

WORKFORCE DEVELOPMENT BOARD MEETING
Wednesday, May 29, 2024 – 1:00 P.M.
Executive Board Room, Clemson University Center & Inn
 Conference Call Information:

<https://us02web.zoom.us/j/6436419262?pwd=Vm9zNTB2ZDNYU3ZWZno1ZIM2QVBqdz09>

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

AGENDA

- | | |
|--|---------------------------------------|
| I. Call to Order/Introductions | Mike Wallace, Board Chair |
| II. Approval of Minutes (4/3/2024)* | Chair Wallace |
| III. Special Recognition | Chair Wallace |
| IV. Guest Speaker – Tri-County Technical College | Dr. Galen DeHay, President |
| V. Director’s Update | Jennifer Kelly, Executive Director |
| VI. Committee Reports | |
| A. Finance Committee | Stephanie Collins, Committee Chair |
| 1) PY2023 Budget Overview | |
| a. In-house Budget | |
| b. Incumbent Worker Training Grants | |
| c. One-Stop Operator (All Sources) | |
| d. Adult/DW Program (All Sources) | |
| e. Youth Program (All Sources) | |
| 2) PY2024 Provisional Budgets* | |
| a. In-house Budget* | |
| b. One-Stop Operator (All Sources)* | |
| c. Adult/DW Program (All Sources)* | |
| d. Youth Program (All Sources)* | |
| B. Youth Committee | Susan Gibson, Committee Chair |
| 1) PY 23 PYC- New Enrollment Report-Information | |
| 2) PY 24 New Youth Committee Member Applications (3)* | |
| 3) Revised- PY 24 Youth Supportive Service Policy/Incentive Payment Policy with Reference Sheet* | |
| 4) Next YC Meetings: August 5, 2024 & October 1, 2024 | |
| C. SC Works Operations Committee | David Bowers, Committee Chair |
| 1) Committee Update | |
| 2) PY2024 SC Works Center Closure Schedule | |
| 3) Signage Refresh Grant Update | Jennifer Campbell, Assistant Director |
| D. Priority Populations Committee | Lisa Gillespie, Committee Chair |
| V. Other Business | Chair Wallace |

NEXT MEETING – September 4, 2024 @ 1:00PM
 Location TBD
 LUNCH IMMEDIATELY PRECEDES THE MEETING AT NOON

WORKFORCE DEVELOPMENT BOARD MEETING
April 3, 2024 Minutes
Madren Center Executive Board Room/ Teleconference via Zoom

Members Present:

Mike Wallace, Chair	Jeromy Arnett	David Bowers	Danny Brothers
Stephanie Collins	Galen DeHay	Brooke Garren	Susan Gibson
Robert Halfacre	Tyler James	James Kilton	James Kilton
Kristi King-Brock	Melanie McLane	Burris Nelson	Patrick Pruitt
Shonna Williams			

Members Absent:

David Collins	Billy Gibson	Lisa Gillespie	Jennifer Meeks
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Staff Present:

Jennifer Campbell	Sharon Crite	Windy Graham	Jennifer Kelly
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Guests Present:

Renee Alexander	Anna Beth Bagwell	Caitlin Brazell	Karen Craven
Cameron Ford	Billy Hunter	Kelly Parnell	Zac Pelicano
Jeff Snider			

I. Call to Order/Introductions

The meeting was called to order at 1:00 p.m. Chair Mike Wallace announced a quorum was present to conduct the business of the Board and reminded everyone the meeting was being recorded for processing of minutes. Introductions were made around the room.

II. Approval of Minutes

The minutes from the February 7, 2024 meeting were emailed with the meeting notice and included in the meeting packet. Chair Wallace called for any corrections or amendments.

BOARD ACTION TAKEN: Gaylen DeHay made a motion to approve the minutes as presented, seconded by David Bowers. The motion carried with a unanimous voice vote.

III. Presentation- SC Works Sector Strategies Update

Zac Pelicano with the Upstate Workforce Development Board is leading the Sector Strategies initiative on behalf of the Link Upstate Region, covering WorkLink, Greenville, Upstate, and Upper Savannah. He provided a brief overview of the Sector Strategies initiative and update on progress thus far.

IV. Director's Report

1) Quarterly Performance Update

Ms. Jennifer Kelly noted that pages 8-9 of the board packet shows the PY2023 WIOA quarterly Performance for the last four quarters. The WorkLink region is currently meeting or exceeding all our performance measures. Ms. Kelly noted how appreciative we are of the Eckerd Adult and Youth staff for their continued excellent work in achieving these measures.

2) PY2023 Fund Utilization Rate Update

Ms. Kelly shared that page 10 of the board packet our current fund utilization rate through February 29 was at 45.51% for Adult, 55.7% for DW, and 56.04% Youth expenditures. The 70% goal through February is 46.67%. we are on ahead of goal for DW and Youth, Adult is slightly behind. Ms. Kelly noted that page 11 reflects the outstanding MOU partner reimbursements and anticipated June accruals and shows that Adult is at 36.59% and DW is 52.35%. We are anticipating needing to expend \$83,102.48 per month for the next four months in adult and DW funds. Our average monthly spend has been \$115,963, so there should be no issues meeting the expenditure goals by June 30, 2024.

V. Committee Reports

A. *Executive Committee*

1) Report of Actions*

Chair Wallace shared that the Executive committee met on March 8, 2024, to consider three budget modifications to move funds from operating to training line items. The committee approved the following budget modifications:

- First, the Engage Build Serve Adult grant, on pages 12-15, moved funding from IWT to Eckerd for occupational training.
- Second, the Engage Build Serve Youth grant, on page 17, moved funding into Work Experience out of staff and operating costs.
- And last, the Youth formula grant, on page 16, moved funding into Work Experience out of staff and operating costs.

BOARD ACTION TAKEN: David Bowers made a motion to ratify the Executive Committee actions as presented, seconded by Danny Brothers. The motion was carried with a unanimous voice vote.

B. *Finance Committee*

1) PY2023 Budget Overview

a. In-house Budget*

Ms. Stephanie Collins shared the in-house budget which could be found on pages 18-21 and turned the floor to Ms. Kelly.

Ms. Kelly shared that page 18 reflects the In-house budget as of Feb 29, 2024. She also noted that we have received a new grant award called the Center Signage Refresh Grant. The Award is for \$5,265 for the purpose of refreshing the signs in front of the Anderson, Easley, and Seneca SC Works Centers. Ms. Kelly noted how appreciative she was for Jennifer Campbell in leading the grant application process, and to the State Workforce Development Board for this funding. Ms. Kelly noted that the Engage, Build, Serve Grant funding for both

Adult and Youth closed on March 31, 2024, and there was a modification to both the Adult and Youth EBS grants which were noted under the Executive committee report.

Ms. Kelly also presented a new item not covered by the Finance Committee which is highlighted in yellow on page 18. This past week, Upper Savannah WDB contacted WorkLink offering to transfer \$100,000 in 2023 Youth funds to us to utilize for PY2024. This would be a welcomed transfer as it would benefit our youth program but wasn't able to go through the normal process of being presented to the committee first due to the time of constraint of the June 30 fund utilization requirement. Ms. Kelly noted that if approved, WorkLink will monitor and adjust the expenditures carefully to maximize carryover across all fund streams while meeting the Fund Utilization Requirements of 70% by June 30 in Adult, DW, and Youth. Pages 11 & 19 of the Board packet shows the difference between the fund utilization for Youth with current expenditures and where we would be if we accepted the \$100,000 in Youth funds. Currently, expenditures are slightly ahead of the goal, even if we accept the \$100,000. Monthly expenditures average \$51,248 per month across Youth formula and Engage Build Serve Youth. We do not anticipate having any trouble meeting the June 30, 2024, deadline for Youth expenditures at this time.

BOARD ACTION TAKEN: Kristi King-Brock made a motion to accept the transfer of up to \$100,000 in PY23 Youth formula funds from Upper Savannah. seconded by Gaylen DeHay. The motion was carried with a unanimous voice vote.

Ms. Kelly stated that, WorkLink staff proposes awarding PYC an additional \$15,000 to their current grant award, from the \$100,000 funds transferred from Upper Savannah, to be used for Work Experience, supportive services, and minor operational costs associated with the increase in the grant award. The resulting budget modification will be shared with the Board during the next committee/Board cycle and will be effective no earlier than the date of the transfer approval from DEW.

The in-house budget shown on page 18 notes if the transfer were to be approved, that the Eckerd award amount will increase by 15,000, and the remainder of the 100,000 in the balance line at the bottom of the spreadsheet will move to undesignated funds, but the numbers may change slightly in the undesignated fund categories to ensure that we meet expenditure levels in all three fund streams by June 30.

BOARD ACTION TAKEN: Gaylen DeHay made a motion to award PYC an additional \$15,000 in their current grant award, from the \$100,000 transferred funds from Upper Savannah, to go towards Work Experience, supportive services, and minor operational costs associated with the increase in grant funds to be effective upon the effective date of DEW approval, seconded by Kristi King-Brock. The motion was carried with a unanimous voice vote.

In closing the In-House Budget reporting, Ms. Kelly shared that page 20 shows we are currently meeting the 20% expenditure goal for Work Experience in each Youth fund stream and page 21 shows we are currently meeting the 30% participant cost rate for the Adult/Dislocated Worker fund streams.

b. Incumbent Worker Training Grants

Ms. Jennifer Campbell reviewed the Incumbent Worker Training (IWT) Grant awards shown on page 22. Ms. Campbell stated that five companies have been awarded IWT funding totaling \$55,963 to be completed by September 30, 2024. The \$9,000 contract with Reliable Sprinklers has been closed and we currently processing invoices for both Mergon and United Tool and Mold. Sulzer Processing Pumps is the only Rapid Response contract and still currently utilizing the \$73,500 awarded in PY'22 with an extended contract end date of May 30, 2024.

c. One-Stop Operator (All Sources)

Mr. Billy Hunter reviewed the financial updates listed on pages 28-30. The EBS grant has been expended at 90.3% and will be closer to 95% at the end of March. The On-The-Job training line item is showing as 7.4% expended. However, there are additional funds being processed. Also, the Business Service Representative has been on leave and will be returning at the end of this week.

d. Adult/DW Program (All Sources)

Mr. Jeff Snider shared financial updates listed on pages 23-27. Through all streams, Eckerd expended at 60.7%. For EBS Eckerd is at 96.5%. Eckerd has expended 72.9% for training through February. Dislocated Worker was at 44.6% expended in February. With the recent closure of MST. There were 4 applications submitted for training last week. Eckerd has leveraged \$6,8982 in scholarships through Tri-County Technical College for training.

e. Youth Program (All Sources)

Ms. Karen Craven reviewed the financial updates listed on pages 31-34. The formula grant was expended at 61.3% at the end of February with 64.6% expended for work experience. There have been 18 work placements in PY23. The EBS grant has been expended at 100% with 100% of the work experience stipends expended.

C. **Youth Committee**

1) PY 23 PYC- New Enrollment Report-Information

Ms. Susan Gibson provided an update for the youth committee stating that Page 32 of the packet shows there are currently 112 participants enrolled with 8 remaining slots to reach the goal of 120 participants.

2) Extension of Eckerd-PYC Grant- 3rd Year (PY24)*

Chair Wallace gave the option for the Board to enter into Executive Secession to discuss

extension of Eckerd-PYC Grant for the 3rd year. There was no request, so the meeting continued. Ms. Gibson stated that the Youth Committee recommends the extension of the Eckerd-PYC Grant for the 3rd Year for PY2024.

ACTION TAKEN: A motion from the Youth Committee to approve the extension of the Eckerd-PYC Grant for the 3rd Year for PY2024. as presented, seconded by Robert Halfacre. The motion carried unanimously.

3) PYC Youth Success Story

Ms. Craven shared an inspiring story of Daxx, a Pickens County Youth participant, who has completed his GED and participated in Work Experience with the Easley Recreation Center. Drex has been offered a part-time job with the Easley Recreation Center. He is enrolled in the I-BEST Manufacturing program at TCTC and plans to pursue a degree in Mechatronics. The full story can be found on pages 33-34 of the board packet.

D. **SC Works Operations Committee**

1) Committee Update

Mr. David Bowers stated that the One Stop Operations Committee met on March 20, 2024, and the standard committee report can be found on pages 35-37. The PY2023 usage report is listed on pages 38-41 which reflects data current through February.

Mr. Bowers highlighted the following information that can be found on the PY2023 usage report listed on pages 38-41 which reflects data current through February.

- 7,675 individuals were served in-person through the SC Works Centers
- 6 Rapid Response events served 95 individuals. These were for Fraenkische and Medline (There were 2 more Rapid Response events last week for the 60 employees affected by the unexpected closure of MST. However, only 10 have responded so far.)
- 35 hiring events were hosted with 1,438 attendees.
- 77 individuals were enrolled in the Adult/Dislocated Worker program out of 66 planned, which equates to 117% achieved of planned enrollments.
- 104 individuals received training, of which 53 received a credential.
- \$68,982 was leveraged in scholarships in partnership with Tri-County Technical College.
- There are currently 1 open OJT contracts and two successfully closed.

The next One Stop Committee meeting will be held on May 15, 2024, at 3 pm.

2) PY2024 SC Works MOU Update

Ms. Kelly shared that page 42 reviews the budgets for the four SC Works Centers for the last several years. The graph shows calendar year expenditures and how they align with the SC Works Center budgets, and then at the bottom how those expenditures are broken down by agency, by quarter, and by location. Page 43 shows PY2023's SC Works Center cost budget compared against the PY2024 proposed cost budget. There is a total increase of

\$11,297 in the difference column. This includes slight adjusts in rates for services, but the majority are for anticipated rate hikes for utilities, a slight increase in rent for Anderson to accommodate additional DEW staff, as well as replacing old resource room computers with new. The remaining graphs show projected expenditures based on FTEs. The costs by agency, by partner program, by Center, and by location as well as the FTE count for each center location is shown. All of our partners have been more than willing to share in the facility costs. Ms. Kelly thanked all of the partners for contributing to the success of the Centers.

Ms. Kelly thanked Anderson County and Tri-County Technical College for their contributions to the SC Work Center costs, both have given generous rent reductions for the Anderson, Easley, and Seneca SC Works Centers, and the scholarship funding that TCTC has awarded to our participants has added additional funding to our budgets to allow us to serve more participants through our Programs. Ms. Kelly also thanked the Adult Education Centers for the same rent reduction for the PYC program staff! Although their costs are not included in the SC Works Center facilities agreement, their contributions allow us to serve additional PYC participants.

