



WORKFORCE DEVELOPMENT BOARD

Finance Committee

November 9, 2023 at 3:00pm

SC Works Clemson Comprehensive Center, Large Conference Room

Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZlM2QVBgdz09>

Meeting ID: 643 641 9262 Dial: 1-646-558-8656 Passcode: 29631

AGENDA

- I. **Call to Order/Introductions** Stephanie Collins, Chair
- II. **Approval of Meeting Minutes (9.14.2023)*** Stephanie Collins
- III. **PY2023 Budget Review** WorkLink & Eckerd Staff
 - a. In-House Budget
 - i. RRIWT
 - ii. IWT
 - b. Adult/DW Program (All Sources)
 - c. Youth Program (All Sources)
- IV. **Other Business** Stephanie Collins
CY2024 Committee Meeting Dates*
- V. **Adjourn**

UPCOMING MEETINGS:

WorkLink WDB Meeting, November 15, 2023 @ 1pm, *Madren Center (Lunch at Noon)*

Finance Committee Meeting, TBD

Clemson SC Works, Large Conference Room or Conference Call



**WORKFORCE DEVELOPMENT BOARD
Finance Committee Meeting Minutes
September 14, 2023 @ 3pm
SC Works Clemson Comprehensive Center/ Zoom Conference Call**

Members Present Stephanie Collins David Collins Mike Wallace

Members Absent Dr. Galen DeHay

Staff Present: Sharon Crite Windy Graham Jennifer Kelly

Guests Present: Billy Hunter JT Parnell Jeff Snider
 Karen Craven Renee Alexander

CALL TO ORDER & INTRODUCTIONS

Chair Stephanie Collins called the meeting to order at 3:01pm. Chair Collins welcomed everyone in attendance. Chair Collins reminded everyone the meeting was being recorded for the processing of minutes.

APPROVAL OF MEETING MINUTES

Chair Collins stated that the meeting minutes from May 25, 2023 were emailed to the group and included in the meeting packet.

ACTION TAKEN: David Collins made a motion to accept the meeting minutes from May 25, 2023 as presented, seconded by Mike Wallace. The motion carried unanimously.

PY23 ALLOCATIONS

Chair Collins called on Executive Director Jennifer Kelly to review the PY2023 Allocations for WIOA funding. Ms. Kelly reviewed page 6 of the Finance Committee packet, stating that WorkLink received \$440,694 in Adult, \$418,653 in Dislocated Worker, and \$543,954 in Youth, which equals \$1,403,301 total. Overall, this is flat funded for PY2023 with a decrease of only \$21,343, or 1% cut.

PY22 & PY23 IN-HOUSE BUDGET OVERVIEW

Ms. Kelly reviewed the PY2022 in-house budget through June 30, 2023 found on page 7 of the Finance Committee packet. Ms. Kelly noted that the Adult and Dislocated Worker funding did not meet the fund utilization requirement of 70% by June 30 in part due to the previous director’s and MOU costs reflected

in the budget. Ms. Kelly stated that we did achieve the Participant Cost Rate of 35.01%, the Youth Funding Rate of 88.75%, and the obligation rates of all three fund streams of 80%.

Ms. Kelly reviewed the PY2023 in-house budget through August 31, 2023 found on page 11 of the Finance Committee packet. She drew the committee's attention to the undesignated funds and noted that this amount has diminished significantly from the previous year. She will be watching this closely and looking at other grant funding to supplement the Board budget for PY2023.

Ms. Kelly requested to transfer \$200,000 from Dislocated Worker Funding to Adult for PY2023 allocations beginning October 1, 2023.

ACTION TAKEN: David Collins made a motion to transfer \$200,000 from Dislocated Worker to Adult as presented, seconded by Mike Wallace. The motion carried unanimously.

Rapid Response IWT

Ms. Kelly stated that a Rapid Response IWT grant was awarded to Sulzer Processing Pumps from the Department of Employment and Workforce in the amount of \$73,500 to upskill their current workforce. This grant award is effective June 1, 2023 to May 31, 2024. Ms. Kelly stated that \$27,195 had been reimbursed for training at Sulzer as of August 31, 2023.

IWT

Ms. Kelly reviewed the Incumbent Worker Training (IWT) Grant awards that were approved at the June Board meeting. The packet included the report on page 12. Ms. Kelly stated that four of the six companies have finalized their training and have received reimbursement as of August 31, 2023. The remaining two companies have until December 31, 2023 to finalize their training and submit the paperwork for reimbursement.

Eckerd Budgets

Chair Collins called on Eckerd Connects to review the Adult/Dislocated Worker and Youth invoices. The following budget updates were provided for PY2022 the Adult and Dislocated Worker Grants through June 30, 2023:

- Page 14 shows expenditures for the Adult Program budget expended at 97%.
- The Dislocated Worker Program budget as shown on page 15 is 91.3% expended.
- Page 16 shows the Adult Resiliency grant is 99.3% expended. Mr. JT Parnell, Eckerd Connects Area Manager, stated that this grant closed out on April 30, 2023.
- Page 17 shows Adult Engage, Build, Serve Program grant is expended at 93%.

The following budget updates were provided for PY2023 the Adult and Dislocated Worker Grants through August 31, 2023:

- Page 18 shows expenditures for the Adult Program budget expended at 9.1%.

- The Dislocated Worker Program budget as shown on page 19 is 2.0% expended.
- Page 20 shows Adult Engage, Build, Serve Program grant is expended at 45.9%.
- Page 21 shows the ITA Obligations and Participant Cost Report, which reflects budgets related to participant costs. Mr. Parnell reviewed the vouchers approved, vouchers paid, and ITA obligations for each grant budget.
- Page 20 shows expenditures for the Adult Operator budget expended at 36.1%.
- The Dislocated Worker Operator budget as shown on page 22 is 0.2% expended.

