



Mississippi Valley Workforce Development Board

Finance Committee Meeting Agenda

Wednesday, June 22, 2022, at 3:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/85229165256?pwd=RHJ3VzcxNWVmVzVzMlJOMitoVXppUT09>

Meeting ID: 852 2916 5256 Passcode: 003759

Dial: 312-626-6799

Called to Order	Lori Bassow	
Roll Call	Phyllis Wood	
*Excused Absences	Lori Bassow	
*Approval of Agenda	Lori Bassow	page 1
*Approval of Previous Minutes	Lori Bassow	pages 2 - 5
Financial Updates	Miranda Swafford	page 7
Fiscal Agent Memos	Lori Gilpin/Susan Coffey	pages 9 -14
*May Program Invoice	Kendra Schaapveld	pages 16 - 23
*May One Stop Operator Invoice	Robert Ryan	page 25
*Fiscal Agent Invoice	Lori Gilpin	pages 27 -29
*PY22 Budget Approvals	Miranda Swafford	pages 31 - 34
*Support Services Policy	Kendra Schaapveld /Liz Rodriguez	pages 36 - 42
*Chair/Vice Chair Election	Lori Bassow/Liz Rodriguez	NONE
*Financial Monitoring Report	Susan Coffey	pages 44 - 52
Fiscal Agent May Reports	Lori Gilpin	pages 54 - 66
PY22 Meeting Schedule	Phyllis Wood	page 68
Bank Account	Miranda Swafford	page 70
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 Minutes

Wednesday, May 25, 2022, at 3:00 p.m.

Members Present: Cory Bergfeld, Angela Rheingans, Ali Debus, Joyce Stimpson, Cheryl Plank and Kelley Brown

Members Absent: Lori Bassow

CEOs Present: Jim Irwin and Nathan Mather (late)

Staff Present: Miranda Swafford, Executive Director, Liz Rodriguez, Associate Director, and Phyllis Wood, Executive Assistant

Fiscal Agent Staff: Lori Gilpin, Mike Norris, and Susan Coffey

Service Provider Staff: Kendra Schaapveld, Project Director, Tabytha Seigfried, Quality Assurance, Cheryl Tipsword, Project Accountant, and Shannon Weaver, Operations Supervisor

One Stop Operator: Robert Ryan

CALL TO ORDER

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

QUORUM

The committee had a quorum to conduct business.

EXCUSED ABSENCES

Brown made a motion to approve Bassow's absences, seconded by Rheingans, the motion carried.

APPROVAL OF AGENDA

Debus made a motion to approve the agenda, seconded by Brown, the motion carried.

APPROVAL OF PREVIOUS MEETING MINUTES

Brown made a motion to approve the meeting minutes, seconded by Debus, the motion carried.

INTRODUCTIONS

All Members, Board Staff, CEOs, and Service Provider staff introduced themselves to Cheryl Plank, the newest committee member.

FINANCIAL UPDATES

Swafford reported work experience expenditures were off between the months of February through April. Incorrect Equus invoice led to an under representation on the SEIRPC report. After a technical assistance session with IWD, SEIRPC made corrections using first-in, first-out of funding streams and Mississippi Valley will meet the 20% WEP for PY20, leaving a large amount of WEP expenditures needed for PY21 funding to be met in PY22. Swafford shared the

PY22 funding levels with estimated carryover amounts with total funding at: Adult - \$1,173,548; Dislocated Worker - \$821,369; Youth \$2,040,134; and Admin \$526,115.

FISCAL AGENT MEMOS

Coffey noted the memo in the packet and didn't go through the numbers in detail but summarized there were no program funds at risk of being returned to the state. Coffey did point out updates to the youth work experience to show that PY20 required 20% was only just short of goal and would likely be met by June 30, 2022. There is still no word on the NDWG extension from the Department of Labor and without an extension \$243,619.60 is the balance potentially going back to the state at this time. There is \$7,147.17 in Rapid Response funds that will be returned to the state if not expended by June 30, 2022. Schaapveld said there are some layoff notices which have generated some expenses for materials and outreach for job fairs focused on dislocated workers which should expend most of the Rapid Response funds by the end of June. Gilpin reported there were no corrections to the budget/billing columns of the Equus invoices, but they did have minor corrections to calculations of remaining funds, but the invoices being presented to the committee have been corrected and Equus numbers match the fiscal agent numbers. Gilpin noted there are some line items that have overspent but these can be corrected with budget adjustments of line items within the aggregate category.

APRIL PROGRAM INVOICE

Schaapveld reviewed the Equus April invoices which showed expenses for the month as follows: Adult \$94,563.38, DW \$41,658.74, Youth \$86,457.49, Rapid Response \$0.00, and NDWG \$8,470.46. Schaapveld reported the WEX spending is below the 20% threshold required but expects the expenses will get above the threshold before June 30, 2022. Brown made a motion to approve the April invoices, seconded by Rheingans, the motion carried.

APRIL ONE STOP OPERATOR INVOICE

Ryan presented the April OSO invoice for \$7,654.54. Brown motioned to approve the invoice, seconded by Debus, the motion carried. Swafford shared a condensed invoice template she prepared based on a conversation with Lori Bassow about the information most relevant to the committee. Bergfeld felt the template sample would be a lot easier to look at. Swafford shared she had spoken with Cherisa Price-Wells with Equus and Price-Wells felt it would be easy enough for Equus to convert to using the new template. Debus made a motion to approve the template for use, seconded by Brown, the motion carried.

FISCAL AGENT INVOICE

Gilpin presented one invoice for April, the SEIRPC wages invoice for \$4,495.07 for 76.5 hours. Rheingans motioned to approve the invoice, seconded by Brown, the motion carried.

FISCAL AGENT APRIL REPORTS

Gilpin highlighted the line items that were overspent and stated Swafford submitted an updated budget to correct the overspending. There are no categories overspent as of now in the admin budget. The Youth funds have a couple of line items that are in a similar situation, but Swafford has reported to SEIRPC the budgets will be modified to account for the spending. Gilpin

reported they had checks for \$259,308.39, receivables from the state for \$496,589.34, and corresponding payables.

FINANCIAL MONITORING UPDATE

Coffey reviewed the insurance line item of the service provider budget. SEIRPC is waiting for an annual or monthly insurance invoice to show what is to be billed to the programs. Once that information is received, Coffey will finalize their monitoring report and send to Swafford. The support services line item for the dislocated workers program was also monitored with no findings.

BUDGET TRANSFER REQUEST

Schaapveld summarized an equipment spend for virtual reality headsets from Transfr VR to provide virtual job shadows and/or learn entry level skills. These virtual reality headsets will be incorporated into the youth work-based learning program. The proposal is to transfer \$100,000 from salary expenses to equipment. Bergfeld questioned the allowability of the expense. Swafford explained the purchase of the equipment is allowable, but the ability to expense it as youth work experience is currently being evaluated. The board is working with Equus to provide the justification necessary. Rheingans supports the purchase either way because it is innovative and it's the right kind of out-of-the-box thinking we need to stay the pioneers in workforce in Iowa. Rheingans made a motion to approve the transfer request as presented, seconded by Plank, the motion carried.

SUPPORT SERVICES POLICY

Due to time constraints this topic was tabled for the next meeting. Rheingans made the motion, seconded by Brown, the motion carried.

WORK EXPERIENCE EXPENDITURES

Swafford explained Bassow requested the communication chain be included in the packet for the committee members as related to the work experience issues that required the changes noted in Gilpin and Coffey memos. The issue is resolved. Swafford offered to take any questions for which there were none.

BANK ACCOUNT

Swafford reported the account remains unchanged at \$24,745.40. The bank statement has not been received yet.

DRAFT ADMIN BUDGET

Swafford indicated the draft narrative and budget was included for the committee to review and submit questions or comments about. The official budget will be coming before the committee next month for approval.

OTHER BUSINESS

Swafford reminded everyone to register for the June 9th statewide training if they had not yet done so.

PUBLIC COMMENT

There was no public comment.

ADJOURNED

Rheingans made a motion to adjourn the meeting, seconded by Brown, the motion carried, and the meeting was adjourned by Bergfeld at 4:05 p.m.

Financial Updates

Financial Updates

June 2022

- Through August 15th the MVWDB will have two fiscal agents Due to SEIRPC's termination landing at the end of the program year. IWD is requiring SEIRPC to close out all PY21 contracts and pay any outstanding June expenses before their services can end.
 - SEIRPC will process all expenses incurred prior to June 30.
 - Central Iowa Juvenile Detention Center (CIJDC) will start processing all payments incurred after July 1.
 - The two fiscal agents will have different contract numbers for the different funding streams, so there is no chance of them duplicating draws or reports in the TM1 system.
 - The local Fiscal Agent agreement between CIJDC, the MVWDB and the CEOs has been fully executed.

- The board is working on the new employer of record agreement with Muscatine County to reflect the new Fiscal Agent and updated staff salary amounts.

- The board is waiting on PY22 contracts from IWD for the new funding.

- IWD will be conducting local financial monitoring of SEIRPC July 12-13. The board was not notified of this monitoring. Upon request SEIRPC forwarded the email notification of the upcoming monitoring.

Fiscal Agent Memos



Memo

To: Kendra Schaapveld, Miranda Swafford
From: Susan Coffey, Lori Gilpin and Brittni Rahmus
Date: 06/15/2022
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
Grant	\$48,367.36	\$108,030.00	\$171,263.00	\$148,788.00
Expenditures to date	\$48,367.36	\$108,030.00	\$99,103.86	\$0
Balance as of 05/31/22	\$0	\$0	\$72,159.14	\$148,788.00
Unspent Funds	\$0	\$0	\$72,159.14	\$148,788.00
Obligated Funds	\$0	\$0	\$72,159.14	\$148,788.00
Funds that can be carried over	\$0	\$0	\$72,159.14	\$148,788.00

Admin - Transition:

Grant	\$2,059.66
Drawn Amount to date	\$2,059.66
Balance as of 05/31/22	\$0
Unspent Funds	\$0
Obligated Funds	\$0

Dislocated Workers:

	FY21 Carryover	PY21	FY22	Cumulative Totals
Grant	\$190,212.27	\$154,524.00	\$366,001.00	\$710,737.27
Unobligated Funds			\$25,048.00	\$25,048.00
Total Obligated Funds	\$190,212.27	\$154,524.00	\$340,953.00	\$685,689.27
Expenditures to date	\$190,212.27	\$154,524.00	\$141,381.07	\$486,117.34
Obligated Balance as of 05/31/22	\$0	\$0	\$199,571.93	\$199,571.93
Unspent Funds	\$0	\$0	\$199,571.93	\$199,571.93
Funds that can be carried over	\$0	\$0	\$224,619.93	\$224,619.93

Adult:

	FY21 Carryover	PY21	FY22	Cumulative Totals
Grant	\$115,348.64	\$172,519.00	\$973,100.00	\$1,260,967.64
Unobligated Funds			\$21,123.37	\$21,123.37
Total Obligated Funds	\$115,348.64	\$172,519.00	\$951,976.63	\$1,239,844.27
Expenditures to date	\$115,348.64	\$172,519.00	\$632,948.09	\$920,815.73
Obligated Balance as of 05/31/22	\$0	\$0	\$319,028.54	\$319,028.54
Unspent Funds	\$0	\$0	\$319,028.54	\$319,028.54
Funds that can be carried over	\$0	\$0	\$340,151.91	\$340,151.91

Youth Combined:

	PY20 Year 1	PY20 Carryover	PY21
Grant	\$282,052.07	\$404,083.93	\$1,214,335.00
Unobligated Funds			\$20,268.09
Total Obligated Funds	\$282,052.07	\$404,083.93	\$1,194,066.91
Expenditures to date	\$282,052.07	\$404,083.93	\$330,799.10
Obligated Balance as of 05/31/22		\$0	\$863,267.81
Unspent Funds		\$0	\$863,267.81
Funds that can be carried over		\$0	\$883,535.90

Youth Work Experience:

	PY20 Expenses	PY21 Expenses
Drawn Amount to date	\$686,136.00*	\$330,799.10
Work Experience Expended by Equus	\$137,227.20**	\$5,740.23
Work Experience Required	\$137,227.20	\$66,159.82

*\$686,136.00 is a total of PY20 Year 1 Youth Budget (\$282,052.07) + PY20 Year 2 Carryover Budget (\$404,083.93).

**Work Experience Expended by Equus is \$23,333.35 (PY20 Year 1) + \$113,893.85 (PY20 Year 2)

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

Work Experience Requirements for PY20 has been met

Rapid Response:

Grant	\$72,000.00
Expenditures to date	\$69,599.16
Balance as of 05/31/22	\$2,400.84
Must be used by June 30, 2022	\$2,400.84
Funds that can be Carried overed	\$0

NDWG - Program:

Grant	\$275,637.17
Expenditures to date	\$40,408.37
Balance as of 05/31/22	\$235,228.80
Must be used by June 30, 2022	\$235,228.80
Funds that can be Carried overed	\$0

NDWG - Administration:

Grant	\$13,781.83
Expenditures to date	\$5,213.88
Balance as of 05/31/22	\$8,567.95
Must be used by June 30, 2022	\$8,567.95
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: June 16, 2022
Re: May 2022 Financial Statements

Comments: On the review of the Equus invoices, I discovered an error on the Youth In School budget amounts. It's been corrected and the corrected invoice has been received from Equus.

May financials have been updated with recent budget reallocations.

Invoice #2022-469 for the month of May 2022 \$6,829.76 for 112.5 hours.

