

FINANCE COMMITTEE Wednesday, January 5, 2011 3:00 P.M. WorkLink Office

AGENDA

I.	Call to Order	David Collins
II.	Approval of November 11, 2010 Minutes	David Collins
III.	Updates	David Collins & Brandi Runion
	 a. CSI (Accounting Software at COG) b. Email Vote – ARRA Youth Carryover c. Arbor – Extension of State Reserve Grant 	
IV.	Review 2010-2011 Budgets & Reports a. Request to Increase Unemployment Expenditures b. Request to Increase Salaries & IT Support (CSI expenses)	David Collins & Brandi Runion
V.	Other Business	David Collins

Vision – To have a fully-employed, skilled workforce in Anderson, Oconee, and Pickens counties, SC

Mission – We develop the link between employers and the workforce in Anderson, Oconee, and Pickens counties, SC

NEXT FINANCE COMMITTEE MEETING – WEDNESDAY, FEBRUARY 23, 2011 – 3:00 P.M. WORKLINK OFFICE

NEXT BOARD MEETING – JANUARY 12, 2011 – 1:00 P.M.
MADREN CENTER, CLEMSON, SC
LUNCH IMMEDIATELY PRECEDES THE BOARD MEETING AT NOON.



Finance Committee Meeting Minutes Thursday – November 11, 2010 WorkLink Conference Room

Members Present:

David Collins- Chair Stan Brooks Steve West

Members Absent:

Dr. Ronnie Booth Danny Brothers

Staff Present:

Nita Colman Jimmy Pennell Crayton Pruitt Jennifer Kelly Steve Pelissier Brandi Runion

Windy Graham

Guests:

Deb Giordano Dr. Lisa McWherter

I. Call to Order

Chairman David Collins called the meeting to order. He announced that the meeting was being recorded for processing of the minutes. A quorum was present to conduct the business of the Committee.

II. Approval of September 29, 2010 Minutes

ACTION TAKEN: Stan Brooks made a motion to approve the minutes as written; motion seconded by Steve West. The motion carried with unanimous voice vote.

III. Supportive Services Policy Change Request from Arbor

Jennifer Kelly referred the Committee to [page 4] of the packet provided. She explained the current policy and how it distributed reimbursement for travel. She also explained that the proposed change in the policy was displayed on that same page for the Committee to see the comparison.

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David Collins asked for clarification of why the policy needed to be changed. Deb Giordano explained that the change in policy would help to avoid abuse by participants in their claims of mileage and that it would be a more cost effective approach.

Deb Giordano stated that the proposed \$8 per day was just a proposal. The Committee can determine what amount they would like to set for the reimbursement amount.

Nita Colman calculated the proposed changes as requested by the Committee. For the sample month of September 2010, the current payment was \$5,590 in travel reimbursement.

The Committee asked that N. Colman calculate the new amount using the per day reimbursement amounts of \$4, \$5, and \$6 per day. She gave the results as follows:

\$4 = \$4,272 \$5 = \$5,340 \$6 = \$6,408

Chair Collins asked the Committee if there was a motion with the daily reimbursement amounts discussed.

ACTION TAKEN: Steve West made a motion to approve the change of Supportive Services- Travel Reimbursement from its current amount to \$5 a day for those participants that travel over ten miles; motion seconded by Stan Brooks. The motion carried with unanimous voice vote.

IV. Updates

a.) CSI (Accounting Software at COG)

Brandi Runion referred the Committee to [page 8] of the packet provided for the meeting. She stated that a tentative date had been set for her to be able to gain access to the accounting software at the COG on Friday, November 12, 2010. She stated that Steve Pelissier had contacted CSI and there would be no charge to add B. Runion as a user for their software. She also explained that Greg Gilstrap, who is the IT person in charge of WorkLink's computers and networking, would install the software needed on the laptop that would be placed at the COG to allow for remote access.

N. Colman told the Committee that the laptop being used was an extra that WorkLink already had.

Steve Pelissier stated that the process had turned out surprisingly inexpensive. He stated that originally he thought that they would have to pay for an extra license, but CSI stated that an additional user could be added without an additional fee. He stated they also thought they might need to pay for a server 5000 in general, but after talking with G. Gilstrap, they determined all they needed was a laptop. S. Pelissier stated that the install requires three technicians: COG, G. Gilstrap, and CSI. He stated that G. Gilstrap was already on retainer, his at the COG was already at work, and that the service of the CSI would be the only one that might cost a couple hundred dollars. S. Pelissier stated that G. Gilstrap had made him feel good about the security.

b.) Incentive Modification- \$9,642

B. Runion referred the Committee to page 8 of the packet provided. She stated that at the board meeting on October 13, 2010, the carryover '09 Incentive Funds were approved to be used for WorkKeys projects. Also, she stated that all the paperwork had been submitted to SCDEW and that she was waiting to receive the modification back from SCDEW before she moves forward.

