



Mississippi Valley Workforce Development Board

Finance Committee Meeting Agenda

Thursday, July 28, 2022, at 3:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/83258651167?pwd=A2ceAJaBrZlKnnXIanb15PhQCPym1Z.1>

Meeting ID: 832 5865 1167 Passcode: 398120

One tap mobile: [+13126266799](tel:+13126266799), [83258651167#](tel:+13126266799)

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 2-4
Financial Updates	Miranda Swafford	page 6
Fiscal Agent Memos	Lori Gilpin/Susan Coffey	pages 8-12
*June Program Invoice	Kendra Schaapveld	pages 14-20
*June One Stop Operator Invoice	Robert Ryan	page 22
*Fiscal Agent Invoice – SEIRPC	Lori Gilpin	not included
*Fiscal Agent Invoice – CIJDC	Kassie Ruth	pages 24-26
*PY21 Expense Closeout Process	Miranda Swafford	none
*Support Services Policy	Kendra Schaapveld /Liz Rodriguez	pages 28-36
Fiscal Agent June Reports – SEIRPC	Lori Gilpin	not included
PY22 Meeting Schedule	Phyllis Wood	page 38
Bank Account	Miranda Swafford	page 40
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, June 22, 2022, at 3:00 p.m.

Members Present: Lori Bassow(late), Cory Bergfeld, Ali Debus, Joyce Stimpson, Cheryl Plank and Kelley Brown

Members Absent: Angela Rheingans

CEOs Present: Jim Irwin(late) and Nathan Mather

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

Fiscal Agent Staff: Lori Gilpin, SEIRPC Brittini Rahmus, SEIRPC, Tony Reed, CIJDC, Kassie Ruth, CIJDC

Service Provider Staff: Kendra Schaapveld, Project Director and Cheryl Tipsword, Project Accountant

One Stop Operator: Robert Ryan

CALL TO ORDER

Bergfeld called the meeting to order at 3:05 p.m.

QUORUM

The committee had a quorum to conduct business.

EXCUSED ABSENCES

Plank made a motion to approve Rheingans absence, seconded by Brown, the motion carried.

APPROVAL OF AGENDA

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

APPROVAL OF PREVIOUS MEETING MINUTES

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

FINANCIAL UPDATES

Swafford reported the board would have two fiscal agents through August 15 because IWD is requiring SEIRPC to close out the PY21 expenses. There will be different funding streams available to each fiscal agent to prevent duplicative draws. IWD will conduct financial monitoring of SEIRPC July 12-13. There is a new employer of record agreement to reflect the change in fiscal agent and with updated staff salary amounts.

FISCAL AGENT MEMOS

Gilpin reported there was a correction to the Equus invoice for Youth In-School, but Equus corrected, and the invoices being presented to the committee are accurate. Coffey was not present, but her memo was in the packet.

MAY PROGRAM INVOICE

Schaapveld reviewed the Equus May invoices which showed expenses for the month as follows: Adult \$73,018.52, DW \$38,863.25, Youth \$81,777.05, Rapid Response \$4,746.33, and NDWG \$8,390.80. Debus made a motion to approve the May invoices, seconded by Brown, the motion carried.

MAY ONE STOP OPERATOR INVOICE

Ryan presented the May OSO invoice for \$7,725.54. Brown motioned to approve the invoice, seconded by Bassow, the motion carried.

FISCAL AGENT INVOICE

Gilpin presented one invoice for May, the SEIRPC wages invoice for \$6,829.76 for 112.5 hours. Plank motioned to approve the invoice, seconded by Debus, the motion carried.

PY22 BUDGET APPROVALS

Swafford presented updated draft budgets for the Admin and Program funding. The new funding and proposed budgets are final numbers; the variant will be the exact carryover funding amounts. The expense for the SEIRPC contract extension is still pending approval of the CEOs. The budget totals are admin \$526,115, youth \$1,194,134, adult \$1,193,548, and dislocated worker \$821,369. Brown made a motion to approve the budgets as presented, seconded by Debus, the motion carried.

SUPPORT SERVICES POLICY

Rodriguez reviewed revisions individually noting most of the changes were to prompt review of outdated support services amounts against current day expenses. Discussion outcomes about the revisions included:

- **Revision 1 – C. Dependent Care (DPC).** Bassow wanted to see more comparative statewide dependent care cost data to justify revision(s)
- **Revision 2 – G. Education Assistance (EST).** Committee had no concern regarding this revision.
- **Revision 3 – K Transportation (TRN).** Committee had no concern regarding adding “ride share services...” to the policy. Plank requested that comparative costs for bicycle be provided for committee to determine a fairer support service provision. There was much conversation about a change in the maximum mile reimbursement. Irwin and Bergfeld were in favor of using the federal mileage rate. Plank suggested we consider establishing a certain percentage of the federal mileage rate as the support service provision. Mather asked Schaapveld if there is a way we can see the impact on funding these increases in support services with have on overall budget. Swafford suggested board staff and service providers provide this information at the next committee meeting.
- **Revision 4 and 5 – I. Housing/Rent/Utilities.** Committee had no concern regarding this revision.

Discussion about the statistical data to support increases as well as whether there would be enough funding to support participants at the elevated rates through the program year were concerns. Due to time constraints and to allow the service provider and board staff time to collect additional data to support changes to childcare and transportation, this topic was tabled for the next meeting. Plank made the motion to table this topic, seconded by Brown, the motion carried.

CHAIR/VICE CHAIR ELECTION

Rodriguez gave an overview of the nomination and voting process as well as the new role of vice chair. Bassow was nominated for the chair position which she accepted. Bergfeld made a motion to elect Bassow, seconded by Brown, the motion carried. Bergfeld was nominated for the vice chair position which he accepted. Brown made a motion to elect Bergfeld, seconded by Debus, the motion carried.

FINANCIAL MONITORING REPORT

Coffey was not present, so Swafford summarized the financial insurance monitoring was completed by SEIRPC and there were no findings. Brown made a motion to approve the report, seconded by Debus, the motion carried.

