



# Mississippi Valley Workforce Development Board

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## Finance Committee Meeting Agenda

Tuesday, December 21<sup>st</sup>, 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
*Nov Program Invoice	Kendra Schaapveld
*Nov One Stop Operator Invoice	Bob Ryan
*Fiscal Agent Invoice	Lori Gilpin
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](mailto:director@mississippivalleyworkforce.org) or at 319-759-8980



# Mississippi Valley Workforce Development Board

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## **Finance Committee Meeting**

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

**Members Present:** Cory Bergfeld, Lori Bassow, Bob Bartles, Joyce Stimpson (late), and Angela Rheingans (left early 3:35)

**Members Absent:** None

**CEOs Present:** Jim Irwin

**Staff Present:** Miranda Swafford Executive Director, Phyllis Wood Executive Assistant

**Fiscal Agent Staff:** Lori Gilpin and Susan Coffey

**Service Provider Staff Present:** Kendra Schaapveld – Title I Director and Bob Ryan – One-Stop Operator

**Guest:** none

### **CALLED TO ORDER**

Bassow called the meeting to order at 3:00 p.m.

### **QUORUM**

The committee had a quorum to conduct business.

### **EXCUSED ABSENCES**

None

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF PREVIOUS MEETING MINUTES**

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

### **FINANCIAL UPDATES**

Swafford reported Amendments A10 was fully executed adding carryover funds from PY20 and FY21. 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. Amendment A11 was fully executed adding FY22 funding of Adult Admin \$90,344.00, Adult Program \$813,100.00, DW Admin \$58,444.00, and DW Program \$526,001.00. New sub-lease amendment is awaiting Director Townsends signature with new monthly amount of \$8,189.25; was previously \$4,647.67.

**FISCAL AGENT MEMO**

Gilpin stated there were no significant discrepancies with the Equus invoices. Gilpin relayed the One-stop Operator invoices will look different because there are multiple funding streams supporting that contract. Swafford added the OSO agreement is on a different contract period than the programs as well. Gilpin asked if the committee would be interested in additional documentation that correlates back to participants served. Rheingans felt having that context would be helpful to understand the numbers but doesn't want the committee to make decisions about programming. Bartles felt the participant numbers would not be beneficial. Bergfeld added the participant numbers go beyond what the committee should take on and gets into the weeds. Bassow said it is something the committee could address in a future meeting. Coffey informed the committee her program dollars memo was in the packet and the carryover amounts for Admin are incorrect. She will have those corrected for the next meeting.

**EQUUS AGENDA INVOICE**

Schaapveld gave an overview of the Equus October Financial Status Reports for the Rapid Response, Adult/DW and Youth programs. Equus's expenses for the month of October were as follows: Adult \$81,702.31, DW \$21,711.79, Youth \$56,776.04, Rapid Response \$1,150.00, and NDWG \$2,036.94. Schaapveld reported the Adult salaries are higher because the time is allocated by customers served. The Career Navigators have been working more with Adult participants because there are additional funding streams serving the DW participants. Bartles motioned to approve the October invoices, seconded by Bergfeld, motion carried

**ONE STOP OPERATOR INVOICE**

Ryan presented the October invoice for \$8,504.62. Bartles motioned to approve the October invoice, seconded by Bergfeld, motion carried.

**FISCAL AGENT INVOICE**

Gilpin presented the October wage invoice of \$5,202.02 for 85 hours; Bergfeld motioned to approve the invoice, seconded by Rheingans, motion carried.

**FISCAL AGENT REPORTS**

Reports were not reviewed but included in the meeting packet. The cumulative amounts for each program were as follows: Admin \$68,653.61, Transition 504.63, Adult \$323,296.53, DW \$131,884.18, Youth Out of School \$149,952.46, Youth In School \$35,395.15, and Rapid Response \$60,539.19.

**MAY FINANCIAL MONITORING**

Coffey presented the financial monitoring SEIRPC conducted of Equus's April payroll. There were no findings. Bergfeld made a motion to approve the report, seconded by Bartles, motion carried.

**BANK ACCOUNT**

Swafford reported the account balance of \$24,745.40 consisting of Ticket to Work funds. The partners were asked to submit ideas for use of the funds. There will be a budget presented in January or February of 2022. Policies and procedures for allocating funds will also need to be developed. Bartles cautioned not to have an urgency to spend the funds as having unincumbered money is beneficial. Bartles suggested the funding be used as a match to grant funding to double their value.

**MEETING TIME REVIEW**

Swafford stated after the CEOs reviewed attendance, the CEOs asked that she query the committees about meeting times. Discussion indicated that moving the Finance committee meeting to 3:00 PM would work better for all committee members with only Rheingans not present for the conversation.

**OTHER BUSINESS**

Swafford announced Joni Dittmer has resigned from the Finance Committee due to her availability.

**PUBLIC COMMENT**

None

**ADJOURNED**

Bartles made a motion to adjourn the meeting, seconded by Bergfeld, motion carried, and the meeting was adjourned by Bassow at 3:56 p.m.

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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222	<b>Grantor:</b> Mississippi Valley Workforce Area <b>GRANT NO.:</b> <b>PROJECT/ACTIVITY:</b> WIOA Grant - Adult ADULT <b>Invoice Number:</b> 37026-1121-AD
<b>GRANT PERIOD:</b> 7/1/2021 to 6/30/2022	
<b>REPORT PERIOD:</b> 11/1/2021 to 11/30/2021	
<b>WIOA SUMMARY - Total Grant</b> ADULT(AD) 886	

Acct Code	SECTION II. EXPENDITURES	(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
	<b>Administration:</b>						
80110-80190 801049 80100	Salaries	\$ 219,479.00	\$ 24,941.34	\$ 112,891.85	\$ 137,833.19	\$81,845.81	62.71%
80310-80330	Payroll Taxes	\$ 18,878.00	\$ 1,884.23	\$ 8,147.98	\$ 10,032.21	\$8,645.79	53.71%
80610-80850	Fringes and WorkComp	\$ 25,459.00	\$ 3,049.19	\$ 15,376.03	\$ 18,825.22	\$6,633.78	73.94%
	<b>Total Personnel Expenses</b>	<b>\$ 263,816.00</b>	<b>\$ 29,874.76</b>	<b>\$ 136,615.86</b>	<b>\$ 166,490.62</b>	<b>\$97,125.38</b>	<b>63.16%</b>
	<b>Operating Expenses:</b>						
60850	Mileage & Travel	\$ 30,754.00	\$ 804.96	\$ 3,311.66	\$ 3,916.62	\$26,837.38	12.74%
62115	Telephone & Cell Phones	\$ 4,601.00	\$ 418.81	\$ 1,515.12	\$ 1,933.93	\$2,667.07	42.03%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63110	Client Supplies & Assessments	\$ 150.00	\$ -	\$ -	\$ -	\$150.00	0.00%
63130	Office Supplies(Includes PPE)	\$ 3,879.00	\$ 237.19	\$ 1,355.27	\$ 1,592.46	\$2,286.54	43.29%
62830	Outreach & Public Relations	\$ 12,942.00	\$ -	\$ 4,968.89	\$ 4,968.89	\$ 7,973.11	45.41%
	<b>Transfer from Outreach to Reimbursable Equipment</b>	<b>\$ (2,000.00)</b>					
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65610	Reimbursable Equipment	\$ 3,961.00	\$ 833.87	\$ 4,158.31	\$ 4,792.18	\$ 1,168.82	80.39%
	<b>Transfer to Reimbursable Equipment from Outreach</b>	<b>\$ 2,000.00</b>					
60510-62920	Resource Sharing Allocation	\$ 7,623.00	\$ 1,228.44	\$ 2,748.74	\$ 3,977.18	\$3,645.82	52.17%
61745	Insurance	\$ 3,187.00	\$ 125.01	\$ 1,051.89	\$ 1,176.90	\$2,010.10	36.93%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65120	Annual Audit	\$ 1,167.00	\$ -	\$ 168.95	\$ 168.95	\$998.05	14.48%
65544, 65530, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 11,921.00	\$ 2,418.95	\$ 4,533.66	\$ 6,952.61	\$4,968.39	58.32%
65126, 65128, 65130	Other Professional Services(ACP, App, Hosting, )	\$ 5,053.00	\$ 216.12	\$ 973.87	\$ 1,189.99	\$3,863.01	23.55%
	<b>Subtotal Personnel &amp; Operating expenses</b>	<b>\$ 348,654.00</b>	<b>\$ 35,758.11</b>	<b>\$ 161,402.22</b>	<b>\$ 197,160.33</b>	<b>\$151,493.67</b>	<b>56.55%</b>
9.77%	Indirect Cost	\$ 34,084.00	\$ 3,493.57	\$ 14,649.88	\$ 18,143.45	\$15,930.55	53.26%
	Management Fee	\$ 38,065.00	\$ 3,189.58	\$ 12,758.32	\$ 15,947.90	\$22,117.10	41.90%
	<b>Total Operating expenses</b>	<b>\$ 420,783.00</b>	<b>\$ 42,441.26</b>	<b>\$ 188,810.42</b>	<b>\$ 231,251.68</b>	<b>\$189,531.32</b>	<b>54.96%</b>
	<b>Participant Expenses</b>						
65602	Work Experience	\$ 63,622.00	\$ 8,954.94	\$ 11,348.34	\$ 20,303.28	\$43,278.72	31.91%
67408	Instructional Training	\$ 231,000.00	\$ 15,161.50	\$ 82,403.80	\$ 97,565.30	\$133,434.70	42.24%
67412	Customer Support service	\$ 81,600.00	\$ 6,156.09	\$ 14,753.05	\$ 20,909.14	\$60,690.86	25.62%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67422	On The Job Training	\$ 80,557.00	\$ 480.00	\$ 5,879.36	\$ 6,359.36	\$74,197.64	7.89%
	<b>5% WEX Markup</b>	<b>\$ 3,182.00</b>	<b>\$ 447.75</b>	<b>\$ 567.41</b>	<b>\$ 1,015.16</b>	<b>\$2,166.84</b>	<b>31.90%</b>
	<b>Total Participant Expenses</b>	<b>\$ 459,961.00</b>	<b>\$ 31,200.28</b>	<b>\$ 114,961.96</b>	<b>\$ 146,152.24</b>	<b>\$113,808.76</b>	<b>31.77%</b>
	<b>Total</b>	<b>\$ 880,744.00</b>	<b>\$ 73,641.53</b>	<b>\$ 303,762.39</b>	<b>\$ 377,403.91</b>	<b>\$303,340.08</b>	<b>43.86%</b>
	<b>Total WIOA Adult GRANT COST</b>	<b>\$ 880,744.00</b>	<b>\$ 73,641.53</b>	<b>\$ 303,762.39</b>	<b>\$ 377,403.91</b>	<b>\$303,340.08</b>	<b>42.83%</b>