May Program Invoices

**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 37026-0522-AD			
GRANT PERIOD: 7/1/2021 6/30/2022						
REPORT PERIOD: 5/1/2022 5/31/2022						
WIOA SUMMARY - Total Grant		ADULT(AD) 886				
SECTION II. EXPENDITURES						
Acct Code	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)		
Administration:						
60110-80190 exclude 80150	Salaries	\$ 326,132.00	\$ 23,974.61	\$ 233,170.46	\$ 257,145.07	\$ 63,986.93 80.07%
	Transfer to Fringes and Work Comp	\$ (5,000.00)				
60310-60330	Payroll Taxes	\$ 20,031.00	\$ 1,759.33	\$ 17,281.59	\$ 19,040.92	\$ 990.08 95.06%
60610-60650	Fringes and WorkComp	\$ 37,453.00	\$ 3,938.15	\$ 33,548.83	\$ 37,486.98	\$ 4,966.02 88.30%
	Transfer from Salaries	\$ 5,000.00				
	Total Personnel Expenses	\$ 383,616.00	\$ 29,672.09	\$ 284,000.88	\$ 313,672.97	\$ 69,943.03 81.77%
Operating Expenses:						
60850	Mileage & Travel	\$ 29,754.00	\$ 1,168.76	\$ 8,859.82	\$ 10,028.58	\$ 17,725.42 36.13%
	Transfer to Office Supplies	\$ (2,000.00)				
62115	Telephone & Cell Phones	\$ 5,251.00	\$ 339.91	\$ 3,335.70	\$ 3,675.61	\$ 1,575.39 70.00%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$ 80.00 0.00%
63110	Client Supplies & Assessments	\$ 150.00	\$ -	\$ -	\$ -	\$ 150.00 0.00%
63130	Office Supplies (includes PPE)	\$ 2,946.79	\$ 1,290.22	\$ 2,597.77	\$ 3,887.99	\$ 1,058.80 78.60%
	Transfer from Mileage & Travel	\$ 2,000.00				
62830	Outreach & Public Relations	\$ 8,942.00	\$ 42.21	\$ 8,460.65	\$ 8,502.86	\$ 439.14 95.09%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ 80.00 0.00%
65610	Reimbursable Equipment	\$ 7,461.00	\$ -	\$ 7,128.91	\$ 7,128.91	\$ 332.09 95.55%
62510-62520	Resource Sharing Allocation	\$ 9,073.00	\$ -	\$ 6,953.66	\$ 6,953.66	\$ 2,119.34 76.64%
61745	Insurance	\$ 3,187.00	\$ 151.63	\$ 2,226.95	\$ 2,378.58	\$ 808.42 74.63%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$ 80.00 0.00%
65120	Annual Audit	\$ 1,167.00	\$ 55.68	\$ 337.51	\$ 393.19	\$ 773.81 33.69%
6544, 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 14,681.00	\$ 101.12	\$ 9,946.71	\$ 10,047.83	\$ 4,633.17 68.44%
65125, 65128, 65130	Other Professional Services (ACP, App Hosting)	\$ 5,303.00	\$ 301.79	\$ 2,323.58	\$ 2,625.37	\$ 2,677.63 49.51%
	Subtotal Personnel & Operating expenses	\$ 471,531.79	\$ 33,123.41	\$ 336,172.14	\$ 369,295.55	\$ 102,236.24 75.32%
9.77%	Indirect Cost	\$ 46,069.16	\$ 3,236.16	\$ 31,724.90	\$ 34,961.06	\$ 11,108.10 75.89%
	Management Fee	\$ 51,553.30	\$ 5,845.25	\$ 39,662.81	\$ 45,708.06	\$ 9,845.24 88.64%
	Total Operating expenses	\$ 569,154.25	\$ 42,204.82	\$ 407,759.85	\$ 449,964.67	\$ 119,209.58 79.06%
Participant Expenses						
65602	Work Experience	\$ 136,602.72	\$ 4,060.02	\$ 68,449.73	\$ 72,509.75	\$ 64,092.97 53.08%
67408	Instructional Training	\$ 296,000.00	\$ 15,960.00	\$ 234,640.22	\$ 250,600.22	\$ 65,399.78 79.30%
	Transfer from Customer Support Service	\$ 10,000.00				
	Transfer from Individual Career Services	\$ 10,000.00				
67412	Customer Support service	\$ 81,600.00	\$ 9,024.68	\$ 41,653.92	\$ 50,678.60	\$ 20,921.40 70.78%
	Transfer to Instructional Training	\$ (10,000.00)				
	Individual Career Services - New Service	\$ 20,000.00	\$ 1,566.00	\$ 119.00	\$ 1,685.00	\$ 9,315.00 16.95%
	Transfer to Instructional Training	\$ (10,000.00)				
67422	On The Job Training	\$ 30,557.00	\$ -	\$ 7,205.36	\$ 7,205.36	\$ 23,351.64 23.58%
	5% WEX Markup	\$ 6,830.03	\$ 203.00	\$ 3,422.48	\$ 3,625.48	\$ 3,204.55 53.08%
	Total Participant Expenses	\$ 571,589.76	\$ 30,813.70	\$ 356,490.71	\$ 386,304.41	\$ 189,285.34 47.58%
	Total	\$ 1,140,744.00	\$ 73,018.52	\$ 763,250.57	\$ 836,269.08	\$ 304,474.92 73.31%
	Total WIOA Adult GRANT COST	\$ 1,140,744.00	\$ 73,018.52	\$ 763,250.57	\$ 836,269.08	\$ 304,474.92 73.31%

WEX 5% Markup	Client Wage Subsidy & Client Wage Tax	\$ 4,060.02	\$ 68,449.73	\$ 72,509.75
	WEX Markup 5%	\$ 203.00	\$ 3,422.48	\$ 3,625.48
	Total WEP Expenditures	\$ 4,263.02	\$ 71,872.21	\$ 76,135.23

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: 6/13/2022

Approved By (signature): _____ Typed Name & Title: _____

Kendra M. Schaapveld _____ Project Director Kendra Schaapveld

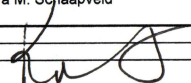
_____ Date Signed: 6/13/2022

**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			
		Invoice Number	WIOA Grant - DW 37026-0522-DW			
GRANT PERIOD:	7/1/2021	6/30/2022				
REPORT PERIOD:	5/1/2022	5/31/2022				
WIOA SUMMARY - Total Grant	Dislocated Worker(DW) 888					
SECTION II. EXPENDITURES						
	(1)	(2)	(3)	(4)		
	Approved	Current	Per Last	Current Cum.	Grant	Grant
	Budget	Expenditures	Report	Cost (2+3)	Balance	Percentage
			Cumulative		Remaining	expended
Administration:						
60110-60190 exclude 60150	\$ 235,217.00	\$ 12,618.90	\$ 157,984.75	\$ 170,603.65	\$ 64,613.35	72.93%
60310-60330	\$ 18,230.00	\$ 934.23	\$ 12,540.58	\$ 13,474.81	\$ 4,755.19	73.92%
60610-60650	\$ 27,451.00	\$ 1,660.13	\$ 18,112.78	\$ 19,772.91	\$ 7,678.09	72.03%
	\$ 280,898.00	\$ 15,213.26	\$ 188,638.11	\$ 203,851.37	\$ 77,046.63	72.57%
Operating Expenses:						
60850	\$ 19,008.00	\$ 991.91	\$ 7,745.28	\$ 8,737.19	\$ 10,270.81	45.97%
62115	\$ 4,009.00	\$ 176.49	\$ 2,118.00	\$ 2,294.49	\$ 1,714.51	57.23%
65570	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
63110	\$ 119.00	\$ -	\$ -	\$ -	\$ 119.00	0.00%
63130	\$ 3,109.00	\$ 249.59	\$ 1,988.44	\$ 2,238.03	\$ 870.97	71.99%
62830	\$ 5,173.00	\$ 17.57	\$ 4,489.99	\$ 4,507.56	\$ 665.44	87.14%
62860	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65610	\$ 11,682.00	\$ -	\$ 5,984.33	\$ 5,984.33	\$ 5,697.67	51.23%
62510-62520	\$ 9,303.00	\$ -	\$ 4,305.89	\$ 4,305.89	\$ 4,997.11	46.28%
61745	\$ 2,520.00	\$ 63.11	\$ 2,067.53	\$ 2,130.64	\$ 389.36	84.55%
64120	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65120	\$ 923.00	\$ 23.18	\$ 124.10	\$ 147.28	\$ 775.72	15.96%
65544, 65520, 65530	\$ 11,608.00	\$ 42.09	\$ 4,855.86	\$ 4,897.95	\$ 6,710.05	42.19%
65125, 65128, 65130	\$ 4,317.67	\$ 112.39	\$ 2,078.38	\$ 2,190.77	\$ 2,126.90	50.74%
	\$ 352,669.67	\$ 16,889.59	\$ 224,395.91	\$ 247,285.50	\$111,384.17	68.42%
9.77%	\$ 34,455.70	\$ 1,650.11	\$ 21,338.60	\$ 22,988.71	\$ 11,466.99	0.00%
	\$ 38,504.63	\$ 4,383.29	\$ 29,739.27	\$ 34,122.56	\$ 4,382.07	0.00%
	\$ 425,630.00	\$ 22,922.99	\$ 275,473.78	\$ 298,396.77	\$127,233.23	70.11%
Participant Expenses						
65602	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
67408	\$ 67,500.00	\$ 7,464.00	\$ 51,201.79	\$ 58,665.79	\$ 8,834.21	86.91%
67412	\$ 65,599.00	\$ 6,612.26	\$ 35,964.87	\$ 42,577.13	\$ 23,021.87	64.91%
	\$ 5,000.00	\$ 1,864.00	\$ 67.00	\$ 1,931.00	\$ 3,069.00	38.62%
67422	\$ 22,860.00	\$ -	\$ -	\$ -	\$ 22,860.00	0.00%
	\$ 160,959.00	\$ 15,940.26	\$ 87,233.66	\$ 103,173.92	\$57,785.08	64.10%
Total	\$ 586,589.00	\$ 38,863.25	\$ 362,707.44	\$ 401,570.69	\$185,018.31	68.46%
Total WIOA DW GRANT COST	\$ 586,589.00	\$ 38,863.25	\$ 362,707.44	\$ 401,570.69	\$185,018.31	68.46%

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	6/13/2022
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	6/13/22

**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 - ISY & OSY YOUTH Invoice Number: 36192-0422-WIOA Youth
GRANT PERIOD:	7/1/2021	6/30/2022
REPORT PERIOD:	5/1/2022	5/31/2022
WIOA SUMMARY - Total Grant	YOUTH COMB	
	ISY 890 & OSY 892/885	

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:					
	Salaries	\$ 527,200.00	\$ 46,454.07	\$ 276,712.64	\$ 323,166.71	\$ 153,809.29 63.30%
	Payroll Taxes	\$ 42,397.00	\$ 3,427.82	\$ 20,359.37	\$ 23,787.19	\$15,399.81 56.11%
	Fringes and WorkComp	\$ 56,195.00	\$ 7,451.44	\$ 35,287.69	\$ 42,739.13	\$8,820.87 76.06%
	Total Personnel Expenses	\$ 565,723.00	\$ 57,333.33	\$ 332,359.70	\$ 389,693.03	\$176,029.97 69.88%
	Operating Expenses:	\$ -	\$ -	\$ -	\$ -	\$0.00
60850	Mileage & Travel	\$ 35,988.00	\$ 2,531.64	\$ 9,034.72	\$ 11,566.36	\$18,921.64 33.14%
62115	Telephone & Cell Phones	\$ 9,569.00	\$ 833.91	\$ 5,411.24	\$ 6,245.15	\$3,923.85 65.26%
65570	Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00 0.00%
63110	Client Supplies & Assessments	\$ 12,501.00	\$ -	\$ 8,928.80	\$ 8,928.80	\$3,572.20 73.42%
63130	Office Supplies(includes PPE)	\$ 7,862.00	\$ 1,452.67	\$ 4,258.97	\$ 5,709.64	\$1,727.36 72.62%
62830	Outreach & Public Relations	\$ 30,014.00	\$ 84.22	\$ 5,145.86	\$ 5,230.08	\$14,783.92 17.43%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 32,280.00	\$ -	\$ 5,277.62	\$ 5,277.62	\$13,777.38 48.38%
62510-62520	Resource Sharing Allocation	\$ 16,424.00	\$ 500.00	\$ 7,545.70	\$ 8,045.70	\$5,828.30 48.99%
61745	Insurance	\$ 4,688.00	\$ 745.23	\$ 3,108.78	\$ 3,854.01	\$1,033.99 82.21%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 1,717.00	\$ 111.12	\$ 276.49	\$ 387.61	\$1,329.39 22.57%
65541, 65520, 65530	Emp Background test /drug screening, Training, Dues & Subs, etc.	\$ 31,037.00	\$ 189.69	\$ 11,087.81	\$ 11,277.50	\$13,009.50 36.34%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)	\$ 15,217.32	\$ 343.09	\$ 3,522.11	\$ 3,865.20	\$9,291.96 25.42%
	Subtotal Personnel & Operating expenses	\$ 720,417.16	\$ 64,124.90	\$ 395,955.80	\$ 460,080.70	\$250,326.46 63.86%
9.77%	Indirect Cost	\$ 80,416.52	\$ 6,265.00	\$ 36,864.94	\$ 43,129.34	\$27,255.42 53.63%
	Management Fee	\$ 89,984.18	\$ 7,831.98	\$ 63,049.16	\$ 70,881.14	\$7,833.95 78.77%
	Total Operating expenses	\$ 869,515.01	\$ 78,221.88	\$ 495,869.30	\$ 574,091.18	\$295,423.82 66.02%
	Participant Expenses	\$ -	\$ -	\$ -	\$ -	\$0.00
65602	Work Experience	\$ 249,229.00	\$ 556.11	\$ 46,550.74	\$ 47,106.85	\$202,122.15 18.90%
67408	Instructional Training	\$ 80,949.00	\$ -	\$ 6,205.50	\$ 6,205.50	\$74,743.50 76.78%
67412	Customer Support service	\$ 188,421.00	\$ 2,721.25	\$ 10,622.88	\$ 13,344.13	\$175,076.89 70.88%
67422	Individual Career Services - New Service	\$ 30,000.00	\$ -	\$ -	\$ -	\$30,000.00 0.00%
67418	On The Job Training	\$ 29,039.00	\$ -	\$ 882.56	\$ 882.56	\$ 28,156.44 0.00%
	<i>Client Awards / Incentives</i>	\$ 35,121.00	\$ 250.00	\$ 3,680.00	\$ 3,930.00	\$31,191.00 11.39%
	5% WEX Markup	\$ 12,661.30	\$ 27.81	\$ 2,327.54	\$ 2,355.35	\$10,305.95 18.60%
	Total Participant Expenses	\$ 625,420.30	\$ 3,555.17	\$ 70,269.22	\$ 73,824.39	\$551,595.91 11.90%
	Total	\$ 1,494,935.31	\$ 81,777.05	\$ 566,138.53	\$ 647,915.58	\$847,019.76 43.34%
	Total YOUTH GRANT COST	\$ 1,494,935.31	\$ 81,777.05	\$ 566,138.53	\$ 647,915.58	\$847,019.76 43.34%