FISCAL AGENT MAY REPORTS

Gilpin stated there was \$266,719.22 worth of checks written in the month of May. There payables and receivables totaled \$489,328.36. There will be no overspent line items at the end of June.

PY22 MEETING SCHEDULE

Wood presented the meeting schedule and asked the committee to review November and December dates for conflicts with the holiday. Due to time, it was decided the committee would review the schedule at a future meeting.

BANK ACCOUNT

Swafford reported the account remains unchanged at \$25,745.40. The new fiscal agent will be managing the board bank account in the near future.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

There was no public comment.

ADJOURNED

Debus made a motion to adjourn the meeting, seconded by Plank, the motion carried, and the meeting was adjourned by Bergfeld at 4:18 p.m.

DIRECTOR FINANCIAL UPDATES

Financial Updates

July 19th, 2022

- The new employer of record agreement with Muscatine County to reflect the new Fiscal Agent and updated staff salary amounts has been fully executed.

IWD Notifications and Contracts

- IWD Master Contracts with CIJDC for Title I Funds - Fully Executed
- Notice of Intent to Award PY21/FY22 Carryover Funding – No Action Required
- Notice of Intent to Award PY22/FY23 Title I Funds - – No Action Required
- Notice of Intent to Extend NDWG Funds - – No Action Required
- Notice of Award PY22 Title Youth Funds - – No Action Required

Board to Equus

- Contract Modification A11 Adding Trade Case Management Services to Equus's Adult/DW Contract - Fully Executed
- Notice of Intent to Extend NDWG Funds – No Action Required
- Notice of Intent to Extend Equus's Title I Adult/DW/Youth Contracts – No Action Required

SEIRPC - COFFEY MEMO



Memo

To: Kendra Schaapveld, Miranda Swafford
 From: Susan Coffey, Lori Gilpin and Brittni Rahmus
 Date: 07/21/2022
 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	\$136,206.63	\$0
Balance as of 06/30/22	\$0	\$0	\$35,056.37	\$148,788.00
Unspent Funds	\$0	\$0	\$35,056.37	\$148,788.00
Obligated Funds	\$0	\$0	\$35,056.37	\$148,788.00
Funds that can be carried over	\$0	\$0	\$35,056.37	\$148,788.00

Admin - Transition:

Grant	\$2,059.66
Drawn Amount to date	\$2,059.66
Balance as of 06/30/22	\$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	\$181,928.83	\$526,665.10
Obligated Balance as of 06/30/22	\$0	\$0	\$159,024.17	\$159,024.17
Unspent Funds	\$0	\$0	\$159,024.17	\$159,024.17
Funds that can be carried over	\$0	\$0	\$184,072.17	\$184,072.17

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	\$755,462.91	\$1,043,330.55
Obligated Balance as of 06/30/22	\$0	\$0	\$196,513.72	\$196,513.72
Unspent Funds	\$0	\$0	\$196,513.72	\$196,513.72
Funds that can be carried over	\$0	\$0	\$217,637.09	\$217,637.09

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	\$542,921.78
Obligated Balance as of 06/30/22		\$0	\$651,145.13
Unspent Funds		\$0	\$651,145.13
Funds that can be carried over		\$0	\$671,413.22

Youth Work Experience:

	PY20 Expenses	PY21 Expenses
Drawn Amount to date	\$686,136.00*	\$542,921.78
Work Experience Expended by Equus	\$137,227.20**	\$95,206.21
Work Experience Required	\$137,227.20	\$108,584.36

*\$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

Work Experience Requirements for PY21 has NOT been met.

Rapid Response:

Grant	\$72,000.00
Expenditures to date	\$70,176.35
Balance as of 06/30/22	\$1,823.65
Must be used by June 30, 2022	\$1,823.65
Funds that can be Carried overed	\$0

NDWG - Program:

Grant	\$275,637.17
Expenditures to date	\$50,041.72
Balance as of 06/30/22	\$225,595.45
Funds that can be Carried overed	\$225,595.45

NDWG - Administration:

Grant	\$13,781.83
Expenditures to date	\$5,213.88
Balance as of 06/30/22	\$8,567.95
Funds that can be Carried overed	\$8,567.95

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	Mississippi Valley Workforce Area WIOA Grant - Adult ADULT
	Invoice Number	37026-0621-AD
GRANT PERIOD:	7/1/2020	6/30/2021
REPORT PERIOD:	6/1/2021	6/30/2021
WIOA SUMMARY - Total Grant	ADULT(AD)	
	886	

