



Mississippi Valley Workforce Development Board

Finance Committee Meeting Agenda

Wednesday, February 22, 2023, 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	Mandy Tripp
*Excused Absences	Lori Bassow
*Approval of Agenda	Lori Bassow
*Approval of Previous Minutes	Lori Bassow
Financial Updates	Miranda Swafford
WIOA Financial Report (Page 5)	Kassie Ruth
*January Program Invoice (Page 24)	Kendra Schaapveld
*January One Stop Operator Invoice (Page 31)	Nick Clayton
*Fiscal Agent Invoice (Page 33)	Kassie Ruth
Non-WIOA Financial Report (Page 37)	Kassie Ruth
Transfer Request (Page 40)	Kendra Schaapveld
Support Services Policy Modification (Page 46)	Miranda Swafford
Other Business	
Public Comment	
*Adjourn	Lori Bassow

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

Accommodations

Accommodations are available upon request for individuals with disabilities.

If you need accommodation, please contact Andrea Taylor. associate@mississippivalleyworkforce.org or at 1-844-967-5365



Mississippi Valley Workforce Development Board

Finance Committee Meeting Minutes

Wednesday, January 25, 2023, at 3:00 p.m.

Members Present: Lori Bassow, Cory Bergfeld, Kelley Brown, Angela Rheingans, Joyce Stimpson and Jack Willey

Members Absent: Ali Debus

CEOs Present: none

Staff Present: Miranda Swafford, Executive Director, Andrea Taylor, Associate Director and Mandy Tripp, Executive Assistant

Fiscal Agent Staff: Kassie Ruth

Service Provider Staff: Kendra Schaapveld, Project Director, Tabytha Seigfried, Quality Assurance, Cheryl Tipsword, Project Accountant, Shannon Weaver, Operations Manager, Taylor Longstreth, Operations Manager, Cherisa Price-Wells, Regional Director

One-Stop Operator: Nick Clayton

CALL TO ORDER

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

QUORUM

The committee had a quorum to conduct business.

EXCUSED ABSENCES

Debus had unexcused absences.

APPROVAL OF AGENDA

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

APPROVAL OF PREVIOUS MEETING MINUTES

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

FINANCIAL UPDATES

Swafford advised the NDWG contract extension has been signed, we are just waiting for IWD to sign the countersigned agreement. Nothing will change on invoicing. Rapid Response Contract came through with several discrepancies, that Swafford advised she is working on correcting with IWD. Swafford explained the discrepancies to the committee regarding the scope of work.

***DECEMBER PROGRAM INVOICE**

Schaapveld shared the adult budget is on track with \$68,706.82 expended in December. The Dislocated Worker expended \$64,507.05 and had a line item transfer to support services The

youth budget combined expenditures at \$110,652.88. NDWG expended \$3,595.26. Rheingans made a motion to accept the final invoices, seconded by Brown, and the motion was carried.

ONE-STOP OPERATOR DECEMBER INVOICE

Tipsword advised the expenditures are \$8,361.85 of the contracted budget which is mostly salaries and travel, and there was nothing to note, it was close to the same as in previous months. Bergfeld made a motion to accept the invoice, seconded by Brown, and the motion was carried.

***FISCAL AGENT INVOICE – CIJDC**

Ruth presented one invoice for December, the CIJDC wages invoice for \$5199.00 for 45.5 hours. Brown motioned to approve the invoice, seconded by Rheingans, and the motion carried.

WIOA FINANCIAL REPORT

Ruth presented budget expenditures for Adult, Dislocated Workers, Youth, and NDWG at \$1,719,101.21. The remaining budget after expenditures is \$2,995,550.64. The total budget for the PY22 is \$4,714,560.85. Ruth advised the administrative budget has 66% remaining, Adult has 58% remaining, DW has 52% remaining, NDWG has 94% remaining and the Youth budget has 67% left to expend.

NON-WIOA FINANCIAL REPORT

Ruth advised Ticket to Work funds expended were \$2061.13 with a remaining balance of \$40,586.27. Bergfeld asked what the money was spent on, and Tripp clarified that Robert Ryan has purchased steel-toed work boots at Farm King for a job seeker, another pair of boots for a Davenport job seeker was purchased on Amazon and Robert Ryan also paid for a tire change for a job seeker prior to his departure. Tripp advised now in Davenport the board has a voucher system in place with Farm and Fleet. Bergfeld advised he was happy to hear that as they want to spend the money locally. Bassow verified the food cost that was listed and was advised by Tripp that it was for the Board training day.

Ruth also advised that Clinton County had donated \$1000 to the board and that \$759.99 was used for food, Tripp advised, it was actually used for gas gift cards and bus passes to assist Clinton County residents who need them.

OTHER BUSINESS

There was no other business.

PUBLIC COMMENT

Bassow welcomed Jack Willey to the committee.

ADJOURNED

Brown made a motion to adjourn the meeting, seconded by Bergfeld, the motion carried, and the meeting was adjourned by Bassow at 3:26 p.m.

WIOA Financial Report

CIJDC

**WIOA Statement of Rev & Exp YTD
For the Month Ending January 31st, 2023**

	Administration	Adult Program	Dislocated Worker Program	NDWG Program	Youth Program Out of School
WIOA Grant Revenues					
WIOA Grant - Administration	\$187,276.63				
WIOA Grant- Adult		\$559,160.09			
WIOA Grant- Dislocated Worker			\$431,636.95		
WIOA Grant- NDWG				\$19,396.02	
WIOA Grant- Youth Out of School					\$556,069.76
WIOA Grant- Youth In School					
TOTAL	\$187,276.63	\$559,160.09	\$431,636.95	\$19,396.02	\$556,069.76
WIOA Expenses					
Board Salaries and Benefits	\$98,432.20	\$20,765.39	\$18,371.95	\$362.83	\$15,149.07
Fiscal Agent Costs	\$44,971.00	\$0.00	\$0.00	\$0.00	\$0.00
Subleases	\$0.00	\$26,132.61	\$26,132.61	\$0.00	\$20,193.34
Contractual RFP's	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
One Stop Operator	\$0.00	\$19,167.19	\$19,167.19	\$0.00	\$14,375.38
60110-60190 Salaries 60310-60330 & 60610-60560	\$0.00	\$139,789.10	\$147,788.14	\$8,551.12	\$246,481.25
Payroll Taxes, Fringe / Work Comp	\$0.00	\$30,845.52	\$29,850.70	\$2,316.85	\$61,759.71
60850 Mileage & Travel	\$19,855.38	\$5,665.03	\$6,023.24	\$50.00	\$14,942.68
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$221.17	\$3,299.11	\$3,524.15	\$35.00	\$8,127.18
62830, 62860 Outreach & Public Relations / Job Fairs	\$147.58	\$1,355.14	\$1,581.81	\$0.00	\$2,705.86
65610 Reimbursable Equipment	\$1,643.42	\$0.00	\$0.00	\$0.00	\$1,749.99
62510-62520 Resource Sharing Allocation	\$0.00	\$788.84	\$666.54	\$0.00	\$3,731.70
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$3,048.31	\$10,201.15	\$9,028.50	\$0.00	\$15,972.40
Information Technology	\$3,622.18	\$0.00	\$0.00	\$0.00	\$0.00
Dues & Subscriptions	\$6,383.50	\$0.00	\$0.00	\$0.00	\$0.00
Meeting Expenses	\$637.36	\$0.00	\$0.00	\$0.00	\$0.00
Conferences and Trainings	\$7,818.56	\$0.00	\$0.00	\$0.00	\$0.00
Printing	\$495.97	\$0.00	\$0.00	\$0.00	\$0.00
Special Initiatives	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$20,019.74	\$20,699.69	\$1,142.39	\$37,075.60
Management Fee	\$0.00	\$29,083.61	\$23,273.40	\$2,579.26	\$48,824.71
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	\$0.00	\$8,030.88
67408 Instructional Training	\$0.00	\$169,395.36	\$44,309.00	\$0.00	\$11,412.00
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
67412 Customer Support Service	\$0.00	\$65,711.64	\$76,458.97	\$0.00	\$23,671.58
67426 Individual Career Services- New Service	\$0.00	\$1,699.00	\$3,649.00	\$0.00	\$0.00
67422 On the Job Training	\$0.00	\$22,714.85	\$18,252.88	\$0.00	\$251.79
67418,67420 Client Awards/Incentives	\$0.00	\$9,264.38	\$0.00	\$4,179.38	\$33,310.97
5% WEX Markup	\$0.00	\$1,135.75	\$912.64	\$0.00	\$401.55
Unobligated/Unbudgeted Grant	\$0.00	\$1,293.87	\$1,113.73	\$179.19	\$2,277.50
TOTAL	\$187,276.63	\$559,160.09	\$431,636.95	\$19,396.02	\$556,069.76

CIJDC

**WIOA Statement of Rev & Exp YTD
For the Month Ending January 31st, 2023**

	Youth Program In School	One Stop Operator	Year To Date	Total Annual Budget
WIOA Grant Revenues				
WIOA Grant - Administration		\$0.00	\$187,276.63	\$493,239.03
WIOA Grant- Adult		\$19,167.19	\$578,327.28	\$1,206,299.98
WIOA Grant- Dislocated Worker		\$19,167.19	\$450,804.14	\$851,657.99
WIOA Grant- NDWG		\$0.00	\$19,396.02	\$234,163.40
WIOA Grant- Youth Out of School		\$14,375.38	\$570,445.14	\$1,375,634.61
WIOA Grant- Youth In School	\$173,346.47	\$4,791.81	\$178,138.28	\$553,565.84
TOTAL	\$173,346.47	\$57,501.57	\$1,984,387.49	\$4,714,560.85
WIOA Expenses				
Board Salaries and Benefits	\$5,049.68	\$0.00	\$158,131.12	\$305,315.67
Fiscal Agent Costs	\$0.00	\$0.00	\$44,971.00	\$68,196.31
Subleases	\$6,731.11	\$0.00	\$79,189.67	\$155,006.09
Contractual RFP's	\$0.00	\$0.00	\$0.00	\$75,275.01
One Stop Operator	\$4,791.81	\$0.00	\$57,501.57	\$107,391.09
60110-60190 Salaries 60310-60330 & 60610-60560	\$81,615.13	\$35,933.62	\$624,224.74	\$1,128,481.24
Payroll Taxes, Fringe / Work Comp	\$20,545.28	\$7,594.34	\$145,318.06	\$309,655.26
60850 Mileage & Travel	\$4,608.22	\$1,880.48	\$51,144.55	\$123,341.35
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$2,740.82	\$450.75	\$17,947.43	\$41,202.41
62830, 62860 Outreach & Public Relations / Job Fairs	\$516.73	\$0.00	\$6,307.12	\$70,000.00
65610 Reimbursable Equipment	\$577.04	\$0.00	\$3,970.45	\$123,707.81
62510-62520 Resource Sharing Allocation	\$1,215.34	\$0.00	\$6,402.42	\$29,569.00
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$4,879.08	\$814.60	\$43,129.44	\$73,370.57
Information Technology	\$0.00	\$0.00	\$3,622.18	\$7,000.00
Dues & Subscriptions	\$0.00	\$0.00	\$6,383.50	\$10,000.00
Meeting Expenses	\$0.00	\$0.00	\$637.36	\$4,000.00
Conferences and Trainings	\$0.00	\$0.00	\$7,818.56	\$15,000.00
Printing	\$0.00	\$0.00	\$495.97	\$4,000.00
Special Initiatives	\$0.00	\$0.00	\$0.00	\$15,000.00
Indirect Cost	\$12,171.56	\$4,824.42	\$91,108.98	\$191,476.82
Management Fee	\$13,247.19	\$6,003.36	\$117,008.17	\$202,730.45
65602, 65603 Work Experience	\$7,412.47	\$0.00	\$15,443.35	\$459,092.82
67408 Instructional Training	\$0.00	\$0.00	\$225,116.36	\$390,891.64
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$50,000.00
67412 Customer Support Service	\$4,846.31	\$0.00	\$170,688.50	\$287,287.07
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$5,348.00	\$29,324.40
67422 On the Job Training	\$0.00	\$0.00	\$41,219.52	\$225,746.26
67418,67420 Client Awards/Incentives	\$6,060.00	\$0.00	\$52,814.73	\$72,414.26
5% WEX Markup	\$370.62	\$0.00	\$2,820.56	\$22,954.64
Unobligated/Unbudgeted Grant	\$759.89	\$0.00	\$5,624.18	\$117,130.71
TOTAL	\$173,346.47	\$57,501.57	\$1,984,387.49	\$4,714,560.88