The following budget updates were provided for PY2022 the Youth Grants through June 30, 2023:

- Page 25 shows the Youth grant with PYC is expended at 95.2%. Ms. Karen Craven, Program Manager for Palmetto Youth Connections, drew attention to line item 6507 “Work Experience” and stated it was 100% expended.
- Page 26 shows the Engage, Build, Serve Youth Program grant expenditures expended at 89.5%. Ms. Noted line item 6507 “Work Experience” was 100% expended.

The following budget updates were provided for PY2023 the Youth Grants through August 31, 2023:

- Page 27 shows the Youth grant with PYC is expended at 10.7%.
- Page 28 shows the Engage, Build, Serve Youth Program grant expenditures expended at 28.4%. Ms. Crave noted line item 6507 “Work Experience” was 11.2% expended.

OTHER

Ms. Kelly stated that a Board survey would be going out very soon to the board members to determine whether meeting details were still in line with Board member availability and encouraged members to participate.

Ms. Kelly gave a brief update on the Assistant Director search, stating that an offer had been made and hoped to have this person starting in October.

ADJOURNMENT

With no other business, the meeting adjourned at 3:50 p.m.

Respectfully submitted by: Jennifer Kelly

PY2023 WorkLink Budget as of 10.31.2023*													
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	22EBA01 ends 3/31/24	22EBY01 ends 3/31/2024	22RRIWT03 ends 5/31/2024	23IET01 ends 9/30/2024	TOTAL BUDGET	YTD EXPENDED	% Expended
Revenue													
PY'23 Allocation	396,625	44,069	376,788	41,865	489,559	47,960	-	-	-	176,863	1,573,729		
PY'23 Transfer of funds	200,000		(200,000)								-	-	
PY'22 Carryover (22A, 22D, 22Y)	290,818	3,751	148,963	-	59,533	-	297,529	62,276	77,175	-	940,045		
	887,443	47,820	325,751	41,865	549,092	47,960	297,529	62,276	77,175	176,863	2,513,773		
Service Providers							22EBA01 ends 3/31/24	22EBY01 ends 3/31/2024	22RRIWT03	23IET01		Thru Sept 30	
Eckerd - Adult/DW Services Program	475,455		85,066								560,521	57,113	10.2%
Eckerd - Adult/DW Operator/OJT	154,160		31,340								185,500	868	0.5%
Eckerd - Youth					420,077						420,077	72,931	17.4%
23EBA995E2 - Eckerd Operator/Bus. Svc.							84,019				84,019	43,107	51.3%
23EBA295E2 - Eckerd Prog							136,414				136,414	110,607	81.1%
23EBY295E2 - Eckerd PYC								59,923			59,923	23,169	38.7%
IWT - EBA							49,750				49,750	18,700	37.6%
22RIWT03									73,500		73,500	27,195	37.0%
IWT - IET										50,000	50,000	-	0.0%
23IETA295E1 - Eckerd Program											-	-	0.0%
Undesignated Funds	91,613	9,043	62,400	7,443	77,977	6,993				109,425	364,894	-	0.0%
Total Pass-Through Contracts	721,228	9,043	178,806	7,443	498,054	6,993	270,183	59,923	73,500	159,425	1,984,598	353,690	17.8%
Total Revenue after Obligations	166,215	38,777	146,945	34,422	51,037	40,967	27,346	2,353	3,675	17,438	529,175		
In-House Expenses							22EBA01	22EBY01	22RRIWT03	23IET01	TOTAL BUDGET	Thru Oct	
Salaries, Fringe, Indirect	120,981	28,351	123,727	27,160	42,089	37,325	17,493		3,675	17,438	418,239	115,274	27.6%
Travel	301	62	269	59	92	81	117	234			1,215	387	31.8%
SCW Centers Facility Costs	38,241	4,249	17,295	1,922	6,358	706					68,770	31,831	46.3%
Accounting Services		4,200		3,800		2,000					10,000	5,000	50.0%
Supplies	804	195	842	156	353	148	1,405				3,904	1,349	34.6%
Insurance	4,796		3,670		1,666						10,133	3,376	33.3%
Postage	167	41	175	32	74	31					520	104	20.0%
Printing	608	148	637	118	267	112					1,890	343	18.2%
Website Hosting & FB, CC & Adobe							5,328	2,079			7,407	3,744	50.5%
Memberships, Dues, & Prof Fees	315	76	330	61	138	58					979	-	0.0%
Training	-	-	-	-	-	-	2,943				2,943	520	17.7%
Outreach	-	-	-	-	-	-	60	40			100	-	0.0%
Meeting Expense		1,456		1,114		506					3,075	941	30.6%
	166,215	38,777	146,945	34,422	51,038	40,967	27,346	2,353	3,675	17,438	529,175	162,870	30.8%
Balance	(0)	0	(0)	0	(0)	0	-	(0)	-	-	(0)	516,560	

22IWT01 EBA

Grant #	Company	Originally Awarded	Current Award	Expended	To Deobligate	Balance	Start Date	End Date	Status
22IWT01-01	Tactical Medical	\$17,850.00	\$17,850.00	\$ -	\$ -	\$17,850.00	4/12/2023	12/31/2023	Executed, Training Ongoing
22IWT01-02	Sargent Metal Fabricators	\$250.00	\$250.00	\$ 250.00	\$ -	\$0.00	4/12/2023	8/31/2023	Executed
22IWT01-03	Sealevel Systems Inc.	\$6,300.00	\$6,300.00	\$ 6,300.00	\$ -	\$0.00	4/12/2023	8/31/2023	Executed
22IWT01-04	United Tool and Mold	\$6,200.00	\$6,200.00	\$ 6,200.00	\$ -	\$0.00	4/12/2023	8/31/2023	Executed
22IWT01-05	Reliable Automatic Sprinkler	\$6,200.00	\$6,200.00	\$ 6,200.00	\$ -	\$0.00	4/12/2023	8/31/2023	Executed
22IWT01-06	Greenfield Industries	\$13,200.00	\$10,500.00	\$ -	\$2,700.00	\$10,500.00	4/12/2023	12/31/2023	Executed, Mod 1, Training Ongoing
Total:		\$50,000.00	\$47,300.00	\$ 18,950.00	\$ 2,700.00	\$28,350.00			