<b>WEX 5% Markup</b>	Client Wage Subsidy & Client Wage Tax	\$ 8,954.94	\$ 11,348.34	\$ 20,303.28
	WEX Markup 5%	\$ 447.75	\$ 567.41	\$ 1,015.16
	<b>Total WEP Expenditures</b>	<b>\$ 9,402.69</b>	<b>\$ 11,915.75</b>	<b>\$ 21,318.44</b>

**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	12/9/2021
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	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:  
PROJECT/ACTIVITY: WIOA Grant - DW  
Invoice Number: 37026-1121-DW

GRANT PERIOD: 7/1/2021 to 6/30/2022

REPORT PERIOD: 11/1/2021 to 11/30/2021

WIOA SUMMARY - Total Grant Dislocated Worker(DW)  
888

**SECTION II. EXPENDITURES**

**CUMULATIVE COST TO DATE**

Acct Code	(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
<b>Administration:</b>						
80110-60180 include 90150	\$ 235,367.00	\$ 17,020.06	\$ 43,341.60	\$ 60,361.66	\$175,005.34	25.65%
80310-60330	\$ 20,030.00	\$ 1,285.81	\$ 3,779.40	\$ 5,065.21	\$14,964.79	25.29%
80810-60650	\$ 26,128.00	\$ 1,940.30	\$ 4,041.35	\$ 5,981.65	\$20,146.35	22.90%
	<b>\$ 281,523.00</b>	<b>\$ 20,246.17</b>	<b>\$ 51,162.35</b>	<b>\$ 71,408.52</b>	<b>\$210,114.48</b>	<b>25.37%</b>
<b>Operating Expenses:</b>						
60850	\$ 18,023.00	\$ 397.15	\$ 3,424.20	\$ 3,821.35	\$14,201.65	21.20%
62115	\$ 3,639.00	\$ 115.20	\$ 650.95	\$ 766.15	\$2,872.85	21.05%
65570	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63110	\$ 119.00	\$ -	\$ -	\$ -	\$119.00	0.00%
63130	\$ 2,909.00	\$ 161.88	\$ 700.28	\$ 862.16	\$2,046.84	29.64%
62830	\$ 6,473.00	\$ -	\$ 914.95	\$ 914.95	\$ 5,558.05	20.45%
	<b>\$ (2,000.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$0.00</b>	<b>0.00%</b>
62860	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65610	\$ 3,132.00	\$ 432.61	\$ 3,159.06	\$ 3,591.67	\$ 1,540.33	69.99%
	<b>\$ 2,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
62910-62920	\$ 6,678.00	\$ 838.40	\$ 971.64	\$ 1,810.04	\$4,867.96	27.10%
61745	\$ 2,520.00	\$ 85.32	\$ 992.61	\$ 1,077.93	\$1,442.07	42.78%
64120	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65120	\$ 923.00	\$ -	\$ -	\$ -	\$923.00	0.00%
65544, 65530, 65530	\$ 9,428.00	\$ 1,224.35	\$ 795.88	\$ 2,020.23	\$7,407.77	21.43%
65125, 65126, 65130	\$ 4,880.00	\$ 99.24	\$ 1,150.20	\$ 1,249.44	\$3,630.56	25.60%
	<b>\$ 340,247.00</b>	<b>\$ 23,600.32</b>	<b>\$ 63,922.12</b>	<b>\$ 87,522.44</b>	<b>\$252,724.56</b>	<b>25.72%</b>
9.77%	\$ 33,242.00	\$ 2,305.75	\$ 5,660.32	\$ 7,966.07	\$25,275.93	23.96%
	\$ 37,141.00	\$ 3,105.96	\$ 12,423.84	\$ 15,529.80	\$21,611.20	41.81%
	<b>\$ 410,630.00</b>	<b>\$ 29,012.03</b>	<b>\$ 82,006.28</b>	<b>\$ 111,018.31</b>	<b>\$299,611.69</b>	<b>27.04%</b>
<b>Participant Expenses</b>						
65602	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67408	\$ 137,500.00	\$ 20,643.79	\$ 17,240.00	\$ 37,883.79	\$99,616.21	27.55%
67412	\$ 65,599.00	\$ 4,235.60	\$ 13,103.75	\$ 17,339.35	\$48,259.65	26.43%
67405	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67422	\$ 82,860.00	\$ -	\$ -	\$ -	\$82,860.00	0.00%
	<b>\$ 285,959.00</b>	<b>\$ 24,879.39</b>	<b>\$ 30,343.75</b>	<b>\$ 55,223.14</b>	<b>\$230,735.86</b>	<b>19.31%</b>
<b>Total</b>	<b>\$ 696,589.00</b>	<b>\$ 53,891.42</b>	<b>\$ 112,350.03</b>	<b>\$ 166,241.45</b>	<b>\$530,347.55</b>	<b>23.87%</b>
<b>Total WIOA DW GRANT COST</b>	<b>\$ 696,589.00</b>	<b>\$ 53,891.42</b>	<b>\$ 112,350.03</b>	<b>\$ 166,241.45</b>	<b>\$530,347.55</b>	<b>23.87%</b>

**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:	12/9/2021
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222	<b>Grantor</b> <b>GRANT NO:</b> <b>PROJECT/ACTIVITY</b> <b>Invoice Number</b>	<b>Mississippi Valley Workforce Area</b> <b>WIOA Grant - ISY &amp; OSY</b> <b>YOUTH</b> <b>37026-1121-WIOA Youth</b>
<b>GRANT PERIOD:</b> 7/1/2021 6/30/2022		
<b>REPORT PERIOD:</b> 11/1/2021 11/30/2021		
<b>WIOA SUMMARY - Total Grant</b>	<b>YOUTH COMB</b>	
	<b>ISY 890 &amp; OSY 892/885</b>	

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)		
	<b>Administration:</b>						
80110-80190 include 80110	Salaries	\$ 422,752.00	\$ 26,199.55	\$ 82,283.20	\$ 108,482.75	\$314,269.25	28.66%
80210-80330	Payroll Taxes	\$ 35,977.00	\$ 1,933.80	\$ 5,708.58	\$ 7,642.38	\$29,334.62	21.24%
80910-80960	Fringes and WorkComp	\$ 46,925.00	\$ 1,844.21	\$ 6,856.17	\$ 8,700.38	\$38,224.62	18.54%
	<b>Total Personnel Expenses</b>	\$ 505,654.00	\$ 29,977.56	\$ 94,847.95	\$ 124,825.51	\$380,828.49	24.69%
	<b>Operating Expenses:</b>					\$0.00	
60850	Mileage & Travel	\$ 26,988.00	\$ 920.45	\$ 1,000.13	\$ 1,920.68	\$25,067.32	7.12%
62115	Telephone & Cell Phones	\$ 6,789.00	\$ 523.31	\$ 1,414.68	\$ 1,937.99	\$4,851.01	28.03%
65570	Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00	0.00%
63110	Client Supplies & Assessments	\$ 12,501.00	\$ -	\$ 5,074.68	\$ 5,074.68	\$7,426.32	40.53%
63130	Office Supplies(excludes FPE)	\$ 5,412.00	\$ 479.20	\$ 1,045.71	\$ 1,524.91	\$3,887.09	28.12%
62830	Outreach & Public Relations	\$ 10,014.00	\$ -	\$ 136.96	\$ 136.96	\$9,877.04	1.37%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65610	Reimbursable Equipment	\$ 5,830.00	\$ 850.28	\$ 366.68	\$ 1,216.96	\$4,613.04	20.87%
60110-60320	Resource Sharing Allocation	\$ 11,524.00	\$ 1,647.82	\$ 735.35	\$ 2,383.17	\$9,140.83	20.66%
61745	Insurance	\$ 4,688.00	\$ 481.01	\$ 614.20	\$ 1,095.21	\$3,592.79	23.16%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65120	Annual Audit	\$ 1,717.00	\$ -	\$ -	\$ -	\$1,717.00	0.00%
66544 66531 66532	Emp Background test drug screening, Training, Dues & Subs, etc.	\$ 17,537.00	\$ 2,406.38	\$ 4,170.22	\$ 6,578.60	\$10,958.40	37.50%
69125 69138 69139	Other Professional Services(adv. fee training)	\$ 9,097.00	\$ 373.44	\$ 1,438.07	\$ 1,811.51	\$7,285.49	19.81%
	<b>Subtotal Personnel &amp; Operating expenses</b>	\$ 617,738.00	\$ 37,659.45	\$ 110,844.63	\$ 148,504.08	\$469,233.92	24.04%
9.77%	Indirect Cost	\$ 60,352.99	\$ 3,679.33	\$ 9,008.98	\$ 12,688.31	\$47,664.68	21.02%
	Management Fee	\$ 67,442.00	\$ 5,650.46	\$ 22,601.84	\$ 28,252.30	\$34,789.70	41.09%
	<b>Total Operating expenses</b>	\$ 745,532.99	\$ 46,989.24	\$ 142,455.45	\$ 189,444.69	\$556,088.30	25.41%
	<b>Participant Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$0.00	
65602	Work Experience	\$ 225,229.00	\$ 7,633.40	\$ 16,364.32	\$ 23,997.72	\$201,231.28	10.65%
67408	Instructional Training	\$ 80,949.00	\$ 960.50	\$ 610.00	\$ 1,570.50	\$79,378.50	1.94%
67412	Customer Support service	\$ 188,421.00	\$ 363.50	\$ 2,252.83	\$ 2,616.33	\$185,804.67	1.39%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
67422	On The Job Training	\$ 20,839.00	\$ -	\$ -	\$ -	\$20,839.00	0.00%
67418	<b>Client Awards / Incentives</b>	\$ 22,503.00	\$ -	\$ 975.00	\$ 975.00	\$21,528.00	4.33%
	5% WEX Markup	\$ 11,261.00	\$ 370.83	\$ 629.06	\$ 629.06	\$10,631.94	10.66%
	<b>Total Participant Expenses</b>	\$ 448,202.00	\$ 9,328.23	\$ 21,031.21	\$ 30,359.44	\$417,842.56	9.03%
	<b>Total</b>	\$ 1,294,735.00	\$ 56,317.47	\$ 163,486.67	\$ 219,804.14	\$1,074,930.86	16.96%
	<b>Total YOUTH GRANT COST</b>	\$ 1,294,735.00	\$ 56,317.47	\$ 163,486.67	\$ 219,804.14	\$1,074,930.86	16.96%

