



Mississippi Valley Workforce Development Board

Finance Committee Meeting Agenda

Tuesday, November 23rd, 2021, at 3:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/87047645228?pwd=dWFzWUprdWdkRVNCUHBvNXVWL2VzUT09>

Meeting ID: 870 4764 5228

Passcode: 136061

One tap mobile 312-626-6799

Called to Order	Lori Bassow
Roll Call	Phyllis Wood
*Excused Absences	Lori Bassow
*Approval of Agenda	Lori Bassow
*Approval of Previous Minutes	Lori Bassow
Financial Updates	Miranda Swafford
Fiscal Agent Memos	Lori Gilpin & Susan Coffey
*Oct Program Invoice	Kendra Schaapveld
*Oct One Stop Operator Invoice	Bob Ryan
*Fiscal Agent Invoice	Lori Gilpin
Fiscal Agent October Report	Lori Gilpin
*May Financial Monitoring	Susan Coffey
Bank Account	Miranda Swafford
Meeting Time Review	Miranda Swafford
Other Business	
Public Comment	
*Adjourn	Lori Bassow

*Items Requiring a Vote ** Items Requiring a Roll Call vote

Accommodations

Accommodations are available upon request for individuals with disabilities.

If you need an accommodation, please contact: Miranda Swafford
director@mississippivalleyworkforce.org or at 319-759-8980



Mississippi Valley Workforce Development Board

Finance Committee Meeting

Wednesday, November 1, 2021 at 4:00 p.m., via Zoom

Members Present: Cory Bergfeld, Lori Bassow, Joyce Stimpson, and Angela Rheingans

Members Absent: Joni Dittmer and Bob Bartles – Excused

CEOs Present: Jim Irwin, Brad Quigley

Staff Present: Phyllis Wood Executive Assistant

Fiscal Agent Staff: Lori Gilpin, Brittini Rahmus, and Susan Coffey

Service Provider Staff Present: Kendra Schaapveld – Title I Director, Cheryl Tipsword – Project Accountant, and Bob Ryan – One-Stop Operator

Guest: none

CALLED TO ORDER

Bassow called the meeting to order at 4:01 p.m.

QUORUM

The committee had a quorum to conduct business.

EXCUSED ABSENCES

Joni Dittmer - Rheingans motioned to excuse, seconded by Bergfeld, motion carried.

Bob Bartles – Bergfeld motioned to excuse, seconded by Rheingans, motion carried.

APPROVAL OF AGENDA

Bergfeld made a motion to approve the agenda, seconded by Stimpson, motion carried.

APPROVAL OF PREVIOUS MEETING MINUTES

Rheingans made a motion to approve the meeting minutes, seconded by Bergfeld, motion carried.

FISCAL AGENT MEMO/REPORTS DISCUSSION

Gilpin reviewed the memo regarding Equus invoices, corrections made, and corrections outstanding. Bassow asked who is responsible for ensuring corrections are made, Gilpin stated herself.

EQUUS AGENDA INVOICE

Schaapveld gave an overview of the Equus September Financial Status Reports for the Rapid Response, Adult/DW and Youth programs. Equus's expenses for the month of September were

as follows: Adult \$72,030.52, DW \$42,472.89, Youth \$35,843.83, Rapid Response \$1,249.00, and NDWG \$1,897.59. Schaapveld reported the Adult funding is on track with spending at 25% of budget a quarter of the way through the contract. DW, however, is only at 13% but colleges will be billing them for educational programs participants are in this month so there is actually more allocated they haven't received bills for yet. Youth WEX expenditures were at 26% and for the quarter they are above the 20% threshold required. Rapid Response funds are set to expire at the end of the calendar year, but a petition was submitted to the state requesting an extension. NDWG expenses are low because 60% of participants are receiving TRADE services. Bergfeld motioned to approve the September invoices, seconded by Rheingans, motion carried

ONE STOP OPERATOR INVOICE

Ryan presented the September invoice. Bergfeld motioned to approve the invoice, seconded by Rheingans, motion carried.

FISCAL AGENT INVOICE

Gilpin with SEIRPC presented one invoice. September wage invoice of \$6,111.89 for 100.5 hours; Bergfeld motioned to approve the invoice, seconded by Stimpson, motion carried.

OTHER BUSINESS

Quigley asked if invoices are coming in quicker to which Gilpin replied the SEIRPC invoices are more timely because she has shifted priorities.

PUBLIC COMMENT

Wood asked the committee about the November meeting date. Bergfeld said he was wanting to see about moving the date due to the holiday. It was decided Wood would send a doodle poll for the November meeting and the December meeting to account for the holidays in each month. .

ADJOURNED

Bergfeld made a motion to adjourn the meeting, seconded by Stimpson, motion carried, and the meeting was adjourned by Bassow at 4:39 p.m.

Financial Updates

November 2021

1. Amendment A10 from IWD to the board adding carryover funds from PY20 and FY21. These amounts are already included in admin and program budgets. PY20 Youth Admin funding of \$48,367.36, PY20 Youth Program funding of \$404,083.93, PY20 Statewide Activities funding of \$2,059.66, FY21 Adult Admin funding of \$54,571.00, FY21 DLW Admin funding of \$53,459.00, FY21 Adult Program funding of \$115,348.64 and FY21 DLW Program funding of \$190,212.27. Fully executed.
2. Amendment A11 from IWD to the board adding Fiscal Year (FY 22 funding. These amounts are already included in admin and program budgets. Adult Admin \$90,344.00, Adult Program \$813,100.00, DW Admin \$58,444.00, and DW Program \$526,001.00 Effective date October 1, 2021 – June 30, 2022. Awaiting Director Townsends signature for final execution.
3. Sub-lease amendment for the Davenport center effective November 1st. New sub-lease \$8,189.26, previous sub-lease was \$4,647.67 monthly. Awaiting Director Townsends signature for final execution.

memo

Southeast Iowa Regional Planning Commission

To: Mississippi Valley Workforce Development Board
From: Lori Gilpin
CC: Susan Coffey; Brittnei Rahmus; Mike Norris
Date: 11/18/2021
Re: October 2021

Comments: Happy to report that after reviewing Equus' invoices, I found no significant discrepancies. Great job to the team at Equus!

This is the second month for the One Stop Operator and you can see on the statement and also in the OSO column, the grant revenue is broken out into the Adult, Dislocated Workers and Youth programs. This is slightly different than the other programs which have their own schedules.

Rapid Response is coming to an end December 31, 2021. We have a little over \$11,000 to disburse during the months of November and December.

We would like to give you information that is useful and beneficial so we've been thinking of ways that we could add value to the figures -

Performance Ratios – Money spent on service units. To do this we would need from Equus the number of participants they are serving per program. Example: Adult Program has Instructional Training of \$82,403.80. How many participants benefitted from this service?



Memo

To: Kendra Schaapveld, Miranda Swafford
From: Susan Coffey, Lori Gilpin and Brittini Rahmus
Date: 11/16/2021
Re: WIOA Numbers

Below are the numbers for the WIOA grant from July 1, 2021, to date to show where we are at with each Program and the amount of money that has been spent on those Programs. If you have any questions, or see some differences, please do not hesitate to contact me by phone at (319) 753-4302 or e-mail at scoffey@seirpc.com.

Administration:

	PY20 Carryover	FY21 Carryover	PY21	FY22
Budget	\$48,367.36	\$108,030.00	\$171,263.00	\$148,788.00
Expenditures to date	\$48,367.36	\$20,286.25	\$0	\$0
Balance as of 10/31/21	\$0	\$87,743.75	\$171,263.00	\$148,788.00
Unspent Funds	\$0	\$87,743.75	\$171,263.00	\$148,788.00
Obligated Funds	\$0	\$87,743.75	\$171,263.00	\$148,788.00
Funds that can be carried over	\$0	\$0	\$34,252.60	\$29,757.60

Admin - Transition:

Budget	\$2,059.66
Drawn Amount to date	\$504.63
Balance as of 10/31/21	\$1,555.03
Unspent Funds	\$1,555.03
Obligated Funds	\$1,555.03

Dislocated Workers:

	FY21 Carryover	PY21	FY22
Budget	\$190,212.27	\$154,524.00	\$526,001.00
Expenditures to date	\$136,279.88		
Balance as of 10/31/21	\$53,932.39	\$154,524.00	\$526,001.00
Unspent Funds	\$53,932.39	\$154,524.00	\$526,001.00
Obligated Funds	\$53,932.39	\$154,524.00	\$526,001.00
Funds that can be carried over	\$0	\$30,904.80	\$105,200.20

Adult:

	FY21 Carryover	PY21	FY22
Budget	\$115,348.64	\$172,519.00	\$813,100.00
Expenditures to date	\$115,348.64	\$172,519.00	\$39,824.59
Balance as of 10/31/21	\$0	\$0	\$773,275.41
Unspent Funds	\$0	\$0	\$773,275.41
Obligated Funds	\$0	\$0	\$773,275.41
Funds that can be carried over	\$0	\$34,503.80	\$162,620.00

Youth in School:

	PY20 Carryover	PY21
Budget	\$171,534.00	\$303,583.75
Expenditures to date	\$37,635.48	\$0
Balance as of 10/31/21	\$133,898.52	\$303,583.75
Unspent Funds	\$133,898.52	\$303,583.75
Obligated Funds	\$133,898.52	\$303,583.75
Funds that can be carried over	\$0	\$60,716.75

Youth out of School:

	PY20 Carryover	PY21
Budget	\$232,549.93	\$910,751.25
Expenditures to date	\$152,192.80	\$0
Balance as of 10/31/21	\$80,357.13	\$910,751.25
Unspent Funds	\$80,357.13	\$910,751.25
Obligated Funds	\$80,357.13	\$910,751.25
Funds that can be carried over	\$0	\$182,150.25

Youth Work Experience:

	PY21 Expenses
Drawn Amount to date	\$189,828.28
Work Experience Expended by Equus	\$41,631.55
Work Experience Required	\$37,965.66

*Work Experience Requirements is 20% of the Total Youth Expended

Rapid Response:

Budget	\$72,000.00
Expenditures to date	\$60,539.19
Balance as of 10/31/21	\$11,460.81
Must be used by Dec. 2021	\$11,460.81
Funds that can be Carried overed	\$0

NDWG - Program:

Budget	\$275,637.17
Expenditures to date	\$16,417.37
Balance as of 10/31/21	\$259,219.80
Must be used by June 30, 2022	\$259,219.80
Funds that can be Carried overed	\$0

NDWG - Administration:

Budget	\$13,781.83
Expenditures to date	\$4,749.74
Balance as of 10/31/21	\$9,032.09
Must be used by June 30, 2022	\$9,032.09
Funds that can be Carried overed	\$0

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor GRANT NO: PROJECT/ACTIVITY Invoice Number	Mississippi Valley Workforce Area WIOA Grant - Adult ADULT 37026-1021-AD
GRANT PERIOD:	7/1/2021	6/30/2022	
REPORT PERIOD:	10/1/2021	10/31/2021	
WIOA SUMMARY - Total Grant	ADULT(AD) 886		

Acct Code

to
to

SECTION II. EXPENDITURES		CUMULATIVE COST TO DATE				Grant Balance Remaining	Grant Percentage expended
Acct Code		(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)		
Administration:							
60110-60100 exclude 60150	Salaries	\$ 219,479.00	\$ 25,536.75	\$ 87,155.10	\$ 112,691.85	\$106,787.15	51.35%
60310-60330	Payroll Taxes	\$ 18,678.00	\$ 1,580.53	\$ 6,567.45	\$ 8,147.98	\$10,530.02	43.62%
60610-60650	Fringes and WorkComp	\$ 25,459.00	\$ 3,602.91	\$ 12,173.12	\$ 15,776.03	\$9,682.97	61.97%
	Total Personnel Expenses	\$ 263,616.00	\$ 30,720.19	\$ 105,895.67	\$ 136,615.86	\$127,000.14	51.82%
Operating Expenses:							
60850	Mileage & Travel	\$ 30,754.00	\$ 1,550.97	\$ 1,760.69	\$ 3,311.66	\$27,442.34	10.77%
62115	Telephone & Cell Phones	\$ 4,601.00	\$ 406.28	\$ 1,108.84	\$ 1,515.12	\$3,085.88	32.93%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63110	Client Supplies & Assessments	\$ 150.00	\$ -	\$ -	\$ -	\$150.00	0.00%
63130	Office Supplies(includes PPE)	\$ 3,679.00	\$ 164.41	\$ 1,190.86	\$ 1,355.27	\$2,323.73	36.84%
62830	Outreach & Public Relations	\$ 12,942.00	\$ -	\$ 4,968.89	\$ 4,968.89	\$ 7,973.11	45.41%
	Reclass from Outreach to Reimbursable Equipment	\$ (2,000.00)	\$ -	\$ -	\$ -	\$ -	0.00%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65610	Reimbursable Equipment	\$ 3,961.00	\$ 928.23	\$ 3,230.08	\$ 4,158.31	\$ 1,802.69	69.76%
	Reclass to Reimbursable Equipment from Outreach	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	0.00%
62510-62520	Resource Sharing Allocation	\$ 7,623.00	\$ -	\$ 2,748.74	\$ 2,748.74	\$4,874.26	36.06%
61745	Insurance	\$ 3,187.00	\$ 334.82	\$ 717.07	\$ 1,051.89	\$2,135.11	33.01%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65120	Annual Audit	\$ 1,167.00	\$ -	\$ 168.95	\$ 168.95	\$998.05	14.48%
65544, 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 11,921.00	\$ 664.31	\$ 3,869.35	\$ 4,533.66	\$7,387.34	38.03%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)	\$ 5,053.00	\$ 322.02	\$ 651.85	\$ 973.87	\$4,079.13	19.27%
	Subtotal Personnel & Operating expenses	\$ 348,654.00	\$ 35,091.23	\$ 126,310.99	\$ 161,402.22	\$187,251.78	46.29%
9.77%	Indirect Cost	\$ 34,064.00	\$ 3,428.41	\$ 11,221.47	\$ 14,649.88	\$19,414.11	43.01%
	Management Fee	\$ 38,065.00	\$ 3,189.58	\$ 9,568.74	\$ 12,758.32	\$25,306.68	33.52%
	Total Operating expenses	\$ 420,783.00	\$ 41,709.22	\$ 147,101.20	\$ 188,810.42	\$231,972.57	44.87%
Participant Expenses							
65602	Work Experience	\$ 63,622.00	\$ 3,098.45	\$ 8,249.89	\$ 11,348.34	\$52,273.66	17.84%
67408	Instructional Training	\$ 231,000.00	\$ 31,710.80	\$ 50,693.00	\$ 82,403.80	\$148,596.20	35.67%
67412	Customer Support service	\$ 81,600.00	\$ 3,588.91	\$ 11,164.14	\$ 14,753.05	\$66,846.95	18.08%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67422	On The Job Training	\$ 80,557.00	\$ 1,440.00	\$ 4,439.36	\$ 5,879.36	\$74,677.64	7.30%
	5% WEX Markup	\$ 3,182.00	\$ 154.92	\$ 412.49	\$ 567.41	\$2,614.59	17.83%
	Total Participant Expenses	\$ 459,961.00	\$ 39,993.08	\$ 74,958.88	\$ 114,951.96	\$345,009.04	24.99%
	Total	\$ 880,744.00	\$ 81,702.31	\$ 222,060.09	\$ 303,762.39	\$576,981.61	34.49%
	Total WIOA Adult GRANT COST	\$ 880,744.00	\$ 81,702.31	\$ 222,060.09	\$ 303,762.39	\$576,981.61	34.49%

WEX 5% Markup	Client Wage Subsidy & Client Wage Tax	\$ 3,098.45	\$ 8,249.89	\$ 11,348.34
	WEX Markup 5%	\$ 154.92	\$ 412.49	\$ 567.41
	Total WEP Expenditures	\$ 3,253.37	\$ 8,662.38	\$ 11,915.75

SECTION V.	
I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligations are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT	
Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
	Date signed: 11/12/2021
Approved By(signature):	Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
<i>Kendra M. Schaapveld</i> 11/12/2021	Date Signed:

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor GRANT NO: PROJECT/ACTIVITY	Mississippi Valley Workforce Area WIOA Grant - DW
GRANT PERIOD: 7/1/2021 6/30/2022		Invoice Number	37026-1021-DW
REPORT PERIOD: 10/1/2021 10/31/2021			
WIOA SUMMARY - Total Grant		Dislocated Worker(DW) 888	

Acct Code	SECTION II. EXPENDITURES				CUMULATIVE COST TO DATE	
	(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
Administration:						
60110-60190 include 60190	Salaries	\$ 235,367.00	\$ 9,731.36	\$ 33,610.24	\$ 43,341.60	\$192,025.40 18.41%
60310-60330	Payroll Taxes	\$ 20,030.00	\$ 1,253.40	\$ 2,526.00	\$ 3,779.40	\$16,250.60 18.87%
60810-60650	Fringes and WorkComp	\$ 26,126.00	\$ 1,028.45	\$ 3,012.90	\$ 4,041.35	\$22,084.65 15.47%
	Total Personnel Expenses	\$ 281,523.00	\$ 12,013.21	\$ 39,149.14	\$ 51,162.35	\$239,360.65 18.17%
Operating Expenses:						
60850	Mileage & Travel	\$ 18,023.00	\$ 1,171.60	\$ 2,252.60	\$ 3,424.20	\$14,598.80 19.00%
62115	Telephone & Cell Phones	\$ 3,639.00	\$ 145.26	\$ 505.69	\$ 650.95	\$2,988.05 17.89%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63110	Client Supplies & Assessments	\$ 119.00	\$ -	\$ -	\$ -	\$119.00 0.00%
63130	Office Supplies(includes PPE)	\$ 2,909.00	\$ 115.99	\$ 584.29	\$ 700.28	\$2,208.72 24.07%
62830	Outreach & Public Relations	\$ 6,473.00	\$ -	\$ 914.95	\$ 914.95	\$ 3,558.05 20.45%
	Reclass from Outreach to Reimbursable Equipment	\$ (2,000.00)	\$ -	\$ -	\$ -	\$ -
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 3,132.00	\$ 654.85	\$ 2,504.21	\$ 3,159.06	\$ 1,972.94 61.56%
	Reclass to Reimbursable Equipment from Outreach	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
62510-62520	Resource Sharing Allocation	\$ 6,678.00	\$ -	\$ 971.64	\$ 971.64	\$5,706.36 14.55%
61745	Insurance	\$ 2,520.00	\$ 236.20	\$ 756.41	\$ 992.61	\$1,527.39 39.39%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 923.00	\$ -	\$ -	\$ -	\$923.00 0.00%
65544, 65520, 65530	Emp Background test /drug screening, Training, Dues & Subs, etc.	\$ 9,428.00	\$ 445.73	\$ 350.15	\$ 795.88	\$8,632.12 8.44%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)	\$ 4,880.00	\$ 171.02	\$ 979.18	\$ 1,150.20	\$3,729.80 23.57%
	Subtotal Personnel & Operating expenses	\$ 340,247.00	\$ 14,953.86	\$ 48,968.26	\$ 63,922.12	\$276,324.88 18.79%
9.77%	Indirect Cost	\$ 33,242.00	\$ 1,460.99	\$ 4,199.33	\$ 5,660.32	\$27,581.68 17.03%
	Management Fee	\$ 37,141.00	\$ 3,105.96	\$ 9,317.88	\$ 12,423.84	\$24,717.16 33.45%
	Total Operating expenses	\$ 410,630.00	\$ 19,520.81	\$ 62,485.47	\$ 82,006.28	\$328,623.72 19.97%
Participant Expenses						
65602	Work Experience	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67408	Instructional Training	\$ 137,500.00	\$ -	\$ 17,240.00	\$ 17,240.00	\$120,260.00 12.54%
67412	Customer Support service	\$ 65,599.00	\$ 2,190.98	\$ 10,912.77	\$ 13,103.75	\$52,485.25 19.98%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67422	On The Job Training	\$ 82,860.00	\$ -	\$ -	\$ -	\$82,860.00 0.00%
	Total Participant Expenses	\$ 285,959.00	\$ 2,190.98	\$ 28,152.77	\$ 30,343.75	\$255,615.25 10.61%
	Total	\$ 696,589.00	\$ 21,711.79	\$ 90,638.24	\$ 112,350.03	\$584,238.97 16.13%
	Total WIOA DW GRANT COST	\$ 696,589.00	\$ 21,711.79	\$ 90,638.24	\$ 112,350.03	\$584,238.97 16.13%