22RRIWT03

Grant #	Company	Originally Awarded	Current Award	Expended	To Deobligate	Balance	Start Date	End Date	Status
22RRIWT03	Sulzer Processing Pumps	73,500.00	\$73,500.00	\$ 27,195.00	\$ -	\$46,305.00	6/1/2023	4/30/2024	Gathering Documentation

Contract Status

Executed
 Pending from Employer

Payment

Yellow= final
 Green=pending documentation

SC Work WorkLink: PY2023 Eckerd Grant Award Financial Status

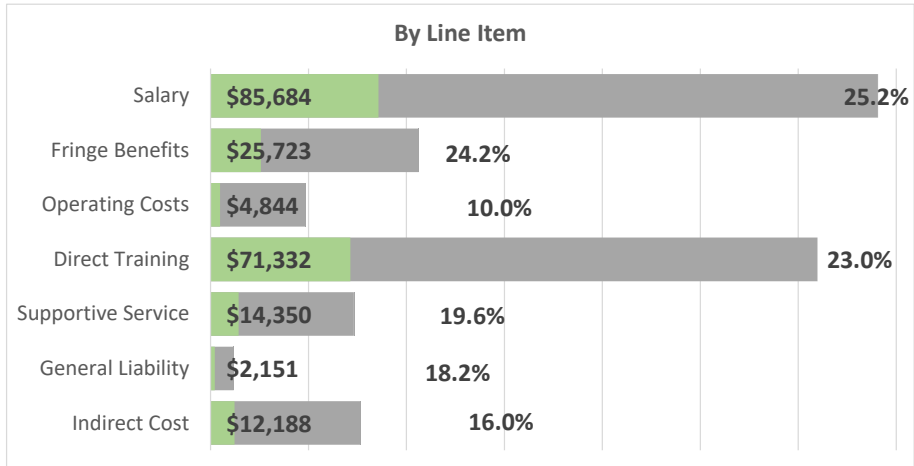
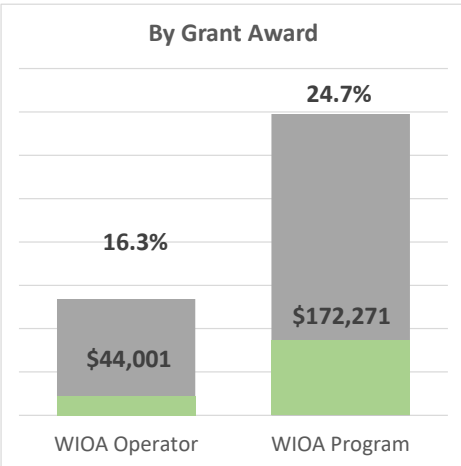
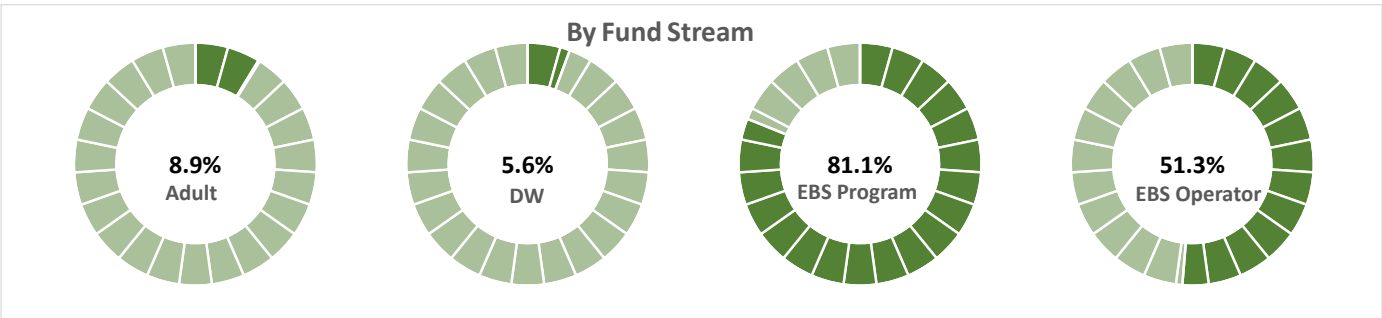
PY2023 One Stop Operator & Adult/Dislocated Worker WIOA Program Services

Reporting Period: **2023 September**

Program Year	2023	% Expended	90% Goal	100% Goal
Type	(All)	22.4%	24.2%	26.9%
Fund Stream	(All)			

Category	Grant Amount	Expenditure	% Expended
Salary	340,681	85,683.62	25%
Fringe Benefits	106,258	25,723.49	24%
Operating Costs	48,484	4,843.50	10%
Direct Training	309,732	71,332.15	23%
Supportive Service	73,180	14,350.25	20%
General Liability	11,808	2,151.15	18%
Indirect Cost	76,311	12,187.72	16%

Grant Amount	Expenditures	Remaining
\$ 966,453	\$ 216,272	\$ 750,181



Fund Stream	Award Amount	Grant Period
Adult - Program	475,455	July 1, 2023 to June 30, 2024
Dislocated Worker - Program	85,066	July 1, 2023 to June 30, 2024
Adult - Operator	154,160	July 1, 2023 to June 30, 2024
Dislocated Worker - Operator	31,340	July 1, 2023 to June 30, 2024
Engage, Build, Serve Adult - Operator	84,019	July 1, 2023 to March 31, 2024
Engage, Build, Serve Adult - Program	136,414	July 1, 2023 to March 31, 2024
Total	966,454	



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Program

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 23A295E1
 Invoice Number: 1055-03
 Invoice Month: September 2023
 Period Covered: July 1, 2022 - June 30, 2023
 Total Amount Due: **\$ 8,966**

