

THE UPPER SAVANNAH WORKFORCE AREA SC WORKS SYSTEM
MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

The parties included in this MOU are the Upper Savannah Workforce Development Board (LWDB), Chief Elected Officials (CEO), the Upper Savannah SC Works Operator (OSO), and the required partners identified in the Act and other optional partners (hereinafter referred to as “Parties”). The partners’ respective programs are identified on the signature pages of this agreement.

The CEO is responsible for appointing LWDB members, designating the local grant recipient and, in partnership with the LWDB, providing oversight of the local workforce delivery system.

The LWDB is responsible for developing this MOU with the SC Works partners; competitively procuring SC Works operators; strategic planning; and local policy development and oversight.

The OSO’s function is to manage the SC Works system and coordinate the delivery of workforce services delivered through the system.

The SC Works system will bring together a series of partner programs and entities responsible for workforce development, education, and other human resources programs to collaborate in the creation of a seamless customer-focused service delivery network that enhances access to the programs’ services.

The Workforce Innovation and Opportunity Act (WIOA) identifies the following entities as required partners in the workforce system:

1. Adult, Dislocated Worker, and Youth Programs
2. Adult Education and Family Literacy Act Programs
3. Wagner-Peyser Employment Services Programs
4. Rehabilitation Programs for Individuals with Disabilities
5. Post-Secondary Education Programs (Perkins)
6. Community Services Block Grant Employment and Training Activities
7. Native American Programs
8. HUD Employment and Training Activities
9. Job Corps Programs
10. Veterans Employment and Training Programs
11. Migrant and Seasonal Farmworker Programs
12. Senior Community Service Employment Programs
13. Trade Adjustment Assistance Programs
14. Unemployment Compensation Programs
15. Youth Build Programs
16. Temporary Assistance for Needy Families (TANF) Programs
17. Second Chance Programs

With approval of the Local Board and chief elected officials, WIOA also allows other partners to be a part of the workforce system, including local employers and community-based, faith-based, and/or non-profit organizations, as well as employment, education, and training programs provided by public libraries or in the

private sector. Optional partner outreach is strongly encouraged as these partnerships are necessary to provide job seekers with the high-quality career, education, and supportive services needed to place them with businesses seeking skilled workers. Optional partners must meet the same conditions as required Parties.

Each Partner agrees to:

- (a) Provide access to its programs or activities through the SC Works delivery system.
- (b) Use a portion of funds made available to the partner's program, to the extent consistent with the Federal law authorizing the partner's program and with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200 and as supplemented by specific Federal agency Parts and CFRs, to:
 - (1) Provide applicable career services; and
 - (2) Work collaboratively with the State and Local Board to establish and maintain the SC Works delivery system. This includes jointly funding the one-stop infrastructure costs through partner contributions that are based upon:
 - (i) A reasonable cost allocation methodology by which infrastructure costs are charged to each partner in proportion to use and relative benefits received; and
 - (ii) Federal cost principles.
- (c) Enter into an MOU with the Local Board relating to the operation of the SC Works system; and
- (d) Participate in the operation of the SC Works system consistent with the terms of the MOU, requirements of authorizing laws, the Federal cost principles, and all other applicable legal requirements.

The development and implementation of this System will require mutual trust and teamwork between the Parties all working together to accomplish shared goals and in keeping with the main purposes and priorities of WIOA.

Purposes:

- Increasing access to and opportunities for the employment, education, training, and support services that individuals need, particularly those with barriers to employment.
- Supporting the alignment of workforce, education, and economic development systems.
- Improving the quality and labor market relevance of a demand-driven workforce that meets the needs of businesses and job seekers.
- Promoting improvement in the structure and delivery of services; and
- Providing workforce development activities that increase opportunities of participants and that increase post-secondary credential attainment and as a result, improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet skill requirements of employers, and enhance productivity and competitiveness of the nation.

The Parties agree to:

- Actively participate in the strategic planning process for the local SC Works system.
- Serve on the Business Services team and participate in industry or sector partnerships, as applicable.
- Participate in SC Works Partner meetings, as appropriate.
- Coordinate and integrate activities so that individuals seeking assistance will have access to information and services that lead to positive employment outcomes; and
- At a minimum, provide electronic access to programs, activities, and services:
 - Services provided through electronic means will supplement and not supplant those provided through the physical SC Works delivery system. The term "electronic" includes Web sites, social media, internet chat features, and telephone.

Services

SC Works centers provide services to customers based on individual needs, including the seamless delivery of multiple services to each customer. There is no required sequence of services. From the services listed in **Attachment A, WIOA Required Services**, an “X” indicates which services are directly provided by each partner program. **Attachment B, Upper Savannah SC Works Partner List**, includes all local area Parties participating in the agreement and their service location(s) and program(s) they represent.

Career Services

Career services will be provided by all Parties in the SC Works Centers. Career Services include but are not limited to:

- **Initial Assessment:** Begins with intake and focuses on determining a customer’s job readiness level, including workforce skills and access to appropriate services.
- **Job Counseling:** Either individually or in group sessions that helps the jobseeker make the best use of the information and services available.
- **Job Referral:** Services that are tailored to the needs of specific employers and jobseekers. Both workers and employers may also choose to post job announcements and resumes on an electronic system that is open to all.
- **Employer Services:** Access to labor market information; recruitment, screening, and referral of qualified applicants; access to economic development information and resources; posting job vacancies; offering customized job training options; connecting firms to SC Works information; technical assistance on assessment, recruitment, and human resource strategies; advocating for targeted employers in key economic sectors; and assistance with major layoffs and plant closures.
- **Labor Market Information:** Current and projected occupational supply and demand information, current occupational wage information; occupational skill standards; nonproprietary information on employers; and information on education and training program outcomes, including completion rates, placement rates, and wage rates of graduates.
- **Information and Referral:** Access to information regarding services needed by jobseekers, such as income assistance, housing, food, or medical care. Referrals to off-site services within the system will be made electronically in accordance with this agreement.
- **Training Related Information:** Access to and information about vocational exploration, basic skills and literacy training, job search skills, self-employment/entrepreneurial training, training leading to the award of skills certificates, work-based learning, two-year or four-year degree programs and state-approved apprenticeship programs.
- **Unemployment Insurance Information:** Phone accessibility to file for unemployment insurance benefits. Internet Claims filing can be done via the internet. Partner staff will provide meaningful assistance to individuals filing an initial claim.
- **Eligibility Determination:** Access to information regarding employment and training services needed by job seekers and eligibility for federal and state funded programs.
- **Outreach/Orientation/Intake:** Promoting local workforce services and activities to provide individuals with the information necessary to register for programs.
- **Performance Information on Local SC Works Centers:** How the local area is performing on the local performance measures and any additional performance information with respect to the SC Works delivery system in the local area.
- **Follow-up Services:** Including retention services and counseling regarding the workplace.

Unemployment Insurance (UI) Services

WIOA requires that a collaborative process exist among workforce Parties and UI programs. DEW is a recipient of Reemployment Services and Eligibility Assessment (RESEA) grants that provide selected UI claimants reemployment services deemed necessary and beneficial in returning these individuals to gainful employment as quickly as possible. Claimants selected to participate in the RESEA program can receive up

to three one-on-one reemployment assessments during their benefit year to help them return to work faster. RESEA staff advises claimants on the wide variety of reemployment services available to them and refers claimants to the services appropriate for their individual needs, including other SC Works partner programs. DEW staff agrees to provide claimants of UI programs information and assistance with filing claims and connecting with reemployment services. UI will share in the cost of the workforce system through the presence of RESEA staff in all comprehensive SC Works centers. DEW will make available UI-related training resources to assist all frontline SC Works staff in providing meaningful assistance with filing UI claims and correctly answering common claimant questions with ease and consistency.

The Workforce Information Portal (WIP) provides a secure method for partner staff to obtain the necessary UI data that is used to determine an individual's potential eligibility for training and employment services programs under WIOA. The WIP also allows all staff to communicate potential UI fraud and availability issues to UI personnel in an efficient and streamlined manner. Sharing such information with UI staff helps to accelerate the claimants' return to suitable employment and ensure their continued eligibility to receive UI benefits. The Parties agree to communicate potential eligibility issues to UI staff through WIP as appropriate.

Staff members who are authorized to use the WIP have limited access to confidential information in DEW's records that pertain to the administration of UI benefits, including wage reports and/or Personally Identifiable Information (PII). See 20 C.F.R. Part 603.2. These individuals maintain signed Confidentiality Agreements with DEW as required by federal and state law. The Parties agree to communicate changes in staff with access to the WIP and ensure that active users have a signed Confidentiality Agreement with DEW, **Attachment G** to this MOU.

Accessibility

The Parties agree SC Works centers must comply with applicable physical accessibility requirements, as set forth in 29 CFR part 38, and the Americans with Disabilities Act of 1990 (ADA), as amended, to provide services to meet the needs of workers, youth, and individuals with barriers to employment, including individuals with disabilities. Access to services includes: access to technology and materials that are available through the SC Works delivery system; providing reasonable accommodations for individuals with disabilities; making reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination against persons with disabilities; administering programs in the most integrated setting appropriate; communicating with persons with disabilities as effectively as with others; and the use of appropriate auxiliary aids and services, including assistive technology devices and services, where necessary to afford individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of, the program or activity. All SC Works centers must be physically and programmatically accessible to individuals with disabilities.

Certification

The Parties agree to cooperate and participate in the achievement of Certification of the local SC Works System. Local Boards will use the State issued certification standards to access and certify SC Works centers. The criteria will evaluate the SC Works centers and SC Works delivery system for effectiveness, including customer satisfaction, physical and programmatic accessibility, and continuous improvement. Evaluations of effectiveness will include how well the SC Works center integrates available services for participants and businesses, meets the workforce development needs of participants and local employers, operates in a cost-efficient manner, coordinates services among the SC Works partner programs, and provides maximum access to partner program services even outside regular business hours. These evaluations will include criteria evaluating how well the centers and delivery systems take actions to comply with the disability-related regulations implementing WIOA. All Parties must work together to establish processes and services to achieve and maintain the required certification.

Center Management

The Center Manager is responsible for the day-to-day operation of the identified facilities. The Center Manager will coordinate with Parties to ensure staff is scheduled appropriately within the Center, respond to questions of an operational nature, manage the facilities, coordinate the Sharing of Resources, and will be the primary point of contact for SC Works Certification Standards and other related issues.

The Operator agrees that partner staff will have access to their assigned work areas during standard business hours during the work week and during extended work hours, including weekend hours, if necessary, as special projects, information technology maintenance, extraordinary circumstances or workload may require.

Eligibility

Each Partner shall be independently responsible for determining eligibility for their respective programs.

