



Auglaize, Hardin, Mercer and Van Wert Counties

A proud partner of the American Job Center network

Ohio Area 8 Workforce Development Board Strategic Plan 2024 – 2029

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Executive Summary

The Area 8 Workforce Region, under the guidance of the Area 8 Workforce Board, is a dynamic region striving to address the diverse workforce needs and challenges. It encompasses a variety of sectors and entities, each contributing to the economic vitality of the region. The region is characterized by its commitment to fostering workforce development, enhancing employment opportunities, and building a resilient and competent workforce to meet the evolving demands of the labor market.

Role of the Area 8 Workforce Board

The Area 8 Workforce Board serves as the pivotal entity orchestrating the strategic initiatives aimed at workforce development in the region. The board is responsible for identifying workforce needs, formulating strategic goals, and implementing solutions to address the identified needs and challenges. It convenes stakeholders, facilitates collaboration, and ensures the alignment of efforts and resources towards the realization of the strategic vision. The board's commitment is reflected in its proactive approach to nurturing flexible work environments, establishing work-based learning programs, and developing collaborative partnerships for career pathways.

Strategic Goals

The strategic plan, meticulously crafted by the board, is anchored in three strategic goals, each addressing distinct aspects of workforce needs:

Goal #1: Nurturing Flexible Work Environments | The board aspires to cultivate flexible work schedules and environments, allowing employers to meet the transportation and childcare needs of the region's workforce. This goal involves the creation and implementation of an online survey to understand real-world needs, convening employers to set innovative goals around flexible work schedules, and evaluating the impact on employee retention.

Goal #2: Establishing Work-Based Learning Programs | The board aims to initiate a collaborative effort to establish a work-based learning program to serve employers, high school seniors, adults, and their communities. The program targets to achieve 10% program completion by high school seniors in the first year and 25% by the fifth year, with the outcome measure to have more participants return to work locally.

Goal #3: Developing Collaborative Partnerships for Career Pathways | The board seeks to develop local collaborative partnerships with public and private entities to engage students in career pathways by establishing a standardized career exploration curriculum and employer activities. The curriculum is slated to be established by the 2026-2027 school year, with results being evaluated on a quarterly basis.

This strategic plan is a manifestation of the collective vision and commitment of the Area 8 Workforce Board and the regional stakeholders. It provides a comprehensive and structured roadmap, detailing the sequential actions, strategies, and objectives to be undertaken over a span of five years. The plan stands as a strategic compass, directing efforts and resources towards fostering workforce development, enhancing local employment, and building a resilient and competent workforce in the Ohio Area 8 region. It is not merely a document but a living commitment to the economic and social well-being of the region, ensuring the alignment of workforce development initiatives with the evolving needs and demands of the labor market.

Addressing Workforce Needs in the Region

The strategic plan of the Ohio Area 8 Workforce Development Board is meticulously crafted to address the paramount workforce needs identified during extensive and collaborative stakeholder engagement sessions. This plan is a comprehensive approach to resolving the multifaceted challenges and needs of the workforce in the region, which are detailed below.

Industry-Education Collaboration | A cornerstone of this strategy is to foster a symbiotic relationship between industry, employers, and education providers. This collaboration aims to ensure that educational curriculums are in sync with industry requirements, creating a seamless transition for students entering the workforce and addressing the skills gap effectively.

Employer Engagement and Internships | The plan emphasizes engaging employers through internships, allowing potential employees to gain invaluable experience and insights into their chosen fields, and enabling employers to identify and nurture talent early on.

Housing and Transportation | Addressing housing and transportation challenges is crucial to ensuring that the workforce can live and commute comfortably and efficiently, thereby contributing to the overall productivity and well-being of the region.

Career Exploration and Skilled Labor Promotion | Career exploration initiatives, coupled with the promotion of skilled labor jobs to youth, are pivotal. These efforts aim to enlighten the younger generation about the myriad of opportunities available, especially in blue-collar jobs that offer good wages and benefits, and in advanced manufacturing jobs, creating a paradigm shift in perceptions.

High School Preparation and Training Resources | The strategic plan is committed to preparing high school students for the workforce by providing them with the necessary training resources and aligning workforce training to labor market needs. This alignment is crucial to ensure that the skills acquired are relevant and in demand.

Inclusivity and Diversity | Bringing more immigrants and involving retired individuals through mentorships and career exploration into the region's workforce is a step towards creating a diverse and inclusive workforce. This diversity is a catalyst for innovation and growth in the region.

Support for the Underemployed and Job Seekers | Targeted training to reskill or upskill the underemployed and providing robust resources and support to all job seekers are essential components of the plan. These initiatives help individuals find and retain employment, enhancing the overall employment rate and economic stability of the region.

Rural Community and Youth Retention | Efforts to keep people in rural communities and young adults in the region are crucial to preventing brain drain and ensuring the sustained growth and development of these areas.

Parental Perception and Flexibility | Addressing parents' perceptions of advanced manufacturing jobs and promoting flexibility in job schedules are vital to creating a supportive and adaptable work environment. This adaptability is key to meeting the diverse needs and preferences of the workforce.

Childcare and Reintegration Support | Addressing childcare needs and providing support to individuals re-entering the workforce post-incarceration are crucial steps in building a supportive and inclusive

workforce ecosystem. These initiatives ensure that every individual, regardless of their circumstances, can contribute to and benefit from the region's economic progress.

In essence, this strategic plan is a holistic approach to addressing the myriad of workforce needs in the Ohio Area 8 region. By addressing these critical areas, the Workforce Development Board aims to create a resilient, inclusive, and thriving workforce that can adapt to the evolving economic landscape and drive the region towards unparalleled growth and prosperity.

Vision

The Ohio Area 8 Workforce Development Board is a beacon of excellence and innovation in Ohio, cultivating a diverse, educated, and skilled workforce that is attuned to the evolving needs of employers and is pivotal to the region's growth and prosperity.

The workforce board aspires to cultivate individuals endowed with the qualifications and skills that align with the current and future needs of employers, ensuring an abundance of proficient workers that contribute to the area's prosperity and growth. Its commitment is to facilitate continuous learning and development opportunities, enabling the workforce to adapt and excel in a vibrant and evolving economic landscape, thereby reinforcing the area's thriving and progressive community. Through these endeavors, the workforce board aims to be synonymous with excellence and innovation in workforce development, setting benchmarks in creating a sustainable and educated workforce that empowers the region to flourish and expand.

Strategic Planning Process

The formulation of this strategic plan was initiated by the Area 8 Workforce Board, who recognized the imperative need to address the prevailing workforce needs and challenges within the region. To kickstart the strategic planning process, the board convened a diverse group of regional stakeholders, representing various sectors and entities, for an intensive, 6-hour strategic visioning session, termed as a "Design Sprint."

The Design Sprint served as a collaborative platform where stakeholders engaged in profound discussions and deliberations to identify the key workforce needs and the challenges and barriers impeding the fulfillment of these needs. The session was structured to facilitate a comprehensive understanding of the regional workforce landscape, allowing stakeholders to pinpoint specific areas requiring intervention and support.

During this session, participants collaboratively created a vision for the strategic plan, focusing on developing solutions and strategies to meet the identified workforce needs. This vision served as the foundation upon which the strategic goals of the plan were built, ensuring alignment with the identified needs and challenges.

Post the visioning, three strategic goals were meticulously developed, each addressing distinct aspects of workforce needs. These goals were designed to nurture flexible work environments, establish work-based learning programs, and forge collaborative partnerships to guide students along career pathways, respectively. Each goal was then broken down into specific objectives, strategies, and action steps, providing a clear and detailed roadmap for implementation.

To ensure the structured and timely execution of the plan, a consolidated implementation timeline was created, outlining the sequential actions to be undertaken over a span of five years for each strategic goal.

This timeline serves as a guiding tool, enabling the seamless integration and execution of the strategic initiatives, and ensuring the accomplishment of the desired outcomes.

The strategic plan, thus created, is a culmination of collective insights, shared visions, and collaborative efforts of the region's stakeholders. It stands as a testament to the commitment of the Area 8 Workforce Board and the participating stakeholders to foster workforce development and address the pressing workforce needs and challenges of the region. The plan is not just a document but a strategic compass, directing efforts and resources towards the realization of a resilient and competent workforce in the Ohio Area 8 region.

Strategic Goal #1: Nurture Flexible Work Schedules and Environments

The Ohio Area 8 Workforce Board aims to foster the development and adoption of flexible work schedules and conducive environments, enabling employers to address the transportation and childcare needs of the region’s workforce effectively. This initiative seeks to enhance employee satisfaction and retention by aligning work schedules with individual needs, thereby contributing to the overall economic development of the region.

Below is the implementation plan for strategic goal #1:

Goal Objectives	Strategies	Action Steps	Timeline
1.1: Understand the real-world needs for childcare and transportation of the workforce in the region.	Develop a comprehensive online survey to gather data on the childcare and transportation needs of individuals from UC, JFS, OMJ, and employer HR departments.	Create and disseminate an online survey to the specified departments and collect responses.	Year 1, Quarters 1-2: Develop and send out the online survey and collect and compile survey responses.
1.2: Engage employers and partners in constructive dialogue to develop and implement flexible work schedules based on the identified needs.	Utilize the survey data to identify and convene a target group of employers and partners to discuss and formulate actionable flexible work schedules.	Analyze the survey data to identify specific needs and challenges. Identify and convene a target group of employers and partners based on survey data to discuss and formulate flexible work schedules.	Year 1, Quarters 3-4: Complete data analysis and identify target group of employers and partners. Year 2, Quarters 1-2: Conduct meetings with the identified employers and partners and begin to set goals around the innovation of flexible work schedules and environments.
1.3 Assess the impact of implemented flexible work schedules on employee retention after one year of execution.	Monitor and review employment records from participating employers to evaluate the effectiveness of the implemented schedules on employee retention.	Monitor the implementation of flexible work schedules by participating employers. Review employment records from participating employers after one year of implementation to track employee retention numbers and assess the impact of the initiative.	Year 2, Quarters 3-4 to Year 3, Quarters 1-4: Monitor the implementation and provide support as needed and begin preliminary review of employment records. Year 4, Quarters 1-4: Conduct a comprehensive review of employment records to assess the impact on employee retention and evaluate the effectiveness of the implemented flexible work schedules and environments.

Strategic Goal #2: Support a Region-Wide Work-Based Learning System

The Ohio Area 8 Workforce Board endeavors to initiate a collaborative effort to establish a work-based learning (WBL) program aimed at serving employers, high school seniors, adults, and their communities. The program aspires to foster local employment by encouraging participants to return to work within their localities. The target measures for the program are set at 10% of high school seniors completing the program in the first year (2024) and 25% by the fifth year (2029).

Below is the implementation plan for strategic goal #2:

Goal Objectives	Strategies	Action Steps	Timeline
2.1: Secure funding to support a Work-Based Learning Coordinator.	Identify potential funding sources and allocate necessary funds to support the position of a Work-Based Learning Coordinator.	Explore and identify potential funding sources and allocate the necessary budget to support the WBL Coordinator.	Year 1: Identify funding sources and allocate budget.
2.2: Establish a collaborative framework involving key stakeholders.	Convene stakeholders to foster collaboration and gain insights and support for the WBL program.	Organize meetings with stakeholders to discuss and gain support for the WBL program.	Years 1-2: Convene initial stakeholder meetings and establish a collaborative framework.
2.3: Understand and navigate legal frameworks and restrictions related to child labor.	Engage with legislators to gain a comprehensive understanding of child labor laws and restrictions that may impact the WBL program.	Conduct meetings with legislators to discuss and understand child labor laws and restrictions.	Year 2: Work with legislators to understand legal frameworks and restrictions and ensure program compliance.
2.4: Facilitate the training and development of the Work-Based Learning Coordinator.	Develop a comprehensive training program for the WBL Coordinator to equip them with the necessary skills and knowledge.	Design and implement a training program for the WBL Coordinator.	Year 3: Develop and implement training for the WBL Coordinator.
2.5: Cultivate support and advocacy within the advisory board and Business Advisory Councils (BACs).	Identify and nurture champions within the advisory board and BACs to advocate for the WBL program.	Engage with advisory board and BACs members to identify champions and secure their support and advocacy for the WBL program.	Years 3-4: Identify and nurture champions within the advisory board and BACs.
2.6: Monitor and Evaluate Program Outcomes.	Implement a monitoring and evaluation framework to assess the % of program completers and the impact on local employment.	Develop and implement a robust monitoring and evaluation system to track program completers and assess outcomes.	Years 4-5: Continuously monitor and periodically evaluate program outcomes and impact on local employment.

Strategic Goal #3: Engage Students with Career Opportunities

The Ohio Area 8 Workforce Board aims to forge local collaborative partnerships with public and private entities to immerse students in diverse career pathways. The objective is to establish a standardized career exploration curriculum coupled with employer activities. The curriculum is slated to be established by the 2026-2027 school year, with results being evaluated on a quarterly basis to ensure its relevance and effectiveness in meeting industry standards and employer requirements.

Below is the implementation plan for strategic goal #3:

Goal Objectives	Strategies	Action Steps	Timeline
3.1: Establish a collaborative partnership involving key public and private entities.	Convene meetings with Business Advisory Councils (BACs), Ohio Means Jobs (OMJs), Workforce Investment Board (WIB), Economic Development, K-12 Schools, and Higher Education institutions to foster collaboration.	Organize and conduct collaborative meetings with BACs, OMJs, WIB, Economic Development, K-12 Schools, and Higher Education institutions to discuss and formulate partnership frameworks.	Year 1: Conduct initial meetings and establish collaborative partnerships.
3.2: Develop a Standardized Work-Based Learning (WBL) Curriculum.	Evaluate industry standards and employer requirements to develop a comprehensive and relevant WBL curriculum.	Review and assess industry standards and collaborate with employers to develop a standardized WBL curriculum that aligns with industry needs and requirements.	Years 2-3: Evaluate industry standards and develop the WBL curriculum.
3.3: Define Employer Education and Certification Requirements.	Engage with employers to define the level of education, degree, and/or certification required to fulfill their vacancies.	Collaborate with employers to determine and define the education, degree, and certification requirements needed for their vacancies.	Years 3-4: Work with employers to define education and certification requirements.
3.4: Implement and Evaluate the Career Exploration Curriculum.	Implement the standardized career exploration curriculum and conduct quarterly evaluations to assess its effectiveness and relevance.	Roll out the established curriculum and conduct regular evaluations to ensure it meets the needs of students and aligns with industry standards and employer requirements.	Years 4-5: Implement the career exploration curriculum and conduct quarterly evaluations.
3.5: Refinement and Continuous Improvement of the Curriculum.	Based on the quarterly evaluations, refine, and enhance the curriculum to ensure its continuous alignment with industry standards and employer needs.	Make necessary refinements and improvements to the curriculum based on the feedback and evaluations received.	Year 5 onwards: Continuously refine and improve the curriculum based on evaluations and feedback.

Implementation Timeline

The following consolidated implementation timeline is meticulously crafted to provide a structured and coherent roadmap for the execution of the strategic goals outlined by the Ohio Area 8 Workforce Board. This timeline amalgamates the action steps of Goals 1-3, ensuring a synchronized approach over a span of five years. It serves as a comprehensive guide, detailing the sequential actions to be undertaken each year, aimed at achieving the overarching objectives of nurturing flexible work environments, establishing work-based learning programs, and developing collaborative partnerships for career pathways. This consolidated timeline is pivotal for maintaining clarity, focus, and direction, enabling the seamless integration and execution of the strategic initiatives, and ensuring the accomplishment of the desired outcomes to foster workforce development in the region.

Action Steps			
	Goal #1	Goal #2	Goal #3
Year 1	<p>Develop and send out online surveys to gather data on childcare and transportation needs.</p> <p>Collect and compile survey responses.</p>	<p>Identify and secure funding sources and finalize budget allocation for a Work-Based Learning Coordinator.</p> <p>Conduct initial stakeholder meetings to establish collaborative partnerships.</p>	<p>Conduct initial meetings with BACs, OMJs, WIB, Economic Development, K-12 Schools, and Higher Education to establish collaborative partnerships.</p>
Year 2	<p>Complete data analysis and identify target group of employers and partners.</p> <p>Conduct meetings with the identified employers and partners and begin to set goals around flexible work schedules and environments.</p>	<p>Continue stakeholder meetings and solidify collaborative framework.</p> <p>Engage with legislators to comprehend and navigate legal frameworks and restrictions related to child labor.</p>	<p>Evaluate industry standards and begin the development of the standardized WBL curriculum.</p>
Year 3	<p>Monitor the implementation of flexible work schedules and provide support as needed.</p> <p>Begin preliminary review of employment records from participating employers.</p>	<p>Develop and implement training for the WBL Coordinator.</p> <p>Identify and nurture champions within the advisory board and BACs to advocate for the WBL program.</p>	<p>Finalize and approve the standardized WBL curriculum.</p> <p>Work with employers to define education and certification requirements for their vacancies.</p>
Year 4	<p>Conduct a comprehensive review of employment records to assess the impact on employee retention.</p> <p>Evaluate the effectiveness of the implemented flexible work schedules and environments.</p>	<p>Continuously monitor and periodically evaluate program outcomes and impact on local employment.</p>	<p>Implement the career exploration curriculum.</p> <p>Conduct the first quarterly evaluation of the curriculum's effectiveness and relevance.</p>
Year 5	<p>Finalize the evaluation and prepare a comprehensive report on the outcomes and impact of the initiative.</p> <p>Disseminate the report and explore opportunities for further enhancement and refinement of flexible work schedules and environments.</p>	<p>Continue the monitoring and periodic evaluation of program outcomes and impact on local employment.</p> <p>Make necessary refinements and improvements to the WBL program based on evaluations and feedback.</p>	<p>Continue the implementation and quarterly evaluations of the career exploration curriculum.</p> <p>Make necessary refinements and improvements to the curriculum based on evaluations and feedback.</p>

A STRATEGY TO WORK WITH ENTITIES

DESCRIPTIONS OF THE LOCAL WORKFORCE DEVELOPMENT SYSTEM:

The workforce development system in the local area, including the identification of the following:

- **The programs that are included in the system.**

The West Region workforce development system is comprised of the following required partners per WIOA section 121(b)(1)(B) within Auglaize, Hardin, Mercer and Van Wert counties:

Partner Name	Program	Program Authority
WIOA	Administrative entity for WIOA funds	WIOA Title 1 Adult and Dislocated Worker Programs. Section 131
WIOA	Administrative entity for WIOA funds	WIOA Title 1 Youth Programs. Section 126
ODJFS	Recipient and providers of services of WIOA funds for the Migrant and Seasonal Farm Worker Program	WIOA Title 1 Migrant and Seasonal Farm Worker Programs. Section 167
North American Indian Center	Recipient and providers of services of WIOA funds for the Native American Program	WIOA Title I Native American Programs. Section 166
ODJFS	Recipient of funds under WIOA for the administration provision of Wagner-Peyser program activities. Unemployment Insurance, Reemployment Services, Trade Adjustment Assistance and Veterans employment and training programs	WIOA Title III Wagner-Peyser Act Programs. 29 USC 49
Apollo Career Center	Recipient of funds for post-secondary education of Adults under Ohio Board of Regents	WIOA Title 11 Adult Education and Literacy. Section 206

OOD (BVR)	Recipient of funds for the administration and provision of vocational rehabilitation services and employment assistance to eligible individuals with disabilities.	Rehabilitation Act, Title 1, Parts A & B Rehabilitation Services Commission. 29 USC 720
PathStones and Goodwill Easer Seals	Recipient and provider of services in Title V Older Americans Act Program (Senior Community Employment Program)	Older Americans Act Title V Senior Community Service Employment Program (SCSEP). 42 USC 3056
Apollo Career Center	Administrative entity of WIOA funds for Adult Education and Family Literacy Programs under the Ohio Board of Regents	Postsecondary Vocational Education — Carl D. Perkins Vocational and Applied Technology Education Act. 20 USC 2301
ODJFS	Recipient of funds under WIOA for the administration provision of Wagner Peyser program activities. Unemployment Insurance, Reemployment Services, Trade Adjustment Assistance and Veterans employment and training programs	Trade Act Title II, Chapter 2 — Trade Adjustment Assistance (TAA). 19 USC 2317, and North American Free Trade Agreement (NAFTA) 19 USC 2271
OJFS	Recipient of funds under WIOA for the administration provision of Wagner-Peyser program activities. Unemployment Insurance, Reemployment Services, Trade Adjustment Assistance and Veterans employment and training programs	Jobs for Veterans Act. 38 USC 41
ODJFS	Recipient of funds under WIOA for the administration provision of Wagner-Peyser program activities. Unemployment Insurance, Reemployment Services, Trade Adjustment Assistance and Veterans employment and training programs	Unemployment Insurance (UI) Programs. 5 USC 85 and ORC Chapter 4141
PathStones	Recipient of funds under WIOA for Migrant and Seasonal Farm Worker programs	WIOA Title I Migrant and Seasonal Farm Worker Programs, Section 167

Auglaize, Hardin, Mercer and Van Wert County Departments of JFS	Recipient of TAN F, OWF, PRC, Child Care funds for Transportation and Support Services programs	Social Security Act Title IV-A Programs. 42 USC 601. Subject to Subparagraph
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West Region Workforce Area does not currently operate a WIOA Title I Job Corps, Community Services Block Grant Employment & Training, or a Department of Housing and Urban Development (HUD) - Employment and Training program.