CIJDC
WIOA Statement of Rev & Exp YTD
For the Month Ending January 31st, 2023

	<u>Remaining Budget</u>
WIOA Grant Revenues	
WIOA Grant - Administration	\$305,962.40
WIOA Grant- Adult	\$627,972.70
WIOA Grant- Dislocated Worker	\$400,853.85
WIOA Grant- NDWG	\$214,767.38
WIOA Grant- Youth Out of School	\$805,189.47
WIOA Grant- Youth In School	\$375,427.56
TOTAL	<u>\$2,730,173.36</u>
WIOA Expenses	
Board Salaries and Benefits	\$147,184.55
Fiscal Agent Costs	\$23,225.31
Subleases	\$75,816.42
Contractual RFP's	\$75,275.01
One Stop Operator	\$49,889.52
60110-60190 Salaries	\$504,256.50
60310-60330 & 60610-60560	
Payroll Taxes, Fringe / Work Comp	\$164,337.20
60850 Mileage & Travel	\$72,196.80
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$23,254.98
62830, 62860 Outreach & Public Relations / Job Fairs	\$63,692.88
65610 Reimbursable Equipment	\$119,737.36
62510-62520 Resource Sharing Allocation	\$23,166.58
61745,64120,65120,65544,65520,65530,65125,65128,	
65130 Professional Services and Business Expenses	\$30,241.13
Information Technology	\$3,377.82
Dues & Subscriptions	\$3,616.50
Meeting Expenses	\$3,362.64
Conferences and Trainings	\$7,181.44
Printing	\$3,504.03
Special Initiatives	\$15,000.00
Indirect Cost	\$100,367.84
Management Fee	\$85,722.28
65602, 65603 Work Experience	\$443,649.47
67408 Instructional Training	\$165,775.28
Incumbent Worker Training	\$50,000.00
67412 Customer Support Service	\$116,598.57
67426 Individual Career Services- New Service	\$23,976.40
67422 On the Job Training	\$184,526.74
67418,67420 Client Awards/Incentives	\$19,599.53
5% WEX Markup	\$20,134.08
Unobligated/Unbudgeted Grant	<u>\$111,506.53</u>
TOTAL	<u>\$2,730,173.39</u>

CIJDC
WIOA Statement of Revenue and Expenses- Administration YTD
For the Month Ending January 31st, 2023

	Year to Date	Administration Budget	Remaining Budget	
WIOA Grant Revenue				
WIOA Grant - Administration	\$187,276.63	\$493,239.03	\$305,962.40	62.03%
WIOA Expenses				
Board Salaries and Benefits	\$98,432.20	\$210,757.90	\$112,325.70	53.30%
Fiscal Agent Costs	\$44,971.00	\$68,196.31	\$23,225.31	34.06%
Subleases	\$0.00	\$0.00	\$0.00	#DIV/0!
Contractual RFP's	\$0.00	\$0.00	\$0.00	#DIV/0!
60110-60190 Salaries	\$0.00	\$0.00	\$0.00	#DIV/0!
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$0.00	\$0.00	\$0.00	#DIV/0!
60850 Mileage & Travel	\$19,855.38	\$30,000.00	\$10,144.62	33.82%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$221.17	\$5,000.00	\$4,778.83	95.58%
62830, 62860 Outreach & Public Relations / Job Fairs	\$147.58	\$15,000.00	\$14,852.42	99.02%
65610 Reimbursable Equipment	\$1,643.42	\$5,000.00	\$3,356.58	67.13%
62510-62520 Resource Sharing Allocation	\$0.00		\$0.00	#DIV/0!
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$3,048.31	\$8,500.00	\$5,451.69	64.14%
Information Technology	\$3,622.18	\$7,000.00	\$3,377.82	48.25%
Dues & Subscriptions	\$6,383.50	\$10,000.00	\$3,616.50	36.17%
Meeting Expenses	\$637.36	\$4,000.00	\$3,362.64	84.07%
Conferences and Trainings	\$7,818.56	\$15,000.00	\$7,181.44	47.88%
Printing	\$495.97	\$4,000.00	\$3,504.03	87.60%
Special Initiatives	\$0.00	\$15,000.00	\$15,000.00	100.00%
Indirect Cost	\$0.00	\$0.00	\$0.00	#DIV/0!
Management Fee	\$0.00	\$0.00	\$0.00	#DIV/0!
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	#DIV/0!
67408 Instructional Training	\$0.00	\$0.00	\$0.00	#DIV/0!
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$0.00	\$0.00	\$0.00	#DIV/0!
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$0.00	#DIV/0!
65602 Work Based Learning	\$0.00	\$0.00	\$0.00	#DIV/0!
67422 On the Job Training	\$0.00	\$0.00	\$0.00	#DIV/0!
5% WEX Markup	\$0.00	\$0.00	\$0.00	#DIV/0!
Unobligated/Unbudgeted Grant	\$0.00	\$95,784.82	\$95,784.82	100.00%
TOTAL	\$187,276.63	\$493,239.03	\$305,962.40	

CIJDC
WIOA Statement of Revenue and Expenses- Adult YTD
For the Month Ending January 31st, 2023

	Year to Date	Adult Budget	Remaining Budget	
WIOA Grant Revenue				
WIOA Grant- Adult	\$578,327.28	\$1,206,299.98	\$627,972.70	52.06%
WIOA Expenses				
Board Salaries and Benefits	\$20,765.39	\$30,108.27	\$9,342.88	31.03%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$26,132.61	\$51,152.00	\$25,019.39	48.91%
Contractual RFP's	\$0.00	\$25,091.67	\$25,091.67	100.00%
One Stop Operator	\$19,167.19	\$35,797.03	\$16,629.84	46.46%
60110-60190 Salaries	\$139,789.10	\$300,175.82	\$160,386.72	53.43%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$30,845.52	\$82,368.25	\$51,522.73	62.55%
60850 Mileage & Travel	\$5,665.03	\$30,162.57	\$24,497.54	81.22%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$3,299.11	\$7,760.00	\$4,460.89	57.49%
62830, 62860 Outreach & Public Relations / Job Fairs	\$1,355.14	\$7,500.00	\$6,144.86	81.93%
65610 Reimbursable Equipment	\$0.00	\$4,500.00	\$4,500.00	100.00%
62510-62520 Resource Sharing Allocation	\$788.84	\$8,103.00	\$7,314.16	90.26%
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$10,201.15	\$19,312.00	\$9,110.85	47.18%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$20,019.74	\$47,965.65	\$27,945.91	58.26%
Management Fee	\$29,083.61	\$50,784.73	\$21,701.12	42.73%
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	#DIV/0!
67408 Instructional Training	\$169,395.36	\$257,891.64	\$88,496.28	34.32%
Incumbent Worker Training	\$0.00	\$25,000.00	\$25,000.00	100.00%
67412 Customer Support Service	\$65,711.64	\$80,000.00	\$14,288.36	17.86%
67426 Individual Career Services- New Service	\$1,699.00	\$10,000.00	\$8,301.00	83.01%
65602 Work Based Learning	\$22,714.85	\$96,717.92	\$74,003.07	76.51%
67422 On the Job Training	\$9,264.38	\$25,000.00	\$15,735.62	62.94%
5% WEX Markup	\$1,135.75	\$4,835.90	\$3,700.15	76.51%
Unobligated/Unbudgeted Grant	\$1,293.87	\$6,073.53	\$4,779.66	78.70%
TOTAL	\$578,327.28	\$1,206,299.98	\$627,972.70	

CIJDC
WIOA Statement of Revenue and Expenses- Dislocated Worker YTD
For the Month Ending January 31st, 2023

	Year to Date	Dislocated Worker Budget	Remaining Budget	
WIOA Grant Revenues				
WIOA Grant- Dislocated Worker	\$450,804.14	\$851,657.99	\$400,853.85	47.07%
WIOA Expenses				
Board Salaries and Benefits	\$18,371.95	\$30,108.27	\$11,736.32	38.98%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$26,132.61	\$51,152.00	\$25,019.39	48.91%
Contractual RFP's	\$0.00	\$25,091.67	\$25,091.67	100.00%
One Stop Operator	\$19,167.19	\$35,797.03	\$16,629.84	46.46%
60110-60190 Salaries	\$147,788.14	\$238,216.57	\$90,428.43	37.96%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$29,850.70	\$65,366.63	\$35,515.93	54.33%
60850 Mileage & Travel	\$6,023.24	\$24,249.00	\$18,225.76	75.16%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$3,524.15	\$5,793.41	\$2,269.26	39.17%
62830, 62860 Outreach & Public Relations / Job Fairs	\$1,581.81	\$5,000.00	\$3,418.19	68.36%
65610 Reimbursable Equipment	\$0.00	\$3,000.00	\$3,000.00	100.00%
62510-62520 Resource Sharing Allocation	\$666.54	\$5,125.00	\$4,458.46	86.99%
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$9,028.50	\$15,069.12	\$6,040.62	40.09%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$20,699.69	\$37,737.80	\$17,038.11	45.15%
Management Fee	\$23,273.40	\$39,955.75	\$16,682.35	41.75%
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	#DIV/0!
67408 Instructional Training	\$44,309.00	\$75,000.00	\$30,691.00	40.92%
Incumbent Worker Training	\$0.00	\$25,000.00	\$25,000.00	100.00%
67412 Customer Support Service	\$76,458.97	\$116,306.64	\$39,847.67	34.26%
67426 Individual Career Services- New Service	\$3,649.00	\$5,000.00	\$1,351.00	27.02%
65602 Work Based Learning	\$18,252.88	\$40,586.26	\$22,333.38	55.03%
67422 On the Job Training	\$0.00	\$0.00	\$0.00	#DIV/0!
5% WEX Markup	\$912.64	\$2,029.31	\$1,116.67	55.03%
Unobligated/Unbudgeted Grant	\$1,113.73	\$6,073.53	\$4,959.80	81.66%
TOTAL	\$450,804.14	\$851,657.99	\$400,853.85	

CIJDC
WIOA Statement of Revenue and Expenses- NDWG YTD
For the Month Ending January 31st, 2023

	Year to Date	NDWG Budget	Remaining Budget	
WIOA Grant Revenue				
WIOA Grant- NDWG	\$19,396.02	\$234,163.40	\$214,767.38	91.72%
WIOA Expenses				
Board Salaries and Benefits	\$362.83	\$4,232.96	\$3,870.13	91.43%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$0.00	\$0.00	\$0.00	#DIV/0!
Contractual RFP's	\$0.00	\$0.00	\$0.00	#DIV/0!
One Stop Operator	\$0.00	\$0.00	\$0.00	#DIV/0!
60110-60190 Salaries	\$8,551.12	\$31,311.53	\$22,760.41	72.69%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$2,316.85	\$8,591.88	\$6,275.03	73.03%
60850 Mileage & Travel	\$50.00	\$1,406.25	\$1,356.25	96.44%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$35.00	\$210.00	\$175.00	83.33%
62830, 62860 Outreach & Public Relations / Job Fairs	\$0.00	\$0.00	\$0.00	#DIV/0!
65610 Reimbursable Equipment	\$0.00	\$0.00	\$0.00	#DIV/0!
62510-62520 Resource Sharing Allocation	\$0.00	\$0.00	\$0.00	#DIV/0!
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$0.00	\$513.45	\$513.45	100.00%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$1,142.39	\$4,384.05	\$3,241.66	73.94%
Management Fee	\$2,579.26	\$4,641.72	\$2,062.46	44.43%
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	#DIV/0!
67408 Instructional Training	\$0.00	\$0.00	\$0.00	#DIV/0!
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$0.00	\$0.00	\$0.00	#DIV/0!
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$0.00	#DIV/0!
65602 Work Based Learning	\$0.00	\$0.00	\$0.00	#DIV/0!
67422 On the Job Training	\$4,179.38	\$175,746.26	\$171,566.88	97.62%
5% WEX Markup	\$0.00	\$0.00	\$0.00	#DIV/0!
Unobligated/Unbudgeted Grant	\$179.19	\$3,125.30	\$2,946.11	94.27%
TOTAL	\$19,396.02	\$234,163.40	\$180,330.56	

CIJDC
WIOA Statement of Revenue and Expenses- Youth Combined YTD
For the Month Ending January 31st, 2023