c.) OJT NEG Grant- Increased Funds

B. Runion told the Committee that previously it was stated that WorkLink would be receiving a \$180,794 OJT NEG grant in November, but that amount had been increased to \$182,118 by SCDEW since the Lowcountry WIB decided not to participate. She stated that the budgets for that grant had been submitted to SCDEW, and we are waiting on them to release the funds.

d.) ARRA Youth Carryover & Youth Forum

- B. Runion stated that PYC recently submitted a closeout for their ARRA Summer Youth grant on October 31, 2010, and their expenditures were under budget. She also stated that she had received four of the five school districts' invoices for the bus transportation to the September 29, 2010 Career Cluster Showcase that the Board approved to pay for with ARRA Youth funding. She pointed out that three of the four were under the budgeted amount.
- B. Runion stated with the school districts having submitted their invoices that there is approximately \$6,400 ARRA Youth Program funds remaining to be spent by June 30, 2011. She stated that she is awaiting the other school district's invoice and the other PYC closeout in December before asking the Youth Council for a recommendation of use for the carryover funds.

e.) Monitoring

i.) WorkLink Staff of Service Providers

- B. Runion stated that the WorkLink Staff has contacted all service providers to arrange financial & programmatic monitoring visits. A copy of the monitoring schedule was referred to in the packet [pages 8-9].
- N. Colman stated that the response from the first quarter monitoring for Arbor E&T, LLC had been received and was currently being reviewed. Chair Collins asked how often Arbor was being monitored. B. Runion responded that Arbor was being monitored quarterly.

ii.) SCDEW of WorkLink Staff

B. Runion stated that SCDEW would be on-site at the COG and WorkLink November 30th through December 3, 2010 for their yearly programmatic and financial monitoring visit. N. Colman stated that the monitors would be visiting the OneStops, Palmetto Youth Connections, OJT and IWT sites while on their visit.

f.) NFA's

- N. Colman stated that at the beginning of the program year, SCDEW releases the first quarter amount of regular formula funding stream for each LWIA through a Notice of Funds Authorization (NFA). At the end of the first quarter, they then release the remaining amounts of the NFA to the LWIA's.
- B. Runion stated that as of 11/30/10, SCDEW is still waiting to hear from the Department of Labor to issue another NFA for the remaining amounts of PY '10 formula funds.

g.) Personal Services Contract- IT Services Renewed

B. Runion stated that Integrity Technologies, LLC contract had expired on November 1, 2010. A request for quotes was sent to three area IT service professionals on October 19, 2010. She stated that Integrity Technologies, LLC had been awarded the contract for November 1, 2010-October 31, 2011.

h.) Arbor E&T, LLC- Awarded Contract for Computer Skills

B. Runion stated that Arbor E&T, LLC sent out a request for bids on October 22, 2010 for Basic, Intermediate, and Advanced Computer Readiness for the Job Seeker classes for WIA participants to five potential training providers. Dr. Lisa McWherter stated that Tri-County Technical College was awarded the contract. They held four Computer Training Fairs: Anderson, Seneca, Easley, and Pendleton. They had good attendance at the fairs and that of those that attended a large percentage had left having been referred to take the classes. Chair Collins asked where the money had come from to fund these fairs. B. Runion answered that the money had come from the State Reserve Grant issued to Arbor that ends December 31, 2010.

V. Review of 2010-2011 Budgets & Reports

B. Runion referred the Committee to [pages 10 & 11] of the packet provided for review.

Chair Collins asked if everything was on track. B. Runion confirmed that everything was on track. Chair Collins asked that a balance column be added to the spreadsheet for future meetings for the inhouse portion.

- B. Runion stated that there were no budget change requests for this meeting.
- B. Runion referred the Committee to [pages 12 & 13] for review. She explained that page 12 was a Summary of Arbor's Expenditures through September 2010 and that page 13 was a summary of PYC expenditures through September 2010.

VI. Other Business

No other business was discussed.

ACTION TAKEN: Stan Brooks made a motion to adjourn; motion seconded by Steve West. The motion carried with unanimous voice vote.

Respectfully submitted by: Crayton Pruitt, Workforce Program Assistant

FINANCE COMMITTEE UPDATES

A. CSI (Accounting Software at COG)

As of December 8, 2010, Brandi has gained access to the computer at the COG and can now view the WorkLink financial data.

B. ARRA Youth Carryover

An Email vote occurred on 12/16/10 by the Finance Committee to approve the ARRA Youth Carryover as follows:

Youth Council recommends \$7,060 to be used for hiring a temporary part-time staff member to enhance the service mapping data base by identifying Faith Based Organizations, Churches, and Service Organizations for families in the three county area. This recommendation is to meet part of the Youth Council Strategic Plan for Service Integration.

The 211 system is a statewide information database which serves 21 counties. Anderson, Oconee, and Pickens counties are a part of this system. The Youth Council Strategic Plan is to address service providers working in silos, integrate work systems and processes, and service mapping.

There is some work involved to update, add new agencies. Such as community services organizations, faith base organizations, and churches to this system. The 211 non-profit organization is willing to train and equip our region with guidance to complete the enhancements.

