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September 27, 2010

Addendum I
RFP MB0410R
Operating The One-Stop and Providing Workforce Development
Services To Adults and Dislocated Workers Under The
Workforce Investment Act

To All Potential Bidders:

RFP Panel: Kevin Holt (WFD-Program Expert), Sherry Kelley Marshall (WIB CEO/President – Program Expert), Lisa Willwerth (Contracting – Budget Officer) and Maggie Barnett (Contracting – Facilitator)

Providers Present: Easter Seals Work Resource Center, Urban League of Greater Cincinnati, Arbor Education & Training/Rescare, SuperJobs, Dress for Success, Hamilton County Community Action Agency, KRA Corporation

Attachment:Blank Budget in Excel Format to be used when submitting Proposals:

Language Change in RFP:

Page 22 item #7. **Training Services Provision –**

Currently reads: b. Carry out the policies of the Workforce Policy Board regarding training.

Change to read: Carry out the policies of the Workforce Investment Board regarding training.



Questions & Answers:

1. Question:

Is data in SCOTI & GSTARS accessible to contract recipient?

Response #1:

Yes, upon award of the contract, the recipient will be provided access to G Stars and will be provided instructions re SCOTI access and state authorization/training.

2. Question:

Are there other existing resources supporting this contract through in-kind donations (ex: donated building)?

Response #2:

Little or none. While the building was donated, operational costs are significant. See shared current budget.

3. Question:

Are we able to earn program income from any program and/or meeting space utilization?

Response #3:

Perhaps. We have explored this option with Business Services in the past, but exclusively as an option to offset direct incurred costs such as testing. Charging for traditional partners to use space or for more general services within the WiA mandate would be inappropriate.



4. Question:

Are budget cuts based upon county and/or city budget process? What about the state budget process, does that effect the funding as well? Or all of the above?

Response #4:

This contract budget is driven primarily by federal distribution formulas and some state workforce initiatives. The WIB and HCJFS functions also draw modestly from WIA program dollars. Significant budget cuts have, in the past, been the result of federal rescissions and reduced federal allocations. It is possible that changes in WIA law or priorities at the federal level could also reduce funding. This contract value is unlikely to be directly affected by Ohio's anticipated 8-9 billion dollar shortfall in the coming budget period.

5. Question:

Are funds for ITA's included in or separate from the dollar amount awarded in the contract?

Response #5: They are included in that total sum.

6. Question:

Earning profits or incentives? Please explain how this works and if it is an item that must be negotiated?

Response #6:

Profits are proposed and negotiated within the typical contracting process. Incentives and at-risk funds are managed separately. These are also subject to negotiation and are not guaranteed under this RFP. The method used in the past has been to define the contract value as 105% of reimbursable costs. The 5% over costs is available incentive dollars. At-Risk funds are the first 5% of reimbursable dollars. Together they total approximately 10% of the total contract value.

7. Question:

Do partners pay a share of occupancy costs? If so, how is that broken cut?

Response #7:

Yes. The One-Stop operator collects partner contributions to offset a portion of the total rent paid by the operator to the WIB. The calculation is a proportion of shared costs negotiated with the partners by the WIB. Those negotiations will begin soon for the next two years. The calculation is changing from past years, so the beginning point (dollar value) for those negotiations is currently unknown.



8. Question:

Will there be any assistance for cash flow start up if the contract begins July 1st and the allocation is not received until Sept/Oct?

Response #8:

There will not be start up cash. We do expect to have a plan in place to adequately fund basic services from July of 2011 through September, but that plan will require the one-stop operator to be well prepared to move quickly in a challenging environment.

9. Question:

What is the current number of employees at SuperJobs?

Response #9:

Thirty-one (31)

10. Question:

Are employees considered federal, state, county or contract employees?

Response #10:

Contract employees only

11. Question:

What is the history of the previous contracts? Terminated? Out bid?

Response #11:

We moved from City/County operation to Lockheed Martin to ACS, to Arbor. After the initial privatization, subsequent transitions have been driven by corporate structure changes, not termination or price competition.



12. Question:

The green book (RFP) version doesn't include statements about flexibility, suggesting ideas for service delivery changes, etc.