WEP - 20% Expected Expenditure	Staff Wages - March 2022	\$ 9,420.57	\$ 56,272.66	\$ 65,693.23
	Client Wage Subsidy (WEP)	\$ 510.48	\$ 42,709.07	\$ 43,219.55
	Client Wage Taxes	\$ 45.63	\$ 4,021.92	\$ 4,067.55
	WEX Markup 5%	\$ 27.81	\$ 2,338.39	\$ 2,366.20
	On The Job Training	\$ -	\$ 882.56	\$ 882.56
	Client Awards / Incentives	\$ 250.00	\$ 3,155.00	\$ 3,405.00
	Credit Back to Board for WEX	\$ -	\$ -	\$ -
WEP - 4076 Expected Expenditure	Total WEP Expenditures	\$ 10,254.49	\$ 109,379.60	\$ 119,634.09
				\$ 129,583.12
				\$ (9,949.03) 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):	Typed Name & Title: Cheryl Tipsword, Project Accountant
	Date signed: 6/13/2022
Approved By(signature):	Typed Name & Title: Kendra M. Schaapveld, Project Director
	Date Signed: 6/13/2022

**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 - IN School Youth YOUTH 36192-0422-WIOA Youth
GRANT PERIOD: 7/1/2021 6/30/2022		
REPORT PERIOD: 5/1/2022 5/31/2022		
WIOA SUMMARY - Total Grant	YOUTH ISY	
	ISY 890 & 884	

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 60150	Salaries	\$ 105,568.00	\$ 12,631.81	\$ 64,092.21	\$ 76,724.02	\$29,863.98 72.68%
60310-60330	Payroll Taxes	\$ 7,979.00	\$ 951.74	\$ 4,823.73	\$ 5,775.47	\$2,203.53 72.38%
60610-60650	Fringes and WorkComp	\$ 10,506.00	\$ 1,946.42	\$ 7,514.08	\$ 9,460.50	\$1,046.50 90.05%
	Total Personnel Expenses	\$ 124,053.00	\$ 15,529.97	\$ 76,430.02	\$ 91,959.99	\$32,093.01 74.13%
	Operating Expenses:					
60850	Mileage & Travel	\$ 7,905.00	\$ 661.36	\$ 2,067.15	\$ 2,748.51	\$ 4,156.49 39.80%
	Transfer to Office Supplies and Insurance	\$ (1,000.00)				
62115	Telephone & Cell Phones	\$ 1,512.00	\$ 248.52	\$ 849.36	\$ 1,097.88	\$414.12 72.61%
65570	Postage	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
63110	Client Supplies & Assessments	\$ 2,563.00	\$ -	\$ 2,222.09	\$ 2,222.09	\$340.91 86.03%
63130	Office Supplies(includes PPE)	\$ 1,194.00	\$ 379.49	\$ 1,516.72	\$ 1,896.21	\$ 71.79 158.81%
	Transfer from Mileage & Travel	\$ 800.00				
62830	Outreach & Public Relations	\$ 4,203.00	\$ 22.00	\$ 1,221.07	\$ 1,243.07	\$2,959.93 29.58%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 3,868.00	\$ -	\$ 1,310.34	\$ 1,310.34	\$2,557.66 33.88%
62510-62520	Resource Sharing Allocation	\$ 2,777.00	\$ 130.60	\$ 1,837.01	\$ 1,967.61	\$809.39 70.85%
61745	Insurance	\$ 839.00	\$ 194.67	\$ 701.57	\$ 896.24	\$ 142.76 86.24%
	Transfer from Mileage & Travel	\$ 200.00				
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 307.00	\$ 29.03	\$ 69.73	\$ 98.76	\$208.24 32.17%
6544, 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.	\$ 4,139.00	\$ 49.56	\$ 1,669.89	\$ 1,719.45	\$2,419.55 41.54%
65125, 65128, 65130	Other Professional Services(ADR, App Hosting)	\$ 2,182.49	\$ 88.90	\$ 1,090.55	\$ 1,179.45	\$1,003.04 54.04%
	Subtotal Personnel & Operating expenses	\$ 155,662.49	\$ 17,334.10	\$ 91,005.50	\$ 108,339.60	\$47,222.89 69.64%
9.77%	Indirect Cost	\$ 15,198.33	\$ 1,693.54	\$ 8,616.71	\$ 10,310.25	\$4,888.08 67.84%
	Management Fee	\$ 17,002.18	\$ 1,811.61	\$ 13,378.99	\$ 15,190.60	\$1,811.58 89.35%
	Total Operating expenses	\$ 187,763.00	\$ 20,839.25	\$ 113,001.20	\$ 133,840.45	\$53,922.55 71.28%
	Participant Expenses					
65602	Work Experience	\$ 35,806.00	\$ -	\$ 3,160.92	\$ 3,160.92	\$32,645.08 8.83%
67408	Instructional Training	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
67412	Customer Support service	\$ 40,618.00	\$ -	\$ 1,240.00	\$ 1,240.00	\$39,378.00 3.05%
	Individual Career Services - New Service	\$ 5,000.00	\$ -	\$ -	\$ -	\$5,000.00 0.00%
67422	On The Job Training	\$ 3,200.00	\$ -	\$ -	\$ -	\$3,200.00 0.00%
67418	Client Awards / Incentives	\$ 6,758.00	\$ -	\$ 175.00	\$ 175.00	\$6,583.00 2.59%
	5% WEX Markup	\$ 1,790.00	\$ -	\$ 158.05	\$ 158.05	\$1,631.95 8.82%
	Total Participant Expenses	\$ 93,172.00	\$ -	\$ 4,733.97	\$ 4,733.97	\$88,438.03 5.08%
	Total	\$ 280,935.00	\$ 20,839.25	\$ 117,735.17	\$ 138,574.42	\$142,360.58 49.33%
	Total WIOA YOUTH ISY GRANT COST	\$ 280,935.00	\$ 20,839.25	\$ 117,735.17	\$ 138,574.42	\$142,360.58 49.33%

WEP - 20% Expected Expenditure	Staff Wages	\$ 2,975.10	\$ 19,146.60	\$ 22,121.70
	Client Wage Subsidy (WEP)	\$ -	\$ 3,137.21	\$ 3,137.21
	Client Wage Taxes	\$ -	\$ 23.71	\$ 23.71
	WEX Markup 5%	\$ -	\$ 158.05	\$ 158.05
	On the Job Training	\$ -	\$ -	\$ -
WEP - 20% Expected Expenditure	Total WEP Expenditures	\$ 2,975.10	\$ 22,465.57	\$ 25,440.67
				18.36%

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: 6/13/2022
Kendra M. Schaapveld	Typed Name & Title: Project Director Kendra Schaapveld
	Date Signed: 6/14/2022

**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 - Out of School Youth YOUTH 36192-0522-WIOA Youth			
GRANT PERIOD: 7/1/2021 6/30/2022						
REPORT PERIOD: 5/1/2022 5/31/2022						
WIOA SUMMARY - Total Grant		YOUTH OSY OSY 892 & 885				
SECTION II. EXPENDITURES						
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:						
60110-80190 exclude 60130	Salaries	\$ 369,408.00	\$ 33,822.26	\$ 212,620.43	\$ 246,442.69	\$122,965.31 66.71%
60310-80330	Payroll Taxes	\$ 31,208.00	\$ 2,476.08	\$ 15,535.64	\$ 18,011.72	\$13,196.28 57.72%
60610-80860	Fringes and WorkComp	\$ 41,054.00	\$ 5,505.02	\$ 27,773.61	\$ 33,278.63	\$7,778.37 18.96%
	Total Personnel Expenses	\$ 441,670.00	\$ 41,803.36	\$ 255,929.68	\$ 297,733.04	\$143,936.96 67.41%
Operating Expenses:						
60850	Mileage & Travel	\$ 23,583.00	\$ 1,870.28	\$ 6,947.57	\$ 8,817.85	\$14,765.15 37.39%
62115	Telephone & Cell Phones	\$ 6,657.00	\$ 585.39	\$ 4,561.88	\$ 5,147.27	\$1,509.73 77.32%
65570	Postage	\$ 7.00	\$ -	\$ -	\$ -	\$7.00 0.00%
63110	Client Supplies & Assessments	\$ 9,918.00	\$ -	\$ 6,706.71	\$ 6,706.71	\$3,211.29 67.62%
63130	Office Supplies(excludes PPE)	\$ 5,443.00	\$ 1,073.18	\$ 2,740.25	\$ 3,813.43	\$1,629.57 70.06%
62830	Outreach & Public Relations	\$ 15,811.00	\$ 62.22	\$ 3,924.79	\$ 3,987.01	\$11,823.99 29.22%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65610	Reimbursable Equipment	\$ 15,187.00	\$ -	\$ 3,967.28	\$ 3,967.28	\$11,219.72 26.12%
65610-65630	Resource Sharing Allocation	\$ 11,197.00	\$ 369.40	\$ 5,708.69	\$ 6,078.09	\$5,119.91 54.28%
61745	Insurance	\$ 3,849.00	\$ 550.56	\$ 2,407.21	\$ 2,957.77	\$891.23 76.86%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$0.00 0.00%
65120	Annual Audit	\$ 1,410.00	\$ 82.09	\$ 206.76	\$ 288.85	\$1,121.15 20.49%
65544, 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 20,148.00	\$ 140.13	\$ 9,417.92	\$ 9,558.05	\$10,589.95 47.44%
65125, 65128, 65130	Other Professional Services (adv, app, housing)	\$ 9,974.67	\$ 254.19	\$ 2,431.56	\$ 2,685.75	\$7,288.92 26.93%
	Subtotal Personnel & Operating expenses	\$ 564,854.67	\$ 46,790.80	\$ 304,950.30	\$ 351,747.10	\$213,113.57 62.27%
9.77%	Indirect Cost	\$ 55,186.43	\$ 4,571.46	\$ 28,247.63	\$ 32,819.09	\$22,367.34 59.47%
	Management Fee	\$ 61,710.91	\$ 6,020.37	\$ 49,670.17	\$ 55,690.54	\$6,020.37 9.24%
	Total Operating expenses	\$ 681,752.01	\$ 57,382.63	\$ 382,868.10	\$ 440,250.73	\$241,501.28 64.59%
Participant Expenses						
65602, 65603	Work Experience	\$ 213,423.00	\$ 556.11	\$ 43,389.82	\$ 43,945.93	\$169,477.07 20.52%
67408	Instructional Training	\$ 80,949.00	\$ -	\$ 6,205.50	\$ 6,205.50	\$74,743.50 7.47%
67412	Customer Support service	\$ 147,803.00	\$ 2,721.25	\$ 9,382.86	\$ 12,104.11	\$135,698.89 8.39%
	Individual Career Services - New Service	\$ 25,000.00	\$ -	\$ -	\$ -	\$25,000.00 0.00%
67422	On The Job Training	\$ 25,839.00	\$ -	\$ 882.56	\$ 882.56	\$24,956.44 3.42%
67418, 67420	Client Awards / Incentives	\$ 28,363.00	\$ 250.00	\$ 3,505.00	\$ 3,755.00	\$24,608.00 13.24%
	5% WEX Markup	\$ 10,671.00	\$ 27.81	\$ 2,169.49	\$ 2,197.30	\$8,473.70 20.52%
	Total Participant Expenses	\$ 532,048.00	\$ 3,555.17	\$ 65,535.23	\$ 69,090.40	\$462,957.60 12.99%
	Total	\$ 1,213,800.01	\$ 60,937.80	\$ 448,403.33	\$ 509,341.13	\$704,456.88 41.96%
	Total WIOA YOUTH OSY GRANT COST	\$ 1,213,800.01	\$ 60,937.80	\$ 448,403.33	\$ 509,341.13	\$704,456.88 41.96%

WEP - 20%
Expected
Expenditure

Staff Wages	\$ 6,445.47	\$ 37,126.06	\$ 43,571.53
Client Wage Subsidy (WEP)	\$ 510.48	\$ 39,772.11	\$ 40,282.59
Client Wage Taxes	\$ 45.63	\$ 3,798.25	\$ 3,843.88
WEX Markup 5%	\$ 27.81	\$ 2,180.33	\$ 2,208.14
On the Job Training	\$ -	\$ 882.56	\$ 882.56
Client Awards / Incentives	\$ 250.00	\$ 3,155.00	\$ 3,405.00
Credit Back to Board for WEX	\$ -	\$ -	\$ -

WEP - 20%
Expected
Expenditure

Total WEP Expenditures	\$ 7,279.39	\$ 86,914.31	\$ 94,193.70	18.49%
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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: 6/13/2022	
Approved By(signature):	Typed Name & Title: Kendra M. Schaapveld, Project Director
Date Signed: 6/13/22	