E. Priority Populations Committee

Mr. Pat Pruitt shared that the Priority Populations Committee did not meet due to a scheduling conflict. There were no actionable items on the agenda, so the meeting was cancelled. The next meeting will be held May 14 and the January minutes will be voted on at that time.

VI. Other Business

Chair Wallace noted that a copy of upcoming SC Works events are listed on page 44 and encouraged board members to reach out to Billy Hunter or to Jennifer Campbell if they have any questions or would like to be involved in any of these events.

Chair Wallace also noted the annual Survey for demographics for the WorkLink area, which includes Board members, service providers, and WorkLink staff are available next to the sign-in sheet and asked everyone to fill one out before leaving. They are to remain anonymous, so no names are needed. Electronic copies can be sent upon request to the WorkLink Staff.

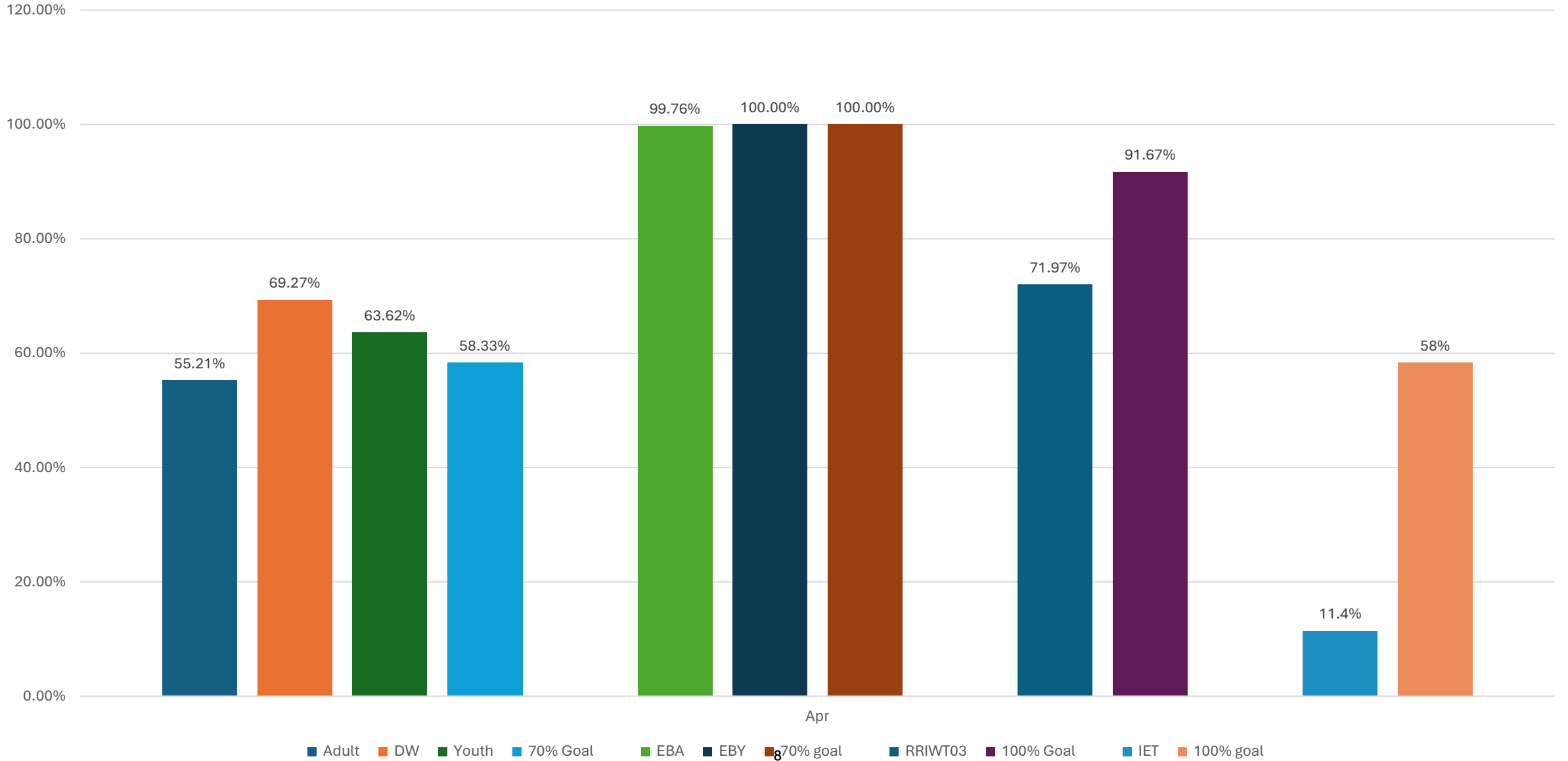
Reminder, the next Board meeting will be held on May 29, 2024 at 1:00 pm.

Mr. Pruitt thanked Mr. Tyler James with the Oconee Economic Alliance for his assistance in securing the Shaver Recreation Complex for the Job & Resource Fair being held on April 22.

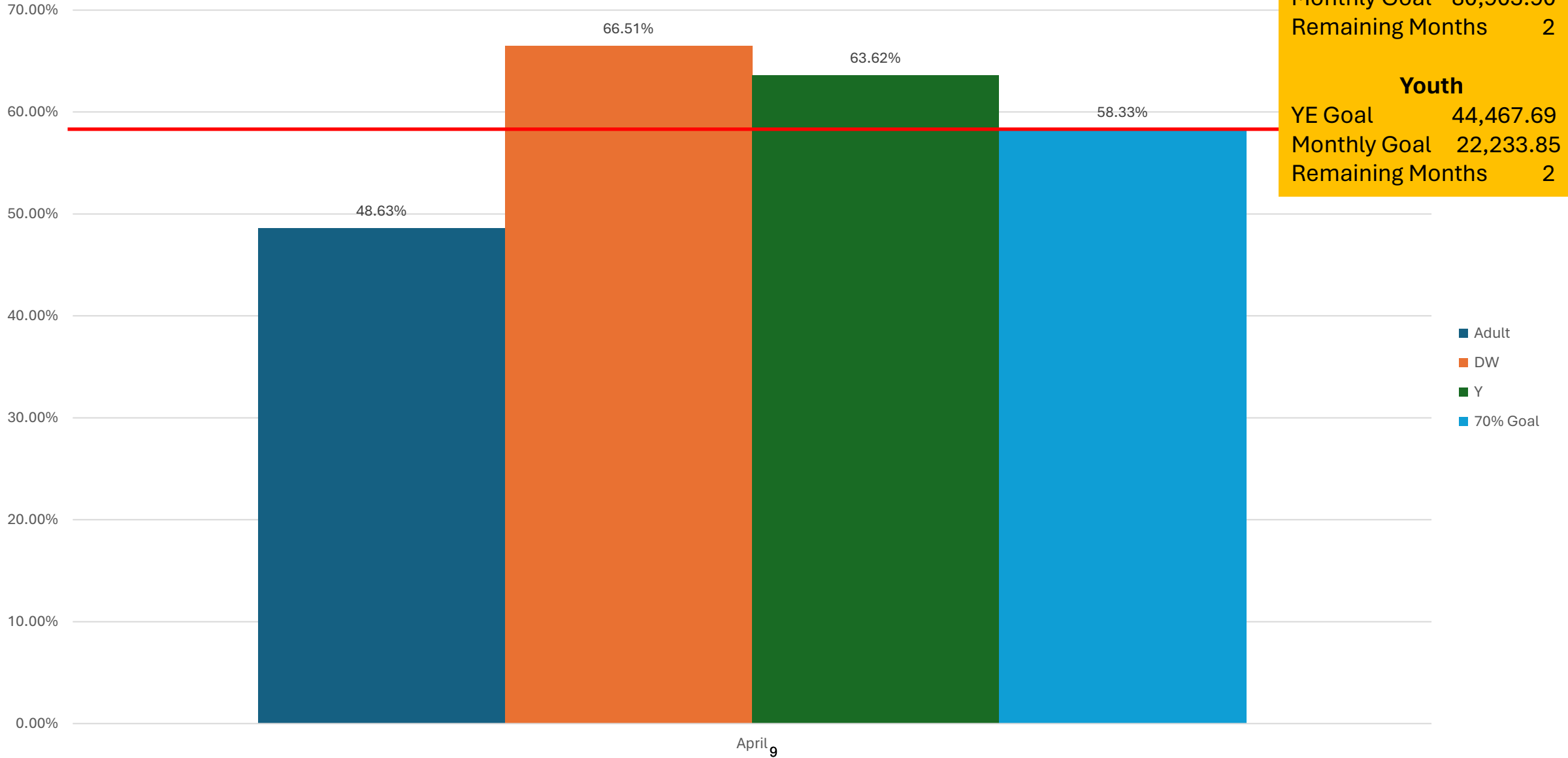
Chair Wallace adjourned the meeting at 1:56 p.m.

Respectfully submitted by Jennifer Campbell.

PY2023 FUR Goal - April 2024
Actual Expenditures



PY2023 Fund Utilization Rate - April 2024
Projections w/MOU Reimbursements



Adult/DW
YE Goal 161,811.80
Monthly Goal 80,905.90
Remaining Months 2

Youth
YE Goal 44,467.69
Monthly Goal 22,233.85
Remaining Months 2

- Adult
- DW
- Y
- 70% Goal

PY2023 WorkLink Budget & Expenditures as of 4.30.2024*														
Revenue	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	23CSR01 ends 6/30/2024	TOTAL BUDGET	YTD EXPENDED	% Expended
PY'23 Allocation + US Transfer (Youth Only)	396,625	44,069	376,788	41,865	489,559	54,395	-	-	-	176,863	5,265	1,585,429		
PY'23 Transfer of funds	200,000		(200,000)									-		
PY'23 Upper Savannah Transfer (Youth)					90,000	10,000						100,000		
PY'22 Carryover (22A, 22D, 22Y)	290,818	3,751	148,963	-	59,533	-	297,500	62,346	77,175	-	-	940,086		
	887,443	47,820	325,751	41,865	639,092	64,395	297,500	62,346	77,175	176,863	5,265	2,625,515	1,636,903	62.3%
Service Providers	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	22EBA01 ends 3/31/24	22EBY01 ends 3/31/2024	22RRIWT03	23IET01	23CSR01	TOTAL BUDGET	Thru Apr	
Eckerd - Adult/DW Services Program	481,220		86,083									567,303	409,827	72.2%
Eckerd - Adult/DW Operator/OJT	148,333		30,384									178,717	79,628	44.6%
Eckerd - Youth					435,077							435,077	336,342	77.3%
23EBA995E2 - Eckerd Operator/Bus. Svc.							79,519					79,519	79,519	100.0%
23EBA295E2 - Eckerd Prog							148,877					148,877	148,023	99.4%
23EBY295E2 - Eckerd PYC								59,915				59,915	59,914	100.0%
IWT - EBA							41,445					41,445	41,445	100.0%
22RIWT03									73,500			73,500	37,195	50.6%
IWT - IET										58,212		58,212	17,800	30.6%
23IETA295E1 - Eckerd Program										25,000		25,000	2,314	9.3%
Undesignated Funds	81,313	110	78,095	6,101	142,992	16,435	-	(0)	-	93,651		418,698	-	0.0%
Total Pass-Through Contracts	710,866	110	194,562	6,101	578,069	16,435	269,841	59,915	73,500	176,863	-	2,086,263	1,212,007	58.1%
Total Revenue after Obligations	176,576	47,710	131,188	35,765	61,023	47,960	27,659	2,431	3,675	-	5,265	539,252	424,896	
	Program Adult	Admin Adult	Program DW	Admin DW	Program Youth	Admin Youth	22EBA01	22EBY01	22RRIWT03	23IET01	23CSR01 ends 6/30/2024	TOTAL BUDGET	Thru Apr	
Salaries, Fringe, Indirect	139,960	28,666	111,936	24,571	54,888	41,470	17,504		3,675			422,670	328,566	77.7%
Travel	182	182	147	147	104	104	711	35				1,611	969	60.2%
SCW Centers Facility Costs	29,743	12,747	13,451	5,765	3,532	3,532						68,770	61,430	89.3%
Accounting Services		4,200		3,800		2,000						10,000	10,000	100.0%
Supplies	804	195	842	156	353	148	2,626					5,126	2,672	52.1%
Insurance	4,796		3,670		1,666							10,133	8,620	85.1%
Postage	167	41	175	32	74	31						520	231	44.4%
Printing	608	148	637	118	267	112						1,890	1,144	60.5%
Website Hosting & FB, CC & Adobe							4,674	1,202				5,876	5,770	98.2%
Memberships, Dues, & Prof Fees	315	76	330	61	138	58	528	471				1,978	1,336	67.5%
Training	-	-	-	-	-	-	1,555	683				2,238	2,253	100.7%
Outreach	-	-	-	-	-	-	60	40			5,265	5,365	-	0.0%
Meeting Expense		1,456		1,114		506						3,075	1,906	62.0%
	176,576	47,710	131,188	35,765	61,023	47,960	27,659	2,431	3,675	-	5,265	539,252	424,896	78.8%
Balance	-	-	-	-	0	-	(0)	0	-	-	-	0	-	83.3%

22RRIWT03

Grant #	Company	Originally Awarded	Modifications	Current Award	Expended	Balance	Start Date	End Date	Status	Notes
22RRIWT03	Sulzer Processing Pumps	73,500.00		\$73,500.00	\$ 52,293.00	\$21,207.00	6/1/2023	5/31/2024	Ongoing	

23IWT01 IET

Grant #	Company	Originally Awarded	Modifications	Current Award	Expended	Balance	Start Date	End Date	Status	Status
23IWT01-01	Mergon	\$23,179.95	-\$1,179.95	\$22,000.00	\$12,100.00	\$9,900.00	12/13/2023	6/30/2024	Executed	Actively Training
23IWT01-03	Tetramer Technologies	\$2,475.00	-\$2,475.00	\$0.00	\$0.00	\$0.00	12/13/2023	6/30/2024	Deobligated	Cancelled
23IWT01-04	United Tool and Mold	\$6,487.50		\$6,487.50	\$4,994.00	\$1,493.50	12/13/2023	6/30/2024	Final	Training Completed; final invoice being processed
23IWT01-05	Reliable Automatic Sprinkler	\$9,000.00		\$9,000.00	\$9,000.00	\$0.00	12/13/2023	3/15/2024	Final	Training Completed
23IWT01-06	RBC Aerostructures	\$14,000.00		\$14,000.00	\$0.00	\$14,000.00	1/19/2024	6/30/2024	Executed	Training Completed; awaiting reimbursement request
Total:		\$55,142.45	-\$3,654.95	\$51,487.50	\$26,094.00	\$25,393.50				