SECTION V.
I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligations are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By(signature):	Typed Name & Title:	Cheryl Tipsword, Project Accountant
	Date signed	11/12/2021
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
<i>Kendra M. Schaapveld</i>	Date Signed:	11 / 12 / 2021

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222	Grantor GRANT NO: PROJECT/ACTIVITY Invoice Number	Mississippi Valley Workforce Area WIOA Grant - ISY & OSY YOUTH 37026-0821-WIOA Youth
GRANT PERIOD: 7/1/2021 6/30/2022		
REPORT PERIOD: 9/1/2021 9/30/2021		
WIOA SUMMARY - Total Grant	YOUTH COMB	
	ISY 890 & OSY 892/885	

Acct Code	SECTION II. EXPENDITURES		CUMULATIVE COST TO DATE		Grant Balance Remaining	Grant Percentage expended
	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)		
	Administration:					
	Salaries	\$ 422,752.00	\$ 31,437.40	\$ 50,845.80	\$ 82,283.20	\$340,468.80 19.46%
	Payroll Taxes	\$ 35,977.00	\$ 1,952.49	\$ 3,788.09	\$ 3,788.09	\$30,268.42 15.87%
	Fringes and WorkComp	\$ 46,925.00	\$ 1,668.83	\$ 5,187.34	\$ 6,856.17	\$40,068.83 14.61%
	Total Personnel Expenses	\$ 505,654.00	\$ 35,058.72	\$ 59,789.23	\$ 94,847.95	\$410,806.05 18.76%
	Operating Expenses:					
	Mileage & Travel	\$ 26,988.00	\$ 183.68	\$ 816.45	\$ 1,000.13	\$25,987.87 3.71%
	Telephone & Cell Phones	\$ 6,769.00	\$ 435.78	\$ 978.90	\$ 1,414.88	\$5,354.32 20.99%
	Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00 0.00%
	Client Supplies & Assessments	\$ 12,501.00	\$ 5,074.68	\$ -	\$ 5,074.68	\$7,426.32 40.59%
	Office Supplies(includes PPE)	\$ 5,412.00	\$ 100.22	\$ 945.49	\$ 1,045.71	\$4,366.29 19.32%
	Outreach & Public Relations	\$ 10,014.00	\$ -	\$ 136.96	\$ 136.96	\$9,877.04 1.27%
	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Reimbursable Equipment	\$ 5,830.00	\$ -	\$ 366.68	\$ 366.68	\$5,463.32 6.29%
	Resource Sharing Allocation	\$ 11,524.00	\$ 41.90	\$ 806.18	\$ 848.08	\$10,675.92 7.36%
	Insurance	\$ 4,888.00	\$ -	\$ 501.47	\$ 501.47	\$4,386.53 10.70%
	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Annual Audit	\$ 1,717.00	\$ -	\$ -	\$ -	\$1,717.00 0.00%
	Emp Background test (drug screening, Training, Dues & Subs, etc.	\$ 17,537.00	\$ -	\$ 4,170.22	\$ 4,170.22	\$13,366.78 23.78%
	Other Professional Services(ECP, App Hosting)	\$ 9,097.00	\$ 178.69	\$ 1,259.38	\$ 1,438.07	\$7,658.93 15.81%
	Subtotal Personnel & Operating expenses	\$ 617,738.00	\$ 41,073.67	\$ 69,770.96	\$ 110,844.63	\$506,893.37 17.94%
	Indirect Cost	\$ 60,352.99	\$ 4,012.90	\$ 4,996.08	\$ 9,008.98	\$51,344.02 14.93%
	Management Fee	\$ 67,442.00	\$ 5,650.46	\$ 16,951.38	\$ 22,601.84	\$44,840.16 33.51%
	Total Operating expenses	\$ 745,532.99	\$ 50,737.03	\$ 91,718.42	\$ 142,455.45	\$603,077.55 19.11%
	Participant Expenses					
	Work Experience	\$ 225,229.00	\$ 5,159.06	\$ 11,205.26	\$ 16,364.32	\$208,864.68 7.27%
	Instructional Training	\$ 80,949.00	\$ -	\$ 610.00	\$ 610.00	\$80,339.00 0.75%
	Customer Support service	\$ 188,421.00	\$ 622.00	\$ 1,630.83	\$ 2,252.83	\$186,168.19 1.20%
	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	On The Job Training	\$ 20,839.00	\$ -	\$ -	\$ -	\$20,839.00 0.00%
	<i>Client Awards / Incentives</i>	\$ 22,503.00	\$ -	\$ 975.00	\$ 975.00	\$21,528.00 4.33%
	5% WEX Markup	\$ 11,261.00	\$ 257.95	\$ 571.11	\$ 829.06	\$10,431.95 7.36%
	Total Participant Expenses	\$ 549,202.00	\$ 6,039.01	\$ 14,962.20	\$ 21,031.21	\$528,170.82 3.83%
	Total	\$ 1,294,735.00	\$ 56,776.04	\$ 106,710.63	\$ 163,486.67	\$1,131,248.36 12.63%
	Total YOUTH GRANT COST	\$ 1,294,735.00	\$ 56,776.04	\$ 106,710.63	\$ 163,486.67	\$1,131,248.36 12.63%

WEP - 20% Expected Expenditure	Staff Wages - August 2021	\$ 8,735.97	\$ 15,050.67	\$ 23,786.64
	Client Wage Subsidy (WEP)	\$ 4,741.17	\$ 10,297.59	\$ 15,038.76
	Client Wage Taxes	\$ 402.96	\$ 1,123.84	\$ 1,526.80
	WEX Markup 5%	\$ 257.96	\$ 652.65	\$ 910.61
	On The Job Training	\$ -	\$ -	\$ -
	Client Awards / Incentives	\$ -	\$ 625.00	\$ 625.00
	Credit Back to Board for WEX	\$ -	\$ -	\$ -
WEP - 20% Expected Expenditure	Total WEP Expenditures	\$ 14,138.06	\$ 27,749.75	\$ 41,887.81
				\$ 32,697.33 20% over/(shortage)
				\$ 9,190.47

SECTION V.
I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligations are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
	Date signed: 11/12/2021
Approved By(signature):	Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
<i>Kendra M. Schaapveld</i> 11/12/2021	Date Signed:

**WORKFORCE INNOVATION AND OPPORTUNITY AC1
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor GRANT NO: PROJECT/ACTIVITY Invoice Number	Mississippi Valley Workforce Area WIOA Grant - IN School Youth YOUTH 37026-1021-WIOA Youth
GRANT PERIOD:	7/1/2021	6/30/2022	
REPORT PERIOD:	10/1/2021	10/31/2021	
WIOA SUMMARY - Total Grant	YOUTH ISY ISY 890 & 884		

Acct Code	SECTION II. EXPENDITURES					Grant Balance Remaining	Grant Percentage expended
	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	CUMULATIVE COST TO DATE		
	Administration:						
60110-60190 exclude 60110	Salaries	\$ 85,506.00	\$ 2,649.09	\$ 8,377.22	\$ 11,026.31	\$74,479.69	12.90%
60310-60330	Payroll Taxes	\$ 7,277.00	\$ 204.29	\$ 615.50	\$ 819.79	\$6,457.21	11.27%
60610-60600	Fringes and WorkComp	\$ 9,491.00	\$ -	\$ 167.19	\$ 167.19	\$9,323.81	1.76%
	Total Personnel Expenses	\$ 102,274.00	\$ 2,853.38	\$ 9,159.91	\$ 12,013.29	\$90,260.71	11.75%
	Operating Expenses:						
60850	Mileage & Travel	\$ 5,905.00	\$ 46.89	\$ 158.71	\$ 205.60	\$5,699.40	3.48%
62115	Telephone & Cell Phones	\$ 1,212.00	\$ -	\$ 64.93	\$ 64.93	\$1,147.07	5.36%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63110	Client Supplies & Assessments	\$ 2,583.00	\$ 1,295.56	\$ -	\$ 1,295.56	\$1,287.44	50.16%
63130	Office Supplies(includes PPE)	\$ 969.00	\$ 25.58	\$ 400.35	\$ 425.93	\$543.07	43.96%
62830	Outreach & Public Relations	\$ 2,203.00	\$ -	\$ 16.40	\$ 16.40	\$2,186.60	0.74%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65610	Reimbursable Equipment	\$ 1,043.00	\$ -	\$ 48.65	\$ 48.65	\$994.35	4.66%
60310-60320	Resource Sharing Allocation	\$ 2,327.00	\$ -	\$ 175.88	\$ 175.88	\$2,151.12	7.56%
61745	Insurance	\$ 839.00	\$ -	\$ 55.27	\$ 55.27	\$783.73	6.59%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65120	Annual Audit	\$ 307.00	\$ -	\$ -	\$ -	\$307.00	0.00%
6554 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.	\$ 3,139.00	\$ -	\$ 22.18	\$ 22.18	\$3,116.82	0.71%
65125, 65130, 65130	Other Professional Services(ACP, App Hoisting)	\$ 1,622.00	\$ 23.08	\$ 635.19	\$ 658.27	\$963.73	40.58%
	Subtotal Personnel & Operating expenses	\$ 124,423.00	\$ 4,244.49	\$ 10,737.47	\$ 14,981.96	\$109,441.04	12.04%
9.77%	Indirect Cost	\$ 12,156.00	\$ 414.69	\$ 774.52	\$ 1,189.21	\$10,966.79	9.78%
	Management Fee	\$ 13,584.00	\$ 1,134.88	\$ 3,404.64	\$ 4,539.52	\$9,044.48	33.42%
	Total Operating expenses	\$ 150,163.00	\$ 5,794.06	\$ 14,916.63	\$ 20,710.69	\$129,452.31	13.79%
	Participant Expenses						
65602	Work Experience	\$ 31,806.00	\$ 640.52	\$ 2,520.40	\$ 3,160.92	\$28,645.08	9.34%
67408	Instructional Training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67412	Customer Support service	\$ 40,618.00	\$ 130.00	\$ 130.00	\$ 260.00	\$40,358.00	0.64%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67422	On The Job Training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67418	Client Awards / Incentives	\$ 6,758.00	\$ -	\$ 175.00	\$ 175.00	\$6,583.00	2.59%
	5% WEX Markup	\$ 1,590.00	\$ 32.03	\$ 126.02	\$ 158.05	\$1,431.95	9.94%
	Total Participant Expenses	\$ 80,772.00	\$ 802.55	\$ 2,951.42	\$ 3,753.97	\$77,018.03	4.65%
	Total	\$ 230,935.00	\$ 6,596.60	\$ 17,868.05	\$ 24,464.65	\$206,470.34	10.59%
	Total WIOA YOUTH ISY GRANT COST	\$ 230,935.00	\$ 6,596.60	\$ 17,868.05	\$ 24,464.65	\$206,470.34	10.59%

