



PIEDMONT
Workforce Network

PWN Board Meeting Agenda

December 14, 2017 – 3:00pm-4:30pm

UVA Research Park, Town Center Two

1001 Research Park Boulevard, 4th Floor Conference Room

Charlottesville, VA 22911

- | | | |
|--------------|--|-------------------|
| I. | Welcome and Introductions | 3:00 PM – 3:05 PM |
| II. | Public Comment | 3:05 PM – 3:10 PM |
| III. | Consent Agenda <ul style="list-style-type: none">• September 7, 2017 PWN Board Meeting Minutes• October 30, 2017 PWN Council and Board Joint Meeting Minutes• WIOA Performance Results through November | 3:10 PM – 3:15 PM |
| IV. | Financial Reports – Steve Ray, Helen Cauthen, Mary-Huffard Kegley <ul style="list-style-type: none">• Year-to-Date Financials | 3:15 PM – 3:35 PM |
| V. | Administrative Tasks <ul style="list-style-type: none">• MOU Development• One-Stop Certification completed• Virginia Incumbent Worker Innovation Program Update• Lease Task Force update | 3:35 PM – 4:00 PM |
| VI. | Eligible Training Providers Approval – <i>John Baldino</i>
WIOA Committee recommendations:
PVCC - Certified Apartment Maintenance Technician
PVCC - Pharmacy Technician
To be reviewed:
RAPPU, Inc. – Medication Aide (aka Medication Technician)
Lord Fairfax CC – Professional Truck Driver, CDL Class A
Lord Fairfax CC – Heavy Equipment Operator Level 1 | 4:00 PM -4:10 PM |
| VII. | GO Virginia Update | 4:10 PM – 4:20 PM |
| VIII. | PWN Board Member update:
Welcome Kenny Allison, at-large member, The Coleman Group
Culpeper County business representative needed to fill Valerie Reid’s unexpired term, expires 2018
Madison County business representative needed to fill Peter Rice’s unexpired term, expires 2018
Nelson County business representative needed to fill Mark Stapleton’s unexpired term, expires 2019
Culpeper County community based representative needed to fill Sandy Boone’s unexpired term, expires 2018 | 4:20 PM – 4:25 PM |

IX. Upcoming PWN Board and Council Meetings

Thursday, March 29, 2018

PWN Council meeting 1:30pm

PWN Board meeting 3:00pm

Thursday, June 14, 2018

PWN Council meeting 1:30pm

PWN Board meeting 3:00pm

X. Other Business

4:25 PM – 4:30 PM

XI. Adjournment

4:30 PM



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Workforce Network

PWN Board Meeting Minutes

September 7, 2017 – 3:00 PM – 4:30 PM

UVA Research Park, Town Center Two

1001 Research Park Boulevard, 4th Floor Conference Room
Charlottesville, VA 22911

Board Member	Present
Steven Ray, Chair	X
Amanda Moxham	
Naomi Aitken	X
John Baldino	X
Casey Carwile	
Carol Coffey	X
Todd Cook	
Debbie Desmond	X
Janelle Downes	
Matthew Eberhardt	X
Miles Friedman	
Karen Gottlieb	
Ronda Guill	
Joe Martin	X
Wes Mayles	
Peter MocarSKI	X
Valerie Palamountain	X
Christy Phillips	X
Katy Reeves	
Valerie Reid	
Peter Rice	X
Darla Rose	X
Ridge Schuyler	X
Richard Sindy	X
Steven Snyder	X
Randy Soderquist	X
Mark Stapleton	X
Jeff Waite	
Elizabeth Walters	X
Jeanne Wesley	

PWN Staff
Helen Cauthen
Stephanie Boynton
Mary-Huffard Kegley

I. Welcome and Introductions

Steven Ray welcomed everyone and called the meeting to order at 3:10 PM. Helen Cauthen introduced Mary-Huffard Kegley, the new PWN Assistant Director, who just started today.

II. Public Comment

No public comments were made.

III. Consent Agenda

The Consent Agenda consisted of the following items:

- June 15, 2017 PWN Board Meeting Minutes
- WIOA Performance Results through June 30, 2017

A motion was made by Richard Sindy to approve the Consent Agenda. Darla Rose seconded. The motion was approved.

