

AGREEMENT
School Years 2020-21 and 2021-22

THIS AGREEMENT, made and entered into this 10th day of August, 2020, by and between Independent School District #709, a public corporation, (hereinafter called the “District”) and Arrowhead Regional Corrections/Arrowhead Juvenile Center, an independent contractor, (hereinafter called “Contractor”).

THE PURPOSE OF THE AGREEMENT is to set out the terms and conditions whereby District will provide programs or services for the Contractor at the times and locations set forth in this Agreement.

The terms and conditions of this Agreement are as follows:

1. Dates of Service.

This Agreement shall be deemed to be effective as of September 1st 2020, and shall remain in effect until July 30th 2022, unless terminated earlier as provided for herein, or unless and until all obligations set forth in this Agreement have been satisfactorily fulfilled, whichever occurs first.

2. Performance.

The District will provide the following services:

- a) Educational screenings will be done on all juveniles held longer than 72 hours excluding weekends and Holidays and periods when schools is not in session using the educational screening tool identified by the District, unless the juvenile has a current individual education plan and a copy is in the AJC client’s file. (2960 Rule: 125A52 DHS and DOC Education Screening).
- b) Education programs and services will be provided to AJC residents that are consistent with Department of Education rules and statutory requirements governing education of a resident. If it is suspected that a resident has a disability, an educational evaluation must be conducted according to applicable rules to determine if the resident has a disability. Staff will ensure that the appropriate evaluation is completed and will assist a student who has disabilities and needs special education and related services to obtain those services. (2960.0270 Subp. 7.)
- c) Educational services will be provided to residents according to items i-ii, except where not applicable, due to the age of the resident or the resident's short stay in the facility. (2960.0080 Subp. 9.)
 - i) Facilitate educational programs that provide for instruction during the same school calendar established for the other schools in the District, if required by law; get the approval of the education services from the Department of Education
 - ii) Facilitate the resident's school attendance and homework activities.

- d) The District will work with the Contractor to provide transitional programming to ensure a smooth transition back to their home school per the IEP or regular education plan.
- e) The District will work with the Contractor to provide education about chemical health to the resident who has had a problem related to inappropriate chemical use, but who does not have a sufficient chemical use history to refer to treatment. The education must provide the resident with opportunities to examine the problems associated with inappropriate chemical use.

The Contractor will:

- a) Meet the physical plant and equipment requirements of the Department of Education for the provision of educational services.
- b) Cooperate with the District to provide the educational services at AJC and provide correctional services as needed to ensure safety for District staff within the facility.
- c) The Contractor will inquire at least every 90 days to determine whether the resident is receiving the education required by law and the resident's individual education plan that is necessary for the resident to make progress in the appropriate grade level. AJC will report the resident's educational progress to the case manager or placing agency. The contractor will facilitate education for any residents who have already graduated.

3. Background Check.

The Contractor follows the Department of Corrections and Department of Public Health license rules and does criminal record checks on all employees before they can be hired and work directly with any residents. The District is responsible for following license requirements as required by the Minnesota Department of Education and Minnesota statutes. Both the Contractor and District are precluded from performance of contract until the results of the criminal background check(s) are on file.

4. Reimbursement.

The District will provide services to residents of District #709 who are at AJC and bill for residents of Minnesota school districts for reimbursement at the current rate established by ISD #709 in accordance with current state statutes. For out of state school districts, AJC will reimburse the District at the current rate established by ISD #709 in accordance with current state statutes and will bill out of state counties for educational services provided to youth in AJC for more than 72 hours, excluding weekends and holidays. AJC's contracts with out of state counties will specify that the counties will be responsible for educational costs for youth residing at AJC longer than 72 hours.

5. Requests for Reimbursement. The terms of payment under this Agreement are as follows:

a. There is no exchange of money from the District to AJC. The District bills directly to other districts for payment back to the District.

b. Any other terms of payment in the performance of services are incorporated by reference in this Agreement.

6. Propriety of Expenses.

The fact that the District has reimbursed Contractor for any expense claimed by Contractor shall not preclude District from questioning the propriety of any such item. This clause shall not be construed to bar any other legal remedies District may have to recover funds expended by Contractor for disallowed costs.

7. Ownership of Materials.

The District reserves the rights to reproduce the programming in any fashion, or appropriate the contents of the programming, or any portion thereof, to its own use for any and all programs, forms and other materials that the District has provided, prepared, or utilized in performance of the terms of this Agreement.

8. Independent Contractor.

Both the District and Contractor agree that they will act as an independent contractor in the performance of its duties under this Agreement. Nothing contained in this Agreement shall be construed as in any manner creating a relationship of joint venture between the parties, which shall remain independent contractors with respect to all actions performed pursuant to this Agreement.

Accordingly, Contractor shall be responsible for payment of all taxes, including Federal, State, and local taxes, arising out of Contractor's activities in accordance with this Agreement, including by way of illustration, but not limited to, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, workers compensations, and any other taxes or business license fees as required.

9. Indemnity and defense of the District.

Contractor hereby agrees to defend, indemnify and hold the District harmless from all claims relating to its work pursuant to this Agreement. In the event that Contractor breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other damages the District shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

The District hereby agrees to defend, indemnify and hold the Contractor harmless from all claims relating to its work pursuant to this Agreement. In the event that the District breaches its obligation to defend, indemnify and hold the District harmless, then in addition to its other

damages the Contractor shall be entitled to recover its attorney's fees and costs and disbursements incurred in enforcing this Agreement.

10. Notices.

All notices to the District shall be sent in writing to Director of Business Services, ISD 709, Duluth Public Schools, 215 North 1st Avenue East, Duluth, MN 55802. All notices to Contractor shall be sent in writing to Superintendent, Arrowhead Juvenile Center, 1918 Arlington Avenue North, Duluth, MN 55811.

11. Assignment.

Contractor shall in any way assign or transfer any of its rights, interests or obligations under this Agreement in any way whatsoever without the prior written approval of the District.

12. Modification or Amendment.

No amendment, change or modification of this Agreement shall be valid unless it is in writing and signed by the parties' hereto.

13. Governing Laws.

This Agreement, together with all its paragraphs, terms and provisions is made in the State of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota.

14. Entire Agreement.

This Agreement contains the entire understanding of the parties hereto with respect to the subject matter hereof and shall not be changed or otherwise altered except by written agreement of the parties.

15. Cancellation.

Either party shall have the right to terminate this Agreement, without cause, upon (30) days written notice to the other party as provided for in this Agreement.