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)		
SECTION II. EXPENDITURES						
Administration:						
	\$	278,694.00	\$ 19,190.87	\$ 227,645.92	\$ 246,836.79	\$31,857.21 89.53%
	\$	27,047.00	\$ 1,396.23	\$ 21,300.72	\$ 22,696.95	\$4,350.05 83.92%
	\$	33,048.00	\$ 2,415.81	\$ 25,908.07	\$ 28,323.88	\$4,734.02 85.71%
	\$	338,789.00	\$ 23,002.91	\$ 274,854.71	\$ 297,857.62	\$40,933.38 87.93%
Operating Expenses:						
	\$	4,365.80	\$ 1,115.10	\$ 3,077.50	\$ 4,192.60	\$173.20 96.03%
	\$	4,869.69	\$ 294.43	\$ 3,936.96	\$ 4,231.39	\$638.30 86.89%
	\$		\$	\$	\$	\$0.00 0.00%
	\$	3,711.89	\$ (1,515.03)	\$ 1,917.89	\$ 402.86	\$3,309.03 10.85%
	\$	7,251.00	\$ 235.58	\$ 6,245.15	\$ 6,480.73	\$770.27 89.38%
	\$	12,675.98	\$ 5,086.19	\$ 11,848.36	\$ 16,934.55	\$4,756.97 133.60%
	\$		\$	\$	\$	\$0.00 0.00%
	\$	15,577.00	\$ 124.73	\$ 15,092.95	\$ 15,217.68	\$359.32 97.49%
	\$	5,473.00	\$ 1,887.84	\$ 3,500.12	\$ 5,387.96	\$85.04 98.43%
	\$	2,505.00	\$ 327.36	\$ 2,023.79	\$ 2,351.15	\$153.85 93.84%
	\$		\$	\$	\$	\$0.00 0.00%
	\$	9,437.64	\$ 255.30	\$ 6,878.06	\$ 7,133.36	\$2,304.28 75.59%
	\$	4,596.00	\$ 14.83	\$ 4,080.76	\$ 4,095.59	\$500.41 89.71%
	\$	409,252.00	\$ 30,829.24	\$ 333,456.25	\$ 364,285.49	\$44,966.51 89.01%
	\$	42,294.67	\$ 3,184.66	\$ 34,446.03	\$ 37,630.69	\$4,663.98 88.97%
	\$	46,698.44	\$ 10,891.24	\$ 35,807.20	\$ 46,698.44	\$0.00 100.00%
	\$	498,245.11	\$ 44,905.14	\$ 403,709.48	\$ 448,614.62	\$49,630.49 90.94%
Participant Expenses						
	\$	64,094.19	\$ 6,207.39	\$ 13,560.13	\$ 19,767.52	\$44,326.67 70.44%
	\$	108,517.31	\$ 21,160.50	\$ 103,574.00	\$ 124,734.50	\$21,160.50 114.94%
	\$	81,491.02	\$ 3,054.10	\$ 39,000.47	\$ 42,054.57	\$39,436.45 93.61%
	\$		\$	\$	\$	\$0.00 0.00%
	\$	20,000.00	\$ 8,916.28	\$ 12,797.57	\$ 21,713.85	\$8,713.85 108.57%
	\$	1,652.35	\$ 310.37	\$ 678.01	\$ 988.38	\$663.97 59.82%
	\$	275,754.87	\$ 39,648.64	\$ 169,610.18	\$ 209,258.82	\$66,496.05 75.89%
	\$	773,999.98	\$ 84,553.78	\$ 573,319.66	\$ 657,873.44	\$116,126.54 85.00%
	\$	773,999.98	\$ 84,553.78	\$ 573,319.66	\$ 657,873.44	\$116,126.54 85.00%
Total WIOA Adult GRANT COST						
WEX 5% Markup						
	\$		\$ 6,207.39	\$ 13,560.13	\$ 19,767.52	
	\$		\$ 310.37	\$ 678.01	\$ 988.38	
	\$		\$ 6,517.76	\$ 14,238.14	\$ 20,755.90	

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.

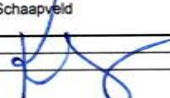
Prepared By(signature):	Typed Name & Title:	Brian Brown, Regional Business Manager
	Date signed	7/9/2021
Approved By(signature):	Typed Name & Title:	Cherisa Price-Wells, Reg Director
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	7/13/21

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

GRANTEE NAME: Equus Workforce Solutions ADDRESS: 805 N Whittington Parkway Louisville, KY 40222	Grantor: Mississippi Valley Workforce Area GRANT NO: WIOA Grant - DW PROJECT/ACTIVITY: WIOA Grant - DW Invoice Number: 37026-0621-DW
GRANT PERIOD: 7/1/2020 to 6/30/2021	
REPORT PERIOD: 6/1/2021 to 6/30/2021	
WIOA SUMMARY - Total Grant: Dislocated Worker(DW) 888	

Acct Code	SECTION II. EXPENDITURES	(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
	Administration:						
60110-60190 exclude 60190	Salaries	\$ 188,235.00	\$ 15,912.55	\$ 115,835.26	\$ 131,747.81	\$ 56,487.19	69.33%
60310-60330	Payroll Taxes	\$ 13,572.90	\$ 1,207.24	\$ 7,513.19	\$ 8,720.43	\$ 4,852.47	64.25%
60610-60650	Fringes and WorkComp	\$ 22,576.85	\$ 1,420.69	\$ 9,284.79	\$ 10,705.48	\$ 12,871.37	47.42%
	Total Personnel Expenses	\$ 224,384.75	\$ 18,540.48	\$ 132,633.24	\$ 151,173.72	\$ 73,211.03	67.37%
	Operating Expenses:						
60850	Mileage & Travel	\$ 2,210.81	\$ 775.45	\$ 1,691.06	\$ 2,466.51	\$ (255.70)	111.57%
62115	Telephone & Cell Phones	\$ 2,367.00	\$ 89.26	\$ 1,266.90	\$ 1,356.16	\$ 1,110.84	57.23%
65570	Postage	\$ 1.98	\$ -	\$ 1.98	\$ 1.98	\$ 0.00	100.00%
63110	Client Supplies & Assessments	\$ 205.00	\$ 13.57	\$ 35.12	\$ 48.69	\$ 156.31	23.75%
63130	Office Supplies(includes PPE)	\$ 4,214.00	\$ 93.44	\$ 3,452.75	\$ 3,546.19	\$ 667.81	84.15%
62830	Advertising Public Relations	\$ 6,500.00	\$ 1,849.52	\$ 5,647.87	\$ 7,497.39	\$ (997.39)	115.34%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
65610	Reimbursable Equipment	\$ 6,418.00	\$ 85.22	\$ 6,315.62	\$ 6,400.84	\$ 117.16	99.72%
62510-62530	Resource Sharing Allocation	\$ 2,427.00	\$ 703.14	\$ 1,826.00	\$ 2,529.14	\$ (102.14)	104.21%
61745	Insurance	\$ 1,306.00	\$ 223.67	\$ 906.99	\$ 1,130.66	\$ 175.34	86.57%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
65120	Annual Audit	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
65544, 65520, 65530	Emp Background test (drug screening, Training, Dues & Subs, etc.)	\$ 4,198.00	\$ 78.85	\$ 3,839.54	\$ 3,918.39	\$ 279.61	93.34%
65125, 65128, 65130	Other Professional Services(ADP, App Hosting)	\$ 1,912.00	\$ 10.12	\$ 1,515.76	\$ 1,525.88	\$ 386.12	79.81%
	Subtotal Personnel & Operating expenses	\$ 256,144.54	\$ 22,462.72	\$ 159,132.83	\$ 181,595.55	\$ 74,548.99	70.90%
10.33%	Indirect Cost	\$ 26,459.42	\$ 2,320.40	\$ 16,455.30	\$ 18,775.70	\$ 8,683.72	30.36%
	Management Fee	\$ 28,476.02	\$ 116.48	\$ 28,359.54	\$ 28,476.02	\$ 0.00	100.00%
	Total Operating expenses	\$ 311,079.98	\$ 24,899.60	\$ 203,947.67	\$ 228,847.27	\$ 82,232.71	73.57%
	Participant Expenses						
65602	Work Experience	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
67408	Instructional Training	\$ 79,042.51	\$ 6,834.00	\$ 67,094.50	\$ 73,928.50	\$ 6,114.01	93.53%
67412	Customer Support service	\$ 45,540.01	\$ 678.41	\$ 11,058.72	\$ 11,737.13	\$ 33,802.88	25.77%
67405	Incumbent Worker training	\$ -	\$ -	\$ -	\$ -	\$ 0.00	0.00%
67422	On The Job Training	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	0.00%
	Total Participant Expenses	\$ 194,582.52	\$ 7,512.41	\$ 78,153.22	\$ 85,665.63	\$ 108,916.89	44.03%
	Total	\$ 605,662.50	\$ 32,412.01	\$ 282,100.89	\$ 314,512.90	\$ 191,149.60	62.20%
	Total WIOA DW GRANT COST	\$ 605,662.50	\$ 32,412.01	\$ 282,100.89	\$ 314,512.90	\$ 191,149.60	62.20%