IV. Financial Reports

Stephanie Boynton presented the FY2017 year-end financials and reviewed the details in the Board meeting packet (pages 5- 14). ***A motion was made by Naomi Aitken to approve the FY 2017 Financial Report as presented. Seconded by Valerie Palamountain. The motion was approved.***

She also reminded the Board that for FY 2018, only the first quarter budget was approved at the June meeting, and presented the full year FY 2018 budget (pages 15-16). ***A motion was made by Richard Sindy to approve the FY 2018 full year budget as presented. Seconded by Peter Rice. The motion was approved.***

V. GO Virginia Update

Helen Cauthen handed out the GO Virginia Region 9 Growth & Diversification Plan (Talent Development excerpt only; full report and appendices can be found at www.GOVirginia9.org) and gave a brief overview of workforce section of the plan. The Career hub website, which was proposed for FY 2018 locality funds this year, could be a project to submit for matching funds as not enough funds available for staffing to implement the website. She shared that the PWN Council will propose to the GO Virginia Region 9 Council that the PWN Council and Board serve as the region's workforce development task force. The Council also agreed to meet in early October to discuss possible GO Virginia workforce projects and they hope many PWN Board members will join them.

VI. Charlottesville One-Stop Location Search Update

Steve Ray and Helen Cauthen reported that there are two possible locations for the One-Stop Workforce Center: the current space at 2211 Hydraulic Road and 309 Hillsdale Drive. A few ADA issues were identified by a 2017 DARS report, which have created an obstacle for the current negotiations. Both locations will continue to be pursued.

VII. Eligible Training Providers

A. Joshua Career Institute Appeal

The PWN Board denied the initial application from the Joshua Career Institute at the June Board meeting. The Institute submitted more information on cost and credentials and appealed that decision. After discussion, the Board indicated that these programs already are offered locally, that it doesn't meet our needs and is too expensive. Questions remained about businesses that were partners with the Institute and who would hire their graduates. ***A motion was made by John Baldino to deny the appeal. Seconded by Joe Martin. The motion was approved.***

B. New Pathways Tech, Inc.

The PWN Board considered the application from New Pathways Tech in Culpeper to become an Eligible Training Provider for its machining skills certification program. They are a new non-profit organization that is already partnering with 7 manufacturers on this program. Several Board members mentioned the need for this type of training in our region. ***A motion was made by John Baldino to approve New Pathways Tech's application to be an Eligible Training Provider. Seconded by Valerie Palamountain. The motion was approved.***

VIII. Formula Review Request

Steve Ray explained the budget cuts on pages 17-18 of packet. Since FY 2016, PWN has had a \$359,046 or 25.95% reduction in WIOA funds. And, since FY 2015, there has been a \$38,528 or 15.47% reduction in administrative funds. There is a certain level of administrative funds

required to run the program, especially since there is a lot of compliance with public funds, and we cannot bear more cuts easily. The percent of overhead to services provided is not healthy nor ideal. We need more depth to be strategic, and there may be an opportunity to do that through GO Virginia.

He shared that the Council agreed to send a letter requesting a review of the formula used this year that resulted in a 17.5% cut borne by PWN, which was much larger than the 10% cut borne by Virginia. Steve Ray will also co-sign this letter as PWN Board Chair.

IX. Administrative Tasks

Helen Cauthen gave the following updates:

- MOU Development - Extension granted until March 31
- One-Stop Certification – Requested extension but not yet granted, currently due by October 31, 2017
- Virginia Incumbent Worker Innovation Program Challenges - \$160,000 in remaining funds for companies in the region; Helen Cauthen has talked to all three community colleges and encouraged each of them to help us spend at least \$50,000.
- WIF Grant Update – state reformatted the program to allow more participation (eliminated the randomization, which excluded some that wanted to participate); not high demand for this service in our region.
- Youth Program, In-School vs. Out-of-School – There is a request to allow Louisa County youth apprenticeship program to be a “special project” thus providing funds for youth who qualify for WIOA. ***At this point in the meeting, there was no longer a quorum, so there was not a formal vote on this issue. However, the PWN Board was clearly comfortable with this policy change.***

X. Adjournment

With no other business to come before the PWN Board, Steve Ray adjourned the meeting at 4:30 PM.