By enhancing the information in this system (211) affecting our geographical area. We will provide our service providers, WIB, Youth Council, Adults/ DW program, and community constituents in the three county area with information pertaining to our needs to assist our families and participants.

Originally, the Youth Strategic Plan called for development and purchase of a database, procuring and hiring a consultant for service mapping process, establishing a service mapping baseline, and marketing.

The Youth Council recommendation and the availability of the 211 system reduces the original strategic plan goal by \$32,940.00.

The remaining carryover funds of \$296 are being recommended for Youth marketing.

These funds are ARRA Youth Carryover funds that must be expended by June 30, 2011.

C. Extension of State Reserve Grant

We received an extension of the State Reserve Contract from SCDEW so that we could have adequate time to expend all of the money. This Grant had an original end date of 12/31/10 which has been extended to 3/31/10. We have in turn modified Arbor's State Reserve Contract from 12/31/10 to 3/31/10 as well.

SC Appalachian Council of Governments Workforce Development In-House Monthly Financial Statement Projected In-House Budget for 2010-2011

	T				
Description	Approved Budget	Amendment #1*	Amendment #2*	Amendment #3*	Proposed Budget
Salaries**	391,958	-	4,400	570	396,928
Fringe pool applied**	122,162	-	337	-	122,499
Travel - lodging/meals	5,000	-	-	-	5,000
Travel - fleet car	200	-	270	_	470
Travel - committee/board	3,000	-	-	-	3,000
Supplies - consumable	12,000	-	-	-	12,000
Supplies - non-consumable	8,500	-	-	_	8,500
Contractual**	50,000	-	-	638	50,638
Insurance - board liability	9,660	-	-	-	9,660
Insurance - WIA car	1,200	-	-	-	1,200
Postage	6,000	-	-	-	6,000
Printing	22,000	(729)	-	(708)	20,563
Telephone and cell phone and internet	13,500	-	-	-	13,500
Newspapers, magazines, books	500	-	-	-	500
Memberships, dues, prof fees**	3,000	-	-	-	3,000
Conference/outside meetings**	3,825	-	-	-	3,825
Training**	6,625	-	-	-	6,625
Rent - office space & offsite storage	18,900	-	-	-	18,900
R & M - equip/software/lic renewals**	4,900	-	-	-	4,900
Repair, maintenance, gas - WIA car	3,500	-	100	-	3,600
Recruitment	1,000	-	-	-	1,000
Advertising	20,000	-	269	-	20,269
WIA meetings	7,500	-	-	-	7,500
Unemployment	2,052	1,229	-	-	3,281
Miscellaneous**	1,000	-	-	(500)	500
Indirect cost pool applied	168,541	-	1,980	-	170,521
Capital outlay**	500	(500)	-	-	-
Totals	887,023	-	7,356	-	894,379

*Notes:

Amendment #1: To increase Unemployment expense for claims submitted in November for a former employee Under a provision of SC law, if a person leaves a job for any reason in which the pay they have received from that job is less than 1/8th of the pay they received over the most recent 12 months in which they received income, liability for their unemployment compensation falls to their most recent employer prior to their last employer.

Amendment #2: To increase salaries/indirect cost to hire a temporary part time employee to be paid from ARRA Youth Carryover

Amendment #3: To increase salaries and IT Support related to the time and equipment associated in gaining access to CSI.

Jeri Total Hours	15	\$38/hr	\$ 570.00
VC3 Total Hours	4	\$117/hr	468.00
Windows Server Cal 2003 License			130.00
Norton Anti Virus			40.00
Total Cost			\$ 1,208.00