Staff Management

- a. Each partner shall be responsible for providing the direct supervision and control of its staff in such matters as selection and hiring decisions, personnel planning and evaluation, salary and benefits and other matters directly pertaining to an employer-employee relationship. Each Partner will facilitate cross training opportunities and cooperative staffing arrangements within the Centers, as appropriate.
- b. Regardless of role or position, all staff within the SC Works system is expected to behave in a manner that maintains a civil workplace environment, free of harassment and intimidation. Management bears a responsibility to ensure that respectful behaviors are always exhibited and to address those which are not in accordance with **Attachment D - SC Works Civility Policy**.

Dispute Resolution

All SC Works system staff and management have a responsibility to act in good faith towards maintaining a culture of inclusion, dignity, and understanding for all stakeholders in the workforce system. Disputes should be addressed using approaches that facilitate clear communication and respectful interactions that lead to mutually acceptable solutions. For disputes that cannot be resolved informally, the following mediation/resolution process shall be followed.

1. Should informal efforts fail, the authorized signatory official of the WIOA local grant recipient, or designee, and the executive director(s) of the partner(s), or designee(s), shall meet to mediate and resolve the situation.
2. Should these efforts fail, the situation shall be referred to the chair of the Local Workforce Development Board who shall designate an ad hoc committee to mediate with the parties involved to resolve the situation.
3. Should local efforts fail, and/or situations reoccur, either party may send a written request to the State Workforce Development Board (SWDB) regarding mediation.
4. The Chair will designate the Executive Committee or an ad hoc committee of at least five SWDB members to mediate with the parties involved and attempt to resolve the dispute.
5. The SWDB will hear the dispute and provide a recommendation within 60 days.
6. The parties will be notified in writing of the SWDB recommendation within 20 days.

Modification and Assignment

This MOU may be modified at any time by written mutual agreement of the parties involved. Oral modifications shall have no effect. Assignment of responsibilities under this MOU by any of the parties shall

be effective upon written notice to the other parties. If any provision of this agreement is found to be unenforceable for any reason, all remaining provisions shall remain in full force and effect.

Termination

Withdrawal from the agreement requires ninety (90) calendar days written notice to the local Board who is then responsible for notifying all other Parties in the agreement. In accordance with WIOA, required Parties are not permitted to withdraw from the agreement. Furthermore, upon the withdrawal of any non-required partner, the future costs associated with this agreement shall be reallocated among the remaining Parties, and this agreement shall be modified in writing, accordingly.

Oversight

The Upper Savannah Workforce Development Board will set the vision and goals for the workforce system and will assist Parties in continuously improving the system. The Parties will be responsible for cooperating with the SC Works Operator in coordinating delivery of services in the SC Works system. Parties will share joint responsibility for providing leadership in the design and delivery of shared processes or services offered by the Parties. The Local Board and the State Administrative Entity will evaluate SC Works operations and system performance to recommend new policies and changes to current policy for the operation of the SC Works system.

SC Works Partner Meetings

The Parties will meet no less than once quarterly to develop, implement and refine processes and documentation to achieve and maintain SC Works certification; to discuss operational and customer service issues; to address other matters necessary for the success of the SC Works system. Standing and ad hoc committees may be formed to address on-going and special issues and to maximize the participation in the operation and certification of the SC Works centers.

System Integration and Referral

The Parties will promote system integration to the maximum extent feasible through the cross training of staff, use of common and/or linked information systems and participation in a continuous improvement process designed to improve processes and increase outcomes and customer satisfaction. A key responsibility of each partner is effective referral of customers to the appropriate partner for services. This shall be done in a manner that reduces duplication, promotes a “no wrong door” policy, and ensures tracking of referrals to build accountability. Please see ***Attachment C – Cross Referral Agreement***.

Confidentiality

- a. All Parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records and unemployment insurance information, such as but not limited to 20 CFR Part 603, 45 CFR Section 205.50, 20 USC 1232g and 34 CFR 361.38, as well as any State and local laws. Each Party will ensure that the collection and use of any information, systems, or records that contain PII and other personal or confidential information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable laws.
- b. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable laws, including ensuring that Confidentiality Agreements with DEW are executed and maintained by active system users. Each Party expressly agrees to take measures to provide that no PII or other personal or confidential information is accessible by unauthorized individuals.

- c. Customer information, on employers and job seekers, will be shared in accordance with separate partner confidentiality agreements. The parties agree that confidentiality of customer information will be maintained at all times. Parties agree to safeguard and protect confidential and personally identifying information pursuant to applicable Federal and State law, and 2 CFR 200.79. Parties with access to unemployment insurance information from the S.C. Department of Employment and Workforce must maintain these records pursuant to S.C. Code Ann. §§ 41-29-150 through 170, 20 CFR Part 603, and IRS Publication 1075, which require that certain S.C. Department of Employment and Workforce data be kept confidential. These requirements survive the duration of this agreement.
- d. With respect to the use and disclosure of FERPA-protected customer education records and the PII contained therein, any such data sharing agreement must comply with all the requirements set forth in 20 U.S.C. 1232g and 34 CFR Part 99.
- e. With respect to the use and disclosure of personal information contained in VR records, any such data sharing agreement must comply with all the requirements set forth in 34 CFR 361.38.

Grants Management

Each Partner will be responsible for managing funds and activities under their control. Grant administration, including grant management, fiscal activities, evaluation/reporting, and overall coordination activities will be the responsibility of individual Parties.

Compliance

Each Partner shall be responsible for ensuring that its activities are in compliance with their respective authorizing legislation and all regulations, policies and procedures set forth by the Federal or state government.

Liability Insurance

Each partner ensures that it will secure and maintain general tort liability insurance through an authorized carrier in at least the amount in South Carolina Code 15-78-120 of the South Carolina Tort Claims Act. Any liability of the Partner or any claims, damages, losses, or cost arising out of, or related acts performed by the Parties, or their agents, under this agreement shall be governed by the South Carolina Tort Claims Act 15-78-10, et seq. Each party hereto shall be liable for its own acts and omissions, and the acts and omissions of its employees, agents and officers, and nothing herein shall impute or transfer liability to the LWDB or any other party.

Severability

If any provision of this document is held invalid, the remainder shall not be affected thereby and shall remain in force. Similarly, should any Party withdraw, modify, assign, or terminate its participation in this MOU, it shall remain binding and in full force and effect with respect to other remaining parties.

Assurances and Certifications:

1. The Parties will ensure that no person shall be discriminated against in consideration for or receipt of employment and training services or staff position on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief. Each participant shall have recourse through the appropriate complaint procedure.

2. The Parties will strictly adhere to all Federal, State, and Local laws that pertain to Employment and Training, including Minor Labor and Civil Rights Laws.
3. It is expressly understood and agreed by the Parties that employees performing work within the SC Works system remain at all times employees of their respective agencies.
4. No funds utilized in conducting activities under this agreement shall be used to promote religious or anti-religious activities or used for lobbying activities in violation of 18 U.S.C. 1913 or used for political activities in violation of 5 U.S.C. 1501 to 1508.
5. Each member of the Parties assures that it is an equal opportunity employer and is aware of and shall comply with Equal Opportunity (EO) provisions as mandated by state and Federal statutes and regulations.
6. The Parties will not expose employees or customers to surroundings or working conditions which are unsanitary, hazardous, or dangerous. SC Works centers will be operated in accordance with reasonable safety practices.
7. The Parties will each comply with provisions of 41 U.S.C. §702 in providing a drug-free workplace.

INFRASTRUCTURE FUNDING AGREEMENT (IFA)

The Infrastructure Funding Agreement (IFA) and budget establishes a plan to fund the services and operating costs of the Upper Savannah LWDA. The Parties to this MOU agree that joint funding is an essential foundation for an integrated service delivery system and necessary to maintain the Upper Savannah LWDA’s high-standard SC Works network. Cost allocation among Parties shall meet WIOA regulations, Federal Uniform Guidance, including the partner program’s authorizing law and implementing regulations, and state rules, policies, and guidelines. The SC Works system is a work in progress and its costs and the Parties’ resource contributions are based on projections only and may need to be adjusted from time to time to most accurately reflect actual costs and contributions. The IFA is a component of the MOU and will be negotiated and modified annually.

The Upper Savannah LWDA has the following SC Works Centers that are designed to provide a full range of assistance to job seekers and businesses:

Greenwood SC Works Center (Comprehensive)	
Charles Camp, One-Stop Operator	Phone: 864-265-8299
Address: 927 E Cambridge Ave, Greenwood, SC 29646	Email Address: work@uppersavannah.com
Operating Hours: Monday – Friday (8:30am – 12pm & 1pm - 5 pm)	Website: www.upperscworks.com

Abbeville SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 864-366-6690, ext. 2291
Address: 903 W. Greenwood St., Abbeville, SC 29620	Email Address: work@uppersavannah.com
Operating Hours: Tuesday (9 am – 12pm)	Website: www.upperscworks.com

Edgefield SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 803-637-4029
Address: 21 Star Road, Edgefield, SC 29824	Email Address: work@uppersavannah.com
Operating Hours: Tuesday (9 am – 12pm)	Website: www.upperscworks.com

Laurens SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 864-681-1605
Address: 1029 West Main St, Laurens, SC 29360	Email Address: work@uppersavannah.com
Operating Hours: Monday – Thursday (8:30am – 12:00pm & 1pm – 5pm)	Website: www.upperscworks.com

McCormick SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 864-852-3649
Address: 109 West Augusta St, McCormick, SC 29835	Email Address: work@uppersavannah.com
Operating Hours: Monday (9am – 12pm)	Website: www.upperscworks.com

Newberry SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 803-276-2110
Address: 1840 Wilson Rd, Newberry, SC 29108	Email Address: work@uppersavannah.com
Operating Hours: Monday – Friday (8:30am – 5:00pm)	Website: www.upperscworks.com

Saluda SC Works Center (Satellite)	
Charles Camp, One-Stop Operator	Phone: 864-445-2047
Address: 407 West Butler Ave, Saluda, SC 29138	Email Address: work@uppersavannah.com
Operating Hours: Thursday (9:00am – 12pm)	Website: www.upperscworks.com

Each partner agrees to provide the resources necessary to fund their proportionate share of the costs as contained in **Attachment E, Shared Operating Budget**. The IFA should include, but is not limited to the following infrastructure cost items:

- Lease/Rent
- Utilities
- Landscaping
- Janitorial and cleaning maintenance
- Building maintenance and repairs
- HVAC maintenance
- Equipment rental expenses
- Security System
- Pest Control
- Supplies (public access and common spaces only)

The Parties may also share other costs that support the operations of the centers, as well as the costs of shared services that are authorized for and may be commonly provided through the SC Works partner programs to any individual, such as initial intake, assessment of needs, identification of appropriate services to meet such needs, evaluation of basic skills, referrals to other partners, and business services. The Parties have agreed to cost share in the following additional shared services and estimated costs as listed below and in the attached Shared Operating Budget. Final costs for all agreed upon additional shared services will be presented and approved by the Parties prior to actual purchase or procurement of services. Failure to do so may result in disputed charges and a refusal to submit payment.