PIEDMONT
Workforce Network

PWN Council & Board Joint Meeting Minutes

October 30, 2017, 3:00pm-4:30pm

Virginia Workforce Center-Charlottesville

2211 Hydraulic Road, Charlottesville, VA 22901

PWN Council Members		Present
Supervisor Diantha McKeel		
City Councilor Kathy Galvin		X
Supervisor Alexa Fritz		
Supervisor Holder Trumbo, Jr.		
Supervisor Tony O'Brien		
Supervisor Jim Frydl		
Supervisor Stephanie Koren		
Supervisor Clay Jackson		
Supervisor Connie Brennan		
Supervisor Lee Frame		X
Supervisor Ron Frazier		
PWN Staff		Present
Helen Cauthen		X
Stephanie Boynton		X
Shannon Holland		X
Mary-Huffard Kegley		X
Other Guests		Present
Clay Stein, Goodwill		X
Carolyn Kalantari, UVa		X
Tom Gillette, VA Workforce Center-Charlottesville		X
PWN Board Members		
John Baldino	X	
Casey Carwile		
Carol Coffey	X	
Todd Cook		
Debbie Desmond	X	
Janelle Downes		
Matthew Eberhardt		
Miles Friedman	X	
Karen Gottlieb		
Ronda Guill		
Joe Martin	X	
Wes Mayles		
Peter MocarSKI		
Valerie Palamountain	X	
Christy Phillips		
Katy Reeves		
Valerie Reid		
Peter Rice		

Darla Rose	
Ridge Schuyler	X
Richard Sindy	
Steven Snyder	
Randy Soderquist	
Mark Stapleton	
Jeff Waite	X
Elizabeth Walters	X
Jeanne Wesley	X

I. Welcome & Introductions

Kathy Galvin, PWN Council Chair, and Steve Ray, PWN Board Chair, welcomed everyone and called the PWN Executive Committee meeting to order at 3:00pm. The PWN Executive Committee convened initially in order to consider Louisa County Youth Apprenticeship Plan application.

Motion by John Baldino, second by Valerie Palamountain, to approve the Louisa County Youth Apprenticeship Plan application. Unanimous approval of motion.

II. Helen Cauthen provided update of One-Stop location considerations:

- Cost comparisons
- Americans with Disabilities Act considerations
- Discussion Economic Development Partnership pursue letter of intent
- Confirm PWN finalization of lease to pursue most beneficial option & time constraint issues
- Authorization for Partnership to pursue lease agreement before December 14, 2017 PWN Board meeting

Motion by Valerie Palamountain, second by Debbie Desmond, to provide Economic Development Partnership authority to complete negotiations for space lease, in consultation with Steve Ray, Chair PWN Board. Unanimous approval of motion.

III. Discussion of One-Stop Workforce Center Certification to be submitted to VCCS on 10/30/17.

Motion by Valerie Palamountain, second by John Baldino, to approve the One-Stop Workforce Center-Charlottesville’s application to VCCS for certification. Unanimous approval of motion.

IV. 3:30pm PWN Executive Committee meeting adjourned by Kathy Galvin.

V. Convene joint meeting of PWN Council and PWN Board 3:30pm by Kathy Galvin and Steve Ray.

Carolyn Kalantari, UVa, provided review of program to market region and “tell the story” of commonality, employment, culture, etc.

VI. GO Virginia Work Session on Workforce Development:

- Helen Cauthen reviewed GO Virginia application requirements, which includes requirements for opportunity for higher paying jobs, target markets, capacity building, two locality participation requirement, locality match.
- Helen Cauthen reviewed previous PWN request for a career hub website, however, no funding available for staffing. Jeanne Wesley suggested such hubs/webs require substantial funding in order to keep sites current and sustainable.
- Kathy Galvin shared significance of alternative career pathways.
- Joe Martin shared Fauquier County’s discussions regarding character development opportunities.
- Miles Friedman presented cybersecurity in demand in Region 7.
- Additional issues suggested:

- a) Construction trades, especially in Culpeper County
- b) Veterans are a high priority
- c) Entrepreneurship
- d) Community Welcoming Project in Fauquier
- e) Pipeline building
- f) Industry sector specific needs, i.e. Culpeper pathways
- g) Health care considerations
- h) Education – “grow our own”
- i) Manufacturing – issue of leadership middle management close second to industrial maintenance
- j) Importance of tying in resources with local economic development officials/efforts in regions to collect and discuss ideas
- k) Opportunities to identify ideas to lift current potential employees and bring in new employees

V. Other Business 4:20pm-4:30pm

VI. Adjournment 4:30pm

Finance Report – PWN Council Meeting November 29, 2017 and Board Meeting December 14, 2017