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:	Brian Brown, Regional Business Manager
	Date signed:	7/9/2021
Approved By(signature):	Typed Name & Title:	Cherisa Price-Wells, Reg Director
Kendra M. Schaapveld	Project Director:	Kendra Schaapveld
	Date Signed:	7/13/21

**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 RAPID RESPONSE - Grant RAPID RESPONSE 37026-0621-RAPID RESPONSE
GRANT PERIOD: 9/1/2020	8/31/2021		
REPORT PERIOD: 6/1/2021	6/30/2021		
RAPID RESPONSE - Total Grant	Rapid Response		
	894		

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)		
SECTION II EXPENDITURES						
Administration:						
60110-60190-60300						
60100	\$ 36,933.00	\$ 5,407.43	\$ 32,346.15	\$ 37,753.58	(8833.58)	101.22%
60310-60330	\$ 2,825.00	\$ 409.86	\$ 1,659.78	\$ 2,069.64	\$153.36	73.26%
60610-60650	\$ 5,374.00	\$ 277.02	\$ 1,683.34	\$ 1,960.36	\$3,413.64	36.48%
	\$ 45,132.00	\$ 6,094.31	\$ 35,689.27	\$ 41,783.58	\$3,348.42	92.58%
Operating Expenses:						
60850	\$ 2,080.00	\$ 265.44	\$ 547.99	\$ 813.43	\$1,266.57	39.12%
62115	\$ 1,120.86	\$ 178.61	\$ 870.86	\$ 1,049.47	\$71.39	93.63%
65570					\$0.00	0.00%
63110					\$0.00	0.00%
63130	\$ 1,612.09	\$ 48.14	\$ 1,102.09	\$ 1,150.23	\$461.86	71.35%
62830	\$ 2,288.89	\$ 584.93	\$ 1,708.89	\$ 2,293.82	(84.93)	100.22%
62860					\$0.00	0.00%
65610	\$ 14,827.39	\$ 32.24	\$ 7,664.13	\$ 7,696.37	\$7,131.02	51.81%
60110-60200	\$ 2,910.00	\$ 45.78	\$ 509.55	\$ 555.33	\$2,354.67	19.08%
61745	\$ 359.51	\$ 84.81	\$ 259.51	\$ 344.12	\$13.39	95.72%
64120					\$0.00	0.00%
65120					\$0.00	0.00%
65544-65530-65530	\$ 1,115.26	\$ 19.77	\$ 1,015.26	\$ 1,035.03	\$80.23	92.81%
65125-65128-65130	\$ 554.00	\$ 3.82	\$ 408.60	\$ 412.42	\$141.58	74.44%
	\$ 72,000.00	\$ 7,357.65	\$ 49,776.15	\$ 57,133.80	\$14,866.20	79.35%
10.33%					\$0.00	0.00%
					\$0.00	0.00%
	\$ 72,000.00	\$ 7,357.65	\$ 49,776.15	\$ 57,133.80	\$14,866.20	79.35%
Participant Expenses						
65602					\$0.00	0.00%
67408					\$0.00	0.00%
67412					\$0.00	0.00%
67405					\$0.00	0.00%
67422					\$0.00	0.00%
67418					\$0.00	0.00%
	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00%
	\$ 72,000.00	\$ 7,357.65	\$ 49,776.15	\$ 57,133.80	\$14,866.20	79.35%
	\$ 72,000.00	\$ 7,357.65	\$ 49,776.15	\$ 57,133.80	\$14,866.20	79.35%

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: Brian Brown, Regional Business Manager
	Date signed: 7/9/2021
Approved By (signature):	Typed Name & Title: Chersa Price-Wells, Reg Director
Kendra M. Schaapveld	Project Director: Kendra Schaapveld
	Date Signed: 7/13/21

Credit Reflecting Indirect Cost	Nov-20 Indirect Credit for RR	\$ (216.77)
	Dec-20 Indirect Credit for RR	\$ (336.41)
	Jan-21 Indirect Credit for RR	\$ (696.68)
		\$ (1,249.86)