Agreed upon Additional Shared Services Est. Cost	Description
\$ 4,500	Job Fairs
\$ 2,500	Interpreter Contingency

Infrastructure costs and agreed upon additional shared operating and/or services costs will be shared in accordance with this agreement, including the Parties identified in **Attachment E: Shared Operating Budget**. Changes to the list of financially contributing partners included in the budget will result in changes to the allocations for the remaining partners. Therefore, any changes to the partners included in the budget must be submitted to all Parties of this agreement in the form of a written addendum and revised budget to ensure fiduciary responsibility. Failure to adhere to this standard may result in disputed proportionate share amounts and failure to remit payment amounts above that which are included in the original agreement.

Prior to committing to a contractual and/or financial obligation of any kind that would involve payment from a financially contributing partner, the Parties must consult with and obtain approval from the contributing partner(s). Each entity has its own procurement process and is responsible for ensuring that quotes for services are solicited and evaluated according to the appropriate procurement process. Failure by any party to adhere to this standard may result in disputed charges and a refusal to remit payment. Additionally, the Upper Savannah LWDB/fiscal agent may not enter into a lease agreement to move offices that include partner staff without consulting with the Parties contributing to infrastructure funding prior to the execution of a lease agreement. Once the Parties have agreed in writing to their estimated/projected portion of the facility costs and that the space will work for their program services, an addendum to this agreement reflecting the move and any related changes must be executed **prior to the move**. Routine costs incurred during the month of the relocation will be prorated by all Parties.

Facility Costs - Facility costs are defined as those actual costs related to the facility use, maintenance and operation of the SC Works centers. These costs include payment of utilities, lease/rent, and security. Facility costs shall be borne by those Parties who deliver services through the SC Works Centers in the Upper Savannah region.

Maintenance Costs - Maintenance costs include the following unless otherwise noted: landscaping, janitorial/cleaning maintenance, routine building maintenance and repairs, including HVAC maintenance, and pest control.

- a. Contractors, particularly those involved in, but not limited to, building repairs or improvements, should be mutually agreed upon by all financially contributing Parties. Each entity has its own procurement process and is responsible for ensuring that quotes for service are solicited and evaluated according to the appropriate procurement process. Once a need has been determined, the Facility Host designee is responsible for advising the non-Host partner(s) of the need, securing contractor quotes and submitting this detail for review to pertinent parties. Contractor selection must be agreed upon by all parties prior to the execution of work.
- b. Facility hosts with capital improvement needs of any nature must address those needs independent of this agreement and budget. Such repairs could be unresolved ADA modifications, roof repairs, HVAC replacement, etc. Capital improvement shall be the sole financial responsibility of the facility host. However, maintenance and repairs occurring from daily operations will be shared proportionately utilizing the agreed upon cost sharing methodology.

Supplies - Supply costs are those related to individual staff in performing their respective job duties and those related to the supply of items needed for public access (i.e. resource room) and common/shared spaces (i.e. restrooms) in each Center. Parties will purchase all staff supplies needed, including business cards, for their staff through the appropriate partner manager. The only shared supply costs will be those specifically related to public access and common/shared spaces as purchased by the Operator. These costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs located in the Center in accordance with this agreement.

Equipment Costs - Equipment costs are those related to the use of rented equipment, such as Xerox machines, etc. (including paper and ink for the machine). Partner staff will be responsible for providing the necessary equipment for their staff and will share in the cost of public access equipment only, as provided by the LWDB and/or Operator, and used only by Center customers. These costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs located in the Center in accordance with this agreement.

Center/Location	Number and Type of Public Access Equipment (<i>not including PCs</i>)
Greenwood SC Works Center	
Edgefield SC Works Center	All-in-One Copier
Laurens SC Works Center	
McCormick SC Works Center	
Newberry SC Works Center	
Saluda SC Works Center	

Access to equipment - Partner staff shall be granted access to all partner equipment in all SC Works facilities, including network closets. The partners agree that all Parties will be granted access to any other properties to verify ownership through the state property system. If equipment is found on the state property inventory list, the Parties agree to return the equipment for off-boarding, transfer, and return to ensure proper handling as required by IRS regulations property ownership and resolution of any depreciated value of the equipment.

Public Access Computers – The Parties agree to share in the cost of public access PCs (i.e. necessary and reasonable in-scope costs of resource rooms and **shared** computer labs). The public access IT costs should be reconciled and invoiced to Parties quarterly and will be shared proportionately across all programs in accordance with this agreement. As part of reconciling IT costs, the Parties will be provided a copy of all current IT service provider contracts and/or work orders and any forthcoming modifications.

<i>Greenwood SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	10	#	20	28

<i>Edgefield SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	2	#	4	6

<i>Laurens SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	4	#	4	8

<i>McCormick SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	2	#	2	4

<i>Newberry SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	4	#	5	9

<i>Saluda SC Works Center</i>	Public Access PCs	Training Lab PCs	PCs used by Staff	*Total PCs
Number of PCs	2	#	2	4

Shared Network Access - In a facility where partner staff presence is minimal, the Parties may request the County/COG/Operator on behalf of the LWDB provide IT services for their staff or through a VPN tunnel. A VPN tunnel allows for a “shared” internet connection to be divided into separately managed connections. This method maintains administrative control of partner connections and equipment without interfering with the County/COG and/or the Operator’s own network management. Any requests for shared services or access of this type will be negotiated between the applicable entity’s IT service provider and the partner. Once agreement has been reached and/or a VPN connection is established and in use by partner staff, any changes in IT services affecting such connection are prohibited without prior notification to the affected partner.

Telephone – When partners provide and maintain telephones (either VoIP or analog) for their staff, phone costs are not shared. In offices where a partner’s presence is minimal, or where the County/COG and/or the Operator is providing phone service, the COG/County and/or the Operator may bill a partner for their proportionate share of monthly billing by the telephone service provider. In cases where a telephone cannot be provided or supported by either party, partners may choose to provide or request alternate communication methods as needed on a case-by-case basis.

Cost Allocation and Proportionate Share - WIOA and its related regulations and guidance establish, as a starting point, the expectation that Parties will share proportionately in the infrastructure and shared services cost of the SC Works system. Therefore, the Parties agree that costs will be shared based on the Full-time Equivalency (FTE) model. Shared costs will be allocated on the basis of a partner’s number of staff assigned to work in a facility (enjoying the benefits of being in the building) on a weekly basis and counted proportionately by day as defined below:

- **One Day** - .20 (20% of a work week);
- **Two Days** - .40 (40% of a work week);
- **Three Days** - .60 (60% of a work week);
- **Four Days** - .80 (80% of a work week); and
- **Five Days** - 1 (100% of a work week).

Staff assigned to work only “half-days” in a facility on a weekly basis will be counted proportionately as defined below:

- **One Day** - .10 (half of 20% of a work week);
- **Two Days** - .20 (half of 40% of a work week);
- **Three Days** - .30 (half of 60% of a work week);

- **Four Days - .40** (half of 80% of a work week); and
- **Five Days - .50** (half of 100% of a work week).

Affiliate locations where services are provided only on a monthly basis will not be included in the proportionate share.

- a. Staffing levels will determine the proportionate share percentage of infrastructure and additional shared services costs for which each Partner will be responsible for by location and program. Billing of each individual Center's costs will be based on the staff count as indicated in the attached Staffing Addendum. The addendum must be completed and signed by all cost-sharing Parties with the execution of this MOU. Staff counts must be based on planned staffing levels for the duration of the PY at the time of signature. Permanent adjustments to staffing levels for the duration of the PY (outside those of routinely occurring vacancies) will require the addendum and effective date to be revised and signed by all Parties. Any Party may request a new staffing addendum be executed at any time based on permanent staffing changes. The staffing addendum will be submitted to the Parties with invoices and supporting documentation reflecting actual expenses for payment.
- b. Any deviations or adjustments made to the proportionate share formulas will be presented in writing and agreed to by all Parties in the form of an addendum to the original agreement.

+Reconciliation of Shared Costs:

(For DEW-owned buildings) - SCDEW is responsible for reconciling and invoicing the respective partners for costs under this agreement as it relates to the Upper Savannah SC Works Center(s). SCDEW is responsible for reconciling and invoicing facility costs to the Upper Savannah local area. All invoices should be submitted to the Partners, with invoices and supporting documentation, reflecting the actual quarterly expenses paid during the quarter, within 45 days after the quarter ends. Special reporting requirements may be instituted for the 4th quarter for the period ending June 30th, to ensure payment occurs within the correct fiscal year. Partners should remit payments to the COG/County within 45 days following the date the invoice is emailed to the Partner. Any failure to submit payments by the deadlines set forth in this agreement will be subject to the dispute resolution process outlined above. If any partner disputes any costs, they have 30 days from the receipt of the reconciliation to submit a dispute.

(For buildings leased by the local area) - In turn, the COG/County, in coordination with the Operator, shall be responsible for reconciling and invoicing respective Partners for costs under this agreement as it relates to the Upper Savannah SC Works Center(s). The Upper Savannah Workforce Area, host for the Upper Savannah SC Works center(s), is responsible for reconciling and invoicing facility costs to the COG/County. All invoices should be submitted to the Partners, with invoices and supporting documentation, reflecting the actual quarterly expenses paid during the quarter, within 45 days after the quarter ends. Special reporting requirements may be instituted for the 4th quarter for the period ending June 30th, to ensure payment occurs within the correct fiscal year. Partners should remit payments to the COG within 45 days following the date the invoice is emailed to the Partner. Any failure to submit payments by the deadlines set forth in this agreement will be subject to the dispute resolution process outlined above. If any partner disputes any costs, they have 30 days from the receipt of the reconciliation to submit a dispute.

All invoices presented hereunder will be supported by a standard Excel worksheet summarization of the charges detailing, for each invoice containing shared costs, the vendor name, the month of service covered, the total invoice amount, the shared cost portion of the invoice, and each Partner's allocated portion of those shared costs. The Partners will mutually agree on the worksheet to be used for this purpose, and the final agreed-upon worksheet will be provided to DEW and the COGs/Counties. The worksheets will be submitted

to the Partners in Excel file format and will be accompanied by PDF copies of all vendor invoices or other documentation supporting charges listed on the worksheet. No cost-sharing invoices will be processed for payment unless they are supported by the agreed worksheet transmitted in Excel file format, and no charges will be paid unless supported by a PDF of a vendor invoice or other documentation deemed sufficient by the Partner invoiced.

