



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
FIRST JOB | NEXT JOB | BEST JOB

**Finance Committee Meeting Agenda
Thursday, September 2nd, 2021, at 8:00 AM
VIA ZOOM**

Please join my meeting from your computer, tablet, or smartphone.

<https://us06web.zoom.us/j/85494301968?pwd=TXFNK1NIVHRtd0s0bUtrVVdXQzVVQT09>

Meeting ID: 854 9430 1968

Passcode: 797699

One tap mobile

+13017158592,,85494301968#,,,,*797699# US (Washington DC)

+13126266799,,85494301968#,,,,*797699# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 854 9430 1968

Passcode: 797699

Find your local number: <https://us06web.zoom.us/j/kcANUDKBqC>

-
- 1. Approval of Finance Committee Meeting Minutes from June 3rd, 2021**
 - 2. Update on Executive Committee Approval of CRI WIOA/JFES WJ-21-001 Contract Amendment for an additional \$2,690.00 from \$1,783,447.00 to \$1,786,137.00**
 - 3. Update Status of Audit**
 - 4. Approval of Date and Time Revision for Standing Finance Committee Meeting**
 - 5. Review of All Funds Budget**
 - 6. Update on Financials**
 - 7. Other Business**
 - 8. Adjournment**



**NORTHWEST REGIONAL
WORKFORCE INVESTMENT BOARD**
FIRST JOB | NEXT JOB | BEST JOB

**Finance Committee Meeting Minutes
Thursday, June 3rd, 2021 at 8:00 AM
VIA Zoom Virtual Conference Video Call at:**

<https://zoom.us/j/99768029300?pwd=M0JiajBJVVFrMENzM2w2MFAyMUI5Zz09>

Meeting ID: 997 6802 9300

Passcode: 596122

Participating: W. Starbuck, W. Pizzuto

Others in attendance: C. Awwad, M. Hayden, S. Mertz

Meeting commenced at 7:53AM

**The Finance Committee failed to meet the quorum of the minimum number of members necessary to conduct the business of the group. Electronic votes will be secured to confirm passage of agenda items requiring action.*

- 1. Approval of Finance Committee Meeting Minutes from March 4th, 2021**
- 2. Confirmation of Audit Firm**
- 3. Approval of All Funds Budget - Conditional**
- 4. Review and Approval of Accounting & Financial Policies and Procedures Manual**
- 5. Update on Financials**
- 6. Other Business**
- 7. Adjournment**

Meeting ended at 8:14AM

CONTRACT SUMMARY PAGE

WIOA/JFES CONTRACT WJ-21-001

Contracting Agency	Northwest Regional Workforce Investment Board, Inc. 249 Thomaston Avenue Waterbury, CT 06702		
	<i>Name of entity</i>		
Contracting Agency Contact	Catherine N. Awwad, Executive Director	203-574-6971 x 426	catherine.awwad@nrwib.org
	<i>Name</i>	<i>Phone</i>	<i>e-mail</i>
Subrecipient	Career Resources, Inc. 350 Fairfield Avenue Bridgeport, CT 06604		FEIN # 06-1427945 DUNS # 798971693
	<i>Name of entity</i>		<i>FEIN/DUNS Number</i>
Subrecipient Contact	Scott Wilderman	President & CEO	wilderman@careerresources.org
	<i>Name</i>	<i>Phone</i>	<i>e-mail</i>
Program Activity	Workforce Innovation Opportunity Act (WIOA) Title One Career Services and Jobs First Employment Services (JFES) Case Management for TANF Participants		
	<i>Activity name or classification</i>		
Primary Service Site	249 Thomaston Ave		
	<i>Street Address</i>		
	Waterbury	CT	06702
	<i>City</i>	<i>State</i>	<i>Zip</i>
Organization Type	<input type="checkbox"/> Public Agency <input checked="" type="checkbox"/> Non-Profit Agency <input type="checkbox"/> For Profit Organization		
	<i>Select one option</i>		
Contract Type	<input checked="" type="checkbox"/> Cost Reimbursement <input checked="" type="checkbox"/> Performance <input type="checkbox"/> Other		
	<i>Select one option</i>		
Funding Source	Workforce Innovation Opportunity Act (WIOA) of 2014 (P.L. 113-128) funds and Jobs First Employment Services (JFES) funds of the Connecticut Department of Labor and other funds to the extent of the contract		
	<i>List source of funds</i>		
Contract Period	7/1/2021	6/30/2022	WIOA \$ 1,063,951.00
	<i>Start Date</i>	<i>End Date</i>	JFES \$ 582,391.00
6Maximum Funding Amount	\$1,786,137.00		HPOG \$ 16,700.00
	<i>Contract Amount</i>		ARES-DOC \$ 18,000.00
			SCSEP \$ 41,430.00
			CARES2 \$ 55,775.00
			Section 3 \$ 3,945.00
			Good Jobs \$ 3,945.00
CFDA # CORE CT#	17.258 WIOA Adult 17.278 WIOA Dislocated Worker 17.259 WIOA Youth		11000-DOL-40000-12212 JFES
	<i>CFDA #</i>	<i>CFDA #</i>	<i>CORE CT#</i>

