program Year 2012

Category	Original Budget	July-Aug Actual	Balance	% Spent
Salaries & Fringe	\$ 455,541	\$ 65,629	\$ 389,912	14.41%
Facilities/Rent Costs	12,000	3,000	9,000	25.00%
Non-Expendable Equipment Costs	11,243	1,950	9,293	17.34%
Operating Expenses	57,537	4,043	53,494	7.03%
Customer Wages & Fringe Benefits	27,840	1,428	26,412	5.13%
Individualized Training Costs	87,958	12,466	75,492	14.17%
Supportive Services Costs	30,400	1,368	29,032	4.50%
Needs-Based/Related Payment Costs	40,683	2,200	38,483	5.41%
Staff Training/Tech Services Costs	4,500	-	4,500	0.00%
Other Direct Costs	13,253	-	13,253	0.00%
Profit	36,765	4,604	32,161	12.52%
Indirect Costs	72,280	9,051	63,229	12.52%
	\$ 850,000	\$ 105,739	\$ 744,261	12.44%



WorkLink Program Year 2012 Financial Status - ORIGINAL BUDGET

	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	ORIGINAL BUDGET	MOD REQ	AMENDED BUDGET
PY'12 Allocations (NFA-12-01)	\$ 763,248	\$ 84,805	\$ 850,452	\$ 94,495	\$ 851,486	\$ 94,610	\$ 2,739,096	\$ -	\$ 2,739,096
Carryover from PY'11	700,000	-	100,000	-	350,000	-	1,150,000	650,111	1,800,111
	\$ 1,463,248	\$ 84,805	\$ 950,452	\$ 94,495	\$ 1,201,486	\$ 94,610	\$ 3,889,096	\$ 650,111	\$ 4,539,207
Obligations									
Henkels & McCoy - Adult	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 950,000	\$ 152,039	\$ 1,102,039
Henkels & McCoy - DW	-	-	700,000	-	-	-	700,000	112,028	812,028
Contingency	276,800	255	150,483	13,945	212,847	17,900	672,230	368,930	1,041,160
Henkels & McCoy - Youth	-	-	-	-	850,000	-	850,000	-	850,000
Total Pass-Through Contracts	\$ 1,226,800	\$ 255	\$ 850,483	\$ 13,945	\$ 1,062,847	\$ 17,900	\$ 3,172,230	\$ 632,997	\$ 3,805,227
Total Revenue after Obligations	236,448	84,550	99,969	80,550	138,639	76,710	716,866	17,114	733,980
<u>In-House Expenses</u>									
Salaries	116,061	31,585	48,117	31,585	77,476	31,585	336,409	(6,409)	330,000
Fringe	36,789	10,084	15,257	10,084	24,360	10,084	106,658	(1,658)	105,000
Travel - Training/Conferences/Meetings	6,500	1,200	2,500	1,800	3,500	500	16,000	-	16,000
Travel - Committee/Board	1,980	-	660	-	3,360	-	6,000	-	6,000
Supplies - Consumable	-	800	-	900	-	800	2,500	-	2,500
Supplies - Non-Consumable	-	700	-	500	-	300	1,500	1,000	2,500
Data	-	-	-	-	-	-	-	12,500	12,500
WorkKeys	12,500	-	9,500	-	-	-	22,000	(21,775)	225
Consulting	-	150	-	100	-	100	350	-	350
Insurance - Tort	-	2,500	-	2,500	-	2,000	7,000	-	7,000
Insurance - Auto C&C	-	75	-	75	-	75	225	-	225
Insurance - Auto Liab	-	350	-	250	-	200	800	-	800
Postage	-	850	-	800	-	850	2,500	-	2,500
Printing	-	1,400	-	1,300	-	1,300	4,000	-	4,000
Telephone Voice & LD & Cellphones	-	4,000	-	4,000	-	2,000	10,000	500	10,500
Web Site Hosting & Renewal Fees	-	6,000	-	5,000	-	4,000	15,000	(4,920)	10,080
Newspapers, Magazines, & Books	-	700	-	650	-	350	1,700	-	1,700
Memberships, Dues, & Prof Fees	-	2,000	-	1,300	-	1,000	4,300	-	4,300
Training	9,800	-	3,500	-	6,700	-	20,000	-	20,000
Conf & Mtg Fees	-	700	-	300	-	-	1,000	-	1,000
Job Fair Expenses	18,000	-	6,000	-	-	-	24,000	-	24,000
Rent - WorkLink Storage	-	480	-	380	-	340	1,200	-	1,200
Rent - WorkLink Office	-	7,000	-	6,000	-	6,000	19,000	-	19,000
R&M - Equipment	-	500	-	250	-	250	1,000	-	1,000
R&M & Gas - WIA Car	-	1,000	-	1,000	-	1,000	3,000	-	3,000
IT Maint/Support	-	1,000	-	1,000	-	1,000	3,000	-	3,000
Outreach	-	1,000	-	500	-	500	2,000	-	2,000
Board & Committee Meeting	-	1,000	-	800	-	3,000	4,800	200	5,000
Indirect	34,818	9,476	14,435	9,476	23,243	9,476	100,924	37,676	138,600
Total In-House	\$ 236,448	\$ 84,550	\$ 99,969	\$ 80,550	\$ 138,639	\$ 76,710	\$ 716,866	\$ 17,114	\$ 733,980