ADDITIONAL PARTNERS	
Partner Name	Program-
Vantage Career Center	Adult Education
James A. Rhodes State College	Postsecondary Vocational Education - Carl D. Perkins Vocational and Applied Technology Education
Wright State University Lake Campus	Postsecondary Vocational Education - Carl D. Perkins Vocational and Applied Technology Education

How the local board will work with the entities carrying out the core programs and other workforce development programs to support service alignment:

The West Region Workforce Development Board’s plan to develop and continuously improve the workforce system encompasses and supports Area 8’s vision of economic growth and self-sufficiency of its residents. It believes it is paramount to build a system that is easy to navigate, enriched with resources and relevant to business/industry. The WDB recently held listening and targeted engagement sessions/communication within each of the four counties. In addition, the partners within the comprehensive OMJ center hold monthly meetings to continually share and discuss their individual programs and how to better align these programs and services into a system, instead of a collection of agencies. This ensures all partners learn together how to align the system services to meet business needs.

LOCATION OF THE COMPREHENSIVE AND AFFILIATE OHIOMEANSJOBS CENTERS

Area 8 currently has one comprehensive OhioMeansJobs Center, located in Mercer County, 220 W. Livingston St. Celina, Ohio 45822. The other three counties have affiliate sites. The following table describes the addresses and counties served for these four centers:

OhioMeansJobs Center Name	Address	Counties Served
Auglaize County OMJ Center	13093 Infirmary Road Wapakoneta, Ohio 45895	Auglaize Primary-all Area 8
Hardin County OMJ Center	175 W. Franklin Street Kenton, Ohio 43326	Hardin Primary-All Area 8
Mercer County OMJ Center	220 W. Livingston Street Celina, Ohio 45822	Mercer County Primary - Comprehensive site for all of Area 8
Van Wert County OMJ Center	114 E. Main Street Van Wert, Ohio 45891	Van Wert County Primary-All Area 8

The Auglaize County OMJ Center’s hours are from 8:30 am – 4:30pm Monday through Thursday. The Hardin County OMJ Monday-Thursday 8:00am-4:30pm and Van Wert OMJ Center is open and staffed M-F 8:00-4:30. The Mercer County OMJ Comprehensive Center is open Monday through Friday from 8:30 am until 4 pm. Each site allows for appointments to be made outside of the normal hours to meet a customer’s specific needs.

HOW THE LOCAL BOARD WILL WORK WITH ENTITIES CARRYING OUT CORE PROGRAMS TO:

- **Expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment;**

Comprehensive service providers throughout Area 8 will expand access to a seamless service delivery to eligible individuals through collaboration and partnership with mandated partner agencies and programs. Such agencies include: TANF, Vocational Rehabilitation, Department of Education, the Ohio Community College System, and the State Unemployment Insurance program.

- **Facilitate the development of career pathways and co-enrollment, as appropriate, in core programs; and**

The development of career pathways in key areas of healthcare and social assistance, administrative and support services, construction/energy and Manufacturing, will be utilized to improve the successful participation in postsecondary and vocational education activities leading to an industry recognized certificate/certification.

The Area 8 workforce will focus on continuing to develop a unified, integrated workforce development system that includes: education and training providers, community and faith-based organizations (CBO's), government agencies and businesses. Area 8 will build on current partnerships that include contracts and/or MOU's with ODJFS, the North American Indian Center, Apollo Career Center, Wright State Lack Campus, Rhodes State College, Vantage Career Center, Opportunities for Ohioans with Disabilities, PathStones, Goodwill/Easter Seals Wagner-Peyser, Trade Adjustment Assistance, Veterans and West Ohio CAP. Cooperative efforts such as this will help ensure that Ohio citizens have access to educational and career pathway resources to aid in gaining meaningful employment. The MOUs will address efficient referral methods to effect co-enrollment into core programs as essential for the individuals to address their needs.

- **Improve access to activities leading to a recognized post-secondary credential (including a credential that is an industry-recognized certificate or certification, portable, and stackable).**

Area 8's workforce development strategies will not only take a sector-based approach but also a strengths-based, customer-centric approach that seeks to "meet job seekers where they are" in terms of work experience, skills and education. Through this model we will broker relationships with employers that will focus on creating a variety of entry points for entry-, mid-, and intermediate level job seekers including: work experience, transitional jobs, internships, apprenticeships and on-the-job training programs. Area 8 will focus on middle skilled occupations in high demand sectors, as well as on career pathways in areas with entry level opportunities for individuals just entering employment or with limited employment history.

The economic development and business organizations with which we are/will collaborate with include:

Auglaize	Hardin	Mercer	Van Wert
<p>Wapakoneta Economic Development Office 30 East Auglaize St. Wapakoneta, Ohio 45895</p>	<p>Chamber and Business Alliance Hardin County 225 S. Detroit Street, Kenton, OH 43326</p>	<p>Celina-Mercer Chamber of Commerce 121 East Logan Street Celina, Ohio 45822</p>	<p>Van Wert Area Chamber of Commerce 118 North Washington Street Van Wert, OH 45891</p>
<p>Southwestern Auglaize County Chamber of Commerce 22 S. Water St. - P.O. Box 3 New Bremen, OH 45869</p>		<p>Mercer County Community Development 101 North Main, Celina, OH 45822 (419) 586-4209</p>	<p>Van Wert Area Economic Development Corporation 145 E. Main St., Van Wert, Ohio 45891 (419) 238-2999</p>
<p>New Bremen Economic Development Village of New Bremen 214 North Washington Street New Bremen, Ohio 45869</p>			
<p>Wapakoneta Area Chamber of Commerce 30 E. Auglaize St. Wapakoneta, OH 45895 (419) 738-2911 chamber@wapakoneta.co</p>			
<p>St. Marys Chamber of Commerce 301 E. Spring St., St Marys, OH 45885 Ph: 419-300-4611</p>			
<p>Economic Development Office City of St. Marys 101 East Spring Street St. Marys, Ohio 45885 Phone: 419-394-3303</p>			

ASSURANCES

The following assurances must be provided:

- The Local Workforce Development Board must assure it will establish fiscal control and fund accounting procedures to ensure the proper disbursement of, and accounting for all funds received through the Workforce Innovation and Opportunity Act.
- The Local Workforce Development Board must assure that it shall keep records that are sufficient to permit the preparation of reports required by the Act and shall maintain such records, including standardized records for all individual participants, and submit such reports as the State may require.
- The Local Workforce Development Board must assure that it will collect and maintain data necessary to show compliance with the nondiscrimination provisions of the Act.
- The Local Workforce Development Board must assure that funds will be spent in accordance with the Workforce Innovation and Opportunity Act, regulations, written Department of Labor Guidance, written Ohio Department of Job and Family Services guidance, and all other applicable Federal and State laws.
- The Local Workforce Development Board must assure that veterans will be afforded employment and training activities authorized in the Jobs for Veterans Act and 20 C.F.R. Part 1010.
- The Local Workforce Development Board must assure it will comply with any grant procedures prescribed by the Secretary which are necessary to enter into contracts for the use of funds under WIOA, but not limited to the following:
 - General Administrative Requirements – Uniform Guidance at 2 C.F.R. Part 200 and 2 C.F.R. Part 2900. –
 - Assurances and Certifications – SF 424B – Assurances for Non-Construction Programs;
29 C.F.R. Part 31, 32 – Nondiscrimination and Equal Opportunity Assurance (and Regulation);
29 C.F.R. Part 93 – Certification Regarding Lobbying (and Regulation);
29 C.F.R. Parts 94 and 95 – Drug Free Workplace and Debarment and Suspension;
Certifications (and Regulation).

Signature Page

The signature page of the local plan attests that all assurances have been met and that the local plan represents the local workforce development board's effort to maximize resources available under Title I of the Workforce Innovation and Opportunity Act and to coordinate these resources with other State and Local programs.

The effective dates of the local plan must be included on the signature page.

Signatures of the local workforce development board chairperson, local workforce development board director, and the chief elected official(s) for the workforce development area must be included on the signature page. The State will not approve a local plan if all required signatures are not included.

Signatures will certify that the local workforce development board will operate the WIOA program in accordance with the local plan and applicable federal and state laws, regulations, policies, and rules.

The parties hereto have duly executed this Local Plan to be effective on July 1, 2021.

Auglaize County Board of Commissioners

Hardin County Board of Commissioners

Mercer County Board of Commissioners

Van Wert County Board of Commissioners

WIOA Ohio Area 8 Workforce Development Board

WIOA Ohio Area 8 Workforce Development Board

Signature Page

The signature page of the local plan attests that all assurances have been met and that the local plan represents the local workforce development board's effort to maximize resources available under Title I of the Workforce Innovation and Opportunity Act and to coordinate these resources with other State and Local programs.

The effective dates of the local plan must be included on the signature page.

Signatures of the local workforce development board chairperson, local workforce development board director, and the chief elected official(s) for the workforce development area must be included on the signature page. The State will not approve a local plan if all required signatures are not included.

Signatures will certify that the local workforce development board will operate the WIOA program in accordance with the local plan and applicable federal and state laws, regulations, policies, and rules.

The parties hereto have duly executed this Local Plan to be effective on July 1, 2021.



07/20/2021
Auglaize County Board of Commissioners



07/13/2021
Hardin County Board of Commissioners



07/15/2021
Mercer County Board of Commissioners



07/20/2021
Van Wert County Board of Commissioners



07/27/2021
WIOA Ohio Area 8 Workforce Development Board



07/27/2021
WIOA Ohio Area 8 Workforce Development Board Director

**Memorandum of Understanding
for
Local Workforce Area 8
Workforce Development System**

Integrated service delivery is the cornerstone of the local workforce development system, through which workforce development, educational, and other human resource services are made available to individuals and employers at the OhioMeansJobs centers. The Workforce Innovation and Opportunity Act (WIOA) requires management of the local workforce development system to be shared among states, local workforce development boards, core Workforce Innovation and Opportunity Act (WIOA) programs, required partners, additional partners, and OhioMeansJobs center operators.

This Memorandum of Understanding (MOU), executed in accordance with WIOA Section 121, documents the roles, responsibilities, and funding commitments as negotiated and mutually agreed upon by all parties for the operation and funding of the local workforce development system and the OhioMeansJobs center(s) in the local workforce area (LWA). All parties agree to execute this MOU in good faith and expressly understand that it is not a legally enforceable agreement.

Parties

The LWA representatives include: Ohio Area 8 Workforce Board, which is the local workforce development board (LWDB), the Board of Commissioners of Auglaize County, Ohio, 209 S. Blackhoof Street, Suite 201, Wapakoneta, Ohio 45895, namely Commissioner John N. Bergman, Commissioner David Bambauer, Commissioner Douglas A. Spencer; and, Board of Commissioners of Hardin County, Ohio, 1 Courthouse Square, Suite 100, Kenton, Ohio 43326, namely Commissioner Roger Crowe, Commissioner Tim L. Striker and Commissioner Fred M. Rush; Board of Commissioners of Mercer County, Ohio, 220 W. Livingston Street, Celina, Ohio 45822, namely Commissioner Dave Buschur, Commissioner Jerry Laffin, Commissioner Rick Muhlenkamp; and Board of Commissioners of Van Wert County, 114 E. Main Street, Suite 200, Van Wert, Ohio 45891, namely Commissioner Thad Lichtensteiger, Commissioner Stan D. Owens, Commissioner Todd Wolfrum being the Chief Elected Officials of WIOA Ohio Area 8 (CEOs), which are the local workforce area Chief Elected Officials (CEOs), and the Board of Commissioners of Mercer County, Ohio, 220 W. Livingston Street, Celina, Ohio 45822, which is the fiscal agent for purposes of this MOU. The required and additional partners that are parties to this MOU are identified below and referred to collectively as “partners”.

Required Partners – Per WIOA Section 121(b)(1)(B)

WIOA Title I Adult and Dislocated Worker (Section 131)

Auglaize County, Hardin County, Mercer County and Van Wert County Departments of Job & Family Services

WIOA Title I Youth (Section 126)

Auglaize County, Hardin County, Mercer County and Van Wert County Departments of Job & Family Services

WIOA Title III Wagner-Peyser Act (29 USC 49)

Ohio Department of Job & Family Services

Jobs for Veterans Act (38 USC 41)

Disabled Veterans’ Outreach Program (DVOP) and Local Veterans’ Employment Representatives (LVER)

Ohio Department of Job & Family Services

Trade Act Title II, Chapter 2

Trade Adjustment Assistance (TAA) (19 USC 2317) and North American Free Trade Agreement (NAFTA) (19 USC 2271)

Ohio Department of Job & Family Services

Unemployment Insurance (UI) (5 USC 85)

WIOA Title II Adult Education and Literacy (Section 206)

Aspire – Apollo Career Center

Rehabilitation Act, Title I (29 USC 720 et seq)

Vocational Rehabilitation

Opportunities for Ohioans with Disabilities

Carl D. Perkins Vocational and Applied Technology Education Act (20 USC 2301)

Postsecondary Vocational Education

Apollo Career Center, Vantage Career Center, Wright State University Lake Campus, James A. Rhodes State College

Older Americans Act Title V (42 USC 3056)

Senior Community Service Employment Program (SCSEP)

Pathstones -Auglaize, Mercer, Van Wert; Goodwill Easter Seals - Hardin

Social Security Act Title IV-A (42 USC 601. Subject to Subparagraph (C))

Temporary Assistance to Needy Families (TANF)

Auglaize County, Hardin County, Mercer County and Van Wert County Departments of Job & Family Services

Community Services Block Grant Employment & Training Programs (42 USC 9901 et seq)

Program does not exist in area.

Department of Housing and Urban Development (HUD) – Employment and Training Programs

Program does not exist in area.

WIOA Title I Migrant and Seasonal Farm Worker Programs (Section 167)

Pathstones Corporation

WIOA Title I Native American Programs (Section 166)

Program does not exist in area.

Second Chance Act Programs (42 USC 17532)

Program does not exist in area.

WIOA Title I Job Corps (Section 141)

Program does not exist in area.

WIOA Title I Youthbuild (Section 171)

Program does not exist in area.

Additional Partners – WIOA Section 121(b)(2)

NA

The Ohio Department of Job & Family Services (ODJFS) through the Office of Workforce Development (OWD) is recognized by the United States Department of Labor (DOL) as the State Workforce Agency responsible for administration and oversight of Ohio's workforce development systems. ODJFS/OWD serves a dual role in that it is also a partner responsible for delivery of Wagner-Peyser/Employment Services, Jobs for Veterans Services Grants programs, Unemployment Insurance Programs, and Trade Adjustment Assistance Programs.

Definitions

- A. **Additional Partner:** An entity that carries out a workforce development program not identified as required under WIOA that is approved by the LWDB and the CEOs to be included as a partner in the local workforce development system. WIOA Section 121 (b)(2) outlines the entities that may serve as additional partners.

- B. **Affiliate Center:** A site that makes available one or more of the required or optional programs, services, and activities to job seekers and employers in a LWA.
- C. **Career Services:** Services that must be provided through the local workforce development system as authorized under each partner’s program. Services are listed and defined in Attachment A to this MOU.
- D. **Chief Elected Officials:** When used in reference to a LWA, the chief elected executive officers of the units of general local government in a LWA. The CEOs are responsible for the selection of the LWDB members, the development of by-laws for LWDB structure and are identified as the recipients of WIOA Adult, Dislocated Worker, and Youth funds per WIOA Section 107(d)(12).
- E. **Common Costs:** Per WIOA Section 121(i), is the costs shared by partner programs that may include costs for basic career services, such as initial intake, assessment of needs, basic skills assessment, identification of appropriate services, referrals by one partner to another partner’s program, and other similar services that may be chargeable to more than one program. Common costs and methodologies for cost sharing are included in the cost-sharing portion of this MOU.
- F. **Comprehensive Center:** A physical site where services and activities under all required programs are made available to local job seekers and employers.
- G. **Cost Allocation:** Measurement of actual costs in relation to the benefit received to determine each partner’s proportionate share of local workforce development system operating costs.
- H. **Fiscal Agent:** An entity appointed by CEOs to be responsible for the administration and disbursement of WIOA and other funds allocated for workforce development programs activities in the LWA.
- I. **Individuals with Barriers to Employment:** Defined in WIOA Section 3(24) as member of one or more of the following populations:
- Displaced homemakers.
 - Low-income individuals.
 - Indians, Alaska Natives, Native Hawaiians.
 - Individuals with disabilities (including youth).
 - Older individuals.
 - Ex-offenders.
 - Homeless individuals.
 - Youth that are in, or have aged out of, the foster care system.
 - Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers.
 - Eligible migrant and seasonal farmworkers.
 - Individuals within two years of exhausting lifetime eligibility under Title IV of the Social Security Act.
 - Single parents—including single pregnant women.
 - Long-term unemployed individuals.
- J. **Infrastructure Costs:** Per WIOA Section 121(h)(4), the costs necessary for the general operation of OhioMeansJobs (aka “One-Stop”) centers to be shared by a LWA and partners. Infrastructure costs include facility rental costs, utilities and maintenance, equipment (including assessment-related products and assistive technology for individuals with disabilities), technology to facilitate access to the center, and may include planning and outreach activities.

- K. **Local Workforce Area:** A geographic area of a state designated by the Governor in accordance with WIOA Section 106 that serves as a jurisdiction for the administration of workforce development activities delivered through a local workforce development system.
- L. **Local Workforce Development Board (LWDB):** The board appointed by a LWA's CEO(s) to be certified by the Governor or designee per WIOA Section 107. The LWDB is responsible for administration and oversight of the local workforce development system in agreement with the CEO(s) and in collaboration with required and additional partners.
- M. **Local Workforce Development System:** The system established in accordance with WIOA Section 121 through which career services; employment and training programs and activities; partner programs and activities; related support; and specialized services are made available to workers and employers in a LWA.
- N. **OhioMeansJobs:** The common identifier or brand for the Ohio workforce development system. ORC Section 6301.08 requires all local workforce areas to use this common identifier. Per WIOA Section 121(e)(4), and Workforce Innovation and Opportunity Act Policy Letter (WIOAPL) 16-07, the OhioMeansJobs logo and brand must be used in conjunction with the Department of Labor's logo with the tagline "a proud partner of the American Job Center network".
- O. **OhioMeansJobs Center:** Referred to in WIOA as "One-Stop" centers, it is the term used collectively under the Ohio workforce system brand, "OhioMeansJobs" for the comprehensive, affiliate, and specialized centers that operate in a LWA and make WIOA programs, services, and activities available to job seekers and employers.
- P. **OhioMeansJobs Center Operator:** One or more entities competitively selected in accordance with WIOA Section 121(d) to operate an OhioMeansJobs center and to coordinate OhioMeansJobs service delivery in accordance with all applicable federal, state, and local rules and policies and the terms of this MOU.
- Q. **Proportionate Share:** The portion of local workforce development system operating costs to be contributed by each partner in proportion to the benefits the partner's program receives from participation in the local workforce development system.
- R. **Required Partner:** An entity that carries out one or more of the programs or activities identified in WIOA Section 121(b)(1) that must be made available through the local workforce development system.
- S. **Resource Sharing:** The cash and/or resources each partner will contribute to fund its proportionate share of costs for operation of the local workforce development system.
- T. **Shared Services:** For purposes of this MOU, it is a shared function or activity that benefits more than one partner program. Partners contribute staff time rather than cash or other resources to fund their proportionate share of these types of costs.
- U. **Specialized Center:** A site in a LWA that provides services to address specific needs, including those of dislocated workers, youth, or key industry sectors/clusters, and includes a process to make referrals to the comprehensive and affiliate OhioMeansJobs centers.
- V. **State Infrastructure Funding Mechanism:** The formula that will be implemented by the state to calculate required partners' proportionate shares of infrastructure costs when consensus agreement cannot be reached among a LWDB and required partners in a LWA. The method is described in Article VI of this MOU.

- W. **Training Services:** Persons deemed unable to obtain or retain employment through career services are eligible to receive training services, which include, but are not limited to: occupational skills training, on-the-job training, programs that combine workplace training with related instructions, private-sector training programs, skills upgrades, entrepreneurial training, job-readiness training, adult education and literacy activities in combination with a training program, or customized training.
- X. **WIOA:** The Workforce Innovation and Opportunity Act of 2014, which supersedes the Workforce Investment Act of 1998 (WIA) and serves to align and continuously improve workforce, education, and economic development systems and more effectively address the employment and skill needs of workers, jobseekers, and employers.

Article I: Local Workforce Development System Description

- A. **Overview & General Description:** The local workforce development system includes Auglaize, Hardin, Mercer, Van Wert Counties, one Comprehensive OhioMeansJobs center(s), three Affiliate centers, and no Specialized centers as identified in the table below.

Local Workforce Area OhioMeansJobs Centers				
Center Code	OhioMeansJobs Center Name	Address	Counties Served	Hours of Operation
1.	OhioMeansJobs Center Mercer County	220 W. Livingston Str, Rm B272 Celina, OH 45822	Auglaize, Hardin, Mercer and Van Wert	M, W- 8:30-4:30 T, Th- 8:00-4:00 Friday-8:00-3:00
2.	OhioMeansJobs Center Auglaize County OhioMeansJobs Center Hardin County OhioMeansJobs Center Van Wert County	13093 Infirmary Rd Wapakoneta, OH 45895 175 W. Franklin Str Kenton, OH 43326 114 E. Main Str. Van Wert, OH 45891	Auglaize Hardin Van Wert	M-F 8:30 – 4:00 M-Th 8:00–4:30 F 8:30 – 2:30 M-F 8:00 – 4:30
3.	NA			

B. **Administrative Structure**

1. Chief Elected Officials (CEOs): Board of Commissioners of Auglaize County, Ohio, 209 S. Blackhoof Street, Suite 201, Wapakoneta, Ohio 45895, namely Commissioner John N. Bergman, Commissioner David Bambauer, Commissioner Douglas A. Spencer; and, Board of Commissioners of Hardin County, Ohio, 1 Courthouse Square, Suite 100, Kenton, Ohio 43326, namely Commissioner Roger Crowe, Commissioner Tim L. Striker and Commissioner Fred M. Rush; Board of Commissioners of Mercer County, Ohio, 220 W. Livingston Street, Celina, Ohio 45822, namely Commissioner Dave Buschur, Commissioner Jerry Laffin, Commissioner Rick Muhlenkamp; and Board of Commissioners of Van Wert County, 114 E. Main Street, Suite 200, Van Wert, Ohio 45891, namely Commissioner Thad Lichtensteiger, Commissioner Stan D. Owens, Commissioner Todd Wolfrum being the Chief Elected Officials of WIOA Ohio Area 8 (CEOs), the Board of Commissioners of Mercer County, Ohio, 220 W. Livingston Street, Celina, Ohio 45822, which is the fiscal agent for purposes of this MOU, , and the local required and additional partners (identified below and referred to collectively as “partners”) enter into this Memorandum of Understanding (MOU).
2. Local Workforce Development LWDB (LWDB): Ohio Area 8 Workforce Development Board, 220 West Livingston Street, Celina, Ohio 45822.
3. Fiscal Agent: Board of Commissioners of Mercer County, Ohio, 220 W. Livingston Street, Celina, Ohio 45822.