Notes: Work completed under this contract is covered under the RFQ published by Northwest Regional Workforce Investment Board issued in Dec 2020 which states, "Contracts will be written for one year followed by three one year renewable periods. Renewal will be at the option of the NRWIB. Contracts will contain additional clauses related to termination for convenience with the proper notice to provide for contractors not wishing to continue services beyond any one year period. Performance will be measured each year. Providers who do not substantially meet the US DOL performance standards applicable to the various funding streams as described in the contract document will not be renewed." This is year one of the contract.

Amendment # 1: To increase maximum funding from \$1,783,447.00 to \$1,786,137.00 by including an additional \$2,690.00 of Workforce Innovation Opportunity Act (WIOA) funds for Title One Career Services.

Northwest Regional Workforce Investment Board Budget			ends 3/31/22														ends 9/30/21		ends 4/13/23		ends 6/30/24	
Description	GL #	ccc	WIOA								JFES		COVID-19		HPOG	ADS Youth	CYEP	DCF	ACI	ACI 2.0		
			Indirect	Adult Admin	Adult	DLW Admin	DLW	Rapid Response	Youth Admin	Youth	JFESAdmin	JFESProgram	Dislocated Worker									
Grant Funds Available		\$	-	\$ 113,005.00	\$ 1,017,053.00	\$ 118,589.00	\$ 1,067,307.00			\$ 111,178.00	\$ 1,000,610.00	\$ 141,155.00	\$ 1,270,404.00	\$ 302,384.50	\$ 342,427.00	\$ 917,220.07	\$ 11,102,700.00	\$ 105,000.00	\$ 829,203.04	\$ 1,400,000.00		
Rollover Funds Available		\$	-	\$ 30,000.00	\$ 170,000.00	\$ 10,000.00	\$ 46,364.00	\$ 244,365.35		\$ 32,000.00	\$ 288,000.00	\$ -	\$ -	\$ -	\$ 107,893.67	\$ -	\$ -	\$ -	\$ -	\$ -		
Rollover Funds to next year		\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (31,264.74)	\$ (255,343.28)	\$ -	\$ -	\$ -	\$ (107,893.67)	\$ (611,480.06)	\$ -	\$ -	\$ (312,500.00)	\$ (750,000.00)		
		\$	-	\$ 143,005.00	\$ 1,187,053.00	\$ 128,589.00	\$ 1,113,671.00	\$ 244,365.35		\$ 111,913.26	\$ 1,033,266.72	\$ 141,155.00	\$ 1,270,404.00	\$ 302,384.50	\$ 342,427.00	\$ 305,740.01	\$ 11,102,700.00	\$ 105,000.00	\$ 516,703.04	\$ 650,000.00		
Salaries																						
Salaries		\$	1,413,614.50	\$ 207,008.37	\$ 30,231.30	\$ 130,943.00	\$ 32,830.57	\$ 157,645.32		\$ 26,282.23	\$ 287,527.39	\$ 38,796.36	\$ 167,667.32	\$ 5,869.00	\$ 17,478.50	\$ 9,413.63	\$ 62,200.00	\$ 22,367.37	\$ 24,523.58	\$ 37,200.58		
Fringes		\$	534,346.28	\$ 78,663.18	\$ 11,487.89	\$ 49,758.34	\$ 12,475.62	\$ 59,905.22		\$ 9,987.27	\$ 109,260.42	\$ 14,742.61	\$ 63,713.58	\$ 2,230.22	\$ 6,641.83	\$ 4,374.37	\$ 23,578.85	\$ 7,132.63	\$ 8,892.25	\$ 10,224.00		