16. Data Practices.

Contractor and District further understand and agree that they shall be bound by the Minnesota Government Data Practices Act (Minnesota Statutes 13.03-13.04) with respect to "data on individuals"; as defined in 13.02, subd. 5 of that Statute) which it collects, receives, stores, uses, creates or disseminates pursuant to this Agreement.

17. Insurance.

Contractor shall not commence work under the contract until they have obtained all the insurance described below and Duluth Public Schools has approved such insurance. Contractor shall maintain such insurance in force and effect throughout the term of the contract.

Contractor is required to maintain and furnish satisfactory evidence of the following insurance policies:

The following insurance must be maintained for the duration of this contract. A Certificate of Insurance for each policy must be on file with AJC within 10 days of execution of this contract and prior to commencement of any work under this contract. Each certificate must include a 10 day notice of cancellation, non-renewal, or material change to all named and additional insureds.

AJC reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against ISD 709. All insurance policies shall be open to inspection by AJC, and copies of policies shall be submitted to AJC upon written request. All subcontractors shall provide evidence of similar coverage.

A. General Liability Insurance.

1. \$500,000 for claims for wrongful death and each claimant for other claims.

\$1,500,000 Each Occurrence.

No Less Than \$2,000,000 Aggregate coverage.

2. Policy shall include leased premises, operations, completed operations, independent contractors and subcontractors, and contractual liability and environmental liability.
3. AJC must be named as additional insured.

B. Business Automobile Liability Insurance.

1. \$500,000 Each person;
2. \$1,500,000 Each Occurrence.
3. Must cover owned, leased, or rented vehicles


18. Workers Compensation Insurance: per statutory requirements.

Contractor must provide Worker's Compensation insurance for all its employees and, in case any work is subcontracted, Contractor will require the subcontractor to provide Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota including Coverage B, Employer's Liability.

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

AS EVIDENCE OF THEIR ASSENT TO THE TERMS AND CONDITIONS OF THIS AGREEMENT, set forth above, the parties hereto have caused this Agreement to be executed by their duly authorized officers as of the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. 709



Jacob Hintsala, Program Director



Catherine Erickson, Chief Financial Officer

**ARROWHEAD REGIONAL CORRECTIONS (ARC)
ARROWHEAD JUVENILE CENTER (AJC)**

Becky Pogatchnik, AJC Division Director

Wally Kostich, ARC Executive Director

APPROVED AS TO FORM & EXECUTION

Assistant St. Louis County Attorney

Damion Number: 2020-013932



November 30, 2020

Cathy Erickson, CFO
Independent School District 709
215 N. 1st Ave. E., Room 215
Duluth, MN 55802
catherine.erickson@isd709.org

Dear Cathy Erickson,

Congratulations. Local Initiatives Support Corporation ("LISC") has approved a grant in the amount set forth in the table below to Independent School District 709 (the "Grantee") and the terms and conditions of this Grant are set forth in this grant agreement ("Grant Agreement") as follows:

Program Action Number 51096-0001

Grant Funding and Budget

Use of Funds	Amount
Wifi hotspot devices and plans	\$85,000
TOTAL:	\$85,000

Any change in the budget of 10% of the total budget or more shall be subject to LISC's prior written approval. LISC reserves the right to approve any professionals or consultants hired with the funds provided under this Grant.

Term of the Grant

The Grant term begins on November 1, 2020 and ends on **August 31, 2021** (the "Expiration Date").

Purpose of the Grant

The Grant is being provided to the Grantee to support the purchase and distribution of wifi hotspots and plans to students. The ConnectedMN funding will allow the district to safely provide remote education to all school district children in Independent School District 709. The school district will use these funds to provide a way for low-income and other vulnerable students to engage with remote learning online.

In accordance with the Grant Budget, the Grantee hereby agrees to use the Grant in furtherance of its charitable purposes.

Disbursement Conditions

Full disbursement will be made upon the following conditions being met:

1. A completed Grant Agreement signed by the Grantee returned to LISC's **Grants and Contract Management** department;
2. LISC's Program Officer's receipt and approval of a disbursement request and a duly completed and executed Private Grant Financial Report (Attachment B);

Reporting Condition

1. Grantee will submit a final narrative report.

Other Grant Conditions and Requirements

The attached Grant Terms and Conditions (**Attachment A**) shall be incorporated into, and made a part of, the Grant Agreement between LISC and the Grantee.

Next Steps: Please follow ALL of the steps outlined below. LISC will not disburse funds unless and until this information is completed fully:

1. Please carefully review the terms and conditions (outlined in this Grant Agreement) detailing requirements for the use of this Grant.
2. An authorized officer of the Grantee must sign the Grant Agreement and email it to grants_contracts@lisc.org copying Emily Nygren at enygren@lisc.org. Please consult this LISC staffer with questions about this Grant, to request disbursement of funds, and to report on progress. **This Grant Agreement must be signed and returned to LISC within thirty (30) days after the date of this Grant Agreement. If such deadline passes, LISC reserves the right to withdraw this Grant Agreement and reprogram the funds**
3. LISC will then sign/fully execute the Grant and email it to the authorized contact person at your organization.

TERMS OF GRANT ACCEPTED AND AGREED TO:

Independent School District 709

Signature: 

Name: Catherine A. Erickson

Title: CFO

Date: 12/01/2020

LISC OFFICER COUNTER-SIGNATURE:

Vanessa
Ryan

Digitally signed by
Vanessa Ryan
Date: 2020.12.09
09:32:34 -05'00'

Signature: _____

Attachment A

GRANT TERMS AND CONDITIONS

1. Funds Not Disbursed By the Expiration Date: All requests for reimbursement of expended funds pursuant to the Grant Agreement (in furtherance of the Purpose(s) of the Grant) must be received by LISC no later than 60 days after the Grant end date. Any Grant funds not expended by the Grantee by the Expiration Date shall be automatically reprogrammed by LISC, and shall no longer be available for disbursement to the Grantee; provided, however, that if the Expiration Date is extended, then the funds shall remain available for disbursement until the new Expiration Date.

2. Funds Not Disbursed in a Timely Way: Any funds not drawn down in a timely fashion during the term of the Grant may be deobligated by LISC in its sole discretion after notice to the Grantee. Such deobligation shall be effective as to any Grant proceeds not expended by the Grantee prior to the date of receipt of such notice.

3. No Disbursement if Non-Compliance. LISC shall not make any disbursement of the Grant unless on the proposed date of disbursement the Grantee is in full compliance with all these Grant Terms and Conditions set forth in the Grant Agreement. In addition, LISC shall not make any disbursement of the Grant if it will (i) violate any provision of law, regulation or administrative ruling to which LISC is subject, (ii) subject LISC to any tax, penalty, or fine, or (iii) not further the charitable purposes of LISC.

