

The following application is for a grant modification request. This cover page summarizes what was changed from the last approved application.

Modification Details

Project ID: IA-37
Descriptive Title: Tornado/Flood 2008
Project Type: Disaster
Application Number: NEG-IA-ST-07-006.1
Grant Number:

MODIFICATION TYPE	Non-Financial , Fully Documented
MODIFICATION EXPLANATION	This is a full application of the emergency disaster grant IA-37. In addition to a fully documented application we are including 4 areas of clarification: (1) We included an exception to the rule of the \$12,000 limit (see uploaded examples of prevailing wage justification). This request is for an exception only for the non-Federally required limit of \$12,000. We are not requesting an exception to the Federally required maximum of 1040 hours. (2) We are requesting an exception to allow for the leasing of heavy equipment where the worksite is not able to afford the purchasing/leasing of heavy equipment for use by Emergency Public Jobs (EPJ) participants and is not available through FEMA or any other local organization (see uploaded document of explanation). (3) We are incorporating the guidelines & application as required for the approved waiver for the use of \$1.7 million of the approved Award for Business Assistance, and (4) the approval by the Federal Fisheries & Wildlife Services for endangered species process of verification.

AREA OF MODIFICATION	CHANGES
Project Basics	Areas Affected by Project and/or Congressional Districts Affected by the Project have changed.
Funding (Temporary Jobs)	The total funding amount for Temporary Jobs has been reduced.
Funding (Workforce Development)	The total funding amount for Workforce Development Services has been increased.
Participation	The Total Number of Planned Participants on this application (1,367) is different from the approved up-to amount for this grant (600). Narrative: The state has had time to do a better evaluation of the damage and the workforce needed in this disaster situation. The initial application was done very quickly to expedite getting help to the distressed areas. The Cost-Per-Participant on this application (\$12,528.90) is different from the approved calculated Cost-Per-Participant for this grant (\$28,545.00).

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input checked="" type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s) *Other (Specify)
3. Date Received: 11/05/2008	4. Applicant Identifier:	
5a. Federal Entity Identifier: NEG-IA-ST-07-006.1	*5b. Federal Award Identifier: EM-17477-08-60-A-19	
State Use Only:		
6. Date Received By State:	7. State Application Identifier:	
8. APPLICANT INFORMATION:		
*a. Legal Name: Iowa Workforce Development		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 42-6004546	*c. Organizational DUNS: 089734235	
d. Address:		
*Street 1: Street 2: *City: County: *State: Province: *Country: *Zip / Postal Code:	150 Des Moines Street Des Moines Polk IA US 50309	
e. Organizational Unit:		
Department Name: State Dislocated Worker Unit	Division Name: Administrative Services Division	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Middle Name: *Last Name: Suffix:	*First Name: <u>John T. Carr</u>	
Title:		
Organizational Affiliation: State Dislocated Worker Unit		
*Telephone Number: (515) 281-9039	Fax Number: (515) 281-9096	
*Email: John.Carr@iwd.iowa.gov		

Application for Federal Assistance SF-424	Version 02
<p>*9. Type of Application 1: Select Applicant Type: A. State Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>*Other (Specify)</p>	
<p>*10. Name of Federal Agency: DOL/ETA</p>	
<p>11. Catalog of Federal Domestic Assistance Number: 17 - 260</p> <p>CFDA Title: WIA DISLOCATED WORKERS</p>	
<p>*12. Funding Opportunity Number: N/A</p> <p>*Title: N/A</p>	
<p>13. Competition Identification Number:</p> <p>Title:</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p>FEMA has declared Adams, Adair, Allamakee, Appanoose, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Carroll, Cass, Cerro Gordo, Cherokee, Clinton, Davis, Decatur, Des Moines, Chickasaw, Cedar, Clarke, Clayton, Crawford, Dallas, Delaware, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Iowa, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Montgomery, Monona, Monroe, Muscatine, Page, Palo Alto, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Worth, and Wright Counties for Public Assistance due to flood, storms and tornado damage (see uploaded FEMA declaration). This brings us to 84 of the 88 counties declared as a disaster by Iowa Governor Chet Culver.</p>	
<p>*15. Descriptive Title of Applicant's Project: Tornado/Flood 2008</p>	

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: IA District 1, IA District 2, IA District 3, IA District 4, IA District 5		*b. Program/Project: IA District 1, IA District 2, IA District 3, IA District 4, IA District 5
17. Proposed Project:		
*a. Start Date: 05/27/2008		*b. End Date: 06/30/2010
18. Estimated Funding (\$):		
*a. Federal:	\$ 17,127,000	
*b. Applicant:	\$ 0	
*c. State:	\$ 0	
*d. Local:	\$ 0	
*e. Other:	\$ 0	
*f. Program Income:	\$ 0	
*g. TOTAL:	\$ 17,127,000	
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
[] a. This application was made available to the State under the Executive Order 12372 Process for review on		
[] b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
[X] c. Program is not covered by E.O. 12372.		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
[] Yes [X] No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)		
[X] ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.		
Authorized Representative:		
Prefix:	*First Name:	
Middle Name:		
*Last Name:	<u>Elisabeth Buck</u>	
Suffix:		
*Title: Director		
*Telephone Number: (515) 281-5364		Fax Number: 515-281-4698
*Email: Elisabeth.Buck@iwd.iowa.gov		
*Signature of Authorized Representative: Elisabeth Buck		*Date Signed: 11/05/2008

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form (including the continuation sheet) required for use as a cover sheet for submission of preapplications and applications and related information under discretionary programs. Some of the items are required and some are optional at the discretion of the applicant or the Federal agency (agency). Required items are identified with an asterisk on the form and are specified in the instructions below. In addition to the instructions provided below, applicants must consult agency instructions to determine specific requirements.