WEP - 20%

Expected Expenditure	Staff Wages	\$	2,973.28	\$	5,452.08	\$	8,425.36
	Client Wage Subsidy (WEP)	\$	595.00	\$	2,496.69	\$	3,137.21
	Client Wage Taxes	\$	45.52	\$	23.71	\$	23.71
	WEX Markup 5%	\$	32.03	\$	126.02	\$	158.05
	On the Job Training	\$	-	\$	-	\$	-

WEP - 20%

Expected Expenditure	Total WEP Expenditures	\$	3,645.83	\$	8,098.50	\$	11,744.33	48.01%
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SECTION V.
I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligations are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
	Date signed: 11/12/2021
Approved By(signature):	Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
<i>Kendra M. Schaapveld</i> 11/12/2021	Date Signed:

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor: Mississippi Valley Workforce Area GRANT NO.: WIOA Grant - Out of School Youth YOUTH PROJECT/ACTIVITY: 37026-1021-WIOA Youth
GRANT PERIOD:	7/1/2021	6/30/2022
REPORT PERIOD:	10/1/2021	10/31/2021
WIOA SUMMARY - Total Grant	YOUTH OSY OSY 892 & 885	

Acct Code

	CUMULATIVE COST TO DATE				Grant Balance Remaining	Grant Percentage expended
	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)		
Administration:						
Salaries	\$ 337,246.00	\$ 28,788.31	\$ 42,468.58	\$ 71,256.89	\$265,989.11	21.13%
Payroll Taxes	\$ 28,700.00	\$ 1,748.20	\$ 3,140.59	\$ 4,888.79	\$23,811.21	17.03%
Fringes and WorkComp	\$ 37,434.00	\$ 1,688.83	\$ 5,020.15	\$ 6,688.98	\$30,745.02	17.87%
Total Personnel Expenses	\$ 403,380.00	\$ 32,205.34	\$ 50,629.32	\$ 82,834.66	\$320,545.34	20.54%
Operating Expenses:						
Mileage & Travel	\$ 21,083.00	\$ 136.79	\$ 657.74	\$ 794.53	\$20,288.47	3.77%
Telephone & Cell Phones	\$ 5,557.00	\$ 435.78	\$ 913.97	\$ 1,349.75	\$4,207.25	24.29%
Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00	0.00%
Client Supplies & Assessments	\$ 9,918.00	\$ 3,779.12	\$ -	\$ 3,779.12	\$6,138.88	38.10%
Office Supplies(excludes PPE)	\$ 4,443.00	\$ 74.64	\$ 545.14	\$ 619.78	\$3,823.22	13.95%
Outreach & Public Relations	\$ 7,811.00	\$ -	\$ 120.56	\$ 120.56	\$7,690.44	1.54%
Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
Reimbursable Equipment	\$ 4,787.00	\$ -	\$ 318.03	\$ 318.03	\$4,468.97	6.64%
Resource Sharing Allocation	\$ 9,197.00	\$ -	\$ 559.47	\$ 559.47	\$8,637.53	6.08%
Insurance	\$ 3,849.00	\$ 41.90	\$ 517.03	\$ 558.93	\$3,290.07	14.52%
Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
Annual Audit	\$ 1,410.00	\$ -	\$ -	\$ -	\$1,410.00	0.00%
Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 14,398.00	\$ -	\$ 4,148.04	\$ 4,148.04	\$10,249.96	28.81%
Other Professional Services(Exp. App Hosting)	\$ 7,475.00	\$ 155.61	\$ 624.19	\$ 779.80	\$6,695.20	10.43%
Subtotal Personnel & Operating expenses	\$ 493,315.00	\$ 36,829.18	\$ 59,033.49	\$ 95,862.67	\$397,452.33	19.43%
Indirect Cost	\$ 48,197.00	\$ 3,598.21	\$ 4,221.56	\$ 7,819.77	\$40,377.22	16.22%
Management Fee	\$ 53,858.00	\$ 4,515.58	\$ 13,546.74	\$ 18,062.32	\$35,795.68	33.54%
Total Operating expenses	\$ 595,370.00	\$ 44,942.97	\$ 76,801.79	\$ 121,744.76	\$473,625.23	20.45%
Participant Expenses						
Work Experience	\$ 193,423.00	\$ 4,518.54	\$ 8,684.86	\$ 13,203.40	\$180,219.60	6.83%
Instructional Training	\$ 80,949.00	\$ -	\$ 610.00	\$ 610.00	\$80,339.00	0.75%
Customer Support service	\$ 147,803.00	\$ 492.00	\$ 1,500.81	\$ 1,992.81	\$145,810.19	1.35%
Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
On The Job Training	\$ 20,839.00	\$ -	\$ -	\$ -	\$20,839.00	0.00%
Client Awards / Incentives	\$ 15,745.00	\$ -	\$ 800.00	\$ 800.00	\$14,945.00	5.08%
5% WEX Markup	\$ 9,671.00	\$ 225.93	\$ 445.08	\$ 671.01	\$9,000.00	6.94%
Total Participant Expenses	\$ 468,430.00	\$ 5,236.47	\$ 12,040.75	\$ 17,277.22	\$451,152.78	3.69%
Total	\$ 1,063,900.00	\$ 50,179.44	\$ 88,842.54	\$ 139,021.98	\$924,778.02	13.07%
Total WIOA YOUTH OSY GRANT COST	\$ 1,063,900.00	\$ 50,179.44	\$ 88,842.54	\$ 139,021.98	\$924,778.02	13.07%

WEP - 20%
Expected
Expenditure

Staff Wages	\$	5,762.69	\$	9,598.59	\$	15,361.28
Client Wage Subsidy (WEP)	\$	4,146.17	\$	7,955.63	\$	12,101.80
Client Wage Taxes	\$	357.44	\$	945.69	\$	1,303.13
WEX Markup 5%	\$	225.93	\$	445.08	\$	671.01
On the Job Training	\$	-	\$	-	\$	-
Client Awards / Incentives	\$	-	\$	450.00	\$	450.00
Credit Back to Board for WEX	\$	-	\$	-	\$	-

WEP - 20%
Expected
Expenditure

Total WEP Expenditures	\$	10,492.23	\$	19,394.99	\$	29,887.22	21.50%
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SECTION V. I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligator are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.	
Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
Approved By(signature):	Date signed: 11/12/2021 Typed Name & Title:
Kendra M. Schaapveld	Project Director: Kendra Schaapveld
	Date Signed:

Kendra M. Schaapveld 11/12/2021

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor Mississippi Valley Workforce Area GRANT NO: PROJECT/ACTIVITY RAPID RESPONSE - Grant RAPID RESPONSE Invoice Number 37026-1021-RAPID RESPONSE
GRANT PERIOD: 9/1/2020	8/31/2021	
REPORT PERIOD: 10/1/2021	10/31/2021	
RAPID RESPONSE - Total Grant	Rapid Response 894	

Acct Code	SECTION II. EXPENDITURES					
	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
Administration:						
60110-60190 exclude 60190	Salaries	\$ 36,933.00	\$ -	\$ 37,753.58	\$ 37,753.58	(\$820.58) 102.22%
60310-60330	Payroll Taxes	\$ 2,825.00	\$ -	\$ 2,069.64	\$ 2,069.64	\$755.36 73.26%
60610-60650	Fringes and WorkComp	\$ 5,374.00	\$ -	\$ 1,960.36	\$ 1,960.36	\$3,413.64 36.48%
	Total Personnel Expenses	\$ 45,132.00	\$ -	\$ 41,783.58	\$ 41,783.58	\$3,348.42 92.58%
Operating Expenses:						
60850	Mileage & Travel	\$ 2,080.00	\$ -	\$ 813.43	\$ 813.43	\$1,266.57 39.11%
62115	Telephone & Cell Phones	\$ 1,120.86	\$ -	\$ 1,120.86	\$ 1,120.86	\$0.00 100.00%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63110	Client Supplies & Assessments	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63130	Office Supplies (includes PPE)	\$ 1,612.09	\$ -	\$ 1,150.23	\$ 1,150.23	\$461.86 71.35%
62830	Outreach & Public Relations	\$ 2,288.89	\$ 1,150.00	\$ 4,477.82	\$ 5,627.82	\$ (4.93) 100.00%
62830	Reclass from Reimbursable Equipment	\$ 935.00	\$ -	\$ -	\$ -	\$ -
62830	Reclass from Reimbursable Equipment	\$ 1,249.00	\$ -	\$ -	\$ -	\$ -
62830	Reclass from Reimbursable Equipment	\$ 1,150.00	\$ -	\$ -	\$ -	\$ -
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 14,827.39	\$ -	\$ 7,696.37	\$ 7,696.37	\$ 7,131.02 60.00%
65610	Reclass to Outreach	\$ (935.00)	\$ -	\$ -	\$ -	\$ -
	Reclass to Outreach	\$ (1,249.00)	\$ -	\$ -	\$ -	\$ -
	Reclass to Outreach	\$ (1,150.00)	\$ -	\$ -	\$ -	\$ -
62510-62520	Resource Sharing Allocation	\$ 2,910.00	\$ -	\$ 555.33	\$ 555.33	\$2,354.67 19.08%
61745	Insurance	\$ 359.51	\$ -	\$ 344.12	\$ 344.12	\$15.39 95.72%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65544 , 65520, 65530	Emp Background test /drug screening, Training, Dues & Subs, etc.	\$ 1,115.26	\$ -	\$ 1,035.03	\$ 1,035.03	\$80.23 92.81%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)	\$ 554.00	\$ -	\$ 412.42	\$ 412.42	\$141.58 74.44%
	Subtotal Personnel & Operating expenses	\$ 72,000.00	\$ 1,150.00	\$ 59,389.19	\$ 60,539.19	\$11,460.81 84.08%
9.77%	Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Management Fee	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Total Operating expenses	\$ 72,000.00	\$ 1,150.00	\$ 59,389.19	\$ 60,539.19	\$11,460.81 84.08%
Participant Expenses						
65602	Work Experience	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67408	Instructional Training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67412	Customer Support service	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67422	On The Job Training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67418	Client Awards / Incentives	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Total Participant Expenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
	Total	\$ 72,000.00	\$ 1,150.00	\$ 59,389.19	\$ 60,539.19	\$11,460.81 84.08%
	Total RAPID RESPONSE GRANT COST	\$ 72,000.00	\$ 1,150.00	\$ 59,389.19	\$ 60,539.19	\$11,460.81 84.08%