<b>WEP - 20% Expected Expenditure</b>	Staff Wages - November 2021	\$	5,678.38	\$	23,786.84	\$	29,465.02
	Client Wage Subsidy (WEP)	\$	7,034.25	\$	15,038.78	\$	22,043.01
	Client Wage Taxes	\$	629.15	\$	1,526.80	\$	2,155.95
	WEX Markup 5%	\$	381.67	\$	910.61	\$	1,292.28
	On The Job Training	\$	-	\$	-	\$	-
	Client Awards / Incentives	\$	-	\$	625.00	\$	625.00
	<b>Credit Back to Board for WEX</b>	\$	-	\$	-	\$	-
<b>WEP - 20% Expected Expenditure</b>	<b>Total WEP Expenditures</b>	\$	13,693.45	\$	41,887.81	\$	55,581.26
						\$	43,960.83
							20%
						\$	11,620.43 over/(shortage)

**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):  

Typical Name & Title:	Cheryl Tipsword, Project Accountant
Date signed	12/9/2021

Approved By(signature):  

Typical Name & Title:	Kendra M. Schaapveid
Project Director	Kendra Schaapveid
Date Signed:	

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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222	<b>Grantor</b> <b>GRANT NO:</b> <b>PROJECT/ACTIVITY</b> <b>Invoice Number</b>	<b>Mississippi Valley Workforce Area</b> <b>WIOA Grant - IN School Youth</b> <b>YOUTH</b> <b>37026-1121-WIOA Youth</b>
<b>GRANT PERIOD:</b> 7/1/2021 6/30/2022		
<b>REPORT PERIOD:</b> 11/1/2021 11/30/2021		
<b>WIOA SUMMARY - Total Grant</b>	<b>YOUTH ISY</b>	
	<b>ISY 890 &amp; 884</b>	

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
<b>Administration:</b>						
80110-80130 60000 90150	Salaries	\$ 85,506.00	\$ 6,885.84	\$ 11,026.31	\$ 17,912.15	\$47,593.85 20.98%
80110-80130 60000 90150	Payroll Taxes	\$ 7,277.00	\$ 509.20	\$ 819.79	\$ 1,328.99	\$5,948.01 18.26%
80110-80050 60000 90050	Fringes and WorkComp	\$ 9,491.00	\$ 459.77	\$ 167.19	\$ 626.96	\$8,864.04 6.43%
	<b>Total Personnel Expenses</b>	<b>\$ 102,274.00</b>	<b>\$ 7,854.81</b>	<b>\$ 12,013.29</b>	<b>\$ 19,868.10</b>	<b>\$82,405.90 19.41%</b>
<b>Operating Expenses:</b>						
80850	Mileage & Travel	\$ 5,905.00	\$ 223.67	\$ 205.60	\$ 429.27	\$5,475.73 7.27%
82115	Telephone & Cell Phones	\$ 1,212.00	\$ 63.25	\$ 64.93	\$ 128.18	\$1,083.82 10.58%
85570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
83110	Client Supplies & Assessments	\$ 2,583.00	\$ -	\$ 1,295.56	\$ 1,295.56	\$1,287.44 50.16%
83130	Office Supplies(excludes PPE)	\$ 969.00	\$ 119.47	\$ 425.93	\$ 545.40	\$423.60 56.28%
82830	Outreach & Public Relations	\$ 2,203.00	\$ -	\$ 16.40	\$ 16.40	\$2,186.60 0.74%
82860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
85610	Reimbursable Equipment	\$ 1,043.00	\$ 211.99	\$ 48.66	\$ 260.64	\$782.36 24.99%
80110-80130 60000 90150	Resource Sharing Allocation	\$ 2,327.00	\$ 410.84	\$ 175.88	\$ 586.72	\$1,740.28 28.21%
61745	Insurance	\$ 839.00	\$ 119.92	\$ 55.27	\$ 175.19	\$663.81 20.88%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 307.00	\$ -	\$ -	\$ -	\$307.00 0.00%
80544 88330 88330	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 3,139.00	\$ 599.97	\$ 22.18	\$ 622.15	\$2,516.85 19.82%
81230 88128 88130	Other Professional Services(ACF, App Training)	\$ 1,622.00	\$ 53.99	\$ 658.27	\$ 712.26	\$909.74 43.91%
	<b>Subtotal Personnel &amp; Operating expenses</b>	<b>\$ 124,423.00</b>	<b>\$ 9,657.91</b>	<b>\$ 14,981.96</b>	<b>\$ 24,639.87</b>	<b>\$99,783.13 19.89%</b>
9.77%	Indirect Cost	\$ 12,156.00	\$ 943.58	\$ 1,189.21	\$ 2,132.79	\$10,023.21 37.55%
	Management Fee	\$ 13,584.00	\$ 1,134.88	\$ 4,539.52	\$ 5,674.40	\$7,909.60 41.77%
	<b>Total Operating expenses</b>	<b>\$ 150,163.00</b>	<b>\$ 11,736.37</b>	<b>\$ 20,710.69</b>	<b>\$ 32,447.06</b>	<b>\$117,715.94 21.61%</b>
<b>Participant Expenses</b>						
85602	Work Experience	\$ 31,806.00	\$ -	\$ 3,160.92	\$ 3,160.92	\$28,645.08 9.94%
87408	Instructional Training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
87412	Customer Support service	\$ 40,818.00	\$ 65.00	\$ 260.00	\$ 325.00	\$40,493.00 0.80%
87405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
87422	On The Job Training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
87418	Client Awards / Incentives	\$ 6,756.00	\$ -	\$ 175.00	\$ 175.00	\$6,581.00 2.59%
	5% WEX Markup	\$ 1,590.00	\$ -	\$ 158.05	\$ 158.05	\$1,431.95 9.94%
	<b>Total Participant Expenses</b>	<b>\$ 80,772.00</b>	<b>\$ 65.00</b>	<b>\$ 3,753.97</b>	<b>\$ 3,818.97</b>	<b>\$76,953.03 4.73%</b>
	<b>Total</b>	<b>\$ 230,935.00</b>	<b>\$ 11,801.37</b>	<b>\$ 24,464.65</b>	<b>\$ 36,266.03</b>	<b>\$194,668.97 15.70%</b>
	<b>Total WIOA YOUTH ISY GRANT COST</b>	<b>\$ 230,935.00</b>	<b>\$ 11,801.37</b>	<b>\$ 24,464.65</b>	<b>\$ 36,266.03</b>	<b>\$194,668.97 15.70%</b>

**WEP - 20%**

<b>Expected Expenditure</b>	Staff Wages	\$ 1,769.66	\$ 8,425.36	\$ 10,195.02
	Client Wage Subsidy (WEP)	\$ -	\$ 3,137.21	\$ 3,137.21
	Client Wage Taxes	\$ -	\$ 23.71	\$ 23.71
	WEX Markup 5% On the Job Training	\$ -	\$ 158.05	\$ 158.05
<b>WEP - 20% Expected Expenditure</b>	<b>Total WEP Expenditures</b>	<b>\$ 1,769.66</b>	<b>\$ 11,744.33</b>	<b>\$ 13,513.99</b>
				<b>37.26%</b>

**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: 12/09/21
Kendra M. Schaapveld	Typed Name & Title: Project Director Kendra Schaapveld
	Date Signed:



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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222		<b>Grantor</b> <b>GRANT NO:</b> <b>PROJECT/ACTIVITY</b> <b>Invoice Number</b>	<b>Mississippi Valley Workforce Area</b> <b>WIOA Grant - Out of School Youth</b> <b>YOUTH</b> <b>37026-1121-WIOA Youth</b>
<b>GRANT PERIOD:</b>	7/1/2021	6/30/2022	
<b>REPORT PERIOD:</b>	11/1/2021	11/30/2021	
<b>WIOA SUMMARY - Total Grant</b>	<b>YOUTH OSY</b> <b>OSY 892 &amp; 885</b>		

