

**FINANCE COMMITTEE**

**April 8, 2021**

**SC Works Clemson / Teleconference**

**3:00 P.M.**

**<https://us02web.zoom.us/j/83514599883>**

**1 (646) 558-8656**

**Meeting ID: 835 1459 9883**

**AGENDA**

- |                                    |                          |
|------------------------------------|--------------------------|
| <b>I. Call to Order</b>            | <b>Stephanie Collins</b> |
| <b>II. Introductions</b>           | <b>Stephanie Collins</b> |
| <b>III. Approval of Minutes*</b>   | <b>Stephanie Collins</b> |
| <b>IV. PY'20 Budgets</b>           | <b>WorkLink/Eckerd</b>   |
| I. Adult/DW Program/Rapid Response |                          |
| II. DW Budget Modification*        |                          |
| III. Adult/DW Restoration          |                          |
| IV. Operator                       |                          |
| V. Operator Budget Modification*   |                          |
| VI. Youth Program                  |                          |
| VII. Youth Restoration             |                          |
| VIII. Youth Budget Modification*   |                          |
| IX. In-house Budget                |                          |
| <b>V. Ongoing Grants</b>           | <b>WorkLink</b>          |
| I. IWT                             |                          |
| II. RRIWT                          |                          |
| III. Work Experience Pilot         |                          |
| IV. Re-entry                       |                          |
| V. DWG                             |                          |
| <b>VI. Other Business</b>          | <b>Stephanie Collins</b> |
| <b>VII. Adjournment</b>            | <b>Stephanie Collins</b> |

**UPCOMING MEETING**

April 14, 2021 – Board Meeting – 1:00 pm – via Teleconference



**WORKFORCE DEVELOPMENT BOARD  
Finance Committee Meeting Minutes  
January 28, 2021**

**SC Works Clemson Comprehensive Center/ Zoom Conference Call**

**Members Present**

Grayson Kelly      David Collins      Mike Wallace      Stephanie Collins

**Staff Present:**

Trent Acker      Windy Graham      Meredith Durham

**Guest Present:**

JT Parnell      Karen Craven      Karen Hamrick      Renee Alexander  
Matt Fields

**CALL TO ORDER & INTRODUCTIONS**

Ms. Stephanie Collins called the meeting to order at 3:00 pm.

Ms. Collins welcomed everyone in attendance and announced a quorum was present to conduct the business of the Committee. Ms. Collins reminded everyone the meeting was being recorded for the processing of minutes.

**APPROVAL OF 10-29-2020 MEETING MINUTES**

Ms. Collins called for a review of the minutes and any corrections/amendments to the minutes or a motion to approve.

**ACTION TAKEN: Grayson Kelly made a motion to approve the minutes as submitted, seconded by Mike Wallace. The motion carried unanimously.**

**PY'20 BUDGET OVERVIEW**

**Adult/DW Program, Operator**

Eckerd staff provided the following budget updates through December 2020:

- Page 5 shows expenditures for the Adult Program budget expended at 50.5%.
- The Dislocated Worker Program budget as shown on page 6 is 42.0% expended. Mr. Parnell stated that the Rapid Response grant, listed on page 8 is expended at 63.5%.
- The State Restoration Grant budget as shown on page 9 is 18.2% expended. This grant did not start until November 1, 2020.
- Page 10 shows the Budget Disbursement Report, which is a reflection of budgets related to participant costs. Mr. Parnell reviewed the vouchers approved, vouchers paid, and ITA obligations. Ms. Renee Alexander added that the regular Dislocated Worker funds and the Rapid Response funds are included in the WIOA Dislocated Worker box.
- Page 6 shows the Adult Operator budget, which is expended at 39.9%.
- The DW Operator budget listed on page 7 is 39.1% expended. Mr. Matt Fields added that Eckerd is working on a plan to make up the 10% deficit, and a modification should be presented at the next Finance committee meeting.

## **Youth**

Ms. Craven stated that the Youth budget was expended at 50.1% as of December 2020. The Youth Restoration Grant was expended at 33.0% expended at the end of December 2020. Ms. Craven called attention to the Work Experience line item and stated that line item was 47.2% expended as of January 2021. Ms. Craven stated that no dollars have been spent in line item 6530, which is the Individual Training Accounts. Students have been able to utilize scholarships and other funding sources. There are currently 11 students in training and 7 students in post-secondary.

## **In-house Budget**

Mr. Trent Acker reviewed the in-house budget. Mr. Acker stated that the Restoration Grant, DWG, and IWT grants have been added into the in-house budget summary sheet. Mr. Acker stated two line items with annual payments are greater than 50% because of when bills are due. Mr. Acker stated that it is 46% expended.

## **ONGOING GRANTS**

### **PY18, Rapid Response IWT Grants**

Mr. Acker directed committee members to the IWT reports in the packet. 18IWT01-02 just ended in December 2020 and was listed on page 13 in the packet. Several companies with existing contracts were unable to complete their trainings on time, due to COVID. There is currently 1 existing Rapid Response IWT agreement with Champion Aerospace, with \$11,250 expended so far. There is a new Rapid Response IWT agreement with era-contact.

**Work Experience Pilot**

Mr. Acker pointed to page 15 and discussed the Work Experience Pilot Program. This program is a work experience opportunity for up to 25 2019-2020 high school graduates that could potentially turn into employment. The criteria are that they would not qualify for the traditional Youth program, they are not employed, and not in training. The goal of the program is 5 weeks of onsite work experience. Participants are being recruited.

**Re-entry Grant**

Mr. Acker reviewed the Re-entry Grant on page 16 of the packet. The Re-entry Grant will help individuals who have a criminal background that has been a hindrance to employment for them. The Re-entry Navigator position has been filled and she will begin working with participants for this grant. Currently, she does not have access to detention centers as planned due to COVID. She is currently receiving partner referrals for the program. Reverse referrals can also be received from employers.

**DWG**

WorkLink was awarded a COVID-19 DWG grant, which is a disaster employment grant. In typical circumstances, this grant is awarded after a natural disaster; however this grant is due to the impact of COVID-19. Individuals will be hired to assist with COVID-19 related job duties, like light janitorial services, checking in customers using COVID-19 guidelines, and additional duties as needed. There will be one position in Anderson and Clemson, and two positions in Seneca.

**OTHER BUSINESS****Adult/DW Dashboard**

Mr. Acker stated that Ms. Jennifer Kelly has been working to create a more consolidated dashboard for Adult/DW services and data that are provided in the current reports. The OneStop Operations Committee will have a couple of members serve as part of a test group to provide feedback on the new dashboard report. Mr. Acker asked Finance Committee members to consider being a part of the group.

**ADJOURNMENT**

With no other business, meeting adjourned at 3:41 p.m.

*Respectfully submitted by: Meredith Durham*



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board  
1376 Tiger Blvd.  
Clemson, SC 29631  
**Attn: Jennifer Kelly**  
email: jkelly@worklinkweb.com

Contract Number: 20A295E2  
Invoice Number: 1055-08  
Invoice Month: February 2021  
Period Covered: July 1, 2020 - June 30, 2021  
Total Amount Due: \$ **25,591**

Eckerd Goal:

FEBRUARY  
66.7%

100.0%

Line Item	Budget	1055-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
<b>Staff Salary Total</b>	\$ 202,090	\$ 12,938	126,197.90	\$ 75,891.81	62.4%
<b>Fringe Benefit Total</b> 51xx	\$ 70,020	4,596.20	42,181.22	\$ 27,839.24	60.2%
<b>TOTAL STAFF COSTS</b>	\$ 272,110	17,533.73	168,379.12	\$ 103,731.05	61.9%
<b>Operating Costs:</b>					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 5,000	516.50	1,951.73	39.0%
Software Licenses	6095	\$ 1,299	-	1,299.20	100.0%
Staff Computers	6085	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ 300	-	-	0.0%
Copy & Print Expenses	6730	\$ 2,800	-	469.59	16.8%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 3,526	214.54	2,497.04	70.8%
Staff Travel		\$ -	-	-	-
Local Mileage cost	6105	\$ 3,600	11.20	155.43	4.3%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ 1,400	-	-	0.0%
Staff Training	5110	\$ 1,000	-	44.00	4.4%
Staff Background Checks	5100	\$ 440	-	211.25	48.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 1,200	45.00	363.54	30.3%
<b>TOTAL OPERATING COSTS</b>	\$ 20,565	787.24	6,991.78	\$ 13,573.02	34.0%
<b>Training Costs:</b>					
WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	6525	\$ 8,000	234.01	6,429.09	80.4%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 208,072	-	115,273.00	55.4%
Client Verifications	6516	\$ 1,500	98.91	746.26	49.8%
Client Testing Fees	6535	\$ -	-	-	0.0%
<b>TOTAL TRAINING COSTS</b>	\$ 217,572	\$ 333	\$ 122,448	\$ 95,124	56.3%
<b>Supportive Services Costs :</b>					
WI Customer Transportation Costs	6485	\$ 20,500	700.00	14,140.00	69.0%
WI Customer Childcare Costs	6660	\$ 1,500	-	-	0.0%
Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	6545/6546	\$ 45,000	3,345.80	29,118.87	64.7%
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	6596	\$ 1,500	-	-	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	\$ 68,500	4,045.80	43,258.87	\$ 25,241.13	63.2%
<b>Training/Professional Fees/Profit:</b>					
General Liability Insurance	6305	\$ 3,757	168.07	2,566.20	68.3%
<b>TOTAL FEES / PROFIT COSTS</b>	\$ 3,757	168.07	2,566.20	\$ 1,190.67	68.3%
<b>INDIRECT COST:</b>	14.65%	\$ 43,647	2,723.13	26,177.11	60.0%
<b>Contract Total</b>	\$ 626,151	25,590.89	369,821.43	\$ 256,329.60	59.1%



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board  
1376 Tiger Blvd.  
Clemson, SC 29631  
**Attn: Jennifer Kelly**  
email: jkelly@worklinkweb.com

Contract Number: 20D295E2  
Invoice Number: 1056-08  
Invoice Month: February 2021  
Period Covered: July 1, 2020 - June 30, 2021  
Total Amount Due: \$ **7,699**

Eckerd Goal:

FEBRUARY

67%

100.0%

Line Item	Budget	1056-8	Cumulative	Remaining	Percent Spent
<b>Staff Salary Total</b>	\$ 51,696.66	\$ 3,767.52	\$ 32,540.41	\$ 19,156.25	62.9%
<b>Fringe Benefit Total</b> 51xx	\$ 17,899.26	\$ 1,280.15	\$ 10,926.81	\$ 6,972.45	61.0%
<b>TOTAL STAFF COSTS</b>	\$ 69,595.92	\$ 5,047.67	\$ 43,467.22	\$ 26,128.70	62.5%
<b>Operating Costs:</b>					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 1,200.00	\$ 129.12	\$ 479.85	40.0%
Software Licenses	6095	\$ 614.80	\$ -	\$ 321.90	52.4%
Staff Computers	6085	\$ -	\$ -	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ 75.20	\$ -	\$ 75.20	0.0%
Copy & Print Expenses	6730	\$ 700.00	\$ -	\$ 117.40	16.8%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 866.40	\$ 80.11	\$ 783.11	90.4%
Staff Travel		\$ -	\$ -		
Local Mileage Cost	6105	\$ 900.38	\$ 2.80	\$ 45.47	5.1%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ 350.00	\$ -	\$ 350.00	0.0%
Staff Training	5110	\$ 250.00	\$ -	\$ 250.00	0.0%
Staff Background Checks	5100	\$ 109.80	\$ -	\$ 11.25	10.2%
Postage (Stamps, FedEx, etc.)	6005	\$ 200.00	\$ 7.50	\$ 65.46	32.7%
<b>TOTAL OPERATING COSTS</b>	\$ 5,266.58	\$ 219.53	\$ 1,824.44	\$ 3,442.14	34.6%
<b>Training Costs:</b>					
WorkKeys, etc.)	6525	\$ 1,500.00	\$ 672.00	\$ 1,072.22	71.5%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ -	\$ -	\$ -	0.0%
Client Verifications	6516	\$ 600.00	\$ 42.39	\$ 132.15	22.0%
Client Testing Fees	6535	\$ -	\$ -	\$ -	0.0%
<b>TOTAL TRAINING COSTS</b>	\$ 2,100.00	\$ 714.39	\$ 1,204.37	\$ 895.63	57.4%
<b>Supportive Services Costs :</b>					
WI Customer Transportation Costs	6485	\$ 4,000.00	\$ 440.00	\$ 3,045.00	76.1%
WI Customer Childcare Costs	6660	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg	6546	\$ 11,700.00	\$ 500.00	\$ 3,253.20	27.8%
WI Customer Emergency Assistance (Rent, Car Repair, etc	6596	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	\$ 18,700.00	\$ 940.00	\$ 6,298.20	\$ 12,401.80	33.7%
<b>Training/Professional Fees/Profit:</b>					
General Liability Insurance	6305	\$ 644.78	\$ -	\$ 635.08	98.5%
<b>TOTAL FEES / PROFIT COSTS</b>	\$ 644.78	\$ -	\$ 635.08	\$ 9.70	98.5%
<b>INDIRECT COST:</b>	14.65%	\$ 11,149.72	\$ 777.85	\$ 6,747.63	60.5%
<b>Contract Total</b>		\$ 107,457.00	\$ 7,699.44	\$ 60,176.94	56.0%



Worklink Investment Board  
1376 Tiger Blvd.  
Clemson, SC 29631  
**Attn: Jennifer Kelly**  
email: jkelly@worklinkweb.com

## ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

### INVOICE

Contract Number: **20RR295E1**  
Invoice Number: **1102-07**  
Invoice Month: **2/28/2021**  
Period Covered: **August 01, 2020 - June 30, 2021**  
Total Amount Due: **\$ 5,890**

Eckerd Goal:

FEBRUARY

63.64%


100.0%

Line Item	Budget	1102-7	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
<b>Training Costs:</b>					
2.6 Individual Training Account/Voucher Cost 6530	\$ 70,000	5,890.00	52,367.00	\$ 17,633.00	74.8%
<b>TOTAL TRAINING COSTS</b>	<b>\$ 70,000</b>	<b>5,890.00</b>	<b>52,367.00</b>	<b>\$ 17,633.00</b>	<b>74.8%</b>
<b>CONTRACT TOTAL :</b>	<b>\$ 70,000</b>	<b>\$ 5,890</b>	<b>\$ 52,367</b>	<b>\$ 17,633</b>	<b>74.8%</b>