	Year to Date	Youth Budget	Remaining Budget	
WIOA Grant Revenues				
WIOA Grant- Youth	\$748,583.42	\$1,929,200.48	\$1,180,617.06	61.20%
WIOA Expenses				
Board Salaries and Benefits	\$20,198.75	\$30,108.27	\$9,909.52	32.91%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$26,924.45	\$52,702.09	\$25,777.64	48.91%
Contractual RFP's	\$0.00	\$25,091.67	\$25,091.67	100.00%
One Stop Operator	\$19,167.19	\$35,797.03	\$16,629.84	46.46%
60110-60190 Salaries	\$328,096.38	\$558,777.32	\$230,680.94	41.28%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$82,304.99	\$153,328.50	\$71,023.51	46.32%
60850 Mileage & Travel	\$19,550.90	\$37,523.53	\$17,972.63	47.90%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$10,868.00	\$22,439.00	\$11,571.00	51.57%
62830, 62860 Outreach & Public Relations / Job Fairs	\$3,222.59	\$42,500.00	\$39,277.41	92.42%
65610 Reimbursable Equipment	\$2,327.03	\$111,207.81	\$108,880.78	97.91%
62510-62520 Resource Sharing Allocation	\$4,947.04	\$16,341.00	\$11,393.96	69.73%
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$20,851.48	\$29,976.00	\$9,124.52	30.44%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$49,247.17	\$101,389.32	\$52,142.15	51.43%
Management Fee	\$62,071.89	\$107,348.25	\$45,276.36	42.18%
65602, 65603 Work Experience	\$15,443.35	\$321,788.64	\$306,345.29	95.20%
67408 Instructional Training	\$11,412.00	\$58,000.00	\$46,588.00	80.32%
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$28,517.89	\$90,980.43	\$62,462.54	68.65%
67426 Individual Career Services- New Service	\$0.00	\$14,324.40	\$14,324.40	100.00%
67422 On the Job Training	\$251.79	\$25,000.00	\$24,748.21	98.99%
67418, 67420 Client Awards/Incentives	\$39,370.97	\$72,414.26	\$33,043.29	45.63%
5% WEX Markup	\$772.17	\$16,089.43	\$15,317.26	95.20%
Unobligated/Unbudgeted Grant	\$3,037.39	\$6,073.53	\$3,036.14	49.99%
TOTAL	\$748,583.42	\$1,929,200.48	\$1,180,617.06	
WEP- 20% Expected Expenditure				
Board Staff Salaries	\$1,559.85			
Staff Wages	\$69,492.36			
Client Wage Subsidy	\$14,145.52			
Client Wages Taxes	\$1,297.83			
WEX Markup 5%	\$772.17			
On the Job Training	\$0.00			
Client Awards / Incentives	\$40,345.97			
VR Headsets for WBL Training	\$2,327.03			
Total WEP Expenditures	\$129,940.73	\$385,840.10	\$255,899.37	66.32%

CIJDC
WIOA Statement of Revenue and Expenses- Youth Out of School YTD
For the Month Ending January 31st, 2023

	Year to Date	Youth Out of School Budget	Remaining Budget	
WIOA Grant Revenue				
WIOA Grant- Youth Out of School	\$570,445.14	\$1,375,634.61	\$805,189.47	58.53%
WIOA Expenses				
Board Salaries and Benefits	\$15,149.07	\$22,581.20	\$7,432.13	32.91%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$20,193.34	\$39,526.57	\$19,333.23	48.91%
Contractual RFP's	\$0.00	\$18,818.75	\$18,818.75	100.00%
One Stop Operator	\$14,375.38	\$26,847.77	\$12,472.39	46.46%
60110-60190 Salaries	\$246,481.25	\$440,923.84	\$194,442.59	44.10%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$61,759.71	\$120,989.50	\$59,229.79	48.95%
60850 Mileage & Travel	\$14,942.68	\$28,172.53	\$13,229.85	46.96%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$8,127.18	\$17,371.00	\$9,243.82	53.21%
62830, 62860 Outreach & Public Relations / Job Fairs	\$2,705.86	\$34,000.00	\$31,294.14	92.04%
65610 Reimbursable Equipment	\$1,749.99	\$88,966.25	\$87,216.26	98.03%
62510-62520 Resource Sharing Allocation	\$3,731.70	\$12,061.00	\$8,329.30	69.06%
Professional Services and Business Expenses	\$15,972.40	\$24,230.00	\$8,257.60	34.08%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$37,075.60	\$79,968.28	\$42,892.68	53.64%
Management Fee	\$48,824.71	\$84,668.24	\$35,843.53	42.33%
65602, 65603 Work Experience	\$8,030.88	\$118,740.63	\$110,709.75	93.24%
67408 Instructional Training	\$11,412.00	\$58,000.00	\$46,588.00	80.32%
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$23,671.58	\$60,765.12	\$37,093.54	61.04%
67426 Individual Career Services- New Service	\$0.00	\$6,580.47	\$6,580.47	100.00%
67422 On the Job Training	\$251.79	\$25,000.00	\$24,748.21	98.99%
67418,67420 Client Awards/Incentives	\$33,310.97	\$56,931.28	\$23,620.31	41.49%
5% WEX Markup	\$401.55	\$5,937.03	\$5,535.48	93.24%
Unobligated/Unbudgeted Grant	\$2,277.50	\$4,555.15	\$2,277.65	50.00%
TOTAL	\$570,445.14	\$1,375,634.61	\$805,189.47	
WEP- 20% Expected Expenditure				
Board Staff Salaries	\$1,169.89			
Staff Wages	\$47,933.38			
Client Wage Subsidy	\$7,359.09			
Client Wages Taxes	\$671.79			
WEX Markup 5%	\$401.55			
On the Job Training	\$0.00			
Client Awards / Incentives	\$34,285.97			
VR Headsets for WBL Training	\$1,749.99			
Total WEP Expenditures	\$93,571.66	\$291,020.10	\$197,448.44	67.85%

CIJDC
WIOA Statement of Revenue and Expenses- Youth In School YTD
For the Month Ending January 31st, 2023

	Year to Date	Youth in School Budget	Remaining Budget	
WIOA Grant Revenues				
WIOA Grant- Youth In School	\$178,138.28	\$553,565.84	\$375,427.56	67.82%
WIOA Expenses				
Board Salaries and Benefits	\$5,049.68	\$7,527.07	\$2,477.39	32.91%
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$6,731.11	\$13,175.52	\$6,444.41	48.91%
Contractual RFP's	\$0.00	\$6,272.92	\$6,272.92	100.00%
One Stop Operator	\$4,791.81	\$8,949.26	\$4,157.45	46.46%
60110-60190 Salaries	\$81,615.13	\$117,853.47	\$36,238.34	30.75%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$20,545.28	\$32,338.99	\$11,793.71	36.47%
60850 Mileage & Travel	\$4,608.22	\$9,351.00	\$4,742.78	50.72%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$2,740.82	\$5,068.00	\$2,327.18	45.92%
62830, 62860 Outreach & Public Relations / Job Fairs	\$516.73	\$8,500.00	\$7,983.27	93.92%
65610 Reimbursable Equipment	\$577.04	\$22,241.56	\$21,664.52	97.41%
62510-62520 Resource Sharing Allocation	\$1,215.34	\$4,280.00	\$3,064.66	71.60%
61745,64120,65120,65544,65520,65530,65125,65128,65130				
Professional Services and Business Expenses	\$4,879.08	\$5,746.00	\$866.92	15.09%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$12,171.56	\$21,421.03	\$9,249.47	43.18%
Management Fee	\$13,247.19	\$22,680.01	\$9,432.82	41.59%
65602, 65603 Work Experience	\$7,412.47	\$203,048.01	\$195,635.54	96.35%
67408 Instructional Training	\$0.00	\$0.00	\$0.00	#DIV/0!
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$4,846.31	\$30,215.31	\$25,369.00	83.96%
67426 Individual Career Services- New Service	\$0.00	\$7,743.93	\$7,743.93	100.00%
67422 On the Job Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67418,67420 Client Awards/Incentives	\$6,060.00	\$15,482.98	\$9,422.98	60.86%
5% WEX Markup	\$370.62	\$10,152.40	\$9,781.78	96.35%
Unobligated/Unbudgeted Grant	\$759.89	\$1,518.38	\$758.49	49.95%
TOTAL	\$178,138.28	\$553,565.84	\$375,427.56	
WEP- 20% Expected Expenditure				
Board Staff Salaries	\$389.96			
Staff Wages	\$21,558.98			
Client Wage Subsidy	\$6,786.43			
Client Wages Taxes	\$626.04			
WEX Markup 5%	\$370.62			
On the Job Training	\$0.00			
Client Awards / Incentives	\$6,060.00			
VR Headsets for WBL Training	\$577.04			
Total WEP Expenditures	\$36,369.07	\$97,006.70	\$60,637.63	62.51%

CIJDC
WIOA Statement of Revenue and Expenses- One Stop Operator YTD
For the Month Ending January 31st, 2023

	Year to Date	OSO Budget	Remaining Budget	
WIOA Grant Revenues				
WIOA Grant- Adult	\$19,167.19	\$35,797.03	\$16,629.84	46.46%
WIOA Grant- Dislocated Worker	\$19,167.19	\$35,797.03	\$16,629.84	46.46%
WIOA Grant- Youth	\$18,897.19	\$35,797.03	\$16,899.84	47.21%
TOTAL	\$57,231.57	\$107,391.09	\$50,159.52	46.71%
WIOA Expenses				
Board Salaries and Benefits	\$0.00	\$0.00	\$0.00	#DIV/0!
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	#DIV/0!
Subleases	\$0.00	\$0.00	\$0.00	#DIV/0!
Contractual RFP's	\$0.00	\$0.00	\$0.00	#DIV/0!
60110-60190 Salaries	\$35,933.62	\$51,464.97	\$15,531.35	30.18%
60310-60330 & 60610-60560 Payroll Taxes, Fringe / Work Comp	\$7,594.34	\$12,718.82	\$5,124.48	40.29%
60850 Mileage & Travel	\$1,880.48	\$5,605.00	\$3,724.52	66.45%
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$450.75	\$1,045.00	\$594.25	56.87%
62830, 62860 Outreach & Public Relations / Job Fairs	\$0.00	\$0.00	\$0.00	#DIV/0!
65610 Reimbursable Equipment	\$0.00	\$0.00	\$0.00	#DIV/0!
62510-62520 Resource Sharing Allocation	\$0.00	\$0.00	\$0.00	#DIV/0!
Professional Services and Business Expenses	\$814.60	\$1,109.00	\$294.40	26.55%
Information Technology	\$0.00	\$0.00	\$0.00	#DIV/0!
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	#DIV/0!
Meeting Expenses	\$0.00	\$0.00	\$0.00	#DIV/0!
Conferences and Trainings	\$0.00	\$0.00	\$0.00	#DIV/0!
Printing	\$0.00	\$0.00	\$0.00	#DIV/0!
Special Initiatives	\$0.00	\$0.00	\$0.00	#DIV/0!
Indirect Cost	\$4,824.42	\$7,503.63	\$2,679.21	35.71%
Management Fee	\$6,003.36	\$7,944.64	\$1,941.28	24.44%
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	#DIV/0!
67408 Instructional Training	\$0.00	\$0.00	\$0.00	#DIV/0!
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	#DIV/0!
67412 Customer Support Service	\$0.00	\$0.00	\$0.00	#DIV/0!
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$0.00	#DIV/0!
65602 Work Based Learning	\$0.00	\$0.00	\$0.00	#DIV/0!
67422 On the Job Training	\$0.00	\$0.00	\$0.00	#DIV/0!
5% WEX Markup	\$0.00	\$0.00	\$0.00	#DIV/0!
Unobligated/Unbudgeted Grant	\$0.00	\$0.00	\$0.00	#DIV/0!
TOTAL	\$57,501.57	\$87,391.06	\$4,914.89	

Administration:

	PY21 Carryover	FY22 Carryover	PY 22	FY23	Cumulative Totals
Grant	\$22,556.31	\$144,567.72	\$178,978.00	\$147,137.00	\$493,239.03
Unobligated Funds	\$0.00	\$0.00	\$0.00	\$95,784.82	\$95,784.82
Total Obligated Funds	\$22,556.31	\$144,567.72	\$178,978.00	\$51,352.18	\$397,454.21
Expenditures to Date	\$22,556.31	\$144,567.72	\$20,152.60	\$0.00	\$187,276.63
Obligated Balance as of (11/30/22)	\$0.00	\$0.00	\$158,825.40	\$51,352.18	\$210,177.58
Unspent Funds	\$0.00	\$0.00	\$158,825.40	\$51,352.18	\$210,177.58
Funds that can be carried over	\$0.00	\$0.00	\$178,978.00	\$147,137.00	\$326,115.00

Dislocated Workers:

	FY22 Carryover	PY 22	FY 23	Cumulative Totals
Grant	\$180,288.99	\$159,003.00	\$512,366.00	\$851,657.99
Unobligated Funds	\$0.00	\$0.00	\$4,959.80	\$4,959.80
Total Obligated Funds	\$180,288.99	\$159,003.00	\$507,406.20	\$846,698.19
Expenditures to date	\$180,288.99	\$159,003.00	\$111,512.15	\$450,804.14
Obligated Balance as of (11/30/22)	\$0.00	\$0.00	\$400,853.85	\$400,853.85
Unspent funds	\$0.00	\$0.00	\$400,853.85	\$400,853.85
Funds that can be carried over	\$0.00	\$31,800.60	\$102,473.20	\$134,273.80

Adult:

	FY22 Carryover	PY22	FY23	Cumulative Totals
Grant	\$212,751.97	\$181,674.00	\$811,874.00	\$1,206,299.97
Unobligated Funds	\$0.00	\$0.00	\$4,959.80	\$4,959.80
Total Obligated Funds	\$212,751.97	\$181,674.00	\$806,914.20	\$1,201,340.17
Expenditures to date	\$212,751.97	\$181,674.00	\$183,901.31	\$578,327.28
Obligated Balance as of (11/30/22)	\$0.00	\$0.00	\$623,012.89	\$623,012.89
Unspent funds	\$0.00	\$0.00	\$623,012.89	\$623,012.89
Funds that can be carried over	\$0.00	\$0.00	\$162,374.80	\$162,374.80