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)		
<b>SECTION II. EXPENDITURES</b>						
<b>Administration:</b>						
80110-80330	Salaries	\$ 337,246.00	\$ 19,313.71	\$ 71,256.89	\$ 90,570.60	\$246,675.40 24.86%
80210-80330	Payroll Taxes	\$ 28,700.00	\$ 1,424.60	\$ 4,888.79	\$ 6,313.39	\$22,386.61 22.05%
80910-80950	Fringes and WorkComp	\$ 37,434.00	\$ 1,384.44	\$ 6,888.98	\$ 8,073.42	\$29,360.58 21.57%
	<b>Total Personnel Expenses</b>	<b>\$ 403,380.00</b>	<b>\$ 22,122.75</b>	<b>\$ 82,834.66</b>	<b>\$ 104,957.41</b>	<b>\$298,422.59 24.02%</b>
<b>Operating Expenses:</b>						
60850	Mileage & Travel	\$ 21,083.00	\$ 696.78	\$ 794.53	\$ 1,491.31	\$19,591.69 7.07%
62115	Telephone & Cell Phones	\$ 5,557.00	\$ 460.06	\$ 1,349.75	\$ 1,809.81	\$3,747.19 32.57%
65570	Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00 0.00%
63110	Client Supplies & Assessments	\$ 9,918.00	\$ -	\$ 3,779.12	\$ 3,779.12	\$6,138.88 38.10%
63130	Office Supplies (includes PPE)	\$ 4,443.00	\$ 359.73	\$ 619.78	\$ 979.51	\$3,463.49 22.05%
62830	Outreach & Public Relations	\$ 7,811.00	\$ -	\$ 120.56	\$ 120.56	\$7,690.44 1.54%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 4,787.00	\$ 638.29	\$ 318.03	\$ 956.32	\$3,830.68 19.98%
62910-65200	Resource Sharing Allocation	\$ 9,197.00	\$ 1,236.98	\$ 559.47	\$ 1,796.45	\$7,400.55 19.53%
61745	Insurance	\$ 3,849.00	\$ 361.09	\$ 558.93	\$ 920.02	\$2,928.98 23.90%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 1,410.00	\$ -	\$ -	\$ -	\$1,410.00 0.00%
6554 65530, 65530	Emp Background test (drug screening, Training, Dues & Subs. etc.)	\$ 14,398.00	\$ 1,806.41	\$ 4,148.04	\$ 5,954.45	\$8,443.55 41.36%
65125 65128, 65130	Other Professional Services (ADP, Age Training)	\$ 7,475.00	\$ 319.45	\$ 779.80	\$ 1,099.25	\$6,375.75 14.71%
	<b>Subtotal Personnel &amp; Operating expenses</b>	<b>\$ 493,315.00</b>	<b>\$ 28,001.54</b>	<b>\$ 95,862.67</b>	<b>\$ 123,864.21</b>	<b>\$369,450.79 26.11%</b>
9.77%	Indirect Cost	\$ 48,197.00	\$ 2,735.75	\$ 7,819.77	\$ 10,555.52	\$37,641.48 21.90%
	Management Fee	\$ 53,858.00	\$ 4,515.58	\$ 18,662.32	\$ 22,577.90	\$31,280.10 41.90%
	<b>Total Operating expenses</b>	<b>\$ 595,370.00</b>	<b>\$ 35,252.87</b>	<b>\$ 121,744.76</b>	<b>\$ 156,997.63</b>	<b>\$473,625.24 26.37%</b>
<b>Participant Expenses</b>						
65602, 65603	Work Experience	\$ 193,423.00	\$ 7,633.40	\$ 13,203.40	\$ 20,836.80	\$172,586.20 10.77%
67408	Instructional Training	\$ 80,949.00	\$ 960.50	\$ 810.00	\$ 1,570.50	\$79,378.50 1.94%
67412	Customer Support service	\$ 147,803.00	\$ 298.50	\$ 1,992.81	\$ 2,291.31	\$145,511.69 1.54%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67422	On The Job Training	\$ 20,839.00	\$ -	\$ -	\$ -	\$20,839.00 0.00%
67418, 67420	Client Awards / Incentives	\$ 15,745.00	\$ -	\$ 800.00	\$ 800.00	\$14,945.00 5.08%
	5% WEX Markup	\$ 9,671.00	\$ 370.83	\$ 671.01	\$ 1,041.84	\$8,629.16 10.77%
	<b>Total Participant Expenses</b>	<b>\$ 468,430.00</b>	<b>\$ 9,263.23</b>	<b>\$ 17,277.22</b>	<b>\$ 26,540.45</b>	<b>\$441,889.55 5.67%</b>
	<b>Total</b>	<b>\$ 1,063,800.00</b>	<b>\$ 44,516.10</b>	<b>\$ 139,021.98</b>	<b>\$ 183,538.08</b>	<b>\$880,261.92 17.25%</b>
	<b>Total WIOA YOUTH OSY GRANT COST</b>	<b>\$ 1,063,800.00</b>	<b>\$ 44,516.10</b>	<b>\$ 139,021.98</b>	<b>\$ 183,538.08</b>	<b>\$880,261.92 17.25%</b>
<b>WEP - 20% Expected Expenditure</b>						
	Staff Wages	\$ -	\$ 3,908.72	\$ 15,361.28	\$ 19,270.00	
	Client Wage Subsidy (WEP)	\$ -	\$ 7,004.25	\$ 12,101.80	\$ 19,106.05	
	Client Wage Taxes	\$ -	\$ 629.15	\$ 1,303.13	\$ 1,932.28	
	WEX Markup 5%	\$ -	\$ 381.87	\$ 671.01	\$ 1,052.68	
	On the Job Training	\$ -	\$ -	\$ -	\$ -	
	Client Awards / Incentives	\$ -	\$ -	\$ 450.00	\$ 450.00	
	Credit Back to Board for WEX	\$ -	\$ -	\$ -	\$ -	
<b>WEP - 20% Expected Expenditure</b>	<b>Total WEP Expenditures</b>	<b>\$ -</b>	<b>\$ 11,923.79</b>	<b>\$ 29,887.22</b>	<b>\$ 41,811.01</b>	<b>22.78%</b>

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 Tipword, Project Accountant
Approved By (signature):	Date signed: 12/9/2021
Kendra M. Schaapveld	Typed Name & Title: Project Director Kendra Schaapveld
	Date Signed:

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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222	<b>Grantor</b> <b>GRANT NO:</b> <b>PROJECT/ACTIVITY</b>  <b>Invoice Number</b>	<b>Mississippi Valley Workforce Area</b>  <b>RAPID RESPONSE - Grant</b> <b>RAPID RESPONSE</b> <b>37026-1021-RAPID RESPONSE</b>
<b>GRANT PERIOD:</b> 9/1/2020  8/31/2021		
<b>REPORT PERIOD:</b> 11/1/2021 11/30/2021		
<b>RAPID RESPONSE - Total Grant</b>	<b>Rapid Response</b>	<b>894</b>

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
	<b>Administration:</b>					
60110-60190-60190	Salaries	\$ 36,933.00	\$ -	\$ 37,753.58	\$ 37,753.58	100.22%
60310-60330	Payroll Taxes	\$ 2,825.00	\$ -	\$ 2,069.64	\$ 2,069.64	73.26%
60610-60660	Fringes and WorkComp	\$ 5,374.00	\$ -	\$ 1,960.36	\$ 1,960.36	36.48%
	<b>Total Personnel Expenses</b>	<b>\$ 45,132.00</b>	<b>\$ -</b>	<b>\$ 41,783.58</b>	<b>\$ 41,783.58</b>	<b>92.58%</b>
	<b>Operating Expenses:</b>					
60850	Mileage & Travel	\$ 2,080.00	\$ -	\$ 813.43	\$ 813.43	39.11%
62115	Telephone & Cell Phones	\$ 1,120.86	\$ -	\$ 1,120.86	\$ 1,120.86	100.00%
65570	Postage	\$ -	\$ -	\$ -	\$ -	0.00%
63110	Client Supplies & Assessments	\$ -	\$ -	\$ -	\$ -	0.00%
63130	Office Supplies (includes PPE)	\$ 1,612.09	\$ -	\$ 1,150.23	\$ 1,150.23	71.35%
62830	Outreach & Public Relations	\$ 2,288.89	\$ 3,896.49	\$ 5,627.82	\$ 9,524.31	209.28%
62830	Transfer from Reimbursable Equipment	\$ 935.00	\$ -	\$ -	\$ -	0.00%
62830	Transfer from Reimbursable Equipment	\$ 1,249.00	\$ -	\$ -	\$ -	0.00%
62830	Transfer from Reimbursable Equipment	\$ 1,150.00	\$ -	\$ -	\$ -	0.00%
62830	Transfer from Reimbursable Equipment	\$ 3,797.02	\$ -	\$ -	\$ -	0.00%
65610	Transfer from Resource Sharing	\$ 500.00	\$ -	\$ -	\$ -	0.00%
65610	Reimbursable Equipment	\$ 14,827.39	\$ -	\$ 7,696.37	\$ 7,696.37	60.00%
65610	Transfer to Outreach	\$ (935.00)	\$ -	\$ -	\$ -	0.00%
65610	Transfer to Outreach	\$ (1,249.00)	\$ -	\$ -	\$ -	0.00%
65610	Transfer to Outreach	\$ (1,150.00)	\$ -	\$ -	\$ -	0.00%
65610	Transfer to Outreach	\$ (3,797.02)	\$ -	\$ -	\$ -	0.00%
62910-62930	Resource Sharing Allocation	\$ 2,910.00	\$ -	\$ 555.33	\$ 555.33	19.08%
61745	Transfer to Outreach	\$ (500.00)	\$ -	\$ -	\$ -	0.00%
61745	Insurance	\$ 359.51	\$ -	\$ 344.12	\$ 344.12	95.72%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	0.00%
65120	Annual Audit	\$ -	\$ -	\$ -	\$ -	0.00%
65120	TEMP background test drug screening, training, DUES & Subs, etc.	\$ 1,115.26	\$ -	\$ 1,035.03	\$ 1,035.03	92.81%
65120	Other Professional Services (ACP, App Hosting)	\$ 554.00	\$ -	\$ 412.42	\$ 412.42	74.44%
	<b>Subtotal Personnel &amp; Operating expenses:</b>	<b>\$ 72,000.00</b>	<b>\$ 3,896.49</b>	<b>\$ 60,539.19</b>	<b>\$ 64,435.68</b>	<b>89.49%</b>
9.77%	Indirect Cost	\$ -	\$ -	\$ -	\$ -	0.00%
	Management Fee	\$ -	\$ -	\$ -	\$ -	0.00%
	<b>Total Operating expenses</b>	<b>\$ 72,000.00</b>	<b>\$ 3,896.49</b>	<b>\$ 60,539.19</b>	<b>\$ 64,435.68</b>	<b>89.49%</b>
	<b>Participant Expenses</b>					
65602	Work Experience	\$ -	\$ -	\$ -	\$ -	0.00%
67408	Instructional Training	\$ -	\$ -	\$ -	\$ -	0.00%
67412	Customer Support service	\$ -	\$ -	\$ -	\$ -	0.00%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	0.00%
67422	On The Job Training	\$ -	\$ -	\$ -	\$ -	0.00%
67418	Client Awards / Incentives	\$ -	\$ -	\$ -	\$ -	0.00%
	<b>Total Participant Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
	<b>Total</b>	<b>\$ 72,000.00</b>	<b>\$ 3,896.49</b>	<b>\$ 60,539.19</b>	<b>\$ 64,435.68</b>	<b>89.49%</b>
	<b>Total RAPID RESPONSE GRANT COST</b>	<b>\$ 72,000.00</b>	<b>\$ 3,896.49</b>	<b>\$ 60,539.19</b>	<b>\$ 64,435.68</b>	<b>89.49%</b>