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

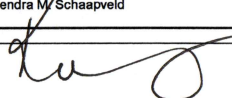
GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222		Grantor GRANT NO: PROJECT/ACTIVITY <i>Invoice Number</i>	Mississippi Valley Workforce Area RAPID RESPONSE - Grant RAPID RESPONSE 37026-0522-RAPID RESPONSE
GRANT PERIOD: 9/1/2020	8/31/2021		
REPORT PERIOD: 5/1/2022	5/31/2022		
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 60150	Salaries	\$ 36,933.00	\$ -	\$ 37,753.58	\$ 37,753.58	\$ - 100.00%
	Transfer from Fringe & Work Comp	\$ 820.58	\$ -	\$ -	\$ -	\$ - 0.00%
60310-60330	Payroll Taxes	\$ 2,825.00	\$ -	\$ 2,069.64	\$ 2,069.64	\$ 755.36 73.26%
60610-60650	Fringes and Work Comp	\$ 5,374.00	\$ -	\$ 1,960.36	\$ 1,960.36	\$ - 100.00%
	Transfer to Salaries	\$ (820.58)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (2,593.06)	\$ -	\$ -	\$ -	\$ - 0.00%
	Total Personnel Expenses	\$ 42,538.94	\$ -	\$ 41,783.58	\$ 41,783.58	\$ 755.36 98.22%
Operating Expenses:						
60850	Mileage & Travel	\$ 2,080.00	\$ -	\$ 813.43	\$ 813.43	\$ - 100.00%
	Transfer to Client Supplies	\$ (1,266.57)	\$ -	\$ -	\$ -	\$ - 0.00%
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	\$ -	\$ 2,600.00	\$ -	\$ 2,600.00	\$ - 0.00%
	Transfer from Mileage & Travel	\$ 1,266.57	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Resource Sharing	\$ 1,333.43	\$ -	\$ -	\$ -	\$ - 0.00%
63130	Office Supplies(includes PPE)	\$ 1,612.09	\$ 591.33	\$ 1,150.23	\$ 1,741.56	\$ (0.00) 100.00%
	Transfer from Other Professional Services	\$ 129.47	\$ -	\$ -	\$ -	\$ - 0.00%
62830	Outreach & Public Relations	\$ 2,288.89	\$ 1,555.00	\$ 9,941.46	\$ 11,496.46	\$ 1,645.48 97.48%
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%
	Transfer from Resource Sharing	\$ 500.00	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Resource Sharing	\$ 500.00	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Resource Sharing	\$ 21.24	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Other Professional Services	\$ 12.11	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Emp Background test	\$ 80.23	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Insurance	\$ 15.39	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer from Fringes & Work Comp	\$ 2,593.06	\$ -	\$ -	\$ -	\$ - 0.00%
65610	Reimbursable Equipment	\$ 14,827.39	\$ -	\$ 7,696.37	\$ 7,696.37	\$ - 100.00%
65610	Transfer to Outreach	\$ (935.00)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (1,249.00)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (1,150.00)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (3,797.02)	\$ -	\$ -	\$ -	\$ - 0.00%
62610-62620	Resource Sharing Allocation	\$ 2,910.00	\$ -	\$ 555.33	\$ 555.33	\$ - 100.00%
	Transfer to Outreach	\$ (500.00)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (500.00)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Client Supplies	\$ (1,333.43)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (21.24)	\$ -	\$ -	\$ -	\$ - 0.00%
61745	Insurance	\$ 359.51	\$ -	\$ 344.12	\$ 344.12	\$ (0.00) 100.00%
	Transfer to Outreach	\$ (15.39)	\$ -	\$ -	\$ -	\$ - 0.00%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$ 0.00 0.00%
65120	Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ 0.00 0.00%
65644, 65650, 65650	Emp background testing, screening, Training, Dues & Subs, etc.	\$ 1,115.26	\$ -	\$ 1,035.03	\$ 1,035.03	\$ - 100.00%
	Transfer to Outreach	\$ (80.23)	\$ -	\$ -	\$ -	\$ - 0.00%
65125, 65126, 65130	Other Professional Services(ACP, App Hosting)	\$ 554.00	\$ -	\$ 412.42	\$ 412.42	\$ (0.00) 100.00%
	Transfer to Office Supplies	\$ (129.47)	\$ -	\$ -	\$ -	\$ - 0.00%
	Transfer to Outreach	\$ (12.11)	\$ -	\$ -	\$ -	\$ - 0.00%
	Subtotal Personnel & Operating expense:	\$ 72,000.00	\$ 4,746.33	\$ 64,852.83	\$ 69,599.16	\$ 2,400.84 96.67%
9.77%	Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$ 0.00 0.00%
	Management Fee	\$ -	\$ -	\$ -	\$ -	\$ 0.00 0.00%
	Total Operating expenses	\$ 72,000.00	\$ 4,746.33	\$ 64,852.83	\$ 69,599.16	\$ 2,400.84 96.67%
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
67422
67418

Incumbent Worker training			\$	-	\$	-	\$	0.00	0.00%
On The Job Training		\$	-	\$	-	\$	-	\$0.00	0.00%
<i>Client Awards / Incentives</i>		\$	-	\$	-	\$	-	\$0.00	0.00%
Total Participant Expenses	\$	-	\$	-	\$	-	\$	0.00	0.00%
Total	\$	72,000.00	\$	4,746.33	\$	64,852.83	\$	69,599.16	\$2,400.84 96.67%
Total RAPID RESPONSE GRANT COST	\$	72,000.00	\$	4,746.33	\$	64,852.83	\$	69,599.16	\$2,400.84 96.67%

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 6/13/2022
Approved By(signature):	Typed Name & Title:
Kendra M Schaapveld	Project Director Kendra Schaapveld
	Date Signed: 6/13/22

May One Stop Operator Invoice

**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 - One Stop Operator
One Stop Operator
36347-0422-OSO

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

REPORT PERIOD: 6/1/2022 6/30/2022

WIOA SUMMARY - Total Grant	OSO
	898


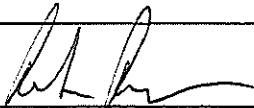
SECTION II. EXPENDITURES

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
Administration:						
60110-60160	\$ 63,100.00	\$ 5,083.75	\$ 38,921.10	\$ 44,004.85	\$19,095.15	69.74%
60310-60320	\$ 4,827.00	\$ 376.16	\$ 2,902.57	\$ 3,278.73	\$1,548.27	67.92%
60610-60660	\$ 7,239.00	\$ 670.02	\$ 4,594.18	\$ 5,264.20	\$1,974.80	72.72%
	\$ 75,166.00	\$ 6,129.93	\$ 46,417.85	\$ 52,547.78	\$22,618.22	69.91%
Operating Expenses:						
60850	\$ 4,864.00	\$ 64.40	\$ 1,983.37	\$ 2,047.77	\$2,816.23	42.10%
62115	\$ 900.00	\$ 75.09	\$ 525.69	\$ 600.78	\$299.22	66.75%
65570	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63110	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
63130	\$ 420.00	\$ -	\$ 119.70	\$ 119.70	\$300.30	28.50%
62830	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
62860	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65610	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
62910-62920	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
61745	\$ 557.00	\$ 43.71	\$ 296.88	\$ 340.59	\$216.41	61.15%
64120	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
65120	\$ 200.00	\$ 3.68	\$ 11.04	\$ 14.72	\$185.28	7.36%
60644, 60620, 60630	\$ 506.00	\$ 29.97	\$ 149.78	\$ 179.75	\$326.25	35.52%
65125, 65126, 65130	\$ 107.00	\$ 2.74	\$ 85.60	\$ 88.34	\$18.66	82.56%
	\$ 82,720.00	\$ 6,349.62	\$ 49,589.91	\$ 55,939.43	\$26,780.57	67.63%
9.77%	\$ 8,082.00	\$ 620.35	\$ 4,844.93	\$ 5,465.28	\$2,616.72	67.62%
	\$ 9,080.00	\$ 756.67	\$ 5,675.01	\$ 6,431.68	\$2,648.32	70.83%
	\$ 99,882.00	\$ 7,726.54	\$ 60,109.85	\$ 67,836.39	\$32,045.61	67.92%
	\$ 99,882.00	\$ 7,726.54	\$ 60,109.85	\$ 67,836.39	\$32,045.61	67.92%

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 Tipton, Project Accountant
	Date signed 6/6/2022
Approved By(signature): 	Typed Name & Title: One Stop Operator Robert Ryan
Robert Ryan - One Stop Operator.	Date Signed: 6/6/2022

Fiscal Agent Invoices

Southeast Iowa Regional Planning Commission

211 N Gear Avenue, Suite 100
 West Burlington, IA 52655

Invoice

Date	Invoice #
5/31/2022	2022-469

Bill To
Iowa Workforce - WIOA Grant

Ship To

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			5/31/2022			
Quantity	Item Code	Description			Price Each	Amount
	WIOA Admin	SEIPRC - May 2022 time - 112.5 hours			6,829.76	6,829.76
					Total	\$6,829.76

WIOA ACCOUNTS PAYABLE PAYMENT REQUEST

COPY

Vendor Name: SEIRPC
Vendor Address: 211 N Gear Ave, Ste 100
 West Burlington, IA 52655

Invoice Date: 5/31/2022

Description: SEIRPC wages, benefits and indirect costs for May 2022

6/8

ACCOUNT	DESCRIPTION	CLASS		AMOUNT
		#	NAME	
899.710	Contractual Time May 2022 (112.5 hours)	95.10	Admin	\$6,829.76
			TOTAL	\$6,829.76

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.

XX Lori
Brittni

SEIRPC Executive Director Signature

Southeast Iowa Regional Planning Commission
SEIRPC Personnel Expenses

Accrual Basis

May 2022

Type	Date	Num	Memo	Class	Debit	Credit	Balance
700.00 · Personnel Expenses							
701.00 · Salaries							
General Journal	05/31/2022	22-0506	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	3,651.69		3,651.69
Total 701.00 · Salaries					3,651.69	0.00	3,651.69
702.00 · FICA - Employer's Share							
General Journal	05/31/2022	22-0506	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	261.24		261.24
Total 702.00 · FICA - Employer's Share					261.24	0.00	261.24
703.00 · IPERS - Employer's Share							
General Journal	05/31/2022	22-0506	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	338.39		338.39
Total 703.00 · IPERS - Employer's Share					338.39	0.00	338.39
705.00 · Employee Benefits							
General Journal	05/01/2022	22-0508	Monthly dental, vision, life, std, lt...	90 LOCAL:95.0 WIOA:95.10 A...	50.32		50.32
General Journal	05/31/2022	22-0506	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	884.62		934.94
Total 705.00 · Employee Benefits					934.94	0.00	934.94
Total 700.00 · Personnel Expenses					5,186.26	0.00	5,186.26
900.00 · SEIRPC INDIRECT COSTS							
General Journal	05/31/2022	22-0506	Monthly Payroll Wages & Benefits	90 LOCAL:95.0 WIOA:95.10 A...	1,643.50		1,643.50
Total 900.00 · SEIRPC INDIRECT COSTS					1,643.50	0.00	1,643.50
TOTAL					6,829.76	0.00	6,829.76

112.5 hours

PY22 Budget Approvals

Draft Admin Budget Narrative

PY22 (July 1, 2022 – June 30, 2023)

Board Staff - The total amount of board staff salary and benefits equals \$291,604.50. \$4,232.96 will come from the National Dislocated Worker Grant (NDWG). \$86,211.47 (30%) of staff time will be spent on program related activities and will be split across the Adult/DW and Youth funding streams. The remaining \$201,160.08 will be spent on board admin activities and charged to this admin budget.

Fiscal Agent - The CEOs approved a rate of \$59,796.00 with Central Iowa Juvenile Detention Center to perform the Fiscal Agent functions for a 13-month contract. The 12-month cost budgeted in PY22 is \$55,196.31. (waiting on CEOs to approve SEIRPC contract extension and amount)

Mileage and Travel - Including flight, hotel, ground transportation, cost to cover meals and other out of town related expenses for quarterly GLETA and Iowa Association of Workforce Boards (IAWB) meetings, conferences including the Youth Symposium, NAWDP, USWA, NAJA, NAWB conferences and other related workforce related events. Travel within the MVWA for board staff and board members is also covered for board related activities. The current IRS Mileage Per Diem rate will be used and adjusted as necessary, currently at \$0.58.5.

Telephone, Postage, Supplies - Office supplies including binders, paper, pens, etc. Cost of a 1-800 board phone number that provides a professional messaging and options that direct to staff cell phones and centers. Cost of monthly cell for stipend for board staff (3 staff, \$60 a month X 12). Cost of postage for board related functions.

Outreach and Public Relations - Costs for radio ads, booths, Lunch and Learns, radio slots, print ads, social media campaigns etc. Two outreach efforts in each county will be conducted. Costs associated with the disability Access Awareness Campaign and other outreach initiatives outlined in the MOU are covered under this line item.

Equipment - Purchase of computer, printers, monitors, other office equipment, and items with a serial number.

Professional Services and Business Expenses - Fees related to filing annual IRS forms and other financial documents, or professional services needed. \$1,000 cost of PY21 SEIRPC audit of WIOA funds. Fees associated with the review of contracts, agreements, and other legal documents. General Liability and Directors and Officers insurance to cover board members and CEOs.

Information Technology - Includes but is not limited to costs of website maintenance and email domain, Squarespace, Zoom subscriptions, DocoSign, Adobe, Microsoft 365 Business, DoodlePoll, Dropbox, IT support, mobile internet and board training platform.

Dues and Subscriptions - Dues and Subscriptions– This includes memberships to all of the 13 Chambers of Commerce throughout the 8-county area, National Association of Workforce Boards (NAWB), National Association of Workforce Development Professionals (NAWDP), the United States Workforce Alliance and other workforce related organizations. Subscription for LMI database is also included.