4. Comprehensive OhioMeansJobs Center Operator(s): (Mercer County) serves the entire area as the one required center and ensure compatibility and compliance with applicable standards for disabilities. The Operator provides the center, amenities and functional services and invoices partners each quarter to recoup proportionate partner share.
5. Affiliate OhioMeansJobs Center Operator: Auglaize County Department of Job & Family Services, 12 N. Wood Street, Wapakoneta, OH, Hardin County Department of Job & Family Services, 175 W Franklin Street, Kenton, OH, Van Wert Department of Job & Family, 114 E. Main Str, Van Wert, OH (Location Code 2) The Operator provides the center, amenities and functional services and invoices partners each quarter to recoup proportionate partner share pursuant to the MOU. The Operator provides coverage and supportive services within their respective center.
6. Specialized OhioMeansJobs Center Operator: None available in Area 8

Article II: Agreement Period

- A. This MOU will be in effect from July 1, 2023, until June 30, 2025, unless an extension is granted per Section B of this Article.
- B. This MOU will be renewed at the end of the MOU period identified in Section A of this Article, above. The parties agree to review the information in this MOU, note any necessary changes, and enter into good faith negotiations for the renewal MOU that will be effective July 1, 2025.

Article III: Partner Responsibilities

WIOA identifies the following minimum responsibilities for required partners in each local workforce development system. For consistency, each partner, including each additional partner, will assume the responsibilities identified below, unless otherwise specified in this Article.

- A. Provide access to partner programs and activities through the local workforce development system.
- B. Use a portion of funds made available for partner program and activities to provide career services through the local workforce development system and to maintain the local workforce development system, including costs for infrastructure, in accordance with Article VI of this MOU.
- C. Continue as a party to this MOU and enter into renewal MOUs for as long as participating as a partner in the local workforce development system.
- D. Participate in the operation of the local workforce development system consistent with the terms of this MOU, the federal laws that authorize partners program or activities, and all applicable state and local laws.
- E. Collaborate with the LWDB to establish a local priority of service policy and will ensure priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
- F. Ensure the programmatic accessibility of facilities, programs, services, technology, and materials to individuals with disabilities per WIOA Section 188.
- G. Notify the LWDB and OWD of any changes to the rules governing partner's program that impact the partner's performance and/or proportionate share under this MOU. The LWDB will communicate the changes to the CEOs, Fiscal Agent, OhioMeansJobs center operators, and other partners and will initiate the process to amend this MOU if necessary.

- H. Ensure staff members assigned OhioMeansJobs centers comply with policies and procedures at those locations. Should a conflict exist between the OhioMeansJobs personnel policies and a partner’s personnel policies, the more restrictive policy will prevail.
- I. Cooperate with efforts to implement the use of an integrated, technology-based intake and case management information system as required under WIOA.
- J. Participate and cooperate in data collection and reporting and other activities to track and evaluate performance of the local workforce development system using state and local performance accountability measures.

Article IV: Coordination of Programs, Services, & Activities

All parties acknowledge that cooperation among the partners is key to successful service delivery through the local workforce development system, including cooperation among all partner staff assigned to work in the OhioMeansJobs center(s). The parties further acknowledge that although the OhioMeansJobs center operator will make best efforts to maintain cooperation among all partner staff, each party has the responsibility to communicate to their staff the expectation for each to be courteous and professional in their interactions with customers and with other partners’ staff.

- A. **Shared Service Delivery**– Services are defined in the Career Services document, included as Attachment A to this MOU. Workflow diagram(s) are included as Attachment B to this MOU. Both Attachments A and B are hereby incorporated. All parties agree that services will be shared among the partners as described in Attachment A and will ensure staff functions or shared services will be covered in the event of staff leave or call off.
- B. **Accessibility** – The partners will implement the strategies described in Attachment A to ensure that access to services provided through the local workforce development system effectively meets the needs of workers, youth, and individuals with barriers to employment—including individuals with disabilities.
- C. **Co-Enrollment** (Optional) – To maximize resources and to ensure OMJ Center customers receive the full array of services for which they are eligible, the parties will establish criteria to determine when customers are eligible for more than one partner program. The partners with co-enrolled customers will develop an integrated service delivery plan for each customer. Each plan will describe how/if costs will be shared. Co-enrollment eligibility criteria are included in Attachment A to this MOU.

Article V: Methods of Referral

The parties agree that referral of individuals between the OhioMeansJobs center operator(s) and the partners for the services and activities described in Article IV, Attachment A, between the OhioMeansJobs center operator(s) and partner programs will be made as follows:

- A. Partners will use CFIS as the primary referral method. When partners do not have access, alternate methods will be used.

Article VI: Cost Sharing/Infrastructure Funding

Each partner agrees to pay its allocable share of infrastructure and additional costs in proportion to use and the benefit received as negotiated and described herein. All parties agree to the allocation methods that will be used to determine each partner’s proportionate share of costs. Partner costs are detailed and calculated in the County Finance Information System (CFIS). A copy of the Budget, (CFIS Report CT-

611), is included as Attachment C to this MOU and hereby incorporated. Costs use square footage as the allocation method to determine each partner's proportionate share of costs.

A. **Identification of Shared Costs** – The parties agree that the costs listed below are beneficial to more than one partner program and therefore must be shared by the partners in proportion to the benefit received or use by each partner program.

1. **Infrastructure** – Shared non-personnel costs necessary for the general operation of the OhioMeansJobs Centers.

Shared Cost Items - Infrastructure		
Cost	Description/Function	Benefit to Partners
Rent	Space, Lease	Operational cost of OMJ Center
Utilities	Telephone / Internet	Operational cost of OMJ Center
Maintenance	Cost Allocation (maintenance custodial	Operational cost of OMJ Center
Equipment	Scanners / FAX / Copier Lease / repairs	Operational cost of OMJ Center
Supplies	Office / printer supplies, postage, resume paper	Operational cost of OMJ Center
Communication	Outreach / Marketing, phone book listing, billboards	Operational cost of OMJ Center
Assessment Software/System	Computer software	Operational cost of OMJ Center
Website Maintenance	OMJ Center Website Maintenance	Operational cost of OMJ Center
Tools/Software to support accessibility	Computer software / Hardware	Operational cost of OMJ Center
Assistive Technology for individuals with disabilities	ADA equipment	Operational cost of OMJ Center

2. **Additional Costs** – Shared costs beneficial to more than one partner program that relate to the operation of the local workforce development system, including costs for the provision of career services that are not funded with staffing resources per Article IV, and other common costs that are not considered “infrastructure” costs as defined in WIOA Section 121(h).

Shared Cost Items - Additional		
Cost	Description/Function	Benefit to Partners
OMJ – Manager / Office support	Each location has an OMJ Manager to coordinate center	Operational cost of OMJ Center

Local Fiscal Agents will use the County Finance Information System (CFIS) and to enter the budget details and calculate partners' allocable shares of costs under this MOU. CFIS report CT-611 captures all shared costs under this MOU by cost category and partners' shares. The CT-611 will be incorporated as Attachment C, Budget, to this MOU. A copy of the CT-611 Budget will be included when this MOU is distributed for review and signature.

B. **Reconciliation**

All parties agree that a quarterly reconciliation of budgeted to actual costs will be completed in accordance with the following process to ensure compliance with federal Uniform Guidance and Cost Principles. Cost allocations and reconciliations will be calculated and documented in the CT-611 Budget. Quarterly adjustments to the budget as a result of reconciliation will not require an amendment to this MOU.

1. Upon receipt of cost information and documentation of the actual costs for the quarter, the Fiscal Agent or designee will compare budgeted costs to actuals and will apply agreed upon allocation methods to determine the actual costs allocable to each partner.
2. The Fiscal Agent or designee will update the budget in CFIS to reflect cost adjustments and will prepare an invoice for each partner with the actual costs allocable to each partner for the quarter.
3. Fiscal Agent, or designee, will submit the invoices to the partners and send a copy of the updated CFIS CT-611 budget to all parties no later than 45 days after the end of each quarter. The partners understand that the timeliness of preparation and submission of invoices and adjusted budgets is contingent upon the timeliness of each partner in providing Fiscal Agent or designee the necessary cost information. For partners that advance funds to the LWA, the Fiscal Agent need only send a copy of the updated budget.
4. Upon receipt of the invoice and adjusted budget, each partner will review both documents and will submit payment to the Fiscal Agent or designee no later than 30 days following receipt. Payment of the invoice signifies agreement with the costs in the adjusted budget. For partners that advance funds to the LWA, funds for quarterly payments may be drawn down upon approval via email of the reconciled budget.
5. Partners will communicate any disputes with costs in the invoice or the adjusted budget to the Fiscal Agent, or designee, and LWDB in writing. The Fiscal Agent will review the disputed cost items and respond accordingly to the partner and LWDB within 10 days of receipt of notice of the disputed costs. When necessary, the Fiscal Agent or designee will revise the invoice and the adjusted budget upon resolution of the dispute.
6. In the event of a situation where construction, emergency repairs, outages (water, power, telephone, internet), or other unexpected situation requires the relocation of partner staff for more than 10 working days from an OhioMeansJobs Center to another site, reconciliation will include calculations of any additional costs incurred and/or reduced costs as appropriate for the circumstances (e.g., increases due to leasing alternative space or increased insurance; reduced costs due to reduction in utilities or reduced income). Costs to partners will be adjusted in accordance with the allocation base negotiated in this MOU. Such calculations will be documented in a spreadsheet and shared with all partners.

C. State Infrastructure Funding Mechanism

1. All parties acknowledge that consensus agreement on shared infrastructure costs must be achieved by May 31 of the last year of the MOU period listed in Article II.
2. All parties further acknowledge that WIOA Section 121(h)(2) requires the State to implement a state infrastructure funding mechanism to calculate each required partner's proportionate share of infrastructure costs when consensus agreement cannot be achieved by the stated deadline.
3. When necessary, ODJFS, on behalf of the Ohio Governor, will implement the state infrastructure funding mechanism, incorporated here by reference as WIOAPL 16-06. If implemented, the state-calculated infrastructure budget with the partners' proportionate share of costs will be included in this MOU as Attachment D. The state infrastructure funding mechanism will be implemented for a period consistent with the MOU period in Article II, Section A, unless the parties reach a consensus agreement on infrastructure funding prior to the end of the MOU period.

- D. **Budget** – as stated, CFIS Report CT-611, included as Attachment C, is the MOU Budget that captures the costs negotiated for this MOU and includes the cost pools, expense types, and allocated costs for each partner. Each partner agrees that it has reviewed the CT-611 Budget and confirmed that the costs included therein accurately reflect their fair share of costs prior to signing this MOU. Should any partner identify a discrepancy between negotiated shares and the CT-611 Budget, it should describe and detail the discrepancy in writing and send it to the Local Fiscal Agent and LWDB Director or designee. Any disputes over costs should follow the procedure outlined in Article X of this MOU.

Article VII: Termination/Separation

- A. **MOU Termination:** This MOU will remain in effect until the end date specified in Article II, Section A, unless:
1. All parties mutually agree to terminate this MOU.
 2. WIOA and the corresponding regulations are repealed; or
 3. LWA designations are changed.
- B. **Partner Separation** – Any non-required partner may terminate its participation as a party to this MOU upon 60 days written notice to the LWDB. In such an event:
1. LWDB will provide written notice to all remaining partners and to OWD Grants Management via the WIOA MOU email box: WIOAMOU@jfs.ohio.gov.
 2. The LWDB and Fiscal Agent will review the budget to determine where adjustments can be made that will prevent an increase in the remaining partners' shared cost amounts.
 3. The LWDB will amend this MOU per Article VIII. The Fiscal Agent will prepare a revised budget that will be included with the notice to amend in accordance with Article VIII, below.
 4. All parties must either agree to the revised budget or elect to reconvene and negotiate a new budget within 30 days of the date the notice to amend was sent to all partners. If the consensus of the parties is to reconvene, the parties will set a meeting date mutually agreed upon to accommodate the schedules of all parties, not to exceed 90 days from the date the notice to amend was sent to all parties.
- C. **Effect of Termination**
1. **Required Partners** – Each required partner understands that participation as a party to this MOU is required under WIOA Section 121(b)(1)(A)(III) and any required partner that opts to terminate its participation as a party to this MOU:
 - a. Is still obligated as a required partner to provide access to program activities and services through a direct linkage with a comprehensive OhioMeansJobs Center.
 - b. Will be subject to and will cause all other required local partners to be subject to, the state infrastructure funding mechanism.

- c. Will be required to pay its proportionate share of infrastructure costs as determined under the state infrastructure funding mechanism.
 - d. Must be reported to OWD and, if applicable, to the state agency that administers the partner program. For required partners that get program funds directly from the DOL, the DOL will be notified.
 - e. May be subject to sanctions by the state and/or federal agency that administers the partner program.
 - f. Must make best efforts to find another entity that will fulfill the required partner role and/or will make recommendations to the LWDB and Fiscal Agent on budget adjustments or other means to defray a cost increase to the remaining partners.
 - g. Will send written notice of the intent to separate to OWD Grants Management and to the state agency that administers the partner program, as applicable, prior to submitting written notice of the separation to the LWDB. Required partners that receive funds directly from the DOL must send written notice to the DOL Grant Officer assigned to the partner in addition to OWD Grants Management.
2. Any non-required partner that terminates its role as a party to this MOU is no longer eligible to participate as a partner in the local workforce development system. However, referrals may be made between the terminating partner and the remaining parties as necessary to ensure customers receive all available services needed.

Article VIII: Amendment

- A. This MOU and budget may be amended upon mutual agreement of the parties as allowable under applicable federal, state and local laws. This MOU must be amended when one or more of the following occurs:
- 1. The addition or removal of a partner from this MOU.
 - 2. A change of OhioMeansJobs center operator, the administrative structure, or the physical location of an OhioMeansJobs center.
 - 3. A change that significantly alters negotiated terms to this MOU—including, but not limited to—changes in shared services, service delivery, referral methods, costs or cost sharing.
 - 4. Any other change that will impact shared costs, which does not include updates to the budget as a result of quarterly reconciliation.
- B. All parties agree that amendments involving changes with no impact on shared services, cost-sharing, or other negotiated terms need only be signed by authorized representatives of the LWDB, the CEOs, and the affected partner(s). All other amendments will require the signatures of all parties. All amendments will involve the following process:
- 1. The party seeking an amendment will submit a written request to the LWDB that includes:
 - a. The requesting party's name.
 - b. The reason(s) for the amendment request.
 - c. Each Article and Section of this MOU that will require revision.

- d. The desired date for the amendment to be effective.
 - e. The signature of the requesting party's authorized representative.
2. If the request is approved, the LWDB will notify the remaining partners of the intent to amend and will allow 30 days from the date of the notice (unless another timeframe is specified in the notice) for the remaining partners to review the requested changes and to submit a response to the LWDB. No response by a partner will be considered approval of the requested changes.
 3. Any partner with questions and/or concerns regarding the requested changes must be submitted to the LWDB in writing within the specified timeframe.
 4. The LWDB will provide a written response to the partner within 15 days of receipt of the partner's questions. The LWDB will have the discretion to share questions/concerns with other partners and/or to schedule a meeting to achieve consensus on a final amendment draft. If the consensus among partners is to reconvene to negotiate a new MOU and/or MOU Budget, the parties will reconvene in accordance with Article VII.B.4. above.
 5. The final, approved amendment draft will be signed by authorized representatives of the affected partners then submitted to the LWDB for the final signature unless it is an amendment that requires the signatures of all parties, in which case, LWDB must secure all local signatures and submit to ODJFS for final signature.
 6. The LWDB will distribute copies of the fully executed amendment to all parties and to OWD.
- C. This writing is the entire agreement among the parties with respect to each party's role and responsibilities in the local workforce development system. All parties agree that any amendments to applicable laws or regulations cited herein will result in the correlative modification of this MOU without a formal, written amendment.
- D. All parties agree to communicate details of any amendments to their respective staff members whose responsibilities may be impacted by the changes and further agree to ensure that their staff members are referencing or utilizing the most current version of the MOU in the performance of their responsibilities.
- E. Amendments that will require the signatures of all parties must be executed no later than 90 days prior to the end of the MOU period. Amendments that require only the signatures of the LWDB, the chief elected officials, and the affected partner(s) must be executed no later than 45 days from the end of the current State Fiscal Year to allow time for Purchase Order modifications.

Article IX: Confidentiality

All parties acknowledge that program participant information and certain other types of information are confidential under federal and state law and that service delivery and other activities conducted by the parties' staff members under this MOU will involve the use of confidential information for more than one partner program. All parties further understand and expressly agree that this MOU does not authorize the use and/or disclosure of confidential data among partner programs.

- A. Each partner agency has the sole authority to grant access to its data and will follow the laws and regulations applicable to its data when granting such access. In most cases, a separate data-sharing agreement must be executed between partner programs before staff members of one partner program may access the confidential data of another partner program.

- B. Each party will ensure that its staff members who will deliver services through the local workforce development system and in the OhioMeansJobs Centers are informed of the requirements, restrictions, and penalties pertinent to confidential partner program data. All parties will further ensure their staff members are properly trained on the use, protection, disclosure, and disposal of any and all confidential data they will be authorized to access as well as on the procedures, outlined in Section C, below.
- C. All parties will implement the following safeguards, which are common across federal and state confidentiality laws:
1. Identifying the staff members who will be authorized to access confidential data in the performance of their work under this MOU.
 2. Authorizing access to such staff members in a written statement to be signed by the staff member and his/her immediate supervisor that at a minimum:
 - a. Identifies each source of confidential partner program data, the partner program that owns the data, and the partner staff member who will serve as the custodian of the data;
 - b. Describes the system that contains the data, the allowable uses of the data, the procedures for safeguarding the data; and
 - c. Lists the requirements, restrictions, and the civil and criminal penalties for misuse under applicable federal and state confidentiality laws.
 3. Storing confidential data in an area that is physically safe from access via computer, remote terminal or any other means during duty hours, non-duty hours, or when not in use.
 4. Segregating each partner program's confidential data from other data.
 5. Applying federal encryption standards to any data that is kept in a portable format or emailed.
 6. Restricting access of confidential data to only authorized employees and officials of the parties to this MOU who must access the data in the performance activities under this MOU.
 7. Processing confidential data and records created from the information under the immediate supervision and control of authorized personnel to ensure that the data will be processed and utilized in a manner that will protect the confidentiality of the information.
 8. Prohibiting disclosure of any confidential data to a third party without prior written permission from the authorized representative of the partner program responsible for the data.
 9. Limiting collection and use of any information, systems, or records that contain personal identifying data to purposes that support programs and activities under this MOU, and, when possible, de-identifying data and presenting it in aggregate form for purposes such as evaluation or reconciliation.
- C. The LWDB will allow partner representatives to make onsite inspections to ensure compliance with federal and state data-protection laws, regulations, and standards.
- D. In the event of any suspected or actual breach or violation of confidentiality laws or regulations for a particular program, the staff member who first discovers the suspected/actual breach or violation must immediately notify the LWDB, which will ensure that the custodians of the partners that own

the data involved are immediately notified of the incident. The partner's data custodian will provide instruction on the actions to take under the federal and/or state laws applicable to their data.

- E. Federal and State laws and regulations regarding the use and disclosure of confidential information under WIOA and the partner programs include:
1. 29 USC 2935(a)(4) WIOA Reports, Recordkeeping, Investigation.
 2. The Privacy Act (5 USC 552a).
 3. The Family Educational and Privacy Rights Act (20 USC 1232g), also referenced in WIOA Section 136(f)(3).
 4. 42 USC 602(a)(1)(A)(iv) and 42 USC 608(a)(9)(B) regarding information on TANF recipients.
 5. 7 USC 2020(e)(8) and 7 CFR 272.1(c) regarding information on recipients of Supplemental Nutrition Assistance Program (SNAP) benefits.
 6. 34 CFR 361.38 Protection, use and release of personal information of Vocational Rehabilitation Services participants.
 7. ORC 149.431 Records of governmental or nonprofit organizations receiving governmental funds.
 8. ORC 5101.27 Restricting Disclosure of Information Regarding Public Assistance Recipients.
 9. ORC 4141.21 and 4141.22 regarding use and disclosure of Unemployment Compensation records.
 10. ORC 3304.21 regarding use of information relative to participants of programs administered by Opportunities for Ohioans with Disabilities.
 11. ORC 1347.12 regarding disclosure of security breach of computerized personal information data.
 12. Sections 5101: 9-22-15 and 5101: 9-22-16 of the Ohio Administrative Code (OAC) regarding release of and access to confidential personal information.
 13. OAC 5101:1-1-03 regarding disclosure of information on recipients of: disability financial assistance; Ohio Works First; or Prevention, Retention, and Contingency programs under ORC Chapters 5115, 5107 and 5108, respectively.
 14. OAC 4141-43-01 and 4141-43-02 regarding disclosure of Unemployment Compensation information.
 15. OAC 3304-2-63 regarding use of information relative to applicants or participants of programs administered by Opportunities for Ohioans with Disabilities.
 16. Department of Labor, Training and Employment Guidance Letter (TEGL) 39-11 regarding handling and protection of personally identifiable information.
- F. The LWDB or its designee will maintain a current list of staff members who are authorized to access personal confidential information for each partner program under this MOU and will identify the types of data and data systems that the authorized staff members are permitted to access.