Rent, Sec. Cle. Record Storage & Storage Facility	62000	\$	185,000.00	\$ 25,639.96	\$ 3,744.44	\$ 16,218.54	\$ 4,066.38	\$ 19,525.88		\$ 3,255.45	\$ 35,613.01	\$ 4,805.30	\$ 20,767.20	\$ -	\$ 14,344.00	\$ -	\$ 9,825.93	\$ -	\$ -	\$ -		
Telephone	64000	\$	16,500.00	\$ 2,576.72	\$ 376.30	\$ 1,629.90	\$ 408.66	\$ 1,962.28		\$ 327.15	\$ 3,578.98	\$ 482.91	\$ 2,087.03	\$ 73.05	\$ 217.56	\$ -	\$ 876.37	\$ -	\$ -	\$ -		
Advertising-legal notices	65000	\$	8,500.00	\$ 1,600.00	\$ 1,300.00	\$ -	\$ 1,300.00	\$ -		\$ 2,000.00	\$ -	\$ 308.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Dues & Subscriptions	66000	\$	14,750.00	\$ -	\$ 1,800.00	\$ 2,200.00	\$ 1,800.00	\$ 2,200.00		\$ 1,800.00	\$ 2,200.00	\$ 600.00	\$ 1,650.00	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ -		
Office Supp/Equip	68000	\$	61,175.00	\$ 4,000.00	\$ 1,118.18	\$ 9,281.76	\$ 1,005.46	\$ 8,707.98		\$ 875.07	\$ 8,079.28	\$ 1,116.35	\$ 15,503.84	\$ 2,364.39	\$ -	\$ -	\$ 2,934.37	\$ -	\$ -	\$ -		
Cost of Meetings	68001	\$	5,500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -		\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Postage	70000	\$	4,500.00	\$ -	\$ 300.00	\$ -	\$ 300.00	\$ -		\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -		
Travel & Mileage	72000	\$	10,000.00	\$ -	\$ 650.00	\$ 1,350.00	\$ 650.00	\$ 1,350.00		\$ 650.00	\$ 1,350.00	\$ 200.00	\$ 800.00	\$ 169.00	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ -	\$ -		
Staff Training	74000	\$	5,000.00	\$ 1,186.34	\$ 173.25	\$ 750.42	\$ 188.15	\$ 903.44		\$ 150.62	\$ 1,647.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Insurance	76000	\$	23,401.89	\$ -	\$ 1,250.00	\$ 2,750.00	\$ 1,250.00	\$ 2,750.00		\$ 1,250.00	\$ 2,750.00	\$ 2,450.00	\$ 3,800.00	\$ -	\$ -	\$ 1,350.00	\$ 3,111.09	\$ -	\$ -	\$ -		
Recruitment	76200	\$	35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Monitoring Fees-MR	77000	\$	33,000.00	\$ 4,660.60	\$ 3,625.00	\$ -	\$ 3,633.00	\$ -		\$ 7,500.00	\$ -	\$ 7,592.00	\$ -	\$ -	\$ 990.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -		
Audit Fees	78100	\$	21,000.00	\$ 21,000.00	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Legal Fees	78200	\$	13,900.00	\$ -	\$ 1,684.49	\$ -	\$ 1,315.51	\$ -		\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Payroll Service/ADP	78300	\$	6,700.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -		\$ 500.00	\$ -	\$ 1,400.00	\$ -	\$ -	\$ 500.00	\$ 800.00	\$ 1,000.00	\$ -	\$ -	\$ -		
Web Page/ Qsend IT on Grant budget/software	78500	\$	13,500.00	\$ 2,288.57	\$ 348.50	\$ 1,509.48	\$ 378.46	\$ 1,817.30		\$ 302.98	\$ 3,314.55	\$ 447.24	\$ 1,932.83	\$ -	\$ 355.00	\$ -	\$ 717.03	\$ -	\$ -	\$ -		