1. The FY2018 Budget vs. Actual Report through September 30, 2017 is attached.

Fiscal Year 2018 Financial Report Narrative (July 1, 2017 to September 30, 2017) DRAFT

Action Needed:

- **The PWN Council and Board approve the FY 2018 Financial Report as presented.**

PD-10 One Stop

The PD-10 One Stop ended the first quarter of Fiscal Year 2018 with overall expenditures at 24.51% of what was budgeted. As of the end of the fiscal quarter, 23.68% of the budget for direct program services for training and supportive services was spent. Personnel expenditures ended the fiscal quarter at 25.93% of budget. All other operating expense categories (contractual services, supplies and continuous charges, such as rent) remained at or below 26% of the budgeted amounts. Expenditures are expected to be around 25% of budget, given 25% of the fiscal year is over. This early in the year, some variances are expected.

PD-9 One Stop

The PD-9 One Stop ended the first quarter of Fiscal Year 2018 with overall expenditures at 15.76% of what was budgeted. As of the end of the fiscal quarter, 18.51% of the budget for direct program services for training and supportive services was spent. Personnel expenditures ended the fiscal quarter at 12.98% of budget. Personnel costs are calculated on actual time spent on each program as supported by timesheets. Continuous charges are high for the given period and we are investigating the reason. Expenditures are expected to be around 25% of budget, given 25% of the fiscal year is over. This early in the year, some variances are expected.

PD-10 Youth Program

The PD-10 Youth Program ended the first quarter of Fiscal Year 2018 with overall expenditures at 23.99% of what was budgeted. As of the end of the fiscal quarter, 19.64% of the budget for direct program services for training and supportive services was spent. Personnel expenditures ended the fiscal quarter at 24.71% of budget. Continuous charges are high for the given period and we are investigating the reason. Expenditures are expected to be around 25% of budget, given 25% of the fiscal year is over. This early in the year, some variances are expected.

PD-9 Youth Program

The PD-9 Youth Program ended the first quarter of Fiscal Year 2018 with overall expenditures at 16.93% of what was budgeted. As of the end of the fiscal quarter, 27.47% of the budget for direct program services for training and supportive services expended. Personnel expenditures ended the fiscal quarter at 4.92% of budget. Personnel costs are calculated on actual time spent on each program as supported by timesheets. The PD-9 youth program staff are employees of Rappahannock Goodwill causing the process for reporting expenditures to be extended. This does cause some variance due to timing during the year. We expect to see expenditures around 25% of budget, given 25% of the fiscal year is over. This early in the year, some variances are expected.

Workforce Innovation Fund – Working Families Success Network (WIF-WFSN) Program

The WIF-WFSN Program ended the first quarter of Fiscal Year 2018 with overall expenditures at 9.56% of what was budgeted. As of the end of the fiscal quarter, 2.33% of the budget for direct program services for supportive services was spent. Personnel expenditures ended the fiscal year at 17.84% of budget. WIF-WFSN is a study being performed by the Department of Labor to determine the impact that financial counseling can provide to WIOA participants. Due to the nature of the study, participants were required to be selected on a random basis for this program. This limited the reach that the supportive service dollars have had in our region. This provision is scheduled to be lifted as of October 1, 2017. We expect participant spending to increase as a result.

WIOA Administration

The Partnership ended the first quarter of Fiscal Year 2018 with overall expenditures at 16.73% of what was budgeted for administration, planning, monitoring and oversight of Piedmont Workforce Network programs. Personnel expenditures ended the fiscal quarter at 22.34% of budget. All other operating expense categories (contractual services, supplies and continuous charges, such as rent) remained at or below budgeted amounts. Personnel costs are supported by time tracking of actual time worked. Expenditures are expected to be around 25% of budget, given 25% of the fiscal year is over. This early in the year, some variances are expected.

Business Services and Incumbent Worker Training Program

The Partnership ended the first quarter of Fiscal Year 2018 with overall expenditures at 7.15% of what was budgeted for Business Services and Incumbent Worker Training. Personnel expenditures ended the fiscal quarter at 3.75% of budget. We are renegotiating this grant. Please refer to the discussion regarding to the Incumbent Worker Training Grant.

Orange Satellite Center

The Piedmont Workforce Network acted as a pass-through organization for the cost of a part time person to staff the Orange County Workforce Center Satellite Office. The person is an employee of Goodwill and expenses are paid by Orange County.