Article X: Dispute Resolution

- A. For purposes of this MOU and for other issues relevant to participation in the local workforce development system, each party expressly agrees to participate in good faith negotiations to reach a consensus on the terms and conditions in this MOU. However, should a dispute arise among any or all of the parties, all parties agree to take the steps listed below and make a good-faith effort to resolve the dispute.
1. *Any unresolved dispute shall be reported to the Chairman of the Board. The Chairman will assemble the Executive Committee of the Board for a hearing, at which times all interested parties shall receive notice and present the dispute. The Executive Committee will review the matter and issue a decision and recommendation to the parties. The interested parties shall have 10 days to submit compliance to the Board's recommendation and the dispute shall be considered resolved. In the event there is no compliance submission received, the matter shall be reported to OWD pursuant to Section C, below.*
- B. The LWDB and/or partners may ask ODJFS and the other state agencies responsible for oversight of partner programs to participate in the in the dispute resolution process.
- C. Should all reasonable attempts to resolve the dispute at the local level be unsuccessful, the LWDB will report the dispute to OWD, which will intervene with the parties to resolve the disputes.
- D. If the parties cannot reach a consensus agreement on infrastructure costs by May 31 of the current state fiscal year, OWD is required initiate the state infrastructure funding mechanism outlined in WIOAPL 16-06 to ensure that infrastructure costs are paid.
- E. For all other disputed terms and costs, if OWD intervention does not help resolve the dispute, OWD is required to notify the DOL and the federal agencies responsible for oversight of the partner programs that LWDB and partners have failed to execute an MOU.

Article XI: Safety and Security

- A. All parties acknowledge that the staff members who will deliver services or conduct activities in OhioMeansJobs Centers must be provided with a safe and healthy working environment that is compliant with the Occupational Safety and Health Administration (OSHA) standards and the Ohio Public Employment Risk Reduction Program (PERRP), as applicable.
- B. At a minimum, LWDBs will ensure that local OhioMeansJobs center operators maintain facilities in a manner that will ensure the safety of all staff members working in those locations, which includes, but is not limited to;
- Implementation of Responsible Protocols for Getting Ohio Back to Work posted by the Ohio Department of Health to minimize staff and customer risk of exposure to COVID-19, which includes: Requiring face coverings for staff and recommending them for customers; conducting daily self-assessments for symptoms; encouraging good hygiene and hand-washing; cleaning and sanitizing workspaces; and limiting capacity.
 - Maintenance of insurance against loss or damage by fire or other casualties normally covered by standard fire and extended coverage policies for not less than eighty percent of actual replacement value through responsible insurance carriers licensed to do business in Ohio.
 - Maintenance of a good state of repair at each OhioMeansJobs center, including, but not limited to: exterior walls; roof; structural portions of the building; windows and sashes; entrance doors; fire escapes; restrooms; sprinkler systems and controls; heating, ventilation, and air conditioning systems; inside stairways and elevators; electrical and plumbing facilities; desks/cubicles and chairs; and custodial services.

- Posted diagrams of fire exits and tornado safe rooms as well as emergency action plans.
 - Routine fire and tornado drills.
 - Installation of locks on the doors of offices assigned to staff members, who will each be provided a key for each lock. LWDBs and/or OhioMeansJobs center operator(s) will further ensure that no additional copies of the keys will be kept by local staff members to ensure the protection of any confidential data that may be maintained by partner staff members.
 - Maintenance of heating and air conditioning.
 - Maintenance of hot and cold running water and provide safe drinking water.
 - Maintenance of proper lighting at all workstations and in all offices.
 - Completion of preventive maintenance for the OhioMeansJobs center mechanical systems.
 - Timely removal of snow and ice from sidewalks and parking areas on or adjacent to OhioMeansJobs centers.
- C. All parties will ensure that their staff members are effectively trained on policies and procedures relevant to workplace safety and workplace conduct.
- D. Each party with staff assigned to work in the local OhioMeansJobs Centers will identify a contact person at each party's administrative office who will be notified of any safety or personnel concerns.
- E. Each party will ensure staff assigned to work in local OhioMeansJobs centers will follow and adhere to the weather emergency of related policies for each site.

Article XII: Limitation of Liability

To the extent permitted by law, each party agrees to be responsible for any liability that directly relates to any and all of its own acts or omissions or the acts or omissions of its employees. In no event will any party be liable for any indirect or consequential damages caused by actions or omissions of another party or by the employees of another party.

Article XIII: General Provisions

All parties agree to follow all federal, state and local laws and regulations as applicable under this MOU, including those listed below, which are generally applicable to WIOA, most federally funded partner programs, and to parties that provide programs and services on behalf of the State of Ohio.

- A. **Jobs for Veterans Act** – As stated in Article III B 1, each party agrees to provide priority of service to veterans and covered spouses for any qualified job training program pursuant to 38 USC 2813.
- B. **Americans with Disabilities** – Each party, its officers, employees, members, and subcontractors hereby affirm current and ongoing compliance with all statutes and regulations pertaining to The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.
- C. **Pro-Children Act** – If any activities under this MOU call for services to minors, each party agrees to comply with the Pro-Children Act of 1994 (45 CFR 98.13) that requires smoking to be banned in any portion of any indoor facility owned, leased, or contracted by an entity that will routinely or regularly use the facility for the provision of health care services, day care, library services, or education to children under the age of 18.
- D. **Drug-Free Workplace.** Each party, its officers, employees, members, subrecipient(s) and/or any independent contractors (including all field staff) associated with this MOU agree to comply with

29 CFR 94 and all other applicable state and federal laws regarding a drug-free workplace and to make a good faith effort to maintain a drug-free workplace. Each party will make a good faith effort to ensure that none of each party's officers, employees, members, and subrecipient(s) will purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way while working or while on public property.

E. Fair Labor Standards and Employment Practices

1. Each party hereby affirms compliance with all applicable federal and state laws, rules, and regulations governing fair labor and employment practices.
2. Pursuant to WIOA Section 188, in carrying out this MOU, each party affirms that it will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin, military status, disability, age, genetic information, or sexual orientation, in making any of the following employment decisions: hiring, layoff, termination, transfer, promotion demotion, rate of pay, or eligibility for in-service training programs.
3. Each party agrees to post notices affirming compliance with all applicable federal and state non-discrimination laws in conspicuous places accessible to all employees and applicants for employment.
4. Each party agrees to collect and maintain data necessary to show compliance with the foregoing nondiscrimination provisions of WIOA Section 188.

F. Civil Rights Assurance. All parties hereby agree that they will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et seq.) and the Age Discrimination Act of 1975 (42 USC 6101 et seq.).

G. Work Programs. Each party agrees not to discriminate against individuals who have or are participating in any work program administered by any County Department of Job and Family Services under ORC Chapters 5101 or 5107.

H. Ethics Laws. Each party certifies that by executing this MOU, it has reviewed, knows and understands the State of Ohio's ethics and conflict of interest laws, which includes the Governor's Executive Order 2011-03K pertaining to ethics. Each party further agrees that it will not engage in any action(s) inconsistent with Ohio ethics laws or the aforementioned Executive Order.

I. Conflict of Interest – All parties agree to comply with the following, as applicable:

- a. All parties agree that they, their officers, employees, and members have not nor will they acquire any interest, whether personal, business, direct or indirect, that is incompatible, in conflict with, or would compromise the discharge and fulfillment of functions and responsibilities under this MOU. If any party, its officers, employees, or members acquire any incompatible, conflicting, or compromising interest, the party will immediately disclose the interest in writing to the ODJFS Chief Legal Counsel at 30 East Broad Street, 31st Floor, Columbus, Ohio 43215. The parties further agree that the person with the conflicting interest will not participate in any activities hereunder until ODJFS, in collaboration with other state partners and, if necessary, the Ohio Attorney General's office, determines that participation would not be contrary to public interest.
- b. Each party will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

- J. **Qualifications to Conduct Business** – Each party affirms that it and any and all subrecipients and subcontractors that will perform under this MOU have all of the approvals, licenses, or other qualifications needed to conduct business in Ohio and all are current. If at any time during the MOU period any party or its subrecipients or subcontractors for any reason, become disqualified from conducting business in the Ohio, the affected party will notify LWDB in writing and will take measures to ensure that the disqualified party immediately ceases performance of activities hereunder.

Article XIV: Partial Invalidity

This MOU will be governed, construed, and enforced in accordance with all applicable federal, state, and local laws. Should any portion of this MOU be found unallowable by operation of statute or by administrative or judicial decision, it is the intention of the parties that the remaining portions of this MOU will not be affected as long as performance remains feasible with the absence of the unallowable provision(s).

Article XV: Counterpart

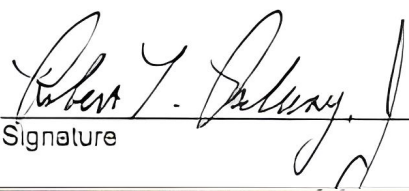

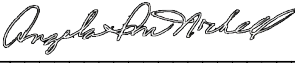

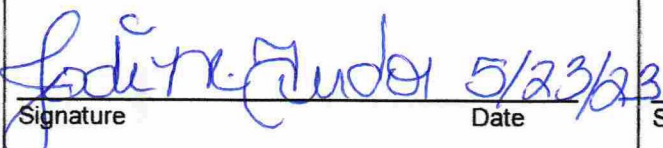
This agreement may be executed in one, or more than one counterpart and each executed counterpart will be considered an original, provided that the counterpart is delivered by facsimile, mail courier or electronic mail, all of which together will constitute one and the same agreement.








*Signature page follows
Remainder of page intentionally left blank*

**Memorandum of Understanding
for
Local Workforce Area 8
Workforce Development System**

Signature Page

By signing, each party affirms that this MOU accurately describes the negotiated roles, responsibilities, and costs.

<p>Local Area 8 Workforce Development Board</p> <p>Robert L Radway, Jr., Chairman Area 8 WDB</p> <p> 5/18/2023</p> <p>Signature _____ Date</p>	<p>Ohio Department of Job and Family Services <i>Required Partner for Wagner-Peyser, Trade Act, Disabled Veterans' Outreach Program, Local Veterans' Employment Representative, and Unemployment Insurance</i></p> <p>Julie Wirt, Assistant Deputy Director, Office of Workforce Development Workforce Program Administration and Delivery</p> <p> 6-7-2023</p> <p>Signature _____ Date</p>
<p>Mercer County Department of Job and Family Services <i>Local Required partner for WIOA Adult/Dislocated and TANF, OWF, PRC, Child Care funds for Transportation and Support Services Programs and WIOA Title I Youth Section 126 Provider.</i></p> <p>Angela Nickell – Director Mercer C. JFS</p> <p> 05/19/2023</p> <p>Signature _____ Date</p>	<p>Auglaize County Department of Job and Family Services <i>Local Required partner for WIOA Adult/Dislocated and TANF, OWF, PRC, Child Care funds for Transportation and Support Services Programs.</i></p> <p>Julie Gossard – Director Auglaize C. JFS</p> <p> 05/21/2023</p> <p>Signature _____ Date</p>
<p>Hardin County Department of Job and Family Services <i>Local Required partner for WIOA Adult/Dislocated and TANF, OWF, PRC, Child Care funds for Transportation and Support Services Programs.</i></p> <p>Jodi Tudor – Director Hardin C. JFS</p> <p> 5/23/23</p> <p>Signature _____ Date</p>	<p>Van Wert County Department of Job and Family Services <i>Local Required partner for WIOA Adult/Dislocated and TANF, OWF, PRC, Child Care funds for Transportation and Support Services Programs.</i></p> <p>Erinn Sellers – Director Van Wert C. JFS</p> <p> 5/19/2023</p> <p>Signature _____ Date</p>

<p>Apollo Career Center WIOA Title II Adult Education and Literacy (Section 206); Recipient of funds for postsecondary education of Adults under Ohio Board of Regents; Carl D. Perkins Vocational and Applied Technology Education Act (20 USC 2301); Postsecondary Vocational Education; Administrative entity of WIOA funds for Adult Education and Family Literacy Programs under the Ohio Board of Regents</p> <p>Keith Horner, Superintendent Apollo Career Center</p> <p> 5/22/23</p> <p>Signature _____ Date _____</p>	<p>Wright State University – Lake Campus Adult Education, Postsecondary Vocational Education – Carl D. Perkins Vocational and Applied Technology Education Act. 20 USC 2301</p> <p>Lindsay Ramge, Associate Director of Contract Services for Wright State University Matt Grushon, Director of University Procurement for Wright State University</p> <p> June 12, 2023</p> <p>Signature _____ Date _____</p>
<p>James A. Rhodes State College Adult Education, Postsecondary Vocational Education – Carl D. Perkins Vocational and Applied Technology Education Act. 20 USC 2301.</p> <p> David J. Bruns Controller/Assistant Treasurer</p> <p> 06/22/2023</p> <p>Signature _____ Date _____</p>	<p>Vantage Career Center Adult Education, Postsecondary Vocational Education – Carl D. Perkins Vocational and Applied Technology Education Act. 20 USC 2301</p> <p>Angie Fahy, Director of Vantage Career Center</p> <p> 6/12/2</p> <p>Signature _____ Date _____</p>
<p>Hardin Goodwill Industries, Inc. Older Americans Act Title V (42 USC 3056) Senior Community Service Employment Program (SCSEP)</p> <p>Michelle Roberts, President & CEO of Hardin Goodwill Industries, Inc.</p> <p> 5/02/23</p> <p>Signature _____ Date _____</p>	<p>Pathstones Older Americans Act Title V (42 USC 3056) Senior Community Service Employment Program (SCSEP); WIOA Title I Migrant and Seasonal Farm Worker Programs (Section 167); Recipient and providers of services of WIOA funds for the Migrant and Seasonal Farm Worker Program.</p> <p>Patricia Stovall-Lane, Sr. Director Workforce Administration</p> <p> 7/21/23</p> <p>Signature _____ Date _____</p>

Opportunities for Ohioans with Disabilities

Rehabilitation Act, Title I (29 USC 720 et seq)
Vocational rehabilitation Services and employment
Assistance to eligible individuals with disabilities.

Kevin L. Miller, Executive Director



06/06/2023

Signature

Date

**Local Workforce Area 8 MOU
Signature Page
ODJFS Administration**

The signature below affirms that the content of this MOU and attachments is compliant with the requirements set forth in WIOA Section 121(c) and the corresponding regulations in 20 CFR 678.

Matt Damschroder

8-9-2023

Matt Damschroder, Director
Ohio Department of Job and Family Services

Date

**Attachment A
Local Area 8 Career Services**

Partner Name	Program	Services (Enter Number(s) from the list below)	Population(s) Served
Ohio Dept. of Job and Family Services	Wagner-Peyser	Basic:1,2,3,4,5,6,9,10 Individualized: 1,2,4,5,6,8,9,10 Business: 2,4,5,6,7,8,9,10,13,14,16, 22,23,24,28,29,30	Adult, DW, Youth & Employers
Ohio Dept. of Job and Family Services	Jobs for Veterans Act	Basic: 1,2,3,4,5,6,9,10,11 Individualized: 1,2,4,5,6,8,9,10 Business: 4,5,6,7,8,9,10,11,22,24	Eligible Veterans & Employers
Ohio Dept. of Job and Family Services	Migrant and Seasonal Farm Worker Programs	Basic: 1,2,3,4,5,6,9,10,11 Individualized: 1,2,4,5,8,9,10 Business: 6,7,8,9,10,11,16,22	Adult, DW, Youth & Employers
Ohio Dept. of Job and Family Services	Unemployment Insurance	Basic: 1,2,4,5,10 Individualized: N/A Business: 6,24,25,26	DW & Employers
Ohio Dept. of Job and Family Services	Trade	Basic:1,2,3,4,5,6,7,9,10, 11 Individualized: 1,2,4,5,6,7,8,9,10 Business: 6,7,14,22,24	DW & Employers
Mercer County JFS	WIOA Title I Adult/DW	Basic Career Services 1 -11	All
		Individual Career Services 1,2,5,6,7,8,9	Appropriate 18 and older
		Business Services 4,5,6,9,11,12,13,14,16,17, 19,22,23,24, 27,29	All
Mercer County JFS	WIOA Title I Youth Section 126	Basic Career Services 1 - 11	14-24
Mercer County JFS	TANF, Title 4	Basic Career Services 5 & 9	All
Van Wert County JFS	WIOA Title 1 Adult /DW	Basic Career Services 1-11	All
		Individual Services 1,2,5,6,7,8,9 Business Services 4,5,6,7,9,11,12,13,14,16,1 7,19,22,23,24,27,29	Appropriate 18 + All

Partner Name	Program	Services (Enter Number(s) from the list below)	Population(s) Served
Van Wert County JFS	WIOA Title 1 Youth section 126	Basic career services 1-11	WIOA Youth
Van Wert County JFS	TANF, title 4	Basic Career Services 5 & 9	All
Hardin County JFS	Basic Career Services	1,2,3,4,5,6,7,8,9,10,11	WIOA Adult /DW
	Individual Services	1,2,4,5,6,7,8,9,10,11,	WIOA Adult /DW
	Business Services	1,2,3,4,5,6,7,8,9,10,11,12, 13,14,15, 16,17,18,19,20,21,22,23,24,28,29,30,	WIOA Adult /DW
Hardin County JFS	Basic Career Services	1,2,3,4,5,6,7,8,9,10,11	WIOA Youth
	Individual Services	1,2,4,5,6,7,8,9,10,11	WIOA Youth
	Business Services	1,2,3,4,5,6,7,8,9,10,11,12, 13,14,15 16,17,18,19,20,21,22,23,24,28,29,30	WIOA Youth
Auglaize JFS	Basic Career Services	1,2,3,4,5,6,7,8,9,11,12	WIOA Adult/DW
	Individualized Services	1,2,5,6,7,8,10,12	
	Business Services	1,2,3,4,5,6,7,8,9,11,12,13, 14,15,16,17,18,19,20,21,22,23,24,25,27,28,29,30	
Auglaize JFS	Basic Career Services	1,2,3,4,5,6,7,8,9,11,12	WIOA Youth
	Individualized Services	1,2,5,6,7,8,10,12	
	Business Services	1,2,3,4,5,6,7,8,9,11,12,13, 14,15,16,17,18,19,20,21,22,23,24,25,27,28,29,30	
Apollo Career Center	Postsecondary Career & Technical Education	Basic Career Services 3,11	Area 8 plus outlying areas
Apollo Career Center	Postsecondary Career & Technical Education	Individualized Services 1,5,7,8,9	Area 8 plus outlying areas
Apollo Career Center	Postsecondary Career & Technical Education	Business Services 5,7,11,12,13,14,15,16,17,19, 20	Area 8 plus outlying areas
Apollo Career Center	Aspire Carl D Perkins Vocational and Applied Technology Act.20 USC 2301	A 11 B 1,3,5,6,9	14 years and older Wapakoneta - Auglaize Co. Kenton - Hardin Co. Celina - Mercer Co. Van Wert - Van Wert Co.
Vantage Career Center	Postsecondary Career & Technical Education	Basic Career Services 3,11	Area 8 plus outlying areas
Vantage Career Center	Postsecondary Career & Technical Education	Individualized Services 1,5,7,8,9	Area 8 plus outlying areas
Vantage Career Center	Postsecondary Career & Technical Education	Business Services 5,7,11,12,13,14,15,16,17, 19, 20	Area 8 plus outlying areas
Vantage Career Center	Aspire Carl D Perkins Vocational and Applied Technology Act.20 USC 2301	A 11 B 1,3,5,6,9	14 years and older Celina - Mercer Co. Van Wert - Van Wert Co. Paulding County Putnam County

Partner Name	Program	Services (Enter Number(s) from the list below)	Population(s) Served
Rhodes State College	Postsecondary Career and Technical Education Carl D. Perkins Career and Technical Act of 2006	Basic Career Services # 1-9; 11 Individualized Services #1-11	Adults 18+
Wright State University Lake Campus	Postsecondary Career & Technical Education	Individualize Services # 7	Current WSU students in Area 8
	Business Enterprise Center Program	Business Services # 1 & 2	Area 8 plus outlying areas
	Business Enterprise Center Program	Business Services #5	Area 8 plus outlying areas
	Business Enterprise Center Program	Business Services # 11, 12, 13, 14, & 16	Area 8 plus outlying areas
	Postsecondary Career & Technical Education	Business Services #15 & 17	Current WSU students in Area 8
Marion Goodwill	SCSEP	Basic Career Services #1, 2, 3, 5	Hardin County
Marion Goodwill	SCSEP	Individualized Services #1 (a & b), 2, 7	Hardin County
Pathstone	Senior Community Service Employment Programs (SCSEP). Older American Act Title V. 42 USC 3056	Basic Services 2,3,5,6,9 Individual Services 2,4,6,8	Auglaize, Mercer, Van Wert Counties
	WIOA Title I Migrant and Seasonal Workers – Section 167	Basic Services 2,3,5,6,9 Individual Services 2,3,4,6,8	Auglaize, Mercer, Van Wert Counties
Opportunities for Ohioans with Disabilities	WIOA Title IV, Rehabilitation Act, Title I (29 USC 720 et seq.) Vocational Rehabilitation	Business Services 7,9,10,11,15,16,17,19,20, 22,26, 28	Disabled individuals

The services and definitions listed below are straight out of WIOA and the proposed corresponding regulations. Local boards and partners can refine as needed. All required partners must provide career services through the local workforce development system.