		PY 20 Budget	Change	PY 20 Budget Mod 1	Change	PY 20 Budget Mod 2 (DW Only)	State Grant Funds
<b>Slot Level</b>							
<b>Staff Costs</b>							
<b>Sub-Total of Staff Costs</b>		\$ 253,786.36	\$ 0.00	\$ 253,786.37	\$ -	\$ 253,786.37	\$ -
<b>Fringe Benefits</b>	<b>Rate</b>			\$ -	\$ -	\$ -	
FICA	7.65%	\$ 19,414.68	\$ 0.00	\$ 19,414.68	\$ -	\$ 19,414.68	
Workers Comp.	0.75%	\$ 1,903.40	\$ 0.00	\$ 1,903.40	\$ -	\$ 1,903.40	
Health Insurance	21.34%	\$ 59,495.65	\$ 0.00	\$ 59,495.65	\$ -	\$ 59,495.65	
Retirement	2.00%	\$ 5,583.26	\$ 0.00	\$ 5,583.26	\$ -	\$ 5,583.26	
Unemployment Insurance	0.60%	\$ 1,522.74	\$ 0.00	\$ 1,522.74	\$ -	\$ 1,522.74	
Other (Specify)				\$ -	\$ -	\$ -	
				\$ -	\$ -	\$ -	
<b>Sub-Total Fringe:</b>	<b>32.34%</b>	<b>\$ 87,919.72</b>	<b>\$ 0.00</b>	<b>\$ 87,919.72</b>	<b>\$ -</b>	<b>\$ 87,919.72</b>	<b>\$ -</b>
<b>Operating Costs</b>				\$ -	\$ -	\$ -	
Facility Costs	6185	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wide Area Network Costs	6265	\$ 360.00	\$ -	\$ 360.00	\$ -	\$ 360.00	\$ -
Postage	6005	\$ 1,400.00	\$ -	\$ 1,400.00	\$ -	\$ 1,400.00	\$ -
Staff Cell Phones	6270	\$ 4,032.00	\$ -	\$ 4,032.00	\$ -	\$ 4,032.00	\$ -
Local Mileage	6105	\$ 4,500.00	\$ 0.38	\$ 4,500.38	\$ -	\$ 4,500.38	\$ -
Non-Local Mileage/Travel		\$ 1,750.00	\$ -	\$ 1,750.00	\$ -	\$ 1,750.00	\$ -
Consummable Supplies	6000	\$ 4,400.00	\$ 1,800.00	\$ 6,200.00	\$ -	\$ 6,200.00	\$ -
Staff Computers	6085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Copy/Print	6730	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -
Software Licenses	6095	\$ 1,914.00	\$ -	\$ 1,914.00	\$ -	\$ 1,914.00	\$ -
Staff Training Registration Costs	5110	\$ 1,250.00	\$ -	\$ 1,250.00	\$ -	\$ 1,250.00	\$ -
Participant Outreach	6735	\$ 375.20	\$ -	\$ 375.20	\$ -	\$ 375.20	\$ -
Staff Background Checks	5100	\$ 549.80	\$ -	\$ 549.80	\$ -	\$ 549.80	\$ -
<b>Sub-Total Operating</b>		<b>\$ 24,031.00</b>	<b>\$ 1,800.38</b>	<b>\$ 25,831.38</b>	<b>\$ -</b>	<b>\$ 25,831.38</b>	<b>\$ -</b>
<b>Training</b>				\$ -	\$ -	\$ -	
Tuition Cost (Adult Education)	6530	\$ 353,835.20	\$ (140,563.05)	\$ 208,072.15	\$ 5,200.00	\$ 213,272.15	\$ 117,577.62
Client Testing Fees	6535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional Supplies (Books)	6545	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Credential Exam Fees	6525	\$ 9,500.00	\$ 1,500.00	\$ 9,500.00	\$ 1,500.00	\$ 11,000.00	\$ -
Individual Training Accounts	6520	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Participant Verification	6516	\$ 2,100.00	\$ -	\$ 2,100.00	\$ -	\$ 2,100.00	\$ -
Participant Graduation Fees	6595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	
<b>Sub-Total Training</b>		<b>\$ 365,435.20</b>	<b>\$ (139,063.05)</b>	<b>\$ 219,672.15</b>	<b>\$ 6,700.00</b>	<b>\$ 226,372.15</b>	<b>\$ 117,577.62</b>
<b>Supportive Services</b>				\$ -	\$ -	\$ -	
Childcare	6660	\$ 3,000.00	\$ (1,500.00)	\$ 3,000.00	\$ (1,500.00)	\$ 1,500.00	\$ -
Transportation	6485	\$ 13,000.00	\$ 11,500.00	\$ 24,500.00	\$ -	\$ 24,500.00	\$ -
Client Incentives	6585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Client Training Support Matl.	6546	\$ 31,700.00	\$ 20,700.00	\$ 56,700.00	\$ (4,300.00)	\$ 52,400.00	\$ -
Client Emergency Assistance	6596	\$ 3,000.00	\$ (900.00)	\$ 3,000.00	\$ (900.00)	\$ 2,100.00	\$ -
<b>Sub-Total of Supportive Services</b>		<b>\$ 50,700.00</b>	<b>\$ 29,800.00</b>	<b>\$ 87,200.00</b>	<b>\$ (6,700.00)</b>	<b>\$ 80,500.00</b>	<b>\$ -</b>
<b>Sub-Total of Contract Costs</b>		<b>\$ 781,872.28</b>	<b>\$ (107,462.66)</b>	<b>\$ 674,409.62</b>	<b>\$ -</b>	<b>\$ 674,409.62</b>	<b>\$ 117,577.62</b>
<b>Indirect Cost &amp; Fees</b>				\$ -	\$ -	\$ -	
Indirect Cost (MTDC)	14.77%	\$ 55,075.72	\$ (278.99)	\$ 54,796.73	\$ -	\$ 54,796.73	\$ 104.07
General Liability (Eckerd)	0.06%	\$ 5,052.00	\$ (650.35)	\$ 4,401.65	\$ -	\$ 4,401.65	\$ 710.31
<b>Sub-Total of Indirect &amp; Fees</b>		<b>\$ 60,127.72</b>	<b>\$ (929.34)</b>	<b>\$ 59,198.38</b>	<b>\$ -</b>	<b>\$ 59,198.38</b>	<b>\$ 814.38</b>
		<b>\$ 842,000.00</b>	<b>\$ (108,392.00)</b>	<b>\$ 733,608.00</b>	<b>\$ -</b>	<b>\$ 733,608.00</b>	<b>\$ 118,392.00</b>

	<b>ECKERD YOUTH ALTERNATIVES, INC.</b>					
	100 N. Starcrest Drive, Clearwater, FL 33765					
	<b>INVOICE</b>					
Worklink Development Board	Contract Number:	20SR295E1				
1376 Tiger Blvd.	Invoice Number:	1302-04				
Clemson, SC 29631	Invoice Month:	February 2021				
<b>Attn: Jennifer Kelly</b>	Period Covered:	July 1, 2020 - June 30, 2021				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 30,631				
Eckerd Goal:			FEBRUARY			
			44.4%			100.0%
<b>Line Item</b>	<b>Budget</b>	<b>1302-04</b>	<b>Cumulative Cost YTD</b>	<b>Remaining Balance</b>	<b>Percent Spent YTD</b>	
<b>Training Costs:</b>						
Tuition Cost (Adult Education)	6520	\$ -	\$ -	\$ -	0.0%	
Credential Exam Fees	6525	\$ -	\$ -	\$ -	0.0%	
Instructional Supplies (Books)	6546	\$ -	\$ -	\$ -	0.0%	
Individual Training Accounts	6530	\$ 117,578	30,472.00	\$ 74,937.00	\$ 42,640.58 63.7%	
<b>TOTAL TRAINING COSTS</b>		<b>\$ 117,578</b>	<b>\$ 30,472.00</b>	<b>\$ 74,937.00</b>	<b>\$ 42,640.58 63.7%</b>	
<b>Training/Professional Fees/Profit:</b>						
General Liability Insurance	6305	\$ 710	138.65	\$ 267.68	\$ 442.67 37.7%	
<b>TOTAL FEES / PROFIT COSTS</b>		<b>\$ 710</b>	<b>\$ 138.65</b>	<b>\$ 267.68</b>	<b>\$ 442.67 37.7%</b>	
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>\$ 104</b>	<b>20.31</b>	<b>\$ 39.22</b>	<b>\$ 64.85 37.7%</b>	
<b>Contract Total</b>		<b>\$ 118,392</b>	<b>\$ 30,630.96</b>	<b>\$ 75,243.90</b>	<b>\$ 43,148.10 63.6%</b>	
		\$0	0.00	0.00	\$0	
<b>Eckerd Revenues:</b>	<b>Expenditures to Date:</b>					
Funds Received	\$ 21,505.42					
Funds Requested but Not Yet Received	\$ 23,107.52					



A proud partner of the AmericanJobCenter network

## ITA Obligations and Participant Cost Report

**Service Provider:** Eckerd Workforce Development Services

**Period Covered:** PY2020 (July 1, 2020 to June 30, 2021)

**Report Date:** 3/1/2021

ITA Report	Adult	%	Ad Restor	%	DW+RR	%	Total All Funding	%
<b>Scholarship Budget</b>	<b>\$ 208,072.00</b>		<b>\$117,566.62</b>		<b>\$ 70,000.00</b>		<b>\$ 395,638.62</b>	
Scholarship Awards	\$ 121,932.00	59%	\$114,819.00	98%	\$ 60,923.00	87%	\$ 297,674.00	75%
Scholarships Available	\$ 86,140.00	41%	\$ 2,757.62	2%	\$ 9,077.00	13%	\$ 97,974.62	25%

<b>Participant Cost Budget*</b>	<b>\$ 286,072.00</b>		<b>\$117,566.62</b>		<b>\$ 90,800.00</b>		<b>\$ 494,438.62</b>	
Pending Transactions	\$ 12,254.52	7%	\$ 44,793.00	38%	\$ 5,253.50	6%	\$ 62,301.02	13%
Cleared Transactions	\$ 164,010.96	57%	\$ 69,002.00	59%	\$ 59,737.42	66%	\$ 292,750.38	59%
Total Authorized Transactions	\$ 176,265.48	62%	\$113,795.00	97%	\$ 64,990.92	72%	\$ 355,051.40	72%
<b>Remaining Available Balance</b>	<b>\$ 109,806.52</b>	<b>38%</b>	<b>\$ 3,771.62</b>	<b>3%</b>	<b>\$ 25,809.08</b>	<b>43%</b>	<b>\$ 139,387.22</b>	<b>28%</b>

