



INFRASTRUCTURE FUNDING AGREEMENT (IFA)

ARIZONA@WORK-Southeastern Arizona

Date Submitted: August 31, 2020

1. Agreement is Effective from **January 1, 2021 to June 30, 2023**
2. Identification of all ARIZONA@WORK partners, CEOs, and LWDB participating in the IFA:

ARIZONA@WORK partners:

Required WIOA and ARIZONA@WORK Job Center Partner	ARIZONA@WORK Job Center Partner Serves Local Area?	Point of Contact Information – Name, Title, Address, Telephone, Email
U.S. Department of Labor:		
Adult, Dislocated Worker (DW), and Youth Programs under Title I-B of WIOA	X	Ron Curtis, LWDB President, American SW Credit Union, 1160 E. Fry Blvd., Sierra Vista, AZ 85635, (520) 452-3088, rcurtis@ascu.org
Job Corps under Title I of WIOA		
Youth Build under Title I of WIOA		
Native American Programs		
Migrant and Seasonal Farmworkers programs		
State Unemployment Insurance (UI)		

Title III Wagner-Peyser Act Employment Service program	X	Jelensky Irons Southern Regional Manager Employer Engagement Administration Arizona Department of Economic Security JIrons@azdes.gov (480) 271-3302
- Senior Community Service Employment Program (SCSEP) under Title V of Older Americans Act of 1965		
- Trade Adjustment (TAA) activities, under Title II of Trade Act	X	Jelensky Irons Southern Regional Manager Employer Engagement Administration Arizona Department of Economic Security JIrons@azdes.gov (480) 271-3302
Jobs for Veterans State Grants programs (Vets) under Title 38, U.S.C.	X	Jelensky Irons Southern Regional Manager Employer Engagement Administration Arizona Department of Economic Security JIrons@azdes.gov (480) 271-3302
U.S. Department of Education: Title II Adult Education and Family Literacy Act (AEFLA) program	X	Sheryl Hart, Deputy Associate Superintendent, Arizona Department of Education, Adult Education Services, 1535 West Jefferson St., Bin 26, Phoenix, AZ 85007, (602) 258-2410, Sheryl.Hart@azed.gov
Title IV Vocational Rehabilitation (VR) program	X	Maria Elizabeth Kinder, MA, VR Supervisor – District 6, Arizona Department of Economic Security, Vocational Rehabilitation, (520) 346-1687, MKinder@azdes.gov

Career and Technical Education programs at the postsecondary level (CTE) under Perkins Career & Technical Education Act		
U.S. Department of Housing and Urban Development		
Employment and Training programs		
U.S. Department of Justice		
Programs authorized under Section 212 of the Second Chance Act of 2007		
U.S. Department of Health and Human Services		
Community Services Block Grant (CSBG) employment and training activities		
TANF (currently opted out)	X	<p>Mariah Sullender, Area Program Supervisor, Equus Workforce Solutions, 820 E. Fry Blvd, Sierra vista, AZ 85635 (520) 235-6746, msullender@azdes.gov , Mariah.sullender@equusworks.com</p>

Chief Elected Official(s):

COCHISE COUNTY:

Tom Borer, District 1, Chairman, 1415 Melody Lane, Building G, Bisbee, AZ 85603 (520) 432-9200, tborer@cochise.az.gov

Ann English, District 2, Vice-Chairman, 1415 Melody Lane, Building G, Bisbee, AZ 85603 (520) 432-9200, aenglish@cochise.az.gov

Peggy Judd, District 3, Supervisor, 1415 Melody Lane, Building G, Bisbee, AZ 85603 (520) 432-9200, pjudd@cochise..az.gov

GRAHAM COUNTY:

Paul David, District 1, Chairman, 921 Thatcher Blvd., Safford, AZ 85546, (928) 428-3250, pdavid@graham.az.gov

Jim Palmer, District 2, Member, 921 Thatcher Blvd., Safford, AZ 85546, (928) 428-3250, jpalmer@graham.az.gov

Danny Smith, District 3, Vice-Chairman, 921 Thatcher Blvd., Safford, AZ 85546 (928) 428-3250, dsmith@graham.az.gov

GREENLEE COUNTY:

David Gomez, District 1, Vice-Chairman, 253 5th St., Clifton, AZ 85533, (928) 865-2072, dgomez@greenlee.az.gov

Ron S. Campbell, District 2, Member, 253 5th St., Clifton, AZ 85533, (928) 865-2072, rcampbell@greenlee.az.az

Richard Lunt, District 3, Chairman, 253 5th St., Clifton, AZ 85533, (928) 865-2072, rlunt@greenlee.az.agov

Identification of Comprehensive and Affiliate ARIZONA@WORK Job Centers Locations:

ARIZONA@WORK Job Center Location #1:

ARIZONA@WORK Cochise Business and Workforce Development Center
2600 E. Wilcox Drive, Room H-106
Sierra Vista, AZ 85635
Phone: (520) 458-9309
Center type: Comprehensive Job Center

Affiliate Site Location # 1:

ARIZONA@WORK Cochise Business and Workforce Development Center
515 E. 7th Street
Douglas, AZ 85635
Phone: (520) 364-8906
Contact Name: Anna Luna

Affiliate Site Location #2:

ARIZONA@WORK Graham Business and Workforce Development Center
1910 W. Thatcher Blvd.
Safford, AZ 85546
Phone: (928) 432-6932
Contact Name: Lisa Lane

Affiliate Site Location #3:

ARIZONA@WORK Greenlee Business and Workforce Development Center
558 N. Coronado Blvd.
Clifton, AZ 85533
Phone: (928) 439-4632
Contact Name: Katrina Rodriguez

DES Safford Office/Affiliate Location:

ARIZONA@WORK DES Workforce Office
333 North 8th Avenue
Safford, Graham County, Arizona 85546
Phone: (928) 428-3016

Local Workforce Development Board:

Name	Company/Address	Phone/Email
Ron Curtis, LWDB President	American SW Credit Union 1160 E. Fry Blvd., Sierra Vista AZ 85635	(520)452-3088, rcurtis@ascu.org
Jason Bowling, LWDB Vice-President	SSVEC, 311 E. Wilcox Drive, Sierra Vista, AZ 85635	(520) 458-4691, ext. 3480 jbowling@ssvec.com
Wick Lewis, LWDB Treasurer	Cochise College, 901 N. Colombo Ave., Sierra Vista, AZ 85635	(520) 452-2619 lewis@cochise.edu
Doris Tolbert, LWDB Secretary	AVON Representative, 2101 Crestwood Dr., Sierra Vista, AZ 85635	(520) 249-0146, doriswt@cox.net
Jack Bauer	AAG Reverse Mortgages, 500 East Fry Blvd., Ste L4, Sierra Vista, AZ 85635	(520) 458-2800 jbauer@aag.com
Matt Bolinger	Botanical Pharmacy, PO Box 908, 235 5 th Street, Clifton, AZ 85533	(928) 701-7000, mbolinger@greenlee.az.gov
Tony Boone	City of Sierra Vista, 1011 North Coronado Dr., Sierra Vista, AZ 85635	(520) 439-2184 tony.boone@sierravistaaz.gov
Kathleen Bullock	Above Board Consulting, 2496 South Ridge St., Sierra Vista, AZ 85650	(520) 378-4623 kathleen.bullock@cox.net
Jelensky Irons	Arizona Department of Economic Security, Employer Engagement Administration, 400 W Congress St., Ste. 43, Mail Drop 5521, Tucson, AZ 85701-1311	(480) 271-3302 JIron@azdes.gov
Janice Lawhorn, Ph.D.	Eastern Arizona College, 615 North Stadium Ave., Thatcher, AZ 85552	(928) 428-8509 Janice.lawhorn@eac.edu
Evonne Cummins	Iron Bow Technologies, 17060 S Mesa Shadows Dr., Vail, AZ 85641	(520) 221-3625 evonne.cummins@ironbow.com
Brad Dale	Cochise College Adult Education, 901 North	(520) 515-3692 daleb@cochise.edu