Basic Career Services

Include self-help services and services that require minimal staff assistance. When an individual needs additional assistance, registration in WCMS is required.

1. **Eligibility Determination:** Comparison of information from an individual job seeker with eligibility criteria established for programs and services offered through the local workforce development system.
2. **Outreach, Intake, and Orientation:** Outreach involves the collection, publication, and distribution of information on program services available through the local workforce development system. Intake involves the collection of basic job seeker information for eligibility determination. Orientation involves

sharing information on the available programs and services with job seekers, which may be done in a group setting, one-on-one, or electronically through OhioMeansJobs.com.

3. **Initial Assessment:** Collect information to determine each job seeker’s skill levels, aptitudes, abilities, barriers, and supportive service needs.
4. **Labor Exchange Services:** Provide job search and placement assistance, which includes, at a minimum, providing information on and, as needed, assistance with registration and use of the OhioMeansJobs.com system. As needed, provide career counseling that includes instruction on how to locate information on in-demand occupations and industries and nontraditional employment in the OhioMeansJobs.com system.
5. **Referrals:** Includes referrals to and coordination of partner programs and services offered through the workforce development system and may also include referrals to other workforce development programs when appropriate.
6. **Labor Market Information:** Provide information for job seekers on workforce and labor market employment statistics that include local, regional, and national job vacancy listings, local in-demand occupations, and the skills needed for the vacant jobs and in-demand occupations.
7. **Provider Performance and Program Cost Information:** Collect and provide information on eligible training services providers by program and type of provider.
8. **Local Performance Information:** Provide information in useable and understandable formats and languages on local area performance in comparison with local performance accountability measures.
9. **Supportive Services:** Provide information in useable and understandable formats and languages on the availability of supportive services or assistance and provide referrals and assistance as appropriate, which may include: child care; child support; Medicaid or Children’s Health Insurance Program; SNAP benefits; earned income tax credit, TANF assistance; transportation; and other supportive services.
10. **Unemployment Compensation Claim:** Provide information on and meaningful assistance with filing claims for Unemployment Compensation benefits, which may be on-site or via telephone or other technology as long as the assistance is provided by well-trained staff within a reasonable time.
11. **Eligibility Assistance:** Provide guidance to individuals who aren’t eligible for WIOA on eligibility for financial aid assistance to complete other training and education programs that aren’t provided under WIOA.

Individualized Services

Services that must be made available when deemed necessary for a job-seeker to obtain or retain employment.

1. **Comprehensive and Specialized Assessments:** A closer look at the skills levels and service needs that may include:
 - a. Diagnostic Testing and use of other assessment tools; and
 - b. In-depth interviewing and evaluation to identify employment barriers and appropriate employment goals.
2. **Individual Employment Plan:** Work with the job-seeker to identify employment goals and objectives and develop an individualized plan to achieve those goals. Include information about eligible training providers.

3. **Group Counseling**
4. **Individual Counseling**
5. **Career Planning**
6. **Short-Term Prevocational Services:** May include development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct, to prepare individuals for unsubsidized employment or training.
7. **Internships/Work Experience:** Coordination of eligible job seekers and employers for planned and structured learning experiences that take place in the workplace and are linked to careers.
8. **Workforce Preparation Activities**
9. **Financial Literacy Services:** Services to enhance an individual's ability to: create household budgets; initiate savings plans; make informed financial decisions; manage spending, credit, and debt; increase awareness on the availability and significance of credit reports; to understand, evaluate, and compare financial products, services, and opportunities; and to address the particular financial literacy needs of non-English speakers.
10. **Out-of-Area Job Search Assistance and Relocation Assistance**
11. **English Language Acquisition and Integrated Education and Training Programs**

Follow-Up Services

As appropriate and for up to 12 months after the date a WIOA Adult or Dislocated Worker program participant begins employment, provide follow-up services—including workplace counseling—to support job retention.

Business Services

Services for employers, employer associations, or other such organizations in the local area that include:

1. **Employer Development, Planning, and Referral Services:** Resources and services to help employers with marketing, consulting, networking, referral, and public relations efforts. This service also includes succession planning, such as executive transition, aging workforce organizational movement, or employer ownership.
2. **Workforce Retention:** Analyzing causes and offer suggestions to reduce worker turnover and/or aim at keeping existing employers in the community. This includes activities which focus on employee growth and further performance
3. **Employer Needs Assessment:** Assistance to employers in managing their business needs
4. **Job Order Assistance:** Activities provided to help businesses post job openings on OhioMeansJobs.com or through business service assistance available through the OhioMeansJobs center.

5. **Participation in Job Fair:** An employer's participation in other workforce events, outside a job or career fair, which is hosted by the OhioMeansJobs center.
6. **Participation in Workforce Special Events:** An employer's participation in other workforce events, outside a job or career fair, which is hosted by the OhioMeansJobs center.
7. **Outreach Activities and Assistance:** Provision of promotional activities generated on behalf of the employer to help recruit candidates for open positions and hiring events utilizing social media, media promotion, and electronic websites. This service includes workforce acquisition, which is the seeking of specific worker types and/or attracting new workers.
8. **Veteran Employer Contact:** Information gathering activities pertaining to identifying employers seeking to hire veterans.
9. **Screening Assistance for Employers:** Assistance to employers in processing employment applications for hiring needs (collect, review, and submit to employer). Proctoring pre-employment applicant assessments for groups or individuals as part of the screening assistance for employers. The process of searching and/or accessing, screening, and referring a job seeker's resume to an employer seeking talent. Communication with the employer to determine if an individual has been hired.
10. **Workforce Incentives:** Provision of information regarding:
 - Incentives available to employers (e.g., WOTC, SYP, Minority, Veterans, other)
 - Various types of incentives, such as export/import programs, green programs (reuse, recycling, and green efforts), tax abatements, operating capital incentives, technology incentives, etc.
11. **On-the-Job Training:** Recruitment of employers who wish to participate in a training conducted by the employer who receives that is provided to a paid participant while engaged in productive work in a job.
12. **Customized Training:** Training that is designed to meet the specific requirements of an employer or group of employers; is conducted with the commitment by the employer to employ an individual upon successful completion of the training; and for which the employer pays a portion of the cost of the training.
13. **Incumbent Worker Training:** Seeking training to develop and enhance incumbent worker skills.
14. **Skills Enhancement:** Training that assists employees learn specific knowledge or skills to improve performance in their current roles.
15. **Internships:** Seeking interns or internship information.
16. **Apprenticeships/Youth Apprenticeship:** Referral and information (via apprentice.ohio.gov) regarding programs that teach high-level skills by providing individuals structured on-the-job training and related technical instruction.
17. **Job Shadowing:** Short-term unpaid activities which introduces a participant to the workplace and provides exposure to occupational areas of interest to increase career awareness.

- 18. Transitional Jobs:** A subsidized work experience that are time-limited and designed to assist individuals to establish a work history, demonstrate success in the workplace, and develop skills that lead to entry into and retention in unsubsidized employment.
- 19. Work Experience:** A planned, structured learning experience that takes place in a workplace for a limited time.
- 20. Workplace/Industry Tours:** Visiting an employer's facility, as part of a career awareness activity for students and/or job seekers.
- 21. Mentoring:** Matching a participant with an employer or employee of a company to build a working relationship with the participant and to develop necessary skills.
- 22. Provision of Labor Market Information:** The provision of labor market information, including, but not limited to, the following:
- Affirmative Action Statistics
 - Regional and County Economic Information (employment, census, poverty levels, talent availability)
 - Economic Trends and Forecasts
 - Education and Training Outcomes
 - Job and Industry Growth Patterns
 - Non-Proprietary Employer Information
 - Occupational Descriptions
 - Population and Demographic Information
 - Skill Standards
 - Wage Levels for Various Occupations
- 23. Access to Services to Avoid Layoff:** Strategies (e.g., SharedWork Ohio) that prevents and/or minimizes unemployment for employees of companies that have either announced layoffs; or are struggling and at risk of downsizing. This service also includes services provided to local businesses aimed at keeping the existing business in the community.
- 24. Mass Layoff and Plant Closure Assistance:** Activities provided in the case of a permanent closure or mass layoff at a plant, facility, or enterprise, or a natural disaster, that results in mass job dislocation, in order to assist dislocated workers in obtaining reemployment as soon as possible.
- 25. WARN (Worker Adjustment Retraining Notification) Assistance:** Activities provided to at-risk employers outlining the requirements of advanced notification of plant closings and mass layoffs.
- 26. Employment Laws and Regulations:** This service does not involve the provision of legal advice or legal counsel but does include the following:
- Assistance to employers to provide information and assist with UI laws and regulations

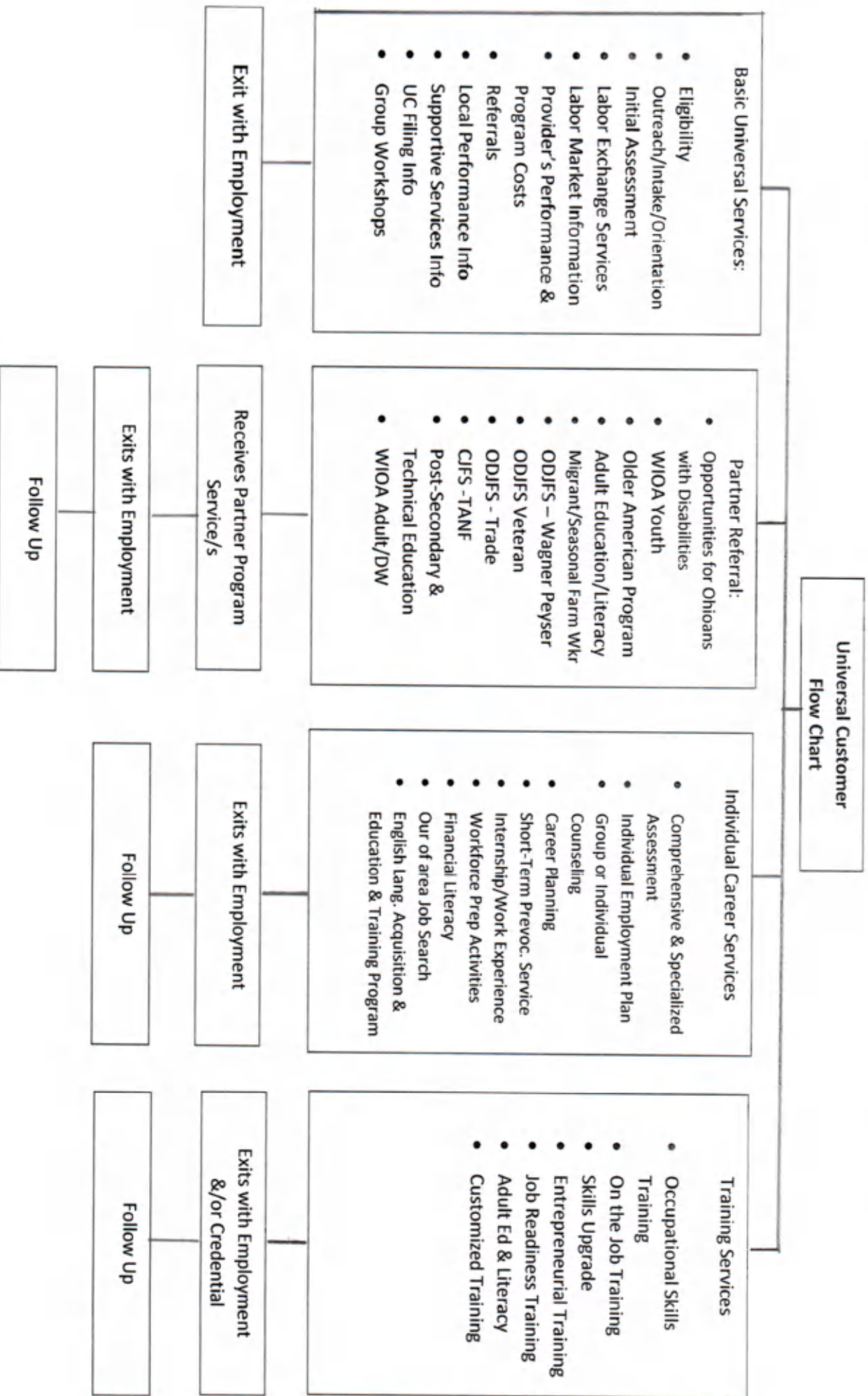
- Activities provided to employers providing guidance on federal, state, and local employment laws and practices, including OSHA and EPA issues
- Employee handbook needs, drug-free workplace assistance, healthcare information, etc.
- Provision of translation services

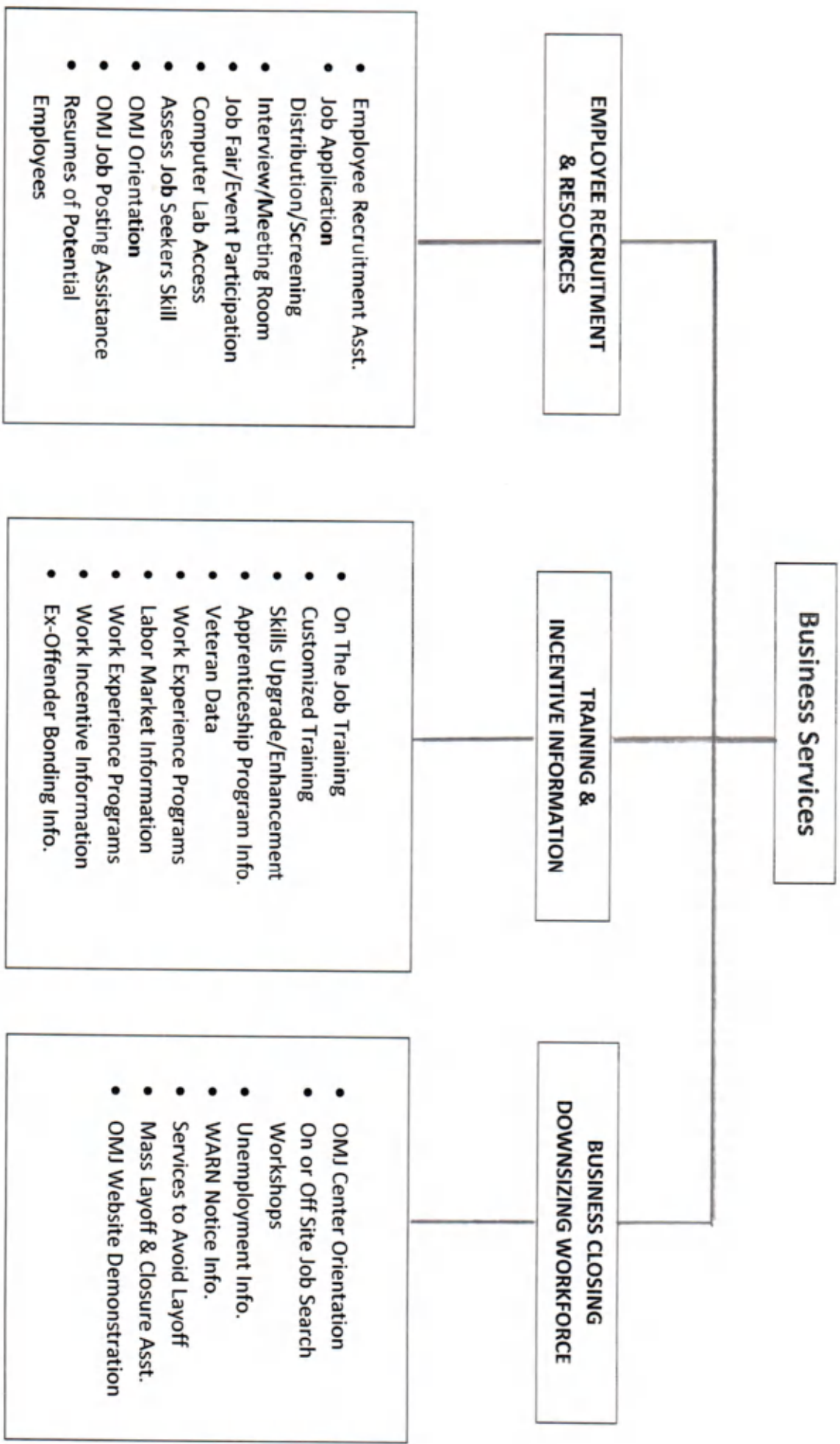
27. Ex-Offender Bonding Information and Assistance: Information provided to employers regarding employment of ex-offenders.

28. Development of Career Pathways and Industry Sector Partnerships: Provision of information on the development of career pathways for a particular employer, group of employers, or an industry sector.

29. Received OhioMeansJobs center orientation: An activity provided to introduce employers to the OhioMeansJobs center and the partners and services available to businesses through the center.

30. Website Demonstration: Activities that provide guidance on how to navigate and use OhioMeansJobs.com.





AUGLAIZE COUNTY

7/1/2023 TO 6/30/2024

CT – 611 REPORT

CFIS Web
 O0806 - Auglaize - OMJ Center
 MOU Budget



State Fiscal Year: SFY2024 - SA Fiscal Year 2024	Expense Type: All
Cost Pool: All	MOU Budget Status: Approved
Partner: Partner	Report Option: Detail
Group1: Partner	

Partner: Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS-Office of Workforce Development

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	9,950.80
	Fiscal Support Staff - (OMJ Fiscal Staff)	2,271.99
	Sub-Total:	12,222.79
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	386.00
	Office Supplies - Other - (Office Supplies - Other)	123.52
	Sub-Total:	509.52
Facilities	Lease - (Lease)	5,039.61
	Utilities - (Telecommunication SVC-Internet/Phone)	1,544.00
	Sub-Total:	6,583.61
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	79.68
	Other - (Media Advertising)	31.81
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	154.40
	Sub-Total:	265.89
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	154.40
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	270.20
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	926.40
	Other - (IT Support)	308.80
	Sub-Total:	1,659.80
	Total:	21,241.61

CFIS Web
O0806 - Auglaize - OMJ Center
MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA-Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Youth Provider-Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65
OMJ Total:	68,787.56	

AUGLAIZE COUNTY

7/1/2024 TO 6/30/2025

CT – 611 REPORT

CFIS Web
O0806 - Auglaize - OMJ Center
MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65

CFIS Web
 O0806 - Auglaize - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS-Office of Workforce Development

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	9,950.80
	Fiscal Support Staff - (OMJ Fiscal Staff)	2,271.99
	Sub-Total:	12,222.79
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	386.00
	Office Supplies - Other - (Office Supplies - Other)	123.52
	Sub-Total:	509.52
Facilities	Lease - (Lease)	5,039.61
	Utilities - (Telecommunication SVC-Internet/Phone)	1,544.00
	Sub-Total:	6,583.61
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	79.68
	Other - (Media Advertising)	31.81
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	154.40
	Sub-Total:	265.89
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	154.40
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	270.20
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	926.40
	Other - (IT Support)	308.80
	Sub-Total:	1,659.80
	Total:	21,241.61

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA-Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Youth Provider-Auglaize County DJFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Center Operator/Manager - (Center Manager/Staff)	7,424.43
	Fiscal Support Staff - (OMJ Fiscal Staff)	1,695.16
	Sub-Total:	9,119.59
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (Office Supplies (paper, pencils, etc.))	288.00
	Office Supplies - Other - (Office Supplies - Other)	92.16
	Sub-Total:	380.16
Facilities	Lease - (Lease)	3,760.13
	Utilities - (Telecommunication SVC-Internet/Phone)	1,152.00
	Sub-Total:	4,912.13
Outreach/Marketing	Brochures and printed materials - (Informational Brochures, business cards, flyers)	59.44
	Other - (Media Advertising)	23.73
	Website Maintenance - (Local Chamber, web page maintenance, other special interests)	115.20
	Sub-Total:	198.37
Resource Room	Newspaper subscriptions - (ADA Equipment & License fees, newspapers, other subscriptions)	115.20
	Office Equipment - Copier / Scanner / FAX - (Office Equipment-Copier / Scanner / FAX)	201.60
	Office Equipment Maintenance and Repairs - Resource Room - (Office Equipment and Maintenance - Resource Room)	691.20
	Other - (IT Support)	230.40
	Sub-Total:	1,238.40
	Total:	15,848.65
OMJ Total:		68,787.56

HARDIN COUNTY

7/1/2023 TO 6/30/2024

CT – 611 REPORT

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: APOLLO CAREER CENTER

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
Total:		67.65

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: GOODWILL EASTER SEALS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	134.48
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	134.48
	Sub-Total:	268.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	4.08
	Postage - (POSTAGE)	4.08
	Telephone System - (TELEPHONES)	8.15
	Sub-Total:	16.31
Facilities	Utilities - (UTILITIES)	40.75
	Sub-Total:	40.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	19.15
	Sub-Total:	19.15
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	8.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	43.20
	Orientation Materials - (ORIENTATION MATERIAL)	43.20
	Sub-Total:	94.55
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	24.45
	Internet Access - (INTERNET/WIFI)	0.82
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	14.26
	Sub-Total:	39.53
	Total:	479.25

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: HARDIN COUNTY JFS (TANF)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	2,199.45
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	2,199.45
	Sub-Total:	4,398.90
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	66.65
	Postage - (POSTAGE)	66.65
	Telephone System - (TELEPHONES)	133.30
	Sub-Total:	266.60
Facilities	Utilities - (UTILITIES)	666.50
	Sub-Total:	666.50
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	313.26
	Sub-Total:	313.26
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	133.30
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	706.49
	Orientation Materials - (ORIENTATION MATERIAL)	706.49
	Sub-Total:	1,546.28
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	399.90
	Internet Access - (INTERNET/WIFI)	13.33
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	233.28
	Sub-Total:	646.51
	Total:	7,838.05