Youth Combined:

	PY21 Carryover	PY 22	Cumulative Totals
Grant	\$659,066.47	\$1,270,134.00	\$1,929,200.47
Unobligated Funds	\$0.00	\$3,036.14	\$3,036.14
Total Obligated Funds	\$659,066.47	\$1,267,097.86	\$1,926,164.33
Expenditures to date	\$659,066.47	\$89,516.95	\$748,583.42
Obligated Balance as of (10/31/22)	\$0.00	\$1,177,580.91	\$1,177,580.91
Unspent funds	\$0.00	\$1,177,580.91	\$1,177,580.91
Funds that can be carried over	\$0.00	\$254,026.80	\$254,026.80

Youth Work Experience:

	PY21 Carryover	PY 22 Expenses	Cumulative Totals
Drawn Amount to Date	\$659,066.47	\$89,516.95	\$748,583.42
Work Experience Expended	\$129,940.73	\$0.00	\$129,940.73
Work Experience Required	\$131,813.29	\$254,026.80	\$385,840.09

NDWG:

Grant	\$234,163.40
Unobligated Funds	\$3,125.30
Total Obligated Funds	\$231,038.10
Expenditures to date	\$19,396.02
Obligated Balance as of (10/31/22)	\$211,642.08
Unspent funds	\$211,642.08
Funds that can be carried over	\$0.00

CIJDC

**WIOA Statement of Rev & Exp YTD Comparison
For the Month Ending January 31st, 2023**

	Administration	SIRPC Administration	Adult Program	SIRPC Adult Program
WIOA Grant Revenues				
WIOA Grant - Administration	\$187,276.63	\$145,013.71		
WIOA Grant- Adult			\$559,160.09	\$531,442.76
WIOA Grant- Dislocated Worker				
WIOA Grant- NDWG				
WIOA Grant- Youth Out of School				
WIOA Grant- Youth In School				
TOTAL	\$187,276.63	\$145,013.71	\$559,160.09	\$531,442.76
WIOA Expenses				
Board Salaries and Benefits	\$98,432.20	\$65,246.47	\$20,765.39	\$14,854.56
Fiscal Agent Costs	\$44,971.00	\$40,609.54	\$0.00	\$0.00
Subleases	\$0.00	\$0.00	\$26,132.61	\$22,436.07
Contractual RFP's	\$0.00	\$0.00	\$0.00	\$1,505.96
One Stop Operator	\$0.00	\$0.00	\$19,167.19	\$12,370.79
60110-60190 Salaries	\$0.00	\$0.00	\$139,789.10	\$164,688.39
60310-60330 & 60610-60560				
Payroll Taxes, Fringe / Work Comp	\$0.00	\$0.00	\$30,845.52	\$43,129.60
60850 Mileage & Travel	\$19,855.38	\$7,598.36	\$5,665.03	\$5,871.94
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$221.17	\$107.40	\$3,299.11	\$4,271.44
62830, 62860 Outreach & Public Relations / Job Fairs	\$147.58	\$12,550.44	\$1,355.14	\$4,968.89
65610 Reimbursable Equipment	\$1,643.42	\$2,038.76	\$0.00	\$4,792.18
62510-62520 Resource Sharing Allocation	\$0.00	\$0.00	\$788.84	\$3,977.18
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$3,048.31	\$5,793.53	\$10,201.15	\$1,867.94
Information Technology	\$3,622.18	\$2,621.45	\$0.00	\$0.00
Dues & Subscriptions	\$6,383.50	\$2,710.75	\$0.00	\$0.00
Meeting Expenses	\$637.36	\$748.15	\$0.00	\$0.00
Conferences and Trainings	\$7,818.56	\$4,268.13	\$0.00	\$0.00
Printing	\$495.97	\$720.73	\$0.00	\$0.00
Special Initiatives	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$20,019.74	\$21,847.56
Management Fee	\$0.00	\$0.00	\$29,083.61	\$22,327.06
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	\$44,873.29
67408 Instructional Training	\$0.00	\$0.00	\$169,395.36	\$131,773.22
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$0.00
67412 Customer Support Service	\$0.00	\$0.00	\$65,711.64	\$28,808.46
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$1,699.00	\$0.00
67422 On the Job Training	\$0.00	\$0.00	\$22,714.85	\$7,205.36
67418,67420 Client Awards/Incentives	\$0.00	\$0.00	\$9,264.38	\$0.00
5% WEX Markup	\$0.00	\$0.00	\$1,135.75	\$2,243.66
Unobligated/Unbudgeted Grant	\$0.00	\$0.00	\$1,293.87	\$0.00
TOTAL	\$187,276.63	\$145,013.71	\$559,160.09	\$531,442.76

CIJDC

**WIOA Statement of Rev & Exp YTD Comparison
For the Month Ending January 31st, 2023**

	Dislocated Worker Program	SIRPC Dislocated Worker Program	NDWG Program	SIRPC NDWG Program
WIOA Grant Revenues				
WIOA Grant - Administration				
WIOA Grant- Adult				
WIOA Grant- Dislocated Worker	\$431,636.95	\$262,752.14		
WIOA Grant- NDWG			\$19,396.02	\$24,021.68
WIOA Grant- Youth Out of School				
WIOA Grant- Youth In School				
TOTAL	\$431,636.95	\$262,752.14	\$19,396.02	\$24,021.68
WIOA Expenses				
Board Salaries and Benefits	\$18,371.95	\$14,854.56	\$362.83	\$5,005.43
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	\$0.00
Subleases	\$26,132.61	\$22,436.07	\$0.00	\$0.00
Contractual RFP's	\$0.00	\$1,518.39	\$0.00	-\$0.03
One Stop Operator	\$19,167.19	\$12,370.79	\$0.00	\$0.00
60110-60190 Salaries	\$147,788.14	\$95,246.76	\$8,551.12	\$7,398.02
60310-60330 & 60610-60560				
Payroll Taxes, Fringe / Work Comp	\$29,850.70	\$20,356.15	\$2,316.85	\$787.82
60850 Mileage & Travel	\$6,023.24	\$4,327.26	\$50.00	\$6.25
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$3,524.15	\$2,416.49	\$35.00	\$21.91
62830, 62860 Outreach & Public Relations / Job Fairs	\$1,581.81	\$914.95	\$0.00	\$0.00
65610 Reimbursable Equipment	\$0.00	\$3,591.67	\$0.00	\$0.00
62510-62520 Resource Sharing Allocation	\$666.54	\$1,810.04	\$0.00	\$0.00
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$9,028.50	\$1,580.79	\$0.00	\$0.00
Information Technology	\$0.00	\$0.00	\$0.00	\$0.00
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
Meeting Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Conferences and Trainings	\$0.00	\$0.00	\$0.00	\$0.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00
Special Initiatives	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$20,699.69	\$12,288.32	\$1,142.39	\$802.51
Management Fee	\$23,273.40	\$21,741.72	\$2,579.26	\$3,315.00
65602, 65603 Work Experience	\$0.00	\$0.00	\$0.00	\$0.00
67408 Instructional Training	\$44,309.00	\$40,178.79	\$0.00	\$0.00
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$0.00
67412 Customer Support Service	\$76,458.97	\$19,490.18	\$0.00	\$0.00
67426 Individual Career Services- New Service	\$3,649.00	\$0.00	\$0.00	\$0.00
67422 On the Job Training	\$18,252.88	\$0.00	\$0.00	\$6,684.77
67418,67420 Client Awards/Incentives	\$0.00	\$0.00	\$4,179.38	\$0.00
5% WEX Markup	\$912.64	\$0.00	\$0.00	\$0.00
Unobligated/Unbudgeted Grant	\$1,113.73	\$0.00	\$179.19	\$0.00
TOTAL	\$431,636.95	\$262,752.14	\$19,396.02	\$24,021.68

CIJDC

**WIOA Statement of Rev & Exp YTD Comparison
For the Month Ending January 31st, 2023**

	Youth Program Out of School	SIRPC Youth Program Out of School	Youth Program In School	SIRPC Youth Program In School
WIOA Grant Revenues				
WIOA Grant - Administration				
WIOA Grant- Adult				
WIOA Grant- Dislocated Worker				
WIOA Grant- NDWG				
WIOA Grant- Youth Out of School	\$556,069.76	\$300,815.34		
WIOA Grant- Youth In School			\$173,346.47	\$80,356.52
TOTAL	\$556,069.76	\$300,815.34	\$173,346.47	\$80,356.52
WIOA Expenses				
Board Salaries and Benefits	\$15,149.07	\$12,650.37	\$5,049.68	\$4,831.87
Fiscal Agent Costs	\$0.00	\$0.00	\$0.00	\$0.00
Subleases	\$20,193.34	\$16,299.39	\$6,731.11	\$8,038.93
Contractual RFP's	\$0.00	\$1,683.79	\$0.00	\$890.20
One Stop Operator	\$14,375.38	\$6,185.40	\$4,791.81	\$6,185.40
60110-60190 Salaries	\$246,481.25	\$134,167.60	\$81,615.13	\$38,286.90
60310-60330 & 60610-60560				
Payroll Taxes, Fringe / Work Comp	\$61,759.71	\$30,859.04	\$20,545.28	\$7,073.05
60850 Mileage & Travel	\$14,942.68	\$3,039.52	\$4,608.22	\$821.19
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$8,127.18	\$4,281.72	\$2,740.82	\$1,158.32
62830, 62860 Outreach & Public Relations / Job Fairs	\$2,705.86	\$120.56	\$516.73	\$16.40
65610 Reimbursable Equipment	\$1,749.99	\$956.32	\$577.04	\$260.64
62510-62520 Resource Sharing Allocation	\$3,731.70	\$1,796.45	\$1,215.34	\$586.72
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$15,972.40	\$5,041.55	\$4,879.08	\$1,623.64
Information Technology	\$0.00	\$0.00	\$0.00	\$0.00
Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00
Meeting Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Conferences and Trainings	\$0.00	\$0.00	\$0.00	\$0.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00
Special Initiatives	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$37,075.60	\$16,230.15	\$12,171.56	\$4,680.53
Management Fee	\$48,824.71	\$31,609.06	\$13,247.19	\$7,944.16
65602, 65603 Work Experience	\$8,030.88	\$32,889.13	\$7,412.47	\$3,160.92
67408 Instructional Training	\$11,412.00	\$2,105.50	\$0.00	\$0.00
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$0.00
67412 Customer Support Service	\$23,671.58	\$3,094.01	\$4,846.31	\$650.00
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$0.00	\$0.00
67422 On the Job Training	\$251.79	\$882.56	\$0.00	\$0.00
67418,67420 Client Awards/Incentives	\$33,310.97	\$1,475.00	\$6,060.00	\$175.00
5% WEX Markup	\$401.55	\$1,633.62	\$370.62	\$158.05
Unobligated/Unbudgeted Grant	\$2,277.50	\$0.00	\$759.89	\$0.00
TOTAL	\$556,069.76	\$300,815.34	\$173,346.47	\$80,356.52

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**WIOA Statement of Rev & Exp YTD Comparison
For the Month Ending January 31st, 2023**