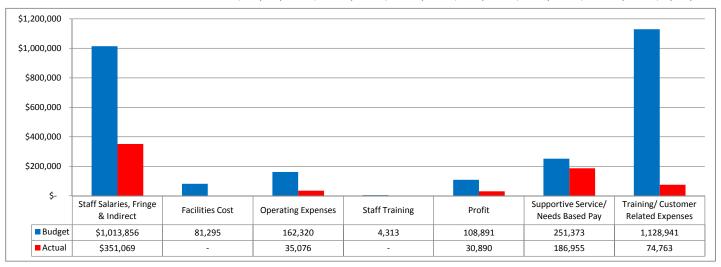
^{**}Supporting documentation available

										m Year 2010 Fir		s												
										As of November														
	Grant #	Grant Period		RRA dmin A	dult	DW (Set Aside Ad)	DW	Youth	State Reserve	Incentive	ARRA Adult	ARRA DW Set Aside	ARRA DW	ARRA Youth	IWT	OJT NEG	Total w/o Trade	Trade	Total w/ Trade	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
Obligations Adult WIA Arbor E & T (OneStop & Elig)	10A195E1	7/1/10-6/30/11	e e	\$ 1	44,640	e e		s -	s -	ę	e	e	s -	s -	s -	s -	\$ 144,640	S -	\$ 144,640	\$ 58.210	40.24%	s 60.267	41.67% S	86.43
DW WIA Arbor E & T (OneStop & Elig)	10D195E1	7/1/10-6/30/11		- 91	-		187,027	-	-	-	-	-	-	-	-	-	187,027	-	187,027	48,997	26.20%	77,928	41.67%	138,03
Adult WIA Arbor E & T (Intensive)	10A295E1	7/1/10-6/30/11	-	- 6	28,452	-	-	-	-	-	-	-	-	-	-	-	628,452	-	628,452	170,871	27.19%	261,855	41.67%	457,58
DW WIA Arbor E & T (Intensive)	10D295E1	7/1/10-6/30/11	-	-	-	-	812,621	-	-	-	-	-	-	-	-	-	812,621	-	812,621	123,168	15.16%	338,592	41.67%	689,45
Adult WIA Arbor E &T (ARRA)	10SA295R1	7/1/10-6/30/11	-	-	-	-	-	-	-	-	-	342,333	-	-	-	-	342,333	-	342,333	14,511	4.24%	142,639	41.67%	327,82
DW WIA Arbor E & T (ARRA)	10SD295R1	7/1/10-6/30/11		-	-	-	-	-	-	-	-	-	330,791	-	-	-	330,791	-	330,791	15,026	4.54%	170,224	51.46%	315,76
State Reserve WIA Arbor E & T Anderson Adult Ed 1 & 2 - ARRA Adult	10SR295R1 8SA695AW1	8/11/10-12/31/10	-	-	-	-	-	-	408,538	-	16.075	-	-	-	-	-	408,538	-	408,538 16,875	247,970 8 746	60.70%	340,448 11,250	83.33%	160,56
Anderson Adult Ed 1 & 2 - ARRA Adult Anderson Adult Ed 1 & 2 - ARRA DW	8SD695AW1	10/1/09-6/30/11	-	-	-	-	-	-	-	-	16,875	-	16,875	-	-		16,875	-	16,875	8,746	51.83%	11,250	66.67%	8,12 8,12
Anderson Adult Ed 1 & 2- ARRA DW Anderson Adult Ed 3.4, & 5- ARRA Adult	8SA695AA1	10/1/09-6/30/11	-	-	-			-	-	-	16.875	-	10,673	-		- :	16,875	-	16,875	14 314	84.82%	11,250	66.67%	2.56
Anderson Adult Ed 3, 4, & 5- ARRA DW	8SD695AA1	10/1/09-6/30/11	-	-	-	-		-	-	-	10,075	-	16,875	-	-	-	16,875	-	16,875	14,314	84.82%	11,250	66.67%	2,56
Pickens Adult Ed - ARRA Adult	8SA695P1	10/1/09-6/30/11	-	- 1	-	-	-	-	-	-	16.875	-		-		_	16,875	-	16,875	11.846	70,20%	11,250	66.67%	5.02
Pickens Adult Ed - ARRA DW	8SD695P1	10/1/09-6/30/11	-	-	-	-	-	-	-	-	-	-	16,875	-	-	-	16,875	-	16,875	11,846		11,250	66.67%	5,02
Oconee Adult Ed - ARRA Adult	8SA695O1	7/1/09-6/30/11	-	-	-	-	-	-	-	-	16,875	-	-	-	-	-	16,875	-	16,875	12,341	73.13%	11,953	70.83%	4,53
Oconee Adult Ed - ARRA DW	8SD695O1	7/1/09-6/30/11	-	-	-	-	-	-	-	-	-	-	16,875	-			16,875	-	16,875	12,341	73.13%	11,953	70.83%	4,53
Anderson School District 4	C 8SY495A42	6/7/10-7/2/10	-	-	-	-	-	-	-	-	-	-	-	10,278	-	-	10,278	-	10,278	10,278	100.00%	10,278	100.00%	-
Hamilton Career Center - ARRA SYEP	C 8SY495O2	6/7/10-7/30/10	-	-	-	-	-	-	-	-	-	-	-	15,132	-	-	15,132	-	15,132	15,132		15,132	100.00%	-
Henkels & McCoy - ARRA Out of School Youth	C 8SY495H2	5/14/10-9/30/10	-	-	-	-	-		-	-	-	-	-	239,397	-	-	239,397	-	239,397	239,397	100.00%	239,397	100.00%	750,66
Y WIA Henkels & McCoy Y ARRA WIA Henkels & McCoy	10Y495H1 8Y495H1	7/1/10-6/30/11	-	-	-	-	-	997,929	-	-	-		-	119,768	-	-	997,929 119,768	-	997,929 119,768	247,261 88,578	24.78%	415,804	41.67%	750,66
ARRA WIA Henkels & McCoy ARRA - SCDEW Adult OJT	8Y495H1 8SA395E2	7/1/10-6/30/11	-	-	-	-	-	-	-	-	4,052	45,206	-	119,/08	-	-	49,258	-	49,258	10,609		20,524	41.67%	31,19
ARRA - SCDEW Adult OJT ARRA - SCDEW DW OJT	8SA395E2 8SD395E2	7/1/10-6/30/11	-		-		-		-	-	4,052	45,206	29.739		-	-	49,258 29,739	-	49,258 29,739	700		12,391	41.67%	29,03
SCDEW OIT NEG DW	88D395E2 10N395E1	12/1/10-6/30/11	-	-	-	-	-	-	-	-	-	-	29,139	-	-	173,032	173,032	-	173,032	700	0.00%	12,391	0.00%	173,03
SCDEW Workkeys - Adult	8SA195E1	7/1/09-6/30/11			-		- :				103,510					173,032	103,510	-	103,510	88.784		73.320	70.83%	14,72
SCDEW Workkeys - DW	8SD195E1	7/1/09-6/30/11	-	-	-	-	-	-	-	-		-	270,106		-	-	270,106	-	270,106	255,793	94.70%	191,325	70.83%	14,72