Response #12:

The dynamic changes of WIA funding over the last decade, and the lack of clarity about reauthorization and future funding particularly related to the current and expected economy of the next couple of years, call for creativity and flexibility in the system and of the provider selected under this RFP. It was suggested by the President/CEO of the Southwest Ohio Region Workforce Investment Board that responders to the RFP are encouraged to share ideas for service delivery changes and ability to adapt to future changes within their RFP responses.

13. Question:

Can demographic info of clients be provided?

Response #13:

See annual reports on the SuperJobs web site

14. Question:

Will service provider have any input with Area 13 WIB determining office locations?

Response #14:

Input, yes, but decisions will be made by the WIB

15. Question:

Will the service provider awarded this contract assume responsibility of the current SuperJobs Center building, equipment and resources including staff?

Response #15:

At this time, it is expected that the Level 2 One-stop will remain at 1916 Central Parkway but the WIB is open to proposals for alternative sites. The WIB determines distribution of inventory purchased with WIA funds, but it is reasonable to plan on the bulk of equipment remaining in the one-stop. Current Arbor staff remain at the discretion of Arbor. If another vendor won the contract, they would be responsible for hiring staff needed to fulfill the contract. There are no requirements to hire prior provider's staff.



16. Question:

Will we be able to get reimbursed for occupancy costs for facilities owned? Or do we need to have an indirect cost plan?

Response #16:

If a one stop or satellite is located in a building owned by the selected vendor, the WIB would determine if and for how long the location was needed. The WIB would negotiate any lease payments. Under these conditions, it is possible that the vendor would be compensated for occupancy costs.

17. Question:

If a budget cut causes a facility to be idle, can costs for this facility be reimbursed (i.e. rent, utilities, etc.)?

Response #17:

No. The lease would be terminated.

18. Question:

Is there required rent, occupancy, security, utilities, etc. that is paid by the money allocated to this contract (either \$3 million or \$250,000 from partners)? If so, how much was it last year (or is it this year)?

Response #18:

Occupancy costs for the year ending 6/30/10 were budgeted by the current one-stop operator at \$309,667.12

19. Question:

- A. What are some of the required costs that need to be covered on an annual basis? Travel to required meetings?
- B. What are the required reports that need to be submitted?

Response #19:

- A. See attached budget for the year ending 6/30/10. There is no required extensive or out-of-state travel. (continued)



B. The financial reports that need to be submitted are an expense report which details the current month's expenses plus shows a cumulative total for the expense for each budget line item for the contract year and a balance of the line for the contract year...a budget vs. actual expense report. There are also program reports that need to be submitted to the HCJFS program area and the WIB and those reports are a monthly report on service outcomes relative to goals to the WIB, significant ad-hoc reporting, particularly related to audits, periodic reporting on special projects such as the Banks initiative or similar for MSD.

20. Question:

- A. How detailed does the inventory of material and supplies need to be maintained?
- B. What's the process for disposing of equipment?

Response #20:

- A. Unless purchased in bulk, consumable supplies do not need to be inventoried. All equipment and technology purchases do need to be inventoried.**
- B. Equipment disposal must follow HCJFS disposal protocol. That typically means the items are turned over to the county auction process.**

21. Question:

Can gear up expenses (prior to 7/1/11) be reimbursed within the first invoice?

Response #21:

There will not be start up cash. We do expect to have a plan in place to adequately fund basic services from July of 2011 through September, but that plan will require the one-stop operator to be well prepared to move quickly in a challenging environment.

22. Question:

Maggie said the CFO's signature was required "to certify that you have the money to do this proposal". That's not what the certification says. The certification is to state that the data submitted is true and correct, and that the financial head has also authorized the submission.



Response #22:

The response expected behind the CFO signature is to state that the budget submitted is true and correct and that the governing body has authorized the submission.

23. Question:

Is a copy of current contract and/or winning RFP available? If so, where?

Response #23:

Under the terms of the Public Records Act one would need to request a copy of either by contacting the HCJFS, 222 E. Central Parkway Cincinnati, OH 45202, Contract Section, 3rd Floor in writing and request a copy of the specific contract or RFP. There is a fee for copying records as follows: The first ten (10) pages at no charge. All pages thereafter, five cents (\$.05) per page (double-sided is counted as one (1) page).

24. Question:

How many ITA's are generally issued a year?

Response #24:

Approximately 500

25. Question:

What was the average funded amount for ITA's in the current budget?