	One Stop Operator	SIRPC One Stop Operator	Year To Date	SIRPC Year To Date
WIOA Grant Revenues				
WIOA Grant - Administration	\$0.00	\$0.00	\$187,276.63	\$145,013.71
WIOA Grant- Adult	\$19,167.19	\$12,370.79	\$578,327.28	\$543,813.55
WIOA Grant- Dislocated Worker	\$19,167.19	\$12,370.79	\$450,804.14	\$275,122.93
WIOA Grant- NDWG	\$0.00	\$0.00	\$19,396.02	\$24,021.68
WIOA Grant- Youth Out of School	\$14,375.38	\$6,185.40	\$570,445.14	\$307,000.74
WIOA Grant- Youth In School	\$4,791.81	\$6,185.40	\$178,138.28	\$86,541.92
TOTAL	\$57,501.57	\$37,112.38	\$1,984,387.49	\$1,381,514.53
WIOA Expenses				
Board Salaries and Benefits	\$0.00	\$0.00	\$158,131.12	\$117,443.26
Fiscal Agent Costs	\$0.00	\$0.00	\$44,971.00	\$40,609.54
Subleases	\$0.00	\$0.00	\$79,189.67	\$69,210.46
Contractual RFP's	\$0.00	\$73.89	\$0.00	\$5,672.20
One Stop Operator	\$0.00	\$0.00	\$57,501.57	\$37,112.38
60110-60190 Salaries	\$35,933.62	\$24,125.34	\$624,224.74	\$463,913.01
60310-60330 & 60610-60560				
Payroll Taxes, Fringe / Work Comp	\$7,594.34	\$4,514.24	\$145,318.06	\$106,719.90
60850 Mileage & Travel	\$1,880.48	\$1,501.61	\$51,144.55	\$23,166.13
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$450.75	\$324.92	\$17,947.43	\$12,582.20
62830, 62860 Outreach & Public Relations / Job Fairs	\$0.00	\$0.00	\$6,307.12	\$18,571.24
65610 Reimbursable Equipment	\$0.00	\$0.00	\$3,970.45	\$11,639.57
62510-62520 Resource Sharing Allocation	\$0.00	\$0.00	\$6,402.42	\$8,170.39
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$814.60	\$167.27	\$43,129.44	\$16,074.72
Information Technology	\$0.00	\$0.00	\$3,622.18	\$2,621.45
Dues & Subscriptions	\$0.00	\$0.00	\$6,383.50	\$2,710.75
Meeting Expenses	\$0.00	\$0.00	\$637.36	\$748.15
Conferences and Trainings	\$0.00	\$0.00	\$7,818.56	\$4,268.13
Printing	\$0.00	\$0.00	\$495.97	\$720.73
Special Initiatives	\$0.00	\$0.00	\$0.00	\$0.00
Indirect Cost	\$4,824.42	\$3,000.10	\$91,108.98	\$58,849.17
Management Fee	\$6,003.36	\$3,405.00	\$117,008.17	\$90,342.00
65602, 65603 Work Experience	\$0.00	\$0.00	\$15,443.35	\$80,923.34
67408 Instructional Training	\$0.00	\$0.00	\$225,116.36	\$174,057.51
Incumbent Worker Training	\$0.00	\$0.00	\$0.00	\$0.00
67412 Customer Support Service	\$0.00	\$0.00	\$170,688.50	\$52,042.65
67426 Individual Career Services- New Service	\$0.00	\$0.00	\$5,348.00	\$0.00
67422 On the Job Training	\$0.00	\$0.00	\$41,219.52	\$14,772.69
67418,67420 Client Awards/Incentives	\$0.00	\$0.00	\$52,814.73	\$1,650.00
5% WEX Markup	\$0.00	\$0.00	\$2,820.56	\$4,035.33
Unobligated/Unbudgeted Grant	\$0.00	\$0.00	\$5,624.18	\$0.00
TOTAL	\$57,501.57	\$37,112.37	\$1,978,763.31	\$1,381,514.52

CIJDC

**WIOA Statement of Rev & Exp YTD Comparison
For the Month Ending January 31st, 2023**

	Total Annual Budget	SIRPC Total Annual Budget	Remaining Budget	SIRPC Remaining Budget
WIOA Grant Revenues				
WIOA Grant - Administration	\$493,239.03	\$473,726.54	\$305,962.40	\$328,712.83
WIOA Grant- Adult	\$1,206,299.98	\$1,100,967.64	\$627,972.70	\$557,154.09
WIOA Grant- Dislocated Worker	\$851,657.99	\$870,737.27	\$400,853.85	\$595,614.34
WIOA Grant- NDWG	\$234,163.40	\$289,419.00	\$214,767.38	\$265,397.32
WIOA Grant- Youth Out of School	\$1,375,634.61	\$1,341,173.17	\$805,189.47	\$1,034,172.43
WIOA Grant- Youth In School	\$553,565.84	\$277,245.76	\$375,427.56	\$190,703.84
TOTAL	\$4,714,560.85	\$4,353,269.38	\$2,730,173.36	\$2,971,754.85
WIOA Expenses				
Board Salaries and Benefits	\$305,315.67	\$196,908.77	\$147,184.55	\$79,465.51
Fiscal Agent Costs	\$68,196.31	\$72,500.00	\$23,225.31	\$31,890.46
Subleases	\$155,006.09	\$111,050.00	\$75,816.42	\$41,839.54
Contractual RFP's	\$75,275.01	\$22,851.00	\$75,275.01	\$17,178.80
One Stop Operator	\$107,391.09	\$99,882.00	\$49,889.52	\$62,769.62
60110-60190 Salaries	\$1,128,481.24	\$1,020,952.43	\$504,256.50	\$557,039.42
60310-60330 & 60610-60560				
Payroll Taxes, Fringe / Work Comp	\$309,655.26	\$243,165.26	\$164,337.20	\$136,445.36
60850 Mileage & Travel	\$123,341.35	\$103,609.00	\$72,196.80	\$80,442.87
62115, 65570, 63100-63130 Telephone, Postage, Supplies	\$41,202.41	\$34,409.63	\$23,254.98	\$21,827.43
62830, 62860 Outreach & Public Relations / Job Fairs	\$70,000.00	\$65,729.15	\$63,692.88	\$47,157.91
65610 Reimbursable Equipment	\$123,707.81	\$31,422.24	\$119,737.36	\$19,782.67
62510-62520 Resource Sharing Allocation	\$29,569.00	\$28,735.00	\$23,166.58	\$20,564.61
61745,64120,65120,65544,65520,65530,65125,65128, 65130 Professional Services and Business Expenses	\$73,370.57	\$35,777.51	\$30,241.13	\$19,702.79
Information Technology	\$7,000.00	\$2,801.99	\$3,377.82	\$180.54
Dues & Subscriptions	\$10,000.00	\$10,000.00	\$3,616.50	\$7,289.25
Meeting Expenses	\$4,000.00	\$2,500.00	\$3,362.64	\$1,751.85
Conferences and Trainings	\$15,000.00	\$15,371.86	\$7,181.44	\$11,103.73
Printing	\$4,000.00	\$7,007.00	\$3,504.03	\$6,286.27
Special Initiatives	\$15,000.00	\$0.00	\$15,000.00	\$0.00
Indirect Cost	\$191,476.82	\$141,142.77	\$100,367.84	\$82,293.60
Management Fee	\$202,730.45	\$163,509.63	\$85,722.28	\$73,167.63
65602, 65603 Work Experience	\$459,092.82	\$288,851.00	\$443,649.47	\$207,927.66
67408 Instructional Training	\$390,891.64	\$449,449.00	\$165,775.28	\$275,391.49
Incumbent Worker Training	\$50,000.00	\$0.00	\$50,000.00	\$0.00
67412 Customer Support Service	\$287,287.07	\$335,620.00	\$116,598.57	\$283,577.35
67426 Individual Career Services- New Service	\$29,324.40	\$0.00	\$23,976.40	\$0.00
67422 On the Job Training	\$225,746.26	\$394,256.00	\$184,526.74	\$379,483.31
67418,67420 Client Awards/Incentives	\$72,414.26	\$22,503.00	\$19,599.53	\$20,853.00
5% WEX Markup	\$22,954.64	\$14,443.00	\$20,134.08	\$10,407.67
Unobligated/Unbudgeted Grant	\$117,130.71	\$538,704.14	\$111,506.53	\$538,704.14
TOTAL	\$4,714,560.88	\$4,353,269.38	\$2,730,173.39	\$2,971,754.86

*January Program Invoice

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

GRANTEE NAME: Equus Workforce Solutions
Address: 805 N Whittinton Parkway, Louisville, KY 40222

Grantor: Mississippi Valley Workforce Area
GRANT NO:
PROJECT/ACTIVITY WIOA Grant -Adult
Invoice Number 37026-0123-AD

GRANT PERIOD: 7/1/2022 6/30/2023

REPORT PERIOD: 1/1/2023 1/31/2023

WIOA SUMMARY - Total Grant	ADULT(AD)
	886

CUMULATIVE COST TO DATE

SECTION II. EXPENDITURES	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150	Salaries	\$ 300,175.82	\$ 20,975.97	\$ 118,813.12	\$ 139,789.09	\$ 160,386.73 46.57%
60310-60330 & 60610-60650	Payroll Taxes, Fringe/Work Comp	\$ 82,368.25	\$ 4,971.58	\$ 25,873.94	\$ 30,845.52	\$ 51,522.73 37.45%
	Total Personnel Expenses	\$ 382,544.07	\$ 25,947.55	\$ 144,687.06	\$ 170,634.61	\$ 211,909.46 44.61%
Operating Expenses:						
60850	Mileage & Travel	\$ 30,162.57	\$ 384.79	\$ 5,280.24	\$ 5,665.03	\$ 24,497.54 18.78%
62115,65570,63110-63130	Telephone, Postage, Supplies	\$ 7,760.00	\$ 288.73	\$ 3,010.38	\$ 3,299.11	\$ 4,460.89 42.51%
62830,62860	Outreach & Public Relations/Job Fairs	\$ 7,500.00	\$ 106.59	\$ 1,248.55	\$ 1,355.14	\$ 6,144.86 18.07%
65610	Reimbursable Equipment	\$ 4,500.00	\$ -	\$ -	\$ -	\$ 4,500.00 0.00%
62510-62520	Resource Sharing Allocation	\$ 8,103.00	\$ -	\$ 788.84	\$ 788.84	\$ 7,314.16 9.74%
61745,64120,65120,65544,65520,65530,65125,65128,65130	Professional Services and Business Expenses	\$ 19,312.00	\$ 1,754.11	\$ 8,447.04	\$ 10,201.15	\$ 9,110.85 52.82%
	Subtotal Personnel & Operating expenses	\$ 459,881.64	\$ 28,481.77	\$ 163,462.11	\$ 191,943.88	\$ 267,937.76 41.74%
10.43%	Indirect Cost	\$ 47,965.66	\$ 2,970.65	\$ 17,049.11	\$ 20,019.76	\$ 27,945.90 41.74%
	Management Fee	\$ 50,784.73	\$ 4,340.23	\$ 24,743.38	\$ 29,083.61	\$ 21,701.12 57.27%
	Total Operating expenses	\$ 558,632.02	\$ 35,792.65	\$ 205,254.60	\$ 241,047.25	\$ 317,584.78 43.15%
Participant Expenses						
65602	Work Based Learning	\$ 96,717.92	\$ 2,763.36	\$ 19,951.49	\$ 22,714.85	\$ 74,003.07 23.49%
67408	Instructional Training	\$ 257,891.64	\$ 19,506.00	\$ 149,889.36	\$ 169,395.36	\$ 88,496.28 65.68%
67412	Customer Support Service	\$ 80,000.00	\$ 5,131.29	\$ 60,580.35	\$ 65,711.64	\$ 14,288.36 82.14%
67426	Individual Career Services - New Service	\$ 10,000.00	\$ 1,600.00	\$ 99.00	\$ 1,699.00	\$ 8,301.00 16.99%
67422	On The Job Training	\$ 25,000.00	\$ 2,736.08	\$ 6,528.30	\$ 9,264.38	\$ 15,735.62 37.06%
	5% WEX Markup	\$ 4,835.90	\$ 138.17	\$ 997.58	\$ 1,135.75	\$ 3,700.15 23.49%
	Total Participant Expenses	\$ 474,445.46	\$ 31,874.90	\$ 238,046.08	\$ 269,920.98	\$ 204,524.48 56.89%
	Total WIOA Adult GRANT COST	\$ 1,033,077.48	\$ 67,667.55	\$ 443,300.68	\$ 510,968.23	\$ 522,109.25 49.46%

WEX 5% Markup	Client Wage Subsidy & Client Wage Tax	\$ 2,763.36
	WEX Markup 5%	\$ 138.17
	Total WEP Expenditures	\$ 2,901.53

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
		2/13/2023
Approved By(signature):	Typed Name & Title:	Kendra Schaapveld
Kendra M. Schaapveld	Project Director	
	Date Signed:	

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

GRANTEE NAME: Equus Workforce Solutions
Address: 805 N Whittinton Parkway, Louisville, KY 40222