Eckerd Goal:

SEPTEMBER

25.0%

100.0%

Line Item	Budget MOD 1	1055-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total	\$ 133,994	\$ 1,529	4,224.86	\$ 129,768.76	3.2%	
Fringe Benefit Total 51xx	\$ 43,394	\$ 427	1,326.75	\$ 42,067.72	3.1%	
TOTAL STAFF COSTS	\$ 177,388	1,956.01	5,551.61	\$ 171,836.48	3.1%	
Operating Costs:						
Facility Rent, Utilities, Maintenance, etc.	6185 \$ -	\$ -	-	\$ -	0.0%	
Staff Expendable Supplies & Materials	6000 \$ 2,125	\$ -	(29.64)	\$ 2,154.64	-1.4%	
Software Licenses	6095 \$ 3,817	\$ -	-	\$ 3,816.50	0.0%	
Staff Computers	6085 \$ -	\$ -	-	\$ -	0.0%	
Program Outreach Expenses (Brochures, Flyers, etc.)	6735 \$ -	\$ -	-	\$ -	0.0%	
Copy & Print Expenses	6730 \$ 1,100	\$ -	186.56	\$ 913.44	17.0%	
Communications (Phone, Fax, Internet, etc.)	6270 \$ 3,519	\$ -	-	\$ 3,519.00	0.0%	
Staff Travel						
Local Mileage cost	6105 \$ 1,700	\$ 37	71.76	\$ 1,628.24	4.2%	
Non-Local Per Diem/Lodging Cost	6115/6120/6125 \$ -	\$ -	-	\$ -	0.0%	
Client Verifications	6516 \$ 2,125	\$ -	-	\$ 2,125.00	0.0%	
Staff Training	5110 \$ -	\$ -	-	\$ -	0.0%	
Staff Background Checks	5100 \$ 304	\$ -	118.43	\$ 185.87	38.9%	
Postage (Stamps, FedEx, etc.)	6005 \$ 638	\$ 71	243.08	\$ 394.42	38.1%	
TOTAL OPERATING COSTS	\$ 15,327	107.67	590.19	\$ 14,737.11	3.9%	
Training Costs:						
WI Customer Credential Exam Fees (C.N.A., GED, TABE)	6525 \$ 9,050	\$ -	313.15	\$ 8,736.85	3.5%	
WI Customer Individualized Training Costs						
Individual Training Account/Voucher Cost	6530 \$ 178,299	\$ -	34,044.00	\$ 144,255.00	19.1%	
Client Testing Fees	6535 \$ -	\$ -	-	\$ -	0.0%	
TOTAL TRAINING COSTS	\$ 187,349	\$ -	\$ 34,357	\$ 152,992	18.3%	
Supportive Services Costs :						
WI Customer Transportation Costs	6485 \$ 20,400	\$ 2,860	5,745.00	\$ 14,655.00	28.2%	
WI Customer Childcare Costs	6660 \$ -	\$ -	-	\$ -	0.0%	
Training Support Materials (Uniforms, Drug Screens, Backg)	6590 \$ 40,600	\$ 3,295	7,029.25	\$ 33,570.75	17.3%	
WI Customer Emergency Assistance (Rent, Car Repair, €	6596 \$ 1,700	\$ -	-	\$ 1,700.00	0.0%	
TOTAL SUPPORTIVE SERVICES COSTS	\$ 62,700	6,154.68	12,774.25	\$ 49,925.75	20.4%	
Training/Professional Fees/Profit:						
General Liability Insurance	6305 \$ 5,705	\$ 411	1,046.79	\$ 4,658.67	18.3%	
TOTAL FEES / PROFIT COSTS	\$ 5,705	410.77	1,046.79	\$ 4,658.67	18.3%	
INDIRECT COST:	13.60%	\$ 26,985	\$ 337	977.65	\$ 26,007.59	3.6%
Contract Total	\$ 475,455	8,965.66	55,297.64	\$ 420,157.45	11.6%	



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

DW Program

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 23D295E1
 Invoice Number: 1056-03
 Invoice Month: September 2023
 Period Covered: July 1, 2023 - June 30, 2024
 Total Amount Due: **\$ 4,551**

Eckerd Goal:

SEPTEMBER

25%

100.0%

Line Item	Budget MOD 1	1056-3	Cumulative	Remaining Balance	Percent Spent
Staff Salary Total	\$ 24,153.60	\$ 401.68	\$ 1,065.09	\$ 23,088.51	4.4%
Fringe Benefit Total 51xx	\$ 7,756.38	\$ 110.72	\$ 293.91	\$ 7,462.47	3.8%
TOTAL STAFF COSTS	\$ 31,909.98	\$ 512.40	\$ 1,359.00	\$ 30,550.98	4.3%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 375.00	\$ (7.42)	\$ 382.42	-2.0%
Software Licenses	6095	\$ 673.50	\$ -	\$ 673.50	0.0%
Staff Computers	6085	\$ -	\$ -	\$ -	0.0%
Client Verifications	6516	\$ 375.00	\$ -	\$ 375.00	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	\$ -	0.0%
Copy & Print Expenses	6730	\$ 270.00	\$ 46.64	\$ 223.36	17.3%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 621.00	\$ -	\$ 621.00	0.0%
Staff Travel					
Local Mileage Cost	6105	\$ 333.30	\$ 9.17	\$ 317.94	4.6%
Non-Local Per Diem/Lodging Cost	6110/6115/6120/6125/6130	\$ -	\$ -	\$ -	0.0%
Staff Training	5110	\$ -	\$ -	\$ -	0.0%
Staff Background Checks	5100	\$ 20.70	\$ -	\$ 20.70	0.0%
Postage (Stamps, FedEx, etc.)	6005	\$ 112.50	\$ 8.55	\$ 82.01	27.1%
TOTAL OPERATING COSTS	\$ 2,781.00	\$ 17.72	\$ 85.07	\$ 2,695.93	3.1%
Training Costs:					
WorkKeys, etc.)	6525	\$ 1,500.00	\$ -	\$ 1,500.00	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 32,697.00	\$ 2,883.83	\$ 29,813.17	8.8%
Client Testing Fees	6535	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 34,197.00	\$ 2,883.83	\$ 2,883.83	\$ 31,313.17	8.4%
Supportive Services Costs :					
WI Customer Transportation Costs	6485	\$ 3,600.00	\$ 110.00	\$ 2,965.00	17.6%
WI Customer Childcare Costs	6660	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg	6590	\$ 6,400.00	\$ 941.00	\$ 5,459.00	14.7%
WI Customer Emergency Assistance (Rent, Car Repair, etc	6596	\$ 300.00	\$ -	\$ 300.00	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 10,300.00	\$ 1,051.00	\$ 1,576.00	\$ 8,724.00	15.3%
Training/Professional Fees/Profit:					
General Liability Insurance	6305	\$ 1,020.79	\$ 12.11	\$ 786.77	22.9%
TOTAL FEES / PROFIT COSTS	\$ 1,020.79	\$ 12.11	\$ 234.02	\$ 786.77	22.9%
INDIRECT COST:	13.60%	\$ 4,856.80	\$ 73.74	\$ 4,628.58	4.7%
Contract Total	\$ 85,065.57	\$ 4,550.80	\$ 6,366.14	\$ 78,699.43	7.5%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Operator

