

FINANCIAL AGREEMENT
Between
PERMIAN BASIN WORKFORCE DEVELOPMENT BOARD
And
ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT

This Financial Agreement (Agreement) sets forth the terms for the implementation of scholarship funding provided by the **PERMIAN BASIN WORKFORCE DEVELOPMENT BOARD (PBWDB)**, and managed by **ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT (ECISD)**.

I. PURPOSE OF AGREEMENT

The purpose of this financial agreement is to provide funding to Ector County ISD to award scholarships to eligible students enrolled in dual credit career and technical education courses.

PBWDB is furnishing scholarship funds to ECISD specifically for students enrolled in existing industry recognized certificates in any of the following.

- Automotive Technology
- Business Management/Supervisory/Leadership Training
- Computer Systems/Network
- Digital Media
- Diesel Technology/Mechanical
- Downhole Tool
- Electrical
- EMT-Basic
- EMT-Advanced
- EMT-Paramedic
- Energy Technology
- Engineering
- Graphic Design (Including 3D Animation and Gaming Design)
- Heavy Equipment Operation/Repair
- Industrial Maintenance/Production/Technology
- Lineman
- Machine Technology
- Mechatronics Engineering (Robotics)
- Occupational Safety
- Office Management
- Petroleum Technology
- Process Technology
- Quality Control/Inspection
- Roustabout
- Solar Technology

Truck Driving
Web Design
Welding
Wind Energy Technology

II. PROGRAM DESCRIPTION

Scholarship funding will be awarded to a minimum of 17 eligible students currently enrolled in one of the aforementioned courses/programs of study. Priority should be given to students who are in their final semester of study or who are scheduled to complete/graduate no later than December 31, 2017.

The funds may be used as a match with other scholarship funds offered by private sources or leveraged with the PBWDB's Workforce Innovation and Opportunity Act training funds. Funds may be used for the cost of tuition, fees, books, learning materials, or equipment required for participation in the course/program of study.

III. QUALIFICATIONS OF SCHOLARSHIP RECIPIENTS

To receive a scholarship for dual credit career and technical courses, individuals must be:

- Be 14 (fourteen) years of age or older;
- Be a United States (U.S.) citizen or noncitizen authorized to work in the U.S.;
- Meet U.S. Military Selective Service registration requirements (applicable to individuals 18 years and older) if a male;

In addition, participants must satisfy *one or more* of the following criteria:

- be a student attending school and no older than twenty-one (21) years of age;
- be an at-risk student that may drop out before attaining a high school diploma; *and/or*
- be a student in a rural or low income area.

The student must meet College enrollment requirements and maintain a 2.0 GPA.

IV. RESPONSIBILITIES OF THE PARTIES UNDER AGREEMENT

The Parties agree that their responsibilities under this Agreement shall be as follows.

A. PBWDB shall:

- Provide funding for the scholarships;
- Assist graduating participants with job search activities; and
- Provide ECISD with a copy of the Texas Workforce Commission's policy for Security of Personal Identity Data requirements in Workforce Development (WD) Letter 13-08 and 13-13, including any subsequent issuances.

B. ECISD shall:

- Ensure a minimum of 17 scholarships are awarded to qualifying individuals.
- Award all scholarships by October 31, 2017.