Grantor:
GRANT NO:
PROJECT/ACTIVITY

Mississippi Valley Workforce Area

WIOA Grant -DW

Invoice Number

37026-0123-DW

GRANT PERIOD: 7/1/2022 6/30/2023

REPORT PERIOD: 1/1/2023 1/31/2023


WIOA SUMMARY - Total Grant	Dislocated Worker(DW)
	888

CUMULATIVE COST TO DATE

SECTION II. EXPENDITURES	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150	Salaries	\$ 238,216.57	\$ 14,260.73	\$ 133,527.41	\$ 147,788.14	\$ 90,428.43 62.04%
60310-60330 & 60610-60650	Payroll Taxes, Fringe/Work Comp	\$ 65,366.63	\$ 3,303.13	\$ 26,547.57	\$ 29,850.70	\$ 35,515.93 45.67%
	Total Personnel Expenses	\$ 303,583.20	\$ 17,563.86	\$ 160,074.98	\$ 177,638.84	\$ 125,944.36 58.51%
Operating Expenses:						
60850	Mileage & Travel	\$ 24,249.00	\$ 251.26	\$ 5,771.98	\$ 6,023.24	\$ 18,225.76 24.84%
62115,65570,63110-63130	Telephone, Postage, Supplies	\$ 5,793.41	\$ 188.54	\$ 3,335.61	\$ 3,524.15	\$ 2,269.26 60.83%
62830,62860	Outreach & Public Relations/Job Fairs	\$ 5,000.00	\$ 519.62	\$ 1,062.19	\$ 1,581.81	\$ 3,418.19 31.64%
65610	Reimbursable Equipment	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00 0.00%
62510-62520	Resource Sharing Allocation	\$ 5,125.00	\$ -	\$ 666.54	\$ 666.54	\$ 4,458.46 13.01%
61745,64120,65120,65544,65520,65530,65125,65128,65130	Professional Services and Business Expenses	\$ 15,069.12	\$ 1,182.21	\$ 7,846.29	\$ 9,028.50	\$ 6,040.62 59.91%
	Subtotal Personnel & Operating expenses	\$ 361,819.73	\$ 19,705.49	\$ 178,757.59	\$ 198,463.08	\$ 163,356.65 54.85%
10.43%	Indirect Cost	\$ 37,737.80	\$ 2,055.28	\$ 18,644.41	\$ 20,699.69	\$ 17,038.11 54.85%
	Management Fee	\$ 39,955.75	\$ 3,336.48	\$ 19,936.92	\$ 23,273.40	\$ 16,682.35 58.25%
	Total Operating expenses	\$ 439,513.28	\$ 25,097.25	\$ 217,338.92	\$ 242,436.17	\$ 197,077.11 55.16%
Participant Expenses						
67408	Instructional Training	\$ 90,000.00	\$ 4,490.00	\$ 39,819.00	\$ 44,309.00	\$ 30,691.00 49.23%
	Transfer to Customer Support Services	\$ (15,000.00)				
67412	Customer Support Service	\$ 101,306.64	\$ 7,392.48	\$ 69,066.49	\$ 76,458.97	\$ 39,847.67 65.74%
	Transfer from Instructional Training	\$ 15,000.00				
67426	Individual Career Services - New Service	\$ 5,000.00	\$ 437.00	\$ 3,212.00	\$ 3,649.00	\$ 1,351.00 0.00%
65602	Work Based Learning	\$ 40,586.26	\$ 2,839.84	\$ 15,413.04	\$ 18,252.88	\$ 22,333.38 44.97%
67422	On The Job Training	\$ -	\$ -	\$ -	\$ -	\$ - 0.00%
	5% WEX Markup	\$ 2,029.31	\$ 141.99	\$ 770.65	\$ 912.64	\$ 1,116.67 44.97%
	Total Participant Expenses	\$ 238,922.21	\$ 15,301.31	\$ 128,281.18	\$ 143,582.49	\$ 95,339.72 60.10%
	Total WIOA DW GRANT COST	\$ 678,435.49	\$ 40,398.56	\$ 345,620.10	\$ 386,018.66	\$ 292,416.83 56.90%

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:	Cheryl Tipsword, Project Accountant
	Date signed	2/6/2023
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

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

GRANTEE NAME: Equus Workforce Solutions
Address: 805 N Whittinton Parkway, Louisville, KY 40222

Grantor:
GRANT NO:
PROJECT/ACTIVITY

Mississippi Valley Workforce Area
WIOA Grant -Youth Combined

Invoice Number

36192-0123-Youth

GRANT PERIOD: 7/1/2022 6/30/2023
REPORT PERIOD: 1/1/2023 1/31/2023

WIOA SUMMARY - Total Grant	YOUTH COMBINED
	890 & 892

CUMULATIVE COST TO DATE

SECTION II. EXPENDITURES

	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150	\$ 558,777.32	\$ 51,055.19	\$ 277,041.19	\$ 328,096.38	\$ 230,680.94	58.72%
60310-60330 & 60610-60650	\$ 153,328.49	\$ 13,288.63	\$ 69,016.36	\$ 82,304.99	\$ 71,023.50	53.68%
	\$ 712,105.81	\$ 64,343.82	\$ 346,057.55	\$ 410,401.37	\$ 301,704.44	57.63%
Operating Expenses:						
60850	\$ 37,523.53	\$ 1,674.42	\$ 17,876.48	\$ 19,550.90	\$ 17,972.63	52.10%
62115,65570,63110-63130	\$ 22,439.00	\$ 1,198.69	\$ 9,669.31	\$ 10,868.00	\$ 11,571.00	48.43%
62830,62860	\$ 42,500.00	\$ 1,037.79	\$ 2,184.80	\$ 3,222.59	\$ 39,277.41	7.58%
65610	\$ 111,207.81	\$ -	\$ 2,327.03	\$ 2,327.03	\$ 108,880.78	2.09%
62510-62520	\$ 16,341.00	\$ 500.00	\$ 4,447.04	\$ 4,947.04	\$ 11,393.96	30.27%
61745,64120,65120,65544,65520,65530,65125,65128,65130	\$ 29,976.00	\$ 3,880.09	\$ 16,971.39	\$ 20,851.48	\$ 9,124.52	69.56%
	\$ 972,093.15	\$ 72,634.81	\$ 399,533.60	\$ 472,168.41	\$ 499,924.74	48.57%
10.43%	\$ 101,389.33	\$ 7,575.81	\$ 41,671.36	\$ 49,247.17	\$ 52,142.15	48.57%
	\$ 107,348.25	\$ 9,055.26	\$ 53,016.64	\$ 62,071.90	\$ 45,276.35	57.82%
	\$ 1,180,830.72	\$ 89,265.88	\$ 494,221.60	\$ 583,487.48	\$ 597,343.24	49.41%
Participant Expenses						
65602	\$ 321,788.64	\$ 1,655.17	\$ 13,788.18	\$ 15,443.35	\$ 306,345.29	4.80%
67408	\$ 58,000.00	\$ 1,887.00	\$ 9,525.00	\$ 11,412.00	\$ 46,588.00	19.68%
67412	\$ 90,980.43	\$ 1,266.72	\$ 27,251.17	\$ 28,517.89	\$ 62,462.54	31.35%
67426	\$ 14,324.40	\$ -	\$ -	\$ -	\$ 14,324.40	0.00%
67422	\$ 25,000.00	\$ -	\$ 251.79	\$ 251.79	\$ 24,748.21	1.01%
*67418, 67420	\$ 72,414.26	\$ 18,020.97	\$ 21,350.00	\$ 39,370.97	\$ 33,043.29	54.37%
	\$ 16,089.43	\$ 82.76	\$ 689.42	\$ 772.18	\$ 15,317.25	4.80%
	\$ 598,597.16	\$ 22,912.62	\$ 72,855.56	\$ 95,768.18	\$ 502,828.98	16.00%
	\$ 1,779,427.88	\$ 112,178.50	\$ 567,077.16	\$ 679,255.66	\$ 1,100,172.23	38.17%

WEP - 20% Expected Expenditure

Staff Wages	\$ 11,556.55	\$ 57,935.81	\$ 69,492.36	\$ 69,492.36
Client Wage Subsidy (WEP)	\$ 1,512.48	\$ 12,633.04	\$ 14,145.52	\$ 14,145.52
Client Wage Taxes	\$ 142.69	\$ 1,155.14	\$ 1,297.83	\$ 1,297.83
WEX Markup 5%	\$ 82.76	\$ 689.41	\$ 772.17	\$ 772.17
On The Job Training	\$ -	\$ -	\$ -	\$ -
Client Awards / Incentives	\$ 18,020.97	\$ 22,325.00	\$ 40,345.97	\$ 40,345.97
VR Headsets for WBL Training	\$ -	\$ 2,327.03	\$ 2,327.03	\$ 2,327.03

WEP - 20% Expected Expenditure

Total WEP Expenditures	\$ 31,315.45	\$ 97,065.43	\$ 128,380.88	\$ 128,380.88	27.92%
				\$ 135,851.13	20%
				\$ (7,470.25)	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	2/15/2023
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

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

GRANTEE NAME: Equus Workforce Solutions Address: 805 N Whittinton Parkway, Louisville, KY 40222	Grantor: GRANT NO: PROJECT/ACTIVITY Invoice Number	Mississippi Valley Workforce Area WIOA Grant -IN School Youth YOUTH 36192-0123-WIOA Youth
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GRANT PERIOD: 7/1/2022 6/30/2023
REPORT PERIOD: 1/1/2023 1/31/2023

WIOA SUMMARY - Total Grant	YOUTH ISY ISY 890 & 884
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SECTION II. EXPENDITURES

CUMULATIVE COST TO DATE

SECTION II. EXPENDITURES	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150	\$ 117,853.47	\$ 7,298.93	\$ 74,316.20	\$ 81,615.13	\$ 36,238.34	69.25%
60310-60330 & 60610-60650	\$ 32,338.99	\$ 1,958.87	\$ 18,586.41	\$ 20,545.28	\$ 11,793.71	63.53%
Total Personnel Expenses	\$ 150,192.47	\$ 9,257.80	\$ 92,902.61	\$ 102,160.41	\$ 48,032.06	68.02%
Operating Expenses:						
60850	\$ 9,351.00	\$ 234.46	\$ 4,373.76	\$ 4,608.22	\$ 4,742.78	49.28%
62115,65570,63110-63130	\$ 5,068.00	\$ 182.79	\$ 2,558.03	\$ 2,740.82	\$ 2,327.18	54.08%
62830,62860	\$ 8,500.00	\$ 37.78	\$ 478.95	\$ 516.73	\$ 7,983.27	6.08%
65610	\$ 22,241.56	\$ -	\$ 577.04	\$ 577.04	\$ 21,664.52	2.59%
62510-62520 61745,64120,65120,65544,6 5520,65530,65125,65128,65 130	\$ 4,280.00	\$ 76.25	\$ 1,139.09	\$ 1,215.34	\$ 3,064.66	28.40%
Professional Services and Business Expenses	\$ 5,746.00	\$ 589.18	\$ 4,289.90	\$ 4,879.08	\$ 866.92	84.91%
Subtotal Personnel & Operating expenses	\$ 205,379.03	\$ 10,378.26	\$ 106,319.38	\$ 116,697.64	\$ 88,681.39	56.82%
10.43%	\$ 21,421.03	\$ 1,082.45	\$ 11,089.10	\$ 12,171.55	\$ 9,249.48	56.82%
Indirect Cost	\$ 22,680.01	\$ 1,886.56	\$ 11,360.63	\$ 13,247.19	\$ 9,432.82	58.41%
Management Fee	\$ 249,480.07	\$ 13,347.27	\$ 128,769.11	\$ 142,116.38	\$ 107,363.69	56.97%
Total Operating expenses						
Participant Expenses						
65602	\$ 203,048.01	\$ 28.55	\$ 7,383.92	\$ 7,412.47	\$ 195,635.54	3.65%
67408	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
67412	\$ 30,215.31	\$ 300.00	\$ 4,546.31	\$ 4,846.31	\$ 25,369.00	16.04%
67426	\$ 7,743.93	\$ -	\$ -	\$ -	\$ 7,743.93	0.00%
67422	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Client Awards/Incentives	\$ 15,482.98	\$ 4,410.00	\$ 1,650.00	\$ 6,060.00	\$ 9,422.98	39.14%
5% WEX Markup	\$ 10,152.40	\$ 1.43	\$ 369.20	\$ 370.63	\$ 9,781.77	3.65%
Total Participant Expenses	\$ 266,642.63	\$ 4,739.98	\$ 13,949.43	\$ 18,689.41	\$ 247,953.22	7.01%
Total WIOA YOUTH ISY GRANT COST	\$ 516,122.70	\$ 18,087.25	\$ 142,718.54	\$ 160,805.79	\$ 355,316.91	31.16%

Cumulative

WEP - 20% Expected Expenditure

Staff Wages	\$ 1,276.05	\$ 20,282.93	\$ 21,558.98	\$ 21,558.98	\$ 21,558.98
Client Wage Subsidy (WEP)	\$ 26.33	\$ 6,760.10	\$ 6,786.43	\$ 6,786.43	\$ 6,786.43
Client Wage Taxes	\$ 2.22	\$ 623.82	\$ 626.04	\$ 626.04	\$ 626.04
WEX Markup 5%	\$ 1.43	\$ 369.19	\$ 370.62	\$ 370.62	\$ 370.62
On The Job Training	\$ -	\$ -	\$ -	\$ -	\$ -
Client Awards / Incentives	\$ 4,410.00	\$ 1,650.00	\$ 6,060.00	\$ 6,060.00	\$ 6,060.00
Looked File Cabinets for VR Headsets for WBL Training	\$ -	\$ 577.04	\$ 577.04	\$ 577.04	\$ 577.04

WEP - 20% Expected Expenditure

Total WEP Expenditures	\$ 5,716.03	\$ 30,263.08	\$ 35,979.11	\$ 35,979.11	\$ 35,979.11
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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	2/15/2023
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

Handwritten signature and date: *[Signature]* 2/15/23

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

GRANTEE NAME: Equus Workforce Solutions
Address: 805 N Whittinton Parkway, Louisville, KY 40222

Grantor:
GRANT NO:
PROJECT/ACTIVITY

Mississippi Valley Workforce Area
WIOA Grant - Out of School Youth
YOUTH
36192-0123-WIOA Youth