Worklink Development Board	Contract Number:	23A995E1				
1376 Tiger Blvd.	Invoice Number:	1092-03				
Clemson, SC 29631	Invoice Month:	September 2023				
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30, 2024				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 262				
Eckerd Goal:			SEPTEMBER			
			25.0%			100.0%
Line Item		Budget MOD 1	1092-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 66,606.63	\$ 160.07	466.04	\$ 66,140.59	0.7%
Fringe Benefit Total	51xx	\$ 19,213.53	\$ 25.99	8,332.40	\$ 10,881.13	43.4%
TOTAL STAFF COSTS		\$ 85,820.16	\$ 186.06	541.69	\$ 85,278.47	0.6%
Operating Costs:						
1.1 Facility, Utilities	6185	\$ -	\$ -	-	\$ -	0.0%
1.2 Staff Expendable Supplies & Materials	6000	\$ -	\$ -	-	\$ -	0.0%
1.3 Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	\$ -	-	\$ -	0.0%
1.4 Copy & Print Expenses	6730	\$ -	\$ -	-	\$ -	0.0%
1.5 Communications (Phone, Fax, Internet, etc.)	6270	\$ 1,683.00	\$ -	-	\$ 1,683.00	0.0%
1.6 Staff Travel	6105, 6120, 6125	\$ 585.09		-	\$ 585.09	0.0%
1.7 Staff Training/Technical Services Costs	5110	\$ -	\$ -	-	\$ -	0.0%
1.8 Non-Expendable Equipment Purchases	6095	\$ 1,215.50	\$ -	-	\$ 1,215.50	0.0%
1.9 Postage (Stamps, FedEx, etc)	6005	\$ 212.50	\$ 42.18	65.75	\$ 146.75	30.9%
1.10 Staff Background Checks	5100	\$ 243.10	\$ -	-	\$ 243.10	0.0%
TOTAL OPERATING COSTS		\$ 3,939.19	\$ 42.18	65.75	\$ 3,873.44	1.7%
Training Costs:						
2.3 WI Customer Credential Exam Fees (CAN, GED, TABE, Workkeys)	6525	\$ -	\$ -	-	\$ -	0.0%
2.6 Individual Training Account/Voucher Cost	6530	\$ -	\$ -	-	\$ -	0.0%
Client On the Job Training	6515	\$ 44,095.00	\$ -	-	\$ 44,095.00	0.0%
TOTAL TRAINING COSTS		\$ 44,095.00	\$ -	\$ -	\$ 44,095.00	\$ -
Supportive Services Costs :						
3.11 WI Customer Transportation Costs	6485	\$ -	\$ -	-	\$ -	0.0%
3.12 WI Customer Childcare Costs	6660	\$ -	\$ -	-	\$ -	0.0%
3.13 WI Customer Emergency Assistance	6596	\$ -	\$ -	-	\$ -	0.0%
3.14 Training Support Materials	6545	\$ -	\$ -	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		\$ -	\$ -		\$ -	0.0%
Training/Professional Fees/Profit:						
4.2 General Liability Insurance	6305	\$ 1,849.92	\$ 2.35	5.21	\$ 1,844.71	0.3%
TOTAL FEES / PROFIT COSTS		\$ 1,849.92	\$ 2.35	5.21	\$ 1,844.71	0.3%
4.1 INDIRECT COST:	13.60%	\$ 18,455.78	\$ 31.36	83.32	\$ 18,372.46	0.5%
Contract Total		\$ 154,160.06	\$ 261.95	695.97	\$ 153,464.08	0.5%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