Response #25:

Unknown. Anticipate \$5,000 per training ITA approved.

26. Question:

Is the current contract available for review? If so, how is it obtained?

Response #26:

See response to Question #23

27. Question:

Is the last winning RFP available for review? If so, how is it obtained?

Response #27:

See response to Question #23



28. Question:

Is the current budget available for review? If so, how is it obtained?

Response #28:

Attached is the current operating budget for the 7/10 – 6/11 year. It is in the midst of revision now.

29. Question:

If the budget changes per WIA direction/priorities, do the negotiated deliverables change that impact incentives?

Response #29:

Typically, not in the past. Each prospective vendor may wish to specify their desired threshold for changes to incentive measures, based on increased or decreased budgets for subsequent negotiation.

30. Question:

What % of the current contract is spent on rapid response?

Response #30:

We expect 26.02% to be devoted to ITA's and tangible direct services such as uniforms or transportation for job seekers in the 7/10 – 6/11 contract year.

31. Question:

How much of the current award was spent on rapid response?

Response #31:

6.3%, but we expect that to more than double with anticipated supplemental allocations.



EXHIBIT IV

HCJFS CONTRACT BUDGET

AGENCY Arbor E&T, LLC / ResCare Inc.

BUDGET PREPARED FOR PERIOD

NAME OF CONTRACT PROGRAM One-Stop Operation & Service: 7/1/09 TO 6/30/10

INDICATE NAME OF SERVICE IN APPROPRIATE COLUMN BELOW

EXPENSES BY PROGRAM SERVICES	Adult	Dislocated Worker		MGMT INDIRECT	OTHER SERVICES	TOTAL EXPENSE
A. STAFF SALARIES	\$ 339,334.18	\$ 362,059.32		\$69,718.51		\$ 771,112.01
B. EMPLOYEE PAYROLL TAXES & BENEFITS	\$ 113,815.55	\$ 119,428.65		\$ 23,184.47		\$ 256,428.67
C. PROFESSIONAL & CONTRACTED SERVICES	\$ 151,123.11	\$ 160,906.89		\$ 31,015.78		\$ 343,045.78
D. CONSUMABLE SUPPLIES	\$ 21,600.00	\$ 23,400.00		\$ 4,473.00		\$ 49,473.00
E. OCCUPANCY	\$ 136,119.56	\$ 145,549.64		\$ 27,997.92		\$ 309,667.12
F. TRAVEL	\$9,402.80	\$10,097.20		\$ 1,938.30		\$ 21,438.30
G. INSURANCE	\$ 8,236.46	\$ 8,922.84		\$ 1,705.63		\$ 18,864.93
H. EQUIPMENT	\$ 26,252.97	\$ 28,286.03		\$ 5,421.18		\$ 59,960.18
I. MISCELLANEOUS	\$ 128,741.00	\$ 130,230.00		\$ 25,741.72		\$ 284,712.72
SUBTOTAL	\$ 934,625.62	\$ 988,880.58				
J. PROFIT MARGIN	\$ 93,462.56	\$ 98,888.06				\$ 192,350.62
K. DIRECT CLIENT EXPENSE TRAINING	\$ 70,000.00	\$ 173,000.00		\$ 24,154.20		\$ 267,154.20
L. DIRECT CLIENT EXPENSE SUPPORTIVE	\$ 34,000.00	\$ 15,000.00		\$ 4,870.60		\$ 53,870.60
SUBTOTAL	\$ 197,462.56	\$ 286,888.06				
M. DIRECT CLIENT EXPENSES VSTP & VR2				\$ -	\$ -	\$ -
N. WORKFORCE SERVICES MONTH EXPENDITURES				\$ -	\$ -	\$ -
O. RAPID RESPONSE SERVICES (DETAIL BUDGET ATTACHED)				\$ 28,666.96	\$ 288,400.00	\$ 317,066.96
P. DPN (DISABILITY PROGRAM NAVIGATOR)				\$ 5,392.45	\$ 54,250.00	\$ 59,642.45
Q. CAREER ADVANCEMENT ACCOUNTS (CAA)				\$ -	\$ -	\$ -
R. NATIONAL EMERGENCY GRANT (NEG)				\$ -	\$ -	\$ -
S. INCUMBENT WORKER GRANTS (IWG)				\$ -	\$ -	\$ -
SUB-TOTAL OF EACH COLUMN	\$ 1,132,088.18	\$ 1,275,768.64		\$ 220,221.32	\$ 342,650.00	\$ 2,970,728.14
ALLOCATION OF MGT/INDIRECT COSTS	\$ 107,908.44	\$ 112,312.87			\$ 34,059.41	N/A
TOTAL PROGRAM EXPENSES	\$ 1,239,996.63	\$ 1,388,081.51			\$ 376,709.41	\$ 3,004,787.55