\*Participant Cost Budget totals include scholarships and supportive services

### Acronyms

ITA	Individual Training Accounts are also known as scholarships or tuition costs.
A Restor	Adult Restoration Grant awarded in PY2020 from the State Workforce Development Board to bring funding levels equal to PY2019.
DW	Dislocated Worker
RR	Rapid Response
DW + RR	Funding for Dislocated Worker and Rapid Response were added together



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board	Contract Number:	20A995E2				
1376 Tiger Blvd.	Invoice Number:	1092-08				
Clemson, SC 29631	Invoice Month:	February 2021				
Attn: Jennifer Kelly	Period Covered:	July 1, 2020 - June 30, 2021				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 6,771				
Eckerd Goal:			FEBRUARY			
			66.7%			100.0%
Line Item		Budget	1092-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 52,560.92	\$4,274.12	30,351.36	\$ 22,209.56	57.7%
Fringe Benefit Total	51xx	\$ 15,557.70	\$1,267.94	\$ 8,832.75	\$ 6,724.95	56.8%
<b>TOTAL STAFF COSTS</b>		<b>\$ 68,118.62</b>	<b>\$5,542.06</b>	<b>39,184.11</b>	<b>\$ 28,934.51</b>	<b>57.5%</b>
<b>Operating Costs:</b>						
1.1 Facility, Utilities	6185	\$ -	\$ -	-	\$ -	0.0%
1.2 Staff Expendable Supplies & Materials	6000	\$ 968.00	\$ 47.63	136.35	\$ 831.65	14.1%
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	-	\$ -	0.0%
1.4 Copy & Print Expenses	6730	\$ 598.00	\$ 177.83	351.52	\$ 246.48	58.8%
1.5 Communications (Phone, Fax, Internet, etc.)	6270	\$ 633.60	\$ 33.19	269.98	\$ 363.62	42.6%
1.6 Staff Travel	6105, 6120, 6125	\$ 1,865.60	\$ 66.78	253.98	\$ 1,611.62	13.6%
1.7 Staff Training/Technical Services Costs	5110	\$ 453.00	\$ -	-	\$ 453.00	0.0%
1.8 Non-Expendable Equipment Purchases	6095	\$ -	\$ -	255.20	\$ (255.20)	0.0%
1.9 Postage (Stamps, FedEx, etc)	6005	\$ 44.00	\$ -	-	\$ 44.00	0.0%
1.10 Staff Background Checks	5100	\$ 26.00	\$ -	11.25	\$ 14.75	43.3%
<b>TOTAL OPERATING COSTS</b>		<b>\$ 4,588.20</b>	<b>\$ 325.43</b>	<b>1,278.28</b>	<b>\$ 3,309.92</b>	<b>27.9%</b>
<b>Training Costs:</b>						
2.3 WI Customer Credential Exam Fees (CAN, GED, TABE, Workkeys)	6525	\$ -	\$ -	-	\$ -	0.0%
2.6 Individual Training Account/Voucher Cost	6530	\$ -	\$ -	-	\$ -	0.0%
<b>TOTAL TRAINING COSTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Supportive Services Costs :</b>						
3.11 WI Customer Transportation Costs	6485	\$ -	\$ -	-	\$ -	0.0%
3.12 WI Customer Childcare Costs	6660	\$ -	\$ -	-	\$ -	0.0%
3.13 WI Customer Emergency Assistance	6596	\$ -	\$ -	-	\$ -	0.0%
3.14 Training Support Materials	6545	\$ -	\$ -	-	\$ -	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>		<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>0.0%</b>
<b>Training/Professional Fees/Profit:</b>						
4.2 General Liability Insurance	6305	\$ 501.60	\$ 38.53	286.90	\$ 214.70	57.2%
<b>TOTAL FEES / PROFIT COSTS</b>		<b>\$ 501.60</b>	<b>\$ 38.53</b>	<b>286.90</b>	<b>\$ 214.70</b>	<b>57.2%</b>
<b>4.1 INDIRECT COST:</b>	14.65%	<b>\$ 10,725.03</b>	<b>\$ 865.23</b>	<b>5,969.77</b>	<b>\$ 4,755.26</b>	<b>55.7%</b>
<b>Contract Total</b>		<b>\$ 83,934.60</b>	<b>\$6,771.25</b>	<b>46,719.06</b>	<b>\$ 37,215.54</b>	<b>55.7%</b>



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board	Contract Number:	20D995E2				
1376 Tiger Blvd.	Invoice Number:	1223-08				
Clemson, SC 29631	Invoice Month:	February 2021				
Attn: Jennifer Kelly	Period Covered:	July 1, 2020 - June 30,2021				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 933				
Eckerd Goal:			FEBRUARY 66.7%			100.0%
Line Item	Budget	1223-08	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total	7,167.40	589.65	4,096.76	3,070.64	57.2%	
Fringe Benefit Total	51xx 2,121.50	174.88	1,185.47	936.04	55.9%	
<b>TOTAL STAFF COSTS</b>	<b>9,288.90</b>	<b>764.53</b>	<b>5,282.23</b>	<b>4,006.68</b>	<b>56.9%</b>	
<b>Operating Costs:</b>						
1.1 Facility, Utilities	6185 -	-	-	-	0.0%	
1.2 Staff Expendable Supplies & Materials	6000 132.00	6.49	18.58	113.42	14.1%	
1.3 Program Outreach Expenses (Brochures,	6735 -	-	-	-	0.0%	
1.4 Copy & Print Expenses	6730 82.00	24.25	47.93	34.07	58.5%	
1.5 Communications (Phone, Fax, Internet, et	6270 86.40	4.53	36.82	49.58	42.6%	
1.6 Staff Travel	6105, 6120, 6125 254.40	9.12	34.68	219.72	13.6%	
1.7 Staff Training/Technical Services Costs	5110 62.00	-	-	62.00	0.0%	
1.8 Non-Expendable Equipment Purchases	6095 -	-	34.80	(34.80)	0.0%	
1.9 Postage (Stamps, FedEx, etc)	6005 4.00	-	-	4.00	0.0%	
1.10 Staff Background Checks	5100 6.00	-	-	6.00	0.0%	
<b>TOTAL OPERATING COSTS</b>	<b>626.80</b>	<b>44.39</b>	<b>172.81</b>	<b>453.99</b>	<b>27.6%</b>	
<b>Training Costs:</b>						
2.3 WI Customer Credential Exam Fees (CAN	6525 -	-	-	-	0.0%	
2.6 Individual Training Account/Voucher Cost	6530 -	-	-	-	0.0%	
<b>TOTAL TRAINING COSTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Supportive Services Costs :</b>						
3.11 WI Customer Transportation Costs	6485 -	-	-	-	0.0%	
3.12 WI Customer Childcare Costs	6660 -	-	-	-	0.0%	
3.13 WI Customer Emergency Assistance	6596 -	-	-	-	0.0%	
3.14 Training Support Materials	6545 -	-	-	-	0.0%	
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	
<b>Training/Professional Fees/Profit:</b>						
4.2 General Liability Insurance	6305 68.40	5.30	37.45	30.95	54.8%	
<b>TOTAL FEES / PROFIT COSTS</b>	<b>68.40</b>	<b>5.30</b>	<b>37.45</b>	<b>30.95</b>	<b>54.8%</b>	
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>1,462.67</b>	<b>119.28</b>	<b>804.65</b>	<b>658.02</b>	<b>55.0%</b>
<b>CONTRACT TOTAL:</b>	<b>11,445.62</b>	<b>933.50</b>	<b>6,297.13</b>	<b>5,149.64</b>	<b>55.0%</b>	



## **PY2020–WorkLink (Adult-1092 / DW-1223 OSO)**

### **Contract Budget Modification #1**

---

**Contractor:** Eckerd Youth Alternative, Inc.  
**Contract #'s:** 20A995E2 & 20D995E2  
**Program:** SC Works One Stop Operator  
**Submission Date:** 03/19/2021  
**VP of Operations:** Kal Kunkel  
**Operations Director:** Matt Fields

---

#### **Budget Modification Summary & Narrative**

##### **Budget Summary**

Eckerd Youth Alternative, Inc. (Contractor) is requesting a budget modification to increase staff costs to hire and train a replacement for a staff that is retiring. This modification will allow Eckerd to have a better transition for the One Stop Operator staff changes. There are no funds requested in addition to the original contracted amount.

CONTRACT BUDGET MODIFICATION

Staff Costs Narrative

Increase Staff Salaries and Fringe overall by \$988 to support the addition of a One Stop Operator for six weeks to have overlapping staff for those six weeks of training. There is a reduction in fringe benefits of \$884.59 and an increase in salaries of \$1872.75. This also accounts for the lack of spending from July not having staff on the contract.