DW Operator

Worklink Development Board	Contract Number:	23D995E1				
1376 Tiger Blvd.	Invoice Number:	1223-03				
Clemson, SC 29631	Invoice Month:	September 2023				
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30,2024				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 68				
Eckerd Goal:			SEPTEMBER			
			25.0%			100.0%
Line Item		Budget MOD 1	1223-03	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		12,063.75	51.08	148.72	11,915.03	1.2%
Fringe Benefit Total	51xx	3,440.84	8.31	24.17	3,416.67	0.7%
TOTAL STAFF COSTS		15,504.59	59.39	172.89	15,331.70	1.1%
Operating Costs:						
1.1 Facility, Utilities	6185	-	-	-	-	0.0%
1.2 Staff Expendable Supplies & Materials	6000	127.50	-	-	127.50	0.0%
1.3 Program Outreach Expenses (Brochures,	6735	-	-	-	-	0.0%
1.4 Copy & Print Expenses	6730	180.00	-	-	180.00	0.0%
1.5 Communications (Phone, Fax, Internet, et	6270	297.00	-	-	297.00	0.0%
1.6 Staff Travel	6105, 6120, 6125	649.17	-	-	649.17	0.0%
1.7 Staff Training/Technical Services Costs	5110	-	-	-	-	0.0%
1.8 Non-Expendable Equipment Purchases	6095	214.50	-	-	214.50	0.0%
1.9 Postage (Stamps, FedEx, etc)	6005	37.50	-	-	37.50	0.0%
1.10 Staff Background Checks	5100	42.90	-	-	42.90	0.0%
TOTAL OPERATING COSTS		1,548.57	-	-	1,548.57	0.0%
Training Costs:						
Client On the Job Training	6515	10,000.00	-	-	10,000.00	0.0%
2.3 WI Customer Credential Exam Fees (CAN	6525	-	-	-	-	0.0%
2.6 Individual Training Account/Voucher Cost	6530	-	-	-	-	0.0%
Client Allowances	6590	105.00	-	-	105.00	0.0%
TOTAL TRAINING COSTS		10,105.00	-	-	10,105.00	-
Supportive Services Costs :						
3.11 WI Customer Transportation Costs	6485	75.00	-	-	75.00	0.0%
3.12 WI Customer Childcare Costs	6660	-	-	-	-	0.0%
3.13 WI Customer Emergency Assistance	6596	-	-	-	-	0.0%
3.14 Training Support Materials	6545	-	-	-	-	0.0%
TOTAL SUPPORTIVE SERVICES COSTS		75.00	-	-	75.00	0.0%
Training/Professional Fees/Profit:						
4.2 General Liability Insurance	6305	376.08	0.74	1.54	374.54	0.4%
TOTAL FEES / PROFIT COSTS		376.08	0.74	1.54	374.54	0.4%
4.1 INDIRECT COST:	13.60%	3,730.38	8.18	23.72	3,706.65	0.6%
CONTRACT TOTAL:		31,339.61	68.31	198.15	31,141.45	0.6%

ITA Obligations and Participant Cost Report

Service Provider: Eckerd Workforce Development Services
Period Covered: PY2023 (July 1, 2023 to June 30, 2024)
Report Date: 9/30/2023

ITA Report	Open		Open		Open		PY2023	
	Adult	%	DW	%	Adult EBS Program	%	Total All Funding	%
Scholarship Budget	\$ 178,300		\$ 32,697		\$ 34,091.00		\$ 245,088	
Scholarship Awards	\$ 71,189	40%	\$ 8,747	27%	\$ 34,091.00	100%	\$ 114,027	47%
Scholarships Available	\$ 107,111	60%	\$ 23,950	73%	\$ -	0%	\$ 131,061	53%

Participant Cost Budget*	\$ 252,175		\$ 44,872		\$ 34,091.00		\$ 331,138	
Pending Transactions	\$ 9,888	4%	\$ 99	0%	\$ -	0%	\$ 9,987	3%
Cleared Transactions	\$ 75,438	30%	\$ 10,244	23%	\$ 34,091.00	100%	\$ 119,773	36%
Total Authorized Transactions	\$ 85,326	34%	\$ 10,343	23%	\$ -	0%	\$ 95,669	29%
Remaining Available Balance	\$ 166,849	66%	\$ 34,529	77%	\$ -	0%	\$ 201,378	61%

*Participant Cost Budget totals include sholarships and supportive services

Acronyms

ITA	Individual Training Accounts are also known as scholarships or tuition costs.
DW	Dislocated Worker

Leveraged Scholarships YTD	51,081
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ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

EBA Operator

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 23EBA995E1
 Invoice Number: 1407-03
 Invoice Month: September 2023
 Period Covered: July 1, 2023 - March 31, 2024
 Total Amount Due: \$ **13,932**

Eckerd Goal:

SEPTEMBER
0.25

100.0%

Line Item	Budget MOD 1	1407-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 47,383	9,325.01	29,388.30	\$ 17,994.70	62.0%
Fringe Benefit Total 51xx	\$ 13,800	2,726.04	\$ 7,692	\$ 6,108.47	55.7%
TOTAL STAFF COSTS	\$ 61,183	12,051.05	37,080.10	\$ 24,103.18	60.6%
Operating Costs:					
Staff Expendable Supplies & Materials 6000	\$ 1,185	-	-	\$ 1,185.16	0.0%
Software Licenses 6095	\$ 1,625	-	-	\$ 1,625.00	0.0%
Staff Computers 6085	\$ 1,400	-	-	\$ 1,400.00	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.) 6735	\$ 2,000	-	-	\$ 2,000.00	0.0%
Copy & Print Expenses 6730	\$ 1,750	-	63.60	\$ 1,686.40	3.6%
Communications (Phone, Fax, Internet, etc.) 6270	\$ 750	104.71	318.20	\$ 431.80	42.4%
Client Verifications 6516	\$ -	-	-	\$ -	0.0%
Staff Travel	\$ -	-	-	\$ -	-
Local Mileage cost 6105	\$ 1,558	322.94	878.42	\$ 679.58	56.4%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ -	-	-	\$ -	0.0%
Staff Training 5110	\$ -	-	-	\$ -	0.0%
Staff Background Checks 5100	\$ 295	-	265.20	\$ 29.80	89.9%
Postage (Stamps, FedEx, etc.) 6005	\$ -	-	28.87	\$ (28.87)	0.0%
Dues 6750	\$ 1,206	-	-	\$ 1,205.72	0.0%
TOTAL OPERATING COSTS	\$ 11,769	427.65	1,554.29	\$ 10,214.59	13.2%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 6525	\$ -	-	-	\$ -	0.0%
WI Customer Individualized Training Costs Individual Training Account/Voucher Cost 6530	\$ -	-	-	\$ -	0.0%
Client Testing Fees 6535	\$ -	-	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ -	-	\$ -	\$ -	#DIV/0!
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ -	-	-	\$ -	0.0%
WI Customer Childcare Costs 6660	\$ -	-	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr 6545/6546	\$ -	-	-	\$ -	0.0%
Client Allowances 6590	\$ -	-	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, e 6596	\$ -	-	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	-	-	\$ -	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 1,008	186.37	553.69	\$ 454.54	54.9%
TOTAL FEES / PROFIT COSTS	\$ 1,008	186.37	553.69	\$ 454.54	54.9%
INDIRECT COST: 10.00%	\$ 10,059	1,266.51	3,918.81	\$ 6,139.80	39.0%
Contract Total	\$ 84,019	13,931.58	43,106.89	\$ 40,912.11	51.3%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult EBS Grant