- Determine the amount of the scholarship for each student dependent upon student need and the availability of matching scholarship funds from other sources.
- Determine eligibility for each student **prior** to the student receiving any services funded through this agreement. Document and maintain confidential eligibility documentation for each recipient. Eligibility documentation for students enrolled in a dual credit career and technology course includes verification that the recipient:
 - Is 14 (fourteen) years of age or older;
 - Is a United States (U.S.) citizen or noncitizen authorized to work in the U.S. (see Attachment C);
 - Meets U.S. Military Selective Service registration requirements (applicable to individuals 18 years and older) if a male, and
 - Satisfies **one or more** of the following criteria:
 - be a student attending school and no older than twenty-one (21) years of age;
 - be an at-risk student that may drop out before attaining a high school diploma; **and/or**
 - be a student in a rural or low income area.
- Document and maintain confidential eligibility documentation files for each student receiving scholarship funds. Maintenance of these eligibility files shall conform to the Texas Workforce Commission's policy for Security of Personal Identity Data requirements in Workforce Development (WD) Letters 13-08 and 13-13, including any subsequent issuances.
- Failure to determine eligibility, document eligibility, and maintain the required files for all enrolled students may result in disallowed costs and subsequent repayment of scholarship funds.
- Submit copies of the award letter to PBWDB's designated contact person within five (5) business days of the scholarship award. The award letter should include the student's name, amount of scholarship and field of study (See Attachment A).
- Submit copies of the WIOA Authorization to Work (See Attachment B) to PBWDB's designated contact person within five (5) business days of completion of eligibility determination.
- Work with PBWDB's designated staff person to ensure PBWDB receives the required documentation supporting the student's eligibility.
- Ensure all students awarded a scholarship maintain a 2.0 GPA.
- Provide PBWDB with reports on the names of students awarded scholarships, the amount of the scholarship, the field of study, date of completion, employment status and wage rate upon completion, if known, no later than thirty (30) days after the end of the course/program of study.
- Comply with Title VI of the Civil Rights Act of 1964 (P.L. 88.352) and accordance with Title VI of that Act, no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the delivery of services;
- Comply with Section 504 of the Rehabilitation Act of 1973, as amended, (29 U.S.C. 794), which prohibits discrimination on the basis of handicap; and

- Comply with the requirements of the American with Disabilities Act of 1990, P.L. 101-336, 101st Congress, 2nd Session, 104 Stat. 327 (July 26, 1990).
- Retain financial and supporting documents, statistical records, and any other records pertinent to the services provided under this agreement for a minimum of three (3) years after final payment and all other pending matters are closed out.

C. All Parties shall:

- Participate in joint planning.
- Exchange information and coordinate activities for a more streamlined and efficient project.
- Provide cross training between the staff of the Parties, as needed, regarding policies and procedures.
- Identify opportunities for collaboration, coordination, and elimination of barriers to cooperation.
- Promote the development of additional linkages with other appropriate partners.
- Maintain the confidentiality of customer information and use customer data only in the administration of the Parties programs.
- Designate a liaison whose functions will include serving as a resource for implementation of the Agreement; providing guidance for the implementation of services under the Agreement; and coordinating communication and meetings between the Parties to review policy, procedures, and other issues related to the Agreement.

V. **GENERAL PROVISIONS**

It is understood by the Parties that each is able to fulfill its responsibilities under this Agreement in accordance with the provisions of law and regulation that govern their activities. Nothing in this Agreement is intended to negate or otherwise render ineffective any such provisions or operating procedures. If at any time either Party is unable to perform its functions under this Agreement consistent with such Party's statutory and regulatory mandates, the affected Party shall immediately provide written notice to the other to establish a date for mutual resolution of the conflict.

VI. **FUNDING**

PBWDB shall award \$7,100.00 to ECISD to be used solely for scholarships as specified in this Agreement. The Parties assume full responsibility for their respective costs associated with their performance of the terms of this Agreement. In no event, except as may be provided in a supplemental agreement, shall any party be obligated to pay or reimburse any expense incurred by another party under this Agreement.

VII. AMENDMENT OR CANCELLATION OF AGREEMENT

This Agreement may be amended at any time in writing by mutual consent of the Parties. This Agreement may be cancelled by a Party upon 30 days written notice to the other Party, except where the cancellation is for cause (i.e., a material and significant breach of any of the provisions of this Agreement). If cancellation is for cause, it may be canceled upon delivery of written notice to the other Party.

VIII. DURATION OF AGREEMENT

This Agreement is effective February 15, 2017 and shall remain in full force and effect until November 30, 2017 in accordance with the terms set forth herein.

IX. SIGNATURES

All undersigned Parties bind themselves to the faithful performance of this Agreement. It is mutually understood that this Agreement shall not become effective until approved by all Parties involved.