**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: 12/9/2021
Kendra M. Schaapveld	Typed Name & Title: Project Director Kendra Schaapveld
	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  
NDWG - Grant  
National Dislocated Worker Grant  
37026-1021-NDWG

GRANT PERIOD:  
1/1/2021 6/30/2022

Invoice Number

REPORT PERIOD:  
11/1/2021 11/30/2021

NATIONAL DISLOCATED WORKER GRAN NDWG

**SECTION II. EXPENDITURES**

**CUMULATIVE COST TO DATE**

Acct Code

60110-60190 exclude  
60150  
60310-60330  
60610-60650

60850  
62115  
65570  
63110  
63130  
62830  
62860  
65610  
62510-62520  
61745  
64120  
65120

69544, 69520, 69530  
69125, 69128, 69130

9.77%

	(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
<b>Administration:</b>						
Salaries	\$ 43,320.00	\$ 793.38	\$ 6,048.14	\$ 6,841.52	\$36,478.48	15.79%
Payroll Taxes	\$ 3,313.98	\$ 60.69	\$ 459.27	\$ 519.96	\$2,794.02	15.69%
Fringes and WorkComp	\$ 5,859.02	\$ -	\$ 216.85	\$ 216.85	\$5,642.17	3.70%
<b>Total Personnel Expenses</b>	<b>\$ 52,493.00</b>	<b>\$ 854.07</b>	<b>\$ 6,724.26</b>	<b>\$ 7,578.33</b>	<b>\$44,914.67</b>	<b>14.44%</b>
<b>Operating Expenses:</b>						
Mileage & Travel	\$ 900.00	\$ -	\$ 6.25	\$ 6.25	\$893.75	0.69%
Telephone & Cell Phones		\$ -	\$ -	\$ -	\$0.00	0.00%
Postage		\$ -	\$ -	\$ -	\$0.00	0.00%
Client Supplies & Assessments		\$ -	\$ -	\$ -	\$0.00	0.00%
Office Supplies(includes PPE)	\$ 689.00	\$ -	\$ 21.91	\$ 21.91	\$667.09	3.18%
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		\$ -	\$ -	\$ -	\$0.00	0.00%
Business Taxes & Licenses		\$ -	\$ -	\$ -	\$0.00	0.00%
Annual Audit		\$ -	\$ -	\$ -	\$0.00	0.00%
Emp Background test /drug screening, Training, Dues & Subs, etc.		\$ -	\$ -	\$ -	\$0.00	0.00%
Other Professional Services(ADP, App Hosting)		\$ -	\$ (0.03)	\$ (0.03)	\$0.03	0.00%
<b>Subtotal Personnel &amp; Operating expense</b>	<b>\$ 54,082.00</b>	<b>\$ 854.07</b>	<b>\$ 6,752.39</b>	<b>\$ 7,606.46</b>	<b>\$46,475.54</b>	<b>14.06%</b>
Indirect Cost	\$ 5,586.77	\$ 83.44	\$ 659.71	\$ 743.15	\$4,843.62	13.30%
Management Fee	\$ 5,966.97	\$ 331.50	\$ 2,320.50	\$ 2,652.00	\$3,314.97	44.44%
<b>Total Operating expenses</b>	<b>\$ 65,635.74</b>	<b>\$ 1,269.01</b>	<b>\$ 9,732.60</b>	<b>\$ 11,001.61</b>	<b>\$54,634.13</b>	<b>16.76%</b>
<b>Participant Expenses</b>						
Work Experience		\$ -	\$ -	\$ -	\$0.00	0.00%
Instructional Training		\$ -	\$ -	\$ -	\$0.00	0.00%
Customer Support service		\$ -	\$ -	\$ -	\$0.00	0.00%
Incumbent Worker training		\$ -	\$ -	\$ -	\$0.00	0.00%
On The Job Training	\$ 210,000.00	\$ -	\$ 6,684.77	\$ 6,684.77	\$203,315.23	3.18%
<b>Client Awards / Incentives</b>		\$ -	\$ -	\$ -	\$0.00	0.00%
<b>Total Participant Expenses</b>	<b>\$ 210,000.00</b>	<b>\$ -</b>	<b>\$ 6,684.77</b>	<b>\$ 6,684.77</b>	<b>\$203,315.23</b>	<b>3.18%</b>
<b>Total</b>	<b>\$ 275,635.74</b>	<b>\$ 1,269.01</b>	<b>\$ 16,417.37</b>	<b>\$ 17,686.38</b>	<b>\$257,949.36</b>	<b>6.42%</b>
<b>Total NDWG GRANT COST</b>	<b>\$ 275,635.74</b>	<b>\$ 1,269.01</b>	<b>\$ 16,417.37</b>	<b>\$ 17,686.38</b>	<b>\$257,949.36</b>	<b>6.42%</b>

**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: 12/8/2021
Approved By(signature):	Typed Name & Title:
Kendra M. Schaapveld	Project Director Kendra Schaapveld
	Date Signed:

Handwritten signature of Kendra M. Schaapveld

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

<b>GRANTEE NAME:</b> Equus Workforce Solutions <b>ADDRESS:</b> 805 N Whittington Parkway Louisville, KY 40222		<b>Grantor</b> <b>GRANT NO:</b> <b>PROJECT/ACTIVITY</b>  <b>Invoice Number</b>	<b>Mississippi Valley Workforce Area</b>  <b>WIOA Grant - One Stop Operator</b> <b>One Stop Operator</b> <b>36347-1121-OSO</b>
<b>GRANT PERIOD:</b>	9/15/2021	9/15/2022	
<b>REPORT PERIOD:</b>	11/1/2021	11/30/2021	
<b>WIOA SUMMARY - Total Grant</b>		<b>OSO</b> 898	

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
	<b>Administration:</b>					
60110-60190 exclude 60150	Salaries	\$ 63,100.00	\$ 5,211.75	\$ 8,733.37	\$ 13,945.12	\$49,154.88 22.10%
60310-60330	Payroll Taxes	\$ 4,827.00	\$ 381.01	\$ 638.03	\$ 1,019.04	\$3,807.96 21.11%
60610-60650	Fringes and WorkComp	\$ 7,239.00	\$ 553.24	\$ 936.49	\$ 1,489.73	\$5,749.27 20.58%
	<b>Total Personnel Expenses</b>	<b>\$ 75,166.00</b>	<b>\$ 6,146.00</b>	<b>\$ 10,307.89</b>	<b>\$ 16,453.89</b>	<b>\$58,712.11 21.89%</b>
	<b>Operating Expenses:</b>					
60850	Mileage & Travel	\$ 4,864.00	\$ 785.80	\$ 586.21	\$ 1,372.01	\$3,491.99 28.21%
62115	Telephone & Cell Phones	\$ 900.00	\$ 75.00	\$ 75.00	\$ 150.00	\$750.00 16.67%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63110	Client Supplies & Assessments	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63130	Office Supplies(includes PPE)	\$ 420.00	\$ -	\$ 24.60	\$ 24.60	\$395.40 5.86%
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	\$ 557.00	\$ 45.58	\$ 26.37	\$ 71.95	\$485.05 12.92%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 200.00	\$ -	\$ -	\$ -	\$200.00 0.00%
65544 , 65520, 65530	Emp Background test /drug screening, Training, Dues & Subs, etc.	\$ 531.00	\$ -	\$ -	\$ -	\$531.00 0.00%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting )	\$ 82.00	\$ 31.94	\$ 36.76	\$ 68.70	\$13.30 83.78%
	<b>Subtotal Personnel &amp; Operating expenses</b>	<b>\$ 82,720.00</b>	<b>\$ 7,084.32</b>	<b>\$ 11,056.83</b>	<b>\$ 18,141.15</b>	<b>\$64,578.85 21.93%</b>
9.77%	Indirect Cost	\$ 8,082.00	\$ 692.14	\$ 1,080.25	\$ 1,772.39	\$6,309.61 21.93%
	Management Fee	\$ 9,080.00	\$ 756.67	\$ 1,134.99	\$ 1,891.66	\$7,188.34 20.83%
	<b>Total Operating expenses</b>	<b>\$ 99,882.00</b>	<b>\$ 8,533.13</b>	<b>\$ 13,272.07</b>	<b>\$ 21,805.20</b>	<b>\$78,076.80 21.83%</b>
	<b>Total WIOA OSO GRANT COST</b>	<b>\$ 99,882.00</b>	<b>\$ 8,533.13</b>	<b>\$ 13,272.07</b>	<b>\$ 21,805.20</b>	<b>\$78,076.80 21.83%</b>