Purchased services- PSC	78600	\$	40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00		
Purchased services - NPAC Nick Augell	78600	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Purchased services - Program admin	79000	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Operating Expenses		\$	2,445,387.67	\$ 348,623.75	\$ 59,089.35	\$ 216,891.44	\$ 62,601.80	\$ 257,267.41		\$ 57,180.76	\$ 455,971.41	\$ 73,241.07	\$ 308,421.79	\$ 10,705.67	\$ 41,126.89	\$ 15,938.00	\$ 110,243.64	\$ 29,500.00	\$ 33,415.83	\$ 57,424.58		
Balance Available		\$	(2,445,387.67)	\$ -	\$ 83,915.65	\$ 970,161.56	\$ 65,987.20	\$ 856,403.59		\$ 54,732.50	\$ 577,295.31	\$ 67,913.93	\$ 961,982.21	\$ 291,678.83	\$ 301,300.11	\$ 289,802.01	\$ 992,456.36	\$ 75,500.00	\$ 483,287.21	\$ 592,575.42		
Program Cost					\$ 1,783,447.00																	
Career Resources	80002	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Career Resources	80002	\$	-	\$ -	\$ -	\$ 506,934.00	\$ 452,763.00	\$ -		\$ -	\$ 101,564.00	\$ -	\$ 582,391.00	\$ -	\$ 16,700.00	\$ -	\$ -	\$ -	\$ -	\$ -		
One Stop Occupancy	83000	\$	-	\$ -	\$ 94,250.00	\$ -	\$ 84,500.00	\$ -		\$ -	\$ 19,500.00	\$ -	\$ 110,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
JFES Case Mgmt	80006	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
JFES Case Mgmt Occupancy	80008	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
JFES Contracts	80006	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ 80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Youth -Contracts	80006	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 344,468.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
CHD Center for Human development																						
One Stop Operator Contract	80006	\$	-	\$ -	\$ 678.67	\$ 40,988.00	\$ 678.67	\$ 40,988.00		\$ 678.66	\$ 40,988.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Summer Youth- Contracts	80006	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 982,956.36	\$ 70,000.00	\$ -	\$ -		
Contracts for services	80006	\$	-	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -		\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -	\$ 190,000.00		
ITA Training	80000	\$	-	\$ -	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 88,986.35	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 21,628.00	\$ 111,655.68	\$ -	\$ 5,000.00	\$ -	\$ 193,750.00	\$ -		
Provider Expenses - Other Career Edge/future works, ACT, content watch, Carr	80001	\$	-	\$ -	\$ 21,524.86	\$ -	\$ 21,524.86	\$ -		\$ -	\$ 20,774.86	\$ -	\$ 22,500.00	\$ 3,000.00	\$ -	\$ 9,500.00	\$ 500.00	\$ -	\$ 12,500.00	\$ -		