4. No Disbursement if Default Exists, or Material Adverse Change Has Occurred: LISC shall not make any disbursement of the Grant if, at the time of the proposed disbursement, the Grantee, or any subsidiary of the Grantee, or any partnership affiliated with the Grantee, is in default under the terms of any LISC financing, whether for the Project or provided by LISC for any other project or purpose. In addition, LISC shall not make any disbursement of the Grant if there has been a material adverse change in the financial or other condition of the Grantee or the Project, including, but not limited to, any adverse change in the Grantee's key personnel working on the Project (with LISC determining, in its reasonable discretion, what constitutes a material adverse change in key personnel).

5. Restrictions on Use of the Grant: Under Sections 501 and 4945 of the Internal Revenue Code (the "Code"), the Grant may not be used to carry on propaganda, to attempt to influence legislation, or to participate in, intervene in, or attempt to influence the outcome of, political campaigns or elections. Additionally, under the applicable provisions of the Code, LISC funds may only be used in furtherance of LISC's charitable purposes. By countersigning this Agreement and returning it to LISC, the Grantee agrees to (i) not use the Grant for purposes prohibited by the preceding two sentences, (ii) use the Grant in furtherance of the Grantee's charitable purposes (as set forth in its Articles of Incorporation and Application For Recognition of Exemption to the IRS), and (iii) promptly reimburse LISC any Grant amounts not used to further charitable purposes.

6. Compliance with Laws.: In its use of Grant funds provided by LISC, and in its development, marketing, and operation of the Project, the Grantee shall fully comply with all applicable federal, state, local (and any other governmental) laws, executive orders, rules, and regulations, including without limitation anti-discrimination laws, executive orders, rules, and regulations.

7. Tax-Exempt Status: The Grantee represents and warrants that its determination letter from the Internal Revenue Service ("IRS") which states that Grantee's tax-exempt status under Section 501(c)(3) of the IRS code is still in effect as of the date of execution and delivery of the executed Grant Agreement, has not been revoked or modified, and that Grantee has delivered a copy of said letter to LISC. If such determination is revoked or modified, Grantee shall so notify LISC as soon thereafter as possible.

8. Review of Operations: LISC may monitor and conduct an evaluation of activities funded by the Grant. Such evaluation may include a visit from LISC personnel to observe the activities funded by the Grant, to discuss said activities with the Grantee's personnel, and/or to review financial and other records and materials relating to the activities financed or facilitated by the Grant. In addition, upon LISC's providing of reasonable advance notice, the LISC Principal Contact shall be permitted to attend at least one Board meeting of the Grantee a year.

9. Publicity: The Grantee agrees that LISC may include information regarding the Grant and the Project in its periodic public reports. The Grantee shall also make best efforts to provide LISC with reasonable advance notice of any groundbreaking or ribbon-cutting events for the Project. LISC may refer to the Grant in press releases, and asks that until such a press release is issued, the Grantee not make any public announcement relating to the Grant without first consulting the LISC contact person. A copy of all issued press releases shall be promptly sent to such contact person. In addition, the Grantee agrees to acknowledge receipt of this grant from LISC in relevant and appropriate publications.

10. Assignment or Delegation and Subcontracting: The Grant Agreement and the rights and duties under the Grant Agreement must not be assigned, delegated or subcontracted by the Grantee without the prior written consent of LISC, and any purported assignment, delegation or subcontracting of the Grant Agreement without said consent of LISC shall be void. In addition, LISC reserves the right to approve any professionals or consultants hired with funds under this Grant.

11: Amendment of Term of Grant. LISC shall consider, but is not obligated to agree to, requests by the Grantee to extend the Expiration Date or make other modifications to the terms of the Grant. Amendments to the Grant shall be made only after (i) LISC's Principal Contact has received a written request from the Grantee stating the nature of the amendment requested, and (ii) an authorized officer of LISC shall have executed a written agreement describing the terms of the amendment. Note that any change in a line item of the budget in

excess of 10% or totaling more than \$1,000 (whichever is greater), shall not be made without an amendment to the Grant Agreement by LISC.

12. Certification. Grantee is not now, nor has it ever been, named on (i) the list of Specifically Designated Nationals and Blocked Persons established pursuant to Executive Order 13224 and maintained by the U.S. Department of the Treasury's Office of Foreign Assets Control or any successor agency or other entity, or (ii) any other list of terrorists or terrorist organizations maintained by any agency of the United States or any other governmental authority. The Grantee shall submit such information as LISC may reasonably request to enable LISC to confirm that the Grantee, is not named on any such list.

The Grantee certifies that any consultant or contractor hired under this Grant is not:

- (i) listed in any sanctions-related list of designated persons maintained by the Office of Foreign Assets Control ("OFAC") of the U.S. Department of Treasury, the U.S. Department of State or any other applicable authority ("Sanctions Authority"); and
- (ii) operating, organized or resident in a country, region or territory which is itself the subject or target of any Sanctions ("Sanctioned Country").

The Grantee agrees to maintain documentation on file of the results verifying that the consultant or contractor it retains under this Grant is not listed in any sanctions-related list of designated persons; or operating, organized, or resident in a country, region or territory that is a Sanctioned Country.

13. Signature Required. If this Grant Agreement correctly sets forth the Grantee's understanding of and agreement to the Terms and Conditions of the Grant, please indicate acceptance of and agreement to said Terms and Conditions by having an authorized officer of the Grantee should sign and date this Grant Agreement in the space provided above.

Exhibit B

FIRST AMENDMENT TO
SUB-RECIPIENT FUNDING AGREEMENT BETWEEN
INDEPENDENT SCHOOL DISTRICT 709
(ADULT BASIC EDUCATION PROGRAM &
AREA LEARNING CENTER)
AND
CITY OF DULUTH FOR THE
STATE OF MINNESOTA
DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION

PATHWAYS TO PROSPERITY
CONNECTIONS TO CAREERS IN HEALTHCARE AND CONSTRUCTION

This First Amendment, effective as of the date of attestation by the City Clerk (“Effective Date”) is by and between the CITY OF DULUTH, (the “City”) and INDEPENDENT SCHOOL DISTRICT 709 on behalf of its ADULT BASIC EDUCATION PROGRAM & AREA LEARNING CENTER, (the “Grantee”).

WHEREAS, the City and Grantee entered into a Sub-recipient Funding Agreement (“Agreement”) on or about December 20, 2019 (Approved by Resolution No. 19-0851) (City Contract No. 23836).