Total Grant Award \$58,212.00
Undesignated \$6,724.50

Contract Status

Executed
Pending from Employer

Payment

Yellow= final
Green=pending documentation

SC Work WorkLink: PY2023 Eckerd Grant Award Financial Status

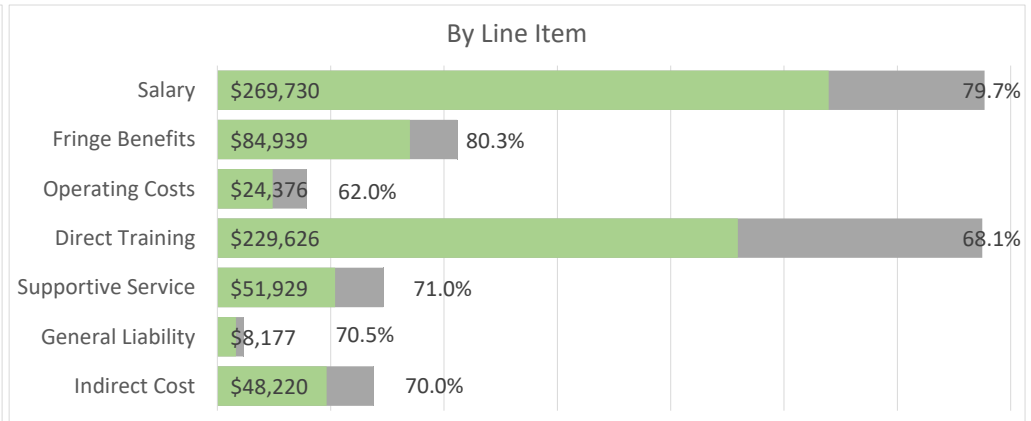
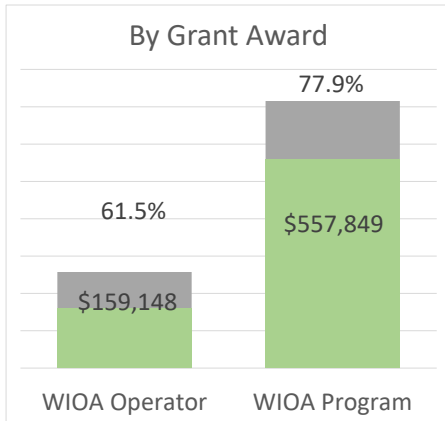
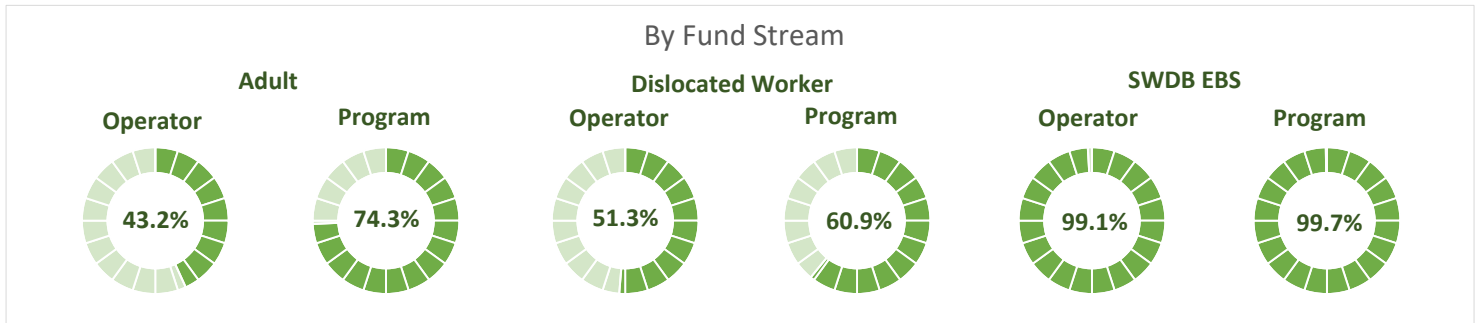
PY2023 One Stop Operator & Adult/Dislocated Worker WIOA Program Services

Reporting Period: **2023 April**


Program Year	2023	% Expended	95% Goal	100% Goal
Type	(All)	73.6%	82.9%	87.2%
Fund Stream	(All)			


Category	Grant Amount	Expenditure	% Expended
Salary	338,475	269,729.75	79.7%
Fringe Benefits	105,779	84,938.95	80.3%
Operating Costs	39,342	24,375.77	62.0%
Direct Training	337,411	229,626.07	68.1%
Supportive Service	73,180	51,929.16	71.0%
General Liability	11,597	8,177.05	70.5%
Indirect Cost	68,879	48,219.91	70.0%

	Grant Amount	Expenditures	Remaining
\$	974,665	\$ 716,997	\$ 257,668



Fund Stream	Award Amount	Grant Period
Adult - Program	481,220	July 1, 2023 to June 30, 2024
Dislocated Worker - Program	86,083	July 1, 2023 to June 30, 2024
Adult - Operator	148,333	July 1, 2023 to June 30, 2024
Dislocated Worker - Operator	30,384	July 1, 2023 to June 30, 2024
Engage, Build, Serve Adult - Operator	80,248	July 1, 2023 to March 31, 2024
Engage, Build, Serve Adult - Program	148,397	July 1, 2023 to March 31, 2024
Total	974,665	

	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:	1092-09				
Clemson, SC 29631	Invoice Month:	April 2024				
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30, 2024				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 9,633				
Eckerd Goal:			APRIL			
			83.3%			100.0%
Line Item		Budget MOD 2	1092-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		\$ 62,481.26	\$ 6,110.96	36,338.81	\$ 26,142.45	58.2%
Fringe Benefit Total	51xx	\$ 18,209.59	\$ 2,130.93	11,832.46	\$ 6,377.13	65.0%
TOTAL STAFF COSTS		\$ 80,690.85	\$ 8,241.89	48,171.27	\$ 32,519.58	59.7%
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	\$ 106.43	283.97	\$ 1,399.03	16.9%
1.6 Staff Travel	6105, 6120, 6125	\$ 655.01	-	501.85	\$ 153.16	76.6%
1.7 Staff Training/Technical Services Costs	5110	\$ -	\$ -	-	\$ -	0.0%
1.8 Non-Expendable Equipment Purchases	6095	\$ 1,215.50	\$ -	998.00	\$ 217.50	82.1%
1.9 Postage (Stamps, FedEx, etc)	6005	\$ 212.50	\$ -	190.79	\$ 21.71	89.8%
1.10 Staff Background Checks	5100	\$ 243.10	\$ -	9.00	\$ 234.10	3.7%
TOTAL OPERATING COSTS		\$ 4,009.11	\$ 106.43	1,983.61	\$ 2,025.50	49.5%
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	\$ -	5,567.67	\$ 38,527.33	12.6%
TOTAL TRAINING COSTS		\$ 44,095.00	\$ -	\$ 5,567.67	\$ 38,527.33	\$ 0.13
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	\$ 1,780.00	\$ 131.08	652.92	\$ 1,127.08	36.7%
TOTAL FEES / PROFIT COSTS		\$ 1,780.00	\$ 131.08	652.92	\$ 1,127.08	36.7%
4.1 INDIRECT COST:	13.60%	\$ 17,758.19	\$ 1,153.20	7,667.06	\$ 10,091.13	43.2%
Contract Total		\$ 148,333.15	\$ 9,632.60	64,042.53	\$ 84,290.62	43.2%

	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:	1223-10				
Clemson, SC 29631	Invoice Month:	April 2024				
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30,2024				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 1,981				
Eckerd Goal:			APRIL			100.0%
			83.3%			
Line Item		Budget MOD 2	1223-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total		11,394.25	1,271.68	6,817.44	4,576.80	59.8%
Fringe Benefit Total	51xx	3,269.39	433.60	2,096.96	1,172.44	64.1%
TOTAL STAFF COSTS		14,663.64	1,705.28	8,914.40	5,749.24	60.8%
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, e	6270	297.00	18.78	50.11	246.89	16.9%
1.6 Staff Travel	6105, 6120, 6125	660.63	-	89.81	570.82	13.6%
1.7 Staff Training/Technical Services Costs	5110	-	-	-	-	0.0%
1.8 Non-Expendable Equipment Purchases	6095	214.50	-	157.00	57.50	73.2%
1.9 Postage (Stamps, FedEx, etc)	6005	37.50	-	22.07	15.43	58.8%
1.10 Staff Background Checks	5100	42.90	-	-	42.90	0.0%
TOTAL OPERATING COSTS		1,560.03	18.78	318.99	1,241.04	20.4%
Training Costs:						
Client On the Job Training	6515	10,000.00	-	4,323.04	5,676.96	43.2%
2.3 WI Customer Credential Exam Fees (CAI	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	-	4,323.04	5,781.96	0.43
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	364.61	19.78	163.26	201.35	44.8%
TOTAL FEES / PROFIT COSTS		364.61	19.78	163.26	201.35	44.8%
4.1 INDIRECT COST:	13.60%	3,616.01	237.16	1,865.88	1,750.13	51.6%
CONTRACT TOTAL:		30,384.29	1,981.00	15,585.57	14,798.72	51.3%



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: 1055-10
 Invoice Month: April 2024
 Period Covered: July 1, 2022 - June 30, 2023
 Total Amount Due: **\$ 37,135**

Eckerd Goal:

**APRIL
83.3%**

100.0%

Line Item	Budget MOD 2	1055-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD
Staff Salary Total	\$ 130,462	\$ 15,161	96,335.03	\$ 34,126.74	73.8%
Fringe Benefit Total 51xx	\$ 43,257	\$ 4,968	31,372.42	\$ 11,884.34	72.5%
TOTAL STAFF COSTS	\$ 173,719	20,128.06	127,707.45	\$ 46,011.08	73.5%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc.	6185	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials	6000	\$ 2,125	\$ 289	1,048.61	\$ 1,076.39 49.3%
Software Licenses	6095	\$ 3,982	\$ -	3,706.16	\$ 276.09 93.1%
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	\$ 3,749	\$ 163	653.46	\$ 3,095.05 17.4%
Staff Travel					
Local Mileage cost	6105	\$ 1,700	\$ -	88.65	\$ 1,611.34 5.2%
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	\$ 312	\$ -	154.43	\$ 157.52 49.5%
Postage (Stamps, FedEx, etc.)	6005	\$ 638	\$ 46	640.52	\$ (3.02) 100.5%
TOTAL OPERATING COSTS	\$ 15,730	498.51	6,478.38	\$ 9,251.81	41.2%
Training Costs:					
WI Customer Credential Exam Fees (C.N.A., GED, TABE)	6525	\$ 9,050	\$ 1,102	5,170.22	\$ 3,879.78 57.1%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost	6530	\$ 187,696	\$ 9,937	148,260.19	\$ 39,436.06 79.0%
Client Testing Fees	6535	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 196,746	\$ 11,039	\$ 153,430	\$ 43,316	78.0%
Supportive Services Costs :					
WI Customer Transportation Costs	6485	\$ 20,400	\$ 795	18,065.00	\$ 2,335.00 88.6%
WI Customer Childcare Costs	6660	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg)	6590	\$ 40,600	\$ 1,465	28,557.16	\$ 12,042.84 70.3%
WI Customer Emergency Assistance (Rent, Car Repair, e	6596	\$ 1,700	\$ -	\$ -	\$ 1,700.00 0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 62,700	2,260.38	46,622.16	\$ 16,077.84	74.4%
Training/Professional Fees/Profit:					
General Liability Insurance	6305	\$ 5,775	\$ 356	4,334.13	\$ 1,440.51 75.1%
TOTAL FEES / PROFIT COSTS	\$ 5,775	355.84	4,334.13	\$ 1,440.51	75.1%
INDIRECT COST:	13.60%	\$ 26,550	\$ 2,854	18,838.71	\$ 7,711.66 71.0%
Contract Total	\$ 481,220	37,135.31	357,411.25	\$ 123,808.74	74.3%



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: 1056-10
 Invoice Month: April 2024
 Period Covered: July 1, 2023 - June 30, 2024
 Total Amount Due: \$ **9,992**

Eckerd Goal:

APRIL

83%

100.0%

Line Item	Budget MOD 2	1056-10	Cumulative	Remaining	Percent Spent
Staff Salary Total	\$ 23,524.54	\$ 2,586.42	\$ 19,625.41	\$ 3,899.13	83.4%
Fringe Benefit Total 51xx	\$ 7,730.99	\$ 847.75	\$ 6,324.71	\$ 1,406.28	81.8%
TOTAL STAFF COSTS	\$ 31,255.53	\$ 3,434.17	\$ 25,950.12	\$ 5,305.41	83.0%
Operating Costs:					
Facility Rent, Utilities, Maintenance, etc. 6185	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Expendable Supplies & Materials 6000	\$ 375.00	\$ 51.02	\$ 198.01	\$ 176.99	52.8%
Software Licenses 6095	\$ 702.75	\$ -	\$ 609.17	\$ 93.58	86.7%
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	\$ 661.50	\$ 31.87	\$ 136.13	\$ 525.38	20.6%
Staff Travel					
Local Mileage Cost 6105	\$ 333.30	\$ -	\$ 19.58	\$ 313.72	5.9%
Non-Local Per Diem/Lodging Cost 6110/6115/6120/6125/6130	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Training 5110	\$ -	\$ -	\$ -	\$ -	0.0%
Staff Background Checks 5100	\$ 22.05	\$ -	\$ -	\$ 22.05	0.0%
Postage (Stamps, FedEx, etc.) 6005	\$ 112.50	\$ -	\$ 56.25	\$ 56.25	50.0%
TOTAL OPERATING COSTS	\$ 2,852.10	\$ 82.89	\$ 1,065.78	\$ 1,786.32	37.4%
Training Costs:					
WorkKeys, etc.) 6525	\$ 1,500.00	\$ -	\$ 645.95	\$ 854.05	43.1%
WI Customer Individualized Training Costs					
Individual Training Account/Voucher Cost 6530	\$ 34,363.16	\$ 5,000.00	\$ 14,952.83	\$ 19,410.33	43.5%
Client Testing Fees 6535	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL TRAINING COSTS	\$ 35,863.16	\$ 5,000.00	\$ 15,598.78	\$ 20,264.38	43.5%
Supportive Services Costs :					
WI Customer Transportation Costs 6485	\$ 3,600.00	\$ -	\$ 1,955.00	\$ 1,645.00	54.3%
WI Customer Childcare Costs 6660	\$ -	\$ -	\$ -	\$ -	0.0%
Training Support Materials (Uniforms, Drug Screens, Backg 6590	\$ 6,400.00	\$ 941.00	\$ 3,352.00	\$ 3,048.00	52.4%
WI Customer Emergency Assistance (Rent, Car Repair, etc 6596	\$ 300.00	\$ -	\$ -	\$ 300.00	0.0%
TOTAL SUPPORTIVE SERVICES COSTS	\$ 10,300.00	\$ 941.00	\$ 5,307.00	\$ 4,993.00	51.5%
Training/Professional Fees/Profit:					
General Liability Insurance 6305	\$ 1,032.99	\$ 48.71	\$ 721.33	\$ 311.66	69.8%
TOTAL FEES / PROFIT COSTS	\$ 1,032.99	\$ 48.71	\$ 721.33	\$ 311.66	69.8%
INDIRECT COST: 13.60%	\$ 4,779.12	\$ 484.94	\$ 3,772.26	\$ 1,006.86	78.9%
Contract Total	\$ 86,082.91	\$ 9,991.71	\$ 52,415.27	\$ 33,667.64	60.9%



ECKERD YOUTH ALTERNATIVES, INC.