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year: SFY2024 - SA Fiscal Year 2024	Expense Type: All
Cost Pool: All	MOU Budget Status: Approved
Partner:	Report Option: Detail
Group1: Partner	

Partner: HARDIN COUNTY JFS-OMJ

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	5,514.26
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	5,514.26
	Sub-Total:	11,028.52
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	167.06
	Postage - (POSTAGE)	167.06
	Telephone System - (TELEPHONES)	334.20
	Sub-Total:	668.32
Facilities	Utilities - (UTILITIES)	1,671.00
	Sub-Total:	1,671.00
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	785.38
	Sub-Total:	785.38
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	334.20
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	1,771.22
	Orientation Materials - (ORIENTATION MATERIAL)	1,771.22
	Sub-Total:	3,876.64
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	1,002.60
	Internet Access - (INTERNET/WIFI)	33.38
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	584.86
	Sub-Total:	1,620.84
	Total:	19,650.70

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: LIMA CITY SCHOOLS (ASPIRE/GED)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	134.48
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	134.48
	Sub-Total:	268.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	4.08
	Postage - (POSTAGE)	4.08
	Telephone System - (TELEPHONES)	8.15
	Sub-Total:	16.31
Facilities	Utilities - (UTILITIES)	40.75
	Sub-Total:	40.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	19.15
	Sub-Total:	19.15
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	8.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	43.20
	Orientation Materials - (ORIENTATION MATERIAL)	43.20
	Sub-Total:	94.55
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	24.45
	Internet Access - (INTERNET/WIFI)	0.82
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	14.26
	Sub-Total:	39.53
	Total:	479.25

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: NORTHWEST STATE COLLEGE

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
Total:		67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS (OOD)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS (VET)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	153.45
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	153.45
	Sub-Total:	306.90
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	4.65
	Postage - (POSTAGE)	4.65
	Telephone System - (TELEPHONES)	9.30
	Sub-Total:	18.60
Facilities	Utilities - (UTILITIES)	46.50
	Sub-Total:	46.50
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	21.86
	Sub-Total:	21.86
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	9.30
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	49.29
	Orientation Materials - (ORIENTATION MATERIAL)	49.29
	Sub-Total:	107.88
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	27.90
	Internet Access - (INTERNET/WIFI)	0.93
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	16.28
	Sub-Total:	45.11
	Total:	546.85

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: RHODES STATE COLLEGE

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: VANTAGE VOCATIONAL SCHOOL

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WRIGHT STATE UNIVERSITY-LAKE CAMPUS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENCILS, PENS, ETC)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (UTILITIES)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65
	OMJ Total:	29,400.00

HARDIN COUNTY

7/1/2024 TO 6/30/2025

CT – 611 REPORT

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: APOLLO CAREER CENTER

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
Total:		67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: GOODWILL EASTER SEALS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	134.48
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	134.48
	Sub-Total:	268.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	4.08
	Postage - (POSTAGE)	4.08
	Telephone System - (TELEPHONES)	8.15
	Sub-Total:	16.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	40.75
	Sub-Total:	40.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	19.15
	Sub-Total:	19.15
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	8.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	43.20
	Orientation Materials - (ORIENTATION MATERIAL)	43.20
	Sub-Total:	94.55
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	24.45
	Internet Access - (INTERNET/ WIFI)	0.82
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	14.26
	Sub-Total:	39.53
	Total:	479.25

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: HARDIN COUNTY JFS (TANF)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	2,199.45
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	2,199.45
	Sub-Total:	4,398.90
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	66.65
	Postage - (POSTAGE)	66.65
	Telephone System - (TELEPHONES)	133.30
	Sub-Total:	266.60
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	666.50
	Sub-Total:	666.50
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	313.26
	Sub-Total:	313.26
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	133.30
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	706.49
	Orientation Materials - (ORIENTATION MATERIAL)	706.49
	Sub-Total:	1,546.28
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	399.90
	Internet Access - (INTERNET/ WIFI)	13.33
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	233.28
	Sub-Total:	646.51
Total:		7,838.05

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: HARDIN COUNTY JFS-OMJ

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	5,514.26
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	5,514.26
	Sub-Total:	11,028.52
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	167.06
	Postage - (POSTAGE)	167.06
	Telephone System - (TELEPHONES)	334.20
	Sub-Total:	668.32
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	1,671.00
	Sub-Total:	1,671.00
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	785.38
	Sub-Total:	785.38
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	334.20
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	1,771.22
	Orientation Materials - (ORIENTATION MATERIAL)	1,771.22
	Sub-Total:	3,876.64
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	1,002.60
	Internet Access - (INTERNET/ WIFI)	33.38
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	584.86
	Sub-Total:	1,620.84
Total:		19,650.70

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: LIMA CITY SCHOOLS (ASPIRE/GED)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	134.48
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	134.48
	Sub-Total:	268.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	4.08
	Postage - (POSTAGE)	4.08
	Telephone System - (TELEPHONES)	8.15
	Sub-Total:	16.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	40.75
	Sub-Total:	40.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	19.15
	Sub-Total:	19.15
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	8.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	43.20
	Orientation Materials - (ORIENTATION MATERIAL)	43.20
	Sub-Total:	94.55
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	24.45
	Internet Access - (INTERNET/ WIFI)	0.82
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	14.26
	Sub-Total:	39.53
	Total:	479.25

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: NORTHWEST STATE COLLEGE

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS (OOD)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS (VET)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	153.45
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	153.45
	Sub-Total:	306.90
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	4.65
	Postage - (POSTAGE)	4.65
	Telephone System - (TELEPHONES)	9.30
	Sub-Total:	18.60
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	46.50
	Sub-Total:	46.50
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	21.86
	Sub-Total:	21.86
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	9.30
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	49.29
	Orientation Materials - (ORIENTATION MATERIAL)	49.29
	Sub-Total:	107.88
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	27.90
	Internet Access - (INTERNET/ WIFI)	0.93
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	16.28
	Sub-Total:	45.11
Total:		546.85

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: RHODES STATE COLLEGE

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
Total:		67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: VANTAGE VOCATIONAL SCHOOL

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
	Total:	67.65

CFIS Web
 O0833 - Hardin - OMJ Center
 MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WRIGHT STATE UNIVERSITY-LAKE CAMPUS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (% OF SALARY, BENEFITS, ETC)	18.98
	Receptionist/Greeter - (% OF SALARY, BENEFITS, ETC)	18.98
	Sub-Total:	37.96
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (PAPER, PENS, PENCILS)	0.58
	Postage - (POSTAGE)	0.58
	Telephone System - (TELEPHONES)	1.15
	Sub-Total:	2.31
Facilities	Utilities - (COST OF GAS, WATER, ELEC, ETC)	5.75
	Sub-Total:	5.75
Miscellaneous	Other - (ADA, EQUIPMENT, NEWSPAPER, ETC)	2.70
	Sub-Total:	2.70
Outreach/Marketing	Brochures and printed materials - (BROCHURES, FLYERS, ETC)	1.15
	Media Advertising - TV/Commercials - (PSA'S NEWSPAPER, RADIO, ETC)	6.10
	Orientation Materials - (ORIENTATION MATERIAL)	6.10
	Sub-Total:	13.35
Resource Room	Computer Equipment (Hardware) - (COMPUTERS)	3.45
	Internet Access - (INTERNET/ WIFI)	0.12
	Office Equipment - Copier / Scanner / FAX - (COPIER & COPIER MAINT)	2.01
	Sub-Total:	5.58
Total:		67.65
OMJ Total:		29,400.00

MERCER COUNTY

7/1/2023 TO 6/30/2024

CT - 611 REPORT

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Apollo (Aspire)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	83.52
	OMJ Center Manager - (OMJ Manager 25%)	187.92
	Sub-Total:	271.44
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	23.20
	Sub-Total:	23.20
Facilities	Lease - (Lease)	205.32
	Sub-Total:	205.32
Miscellaneous	Other - (Cost Allocation)	48.72
	Sub-Total:	48.72
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.60
	Sub-Total:	11.60
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	36.66
	Sub-Total:	36.66
	Total:	596.94

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Apollo Career Center

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	20.88
	OMJ Center Manager - (OMJ Manager 25%)	46.98
		Sub-Total:
		67.86
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.80
		Sub-Total:
		5.80
Facilities	Lease - (Lease)	51.33
		Sub-Total:
		51.33
Miscellaneous	Other - (Cost Allocation)	12.18
		Sub-Total:
		12.18
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.90
		Sub-Total:
		2.90
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	9.16
		Sub-Total:
		9.16
		Total:
		149.23

State Fiscal Year: SFY2024 - SA Fiscal Year 2024	Expense Type: All
Cost Pool: All	MOU Budget Status: Approved
Partner:	Report Option: Detail
Group1: Partner	

Partner: Mercer JFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	83.52
	OMJ Center Manager - (OMJ Manager 25%)	187.92
	Sub-Total:	271.44
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	23.20
	Sub-Total:	23.20
Facilities	Lease - (Lease)	205.32
	Sub-Total:	205.32
Miscellaneous	Other - (Cost Allocation)	48.72
	Sub-Total:	48.72
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.60
	Sub-Total:	11.60
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	36.66
	Sub-Total:	36.66
	Total:	596.94

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS CSR

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	2,004.48
	OMJ Center Manager - (OMJ Manager 25%)	4,510.08
	Sub-Total:	6,514.56
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	556.80
	Sub-Total:	556.80
Facilities	Lease - (Lease)	4,927.68
	Sub-Total:	4,927.68
Miscellaneous	Other - (Cost Allocation)	1,169.28
	Sub-Total:	1,169.28
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	278.40
	Sub-Total:	278.40
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	879.74
	Sub-Total:	879.74
	Total:	14,326.46

CFIS Web
O0854 - Mercer - OMJ Center
MOU Budget

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: OOD

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	1,303.20
	OMJ Center Manager - (OMJ Manager 25%)	2,932.20
	Sub-Total:	4,235.40
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	362.00
	Sub-Total:	362.00
Facilities	Lease - (Lease)	3,203.70
	Sub-Total:	3,203.70
Miscellaneous	Other - (Cost Allocation)	760.20
	Sub-Total:	760.20
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	181.00
	Sub-Total:	181.00
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	571.96
	Sub-Total:	571.96
	Total:	9,314.26

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Pathstone

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	83.52
	OMJ Center Manager - (OMJ Manager 25%)	187.92
Sub-Total:		271.44
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	23.20
	Sub-Total:	
Facilities	Lease - (Lease)	205.32
	Sub-Total:	
Miscellaneous	Other - (Cost Allocation)	48.72
	Sub-Total:	
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.60
	Sub-Total:	
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	36.66
	Sub-Total:	
Total:		596.94

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Rhodes State College

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	20.88
	OMJ Center Manager - (OMJ Manager 25%)	46.98
	Sub-Total:	67.86
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.80
	Sub-Total:	5.80
Facilities	Lease - (Lease)	51.33
	Sub-Total:	51.33
Miscellaneous	Other - (Cost Allocation)	12.18
	Sub-Total:	12.18
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.90
	Sub-Total:	2.90
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	9.16
	Sub-Total:	9.16
	Total:	149.23

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Vantage Vocational School

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	20.88
	OMJ Center Manager - (OMJ Manager 25%)	46.98
	Sub-Total:	67.86
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.80
	Sub-Total:	5.80
Facilities	Lease - (Lease)	51.33
	Sub-Total:	51.33
Miscellaneous	Other - (Cost Allocation)	12.18
	Sub-Total:	12.18
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.90
	Sub-Total:	2.90
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	9.16
	Sub-Total:	9.16
	Total:	149.23

State Fiscal Year: SFY2024 - SA Fiscal Year 2024	Expense Type: All
Cost Pool: All	MOU Budget Status: Approved
Partner:	Report Option: Detail
Group1: Partner	

Partner: Veterans Program

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	735.12
	OMJ Center Manager - (OMJ Manager 25%)	1,654.02
		Sub-Total: 2,389.14
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	204.20
	Sub-Total: 204.20	
Facilities	Lease - (Lease)	1,807.17
	Sub-Total: 1,807.17	
Miscellaneous	Other - (Cost Allocation)	428.82
	Sub-Total: 428.82	
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	102.10
	Sub-Total: 102.10	
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	322.64
	Sub-Total: 322.64	
		Total: 5,254.07

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All *
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	1,303.20
	OMJ Center Manager - (OMJ Manager 25%)	2,932.20
		Sub-Total: 4,235.40
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	362.00
Facilities	Lease - (Lease)	3,203.70
Miscellaneous	Other - (Cost Allocation)	760.20
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	181.00
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	571.96
		Total: 9,314.26

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA Youth

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	1,519.92
	OMJ Center Manager - (OMJ Manager 25%)	3,419.82
	Sub-Total:	4,939.74
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	422.20
	Sub-Total:	422.20
Facilities	Lease - (Lease)	3,736.47
	Sub-Total:	3,736.47
Miscellaneous	Other - (Cost Allocation)	886.62
	Sub-Total:	886.62
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	211.10
	Sub-Total:	211.10
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	667.08
	Sub-Total:	667.08
	Total:	10,863.21

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Wright State University - Lake Campus

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Fiscal Account Clerk II 10%)	20.88
	OMJ Center Manager - (OMJ Manager 25%)	46.98
		Sub-Total: 67.86
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.80
Facilities	Lease - (Lease)	51.33
Miscellaneous	Other - (Cost Allocation)	12.18
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.90
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink, Newspaper, Technology)	9.16
		Total: 149.23
OMJ Total:		51,460.00

MERCER COUNTY

7/1/2024 TO 6/30/2025

CT - 611 REPORT

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Apollo (Aspire)

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	88.16
	OMJ Center Manager - (OMJ Manager 25%)	202.91
		Sub-Total: 291.07
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	22.62
	Sub-Total: 22.62	
Facilities	Lease - (Lease)	205.13
	Sub-Total: 205.13	
Miscellaneous	Other - (Cost Allocation)	55.10
	Sub-Total: 55.10	
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.31
	Sub-Total: 11.31	
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	37.70
	Sub-Total: 37.70	
		Total: 622.93

State Fiscal Year: SFY2025 - SA Fiscal Year 2025	Expense Type: All
Cost Pool: All	MOU Budget Status: Approved
Partner:	Report Option: Detail
Group1: Partner	

Partner: Apollo Career Center

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	22.04
	OMJ Center Manager - (OMJ Manager 25%)	50.73
	Sub-Total:	72.77
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.66
	Sub-Total:	5.66
Facilities	Lease - (Lease)	51.28
	Sub-Total:	51.28
Miscellaneous	Other - (Cost Allocation)	13.78
	Sub-Total:	13.78
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.83
	Sub-Total:	2.83
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	9.43
	Sub-Total:	9.43
	Total:	155.75

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Mercer JFS

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	88.16
	OMJ Center Manager - (OMJ Manager 25%)	202.91
	Sub-Total:	291.07
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	22.62
	Sub-Total:	22.62
Facilities	Lease - (Lease)	205.13
	Sub-Total:	205.13
Miscellaneous	Other - (Cost Allocation)	55.10
	Sub-Total:	55.10
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.31
	Sub-Total:	11.31
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	37.70
	Sub-Total:	37.70
	Total:	622.93

CFIS Web
O0854 - Mercer - OMJ Center
MOU Budget



State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: ODJFS CSR

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	2,115.84
	OMJ Center Manager - (OMJ Manager 25%)	4,869.85
	Sub-Total:	6,985.69
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	542.85
	Sub-Total:	542.85
Facilities	Lease - (Lease)	4,923.09
	Sub-Total:	4,923.09
Miscellaneous	Other - (Cost Allocation)	1,322.37
	Sub-Total:	1,322.37
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	271.42
	Sub-Total:	271.42
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	904.77
	Sub-Total:	904.77
	Total:	14,950.19

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: OOD

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	1,375.60
	OMJ Center Manager - (OMJ Manager 25%)	3,166.10
	Sub-Total:	4,541.70
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	352.95
	Sub-Total:	352.95
Facilities	Lease - (Lease)	3,200.72
	Sub-Total:	3,200.72
Miscellaneous	Other - (Cost Allocation)	859.75
	Sub-Total:	859.75
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	176.48
	Sub-Total:	176.48
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	588.25
	Sub-Total:	588.25
	Total:	9,719.85

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Pathstone

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	88.16
	OMJ Center Manager - (OMJ Manager 25%)	202.91
		Sub-Total: 291.07
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	22.62
Facilities	Lease - (Lease)	205.13
Miscellaneous	Other - (Cost Allocation)	55.10
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	11.31
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	37.70
		Total: 622.93

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Rhodes State College

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	22.04
	OMJ Center Manager - (OMJ Manager 25%)	50.73
	Sub-Total:	72.77
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.66
	Sub-Total:	5.66
Facilities	Lease - (Lease)	51.28
	Sub-Total:	51.28
Miscellaneous	Other - (Cost Allocation)	13.78
	Sub-Total:	13.78
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.83
	Sub-Total:	2.83
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	9.43
	Sub-Total:	9.43
	Total:	155.75

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Vantage Vocational School

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	22.04
	OMJ Center Manager - (OMJ Manager 25%)	50.73
	Sub-Total:	72.77
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.66
	Sub-Total:	5.66
Facilities	Lease - (Lease)	51.28
	Sub-Total:	51.28
Miscellaneous	Other - (Cost Allocation)	13.78
	Sub-Total:	13.78
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.83
	Sub-Total:	2.83
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	9.43
	Sub-Total:	9.43
	Total:	155.75

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Veterans Program

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	775.96
	OMJ Center Manager - (OMJ Manager 25%)	1,785.96
	Sub-Total:	2,561.92
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	199.10
	Sub-Total:	199.10
Facilities	Lease - (Lease)	1,805.49
	Sub-Total:	1,805.49
Miscellaneous	Other - (Cost Allocation)	484.98
	Sub-Total:	484.98
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	99.55
	Sub-Total:	99.55
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	331.83
	Sub-Total:	331.83
	Total:	5,482.87

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	1,375.60
	OMJ Center Manager - (OMJ Manager 25%)	3,166.10
	Sub-Total:	4,541.70
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	352.95
	Sub-Total:	352.95
Facilities	Lease - (Lease)	3,200.72
	Sub-Total:	3,200.72
Miscellaneous	Other - (Cost Allocation)	859.75
	Sub-Total:	859.75
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	176.48
	Sub-Total:	176.48
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	588.25
	Sub-Total:	588.25
	Total:	9,719.85

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: WIOA Youth

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	1,604.36
	OMJ Center Manager - (OMJ Manager 25%)	3,692.62
	Sub-Total:	5,296.98
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	411.65
	Sub-Total:	411.65
Facilities	Lease - (Lease)	3,732.99
	Sub-Total:	3,732.99
Miscellaneous	Other - (Cost Allocation)	1,002.73
	Sub-Total:	1,002.73
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	205.82
	Sub-Total:	205.82
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	686.08
	Sub-Total:	686.08
	Total:	11,336.25

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Partner		

Partner: Wright State University - Lake Campus

Cost Pool	Expense Type	Budget Amount
Center Personnel	Fiscal Support Staff - (Account Clerk II 10%)	22.04
	OMJ Center Manager - (OMJ Manager 25%)	50.73
	Sub-Total:	72.77
Equipment and Supplies (Partner Use)	Office Supplies (paper, pencils, etc.) - (General Supplies, Resume Paper)	5.66
	Sub-Total:	5.66
Facilities	Lease - (Lease)	51.28
	Sub-Total:	51.28
Miscellaneous	Other - (Cost Allocation)	13.78
	Sub-Total:	13.78
Outreach/Marketing	Brochures and printed materials - (Brochures/Printed Items)	2.83
	Sub-Total:	2.83
Resource Room	Office Equipment - Copier / Scanner / FAX - (Copier/Ink)	9.43
	Sub-Total:	9.43
	Total:	155.75
	OMJ Total:	53,700.80

VAN WERT COUNTY

7/1/2023 TO 6/30/2024

CT - 611 REPORT

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Expense Type		

Cost Pool: Facilities

Expense Type	Partner	Budget Amount
Lease - (Rent)	WIOA - VWCDJFS	6,480.00
	Youth - VWCDFS	6,480.00
	Sub-Total:	12,960.00
	Total:	12,960.00

State Fiscal Year:	SFY2024 - SA Fiscal Year 2024	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Expense Type		

Cost Pool: Resource Room

Expense Type	Partner	Budget Amount
Telephone System - Resource Room - (Phone/Internet)		
	WIOA - VWCDJFS	750.00
	Youth - VWCDJFS	750.00
	Sub-Total:	1,500.00
	Total:	1,500.00
	OMJ Total:	14,460.00

VAN WERT COUNTY

7/1/2024 TO 6/30/2025

CT - 611 REPORT

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Expense Type		

Cost Pool: Facilities

Expense Type	Partner	Budget Amount
Lease - (Rent)	WIOA -VWCDJFS	6,480.00
	Youth - VWCDFS	6,480.00
Sub-Total:		12,960.00
Total:		12,960.00

State Fiscal Year:	SFY2025 - SA Fiscal Year 2025	Expense Type:	All
Cost Pool:	All	MOU Budget Status:	Approved
Partner:		Report Option:	Detail
Group1:	Expense Type		

Cost Pool: Resource Room

Expense Type	Partner	Budget Amount
Telephone System - Resource Room - (Phone/Interent)		
	WIOA - VWCDJFS	750.00
	Youth - VWCDJFS	750.00
	Sub-Total:	1,500.00
	Total:	1,500.00
	OMJ Total:	14,460.00

ASSURANCES

The following assurances must be provided:

- The Local Workforce Development Board must assure it will establish fiscal control and fund accounting procedures to ensure the proper disbursement of, and accounting for all funds received through the Workforce Innovation and Opportunity Act.
- The Local Workforce Development Board must assure that it shall keep records that are sufficient to permit the preparation of reports required by the Act and shall maintain such records, including standardized records for all individual participants, and submit such reports as the State may require.
- The Local Workforce Development Board must assure that it will collect and maintain data necessary to show compliance with the nondiscrimination provisions of the Act.
- The Local Workforce Development Board must assure that funds will be spent in accordance with the Workforce Innovation and Opportunity Act, regulations, written Department of Labor Guidance, written Ohio Department of Job and Family Services guidance, and all other applicable Federal and State laws.
- The Local Workforce Development Board must assure that veterans will be afforded employment and training activities authorized in the Jobs for Veterans Act and 20 C.F.R. Part 1010.
- The Local Workforce Development Board must assure it will comply with any grant procedures prescribed by the Secretary which are necessary to enter into contracts for the use of funds under WIOA, but not limited to the following:
 - General Administrative Requirements – Uniform Guidance at 2 C.F.R. Part 200 and 2 C.F.R. Part 2900. –
 - Assurances and Certifications – SF 424B – Assurances for Non-Construction Programs;
29 C.F.R. Part 31, 32 – Nondiscrimination and Equal Opportunity Assurance (and Regulation);
29 C.F.R. Part 93 – Certification Regarding Lobbying (and Regulation);
29 C.F.R. Parts 94 and 95 – Drug Free Workplace and Debarment and Suspension;
Certifications (and Regulation).