WHEREAS, the Work Plan and Budget for the Pathways to Prosperity Program grant (the “Program Grant”) from the State of Minnesota, acting by and through the Department of Employment and Economic Development, Workforce Development Division (“DEED”) has been modified; and

WHEREAS the City desires to modify the grant funding to Grantee for performance of its obligations under the Agreement, to modify the PSP/Work Plan/Budget plan attached as Exhibit A of the Agreement and the Grantee’s Budget attached as Exhibit D of the Agreement, to add an obligation to follow the calendar of training referenced in a new Exhibit G, to extend the time of performance, and to clarify that the Agreement may only be amended in writing, including a possible extension to SFY2021 approved by DEED.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements hereinafter contained, the parties agree as follows:

In this First Amendment, deleted terms will be ~~struck out~~ and added terms will be underlined.

1. Section 1 AWARD is amended as follows

1. AWARD. The City awards a Subgrant to Grantee in the amount of ~~Forty-Five Thousand Nine Hundred and Thirty Dollars and no/100th (\$45,930)~~ Fifty Eight Thousand Seven Hundred and Fifty-Five Dollars and no/100th (\$58,755) for Grantee's performance of its obligations under the Program Grant including:

- A. Perform the duties specified in the PSP/Work Plan/Budget, which is attached as *Exhibit A* and incorporated into this Agreement.
- B. Fulfill the roles and responsibilities as outline in the P2P Partner Roles and Responsibilities Summary, *Exhibit C*.
- C. Follow all DEED policies and procedures including participating in Workforce One training provided by DEED, and entering all program data into Workforce One within the required timeframes.
- D. Provide quarterly reports two weeks prior to the reporting due date and/or any other reporting required by DEED, including Workforce One reporting and the Connections to Careers in Healthcare and Construction Project data.
- E. Submit invoice outlining services provided with supportive documentation to City Director as described in section 5. Examples of documentation for services include detailed receipts and timesheets.
- F. Coordinate with City staff on scheduling for services and/or workshops.
- G. If applicable and as requested, provide evaluations, attendance and completion information for services, trainings or workshops.

H. Facilitate City's Fiscal and Program Monitoring and assist in the completion of the DEED Jobs Bill Grant Minnesota Pathways to Prosperity Monitoring Guide, attached hereto as **Exhibit E**. Fiscal sub-recipient monitoring will be conducted once per state fiscal year ("SFY"); Program monitoring will be conducted once per quarter.

I. Sign Grantee Obligation Checklist, attached as **Exhibit F**.

J. Develop and maintain ongoing communication with City staff.

K. Follow training schedule outlined in Pathways for Prosperity Draft Calendar, attached as **Exhibit G**

Notwithstanding anything to the contrary, the Grantee understands and agrees that any reduction or termination of the Program Grant may result in a like reduction or termination of the Subgrant, and that any material change in the timeline or scope of the Program must be approved in writing by the City and DEED. The City reserves the right to cancel or postpone training class start dates due to lack of enrolled participants or other circumstances.

2. Section 3 TIME OF PERFORMANCE is amended as follows:

3. TIME OF PERFORMANCE. Grantee must start the Program upon execution of this Agreement and complete the Program on or before ~~June 30~~ September 30, 2021. The SFY 2020 performance period ends December 31, 2020, and the SFY 2021 performance period ends September 30, 2021. The City is not obligated to pay for any Program costs incurred after that date or any earlier termination, whichever occurs first.

3. Section 5 DISBURSEMENT is amended as follows

5. DISBURSEMENT. It is expressly agreed and understood that the City will pay Grantee under this Agreement ~~\$22,965~~ \$30,040 in the SFY 2020 and ~~\$22,965~~ \$28,715 in SFY 2021 with the total amount not to exceed ~~\$45,930~~ \$58,755. City will pay Grantee for all services performed under this Agreement. Grantee's proposed budget is attached as **Exhibit D**. Invoices may be submitted on a monthly basis or other timeframe approved in writing by the Workforce

Development Director, but must be submitted at a mid-point, and at the conclusion of the training contract. For SFY 2020, a final invoice must be received by ~~July 30, 2020~~January 31, 2021; for SFY 2021 a final invoice must be received by ~~July 30~~October 31, 2021. Payment for services will be sent within 45 days of receipt of invoice.

4. Section 9E **Counterparts** is amended as follows:

E. **Amendments; Counterparts.** This Agreement may be amended, including a possible extension to SFY2021 approved by DEED, only by a written instrument signed by both parties. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any party whose signature appears thereon, but all of which together shall constitute but one and the same instrument. Signatures to this Agreement transmitted by facsimile, by electronic mail in “portable document format” (“.pdf”), or by any other electronic means which preserves the original graphic and pictorial appearance of the Agreement, shall have the same effect as physical delivery of the paper document bearing the original signature.

5. Exhibit A will be amended by replacing The Project Specific Plan/Work Plan/Budget with a Project Specific Plan Amendment/Work Plan Modification(1)/Budget Modification (1) as shown in Attachment 1.

6. Exhibit D will be amended by replacing Grantee’ Budget with updated budget as shown in Attachment 2.

7. Exhibit G will be as shown in Attachment 3.

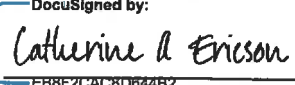
8. Except as specifically amended pursuant to this First Amendment, the Agreement remains in full force and effect. In the event of a conflict between the provisions of this First Amendment and the provisions of the Agreement, the provisions of this First Amendment shall govern.

IN WITNESS WHEREOF, the parties have set their hands the day and date first shown below.

CITY OF DULUTH


INDEPENDENT SCHOOL DISTRICT 709

DocuSigned by:
By: 
38F2E826ED714AA...
Mayor

DocuSigned by:
By: 
EB8F2CAC8D644B2...

Its: CFO

Attest:

DocuSigned by:

7A74D1126483159...
City Clerk

By: _____

Date Attested: 12/8/2020

Its: _____

Countersigned:

DocuSigned by:

5D6G8A80CCFE4D1...
City Auditor

As to form:

DocuSigned by:

F4C4D88DF58912A...
City Attorney

Exhibit A
STATE OF MINNESOTA
PROJECT SPECIFIC PLAN (PSP)
AMENDMENT

Master Contract Number: DULUTH2020M
 Term of Master Contract: 04/01/20-03/31/25
 Master Supplier Contract Number: 172729
 Contract ID Number: 1047800
 Modification Number: 1

GRANTOR / STATE	GRANTEE
Employment and Training Programs Division MN Department of Employment and Economic Development 1 st National Bank Building, 332 Minnesota Street – Suite E200 Saint Paul, MN 55101-1351	City of Duluth Workforce Development 402 W. First St. Duluth, MN 55802
GRANT MANAGER CONTACT	GRANTEE CONTACT
Name and Title: Ann Meyers; ACP Grant Coordinator Phone: 651-259-7174 Email: ann.meyers@state.mn.us	Name and Title: Elena Foshay; Director Phone: 218-730-5241 Email: efoshay@duluth.mn.gov

If applicable:

- Attachment 1: Work Plan is deleted in its entirety and replaced with Attachment 1: Work Plan Modification [1]
 Attachment 2: Budget is deleted in its entirety and replaced with Attachment 2: Budget Modification [1]
 Except as amended herein, Attachment 3: Terms and Conditions of the Original Contract, and all previous amendments, remain in full force and effect.