WorkLink Program Year 2012 Financial Status - Modification #1

	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth		Total	YTD August	Actual % Expended	Goal Expended	Goal % Expended	Balance
PY'12 Allocations (NFA-12-01)	\$ 763,248	\$ 84,805	\$ 850,452	\$ 94,495	\$ 851,486	\$ 94,610		\$ 2,739,096					
Carryover from PY'11	903,990	87,296	190,614	102,223	435,079	80,909		1,800,111					
	\$ 1,667,238	\$ 172,101	\$ 1,041,066	\$ 196,718	\$ 1,286,565	\$ 175,519		\$ 4,539,207					
Obligations						.							
Henkels & McCoy - Adult	\$ 1,102,039	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,102,039	\$ 151,799	13.77%	\$ 183,673	16.67%	\$ 950,240
Henkels & McCoy - DW	-	-	812,028	-	-	-		812,028	75,508	9.30%	135,338	16.67%	736,520
Contingency	282,089	85,241	144,163	103,718	366,555	59,394		1,041,160	-	0.00%	-	0.00%	1,041,160
Henkels & McCoy - Youth	-	-	-	-	850,000	-		850,000	105,739	12.44%	141,667	16.67%	744,261
Total Pass-Through Contracts	\$ 1,384,128	\$ 85,241	\$ 956,191	\$ 103,718	\$ 1,216,555	\$ 59,394		\$ 3,805,227	\$ 333,046	8.75%	\$ 460,678	12.11%	3,472,181
Total Revenue after Obligations	283,110	86,860	84,875	93,000	70,010	116,125		733,980					
<u>In-House Expenses</u>	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth		Total	YTD September	Actual % Expended	Goal Expended	Goal % Expended	Balance
Salaries	142,000	27,000	41,500	35,000	32,500	52,000		330,000	74,013	22.43%	82,500	25.00%	255,987
Fringe	45,000	8,775	13,250	11,175	10,300	16,500		105,000	23,782	22.65%	26,250	25.00%	81,218
Travel - Training/Conferences/Meetings	6,500	1,200	2,500	1,800	3,500	500		16,000	-	0.00%	4,000	25.00%	16,000
Travel - Committee/Board	1,980	-	660	-	3,360	-		6,000	19	0.32%	1,500	25.00%	5,981
Supplies - Consummable	-	800	-	900	-	800		2,500	754	30.16%	625	25.00%	1,746
Supplies - Non-Consummable	-	1,000	-	1,000	-	500		2,500	98	3.92%	625	25.00%	2,402
Data	-	7,500	-	5,000	-	-		12,500	-	0.00%	3,125	25.00%	12,500
WorkKeys	190	-	35	-	-	-		225	182	80.89%	56	25.00%	43
Consulting	-	150	-	100	-	100		350	-	0.00%	88	25.00%	350
Insurance - Tort	-	2,500	-	2,500	-	2,000		7,000	1,097	15.67%	1,750	25.00%	5,903
Insurance - Auto C&C	-	75	-	75	-	75		225	32	14.22%	56	25.00%	193
Insurance - Auto Liab	-	350	-	250	-	200		800	127	15.88%	200	25.00%	673
Postage	-	850	-	800	-	850		2,500	296	11.84%	625	25.00%	2,204
Printing	-	1,400	-	1,300	-	1,300		4,000	944	23.60%	1,000	25.00%	3,056
Telephone Voice & LD & Cellphones	-	3,500	-	3,500	-	3,500		10,500	2,415	23.00%	2,625	25.00%	8,085
Web Site Hosting & Renewal Fees	-	5,040	-	2,520	-	2,520		10,080	2,530	25.10%	2,520	25.00%	7,550
Newspapers, Magazines, & Books	-	700	-	650	-	350		1,700	-	0.00%	425	25.00%	1,700
Memberships, Dues, & Prof Fees	-	2,000	-	1,300	-	1,000		4,300	325	7.56%	1,075	25.00%	3,975
Training	9,800	-	3,500	-	6,700	-		20,000	750	3.75%	5,000	25.00%	19,250
Conf & Mtg Fees	-	700	-	300	-	-		1,000	-	0.00%	250	25.00%	1,000
Job Fair Expenses	18,000	-	6,000	-	-	-		24,000	-	0.00%	6,000	25.00%	24,000
Rent - WorkLink Storage	-	480	-	380	-	340		1,200	-	0.00%	300	25.00%	1,200
Rent - WorkLink Office	-	7,000	-	6,000	-	6,000		19,000	4,671	24.58%	4,750	25.00%	14,329
R&M - Equipment	-	500	-	250	-	250		1,000	-	0.00%	250	25.00%	1,000
R&M & Gas - WIA Car	-	1,000	-	1,000	-	1,000		3,000	501	16.70%	750	25.00%	2,499
IT Maint/Support	-	1,000	-	1,000	-	1,000		3,000	-	0.00%	750	25.00%	3,000
Outreach	-	1,000	-	500	-	500		2,000	-	0.00%	500	25.00%	2,000
COG Meeting Expense (Board & Committees)	-	1,000	-	1,000	-	3,000		5,000	654	13.08%	1,250	25.00%	4,346
Indirect Cost Pool (42% of salaries)	59,640	11,340	17,430	14,700	13,650	21,840		138,600	21,393	15.44%	34,650	25.00%	117,207
Total In-House	\$ 283,110	\$ 86,860	\$ 84,875	\$ 93,000	\$ 70,010	\$ 116,125		\$ 733,980	\$ 134,583	18.34%	183,495	25.00%	599,397