IWT	82000	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
OJT	80005	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,379.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,120.00	\$ -	\$ -	\$ -	\$ 37,500.00	\$ 62,500.00		
Supportive Services-including UBER WIOA/JFES	80007	\$	-	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -		\$ -	\$ 10,000.00	\$ -	\$ 22,500.00	\$ 15,000.00	\$ 8,505.00	\$ 50,000.00	\$ -	\$ -	\$ 37,500.00	\$ 75,000.00		
Provider Expense - Other Transitional Jobs / ITA exceptions/subsidized stipends	80008	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ 20,000.00	\$ -	\$ 50,000.00	\$ 221,448.17	\$ 22,303.87	\$ 190,715.25	\$ -	\$ -	\$ -	\$ -		
Subsequent Year Funding (unbudgeted/projected unspent funds)	81000	\$	-	\$ -	\$ 23,472.31	\$ 181,464.70	\$ 6,391.39	\$ 201,627.73		\$ -	\$ -	\$ 4,149.20	\$ 44,091.21	\$ 17,947.59	\$ 112,085.56	\$ 14,376.00	\$ -	\$ -	\$ 201,062.21	\$ 263,905.42		
Total Program Expenses		\$	-	\$ -	\$ 24,150.98	\$ 970,161.56	\$ 7,070.06	\$ 856,403.59		\$ 244,365.35	\$ 678.66	\$ 577,295.31	\$ 4,149.20	\$ 961,982.21	\$ 279,023.76	\$ 295,370.11	\$ 255,091.25	\$ 992,456.36	\$ 75,500.00	\$ 482,312.21	\$ 591,405.42	
Total Expenses prior to idc		\$	2,445,387.67	\$ 348,623.75	\$ 83,240.33	\$ 1,187,053.00	\$ 69,671.86	\$ 1,113,671.00		\$ 244,365.35	\$ 57,859.42	\$ 1,033,266.72	\$ 77,390.27	\$ 1,270,404.00	\$ 289,729.43	\$ 336,497.00	\$ 271,029.25	\$ 1,102,700.00	\$ 105,000.00	\$ 515,728.04	\$ 648,830.00	
Exclusions																						
Summer Youth Participant, Support and Contracts		\$	-	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,715.25	\$ -	\$ 1,102,700.00	\$ 105,000.00	\$ -	\$ -	
ITA/IWT and Supportive Services		\$	-	\$ -	\$ 75,000.00	\$ -	\$ 5,000.00	\$ 88,986.35		\$ -	\$ 10,000.00	\$ -	\$ 72,500.00	\$ 36,628.00	\$ 120,160.68	\$ 50,000.00	\$ -	\$ 5,000.00	\$ 482,312.21	\$ 591,405.42		
Total Exclusions from Base		\$	-	\$ -	\$ 75,000.00	\$ -	\$ 5,000.00	\$ 88,986.35		\$ -	\$ 10,000.00	\$ -	\$ 72,500.00	\$ 36,628.00	\$ 120,160.68	\$ 50,000.00	\$ 1,102,700.00	\$ 110,000.00	\$ 482,312.21	\$ 591,405.42		
Net Expenses for IDC Allocation		\$	348,623.75	\$ 83,240.33	\$ 1,112,053.00	\$ 69,671.86	\$ 1,108,671.00	\$ 155,379.00		\$ 57,859.42	\$ 1,023,266.72	\$ 77,390.27	\$ 1,197,904.00	\$ 253,101.43	\$ 216,336.32	\$ 221,029.25	\$ -	\$ (5,000.00)	\$ 33,415.83	\$ 57,424.58		
Indirect cost rate allocation		\$	(351,557.71)	\$ 59,764.67	\$ 58,917.13	\$ -	\$ -	\$ 54,053.85		\$ 63,764.73	\$ -	\$ 12,655.07	\$ 5,930.00	\$ 34,710.76	\$ -	\$ -	\$ 975.00	\$ -	\$ 1,170.0			