Meeting Expenses - Fees for regularly scheduled workforce meetings including the cost of facilities, presenters, printing, supplies etc. Regular meetings can include but are not limited to CEOs, board, committees, core partner meetings or in-service days.

Conferences and Trainings - Professional development opportunities for board staff and board members including but not limited to registration fees for the Youth Symposium, NAWDP, NAJA, USWA, IAWB, and NAWB. Fees associated with professional development webinars and trainings for board staff. Fees to coordinate a minimum of two in-person board trainings each year and contributions to the statewide board training including facilities, presenters, supplies, etc.

Printing - Cost of printing materials for meetings and record keeping purposes, along with brochures and other outreach material. Printing of board manuals and IowaWORKS resource guides are also covered. Monthly HP instant ink included for board staff printers.

Special Initiatives - Special Initiatives – Funding to support sector initiatives, special projects in partnership with Chambers of Commerce, Economic Development entities, and other community partners.

Unobligated Funds – Other funds that have not been budgeted at this time.

**Mississippi Valley Workforce Development Board
Draft PY22 Admin Budget
July 1, 2022 - June 30, 2023**

Approved mm/dd/yyyy

Estimated Income Stream

FY22 Carryover	200,000.00
PY22/FY23	326,115.00
Total Admin	526,115.00

Expense	PY22 Budget
Board Salaries	\$201,160.08
Fiscal Agent	<u>62,696.31</u>
Mileage and Travel	30,000.00
Telephone, Postage, Supplies	5,000.00
Outreach & Public Relations	15,000.00
Equipment	5,000.00
Professional Services and Business Expenses	8,500.00
Information Technology	7,000.00
Dues and Subscriptions	10,000.00
Meeting Expenses	4,000.00
Conferences and Trainings	15,000.00
Printing	4,000.00
Special Initiatives	15,000.00
Unobligated Funds	143,758.61
Total	526,115.00

Draft PY22 Budget

Youth	Amount	Adult	Amount	DW	Amount
Estimated PY21 Carryover	670,000.00	Estimated FY22 Carryover	200,000.00	Estimated FY22 Carryover	150,000.00
PY22	1,270,134.00	PY22	181,674.00	PY22	159,003.00
Total	1,940,134.00	FY23	811,874.00	FY23	512,366.00
80% Obligation Required	1,016,107.20	Total	1,193,548.00	Total	821,369.00
PY21 Carryover WEP 20%	242,000.00	80% Obligation Required	994,838.40	80% Obligation Required	687,095.20
PY22 20% WEP	254,026.80				
Total 20% WEP	496,026.80				

Expenses		Expenses		Expenses	
PY21 OSO Contract	6,666.67	PY21 OSO Contract	6,666.67	PY21 OSO Contract	6,666.67
PY22 OSO Contract (9 mo)	25,000.00	PY22 OSO Contract (9 mo)	25,000.00	PY22 OSO Contract (9 mo)	25,000.00
Subleases	52,702.09	Subleases	51,152.00	Subleases	51,152.00
Board Staff	28,737.16	Board Staff	28,737.16	Board Staff	28,737.16
RFP for Outreach Campaign	16,666.67	RFP for Outreach Campaign	16,666.67	RFP for Outreach Campaign	16,666.67
RFP for Sector Strategy Study	10,000.00	RFP for Sector Strategy Study	10,000.00	RFP for Sector Strategy Study	10,000.00
Equus Program Contract	1,790,361.42	Incumbent Worker Training	25,000.00	Incumbent Worker Training	25,000.00
Unobligated Funds	10,000.00	Unobligated Funds	10,000.00	Unobligated Funds	10,000.00
Total Expenses	1,940,134.00	Equus Program Contract	1,020,325.51	Equus Program Contract	648,146.51
	0.00	Total Expenses	1,193,548.00	Total Expenses	821,369.00
			0.00		0.00

Support Service Policy Modifications



Mississippi Valley Workforce Development Board

Support Services Policy

Approved Date: August 23, 2021

Effective Date: August 23, 2021

Amended Date: April 25, 2022

A. Purpose

To provide MVWA contractors of WIOA, Adult, Dislocated Worker and Youth with guidelines and restrictions on supportive services.

B. Background

1. Support services are available to WIOA Adult, Dislocated Workers, and Youth who meet WIOA eligibility requirements as described below.
2. As WIOA programs are not an entitlement, supportive service payments are made on a case-by-case basis only when determined necessary and allowable.
3. Due to funding limitations, WIOA supportive services are always the last resort.
4. All other sources of funding must be sought first and documented to avoid duplication of services.
5. All attempts to find other supportive service funding and the reasons for needing WIOA funding must be documented in the state case management system.
6. Potential sources for other funding may include state-funded sources, Pell Grants, or Trade Adjustment Assistance (TAA).

C. Eligibility

1. Supportive services, including needs-related payments, may only be provided to participants who:
 - a. Are participating in Career services or Training services approved by WIOA Title I.
 - b. Are unable to obtain supportive services via their support network or through other programs including community agencies that provide these services; and
 - c. Require those services to enable him/her to participate in WIOA Title I activities.
2. A review of the Adult, Dislocated Worker participant's budget shall be completed to determine need. Details of the budget will be provided into the state case management system. In all cases, staff must review service notes prior to making any supportive service payments to avoid duplicate payments from multiple sources and to ensure the participant has not exceeded any limits set forth in this policy.
3. The supportive service(s) must be necessary for the customer to achieve the goals outlined in their Employment Plan (EP).
4. The Comprehensive and Affiliate Job Centers must keep an up-to-date listing of available community resources (paper and/or electronic) and make available to participants prior to any

WIOA payment for supportive services. Providing information about the availability of, and referrals to, alternate supportive services sources is required by 20 CRF 678.430 (a) (9).

Support Payments

A. Overview

1. The MVWA has a per participant support cap maximum of \$6,000.00 per program year.
2. The board has a 60-day limit for supportive services after a customer completes training or is no longer participating in an approved WIOA activity, excluding Youth participants.
3. Youth participants are provided support services through follow-up.
4. Following are the allowable types of Support Service Payments and a description of each. Payments may be made directly to vendors on behalf of a participant, or as a reimbursement to the individual unless otherwise noted below.

B. Clothing (CHG)

1. Payments for items such as clothes and shoes that are necessary for participation in WIOA Title 1 activities, including interviewing, employment or work experience are allowable.
2. Items such as uniforms and safety equipment are generally allowable.
3. Maximum expenditure is \$300.00 per activity.

C. Dependent Care (DPC)

1. The costs of dependent care from licensed daycare providers or from private sources agreed upon by the participant are an allowable expense.
2. Dependent care assistance may be provided to eligible participants who require such assistance in order to participate in a WIOA activity and whose need has been linked to an activity.
3. Dependent care includes child or adult care for which the participant would normally be responsible.
4. If an unemployed parent of the child resides in the home, no childcare support will be provided.
5. DPC payments are paid directly to the participant after verification by the case manager.
6. The case manager will verify:
 - a. the childcare provider form identifying the person(s) for whom they are providing care,
 - b. the provider is not being paid by other sources (or verification of participant co-pay),
 - c. documentation of the days/hours the care is provided, and the attendance/progress form from the training provider verifying that the childcare is necessary.
7. Dependent care support should only be used when the participant is not eligible for, or is pending approval of, childcare assistance through DHS/Promise Jobs.
8. A maximum of ~~\$2.50~~ \$4 hour per person or the rate of the provider, whichever is less. ~~\$20~~ \$40 a day maximum per person or ~~\$35~~ \$70 a day maximum for family.
9. Maximum expenditure per participant is ~~\$1000.00~~ \$2500 per program year.

D. Educational Assistance (EST)

1. Assistance with books, fees, school supplies, laptops, internet access, and other necessary items

Commented [LR1]: Revision 1 – These revisions are requested to get amount reflective of current costs – these were originally created around 2015. Using DHS provider rates as a comparison.

for students enrolled in high school, alternative high school, high school equivalent, or post-secondary education classes are allowable.

2. In the event a program participant has been awarded a Pell Grant, the Pell Grant must be applied against the cost of allowable educational expenses before WIOA funds are utilized.
3. Participants that need laptops, internet service, and other supportive services must provide written documentation from the training site indicating the need for these services.
4. The laptop may be retained by the participant after the completion of training and will only be provided one time per participant-program year.
5. Services for internet are limited to the time that the individual is in a training activity.
6. Maximum expenditure is \$1500.00 per program year.

E. Educational Testing (EDT)

1. Assistance with educational testing required for participation in WIOA Title 1 activities is allowable.
2. Some examples of educational testing include, but are not limited to, high school equivalency testing and vocational testing.
3. If required for employment, the costs for licenses and application fees are allowable, examples include nursing boards.
4. Maximum expenditure is \$450.00 per participant-program year.

F. Health Care (HLC)

1. Health care assistance can be made available to participants when lack of assistance will affect their ability to obtain or maintain employment, or if it is a requirement of an educational program.
2. Allowable expenses include but are not limited to:
 - a. physical exams,
 - b. drug tests, and
 - c. co- pays for prescription drugs.
3. This supportive service should be used only when there are no other resources available to the participant.
4. Maximum expenditure is \$300.00 per participant-program year.

G. Services for Individuals with Disabilities (SID)

1. The costs of special services, supplies, equipment, and tools necessary to enable a participant with a disability to participate in an education or employment related activity are allowable.
2. It is not an allowable use of WIOA Title 1 funds to make capital improvements to a training or work site for general compliance with the Americans with Disabilities Act requirements.
3. Maximum expenditure is \$1000.00 per participant-program year.

H. Transportation (TRN)

1. The cost of transportation necessary to participate in WIOA Title 1 activities and services, including job searching and job interviews, is allowable.

Commented [LR2]: Revision 2 - Assistance was previously only provided for those enrolled in postsecondary education classes – this revision expands assistance to cover eligible participants enrolled in hi-Set, high school completion, alternative high school all secondary school options – enabling us to better serve broader range of participant needs as it relates to educational assistance

Commented [LR3]: Revision 3 - This revision has been requested to include ride share in covered transportation and increase reimbursements for Title I participants' transportation costs associated with getting to and from covered job seeking and/or employment activities.

2. Assistance can consist of:
 - a. Per mile reimbursement,
 - b. fuel purchase orders,
 - c. ride share services, like Uber and Lyft for example, and
 - d. bus and/or taxi passes.
 - e. Bicycle purchases capped at \$250.
3. Bus passes must not be provided for more than 30 days in advance, 1-day bus passes are also allowable.
4. Transportation expenses must be supported with a map from a web mapping service.
5. Daily travel reimbursements are limited to one round trip per day per activity, capped at \$23.00 per day.
6. Maximum mile reimbursement is \$0.23/mile.
7. Maximum amount per participant is \$2880.00 per program year paid directly to the individual.

Commented [LR4]: Added ride share as previously not covered – limited bus routes/times of bus travel offered makes ride share an option that can better support our participants

Commented [LR5]: Can committee consider looking at the cost of a quality bike – one that might take someone to and from work on a regular basis – and see if we can raise this cap amount?

Commented [LR6]: Can committee consider raising this to reflect any changes made in maximum mile reimbursement

Commented [LR7]: Can committee consider raising this to federal re-imbusement or consider % increase to reflect inflation effects

I. Housing/Rent/Utilities

1. The participant must indicate a need and sign an applicant statement requesting the assistance.
2. Deposits are not allowable since the amount may be reimbursed to a participant at a later date.
3. Payment of late fees or interest fees or charges associated with payments not made on time are not allowable.
4. Required documentation for payment includes a copy of a signed lease with the participant's signature and monthly amount due or proof of a mortgage in the participants name. and a notice of late payment from the landlord.
5. If the lease is not in the participant's name, an applicant statement must be made explaining the relationship between the participant and person named in the lease.
6. Payments will be based on actual rent expense minus any subsidies.
7. Rent or mortgage assistance is limited to one time per household per program year.
 - a. Maximum for rent \$850, maximum for mortgage \$1,000.
8. Utilities are allowed up to \$500 per program year and must be supported by actual bills.

Commented [LR8]: Revision 4 – originally this policy limited ability to pay for principal + interest fees that comprise a mortgage payment – clarification here to establish the specific type of interest fees that are not allowable; those associated with a late payment.

Commented [LR9]: Revision 5 - We want to get this paid before it's late – this also gets rid of late fees. If we are requiring notice of late payment, we are requiring participants to wait when we can address the issue before this is issued/sent/received.

J. Car Repairs/Insurance

1. Vehicle repair costs may be provided but must be directly linked to an allowable activity.
2. Required documentation includes:
 - a. copy of title or registration showing the client or their spouse, parent/guardian legally owns the vehicle;
 - b. proof of car insurance.
3. No cosmetic repairs will be paid using WIOA funds.
4. Vehicle insurance premiums for up to 6 months are also an allowable expense and is a one-time only payment. Two quotes for repairs are required unless the vehicle has to be towed.
5. The participant cannot receive mileage reimbursement and vehicle repairs during the same week. If vehicle repairs are paid, no transportation will be paid.
6. Maximum per participant is \$1,000 per program year.

K. Tools or Equipment

1. The participant must submit proof that the employer or training provider requires the participant to have specific tools or equipment to perform job duties or complete training.
2. The participant must submit documentation from the employer or training institute that the items are required.
3. The maximum amount per participant is \$500 per enrollment.

L. Employment Related Expenses

1. Employment related expenses include various fees not covered in other categories that are related to education and/or employment, including licensing, bonding, background checks for work-based learning, and application fees.
2. The cost of required identification documents for education or employment is allowed.
3. The cost of a laptop for a participant doing a remote work-based learning activity is allowed.
4. The maximum amount per participant is \$500 per enrollment.