100 N. Starcrest Drive, Clearwater, FL 33765

INVOICE

Adult Program IET

Worklink Development Board	Contract Number:					
1376 Tiger Blvd.	Invoice Number:	1468-01				
Clemson, SC 29631	Invoice Month:	April 2024				
Attn: Jennifer Kelly	Period Covered:	October 1, 2023 - September 30,2024				
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 2,314				
Eckerd Goal:			APRIL			100.0%
			16.7%			
Line Item	Budget	1468-01	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total	-	-	-	-	#DIV/0!	
Fringe Benefit Total	51xx				#DIV/0!	
TOTAL STAFF COSTS	-	-	-	-	#DIV/0!	
Operating Costs:						
1.1 Facility, Utilities	6185		-	-	0.0%	
1.2 Staff Expendable Supplies & Materials	6000		-	-	0.0%	
1.3 Program Outreach Expenses (Brochures,	6735		-	-	0.0%	
1.4 Copy & Print Expenses	6730		-	-	0.0%	
1.5 Communications (Phone, Fax, Internet, e	6270		-	-	0.0%	
1.6 Staff Travel	6105, 6120, 6125		-	-	0.0%	
1.7 Staff Training/Technical Services Costs	5110		-	-	0.0%	
1.8 Non-Expendable Equipment Purchases	6095		-	-	0.0%	
1.9 Postage (Stamps, FedEx, etc)	6005		-	-	0.0%	
1.10 Staff Background Checks	5100		-	-	0.0%	
TOTAL OPERATING COSTS	-	-	-	-	#DIV/0!	
Training Costs:						
Client On the Job Training	6515		-	-	0.0%	
2.3 WI Customer Credential Exam Fees (CAI	6525		-	-	0.0%	
2.6 Individual Training Account/Voucher Cost	6530	101,213.00	2,314.00	2,314.00	98,899.00	2.3%
Client Allowances	6590		-	-	0.0%	
TOTAL TRAINING COSTS	101,213.00	2,314.00	2,314.00	98,899.00	0.02	
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		-	-	#DIV/0!	
TOTAL FEES / PROFIT COSTS	-	-	-	-	#DIV/0!	
4.1 INDIRECT COST:	13.60%	178.58	-	178.58	0.0%	
CONTRACT TOTAL:	101,391.58	2,314.00	2,314.00	99,077.58	2.3%	

ITA Obligations and Participant Cost Report

Service Provider: Eckerd Workforce Development Ser
Period Covered: PY2023 (July 1, 2023 to June 30, 2023)
Report Date: 5/13/2024

ITA Report	Open Adult	%	Open DW	%	Open Adult EBS Program	%	Open Adult IET Program	%	PY2023 Total All Funding	%
Scholarship Budget	\$ 196,746		\$ 35,863		\$ 50,707		\$ 25,000		\$ 308,316	
Scholarship Awards	\$ 183,403	93%	\$ 21,732	61%	\$ 50,707	100%	\$ 2,314.00	9%	\$ 258,156	84%
Scholarships Available	\$ 25,649	13%	\$ 19,698	55%	\$ -	0%	\$ 22,686.00	91%	\$ 68,033	22%


Participant Cost Budget*	\$ 259,446		\$ 46,163		\$ 50,707		\$ 25,000		\$ 381,316	
Pending Transactions	\$ 731	0%	\$ 150	0%	\$ -	0%	\$ 2,314.00	9%	\$ 3,195	1%
Cleared Transactions	\$ 200,052	77%	\$ 20,906	45%	\$ 50,707	100%	\$ -	0%	\$ 271,665	71%
Total Authorized Transactions	\$ 200,783	77%	\$ 21,056	46%	\$ 50,707	100%	\$ 2,314.00	9%	\$ 274,860	72%
Remaining Available Balance	\$ 58,663	23%	\$ 25,107	54%	\$ -	0%	\$ 22,686	91%	\$ 106,456	28%

*Participant Cost Budget totals include scholarships and supportive services

Acronyms

ITA	Individual Training Accounts are also known as scholarships or tuition costs.
DW	Dislocated Worker
EBA	Engage Build Serve Adult Program Grant (State WDB speciality grant to support WIOA Adult/DW program)

Leveraged Scholarships YTD	\$ 79,053.00
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		ECKERD YOUTH ALTERNATIVES, INC.					
		100 N. Starcrest Drive, Clearwater, FL 33765					
		YOUTH INVOICE					
Worklink Development Board	Contract Number:	23Y495E2					
1376 Tiger Blvd.	Invoice Number:	1058-10					
Clemson, SC 29631	Invoice Month:	April 2024					
Attn: Jennifer Kelly	Period Covered:	July 1, 2023 - June 30, 2024					
email: jkelly@worklinkweb.com	Total Amount Due:	\$ 41,907					
Eckerd Goal:			APRIL				
			83.3%			100.0%	
Line Item		Budget MOD 2	1058-10	Cumulative Cost YTD	Remaining Balance	Percent Spent YTD	
Staff Salary Total		\$ 213,445	\$ 20,579	\$ 171,952.31	\$ 41,493.14	80.6%	
Fringe Benefit Total	51xx	\$ 55,848	\$ 4,868	\$ 45,345.20	\$ 10,502.75	81.2%	
TOTAL STAFF COSTS		\$ 269,293	\$ 25,447.05	\$ 217,297.51	\$ 51,995.89	80.7%	
Operating Costs:							
Other Rental Fees	6195	\$ 7,200	\$ 1,200	\$ 5,400.00	\$ 1,800.00	75.0%	
Communications (Phone, Fax, Internet, et	6270	\$ 4,013	\$ 202	\$ 2,194.74	\$ 1,818.45	54.7%	
Network (internet)	6265	\$ 1,200	\$ 95	\$ 954.90	\$ 245.10	79.6%	
Postage	6005	\$ 1,027	\$ 74	\$ 742.65	\$ 283.85	72.3%	
Staff Travel	6105	\$ 3,000	\$ 255	\$ 2,614.50	\$ 385.50	87.2%	
Other Travel	6115/6120	\$ -	\$ -	\$ -	\$ -	0.0%	
Staff Background Checks	5100	\$ 285	\$ -	\$ 45.00	\$ 240.49	15.8%	
Staff Training	5110	\$ -	\$ -	\$ -	\$ -	0.0%	
Office/Desktop Supplies and Materials	6000	\$ -	\$ -	\$ -	\$ -	0.0%	
Copying	6730	\$ 1,000	\$ -	\$ 624.67	\$ 375.33	62.5%	
Software Licenses	6095	\$ 4,295	\$ -	\$ 3,882.79	\$ 412.40	90.4%	
Participant Verifications	6516	\$ 2,250	\$ 235	\$ 1,618.65	\$ 631.35	71.9%	
Participant Outreach	6735	\$ -	\$ -	\$ -	\$ -	0.0%	
TOTAL OPERATING COSTS		\$ 24,270	\$ 2,060.66	\$ 18,077.90	\$ 6,192.47	74.5%	
Training Costs:							
Work Experience Stipends	6507	\$ 31,954	\$ 2,464	\$ 22,960.92	\$ 8,993.47	71.9%	
Tuition Cost (Adult Education)	6520	\$ 11,200	\$ 2,128	\$ 9,296.00	\$ 1,904.00	83.0%	
Participant Graduation Fees	6595	\$ 1,045	\$ 435	\$ 435.00	\$ 610.00	41.6%	
Credential Exam Fees	6525	\$ 12,500	\$ 3,232	\$ 7,648.00	\$ 4,852.00	61.2%	
Individual Training Accounts	6530	\$ -	\$ -	\$ -	\$ -	0.0%	
Instructional Supplies (Books)	6590	\$ -	\$ -	\$ -	\$ -	0.0%	
TOTAL TRAINING COSTS		\$ 56,699	\$ 8,258.96	\$ 40,339.92	\$ 16,359.47	71.1%	
Supportive Services Costs :							
Child Care	6660	\$ -		\$ -	\$ -	0.0%	
Transportation	6485	\$ 25,000	\$ 2,000	\$ 24,940.00	\$ 60.00	99.8%	
Client Incentives	6585	\$ -	\$ -	\$ -	\$ -	0.0%	
Client Training Support Materials	6545	\$ -	\$ -	\$ -	\$ -	0.0%	
Client Supplies	6546	\$ -	\$ -	\$ -	\$ -	0.0%	
Client Emergency Assistance & Expunger	6596	\$ -	\$ -	\$ -	\$ -	0.0%	
TOTAL SUPPORTIVE SERVICES COSTS		\$ 25,000	\$ 2,000.00	\$ 24,940.00	\$ 60.00	99.8%	
Training/Professional Fees/Profit:							
General Liability Insurance	6305	\$ 5,041	\$ 443	\$ 3,830.39	\$ 1,210.54	76.0%	
TOTAL FEES / PROFIT COSTS		\$ 5,041	\$ 443.42	\$ 3,830.39	\$ 1,210.54	76.0%	
4.1 INDIRECT COST:		13.60%	\$ 39,773	\$ 3,697	\$ 31,856.75	\$ 7,916.41	80.1%
Contract Total		\$ 420,077	\$ 41,907.40	\$ 336,342.47	\$ 83,734.77	80.1%	

PROVISIONAL WorkLink Board Budget 5.20.2024*

Revenue	Admin		Program					TOTAL BUDGET	YTD EXPENDED	% Expended		
	Program Adult	Adult	Program DW	Admin DW	Youth	Admin Youth	IET				INN-A	INN-Y
PY'24 Allocation (90% Floor Hold Harmless)	353,612	39,290	342,884	38,098	414,490	46,054				1,234,429	-	0.0%
PY'23 Transfer of funds	100,000		(100,000)							-	-	0.0%
PY'23 Carryover (23A, 23D, 23Y)	81,313	110	78,095	6,101	142,992	16,435	93,651			418,698	-	0.0%
	534,925	39,401	320,979	44,199	557,482	62,490	93,651			1,653,127	-	0.0%

Service Providers	Admin		Program					TOTAL BUDGET	YTD EXPENDED	% Expended		
	Program Adult	Adult	Program DW	Admin DW	Youth	Admin Youth	IET				INN-A	INN-Y
Eckerd - Adult/DW Services Program	225,000		75,000							300,000	-	0.0%
Eckerd - Adult/DW Operator/OJT	75,000		75,000							150,000	-	0.0%
Eckerd - Youth					370,000					370,000	-	0.0%
23IET295E2 - Eckerd Prog							76,213			76,213	-	0.0%
IWT - IET										-	-	0.0%
Undesignated Funds										-	-	0.0%
Total Pass-Through Contracts	300,000	-	150,000	-	370,000	-	76,213	-	-	896,213	-	0.0%
Total Revenue after Obligations	234,925	39,401	170,979	44,199	187,482	62,490	17,438			756,914		

In-House Expenses	Admin		Program					TOTAL BUDGET	YTD EXPENDED	% Expended		
	Program Adult	Adult	Program DW	Admin DW	Youth	Admin Youth	IET				INN-A	INN-Y
Salaries, Fringe, Indirect	102,087	31,728	101,476	31,728	140,849	31,375	17,438			456,681	-	0.0%
Travel	-	-	-	-	-	-	-			-	-	0.0%
SCW Centers Facility Costs	35,423	2,370	12,729	3,109	9,343	4,632				67,607	-	0.0%
Accounting Services		3,334		3,333		3,333				10,000	-	0.0%
Supplies	700	-	700	-	500	-				1,900	-	0.0%
Insurance	3,282		4,964		2,421					10,667	-	0.0%
Postage										-	-	0.0%
Printing	500	-	500	-	500	-				1,500	-	0.0%
Website Hosting & FB, CC & Adobe	803	463	1,005	403	1,349	516				4,539	-	0.0%
Memberships, Dues, & Prof Fees	-	-	-	-	-	-				-	-	0.0%
Training	-	-	-	-	-	-				-	-	0.0%
Outreach	-	-	-	-	-	-				-	-	0.0%
Meeting Expense	277	118	323	101	323	118				1,260	-	0.0%
	143,072	38,014	121,696	38,675	155,284	39,975	17,438			554,154	-	0.0%

PY2024 WorkLink Board Budget Provisional

Balance	91,854	1,386	49,283	5,524	32,198	22,515	(0)			202,760		
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Unknowns

Final Allocation for WorkLink
 Final carryover from PY2023 Board Budget that was unexpended

**Worklink Workforce Development Board Grant
Budget vs. Actual Expenditures YTD
PY2024 Eckerd Adult/DW Grant Awards**

*Provisional Budget

PY2023 Mod 2	
Original	Current All Funding
Salary Total	338,475
Fringe Benefit Total	105,779
TOTAL STAFF COSTS	444,254
Operating Costs	
Staff Consumable Supplies	5,562
Software licenses	7,740
Staff computers	1,400
Program Outreach Expenses	3,206
Copy & Print	3,300
Communications	8,648
Staff Travel Local	4,907
Client Verifications	2,500
Staff Background Checks	1,060
Postage	1,020
TOTAL OPERATING COSTS	39,342
Training cost	
Credential Exam Fees	10,550
ITAs	297,766
Reimbursable Wages	54,095
TOTAL TRAINING COSTS	362,411
Supportive Service Cost	
Transportation	24,075
Childcare	-
Training Support Materials	47,105
Emergency Assistance	2,000
TOTAL SUPPORTIVE SERVICE COSTS	73,180
Training/Professional Service Fee/Profit	
General Liability	11,597
TOTAL FEES / PROFIT COSTS	11,597
INDIRECT COST:	68,880
TOTALS	999,665