Northwest Regional Workforce Investment Board Budget		4/1/21-3/31/25							7/1-12/31					
Description	GL #	STATE JOBS	CARES 2	GOOD JOBS	SECTION 3	CDBG	Unreserved	Home Works	SCSEP-Dept Aging	ARES	Youth Build	CHEFA	TOTAL	
		FUNNEL	\$896,237.50											
Grant Funds Available		\$ 53,838.00	\$ 896,237.50	\$ 30,210.08	\$ 60,000.00	\$ 159,125.00	\$ 171,573.77	\$ 1,910,889.00	\$ 63,967.98	\$ 196,450.00	\$ 18,000.00	\$ 839,095.00	\$ 85,692.00	\$ 14,576,087.80
Rollover Funds Available		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,000.00	\$ -	\$ 1,018,429.11
Rollover Funds to next year		\$ -	\$ -	\$ -	\$ -	\$ -	\$ (171,573.77)	\$ (1,456,030.75)	\$ -	\$ (98,350.00)	\$ -	\$ (839,095.00)	\$ -	\$ (4,944,111.21)
		\$ 53,838.00	\$ 896,237.50	\$ 30,210.08	\$ 60,000.00	\$ 159,125.00	\$ -	\$ 454,858.25	\$ 63,967.98	\$ 98,100.00	\$ 18,000.00	\$ 32,000.00	\$ 85,692.00	\$ 10,650,405.70
Salaries								\$ 450,577.25						
Salaries		\$ 15,000.00	\$ 24,000.00	\$ 12,769.90	\$ 10,388.10	\$ 4,705.00	\$ -	\$ 61,918.00	\$ -	\$ 22,880.00	\$ -	\$ 17,500.00	\$ -	\$ 1,427,145.50
Fringes		\$ 4,500.00	\$ 9,600.00	\$ 4,852.56	\$ 3,947.48	\$ 1,795.00	\$ -	\$ 24,767.20	\$ -	\$ 8,008.00	\$ -	\$ 6,650.00	\$ -	\$ 537,188.52
Rent, Sec, Cle, Record Storage & Storage Facility	62000	\$ -	\$ 3,000.00	\$ 1,688.82	\$ 1,373.83	\$ -	\$ -	\$ 8,580.00	\$ -	\$ 7,200.00	\$ -	\$ -	\$ -	\$ 179,648.74
Telephone	64000	\$ -	\$ 500.00	\$ 158.95	\$ 129.31	\$ -	\$ -	\$ 423.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 16,808.17
Advertising-legal notices	65000	\$ -	\$ -	\$ 1,992.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500.30
Dues & Subscriptions	66000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,750.00
Office Supp/Equip	68000	\$ -	\$ -	\$ 236.22	\$ 469.15	\$ -	\$ -	\$ 885.10	\$ -	\$ 1,815.50	\$ -	\$ -	\$ -	\$ 58,392.66
Cost of Meetings	68001	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500.00
Postage	70000	\$ -	\$ -	\$ 350.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00
Travel & Mileage	72000	\$ -	\$ -	\$ 216.63	\$ 88.70	\$ -	\$ -	\$ 364.00	\$ -	\$ 750.00	\$ -	\$ -	\$ -	\$ 9,588.34
Staff Training	74000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
Insurance	76000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,711.09
Recruitment	76200	\$ -	\$ 35,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000.00
Monitoring Fees-MR	77000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 33,000.60
Audit Fees	78100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000.00
Legal Fees	78200	\$ -	\$ 9,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,900.00
Payroll Service/ADP	78300	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,700.00
Web Page/ Qsend IT on Grant budget/software	78500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,621.94
Purchased services- PSC	78600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00
Purchased services - NPAC Nick Augell	78600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Purchased services - Program admin	79000	\$ -	\$ -	\$ -	\$ 30,096.82	\$ -	\$ (30,096.82)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operating Expenses		\$ 19,500.00	\$ 81,500.00	\$ 26,265.08	\$ 46,693.38	\$ 8,000.00	\$ (30,096.82)	\$ 97,147.30	\$ -	\$ 41,653.50	\$ -	\$ 24,150.00	\$ -	\$ 2,452,455.84
Balance Available		\$ 34,338.00	\$ 814,737.50	\$ 3,945.00	\$ 13,306.62	\$ 151,125.00	\$ 30,096.82	\$ 357,710.95	\$ 63,967.98	\$ 56,446.50	\$ -	\$ 7,850.00	\$ 85,692.00	\$ 8,197,949.85
Program Cost														