ESTIMATED TOTAL UNITS OF SERVICE TO BE PROVIDED:

TOTAL

UNIT= WIA Enrollment

TOTAL PROGRAM COST/TOTAL UNITS OF SERVICE = UNIT COST:

1a.

A. STAFF SALARIES – Attach Extra Pages for Staff, if needed

POSITION TITLE	# STAFF	HRS/ WEEK*	ANNUAL COST	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SERVICE
Center Director	1	40 (12 months)	\$70,000	\$33,866.00	\$36,134.00		\$6,958.00	
Business Svcs Manager	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
Bus. Svcs. Marketing Rep	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
Bus. Serv. Acc. Rep	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
Bus. Serv. Associate	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
Data Coordinator	1	40 (12 months)	\$31,000	\$14,997.80	\$16,002.20		\$3,081.40	
IT Administrator	1	40 (12 months)	\$49,350	\$23,875.53	\$25,474.47		\$4,905.39	
WIA Program Manager	2	40 (12 months)	\$95,000	\$45,961.00	\$49,039.00		\$9,443.00	
Workshop Facilitator	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
Front Desk / Cust Svcs	2	40 (12 months)	\$51,580	\$24,954.40	\$26,625.60		\$5,127.05	
Resource Room Spec.	1	40 (12 months)	\$24,700	\$11,949.86	\$12,750.14		\$2,455.18	
Career Coach	6	40 (12 months)	\$217,122	\$105,043.62	\$112,078.38		\$21,581.93	
TOTAL SALARIES	Con'd							

1b.

A. STAFF SALARIES – Attach Extra Pages for Staff, if needed

POSITION TITLE	# STAFF	HRS WEEK	ANNUAL COST	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SERVICE
Retention Specialist	3	40 (12 months)	\$109,761	\$53,102.37	\$56,658.63		\$10,910.24	
Finance Manager	1	40 (12 months)	\$24,807	\$12,001.38	\$12,805.12		\$2,465.77	
Finance Coordinator	1	40 (12 months)	\$18,640	\$9,018.03	\$9,621.97		\$1,852.82	
Education & Training Liaison	0	40 (12 months)	\$0	\$0.00	\$0.00		\$0.00	
H/R Manager	1	40 (12 months)	\$24,000	\$11,611.20	\$12,388.80		\$2,385.60	
QA Specialist	1	40 (12 months)	\$44,100	\$21,335.58	\$22,764.42		\$4,383.54	
Operations Manager	1	40 (12 months)	\$51,450	\$24,891.51	\$26,558.49		\$5,114.13	
Admin Supervisor	1	40 (12 months)	\$37,280	\$18,036.06	\$19,243.94		\$3,705.63	
Admin Support & Test Administrator	1	40 (12 months)	\$36,750	\$17,779.65	\$18,970.35		\$3,652.95	
On site Staff Bonus	40		\$57,500	\$27,818.50	\$29,681.50		\$5,715.50	
Finance Team	Mult.*	30 (12 months)	\$5,752.00	\$2,782.82	\$2,969.18		\$571.75	
Operations Team	Mult.*	30 (12 months)	\$6,052.00	\$2,927.96	\$3,124.04		\$601.57	
SUB TOTALS			\$954,843.50					

See NEXT Page

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1c.