WorkLink Program Year 2012 Financial Status

10ANO01 - OJT National Emergency Grant

	<u>Program Revenue</u>	<u>Admin Revenue</u>					
Grant Revenue	\$ 173,012	\$ 9,106					
Modification	(46,178)	(2,430)					
Grant Balance	<u>\$ 126,834</u>	<u>\$ 6,676</u>					
	<u>Program Expenditures</u>	<u>Admin Expenditures</u>	<u>Total Obligated</u>	<u>Total % Obligated</u>	<u>Actual Expended</u>	<u>Actual % Expended</u>	<u>Balance</u>
Payment to Employers	126,834		76,146	60.04%	66,196	52.19%	60,638
Salary		3,929	3,929	100.00%	3,929	100.00%	(0)
Fringe		1,260	1,260	100.00%	1,260	100.00%	0
Indirect		1,487	1,465	98.55%	1,465	98.55%	22
Total In-House	<u>\$ 126,834</u>	<u>\$ 6,676</u>	<u>\$ 82,800</u>	<u>62.02%</u>	<u>\$ 72,850</u>	<u>54.57%</u>	<u>\$ 60,659</u>

Grant Period: 12/1/10-9/30/12

Rapid Response 15,958.03
Total Placements 22

Expenditures Reported through 8/31/12

WorkLink Program Year 2012 Financial Status

11HPW01 - Incentive Grant

	Program Revenue					
	\$ 25,000					
	Program Expenditures	Total Obligated	Total % Obligated	Actual Expended	Actual % Expended	Balance
Staff Travel & Training	\$ 6,500	1,802	28%	1,802	27.72%	\$ 4,698
Board/Staff Retreat	5,000	-	0%	-	0.00%	5,000
Youth WorkKeys	11,000	-	0%	-	0.00%	11,000
Stategic Planning	2,500	-	0%	-	0.00%	2,500
Total In-House	\$ 25,000	\$ 1,802	7%	\$ 1,802	7.21%	\$ 23,198
Grant Period: 7/16/12-6/30/13						
				Expenditures reported through 9/30/12		

11INC01 - Incentive Grant

Grant Period: 4/16/12-6/30/13