Adult WIA SCDEW (OJT)	10A395E1	7/1/10-6/30/11		-	34,285	-	-	-	-	-	-	-	-	-	-	-	34,285	-	34,285	11,092		14,285	41.67%	23,19
DW WIA SCDEW (OJT)	10D395E1	7/1/10-6/30/11	-	-	-	-	53,715	-	-	-	-	-	-	-	-	-	53,715	-	53,715	15,960	29.71%	22,381	41.67%	37,75
TAA SCDEW (9T195E1)	9T195E1	10/1/09-11/30/10	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	751,192	751,192	717,859	95.56%	751,192	100.00%	33,33
	C 10 Youth Forum	09/30/10	-	-	-	-	-	-	-	-	-	-	-	1,700	-	-	1,700	-	1,700	1,700		1,700	100.00%	-
ASD2	C 10 Youth Forum	09/30/10	-	-	-	-	-	-	-	-	-	-	-	1,066	-	-	1,066	-	1,066	1,019	95.59%	1,066	100.00%	4
ASD3	C 10 Youth Forum	09/30/10	-	-	-	-	-	-	-	-	-	-	-	793	-	-	793	-	793	793	100.00%	793	100.00%	-
ASD4	C 10 Youth Forum	09/30/10	-	-	-	-	-	-	-	-	-	-	-	697	-	-	697	-	697	561	80.49%	697	100.00%	13
	C 10 Youth Forum	09/30/10	-	-	-	-	-	-	-	-	-	-	-	3,413	-	-	3,413	-	3,413	2,629		3,413	100.00%	78-
SDPC	10 Youth Forum 10IWT01	09/30/10 8/11/10-2/25/11		-	-	-	-	-	-	-	-	-	-	3,221	12,500	-	3,221 12,500	-	3,221 12,500	2,771	86.03% 0.00%	3,221 6,250	100.00%	450 12,50
Cornell Dubilier Marketing Covidien	10IW101	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	12,500	-	10,000	-	0.00%	5,000	50.00%	12,50
Imperial Die Casting	10IWT02	8/11/10-2/25/11	-	-	-			-	-	-	-	-	-	-	17,000	-	17,000	-	17,000	-	010070	8,500	50.00%	17,00
Johnson Control	10IWT04	8/11/10-2/25/11	-	-	-	-		-	-	-	-	-	-	-	10,000	-	10,000	-	10,000	-	0.00%	5,000	50.00%	10,00
Metco, Inc	10IWT05	8/11/10-2/25/11			-								-	-	16,470		16,470	-	16,470	9,725		8,235	50.00%	6,74
Parkway Products Inc	10IWT06	8/11/10-2/25/11			-	-		_		-	-	-	-	-	17,000		17,000	-	17,000	3,600		8.500	50.00%	13.40
Richmond Gear	10IWT07	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	16,280	-	16,280	-	16,280	1,250	7.68%	8,140	50.00%	15,03
Sargent Metal Fabrication	10IWT08	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	10,000	-	10,000	-	0.00%	5,000	50.00%	10,00
Tri-Tech USA	10IWT09	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	17,060	-	17,060	-	17,060	-	0.00%	8,530	50.00%	17,06
South Eastern Machinning	10IWT10	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	16,090	-	16,090	-	16,090	-	0.00%	8,045	50.00%	16,09
Ulbrich Precision Flat Wire	10IWT11	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	15,000	-	15,000	-	0.00%	7,500	50.00%	15,00
US Engine Valve	10IWT12	8/11/10-2/25/11	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	10,000	-	10,000	8,673		5,000	50.00%	1,32
WorkKeys Projects	n/a	n/a	-	-	-	-	-	-	-	9,642	-	-	-	-	-	-	9,642	-	9,642	1,280	13.28%	1,205	12.50%	8,36
Total Pass-Through Contracts			s - s	- \$8	07,377	S - S	1,053,363	\$ 997,929	\$ 408,538	\$ 9,642	\$ 175,062	\$ 387,539	\$ 698,136	\$ 395,465	\$ 167,400	\$ 173,032	\$ 5,273,483	\$ 751,192	\$ 6,024,675	\$ 2,508,691	41.64%	\$ 3,395,087	56.35% \$	3,515,98
'										s of November 3														
In-House Expenses				RRA dmin A	dult	DW (Set Aside Ad)	DW	Youth	State Reserve	Incentive	ARRA Adult	ARRA DW Set Aside	ARRA DW	ARRA Youth	IWT	OJT NEG	Total w/o Trade	Trade	Total w/ Trade	Actual Expended	Actual % Expended	Goal Expended	Goal % Expended	Balance
Salary			139,856	-	65,710	-	132,445	45,133	-	-	-	-	-	8,074	-	5,710	396,928	5,022	401,950	154,051	38%	167,479.17	42%	247,89
Fringe			44,384	-	20,953	-	41,315	14,408	-	-	-		-	631	-	808	122,499	1,714	124,213	47,587	38%	51,755.42	42%	76,62
Travel - Conferences			2,500	-	-	-	2,500	-	-	-		-	-	-	-	-	5,000	-	5,000	1,747	35%	2,083.33	42%	3,25
Travel - Fleet Car			200	-	-	-	-	-	-	-	-	-	-	270	-	-	470	-	470	-	0%	195.83	42%	47
Travel - Committee/Board			3,000	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	-	3,000	329		1,250.00	42%	2,67
Supplies - Consummable			1,000 4.500	-	10,500	-	-	500	-	-	-	-	-	-	-	-	12,000	-	12,000	1,149		5,000.00	42%	10,85
Supplies - Non-Consummable				-	4,000	-	16 204	7,000	-	-	-	-	-	-	-	-	8,500	-	8,500	7,046	0% 14%	3,541.67	42%	8,48° 43,59°