Duration

This MOU, including the IFA, shall be reviewed and renewed annually to ensure transparency and continuous improvements to the delivery of services and to reflect any changes in the signatory official of the Board, SC Works Parties, and chief elected officials. The fiscal year shall be duly recognized as July 1 through June 30.

Loss of Funds

Infrastructure costs and any additional shared operating and/or services costs are contingent upon receipt of those funds by the partners. Any Parties may withdraw from this agreement in the event funding for the mandatory program is eliminated or the Parties are no longer responsible for the program. Such withdrawal shall be effective upon written notification to the partners of the lack of funding.

Agreement Management

The Agreement Manager responsible for oversight and review of shared costs, as well as the monitoring of the allocation methodology and funding information for each partner is:

Partner Entity: Upper Savannah	Partner Entity: SC Dept of Employment and Workforce	Partner Entity: SC Vocational Rehabilitation
Name & Title: Kal Kunkel, Workforce Development Director	Name & Title: Scott Ferguson, Policy & Compliance Manager	Name & Title: Jacob Chorey, Director of Planning & Program Evaluation
Mailing Address: 430 Helix Rd, Greenwood SC 29646	Mailing Address: 1550 Gadsden St PO Box 995, Columbia SC 29202	Mailing Address: 1410 Boston Avenue, West Columbia SC 29170
Phone: 864-941-8074	Phone: 803-737-2671	Phone: 803-896-7047
Email: kkunkel@uppersavannah.com	Email: RSFerguson@dew.sc.gov	Email: jchorey@scvrd.net

Partner Entity: Greenwood County Adult Education	Partner Entity: SC Commission for the Blind	Partner Entity: SC Dept of Social Services
Name & Title: Travis Blizzard, Director of Adult Education	Name & Title: Darline Graham, Consumer Services Director	Name & Title: Tammy James, Director Division of Employment Services
Mailing Address: 400 Glenwood St, Greenwood SC 29649	Mailing Address: 1430 Confederate Ave, Columbia SC 29202	Mailing Address: PO Box 1520, Columbia SC 29202-1520
Phone: 864-941-5450	Phone: 803-898-3552	Phone: 803-898-1097
Email: blizzardt@gwd50.org	Email: Karma.Marshall@sccb.sc.gov	Email: Tamara.James@dss.sc.gov

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

Partner Entity: GLEAMNS Human Resources Commission Inc CSBG	Partner Entity: Job Corp	Partner Entity:
Name & Title: Marcella Kennedy, CSBG Program Director	Name & Title: Johnell Gaines Bamberg Center Director	Name & Title:
Mailing Address: 301 N Hospital St, Greenwood SC 29646	Mailing Address:	Mailing Address:
Phone: 864-229-8864	Phone: (603) 566-0682	Phone:
Email: mkennedy@gleamnshrc.org	Email: gaines@jobcorps.org	Email:

Authority and Signatures

The individuals signing this agreement have the authority to commit their respective organizations to the terms of this MOU and do so by signature below. Electronic signatures are authorized and strongly encouraged to ensure timely execution of the MOU. The following individual signature pages reflect the entity who is the grant recipient, administrative entity, or organization responsible for administering the funds and carrying out the specified programs and activities in the local area.

Effective Date

Without regard to the date of signatures below, the Parties agree the effective date of this agreement is July 1, 2024.

Attachments

- A: WIOA Required Services by Partner*
- B: SC Works Partners and Corresponding Status*
- C: Referral Process*
- D: SC Works Civility Policy*
- E: Shared Operating Budget*
- F: Staffing Addendum*
- G: Confidentiality Agreement with SC DEW (WIP)*

ATTACHMENT A – REQUIRED SERVICES CHART

	Eligibility Deters.	Outreach & Orientation	Skills Assessments	Labor Exchange	Partner Referrals	Provision of LMI	Provision of Performance Information	Supportive Services	UI Filing	Financial Aid Assistance	Individual Career Services	Access to Training Services	Business Services
REQUIRED PARTNERS													
Adult, DW, and Youth	x	x	x	x	x	x	x	x		x	x	x	x
Adult Education/Family Literacy		x	x	x	x	x	x	x		x	x	x	x
Wagner-Peyser		x	x	x	x	x	x		x	x	x		x
Rehab.Programs for Indiv. w/Disabilities		x	x		x	x	x	x		x	x	x	x
Post-Sec. Career & Tech. Ed. (Perkins)		x	x		x	x		x		x	x	x	x
CSBG Employment and Training		x			x			x				x	
Native American Programs													
HUD Employment and Training													
Job Corps		x	x	x	x	x		x		x	x	x	x
Veterans Employment and Training		x		x	x	x					x	x	x
Migrant and Seasonal Farmworker		x		x	x	x		x					
Senior Community Svc. Employment		x		x	x	x		x			x		x
Trade Adjustment Assistance		x	x	x	x	x					x	x	
Unemployment Compensation		x		x	x	x			x				
YouthBuild													
TANF		x	x	x	x	x		x		x	x	x	x
Second Chance Act													

Eligibility Determinations: Determination if an individual is eligible for WIOA Adult, DW, or Youth programs.

Outreach & Orientation: Information on and access to services in the SC Works system.

Skills Assessments: Initial assessment of skill levels including literacy, numeracy, English language proficiency, and aptitudes and abilities (including skills gaps).

Labor Exchange: Job search and placement assistance, career counseling, and non-traditional employment information.

Partner Referrals: Referrals to and coordination with programs and services within the SC Works system and other workforce programs.

Provision of LMI: Local, regional, and national labor market statistics including: job vacancy listings, skills needed to obtain those jobs, in-demand occupations and earnings, and advancement opportunities available.

Provision of Performance Information: Partner specific data on how local areas are performing on accountability measures relating to the area's overall SC Works system.

Supportive Services: Information relating to the availability of supportive services, such as child care and transportation, and referrals to supportive service programs, as needed.

Unemployment Insurance Filing: Information and assistance regarding filing claims for unemployment compensation.

Financial Aid Assistance: Assistance in establishing eligibility for financial aid programs not provided under WIOA.

Individualized Career Services: Individualized services provided to eligible customers, such as counseling and career planning, to help the customer obtain or retain employment.

Access to Training Services: Access to training services such as On-the-Job training, entrepreneurial, adult education and literacy, and customized training.

Business Services: Employer services, such as job fairs, recruitment assistance, and incumbent worker training, are made available to local employers.

ATTACHMENT B – PARTNERS LIST

**Greenwood SC Works Center, Comprehensive
927 East Cambridge Ave, Greenwood**

**Abbeville SC Works Center
903 West Greenwood St,
Abbeville**

**Edgefield SC Works Center
21 Star Road, Edgefield**

**Laurens SC Works Center
1029 West Main Street,
Laurens**

**McCormick SC Works Center
109 W. Augusta Street,
McCormick**

**Newberry SC Works Center
1840 Wilson Rd, Newberry**

**Saluda SC Works Center
407 West Butler Avenue,
Saluda**

SC Works Partner	Location	Required or Optional	Representing
	<i>Location:</i> Primary location listed first, Then Initials to Indicate if staff are located one day a week or more in Abbeville, Edgefield, Greenwood, Laurens, McCormick, Newberry and Saluda Centers. Center Addresses are listed below.		
Upper Savannah Council of Governments, Workforce Division	Comprehensive Center 927 East Cambridge Ave., Greenwood SC 29646 Also A, E, L, M, N S Centers	Required	Workforce Innovation and Opportunity Act (WIOA)
Eckerd Workforce Solutions	Comprehensive Center 927 East Cambridge Ave., Greenwood SC 29646 Also A, E, L, M, N S Centers	Required	WIOA
Abbeville Adult Education	400 Greenville Street, Abbeville SC 29620	Required	Adult Education
Edgefield/McCormick Adult Education	117 Cardinal Drive, Johnston SC 29832	Required	Adult Education
Greenwood Adult Education	Genesis Education Center 400 Glenwood Street, Greenwood SC 29649	Required	Adult Education
Laurens Adult Education	663 Medical Ridge Road, Clinton SC 29325	Required	Adult Education
Newberry Adult Education	709 Kendall Road, Newberry SC 29108, PO Box 718, Newberry SC 29108	Required	Adult Education
Saluda Adult Education	401 North Calhoun Street, Saluda SC 29138	Required	Adult Education
SC Department of Employment and Workforce	Comprehensive Center 927 E Cambridge Avenue, Greenwood SC 29646 Also A, L, and N Centers	Required	Wagner Peyser, Veterans Employment, Migrant Farmworkers, Trade, Unemployment
SC Vocational Rehabilitation	2345 Hwy 72/221 E., Greenwood SC 29649; 22861 Hwy 76 E., Clinton SC 29325; and 2601 Evans Street, Newberry SC 29108 Also in G, S, and E.	Required	Vocational Rehabilitation

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

SC Works Partner	Location	Required or Optional	Representing
SC Commission for the Blind	108-B Bypass 225 South, Greenwood SC 29646	Required	Vocational Rehabilitation
Piedmont Technical College	620 N. Emerald Road, Greenwood SC 29646; 143 Hwy 72W, Abbeville SC 29620; 506 Main Street, Edgefield SC 29824; 663 Medical Ridge Road, Clinton SC 29325; 1008 Kelly Street, McCormick SC 29835; 1922 Wilson Road, Newberry SC 29108; 701 Batesburg Highway, Saluda SC 29138; and 109 Innovation Drive, Laurens SC 29360	Required	Carl Perkins Fund
GLEAMNS Human Resources Comm. CSBG	301 North Hospital St, Greenwood SC 29646; 221-A West Laurens St, Laurens SC 29360; and 706 Carolina Circle, Abbeville SC 29620 Also in E, M, and S Centers	Required	Community Services Block Grant
SC Department of Social Services	Comprehensive Center 927 East Cambridge Ave, Greenwood SC 29646	Required Optional	TANF SNAP
Goodwill	Senior Community Service Employment 1306 Montague Ave, Greenwood SC 29649 908 B East Main Street, Laurens SC 29360	Required	Employment and Training Services
Bamberg Job Corps Center	19 Job Corps Avenue, Bamberg SC 29003 Visit one day a week	Required	Job Corp

ATTACHMENT C – CROSS REFERRAL AGREEMENT

1. The parties agree that each partner shall receive referrals from and make referrals to the SC Works system in accordance with this Cross Referral Agreement.