	Colombo, Sierra Vista, AZ 85635	
Name	Company/Address	Phone/Email
Maria Elizabeth Kinder	2600 E Wilcox Dr., Room H-106, Sierra Vista, AZ 85635	(520) 458-9309/Mobile: (520) 346- 1687 mkinder@azdes.gov
Edward Dummitt	901 South Campbell Avenue, Tucson, AZ 85719	(520) 792-3015 Dummitt.ed@jobcorps.org
Mark Gallego	UA Local Union #469, 3109 N. 24 th St., Phoenix, AZ 85016	(602) 956-9350 ext. 118, mgallego@ualocal469.org
Martha Lujan	Freeport-McMoRan, 4521 US-191, Morenci, AZ 85540	(928) 865-6250/cell (928) 965-0128, mlujan@fmi.com
Jacob Williams	DRG Technologies, Inc., 300 East Fourth St., Safford, AZ 85546	(928) 348-2527 jacob.williams@drgtech.com
Merritt Essig	International Chemical Workers Union Council, Local 184C, Benson, AZ 85602	(520) 720-2152 MWEssig@apachenitro.com
Amanda Baillie		(520) 432-9214/arcbaillie@gmail.com

Steps the LWDB, Chief Elected Official (CEO), and ARIZONA@WORK Job Center partners took to reach consensus and/or an assurance that the Local Workforce Development Area followed guidance for the state infrastructure funding mechanism

The co-located partners have decided to use the FTE methodology for shared costs.

The process ARIZONA@WORK Job Center partners will use to resolve issues related to infrastructure funding during the MOU duration period when consensus cannot be reached

Partners will meet with the LWDB to negotiate a resolution to resolve issues related to infrastructure funding. If a resolution cannot be reached the LWDB and ARIZONA@WORK Job Center partners will seek technical assistance from the State of Arizona to reach a consensus.

A description of the periodic modification and review process to ensure equitable benefit among ARIZONA@WORK Job Center partners

All partner contributions, regardless of the source, will be reconciled and adjusted accordingly on a quarterly basis to ensure each partner program is contributing no more than its proportionate share based upon relative benefits received in accordance with the Uniformed Guidance at 2 CFR part 200. Budgeted contributions will be validated against actual expenditures and adjusted on a quarterly cadence. Then, the reconciliation will be shared with partner programs contacts listed in this agreement.

Cost Identification

1. Infrastructure Costs

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Sierra Vista, AZ**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent:		
Rental of Facilities	2600 Wilcox Drive, Sierra Vista, AZ 85635	\$90,000.00
Subtotal: Rental Costs		\$90,000.00
Utilities and Maintenance:		
Electric		
Gas		
Water		
Sewer Connections		
High-Speed Internet		
Telephone (Landlines)	13 landlines Title I-B, 2.50 landlines- Employment Services; 2 land lines – JVSG/Veterans, 4 landlines- Vocational Rehabilitation @ \$22.05 per line (rental); 2.50 landline – TANF @ \$22.05 per line	\$ 6,426.00
Facility Maintenance Contract		
Security Contract		
Subtotal: Utilities and Maintenance Costs		\$ 6,426.00
Equipment:		
Assessment-related products		
Assistive technology for individuals with disabilities (“Access and Accommodation”)		
Copiers		
Fax Machines		
Computers		

<p>Other tangible equipment used to serve all center customers (not specific to an individual program partner)</p> <p><i>Specify other Tangible Equipment</i></p>		
<p>Subtotal: Equipment Costs</p>		
<p>Technology to Facilitate Access to the ARIZONA@WORK Job Center</p>		
<p>Technology used for the center’s planning and outreach activities</p> <p><i>Specify the Technology</i></p>		
<p>Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on ARIZONA@WORK Job Center services and/or provides direct service access to the ARIZONA@WORK Job Center</p> <p>Website Address: _____</p> <p><i>(Does not include data systems or case management systems specific to individual program partners.)</i></p>		
<p>Subtotal: Technology to Facilitate Access Costs</p>		
<p>Supplies to Support the General Operation of the ARIZONA@WORK Job Center (Local Option, if agreed by all co-located ARIZONA@WORK Job Center Partners)</p>		