**PERMIAN BASIN WORKFORCE
DEVELOPMENT BOARD**



Willie Taylor, Chief Executive Officer



Date

**ECTOR COUNTY INDPENDENDT SCHOOL
DISTRICT**



Thomas Crowe, Superintendent



Date



Permian Basin Workforce Development Board

ENERGY SCHOLARSHIP AWARD LETTER

February 20, 2017

«AddressBlock»

«GreetingLine»:

You have been selected as a recipient of the West Texas Energy Consortium Career STEM Scholarship provided by the Texas Governor's Office through the Permian Basin Workforce Board. On behalf of the Board and the Consortium, let me say CONGRATULATIONS!

We are glad to inform you that you have been awarded \$0.00 to pay tuition for your *(insert course/program name here)* course(s) through _____ College for the _____ 2017 semester.

We work with _____ ECISD in finding funding sources for scholarships like these to help students like you pursue your education in the field of study you most enjoy.

We wish you the best of luck in your pursuit to success.

Sincerely,

Willie Taylor
CEO Workforce Solutions Permian Basin

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
CITIZENSHIP/ELIGIBLE NONCITIZEN STATUS
AUTHORIZATION TO WORK**

For individuals to participate in Workforce Innovation and Opportunity Act programs, they must be authorized to work in the United States. Please complete the following form, choosing one item from **List A**, or one item from **List B** and one item from **List C**.

Print Name: Last	First	MI	Maiden Name

Date of Birth (month/day/year)

Social Security Number

All documents must be unexpired

LIST A	LIST B	LIST C
Documents That Establish Both Identity and Employment Eligibility	Documents That Establish Identity	Documents That Establish Employment Eligibility
OR		
<input type="checkbox"/> U.S. Passport or U.S. Passport Card <input checked="" type="checkbox"/> Permanent Resident Card or Alien Registration Receipt Card (Form I-551) <input checked="" type="checkbox"/> Foreign Passport, that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigration visa <input checked="" type="checkbox"/> Employment Authorization Document that contains a Photograph (Form I-766) <input type="checkbox"/> In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form <input type="checkbox"/> Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI	<input type="checkbox"/> Driver's License or ID Card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address <input type="checkbox"/> ID Card issued by federal, state, or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address <input checked="" type="checkbox"/> School ID Card with a photograph <input type="checkbox"/> Voter's Registration Card <input type="checkbox"/> U.S. Military Card or Draft Record <input type="checkbox"/> Military Dependent's ID Card <input type="checkbox"/> U.S. Coast Guard Merchant Mariner Card <input checked="" type="checkbox"/> Native American Tribal Document <input type="checkbox"/> Driver's License issued by a Canadian government authority For persons under age 18 who are unable to present a document listed above: <input checked="" type="checkbox"/> School record or report card <input checked="" type="checkbox"/> Clinic, doctor, or hospital record <input type="checkbox"/> Day care or nursery school record	<input type="checkbox"/> Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States <input type="checkbox"/> Certificate of Birth Abroad issued by the Department of State (Form FS-545) <input checked="" type="checkbox"/> Certification of Report of Birth issued by the Department of State (Form DS-1350) <input checked="" type="checkbox"/> Original or certified copy of a birth certificate issued by a State, county, municipal authority or territory of the United States bearing an official seal <input checked="" type="checkbox"/> Native American Tribal Document <input type="checkbox"/> U.S. Citizen ID Card (INS Form I-197) <input checked="" type="checkbox"/> Identification Card for use of Resident Citizen in the United States (Form I-179) <input checked="" type="checkbox"/> Employment authorization document issued by the Department of Homeland Security <input checked="" type="checkbox"/> Screenprint of UI screen <i>Current Claim Status</i> <input type="checkbox"/> UI award letter <input type="checkbox"/> Expedited Eligibility through RRES, RES, or TAA
AND		

CERTIFICATION

I certify that the information stated above is true and accurate, and understand that the above information, if misrepresented or incomplete, may be grounds for immediate termination or penalties as specified by law.

Job Seeker Signature

Date

Workforce Solutions Office Staff Signature

Print Name

Date

Manager/Reviewer Signature

Print Name

Date