Career Resources	80002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Career Resources	80002	\$ -	\$ 55,775.00	\$ 3,945.00	\$ 3,945.00	\$ -	\$ -	\$ -	\$ -	\$ 41,430.00	\$ 18,000.00	\$ -	\$ -	\$ 1,783,447.00
One Stop Occupancy	83000	\$ -	\$ 9,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500.00	\$ -	\$ -	\$ -	\$ 325,000.00
JFES Case Mgmt	80006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JFES Case Mgmt Occupancy	80008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
JFES Contracts	80006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000.00
Youth -Contracts	80006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 344,468.45
CHD Center for Human development														
One Stop Operator Contract	80006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000.00
Summer Youth- Contracts	80006	\$ -	\$ -	\$ -	\$ -	\$ 145,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,198,456.36
Contracts for services	80006	\$ 16,617.14	\$ 485,000.00	\$ -	\$ -	\$ -	\$ -	\$ 38,967.98	\$ -	\$ -	\$ 3,326.19	\$ -	\$ -	\$ 862,911.31
ITA Training	80000	\$ 15,015.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 568,035.03
Provider Expenses - Other Career Edge/future works, ACT, content watch, Carr	80001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250.00	\$ -	\$ -	\$ -	\$ 113,074.58
IWT	82000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OJT	80005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 601,082.05
Supportive Services-including UBER WIOA/JFES	80007	\$ 900.00	\$ 95,000.00	\$ -	\$ -	\$ 5,625.00	\$ -	\$ 12,000.00	\$ 13,000.00	\$ -	\$ -	\$ 85,692.00	\$ -	\$ 440,722.00
Provider Expense - Other Transitional Jobs / ITA exceptions/subsidized stipends	80009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 504,467.29
Subsequent Year Funding (unbudgeted/projected unspent funds)	81000	\$ -	\$ 106,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ 109,000.00
		\$ -	\$ 26,725.00	\$ -	\$ 9,361.62	\$ -	\$ -	\$ -	\$ -	\$ 2,595.07	\$ -	\$ -	\$ -	\$ 1,109,255.01
	90000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Program Expenses		\$ 32,532.14	\$ 778,250.00	\$ 3,945.00	\$ 13,306.62	\$ 151,125.00	\$ -	\$ 342,583.05	\$ 63,967.98	\$ 51,775.07	\$ 18,000.00	\$ 6,326.19	\$ 85,692.00	\$ 8,164,919.08
Total Expenses prior to idc		\$ 52,032.14	\$ 859,750.00	\$ 30,210.08	\$ 60,000.00	\$ 159,125.00	\$ (30,096.82)	\$ 439,730.35	\$ 63,967.98	\$ 93,428.57	\$ 18,000.00	\$ 30,476.19	\$ 85,692.00	\$ 10,617,374.93
Exclusions														
Summer Youth Participant, Support and Contracts		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,207,700.00
ITA/IWT and Supportive Services		\$ 15,915.00	\$ 95,000.00	\$ 30,210.08	\$ 60,000.00	\$ 5,625.00	\$ -	\$ 12,000.00	\$ 63,967.98	\$ -	\$ -	\$ 85,692.00	\$ -	\$ 1,905,402.73
Total Exclusions from Base		\$ 15,915.00	\$ 95,000.00	\$ 30,210.08	\$ 60,000.00	\$ 5,625.00	\$ -	\$ 12,000.00	\$ 63,967.98	\$ -	\$ -	\$ 85,692.00	\$ -	\$ 3,113,102.72
Net Expenses for IDC Allocation		\$ 36,117.14	\$ 764,750.00	\$ -	\$ -	\$ 153,500.00	\$ (30,096.82)	\$ 427,730.35	\$ -	\$ 93,428.57	\$ 18,000.00	\$ 30,476.19	\$ -	\$ 7,155,648.45
Indirect cost rate allocation		\$ 1,805.86	\$ 36,487.50	\$ -	\$ -	\$ -	\$ -	\$ 15,127.90	\$ -	\$ 4,671.43	\$ -	\$ 1,523.81	\$ -	\$ 351,557.71
Total costs		\$ 53,838.00	\$ 896,237.50	\$ 30,210.08	\$ 60,000.00	\$ 159,125.00	\$ (30,096.82)	\$ 454,858.25	\$ 63,967.98	\$ 98,100.00	\$ 18,000.00	\$ 32,000.00	\$ 85,692.00	\$ 10,620,308.89
Balance Available		\$ 0.00	\$ -	\$ (0.00)	\$ (0.00)	\$ -	\$ 30,096.82	\$ (0.00)	\$ -	\$ 0.00	\$ -	\$ 0.00	\$ -	\$ 30,096.81