M. Supported Employment and Training (SET)

1. Supported Employment and Training payments are allowable to provide individuals requiring individualized assistance with the one-to-one instruction and with the support necessary to enable them to complete occupational skill training and/or obtain and retain competitive employment.
2. SET may only be used in training situations that are designed to prepare the participant for continuing non-supported competitive employment. An example of SET use in conjunction with an occupational skills training would be hiring a tutor to assist with classes.
3. SET may be conducted in conjunction with experiential learning activities. An example of SET use in this situation would be the hiring of a job coach to assist an individual who has been placed in competitive employment.
4. The length of a Supported Employment and Training contract may not exceed six months per enrollment.
5. The service provider must have an established rate for the service and charges must be in the same manner and at the same rate as other entities purchasing similar services.

Needs Related Payments

A. Overview

1. Needs Related Payments (NRP) are cash payments to WIOA participants for general living expenses to enable them to continue and succeed in the WIOA Program.
2. Needs-related supportive services must be approved by the WIOA Project Director and paid directly to the participant.
3. The maximum for a Need Related Payment per participant is \$500 per program year.
4. NPR's are one of the supportive services authorized by WIOA.
5. Unlike other supportive services, in order to qualify for needs-related payments a participant must be enrolled in training.
6. NRPs are available for the following fund sources:

- a. Adult,
- b. Dislocated Worker,
- c. Out-of-School Youth, and
- d. In-School Youth.

B. Adult Eligibility

1. Participants enrolled in the Adult program must meet the following criteria to receive needs-related payments:
 - a. Be unemployed,
 - b. Not qualify for, or have ceased qualifying for, unemployment compensation,
 - c. Be enrolled (applied and accepted) in training services under WIOA Title I that has already begun or will begin within 30 calendar days.

C. Dislocated Worker Eligibility

1. Participants enrolled in the Dislocated Worker program must meet the following criteria to receive needs-related payments:
 - a. Be unemployed, and
 - b. Have ceased to qualify for unemployment compensation or Trade Readjustment Allowance, and;
 - c. Be enrolled in a program of training services under WIOA Title I by the end of the 13th week after the most recent layoff that resulted in a determination of the worker's eligibility as a dislocated worker, or, if later, by the end of the 8th week after the worker is informed that a short-term layoff will exceed 6 months; or
 - d. Be unemployed and not qualify for unemployment compensation or Trade Readjustment Allowance (TRA) under TAA and be enrolled (applied and accepted) in training services under WIOA Title I that has already begun or will begin within 30 calendar days.
2. For dislocated workers, payments must not exceed the greater of either of the following levels:
 - a. The applicable weekly level of the unemployment compensation benefit, for participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
 - b. The poverty level for an equivalent period, for participants who did not qualify for unemployment compensation as a result of the qualifying layoff.
 - c. The weekly payment level must be adjusted to reflect changes in total family income, as determined by Local WDB policies.
 - d. At least quarterly, the amount of family income must be reviewed to determine if adjustments must be made in the amount of NRP payments.

D. Youth Eligibility

1. Participants enrolled in the Youth program must meet the following criteria to receive needs-related payments:

- a. Be unemployed
- b. Not qualify for, or have ceased qualifying for unemployment compensation.

E. Approval of Support Payments

- 1. A WIOA Project Director and/or Operations Supervisor in each center will be responsible for reviewing and approving support payment request for WIOA Adults, Dislocated Workers, and Youth to ensure all WIOA requirements have been met, and the request is appropriate and to ensure sufficient funds are available.
- 2. In the event that any supportive service not previously outlined in this policy is requested or requires more than the allowable maximum amount or cap, as stated in policy a waiver may be submitted to the board Executive Director. In consultation with the appropriate committee chairs and authorization to exceed the maximum will be awarded on a case-by-case basis. Proper justification must be outlined on the waiver. Written justification from the customer is required prior to making the payment.

Commented [LR10]: Revision 6 – adding this best practice language to all policies where exemptions are needed.

F. Related Information

N/A

Equal Opportunity Programs/Employer – Auxiliary aids and services available upon request for individuals with disabilities

Financial Monitoring Report



211 N. Gear Avenue, Suite 100
West Burlington, Iowa 52655

Tel: 319.753.5107
Fax: 319.754.4763
Website: www.seirpc.com

June 3, 2022

Ms. Kendra Schaapveld, MPA
Project Director
Title I Adult/Dislocated Worker, Youth Programs
IowaWorks
1801 East Kimberly Road, Suite A
Davenport, IA 52807

RE: Monitoring Service Provider January 2022 Adult, Dislocated Worker, Youth In School,
Youth Out of School Invoices for Insurance Line Item

Dear Ms. Schaapveld:

Thank you for your response along with the additional documentation to the Recommended Action on May 25, 2022, on the Insurance Line Item Monitoring for the January 2022 Adult, Dislocated Worker, Youth in School, and Youth out of School Invoices.

We have accepted your response and documentation, which is enclosed. We have approved your response along with the documentation, and no further action is needed. This completes the Insurance Line Item Monitoring for the January 2022 Adult, Dislocated Worker, Youth in School and Youth out of School invoices.

Thank you for all your cooperation on this matter. If you have any questions, please do not hesitate to contact me by e-mail at scoffey@seirpc.com, or by phone at (319) 753-4302.

Sincerely,

Susan Coffey
Administrative Director

Enclosure

Cc: Miranda Swafford



Susan Coffey

From: Kendra Schaapveld <Kendra.Schaapveld@EquusWorks.com>
Sent: Wednesday, May 25, 2022 2:47 PM
To: Susan Coffey; Lori Gilpin
Cc: Cheryl Tipsword; director@mississippivalleyworkforce.org
Subject: Follow up fiscal documents
Attachments: FW_Iowa_Fiscal_Monitoring_Follow_Up.zip

Please see the attached zip file and consider these documents the response to the fiscal monitoring. Please let us know if you require any additional information.

Thank you!

Kendra M. Schaapveld, MPA

Project Director, Title I Adult/Dislocated Worker, Youth Programs
IowaWORKS - a Proud Partner of the American Job Center Network
1801 East Kimberly Road
Suite A
Davenport, IA 52807
Desk: 563.445.3200 Ext. 43304
Fax: 563.445.3240
kendra.schaapveld@iwd.iowa.gov
kendra.schaapveld@equusworks.com

www.EquusWorks.com



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Liability and D&O Cost Allocation

Liability insurance and D&O insurance costs are allocated evenly based on revenue.

II. General/Professional Liability

	7/1/21 - 6/30/22	% Increase	Full Year 2022
ACE/Chubb Primary Insurance Premiums	\$ 81,259	0%	\$ 81,259
Ascott Excess Insurance Premiums	\$ 1,218,060	25%	\$ 1,522,575
XL Bermuda Excess Insurance Premiums(4)	\$ 634,313	25%	\$ 792,891
AWAC Excess Insurance Premiums (4)	\$ 382,500	25%	\$ 478,125
Convex Excess Insurance Premium (4)	\$ 400,067	25%	\$ 500,084
Beazley Excess Insurance Premiums	\$ 424,035	25%	\$ 530,044
MedPro Excess Insurance Premiums (4)	\$ 182,724	25%	\$ 228,405
XL Arbor Misc Professional (E&O)	\$ 188,108	0%	\$ 188,108
Broker & Other Administrative Fees(2)	\$ 27,500	0%	\$ 27,500
Retained Losses (7)	\$ 7,500,000	0%	\$ 7,500,000
Claims Handling - Sedgwick (8)	\$ 157,867	0%	\$ 157,867
Total GL/PL	\$ 11,196,432	7%	\$ 12,006,857

VII. Stand Alone Coverages (5)

Westchester - Primary D&O & FID (12/1 eff. Date)	\$ -	0%	\$ -
Nat'l Union - 1st Excess D&O (12/1 eff. Date)	\$ -	0%	\$ -
RLI - 2nd Excess D&O (12/1 eff. Date)	\$ -	0%	\$ -
Ironshore - 3rd Excess D&O (12/1 eff. Date)	\$ -	0%	\$ -
Nat'l Union - 1st Excess FID Liab. (12/1 eff. Date)	\$ -	0%	\$ -
Marsh D&O (12/1 eff. Date)	\$ -	0%	\$ -
Employment Practices Liability (Place holder)	\$ -		\$ -
AIG HIPAA/Cyber Liability	\$ 111,841	20%	\$ 134,209
Total Stand Alone	\$ 111,841	20%	\$ 134,209

Total Liability and D&O	\$11,308,273	7%	\$12,141,066
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Revenue for 2021 budget purposes (1)

Behavioral	\$ 1,120,220,775	\$ 1,120,220,775
Home Health & Neuro Therapies	\$ 659,801,358	\$ 659,801,358
WorkForce Services	\$ 344,997,266	\$ 344,997,266
Resource Center	\$ -	\$ -
Total	\$ 2,125,019,399	\$ 2,125,019,399

Cost per \$1,000/revenue	\$ 5.32	0%	\$ 5.71
Memo: 2020 budget	\$ 5.58	\$ 5.58	
Change from PY	\$ (0.26)	\$ 0.13	
% change from PY	-5%	2%	

Cost per Division

Behavioral	\$ 5,961,246	\$ -	\$ 6,400,259
Home Health & Neuro Therapies	\$ 3,511,128	\$ -	\$ 3,769,703
Workforce/Education&Training	\$ 1,835,900	\$ -	\$ 1,971,104
Total	\$ 11,308,273	\$ -	\$ 12,141,066

NOTES:

- (1) Used 1/1/21-9/30/21 Revenue annualized through 12/31/20 (K Gaddie) for 2022 Budgeted numbers.
- (2) Includes estimated Aon broker fees (half of total annual amount) \$250,000 (11% allocated to GL)
- (4) Annual Excess premiums allocated 75% to GL and 25% to Auto (excluding Sexual Abuse & Molestation - Benzley and the Buffer Layer - Ascott)
- (5) BHS was placed under the KKR Plan upon closing. Budget located in Department 032
- (7) Estimated annual Loss pick at \$7.5M per 8/31/20 accruals.
- (8) YTD 2021 annualized for remainder of year (GL is about 5% of total Sedgwick fee)

	2016	2017	2018	2019	2020
NUMERATOR (losses + prem)	7.7	8.6	9.4	10.31	10.41
DENOMINATOR (revenues)	1805	1760	1790	1886.7	1905.37
	0.004266	0.004886	0.005251	0.005465	0.005464
	4.27	4.89	5.25	5.46	5.46

0 * *

0 * *

20,414.00 +
 12,169.00 +
 12,169.00 +
 12,169.00 +
 12,169.00 +
 12,169.00 +
 81,259.00 *

BrightSpring Health Services

Invoice No. 1800000277741

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Jul-31-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Jul-01-2021	Renewal - General Liability Coverage Premium Assessment	20,284.00 130.00
Comments Installment 1 of 6 Policy Numbers: XSLG7248079A, HDOG72480831 and XSLG72480879					
				TOTAL INVOICE AMOUNT DUE	20,414.00

**TO AVOID POTENTIAL DISRUPTION IN YOUR COVERAGE, PAYMENT IS DUE UPON RECEIPT.
Please Make Payable to Aon Risk Services**

Please see last page for statement regarding Aon compensation.

Page 1 of 3

Please detach here. Top portion is for your records, bottom portion to be returned with your payment.

Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000277741	Jul-31-2021	US DOLLAR	20,414.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

BrightSpring Health Services

Invoice No. 1800000277742

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Jul-31-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Aug-01-2021	Renewal - General Liability Coverage Premium	12,169.00
Comments Installment 2 of 6					
				TOTAL INVOICE AMOUNT DUE	12,169.00

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Page 1 of 3

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Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000277742	Jul-31-2021	US DOLLAR	12,169.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

BrightSpring Health Services

Invoice No. 1800000277831

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Aug-02-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Sep-01-2021	Renewal - General Liability Coverage Premium	12,169.00
Comments Installment 3 of 6					
				TOTAL INVOICE AMOUNT DUE	12,169.00

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Page 1 of 3

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Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000277831	Aug-02-2021	US DOLLAR	12,169.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

BrightSpring Health Services

Invoice No. 1800000278633

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Aug-16-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Oct-01-2021	Renewal - General Liability Coverage Premium	12,169.00
Comments Installment 4 of 6					
				TOTAL INVOICE AMOUNT DUE	12,169.00

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Page 1 of 3

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Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000278633	Aug-16-2021	US DOLLAR	12,169.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

BrightSpring Health Services

Invoice No. 1800000279763

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Sep-15-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Nov-01-2021	Renewal - General Liability Coverage Premium	12,169.00
Comments Installment 5 of 6					
TOTAL INVOICE AMOUNT DUE					12,169.00

**TO AVOID POTENTIAL DISRUPTION IN YOUR COVERAGE, PAYMENT IS DUE UPON RECEIPT.
Please Make Payable to Aon Risk Services**

Please see last page for statement regarding Aon compensation.

Page 1 of 3

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Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000279763	Sep-15-2021	US DOLLAR	12,169.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

BrightSpring Health Services

Invoice No. 1800000280889

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Aon Risk Services Central, Inc.
Philadelphia PA Office
One Liberty Place
1650 Market Street
Suite 1000
Philadelphia PA 19103
(215) 255-2000 FAX (215) 255-1893

Client Account No.	Invoice Date	Currency	Account Executive
570000032784	Oct-18-2021	US DOLLAR	Vincent Baldino

Insurance Co.	Policy No. / Named Insured	Policy Term	Trans. Eff. Date	Description	Amount
ACE American Insurance Company	XSLG7248079A BrightSpring Health Services	Jul-01-2021 - Jul-01-2022	Dec-01-2021	Renewal - General Liability Coverage Premium	12,169.00
Comments Installment 6 of 6					
TOTAL INVOICE AMOUNT DUE					12,169.00

**TO AVOID POTENTIAL DISRUPTION IN YOUR COVERAGE, PAYMENT IS DUE UPON RECEIPT.
Please Make Payable to Aon Risk Services**

Please see last page for statement regarding Aon compensation.