Categories & Line Items	Proposed Mod Total Cost	Original Budget	Amount Change
<b>SALARIES</b>	\$ 61,601	\$ 59,728	\$ 1,872.75
<b>FRINGE BENEFITS</b>	\$ 16,795	\$ 17,679	\$ (884.59)
<b>TTOTAL STAFF COSTS</b>	\$ 78,396	\$ 77,408	\$ 988

With the new details

STAFF & INDIRECT COST - BUDGET SUMMARY												
SALARIES, FRINGE BENEFITS, & INDIRECT COST					ADULT		DLW		ADMINISTRATION		NON-ADMINISTRATION	
Staff Salaries:	Salary	No. of	% of	TOTAL								
Position Title	Per Month	Months	Time	AMOUNT	%	Amount	%	Amount	%	Amount	%	Amount
VP, Operations												
Operations Director												
Fiscal Support												
One Stop Manager												
One Stop Manager												
<b>TOTAL SALARIES</b>				\$ 61,601.07		\$ 54,197.53		\$ 7,403.54				\$ 61,601.07
<b>FRINGE BENEFITS:</b>												
FICA	\$ 61,601.07	X	7.65%	\$ 4,619.81	87.99%	\$ 4,065.16	12.01%	\$ 554.65			100%	\$ 4,619.81
Unemployment	\$ 61,601.07	X	0.60%	\$ 369.97	88.00%	\$ 325.56	12.00%	\$ 44.41			100%	\$ 369.97
Workers Comp	\$ 61,601.07	X	0.75%	\$ 462.47	88.00%	\$ 406.96	12.00%	\$ 55.50			100%	\$ 462.47
Retirement (403b Match)	\$ 61,601.07	X	2.20%	\$ 1,356.73	88.00%	\$ 1,193.90	12.00%	\$ 162.83			100%	\$ 1,356.73
Healthcare	\$ 61,601.07	X	18.00%	\$ 9,985.63	88.12%	\$ 8,799.68	11.88%	\$ 1,185.95			100%	\$ 9,985.63
<b>TOTAL FRINGE BENEFITS</b>				\$ 16,794.61		\$ 14,791.26		\$ 2,003.34				\$ 16,794.61
INDIRECT COST: RATE	\$ 82,860.88	X	14.65%	\$ 12,139.12	88.00%	\$ 10,682.42	12.00%	\$ 1,456.69			100%	\$ 12,139.12
<b>TOTAL COST</b>				\$ 28,933.72	88.04%	\$ 25,473.69	11.96%	\$ 3,460.04			100%	\$ 28,933.72

Each position must be supported by a job description

CONTRACT BUDGET MODIFICATION

Operating Costs Narrative

Decrease Operating Expenses by \$940.

Categories & Line Items	Proposed Mod Total Cost	Original Budget	Amount Change
<b>OPERATING COSTS</b>			
Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -
Staff Expendable Supplies & Materials	\$ 559	\$ 1,100	\$ (540.86)
Program Outreach Expenses (Brochures, Flyers, etc.)	\$ -	\$ -	\$ -
Copy & Print Expenses	\$ 697	\$ 680	\$ 17.37
Communications (Phone, Fax, Internet, etc.)	\$ 548	\$ 720	\$ (172.12)
Staff Travel	\$ 1,563	\$ 1,790	\$ (227.00)
Staff Training / Technical Services Costs (Conf, Training,	\$ 213	\$ 515	\$ (301.95)
Non-Expendable Equipment Purchases (Computers, software	\$ -	\$ -	\$ -
Non-Expendable Equipment Purchases (Computer Leases)	\$ -	\$ -	\$ -
Wide Area Network (WAN) Equipment and Computer Software	\$ 290	\$ -	\$ 290.00
Postage (Stamps, FedEx, etc.)	\$ 25	\$ 30	\$ (5.00)
<b>TOTAL OPERATING COSTS</b>	<b>\$ 3,895</b>	<b>\$ 4,835</b>	<b>\$ (940)</b>

Training Costs Narrative

Not applicable to this contract.

Supportive Services Narrative

Not applicable to this contract.

Indirect & General Liability Insurance

Decrease indirect costs by \$48.58.

<b>TRAINING/PROFESSIONAL FEES/PROFIT</b>			
Profit (Professional Fee - 5%) Can be tied to Performance	\$ -		\$ -
General Liability Insurance	\$ 570	\$ 569	\$ 0.60
<b>TOTAL FEES / PROFIT COSTS</b>	<b>\$ 570</b>	<b>\$ 569</b>	<b>\$ 0.60</b>
<b>INDIRECT COST</b>	<b>\$ 12,139</b>	<b>\$ 12,188</b>	<b>\$ (48.58)</b>
<b>TOTAL CONTRACT</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>	<b>\$ -</b>

**APPROVAL(S)**

Prepared By

  
Kalen J. Kunkel, One-Stop Operations Director





CONTRACT BUDGET MODIFICATION

Categories & Line Items	Proposed Mod Total Cost	Original Budget	Amount Change
<b>SALARIES</b>	\$ 61,601	\$ 59,728	\$ 1,872.75
<b>FRINGE BENEFITS</b>	\$ 16,795	\$ 17,679	\$ (884.59)
<b>TTOTAL STAFF COSTS</b>	\$ 78,396	\$ 77,408	\$ 988
<b>OPERATING COSTS</b>			
Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -
Staff Expendable Supplies & Materials	\$ 559	\$ 1,100	\$ (540.86)
Program Outreach Expenses (Brochures, Flyers, etc.)	\$ -	\$ -	\$ -
Copy & Print Expenses	\$ 697	\$ 680	\$ 17.37
Communications (Phone, Fax, Internet, etc.)	\$ 548	\$ 720	\$ (172.12)
Staff Travel	\$ 1,563	\$ 1,790	\$ (227.00)
Staff Training / Technical Services Costs (Conf, Training,	\$ 213	\$ 515	\$ (301.95)
Non-Expendable Equipment Purchases (Computers, softwa	\$ -	\$ -	\$ -
Non-Expendable Equipment Purchases (Computer Leases)	\$ -	\$ -	\$ -
Wide Area Network (WAN) Equipment and Computer Software	\$ 290	\$ -	\$ 290.00
Postage (Stamps, FedEx, etc.)	\$ 25	\$ 30	\$ (5.00)
<b>TOTAL OPERATING COSTS</b>	\$ 3,895	\$ 4,835	\$ (940)
<b>TRAINING/PROFESSIONAL FEES/PROFIT</b>			
Profit (Professional Fee - 5%) Can be tied to Performance	\$ -		\$ -
General Liability Insurance	\$ 570	\$ 569	\$ 0.60
<b>TOTAL FEES / PROFIT COSTS</b>	\$ 570	\$ 569	\$ 0.60
<b>INDIRECT COST</b>	\$ 12,139	\$ 12,188	\$ (48.58)
<b>TTOTAL CONTRACT</b>	\$ 95,000	\$ 95,000	\$ -



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board	Contract Number:	20Y495E3				
1376 Tiger Blvd.	Invoice Number:	1058-08				
Clemson, SC 29631	Invoice Month:	February 2021				
Attn: Jennifer Kelly	Period Covered:	July 1, 2020 - June 30, 2021				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 31,847				
Eckerd Goal:			FEBRUARY			
			66.7%			100.0%