Supplies, as defined in Uniform Guidance at 2 CFR 200.94, to support the general operation of the ARIZONA@WORK Job Center <i>Specify Supplies to Support General Operation and No Specific to a co-located Partner (e.g., Printing; Postage, Office Supplies)</i>		
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center		
Common Identifier Costs (Local Option, If Agreed by All Co-located ARIZONA@WORK Job Center Partners)		
Creating New Signage		
Updating Templates/Materials		
Subtotal: Common Identifier		
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK Job Center PARTNERS		
Cost Category		Total Cost
Subtotal: Rental Costs		\$90,000.00
Subtotal: Utilities and Maintenance Costs		\$ 6,426.00
Subtotal: Equipment Costs		
Subtotal: Technology to Facilitate Access Costs		
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center		
Subtotal: Common Identifier Costs		
TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION		\$96,426.00

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Sierra Vista, AZ**

Total Square Footage of the ARIZONA@WORK Job Center: 6,055 Square Feet

Total Square Footage of Dedicated/Assigned Space for All Co-located
ARIZONA@WORK Partners: 1,463.00 Square Feet

Co-located ARIZONA@WORK Job Center Partners	Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space	ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partners' Space
WIOA Title I-B Adult/Dislocated Worker	4,417.15	72.95%
WIOA Title I-B Youth	174.85	2.89%
Wagner-Peyser	349.71	5.7%
Trade		
JVSG-Veterans	82.20	1.36%
MSFW		
Adult Education		
Vocational Rehabilitation	690.35	11.40%
Other Co-located Partner: TANF	340.74	5.63%
Other Co-located Partner:		
Other Co-located Partner:		
Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners	6,055.00	100.00%

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Sierra Vista, AZ**

Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located
ARIZONA@WORK Job Center Partner

Total Infrastructure Costs for This ARIZONA@WORK Job Center:

\$96,426.00

Co-located ARIZONA@WORK Job Center Partner	ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co- located ARIZONA@WORK Job Center Partners' Space	Proportionate Share (% of ARIZONA@WORK Job Center Partner Space X Total Infrastructure Cost = ARIZONA@WORK Job Center Partner Share)	\$ Share to Be Paid in Cash	\$ Share to Be Paid in Non- Cash
Title I-Adult/DW	72.95%	\$ 70,342.78	\$ 70,342.78	\$0.00
Title I-Youth	2.89%	\$2,786.71	\$ 2,786.71	\$0.00
Title III-Wagner- Peyser	5.77%	\$ 5,563.78	\$ 5,563.78	\$0.00
JVSG-Veterans	1.36%	\$ 1,311.39	\$ 1,311.39	\$0.00
Title IV-Voc. Rehab.	11.40%	\$10,992.56	\$ 10,992.56	\$0.00
Other Co-Located Partner: TANF	5.63%	\$5,428.78	\$ 5,428.78	\$0.00
Total Infrastructure Costs to be Shared by ARIZONA@WORK Job Center Partners in Cash/Non-Cash (Must Equal the Total Infrastructure Costs for THIS ARIZONA@WORK Job Center	100.00%	\$ 96,426.00	\$ 96,426.00	

Cost Identification

1. Infrastructure Costs

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Douglas, AZ**

Cost Category/Line Item	Line Item Cost Detail	Cost
Rent:		
Rental of Facilities	515 E. 7 th Street, Douglas, AZ 85607	\$24,000.00
Subtotal: Rental Costs		\$24,000.00
Utilities and Maintenance:		
Electric	Building Electric	\$ 3,600.00
Gas		
Water		
Sewer Connections		
High-Speed Internet		
Telephone (Landlines)	9 landlines-Title I-B, 3 landlines- Employment Services @ \$22.05 per line (rental) 1 landline-TANF @ \$22.05 per line (rental)	\$ 3,511.92
Facility Maintenance Contract	Janitorial Contract	\$10,800.00
Security Contract		
Subtotal: Utilities and Maintenance Costs		\$17,911.92
Equipment:		
Assessment-related products		
Assistive technology for individuals with disabilities ("Access and Accommodation")		
Copiers		
Fax Machines		
Computers		
Other tangible equipment used to serve all center customers (not specific to an individual program partner)		