Rent Sublease

The Piedmont Workforce Network acts as a pass-through organization for the non -state partners housed at the PD-10 One Stop (2211 Hydraulic Road). Rent is collected from each sub-lessor and then paid the Department of General Services when all amounts have been collected.

TOTAL The first quarter of Fiscal Year 2018

Total PWN expenditures are at 17.16% of what was budgeted for the first quarter of Fiscal Year 2018.

**Expenditures
Fiscal Year 2018
September 30, 2017**

Programs

Funds Summary at 9/30/2017

Planning District 10 - One Stop

Planning District 9 - One Stop

Planning District 10 - Youth Programs

Planning District 9 - Youth Programs

WIF - WFSN Program

Piedmont Workforce Network - WIOA Administration

Business Services & Incumbent Worker Training Program

Total Allocation

Funding: WIOA Adult

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget			
2016	234,437	-	Personnel	22,667	74,440	30.45%	8,011	70,417	11.38%	-	-	0.00%	-	-	0.00%	-	-	0.00%	5,743	30,484	18.84%	-	-	0.00%	36,422	175,341	20.77%
2017	145,774	161,213	Contractual	1,999	8,174	24.46%	389	3,598	10.81%	-	-	0.00%	-	-	0.00%	-	-	0.00%	379	4,515	8.38%	-	-	0.00%	2,767	16,286	16.99%
Total	380,211	161,213	Supplies & Materials	14	780	1.73%	55	520	10.58%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	297	0.00%	-	-	0.00%	69	1,597	4.29%
			Direct-to-Client	35,826	113,520	31.56%	16,337	61,450	26.59%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	52,163	174,970	29.81%
			Continuous	3,184	9,578	33.25%	1,000	1,417	70.52%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	4,880	12,016	40.61%
			Total	63,690	206,492	30.84%	25,792	137,402	18.77%	-	-	0.00%	-	-	0.00%	-	-	0.00%	6,817	36,317	18.77%	-	-	0.00%	96,299	380,211	25.33%

Income based at or below poverty level and 70% of lower living standard. Priority: Basic Skills Deficient

Funding: WIOA Dislocated Worker Program

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
2016	47,156	-	Personnel	9,330	41,050	22.73%	6,042	33,280	18.15%	-	-	0.00%	-	-	0.00%	5,741	30,475	18.84%	201	2,695	7.44%	21,314	107,500	19.83%
2017	209,041	57,741	Contractual	1,818	4,401	41.31%	326	1,937	16.82%	-	-	0.00%	-	-	0.00%	378	4,515	8.37%	1	117	0.88%	2,523	10,970	23.00%
Total	256,197	57,741	Supplies & Materials	14	429	3.40%	51	280	18.13%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	19	0.00%	65	1,016	6.40%
			Direct-to-Client	7,414	69,066	10.74%	3,474	45,570	7.62%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	11,440	14,209	80.51%
			Continuous	847	5,750	14.73%	229	753	30.34%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	22	342	6.54%
			Total	19,424	120,687	16.09%	10,120	81,820	12.37%	-	-	0.00%	-	-	0.00%	6,815	36,307	18.77%	11,664	17,382	67.10%	48,023	256,197	18.74%

Terminated or laid off individuals receiving unemployment benefits, facing facility closure or RIF or self-employed homemaker

Funding: WIOA Youth

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget			
2016	104,437	-	Personnel	-	-	0.00%	-	-	0.00%	29,373	115,680	25.39%	3,552	69,054	5.14%	-	-	0.00%	5,842	30,475	19.17%	-	-	0.00%	38,767	215,209	18.01%
2017	309,605	143,026	Contractual	-	-	0.00%	-	-	0.00%	1,753	6,095	28.76%	552	2,695	20.48%	-	-	0.00%	408	4,515	9.04%	-	-	0.00%	2,713	13,305	20.39%
Total	414,042	143,026	Supplies & Materials	-	-	0.00%	-	-	0.00%	36	1,100	3.30%	148	300	49.18%	-	-	0.00%	-	297	0.00%	-	-	0.00%	184	1,697	10.83%
			Direct-to-Client	-	-	0.00%	-	-	0.00%	19,355	98,567	19.64%	21,599	78,639	27.47%	-	-	0.00%	-	-	0.00%	-	-	0.00%	40,954	177,206	23.11%
			Continuous	-	-	0.00%	-	-	0.00%	5,155	4,780	107.84%	316	825	38.27%	-	-	0.00%	710	1,021	69.60%	-	-	0.00%	6,181	6,626	93.29%
			Total	-	-	0.00%	-	-	0.00%	55,672	226,222	24.61%	26,166	151,513	17.27%	-	-	0.00%	6,961	36,307	19.17%	-	-	0.00%	88,799	414,042	21.45%