Credit Reflecting Management Fee	Nov-20 Management Fee for RR	\$ (231.52)
	Dec-20 Management Fee for RR	\$ (359.31)
	Jan-21 Management Fee for RR	\$ (744.09)
		\$ (1,334.92)

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

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

Grantor
GRANT NO:
PROJECT/ACTIVITY
Invoice Number

Mississippi Valley Workforce Area
NDWG - Grant
National Dislocated Worker Grant
37026-0621-NDWG

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

REPORT PERIOD:
6/1/2021 6/30/2021

NATIONAL DISLOCATED WORKER GRANT NDWG

SECTION II. EXPENDITURES

CUMULATIVE COST TO DATE

Acct Code

60110-60190 exclude
60150
60210-60300
60610-60850

60850
62115
65570
63110
63130
62830
62860
65610
60510-62520
61745
64120
65120

60544 60520 60530
60525 60528 60530

10.33%
65602
67408
67412
67405
67422
67418

	(1) Cost Reimb as spent Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
Administration:						
Salaries	\$ 43,320.00	\$ 715.44	\$ 2,140.25	\$ 2,855.69	\$40,464.31	6.59%
Payroll Taxes	\$ 3,313.98	\$ 54.73	\$ 161.43	\$ 216.16	\$3,097.82	6.52%
Fringes and WorkComp	\$ 5,859.02	\$ 45.10	\$ 97.40	\$ 142.50	\$5,716.52	2.43%
Total Personnel Expenses	\$ 52,493.00	\$ 815.27	\$ 2,399.08	\$ 3,214.35	\$49,278.65	6.12%
Operating Expenses:						
Mileage & Travel	\$ 900.00	\$ -	\$ -	\$ -	\$900.00	0.00%
Telephone & Cell Phones		\$ -	\$ -	\$ -	\$0.00	0.00%
Postage		\$ -	\$ -	\$ -	\$0.00	0.00%
Client Supplies & Assessments		\$ -	\$ -	\$ -	\$0.00	0.00%
Office Supplies(includes PPE)	\$ 689.00	\$ -	\$ -	\$ -	\$689.00	0.00%
Advertising Public Relations		\$ -	\$ -	\$ -	\$0.00	0.00%
Job Fairs		\$ -	\$ -	\$ -	\$0.00	0.00%
Reimbursable Equipment		\$ -	\$ -	\$ -	\$0.00	0.00%
Resource Sharing Allocation		\$ -	\$ -	\$ -	\$0.00	0.00%
Insurance		\$ -	\$ -	\$ -	\$0.00	0.00%
Business Taxes & Licenses		\$ -	\$ -	\$ -	\$0.00	0.00%
Annual Audit		\$ -	\$ -	\$ -	\$0.00	0.00%
Emp Background test (drug screening, Training, Dues & Subs, etc.		\$ -	\$ -	\$ -	\$0.00	0.00%
Other Professional Services(ADP, App Hosting)		\$ -	\$ (0.03)	\$ (0.03)	\$0.03	0.00%
Subtotal Personnel & Operating expense	\$ 54,082.00	\$ 815.27	\$ 2,399.05	\$ 3,214.32	\$50,867.68	5.94%
Indirect Cost	\$ 5,586.77	\$ 84.22	\$ 247.82	\$ 332.04	\$5,254.73	5.94%
Management Fee	\$ 5,966.97	\$ 331.50	\$ 683.00	\$ 994.50	\$4,972.47	16.67%
Total Operating expenses	\$ 65,635.74	\$ 1,230.99	\$ 3,309.87	\$ 4,540.86	\$61,094.88	6.92%
Participant Expenses						
Work Experience		\$ -	\$ -	\$ -	\$0.00	0.00%
Instructional Training		\$ -	\$ -	\$ -	\$0.00	0.00%
Customer Support service		\$ -	\$ -	\$ -	\$0.00	0.00%
Incumbent Worker training		\$ -	\$ -	\$ -	\$0.00	0.00%
On The Job Training	\$ 210,000.00	\$ 2,514.49	\$ 1,331.18	\$ 3,845.67	\$206,154.33	1.83%
Client Awards / Incentives		\$ -	\$ -	\$ -	\$0.00	0.00%
Total Participant Expenses	\$ 210,000.00	\$ 2,514.49	\$ 1,331.18	\$ 3,845.67	\$206,154.33	1.83%
Total	\$ 275,635.74	\$ 3,745.48	\$ 4,641.05	\$ 8,386.53	\$267,249.21	3.04%
Total NDWG GRANT COST	\$ 275,635.74	\$ 3,745.48	\$ 4,641.05	\$ 8,386.53	\$267,249.21	3.04%

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: Brian Brown, Regional Business Manager
	Date signed 7/9/2021
Approved By(signature):	Typed Name & Title: Cherisa Price-Wells, Reg Director
Kendra M. Schaapveld	Project Director Kendra Schaapveld
	Date Signed: 7/13/21



OSO 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 <i>Invoice Number</i>	Mississippi Valley Workforce Area WIOA Grant - One Stop Operator One Stop Operator 36347-0622-OSO
GRANT PERIOD:	9/15/2021	9/15/2022	
REPORT PERIOD:	6/1/2022	6/30/2022	
WIOA SUMMARY - Total Grant	OSO		
	898		