Worklink Development Board
 1376 Tiger Blvd.
 Clemson, SC 29631
Attn: Jennifer Kelly
 email: jkelly@worklinkweb.com

Contract Number: 23EBA295E1
 Invoice Number: 1432-03
 Invoice Month: September 2023
 Period Covered: July 1, 2023 - March 31, 2024
 Total Amount Due: **\$ 61,305**

Eckerd Goal:

SEPTEMBER

0.25

100.0%

Line Item	Budget MOD 1	1055-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 64,595	16,877.81	50,390.58	\$ 14,204.91	78.0%
Fringe Benefit Total 51xx	\$ 20,605	5,547.36	16,311.20	\$ 4,294.27	79.2%
TOTAL STAFF COSTS	\$ 85,201	22,425.17	66,701.77	\$ 18,499.17	78.3%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 1,750	1,749.10	\$ 0.90	99.9%
Software Licenses	6095	\$ -	-	\$ -	0.0%
Staff Computers	6085	\$ -	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.)	6735	\$ -	-	\$ -	0.0%
Copy & Print Expenses	6730	\$ -	-	\$ -	0.0%
Communications (Phone, Fax, Internet, etc.)	6270	\$ 1,350	255.37	\$ 560.77	58.5%
Staff Travel					
Local Mileage cost	6105	\$ -	-	\$ -	0.0%
Non-Local Per Diem/Lodging Cost	6115/6120/6125	\$ -	-	\$ -	0.0%
Client Verifications	6516	\$ -	-	\$ -	0.0%
Staff Training	5110	\$ -	-	\$ -	0.0%
Staff Background Checks	5100	\$ 135	9.87	\$ 125.13	7.3%
Postage (Stamps, FedEx, etc.)	6005	\$ -	-	\$ -	0.0%
TOTAL OPERATING COSTS	\$ 3,235	2,004.47	2,548.20	\$ 686.80	78.8%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE)	6525	\$ -	-	\$ -	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 34,091	34,091.17	\$ -	100.0%
Client Testing Fees	6535	\$ -	-	\$ -	0.0%
Client Allowances	6590	\$ -	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 34,091	34,091.17	34,091	\$ -	100.0%
Supportive Services Costs :					
WI Customer Transportation Costs	6485	\$ -	-	\$ -	0.0%
WI Customer Childcare Costs	6660	\$ -	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg	6545/6546	\$ -	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, €	6596	\$ -	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	-	-	\$ -	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance	6305	\$ 1,637	309.90	\$ 1,327.07	18.9%
TOTAL FEES / PROFIT COSTS	\$ 1,637	309.90	309.90	\$ 1,327.07	18.9%
INDIRECT COST: 10.00%	\$ 12,250	2,473.95	6,955.99	\$ 5,293.93	56.8%
Contract Total	\$ 136,414	61,304.66	110,607.03	\$ 25,806.97	81.1%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Youth Invoice

Worklink Development Board	Contract Number:	23Y495E2
1376 Tiger Blvd.	Invoice Number:	1058-03
Clemson, SC 29631	Invoice Month:	September 2023
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30, 2024
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 25,667
Eckerd Goal:		SEPTEMBER 25.0% 100.0%