Invoice Number

GRANT PERIOD: 7/1/2022 6/30/2023
REPORT PERIOD: 1/1/2023 1/31/2023

WIOA SUMMARY - Total Grant	YOUTH OSY
	OSY 892 & 885

CUMULATIVE COST TO DATE

SECTION II. EXPENDITURES	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150	Salaries	\$ 440,923.84	\$ 43,756.26	\$ 202,724.99	\$ 246,481.25	\$ 194,442.59 55.90%
60310-60330 & 60610-60650	Payroll Taxes, Fringe/Work Comp	\$ 120,989.50	\$ 11,329.76	\$ 50,429.95	\$ 61,759.71	\$ 59,229.79 51.05%
	Total Personnel Expenses	\$ 561,913.34	\$ 55,086.02	\$ 253,154.94	\$ 308,240.96	\$ 253,672.38 54.86%
Operating Expenses:						
60850	Mileage & Travel	\$ 28,172.53	\$ 1,439.96	\$ 13,502.72	\$ 14,942.68	\$ 13,229.85 53.04%
62115,65570,63110-63130	Telephone, Postage, Supplies	\$ 17,371.00	\$ 1,015.90	\$ 7,111.28	\$ 8,127.18	\$ 9,243.82 46.79%
62830,62860	Outreach & Public Relations/Job Fairs	\$ 34,000.00	\$ 1,000.01	\$ 1,705.85	\$ 2,705.86	\$ 31,294.14 7.96%
65610	Reimbursable Equipment	\$ 88,966.25	\$ -	\$ 1,749.99	\$ 1,749.99	\$ 87,216.26 1.97%
62510-62520	Resource Sharing Allocation	\$ 12,061.00	\$ 423.75	\$ 3,307.95	\$ 3,731.70	\$ 8,329.30 30.94%
61745,64120,65120,65544,65520,65530,65125,65128,65130	Professional Services and Business Expenses	\$ 24,230.00	\$ 3,290.91	\$ 12,681.49	\$ 15,972.40	\$ 8,257.60 65.92%
	Subtotal Personnel & Operating expenses	\$ 766,714.12	\$ 62,256.55	\$ 293,214.22	\$ 355,470.77	\$ 411,243.35 46.36%
10.43%	Indirect Cost	\$ 79,968.28	\$ 6,493.36	\$ 30,582.24	\$ 37,075.60	\$ 42,892.68 46.36%
	Management Fee	\$ 84,668.24	\$ 7,168.70	\$ 41,656.01	\$ 48,824.71	\$ 35,843.53 57.67%
	Total Operating expenses	\$ 931,350.64	\$ 75,918.61	\$ 365,452.47	\$ 441,371.08	\$ 489,979.56 47.39%
Participant Expenses						
65602	Work Based Learning	\$ 118,740.63	\$ 1,626.62	\$ 6,404.26	\$ 8,030.88	\$ 110,709.75 6.76%
67408	Instructional Training	\$ 58,000.00	\$ 1,887.00	\$ 9,525.00	\$ 11,412.00	\$ 46,588.00 19.68%
67412	Customer Support service	\$ 60,765.12	\$ 966.72	\$ 22,704.86	\$ 23,671.58	\$ 37,093.54 38.96%
67426	Individual Career Services - New Service	\$ 6,580.47	\$ -	\$ -	\$ -	\$ 6,580.47 0.00%
67422	On The Job Training	\$ 25,000.00	\$ -	\$ 251.79	\$ 251.79	\$ 24,748.21 1.01%
*67418, 67420	Client Awards/Incentives	\$ 56,931.28	\$ 13,610.97	\$ 19,700.00	\$ 33,310.97	\$ 23,620.31 58.51%
	5% WEX Markup	\$ 5,937.03	\$ 81.33	\$ 320.22	\$ 401.55	\$ 5,535.48 6.76%
	Total Participant Expenses	\$ 331,954.53	\$ 18,172.64	\$ 58,906.13	\$ 77,078.77	\$ 254,875.76 23.22%
	Total WIOA YOUTH OSY GRANT COST	\$ 1,263,905.17	\$ 94,091.25	\$ 424,358.59	\$ 518,449.85	\$ 744,855.33 41.04%

WEP - 20% Expected Expenditure

Staff Wages	\$ 10,280.50	\$ 37,652.88	\$ 47,933.38	\$ 47,933.38
Client Wage Subsidy (WEP)	\$ 1,486.15	\$ 5,872.94	\$ 7,359.09	\$ 7,359.09
Client Wage Taxes	\$ 140.47	\$ 531.32	\$ 671.79	\$ 671.79
WEX Markup 5%	\$ 81.33	\$ 320.22	\$ 401.55	\$ 401.55
On the Job Training	\$ -	\$ -	\$ -	\$ -
Client Awards / Incentives	\$ 13,610.97	\$ 20,675.00	\$ 34,285.97	\$ 34,285.97
Looked File Cabinets for VR Headsets for WBL Training	\$ -	\$ 1,749.99	\$ 1,749.99	\$ 1,749.99

WEP - 20% Expected Expenditure

Total WEP Expenditures	\$ 25,599.42	\$ 66,802.35	\$ 92,401.77	\$ 92,401.77	27.21%
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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	2/15/2023
Approved By(signature):	Typed Name & Title:	
Kendra M. Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

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

GRANTEE NAME: Equus Workforce Solutions
Address: 805 N Whittinton Parkway, Louisville, KY 40222

Grantor:
GRANT NO:
PROJECT/ACTIVITY

Mississippi Valley Workforce Area
WIOA Grant - NDWG
National Dislocated Worker Grant
37026-0123-NDWG

Invoice Number

GRANT PERIOD: 7/1/2022 6/30/2023

REPORT PERIOD: 1/1/2023 1/31/2023

WIOA SUMMARY - Total Grant	NDWG 895
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SECTION II. EXPENDITURES

CUMULATIVE COST TO DATE

	Approved Budget	Current Expenditures	Per Last Report Cumulative	Current Cumulative Cost	Grant Balance Remaining	Grant Percentage Expended
Administration:						
60110-60190 exclude 60150						
60310-60330 & 60610-60650						
Salaries	\$ 31,311.53	\$ 3,998.73	\$ 4,552.39	\$ 8,551.12	\$ 22,760.41	27.31%
Payroll Taxes, Fringe/Work Comp	\$ 8,591.88	\$ 1,130.57	\$ 1,186.28	\$ 2,316.85	\$ 6,275.03	26.97%
Total Personnel Expenses	\$ 39,903.41	\$ 5,129.30	\$ 5,738.67	\$ 10,867.97	\$ 29,035.44	27.24%
Operating Expenses:						
60850						
Mileage & Travel	\$ 1,406.25	\$ 50.00	\$ -	\$ 50.00	\$ 1,356.25	3.56%
62115,65570,63110-63130						
Telephone, Postage, Supplies	\$ 210.00	\$ 35.00	\$ -	\$ 35.00	\$ 175.00	16.67%
62830,62860						
Outreach & Public Relations/Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65610						
Reimbursable Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
62510-62520						
Resource Sharing Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
61745,64120,65120,65544,65520,65530,65125,65128,65130						
Professional Services and Business Expenses	\$ 513.45	\$ -	\$ -	\$ -	\$ 513.45	0.00%
Subtotal Personnel & Operating expenses	\$ 42,033.11	\$ 5,214.30	\$ 5,738.67	\$ 10,952.97	\$ 31,080.14	26.06%
10.439%						
Indirect Cost	\$ 4,384.05	\$ 543.85	\$ 598.54	\$ 1,142.39	\$ 3,241.66	26.06%
Management Fee	\$ 4,641.72	\$ 412.50	\$ 2,166.76	\$ 2,579.26	\$ 2,062.46	55.57%
Total Operating expenses	\$ 51,058.88	\$ 6,170.65	\$ 8,503.97	\$ 14,674.62	\$ 36,384.26	28.74%
Participant Expenses						
67408						
Instructional Training	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
67412						
Customer Support service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
67426						
Individual Career Services - New Service	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
65602						
Work Based Learning	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
67422						
On The Job Training	\$ 175,746.26	\$ -	\$ 4,179.38	\$ 4,179.38	\$ 171,566.88	2.38%
5% WEX Markup	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Participant Expenses	\$ 175,746.26	\$ -	\$ 4,179.38	\$ 4,179.38	\$ 171,566.88	2.38%
Total WIOA Adult GRANT COST	\$ 226,805.14	\$ 6,170.65	\$ 12,683.35	\$ 18,854.00	\$ 207,951.14	8.31%

SECTION V.

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

Prepared By(signature):	Typed Name & Title:	Cheryl Tipword, Project Accountant
	Date signed	2/6/2023
Approved By(signature):	Typed Name & Title:	
Kendra M Schaapveld	Project Director	Kendra Schaapveld
	Date Signed:	

***January 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
Invoice Number

Mississippi Valley Workforce Area
WIOA Grant - One Stop Operator
One Stop Operator
36347-0123-OSO

GRANT PERIOD: 9/16/2021 6/30/2023

REPORT PERIOD: 1/1/2023 1/31/2023

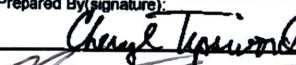

WIOA SUMMARY - Total Grant	OSO
	898

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:						
60110-80180 include 00190	Salaries	\$ 51,464.97	\$ 5,237.05	\$ 17,985.51		
60310-60330,60610-60690	Payroll Taxes, Fringe/Work Comp	\$ 12,718.82	\$ 1,187.25	\$ 3,751.84	\$ 28,242.41	45.12%
	Total Personnel Expenses	\$ 64,183.79	\$ 6,424.30	\$ 21,737.35	\$ 4,939.09	38.83%
Operating Expenses:						
60850	Mileage & Travel	\$ 5,605.00	\$ -	\$ 1,411.51	\$ 28,161.65	43.88%
62116,64676,63126	Telephone, Postage & Supplies	\$ 1,045.00	\$ 0.09	\$ 262.90	\$ 36,022.14	43.88%
62830	Outreach & Public Relations	\$ -	\$ -	\$ -	\$ -	0.00%
65610	Reimbursable Equipment	\$ -	\$ -	\$ -	\$ -	0.00%
62510-62530	Resource Sharing Allocation	\$ -	\$ -	\$ -	\$ -	0.00%
	Professional Services and Business Expenses	\$ 1,109.00	\$ 47.79	\$ 299.68	\$ 80.00	0.00%
	Subtotal Personnel & Operating expenses	\$ 71,942.79	\$ 6,472.18	\$ 23,711.44	\$ 347.47	31.33%
10.43%	Indirect Cost	\$ 7,503.63	\$ 675.05	\$ 2,473.10	\$ 41,759.17	41.96%
	Management Fee	\$ 7,944.64	\$ 766.59	\$ 3,345.12	\$ 3,148.15	41.95%
	Total Operating expenses	\$ 87,391.07	\$ 7,913.82	\$ 29,529.66	\$ 4,111.71	51.75%
	Total WIOA OSO GRANT COST	\$ 87,391.07	\$ 7,913.82	\$ 29,529.66	\$ 37,443.48	42.85%

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: 2/6/2023
Approved By (signature): 	Typed Name & Title: One Stop Operator Nicholas Clayton
Nicholas Clayton - One Stop Operator.	Date Signed: 2/7/2023

*Fiscal Agent Invoice



Central Iowa Detention
 2317 Rick Collins Way
 Eldora, IA 50627

Coordination Services

Date	Invoice #
2/13/2023	43424

Mississippi Valley Workforce Development
 Miranda Swafford

Month & Year & Service	Jan 23 MV IWD
------------------------	---------------

DESCRIPTION	AMOUNT
Fiscal Services	3,999.00
Total	
	\$3,999.00

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
Pay Change Month=	September	March	August	August
Hourly Pay=	41.46	83.77	49.35	57.94
Hours This Month=	24.00	4.25	3.25	1.00
Wages=	\$ 995.04	\$ 356.02	\$ 160.39	\$ 57.94
Health & Life Ins.=	\$ 256.08	\$ 45.35	\$ 34.68	\$ 10.67
IPERS=	\$ 93.93	\$ 33.61	\$ 15.14	\$ 5.47
Medicare=	\$ 14.43	\$ 5.16	\$ 2.33	\$ 0.84
Social Security=	\$ 61.69	\$ 22.07	\$ 9.94	\$ 3.59
Work Comp.=	\$ 16.72	\$ 5.98	\$ 2.69	\$ 0.97
Unemployment=	\$ 24.48	\$ 8.76	\$ 3.95	\$ 1.43
Liability Insurance=	\$ 29.25	\$ 10.47	\$ 4.72	\$ 1.70
PAYROLL COSTS=	\$ 1,492	\$ 487	\$ 234	\$ 83

per Hr. \$ 10.67
 9.44%
 1.45%
 6.20%
 1.68%
 2.46%
 2.94%

Months	Annual
13	\$ 732
13	\$ 2,448
13	\$ 2,460
13	\$ 9,900
13	\$ 6,600

MONTHLY PAYROLL TOTAL=			\$ 2,296.00
	Legal=		\$ 56
	Audit Prep & Audit=		\$ 188
	Supplies=		\$ 189
	Indirect=		\$ 762
	Fiscal Fee=		\$ 508