Contractual Insurance - board liability			1,000 9,660	-	26,432	-	16,206	7,000	-	-	-	-	-	-	-	-	50,638 9,660	-	50,638 9,660	4,025		21,099.17	42% 42%	43,59 5,63
Insurance - WIA cars			1,200	-	-	-	-	-	-	-	-	-	-	-	-	-	1,200	-	1,200	4,023	50%	500.00	42%	60
announce of I/A CHI S			6,000	-	-		-	-	-	-	-	-	-		-		6,000	-	6,000	1,463		2,500.00	42%	4,53
			20,563		-	-	-	-	-		-		-	-	-	-	20,563	-	20,563	3,758		8,567.92	42%	16,80
Postage					-	-	-		-	-	-	-	-	-	-		13,500	-	13,500	3,265	24%	5,625.00	42%	10,23
			13,500	-													500				32%	208.33	42%	33
Postage Printing			13,500 500	-	-	- 1	-	-									300	-	500	162				
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees			13,500 500 3,000	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	-	3,000	2,075		1,250.00	42%	92
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings			13,500 500 3,000 3,825	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000 3,825	-	3,000 3,825	2,075 1,388	69% 36%	1,250.00 1,593.75	42% 42%	92 2,43
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training			13,500 500 3,000 3,825 150	-	-	-	4,225	-	-	-	-	-	-			-	3,000 3,825 6,625	-	3,000 3,825 6,625	2,075 1,388 3,400	69% 36% 51%	1,250.00 1,593.75 2,760.42	42% 42% 42%	92 2,43 3,22
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences Outside Meetings Training Rent - office space & offsite storage			13,500 500 3,000 3,825 150 18,900	-	1,900		4,225	350	-	-	- - -				-	-	3,000 3,825 6,625 18,900	-	3,000 3,825 6,625 18,900	2,075 1,388 3,400 9,424	69% 36% 51% 50%	1,250.00 1,593.75 2,760.42 7,875.00	42% 42% 42% 42%	92 2,43 3,22 9,47
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Oustide Meetings Training Rent - office space & offsite storage R & M equiphsoftware/license renewal			13,500 500 3,000 3,825 150 18,900 2,500	-	-		-	350	-	- - - -	-		-		- - - -	-	3,000 3,825 6,625 18,900 4,900	-	3,000 3,825 6,625 18,900 4,900	2,075 1,388 3,400 9,424 1,403	69% 36% 51% 50% 29%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67	42% 42% 42% 42% 42%	92 2,43 3,22 9,47 3,49
Postage Pinining Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Rent - office space & offsite storage R & M equips/oftware/ficense renewal Repair, maintenance, gas - WIA car			13,500 500 3,000 3,825 150 18,900 2,500 3,500	-	1,900		4,225	350	-	-		-			-	-	3,000 3,825 6,625 18,900 4,900 3,600	-	3,000 3,825 6,625 18,900 4,900 3,600	2,075 1,388 3,400 9,424	69% 36% 51% 50% 29% 16%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00	42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22 9,47 3,49 3,00
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Rent - office space & offsite storage R & M equip-software/license renewal Repair, maintenance, gas - WIA car Recruitment			13,500 500 3,000 3,825 150 18,900 2,500 3,500 1,000	-	1,900 1,050	-	4,225 - 1,350 -	350	-	-	- - - - -	-		- - - 100		-	3,000 3,825 6,625 18,900 4,900 3,600 1,000	- - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000	2,075 1,388 3,400 9,424 1,403 591	69% 36% 51% 50% 29% 16% 0%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67	42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22: 9,47 3,49 3,00 1,00
Postage Pinining Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Rent - office space & offsite storage R & M equips/software/license renewal Repair, maintenance, gas - WIA car Rocruitment Advertising			13,500 500 3,000 3,825 150 18,900 2,500 3,500 1,000 20,000	-	1,900		4,225	350	-	-	-	-			-	-	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269	-	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269	2,075 1,388 3,400 9,424 1,403 591	69% 36% 51% 50% 29% 16% 0%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42	42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22 9,47 3,49 3,00 1,00 20,05