Ages 14-24, low income (see adult) with barriers to employment. Up to 100% out of school, inschool youth can be served up to 25% of funding

Funding: WIOA Administrative Allocation

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
2016	27,456	-	Personnel	-	7,930	0.00%	-	4,565	0.00%	-	5,857	0.00%	-	3,072	0.00%	17,804	65,794	27.06%	-	-	0.00%	17,804	87,218	20.41%
2017	95,514	6,927	Contractual	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	3,899	28,299	13.78%	-	-	0.00%	3,899	28,299	13.78%
Total	122,970	6,927	Supplies & Materials	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	1,512	0.00%	-	-	0.00%	-	1,512	0.00%
			Direct-to-Client	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
			Continuous	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	4,192	5,942	70.55%	-	-	0.00%	4,192	5,942	70.55%
			Total	-	7,930	0.00%	-	4,565	0.00%	-	5,857	0.00%	-	3,072	0.00%	25,895	101,546	25.50%	-	-	0.00%	25,895	122,970	21.06%

Function based - Not related to direct program services - Can be both direct and indirect - Fiscal, Procurement, HR Functions, Oversight, Monitoring, etc.

Funding: Locality Funding

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Previous	36,930	95,611	Personnel	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	(13)	-	0.00%
FY2018	39,324	-	Contractual	-	4,000	0.00%	-	4,030	0.00%	-	-	0.00%	-	-	0.00%	-	57,324	0.00%	-	-	0.00%	-	65,354	0.00%
Total	76,254	95,611	Supplies & Materials	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
			Direct-to-Client	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%
			Continuous	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	10,000	0.00%	-	-	0.00%	-	10,000	0.00%
			Total	-	4,000	0.00%	-	4,030	0.00%	-	-	0.00%	-	-	0.00%	-	67,324	0.00%	(13)	-	0.00%	(13)	75,354	-0.02%

\$0.15 per capita annually is requested

Funding: Statewide Incumbent Worker Training Grant

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
2016*	173,767	15,854	Personnel	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	203	7,712	2.63%	-	-	0.00%	203	7,712	2.63%
2017	-	-	Contractual	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	54	291	18.69%	-	-	0.00%	54	291	18.69%
Total	173,767	15,854	Supplies & Materials	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	49	0.00%	-	-	0.00%	-	49	0.00%
			Direct-to-Client	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	1,750	165,006	1.06%	-	-	0.00%	1,750	165,006	1.06%
			Continuous	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	10	709	14.2%	-	-	0.00%	10	709	14.2%
			Total	-	-	0.00%	-	-	0.00%	-	-	0.00%	-	-	0.00%	2,017	173,767	1.16%	2,017	173,767	1.16%	2,017	173,767	1.16%

*Funds must be expended prior to 12/31/2017

Matching funds provided to qualified businesses - Eligible employees must be 18 yrs old and US citizen - Training reimbursement is limited to specific skills and must lead to an industry recognized credential

Funding: Workforce Innovation Fund - Working Families Success Network Grant

Program Year	Allocated	Unallocated	Category	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
2014 - Year 3	222,678	44,659	Personnel	-	-	0.00%	-	-	0.00%	-	-	0.00%	17,220	96,537	17.84%	-	-	0.00%	-	-	0.00%	17,220	96,537	17.84%
2016	-	-	Contractual	-	-	0.00%	-	-	0.00%	-	-	0.00%	881	12,118	7.27%	-	-	0.00%	-	-	0.00%	881	12,118	7.27%
Total																								

Piedmont Workforce Network
Budget vs. Actual by Program
 July 2017 through September 2017