Signature Page

The signature page of the local plan attests that all assurances have been met and that the local plan represents the local workforce development board's effort to maximize resources available under Title I of the Workforce Innovation and Opportunity Act and to coordinate these resources with other State and Local programs.

The effective dates of the local plan must be included on the signature page.

Signatures of the local workforce development board chairperson, local workforce development board director, and the chief elected official(s) for the workforce development area must be included on the signature page. The State will not approve a local plan if all required signatures are not included.

Signatures will certify that the local workforce development board will operate the WIOA program in accordance with the local plan and applicable federal and state laws, regulations, policies, and rules.

The parties hereto have duly executed this Local Plan to be effective on July 1, 2021.

Auglaize County Board of Commissioners

Hardin County Board of Commissioners

Mercer County Board of Commissioners

Van Wert County Board of Commissioners

WIOA Ohio Area 8 Workforce Development Board

WIOA Ohio Area 8 Workforce Development Board

Attachment B

WORKFORCE DEVELOPMENT BOARD Workforce Innovation and Opportunity Act Area 8

Policy number	100
Subject	Procurement
This policy obsoletes	None
May apply for waiver	NA
Board approved	6/25/2020
Effective date	6/25/2020
Revisions approved	

Purpose

All procurement transactions of the Area 8 Workforce Development Board (WDB) and sub-grantees shall be conducted in a manner that provides, to the maximum extent possible, opportunity for free and open competition. Policies and procedures governing procurement shall ensure that all goods and services are obtained in an effective and efficient manner, which is consistent with the provisions of applicable federal, state, and local laws, rules, and regulations.

Background

WIOA Sec. 184(a)(3)(A) requires each State (including the Governor of the State), local area (including the chief elected official for the area), and provider receiving funds under this title, to comply with the appropriate uniform administrative requirements for grants and agreements applicable for the type of entity receiving the funds, as promulgated in circulars or rules of the Office of Management and Budget (OMB). OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Rule Title 2 of the Code of Federal Regulations; 2 CFR 200, supersedes and streamlines requirements from OMB Circulars A-21, A-87, A-110, A-122, A-89, A-102, A-133 and the guidance in Circular A-50 on Single Audit Act follow-up. 2 CFR 200, also referred to as the "Super Circular", consolidates the guidance previously contained in the aforementioned citations into a streamlined format that aims to improve both the clarity and accessibility of the guidance. The effective date of 2 CFR 200 is December 26, 2014. Fiscal policies and OMB Circulars A-87, A-110, A-122 and A-133 requirement are still in effect for funding distributed prior to December 26, 2014. Funding awarded after December 26, 2014 must be in compliance with 2 CFR 200. Procurement standards referenced in 2 CFR 200.110 and 200.317 -

200.326, allow for nonfederal entities to continue to comply with procurement standards in previous OMB guidance for one additional fiscal year after this part goes into effect (June 30, 2016).

The U.S. General Services Administration defines contracting techniques.

Action

DEFINITIONS

- A. Award** – A contract, grant sub-contract, sub-contract, sub-grant, or other type of legal instrument
- B. Awardees** - Any of the entities receiving the award, such as contractors or grantees
- C. Cost-Reimbursement Contracting** – A type of acquisition technique that provides for payment of allowable incurred costs, to the extent prescribed in the contract. These contracts establish an estimate of total cost for the purpose of obligating funds and establishing a ceiling that the contractor may not exceed (except at its own risk) without the approval of the contracting officer
- D. Firm-Fixed-Price Contracting** – A type of acquisition technique that provides for a price that is not subject to any adjustment on the basis of the contractor’s cost experience in performing the contract. This contract type places upon the contractor maximum risk and full responsibility for all costs and resulting profit or loss. It provides maximum incentive for the contractor to control costs and perform effectively and imposes a minimum administrative burden upon the contracting parties
- E. Immediate Family Member** - Includes a spouse, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew, stepparent, stepchild, grandparent, and/or grandchild
- F. Performance-Based Acquisition** (formerly “Performance-Based Contracting”) - A technique for structuring all aspects of an acquisition around the purpose and outcome desired as opposed to the process by which the work is to be performed (i.e. results-driven)
- G. Procurement** - The process which leads to any award of WIOA Title I funds
- H. Request for Proposal (RFP) or Request for Quote (FRQ)**- Purchases for services for **\$100,000** or more, can be awarded based not only on price, but also to the firm whose proposal is most advantageous to the program The Area 8 board reserves the right to complete RFP/RFQ for services less than \$100,000 as well.
- I. Service Provider** - Any public agency, private nonprofit organization, or private-for-profit entity that delivers core and/or intensive and/or training services to WIOA participants, with the exception of an ITA. Awards to service providers may be made by contract, sub-contract, or other legal agreement as approved by the WDB of Area 8.
- J. Sub-grantee** - Any member county of Area 8 -shall utilize the most restrictive Procurement standard their local county policy or as sighted in the policy.

- K. Sub-recipient** - The legal entity to which an award is made and accountable for the use of the WIOA funds. For WIOA purposes, distinguishing characteristics of a sub-recipient include items such as determining eligibility of applicants, enrollment of participants, performance measured against meeting the objectives of the program, responsibility for programmatic decision-making, responsibility for compliance with program requirements, and use of the funds awarded to carry out a WIOA program or project. Service Providers are considered sub-recipients and not vendors
- L. Vendor** – An entity, such as a training provider, offering a standard published price for the general public
- M. Youth Service Provider** - An entity or individual identified by the Area 8 WIB and sub-grantees in accordance with Section 123 of WIOA to provide and/or deliver youth activities and/or services

MINIMUM STANDARDS

A. Code of Conduct

1. Area 8 Conflicts of Interest

No member of the Area 8 Board or Youth Committee shall cast a vote on, or participate in, any decision-making capacity on the provision of WIOA Title I programs/services or Area 8 matters that provide a direct or apparent financial benefit to said member, business partner, or an immediate family member or the member's agency or organization.

When said member abstains from voting due to a conflict of interest or potential conflict of interest, the Area 8 minutes shall both reflect the abstention and the rationale for the abstention.

2. Staff Conflicts of Interest

No individual in a decision-making capacity shall engage in any activity, including participation in the selection, award, or administration of a contract agreement supported by WIOA funds if a conflict of interest or the appearance of a conflict of interest exists.

A conflict of interest would arise when said individual, an immediate family member or business partner(s) is employed or about to gain employment with an organization selected for the award of a contract agreement supported by WIOA Title I funds.

B. Drug-Free Workplace

The Area 8 WIB and sub-grantees will comply with the Drug-Free Workplace Act of 1988, codified at 29 CFR Part 98.

C. Competition

The Area 8 WIB and sub-grantees shall conduct all procurement to ensure that free and open competition exists.

1. Free and Open Competition

All contracts must be performance-based, firm-fixed-price, or cost reimbursement-based. To promote free and open competition, the Area 8 WIB and sub-grantees shall ensure that all transactions will be free and open, and shall not:

- a. Place unreasonable requirements on firms and organizations in order for them to qualify to do business and/or provide services
- b. Require unnecessary experience or excessive bonding
- c. Engage in noncompetitive pricing practices between firms or organizations or between affiliated companies or organizations
- d. Engage in noncompetitive awards to consultants that are on retainer contracts
- e. Participate in organizational conflicts of interest
- f. Specify only a “brand name” product instead of allowing “an equal” product to be offered;
- g. Create overly restrictive specifications
- h. Include any arbitrary action in the procurement process

2. RFP/RFQ Solicitations

The Area 8 WIB and sub-grantees will:

- a. Solicit offers by disseminating a Request for Proposals or Quote (RFP/RFQ) or to an adequate number of qualified sources to ensure competition (generally, sources included on the sub-grantees RFP/RFQ mailing list) and advertising in one or more newspapers designed to reach service providers
- b. Ensure that each RFP/RFQ includes a Statement of Work or Specifications, including a description of the requirements for time, place, and methods for the performance of the service
- c. Ensure that each RFP/RFQ includes the deadline date and time the proposal must be submitted and that all proposals received are stamped with the date and time the original proposal was received
- d. Ensure that each RFP/RFQ requires a line item budget
- e. Ensure that each RFP/RFQ describes the solicitation process, including provisions for protest or appeal of the final award
- f. Ensure that changing the service provider cannot effect the current active clients from participating in the program, by ensuring the new service provider factors in the additional cost of transferring and serving the incumbent provider’s customers when submitting their proposal
- g. Ensure that each RFP/RFQ identifies all significant evaluation or rating factors and the relative importance of each factor
- h. Ensure that the evaluation factors include minimum thresholds that, if not met, require disqualification

- i. Negotiate with any or all bidders determined through the rating process to be responsive and advantageous to the program, and to notify unsuccessful bidders in a reasonable amount of time
- j. Pending successful contract negotiation and available funding, award a contract to the bidder(s) who is/are successful

3. RFP/RFQ Mailing List(s)

The Area 8 WIB and sub-grantees shall ensure that all qualified lists of persons, firms, or other organizations used in acquiring services are current and include sufficient numbers of qualified sources to ensure maximum open and free competition.

REASONABLENESS OF COST

A. Determination Required

Documentation of cost reasonableness is required for every procurement action, including contract modifications (except for modifications where a determination has been made that planned modifications do not have a monetary effect). Acceptable methods of documenting cost reasonableness are price analysis and cost analysis. In addition to other evaluation factors used for price or cost analysis, where applicable, the Area 8 WIB and sub-grantees shall obtain independent estimates prior to soliciting for goods and/or services.

B. Price Analysis

1. Price analysis is the process of examining and evaluating a price, without looking at the estimated cost elements and proposed profit of the offer or whose price is being evaluated.
2. Price analysis will be performed on every procurement action.
3. Price analysis techniques shall include:
 - a. Comparison of proposed prices with independent estimates of cost developed by the Area 8 sub-grantees;
 - b. Comparison of competitive price quotations;
 - c. Comparison of prior quotations and contracts with current quotations for the same or similar items;
 - d. Use of yardsticks or parametric relationships to point out apparent gross differences (e.g., dollars per placement, price per instruction hour, price per participant training hour, etc.)
 - e. Comparison of prices on published price lists with published market prices of commodities, including discount or rebate schedules.

C. Cost Analysis

1. Cost analysis is the review and evaluation, element by element, of the cost estimate supporting a company's proposal for the purpose of pricing a contract.

2. A cost analysis is necessary when the proposer is required to submit the elements of the estimated cost, when adequate price competition is lacking, and for sole-source procurements, including contract modifications (except for modifications where a determination has been made that proposed modifications do not have a monetary effect), unless price reasonableness can be established on the basis of a catalog or market price of a commercial product sold in substantial quantities to the general public or based on prices set by law or regulation. Cost analysis includes evaluation of:
 - a. The supporting data submitted by the proposer
 - b. The cost elements
 - c. The factors the proposer considered in developing the estimated cost of performing the specified work

D. Profit or Program Income

1. If profit or program income is included in the price, the Area 8 WIB and sub-grantees shall negotiate profit or program income as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is required.
2. To establish a fair and reasonable profit, consideration shall be given to:
 - a. The complexity of the work to be performed
 - b. The risk borne by the contractor
 - c. The contractor's investment
 - d. The amount of subcontracting
 - e. The quality of the contractor's past performance
 - f. Industry profit rates in the surrounding geographical area for similar work
 - g. Market conditions in the surrounding geographical area
3. Program income earned by the contractor must be reported to the agency issuing the contract along with a plan of how it will be expended for program activities. Program income must be spent for program activities only. The requirements governing the use of program income are found at 29 CFR 95.24 (non-governmental) and 29 CFR 98.25 (governmental). The WIOA regulations at 668.200(a) (5) require the "addition method" to be used to account for program income, as does Part 95.

SELECTION OF SERVICE PROVIDERS

A. Demonstrated Effectiveness

Service providers for services under WIOA Title I will be selected competitively on the basis of their demonstrated ability to effectively deliver the services required.

1. Determination of Program Effectiveness

A proposer's demonstrated ability to effectively deliver the services required in the RFP/RFQ will be in writing and completed prior to the award of a grant, sub-grant, contract, or subcontract. A copy of this determination will be placed in the procurement file.

2. Administrative Funds

The Area 8 WIB and sub-grantees will ensure that, for all services provided to participants through contracts, grants, or other agreements with a service provider, such contract, grant, or agreement shall include appropriate amounts necessary for administration. Administrative costs must be accurately identified in all contracts. Examples of administrative costs include:

- ◆ Accounting
- ◆ Some indirect costs (e.g. shared costs)
- ◆ Management Information Systems (MIS)
- ◆ Management or Director's time devoted to project
- ◆ Any other non-program personnel

3. Duplication of Services

WIOA Title I funds will not be used to duplicate facilities or services available (with or without reimbursement) from Federal, State, or local sources unless it is demonstrated in writing that alternative facilities or services would be more effective or more likely to achieve Local Workforce Area # 8's performance goals.

B. Youth Service Provider Selection

The competitive process outlined in this policy will be used to select all Youth service providers. Requests for proposals (RFP) or Request for Quote (RFQ) for youth programs must be conducted by Area 8 One-Stop systems, in accordance with the following steps. Area 8 Youth RFP/RFQs:

1. Select an Area 8 RFP/RFQ team
2. Develop the RFP/RFQ, which must include the required youth elements
3. Prepare a timeline of the RFP/RFQ process,
4. and offer applicants a question and answer period by email or in person through s bidders' conference/email questions
5. Publish public notices throughout the region
6. Conduct bidder conferences, if needed
7. Accept by email bids to a designated address and/or Date hard copy bids and open envelopes publicly. The format for submission will be outlined in each RFP/RFQ.
8. Select a rating team, which should exclude One-Stop staff members when possible
9. Conduct a training session for the rating team
10. Compile rating scores
11. RFP/RFQ team will recommend providers, based on results of the rating process
12. Conduct price and cost analysis
13. Forward recommendations to the Area 8 Executive Committee, Youth Committee or WDB for approval.
14. Area 8 One-Stop system will notify the approved providers; and Area 8 the fiscal agent will negotiate the contract with the provider/s.

All of the above steps must be documented and a file maintained by the WDB and the sub-grantee in the regional One-Stop system for auditing and monitoring purposes.

Note: The \$100,000 minimum is not applicable for youth procurement.

Discretion of the Local WDB

Per Training and Employment Guidance Letter (TEGL) No. 21-16, the State has the authority to establish a policy regarding the provision of youth activities the State determines are likely to enhance the performance of the program. With the implementation of CCMEP and the ongoing relationship between the local WDB and the CCMEP lead agency, the local WDB may determine that the CCMEP lead agency could most efficiently and cost-effectively provide specific youth services and activities. Therefore, the local WDB may allow the CCMEP lead agency to conduct any or all the following services and activities within the lead agency's county of designation:

- a. Outreach;
- b. WIOA youth program eligibility determinations;
- c. Completion of the CCMEP comprehensive assessment (WIOA objective assessment);
- d. Completion of the CCMEP individual opportunity plan (WIOA individual service strategy);
- e. Case management;
- f. Development and management of individual training accounts (ITA) and on-the-job training (OJT);
- g. Provision of labor market information and labor exchange activities, including but not limited to, resume development and job placement;
- h. Supportive services; and
- i. Follow-up services.

The provision of the remaining activities and program services and/or elements will either be competitively procured or provided through partner resources.

If the local WDB allows the CCMEP lead agency to conduct WIOA youth-funded services and activities, the local WDB must ensure there is a sub-recipient agreement in place with the CCMEP lead agency to demonstrate how these activities will be provided.

The local WDB must make sure the amount of WIOA youth program funds provided to the CCMEP lead agency for the delivery of such activities and services and/or elements are reasonable and do not infringe on the local area's ability to competitively procure and contract with a youth program provider(s) to deliver the remaining program elements/services. The local WDB must be mindful of all federal mandates regarding the use of WIOA youth program funds and any statutory requirements for spending levels on the program and certain program services and/or elements being procured, specifically the 75% spending requirements for out-of-school youth and the 20% spending requirements for work experience.

CCMEP, in conjunction with the WIOA youth program, serves youth and young adults possessing many barriers to employment and training, making these individuals harder to serve. Hard to serve individuals typically need more costly services and/or elements. Therefore, the local WDB must ensure sufficient funds are available for the program elements being procured as these program elements are designed to reduce these barriers.

Additionally, the local WDB must also make certain a fair and open competition is conducted for the procurement of the remaining youth program activities and services, including enough youth program funds available to solicit a competitive procurement.

The State holds the right to require that a percentage of WIOA youth program funds be available for procurement if it is determined that local WDBs did not allocate adequate funding for the delivery of procured services.

Within the board resolution that allows the lead agency to deliver one or more of the above services, the local WDB must also specify whether each CCMEP lead agency in the local area is permitted to bid on the request for proposal (RFP) for the remaining WIOA funded youth program services and activities. If this language is absent for any CCMEP lead agency, then by default, the CCMEP lead agency is not permitted to submit a proposal in response to the RFP for the remaining services. If a CCMEP lead agency is specifically permitted by the local WDB to participate in the competitive procurement, then the local WDB must ensure that the CCMEP lead agency is not part of the development of such RFP.

C. Adult and Dislocated Worker Services Provider Selection may include but not be limited to:

- a. OMJ Operators Contract
- b. Career Services contract
- c. Adult and Dislocated Worker Services Contract

The Area 8 WIB and sub-grantees will seek all Adult and Dislocated Worker service providers for core and intensive services through the competitive process outlined in this policy.

DOCUMENTATION

Procurement files shall be maintained for each procurement action. Procurement files shall contain, if applicable, the following general procurement items:

- a. Justification for the type of procurement method used
- b. The price and cost analysis performed, including the independent estimates made by the grant recipient prior to receiving bids or based on past state appropriations.
- c. Copies of each proposal solicitation issued, including all evaluation factors
- d. Copies of advertisements announcing procurement actions
- e. Copies of all proposals received
- f. Summary of any negotiations, including changes made to the curriculum, duration, technical requirements (such as instructor qualifications), or outcomes
- g. Summary of the negotiations establishing fair and reasonable profit or program income
- h. Copy of the evaluation results of the proposals received
- i. Justification of the sound business reasons for rejecting any proposals
- j. The original RFP and RFQ
- k. The demonstrated ability of service providers to effectively deliver the services required

For all Area 8 Counties, the following minimum standards are to be followed when procurement involves the spending WIOA funds for Micro and Small purchases

Micro Purchase Procedures

The micro purchase procedure may be used for supplies or services for which the aggregate dollar amount does not exceed the simplified acquisition threshold for micro-purchase (currently set at \$3,500)

- May be awarded without soliciting quotes for acquisitions of supplies or services if:
 - Price is considered reasonable and
 - To the extent practical, micro-purchases are distributed equitably among qualified suppliers.

Small Purchase Procedures

The small purchase procedures method of procurement will be used:

- When making relatively simple and informal purchases where price is the overriding factor and which involve standardized products or services (e.g. office equipment and supplies) costing in the aggregate not more than [insert threshold amount; **may not exceed \$150,000 for purchases with federal monies** annually. Such procurements shall be effected by obtaining price or rate quotations from an adequate number of qualified sources, but not less than three sources; and
- For relatively simple and straightforward purchases which do not cost more than the small purchase threshold, where price is not the overriding factor and where relative quality and performance must be evaluated (e.g. consultant services). Such procurements shall be effected by obtaining proposals from an adequate number of qualified sources, but not less than three sources.

The splitting of purchases that exceed the small purchase limit into several small purchases merely to be able to use the small purchase method is prohibited. Such split purchases will be considered unauthorized and disallowed.

The applicable County fiscal department shall maintain a list of qualified sources from which to solicit proposals. The list shall include qualified sources which have expressed an interest in providing products or services to the County CDJFS/PCSA. Agency shall ensure that all prequalified lists of persons, firms or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Agencies must not preclude potential bidders from qualifying during the solicitation period.

For each procurement using small purchase procedures, an authorized officer, employee or agent of the County CDJFS/PCSA must evaluate the quotations obtained and determine the successful vendor. The officer, employee or agent performing the evaluation must summarize the evaluation factors used and their relative importance. The procurement must be made from the responsible source whose quotation is most advantageous to the program, with price and other factors considered.