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Renti - office space & offsite storage R & M equiphsoftware/license renewal Repair, maintenance, gas - WIA car Recruitment Advertising WIA meetings			13,500 500 3,000 3,825 150 18,900 2,500 3,500 1,000 20,000 7,500	-	1,900 1,050	-	4,225 - 1,350 -	350	-	-	- - - - - -	- - - - - -		- - - 100		-	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500	- - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500	2,075 1,388 3,400 9,424 1,403 591 - 216 2,391	69% 36% 51% 50% 29% 16% 0% 11% 32%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42 3,125.00	42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22 9,47 3,49 3,00 1,00 20,05 5,10
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Rent - office space & offsite storage R & M equips/oftware/license renewal Repair, maintenance, gas - WIA car Recruitment Advertising WIA meetings Unemployment			13,500 500 3,000 3,825 150 18,900 2,500 3,500 1,000 20,000	-	1,900	-	1,350 - - - - - - - -	350	- - - - - - -	-	-	-		- - - 100	- - - - - - - -	-	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281	- - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281	2,075 1,388 3,400 9,424 1,403 591 - 216 2,391 1,786	69% 36% 51% 50% 29% 16% 0% 11% 32% 54%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42 3,125.00 1,367.08	42% 42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22 9,47 3,49 3,00 1,00 20,05 5,10
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Membershirs, dues, professional fees Conferences/Outside Meetlings Training Renti - office space & offsite storage R & M equiphsoftware/license renewal Repair, maintenance, gas - WIA car Recruitment Advertising WIA meetlings Unemployment Misscellaneous			13,500 500 3,000 3,825 150 2,500 3,500 1,000 20,000 7,500 3,281		1,900 1,050 - - - - 250	-	1,350 - - - - - - - - - 250	- 350 - - - - - - - -	- - - - - - - -	-	-	-		- - - 100 - 269 -		- - - - - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281 500		3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281 500	2,075 1,388 3,400 9,424 1,403 591 - 216 2,391 1,786 194	69% 36% 51% 50% 29% 16% 0% 11% 32% 54% 39%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42 3,125.00 1,367.08 208.33	42% 42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22. 9,47, 3,49 3,00 1,00 20,05, 5,10 1,49
Postage Pinining Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences/Outside Meetings Training Rent - office space & offsite storage R & M equipis/oftware/license renewal Repair, maintenance, gas - WIA car Advertising WIA meetings Unemployment Miscellaneous Indirect Cost Pool Applied			13,500 500 3,000 3,825 150 18,900 2,500 3,500 1,000 20,000 7,500		1,900	-	1,350 - - - - - - - -	350	- - - - - - -	-	-	-		- - - 100	- - - - - - - -	-	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281	- - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281	2,075 1,388 3,400 9,424 1,403 591 - 216 2,391 1,786	69% 36% 51% 50% 29% 16% 0% 11% 32% 54%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42 3,125.00 1,367.08	42% 42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22 9,47 3,49 3,00 1,00 20,05 5,10
Postage Printing Telephone & Cell phone & Internet Newspapers, magazines, books Memberships, dues, professional fees Conferences Outside Meetings Training Rent - office space & offsite storage R & M equipsoftware/license renewal Repair, maintenance, gas - WIA car Recruitment Advertising WIA meetings Unemployment Misscellaneous			13,500 500 3,000 3,825 150 2,500 3,500 1,000 20,000 7,500 3,281	-	1,900 1,050 - - - - 250		4,225 - 1,350 - - - - - - 250 56,702	- 350 - - - - - - - - - - - - - - - - - - -	-	-				- - - 100 - 269 -		- - - - - - - -	3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281 500		3,000 3,825 6,625 18,900 4,900 3,600 1,000 20,269 7,500 3,281 500	2,075 1,388 3,400 9,424 1,403 591 - 216 2,391 1,786 194 59,882	69% 36% 51% 50% 29% 16% 0% 11% 32% 54% 39% 35%	1,250.00 1,593.75 2,760.42 7,875.00 2,041.67 1,500.00 416.67 8,445.42 3,125.00 1,367.08 208.33	42% 42% 42% 42% 42% 42% 42% 42% 42% 42%	92. 2,43 3,22. 9,47, 3,49 3,00 1,00 20,05, 5,10 1,49