COMPLETED BY DEED:

Program Name: SFY21 Pathways to Prosperity City of Duluth			
Start Date ¹ :	7/1/2020	This Modification includes:	Update to Partnership Charts and Cost Category changes only.
Original End Date:	9/30/2021		
Previous End Date: (most recent mod)	N/A		
Current End Date:	9/30/2021	SWIFT Contract ID:	177596
Original Amount:	\$189,250	SWIFT PO Number:	3-404989
Previous Amount: (most recent mod)	N/A	SWIFT Vendor Number + Location:	0000197681.001
Current Amount:	\$189,250	Procure-It Number:	58430
Match / Leverage Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	NGA Number:	
AFS Signature: <i>Robin Culbertson</i>		Encumbrance Date:	9/25/20

SUBMITTED BY GRANTEE:

I certify that the information contained in the attached Work Plan and Budget, labeled Attachment 1: Work Plan Modification 1 and Attachment 2: Budget Modification 1, respectively, are true and accurate to the best of my knowledge and I agree that this PSP is subject to all provisions of the Master Grant Contract which is incorporated by reference. I further certify that I am authorized to submit this PSP on behalf of the Grantee.

Signature:

Date:

Printed Name and Title of Grantee's Authorized Representative: Elena Foshay; Director City of Duluth

APPROVED BY (GRANTOR / STATE):

I have reviewed and approved the attached PSP which is referenced in and incorporated as an amendment to the Master Grant Contract indicated herein.

Signature:

Date:

Printed Name and Title of State's Authorized Representative: Marc Majors, Director, Employment and Training Programs Division

¹ Or the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5, whichever is later.



Adult Career Pathways Cost Category Adjustment Request

Please supply the legal name and the full address in this space. This is the fiscal agent with whom the grant agreement will be executed.

Organization Name:	City of Duluth Workforce Development		Grant #:	1047800
Director Name:	Elena Foshay	Contact Name:	Betsy Hill	
Telephone:	218-730-5241	Telephone:	218-730-5228	
Email:	efoshay@duluthmn.gov	Email:	bhill@duluthmn.gov	
Address:	402 West First Street, Duluth, MN, 55802			
Grant Coordinator:	Ann Meyers	Ann.meyers@state.mn.us	651-259-7174	

This modification is to adjust the budget for SF21 funding. No other changes are being submitted at this time.

I certify that the information contained herein is true and accurate to the best of my knowledge and that I am authorized to submit this application on behalf of the applicant.

Grantee Authorized Signature	Title	Date
	Director of Workforce Development	09/01/20
Coordinator Signature		Date Approved
		9/3/2020

**** Approval process may take up to 2 weeks to complete upon receipt of error-free document. Time frame is subject to change based on outside circumstances. Approved cost category amounts may not be used until Grantee receives updated Reimbursement Payment Request (RPR)/CAPR. ****

Attachment 1: Work Plan Modification 1

Narrative

Section 1: Equity Analysis

Duluth Workforce Development (DWD) has a strong commitment to serving individuals who continue to be excluded from economic progress. Employment and income disparities are some of our community's greatest challenges - at a time when unemployment is at an all-time low, hovering around 3% in Duluth, unemployment rates for African Americans and Native Americans are 23% and 13% respectively. Poverty rates in our community also remain high - a staggering 65% of African American households and 50% of Native American households have incomes below the poverty line.

While just 10% of Duluth's population are people of color, more than one third of those served at CareerForce in Duluth are African American, Native American, or bi-racial. Just under 30% of those served have a disability, and most of the clients served through our programs are low-income and face other barriers to employment. SOAR Career Solutions, our case management partner, specializes in serving individuals with criminal backgrounds, and all of their clients face multiple employment barriers.

The Duluth Workforce Development Board (DWDB) has made addressing employment disparities its top priority, and is working on a number of local and regional initiatives to address equity. Increasing diversity of both board membership and staff is also a key priority. Nine percent of DWDB members list a race other than white, and 4% of board members report having a disability. Among DWD staff, 6% are people of color and 6% have a disability. The DWDB Equity Committee has been working to build strategic relationships and recruit new members who better represent the communities we serve, with specific interest in attracting and engaging members from the African American and Native American communities. We have also been making changes that will help increase diversity of staff, including revising job descriptions to remove the college degree requirement and making changes to our hiring process to remove opportunities for implicit bias. In addition, all CareerForce staff and board members in the Northeast region are participating in an Intercultural Development Inventory process that includes individual and group work to improve both our workplace culture and the way we deliver services.

Along with our partner organizations, we have been taking a close look at how to better ensure people of color and other underrepresented communities are present at tables where decisions are made and solutions are designed. We have been actively engaging with community organizations who serve and represent people of color, and will continue working to build stronger collaborative relationships through program implementation. Part of this proposal includes resources set aside to strengthen our recruitment of eligible populations and supporting long term employment retention after completing training.

Section 2: Proposed Services

Pathway Model The proposed program is based on Model 3, and builds on our existing model offering a comprehensive and accessible training pathway linked to in-demand careers in our community. The program will serve a total of 90 participants across three pathway options: Certified Nursing Assistant (CNA), Health Services, and Commercial Driver's License (CDL). On-ramp (35 participants, approx. 40% of total served) Participants testing at a 6th grade level or below, or who test higher but could benefit from this component, will be referred to ABE for reading and math remediation and basic digital literacy instruction, and to CareerForce Duluth and SOAR for pre-employment readiness training. Participants who complete the on-ramp will earn certificates for completing SOAR's CareerQuest and Mind Over Matters workshops, Creative Job Search or other employment readiness workshops at CareerForce, and/or Northstar Digital Literacy certificates through ABE. Participants will then exit to employment or