Page 1 of 3

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Client Account No.	Invoice No.	Invoice Date	Currency	Amount Due
570000032784	1800000280889	Oct-18-2021	US DOLLAR	12,169.00

BrightSpring Health Services
805 N. Whittington Parkway
Louisville KY 40222 USA

Remit to:

Aon Risk Services Central, Inc.
Aon Risk Services Companies, Inc.
P.O. Box 7247 - 7376
Philadelphia PA 19170-7376

Fiscal Agent May Report

Financial Report ***May 2022***



Dear Mississippi Valley Workforce Area Board:

The accompanying statements of **Mississippi Valley Workforce Area** for Revenue and Expenses with Budgets for the eleven months ended **May 31, 2022**.

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 June 16, 2022

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Summary
For the Eleven Months Ending May 31, 2022

	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 May 2022	Total Annual Budget	Remaining Budget
WIOA Grant Revenues												
· WIOA Grant - Administration	246,894.78	-	-	-	-	-	-	-	-	246,894.78	476,448.36	229,553.58
· WIOA Grant - Transition Funding	-	2,059.66	-	-	-	-	-	-	-	2,059.66	2,059.66	0.00
· WIOA Grant - Adult	-	-	900,189.93	-	-	-	-	-	22,612.12	922,802.05	1,260,967.64	338,165.59
· WIOA Grant - Dislocated Workers	-	-	-	465,285.97	-	-	-	-	22,612.12	487,898.09	710,737.27	222,839.18
· WIOA Grant - NDWG	-	-	-	-	45,622.25	-	-	-	-	45,622.25	289,419.00	243,796.75
· WIOA Grant - Youth Out of School	-	-	-	-	-	559,209.86	-	-	16,959.11	576,168.97	1,298,239.45	722,070.48
· WIOA Grant - Youth In School	-	-	-	-	-	-	157,900.39	-	5,653.04	163,553.43	320,179.48	156,626.05
· WIOA Grant - Rapid Response	-	-	-	-	-	-	-	69,599.16	-	69,599.16	72,000.00	2,400.84
Total	246,894.78	2,059.66	900,189.93	465,285.97	45,622.25	559,209.86	157,900.39	69,599.16	67,836.39	2,514,598.39	4,430,050.86	1,915,452.47
WIOA Expenses												
· Board Salaries and Benefits	118,630.13	-	24,361.83	24,156.26	5,213.88	20,338.02	6,876.59	-	-	199,576.71	229,499.86	29,923.15
· Salaries	-	-	257,145.07	170,603.65	23,775.84	246,442.69	76,724.02	37,753.58	44,004.85	856,449.70	1,175,500.01	319,050.31
· Payroll Taxes	-	-	19,040.92	13,474.81	1,810.53	18,011.72	5,775.47	2,464.43	3,278.73	63,856.61	88,413.98	24,557.37
· Fringes and Worker's Comp	-	-	37,486.98	19,772.91	879.62	33,278.63	9,460.50	1,565.57	5,264.20	107,708.41	136,522.38	28,813.97
· Personnel Expenses	-	-	10,047.83	4,897.95	-	9,558.05	1,719.45	1,035.03	179.75	27,438.06	52,117.03	24,678.97
· Audit	-	-	393.19	147.28	-	288.85	98.76	-	14.72	942.80	4,007.00	3,064.20
· Fiscal Agent Costs	66,005.27	-	-	-	-	-	-	-	-	66,005.27	72,500.00	6,494.73
· Contractual Expenses	1,856.25	-	2,625.37	2,190.77	(0.03)	2,685.75	1,179.45	412.42	88.34	11,038.32	25,297.25	14,258.93
· Information Technology	4,091.59	-	-	-	-	-	-	-	-	4,091.59	4,301.99	210.40
· Legal Expenses	600.00	-	-	-	-	-	-	-	-	600.00	2,000.00	1,400.00
· Dues and Subscriptions	2,910.75	-	-	-	-	-	-	-	-	2,910.75	10,000.00	7,089.25
· Equipment Under \$5,000	3,194.33	-	7,128.91	5,984.33	-	3,967.28	1,310.34	7,696.37	-	29,281.56	52,900.22	23,618.66
· Administration/Management Fees	5,939.47	-	45,708.06	34,122.56	4,641.00	55,690.54	15,190.60	-	6,431.68	167,723.91	190,520.38	22,796.47
· Insurance	2,019.00	-	2,378.58	2,130.64	-	2,957.77	896.24	344.12	340.59	11,066.94	13,696.12	2,629.18
· Outreach Expense	13,782.53	1,555.03	8,502.86	4,507.56	-	3,987.01	1,243.07	11,496.46	-	45,074.52	81,948.20	36,873.68
· Meeting Expenses	1,685.42	-	-	-	-	-	-	-	-	1,685.42	2,500.00	814.58
· Postage and Printing	885.52	-	-	-	-	-	-	-	-	885.52	7,007.00	6,121.48
· Rent	880.26	-	39,559.02	39,559.02	-	29,530.72	12,449.38	-	-	121,978.40	134,127.76	12,149.36
· Client Supplies & Assessments	-	-	-	-	-	6,706.71	2,222.09	2,600.00	-	11,528.80	15,370.00	3,841.20
· Supplies	2,102.31	-	3,887.99	2,238.03	21.91	3,813.43	1,896.21	1,741.56	119.70	15,821.14	21,131.03	5,309.89
· Telephone Expense	167.14	-	3,675.61	2,294.49	-	5,147.27	1,097.88	1,120.86	600.78	14,104.03	19,689.86	5,585.83
· Resource Sharing Allocation	-	-	6,953.66	4,305.89	-	6,078.09	1,967.61	555.33	-	19,860.58	32,905.33	13,044.75
· Mileage & Travel Expenses	17,121.68	-	10,028.58	8,737.19	6.25	8,817.85	2,748.51	813.43	2,047.77	50,321.26	110,827.43	60,506.17
· Conferences and Training	4,983.13	504.63	-	-	-	-	-	-	-	5,487.76	15,371.86	9,884.10
· Participant Expenses												
· Work Experience	-	-	72,509.75	-	-	44,162.71	3,160.92	-	-	119,833.38	385,831.72	265,998.34
· Instructional Training	-	-	250,600.22	58,665.79	-	6,205.50	-	-	-	315,471.51	464,449.00	148,977.49
· Customer Support Service	-	-	50,678.60	42,577.13	-	11,887.33	1,240.00	-	-	106,383.06	325,620.00	219,236.94
· Incumbent Worker Training	-	-	-	-	-	-	-	-	-	-	-	0.00
· Individual Career Services	-	-	1,685.00	1,931.00	-	-	-	-	-	3,616.00	45,000.00	41,384.00
· On The Job Training	-	-	7,205.36	-	6,684.77	882.56	-	-	-	14,772.69	292,456.00	277,683.31
· Tuition	-	-	-	-	-	-	-	-	-	-	-	0.00
· Other Participant Education	-	-	-	-	-	-	-	-	-	-	-	0.00
· Incentives	-	-	-	-	-	3,755.00	175.00	-	-	3,930.00	35,121.00	31,191.00
· WEX 5% Mark-Up	-	-	3,625.48	-	-	2,197.30	158.05	-	-	5,980.83	19,291.03	13,310.20
· Other Expenses	40.00	-	-	-	-	-	-	-	-	40.00	133,109.58	133,069.58
· Indirect Costs	-	-	34,961.06	22,988.71	2,588.48	32,819.08	10,310.25	-	5,465.28	109,132.86	164,578.38	55,445.52
· Unobligated/Unbudgeted Grant	-	-	-	-	-	-	-	-	-	-	66,439.46	66,439.46
Total	246,894.78	2,059.66	900,189.93	465,285.97	45,622.25	559,209.86	157,900.39	69,599.16	67,836.39	2,514,598.39	4,430,050.86	1,915,452.47
Net	-	-	-	-	-	-	-	-	-	-	-	-

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

Southeast Iowa Regional Planning Commission
Check Register - WIOA
May 2022

Type	Date	Num	Name	Amount
Bill pmt - check	05/06/2022	10209	Equus Workforce Solutions	207,433.54
Bill pmt - check	05/06/2022	10210	Southeast Iowa Regional Planning	5,917.15
Bill pmt - check	05/06/2022	10211	Chase Credit Card Services	3,737.33
Bill pmt - check	05/06/2022	10212	Iowa Workforce Development Sublease	13,429.56
Bill pmt - check	05/06/2022	10213	Matthew Nicol	253.69
Bill pmt - check	05/06/2022	10214	Muscatine County	22,227.14
Bill pmt - check	05/20/2022	10215	Iowa Workforce Development Sublease	13,429.56
Bill pmt - check	05/27/2022	10216	Twin State Technical Services, LTD.	291.25
				266,719.22

**Southeast Iowa Regional Planning Commission
WIOA Balance Sheet**

**Cash Balance - WIOA
As of May 31, 2022**

Balance per Bank Statement @	5/31/2022		\$ 27,150.37
Outstanding Deposits:		none	-
Outstanding Checks:			
5/6/2022	10212	Iowa Workforce Dev.	13,429.56
5/20/2022	10215	Iowa Workforce Dev.	13,429.56
5/27/2022	10216	Twin State	291.25
			27,150.37
Checking Account Balance @ 5/31/2022			-

**A/R Aging Summary - WIOA
As of May 31, 2022**

	Administration & Transition	Adult Program	Dislocated Worker Programs	Youth Programs	Rapid Response	TOTAL
State of Iowa - WIOA Grant	28,510.06	175,152.57	104,894.87	176,024.53	4,746.33	489,328.36
	28,510.06	175,152.57	104,894.87	176,024.53	4,746.33	489,328.36

**A/P Aging Summary - WIOA
As of May 31, 2022**

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Chase Credit Card Services	1,407.56	-	-	-	-	1,407.56
Equus Workforce Solutions	214,522.49	238,804.61	-	-	-	453,327.10
Miranda Swafford	139.23	-	-	-	-	139.23
Muscatine County	22,227.14	-	-	-	-	22,227.14
Southeast Iowa Regional Planning	6,829.76	4,495.07	-	-	-	11,324.83
Twin State Technical Services, LTD.	902.50	-	-	-	-	902.50
	246,028.68	243,299.68	-	-	-	489,328.36

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - Administration
(Fiscal Agent, Board Staff & Board Expenses)
For the Eleven Months Ending May 31, 2022

	Activity for July - May 2022	Administration Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	246,894.78	476,448.36	229,553.58	48%
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>246,894.78</u>	<u>476,448.36</u>	<u>229,553.58</u>	
WIOA Expenses				
· Board Salaries and Benefits	118,630.13	149,926.39	31,296.26	21%
· Salaries	-	-	-	
· Payroll Taxes	-	-	-	
· Fringes and Worker's Comp	-	-	-	
· Personnel Expenses	-	-	-	
· Audit	-	-	-	
· Fiscal Agent Costs	66,005.27	72,500.00	6,494.73	9%
· Contractual Expense	1,856.25	3,000.00	1,143.75	38%
· Information Technology	4,091.59	4,300.00	208.41	5%
· Legal Expenses	600.00	2,000.00	1,400.00	70%
· Dues and Subscriptions	2,910.75	10,000.00	7,089.25	71%
· Equipment Under \$5,000	3,194.33	7,000.00	3,805.67	54%
· Administration/Management Fees	5,939.47	6,702.39	762.92	11%
· Insurance	2,019.00	2,200.00	181.00	8%
· Outreach Expense	13,782.53	30,000.00	16,217.47	54%
· Meeting Expenses	1,685.42	2,500.00	814.58	33%
· Postage and Printing	885.52	7,000.00	6,114.48	87%
· Rent	880.26	1,470.00	589.74	40%
· Client Supplies & Assessments	-	-	-	
· Supplies	2,102.31	2,500.00	397.69	16%
· Telephone Expense	167.14	240.00	72.86	30%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	17,121.68	27,000.00	9,878.32	37%
· Conferences and Training	4,983.13	15,000.00	10,016.87	67%
· 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	40.00	133,109.58	133,069.58	100%
· Indirect Costs	-	-	-	
· Unbudgeted Grant	-	-	-	
Total	<u>246,894.78</u>	<u>476,448.36</u>	<u>229,553.58</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 Eleven Months Ending May 31, 2022
fully expended

	Activity for July - May 2022	Transition Funding Budget	Remaining Budget	
WIOA Grant Revenues				
· 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>	
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	1,555.03	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 Eleven Months Ending May 31, 2022

	Activity for July - May 2022	Adult Program Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	900,189.93	1,227,673.64	327,483.71	27%
· WIOA Grant - Dislocated Workers	-	-	-	
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>900,189.93</u>	<u>1,227,673.64</u>	<u>327,483.71</u>	
WIOA Expenses				
· Board Salaries and Benefits	24,361.83	22,375.54	(1,986.29)	
· Salaries	257,145.07	321,132.00	63,986.93	20%
· Payroll Taxes	19,040.92	20,031.00	990.08	5%
· Fringes and Worker's Comp	37,486.98	42,453.00	4,966.02	12%
· Personnel Expenses	10,047.83	14,681.00	4,633.17	32%
· Audit	393.19	1,167.00	773.81	66%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	2,625.37	5,303.00	2,677.63	50%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	7,128.91	7,461.00	332.09	4%
· Administration/Management Fees	45,708.06	51,553.30	5,845.24	11%
· Insurance	2,378.58	3,187.00	808.42	25%
· Outreach Expense	8,502.86	8,942.00	439.14	5%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	39,559.02	43,430.73	3,871.71	9%
· Client Supplies & Assessments	-	150.00	150.00	100%
· Supplies	3,887.99	4,946.79	1,058.80	21%
· Telephone Expense	3,675.61	5,251.00	1,575.39	30%
· Resource Sharing Allocation	6,953.66	9,073.00	2,119.34	23%
· Mileage & Travel Expenses	10,028.58	27,754.00	17,725.42	64%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	72,509.75	136,602.72	64,092.97	47%
· Instructional Training	250,600.22	316,000.00	65,399.78	21%
· Customer Support Service	50,678.60	71,600.00	20,921.40	29%
· Incumbent Worker Training	-	-	-	
· Individual Career Services	1,685.00	10,000.00	8,315.00	83%
· On The Job Training	7,205.36	30,557.00	23,351.64	76%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	3,625.48	6,830.03	3,204.55	47%
· Other Expenses	-	-	-	
· Indirect Costs	34,961.06	46,069.16	11,108.10	24%
· Unobligated/Unbudgeted Grant	-	21,123.37	21,123.37	100%
Total	<u>900,189.93</u>	<u>1,227,673.64</u>	<u>327,483.71</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 Eleven Months Ending May 31, 2022