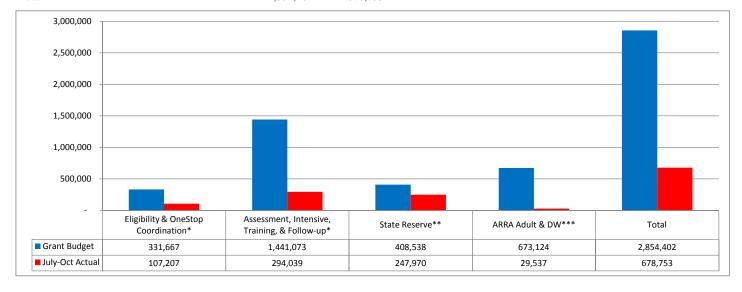
C- Grant closed out

Summary of Arbor Expenditures through November 2010 - By Category

Category	Budget	E	ligibility	I	ntensive	ARRA	S	tate Res	Y	TD Total	F	Balance
Staff Salaries, Fringe & Indirect	\$ 1,013,856	\$	94,319	\$	231,798	\$ 24,952	\$	-	\$	351,069	\$	662,787
Facilities Cost	81,295		-		-	-		-		-		81,295
Operating Expenses	162,320		4,948		27,731	2,397		-		35,076		127,244
Staff Training	4,313		-		-	-		-		-		4,313
Profit	108,891		7,940		20,762	2,188		-		30,890		78,001
Supportive Service/ Needs Based Pay	251,373		-		-	-		186,955		186,955		64,418
Training/ Customer Related Expenses	1,128,941		-		13,748	-		61,015		74,763	1	1,054,178
	\$ 2,750,989	\$	107,207	\$	294,039	\$ 29,537	\$	247,970	\$	678,753	\$ 2	2,072,236



		July-Oct
Grant Name	Grant Budget	Actual
Eligibility & OneStop Coordination*	331,667	107,207
Assessment, Intensive, Training, & Follow-up*	1,441,073	294,039
State Reserve**	408,538	247,970
ARRA Adult & DW***	673,124	29,537
Total	2,854,402	678,753



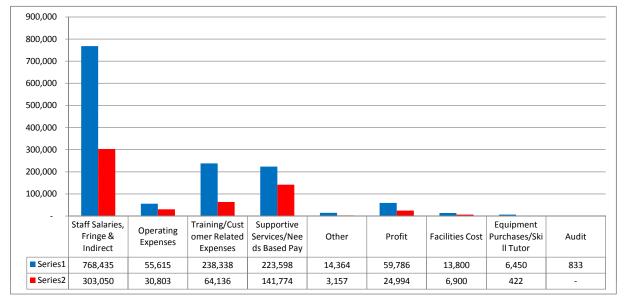
^{*}Grant Period ends 6/30/11 (Funds not expended may be carried over to PY'11)

^{**}Grant Period ends 3/31/11 (Funds not expended will be returned to SCDEW)

^{***}Grant Period ends 6/30/11 (Funds not expended will be returned to SCDEW)

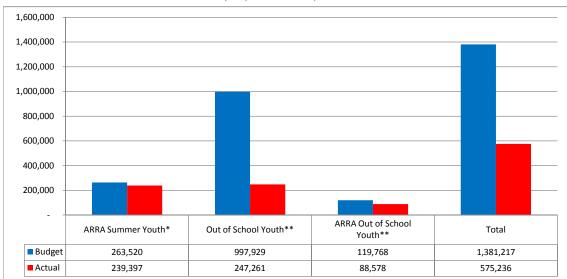
Summary of PYC Expenditures through November 2010 - By Category

		ARRA Summer	Out of School	ARRA Out of School		
Category	Budget	Youth*	Youth**	Youth**	YTD	Balance
Staff Salaries, Fringe & Indirect	768,435	93,909	124,425	84,716	303,050	465,385
Operating Expenses	55,615	10,601	20,202	-	30,803	24,812
Training/Customer Related Expenses	238,338	2,760	61,376	-	64,136	174,202
Supportive Services/Needs Based Pay	223,598	119,940	21,834	-	141,774	81,824
Other	14,364	1,832	1,325	-	3,157	11,207
Profit	59,786	10,355	10,777	3,862	24,994	34,792
Facilities Cost	13,800	-	6,900	-	6,900	6,900
Equipment Purchases/Skill Tutor	6,450	-	422	-	422	6,028
Audit	833	-	-	-	-	833
_	1,381,218	239,397	247,261	88,578	575,236	805,982



Budget to Actual Expenditures - 5/14/10-11/30/10

Grant Name	Budget	Actual
ARRA Summer Youth*	263,520	239,397
Out of School Youth**	997,929	247,261
ARRA Out of School Youth**	119,768	88,578
Total	1,381,217	575,236



^{*}Grant Period ended 9/30/10

^{**}Grant Period ends 6/30/11 (Funds not expended will be returned to SCDEW)