<i>Specify other Tangible Equipment</i>		
Subtotal: Equipment Costs		
Technology to Facilitate Access to the ARIZONA@WORK Job Center		
Technology used for the center’s planning and outreach activities <i>Specify the Technology</i>		
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on ARIZONA@WORK Job Center services and/or provides direct service access to the ARIZONA@WORK Job Center Website Address: _____ <i>(Does not include data systems or case management systems specific to individual program partners.)</i>		
Subtotal: Technology to Facilitate Access Costs		
Supplies to Support the General Operation of the ARIZONA@WORK Job Center (Local Option, if agreed by all co-located ARIZONA@WORK Job Center Partners)		
Supplies, as defined in Uniform Guidance at 2 CFR 200.94, to support the		

general operation of the ARIZONA@WORK Job Center <i>Specify Supplies to Support General Operation and No Specific to a co-located Partner (e.g., Printing; Postage, Office Supplies)</i>		
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center		
Common Identifier Costs (Local Option, If Agreed by All Co-located ARIZONA@WORK Job Center Partners)		
Creating New Signage		
Updating Templates/Materials		
Subtotal: Common Identifier		
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK Job Center PARTNERS		
Cost Category		Total Cost
Subtotal: Rental Costs		\$24,000.00
Subtotal: Utilities and Maintenance Costs		\$17,911.92
Subtotal: Equipment Costs		
Subtotal: Technology to Facilitate Access Costs		
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center		
Subtotal: Common Identifier Costs		
TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION		\$41,911.92

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Douglas, AZ**

Total Square Footage of the ARIZONA@WORK Job Center: 4,079 Square Feet

Total Square Footage of Dedicated/Assigned Space for All Co-located
ARIZONA@WORK Partners: 742.27 Square Feet

Co-located ARIZONA@WORK Job Center Partners	Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space	ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partners' Space
WIOA Title I-B Adult/Dislocated Worker	3,184.69	79.52%
WIOA Title I-B Youth	152.04	2.28%
Wagner-Peyser	590.22	14.47%
Trade		
JVSG-Veterans		
MSFW		
Adult Education		
Vocational Rehabilitation		
Other Co-located Partner: TANF	152.05	3.73%
Other Co-located Partner:		
Other Co-located Partner:		
Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners	4,079.00	100.00%

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Douglas, AZ**

Initial Proportionate Share of Infrastructure Costs Allocated to Each Co-located
ARIZONA@WORK Job Center Partner

Total Infrastructure Costs for This ARIZONA@WORK Job Center:
\$41,911.92

Co-located ARIZONA@WORK Job Center Partner	ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co- located ARIZONA@WORK Job Center Partners' Space	Proportionate Share (% of ARIZONA@WORK Job Center Partner Space X Total Infrastructure Cost = ARIZONA@WORK Job Center Partner Share)	\$ Share to Be Paid in Cash	\$ Share to Be Paid in Non- Cash
Title I-Adult/DW	79.52%	\$ 33,328.37	\$33,328.37	
Title I-Youth	2.28%	\$ 955.59	\$ 955.59	
Title III-Wagner- Peyser	14.47%	\$ 6,064.65	\$ 6,064.65	
JVSG-Veterans				
Other Co-Located Partner: TANF	3.73%	\$ 1,563.31	\$ 1,563.31	
Total Infrastructure Costs to be Shared by ARIZONA@WORK Job Center Partners in Cash/Non-Cash (Must Equal the Total Infrastructure Costs for THIS ARIZONA@WORK Job Center		\$ 41,911.92	\$41,911.92	

ARIZONA@WORK-Southeastern Arizona

Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs

By signing below, all parties agree to the terms prescribed in the Infrastructure Funding Agreement

Chief Elected Official <u>Tom Borer, Chairman, Supervisor, District 1</u> <u>Cochise County Board of Supervisors</u>	Co-located Partner: Workforce Administration, AZ Department of Economic Security <u>Chevera Trillo, Administrator</u>
Signature and Date	Signature and Date
LWDB Chairperson: Southeastern Arizona <u>Ron Curtis, LWDB President</u>	Co-located Partner: Rehabilitation Services Administration <u>Kristen Mackey, Administrator</u>
Signature and Date	Signature and Date

ARIZONA@WORK-Southeastern Arizona

Signatures of Non - Co-located ARIZONA@WORK Job Center Partners Agreeing to Negotiate the Sharing of Infrastructure Costs as When Sufficient Data Are Available to Determine Relative Benefit and Proportionate Share