A. STAFF SALARIES – Attach Extra Pages for Staff, if needed

POSITION TITLE	# STAFF	HRS WEEK	ANNUAL COST	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SERVICE
SUB TOTALS			\$954,843.50	\$461,953.29	\$492,890.21		\$94,911.44	
Less salaries of 6488*			(\$253,450.00)	(\$122,619.11)	(\$130,830.89)		(\$25,192.93)	
TOTALS			\$701,393.50	\$339,334.18	\$362,059.32		\$69,718.51	
							\$ 110,878.22	

<u>EXPENSES BY PROGRAM SERVICES</u>	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SERVICES	TOTAL EXPENSE
B. PAYROLL TAXES						
FICA 7.65 %	\$25,959.06	\$27,697.54		\$5,333.47		\$58,990.07

WORKER'S COMP.	3.87	%	\$13,132.23	\$14,011.70	\$2,698.11	\$29,842.03
UNEMPLOYMENT	1.29	%	\$4,377.41	\$4,670.57	\$899.37	\$9,947.34
BENEFITS						
RETIREMENT	0.82	%	\$2,782.54	\$2,968.89	\$571.69	\$6,323.12
HOSPITAL CARE	7.01	%	\$53,787.33	\$55,380.36	\$10,851.27	\$120,018.96
OTHER (SPECIFY)						
Corp. vac./sick/hol.	4.06	%	\$13,776.97	\$14,699.61	\$2,830.57	\$31,307.15
TOTAL EMPLOYEE PAYROLL TAXES & BENEFITS @24.7%						
			\$113,815.55	\$119,428.65	\$23,184.47	\$256,428.67

C. PROFESSIONAL FEES & CONTRACTED SERVICES (Indicate type, function performed, and estimate of use (hours, days, etc.) *	Adult	Dislocated Worker	MGMT INDIRECT	OTHER DIRECT SERVICES	TOTAL EXPENSE
S/C: Community Action Agency	\$83,848.50	\$88,687.50	\$17,150.08		\$189,686.08
S/C: Mature Services, Inc.	\$67,274.61	\$72,219.39	\$13,865.70		\$153,359.70
TOTAL PROFESSIONAL FEES & CONTRACTED SERVICES					
		\$151,123.11	\$160,906.89	\$31,015.78	\$343,045.78

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<u>EXPENSES BY PROGRAM SERVICES</u>	Adult	Dislocated Worker	Other Funding stream	MGMT INDIRECT	OTHER DIRECT SERVICES	TOTAL EXPENSE
D.CONSUMABLE SUPPLIES						
OFFICE	\$21,600.00	\$23,400.00		\$4,473.00		\$ 49,473.00
MAINTENANCE & REPAIRS – In rent						
PROGRAM						
Training Materials						
OTHER (SPECIFY)						
Stationery						
Business Cards						
TOTAL CONSUMABLE SUPPLIES	\$21,600.00	\$23,400.00		\$4,473.00		\$ 49,473.00
E. OCCUPANCY COSTS	\$116,920	\$124,749.64		\$24,021.92		\$ 265,691.12
RENTAL @ PER SQ.FT.*						
USAGE ALLOWANCE OF BLDG.OWNED @2% OF ORIG.ACQUISTION COST						
MAINTENANCE & REPAIRS – In rent						
UTILITIES (MAY BE INCLUDED IN RENT)						
HEAT & ELECTRI In rent						
WATER In rent						
TELEPHONE	\$19,200	\$20,800.00		\$3,976.00		\$ 43,976.00
OTHER (SPECIFY)						

TOTAL OCCUPANCY COSTS	\$136,120	\$145,549.64		\$27,997.92		\$ 309,667.12
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*4 locations:

1. Central Parkway @ 30,000 sq. ft. × 10.50/yr × 1 yrs:	367,002
(Partner contributions @ current × 1 yr):	<u>-146,801</u>
	220,201
2. Cincinnati satellite @ 4,000sq. ft. × 12/yr × 1 yrs:	6,000
3. Hamilton County satellite @4,000 sq. ft. × 18/yr × 1 yrs:	15,468
4. Banks Group satellite @ 4,000 sq ft x 12/yr x 1 yrs:	0
TOTAL RENT:	241,669

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<u>EXPENSES BY PROGRAM SERVICES</u>	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SER	TOTAL EXPENSE
F. TRAVEL COSTS						
GASOLINE & OIL						
VEHICLE REPAIR						
VEHICLE LICENSE						
VEHICLE INSURANCE						
OTHER:						
MILEAGE REIMBURSE.@ .505 PER MILE	\$2,902.80	\$3,097.20		\$596.40		\$6,596.40
CONFERENCES & MEETINGS, ETC. (may include air, hotel, & meals)	\$6,500.00	\$7,000.00		\$1,341.90		\$14,841.90
PURCHASED TRANSPORTATION						
TOTAL TRAVEL COSTS	\$9,402.80	\$10,097.20		\$1,938.30		\$21,438.30
G. INSURANCE COSTS						
LIABILITY *						
PROPERTY *						
ACCIDENT*						
OTHER*						
TOTAL INSURANCE COSTS @ \$4.85 per \$1K of contract	\$8,236.46	\$8,922.84		\$1,705.63		\$18,864.93