continue on to Bridge training. Bridge (70 participants, approx. 80% of those served) Participants who test at or above a 7th grade level, or who have completed the on-ramp, will be enrolled in the Bridge. This includes 40 hours of contextualized instruction by ABE as well as instruction by Lake Superior College instructors and will result one of three industry-recognized certifications – Certified Nursing Assistant, Health Services Credential, or Commercial Driver’s License. CNA participants will also earn a Basic Life Support certification. Health Services participants could also earn additional Northstar Digital Literacy certificates in Microsoft Office and email skills. Bridge participants who elect to take their classes for college credit will be enrolled in Integrated training. Integrated (70 participants, 80% of those served) Technical instruction will be taught by LSC, with in-class support provided by ABE. Students will earn college credit to be applied toward furthering their educations in their chosen career pathway. CDL students will earn 10 credits which can be applied towards the Advanced Truck Driving Certificate (16 credits), or the credits can be used to satisfy elective credits towards any degree. CNA students will earn 4 credits that meet a pre-requisite for LPN and RN programs. Health Services students will earn 4 credits (3 for Medical Office Procedures and 1 for Medical Terminology) which meet requirements for many health career programs.

We continue to choose these career pathways because they meet a critical need among employers, offer many opportunities for continued education and advancement, and are accessible to eligible populations we serve. Healthcare is the region’s largest industry, with projected job growth of 10% in the next decade. Nursing Assistants and Health Information Technicians are both among the highest occupations in demand within healthcare. In the construction industry, more than \$1 billion in projects will break ground this year, including major highway and road construction projects. Truck drivers earn a good wage, and represent a top in-demand occupation in our region. There are approximately 300 individuals in the construction industry working in material transportation, and demand will grow as local construction contractors hire more drivers to transport materials to and from project sites. These projects, particularly the MNDoT Twin Ports Interchange project and upcoming City of Duluth road projects, carry women and minority hiring goals that will create opportunities for CDL graduates.

Program Components All seven required components are addressed in this model. The program aligns with our two regional sector strategies. Participants may enter at the On-ramp or Bridge, and may successfully exit to employment after completing the On-ramp, Bridge, or Integrated components. Partners will actively collaborate on implementation, and will meet regularly to ensure delivery is successful. Employers will also be actively engaged, attending Bridge and Integrated training to talk about job opportunities and long-term career pathway options and conduct mock interviews. Participants receive contextualized instruction at all levels, and will have the opportunity to earn certificates, industry-recognized credentials, and college credit. Throughout training, participants will receive comprehensive support from skilled Navigators at SOAR and DWD. In addition to case management and job placement assistance, Navigators will serve as a consistent point of contact for both participants and instructors, intervening to problem solve early and often. Navigators will also make referrals as needed to other resources in the community and through LSC.

Program Innovations Using lessons learned from the previous round, we have made several improvements and innovations aimed at improving our effectiveness and the quality of services we provide. For the CNA pathway, we have further developed and strengthened bridge and integrated instruction, resulting in better collaboration between the ABE and LSC instructors in delivering the curriculum. We have also added the opportunity for some CNA graduates to earn their Trained Medication Aide certificate, which opens up additional, higher-paid employment opportunities. For the CDL pathway, we have adapted the program to new federal Department of Transportation rules, to ensure participants are getting the best and most up-to-date training available. This includes use of new simulators at LSC, where participants get additional practice before beginning the on-the-road portion. For Health Services, we have worked with employers to refine the curriculum and ensure it aligns with skills required for specific jobs. We have also added completion of Medical Office Procedures for 3 additional credits, and orientation toward a broader range of healthcare career pathways, including aging services and behavioral health.

For all pathways, additional time is built in for regular check-ins between Navigators and instructors, to ensure participants are getting the best attention and support needed to complete training.

Staffing Plan DWD and SOAR each have dedicated staff who will be responsible for recruitment, assessment, enrollment, case management, job placement, and all Workforce One data entry. SOAR and DWD will also provide employment readiness training woven throughout the On-ramp, Bridge, and Integrated components. ABE teachers, all of whom have prior experience working with our three career pathways, will provide On-ramp, Bridge, and Integrated instruction. LSC instructors are industry professionals, and will provide credit-bearing technical instruction.

Outcomes of the 90 individuals served through the program, 35 will participate in On-ramp training and 70 will enroll in the Bridge and Integrated components. Of those who begin Integrated training, 80% will graduate. Participants in the CNA pathway will earn 3 units of college credit, and will complete 140 hours of Bridge and Integrated technical instruction before passing the NATO exam. Participants in the Health Services pathway will earn up to 4 college credits, and will complete 224 hours of Bridge and Integrated technical instruction. Participants in the CDL pathway will earn 10 college credits, and will complete more than 260 hours of Bridge and integrated technical instruction. Across all pathways, 90% of those who graduate will be placed in employment, with an average increase in wage of \$5.50.

Section 3: Geographical Location

This project will serve participants living in and around Duluth, and aligns with the two primary industry sectors outlined in our regional plan – construction and healthcare. There are employer-led sector initiatives for both, and each have identified both recruitment and retention as a significant challenge. Region-wide, there are just 0.7 jobseekers per vacancy, and the workforce shortage is putting pressure on all businesses. According to LMIWise, our region projects 311 annual openings for Nursing Assistants, with a median wage of \$14.89 per hour; 121 annual openings for Medical Secretaries and Medical Records Technicians, with a median wage of \$17.97-\$21.61 per hour; and 500 annual openings for Heavy and Tractor-Trailer Truck Drivers, with a median wage of \$20.46 per hour. DEED data on racial disparities in employment outcomes after college shows that the wage gap between whites and individuals of other races shrinks when individuals complete a degree or certification and enter a high-wage, high-demand career pathway in hospitals or construction. Employers in both sectors have also expressed interest in improving recruitment and retention of people of color, and are open to new ideas in how to hire and support individuals with disabilities or barriers to employment as a way to address their workforce needs.

Section 4: Partnerships and Collaborations

There are many critical partnerships that will support implementation of this program. SOAR Career Solutions will assist in recruitment, case management, and placement of program participants. SOAR will also be an active partner in overall program coordination. Our local ABE office will manage TABE testing of all program applicants, and provide bridge and integrated instruction. Lake Superior College will provide technical instruction and classroom space for all training classes.

Employers are critical partners in this program. In addition to helping design training curriculum that teaches relevant skills, employers will engage with the class during training in a number of ways. All will visit the class to talk about a typical day on the job, and what it takes to succeed. All will assist with mock interviews to allow participants to practice their skills. Where possible, employers will also host visits to work sites so participants may see work in action. And all employers are committed to considering graduates for open positions.