SECTION V.
I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligations are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
Approved By(signature):	Date signed 11/12/2021 Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
<i>Kendra M. Schaapveld</i>	Date Signed:

11 / 12 / 2021

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222	Grantor GRANT NO: PROJECT/ACTIVITY Invoice Number	Mississippi Valley Workforce Area NDWG - Grant National Dislocated Worker Grant 37026-1021-NDWG
GRANT PERIOD: 1/1/2021 6/30/2022		
REPORT PERIOD: 10/1/2021 10/31/2021		
NATIONAL DISLOCATED WORKER GRAN NDWG		

Acct Code	SECTION II. EXPENDITURES				CUMULATIVE COST TO DATE	
	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
	Administration:					
	Salaries	\$ 43,320.00	\$ 488.02	\$ 5,560.12	\$ 6,048.14	\$37,271.86 13.96%
	Payroll Taxes	\$ 3,313.98	\$ 146.22	\$ 313.05	\$ 459.27	\$2,854.71 13.86%
	Fringes and WorkComp	\$ 5,859.02	\$ -	\$ 216.85	\$ 216.85	\$5,642.17 3.70%
	Total Personnel Expenses	\$ 52,493.00	\$ 634.24	\$ 6,090.02	\$ 6,724.26	\$45,768.74 12.81%
	Operating Expenses:					
60850	Mileage & Travel	\$ 900.00	\$ -	\$ 6.25	\$ 6.25	\$893.75 0.69%
62115	Telephone & Cell Phones		\$ -	\$ -	\$ -	\$0.00 0.00%
65570	Postage		\$ -	\$ -	\$ -	\$0.00 0.00%
63110	Client Supplies & Assessments		\$ -	\$ -	\$ -	\$0.00 0.00%
63130	Office Supplies(includes PPE)	\$ 689.00	\$ -	\$ 21.91	\$ 21.91	\$667.09 3.18%
62830	Outreach & Public Relations		\$ -	\$ -	\$ -	\$0.00 0.00%
62860	Job Fairs		\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment		\$ -	\$ -	\$ -	\$0.00 0.00%
62510-62520	Resource Sharing Allocation		\$ -	\$ -	\$ -	\$0.00 0.00%
61745	Insurance		\$ -	\$ -	\$ -	\$0.00 0.00%
64120	Business Taxes & Licenses		\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit		\$ -	\$ -	\$ -	\$0.00 0.00%
65544, 65520, 65530	Emp Background test /drug screening, Training, Dues & Subs, etc.		\$ -	\$ -	\$ -	\$0.00 0.00%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)		\$ -	\$ (0.03)	\$ (0.03)	\$0.03 0.00%
	Subtotal Personnel & Operating expense:	\$ 54,082.00	\$ 634.24	\$ 6,118.15	\$ 6,752.39	\$47,329.61 12.49%
9.77%	Indirect Cost	\$ 5,586.77	\$ 43.97	\$ 615.74	\$ 659.71	\$4,927.06 11.81%
	Management Fee	\$ 5,966.97	\$ 331.50	\$ 1,989.00	\$ 2,320.50	\$3,646.47 38.89%
	Total Operating expenses	\$ 65,635.74	\$ 1,009.71	\$ 8,722.89	\$ 9,732.60	\$55,903.14 14.83%
	Participant Expenses					
65602	Work Experience		\$ -	\$ -	\$ -	\$0.00 0.00%
67408	Instructional Training		\$ -	\$ -	\$ -	\$0.00 0.00%
67412	Customer Support service		\$ -	\$ -	\$ -	\$0.00 0.00%
67405	Incumbent Worker training		\$ -	\$ -	\$ -	\$0.00 0.00%
67422	On The Job Training	\$ 210,000.00	\$ 1,027.23	\$ 5,657.54	\$ 6,684.77	\$203,315.23 3.18%
67418	Client Awards / Incentives		\$ -	\$ -	\$ -	\$0.00 0.00%
	Total Participant Expenses	\$ 210,000.00	\$ 1,027.23	\$ 5,657.54	\$ 6,684.77	\$203,315.23 3.18%
	Total	\$ 275,635.74	\$ 2,036.94	\$ 14,380.43	\$ 16,417.37	\$259,218.37 5.96%
	Total NDWG GRANT COST	\$ 275,635.74	\$ 2,036.94	\$ 14,380.43	\$ 16,417.37	\$259,218.37 5.96%

SECTION V.
 I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligation are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By(signature):	Typed Name & Title: Cheryl Tipsword, Project Accountant
	Date signed: 11/12/2021
Approved By(signature):	Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
<i>Kendra M. Schaapveld</i> 11/12/2021	Date Signed:

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
MONTHLY FINANCIAL STATUS REPORT**

Grantor: **Mississippi Valley Workforce Area**
 PROJECT/ACTIVITY: **WIOA Grant - One Stop Operator**
 Invoice Number: **36347-1021-OSO**

GRANTEE NAME: **Equus Workforce Solutions**
 ADDRESS: **805 N Whittington Parkway Louisville, KY 40222**

GRANT PERIOD: **9/15/2021** to **9/15/2022**

REPORT PERIOD: **10/1/2021** to **10/31/2021**

WIOA SUMMARY - Total Grant: **OSO 898**

		CUMULATIVE COST TO DATE				Grant Balance Remaining	Grant Percentage Expended
		(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)		
SECTION II. EXPENDITURES							
Administration:							
	\$	63,100.00	\$ 5,502.17	\$ 3,231.20	\$ 8,733.37	\$54,366.63	13.84%
Salaries	\$	4,827.00	\$ 390.84	\$ 247.19	\$ 638.03	\$4,188.97	13.22%
Payroll Taxes	\$	7,239.00	\$ 443.72	\$ 492.77	\$ 936.49	\$6,302.51	12.94%
Fringes and WorkComp	\$	75,166.00	\$ 6,336.73	\$ 3,971.16	\$ 10,307.89	\$64,858.11	13.71%
Total Personnel Expenses:							
Mileage & Travel	\$	4,864.00	\$ 586.21	\$ -	\$ 586.21	\$4,277.79	12.05%
Telephone & Cell Phones	\$	900.00	\$ 75.00	\$ -	\$ 75.00	\$825.00	8.33%
Postage	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Client Supplies & Assessments	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Office Supplies(Includes PPE)	\$	420.00	\$ -	\$ 24.60	\$ 24.60	\$395.40	5.86%
Outreach & Public Relations	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Job Fairs	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Reimbursable Equipment	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Resource Sharing Allocation	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Insurance	\$	557.00	\$ 26.37	\$ -	\$ 26.37	\$530.63	4.73%
Business Taxes & Licenses	\$	-	\$ -	\$ -	\$ -	\$0.00	0.00%
Annual Audit	\$	200.00	\$ -	\$ -	\$ -	\$200.00	0.00%
Emp Background test /drug screening, Training, Dues & Subs, etc.	\$	531.00	\$ -	\$ -	\$ -	\$531.00	0.00%
Other Professional Services(ADP, App. Hosting)	\$	82.00	\$ 34.04	\$ 2.72	\$ 36.76	\$45.24	44.83%
Subtotal Personnel & Operating expenses	\$	82,720.00	\$ 7,058.35	\$ 3,998.48	\$ 11,056.83	\$71,663.17	13.37%
Indirect Cost	\$	8,082.00	\$ 689.60	\$ 390.65	\$ 1,080.25	\$7,001.75	13.37%
Management Fee	\$	9,080.00	\$ 756.67	\$ 376.32	\$ 1,134.99	\$7,945.01	12.50%
Total Operating expenses	\$	99,882.00	\$ 8,504.62	\$ 4,767.45	\$ 13,272.07	\$86,609.93	13.29%
Total WIOA OSO GRANT COST	\$	99,882.00	\$ 8,504.62	\$ 4,767.45	\$ 13,272.07	\$86,609.93	13.29%

Acct Code

60110-60190 exclude 60150

60310-60300

60810-60800

60850

62115

65570

63110

63130

62830

62860

65610

62510-62520

61745

64120

65120

65544, 65520, 65530

65125, 65126, 65130

9.77%

SECTION V

I certify that to the best of my knowledge and belief this report is correct and complete, that all outlays & unpaid obligation are for the purposes set forth in the Grant Agreement and that supporting documentation is available and will be retained FOR AUDIT.