By signing below, all parties agree that when data are available to determine the benefit of ARIZONA@WORK Job Centers to non-co-located ARIZONA@WORK Job Center partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

Arizona Department of Education, Adult Education Services

Sheryl Hart, Deputy Associate Superintendent

Signature and Date

Steven Paulson, Chief Procurement Officer

Signature and Date

ARIZONA@WORK-Southeastern Arizona

Career Services Applicable to Each ARIZONA@WORK System Partner

Basic Career Services	T-I Adult	T-I DW	T-I Youth	T-II AEL	T-III WP	
T-I Program Eligibility	✓	✓	✓			
Outreach, Intake, Orient	✓	✓		✓	✓	
Initial Assessment	✓	✓		✓	✓	
Labor Exchange/Job Search	✓	✓			✓	
Referrals to Partners	✓	✓		✓	✓	
LMI	✓	✓			✓	
Performance/Cost Info	✓	✓			✓	
Support Service info	✓	✓			✓	
UI Info/Assistance	✓	✓			✓	
Financial Aid Info	✓	✓		✓		
Basic Career Services	T-IV VR	TANF	MSF	TAA	UI	Veterans
T-I Program Eligibility						
Outreach, Intake, Orient	✓		✓	✓		✓
Initial Assessment	✓	✓		✓		✓
Labor Exchange/Job Search	✓	✓	✓	✓		✓
Referrals to Partners	✓	✓	✓	✓		✓
LMI	✓	✓		✓		✓
Performance/Cost Info				✓		
Support Service info	✓	✓	✓	✓		✓
UI Info/Assistance			✓		✓	

Financial Aid Info	✓	✓		✓		
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ARIZONA@WORK-Southeastern Arizona

Career Services Applicable to Each ARIZONA@WORK System Partner

Basic Career Services	Job Corps	Youth Build	Native Am	MSFW	SCSEP	Perkins CTE
T-I Program Eligibility						
Outreach, Intake, Orient						
Initial Assessment						
Labor Exchange/Job Search						
Referrals to Partners						
LMI						
Performance/Cost Info						
Support Service info						
UI Info/Assistance						
Financial Aid Info						
Basic Career Services	HUD E&T	Second Chance Program	CSBG Programs			
T-I Program Eligibility						
Outreach, Intake, Orient						
Initial Assessment						
Labor Exchange/Job Search						
Referrals to Partners						
LMI						
Performance/Cost Info						
Support Service info						
UI Info/Assistance						

Financial Aid Info						
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ARIZONA@WORK-Southeastern Arizona

Individual Career Services Applicable to Each ARIZONA@WORK System Partner

Individual Career Services	Job Corps	Youth Build	Native Am	MSFW	SCSEP
Comp Assessment					
Employment Plan					
Career Plan/Counsel					
Short-Term Prevoc					
Internships/Work Experiences					
Out of Area Job Search					
Financial Literacy					
ELA/Integ Education					
Workforce Preparation					
Individual Career Services	Perkins CTE	HUD E&T	Second Chance Prog	SCBG Programs	
Comp Assessment					
IEP					
Employment Plan					
Career Plan/Counsel					
Short-Term Prevoc					
Internships-Work Experiences					
Out of Area Job Search					
Financial Literacy					
ELA/Integ Education					
Workforce Preparation					

ARIZONA@WORK-Southeastern Arizona

Individual Career Services Applicable to Each ARIZONA@WORK System Partner

Individual Career Services	T-I Adult	T-I DW	T-I Youth	T-II AEL	T-III WP
Comp Assessment	✓	✓			
Employment Plan	✓	✓			
Career Plan/Counsel	✓	✓			
Short-Term Prevoc	✓	✓			
Internships/Work Experiences	✓	✓			
Out of Area Job Search	✓	✓			
Financial Literacy	✓	✓			
ELA/Integ Education	✓	✓		✓	
Workforce Preparation	✓	✓		✓	
Individual Career Services	T-IV VR	TANF	MSF	TAA	Veterans
Comp Assessment	✓	✓	✓	✓	✓
IEP					✓
Employment Plan	✓	✓		✓	
Career Plan/Counsel	✓	✓		✓	✓
Short-Term Prevoc	✓				✓
Internships-Work Experiences	✓				✓
Out of Area Job Search				✓	✓
Financial Literacy		✓			
ELA/Integ Education					
Workforce Preparation		✓		✓	✓