Section 5: Participant Recruitment, Intake, and Retention Strategy

There are many lessons learned that have helped inform our approach to recruitment for this program. To start, LSC will ensure training for this round can be scheduled at times when parents are more available to attend, which will help with recruitment. Additionally, we will implement a number of new recruitment strategies:

- Launch of a marketing campaign, including website, marketing materials, and social media;
- Engagement sessions in partnership with community organizations serving people of color and delivered in a culturally relevant format;
- In-person outreach through churches, affordable housing complexes, and community social gatherings;
- Presentations to MFIP employment counselors from all community providers, with detailed information including Labor Market Information, wages, and career pathway opportunities;
- Partnership with YES Duluth, our youth program, to recruit graduating seniors.

Once interested individuals are identified, the client is assessed using a structured interview process based on MFIP employability measures to determine their likelihood to succeed in their chosen goal. This step may illuminate the need for referral to other agencies or resources to help achieve the stability needed to succeed. Reading and Math testing to assess a grade level will be administered for all participants prior to opening a training activity, per updated guidance from DEED. At time of enrollment, an individual employment plan is written in cooperation with the client and revisited at least once per year. Participants take part in one-on-one and group employment readiness training, including SOAR's CareerQuest and Mind Over Matters workshops and CareerForce employment readiness workshops for those enrolled in the On-ramp. Supportive services are available based on assessed need to provide things like transportation assistance and appropriate work clothes and shoes. We will utilize \$100 in supportive services funds per class to purchase refreshments for the graduations of all 6 classes at the conclusion of the bridge and integrated trainings. We have found these graduations to be very important to the students as it's a wonderful opportunity for their families, support systems and trainers to come together to honor their accomplishments. The funds will be used for refreshments for these graduations. During training, Navigators visit the class at least once a week to check in with participants and instructors. After training is completed, Navigators remain in frequent contact to focus on job placement, continued education, and additional support needs. Participants who are eligible and interested in continuing their education may be co-enrolled in WIOA Adult or connected to employer-based initiatives aimed at supporting career advancement.

Previous P2P training classes have been successful. Over the past two years, we have served a total of 97 individuals to date. Of those enrolled in each, 80% completed Bridge training and 90% of those in a finished training completed Integrated training and earned a credential. Additionally, 85% made educational functioning level gains. To date, 38 graduates have been placed in employment and 4 graduates have continued in school or otherwise completed program objectives.

Attachment 1: Work Plan Modification 1

Partnership Chart: Complete If Applicable

List all organizations that have committed resources (staff, time, leveraged funding, space, etc.) to this project. Identify whether each organization is a sub-recipient or a partner. Carefully review the [federal definition](#) of subrecipient (subgrantee) versus vendor and categorize your subrecipients and partners appropriately. **Subrecipients receiving over \$50,000 will need to be monitored by your organization**

Type of Organization (e.g. employer, educational institution, non-profit, etc.)	Subrecipient (Subgrantee) or Partner	Name and Address of Organization	Type of Commitment: (time, staff, resources, space, referrals, etc.)	Key Contact Person and Telephone Number	Responsible for Workforce One Data Entry	Amount of Compensation (if applicable)
Employer	Partner	Aftenro 510 West College Street Duluth, MN 55811	Time, staff, connection to employment	Shayla Drake, HR Coordinator, 218-728-6600	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None
Employer	Partner	Essentia Health 407 East 3 rd Street Duluth, MN 55811	Time, staff, connection to employment	Kim Burke, Workforce Development Specialist 218-786-4017	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None
Employer	Partner	St. Luke's 915 East First Street Duluth, MN 55805	Time, staff, connection to employment	Taylor McCormick, Recruiter 218-249-6973	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None
Employer	Partner	Ecumen Lakeshore 4002 London Rd. Duluth, MN 55804	Time, staff, connection to employment	Jena Evans, Community Relations Manager 218-625-7838	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None
Employer	Partner	Northland Construction 4843 Rice Lake Rd Duluth, MN 55803	Time, staff, connection to employment	Scott Kyröla, President 218-722-8170	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None
Employer	Partner	MNDoT 1123 Mesaba Ave Duluth, MN 55811	Time, staff, connection to employment	Robin Jordan, HR Specialist 2 218-725-2712	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	None

City of Duluth SFY21 P2P

Educational Institution	<input checked="" type="checkbox"/> Subgrantee <input type="checkbox"/> Subcontract	Lake Superior College 2101 Trinity Rd Duluth, MN 55811	Technical Training	Erik Simonson of Executive Director of Workforce Development/CECT 218-733-5915	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	\$66,450
Educational Institution	<input checked="" type="checkbox"/> Subgrantee <input type="checkbox"/> Subcontract	ISD709 Adult Basic Education 215 N 1 st Ave East Duluth, MN 55802	Integrated Instruction	Patty Fleege, ABE Manager 218-336-8790	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	\$28,715
Community Organization	<input checked="" type="checkbox"/> Subgrantee <input type="checkbox"/> Subcontract	SOAR Career Solutions 205 W 2 nd St Duluth, MN 55802	Recruitment, Case Management, Program Coordination	Emily Edison, Executive Director 218-722-3126	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$32,348
Training Provider	<input type="checkbox"/> Subgrantee <input checked="" type="checkbox"/> Subcontract	American Red Cross 431 18 th St NW Washington, DC 20006	Basic Life Support training	Kaitlin Clabaugh (800) 567-1474 x582348	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	\$1,270

Attachment 2 – Budget Modification 1

Budget Summary

Please complete budget form in **cumulative manner**. Leveraged funds are not required, however grantees are encouraged to leverage federal, private, or other funds. You are also not required to use all cost categories. Please see [“Fiscal – Guidance on Cost Category Definitions”](#) to determine how to categorize expenditures.

TOTAL COST PER PARTICIPANT \$4,208.68 (Total award divided by the total number of participants)					
	Original SFY 21 Total Budget	Actual Spending as of 07/31/2020	Available for Spending as of 07/31/2020	Requested SFY21 Total Budget	Difference (-/+)
Administrative Costs - 833 (Cannot exceed 10% of the total amount requested)	18,269	0	18,269	18,269	0
Direct Services - 885	78,100	0	78,100	84,677	6,577
Direct Customer Training - 838	83,668	0	83,668	77,299	-6,369
Support Services Costs - 828	9,213	0	9,213	9,005	-208
Other Activities (Outreach) - 830	0	0	0	0	0
Total	189,250	0	189,250	189,250	0

Attachment 2: Budget Modification 1

Budget Plan

Please complete this budget table by filling in your plan for DEED requested funds only.