PY2024 Original					
24A295E3 1055	24D295E3 1056	23IET01 1468	24A995E3 1092	24D995E3 1223	Current
AD Program	DW Program	IET	Ad Operator	DW Operator	All Funding
142,710	24,969	-	75,171	13,066	255,915
46,803	8,226	-	21,069	3,688	79,786
189,513	33,195	-	96,240	16,753	335,701
900	125		1,500	130	2,655
3,290	515		893	158	4,856
					-
	-		1,200	225	1,425
1,101	222		1,200	180	2,703
816	144		408	72	1,440
1,000	350		1,340	230	2,920
600	240				840
82	14		28	5	129
608	120		250	41	1,019
8,397	1,730	-	6,819	1,041	17,987
					-
		76,213			76,213
			16,424	-	16,424
-	-	76,213	16,424	-	92,637
4,000	-		-	-	4,000
					-
12,491	2,910		-	-	15,402
-	-				-
16,491	2,910	-	-	-	19,402
4,275	754	-	1,827	272	7,128
4,275	754	-	1,827	272	7,128
28,650	5,056	-	17,105	2,547	53,358
247,326	43,646	76,213	138,415	20,613	526,213

PY23 Mod 2 v PY24 Budget
Difference
(82,560)
(25,993)
(108,553)
(2,907)
(2,884)
(1,400)
(1,781)
(597)
(7,208)
(1,987)
(1,660)
(931)
(1)
(21,355)
(10,550)
(221,553)
(37,671)
(269,774)
(20,075)
-
(31,703)
(2,000)
(53,778)
(4,470)
(4,470)
(15,522)
(473,452)

Grant w/o State Funding 746,020
 EBA 228,645
 IET 25,000
 Total State funding in PY2023 253,645

Pending Allocation
 Pending PY23 C/O to PY24
 Pending INN Grant

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
GRANT BUDGET SUMMARY

Service Provider Eckerd Workforce Development

Contract # 24A295E2 & 24D295E2

Project/Activity SC Works Adult-DW Services

Funding Source WIOA Adult & DLW Formula Funds

Modification # Original
Proposed

CATEGORIES	ADULT	DLW	Administration	Non-Administration	Total Budget Amount
STAFF COSTS (Salaries & Fringe Benefits)	\$ 189,513	\$ 33,195		\$ 222,708	\$ 222,708
OPERATING COSTS	\$ 8,397	\$ 1,730		\$ 10,127	\$ 10,127
TRAINING COSTS	\$ -	\$ -		\$ -	\$ -
SUPPORTIVE SERVICE COSTS	\$ 16,491	\$ 2,910		\$ 19,402	\$ 19,402
Training Fees/Professional Fees/ Profit	\$ 4,275	\$ 754		\$ 5,029	\$ 5,029
Indirect Costs	\$ 28,650	\$ 5,056		\$ 33,706	\$ 33,706
Total Budget Costs	\$ 247,326	\$ 43,646	\$ -	\$ 290,972	\$ 290,972
Percentage of Budget	85%	15%		100%	
Cost Limitations			2% Maximum	At least 98%	100%

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Eckerd Workforce Development

Contract # 24A295E2 & 24D295E2

Project/ Activity SC Works Adult-DW Services

Funding Source WIOA Adult & DLW Formula Funds Modification # Original

STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST				TOTAL AMOUNT	ADULT		DLW		ADMINISTRATION		NON-ADMINISTRATION	
					%	Amount	%	Amount	%	Amount	%	Amount
Staff Salaries:	Salary Per Month	No. of Months	% of Time									
TOTAL SALARIES				\$ 167,678.54		\$ 142,710.03		\$ 24,968.51				\$ 167,678.54
FRINGE BENEFITS:												
FICA	\$ 167,678.54	X	7.65%	\$ 12,827.41	85.1%	\$ 10,917.32	14.9%	\$ 1,910.09			100%	\$ 12,827.41
Unemployment	\$ 167,678.54	X	0.69%	\$ 1,163.69	85.1%	\$ 990.41	14.9%	\$ 173.28			100%	\$ 1,163.69
Workers Compensation	\$ 167,678.54	X	0.05%	\$ 83.84	85.1%	\$ 71.36	14.9%	\$ 12.48			100%	\$ 83.84
Pension	\$ 167,678.54	X	1.50%	\$ 2,515.18	85.1%	\$ 2,140.65	14.9%	\$ 374.53			100%	\$ 2,515.18
Health Ins/Other Health Benefits	\$ 167,678.54	X	22.92%	\$ 38,439.56	85.0%	\$ 32,683.52	15.0%	\$ 5,756.04			100%	\$ 38,439.56
TOTAL FRINGE BENEFITS				\$ 55,029.67		\$ 46,803.25		\$ 8,226.42				\$ 55,029.67
INDIRECT COST: RATE	\$ 239,052.09	X	14.10%	\$ 33,706.34	85.0%	\$ 28,650.39	15.0%	\$ 5,055.95			100%	\$ 33,706.34
TOTAL COST				\$ 256,414.56	85.03%	\$ 218,163.67	14.97%	\$ 38,250.89			100%	\$ 256,414.56

Each position must be supported by a job description.

A complete "Per Person" cost analysis must be completed and attached as an Exhibit.

A current copy of your "Indirect Cost Rate" as approved by your Cognizant Agency and description of the costs covered must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Eckerd Workforce Development

Contract # 24A295E2 & 24D295E2

Project/Activity SC Works Adult-DW Services

Fund Source WIOA Adult & DLW Formula Funds

Modification # Original

Categories & Line Items	Total Cost	ADULT	DLW	Non-Administration	
OPERATING COSTS					
Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -	\$ -	
Staff Expendable Supplies & Materials	\$ 1,025	\$ 900.00	\$ 124.95	\$ 1,025	x
Software Licenses	\$ 3,805	\$ 3,290.00	\$ 515.00	\$ 3,805	x
Staff Computers	\$ -	\$ -	\$ -	\$ -	x
Program Outreach Expenses (Brochures, Flyers, etc.)	\$ -	\$ -	\$ -	\$ -	x
Copy & Print Expenses	\$ 1,323	\$ 1,101.00	\$ 222.00	\$ 1,323	x
Communications (Phone, Fax, Internet, etc.)	\$ 960	\$ 816.00	\$ 144.00	\$ 960	x
Client Verifications	\$ 840	\$ 600.00	\$ 240.00	\$ 840	x
Staff Travel					
Local Mileage cost	\$ 1,350	\$ 1,000.00	\$ 350.00	\$ 1,350	x
Non-Local Mileage cost	\$ -			\$ -	
Non-Local Per Diem/Lodging Cost	\$ -	\$ -	\$ -	\$ -	x
Staff Training	\$ -	\$ -	\$ -	\$ -	
Staff Background Checks	\$ 96	\$ 81.60	\$ 14.40	\$ 96	x
Non-Expendable Equipment Purchases (Computers, software, etc.)					
Non-Expendable Equipment Purchases (Computer Leases)	\$ -	\$ -	\$ -	\$ -	
Wide Area Network (WAN) Equipment and Computer Software	\$ -	\$ -	\$ -	\$ -	
Postage (Stamps, FedEx, etc.)	\$ 728	\$ 608.10	\$ 120.00	\$ 728	x
TOTAL OPERATING COSTS	\$ 10,127	\$ 8,397	\$ 1,730	\$ 10,127	

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Eckerd Workforce Development

Contract # 24A295E2 & 24D295E2

Project/Activity SC Works Adult-DW Services

Fund Source WIOA Adult & DLW Formula Funds

Modification # Original

Categories & Line Items	Total Cost	ADULT	DLW	Non-Administration
TRAINING COSTS				
WI Customer Supplies & Materials Costs	\$ -	\$ -	\$ -	\$ -
WI Customer Book Costs	\$ -	\$ -	\$ -	\$ -
WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	\$ -	\$ -	\$ -	\$ -
WI Customer Individualized Training Costs				
Tuition Cost (Adult Education Skill Upgrade & GED)	\$ -	\$ -	\$ -	\$ -
Other Individualized Training Cost (TCTC Pre-Employment Workshops)	\$ -	\$ -	\$ -	\$ -
Individual Training Account/Voucher Cost	\$ -			\$ -
WI Customer On-the-Job Training Costs				
Reimbursable Wages	\$ -	\$ -	\$ -	\$ -
TOTAL TRAINING COSTS	\$ -	\$ -	\$ -	\$ -
SUPPORTIVE SERVICES COSTS				
WI Customer Incentives (Youth Only)	\$ -	\$ -	\$ -	\$ -
WI Customer Transportation Costs	\$ 4,000	\$ 4,000.00	\$ -	\$ 4,000
WI Customer Childcare Costs	\$ -	\$ -	\$ -	\$ -
Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	\$ 15,402	\$ 12,491.42	\$ 2,910.25	\$ 15,402
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	\$ -	\$ -	\$ -	\$ -
TOTAL SUPPORTIVE SERVICES COSTS	\$ 19,402	\$ 16,491	\$ 2,910	\$ 19,402
TRAINING/PROFESSIONAL FEES/PROFIT				
Profit (Professional Fee - 5%) Can be tied to Performance	\$ -	\$ -	\$ -	\$ -
General Liability Insurance	\$ 5,029	\$ 4,274.51	\$ 754.32	\$ 5,029
TOTAL FEES / PROFIT COSTS	\$ 5,029	\$ 4,275	\$ 754	\$ 5,029

* A Complete cost and price analysis of Actual/Projected cost must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
PARTICIPANT FLOW BASIS & PROJECTIONS

Service Provider	Eckerd Workforce Development
Contract #	24A295E2 & 24D295E2
Project Activity	SC Works Adult-DW Services
Fund Source	WIOA Adult & DLW Formula Funds
	PY24

PY23 Actuals Basis

	Adult + EBS	Dislocated Worker	Total	
PY23 Actual Budget Expenditure	\$ 468,298.49	\$ 42,423.55	\$ 510,722.04	As of March Invoices 2024
PY23 Non-WIOA Training Funds	\$ 67,195.05	\$ 11,857.95	\$ 79,053.00	
PY23 Total Program Expenditure	\$ 535,493.54	\$ 54,281.50	\$ 589,775.04	
PY23 New Enrollments	88	11	99	As of May 7 2024
PY22 Carryovers to PY23	71	16	87	
PY23 Active Follow-up	84	14	98	
PY23 Total Served	243	41	284	
PY23 Cost per Participant	\$ 2,203.68	\$ 1,323.94	\$ 2,076.67	
PY24 Contract Totals (90% of Contract)	\$ 222,593.67	\$ 39,281.24	\$ 261,874.91	
PY24 IET	\$ 101,213.00	\$ -	\$ 101,213.00	
PY24 Non-WIOA Training Funds	\$ 112,500.00	\$ 12,500.00	\$ 125,000.00	
PY24 Planned Program Expenditure	\$ 436,306.67	\$ 51,781.24	\$ 488,087.91	
PY24 Contract Totals divided by PY23 Cost Per Participant equals PY24 Service Levels	198	39	235	
	Clients Served			
Period	Adult	DW	Total	
PY24 Active Follow-up as of 7/1/2024	62	11	73	
PY24 Carryovers from PY23 as of 7/1/2024	74	13	87	
PY24 New Enrollment Plan by Month	64	11	75	
July-24	5	0		
August-24	5	1		
September-24	6	1		
October-24	6	1		
November-24	5	1		
December-24	5	1		
January-25	6	1		
February-25	6	1		
March-25	5	1		
April-25	5	1		
May-25	5	1		
June-25	5	1		
Formula Funds PY24 Total Served	200	35	235	
		# of CC's	2.25	
		Average per CC	104	

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
GRANT BUDGET SUMMARY

Service Provider Eckerd Workforce Development Contract # 24A995E2 & 24D995E2
 Project/Activity SC Works OneStop Operator Funding Source OneStop Operator Modification # Original Proposed

CATEGORIES	OSO ADULT	OSO DLW	Administration	Non-Administration	Total Budget Amount
STAFF COSTS (Salaries & Fringe Benefits)	\$ 96,240	\$ 16,753		\$ 112,993	\$ 112,993
OPERATING COSTS	\$ 6,820	\$ 1,041		\$ 7,861	\$ 7,861
TRAINING COSTS	\$ 16,424	\$ -		\$ 16,424	\$ 16,424
SUPPORTIVE SERVICE COSTS	\$ -	\$ -		\$ -	\$ -
Training Fees/Professional Fees/Profit	\$ 1,827	\$ 272		\$ 2,099	\$ 2,099
Indirect Costs	\$ 17,105	\$ 2,547		\$ 19,652	\$ 19,652
Total Budget Costs	\$ 138,415	\$ 20,613	\$ -	\$ 159,029	\$ 159,029
Percentage of Budget	87%	13%		100%	
Cost Limitations			2% Maximum	At least 98%	100%

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Eckerd Workforce Development

Contract # 24A995E2 & 24D995E2

Project/ Activity SC Works OneStop Operator

Funding Source OneStop Operator

Modification # Original

STAFF & INDIRECT COST - BUDGET SUMMARY

SALARIES, FRINGE BENEFITS, & INDIRECT COST					ADULT		DLW		ADMINISTRATION		NON-ADMINISTRATION	
Staff Salaries: Position Title	Salary Per Month	# of Months	% of Time	TOTAL AMOUNT	%	Amount	%	Amount	%	Amount	%	Amount
TOTAL SALARIES				\$ 88,236.53		\$ 75,170.95		\$ 13,065.58				\$ 88,236.53
FRINGE BENEFITS:												
FICA	\$ 88,236.53	X	7.65%	\$ 6,750.09	85.19%	\$ 5,750.58	14.81%	\$ 999.52			100%	\$ 6,750.09
Unemployment	\$ 88,236.53	X	0.69%	\$ 612.36	85.19%	\$ 521.69	14.81%	\$ 90.68			100%	\$ 612.36
Workers Comp	\$ 88,236.53	X	0.05%	\$ 44.12	85.19%	\$ 37.59	14.81%	\$ 6.53			100%	\$ 44.12
Retirement (403b Match)	\$ 88,236.53	X	1.50%	\$ 1,323.55	85.19%	\$ 1,127.56	14.81%	\$ 195.98			100%	\$ 1,323.55
Health Ins/Other Health Benefits	\$ 88,236.53	X	18.16%	\$ 16,026.55	85.06%	\$ 13,631.74	14.94%	\$ 2,394.81			100%	\$ 16,026.55
TOTAL FRINGE BENEFITS				\$ 24,756.67		\$ 21,069.15		\$ 3,687.52				\$ 24,756.67
INDIRECT COST:	RATE \$ 139,375.89	X	14.10%	\$ 19,652.00	87.04%	\$ 17,104.68	12.96%	\$ 2,547.33			100%	\$ 19,652.00
TOTAL COST				\$ 132,645.19		\$ 113,344.78		\$ 19,300.42			100%	\$ 132,645.19

Each position must be supported by a job description.