ARIZONA@WORK-Southeastern Arizona

Consolidated System Budget for the Delivery of Applicable Career Services

Applicable Career Services	T-I Adult	T-I DW	T-I Youth	T-II AEL	T-III WP	T-IV VR	TAA
Basic Career Services: T-I Eligib/Initial Assess Outreach, Intake, Orient Labor Exch/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$137,564	\$6,348	\$15,077		\$261,140	\$99,794	\$72
Applicable Career Services	Veterans	UI/Info					
Basic Career Services: T-I Eligib/Initial Assess Outreach, Intake, Orient Labor Exch/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info	\$45,001						
		\$10,027					
Applicable Career Services	T-I-Adult	T-I DW	T-I Youth	T-II AEL	T-III WP	T-IV VR	TAA
Indiv Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Work Experience Financial Literacy IET/ELA/WF Prep	\$320,983	\$14,812	\$135,694		\$267,992	\$70,815	\$72

ARIZONA@WORK-Southeastern Arizona

Consolidated System Budget for the Delivery of Applicable Career Services

Applicable Career Services	Veterans						
Indiv Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Work Experience Financial Literacy IET/ELA/WF Prep	\$106,267						

ARIZONA@WORK-Southeastern Arizona

Optional ARIZONA@WORK Job Center Partner Agreement to Share Other Costs and Services

Type of Cost to be shared:

Salary

Description of the Cost to Be Shared and What it Includes:

Gross Salary – Title I Receptionist

ARIZONA@WORK Job Center Partners Agreeing to Share this Cost

The following ARIZONA@WORK Job Center partners have agreed to share these costs:

Title I – WIOA-Adult/Dislocated Worker
Title I – WIOA – Youth
Title III – Wagner-Peyser
Title IV – Vocational Rehabilitation
JVSG/Veteran

The ARIZONA@WORK Job Center partners that agreed to share these costs will benefit by:

All partners agree to share these costs will benefit by hiring one full-time receptionist to greet customers/participants visiting Sierra Job Center of all partners. The receptionist will then “route” the customers/participants to the appropriate partner.

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Sierra Vista, AZ**

**Shared Cost Budget for
Receptionist-Title I WIOA Sierra Vista Job Center - Salary**

Line Item	Budget Detail	Cost
Gross Salary Per Year	Receptionist – Title I WIOA Sierra Vista Job Center	\$ 25,958.40
Total Budget for This Shared Cost		\$ 25,958.40

Agreed Upon cost Allocation Methodology to Share This Cost
<p>Gross Salary/FTE (SV Job Center) = Gross Salary per FTE</p> <p style="text-align: center;"> $\\$25,958.40 / 14.50 \text{ FTE} = \\$1,790.23 \text{ per FTE}$ Title I-B $\\$1,790.23 \text{ per FTE} \times 7 \text{ FTEs} = \\$12,531.67$ Title III $\\$1,790.23 \text{ per FTE} \times 2.25 \text{ FTEs} = \\$4,028.02$ JVSG/Veteran $\\$1,790.23 \text{ per FTE} \times 1.25 \text{ FTEs} = \\$2,237.79$ Title IV $\\$1,790.23 \text{ per FTE} \times 2.50 \text{ FTEs} = \\$4,475.58$ TANF $\\$1,790.23 \text{ per FTE} \times 1.00 \text{ FTEs} = \\$2,685.34$ </p>

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Douglas, AZ**

**Shared Cost Budget for
Receptionist – Title I WIOA Douglas Job Center-Salary**

Line Item	Budget Detail	Cost
Gross Salary Per Year	Receptionist – Title I WIOA Douglas Job Center	\$ 25,958.40
Total Budget for This Shared Cost		\$ 25,958.40