- (a) Referral Definition

- A referral is defined as a good faith effort by each local SC Works Partner to direct customers to the right service at the right time.

Referrals are made in SC Works Online Services (SCWOS), or if the partner does not have a SCWOS staff account, the Partner Referral Form (Attachments C-1).

Referrals between Parties will be counted when a Referral Form is received by any one partner. It will be incumbent on each partner to follow-up with referrals received from other Parties, to facilitate each partner's individual intake process.

2. Each partner will use the attached referral form or SCWOS Referral in referring individuals for services they are not able to provide. This agreement will be updated to include any necessary performance standards, tracking requirements, etc. as WIOA implementation progresses.
3. The parties agree to make discussion of the referral process (for review and enhancement) a permanent agenda item at all regularly scheduled partner meetings, to include:
 - Provide feedback on the success of cross-referral arrangements;
 - Cross-train their respective staffs;
 - Consider co-enrollment options and practices;
 - Consider the effect of cross-referrals on mutual performance expectations; and
 - Constantly improve the joint delivery of services to customers.

ATTACHMENT D – SC WORKS CIVILITY POLICY

Regardless of role or position, all staff within the SC Works system is expected to behave in a manner that maintains a civil workplace environment, free of harassment and intimidation. Management bears a responsibility to ensure that respectful behaviors are exhibited at all times and to address those which are not. Indeed, management should exemplify the behavior expected of all staff in maintaining a positive and productive work culture.

- Respectful workplace behaviors are those that promote positivity and professionalism including, but not limited to:
- Using respectful and courteous language in all interactions;
- Questioning an individual’s position on an issue politely and seeking to understand his/her position;
- Giving an individual direct, non-personal feedback and where appropriate, in a private setting;
- Not displaying a negative attitude and understanding how one’s attitude can affect the work environment;
- Approaching conflict with maturity and a true desire for resolution rather than an opportunity to disagree;
- Respecting the chain of command and raising concerns to management at the appropriate time/place and with the appropriate tone; and
- Using discretion when communicating about issues that may be considered to be personal.

Inappropriate or unacceptable workplace behaviors are statements or acts that may negatively impact the work environment including, but not limited to:

- Using profane, abusive, vulgar, or harassing language;
- Berating or unnecessarily criticizing people in public;
- Gossiping;
- Deliberately embarrassing people;
- Using e-mail or text messages as a shield for rudeness or to further any other inappropriate or unacceptable workplace behaviors; and
- Addressing people in an unprofessional manner or tone.

All SC Works system staff and management have a responsibility to act in good faith towards maintaining a culture of inclusion, dignity, and understanding for all stakeholders in the workforce system. Disputes should be addressed using approaches that facilitate clear communication and respectful interactions that lead to mutually acceptable solutions. For disputes that cannot be resolved informally, the following mediation/resolution process shall be followed.

1. Should informal efforts fail, the authorized signatory official of the WIOA local grant recipient, or designee, and the executive director(s) of the partner(s), or designee(s), shall meet to mediate and resolve the situation.
2. Should these efforts fail, the situation shall be referred to the chair of the Local Workforce Development Board who shall designate an ad hoc committee to mediate with the parties involved to resolve the situation.
3. Should local efforts fail, and/or situations reoccur, either party may send a written request to the State Workforce Development Board (SWDB) regarding mediation.
4. The Chair will designate the Executive Committee or an ad hoc committee of at least five SWDB members to mediate with the parties involved and attempt to resolve the dispute.
5. The SWDB will hear the dispute and provide a recommendation within 60 days.
6. The parties will be notified in writing of the SWDB recommendation within 20 days.

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

ATTACHMENT E – SHARED OPERATING BUDGET

Upper Savannah														
Total Budget by Program for PY24														
July 1, 2024 - June 30, 2025														
FTE Cost Allocation Methodology														
Number of FT Employees	36	11	1	0.5	0.5	3	4	1	0.5	0.4	11	2.8	0.2	0.1
Total Locations														
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB
Rent	\$ 63,100.00	\$ 17,872.22	\$ 2,009.57	\$ 1,004.78	\$ 1,004.78	\$ 4,158.82	\$ 8,038.28	\$ 2,009.57	\$ 678.32	\$ 803.83	\$ 19,766.95	\$ 5,150.00	\$ 401.91	\$ 200.96
Security System	\$ 46,000.00	\$ 13,645.93	\$ 2,200.96	\$ 1,100.48	\$ 1,100.48	\$ 2,200.96	\$ 8,803.83	\$ 2,200.96	\$ 440.19	\$ 880.38	\$ 12,765.55	\$ -	\$ 440.19	\$ 220.10
Utilities	\$ 28,400.00	\$ 7,607.37	\$ 861.24	\$ 430.62	\$ 430.62	\$ 2,473.18	\$ 3,444.98	\$ 861.24	\$ 252.85	\$ 344.50	\$ 8,101.68	\$ 3,333.33	\$ 172.25	\$ 86.12
Janitorial/Maintenance	\$ 25,700.00	\$ 7,801.59	\$ 717.70	\$ 358.85	\$ 358.85	\$ 2,866.96	\$ 2,870.81	\$ 717.70	\$ 281.31	\$ 287.08	\$ 7,557.16	\$ 1,666.67	\$ 143.54	\$ 71.77
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone (if applicable)	\$ 8,000.00	\$ 2,003.96	\$ 105.26	\$ 52.63	\$ 52.63	\$ 105.26	\$ 421.05	\$ 105.26	\$ 169.35	\$ 42.11	\$ 2,640.07	\$ 2,270.83	\$ 21.05	\$ 10.53
Public Access PC Costs	\$ 21,700.00	\$ 5,506.31	\$ 287.08	\$ 143.54	\$ 143.54	\$ 2,376.63	\$ 1,148.33	\$ 287.08	\$ 323.26	\$ 114.83	\$ 6,766.61	\$ 4,516.67	\$ 57.42	\$ 28.71
Equipment Maintenance/Rental	\$ 608.00	\$ 38.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38.00	\$ -	\$ 152.00	\$ 380.00	\$ -	\$ -
Common area supplies**	\$ 9,100.00	\$ 2,832.48	\$ 143.54	\$ 71.77	\$ 71.77	\$ 889.81	\$ 574.16	\$ 143.54	\$ 142.73	\$ 57.42	\$ 2,857.22	\$ 1,272.50	\$ 28.71	\$ 14.35
Other - please list	\$ 950.00	\$ 303.36	\$ 28.71	\$ 14.35	\$ 14.35	\$ 133.19	\$ 114.83	\$ 28.71	\$ 10.97	\$ 11.48	\$ 281.43	\$ -	\$ 5.74	\$ 2.87
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Infrastructure Costs	\$ 203,558.00	\$ 57,611.23	\$ 6,354.07	\$ 3,177.03	\$ 3,177.03	\$ 15,204.81	\$ 25,416.27	\$ 6,354.07	\$ 2,336.96	\$ 2,541.63	\$ 60,888.68	\$ 18,590.00	\$ 1,270.81	\$ 635.41
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 203,558.00	\$ 57,611.23	\$ 6,354.07	\$ 3,177.03	\$ 3,177.03	\$ 15,204.81	\$ 25,416.27	\$ 6,354.07	\$ 2,336.96	\$ 2,541.63	\$ 60,888.68	\$ 18,590.00	\$ 1,270.81	\$ 635.41
Number of FTEs cost sharing Additional Costs	33.2	11.5	1.0	0.5	0.5	2.5	4.0	1.0	0.5	0.4	8.4	2.8	0.0	0.1
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB
Job Fairs	\$ 4,500.00	\$ 1,633.51	\$ 165.75	\$ 82.87	\$ 82.87	\$ 222.35	\$ 660.88	\$ 165.75	\$ 71.43	\$ 66.30	\$ 1,181.72	\$ 150.00	\$ -	\$ 16.57
Interpreter Contingency	\$ 2,500.00	\$ 646.64	\$ 55.25	\$ 27.62	\$ 27.62	\$ 111.85	\$ 212.32	\$ 55.25	\$ 44.70	\$ 22.10	\$ 816.81	\$ 474.31	\$ -	\$ 5.52
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Additional Costs	\$ 7,000.00	\$ 2,280.15	\$ 220.99	\$ 110.50	\$ 110.50	\$ 334.20	\$ 873.20	\$ 220.99	\$ 116.14	\$ 88.40	\$ 1,998.52	\$ 624.31	\$ -	\$ 22.10
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 7,000.00	\$ 2,280.15	\$ 220.99	\$ 110.50	\$ 110.50	\$ 334.20	\$ 873.20	\$ 220.99	\$ 116.14	\$ 88.40	\$ 1,998.52	\$ 624.31	\$ -	\$ 22.10
Grand Total Budget	\$ 210,558.00	\$ 59,891.38	\$ 6,575.06	\$ 3,287.53	\$ 3,287.53	\$ 15,539.02	\$ 26,289.47	\$ 6,575.06	\$ 2,453.09	\$ 2,630.02	\$ 62,887.20	\$ 19,214.31	\$ 1,270.81	\$ 657.51
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs

**All staff purchase their own supplies- only resource room and common area supplies are shared

***Add additional columns as needed

UPPER SAVANNAH														
Abbeville														
Center Operating Budget for PY24														
July 1, 2024 - June 30, 2025														
FTE Cost Allocation Methodology														
Number of FT Employees	0.5	0.1	0	0	0	0	0	0	0	0	0.4	0	0	0
Abbeville														
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB
Rent	\$ 1,800	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440	\$ -	\$ -	\$ -
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Access PC Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Maintenance/Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Common area supplies**	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other - Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Infrastructure Costs	\$ 1,800	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440	\$ -	\$ -	\$ -
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 1,800	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,440	\$ -	\$ -	\$ -
Number of FTEs cost sharing Additional Costs	0.5	0.1	0	0	0	0	0	0	0	0	0.4	0	0	0
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB
Job Fairs	\$ 200	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ -
Interpreter Contingency	\$ 200	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 160	\$ -	\$ -	\$ -
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Additional Costs	\$ 400	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320	\$ -	\$ -	\$ -
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 400	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320	\$ -	\$ -	\$ -
Grand Total Budget	\$ 2,200	\$ 440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,760	\$ -	\$ -	\$ -
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs

**All staff purchase their own supplies- only resource room and common area supplies are shared

***Add additional columns as needed

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

UPPER SAVANNAH		EDGEFIELD													
Center Operating Budget for PY24															
July 1, 2024 - June 30, 2025															
FTE Cost Allocation Methodology															
Number of FT Employees	1.6	0.1	0	0	0	0	0	0	0	0.1	0	0.4	1	0	0
		EDGEFIELD													
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Rent	\$ 1,200	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75	\$ -	\$ 300	\$ 750	\$ -	\$ -	
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Janitorial/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Telephone (if applicable)	\$ 1,500	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94	\$ -	\$ 375	\$ 938	\$ -	\$ -	
Public Access PC Costs	\$ 2,000	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125	\$ -	\$ 500	\$ 1,250	\$ -	\$ -	
Equipment Maintenance/Rental	\$ 608	\$ 38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38	\$ -	\$ 152	\$ 380	\$ -	\$ -	
Common area supplies**	\$ 500	\$ 31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31	\$ -	\$ 125	\$ 313	\$ -	\$ -	
Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Infrastructure Costs	\$ 5,808	\$ 363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 363	\$ -	\$ 1,452	\$ 3,630	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 5,808	\$ 363	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 363	\$ -	\$ 1,452	\$ 3,630	\$ -	\$ -	
Number of FTEs cost sharing Additional Costs	2	0.1	0	0	0	0	0	0	0.1	0	0.8	1	0	0	
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Job Fairs	\$ 300	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 120	\$ 150	\$ -	\$ -	
Interpreter Contingency	\$ 500	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25	\$ -	\$ 200	\$ 250	\$ -	\$ -	
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Additional Costs	\$ 800	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40	\$ -	\$ 320	\$ 400	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 800	\$ 40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40	\$ -	\$ 320	\$ 400	\$ -	\$ -	
Grand Total Budget	\$ 6,608	\$ 403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 403	\$ -	\$ 1,772	\$ 4,030	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs															
**All staff purchase their own supplies- only resource room and common area supplies are shared															
***Add additional columns as needed															

UPPER SAVANNAH		GREENWOOD - COMPREHENSIVE CENTER													
Center Operating Budget for PY24															
July 1, 2024 - June 30, 2025															
FTE Cost Allocation Methodology															
Number of FT Employees	20.9	6.2	1	0.5	0.5	1	4	1	0.2	0.4	5.8	0	0.2	0.1	
		GREENWOOD - COMPREHENSIVE CENTER													
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Rent	\$ 42,000	\$ 12,459	\$ 2,010	\$ 1,005	\$ 1,005	\$ 2,010	\$ 8,038	\$ 2,010	\$ 402	\$ 804	\$ 11,656	\$ -	\$ 402	\$ 201	
Security	\$ 46,000	\$ 13,646	\$ 2,201	\$ 1,100	\$ 1,100	\$ 2,201	\$ 8,804	\$ 2,201	\$ 440	\$ 880	\$ 12,766	\$ -	\$ 440	\$ 220	
Utilities	\$ 18,000	\$ 5,340	\$ 861	\$ 431	\$ 431	\$ 861	\$ 3,445	\$ 861	\$ 172	\$ 344	\$ 4,995	\$ -	\$ 172	\$ 86	
Janitorial/Maintenance	\$ 15,000	\$ 4,450	\$ 718	\$ 359	\$ 359	\$ 718	\$ 2,871	\$ 718	\$ 144	\$ 287	\$ 4,163	\$ -	\$ 144	\$ 72	
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Telephone (if applicable)	\$ 2,200	\$ 653	\$ 105	\$ 53	\$ 53	\$ 105	\$ 421	\$ 105	\$ 21	\$ 42	\$ 611	\$ -	\$ 21	\$ 11	
Public Access PC Costs	\$ 6,000	\$ 1,780	\$ 287	\$ 144	\$ 144	\$ 287	\$ 1,148	\$ 287	\$ 57	\$ 115	\$ 1,665	\$ -	\$ 57	\$ 29	
Equipment Maintenance/Rental	\$ -	The photocopy machine is metered. Programs pay per copy.													
Common area supplies**	\$ 3,000	\$ 890	\$ 144	\$ 72	\$ 72	\$ 144	\$ 574	\$ 144	\$ 29	\$ 57	\$ 833	\$ -	\$ 29	\$ 14	
Shredding	\$ 600	\$ 178	\$ 29	\$ 14	\$ 14	\$ 29	\$ 115	\$ 29	\$ 6	\$ 11	\$ 167	\$ -	\$ 6	\$ 3	
Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Infrastructure Costs	\$ 132,800	\$ 39,395	\$ 6,354	\$ 3,177	\$ 3,177	\$ 6,354	\$ 25,416	\$ 6,354	\$ 1,271	\$ 2,542	\$ 36,854	\$ -	\$ 1,271	\$ 635	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 132,800	\$ 39,395	\$ 6,354	\$ 3,177	\$ 3,177	\$ 6,354	\$ 25,416	\$ 6,354	\$ 1,271	\$ 2,542	\$ 36,854	\$ -	\$ 1,271	\$ 635	
Number of FTEs cost sharing Additional Costs	\$ 18.1	6.6	1	0.5	0.5	1	3	1	0.2	0.4	3.8	0	0	0.1	
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Job Fairs	\$ 3,000	\$ 1,094	\$ 166	\$ 83	\$ 83	\$ 166	\$ 497	\$ 166	\$ 33	\$ 66	\$ 630	\$ -	\$ -	\$ 17	
Interpreter Contingency	\$ 1,000	\$ 365	\$ 55	\$ 28	\$ 28	\$ 55	\$ 166	\$ 55	\$ 11	\$ 22	\$ 210	\$ -	\$ -	\$ 6	
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Additional Costs	\$ 4,000	\$ 1,459	\$ 221	\$ 110	\$ 110	\$ 221	\$ 663	\$ 221	\$ 44	\$ 88	\$ 840	\$ -	\$ -	\$ 22	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 4,000	\$ 1,459	\$ 221	\$ 111	\$ 111	\$ 221	\$ 663	\$ 221	\$ 44	\$ 88	\$ 840	\$ -	\$ -	\$ 22	
Grand Total Budget	\$ 136,800	\$ 40,854	\$ 6,575	\$ 3,288	\$ 3,288	\$ 6,575	\$ 26,079	\$ 6,575	\$ 1,315	\$ 2,630	\$ 37,693	\$ -	\$ 1,271	\$ 658	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
**All staff purchase their own supplies- only resource room and common area supplies are shared															

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

UPPER SAVANNAH		LAURENS													
Center Operating Budget for PY24															
July 1, 2024 - June 30, 2025															
FTE Cost Allocation Methodology															
Number of FT Employees	3.3	2	0	0	0	0	0	0	0	0.1	0	1.2	0	0	0
		LAURENS													
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Rent	\$ 3,100	\$ 1,879	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94	\$ -	\$ 1,127	\$ -	\$ -	\$ -	
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Janitorial/Maintenance	\$ 1,000	\$ 606	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30	\$ -	\$ 364	\$ -	\$ -	\$ -	
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Telephone & Internet	\$ 1,800	\$ 1,091	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55	\$ -	\$ 655	\$ -	\$ -	\$ -	
Public Access PC Costs	\$ 1,200	\$ 727	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36	\$ -	\$ 436	\$ -	\$ -	\$ -	
Equipment Maintenance/Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Common area supplies**	\$ 1,500	\$ 909	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45	\$ -	\$ 545	\$ -	\$ -	\$ -	
Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - Gate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Infrastructure Costs	\$ 8,600	\$ 5,212	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 261	\$ -	\$ 3,127	\$ -	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 8,600	\$ 5,212	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 261	\$ -	\$ 3,127	\$ -	\$ -	\$ -	
Number of FTEs cost sharing Additional Costs	4.1	2	0	0	0	0	0	0.8	0	0.1	1.2	0	0	0	
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Job Fairs	\$ 800	\$ 390	\$ -	\$ -	\$ -	\$ -	\$ 156	\$ -	\$ 20	\$ -	\$ 234	\$ -	\$ -	\$ -	
Interpreter Contingency	\$ 200	\$ 98	\$ -	\$ -	\$ -	\$ -	\$ 39	\$ -	\$ 5	\$ -	\$ 59	\$ -	\$ -	\$ -	
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Additional Costs	\$ 1,000	\$ 488	\$ -	\$ -	\$ -	\$ -	\$ 195	\$ -	\$ 24	\$ -	\$ 293	\$ -	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 1,000	\$ 488	\$ -	\$ -	\$ -	\$ -	\$ 195	\$ -	\$ 24	\$ -	\$ 293	\$ -	\$ -	\$ -	
Grand Total Budget	\$ 9,600	\$ 5,700	\$ -	\$ -	\$ -	\$ -	\$ 195	\$ -	\$ 285	\$ -	\$ 3,420	\$ -	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs															
**All staff purchase their own supplies- only resource room and common area supplies are shared															
***Add additional columns as needed															

UPPER SAVANNAH		McCORMICK													
Center Operating Budget for PY24															
July 1, 2024 - June 30, 2025															
FTE Cost Allocation Methodology															
Number of FT Employees	1.5	0.1	0	0	0	0	0	0	0	0	0.4	1	0	0	
		McCORMICK													
Infrastructure Costs	Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Rent	\$ 1,800	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 480	\$ 1,200	\$ -	\$ -	
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Utilities	\$ 5,000	\$ 333	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,333	\$ 3,333	\$ -	\$ -	
Janitorial/Maintenance	\$ 2,500	\$ 167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 667	\$ 1,667	\$ -	\$ -	
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Telephone (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Public Access PC Costs	\$ 2,500	\$ 167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 667	\$ 1,667	\$ -	\$ -	
Equipment Maintenance/Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Common area supplies**	\$ 800	\$ 53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 213	\$ 533	\$ -	\$ -	
Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Infrastructure Costs	\$ 12,600	\$ 840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,360	\$ 8,400	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 12,600	\$ 840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,360	\$ 8,400	\$ -	\$ -	
Number of FTEs cost sharing Additional Costs	1.7	0.1	0	0	0	0	0	0	0	0	0.6	1	0	0	
Additional Shared Services Costs	Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB	
Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Interpreter Contingency	\$ 200	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71	\$ 118	\$ -	\$ -	
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Additional Costs	\$ 200	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71	\$ 118	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 200	\$ 12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 71	\$ 118	\$ -	\$ -	
Grand Total Budget	\$ 12,800	\$ 852	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,431	\$ 8,518	\$ -	\$ -	
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs															
**All staff purchase their own supplies- only resource room and common area supplies are shared															
***Add additional columns as needed															