	<u>PD-10 One Stop</u>			<u>PD-9 One Stop</u>		
	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense						
Income						
41000 · Local Government Revenues	0.00	4,000.00	0.0%	0.00	4,030.00	0.0%
42000 · State Revenues	83,113.81	335,109.00	24.8%	35,911.91	223,797.00	16.05%
45000 · Reimbursements & Fees	0.00			0.00		
Total Income	<u>83,113.81</u>	<u>339,109.00</u>	<u>24.51%</u>	<u>35,911.91</u>	<u>227,827.00</u>	<u>15.76%</u>
Gross Profit	83,113.81	339,109.00	24.51%	35,911.91	227,827.00	15.76%
Expense						
01100 · Personnel Services	31,997.41	123,420.00	25.93%	14,052.89	108,262.00	12.98%
01200 · Contractual Services	3,817.44	16,575.00	23.03%	714.68	9,565.00	7.47%
01300 · Supplies and Materials	27.83	1,200.00	2.32%	105.79	800.00	13.22%
01400 · Direct Services to Clients	43,240.21	182,586.00	23.68%	19,810.47	107,030.00	18.51%
01500 · Continuous Charges	4,030.92	15,328.00	26.3%	1,228.08	2,170.00	56.59%
Total Expense	<u>83,113.81</u>	<u>339,109.00</u>	<u>24.51%</u>	<u>35,911.91</u>	<u>227,827.00</u>	<u>15.76%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Piedmont Workforce Network
Budget vs. Actual by Program
 July 2017 through September 2017

	<u>Total PD-10 Youth</u>			<u>Total PD-9 Youth</u>		
	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense						
Income						
41000 · Local Government Revenues	0.00			0.00		
42000 · State Revenues	55,672.27	232,079.00	23.99%	26,166.10	154,585.00	16.93%
45000 · Reimbursements & Fees	0.00			0.00		
Total Income	<u>55,672.27</u>	<u>232,079.00</u>	<u>23.99%</u>	<u>26,166.10</u>	<u>154,585.00</u>	<u>16.93%</u>
Gross Profit	55,672.27	232,079.00	23.99%	26,166.10	154,585.00	16.93%
Expense						
01100 · Personnel Services	29,373.15	121,537.00	24.17%	3,551.80	72,126.00	4.92%
01200 · Contractual Services	1,753.09	6,095.00	28.76%	551.81	2,695.00	20.48%
01300 · Supplies and Materials	36.29	1,100.00	3.3%	147.54	300.00	49.18%
01400 · Direct Services to Clients	19,355.06	98,567.00	19.64%	21,599.22	78,639.00	27.47%
01500 · Continuous Charges	5,154.68	4,780.00	107.84%	315.73	825.00	38.27%
Total Expense	<u>55,672.27</u>	<u>232,079.00</u>	<u>23.99%</u>	<u>26,166.10</u>	<u>154,585.00</u>	<u>16.93%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Piedmont Workforce Network
Budget vs. Actual by Program
 July 2017 through September 2017

	<u>Workforce Innovation Fund</u>			<u>WIOA Administration</u>		
	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense						
Income						
41000 · Local Government Revenues	0.00			0.00	67,324.00	0.0%
42000 · State Revenues	21,281.07	222,678.00	9.56%	46,487.74	210,477.00	22.09%
45000 · Reimbursements & Fees	0.00			0.00		
Total Income	<u>21,281.07</u>	<u>222,678.00</u>	<u>9.56%</u>	<u>46,487.74</u>	<u>277,801.00</u>	<u>16.73%</u>
Gross Profit	21,281.07	222,678.00	9.56%	46,487.74	277,801.00	16.73%
Expense						
01100 · Personnel Services	17,219.53	96,537.00	17.84%	35,355.82	157,227.00	22.49%
01200 · Contractual Services	881.08	12,118.00	7.27%	4,838.87	99,167.00	4.88%
01300 · Supplies and Materials	0.44	5,055.00	0.01%	0.00	2,404.00	0.0%
01400 · Direct Services to Clients	2,333.41	100,000.00	2.33%	0.00		
01500 · Continuous Charges	846.61	8,968.00	9.44%	6,293.05	19,003.00	33.12%
Total Expense	<u>21,281.07</u>	<u>222,678.00</u>	<u>9.56%</u>	<u>46,487.74</u>	<u>277,801.00</u>	<u>16.73%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