Northwest Regional Workforce Investment Board, Inc.

08/30/21

Profit & Loss Budget vs. Actual

Accrual Basis

July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Income				
41000 · WIOA	3,439,328.34	4,253,890.70	-814,562.36	80.9%
41200 · WIOA Carry-Over	497,511.61	497,511.61	0.00	100.0%
42000 · JFES	1,495,097.00	1,595,097.00	-100,000.00	93.7%
44000 · WIOA Demo Grants	302,859.69	603,309.83	-300,450.14	50.2%
45000 · Grant Funds-Other	1,999,824.11	3,109,220.00	-1,109,395.89	64.3%
45001 · Grant Funds-Other Additional	55,727.00	234,013.00	-178,286.00	23.8%
45500 · Unreserved/Unrestricted	1,001.07			
45510 · INTEREST EARNED	1,321.20	0.00	1,321.20	100.0%
47000 · Youth Employment Programs	1,228,616.46	1,462,630.00	-234,013.54	84.0%
48000 · Good Jobs Ordinance	70,372.26	89,676.50	-19,304.24	78.5%
49000 · US DOL Grants	448,729.66	1,557,400.82	-1,108,671.16	28.8%
Total Income	9,540,388.40	13,402,749.46	-3,862,361.06	71.2%
Gross Profit	9,540,388.40	13,402,749.46	-3,862,361.06	71.2%
Expense				
51000 · Salaries	1,334,067.93	1,440,787.05	-106,719.12	92.6%
55000 · Fringe Benefits	442,805.21	512,908.02	-70,102.81	86.3%
62000 · Rent/Util/Sec/Clean	164,405.96	175,185.82	-10,779.86	93.8%
63900 · Infrastructure Cost Recovery	-15,863.35			
64000 · Telephone	15,388.49	22,186.76	-6,798.27	69.4%
65000 · Advertising/Printing	7,674.48	12,116.99	-4,442.51	63.3%
66000 · Dues & Subscriptions	13,540.53	10,673.36	2,867.17	126.9%
68000 · Office Supplies/Equipment	64,673.61	73,894.11	-9,220.50	87.5%
68001 · Cost of Meeting	250.00	5,698.20	-5,448.20	4.4%
68500 · Software	0.00	210.55	-210.55	0.0%
70000 · Postage	1,754.57	6,659.50	-4,904.93	26.3%
72000 · Travel & Mileage	1,338.83	19,561.01	-18,222.18	6.8%
74000 · Staff Training	4,619.73	13,593.29	-8,973.56	34.0%
76000 · Insurance	20,362.52	20,160.00	202.52	101.0%
76200 · Outreach/Recruitment	7,138.80	18,338.00	-11,199.20	38.9%
77000 · Consultants	15,612.50	23,581.00	-7,968.50	66.2%
78100 · Prof Services Audit	20,000.00	22,550.00	-2,550.00	88.7%
78200 · Prof Services Legal	12,707.74	28,186.00	-15,478.26	45.1%
78300 · Payroll Service	4,103.85	4,953.51	-849.66	82.8%
78500 · Purchased Services	31,012.91	55,027.57	-24,014.66	56.4%
78600 · Purchased Services PSA	59,532.52	73,750.00	-14,217.48	80.7%
79000 · Program Admin	0.00	0.00	0.00	0.0%
79999 · Indirect Cost Rate	0.00	106,672.91	-106,672.91	0.0%
80000 · Providers	666,581.86	1,238,992.89	-572,411.03	53.8%
80001 · Provider Expense-Other	969,615.57	1,577,795.00	-608,179.43	61.5%
80002 · Career Services	2,370,725.51	2,164,303.38	206,422.13	109.5%
80004 · OneStop Operator	125,000.00	120,000.00	5,000.00	104.2%
80005 · OJT	113,649.90	824,184.79	-710,534.89	13.8%
80006 · Provider Expense-Contracts	2,058,185.60	2,826,650.74	-768,465.14	72.8%
80007 · Supportive Services	163,390.99	647,616.60	-484,225.61	25.2%
80009 · Provider Expense-ITA Exception	186,219.09	516,209.33	-329,990.24	36.1%
80010 · Subsequent Year Funding	0.00	414,593.06	-414,593.06	0.0%
81000 · Stipend	24,128.50	16,032.75	8,095.75	150.5%
82000 · Provider Expense-IWT	8,816.70	84,677.27	-75,860.57	10.4%
83000 · Operational Expenses-(CRI)	288,070.64	325,000.00	-36,929.36	88.6%
90020 · Late Fees	334.90			
Total Expense	9,179,846.09	13,402,749.46	-4,222,903.37	68.5%
Net Income	360,542.31	0.00	360,542.31	100.0%