Acct Code	SECTION II. EXPENDITURES				CUMULATIVE COST TO DATE	
	(1) Approved Budget	(2) Current Expenditures	(3) Per Last Report Cumulative	(4) Current Cum. Cost (2+3)	Grant Balance Remaining	Grant Percentage expended
	Administration:					
60110-60190 exclude 60150	Salaries	\$ 63,100.00	\$ 5,085.82	\$ 44,004.85	\$ 49,090.67	77.80%
to 60210-60230	Payroll Taxes	\$ 4,827.00	\$ 375.72	\$ 3,278.73	\$ 3,654.45	75.71%
to 60610-60650	Fringes and WorkComp	\$ 7,239.00	\$ 592.51	\$ 5,264.20	\$ 5,856.71	80.90%
	Total Personnel Expenses	\$ 75,166.00	\$ 6,054.05	\$ 52,547.78	\$ 58,601.83	77.90%
	Operating Expenses:					
60850	Mileage & Travel	\$ 4,864.00	\$ 527.97	\$ 2,047.77	\$ 2,575.74	52.96%
62115	Telephone & Cell Phones	\$ 900.00	\$ 75.12	\$ 600.78	\$ 675.90	75.10%
65570	Postage	\$ -	\$ -	\$ -	\$ -	0.00%
63110	Client Supplies & Assessments	\$ -	\$ -	\$ -	\$ -	0.00%
63130	Office Supplies (includes PPE)	\$ 420.00	\$ -	\$ 119.70	\$ 119.70	28.50%
62830	Outreach & Public Relations	\$ -	\$ -	\$ -	\$ -	0.00%
62860	Job Fairs	\$ -	\$ -	\$ -	\$ -	0.00%
65610	Reimbursable Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
62510-62520	Resource Sharing Allocation	\$ -	\$ -	\$ -	\$ -	0.00%
61745	Insurance	\$ 557.00	\$ 44.12	\$ 340.59	\$ 384.71	69.07%
64120	Business Taxes & Licenses	\$ -	\$ -	\$ -	\$ -	0.00%
65120	Annual Audit	\$ 200.00	\$ 3.68	\$ 14.72	\$ 18.40	9.20%
95544 65620 65630	Emp Background test /drug screening, Training, Dues & Subs, etc.	\$ 506.00	\$ 30.21	\$ 179.75	\$ 209.96	41.49%
65125, 65128, 65130	Other Professional Services (ADP, Auto, Housing)	\$ 107.00	\$ 2.81	\$ 88.34	\$ 91.15	85.19%
	Subtotal Personnel & Operating expenses	\$ 82,720.00	\$ 6,737.96	\$ 55,939.43	\$ 62,677.39	75.77%
9.77%	Indirect Cost	\$ 8,082.00	\$ 658.30	\$ 5,465.28	\$ 6,123.58	75.77%
	Management Fee	\$ 9,080.00	\$ 756.67	\$ 6,431.68	\$ 7,188.35	79.17%
	Total Operating expenses	\$ 99,882.00	\$ 8,152.93	\$ 67,836.39	\$ 75,989.32	76.00%
	Total WIOA OSO GRANT COST	\$ 99,882.00	\$ 8,152.93	\$ 67,836.39	\$ 75,989.32	76.00%

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: 7/7/2022
Approved By (signature): 	Typed Name & Title: One Stop Operator Robert Ryan
Robert Ryan - One Stop Operator.	Date Signed: 7/7/2022

CIJDC INVOICE



Central Iowa Detention
2317 Rick Collins Way
Eldora, IA 50627

Coordination Services

Date	Invoice #
7/14/2022	40728

Mississippi Valley Workforce Development
Miranda Swafford

Month & Year & Service

Jun 22 IWD

DESCRIPTION	AMOUNT
Fiscal Services	4,513.00
Total	\$4,513.00

If you have any questions about this Invoice, please call (641) 858-3852 and ask for Justin Cornish. Thank you.

Central Iowa Juvenile Detention Center
Mississippi Valley Workforce Development Fiscal Time Tracking


		Kassie Ruth	Tony Reed	Justin Cornish	Travis Walker
Hourly Pay=		40.52	81.76	46.20	56.00
Hours This Month=		34.50	16.75	2.00	1.00
Wages=		\$ 1,397.94	\$ 1,369.48	\$ 92.40	\$ 56.00
per Hr. \$ 10.67	Health & Life Ins.=	\$ 368.12	\$ 178.72	\$ 21.34	\$ 10.67
9.44%	IPERS=	\$ 131.97	\$ 129.28	\$ 8.72	\$ 5.29
1.45%	Medicare=	\$ 20.27	\$ 19.86	\$ 1.34	\$ 0.81
6.20%	Social Security=	\$ 86.67	\$ 84.91	\$ 5.73	\$ 3.47
1.68%	Work Comp.=	\$ 23.49	\$ 23.01	\$ 1.55	\$ 0.94
2.46%	Unemployment=	\$ 34.39	\$ 33.69	\$ 2.27	\$ 1.38
2.94%	Liability Insurance=	\$ 41.10	\$ 40.26	\$ 2.72	\$ 1.65
PAYROLL COSTS=		\$ 2,104	\$ 1,879	\$ 136	\$ 80
Months Annual		MONTHLY PAYROLL TOTAL=			\$2,810.01
13	\$ 732				Legal= \$ 56
13	\$ 2,448				Audit Prep & Audit= \$ 188
13	\$ 2,460				Supplies= \$ 189
13	\$ 9,900				Indirect= \$ 762
13	\$ 6,600				Fiscal Fee= \$ 508
13 Months		MONTHLY OTHER TOTAL=			\$ 1,703
\$ 59,796	\$ 4,600	MONTHLY BILL TOTAL=			\$ 4,513

Central Iowa Juvenile Detention Center
Mississippi Valley Workforce Development Fiscal Time Tracking