A complete "Per Person" cost analysis must be completed and attached as an Exhibit.

A current copy of your "Indirect Cost Rate" as approved by your Cognizant Agency and description of the costs covered must be attached to the budget as an Exhibit

WORKFORCE INVESTMENT BOARD
 WorkLink Workforce Investment Area
COST AND PRICE ANALYSIS WORKSHEET

Service Provider Eckerd Workforce Development

Contract # 24A995E2 & 24D995E2

Project/Activity SC Works OneStop Operator

Fund Source OneStop Operator

Modification # Original

Categories & Line Items	Total Cost	ADULT	DLW	Non-Administration
OPERATING COSTS				
Facility Rent, Utilities, Maintenance, etc.	\$ -	\$ -	\$ -	\$ -
Staff Expendable Supplies & Materials	\$ 1,630	\$ 1,500	\$ 130	\$ 1,630
Software Licenses	\$ 1,050	\$ 893	\$ 158	\$ 1,050
Program Outreach Expenses (Brochures, Flyers, etc.)	\$ 1,425	\$ 1,200	\$ 225	\$ 1,425
Copy & Print Expenses	\$ 1,380	\$ 1,200	\$ 180	\$ 1,380
Communications (Phone, Fax, Internet, etc.)	\$ 480	\$ 408	\$ 72	\$ 480
Staff Travel	\$ 4	\$ 1		\$ 4
Local Mileage cost	\$ 1,571	\$ 1,340	\$ 230	\$ 1,571
Non-Local Mileage cost	\$ -			\$ -
Non-Local Per Diem/Lodging Cost	\$ -	\$ -	\$ -	\$ -
Staff Background Checks	\$ 33	\$ 28	\$ 5	\$ 33
Non-Expendable Equipment Purchases (Computers, software, etc.)	\$ -			\$ -
Non-Expendable Equipment Purchases (Computer Leases)	\$ -			\$ -
Wide Area Network (WAN) Equipment and Computer Software	\$ -			\$ -
Postage (Stamps, FedEx, etc.)	\$ 291	\$ 250	\$ 41	\$ 291
TOTAL OPERATING COSTS	\$ 7,864	\$ 6,820	\$ 1,041	\$ 7,864

TRAINING COSTS				
WI Customer Supplies & Materials Costs	\$ -	\$ -	\$ -	\$ -
WI Customer Book Costs	\$ -	\$ -	\$ -	\$ -
WI Customer Credential Exam Fees (C.N.A., GED, TABE, WorkKeys, etc.)	\$ -	\$ -	\$ -	\$ -
WI Customer Individualized Training Costs	\$ -			\$ -
Tuition Cost (Adult Education Skill Upgrade & GED)	\$ -	\$ -	\$ -	\$ -
Other Individualized Training Cost (TCTC Pre-Employment Workshops)	\$ -	\$ -	\$ -	\$ -
Individual Training Account/Voucher Cost	\$ -	\$ -	\$ -	\$ -
WI Customer On-the-Job Training Costs	\$ -			\$ -
Reimbursable Wages	\$ 16,424	\$ 16,424	\$ -	\$ 16,424
TOTAL TRAINING COSTS	\$ 16,424	\$ 16,424	\$ -	\$ 16,424
SUPPORTIVE SERVICES COSTS				
WI Customer Incentives (Youth Only)	\$ -	\$ -	\$ -	\$ -
WI Customer Transportation Costs	\$ -	\$ -	\$ -	\$ -
WI Customer Childcare Costs	\$ -	\$ -	\$ -	\$ -
Training Support Materials (Uniforms, Drug Screens, Background Checks, etc.)	\$ -	\$ -	\$ -	\$ -
WI Customer Emergency Assistance (Rent, Car Repair, etc.)	\$ -	\$ -	\$ -	\$ -
Laptop Incentive (Youth Only)	\$ -			\$ -
TOTAL SUPPORTIVE SERVICES COSTS	\$ -	\$ -	\$ -	\$ -
TRAINING/PROFESSIONAL FEES/PROFIT				
Profit (Professional Fee - 5%) Can be tied to Performance	\$ -	\$ -	\$ -	\$ -
General Liability Insurance	\$ 2,099	\$ 1,827	\$ 272	\$ 2,099
TOTAL FEES / PROFIT COSTS	\$ 2,099	\$ 1,827	\$ 272	\$ 2,099

* A Complete cost and price analysis of Actual/Projected cost must be attached to the budget as an Exhibit

WorkLink Payments to Employers					Adult OSO	DW OSO	Total
On-the-Job Training (OJT)					16,424.00	-	16,424.00
(Hrly Wage	\$	20.83	x	Training Hours	480 hours	x	
Reimbursement %		50%	x	# of Participant	3)		
WorkLink Estimated Average OJT					\$5,000		
Total Payments to Employers					16,424.00	-	16,424.00

Period	Adult OSO	DW OSO	Total
OJT Plan by Month	3	0	3
July-24	1	0	1
August-24	1	0	1
September-24	1	0	1
October-24	0	0	0
November-24	0	0	0
December-24	0	0	0
January-25	0	0	0
February-25	0	0	0
March-25	0	0	0
April-25	0	0	0
May-25	0	0	0
June-25	0	0	0
PY24 Total Served	3	0	3

WORKFORCE DEVELOPMENT BOARD
 WorkLink Workforce Innovation and Opportunity Act
GRANT BUDGET SUMMARY

Service Provider Eckerd Connects Contract # 24Y495E3 **Provisional Budget**

Project/Activity Youth Funding Source WIOA Youth Modification # N/A

Line Items	Administrative	Non-Administrative	Total Budget Amount	In-Kind Contributions *
Salaries & Fringe Benefits	\$ -	\$ 231,382	\$ 231,382	\$ -
Facilities/Rent Costs (space)	\$ -	\$ 3,600	\$ 3,600	\$ -
Non-Expendable Equipment Costs	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ 15,091	\$ 15,091	\$ -
WI Customer Wages and Fringe Benefits		\$ 30,000	\$ 30,000	\$ -
WI Customer Individualized Training Costs		\$ 30,300	\$ 30,300	\$ -
WI Customer Supportive Services Costs		\$ 18,000	\$ 18,000	\$ -
WI Customer Needs-Based/Needs-Related Payment Costs		\$ -	\$ -	\$ -
WI Payments to Employers Costs		\$ -	\$ -	\$ -
Staff Training/Tech Services Costs	\$ -	\$ -	\$ -	\$ -
Other Direct Costs	\$ -	\$ 6,025	\$ 6,025	\$ -
Training Fees/Professional Fees/ Profit	\$ -	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ 35,602	\$ 35,602	\$ -
Total Budget Costs	\$ -	\$ 370,000	\$ 370,000	\$ -
Percentage of Budget	0%	100%	100%	
Cost Limitations	2% Maximum	At least 98%	100%	

* In-Kind Contributions should not be included when calculating the Percentage of the Budget.

WORKFORCE DEVELOPMENT BOARD
 WorkLink Workforce Innovation and Opportunity Act
COST AND PRICE ANALYSIS WORKSHEET

Service Provider ECKERD CONNECTS Contract # 24Y495E3 Provisional Budget _____
 Project/Activity YOUTH Fund Source WIOA Youth Mod # _____ N/A _____

Cost and Price Analysis	Total Cost	Administrative	Non-Administrative	In-Kind Contributions
FACILITIES COST *				
Total Cost of Facilities or Rent	\$ 3,600.00	\$ -	\$ 3,600.00	\$ -
NON-EXPENDABLE EQUIPMENT				
Equipment Rental Cost *				
Non-Expendable Equipment Purchases	\$ -	\$ -	\$ -	\$ -
Wide Area Network (WAN) Equipment and Computer Software	\$ -	\$ -	\$ -	\$ -
Total Cost of Non-Expendable Equipment	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENSES				
Communications				
Local Telephone Cost/Cell Phones	\$ 821.15	\$ -	\$ 821.15	\$ -
Long Distance Telephone Cost	\$ -	\$ -	\$ -	\$ -
Wide Area Network Lines/Internet	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -
Postage ()	\$ 1,500.00	\$ -	\$ 1,500.00	\$ -
Facsimile (Fax)	\$ -	\$ -	\$ -	\$ -
Total Cost of Communications	\$ 3,821.15	\$ -	\$ 3,821.15	\$ -
Staff Travel				
Local Mileage cost	\$ 3,942.14	\$ -	\$ 3,942.14	\$ -
Non-Local Mileage cost	\$ -	\$ -	\$ -	\$ -
Non-Local Per Diem/Lodging Cost	\$ -	\$ -	\$ -	\$ -
Total Cost of Staff Travel	\$ 3,942.14	\$ -	\$ 3,942.14	\$ -
Expendable Supplies and Materials				
Office/Desktop Supplies and Materials Cost	\$ 2,222.00	\$ -	\$ 2,222.00	\$ -
Copying Cost *	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -
Software Licenses	\$ 3,105.73	\$ -	\$ 3,105.73	\$ -
Total Cost of Supplies and Materials	\$ 7,327.73	\$ -	\$ 7,327.73	\$ -
Equipment Maintenance and Repairs Cost *	\$ -	\$ -	\$ -	\$ -
Utilities Cost *	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses	\$ 15,091.02	\$ -	\$ 15,091.02	\$ -

WI CUSTOMER WAGES AND FRINGE BENEFITS				
Work Experience Wages and Fringe Benefits				
Work Experience Wage Cost	\$ -		\$ -	\$ -
Work Experience Fringe Benefits Cost	\$ -		\$ -	\$ -
Total Cost of Work Experience	\$ -		\$ -	\$ -
Limited Internship Wages and Fringe Benefits				
Limited Internship Wage Cost	\$ -		\$ -	\$ -
Limited Internship Fringe Benefits Cost	\$ -		\$ -	\$ -
Total Cost of Limited Internship	\$ -		\$ -	\$ -
Miscellaneous Wage Cost (Specify) _____				
WEX Stipends _____ Wage Cost	\$ 30,000.00		\$ 30,000.00	\$ -
_____ Fringe Benefits Cost	\$ -		\$ -	\$ -
Total Cost of _____	\$ 30,000.00		\$ 30,000.00	\$ -
Total Cost of WI Customer Wages & Fringe Benefits	\$ 30,000.00		\$ 30,000.00	\$ -
WI CUSTOMER INDIVIDUALIZED TRAINING COSTS				
Tuition Cost	\$ 14,500.00		\$ 14,500.00	\$ -
Instructional Supply Cost	\$ -		\$ -	\$ -
Other Individualized Training Cost (Credential Exam Fees)	\$ 15,800.00		\$ 15,800.00	\$ -
Individual Training Account/Voucher Cost	\$ -		\$ -	\$ -
Total Cost WI Customer Individualized Training	\$ 30,300.00		\$ 30,300.00	\$ -
WI CUSTOMER SUPPORTIVE SERVICES COSTS				
Child Care	\$ -		\$ -	\$ -
Transportation	\$ 18,000.00		\$ 18,000.00	\$ -
Client Incentives	\$ -		\$ -	\$ -
Client Training Support Materials	\$ -		\$ -	\$ -
Client Emergency Assistance & Expungements	\$ -		\$ -	\$ -
Total Cost of Customer Support Services	\$ 18,000.00		\$ 18,000.00	\$ -
WI CUSTOMER NEEDS-BASED/NEED-RELATED PAYMENTS				
List Type and Amount	\$ -		\$ -	\$ -
_____	\$ -		\$ -	\$ -
_____	\$ -		\$ -	\$ -
_____	\$ -		\$ -	\$ -
Total Cost of WI Needs Based/Need-Related Payments	\$ -		\$ -	\$ -
WI PAYMENTS TO EMPLOYERS				
On-the-Job Training (OJT)	\$ -		\$ -	\$ -
Job Creation Payment Cost	\$ -		\$ -	\$ -

Total Cost of WI Payments to Employers	\$ -		\$ -	\$ -
STAFF TRAINING/TECHNICAL SERVICES COSTS				
List Type and Amount				
Staff Training Registration Costs	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Total Cost of Staff Training/Technical Services	\$ -	\$ -	\$ -	\$ -
OTHER DIRECT COSTS				
List Type and Amount				
General Liability Insurance	\$ 4,884.00	\$ -	\$ 4,884.00	\$ -
Participant Outreach	\$ -	\$ -	\$ -	\$ -
Participant Graduation Fees (6595)	\$ 1,045.00	\$ -	\$ 1,045.00	\$ -
Staff Background Checks	\$ 96.00	\$ -	\$ 96.00	\$ -
Participant Verification	\$ -	\$ -	\$ -	\$ -
Total Other Direct Costs	\$ 6,025.00	\$ -	\$ 6,025.00	\$ -
TRAINING/PROFESSIONAL FEES/PROFIT				
Budgeted Profit	\$ -	\$ -	\$ -	\$ -
Professional Fees	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Total Cost of Training/Professional Fees/Profit	\$ -	\$ -	\$ -	\$ -

**Youth Service Provider
Enrollment Status
July 1, 2023 - June 30, 2024**

ENROLLMENT REPORT PY 23		PYC					
*Special notes:							
Board Goal		120					
Month	NEW WIOA Enrollments	Total Enrollments	Monthly Planned Enrollment	YTD % of Monthly Plan	YTD % of Total Planned	YTD % of Board Goal	
<i>Active/Confirmed Carryover 10/16/2023</i>		11					
July	0	11	0	#DIV/0!	0%	9%	
August	22	33	3	733%	20%	28%	
September*	15	48	10	150%	34%	40%	
October	10	58	15	67%	43%	48%	
November	9	67	13	69%	51%	56%	
December	1	68	0	#DIV/0!	52%	57%	
January	13	81	14	93%	64%	68%	
February	20	101	15	133%	83%	84%	
March	11	112	15	73%	93%	93%	
April	8	120	13	62%	100%	100%	
May		120	11	0%	100%	100%	
June		120	0	#DIV/0!	100%	100%	
Totals	109	120	109				
Notes:							
Board Goal Met = 120							
11 Carryover + 109 New Total Enrollments as of 04/30/24 = 120							
Remaining Slots = 0							

SC WORKS WORKLINK ANDERSON-OCONEE-PICKENS BRINGING EMPLOYERS AND JOB SEEKERS TOGETHER

WORKFORCE DEVELOPMENT BOARD YOUTH COMMITTEE APPLICATION

Applicant Name: Dana L. Grant

Applicant Address: 1010 Cove Circle Anderson SC 29626

Education: Masters in Divergent Learning

Business/Organization: Anderson School District 5

Job Title: Benefits Director

County of Residence: Anderson

Phone: 864-260-5000 Fax:

Cell Phone: 864-2095913 E-mail: danagrants95@gmail.com

Category Represented:

Youth Services Agency (Specify):

- Dept. of Juvenile Justice Supervisor Local Police Representative SC Voc. Rehabilitation Director K-12 School Representative Dept. Social Services Director Youth Services/Agency/Programs

Youth Activity (Specify):

- Former Youth Participant Local School to Work Director Local Recreation and Parks Director Existing Youth Services for Planning Groups Current Youth Participant

Other (Specify):

- One-Stop Operator Adult Education Director Community Based Organization Business Representative Other

Describe how this applicant represents the indicated agency:

Design, implement, and oversee employee benefit programs within the organization. Develop and implement strategic

Signature: Dana L. Grant

Date: 4-22-2024

SC WORKS | BRINGING EMPLOYERS AND JOB SEEKERS TOGETHER
WORKLINK
ANDERSON·OCONEE·PICKENS

WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE APPLICATION

Applicant Name: Jeff Martin

Applicant Address: 111 B Oates Ave.
Easley, SC 29640

Education: M. Div.