**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: 12/7/2021
Approved By(signature): <i>Robert Ryan</i> Robert Ryan - One Stop Operator.	Typed Name & Title:  One Stop Operator Robert Ryan
	Date Signed: 12/10/2021



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

Accrual Basis

November 2021

COPY

Type	Date	Num	Memo	Class	Debit	Credit	Balance
<b>700.00 · Personnel Expenses</b>							
<b>701.00 · Salaries</b>							
General Journal	11/30/2021	22-1106	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	3,001.70		3,001.70
Total 701.00 · Salaries					3,001.70	0.00	3,001.70
<b>702.00 · FICA - Employer's Share</b>							
General Journal	11/30/2021	22-1106	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	214.91		214.91
Total 702.00 · FICA - Employer's Share					214.91	0.00	214.91
<b>703.00 · IPERS - Employer's Share</b>							
General Journal	11/30/2021	22-1106	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	278.48		278.48
Total 703.00 · IPERS - Employer's Share					278.48	0.00	278.48
<b>705.00 · Employee Benefits</b>							
General Journal	11/01/2021	22-1108	Monthly dental, vision, life, std, It...	90 LOCAL:95.0 WIOA:95.10 A...	57.56		57.56
General Journal	11/30/2021	22-1106	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	589.15		646.71
Total 705.00 · Employee Benefits					646.71	0.00	646.71
Total 700.00 · Personnel Expenses					4,141.80	0.00	4,141.80
<b>900.00 · INDIRECT COSTS</b>							
General Journal	11/30/2021	22-1106	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	1,306.95		1,306.95
Total 900.00 · INDIRECT COSTS					1,306.95	0.00	1,306.95
<b>TOTAL</b>					<b>5,448.75</b>	<b>0.00</b>	<b>5,448.75</b>

96.5



# Memo

**To:** Kendra Schaapveld, Miranda Swafford  
**From:** Susan Coffey, Lori Gilpin and Brittini Rahmus  
**Date:** 12/16/2021  
**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](mailto: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	\$39,931.42	\$0	\$0
Balance as of 11/31/21	\$0	\$68,098.58	\$171,263.00	\$148,788.00
Unspent Funds	\$0	\$68,098.58	\$171,263.00	\$148,788.00
Obligated Funds	\$0	\$68,098.58	\$171,263.00	\$148,788.00
Funds that can be carried over	\$0	\$68,098.58	\$171,263.00	\$148,788.00

**Admin - Transition:**

Budget	\$2,059.66
Drawn Amount to date	\$2,059.66
Balance as of 11/31/21	\$0
Unspent Funds	\$0
Obligated Funds	\$0

**Dislocated Workers:**

	FY21 Carryover	PY21	FY22
Budget	\$190,212.27	\$154,524.00	\$526,001.00
Expenditures to date	\$190,212.27	\$8,423.13	
Balance as of 11/31/21	\$0	\$146,100.87	\$526,001.00
Unspent Funds	\$0	\$146,100.87	\$526,001.00
Obligated Funds	\$0	\$146,100.87	\$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	\$121,930.23
Balance as of 11/31/21	\$0	\$0	\$691,169.77
Unspent Funds	\$0	\$0	\$691,169.77
Obligated Funds	\$0	\$0	\$691,169.77
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	\$52,429.72	\$0
Balance as of 11/31/21	\$119,104.28	\$303,583.75
Unspent Funds	\$119,104.28	\$303,583.75
Obligated Funds	\$119,104.28	\$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	\$202,546.14	\$0
Balance as of 11/31/21	\$30,003.79	\$910,751.25
Unspent Funds	\$30,003.79	\$910,751.25
Obligated Funds	\$30,003.79	\$910,751.25
Funds that can be carried over	\$0	\$182,150.25

**Youth Work Experience:**

	PY21 Expenses
Drawn Amount to date	\$254,975.86
Work Experience Expended by Equus	\$55,325.00
Work Experience Required	\$50,995.17

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

Work Experience Requirements have been met

**Rapid Response:**

Budget	\$72,000.00
Expenditures to date	\$64,435.68
Balance as of 11/31/21	\$7,564.32
Must be used by Dec. 2021	\$7,564.32
Funds that can be Carried overed	\$0

**NDWG - Program:**

Budget	\$275,637.17
Expenditures to date	\$17,686.38
Balance as of 11/31/21	\$257,950.79
Must be used by June 30, 2022	\$257,950.79
Funds that can be Carried overed	\$0

**NDWG - Administration:**

Budget	\$13,781.83
Expenditures to date	\$4,871.00
Balance as of 11/31/21	\$8,910.83
Must be used by June 30, 2022	\$8,910.83
Funds that can be Carried overed	\$0

# memo

## **Southeast Iowa Regional Planning Commission**

To: Mississippi Valley Workforce Development Board  
From: Lori Gilpin  
CC: Susan Coffey; Brittnei Rahmus; Mike Norris  
Date: 12/16/2021  
Re: November 2021

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Comments: We had another successful review of Equus' invoices. With the help of their notes and the additional time they take to ensure accuracy, this makes for a much smoother transaction.

I would suggest that any amounts that were overspent within a fund – i.e. Rapid Response for Salaries – we get that cleaned up for the December report since the funds expire December 31, 2021. I believe a reallocation of budget numbers by Equus on their December invoice will take care of the issue.

The Transition funds have the same issue with conferences and training being overspent and Outreach being underspent so I will have that cleaned up on the December report also.

# ***Financial Report*** ***November 2021***



Dear Mississippi Valley Workforce Area Board:

The accompanying statements of **Mississippi Valley Workforce Area** for Revenue and Expenses with Budgets for the five months ended **November 30, 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 December 16, 2021**

**Southeast Iowa Regional Planning Commission**  
**WIOA Statement of Revenue and Expenses - Summary**  
**For the Five Months Ending November 30, 2021**