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

UPPER SAVANNAH		NEWBERRY																
Center Operating Budget for PY24 July 1, 2024 - June 30, 2025 FTE Cost Allocation Methodology																		
Number of FT Employees		6.7	2.4	0	0	0	2	0	0	0.1	0	2.2	0	0	0			
Infrastructure Costs		Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB			
Rent	\$ 7,200	\$ 2,579	\$ -	\$ -	\$ -	\$ -	\$ 2,149	\$ -	\$ -	\$ 107	\$ -	\$ 2,364	\$ -	\$ -	\$ -			
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Utilities	\$ 5,400	\$ 1,934	\$ -	\$ -	\$ -	\$ -	\$ 1,612	\$ -	\$ -	\$ 81	\$ -	\$ 1,773	\$ -	\$ -	\$ -			
Janitorial/Maintenance	\$ 7,200	\$ 2,579	\$ -	\$ -	\$ -	\$ -	\$ 2,149	\$ -	\$ -	\$ 107	\$ -	\$ 2,364	\$ -	\$ -	\$ -			
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Telephone (if applicable)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Public Access PC Costs	\$ 7,000	\$ 2,507	\$ -	\$ -	\$ -	\$ -	\$ 2,090	\$ -	\$ -	\$ 104	\$ -	\$ 2,299	\$ -	\$ -	\$ -			
Equipment Maintenance/Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Common area supplies**	\$ 2,500	\$ 896	\$ -	\$ -	\$ -	\$ -	\$ 746	\$ -	\$ -	\$ 37	\$ -	\$ 821	\$ -	\$ -	\$ -			
Shredding	\$ 350	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ 104	\$ -	\$ -	\$ 5	\$ -	\$ 115	\$ -	\$ -	\$ -			
Other - security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Infrastructure Costs	\$ 29,650	\$ 10,621	\$ -	\$ -	\$ -	\$ -	\$ 8,851	\$ -	\$ -	\$ 443	\$ -	\$ 9,736	\$ -	\$ -	\$ -			
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Balance	\$ 29,650	\$ 10,621	\$ -	\$ -	\$ -	\$ -	\$ 8,851	\$ -	\$ -	\$ 443	\$ -	\$ 9,736	\$ -	\$ -	\$ -			
Number of FTEs cost sharing Additional Costs		5.3	2.5	0	0	0	1.5	0.2	0	0.1	0	1	0	0	0			
Additional Shared Services Costs		Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB			
Job Fairs	\$ 200	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ 57	\$ 8	\$ -	\$ 4	\$ -	\$ 38	\$ -	\$ -	\$ -			
Interpreter Contingency	\$ 200	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ 57	\$ 8	\$ -	\$ 4	\$ -	\$ 38	\$ -	\$ -	\$ -			
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Additional Costs	\$ 400	\$ 189	\$ -	\$ -	\$ -	\$ -	\$ 113	\$ 15	\$ -	\$ 8	\$ -	\$ 75	\$ -	\$ -	\$ -			
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Balance	\$ 400	\$ 189	\$ -	\$ -	\$ -	\$ -	\$ 113	\$ 15	\$ -	\$ 8	\$ -	\$ 75	\$ -	\$ -	\$ -			
Grand Total Budget	\$ 30,050	\$ 10,810	\$ -	\$ -	\$ -	\$ -	\$ 8,964	\$ 15	\$ -	\$ 450	\$ -	\$ 9,811	\$ -	\$ -	\$ -			
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs																		
**All staff purchase their own supplies- only resource room and common area supplies are shared																		
***Add additional columns as needed																		

UPPER SAVANNAH		SALUDA															
Center Operating Budget for PY24 July 1, 2024 - June 30, 2025 FTE Cost Allocation Methodology																	
Number of FT Employees		1.5	0.1	0	0	0	0	0	0	0	0	0.6	0.8	0	0		
Infrastructure Costs		Total	WP	UI	TAA	MSFW	Vet	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB		
Rent	\$ 6,000	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400	\$ 3,200	\$ -	\$ -		
Security System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Janitorial/Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Landscaping	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
General Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Pest Control	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Depreciation (if applicable)*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Telephone (if applicable)	\$ 2,500	\$ 167	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,333	\$ -	\$ -		
Public Access PC Costs	\$ 3,000	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 1,600	\$ -	\$ -		
Equipment Maintenance/Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Common area supplies**	\$ 800	\$ 53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320	\$ 427	\$ -	\$ -		
Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other - security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Other - please list	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Infrastructure Costs	\$ 12,300	\$ 820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,920	\$ 6,560	\$ -	\$ -		
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Less Non-personnel In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Balance	\$ 12,300	\$ 820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,920	\$ 6,560	\$ -	\$ -		
Number of FTEs cost sharing Additional Costs		1.5	0.1	0	0	0	0	0	0	0	0	0.6	0.8	0	0		
Additional Shared Services Costs		Total	WP	UI	TAA	MSFW	VET	TANF	SNAP	VR	Adult Ed	WIOA	CSBG	Job Corp	SCCB		
Job Fairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Interpreter Contingency	\$ 200	\$ 13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80	\$ 107	\$ -	\$ -		
Trained support for front desk	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Security	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Additional Costs	\$ 200	\$ 13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80	\$ 107	\$ -	\$ -		
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Balance	\$ 200	\$ 13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80	\$ 107	\$ -	\$ -		
Grand Total Budget	\$ 12,500	\$ 833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,667	\$ -	\$ -		
Less Cash Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Less In-kind Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
*DEW's share of depreciation cost for DEW-owned buildings is considered an in-kind contribution and should not be included under DEW programs																	
**All staff purchase their own supplies- only resource room and common area supplies are shared																	
***Add additional columns as needed																	

ATTACHMENT F – STAFFING ADDENDUM

CSBG (GLEAMNS)									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Pearlie Jones		5							5
Torsha Harrison					5				5
Margaret Glasgow							4	1	5
Total Days	0	5	0	0	5	0	4	1	15
Positions	0	1	0	0	1	0	0.8	0.2	3
Percent Share	0.0%	62.5%	0.0%	0.0%	66.7%	0.0%	53.3%	3.8%	7.28%

SC DEW									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Mark Crider (WP)			3.5	1	0.5				5
Shannon Harris (WP)		0.5	3.5	1					5
Wayne Gens (WP/VET)			5						5
William "Jeff" Jones (WP)			4.5				0.5		5
April Skidmore (WP)	0.5		4.5						5
Tammy Keesee (TAA/WP)			5						5
Vacant (WP/VET)			5						5
Oscar Neely (UI)			5						5
Carlos Jaramillo (MSFW/WP)			5						5
Roy Lowe (WP)			5						5
Vacant (WP)				5					5
Tiffney Smith (WP)				3		2			5
Vacant (Vet)						5			5
Mary Brown (Vet)						5			5
Tonyaevette Dawkins (WP)						5			5
Michele Rogers (WP)						5			5
Total	0.5	0.5	46	10	0.5	22	0.5	0	80
Positions	0.1	0.1	9.2	2	0.1	4.4	0.1	0	16
Percent Share	20.0%	6.3%	44.0%	60.6%	6.7%	65.7%	6.7%	0.0%	38.8%

DEW Breakdown	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
WP	0.1	0.1	6.2	2.0	0.1	2.4	0.1		11.0
Percent Share	20.0%	6.3%	29.7%	60.6%	6.7%	35.8%	6.7%	0.0%	26.7%
VET			1.0			2.0			3.0
Percent Share	0.0%	0.0%	4.8%	0.0%	0.0%	29.9%	0.0%	0.0%	7.3%
Migrant			0.5						0.5
Percent Share	0.0%	0.0%	2.4%	0.0%	0.0%	0.0%	0.0%	0.0%	1.2%
TAA			0.5						0.5
Percent Share	0.0%	0.0%	2.4%	0.0%	0.0%	0.0%	0.0%	0.0%	1.2%
UI			1.0						1.0
Percent Share	0.0%	0.0%	4.8%	0.0%	0.0%	0.0%	0.0%	0.0%	2.4%
Positions	0.1	0.1	9.2	2.0	0.1	4.4	0.1	0.0	16.0
Percent Share	20.0%	6.3%	44.0%	60.6%	6.7%	65.7%	6.7%	0.0%	38.8%

DSS SNAP									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
3 Rotating Staff			5						5
Total	0	0	5	0	0	0	0	0	5
Positions	0	0	1	0	0	0	0	0	1
Percent Share	0.0%	0.0%	4.8%	0.0%	0.0%	0.0%	0.0%	0.0%	2.4%

DSS TANF									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Crystal Coleman			5						5
Giavenchi Shiver			5						5
Justine Carter			5						5
TBD			5						5
Total	0	0	20	0	0	0	0	0	20
Positions	0	0	4	0	0	0	0	0	4
Percent Share	0.0%	0.0%	19.1%	0.0%	0.0%	0.0%	0.0%	0.0%	9.7%

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

SCCB									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Theresa Page			0.5					4.5	5
Total	0	0	0.5	0	0	0	0	4.5	5
Positions	0	0	0.1	0	0	0	0	0.9	1
Percent Share	0.0%	0.0%	0.5%	0.0%	0.0%	0.0%	0.0%	17.3%	2.4%

SCVRD									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Janice Williams		0.5						4.5	5
Carolyn Mack			1					4	5
Madison Tucker				0.5				4.5	5
Belinda McMorris						0.5		4.5	5
Total	0	0.5	1	0.5	0	0.5	0	17.5	20
Positions	0	0.1	0.2	0.1	0	0.1	0	3.5	4
Percent Share	0.0%	6.3%	1.0%	3.0%	0.0%	1.5%	0.0%	67.3%	9.7%

Greenwood Adult Education									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
Vacant			2					3	5
Total	0	0	2	0	0	0	0	3	5
Positions	0	0	0.4	0	0	0	0	0.6	1
Percent Share	0.0%	0.0%	1.9%	0.0%	0.0%	0.0%	0.0%	11.5%	2.4%
Percent Share So Total Equals 100%									

Eckerd - WIOA (Adult, DW, & Youth)									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
OSO - Charles Camp			5						5
Business Svcs. - Vacant			5						5
Business Svcs. - Kashunda Wright-Williams		1				3	1		5
Program Manager - Thomasenia Goode			5						5
Case Manager (A-DW) - Eugene Ellenberg			4		1				5
Case Manager (A-DW) - Jakisha Spears	1			4					5
Case Manager (A-DW) - Tamara Whitman			2			3			5
Case Manager (A-DW) - Shanquetta Cohens		1				3	1		5
Case Manager (Youth) - Crystal Cheatham	1		3		1				5
Case Manager (Youth) - Vacant				2		2	1		5
Case Manager (Outreach) - Vacant			5						5
Total	2	2	29	6	2	11	3	0	55
Positions	0.4	0.4	5.8	1.2	0.4	2.2	0.6	0	11
Percent Share	80.0%	25.0%	27.8%	36.4%	26.7%	32.8%	40.0%	0.0%	26.7%

Job Corp									
Staff Member Name	Abbeville	Edgefield	Greenwood	Laurens	McCormick	Newberry	Saluda	Not in Center	Total
TBA			1						1
Total	0	0	1	0	0	0	0	0	1
Positions	0	0	0.2	0	0	0	0	0	0.2
Percent Share	0.0%	0.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.5%
Percent Share So Total Equals 100%									
Total Per Center	0.5	1.6	20.9	3.3	1.5	6.7	1.5	5.2	41.2
	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	NA	100.0%

The above staff roster reflects my organization's plans to utilize the Upper Savannah SC Works Centers. If an organization has significant change they may request that all partners complete a new headcount so that the costs may be re-calculated. It is not expected that headcounts will change due to temporary vacancies or assignments. Signing the MOA acknowledges the above staffing addendum to be accurate at the time of signature.