Jun-22


DATE	DAY	Kassie Ruth	Tony Reed	Justin Cornish	Travis Walker	Item
06/01/22	Wed					
06/02/22	Thu					
06/03/22	Fri					
06/04/22	Sat	0.75	0.75			Contract Implementation Meeting
06/05/22	Sun					
06/06/22	Mon					
06/07/22	Tue	10.25	11.25			Fiscal & Provider Meetings W. Burlington
06/08/22	Wed					
06/09/22	Thu	2.00	2.00			Statewide IWD Training
06/10/22	Fri		1.00	1.00		Contract Review
06/11/22	Sat					
06/12/22	Sun					
06/13/22	Mon	1.00	1.00	1.00	1.00	Contract Compliance Mtg
06/14/22	Tue					
06/15/22	Wed	0.50				Opening Checking Account at Bank
06/16/22	Thu	4.00				Excel Report set up
06/17/22	Fri					
06/18/22	Sat					
06/19/22	Sun					
06/20/22	Mon					
06/21/22	Tue					
06/22/22	Wed	6.00				Accounts in Quickbooks, QB Reports
06/23/22	Thu	2.00				Excel Report set up
06/24/22	Fri	4.00				Excel Report set up
06/25/22	Sat					
06/26/22	Sun					
06/27/22	Mon					
06/28/22	Tue					
06/29/22	Wed	2.00				Excel Report set up
06/30/22	Thu	2.00	0.75			bill prep
Actual Hours=		34.50	16.75	2.00	1.00	
Proposed Hours=		32.69	4.33	3.03	1.30	

SUPPORT SERVICES POLICY MODIFICATIONS



Voting Item(s)
Support Services Policy
Revisions

12



Overarching Committee Questions from Last Meeting

1. How will raising the support services amounts for certain categories impact overall spending on a participant and/or on the budget?
2. If we are going to increase Dependent Care max support services amounts, how do we know what amount is fair based on the market?
3. If we are going to increase max support services amounts for mileage reimbursement and bicycles, how do we know what amount is fair based on the market?

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Question 1:
 How will raising the support services amounts for certain categories impact overall spending on a participant and/or on the budget?

Answer:
 Participants will be able to utilize more of the \$6,000 allotted for support services while not incentivizing dependent behavior if we revise amounts and remove some maximum expenditure caps.

Risk of overspending or out of control spending are projected to be low, because regardless of increasing amounts for certain categories, the pot of support services money available per participant remains the same as is had been at \$6,000.

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Support Service Utilization PY21

	PY21 Budgeted for Support Services	% of Overall Budget	Actually Spent in PY21 On Support Services	Difference between budgeted amount and actually spent
Adult	\$86,600.00	8%	\$64,204.76	(\$22,395.24)
DW	\$65,599.00	8%	\$46,062.99	(\$19,536.01)
Youth	\$188,421.00	13%	\$18,843.63	(\$169,577.37)

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Support Service Utilization PY21

- Out of 600 enrollees in the last 2 years:
 - No participant has used the \$6k maximum cap for total utilization of support services.
 - 2 participants have reached childcare support service cap.
 - Bigger families utilize support service allowance more quickly.
 - 1 person has reached the transportation support service cap.
- Risk of overspending or creating dependent behavior by raising individual category caps is low
 - certain caps are still in place, for committee discussion and
 - the overarching support service expenditure cap is 6,000 and this is almost never reached.

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Question 2:

If we are going to increase Dependent Care max support services amounts, how do we know what amount is fair based on the market?

Answer:

See following slides.

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Comparative local workforce area dependent care cost data

Location	Daily Depended Care Cost (one dependent)	Daily Dependent Care (2+ children)	Weekly Dependent Care Cost for family (2+ children)
Davenport	\$ 33.00	\$ 66.00	\$ 330.00
West Burlington	\$ 26.50	\$ 53.00	\$ 265.00
Bettendorf	\$ 53.80	\$ 107.60	\$ 538.00
Maquoketa	\$ 36.90	\$ 73.80	\$ 369.00
Fort Madison	\$ 72.00	\$ 144.00	\$ 720.00
Muscatine	\$ 60.00	\$ 120.00	\$ 600.00
AVG	\$ 47.03	\$ 94.07	\$ 470.33
*Proposed to committee in June	\$40 or \$5 an hour	\$70 or \$8.75 an hour	\$350
*Percentage paid by support services if charged AVG fee	85%	74%	74%

Source: <https://www.care.com/app/enrollment/seeker/cc/tax-calculator> Shows the average rate of care.com caregivers in selected area.

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Question 3:

If we are going to increase max support services amounts for mileage reimbursement and bicycles, how do we know what amount is fair based on the market?

Answer:

See following slides.

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Question 3: Mileage rate Options for Discussion

- Other federal programs like Title I reimburse at the federal mileage rate.
- Recommend committee and board decide that a reasonable reimbursement will be a certain percentage of the federal mileage rate?
- Other workforce board policies review these disbursement amounts on an annual basis because of the fluctuation of costs – we may want to consider the same.

Current Federal Rate for mileage reimbursement	25%	30%	35%	40%	45%	50%	55%	60%	65%	70%	75%	80%	85%	90%	95%
\$	\$ 0.156	\$ 0.188	\$ 0.219	\$ 0.250	\$ 0.281	\$ 0.313	\$ 0.344	\$ 0.375	\$ 0.406	\$ 0.438	\$ 0.469	\$ 0.500	\$ 0.531	\$ 0.563	\$ 0.594

.23 is the current MVWDB mileage reimbursement rate

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Question 3: Comparative costs for bicycle

- **Current Bike Costs:**
 - Target: 28in bike \$389-\$450
 - Walmart: 28in bike \$398
 - These costs fluctuate based on time of year
- **Current Cap: \$250**
- **Recommend:**
 - Increase cap to:\$500 including
 - Bike, helmet, lock and light for safety accessories

Note:

- This support service is for people for whom a bike is their only mode of transportation.
- When a bike is needed to and from work there is a lot of wear and tear.
- Safety accessories are also important and necessary.