	<b>Administration</b>	<b>Transition Funding</b>	<b>Adult Program</b>	<b>Dislocated Worker Program</b>	<b>NDWG Program</b>	<b>Youth Program Out of School</b>	<b>Youth Program In School</b>	<b>Rapid Response</b>	<b>One Stop Operator</b>	<b>Total thru November 2021</b>	<b>Total Annual Budget</b>	<b>Remaining Budget</b>
<b>WIOA Grant Revenues</b>												
· WIOA Grant - Administration	88,298.78	-	-	-	-	-	-	-	-	88,298.78	473,726.54	385,427.76
· WIOA Grant - Transition Funding	-	2,059.66	-	-	-	-	-	-	-	2,059.66	2,059.66	0.00
· WIOA Grant - Adult	-	-	402,557.79	-	-	-	-	-	7,240.08	409,797.87	1,100,967.64	691,169.77
· WIOA Grant - Dislocated Workers	-	-	-	191,395.32	-	-	-	-	7,240.08	198,635.40	870,737.27	672,101.87
· WIOA Grant - NDWG	-	-	-	-	22,557.38	-	-	-	-	22,557.38	289,419.00	266,861.62
· WIOA Grant - Youth Out of School	-	-	-	-	-	197,461.43	-	-	3,662.52	201,123.95	1,341,173.17	1,140,049.22
· WIOA Grant - Youth In School	-	-	-	-	-	-	50,189.39	-	3,662.52	53,851.91	277,245.76	223,393.85
· WIOA Grant - Rapid Response	-	-	-	-	-	-	-	64,435.68	-	64,435.68	72,000.00	7,564.32
<b>Total</b>	<b>88,298.78</b>	<b>2,059.66</b>	<b>402,557.79</b>	<b>191,395.32</b>	<b>22,557.38</b>	<b>197,461.43</b>	<b>50,189.39</b>	<b>64,435.68</b>	<b>21,805.20</b>	<b>1,040,760.63</b>	<b>4,427,329.04</b>	<b>3,386,568.41</b>
<b>WIOA Expenses</b>												
· Board Salaries and Benefits	43,477.75	-	10,735.33	10,735.33	4,871.00	5,884.43	5,884.43	-	-	81,588.27	196,908.77	115,320.50
· Salaries	-	-	137,633.19	60,361.66	6,841.52	90,570.60	17,912.15	37,753.58	13,945.12	365,017.82	1,020,952.43	655,934.61
· Payroll Taxes	-	-	10,032.21	5,065.21	519.96	6,313.39	1,328.99	2,464.43	1,019.04	26,743.23	85,650.98	58,907.75
· Fringes and Worker's Comp	-	-	18,825.22	5,981.65	216.85	8,073.42	626.96	1,565.57	1,489.73	36,779.40	116,982.02	80,202.62
· Personnel Expenses	-	-	6,952.61	2,020.23	-	5,954.45	622.15	1,035.03	-	16,584.47	40,532.26	23,947.79
· Audit	-	-	168.95	-	-	-	-	-	-	168.95	4,138.00	3,969.05
· Fiscal Agent Costs	26,258.01	-	-	-	-	-	-	-	-	26,258.01	72,500.00	46,241.99
· Contractual Expenses	-	-	1,189.99	1,249.44	(0.03)	1,099.25	712.26	412.42	68.70	4,732.03	22,851.00	18,118.97
· Information Technology	2,405.97	-	-	-	-	-	-	-	-	2,405.97	2,801.99	396.02
· Legal Expenses	600.00	-	-	-	-	-	-	-	-	600.00	5,000.00	4,400.00
· Dues and Subscriptions	2,085.75	-	-	-	-	-	-	-	-	2,085.75	10,000.00	7,914.25
· Equipment Under \$5,000	2,038.76	-	4,792.18	3,591.67	-	956.32	260.64	7,696.37	-	19,335.94	27,625.22	8,289.28
· Administration/Management Fees	2,399.83	-	15,947.90	15,529.80	2,652.00	22,577.90	5,674.40	-	1,891.66	66,673.49	163,509.63	96,836.14
· Insurance	2,019.00	-	1,176.90	1,077.93	-	920.02	175.19	344.12	71.95	5,785.11	13,869.51	8,084.40
· Outreach Expense	325.00	1,555.03	4,968.89	914.95	-	120.56	16.40	9,524.31	-	17,425.14	70,026.17	52,601.03
· Meeting Expenses	66.53	-	-	-	-	-	-	-	-	66.53	2,500.00	2,433.47
· Postage and Printing	312.34	-	-	-	-	-	-	-	-	312.34	7,007.00	6,694.66
· Rent	-	-	14,418.54	14,418.54	-	8,038.93	8,038.93	-	-	44,914.94	111,050.00	66,135.06
· Client Supplies & Assessments	-	-	-	-	-	3,779.12	1,295.56	-	-	5,074.68	12,770.00	7,695.32
· Supplies	299.05	-	1,592.46	862.16	21.91	979.51	545.40	1,150.23	24.60	5,475.32	17,019.77	11,544.45
· Telephone Expense	76.80	-	1,933.93	766.15	-	1,809.81	128.18	1,120.86	150.00	5,985.73	17,389.86	11,404.13
· Resource Sharing Allocation	-	-	3,977.18	1,810.04	-	1,796.45	586.72	555.33	-	8,725.72	28,235.00	19,509.28
· Mileage & Travel Expenses	3,258.99	-	3,916.62	3,821.35	6.25	1,491.31	429.27	813.43	1,372.01	15,109.23	103,609.00	88,499.77
· Conferences and Training	2,675.00	504.63	-	-	-	-	-	-	-	3,179.63	15,371.86	12,192.23
· Participant Expenses	-	-	-	-	-	-	-	-	-	-	-	-
· Work Experience	-	-	20,303.28	-	-	21,053.58	3,160.92	-	-	44,517.78	288,851.00	244,333.22
· Instructional Training	-	-	97,565.30	37,883.79	-	1,570.50	-	-	-	137,019.59	449,449.00	312,429.41
· Customer Support Service	-	-	20,909.14	17,339.35	-	2,074.53	325.00	-	-	40,648.02	335,620.00	294,971.98
· Incumbent Worker Training	-	-	-	-	-	-	-	-	-	-	-	0.00
· On The Job Training	-	-	6,359.36	-	6,684.77	-	-	-	-	13,044.13	394,256.00	381,211.87
· 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	-	-	1,015.16	-	-	1,041.84	158.05	-	-	2,215.05	14,443.00	12,227.95
· Other Expenses	-	-	-	-	-	-	-	-	-	-	162,572.55	162,572.55
· Indirect Costs	-	-	18,143.45	7,966.07	743.15	10,555.51	2,132.79	-	1,772.39	41,313.36	141,142.77	99,829.41
· Unbudgeted Grant	-	-	-	-	-	-	-	-	-	-	450,191.25	450,191.25
<b>Total</b>	<b>88,298.78</b>	<b>2,059.66</b>	<b>402,557.79</b>	<b>191,395.32</b>	<b>22,557.38</b>	<b>197,461.43</b>	<b>50,189.39</b>	<b>64,435.68</b>	<b>21,805.20</b>	<b>1,040,760.63</b>	<b>4,427,329.04</b>	<b>3,386,568.41</b>
<b>Net</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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

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

<b>Type</b>	<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>
Bill pmt - check	11/05/2021	10127	Equus Workforce Solutions	158,261.27
Bill pmt - check	11/05/2021	10128	Iowa Workforce Development Sublease	8,274.67
Bill pmt - check	11/05/2021	10129	Miranda Swafford	203.89
Bill pmt - check	11/05/2021	10130	Southeast Iowa Regional Planning	6,111.89
Bill pmt - check	11/12/2021	10131	Chase Credit Card Services	1,565.56
Bill pmt - check	11/12/2021	10132	Miranda Swafford	114.61
Bill pmt - check	11/12/2021	10133	Muscatine County	15,208.19
Bill pmt - check	11/30/2021	10134	Miranda Swafford	165.76
Bill pmt - check	11/30/2021	10135	Phyllis Wood	719.88
				<b>190,625.72</b>

**Southeast Iowa Regional Planning Commission**

**Cash Balance - WIOA  
As of November 30, 2021**

Two Rivers Bank - checking account

-

**A/R Aging Summary - WIOA  
As of November 30, 2021**

	<b>Administration &amp; Transition</b>	<b>Adult Program</b>	<b>Dislocated Worker Programs</b>	<b>Youth Programs</b>	<b>Rapid Response</b>	<b>TOTAL</b>
State of Iowa - WIOA Grant	27,184.54	160,963.56	84,650.14	119,079.26	5,046.49	396,923.99
	<u>27,184.54</u>	<u>160,963.56</u>	<u>84,650.14</u>	<u>119,079.26</u>	<u>5,046.49</u>	<u><b>396,923.99</b></u>

**A/P Aging Summary - WIOA  
As of November 30, 2021**

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>&gt; 90</b>	<b>TOTAL</b>
Chase Credit Card Services	5,464.36	-	-	-	-	5,464.36
Equus Workforce Solutions	197,549.06	171,881.70	-	-	-	369,430.76
Iowa Workforce Development Sublease	11,816.26	-	-	-	-	11,816.26
LeClaire Chamber	100.00	-	-	-	-	100.00
Miranda Swafford	53.76	-	-	-	-	53.76
Muscatine County	15,208.19	-	-	-	-	15,208.19
North Scott Eldridge Chamber	197.00	-	-	-	-	197.00
Southeast Iowa Regional Planning	5,448.75	5,202.02	-	-	-	10,650.77
Wilton Chamber	155.00	-	-	-	-	155.00
	<u>235,992.38</u>	<u>177,083.72</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u><b>413,076.10</b></u>



**Southeast Iowa Regional Planning Commission**  
**WIOA Statement of Revenue and Expenses - Administration**  
**(Fiscal Agent, Board Staff & Board Expenses)**  
**For the Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>Administration Budget</b>	<b>Remaining Budget</b>	
WIOA Grant Revenues				
· WIOA Grant - Administration	88,298.78	473,726.54	385,427.76	81%
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>88,298.78</u>	<u>473,726.54</u>	<u>385,427.76</u>	
WIOA Expenses				
· Board Salaries and Benefits	43,477.75	129,479.33	86,001.58	66%
· Salaries	-	-	-	
· Payroll Taxes	-	-	-	
· Fringes and Worker's Comp	-	-	-	
· Personnel Expenses	-	-	-	
· Audit	-	-	-	
· Fiscal Agent Costs	26,258.01	72,500.00	46,241.99	64%
· Contractual Expense	-	3,000.00	3,000.00	100%
· Information Technology	2,405.97	2,800.00	394.03	14%
· Legal Expenses	600.00	5,000.00	4,400.00	88%
· Dues and Subscriptions	2,085.75	10,000.00	7,914.25	79%
· Equipment Under \$5,000	2,038.76	3,000.00	961.24	32%
· Administration/Management Fees	2,399.83	5,814.66	3,414.83	59%
· 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	312.34	7,000.00	6,687.66	96%
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	299.05	2,500.00	2,200.95	88%
· Telephone Expense	76.80	360.00	283.20	79%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	3,258.99	20,000.00	16,741.01	84%
· Conferences and Training	2,675.00	15,000.00	12,325.00	82%
· 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>88,298.78</u>	<u>473,726.54</u>	<u>385,427.76</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

**Southeast Iowa Regional Planning Commission**  
**WIOA Statement of Revenue and Expenses - Transition Funding**  
**(Fiscal Agent, Board Staff & Board Expenses)**  
**For the Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>Transition Funding Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	2,059.66	2,059.66	-	0%
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>2,059.66</u>	<u>2,059.66</u>	<u>0.00</u>	
<b>WIOA Expenses</b>				
· 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	1,555.03	1,677.26	122.23	7%
· 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>2,059.66</u>	<u>2,059.66</u>	<u>-</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