Prepared By (signature):

Cheryl Tipsword, Project Accountant

Date signed

11/8/2021

Approved By (signature):

Robert Ryan - One Stop Operator

Robert Ryan

Date Signed:

11-10-21

WIOA ACCOUNTS PAYABLE PAYMENT REQUEST

Vendor Name: SEIRPC **Invoice Date:** 10/31/2021
Vendor Address: 211 N Gear Ave, Ste 100
 West Burlington, IA 52655

Description: SEIRPC wages, benefits and indirect costs for October 2021

✓
11/16

ACCOUNT	DESCRIPTION	CLASS		AMOUNT
		#	NAME	
899.710	Contractual Time October 2021 (85 hours)	95.10	Admin	\$5,202.02
TOTAL				\$5,202.02

*The e-mail with this constitutes the signature of the
 Mississippi Valley Workforce Area Executive Director
 And therefore approving the above expenses for payment.*

Be sure all supporting documents (invoices) included.


 SEIRPC Executive Director Signature

XX Lori
 Susan

**Southeast Iowa Regional Planning Commission
SEIRPC Personnel Expenses**

Accrual Basis

October 2021

Type	Date	Num	Memo	Class	Debit	Credit	Balance
700.00 · Personnel Expenses							
701.00 · Salaries							
General Journal	10/31/2021	22-1006	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	2,772.53		2,772.53
Total 701.00 · Salaries					2,772.53	0.00	2,772.53
702.00 · FICA - Employer's Share							
General Journal	10/31/2021	22-1006	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	196.94		196.94
Total 702.00 · FICA - Employer's Share					196.94	0.00	196.94
703.00 · IPERS - Employer's Share							
General Journal	10/31/2021	22-1006	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	256.43		256.43
Total 703.00 · IPERS - Employer's Share					256.43	0.00	256.43
705.00 · Employee Benefits							
General Journal	10/01/2021	22-1008	Monthly dental, vision, life, std, lt...	90 LOCAL:95.0 WIOA:95.10 A...	37.37		37.37
General Journal	10/31/2021	22-1006	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	686.71		724.08
Total 705.00 · Employee Benefits					724.08	0.00	724.08
Total 700.00 · Personnel Expenses					3,949.98	0.00	3,949.98
900.00 · INDIRECT COSTS							
General Journal	10/31/2021	22-1006	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	1,252.04		1,252.04
Total 900.00 · INDIRECT COSTS					1,252.04	0.00	1,252.04
TOTAL					5,202.02	0.00	5,202.02

85 hours

Financial Report ***October 2021***



Dear Mississippi Valley Workforce Area Board:

The accompanying statements of **Mississippi Valley Workforce Area** for Revenue and Expenses with Budgets for the four months ended **October 31, 2021**.

A compilation is limited to presenting, in the form of financial statements, information that is the representation of management. The statements have not been audited.

Lori Gilpin
Finance Director, SEIRPC
Fiscal Agent, WIOA - MVWA
Completed November 18, 2021

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Summary
For the Four Months Ending October 31, 2021

	Administration	Transition Funding	Adult Program	Dislocated Worker Program	NDWG Program	Youth Program Out of School	Youth Program In School	Rapid Response	One Stop Operator	Total thru October 2021	Total Annual Budget	Remaining Budget
WIOA Grant Revenues												
· WIOA Grant - Administration	68,653.61	-	-	-	-	-	-	-	-	68,653.61	473,726.54	405,072.93
· WIOA Grant - Transition Funding	-	504.63	-	-	-	-	-	-	-	504.63	2,059.66	1,555.03
· WIOA Grant - Adult	-	-	323,296.53	-	-	-	-	-	4,395.70	327,692.23	1,100,967.64	773,275.41
· WIOA Grant - Dislocated Workers	-	-	-	131,884.18	-	-	-	-	4,395.70	136,279.88	870,737.27	734,457.39
· WIOA Grant - NDWG	-	-	-	-	21,167.11	-	-	-	-	21,167.11	289,419.00	268,251.89
· WIOA Grant - Youth Out of School	-	-	-	-	-	149,952.46	-	-	2,240.34	152,192.80	1,341,173.17	1,188,980.38
· WIOA Grant - Youth In School	-	-	-	-	-	-	35,395.15	-	2,240.34	37,635.49	277,245.76	239,610.28
· WIOA Grant - Rapid Response	-	-	-	-	-	-	-	60,539.19	-	60,539.19	72,000.00	11,460.81
Total	68,653.61	504.63	323,296.53	131,884.18	21,167.11	149,952.46	35,395.15	60,539.19	13,272.07	804,664.93	4,427,329.04	3,622,664.11
WIOA Expenses												
· Board Salaries and Benefits	34,242.70	-	9,014.98	9,014.98	4,749.74	4,900.32	4,900.32	-	-	66,823.04	196,908.77	130,085.73
· Salaries	-	-	112,691.85	43,341.60	6,048.14	71,256.89	11,026.31	37,753.58	8,733.37	290,851.74	1,020,952.43	730,100.69
· Payroll Taxes	-	-	8,147.98	3,779.40	459.27	4,888.79	819.79	2,464.43	638.03	21,197.69	85,650.98	64,453.29
· Fringes and Worker's Comp	-	-	15,776.03	4,041.35	216.85	6,688.98	167.19	1,565.57	936.49	29,392.46	116,982.02	87,589.56
· Personnel Expenses	-	-	4,533.66	795.88	-	4,148.04	22.18	1,035.03	-	10,534.79	40,532.26	29,997.47
· Audit	-	-	168.95	-	-	-	-	-	-	168.95	4,138.00	3,969.05
· Fiscal Agent Costs	20,809.26	-	-	-	-	-	-	-	-	20,809.26	72,500.00	51,690.74
· Contractual Expenses	-	-	973.87	1,150.20	(0.03)	779.80	658.27	412.42	36.76	4,011.29	22,851.00	18,839.71
· Information Technology	1,805.38	-	-	-	-	-	-	-	-	1,805.38	2,801.99	996.61
· Legal Expenses	-	-	-	-	-	-	-	-	-	-	5,000.00	5,000.00
· Dues and Subscriptions	1,298.75	-	-	-	-	-	-	-	-	1,298.75	10,000.00	8,701.25
· Equipment Under \$5,000	1,899.67	-	4,158.31	3,159.06	-	318.03	48.65	7,696.37	-	17,280.09	31,422.24	14,142.15
· Administration/Management Fees	1,956.87	-	12,758.32	12,423.84	2,320.50	18,062.32	4,539.52	-	1,134.99	53,196.36	163,509.63	110,313.27
· Insurance	2,019.00	-	1,051.89	992.61	-	558.93	55.27	344.12	26.37	5,048.19	13,869.51	8,821.32
· Outreach Expense	325.00	-	4,968.89	914.95	-	120.56	16.40	5,627.82	-	11,973.62	65,729.15	53,755.53
· Meeting Expenses	66.53	-	-	-	-	-	-	-	-	66.53	2,500.00	2,433.47
· Postage and Printing	121.93	-	-	-	-	-	-	-	-	121.93	7,007.00	6,885.07
· Rent	300.00	-	10,519.17	10,519.17	-	6,030.17	6,030.17	-	-	33,398.68	111,050.00	77,651.32
· Client Supplies & Assessments	-	-	-	-	-	3,779.12	1,295.56	-	-	5,074.68	12,770.00	7,695.32
· Supplies	138.81	-	1,355.27	700.28	21.91	619.78	425.93	1,150.23	24.60	4,436.81	17,019.77	12,582.96
· Telephone Expense	61.50	-	1,515.12	650.95	-	1,349.75	64.93	1,120.86	75.00	4,838.11	17,389.86	12,551.75
· Resource Sharing Allocation	-	-	2,748.74	971.64	-	559.47	175.88	555.33	-	5,011.06	28,735.00	23,723.94
· Mileage & Travel Expenses	2,833.21	-	3,311.66	3,424.20	6.25	794.53	205.60	813.43	586.21	11,975.09	103,609.00	91,633.91
· Conferences and Training	775.00	504.63	-	-	-	-	-	-	-	1,279.63	15,371.86	14,092.23
· Participant Expenses	-	-	-	-	-	-	-	-	-	-	-	-
· Work Experience	-	-	11,348.34	-	-	13,420.18	3,160.92	-	-	27,929.44	288,851.00	260,921.56
· Instructional Training	-	-	82,403.80	17,240.00	-	610.00	-	-	-	100,253.80	449,449.00	349,195.20
· Customer Support Service	-	-	14,753.05	13,103.75	-	1,776.03	260.00	-	-	29,892.83	335,620.00	305,727.17
· Incumbent Worker Training	-	-	-	-	-	-	-	-	-	-	-	0.00
· On The Job Training	-	-	5,879.36	-	6,684.77	-	-	-	-	12,564.13	394,256.00	381,691.87
· Tuition	-	-	-	-	-	-	-	-	-	-	-	0.00
· Other Participant Education	-	-	-	-	-	-	-	-	-	-	-	0.00
· Incentives	-	-	-	-	-	800.00	175.00	-	-	975.00	22,503.00	21,528.00
· WEX 5% Mark-Up	-	-	567.41	-	-	671.01	158.05	-	-	1,396.47	14,443.00	13,046.53
· Other Expenses	-	-	-	-	-	-	-	-	-	-	162,572.55	162,572.55
· Indirect Costs	-	-	14,649.88	5,660.32	659.71	7,819.76	1,189.21	-	1,080.25	31,059.13	141,142.77	110,083.64
· Unbudgeted Grant	-	-	-	-	-	-	-	-	-	-	450,191.25	450,191.25
Total	68,653.61	504.63	323,296.53	131,884.18	21,167.11	149,952.46	35,395.15	60,539.19	13,272.07	804,664.93	4,427,329.04	3,622,664.11
Net	-	-	-	-	-	-	-	-	-	-	-	-

* Note: Life to date expenses for grants Rapid Response and NDWG

**Southeast Iowa Regional Planning Commission
Check Register - WIOA
October 2021**

Type	Date	Num	Name	Amount
Bill pmt - check	10/01/2021	10115	Bellevue Area Chamber of Commerce	75.00
Bill pmt - check	10/01/2021	10116	DeWitt Chamber & Development Company	504.63
Bill pmt - check	10/01/2021	10117	Equus Workforce Solutions	148,076.61
Bill pmt - check	10/01/2021	10118	Iowa Workforce Development Sublease	8,274.67
Bill pmt - check	10/01/2021	10119	Maquoketa Area Chamber of Commerce	125.00
Bill pmt - check	10/01/2021	10120	Miranda Swafford	183.68
Bill pmt - check	10/01/2021	10121	North Scott Eldridge Chamber of Commerce	49.25
Bill pmt - check	10/01/2021	10122	Phyllis Wood	286.91
Bill pmt - check	10/01/2021	10123	Southeast Iowa Regional Planning	9,495.35
Bill pmt - check	10/15/2021	10124	Chase Credit Card Services	3,067.90
Bill pmt - check	10/15/2021	10125	Greater Burlington Partnership	325.00
Bill pmt - check	10/15/2021	10126	Muscatine County	15,208.19
				185,672.19