Line Item		Budget	1058-8	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 274,662	\$ 21,274.08	\$ 183,764.39	\$ 90,897.89	66.9%
Fringe Benefit Total	51xx	\$ 71,384	\$ 6,423	\$ 49,185.74	\$ 22,198.26	68.9%
<b>TOTAL STAFF COSTS</b>		<b>\$ 346,046</b>	<b>\$ 27,697.55</b>	<b>\$ 232,950.13</b>	<b>\$ 113,096.16</b>	<b>67.3%</b>
<b>Operating Costs:</b>						
Facilities	6185	\$ -	-	\$ -	\$ -	0.0%
Communications (Phone, Fax, Internet, et	6270	\$ 1,116	-	\$ 1,108.90	\$ 7.10	99.4%
Network (internet)	6265	\$ 120	-	\$ 76.41	\$ 43.59	63.7%
Postage	6005	\$ 325	-	\$ 125.82	\$ 199.18	38.7%
Staff Travel	6105	\$ 1,468	-	\$ 714.99	\$ 753.40	48.7%
Other Travel	6115/6120	\$ -	-	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ -	-	\$ -	\$ -	0.0%
Staff Training	5110	\$ -	-	\$ -	\$ -	0.0%
Office/Desktop Supplies and Materials	6000	\$ 600	-	\$ 571.75	\$ 28.25	95.3%
Copying	6730	\$ 300	-	\$ 295.28	\$ 4.72	98.4%
Software Licenses	6095	\$ -	-	\$ -	\$ -	0.0%
Participant Verifications	6516	\$ 1,500	-	\$ 553.50	\$ 946.50	36.9%
Participant Outreach	6735	\$ -	-	\$ -	\$ -	0.0%
<b>TOTAL OPERATING COSTS</b>		<b>\$ 5,429</b>	<b>\$ -</b>	<b>\$ 3,446.65</b>	<b>\$ 1,982.74</b>	<b>63.5%</b>
<b>Training Costs:</b>						
Work Experience Stipends	6507	\$ 8,000	-	\$ 5,546.79	\$ 2,453.21	69.3%
Tuition Cost (Adult Education)	6520	\$ 10,000	-	\$ 1,680.00	\$ 8,320.00	16.8%
Participant Graduation Fees	6595	\$ 1,750	80.00	\$ 350.00	\$ 1,400.00	20.0%
Credential Exam Fees	6525	\$ 8,500	-	\$ 1,517.00	\$ 6,983.00	17.8%
Instructional Supplies (Books)	6546	\$ -	-	\$ -	\$ -	0.0%
Individual Training Accounts	6530	\$ 1,200	-	\$ -	\$ 1,200.00	0.0%
<b>TOTAL TRAINING COSTS</b>		<b>\$ 29,450</b>	<b>\$ 80.00</b>	<b>\$ 9,093.79</b>	<b>\$ 20,356.21</b>	<b>30.9%</b>
<b>Supportive Services Costs :</b>						
Child Care	6660	\$ -	-	\$ -	\$ -	0.0%
Transportation	6485	\$ 2,600	-	\$ 1,240.00	\$ 1,360.00	47.7%
Client Incentives	6585	\$ 1,200	-	\$ 1,200.00	\$ -	100.0%
Client Training Support Materials	6545	\$ -	-	\$ -	\$ -	0.0%
Client Emergency Assistance & Expunger	6596	\$ 500	-	\$ -	\$ 500.00	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>		<b>\$ 4,300</b>	<b>\$ -</b>	<b>\$ 2,440.00</b>	<b>\$ 1,860.00</b>	<b>56.7%</b>
<b>Training/Professional Fees/Profit:</b>						
General Liability Insurance	6305	\$ 2,640		\$ 1,013.98	\$ 1,626.02	38.4%
<b>TOTAL FEES / PROFIT COSTS</b>		<b>\$ 2,640</b>	<b>\$ -</b>	<b>\$ 1,013.98</b>	<b>\$ 1,626.02</b>	<b>38.4%</b>
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>\$ 52,134</b>	<b>4,069.41</b>	<b>\$ 35,644.56</b>	<b>\$ 16,489.77</b>	<b>68.4%</b>
<b>Contract Total</b>		<b>\$ 440,000</b>	<b>\$ 31,846.96</b>	<b>\$ 284,589.11</b>	<b>\$ 155,410.89</b>	<b>64.7%</b>



# ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

## INVOICE

Worklink Development Board	Contract Number:	20SRY495E1				
1376 Tiger Blvd.	Invoice Number:	1301-05				
Clemson, SC 29631	Invoice Month:	February 2021				
Attn: Jennifer Kelly	Period Covered:	July 1, 2020 - June 30, 2021				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 12,543				
Eckerd Goal:			FEBRUARY			
			55.6%			100.0%

Line Item		Budget	1301-5	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 16,036	\$ 1,442.60	\$ 8,219.15	\$ 7,817.31	51.3%
Fringe Benefit Total	51xx	\$ 4,593	\$ 435	\$ 2,401.14	\$ 2,192.22	52.3%
<b>TOTAL STAFF COSTS</b>		<b>\$ 20,630</b>	<b>\$ 1,877.45</b>	<b>\$ 10,620.29</b>	<b>\$ 10,009.53</b>	<b>51.5%</b>
<b>Operating Costs:</b>						
Facilities	6185	\$ 9,600	-	\$ 4,800.00	\$ 4,800.00	50.0%
Communications (Phone, Fax, Internet, et	6270	\$ 3,348	395.54	\$ 1,696.89	\$ 1,651.11	50.7%
Network (internet)	6265	\$ 360	25.72	\$ 128.18	\$ 231.82	35.6%
Postage	6005	\$ 1,289	133.89	\$ 444.23	\$ 845.27	34.4%
Staff Travel	6105	\$ 4,058	364.56	\$ 2,038.07	\$ 2,019.56	50.2%
Other Travel	6115/6120	\$ -	-	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 200	-	\$ 78.75	\$ 121.25	39.4%
Staff Training	5110	\$ -	-	\$ -	\$ -	0.0%
Office/Desktop Supplies and Materials	6000	\$ 2,579	745.25	\$ 1,501.29	\$ 1,078.11	58.2%
Copying	6730	\$ 900	110.20	\$ 878.28	\$ 21.72	97.6%
Computer and Software	6085	\$ 6,000	-			
Software Licenses	6095	\$ 1,798	-	\$ 1,510.90	\$ 287.10	84.0%
Participant Verifications	6516	\$ 500	-	\$ 903.80	\$ (403.80)	180.8%
Participant Outreach	6735	\$ -	-	\$ -	\$ -	0.0%
<b>TOTAL OPERATING COSTS</b>		<b>\$ 30,633</b>	<b>\$ 1,775.16</b>	<b>\$ 13,980.39</b>	<b>\$ 10,652.14</b>	<b>45.6%</b>
<b>Training Costs:</b>						
Work Experience Stipends	6507	\$ 32,000	3,144.68	\$ 16,818.04	\$ 15,181.96	52.6%
Tuition Cost (Adult Education)	6520	\$ 7,500	672.00	\$ 4,872.00	\$ 2,628.00	65.0%
Participant Graduation Fees	6595	\$ -	-	\$ -	\$ -	0.0%
Credential Exam Fees	6525	\$ 6,500	717.50	\$ 3,987.44	\$ 2,512.56	61.3%
Instructional Supplies (Books)	6546	\$ 5,000	30.00	\$ 30.00	\$ 4,970.00	0.6%
Individual Training Accounts	6530	\$ 8,133	-	\$ -	\$ 8,133.00	0.0%
<b>TOTAL TRAINING COSTS</b>		<b>\$ 59,133</b>	<b>\$ 4,564.18</b>	<b>\$ 25,707.48</b>	<b>\$ 33,425.52</b>	<b>43.5%</b>
<b>Supportive Services Costs :</b>						
Child Care	6660	\$ -	-	\$ -	\$ -	0.0%
Transportation	6485	\$ 12,400	1,330.00	\$ 4,830.00	\$ 7,570.00	39.0%
Client Incentives	6585	\$ 30,000	2,000.00	\$ 16,147.25	\$ 13,852.75	53.8%
Client Training Support Materials	6545	\$ -	-	\$ -	\$ -	0.0%
Client Emergency Assistance & Expunger	6596	\$ -	-	\$ -	\$ -	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>		<b>\$ 42,400</b>	<b>\$ 3,330.00</b>	<b>\$ 20,977.25</b>	<b>\$ 21,422.75</b>	<b>49.5%</b>
<b>Training/Professional Fees/Profit:</b>						
General Liability Insurance	6305	\$ 960	-	\$ 912.85	\$ 47.15	95.1%
<b>TOTAL FEES / PROFIT COSTS</b>		<b>\$ 960</b>	<b>\$ -</b>	<b>\$ 912.85</b>	<b>\$ 47.15</b>	<b>95.1%</b>
<b>4.1 INDIRECT COST:</b>	<b>14.65%</b>	<b>\$ 6,244</b>	<b>995.80</b>	<b>\$ 5,498.38</b>	<b>\$ 745.86</b>	<b>88.1%</b>
<b>Contract Total</b>		<b>\$ 160,000</b>	<b>\$ 12,542.59</b>	<b>\$ 77,696.64</b>	<b>\$ 82,302.96</b>	<b>48.6%</b>