ATTACHMENT F – SC DEW CONFIDENTIALITY AGREEMENT

**CONFIDENTIALITY AGREEMENT
REGARDING
CONFIDENTIAL INFORMATION FROM DEW**

ORGANIZATION NAME _____

EXECUTIVE SIGNATURE _____
(Signatory Official)

EMPLOYEE NAME _____

EMPLOYEE POSITION _____

EMPLOYEE PHONE NUMBER _____

EMPLOYEE EMAIL ADDRESS _____

DATE _____

I understand that LWDA (“LWDA”) has received and will continue to receive confidential information from the South Carolina Department of Employment and Workforce (“DEW”) pursuant to the attached Agreement between the LWDA and DEW that became effective upon signature of the Agreement.

I have reviewed the terms of the Agreement and agree to:

- use confidential information only as authorized by DEW;
- safeguard all confidential information in accordance with this agreement and DEW’s confidentiality rules, including DEW’s PII policy and applicable federal and state laws and regulations; and
- not disclose this information without prior written authorization of DEW.

I understand the confidentiality terms of the Agreement survive the duration of the Agreement.

I further understand that unauthorized disclosure of confidential information could subject me to the penalties provided under S.C. Code Ann. § 41-29-150, in addition to other penalties and/or fines under state and/or federal law and regulations.

By my signature below, I certify I have read this Confidentiality Agreement and the attached Agreement and will abide by their terms.

User Signature _____ Date _____

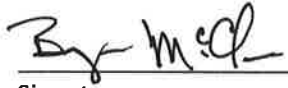
THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Chief Elected Official(s):

Abbeville County Council
Bryan McClain, Chair



Signature

10/24/2024

Date

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Chief Elected Officials:

McCormick County Council
Charles Jennings, Chair

Charles Jennings 6/24/24
Signature Date

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Chief Elected Officials:

Edgefield County Council
Dean Campbell, Chair


Signature

7/19/24
Date

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Chief Elected Officials:

Newberry County Council
Todd Johnson, Chair

Todd Johnson 7-22-24
Signature Date


THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Chief Elected Officials:

Greenwood County Council
Chuck Moates, Chair

 7/26/24
Signature Date

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Chief Elected Officials:

Saluda County Council
Jim Moore, Chair

A handwritten signature in blue ink, appearing to read "Jim Moore", is written over a horizontal line. Below the line, the word "Signature" is printed. To the right of the signature, the date "8 May 24" is handwritten in blue ink, positioned above another horizontal line. Below this second line, the word "Date" is printed.

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Chief Elected Officials:

Laurens County Council

Brown Patterson, Chair



Signature

7.26.24
Date

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

The Upper Savannah Workforce Development Board is the designated entity responsible for oversight of the local SC Works delivery system including developing this MOU with the SC Works Parties, designating or certifying SC Works operators, strategic planning, and policy development.

Scott Coleman

Scott Coleman (Jun 24, 2024 16:50 EDT)

Scott Coleman, Board Chair

Date: 06/24/2024

Renee Alexander

Renee Alexander, Sr. Operations Director
Eckerd Connects (Operator)

Date: 06/24/2024

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Upper Savannah Council of Governments is the designated local grant recipient responsible for administering the following title I WIOA programs:

- Adults;
- Dislocated Workers; and
- Youth

Patricia C. Hartung

Patricia C. Hartung | Jun 25, 2024 07:31 EDT

Patricia Hartung, Executive Director
Upper Savannah Council of Governments
Local Grant Recipient Authorized Official

Date: 06/25/2024

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

The **South Carolina Department of Employment and Workforce** is the sole entity and designated State agency responsible for administering the funds of the following:

- Employment services authorized under the Wagner-Peyser Act (29 U.S.C. 49 *et seq.*);
- Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 *et seq.*);
- Jobs for Veterans State Grants programs authorized under chapter 41 of title 38, U.S.C.;
- Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law)
- Migrant and Seasonal Farmworkers (MSFW) programs

William H. Floyd, III

William H. Floyd, III, Executive Director

Date: _____

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

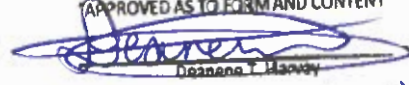
**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

The **South Carolina Vocational Rehabilitation Department** is a designated agency specified under sec. 101(a) (2) of the Rehabilitation Act that is primarily concerned with vocational rehabilitation, or vocational and other rehabilitation, of individuals with disabilities in the State and is responsible for administering or supervising policy for the Vocational Rehabilitation program, authorized under title I of the Rehabilitation Act, with the exception of Vocational Rehabilitation programs for individuals who are blind which are administered by the South Carolina Commission for the Blind.



Felicia W. Johnson, Commissioner
SC Vocational Rehabilitation Department

Date: 06/14/2024

APPROVED AS TO FORM AND CONTENT

Deanne T. Harvey
SCVRD Legal Counsel 6.11.24

THE UPPER SAVANNAH WORKFORCE AREA

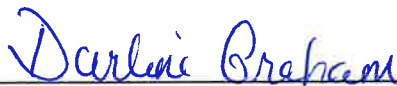
SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

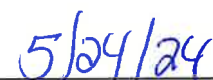
PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

The **South Carolina Commission for the Blind** is a designated agency specified under the Rehabilitation Act of 1973 that is primarily concerned with providing quality individualized vocational rehabilitation services, independent living services and prevention-of-blindness services to blind and visually impaired consumers leading to competitive employment and social and economic independence.



Darline Graham, Commissioner
SC Commission for the Blind

Date: 

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

The **South Carolina Department of Social Services** is the sole entity and designated State agency responsible for administering:

- The Temporary Assistance to Needy Families (TANF) program authorized under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;
- The Supplemental Nutrition Assistance Program (SNAP) under the provisions in the Food and Nutrition Act of 2008.

Susan Roben Digitally signed by Susan Roben
Date: 2024.05.21 13:53:04 -04'00'

Date: 5/21/2024

Susan Roben, Chief Financial Officer
SC Department of Social Services

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

GLEAMNS Human Resources Commission, Inc. is the Community Services Block Grant provider in the Upper Savannah Region. GLEAMNS CSBG has a presence in all seven counties. It is onsite in Edgefield, McCormick, and Saluda counties.

Marcella A. Kennedy Community Services Director

Date: 6/28/2024

Marcella A. Kennedy, Community Services Director
GLEAMNS Human Resources Commission, Inc.

THE UPPER SAVANNAH WORKFORCE AREA

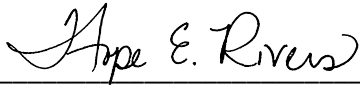
SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Piedmont Technical College is a designated agency specified under the Carl D. Perkins Career and Technical Education Act of 2006. The College offers post-secondary training for a wide variety of occupations. Piedmont Technical College does not contribute towards Center expenses. Instead, it provides its facilities for SC Works job fairs.



Dr. Hope Rivers, President
Piedmont Technical College

Date: 5/7/2024

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Goodwill Industries of Upstate/Midlands SC is recognized as a required partner in the SC Works System because it provides assistance through the Senior Community Service Employment Program. It is invited to be a part of the system because of its commitment to helping individuals find and retain employment. Goodwill pledges to make referrals when appropriate, work together to increase services available in the community and coordinate assistance to businesses.



Tiffany Foster
Senior Missions Manager
Goodwill Industries of Upstate/Midlands SC

Date: 0/28/24

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Job Corps is a required partner in the SC Works System. Job Corp is funded under the Workforce Innovation and Opportunity Act, Section C.

Johnell Gaines
Johnell Gaines (Jun 5, 2024 22:52 EDT)

Date: 06/05/2024

Johnell Gaines, Center Director
Job Corps

THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Abbeville County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Abbeville County, South Carolina.

Brandi Sears

Brandi Sears, Adult Education Director
Abbeville County School District

Date: *5/10/24*

THE UPPER SAVANNAH WORKFORCE AREA

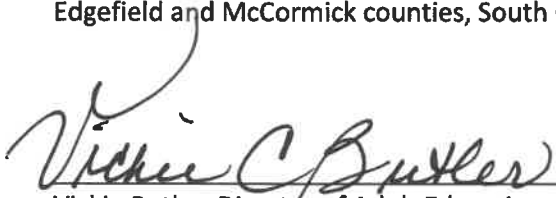
SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Edgefield-McCormick County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Edgefield and McCormick counties, South Carolina.



Vickie Butler, Director of Adult Education
Edgefield County School District

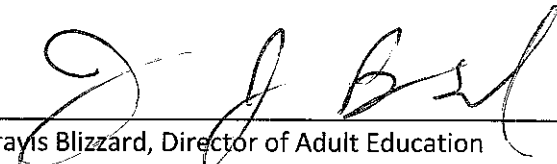
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THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Greenwood County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Greenwood County, South Carolina.



Travis Blizzard, Director of Adult Education
Greenwood County Adult Education

Date: 7/1/2024


THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

**PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Laurens County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Laurens County, South Carolina.



Jody Penland, Co-Interim Superintendent
Laurens County School District 55

Date: 5/6/24

PY2024 Upper Savannah Memorandum of Understanding (FTE Methodology)
THE UPPER SAVANNAH WORKFORCE AREA

SC WORKS SYSTEM

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)**

Newberry County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Newberry County, South Carolina.



Mr. Alvin Pressley, Superintendent
Newberry County School District

Date: 5/6/2024

THE UPPER SAVANNAH WORKFORCE AREA

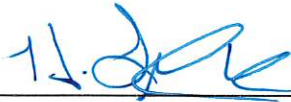
SC WORKS SYSTEM

MEMORANDUM OF UNDERSTANDING

PURSUANT TO THE

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Saluda County Adult Education is the designated agency specified for operating the Workforce Innovation and Opportunity Act, Title II, Adult Education and Family Literacy Act services in Saluda County, South Carolina.



Dr. Harvey H. Livingston, Superintendent
Saluda County School District

Date: 5-6-2024