Business/Organization: South Carolina Vocational Rehabilitation

Job Title: Area Supervisor

County of Residence: Pickens

Phone: 864-280-8114 Fax: 864-882-5808

Cell Phone: 423-716-8284 E-mail: jmartin1@scvrd.net

Category Represented:

Youth Services Agency (Specify):

- | | |
|---|---|
| <input type="checkbox"/> Dept. of Juvenile Justice Supervisor | <input type="checkbox"/> K-12 School Representative |
| <input type="checkbox"/> Local Police Representative | <input type="checkbox"/> Dept. Social Services Director |
| <input checked="" type="checkbox"/> SC Voc. Rehabilitation Director | <input type="checkbox"/> Youth Services/Agency/Programs |

Youth Activity (Specify):


- | | |
|--|--|
| <input type="checkbox"/> Former Youth Participant | <input type="checkbox"/> Existing Youth Services for Planning Groups |
| <input type="checkbox"/> Local School to Work Director | <input type="checkbox"/> Current Youth Participant |
| <input type="checkbox"/> Local Recreation and Parks Director | |

Other (Specify):

- | | |
|---|--|
| <input type="checkbox"/> One-Stop Operator | <input type="checkbox"/> Business Representative |
| <input type="checkbox"/> Adult Education Director | <input type="checkbox"/> Other |
| <input type="checkbox"/> Community Based Organization | |

Describe how this applicant represents the indicated agency:

I am the Area Supervisor for South Carolina Vocational Rehabilitation. The office I oversee .
serves both Pickens and Oconee counties.


Signature

4/22/2024
Date


**WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE APPLICATION**

 Applicant Name: Jennifer Woody

 Applicant Address: 7900 HWY 76
Pendleton SC 29670

 Education: Masters in Administration & Supervision/BS in Early Childhood & Elementary Education

 Business/Organization: SC Department of Education

 Job Title: Regional Career Specialist

 County of Residence: Anderson County

 Phone: 864-276-8126 Fax: _____

 Cell Phone: _____ E-mail: jwoody2@tde.edu

Category Represented: _____

Youth Services Agency (Specify):

- | | |
|---|--|
| <input type="checkbox"/> Dept. of Juvenile Justice Supervisor | <input checked="" type="checkbox"/> K-12 School Representative |
| <input type="checkbox"/> Local Police Representative | <input type="checkbox"/> Dept. Social Services Director |
| <input type="checkbox"/> SC Voc. Rehabilitation Director | <input type="checkbox"/> Youth Services/Agency/Programs |

Youth Activity (Specify):

- | | |
|--|--|
| <input type="checkbox"/> Former Youth Participant | <input type="checkbox"/> Existing Youth Services for Planning Groups |
| <input type="checkbox"/> Local School to Work Director | <input type="checkbox"/> Current Youth Participant |
| <input type="checkbox"/> Local Recreation and Parks Director | |

Other (Specify):

- | | |
|---|--|
| <input type="checkbox"/> One-Stop Operator | <input type="checkbox"/> Business Representative |
| <input type="checkbox"/> Adult Education Director | <input checked="" type="checkbox"/> Other |
| <input type="checkbox"/> Community Based Organization | |

Describe how this applicant represents the indicated agency:

As a Regional Career Specialist, I serve all surrounding districts in the Pendleton Region which includes Anderson, Oconee, and Pickens. I am able to support K-12 students, educators, parents, and administrators.
Jennifer Woody
April 25, 2024

Signature _____ Date _____

Youth Supportive Service Reference Sheet

	New Proposed Rate	Current Rate
Maximum amount allowable in one year and not to exceed two (2) years.	\$2,000.00	\$3000
Childcare/dependent care each day		
Pre-School Children	\$20	
School-age Children up to 12 years old	\$8	
Dependent Adults	\$8	
One Time Emergency Costs		
Minor Car Repair (maximum cap)	\$500	\$1000
Transportation Reimbursement		
Less than 75 miles	\$20	\$40
76-150 miles	\$40	\$80
151-244 miles	\$60	\$120
225 miles or greater	\$80	\$160
Supportive Services available after enrollment and before other activities		
Work or Training Related Expenses		
Test Fees		
Childcare/Dependent Care		
One-Time Emergency Costs (with specified cap)	\$500	\$1000
Transportation (with specified cap)	\$500	\$1000
Legal Aid Services (with specified caps)		

Notes: WIOA is always the payer of last resort and as funding allows. Efforts to obtain supportive services through other agencies must be documented.

WorkLink **(DRAFT)**

WIOA INSTRUCTION LETTER NO.: PY'18-07, change 1 (replaces Instruction Letter 18-07)

SUBJECT: Youth Local Supportive Service Policy and Incentive Payment Guidelines

ISSUANCE

DATE: 07/01/2024

EFFECTIVE

DATE: 07/01/2024

EXPIRATION

Date: Indefinite

PURPOSE: The purpose of this instruction is to establish guidelines for providing supportive services and incentive payments for WIOA participants in the **local** WorkLink Workforce Development Area.

BACKGROUND: The goal of the Workforce Innovation and Opportunity Act is to provide individuals with the resources they need to gain and retain employment that pays self-sufficiency wages. The Act authorizes supportive services for individuals registered in WIOA programs who are receiving training or follow-up Services. WIOA permits incentive payments to youth participants registered in WIOA programs who are receiving training or follow up services.

WIOA requires that supportive services be provided only to those unable to obtain services through other funding sources. Supportive services are provided as necessary to assist an individual in meeting their employment goals. Funding decisions should be made on a case-by-case basis, and the guidelines below are to assist staff in administering equitable and fair supportive services to participants.

At assessment, youth participants are asked about their resources and support network. Participants who lack services, skills, or resources to get or keep a job are identified by the case manager and are provided community resource information that can be used to meet those needs. Referrals are made as appropriate to partner agencies and other community services.

POLICY: WIOA is a payer of last resort **and as funding allows**, and so, only if a participant cannot obtain services by other means should WIOA provide supportive services. Case managers must document in case notes efforts to access non-WIOA sources to justify providing supportive services through WIOA. It will be left to the discretion of the case manager that all non-WIOA sources of funding have been exhausted. Also, WIOA participants must check with local agencies regarding emergency relief funds to address any one-time emergency costs.

Incentive payments to youth participants are permitted for recognition and achievement and are directly tied to goals of the youth participant including training activities, work experience, or follow up services.

Budgetary Plan:

When youth participants request supportive services, the case manager must assist the participant with a budgetary plan to ensure that the participant has the means to pay for the services in the future. The budgetary plan also justifies the need to provide supportive services. This plan and the justification are kept in the participant’s hard file and documented in a SCWOS case note.

Supportive Service Log:

A log is maintained by the case manager on each supportive service recipient. With this log, the case manager ensures that the maximum amount of services is not exceeded. As applicable, the participant file must also contain the referral to supportive services (see attachment), childcare vendor agreement, invoices, mileage calculation (MapQuest, Google, etc.) attendance sheets, and justification for paying the supportive services.

Supportive Services Needs Determined at Assessment:

Supportive services needs are determined upon enrollment into WIOA during assessment. Supportive services are limited to transportation and childcare expenses, emergency costs, and test fees.

Supportive Service Payment Overview:

All supportive service assistance payments issued on behalf of WIOA enrolled participants within the WorkLink Workforce Development Area will be issued based on an established and documented need, identified as follows:

- a. Supportive Service assistance payments are limited to the amount necessary to satisfy the emergency and permit the WIOA enrolled participants to continue or complete the applicable WIOA activity. Payments cannot exceed \$2,000 per program year and not to exceed two (2) program years without written approval of the Administrative Entity.
- b. A supportive service need that was identified during Assessment.
- c. A need that is identified due to an emergency occurring after the individual became a WIOA enrolled participant. Payments can only be made toward relief of situations continuing after the individual becomes a WIOA enrolled participant and cannot be made retroactive.
- d. Except for transportation reimbursement, all supportive service assistance payments will be issued directly to the vendor providing the needed

assistance or service to the WIOA enrolled participants (i.e., childcare provider, automotive repair shop, gas, or electric utility company, etc.). Under no circumstances will supportive services assistance payments be made directly to the WIOA enrolled participants.

Who May Receive Supportive Services:

Those who may receive supportive service assistance payments include those who meet the following criteria:

- a. Those who are actively participating in a WIOA activity for which he or she may not otherwise be able to continue or complete without supportive services assistance. There must be at least one open activity in SCWOS.
- b. For participants in follow-up, there is no need for an open activity. In these cases, an entry in the case notes and supporting documentation in case file is required.
- c. Those who have established a supported or documented allowable need for assistance.
- d. Those who have presented documentation or evidence that all other reasonable means for getting non-WIOA assistance/support have been exhausted.
- e. Those who are in need of employment related assistance during their normal 12-month follow-up period.
- f. Those who are not qualified for unemployment insurance compensation as well as those who have exhausted unemployment while registered in a WIOA activity.

Allowable Supportive Services, **As Funding Allows for WIOA Participants in Training Services -Youth Services:**

- **Medical Assistance** - Limited funding is available to provide medical services required for an individual to participate in youth activities and/or training also to obtain or retain unsubsidized employment. Payments for medical assistance should be made to the provider not the participant. The maximum amount that can be paid per participant is \$250 during participation in the program.

Allowable Medical Assistance

- Pre-employment/training physicals required by an employer or training program
- Immunizations
- Pre-employment drug tests
- Dental extractions and dentures
- Eyeglasses but not contact lenses or any type of eye surgery

- **Work Clothing or Uniforms** - Supportive Service funding can be provided for work clothing or uniforms required, but not paid by an employer or training program. Clothing and uniforms include steel-toed shoes, hard hats, smocks, etc. Individuals needing general-purpose clothing should be referred to a community clothes bank or other agencies. The maximum amount for work clothing is \$150 during participation in the program.
- **Training Related Equipment** - Pays for training related equipment not already covered, such as books and supplies.
- **Background Checks** - Pays for background checks, such as, motor vehicle records check, criminal records (SLED), etc. when required by the occupation or employer.
- **Test fees** - Pays for fees related to obtain certification, such as real estate license, driver's license, GED fees, etc.
- **Driver's Training** – Pays for driver's training. This does not include CDL's.
- **One-time Emergency Costs** * - A one-time minor car repairs should not exceed \$500. A one-time utility cost of electric, water or gas bill, excludes telephone bills. A one-time housing costs, includes rent but excludes mortgage payments.
- **Child Care or Dependent Care** - Participants who have out-of-pocket expense(s) associated with attending training/activities may receive childcare assistance. Reimbursements are linked to attendance if a participant is absent from training, a reimbursement may not be made for that day. For childcare supportive service assistance, vendor agreements and invoices are required documents that must be kept in the participant's hard file.
 - \$20 a day for pre-school children
 - \$8 a day for school- age children 12 years old and younger and for dependent adults
- **Online Classes** - If a participant is taking an approval online class and the case manager determines a need for childcare or dependent care, the payment will be based on login and logout times into the approved online class. The participant will be responsible for the following:

- Documentation of class attendance – print screens of the login and logout screens, clearly indicating the date, time, and proof of the class. *No payment will be made for insufficient documentation.*
- Provision of documentation for payment – documentation should be given to the assigned case manager in a timely manner.

For transportation reimbursement payments to be made while attending a virtual class, a case manager must document by case note that the participant is traveling to a location other than their residence to participate in the online training.

- **Direct Transportation** - If a participant is unable to attend an activity or training because he or she lacks a driver's license and/or access to a car, the case manager may provide or procure transportation. Transportation will be provided temporarily while participants make a transition plan to provide their own transportation.

Case managers should consider cost when procuring transportation. Public transportation should be utilized when available. Arrangements may be made with other agencies that transport participants a for profit businesses may be utilized. The grantee should have an agreement with the transportation provider specifying the cost and billing arrangements. Grantees may choose to pay private individuals selected by participants to provide transportation. Prior to using a private individual to provide transportation, the grantee must verify the individual has a valid driver's license and insurance.

Grantees can arrange for transportation of groups for workshops, youth field trips, etc. If the grantee arranges for group transportation, individual participants will not be required to develop a transportation plan.

- **Transportation Reimbursement** - Participants not receiving direct transportation services may receive transportation assistance to help defray the out-of-pocket expenses associated with activities/training. Payments are made according to the distance driven per week. Grantees should consider the attendance policy per training/education establishment. Each youth participant must be in class at a minimum of 75% per week to receive transportation reimbursement. Training at our Adult Education Centers would equate nine (9) out of twelve (12) hours during the week.

Rates:

Less than 75 miles	\$20
76 -150 miles	\$40
151 – 224 miles	\$60
225 miles or greater	\$80

- **Legal Aid Services:**

Expungements - (State Instruction Letter Number 16-05) provides for Payment of Expungement Fees. The Youth participant is required to meet WIOA youth program benchmarks (1) GED or credential attainment; (2) completion of Workforce Development (Career Smart) classes; and approval by WorkLink Executive Director on an as needed basis. The Expungement fee cap is to serve **three (3)** youth per WIOA program year at an average cost of \$350.00 per individual = **\$1,050.00** total expungement fee expense per program year.

Note: Any Expungement fees beyond the cap stated above must have approval by WorkLink Executive Director on an as needed basis.

Supportive Services NOT Allowable for WIOA Participants:

- a. Punitive services costs, which includes child support or driver's license reinstatement fees.
- b. Payments for food or food items.
- c. Payments for automobile payments, insurance, taxes, or tags.
- d. Personal debt or obligation that occurred before WIOA registration.