**Southeast Iowa Regional Planning Commission**  
**WIOA Statement of Revenue and Expenses - Adult Program**  
**For the Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>Adult Program Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	402,557.79	1,067,673.64	665,115.85	62%
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>402,557.79</u>	<u>1,067,673.64</u>	<u>665,115.85</u>	
<b>WIOA Expenses</b>				
· Board Salaries and Benefits	10,735.33	19,327.53	8,592.20	44%
· Salaries	137,633.19	219,479.00	81,845.81	37%
· Payroll Taxes	10,032.21	18,678.00	8,645.79	46%
· Fringes and Worker's Comp	18,825.22	25,459.00	6,633.78	26%
· Personnel Expenses	6,952.61	11,921.00	4,968.39	42%
· Audit	168.95	1,167.00	998.05	86%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	1,189.99	5,238.00	4,048.01	77%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	4,792.18	5,961.00	1,168.82	20%
· Administration/Management Fees	15,947.90	38,065.00	22,117.10	58%
· Insurance	1,176.90	3,187.00	2,010.10	63%
· Outreach Expense	4,968.89	10,942.00	5,973.11	55%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	14,418.54	35,000.00	20,581.46	59%
· Client Supplies & Assessments	-	150.00	150.00	100%
· Supplies	1,592.46	3,679.00	2,086.54	57%
· Telephone Expense	1,933.93	4,601.00	2,667.07	58%
· Resource Sharing Allocation	3,977.18	7,623.00	3,645.82	48%
· Mileage & Travel Expenses	3,916.62	30,754.00	26,837.38	87%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	20,303.28	63,622.00	43,318.72	68%
· Instructional Training	97,565.30	231,000.00	133,434.70	58%
· Customer Support Service	20,909.14	81,600.00	60,690.86	74%
· Incumbent Worker Training	-	-	-	
· On The Job Training	6,359.36	80,557.00	74,197.64	92%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	1,015.16	3,182.00	2,166.84	68%
· Other Expenses	-	-	-	
· Indirect Costs	18,143.45	33,879.00	15,735.55	46%
· Unbudgeted Grant	-	132,602.11	132,602.11	100%
Total	<u>402,557.79</u>	<u>1,067,673.64</u>	<u>665,115.85</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 Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>DWP Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	191,395.32	837,443.27	646,047.95	77%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>191,395.32</u>	<u>837,443.27</u>	<u>646,047.95</u>	
<b>WIOA Expenses</b>				
· Board Salaries and Benefits	10,735.33	19,327.53	8,592.20	44%
· Salaries	60,361.66	235,367.00	175,005.34	74%
· Payroll Taxes	5,065.21	20,030.00	14,964.79	75%
· Fringes and Worker's Comp	5,981.65	26,126.00	20,144.35	77%
· Personnel Expenses	2,020.23	9,428.00	7,407.77	79%
· Audit	-	923.00	923.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	1,249.44	4,880.00	3,630.56	74%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	3,591.67	5,132.00	1,540.33	30%
· Administration/Management Fees	15,529.80	37,141.00	21,611.20	58%
· Insurance	1,077.93	2,520.00	1,442.07	57%
· Outreach Expense	914.95	4,473.00	3,558.05	80%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	14,418.54	35,000.00	20,581.46	59%
· Client Supplies & Assessments	-	119.00	119.00	100%
· Supplies	862.16	2,909.00	2,046.84	70%
· Telephone Expense	766.15	3,639.00	2,872.85	79%
· Resource Sharing Allocation	1,810.04	6,678.00	4,867.96	73%
· Mileage & Travel Expenses	3,821.35	18,023.00	14,201.65	79%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	37,883.79	137,500.00	99,616.21	72%
· Customer Support Service	17,339.35	65,599.00	48,259.65	74%
· 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	7,966.07	33,242.00	25,275.93	76%
· Unbudgeted Grant	-	86,526.74	86,526.74	100%
Total	<u>191,395.32</u>	<u>837,443.27</u>	<u>646,047.95</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	22,557.38	289,419.00	266,861.62	92%
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>22,557.38</u>	<u>289,419.00</u>	<u>266,861.62</u>	
WIOA Expenses				
· Board Salaries and Benefits	4,871.00	9,446.84	4,575.84	48%
· Salaries	6,841.52	43,321.43	36,479.91	84%
· Payroll Taxes	519.96	3,313.98	2,794.02	84%
· 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	2,652.00	5,966.97	3,314.97	56%
· 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	743.15	5,586.77	4,843.62	87%
· Unbudgeted Grant	-	-	-	
Total	<u>22,557.38</u>	<u>289,419.00</u>	<u>266,861.62</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 Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>Out of School Youth Program Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	197,461.43	1,324,526.17	1,127,064.74	85%
· WIOA Grant - Response	-	-	-	
Total	<u>197,461.43</u>	<u>1,324,526.17</u>	<u>1,127,064.74</u>	
<b>WIOA Expenses</b>				
· Board Salaries and Benefits	5,884.43	9,663.77	3,779.34	39%
· Salaries	90,570.60	337,246.00	246,675.40	73%
· Payroll Taxes	6,313.39	28,700.00	22,386.61	78%
· Fringes and Worker's Comp	8,073.42	37,434.00	29,360.58	78%
· Personnel Expenses	5,954.45	14,398.00	8,443.55	59%
· Audit	-	1,410.00	1,410.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	1,099.25	7,475.00	6,375.75	85%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	956.32	4,787.00	3,830.68	80%
· Administration/Management Fees	22,577.90	53,858.00	31,280.10	58%
· Insurance	920.02	3,849.00	2,928.98	76%
· Outreach Expense	120.56	7,811.00	7,690.44	98%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	7.00	7.00	100%
· Rent	8,038.93	20,000.00	11,961.07	60%
· Client Supplies & Assessments	3,779.12	9,918.00	6,138.88	62%
· Supplies	979.51	4,443.00	3,463.49	78%
· Telephone Expense	1,809.81	5,557.00	3,747.19	67%
· Resource Sharing Allocation	1,796.45	9,197.00	7,400.55	80%
· Mileage & Travel Expenses	1,491.31	21,083.00	19,591.69	93%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	21,053.58	193,423.00	172,369.42	89%
· Instructional Training	1,570.50	80,949.00	79,378.50	98%
· Customer Support Service	2,074.53	147,803.00	145,728.47	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	1,041.84	9,671.00	8,629.16	89%
· Other Expenses	-	-	-	
· Indirect Costs	10,555.51	48,197.00	37,641.49	78%
· Unbudgeted Grant	-	231,062.40	231,062.40	100%
Total	<u>197,461.43</u>	<u>1,324,526.17</u>	<u>1,127,064.74</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 Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>In School Youth Program Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	50,189.39	260,598.76	210,409.37	81%
· WIOA Grant - Response	-	-	-	
Total	<u>50,189.39</u>	<u>260,598.76</u>	<u>210,409.37</u>	
<b>WIOA Expenses</b>				
· Board Salaries and Benefits	5,884.43	9,663.76	3,779.33	39%
· Salaries	17,912.15	85,506.00	67,593.85	79%
· Payroll Taxes	1,328.99	7,277.00	5,948.01	82%
· Fringes and Worker's Comp	626.96	9,491.00	8,864.04	93%
· Personnel Expenses	622.15	3,139.00	2,516.85	80%
· Audit	-	307.00	307.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	712.26	1,622.00	909.74	56%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	260.64	1,043.00	782.36	75%
· Administration/Management Fees	5,674.40	13,584.00	7,909.60	58%
· Insurance	175.19	839.00	663.81	79%
· Outreach Expense	16.40	2,203.00	2,186.60	99%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	8,038.93	20,000.00	11,961.07	60%
· Client Supplies & Assessments	1,295.56	2,583.00	1,287.44	50%
· Supplies	545.40	969.00	423.60	44%
· Telephone Expense	128.18	1,212.00	1,083.82	89%
· Resource Sharing Allocation	586.72	2,327.00	1,740.28	75%
· Mileage & Travel Expenses	429.27	5,905.00	5,475.73	93%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	3,160.92	31,806.00	28,645.08	90%
· Instructional Training	-	-	-	
· Customer Support Service	325.00	40,618.00	40,293.00	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	2,132.79	12,156.00	10,023.21	82%
· Unbudgeted Grant	-	-	-	
Total	<u>50,189.39</u>	<u>260,598.76</u>	<u>210,409.37</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**

	<b>Life to Date Activity</b>	<b>Rapid Response Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	64,435.68	72,000.00	7,564.32	11%
Total	<u>64,435.68</u>	<u>72,000.00</u>	<u>7,564.32</u>	
<b>WIOA Expenses</b>				
· 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	7,696.37	-	0%
· Administration/Management Fees	-	-	-	
· Insurance	344.12	359.51	15.39	4%
· Outreach Expense	9,524.31	9,919.91	395.60	
· 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	2,410.00	1,854.67	77%
· 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>64,435.68</u>	<u>72,000.00</u>	<u>7,564.32</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 Five Months Ending November 30, 2021**

	<b>Activity for July - Nov 2021</b>	<b>One Stop Operator Budget</b>	<b>Remaining Budget</b>	
<b>WIOA Grant Revenues</b>				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	7,240.08	33,294.00	26,053.92	78%
· WIOA Grant - Dislocated Workers	7,240.08	33,294.00	26,053.92	78%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	7,325.04	33,294.00	25,968.96	78%
· WIOA Grant - Response	-	-	-	
Total	<u>21,805.20</u>	<u>99,882.00</u>	<u>78,076.80</u>	
<b>WIOA Expenses</b>				
· Board Salaries and Benefits	-	-	-	
· Salaries	13,945.12	63,100.00	49,154.88	78%
· Payroll Taxes	1,019.04	4,827.00	3,807.96	79%
· Fringes and Worker's Comp	1,489.73	7,239.00	5,749.27	79%
· Personnel Expenses	-	531.00	531.00	100%
· Audit	-	200.00	200.00	100%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	68.70	82.00	13.30	16%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	-	-	
· Administration/Management Fees	1,891.66	9,080.00	7,188.34	79%
· Insurance	71.95	557.00	485.05	87%
· Outreach Expense	-	-	-	
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	24.60	420.00	395.40	94%
· Telephone Expense	150.00	900.00	750.00	83%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	1,372.01	4,864.00	3,491.99	72%
· 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	1,772.39	8,082.00	6,309.61	78%
· Unbudgeted Grant	-	-	-	
Total	<u>21,805.20</u>	<u>99,882.00</u>	<u>78,076.80</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	



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



**BANK ACCOUNT STATEMENT**

Statement Date: **11/30/2021**

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

**FREE BUSINESS CHECKING SUMMARY**

Type: REG Status: Active

Category	Number	Amount
Balance Forward From 10/29/21		24,745.40
Debits		0.00
Ending Balance On 11/30/21		24,745.40
<b>Average Balance (Ledger)</b>	<b>24,745.40+</b>	

**DAILY BALANCE SUMMARY**

Beginning Ledger Balance on 10/29/21 was 24,745.40

Date	Balance	Date	Balance	Date	Balance
11/30/21	24,745.40				

**This Statement Cycle Reflects 32 Days**