	Activity for July - May 2022	DWP Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	-	-	-	
· WIOA Grant - Dislocated Workers	465,285.97	677,443.27	212,157.30	31%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>465,285.97</u>	<u>677,443.27</u>	<u>212,157.30</u>	
WIOA Expenses				
· Board Salaries and Benefits	24,156.26	22,375.54	(1,780.72)	
· Salaries	170,603.65	235,217.00	64,613.35	27%
· Payroll Taxes	13,474.81	18,230.00	4,755.19	26%
· Fringes and Worker's Comp	19,772.91	27,451.00	7,678.09	28%
· Personnel Expenses	4,897.95	11,608.00	6,710.05	58%
· Audit	147.28	923.00	775.72	84%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	2,190.77	4,317.67	2,126.90	49%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	5,984.33	11,682.00	5,697.67	49%
· Administration/Management Fees	34,122.56	38,504.63	4,382.07	11%
· Insurance	2,130.64	2,520.00	389.36	15%
· Outreach Expense	4,507.56	5,173.00	665.44	13%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	39,559.02	43,430.73	3,871.71	9%
· Client Supplies & Assessments	-	119.00	119.00	100%
· Supplies	2,238.03	3,109.00	870.97	28%
· Telephone Expense	2,294.49	4,009.00	1,714.51	43%
· Resource Sharing Allocation	4,305.89	9,303.00	4,997.11	54%
· Mileage & Travel Expenses	8,737.19	19,008.00	10,270.81	54%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	-	-	-	
· Instructional Training	58,665.79	67,500.00	8,834.21	13%
· Customer Support Service	42,577.13	65,599.00	23,021.87	35%
· Incumbent Worker Training	-	-	-	
· Individual Career Services	1,931.00	5,000.00	3,069.00	61%
· On The Job Training	-	22,860.00	22,860.00	100%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	-	-	-	
· WEX 5% Mark-Up	-	-	-	
· Other Expenses	-	-	-	
· Indirect Costs	22,988.71	34,455.70	11,466.99	33%
· Unobligated/Unbudgeted Grant	-	25,048.00	25,048.00	100%
Total	<u>465,285.97</u>	<u>677,443.27</u>	<u>212,157.30</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 May 31, 2022
expires June 30, 2022

	<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	45,622.25	289,419.00	243,796.75	84%
· WIOA Grant - Youth	-	-	-	
· WIOA Grant - Rapid Response	-	-	-	
Total	<u>45,622.25</u>	<u>289,419.00</u>	<u>243,796.75</u>	
WIOA Expenses				
· Board Salaries and Benefits	5,213.88	9,446.84	4,232.96	45%
· Salaries	23,775.84	43,321.43	19,545.59	45%
· Payroll Taxes	1,810.53	3,313.98	1,503.45	45%
· Fringes and Worker's Comp	879.62	5,859.02	4,979.40	85%
· Personnel Expenses	-	-	-	
· Audit	-	-	-	
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	(0.03)	-	0.03	0%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	-	-	
· Administration/Management Fees	4,641.00	5,966.97	1,325.97	22%
· Insurance	-	-	-	
· 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	973.99	952.08	98%
· 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	2,588.48	5,586.77	2,998.29	54%
· Unbudgeted Grant	-	-	-	
Total	<u>45,622.25</u>	<u>289,419.00</u>	<u>243,796.75</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 Eleven Months Ending May 31, 2022

	Activity for July - May 2022	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	559,209.86	1,281,592.45	722,382.59	56%
· WIOA Grant - Response	-	-	-	
Total	<u>559,209.86</u>	<u>1,281,592.45</u>	<u>722,382.59</u>	
WIOA Expenses				
· Board Salaries and Benefits	20,338.02	19,031.63	(1,306.39)	
· Salaries	246,442.69	369,408.00	122,965.31	33%
· Payroll Taxes	18,011.72	31,208.00	13,196.28	42%
· Fringes and Worker's Comp	33,278.63	41,054.00	7,775.37	19%
· Personnel Expenses	9,558.05	20,148.00	10,589.95	53%
· Audit	288.85	1,410.00	1,121.15	80%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	2,685.75	9,974.67	7,288.92	73%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	3,967.28	15,187.00	11,219.72	74%
· Administration/Management Fees	55,690.54	61,710.91	6,020.37	10%
· Insurance	2,957.77	3,849.00	891.23	23%
· Outreach Expense	3,987.01	15,811.00	11,823.99	75%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	7.00	7.00	100%
· Rent	29,530.72	33,559.75	4,029.03	12%
· Client Supplies & Assessments	6,706.71	9,918.00	3,211.29	32%
· Supplies	3,813.43	5,443.00	1,629.57	30%
· Telephone Expense	5,147.27	6,657.00	1,509.73	23%
· Resource Sharing Allocation	6,078.09	11,197.00	5,118.91	46%
· Mileage & Travel Expenses	8,817.85	23,583.00	14,765.15	63%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	44,162.71	213,423.00	169,260.29	79%
· Instructional Training	6,205.50	80,949.00	74,743.50	92%
· Customer Support Service	11,887.33	147,803.00	135,915.67	92%
· Incumbent Worker Training	-	-	-	
· Individual Career Services	-	25,000.00	25,000.00	100%
· On The Job Training	882.56	25,839.00	24,956.44	97%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	3,755.00	28,363.00	24,608.00	87%
· WEX 5% Mark-Up	2,197.30	10,671.00	8,473.70	79%
· Other Expenses	-	-	-	
· Indirect Costs	32,819.08	55,186.42	22,367.34	41%
· Unobligated/Unbudgeted Grant	-	15,201.07	15,201.07	100%
Total	<u>559,209.86</u>	<u>1,281,592.45</u>	<u>722,382.59</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 Eleven Months Ending May 31, 2022

	Activity for July - May 2022	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	157,900.39	303,532.48	145,632.09	48%
· WIOA Grant - Response	-	-	-	
Total	<u>157,900.39</u>	<u>303,532.48</u>	<u>145,632.09</u>	
WIOA Expenses				
· Board Salaries and Benefits	6,876.59	6,343.91	(532.68)	
· Salaries	76,724.02	105,568.00	28,843.98	27%
· Payroll Taxes	5,775.47	7,979.00	2,203.53	28%
· Fringes and Worker's Comp	9,460.50	10,506.00	1,045.50	10%
· Personnel Expenses	1,719.45	4,139.00	2,419.55	58%
· Audit	98.76	307.00	208.24	68%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	1,179.45	2,182.49	1,003.04	46%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	1,310.34	3,868.00	2,557.66	66%
· Administration/Management Fees	15,190.60	17,002.18	1,811.58	11%
· Insurance	896.24	1,039.00	142.76	14%
· Outreach Expense	1,243.07	4,203.00	2,959.93	70%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	12,449.38	11,186.55	(1,262.83)	
· Client Supplies & Assessments	2,222.09	2,583.00	360.91	14%
· Supplies	1,896.21	1,994.00	97.79	5%
· Telephone Expense	1,097.88	1,512.00	414.12	27%
· Resource Sharing Allocation	1,967.61	2,777.00	809.39	29%
· Mileage & Travel Expenses	2,748.51	6,905.00	4,156.49	60%
· Conferences and Training	-	-	-	
· Participant Expenses				
· Work Experience	3,160.92	35,806.00	32,645.08	91%
· Instructional Training	-	-	-	
· Customer Support Service	1,240.00	40,618.00	39,378.00	97%
· Incumbent Worker Training	-	-	-	
· Individual Career Services	-	5,000.00	5,000.00	100%
· On The Job Training	-	3,200.00	3,200.00	100%
· Tuition	-	-	-	
· Other Participant Education	-	-	-	
· Incentives	175.00	6,758.00	6,583.00	97%
· WEX 5% Mark-Up	158.05	1,790.00	1,631.95	91%
· Other Expenses	-	-	-	
· Indirect Costs	10,310.25	15,198.33	4,888.08	32%
· Unobligated/Unbudgeted Grant	-	5,067.02	5,067.02	100%
Total	<u>157,900.39</u>	<u>303,532.48</u>	<u>145,632.09</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 May 31, 2022
expires June 30, 2022

	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	69,599.16	72,000.00	2,400.84	3%
Total	69,599.16	72,000.00	2,400.84	
WIOA Expenses				
· Board Salaries and Benefits	-	-	-	
· Salaries	37,753.58	37,753.58	-	
· Payroll Taxes	2,464.43	2,825.00	360.57	13%
· Fringes and Worker's Comp	1,565.57	1,960.36	394.79	20%
· Personnel Expenses	1,035.03	1,035.03	-	0%
· Audit	-	-	-	
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	412.42	412.42	-	0%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	7,696.37	7,696.37	-	0%
· Administration/Management Fees	-	-	-	
· Insurance	344.12	344.12	-	0%
· Outreach Expense	11,496.46	13,141.94	1,645.48	13%
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	2,600.00	2,600.00	-	
· Supplies	1,741.56	1,741.56	-	0%
· Telephone Expense	1,120.86	1,120.86	-	0%
· Resource Sharing Allocation	555.33	555.33	-	0%
· Mileage & Travel Expenses	813.43	813.43	-	0%
· 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	69,599.16	72,000.00	2,400.84	
Net	-	-	-	

Southeast Iowa Regional Planning Commission
WIOA Statement of Revenue and Expenses - One Stop Operator (OSO)
For the Eleven Months Ending May 31, 2022

	Activity for July - May 2022	One Stop Operator Budget	Remaining Budget	
WIOA Grant Revenues				
· WIOA Grant - Administration	-	-	-	
· WIOA Grant - Transition Funding	-	-	-	
· WIOA Grant - Adult	22,612.12	33,294.00	10,681.88	32%
· WIOA Grant - Dislocated Workers	22,612.12	33,294.00	10,681.88	32%
· WIOA Grant - NDWG	-	-	-	
· WIOA Grant - Youth	22,612.15	33,294.00	10,681.85	32%
· WIOA Grant - Response	-	-	-	
Total	<u>67,836.39</u>	<u>99,882.00</u>	<u>32,045.61</u>	
WIOA Expenses				
· Board Salaries and Benefits	-	-	-	
· Salaries	44,004.85	63,100.00	19,095.15	30%
· Payroll Taxes	3,278.73	4,827.00	1,548.27	32%
· Fringes and Worker's Comp	5,264.20	7,239.00	1,974.80	27%
· Personnel Expenses	179.75	506.00	326.25	64%
· Audit	14.72	200.00	185.28	93%
· Fiscal Agent Costs	-	-	-	
· Contractual Expenses	88.34	107.00	18.66	17%
· Information Technology	-	-	-	
· Legal Expenses	-	-	-	
· Dues and Subscriptions	-	-	-	
· Equipment Under \$5,000	-	-	-	
· Administration/Management Fees	6,431.68	9,080.00	2,648.32	29%
· Insurance	340.59	557.00	216.41	39%
· Outreach Expense	-	-	-	
· Meeting Expenses	-	-	-	
· Postage and Printing	-	-	-	
· Rent	-	-	-	
· Client Supplies & Assessments	-	-	-	
· Supplies	119.70	420.00	300.30	72%
· Telephone Expense	600.78	900.00	299.22	33%
· Resource Sharing Allocation	-	-	-	
· Mileage & Travel Expenses	2,047.77	4,864.00	2,816.23	58%
· 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	5,465.28	8,082.00	2,616.72	32%
· Unbudgeted Grant	-	-	-	
Total	<u>67,836.39</u>	<u>99,882.00</u>	<u>32,045.61</u>	
Net	<u>-</u>	<u>-</u>	<u>-</u>	

PY22 Meeting Schedule

Finance Committee

July 27, 2022 – 3:00 p.m.

August 24, 2022 – 3:00 p.m.

September 28, 2022 – 3:00 p.m.

October 26, 2022 – 3:00 p.m.

November 23, 2022 – 3:00 p.m. – Wednesday before Thanksgiving; options 16th or 30th

December 28, 2022 – 3:00 p.m. – in the week between Christmas and New Year's; option 21st

January 25, 2023 – 3:00 p.m.

February 22, 2023 – 3:00 p.m.

March 22, 2023 – 3:00 p.m.

April 26, 2023 – 3:00 p.m.

May 24, 2023 – 3:00 p.m.

June 28, 2023 – 3:00 p.m.

Bank Statement



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



BANK ACCOUNT STATEMENT

Statement Date: **05/31/2022**

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

FREE BUSINESS CHECKING SUMMARY

Type: REG Status: Active

Category	Number	Amount
Balance Forward From 04/29/22		25,745.40
Debits		0.00
Ending Balance On 05/31/22		25,745.40
Average Balance (Ledger)	25,745.40 +	

DAILY BALANCE SUMMARY

Beginning Ledger Balance on 04/29/22 was 25,745.40

Date	Balance	Date	Balance	Date	Balance
05/31/22	25,745.40				

This Statement Cycle Reflects 32 Days