Office Use Only	Cost Category	Quarter 1 PROJECTED Through 9/30/20	Quarter 2 PROJECTED Through 12/31/20	Quarter 3 PROJECTED Through 03/31/21	Quarter 4 PROJECTED Through 6/30/20	Quarter 5 PROJECTED Through 09/30/21	Requested SFY21 Total Budget
833	Administrative Costs (Cannot exceed 10% of the total amount requested) DO NOT ADJUST	0	0	6,090	12,179	18,269	18,269
885	Direct Services	0	0	28,226	56,451	84,677	84,677
838	Direct Customer Training	0	0	25,766	51,532	77,299	77,299
828	Support Services Costs	0	0	3,000	6,000	9,005	9,005
830	Other Activities (Outreach)	0	0	0	0	0	0
Total:		0	0	63,082	126,162	189,250	189,250

P2P SFY 2020 and SFY 2021 Budget - Revised 08.12.20

Pathways to Prosperity SFY 2020 and SFY 2021	Total (2-year) Budget	Total - Revised	SFY 2020 (grant start date - June 30, 2020)	SFY2020 - Revised	SFY 2021 (July 1, 2020 - June 30, 2021)	SFY 2021 Revised
ISD #709 Adult Education (ABE) - Total Budget >	\$47,630.00	\$58,755.00	\$18,915.00	\$30,040.00	\$27,015.00	\$28,715.00
833 - Administration Costs	\$3,630.00	\$3,630.00	\$1,815.00	\$1,815.00	\$1,815.00	\$1,815.00
885 - Direct Services	\$27,100.00	\$31,950.00	\$10,800.00	\$15,650.00	\$10,800.00	\$16,300.00
838 - Direct Customer Training	\$16,900.00	\$23,175.00	\$6,300.00	\$12,575.00	\$14,400.00	\$10,600.00
828 - Support Services Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

833 - Administrative Costs - Totals for All Agencies >						
Administration and general management functions - salaries/fringe for finance, program direction, coordination, management, reporting, monitoring, and audit; maintenance, equipment, postage, office supplies, phone, print, insurance, overhead, rent, utilities, travel/training						
	\$3,630.00	\$3,630.00	\$1,815.00	\$1,815.00	\$1,815.00	\$1,815.00
ISD #709 Adult Education	\$3,630.00	\$3,630.00	\$1,815.00	\$1,815.00	\$1,815.00	\$1,815.00

885 - Direct Services - Totals for All Agencies >						
Providing direct services to participants - salary/fringe for case management, career navigation, intake, assessment, orientation, IEP development, employment counseling, career planning, job development, pre-employment services (job search), Post-employment services (job retention); Rent, utilities; Staff travel/training; Short-term prevocational services (ABE) including instructional books and materials.						
ISD #709 Adult Education - Total Direct Services >	\$27,100.00	\$31,950.00	\$10,800.00	\$15,650.00	\$10,800.00	\$16,300.00
On-ramp	\$5,000.00	\$4,500.00	\$3,000.00	\$2,500.00	\$3,000.00	\$2,000.00
Bridge curriculum preparation (10 hours per class)	\$6,500.00	\$9,750.00	\$1,500.00	\$4,750.00	\$1,500.00	\$5,000.00
Bridge instruction (40 hours per class)	\$14,000.00	\$16,000.00	\$6,000.00	\$8,000.00	\$6,000.00	\$8,000.00
Books and Materials	\$1,600.00	\$1,700.00	\$300.00	\$400.00	\$300.00	\$1,300.00

838 - Direct Customer Training - Totals for All Agencies >						
Participant tuition and required books, tools, uniforms, and fees. Staff salary/fringe in the classroom. Participant wages/fringe for work experience, OJT						
ISD #709 Adult Education - Total Direct Customer Training >	\$16,900.00	\$23,175.00	\$6,300.00	\$12,575.00	\$14,400.00	\$10,600.00
Integrated instructor - CDL (9 hours x \$50 x 7 weeks)	\$6,300.00	\$9,450.00	\$3,150.00	\$6,300.00	\$3,150.00	\$3,150.00
Integrated instruction - CNA (9 hours x \$50 x 7 weeks)	\$6,550.00	\$9,675.00	\$3,150.00	\$6,275.00	\$3,150.00	\$3,400.00
Integrated instruction - Health Services (9 hours x \$50 x 9 weeks)	\$4,050.00	\$4,050.00	\$0.00	\$0.00	\$8,100.00	\$4,050.00

828 - Support Service Costs - Totals for All Agencies >						
Transportation, housing/rental assistance, health and medical costs, travel assistance, legal aid, personal counseling, interview or work clothing, tools, school supplies (notebooks, pens, etc.), bus passes/gas cards, books and tools not required with training, driver's license fees, reasonable (a portion of) car repair						
ISD #709 Adult Education - Total Support Service Costs >	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Pathways to Prosperity Draft Calendar 2020-2021

as of 8/12/2020 – Changes may be made when agreed to by all partners.

Month	CNA/TMA	Health Services	Paraprofessional class	CDL
December 2019	Recruiting			
January 2020	Recruiting			
February 2020	February 3-14 Bridge NOTE: February 17-21 ISD 709 break February 24 LSC class starts			
March 2020	Class continues			
April 2020	Class continues			
May 2020	Class continues			
June 2020	TMA class offered – P2P students not able to take this class as test wasn't offered yet End of June CNA test			
July 2020	Job search class 1			
August 2020	Recruiting			1a LSC non-cohort CDL Theory - 8/24/2020
September 2020	Recruiting TMA class, P2P funds 5			1a LSC non-cohort CDL Range starts 9/21/2020
October 2020	September 14 – October 1 bridge Oct 5 - November 10 th LSC class			1a LSC non-cohort CDL on the road class starts 1b LSC non-cohort CDL Theory class starts
November 2020	Class continues November 13 th CNA test			1a Class continues, CDL road test, Job search 1b LSC non-cohort CDL Range class starts
December 2020	Job search class 2			1a - Job search 1b – On the Road
January 2021	Recruiting class 3			1b – CDL road test, Job search
February 2021	CNA class 3 bridge ?? LSC class ??			
March 2021	CNA class 3 graduates?	Recruiting		Recruiting CDL A Class 2
April 2021	Job search CNA class 3?	Recruiting		CDL Class "2" Theory
May 2021		HS class Bridge HS class LSC		CDL Class "2" Range
June 2021	TMA class offered? – P2P funds 5? (class 2 and 3 graduates or others)	HS continues		CDL Class "2" On the road
July 2021		HS Continues	Recruiting	CDL Class 2 Job search
August 2021		HS graduate	Class held? 2 weeks? Test? Job Search?	
September 2021		HS job search		