Where the purchase of a specific class of goods or services using small purchases is reasonably foreseeable, the County CDJFS/PCSA will ensure that at least three suppliers are contacted on an annual basis to assess purchase costs, and, taking into account delivery time, administrative exigency,

transportation costs and product availability. When all factors appear equal, County CDJFS/PCSA will utilize all suppliers on an equitable basis. Where practicable, purchases pursuant to small purchase procedures must be documented using the form set forth in Appendix C attached

Appendix C

Small Purchase Procedures Documentation Form

Description of Goods or Services to be Purchased (attach additional sheets if necessary):

Justification for Use of Small Purchase Procedures (attach additional sheets if necessary):

Evaluation Criteria to be Used in Selection (attach additional sheets if necessary):

Proposer Number 1:

Name:

Address:

Quoted Price:

Proposer Number 2:

Name:

Address:

Quoted Price:

Proposer Number 3:

Name:

Address:

Quoted Price:

Proposer Number 4:

Name:

Address:

Quoted Price:

Attached additional sheets if necessary; price quotations from a minimum of 3 proposers is required.

Name of Selected Proposer:

Basis for Selection (attach additional sheets if necessary):

quotation is most advantageous to the program, with price and other factors considered, under the evaluation criteria specified above.

Name

Title/Position

Date

Board Approved Disapproved _____
Date 6/25/2020

Motion made by: Gary McPherson

Motion seconded by: Troy Suchland

Vote All aye None nay _____ abstain motion carries _____ motion rejected

JobsOhio Regional Network - Northwest Region

Industry Employment Projection Report, 2016-2026

Industry Title	Employment*		Projected Change in Employment	
	2016 Annual	2026 Projected	2016-2026	Percent
	TOTAL	600,988	619,818	18,830
Goods Producing	151,254	148,555	-2,699	-1.8%
Construction	22,569	25,005	2,436	10.8%
Manufacturing	110,766	105,837	-4,929	-4.4%
Service Providing	423,163	443,601	20,438	4.8%
Retail Trade	60,658	61,712	1,054	1.7%
Transportation and Warehousing	21,333	22,732	1,399	6.6%
Information	4,846	4,323	-523	-10.8%
Finance and Insurance	12,384	12,968	584	4.7%
Real Estate and Rental and Leasing	4,871	4,995	124	2.5%
Administrative and Waste Services	27,743	29,591	1,848	6.7%
Education and Health Services	129,083	143,479	14,396	11.2%
Arts, Entertainment, and Recreation	7,250	7,324	74	1.0%
Accommodation and Food Services	49,768	49,997	229	0.5%
Other Services	27,049	26,118	-931	-3.4%
Government	31,095	30,713	-382	-1.2%
Self Employed and Unpaid Family Workers	26,571	27,662	1,091	4.1%

*Selected industries with 500 or more employees.

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, July 2019.

JobsOhio Regional Network - West Region

Industry Employment Projection Report, 2016-2026

Industry Title	Employment*		Projected Change in Employment	
	2016	2026	2016-2026	Percent
	Annual	Projected		
TOTAL	596,193	622,402	26,209	4.4%
Goods Producing	123,809	120,292	-3,517	-2.8%
Agriculture, Forestry, Fishing, and Hunting	13,234	13,117	-117	-0.9%
Construction	18,475	19,939	1,464	7.9%
Manufacturing	91,750	86,896	-4,854	-5.3%
Service Providing	443,784	471,381	27,597	6.2%
Retail Trade	59,501	61,069	1,568	2.6%
Transportation and Warehousing	21,948	23,568	1,620	7.4%
Information	9,054	9,055	1	0.0%
Finance and Insurance	17,702	19,159	1,457	8.2%
Real Estate and Rental and Leasing	5,298	5,658	360	6.8%
Professional, Scientific, and Technical Services	24,265	27,809	3,544	14.6%
Management of Companies and Enterprises	6,913	7,379	466	6.7%
Administrative and Waste Services	28,028	29,808	1,780	6.4%
Education and Health Services	128,353	143,787	15,434	12.0%
Arts, Entertainment, and Recreation	4,948	5,316	368	7.4%
Accommodation and Food Services	48,888	48,671	-217	-0.4%
Other Services	23,050	23,034	-16	-0.1%
Government	45,871	46,733	862	1.9%
Self Employed and Unpaid Family Workers	28,600	30,729	2,129	7.4%

*Selected industries with 500 or more employees.

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, July 2019.

JobsOhio Regional Network - Northwest Region
Occupational Employment Projections by Major Occupational Group, 2016-2026
Breakdown of Annual Openings

Code	Occupational Title	Employment		Change in Employment		Annual Openings			
		2016 Annual	2026 Projected	2016-2026	Percent	Growth	Exits	Transfers	Total
00-0000	Total, All Occupations	600,988	619,818	18,830	3.1%	1,883	28,753	38,099	68,735
11-0000	Management Occupations	37,890	39,355	1,465	3.9%	146	1,448	1,480	3,074
13-0000	Business and Financial Operations Occupations	18,943	19,980	1,037	5.5%	104	573	1,165	1,842
15-0000	Computer and Mathematical Occupations	6,199	6,803	604	9.7%	60	113	312	485
17-0000	Architecture and Engineering Occupations	9,291	9,978	687	7.4%	69	237	438	744
19-0000	Life, Physical, and Social Science Occupations	2,577	2,787	210	8.1%	21	74	167	262
21-0000	Community and Social Service Occupations	12,648	13,514	866	6.8%	87	538	857	1,482
23-0000	Legal Occupations	2,236	2,290	54	2.4%	5	58	85	148
25-0000	Education, Training, and Library Occupations	32,490	35,059	2,569	7.9%	257	1,366	1,366	2,989
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	7,971	7,794	-177	-2.2%	-18	342	429	753
29-0000	Healthcare Practitioners and Technical Occupations	38,543	42,363	3,820	9.9%	382	1,090	1,052	2,524
31-0000	Healthcare Support Occupations	20,225	23,853	3,628	17.9%	363	1,246	1,202	2,811
33-0000	Protective Service Occupations	10,542	10,563	21	0.2%	2	479	551	1,032
35-0000	Food Preparation and Serving Related Occupations	53,650	54,401	751	1.4%	75	4,132	5,121	9,328
37-0000	Building and Grounds Cleaning and Maintenance Occupations	19,626	20,436	810	4.1%	81	1,233	1,269	2,583
39-0000	Personal Care and Service Occupations	15,777	17,730	1,953	12.4%	195	1,284	1,207	2,686
41-0000	Sales and Related Occupations	50,993	52,004	1,011	2.0%	101	3,074	3,998	7,173
43-0000	Office and Administrative Support Occupations	76,851	75,674	-1,177	-1.5%	-118	3,921	4,526	8,329
45-0000	Farming, Fishing, and Forestry Occupations	2,265	2,206	-59	-2.6%	-6	82	249	325
47-0000	Construction and Extraction Occupations	24,166	26,041	1,875	7.8%	188	883	1,652	2,723
49-0000	Installation, Maintenance, and Repair Occupations	25,982	27,082	1,100	4.2%	110	924	1,535	2,569
51-0000	Production Occupations	82,529	78,542	-3,987	-4.8%	-399	3,156	5,779	8,536
53-0000	Transportation and Material Moving Occupations	49,594	51,363	1,769	3.6%	177	2,501	3,659	6,337

JobsOhio Regional Network - West Region
Occupational Employment Projections by Major Occupational Group, 2016-2026
Breakdown of Annual Openings

Code	Occupational Title	Employment		Change in Employment		Annual Openings			
		2016 Annual	2026 Projected	2016-2026	Percent	Growth	Exit	Transfers	Total
		00-0000	Total, All Occupations	596,193	622,402	26,209	4.4%	2,621	28,284
11-0000	Management Occupations	36,065	37,957	1,892	5.2%	189	1,295	1,501	2,985
13-0000	Business and Financial Operations Occupations	28,342	30,573	2,231	7.9%	223	868	1,728	2,819
15-0000	Computer and Mathematical Occupations	13,421	15,776	2,355	17.5%	236	250	699	1,185
17-0000	Architecture and Engineering Occupations	13,863	15,096	1,233	8.9%	123	355	634	1,112
19-0000	Life, Physical, and Social Science Occupations	3,609	3,977	368	10.2%	37	100	230	367
21-0000	Community and Social Service Occupations	10,969	11,920	951	8.7%	95	473	755	1,323
23-0000	Legal Occupations	2,606	2,631	25	1.0%	2	67	95	164
25-0000	Education, Training, and Library Occupations	33,852	36,497	2,645	7.8%	264	1,432	1,436	3,132
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	8,467	8,863	396	4.7%	40	370	444	854
29-0000	Healthcare Practitioners and Technical Occupations	38,491	42,986	4,495	11.7%	450	1,095	1,068	2,613
31-0000	Healthcare Support Occupations	21,299	25,469	4,170	19.6%	417	1,331	1,264	3,012

JobsOhio Regional Network - West Region
Occupational Employment Projections by Major Occupational Group, 2016-2026
Breakdown of Annual Openings

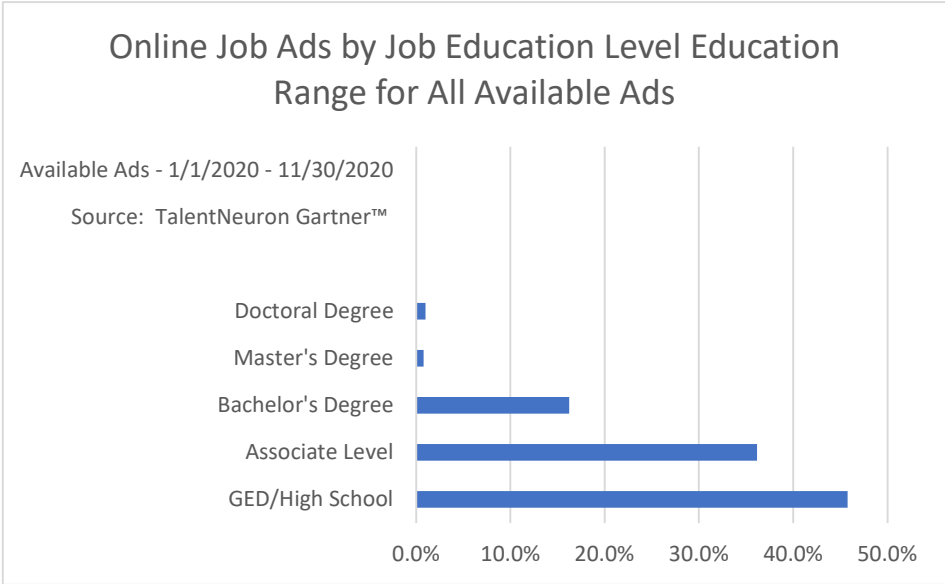
Code	Occupational Title	Employment		Change in Employment		Annual Openings			
		2016 Annual	2026 Projected	2016-2026	Percent	Growth	Exit	Transfers	Total
33-0000	Protective Service Occupations	10,081	10,208	127	1.3%	13	486	563	1,062
35-0000	Food Preparation and Serving Related Occupations	52,908	53,520	612	1.2%	61	4,108	4,990	9,159
37-0000	Building and Grounds Cleaning and Maintenance Occupations	19,133	20,145	1,012	5.3%	101	1,182	1,260	2,543
39-0000	Personal Care and Service Occupations	16,339	18,627	2,288	14.0%	229	1,321	1,229	2,779
41-0000	Sales and Related Occupations	55,039	56,574	1,535	2.8%	154	3,304	4,297	7,755
43-0000	Office and Administrative Support Occupations	79,052	78,768	-284	-0.4%	-28	4,023	4,697	8,692
45-0000	Farming, Fishing, and Forestry Occupations	1,889	1,834	-55	-2.9%	-6	68	207	269
47-0000	Construction and Extraction Occupations	17,404	18,821	1,417	8.1%	142	640	1,191	1,973
49-0000	Installation, Maintenance, and Repair Occupations	23,668	24,967	1,299	5.5%	130	836	1,417	2,383
51-0000	Production Occupations	66,817	62,805	-4,012	-6.0%	-401	2,548	4,638	6,785
53-0000	Transportation and Material Moving Occupations	42,879	44,388	1,509	3.5%	151	2,133	3,163	5,447

West Region

Online Job Ads by Job Education Level

Education Range for All Available Ads	
GED/High School	45.8%
Associate Level	36.2%
Bachelor's Degree	16.2%
Master's Degree	0.8%
Doctoral Degree	1.0%

Source: TalentNeuron Gartner™
Available Ads - 1/1/2020 - 11/30/2020



West Region

Top 10 Online Ad Job Certifications

Top 10 certifications with percentage for each		
Commercial Driver's License	2,382	30.3%
Class A Commercial Drivers License	2,040	25.9%
Driver's License	815	10.4%
HAZMAT	611	7.8%
DOT Medical card	237	3.0%
Federal legislation	165	2.1%
Certified Registered Nurse	146	1.9%
Certification in Cardiopulmonary Resuscitation	126	1.6%
Material Handling Equipment	124	1.6%
Occupational Safety & Health Administration Certification	124	1.6%

Source: TalentNeuron Gartner™

Available Ads - 1/1/2020 - 11/30/2020

West Region

Top 10 Online Ad Job Skills

Top 10 skills with percentage for each		
Skills	Number	
Operations	1,347	17.1%
Compliance	823	10.5%
Tanker trucks	756	9.6%
Manufacturing	712	9.1%
Analysis	689	8.8%
Innovation	685	8.7%
Logistics	631	8.0%
Security	598	7.6%
Forklifts	585	7.4%
Mathematics	508	6.5%

Source: TalentNeuron Gartner™
Available Ads - 1/1/2020 - 11/30/2020

Bureau of Labor Statistics

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Ohio	4.0%	4.3%	5.7%	6.2%	6.3%	5.9%	5.4%	5.6%	6.4%	10.3%	10.3%	8.8%
West Region	4.1%	4.7%	5.7%	5.5%	5.5%	4.9%	4.5%	4.7%	6.2%	11.2%	10.2%	8.2%

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information

Bureau of Labor Statistics

2012	2013	2014	2015	2016	2017	2018	2019
7.4%	7.5%	5.8%	4.9%	5.0%	5.0%	4.5%	4.1%
6.4%	6.2%	4.6%	3.9%	3.9%	3.8%	3.4%	3.1%

	16-19	20-24	25-29	30-34	35-44	45-54	55-59	60-64	65-74
Ohio	46.2%	78.3%	84.2%	83.7%	83.4%	81.0%	71.8%	56.7%	25.4%
West Region	53.5%	82.7%	89.8%	88.2%	89.1%	86.0%	76.4%	59.5%	24.0%

Source: American Community Survey, 2015-2019 5-year data

	White	Black/African American	Asian	Hispanic /Latino
Ohio	4.3%	11.5%	3.7%	7.3%
West Region	3.2%	8.6%	9.1%	6.5%

Source: American Community Survey, 2015-2019 5-year data

	Not in the Labor Force		In the Labor Force, but Unemployed	
	20-64 Population	With a Disability	20-64 Population	With a Disability
Ohio	22.1%	58.0%	4.9%	11.5%
West Region	17.6%	57.2%	3.1%	7.3%

Source: American Community Survey, 2015-2019 5-year data

	Speak Other than English in the Home		Speak English less than "Very Well"	
	Speak Spanish	Speak Another Language	Speak Spanish	Speak Another Language
West Region	1,301	2,600	404	547

Source: American Community Survey, 2015-2019 5-year data

West Region				
	Households	Family Households	Married Couple Households	Nonfamily Households
Total	58,344	40,554	32,094	17,790
Less than \$10,000	4.8%	2.7%	0.8%	11.2%
\$10,000 to \$14,999	3.3%	1.5%	0.8%	7.8%
\$15,000 to \$24,999	9.4%	5.5%	2.4%	20.5%
\$25,000 to \$34,999	9.5%	6.9%	5.5%	15.0%
\$35,000 to \$49,999	14.8%	13.9%	12.4%	17.6%
\$50,000 to \$74,999	21.6%	22.9%	23.6%	17.3%
\$75,000 to \$99,999	14.6%	17.7%	19.9%	6.1%
\$100,000 to \$149,999	15.8%	20.5%	24.9%	3.3%
\$150,000 to \$199,999	3.8%	5.4%	6.3%	0.2%
\$200,000 or more	2.5%	2.9%	3.5%	0.9%

Source: American Community Survey, 2015-2019 5-year data

	Total	Period of Service					18 to 34 years	35 to 54 years
		Gulf War (9/2001 or later) Veterans	Gulf War (8/1990 to 8/2001) Veterans	Vietnam era Veterans	Korean War Veterans	World War II Veterans		
West Region	8,205	12.1%	16.3%	39.5%	9.1%	3.1%	7.1%	21.8%

Source: American Community Survey, 2015-2019 Five-Year Estimates

Age			Education (25 and Older)						
55 to 64 years	65 to 74 years	75 years and over	Less than high school graduate	High school graduate (includes equivalency)	Some college or associate's degree	Bachelor's degree or higher	Unemployment rate, Civilian Labor Force 18-64	Below the poverty line, past 12 months	With any disability
15.9%	30.9%	24.4%	8.9%	47.0%	31.2%	12.9%	1.7%	5.3%	29.0%

	Total Population	American Indian and Alaska Native	Native Hawaiian and Other Pacific Islander
West Region	146,299	162	239

Source: American Community Survey, 2015-2019 Five-Year Estimates

West Region

	2016 Annual Average	2019 Annual Average	Change
All NAICS Sectors*	233,578	241,847	8,269
Agriculture, Forestry, Fishing and Hunting	3,597	4,202	605
Mining, Quarrying, and Oil and Gas Extraction	45		
Utilities	830	885	55
Construction	10,164	10,679	515
Manufacturing	77,256	80,067	2,811
Wholesale Trade	8,979	11,714	2,735
Retail Trade	22,681	22,253	-428
Transportation and Warehousing	6,949	7,766	817
Information	2,381	2,137	-244
Finance and Insurance	6,314	6,567	253
Real Estate and Rental and Leasing	1,187	1,381	194
Professional, Scientific, and Technical Services	3,959	4,516	557
Management of Companies and Enterprises	307	259	-48
Administrative and Support and Waste Management and Remediation Services	6,501	5,629	-872
Educational Services	20,003	19,898	-105
Health Care and Social Assistance	29,155	30,436	1,281
Arts, Entertainment, and Recreation	2,038	2,159	121
Accommodation and Food Services	16,405	16,568	163
Other Services (except Public Administration)	8,100	8,135	35
Public Administration	6,377	6,026	-351

Source: Quarterly Workforce Indicators

* Because of rounding and county-level suppressions, sectors may not to sum to total.

	Less than 9th grade	9th to 12th grade, no diploma	High school graduate (includes equivalency)	Some college, no degree	Associate's degree	Bachelor's degree
Ohio	2.8%	6.8%	33.0%	20.4%	8.7%	17.6%
West Region	1.8%	6.5%	45.0%	18.4%	10.5%	11.0%

Source: American Community Survey, 2015-2019 Five-Year Estimates

Graduate or professional degree	Percent high school graduate or higher	Percent Bachelor's degree or higher
10.7%	90.4%	28.3%
6.7%	91.6%	17.7%

	Ages 25 to 34		Ages 35 to 44		Ages 45 to 64	
	High School Grad or Higher	Bachelor's Degree or Higher	High School Grad or Higher	Bachelor's Degree or Higher	High School Grad or Higher	Bachelor's Degree or Higher
Ohio	92.3%	33.3%	91.8%	33.8%	91.5%	27.1%
West Region	94.6%	25.8%	94.4%	23.3%	92.6%	14.9%

Source: American Community Survey, 2015-2019 Five-Year Estimates

Age 65 and Older

High School Grad or Higher	Bachelor's Degree or Higher
86.0%	22.2%
86.4%	13.3%

	Less than high school diploma	High school graduate (includes equivalency)	Some college or associate's degree	Bachelor's degree or higher	Total, 25 and older
White	8.2%	45.3%	28.9%	17.7%	94,223
Black/African-American	12.3%	41.8%	22.3%	23.6%	619
Asian	55.9%	12.8%	11.3%	20.0%	594
Hispanic/Latino	40.7%	24.9%	17.3%	17.1%	2,102

Source: American Community Survey, 2015-2019 Five-Year Estimates

	Less than high school graduate:	High school graduate (includes equivalency):	Some college or associate's degree:
Speak only English	8.0%	45.4%	28.9%
Speak Spanish	18.6%	30.1%	39.2%
Speak other Indo-European languages	31.5%	36.4%	18.1%
Speak Asian and Pacific Island languages	18.7%	18.9%	22.7%
Speak other languages	5.4%	47.7%	3.8%

Source: American Community Survey, 2015-2019 Five-Year Estimates

Row Labels	Less than high school graduate:	High school graduate (includes equivalency):	Some college or associate's degree:
Speak only English	7550	42744	27201
Speak Spanish	177	287	374
Speak other Indo-European languages	292	338	168
Speak Asian and Pacific Island languages	83	84	101
Speak other languages	7	62	5

Bachelor's degree or higher:
17.7%
12.2%
14.0%
39.6%
43.1%

Bachelor's degree or higher:	
	Grand Total
16647	94142
116	954
130	928
176	444
56	130

2016-2026 Occupational Employment Projections for the Northwest JobsOhio Region

Occupational Education Level	Annual Openings
No formal education credential	21,178
High school diploma or equivalent	24,790
Some college, no degree	1,260
Postsecondary non-degree award	4,157
Associate's degree	814
Bachelor's degree	7,136
Master's degree	721
Doctoral or professional degree	334

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, July 2019.

2016-2026 Occupational Employment Projections for the West JobsOhio Region

Occupational Education Level	Annual Openings
No formal education credential	20,357
High school diploma or equivalent	23,993
Some college, no degree	1,291
Postsecondary non-degree award	4,675
Associate's degree	1,133
Bachelor's degree	8,996
Master's degree	642
Doctoral or professional degree	421

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, July 2019.