**Piedmont Workforce Network
Budget vs. Actual by Program
July 2017 through September 2017**

	<u>Business Services/IWT</u>			<u>Orange Satellite</u>		
	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense						
Income						
41000 · Local Government Revenues	-12.57			1,275.09	20,740.20	6.15%
42000 · State Revenues	13,681.27	191,149.00	7.16%	0.00		
45000 · Reimbursements & Fees	0.00			0.00		
Total Income	<u>13,668.70</u>	<u>191,149.00</u>	<u>7.15%</u>	<u>1,275.09</u>	<u>20,740.20</u>	<u>6.15%</u>
Gross Profit	13,668.70	191,149.00	7.15%	1,275.09	20,740.20	6.15%
Expense						
01100 · Personnel Services	390.84	10,407.00	3.76%	1,275.09	19,304.20	6.61%
01200 · Contractual Services	55.42	408.00	13.58%	0.00		
01300 · Supplies and Materials	0.00	68.00	0.0%	0.00	1,436.00	0.0%
01400 · Direct Services to Clients	13,190.00	179,215.00	7.36%	0.00		
01500 · Continuous Charges	32.44	1,051.00	3.09%	0.00		
Total Expense	<u>13,668.70</u>	<u>191,149.00</u>	<u>7.15%</u>	<u>1,275.09</u>	<u>20,740.20</u>	<u>6.15%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Piedmont Workforce Network
Budget vs. Actual by Program
 July 2017 through September 2017

	<u>Rent</u>			<u>Total unclassified</u>		
	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>	<u>Jul - Sep 17</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense						
Income						
41000 · Local Government Revenues	0.00			0.00	0.00	0.0%
42000 · State Revenues	0.00			0.00	0.00	0.0%
45000 · Reimbursements & Fees	33,566.07	134,265.00	25.0%	0.00	0.00	0.0%
Total Income	<u>33,566.07</u>	<u>134,265.00</u>	<u>25.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Gross Profit	33,566.07	134,265.00	25.0%	0.00	0.00	0.0%
Expense						
01100 · Personnel Services	0.00			0.00	0.00	0.0%
01200 · Contractual Services	0.00			0.00	0.00	0.0%
01300 · Supplies and Materials	0.00			0.00	0.00	0.0%
01400 · Direct Services to Clients	0.00			0.00	0.00	0.0%
01500 · Continuous Charges	33,566.07	134,265.00	25.0%	0.00	0.00	0.0%
Total Expense	<u>33,566.07</u>	<u>134,265.00</u>	<u>25.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

25% of the year

Piedmont Workforce Network
Budget vs. Actual by Program
 July 2017 through September 2017

	TOTAL		
	Jul - Sep 17	Budget	% of Budget
Ordinary Income/Expense			
Income			
41000 · Local Government Revenues	1,262.52	96,094.20	1.31%
42000 · State Revenues	282,314.17	1,569,874.00	17.98%
45000 · Reimbursements & Fees	33,566.07	134,265.00	25.0%
Total Income	<u>317,142.76</u>	<u>1,800,233.20</u>	<u>17.62%</u>
Gross Profit	317,142.76	1,800,233.20	17.62%
Expense			
01100 · Personnel Services	133,216.53	708,820.20	18.79%
01200 · Contractual Services	12,612.39	146,623.00	8.6%
01300 · Supplies and Materials	317.89	12,363.00	2.57%
01400 · Direct Services to Clients	119,528.37	746,037.00	16.02%
01500 · Continuous Charges	51,467.58	186,390.00	27.61%
Total Expense	<u>317,142.76</u>	<u>1,800,233.20</u>	<u>17.62%</u>
Net Ordinary Income	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.0%</u></u>

Piedmont Workforce Network

Balance Sheet

As of June 30, 2017

Sep 30, 17

ASSETS

Current Assets

Checking/Savings

10002 · PWN-VNB 148,098.16

10009 · Federal Funds 2,978.14

Total Checking/Savings 151,076.30

Accounts Receivable

13011 · VITA Receivable 677.23

13012 · Rent Receivable 10,234.80

13015 · Grants Receivable 193,662.96

13018 · Locality Funding Receivable 6,910.00

Total Accounts Receivable 211,484.99

Other Current Assets

13025 · Accrued Grant Rev Receivable 7,359.92

Total Other Current Assets 7,359.92

Total Current Assets

369,921.21

TOTAL ASSETS

369,921.21

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 165,356.00

20007 · Due to Central VA Partnership 32,394.91

Total Accounts Payable 197,750.91

Other Current Liabilities

25050 · Accrued Expenses 7,887.74

28000 · Unearned Revenue - PD10 108,306.49

28100 · Unearned Rev - PD9 55,971.69

Total Other Current Liabilities 172,165.92

Total Current Liabilities 369,916.83

Total Liabilities

369,916.83

Equity

32000 · Unrestricted Net Assets 4.38

Total Equity

4.38

TOTAL LIABILITIES & EQUITY

369,921.21