<u>EXPENSES BY PROGRAM SERVICES</u>	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SERV	TOTAL EXPENSE
I. MISCELLANEOUS COSTS						
Future services to be determined or listed below	\$128,741.00	\$130,230.00		\$25,741.72		\$284,712.72
Advertising						
Staff Training/Development						
Postage/Overnight Delivery						
Audit @0.25%						
TOTAL MISCELLANEOUS COSTS	\$128,741.00	\$130,230.00		\$25,741.72		\$284,712.72
J. PROFIT MARGIN						
(For profit entities only- indicate the amount) @10%, exc. K.&L.	\$93,462.56	\$98,888.06				\$192,350.62
K. DIRECT CLIENT EXPENSE TRAINING	\$70,000.00	\$173,000.00		\$24,154.20		\$267,154.20
L. DIRECT CLIENT EXPENSE SUPPORTIVE SERVICES	\$34,000.00	\$15,000.00		\$4,870.60		\$53,870.60
M. DIRECT CLIENT EXPENSES VSTP & VR2						\$ -
N. WORKFORCE SERVICES MONTH EXPENDITURES				\$ -		\$ -
O. RAPID RESPONSE SERVICES				\$ 28,666.96	\$ 288,400.00	\$ 317,066.96
P. DPN (DISABILITY PROGRAM NAVIGATOR)				\$ 5,392.45	\$ 54,250.00	\$ 59,642.45
Q. CAREER ADVANCEMENT ACCOUNTS (CAA)				\$ -	\$ -	\$ -
R. NATIONAL EMERGENCY GRANT (NEG)				\$ -	\$ -	\$ -
S. INCUMBENT WORKER GRANTS (IWG)				\$ -	\$ -	\$ -

TOTAL PROGRAM EXPENSES	\$1,132,088.18	\$1,275,768.64	254,280.73	342,650.00	3,004,787.55
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A rationale or basis for the proration of MGT/INDIRECT Cost must be included which details how the amount charged to this program was determined. Some agencies allocate these types of costs on staff salaries, total personnel costs, total direct program costs, and/or time studies. HCJFS staff are available to discuss the most appropriate basis for the program for which the budget is being prepared, if agency staff are unfamiliar with this process.

EXPLANATION: MGT/INDIRECT Costs have been calculated to include those functions that are primarily administrative in nature: 100% of audit costs; 100% of salary and fringes of the corporate Finance Team; 30% of salary and fringes of the corporate Operations Team; a corresponding 30% of out-of-town travel costs for Operations Team members; and, a proportionate share of the Central Office Shared Costs and Profit Margin.

\$ 2,687,720.59
 \$ 2,628,078.14 Total Before special grants

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<u>REVENUES BY PROGRAM SERVICES</u>	Adult	Dislocated Worker		MGMT INDIRECT	OTHER DIRECT SER	TOTAL REVENUES
A. GOVERNMENTAL AGENCY FUNDING (specify agency & type)						
B. OTHER FUNDING						
FEES FROM CLIENTS-Employers						
CONTRIBUTIONS – (identify all contributions which exceed \$1000.00 by donor and amount)						
Please see budget narrative for in-kind contribution details						
AWARDS & GRANTS						
TOTAL REVENUE (including in-kind)						

EXPLANATION OF ANY ITEMS ABOVE: _____

TOTAL EXPENSE

\$76,958.00
\$0.00
\$0.00
\$0.00
\$0.00
\$34,081.40
\$54,255.39
\$104,443.00
\$0.00
\$56,707.05
\$27,155.18
\$238,703.93

TOTAL EXPENSE

\$120,671.24
\$27,272.27
\$20,492.82
\$0.00
\$26,385.60
\$48,483.54
\$56,564.13
\$40,985.63
\$40,402.95
\$63,215.50
\$6,323.75
\$6,653.57

AMOUNT CHARGED TO CONTRACT PROGRAM	WHICH CONTRACTED PROGRAM

included