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Review Support Services Table in Packet

- There are areas where we are recommending removing caps if we want to increase participation and utilization of these funds
- Some caps were unchanged as where they are a good idea ensure we are not creating:
 - Opportunity for dependent behavior – i.e. the limit on rent/mortgage and utilities...or
 - Opportunity to expend funds on items not necessary for program completion/success – limit on clothing purchases

Total Support Service Expenditure per participant, per program year cannot exceed \$6,000

Allowable Support Item	Break-down	Description	Documentation Requirements	Maximum Expenditure (proposed)
Clothing (CHG)		Support services will cover clothes, shoes necessary for participation in WIOA Title I activities.	Itemized invoice/receipt	\$ 300.00
Dependent Care (DPC)	Hourly amount	Support services will cover costs of dependent care from licensed daycare providers or from private sources agreed upon by the participant.	Case manager will verify the child-care provider form.	Discuss at July Finance Committee Meeting
	Daily amount (one dependent)	This should only be used when the participant is not eligible for, or is pending approval of, childcare assistance through DHS/Promise Jobs.	Documentation of the days/hours the care is provided	Discuss at July Finance Committee Meeting
	Daily amount (more than one dependent)	Dependent care includes child or adult care for which the participant would normally be responsible. If an unemployed parent of the child resides in the home, no childcare support will be provided.	Attendance/progress form from the training provider verifying that the childcare is necessary. Verification that participant is not eligible for, or is pending approval of, childcare assistance through DHS/Promise Jobs.	Discuss at July Finance Committee Meeting
Educational Assistance (EST)		<p>If program participant has been awarded a Pell Grant, it must be applied against the cost of allowable educational expenses before WIOA funds are utilized.</p> <p>*Laptop may be retained by the participant after the completion of training and will only be provided one time per participant.</p> <p>**Services for internet are limited to the time that the individual is in a training activity.</p> <p>Support services will cover books, fees, school supplies, *laptops, **internet access for students enrolled in high school, alternative high school, high school equivalent, or post-secondary education classes</p>	Itemized invoice or receipt, syllabus, documentation from instructor is required from training site for laptop and/or internet access	1,500 None

Allowable Support Item	Break-down	Description	Documentation Requirements	Maximum Expenditure (proposed)
Education Testing (EDT)		Support services will cover high school equivalency testing, vocational testing If required for employment, the costs for licenses and application fees are allowable, examples include nursing boards	Itemized invoice/receipt	\$450 None
Health Care (HLC)		Support services will cover health care costs when a lack of assistance will affect their ability to obtain or maintain employment - physical exams, drug tests, co-pays for prescription drugs up to maximum expenditure amount.	Itemized invoice/receipt	\$ 300.00
Services for Individuals with Disabilities (SID)		Support services will cover special services, supplies, equipment, tools necessary to enable a participant with a disability to participate in an education or employment related activity (not general improvements)	Itemized invoice/receipt	\$1,000 None
Transportation (TRN)	Total Cost Cap	Support services will cover transportation necessary to participate in WIOA Title I activities and services - job searching, job interviews. One day bus passes, mile reimbursement, ride share services, like Uber and Lyft for example, bus passes (not more than 30 days in advance), bicycle purchases up to maximum expenditure amount.	Expense requests, itemized receipts/invoices must be supported with a map from web mapping service	\$ 2,880.00 None
	Vehicle			Discuss at July Finance Committee Meeting
	Bicycle			Discuss at July Finance Committee Meeting
Housing/Rent/Utilities	Rent	Support services will cover rent, mortgage and/or utility up to maximum expenditure amount.	Copy of signed lease with participant's signature, monthly amount due.	\$ 850.00
	Mortgage	Deposits are not allowable. Late fees and/or interest charges attributed to late fee are not allowable.	Applicant statement needed to explain relationship between person on lease if it is not their name . and a notice of late payment from the landlord.	\$ 1,000.00
	Utilities			\$ 500.00

Allowable Support Item	Break-down	Description	Documentation Requirements	Maximum Expenditure (proposed)
Car Repairs/Insurance	Vehicle Repair	Support services will cover vehicle repair costs directly linked to an allowable activity up to maximum expenditure amount - not cosmetic.	Copy of title or registration showing client, spouse, parent/guardian legally owns vehicle, proof of car insurance. Two quotes for repairs are required unless vehicle has to be towed.	\$ 1,000.00
	Insurance	Support services will cover premiums for up to 6 months in a one-time payment		
Tools or Equipment		Support services will cover tools or equipment training provider requires to perform job duties or complete training.	Proof must be submitted that employer or training provider requires the specific tools or equipment to perform job duties or complete training.	\$500.00 None
Employment Related Expenses		Support services will cover various fees not covered in other categories that are related to education/employment - licensing, bonding, background checks for work-based learning and application fees. Cost of required identification documents for education or employment allowed.		\$ 500.00
Supported Employment and Training		Only allowable for to provide individuals one-on-one individualized occupational skill training to retain competitive employment. - hiring a tutor to assist with classes, hiring a job coach for someone placed in competitive employment. (cannot exceed six months per enrollment. service provider must have established rate for the service and must be in alignment with charges for similar services in the area)	Itemized Receipts/Invoice	Prevailing rate - request from Title I vendor
Needs Related Payment		General living expenses to support successful WIOA Program completion available for eligible adults, dislocated workers, youth at Project Director and/or Operations Supervisor	Itemized Receipts/Invoice	\$ 500.00

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 Nov 16 or Nov 30

December 28, 2022 – 3:00 p.m. **Wednesday between Xmas & New Years** -options Dec 21 or Jan 4; note IWD is closed for about two weeks so no draw this week if not moved.

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.

In-person Meeting - Poll as of 7/21/2022

Month: March 2023

Location: Muscatine

BANK STATEMENT



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



BANK ACCOUNT STATEMENT

Statement Date: **06/30/2022**

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

FREE BUSINESS CHECKING SUMMARY

Type: REG Status: Active

Category	Number	Amount
Balance Forward From 05/31/22		25,745.40
Debits		0.00
Ending Balance On 06/30/22		25,745.40
Average Balance (Ledger)	25,745.40+	

DAILY BALANCE SUMMARY

Beginning Ledger Balance on 05/31/22 was 25,745.40

Date	Balance	Date	Balance	Date	Balance
06/30/22	25,745.40				

This Statement Cycle Reflects 30 Days