13 Months	Monthly	MONTHLY OTHER TOTAL=	\$ 1,703
\$ 59,796	\$ 4,600	MONTHLY BILL TOTAL=	\$ 3,999

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

Jan-23

DATE	DAY	Kassie	Tony	Justin	Travis	Item
		Ruth	Reed	Cornish	Walker	
01/01/23	Sun					
01/02/23	Mon					
01/03/23	Tue	5.00	1.25	0.50	0.25	FSR and Muscatine Co. Reconciliation
01/04/23	Wed	1.50	0.25			bank reconciliation and reports
01/05/23	Thu	4.00				claim reconciliation and drawdown
01/06/23	Fri					
01/07/23	Sat	0.25				bill
01/08/23	Sun					
01/09/23	Mon					
01/10/23	Tue					
01/11/23	Wed					
01/12/23	Thu					
01/13/23	Fri	0.25	0.25		0.50	claim reconciliation and drawdown
01/14/23	Sat					
01/15/23	Sun					
01/16/23	Mon					
01/17/23	Tue	4.50	1.00	0.75		deposit reconciliation and cut checks
01/18/23	Wed	4.50	0.25	0.50		financial reports for board
01/19/23	Thu					
01/20/23	Fri	0.50				drawdown
01/21/23	Sat					
01/22/23	Sun					
01/23/23	Mon					
01/24/23	Tue	0.50	0.25			deposit reconciliation and cut checks
01/25/23	Wed	3.00	1.00	1.50	0.25	claim reconciliation and finance meeting
01/26/23	Thu					
01/27/23	Fri					
01/28/23	Sat					
01/29/23	Sun					
01/30/23	Mon					
01/31/23	Tue					
Actual Hours=		24.00	4.25	3.25	1.00	
Proposed Hours=		32.69	4.33	3.03	1.30	

Non-WIOA Financial Report

CIJDC
WIOA Statement of Revenue and Expenses- Other Money YTD
For the Month Ending January 31st, 2023

	Year to Date	Other Money	Remaining Budget	
Ticket to Work Revenues				
Ticket to Work	\$759.99	\$1,000.00	\$240.01	24.00%
TOTAL	\$759.99	\$1,000.00	\$240.01	24.00%
 Ticket to Work Expenses				
Clinton County	\$759.99	\$1,000.00	\$240.01	24.00%
 TOTAL	\$759.99	\$1,000.00	\$240.01	

CIJDC

WIOA Statement of Revenue and Expenses- Ticket to Work YTD For the Month Ending January 31st, 2023

	Year to Date	TTW Budget	Remaining Budget	
Ticket to Work Revenues				
Ticket to Work	\$3,750.65	\$42,647.40	\$38,896.75	91.21%
TOTAL	\$3,750.65	\$42,647.40	\$38,896.75	91.21%
 Ticket to Work Expenses				
Support Services	\$371.37	\$2,000.00	\$1,628.63	81.43%
Center Incentives	\$0.00	\$5,000.00	\$5,000.00	100.00%
Outreach for Incentives	\$0.00	\$5,500.00	\$5,500.00	100.00%
Food	\$1,521.88	\$2,500.00	\$978.12	39.12%
Sponsorships	\$475.00	\$2,000.00	\$1,525.00	76.25%
Professional Development	\$0.00	\$3,000.00	\$3,000.00	100.00%
Center Supplies	\$1,382.40	\$2,500.00	\$1,117.60	44.70%
General Transportation	\$0.00	\$2,000.00	\$2,000.00	100.00%
Lee County Project	\$0.00	\$5,000.00	\$5,000.00	100.00%
Assistive Technology	\$0.00	\$2,500.00	\$2,500.00	100.00%
Unobligated/Unbudgeted Grant	\$0.00	\$10,647.40	\$10,647.40	100.00%
TOTAL	\$3,750.65	\$42,647.40	\$38,896.75	

*Transfer Request

WIOA Title IB Adult and Dislocated Worker Transfer of Funds Request Form

Section 1: Local Workforce Development Area Information and Transfer Amount

Local Workforce Development Area: Mississippi Valley Workforce Area

Local Workforce Development Board Chair: Dennis Duke

Master Agreement Number: 20-N-MV-WI-OA

Request Date: Feb 22, 2023

Fiscal Year or Program Year: PY22

Amount of Transfer: \$30,000

Direction of Transfer (check one): Adult to Dislocated Worker Dislocated Worker to Adult

Section 2: Impact Analysis

Describe how the requested transfer will allow the local area to respond to current labor market conditions or general economic conditions. Applicable data must be included in the description: Transferring funds from the adult program to the dislocated worker program due to the continued layoffs in the local area. The Mississippi Valley local area continues to see high TAA-impacted layoffs resulting in higher dislocated worker caseload sizes. This requires more staff time in dislocated worker to case manage and serve participants. The local area has experienced 5 WARN notices since the beginning of the program year.

Describe the local area's outreach process used to recruit and market the availability of services to participants: Business services team outreach to small/medium-sized businesses regarding work-based learning, outreach to the customers coming into the center, outreach to the high school equivalency programs.

Provide any additional information or include any other data which supports the request of this transfer: As of the end of January, our caseload has 120 active dislocated workers and 95 active adults. The caseload being higher on the dislocated worker program is requiring additional staff time, thus leading to the need of funds. 87 of the active dislocated worker cases are co-enrolled in with TAA.

Section 3: Assurances

The local workforce development board understands that this transfer will affect the 80% required rate of expenditure of both programs. The 80% minimum expenditure rate is calculated from the total available budget in each funding stream at the end of the first year of funding: X Yes No

By signing below, the Local Workforce Development Board Chair requests a transfer of funds and certifies that this transfer request was approved by the Local Workforce Development Board.

Signature of Local Workforce Development Board Chair

Date

Signature of Fiscal Agent

Date

GRANTEE NAME: Equus Workforce Solutions
 ADDRESS: 806 N Whittington Parkway, Louisville, KY 40222

GRANT PERIOD:
 7/1/2022 TO 6/30/2023

REPORT PERIOD:

	Current Budget	Modified Budget	New Updated Budget	Rationale:
Administration:				
Salaries	\$ 238,216.57	25,000.00	263,216.57	Transfer from Adult Salaries to DW Salaries
Payroll Taxes, Fringe/Work Comp	\$ 65,366.63	5,000.00	70,366.63	Transfer from Adult Payroll taxes/fringe to DW Payroll taxes Salaries
Total Personnel Expenses	\$ 303,583.20	30,000.00	333,583.20	
Operating Expenses:				
Mileage & Travel	\$ 24,249.00	(3,000.00)	21,249.00	
Telephone, Postage, Supplies	\$ 5,793.41	(1,000.00)	4,793.41	
Outreach & Public Relations/Job Fairs	\$ 5,000.00	(1,000.00)	4,000.00	
Reimbursable Equipment	\$ 3,000.00	0.00	3,000.00	
Resource Sharing Allocation	\$ 5,125.00	0.00	5,125.00	
Professional Services and Business Expenses	\$ 15,069.12	(303.15)	14,765.97	
Subtotal Personnel & Operating expenses	\$ 361,819.73	24,696.85	386,516.58	
Indirect Cost	\$ 37,737.80	\$ 2,575.88	\$ 40,313.68	
Management Fee	\$ 39,955.75	\$ 2,727.27	\$ 42,683.03	

Total Operating expenses	\$ 439,513.28	30,000.00	469,513.29
Participant Expenses			
Instructional Training	\$ 90,000.00	0.00	90,000.00
Customer Support service	\$ 101,304.64	0.00	101,304.64
Individual Career Services - New Service	\$ 5,000.00	0.00	5,000.00
Work Based Learning	\$ 40,586.26	0.00	40,586.26
On The Job Training	\$ -	0.00	0.00
5% WEX Markup	\$ 2,029.31	0.00	2,029.31
Total Participant Expenses	\$ 238,920.21	\$ -	\$ 238,920.21
Total WIOA Dislocated Worker GRANT COST	\$ 678,433.49	\$ 30,000.00	\$ 708,433.50

GRANTEE NAME: Equus Workforce Solutions
 ADDRESS: 806 N Whittington Parkway, Louisville, KY 40222

GRANT PERIOD:
 7/1/2022 TO 6/30/2023

REPORT PERIOD:

	Current Budget	Modified Budget	New Updated Budget	Rationale:
Administration:				
Salaries	\$ 300,175.82	(25,000.00)	275,175.82	Transfer from Adult Salaries to DW Salaries
Payroll Taxes, Fringe/Work Comp	\$ 82,368.25	(5,000.00)	77,368.25	Transfer from Adult Payroll taxes/fringe to DW Payroll taxes Salaries
Total Personnel Expenses	\$ 382,544.07	(30,000.00)	352,544.07	
Operating Expenses:				
Mileage & Travel	\$ 30,162.57	3,000.00	33,162.57	
Telephone, Postage, Supplies	\$ 7,760.00	1,000.00	8,760.00	
Outreach & Public Relations/Job Fairs	\$ 7,500.00	1,000.00	8,500.00	
Reimbursable Equipment	\$ 4,500.00	0.00	4,500.00	
Resource Sharing Allocation	\$ 8,103.00	0.00	8,103.00	
Professional Services and Business Expenses	\$ 19,312.00	303.15	19,615.15	

Subtotal Personnel & Operating expenses	\$ 459,881.64	(24,696.85)	435,184.79
Indirect Cost	\$ 47,965.66	\$ (2,575.88)	\$ 45,389.77
Management Fee	\$ 50,784.73	\$ (2,727.27)	\$ 48,057.46
Total Operating expenses	\$ 558,632.02	(30,000.00)	528,632.02
Participant Expenses			
Instructional Training	\$ 257,891.64	0.00	257,891.64
Customer Support service	\$ 80,000.00	0.00	80,000.00
Individual Career Services - New Service	\$ 10,000.00	0.00	10,000.00
Work Based Learning	\$ 96,717.92	0.00	96,717.92
On The Job Training	\$ 25,000.00	0.00	25,000.00
5% WEX Markup	\$ 4,835.90	0.00	4,835.90
Total Participant Expenses	\$ 474,445.46	\$ -	474,445.46
Total WIOA Adult GRANT COST	\$ 1,033,077.48	\$ (30,000.00)	\$ 1,003,077.48

***Support Services Policy Modification**



Mississippi Valley Workforce Development Board

Support Services Policy

Approved Date: August 23, 2021

Effective Date: August 23, 2021

Amended Date: September 13, 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 (uniforms, safety equipment, etc.) that are necessary for participation in WIOA Title 1 activities, including interviewing, employment or work experience are allowable.
2. Itemized invoice or receipt is required.
3. Maximum expenditure is \$300.00 per activity.
4. This support service should be classified as CHG in the Iowa *WORKS* system.

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. Maximum of \$50 per day for one dependent.
9. Maximum of \$100 per day for two or more dependents.
10. Maximum of \$500 per week for two or more dependents.
11. This support service should be classified as DPC in the Iowa *WORKS* system.

D. Educational Assistance (EST)

1. Assistance with books, fees, school supplies, laptops, internet access, and other necessary **services/items** for students enrolled in high school, alternative high school, high school equivalent, or post-secondary education classes are allowable.
2. **This includes background checks, physicals, and screenings that are necessary for acceptance or participation in educational classes.**
3. 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.
4. Participants that need laptops, internet service, and other supportive services must provide written documentation from the training site indicating the need for these services.
5. The laptop may be retained by the participant after the completion of training and will only be provided one time per program year.
6. Services for internet are limited to the time that the individual is in a training activity.
7. Itemized invoice/receipt, or syllabus is required. Documentation from the instructor is required from training site for laptop and/or internet access.
8. This support service should be classified as EST in the Iowa*WORKS* system.

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. Itemized invoice or receipt is required.
5. **This support service should be classified as EDT in the Iowa*WORKS* system.**

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. Itemized invoice or receipt is required.
5. Maximum expenditure is \$300.00 per program year.
6. **This support service should be classified as HLC in the Iowa*WORKS* system.**

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. Itemized invoice or receipt is required.
4. This support service should be classified as SID in the Iowa*WORKS* system.

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.
2. Assistance can consist of:
 - a. Per mile reimbursement,
 - b. fuel purchase orders,
 - c. ride share services, like Uber and Lyft for example,
 - d. bus and/or taxi passes.
 - e. Bicycle and safety equipment purchases capped at \$500
3. Bus passes must not be provided for more than 30 days in advance, 1-day bus passes are also allowable.
4. Mileage will be reimbursed at the federal IRS rate.
5. Mileage expenses must be supported with a map from a web mapping service.
6. Itemized receipts/invoices are required for other transportation.
7. This support service should be classified as TRN in the Iowa*WORKS* system.

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 participant's name.
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.

9. This support service should be classified as FAS in the Iowa*WORKS* system.

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.

7. This support service should be classified as FAS in the Iowa*WORKS* system.

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. This support service should be classified as MSS in the Iowa*WORKS* system.

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 program year.

5. This support service should be classified as MSS in the Iowa*WORKS* system.

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.
6. Itemized invoice or receipt is required.
7. This support service should be classified as SET in the IowaWORKS system.

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.

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