Incentive Budgetary Plan:

The incentive-based structure called Skill Invoice will be discussed up front with each youth participant and is designed around benchmarks of their Individual Service Strategy (ISS). As funding allows, the youth participant will have an opportunity to EARN an incentive by the attainment of goals they have established with their career coach when designing their ISS.

Tracking/Distribution/Log of Earned Incentives/Transportation and Other Supportive Services:

1. The youth provider will track incentives/transportation and other supportive services in the SCWOS Advance Individual Fund Tracking (AIFT) data system and a separate voucher payment system and pay participant earned incentives/transportation and/or any other applicable supportive services in the form of a check.
2. The career coach has a signature log which participants sign upon receipt of their earned incentives/transportation (in the form of a check).

3. The career coach enters the incentive/transportation and other supportive services activity code (which coincides with appropriate youth activity completed) into SCWOS to reflect date incentive/transportation is requested for the participant which should match/align with the created date on the signature log in the case file.

Incentive Payments Guidelines:

- a. Must ensure incentive payments are tied to the goals of the youth program;
- b. Must be outlined in writing **before** commencement of the youth program;
- c. Align with the local youth program organizational policies; and
- d. In accord with the requirements contained in 2 CFR part 200;
- e. **Incentive payments are paid and/or distributed to youth participants during training activities, work experience, or follow up services of the WIOA Youth Program.**
- f. The Youth Service Provider Skill Invoice Criteria Incentive Policy is an attachment in the current year Youth Grant (Statement of Work).

WIOA Reference(s): WIOA Final REGS – **Section 681.570** Supportive Services for Youth Participants and **Section 681.640** - Incentive Payments to Youth Participants.

Please copy and distribute this information appropriately within your agency.

INQUIRIES: Direct all inquires on this Instruction to the WorkLink Workforce Development Board Staff. Youth inquiries should be directed to Sharon Crite, Youth Services Manager/Education Outreach, telephone 864.646.1828 or email scrite@worklinkweb.com.

Jennifer Kelly, Executive Director
WorkLink Workforce Development Board

DISTRIBUTION: All WIOA staff

ATTACHMENTS: Youth Supportive Services Reference Sheet

Data through: April 2024
 Last Revision Date:5.10.2024

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*Workshops are offered Virtually

PY2023 - July 1, 2023 to June 30, 2024

	Q1 2023	Q1 2023	Q1 2023	Q2 2023	Q2 2023	Q2 2023	Q3 2023	Q3 2023	Q3 2023	Q4 2023	Q4 2023	Q4 2023	
Jobseekers Services	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
SYSTEM WIDE SERVICES													
Unduplicated Customer Count	2459	2525	3447	3133	2534	2319	2709	2472	1823	2925			9721
Individuals that Registered	208	221	186	230	198	204	207	236	172	171			2033
Anderson	117	98	88	79	79	97	91	111	76	79			915
Clemson	24	19	29	35	23	27	22	30	16	17			225
Easley	30	59	30	39	46	47	42	54	46	33			393
Seneca	37	45	39	77	50	33	52	41	34	42			408
Job Search Services	66264	64945	60552	47498	46063	57355	51857	43420	44500	45041			527495
Anderson	37263	33748	30809	23626	23118	31181	27226	22198	21956	22714			273839
Clemson	7912	10796	11645	6104	6303	6701	6749	5648	6279	6248			74385
Easley	9582	8969	7976	7519	7767	9198	9244	8704	9015	8770			86744
Seneca	11507	11432	10122	10249	8875	10275	8638	6870	7250	7309			92527
CENTER-WIDE SERVICES													
Center Traffic (Total Customer Count):	1164	1090	742	1067	814	942	1027	829	797	875			9347
Anderson	413	273	225	290	258	388	351	289	235	293			3015
Clemson	402	406	252	388	276	312	359	263	317	330			3305
Easley	48	73	40	36	48	36	55	52	41	48			477
Seneca	301	338	225	353	232	206	262	225	204	204			2550
Orientation Attendance	39	58	41	39	47	22	58	34	28	36			402
Workshops Offered	33	34	33	3	2	3	8	6	2	12			136
# Attended Employability	0	0	0	4	0	5	1	9	3	0			22
# Attended Financial Literacy	0	0	0	0	0	0	0	5	0	0			5
# Attended Computer Skills	0	0	0	0	0	0	0	0	0	0			0
Referrals to Partners:	49	62	61	61	30	35	41	57	50	64			510
# of Individuals Received Referral	43	54	55	55	28	31	40	55	50	58			469

Data through: April 2024
 Last Revision Date: 5.10.2024

SC WORKS | BRINGING EMPLOYERS
 AND JOB SEEKERS TOGETHER
WORKLINK
ANDERSON-OCONEE-PICKENS

PY2023 - July 1, 2023 to June 30, 2023

	Q1 2023	Q1 2023	Q1 2023	Q2 2023	Q2 2023	Q2 2023	Q3 2023	Q3 2023	Q3 2023	Q4 2023	Q4 2023	Q4 2023	Total
Employer Services	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	
Internal Job Orders Created	309	398	353	275	321	278	373	361	316	186			3170
Anderson	169	243	210	166	170	149	219	171	134	74			1705
Clemson	26	27	33	15	21	14	26	14	23	4			203
Easley	16	33	19	21	48	25	28	30	20	3			243
Seneca	98	95	91	73	82	90	100	146	139	105			1019
Services Provided Employers	1192	1544	1698	1976	1754	1635	1755	1494	1276	1260			15584
Anderson	194	414	324	307	321	321	370	333	256	253			3093
Clemson	842	975	1211	1549	1262	1102	1238	944	841	850			10814
Easley	29	33	20	23	79	90	35	57	23	12			401
Seneca	127	122	143	97	92	122	112	160	156	145			1276
Hiring Events	3	5	6	4	4	5	3	5	3	6			44
Total Job Seekers	35	143	80	234	171	276	321	178	81	197			1716
Anderson	29	138	17	200	70	246	282	77	81	72			1212
Oconee	0	0	0	30	0	0	0	28	0	58			116
Pickens	6	5	63	4	101	30	39	73	0	67			388
Regional	0	0	0	0	0	0	0	0	0	0			0
Entered Employments	21	29	8	2	9	2	15	7	7	1			101
Anderson	2	8	1	2	1	2	15	6	5	1			43
Clemson	16	20	7	0	0	0	0	1	2	0			46
Easley	0	0	0	0	0	0	0	0	0	0			0
Seneca	3	1	0	0	8	0	0	0	0	0			12
Rapid Response Events	1	2	0	1	0	1	0	1	2	0			8
Total Affected	15	34	0	9	0	12	0	25	60	0			155
Fraenkische	15	34	0	9	0	12	0	0	0	0			70
Medline	0	0	0	0	0	0	0	25	0	0			25
MST	0	0	0	0	0	0	0	0	10	0			10

PY2023 - July 1, 2023 to June 30, 2024

WIOA Individualized Career Services = July 1, 2023 - June 30, 2024

Job Seeker at WIOA Enrollment						
	A	O	P	Other	Total	
Veterans						
	CO	2	3	5	0	10
	New	0	1	0	0	1
Offenders						
	CO	22	9	8	1	40
	New	1	0	1	0	2
TAA Co-enrolled						
	CO	0	0	0	0	0
	New	0	0	0	0	0
Adult/DW Low Income						
	CO	24	24	23	2	73
	New	0	0	2	0	2
SNAP Recipient						
	CO	11	8	13	1	33
	New	0	0	0	0	0
Basic Skills Deficient						
	CO	36	16	35	2	89
	New	2	1	3	0	6

Caseload Breakdown			
	Active	Follow-up	Total
Goldsmith	27	35	62
Hill	33	28	61
Sexton	40	35	75
Smith	13	0	13
Total	113	98	211

Active Enrollment			
	CO	April	Total
Goldsmith	36	0	36
Hill	39	4	43
Sexton	45	1	46
Smith	2	2	4
Total	120	5	125

Applications			
	April	YTD Total	
YTD Total Determinations	10	143	
Enrollment			
	April	TD Planned (+/-)	
New MTD Enrolled	10	9	1
New YTD Enrolled	98	26	72
Total YTD Participants	185		
Total YTD Exits	72		
Priorities*			
	YTD Enrolled	%	Goal
1. Veterans - PAR, LI, or BSD**	124	78.0%	75% or More
2. PAR, LI, or BSD			
3. Veteran	35	22.0%	25% or Less
4. Non-Veterans			
Sum	159		

*Applies to Adult Population Only
 **PAR = Public Assistance Recipients, LI = Low Income, BSD = Basic Skills Deficient

Career Interest		
In-Demand Career Cluster	April	YTD
Admin, Support, Waste Mgmt., Remediation Svcs..	2	4
Health Care and Social Assistance	2	31
Manufacturing	0	18
Professional Scientific Technical Services	0	4
Construction	2	4
CDL Exception	3	31
Other	0	5

One-on-One Services		
<i>(214 Activity Codes reflect students in the seat regardless of start/end date; all others are services provided in that month)*</i>		
Activity	April	YTD
106 - Provided Internet Job Search	8	86
107 - Provision of Labor Market In	8	104
115 - Resume Preparation Assista	3	25
132- Workshop	10	79
142 - Soft Skills Instruction	17	81
202 - Career Guidance/Planning	56	447
214 - Adult Literacy or Basic Skills	0	1

WorkKeys or WIN (2008 to present)			
	CO	New MTD	Total
Platinum	35	0	35
Gold	315	0	315
Silver	1261	2	1263
Bronze	448	1	449
No Certificate	102	0	102
Total	2161	3	2164

Data through: April 2024
 Last Revision Date: 5.10.2024

SC WORKS | BRINGING EMPLOYERS
 AND JOB SEEKERS TOGETHER
WORKLINK
 ANDERSON-OCONEE-PICKENS

PY2023 - July 1, 2023 to June 30, 2024

WIOA Training and Follow-Up Services = July 1, 2023 - June 30, 2024

Recommended for Training Services					Occupational Training by Provider			
	April	YTD			Training Provider	Currently In Trai	PY23 Rec'd Training	
GED	0	2			Arclabs Welding School	1	1	
Occupational	5	72			Capstone Career Development Center	2	6	
On-the-Job Training	0	3			CDL Training Service (Ace Driving Academy)	0	7	
					Commercial Driving Academy	1	4	
					Norris Mechanical, LLC	9	24	
					Tri-County Technical College	19	59	
					Truck Driver Institute	0	1	
					Village Career Center, LLC.	1	1	
					Total	33	103	
OJT Training Synopsis					Total Occupational Training by Cluster			
Company Name	Location of Company	Successful	Unsuccessful	In-Progress	Occupation	Total Trained	PY23 Rec'd Credential	
Schnieder Electric	Oconee	1			GED/Occupational Training (324)	14	6	
Central Textiles	Pickens	1			Admin, Support, Waste Mgmt., Remediation Svcs.	4	0	
Advanced Prosthesis	Pickens	1			CDL	32	23	
					Construction	3	2	
					Health Care and Social Assistance	29	10	
					Manufacturing	25	13	
					Professional, Scientific, Technical Services	8	2	
					Funding Source PY23 Rec'd (occupational and GED training)			
					WIOA Funding	YTD Total	Partner Funding	amt Leverage YTD
					Adult	158	TCTC Scholarships \$	74,718
					Dislocated Workers	27	SC Lottery \$	-
					DWG	1	Pell Grant \$	-
					Trade (co-enrolled)	0	Other \$	-
					St-OA	0		
					Total	186		\$ 74,718
Program Outcomes and Follow-Up Services					Note: Some participants have rec'd more than one training or more than one funding source.			
	MTD Total	YTD Total						
Entered Employment	26	79						
Credential Attained (current year)		51						
Measurable Skills Gained		128						
Follow-Up Services Provided		478						
Follow-Up Services Individuals		234						

*This number is hand counted from SCWOS based on follow-up summaries of each career coach.



PY2024 SC Works Center Schedule

Early Closures for Staff Training

<u>Date</u>	<u>Time</u>	<u>Locations</u>	<u>Reason</u>
Friday, August 2, 2024	12:00pm	All Locations	Staff Training: Partner Programs/Employers*
Friday, September 6, 2024	12:00pm	Clemson Location	Special Circumstance@
Friday, September 27, 2024	12:00pm	Clemson Location	Special Circumstance#
Friday, November 22, 2024	12:00pm	All Locations	Staff Training: SC Works Policies and Procedures* Thanksgiving meal **
Friday, April 11, 2025	12:00pm	All Locations	Staff Training: Sensitivity and Etiquette Training*

@Clemson First Friday Parade – Traffic concerns for the Clemson SC Works Center

#Clemson University Homecoming/Tigerama – Traffic concerns for the Clemson SC Works Center

*Trainings will be held in-person with a virtual option.

**All Board members are invited to join us for lunch at 12:30pm.

Notices to the public will be posted well in advance of the early closures.

Proposed at the OneStop Operations Committee



**Priority Populations Committee
Meeting Summary
Tuesday, May 14, 2024
Zoom Conference Call
Clemson SC Works Comprehensive Center**

Members Present

Patrick Pruitt
Cherri Boller
Cynthia Sprinkle

Ms. Mary Baker, Rural Outreach Coordinator, South Carolina Department of Employment and Workforce – provided a presentation to the Committee on Rural Initiative to improve public awareness and accessibility of the agency’s reemployment programs in areas where disadvantaged populations reside.

Mr. Billy Hunter provided an update for the SC Works Centers.

Ms. Windy Graham, staff member of the WorkLink Board, referenced reports in the packet.

Beginning on page 8, Ms. Graham reviewed the Community Profile report from April 2024 that the SC Department of Employment and Workforce released.

WorkLink’s unemployment rate is 3.1%, and the population of those with disabilities is higher nationwide at 6.3%.

Our next meeting is scheduled for August 13, 2024.

EVENTS

4TH

- First Quality
- Hiring Event
- 1 p.m. - 4 p.m.
- Anderson SC Works

11TH

- Phillips Staffing
- Hiring Event
- 9:30 a.m. - 12 p.m.
- Seneca SC Works

12TH

- Job Fair
- 10 a.m. - 1 p.m.
- 204 S. Main Street
- Honea Path, SC

18TH

- City of Anderson
- Hiring Event
- 9 a.m. - 12 p.m.
- Anderson SC Works

20TH

- Job Fair
- 9 a.m. - 12 p.m.
- 300 N. McDuffie St.
- Anderson, SC

25TH

- Job Fair
- 9 a.m. - 12 p.m.
- 1774 Powdersville
- Rd. Easley, SC

JUNE 2024