Southeast Iowa Regional Planning Commission

**Cash Balance - WIOA
As of October 31, 2021**

Two Rivers Bank - checking account

-

**A/R Aging Summary - WIOA
As of October 31, 2021**

	Administration & Transition	Adult Program	Dislocated Worker Programs	Youth Programs	Rapid Response	TOTAL
State of Iowa - WIOA Grant	23,238.53	163,011.98	77,506.47	101,450.14	2,399.00	367,606.12
	<u>23,238.53</u>	<u>163,011.98</u>	<u>77,506.47</u>	<u>101,450.14</u>	<u>2,399.00</u>	<u>367,606.12</u>

**A/P Aging Summary - WIOA
As of October 31, 2021**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Chase Credit Card Services	1,565.56	-	-	-	-	1,565.56
Equus Workforce Solutions	171,881.70	158,261.27	-	-	-	330,142.97
Iowa Workforce Development Sublease	8,274.67	-	-	-	-	8,274.67
Miranda Swafford	484.26	-	-	-	-	484.26
Muscatine County	15,208.19	-	-	-	-	15,208.19
Phyllis Wood	616.56	-	-	-	-	616.56
Southeast Iowa Regional Planning	5,202.02	6,111.89	-	-	-	11,313.91
	<u>203,232.96</u>	<u>164,373.16</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>367,606.12</u>

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Administration
(Fiscal Agent, Board Staff & Board Expenses)
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	Administration Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	68,653.61	473,726.54	405,072.93	86%
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>68,653.61</u>	<u>473,726.54</u>	<u>405,072.93</u>	
WIOA Expenses				
· Board Salaries and Benefits	34,242.70	129,479.33	95,236.63	74%
· Salaries	-	-	-	
· Payroll Taxes	-	-	-	
· Fringes and Worker's Comp	-	-	-	
· Personnel Expenses	-	-	-	
· Audit	-	-	-	
· Fiscal Agent Costs	20,809.26	72,500.00	51,690.74	71%
· Contractual Expense	-	3,000.00	3,000.00	100%
· Information Technology	1,805.38	2,800.00	994.62	36%
· Legal Expenses	-	5,000.00	5,000.00	100%
· Dues and Subscriptions	1,298.75	10,000.00	8,701.25	87%
· Equipment Under \$5,000	1,899.67	3,000.00	1,100.33	37%
· Administration/Management Fees	1,956.87	5,814.66	3,857.79	66%
· Insurance	2,019.00	2,200.00	181.00	8%
· Outreach Expense	325.00	30,000.00	29,675.00	99%
· Meeting Expenses	66.53	2,500.00	2,433.47	97%
· Postage and Printing	121.93	7,000.00	6,878.07	98%
· Rent	300.00	-	(300.00)	
· Client Supplies & Assessments	-	-	-	
· Supplies	138.81	2,500.00	2,361.19	94%
· Telephone Expense	61.50	360.00	298.50	83%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	2,833.21	20,000.00	17,166.79	86%
· Conferences and Training	775.00	15,000.00	14,225.00	95%
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	-	-	-	
· Customer Support Service	-	-	-	
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	-	-	
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	162,572.55	162,572.55	100%
· Indirect Costs	-	-	-	
· Unbudgeted Grant	-	-	-	
Total	<u>68,653.61</u>	<u>473,726.54</u>	<u>405,072.93</u>	
Net	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Transition Funding
(Fiscal Agent, Board Staff & Board Expenses)
For the Four Months Ending October 31, 2021

	<u>Activity for July - Oct 2021</u>	<u>Transition Funding Budget</u>	<u>Remaining Budget</u>	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	504.63	2,059.66	1,555.03	75%
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>504.63</u>	<u>2,059.66</u>	<u>1,555.03</u>	
WIOA Expenses				
· Board Salaries and Benefits	-	0.01	0.01	100%
· Salaries	-	-	-	
· Payroll Taxes	-	-	-	
· Fringes and Worker's Comp	-	-	-	
· Personnel Expenses	-	-	-	
· Audit	-	-	-	
· Fiscal Agent Costs	-	-	-	
· Contractual Expense	-	-	-	
· Information Technology	-	1.99	1.99	100%
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	5.85	5.85	100%
· Administration/Management Fees	-	-	-	
· Insurance	-	-	-	
· Outreach Expense	-	1,677.26	1,677.26	100%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	-	2.69	2.69	100%
· Telephone Expense	-	-	-	
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	-	-	-	
· Conferences and Training	504.63	371.86	(132.77)	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	-	-	-	
· Customer Support Service	-	-	-	
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	-	-	
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	-	-	-	
· Unbudgeted Grant	-	-	-	
Total	<u>504.63</u>	<u>2,059.66</u>	<u>1,555.03</u>	
Net	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Adult Program
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	Adult Program Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	323,296.53	1,067,673.64	744,377.11	70%
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>323,296.53</u>	<u>1,067,673.64</u>	<u>744,377.11</u>	
WIOA Expenses				
· Board Salaries and Benefits	9,014.98	19,327.53	10,312.55	53%
· Salaries	112,691.85	219,479.00	106,787.15	49%
· Payroll Taxes	8,147.98	18,678.00	10,530.02	56%
· Fringes and Worker's Comp	15,776.03	25,459.00	9,682.97	38%
· Personnel Expenses	4,533.66	11,921.00	7,387.34	62%
· Audit	168.95	1,167.00	998.05	86%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	973.87	5,238.00	4,264.13	81%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	4,158.31	5,961.00	1,802.69	30%
· Administration/Management Fees	12,758.32	38,065.00	25,306.68	66%
· Insurance	1,051.89	3,187.00	2,135.11	67%
· Outreach Expense	4,968.89	10,942.00	5,973.11	55%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	10,519.17	35,000.00	24,480.83	70%
· Client Supplies & Assessments	-	150.00	150.00	100%
· Supplies	1,355.27	3,679.00	2,323.73	63%
· Telephone Expense	1,515.12	4,601.00	3,085.88	67%
· Resource Sharing Allocation	2,748.74	7,623.00	4,874.26	64%
· Mileage & Travel Expenses	3,311.66	30,754.00	27,442.34	89%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	11,348.34	63,622.00	52,273.66	82%
· Instructional Training	82,403.80	231,000.00	148,596.20	64%
· Customer Support Service	14,753.05	81,600.00	66,846.95	82%
· Incumbent Worker Training	-	-	-	
· On The Job Training	5,879.36	80,557.00	74,677.64	93%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	567.41	3,182.00	2,614.59	82%
· Other Expenses	-	-	-	
· Indirect Costs	14,649.88	33,879.00	19,229.12	57%
· Unbudgeted Grant	-	132,602.11	132,602.11	100%
Total	<u>323,296.53</u>	<u>1,067,673.64</u>	<u>744,377.11</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Dislocated Worker Program (DWP)
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	DWP Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	131,884.18	837,443.27	705,559.09	84%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>131,884.18</u>	<u>837,443.27</u>	<u>705,559.09</u>	
WIOA Expenses				
· Board Salaries and Benefits	9,014.98	19,327.53	10,312.55	53%
· Salaries	43,341.60	235,367.00	192,025.40	82%
· Payroll Taxes	3,779.40	20,030.00	16,250.60	81%
· Fringes and Worker's Comp	4,041.35	26,126.00	22,084.65	85%
· Personnel Expenses	795.88	9,428.00	8,632.12	92%
· Audit	-	923.00	923.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	1,150.20	4,880.00	3,729.80	76%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	3,159.06	5,132.00	1,972.94	38%
· Administration/Management Fees	12,423.84	37,141.00	24,717.16	67%
· Insurance	992.61	2,520.00	1,527.39	61%
· Outreach Expense	914.95	4,473.00	3,558.05	80%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	10,519.17	35,000.00	24,480.83	70%
· Client Supplies & Assessments	-	119.00	119.00	100%
· Supplies	700.28	2,909.00	2,208.72	76%
· Telephone Expense	650.95	3,639.00	2,988.05	82%
· Resource Sharing Allocation	971.64	6,678.00	5,706.36	85%
· Mileage & Travel Expenses	3,424.20	18,023.00	14,598.80	81%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	17,240.00	137,500.00	120,260.00	87%
· Customer Support Service	13,103.75	65,599.00	52,495.25	80%
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	82,860.00	82,860.00	100%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	5,660.32	33,242.00	27,581.68	83%
· Unbudgeted Grant	-	86,526.74	86,526.74	100%
Total	<u>131,884.18</u>	<u>837,443.27</u>	<u>705,559.09</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - National Dislocated Worker Grant (NDWG)
For the Life to Date Ending October 31, 2021