### WorkLink Youth Budget Comparison

		PY20 Budget Revision 1	Change	PY20 Budget Revision 2		Change	PY20 Budget Revision 3	State Grant Funding	Change	State Grant Funding Revision 1
<b>Slot Level</b>										
		136	20				156			
<b>Staff Costs</b>										
<b>Sub-Total of Staff Costs</b>		\$ 290,634.29	\$ (15,972.00)	\$ 274,662.28		\$ -	\$ 274,662.28	\$ 16,036.46	\$ -	\$ 16,036.46
<b>Fringe Benefits</b>	Rate									
FICA	7.65%	\$ 22,233.52	\$ (1,221.86)	\$ 21,011.66	7.65%	\$ 0.00	\$ 21,011.66	\$ 1,226.79	\$ -	\$ 1,226.79
Workers Comp.	0.75%	\$ 2,179.76	\$ (119.79)	\$ 2,059.97	0.75%	\$ -	\$ 2,059.97	\$ 120.27	\$ -	\$ 120.27
Health Insurance	16.86%	\$ 43,414.47	\$ (2,792.65)	\$ 40,621.83	14.79%	\$ -	\$ 40,621.83	\$ 2,797.28	\$ -	\$ 2,797.28
Retirement	2.00%	\$ 6,393.95	\$ (351.38)	\$ 6,042.57	2.20%	\$ -	\$ 6,042.57	\$ 352.80	\$ -	\$ 352.80
Unemployment Insurance	0.60%	\$ 1,743.81	\$ (95.83)	\$ 1,647.97	0.60%	\$ -	\$ 1,647.97	\$ 96.22	\$ -	\$ 96.22
Other (Specify)										
<b>Sub-Total Fringe:</b>	27.86%	\$ 75,965.51	\$ (4,581.51)	\$ 71,384.00		\$ 0.00	\$ 71,384.00	\$ 4,593.36	\$ -	\$ 4,593.36
<b>Operating Costs</b>										
Facility Costs	6185	\$ 4,800.00	\$ (4,800.00)	\$ -		\$ -	\$ -	\$ 9,600.00	\$ -	\$ 9,600.00
Non-Expendable Equipment	6080	\$ -	\$ -	\$ -		\$ -	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00
Wide Area Network Costs	6265	\$ 480.00	\$ (360.00)	\$ 120.00		\$ -	\$ 120.00	\$ 360.00	\$ -	\$ 360.00
Postage	6005	\$ 1,300.00	\$ (975.00)	\$ 325.00		\$ -	\$ 325.00	\$ 1,289.50	\$ -	\$ 1,289.50
Staff Cell Phones	6270	\$ 4,464.00	\$ (3,348.00)	\$ 1,116.00		\$ -	\$ 1,116.00	\$ 3,348.00	\$ -	\$ 3,348.00
Local Mileage	6105	\$ 5,410.18	\$ (3,941.79)	\$ 1,468.39		\$ -	\$ 1,468.39	\$ 4,058.04	\$ -	\$ 4,058.04
Non-Local Mileage/Travel		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Consummable Supplies	6000	\$ 1,200.00	\$ (600.00)	\$ 600.00		\$ (25.00)	\$ 575.00	\$ 2,579.40	\$ 270.85	\$ 2,850.25
Copy/Print	6730	\$ 1,200.00	\$ (900.00)	\$ 300.00		\$ (5.00)	\$ 295.00	\$ 900.00	\$ 300.00	\$ 1,200.00
Software Licenses	6095	\$ 1,798.00	\$ (1,798.00)	\$ -		\$ -	\$ -	\$ 1,798.00	\$ (248.00)	\$ 1,550.00
Staff Training Registration Costs	5110	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Participant Outreach	6735	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Staff Background Checks	5100	\$ 200.00	\$ (200.00)	\$ -		\$ -	\$ -	\$ 200.00	\$ (120.00)	\$ 80.00

<b>Sub-Total Operating</b>		\$ 20,852.18	\$ (16,922.79)	\$ 3,929.39		\$ (30.00)	\$ 3,899.39	\$ 30,132.94	\$ 202.85	\$ 30,335.79
<b>Training</b>										
Work Experience Stipends	6507	\$ 10,659.00	\$ (2,659.00)	\$ 8,000.00		\$ (2,450.00)	\$ 5,550.00	\$ 32,000.00	\$ 5,798.00	\$ 37,798.00
Tuition Cost (Adult Education)	6520	\$ 10,000.00	\$ -	\$ 10,000.00		\$ (8,300.00)	\$ 1,700.00	\$ 7,500.00	\$ 7,500.00	\$ 15,000.00
Instructional Support Materials	6545	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	
Credential Exam Fees	6525	\$ 13,000.00	\$ (4,500.00)	\$ 8,500.00		\$ (6,950.00)	\$ 1,550.00	\$ 6,500.00	\$ 7,000.00	\$ 13,500.00
Individual Training Accounts	6530	\$ 2,544.00	\$ (1,344.00)	\$ 1,200.00		\$ (1,200.00)	\$ -	\$ 8,133.00	\$ 1,200.00	\$ 9,333.00
Participant Verification	6516	\$ 1,500.00	\$ -	\$ 1,500.00		\$ (800.00)	\$ 700.00	\$ 500.00	\$ 1,500.00	\$ 2,000.00
Participant Graduation Fees	6595	\$ 1,750.00	\$ -	\$ 1,750.00		\$ (1,050.00)	\$ 700.00	\$ -	\$ 1,400.00	\$ 1,400.00
<b>Sub-Total Training</b>		\$ 39,453.00	\$ (8,503.00)	\$ 30,950.00		\$ (20,750.00)	\$ 10,200.00	\$ 54,633.00	\$ 24,398.00	\$ 79,031.00
<b>Supportive Services</b>										
Childcare	6660	\$ -	\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
Transportation	6485	\$ 12,396.29	\$ (9,796.29)	\$ 2,600.00		\$ (1,360.00)	\$ 1,240.00	\$ 12,400.00	\$ (2,250.00)	\$ 10,150.00
Client Incentives	6585	\$ 23,084.57	\$ (21,884.57)	\$ 1,200.00		\$ -	\$ 1,200.00	\$ 30,000.00	\$ 3,610.00	\$ 33,610.00
Client Training Support Materials (Supplies & Books)	6546	\$ 2,000.00	\$ (2,000.00)	\$ -		\$ -	\$ -	\$ 5,000.00	\$ (4,000.00)	\$ 1,000.00
Client Emergency Asst. & Expungements	6596	\$ -	\$ 500.00	\$ 500.00		\$ -	\$ 500.00	\$ -	\$ -	\$ -
<b>Sub-Total of Supportive Services</b>		\$ 37,480.86	\$ (33,180.86)	\$ 4,300.00		\$ (1,360.00)	\$ 2,940.00	\$ 47,400.00	\$ (2,640.00)	\$ 44,760.00
<b>Sub-Total of Contract Costs</b>		\$ 464,385.84	\$ (79,160.17)	\$ 385,225.68		\$ (22,140.00)	\$ 363,085.68	\$ 152,795.76	\$ 21,960.85	\$ 174,756.61
<b>Indirect Cost &amp; Fees</b>										
Indirect Cost (MTDC)	14.77%	\$ 57,464.16	\$ (5,329.84)	\$ 52,134.32	14.65%	\$ (295.26)	\$ 51,839.06	\$ 6,244.24	\$ 474.41	\$ 6,718.64
General Liability (Eckerd)	0.06%	\$ 3,150.00	\$ (510.00)	\$ 2,640.00	0.06%	\$ (135.42)	\$ 2,504.58	\$ 960.00	\$ 135.42	\$ 1,095.42
<b>Sub-Total of Indirect &amp; Fees</b>		\$ 60,614.16	\$ (5,839.84)	\$ 54,774.32		\$ (430.68)	\$ 54,343.64	\$ 7,204.24	\$ 609.83	\$ 7,814.07
		\$ 525,000.00	\$ (85,000.00)	\$ 440,000.00		\$ (22,570.68)	\$ 417,429.32	\$ 160,000.00	\$ 22,570.68	\$ 182,570.68

### Rapid Response IWT Grants

Grant #	Company	Originally			Start Date	End Date
		Awarded	Expended	Balance		
20RRIWT01	Champion Aerospace	\$30,000.00	\$ 21,250.00	\$8,750.00	7/1/2020	6/30/2021
20RRIWT10	era-contact USA	\$42,050.00	\$0.00	\$42,050.00	12/21/2020	9/30/2021



Worklink Development Board  
1376 Tiger Blvd.  
Clemson, SC 29631  
**Attn: Jennifer Kelly**  
email: jkelly@worklinkweb.com

## ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

### INVOICE

Contract Number: 20YWEP495E1  
Invoice Number: 1311-04  
Invoice Month: **February 2021**  
Period Covered: November 1, 2020 - April 30, 2021  
Total Amount Due: **\$ 480**

Eckerd Goal:

FEBRUARY  
66.7%

100.0%

Line Item	Budget	1311-4	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
<b>Staff Salary Total</b>	\$ 14,941	\$ 312	989.84	\$ 13,951.17	6.6%
<b>Fringe Benefit Total</b> 51xx	\$ 3,782	104.33	306.03	\$ 3,475.99	8.1%
<b>TOTAL STAFF COSTS</b>	\$ 18,723	416.15	1,295.87	\$ 17,427.16	6.9%
<b>Operating Costs:</b>					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 600	-	\$ 600.00	0.0%
Software Licenses	6095	\$ -	-	\$ -	0.0%
Staff Computers	6085	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	-	\$ -	0.0%
Copy & Print Expenses	6730	\$ 600	31.86	\$ 568.14	5.3%
Communications (Phone, Fax, Internet, etc.)	6270	\$ -	-	\$ -	0.0%
Staff Travel		\$ -	-		
Local Mileage cost	6105	\$ 1,110	67.28	\$ 1,042.52	6.1%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ -	-	\$ -	0.0%
Staff Training	5110	\$ -	-	\$ -	0.0%
Staff Background Checks	5100	\$ -	-	\$ -	0.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 150	-	\$ 150.00	0.0%
<b>TOTAL OPERATING COSTS</b>	\$ 2,460	-	99.14	\$ 2,360.66	4.0%
<b>Training Costs:</b>					
Work Experience Wages	6505	\$ 60,000	-	\$ 60,000.00	0.0%
Work Experience Taxes and Fees	6510	\$ 15,000	-	\$ 15,000.00	0.0%
WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	6525	\$ -	-	\$ -	0.0%
WI Customer Individualized Training Costs		\$ -	-		
Individual Training Account/Voucher Cost	6530	\$ -	-	\$ -	0.0%
Client Verifications	6516	\$ -	-	\$ -	0.0%
Client Testing Fees	6535	\$ -	-	\$ -	0.0%
Client Supplies	6546	\$ 6,250	-	\$ 6,250.00	0.0%
<b>TOTAL TRAINING COSTS</b>	\$ 81,250	\$ -	\$ -	\$ 81,250	0.0%
<b>Supportive Services Costs :</b>					
WI Customer Transportation Costs	6485	\$ 10,000	-	\$ 10,000.00	0.0%
WI Customer Childcare Costs	6660	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	6545/6546	\$ -	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	6596	\$ -	-	\$ -	0.0%
<b>TOTAL SUPPORTIVE SERVICES COSTS</b>	\$ 10,000	-	-	\$ 10,000.00	0.0%
<b>Training/Professional Fees/Profit:</b>					
General Liability Insurance	6305	\$ 764	2.31	\$ 757.63	0.9%
<b>TOTAL FEES / PROFIT COSTS</b>	\$ 764	2.31	6.77	\$ 757.63	0.9%
<b>INDIRECT COST:</b>	14.65%	\$ 14,203	61.30	\$ 13,997.41	1.4%
<b>Contract Total</b>	\$ 127,400	479.76	1,607.14	\$ 125,792.86	1.3%



Grant Name Re-Entry Navigator Grant  
Grant Recipient Anderson County  
Grant Award #####  
Grant Period March 1, 2020 to March 31, 2022  
Report Date March 22, 2021

PROGRAM COSTS	BUDGET	Expenditures		1	2	3	4	5	6	7	8			
Re-Entry Navigator	Mod 1	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Expended	Remaining	%
Salary & Fringe	110,645.40	-	-	-	-	-	-	6,462.38	4,580.92	4,580.92	-	15,624.22	95,021.18	14.1%
												-	-	
Operating Expenses	7,797.00	-	-	-	-	-	-	1,994.00	-	-	-	1,994.00	5,803.00	25.6%
Supplies	1,247.00	-	-	-	-	-	-	610.00	-	-		610.00	637.00	48.9%
Mileage	5,220.00	-	-	-	-	-	-	20.00	-	-		20.00	5,200.00	0.4%
Staff Computer	1,330.00	-	-	-	-	-	-	1,364.00	-	-		1,364.00	(34.00)	102.6%
												-	-	
Other Expenses	10,340.27	-	-	-	-	-	-	-	39.05	750.00	-	789.05	9,551.22	7.6%
Cell Phone	1,540.00	-	-	-	-	-	-	-	39.05	-		39.05	1,500.95	2.5%
Printing, Copying, Outreach	6,700.27	-	-	-	-	-	-	-	-	-		-	6,700.27	0.0%
Staff Training	2,100.00	-	-	-	-	-	-	-	-	750.00		750.00	1,350.00	35.7%
Participant Assessments	800.00	-	-	-	-	-	-	-	-	-	-	-	800.00	0.0%
<b>TOTAL</b>	<b>129,582.67</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,456.38</b>	<b>4,619.97</b>	<b>5,330.92</b>	<b>-</b>	<b>18,407.27</b>	<b>111,175.40</b>	<b>14.2%</b>
ADMINISTRATIVE COSTS												-	-	
<b>TOTAL</b>	<b>14,072.33</b>	<b>356.79</b>	<b>286.11</b>	<b>408.36</b>	<b>432.80</b>	<b>511.40</b>	<b>418.13</b>	<b>561.13</b>	<b>346.22</b>	<b>430.91</b>	<b>152.28</b>	<b>3,904.13</b>	<b>10,168.20</b>	<b>27.7%</b>
<b>GRAND TOTAL</b>	<b>143,655.00</b>	<b>356.79</b>	<b>286.11</b>	<b>408.36</b>	<b>432.80</b>	<b>511.40</b>	<b>418.13</b>	<b>9,017.51</b>	<b>4,966.19</b>	<b>5,761.83</b>	<b>152.28</b>	<b>22,311.40</b>	<b>121,343.60</b>	<b>15.5%</b>
Expenditure Goal		Start-Up Period		5%	10%	15%	20%	25%	30%	35%	40%			

\* Did not receive grant until May 22, 2020

**SC WORKS** | BRINGING EMPLOYERS  
AND JOB SEEKERS TOGETHER  
**WORKLINK**  
**ANDERSON•OCONEE•PICKENS**

A proud partner of the AmericanJobCenter network

**Grant Name** COVID-19 Dislocated Worker National Emergency Grant (DWG)  
**Grant Recipient** WorkLink WDB  
**Grant Award** \$77,135  
**Grant Period** March 13, 2020 to May 31, 2022 (Grant rec'd in August)  
**Report Date** April 1, 2021

Participants Employed	
Cumulative	5
Currently	2
Sites Cleaned	
Cumulative	3
Currently	2

			1	2	3	4	5	6			
ADMINISTRATIVE	Description	Budget	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	Expended	Remaining	%
Business Services Rep	Monitoring	7,707.20	-	42.65	86.25	166.05	81.52	-	376.47	7,330.73	0.49%
PROGRAM COST									-	-	0.00%
Operating Expenses	PPE	\$ 4,069.79	\$ -	\$ -	\$ -	\$ 155.04	\$ 487.14	\$ -	\$ 642.18	\$ 3,427.61	0.83%
Contractual									-	-	0.00%
Staffing Agency	4 participants	\$ 65,358.01	905.16	5,208.64	7,411.99	7,986.25	4,732.24	-	26,244.28	39,113.73	34.02%
<b>TOTAL</b>		<b>\$ 77,135.00</b>	<b>\$ 905.16</b>	<b>\$ 5,251.29</b>	<b>\$ 7,498.24</b>	<b>\$ 8,307.34</b>	<b>\$ 5,300.90</b>	<b>\$ -</b>	<b>27,262.93</b>	<b>49,872.07</b>	<b>35.34%</b>

**Purpose of Grant:** Alleviate local area costs from COVID-19 Pandemic conditions. 4 participants hired to assist with light janitorial work associated with keeping the Centers disinfected throughout the day. Participants in Disaster Relief Employment Positions will disinfect highly touched surfaces, check-in customers using CDC guidelines, take temperatures, hand out masks, and assist job seekers with filing initial claims for unemployment and conducting job searches. This grant will also alleviate the local areas costs of PPE for the Centers.

<b>100% Goal</b>	<b>50%</b>
<b>90% Goal</b>	<b>45.0%</b>