Agreed Upon cost Allocation Methodology to Share This Cost
<p>Gross Salary/FTE (SV Job Center) = Gross Salary per FTE</p> <p style="text-align: center;"> $\\$25,958.40 / 8.00 \text{ FTEs} = \\$3,244.80 \text{ per FTE}$ Title I-B $\\$3,244.80 \text{ per FTE} \times 3 \text{ FTEs} = \\$9,734.40$ Title I-B Youth $\\$3,244.80 \text{ per FTE} \times 1 \text{ FTE} = \\$3,244.80$ Title III $\\$3,244.80 \text{ per FTE} \times 2.50 \text{ FTEs} = \\$8,112.00$ TANF $\\$3,244.80 \text{ per FTE} \times 1.50 \text{ FTEs} = \\$4,867.20$ </p>

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Sierra Vista, AZ**

Proportionate Share for ARIZONA@WORK Job Center Partners Agreeing to Share These Costs

Receptionist – Title I WIOA Sierra Vista Job Center

Partners Agreeing	Agreed Methodology	Partner Share	Amount in Cash	Amount in Non-Cash
Partner 1: Title I – B Adult/Dislocated Worker	FTE	\$ 10,741.44	\$ 10,741.44	\$0.00
Partner 2: Title I – B Youth	FTE	\$ 1,790.23	\$ 1,790.23	\$0.00
Partner 3: Title III – Wagner Peyser	FTE	\$ 4,028.02	\$ 4,028.02	\$0.00
Partner 4: JVSG/Veterans	FTE	\$ 2,237.79	\$ 2,237.79	\$0.00
Partner 5: TANF	FTE	\$ 2,685.34	\$ 2,685.34	\$0.00
Partner 6: Title IV – Vocational Rehabilitation	FTE	\$ 4,475.58	\$ 4,475.58	\$0.00
Total Budget for This Shared Cost		\$ 25,958.40	\$ 25,958.40	\$0.00

**ARIZONA@WORK-Southeastern Arizona
Cochise County Business and Workforce Development Center
Douglas, AZ**

Proportionate Share for ARIZONA@WORK Job Center Partners Agreeing to Share These Costs

Receptionist – Title I WIOA Sierra Vista Job Center

Partners Agreeing	Agreed Methodology	Partner Share	Amount in Cash	Amount in Non-Cash
Partner 1: Title I – B Adult/Dislocated Worker	FTE	\$ 9,734.40	\$ 9,734.40	\$0.00
Partner 2: Title I – B Youth	FTE	\$ 3,244.80	\$ 3,244.80	\$0.00
Partner 3: Title III – Wagner Peyser	FTE	\$ 8,112.00	\$ 8,112.00	\$0.00
Partner 4: JVSG/Veterans	FTE			\$0.00
Partner 5: TANF	FTE	\$ 4,867.20	\$ 4,867.20	\$0.00
Total Budget for This Shared Cost		\$25,958.40	\$ 25,958.40	\$0.00

ARIZONA@WORK-Southeastern Arizona

Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Identified Operating Costs/Shared Services

Signature Page for Partners Agreeing to Share Receptionist Gross Salary per year

By signing below, all parties agree to the terms prescribed in the sharing of other costs.

Chief Elected Official <u>Tom Borer, Chairman, Supervisor, District 1</u> <u>Cochise County Board of Supervisors</u>	Co-located Partner: Workforce Administration, AZ Department of Economic Security <u>Chevera Trillo, Administrator</u>
Signature and Date	Signature and Date
LWDB Chairperson: Southeastern Arizona <u>Ron Curtis, LWDB President</u>	Co-located Partner: Rehabilitation Services Administration <u>Kristen Mackey, Administrator</u>
Signature and Date	Signature and Date

ARIZONA@WORK-Southeastern Arizona

Signatures of Non - Co-located ARIZONA@WORK Job Center Partners Agreeing to Negotiate the Share of Other Costs and Services as When Sufficient Data Are Available to Determine Relative Benefit and Proportionate Share

By signing below, all parties agree that when data are available to determine the benefit of ARIZONA@WORK Job Centers to non-co-located ARIZONA@WORK Job Center partners, the other costs and services sharing agreement will be renegotiated to include their proportionate share of contributions.

Arizona Department of Education, Adult Education Services

Sheryl Hart, Deputy Associate Superintendent

Signature and Date

Steven Paulson, Chief Procurement Officer

Signature and Date