Line Item	Budget MOD 1	1058-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total	\$ 213,445	\$ 14,648	\$ 45,424.68	\$ 168,020.77	21.3%	
Fringe Benefit Total	51xx \$ 55,848	\$ 4,237	\$ 12,885.10	\$ 42,962.85	23.1%	
TOTAL STAFF COSTS	\$ 269,293	18,884.70	\$ 58,309.78	\$ 210,983.62	21.7%	
Operating Costs:						
Other Rental Fees	6195 \$ 7,200	\$ 695	\$ 884.97	\$ 6,315.03	12.3%	
Communications (Phone, Fax, Internet, e)	6270 \$ 4,013	\$ 234	\$ 654.68	\$ 3,358.51	16.3%	
Network (internet)	6265 \$ 1,200	\$ -	\$ -	\$ 1,200.00	0.0%	
Postage	6005 \$ 1,027	\$ 46	\$ 55.20	\$ 971.30	5.4%	
Staff Travel	6105 \$ 3,000	\$ 304	\$ 493.79	\$ 2,506.21	16.5%	
Other Travel	6115/6120 \$ -	\$ -	\$ -	\$ -	0.0%	
Staff Background Checks	5100 \$ 285	\$ -	\$ -	\$ 285.49	0.0%	
Staff Training	5110 \$ -	\$ -	\$ -	\$ -	0.0%	
Office/Desktop Supplies and Materials	6000 \$ -	\$ -	\$ -	\$ -	0.0%	
Copying	6730 \$ 1,000	\$ -	\$ -	\$ 1,000.00	0.0%	
Software Licenses	6095 \$ 4,295	\$ -	\$ -	\$ 4,295.19	0.0%	
Participant Verifications	6516 \$ 2,250	\$ -	\$ 331.89	\$ 1,918.11	14.8%	
Participant Outreach	6735 \$ -	\$ -	\$ -	\$ -	0.0%	
TOTAL OPERATING COSTS	\$ 24,270	1,278.90	\$ 2,420.53	\$ 21,849.84	10.0%	
Training Costs:						
Work Experience Stipends	6507 \$ 29,429	\$ -	\$ -	\$ 29,428.94	0.0%	
Tuition Cost (Adult Education)	6520 \$ 11,200	\$ -	\$ -	\$ 11,200.00	0.0%	
Participant Graduation Fees	6595 \$ 1,045	\$ -	\$ -	\$ 1,045.00	0.0%	
Credential Exam Fees	6525 \$ 12,500	\$ -	\$ -	\$ 12,500.00	0.0%	
Individual Training Accounts	6530 \$ 500	\$ -	\$ -	\$ 500.00	0.0%	
Instructional Supplies (Books)	6590 \$ 1,000	\$ -	\$ -	\$ 1,000.00	0.0%	
TOTAL TRAINING COSTS	\$ 55,674	-	\$ -	\$ 55,673.94	0.0%	
Supportive Services Costs :						
Child Care	6660 \$ -	\$ -	\$ -	\$ -	0.0%	
Transportation	6485 \$ 25,000	\$ 2,520	\$ 3,080.00	\$ 21,920.00	12.3%	
Client Incentives	6585 \$ -	\$ -	\$ -	\$ -	0.0%	
Client Training Support Materials	6545 \$ -	\$ -	\$ -	\$ -	0.0%	
Client Supplies	6546 \$ 700	\$ -	\$ -	\$ 700.00	0.0%	
Client Emergency Assistance & Expunger	6596 \$ 325	\$ -	\$ -	\$ 325.45	0.0%	
TOTAL SUPPORTIVE SERVICES COSTS	\$ 26,025	2,520.00	\$ 3,080.00	\$ 22,945.45	11.8%	
Training/Professional Fees/Profit:						
General Liability Insurance	6305 \$ 5,041	\$ 295	\$ 864.35	\$ 4,176.58	17.1%	
TOTAL FEES / PROFIT COSTS	\$ 5,041	295.38	\$ 864.35	\$ 4,176.58	17.1%	
4.1 INDIRECT COST:	13.60%	\$ 39,773	\$ 2,688	\$ 8,256.52	\$ 31,516.64	20.8%
Contract Total	\$ 420,077	\$ 25,667	\$ 72,931.18	\$ 347,146.06	17.4%	



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE
EBS - Youth

Worklink Development Board
1376 Tiger Blvd.
Clemson, SC 29631
Attn: Jennifer Kelly
email: jkelly@worklinkweb.com

Contract Number: 22EBY495E1
Invoice Number: 1409-03
Invoice Month: **September 2023**
Period Covered: July 1, 2023 - June 30, 2024
Total Amount Due: **\$ 8,011**

Eckerd Goal:

SEPTEMBER

25.00%

100.0%

Line Item	Budget MOD 1	1407-3	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 39,938	\$ 5,571	17,429.40	\$ 22,508.75	43.6%
Fringe Benefit Total 51xx	\$ 4,425	\$ 651	\$ 2,091	\$ 2,333.94	47.3%
TOTAL STAFF COSTS	\$ 44,363	6,222.56	19,520.62	\$ 24,842.69	44.0%
Operating Costs:					
Staff Background Checks 5105	\$ -	-	-	\$ -	0.0%
Staff Background Checks 5100	\$ -	-	-	\$ -	0.0%
Staff Training 5110	\$ -	-	-	\$ -	0.0%
Other Travel 6115/6120	\$ -	\$ -	-	\$ -	0.0%
Staff Expendable Supplies & Materials 6000	\$ 1,483	-	-	\$ 1,483.05	0.0%
Software Licenses 6095	\$ -	-	-	\$ -	0.0%
Staff Computers 6085	\$ -	-	-	\$ -	0.0%
Program Outreach Expenses (Brochures, Flyers, etc.) 6735	\$ -	-	-	\$ -	0.0%
Copy & Print Expenses 6730	\$ -	-	-	\$ -	0.0%
Communications (Phone, Fax, Internet, etc.) 6270	\$ -	-	-	\$ -	0.0%
Client Verifications 6516	\$ -	-	-	\$ -	0.0%
Staff Travel					
Local Mileage cost 6105	\$ -	-	-	\$ -	0.0%
Non-Local Per Diem/Lodging Cost 6115/6120/6125	\$ -	-	-	\$ -	0.0%
Staff Training 5110	\$ -	-	-	\$ -	0.0%
Staff Background Checks 5100	\$ -	-	-	\$ -	0.0%
Postage (Stamps, FedEx, etc.) 6005	\$ -	-	-	\$ -	0.0%
TOTAL OPERATING COSTS	\$ 1,483	\$ -	\$ -	\$ 1,483.05	0.0%
Training Costs:					
Work Experience Stipends 6507	\$ 9,037	1,068.00	1,356.00	\$ 7,680.76	15.0%
WI Customer Credential Exam Fees (C.N.A., GED, TABE) 6525	\$ -	-	-	\$ -	0.0%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost 6530	\$ -	-	-	\$ -	0.0%
Client Testing Fees 6535	\$ -	-	-	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 9,037	\$ 1,068	\$ 1,356	\$ 7,681	15.0%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ -	-	-	\$ -	0.0%
WI Customer Childcare Costs 6660	\$ -	-	-	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backgr 6545/6546	\$ -	-	-	\$ -	0.0%
Client Allowances 6590	\$ -	-	-	\$ -	0.0%
WI Customer Emergency Assistance (Rent, Car Repair, e 6596	\$ -	-	-	\$ -	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	-	-	\$ -	0.0%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 414	89.27	309.23	\$ 104.41	74.8%
TOTAL FEES / PROFIT COSTS	\$ 414	89.27	309.23	\$ 104.41	74.8%
INDIRECT COST: 10.00%	\$ 4,626	631.18	1,982.99	\$ 2,643.02	42.9%
Contract Total	\$ 59,923	8,011.01	23,168.84	\$ 36,753.93	38.7%