	<u>Life to Date Activity</u>	<u>NDWG Budget</u>	<u>Remaining Budget</u>	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	21,167.11	289,419.00	268,251.89	93%
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>21,167.11</u>	<u>289,419.00</u>	<u>268,251.89</u>	
WIOA Expenses				
· Board Salaries and Benefits	4,749.74	9,446.84	4,697.10	50%
· Salaries	6,048.14	43,321.43	37,273.29	86%
· Payroll Taxes	459.27	3,313.98	2,854.71	86%
· Fringes and Worker's Comp	216.85	5,859.02	5,642.17	96%
· Personnel Expenses	-	-	-	
· Audit	-	131.00	131.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	(0.03)	-	0.03	
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	-	-	
· Administration/Management Fees	2,320.50	5,966.97	3,646.47	61%
· Insurance	-	358.00	358.00	100%
· Outreach Expense	-	3,000.00	3,000.00	100%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	1,050.00	1,050.00	100%
· Client Supplies & Assessments	-	-	-	
· Supplies	21.91	484.99	463.08	95%
· Telephone Expense	-	-	-	
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	6.25	900.00	893.75	99%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	-	-	-	
· Customer Support Service	-	-	-	
· Incumbent Worker Training	-	-	-	
· On The Job Training	6,684.77	210,000.00	203,315.23	97%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	659.71	5,586.77	4,927.06	88%
· Unbudgeted Grant	-	-	-	
Total	<u>21,167.11</u>	<u>289,419.00</u>	<u>268,251.89</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Youth Program Out of School (YPOS)
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	Out of School Youth Program Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	149,952.46	1,324,526.17	1,174,573.71	89%
· WIOA Grant - Response	-	-	-	
Total	<u>149,952.46</u>	<u>1,324,526.17</u>	<u>1,174,573.71</u>	
WIOA Expenses				
· Board Salaries and Benefits	4,900.32	9,663.77	4,763.45	49%
· Salaries	71,256.89	337,246.00	265,989.11	79%
· Payroll Taxes	4,888.79	28,700.00	23,811.21	83%
· Fringes and Worker's Comp	6,688.98	37,434.00	30,745.02	82%
· Personnel Expenses	4,148.04	14,398.00	10,249.96	71%
· Audit	-	1,410.00	1,410.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	779.80	7,475.00	6,695.20	90%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	318.03	4,787.00	4,468.97	93%
· Administration/Management Fees	18,062.32	53,858.00	35,795.68	66%
· Insurance	558.93	3,849.00	3,290.07	85%
· Outreach Expense	120.56	7,811.00	7,690.44	98%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	7.00	7.00	100%
· Rent	6,030.17	20,000.00	13,969.83	70%
· Client Supplies & Assessments	3,779.12	9,918.00	6,138.88	62%
· Supplies	619.78	4,443.00	3,823.22	86%
· Telephone Expense	1,349.75	5,557.00	4,207.25	76%
· Resource Sharing Allocation	559.47	9,197.00	8,637.53	94%
· Mileage & Travel Expenses	794.53	21,083.00	20,288.47	96%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	13,420.18	193,423.00	180,002.82	93%
· Instructional Training	610.00	80,949.00	80,339.00	99%
· Customer Support Service	1,776.03	147,803.00	146,026.97	99%
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	20,839.00	20,839.00	100%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	800.00	15,745.00	14,945.00	95%
· WEX 5% Mark-Up	671.01	9,671.00	8,999.99	93%
· Other Expenses	-	-	-	
· Indirect Costs	7,819.76	48,197.00	40,377.24	84%
· Unbudgeted Grant	-	231,062.40	231,062.40	100%
Total	<u>149,952.46</u>	<u>1,324,526.17</u>	<u>1,174,573.71</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Youth Program In School (YPIS)
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	In School Youth Program Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	35,395.15	260,598.76	225,203.61	86%
· WIOA Grant - Response	-	-	-	
Total	<u>35,395.15</u>	<u>260,598.76</u>	<u>225,203.61</u>	
WIOA Expenses				
· Board Salaries and Benefits	4,900.32	9,663.76	4,763.44	49%
· Salaries	11,026.31	85,506.00	74,479.69	87%
· Payroll Taxes	819.79	7,277.00	6,457.21	89%
· Fringes and Worker's Comp	167.19	9,491.00	9,323.81	98%
· Personnel Expenses	22.18	3,139.00	3,116.82	99%
· Audit	-	307.00	307.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	658.27	1,622.00	963.73	59%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	48.65	1,043.00	994.35	95%
· Administration/Management Fees	4,539.52	13,584.00	9,044.48	67%
· Insurance	55.27	839.00	783.73	93%
· Outreach Expense	16.40	2,203.00	2,186.60	99%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	6,030.17	20,000.00	13,969.83	70%
· Client Supplies & Assessments	1,295.56	2,583.00	1,287.44	50%
· Supplies	425.93	969.00	543.07	56%
· Telephone Expense	64.93	1,212.00	1,147.07	95%
· Resource Sharing Allocation	175.88	2,327.00	2,151.12	92%
· Mileage & Travel Expenses	205.60	5,905.00	5,699.40	97%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	3,160.92	31,806.00	28,645.08	90%
· Instructional Training	-	-	-	
· Customer Support Service	260.00	40,618.00	40,358.00	99%
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	-	-	
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	175.00	6,758.00	6,583.00	97%
· WEX 5% Mark-Up	158.05	1,590.00	1,431.95	90%
· Other Expenses	-	-	-	
· Indirect Costs	1,189.21	12,156.00	10,966.79	90%
· Unbudgeted Grant	-	-	-	
Total	<u>35,395.15</u>	<u>260,598.76</u>	<u>225,203.61</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Rapid Response
For the Life to Date Ending October 31, 2021

	Life to Date Activity	Rapid Response Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	60,539.19	72,000.00	11,460.81	16%
Total	<u>60,539.19</u>	<u>72,000.00</u>	<u>11,460.81</u>	
WIOA Expenses				
· Board Salaries and Benefits	-	-	-	
· Salaries	37,753.58	36,933.00	(820.58)	
· Payroll Taxes	2,464.43	2,825.00	360.57	13%
· Fringes and Worker's Comp	1,565.57	5,374.00	3,808.43	71%
· Personnel Expenses	1,035.03	1,115.26	80.23	7%
· Audit	-	-	-	
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	412.42	554.00	141.58	26%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	7,696.37	11,493.39	3,797.02	33%
· Administration/Management Fees	-	-	-	
· Insurance	344.12	359.51	15.39	4%
· Outreach Expense	5,627.82	5,622.89	(4.93)	
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	1,150.23	1,612.09	461.86	29%
· Telephone Expense	1,120.86	1,120.86	-	0%
· Resource Sharing Allocation	555.33	2,910.00	2,354.67	81%
· Mileage & Travel Expenses	813.43	2,080.00	1,266.57	61%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	-	-	-	
· Customer Support Service	-	-	-	
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	-	-	
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	-	-	-	
· Unbudgeted Grant	-	-	-	
Total	<u>60,539.19</u>	<u>72,000.00</u>	<u>11,460.81</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - One Stop Operator (OSO)
For the Four Months Ending October 31, 2021

	Activity for July - Oct 2021	One Stop Operator Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	4,395.70	33,294.00	28,898.30	87%
· WIOA Grant - Dislocated Workers	4,395.70	33,294.00	28,898.30	87%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	4,480.67	33,294.00	28,813.33	87%
· WIOA Grant - Response	-	-	-	
Total	<u>13,272.07</u>	<u>99,882.00</u>	<u>86,609.93</u>	
WIOA Expenses				
· Board Salaries and Benefits	-	-	-	
· Salaries	8,733.37	63,100.00	54,366.63	86%
· Payroll Taxes	638.03	4,827.00	4,188.97	87%
· Fringes and Worker's Comp	936.49	7,239.00	6,302.51	87%
· Personnel Expenses	-	531.00	531.00	100%
· Audit	-	200.00	200.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	36.76	82.00	45.24	55%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	-	-	
· Administration/Management Fees	1,134.99	9,080.00	7,945.01	88%
· Insurance	26.37	557.00	530.63	95%
· Outreach Expense	-	-	-	
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	24.60	420.00	395.40	94%
· Telephone Expense	75.00	900.00	825.00	92%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	586.21	4,864.00	4,277.79	88%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	-	-	-	
· Customer Support Service	-	-	-	
· Incumbent Worker Training	-	-	-	
· On The Job Training	-	-	-	
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	1,080.25	8,082.00	7,001.75	87%
· Unbudgeted grant	-	-	-	
Total	<u>13,272.07</u>	<u>99,882.00</u>	<u>86,609.93</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	



Memo

To: Miranda Swafford
From: Susan Coffey and Lori Gilpin
Date: 10/6/2021
Re: WIOA Monitoring on Equus April 2021 Payroll

SEIRPC requested Payrolls to monitor for the month of April 2021 from Kendra at Equus on May 27, 2021.

Equus provided these payrolls to us on June 11, 2021. We reviewed the payrolls and requested for additional information from Kendra that would help us monitor these payrolls.

On August 12, 2021, we reviewed the payroll information and needed additional information and requested the Payroll Recon for the April 2021 Payroll. I attached what I was needing that was sent to me in October for that monitoring to help Kendra understand what I was requesting. Kendra responded back to me on August 12, 2021 and stated that they were in the process of training their new accountant and with the due date of the invoice fast approaching and training, they will have this information to us in the next week.

On August 19, 2021, Kendra sent me the information I requested to complete the Monitoring for the April Payrolls. After reviewing this information, we requested from Kendra on August 26, 2021, the Payroll Tax Analysis for the April Payroll so we had those numbers to match. On August 27, 2021, Kendra requested that we send to her what we received from the last payroll, so I sent that information to her. I had not received the information, so on September 8, 2021, I requested from Kendra the same information. On September 17, Kendra sent me the information I requested.

On October 5, 2021, we finally were able to sit down and review all the payroll information and everything reconciled.

The monitoring is complete and there is nothing Equus needs to provide us.

If you have any questions, please do not hesitate to contact Susan Coffey at (319) 753-4302 or by e-mail at scoffey@seirpc.com, or Lori Gilpin at (319) 753-4303 or by e-mail at lgilpin@seirpc.com.



MISSISSIPPI VALLEY WORKFORCE
DEVELOPMENT BOARD
550 S GEAR AVE STE 35
WEST BURLINGTON IA 52655-1040



BANK ACCOUNT STATEMENT

Statement Date: **10/29/2021**

Account No.: **28404033** Page: **1**

FREE BUSINESS CHECKING SUMMARY

Category	Number	Amount	Type : REG Status : Active
Balance Forward From 09/30/21		24,745.40	
Debits		0.00	
Ending Balance On 10/29/21		24,745.40	
Average Balance (Ledger)	24,745.40+		

DAILY BALANCE SUMMARY

Beginning Ledger Balance on 09/30/21 was 24,745.40

Date	Balance	Date	Balance	Date	Balance
10/29/21	24,745.40				

This Statement Cycle Reflects 29 Days