Item	Entry:	Item	Entry:
1.	Type of Submission: (Required): Select one type of submission in accordance with agency instructions. <ul style="list-style-type: none"> • Preapplication • Application • Changed/Corrected Application – If requested by the agency, check if this submission is to change or correct a previously submitted application. Unless requested by the agency, applicants may not use this to submit changes after the closing date. 	10.	Name Of Federal Agency: (Required) Enter the name of the Federal agency from which assistance is being requested with this application.
		11.	Catalog Of Federal Domestic Assistance Number/Title: Enter the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested, as found in the program announcement, if applicable.
2.	Type of Application: (Required) Select one type of application in accordance with agency instructions. <ul style="list-style-type: none"> • New - An application that is being submitted to an agency for the first time. • Continuation - An extension for an additional funding/budget period for a project with a projected completion date. This can include renewals. • Revision - Any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision, enter the appropriate letter(s). More than one may be selected. If "Other" is selected, please specify in text box provided. A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration E. Other (specify) 	12.	Funding Opportunity Number/Title: (Required) Enter the Funding Opportunity Number and title of the opportunity under which assistance is requested, as found in the program announcement.
		13.	Competition Identification Number/Title: Enter the Competition Identification Number and title of the competition under which assistance is requested, if applicable.
		14.	Areas Affected By Project: List the areas or entities using the categories (e.g., cities, counties, states, etc.) specified in agency instructions. Use the continuation sheet to enter additional areas, if needed.
3.	Date Received: Leave this field blank. This date will be assigned by the Federal agency.	15.	Descriptive Title of Applicant's Project: (Required) Enter a brief descriptive title of the project. If appropriate, attach a map showing project location (e.g., construction or real property projects). For preapplications, attach a summary description of the project.
4.	Applicant Identifier: Enter the entity identifier assigned by the Federal agency, if any, or the applicant's control number if applicable.		
5a.	Federal Entity Identifier: Enter the number assigned to your organization by the Federal Agency, if any.	16.	Congressional Districts Of: (Required) 16a. Enter the applicant's Congressional District, and 16b. Enter all District(s) affected by the program or project. Enter in the format: 2 characters State Abbreviation – 3 characters District Number, e.g., CA-005 for California 5th district, CA- 012 for California 12th district, NC-103 for North Carolina's 103rd district. • If all congressional districts in a state are affected, enter "all" for the district number, e.g., MD-all for all congressional districts in Maryland. • If nationwide, i.e. all districts within all states are affected, enter US-all. • If the program/project is outside the US, enter 00-000.
5b.	Federal Award Identifier: For new applications leave blank. For a continuation or revision to an existing award, enter the previously assigned Federal award identifier number. If a hanged/corrected application, enter the Federal Identifier in accordance with agency instructions.		
6.	Date Received by State: Leave this field blank. This date will be assigned by the State, if applicable.		
7.	State Application Identifier: Leave this field blank. This identifier will be assigned by the State, if applicable.		
8.	Applicant Information: Enter the following in accordance with agency instructions: a. Legal Name: (Required): Enter the legal name of applicant that will undertake the assistance activity. This is the name that the organization has registered with the Central Contractor Registry. Information on registering with CCR may be obtained by visiting the Grants.gov website. b. Employer/Taxpayer Number (EIN/TIN): (Required): Enter the Employer or Taxpayer Identification Number (EIN or TIN) as assigned by the Internal Revenue Service. If your organization is not in the US, enter 44-4444444.	17.	Proposed Project Start and End Dates: (Required) Enter the proposed start date and end date of the project.
		18.	Estimated Funding: (Required) Enter the amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines, as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses.

	<p>c. Organizational DUNS: (Required) Enter the organization's DUNS or DUNS+4 number received from Dun and Bradstreet. Information on obtaining a DUNS number may be obtained by visiting the Grants.gov website.</p>	19.	<p>Is Application Subject to Review by State Under Executive Order 12372 Process? Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. Select the appropriate box. If "a." is selected, enter the date the application was submitted to the State.</p>		
	<p>d. Address: Enter the complete address as follows: Street address (Line 1 required), City (Required), County, State (Required, if country is US), Province, Country (Required), Zip/Postal Code (Required, if country is US).</p>	20.	<p>Is the Applicant Delinquent on any Federal Debt? (Required) Select the appropriate box. This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. If yes, include an explanation on the continuation sheet.</p>		
	<p>e. Organizational Unit: Enter the name of the primary organizational unit (and department or division, if applicable) that will undertake the assistance activity, if applicable.</p>	21.	<p>Authorized Representative: (Required) To be signed and dated by the authorized representative of the applicant organization. Enter the name (First and last name required) title (Required), telephone number (Required), fax number, and email address (Required) of the person authorized to sign for the applicant. A copy of the governing body's authorization for you to sign this application as the official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)</p>		
	<p>f. Name and contact information of person to be contacted on matters involving this application: Enter the name (First and last name required), organizational affiliation (if affiliated with an organization other than the applicant organization), telephone number (Required), fax number, and email address (Required) of the person to contact on matters related to this application.</p>				
9.	<p>Type of Applicant: (Required) Select up to three applicant type(s) in accordance with agency instructions.</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p> </td> <td style="vertical-align: top; width: 50%;"> <p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p> </td> </tr> </table>	<p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p>		
<p>A. State Government B. County Government C. City or Township Government D. Special District Government E. Regional Organization F. U.S. Territory or Possession G. Independent School District H. Public/State Controlled Institution of Higher Education I. Indian/Native American Tribal Government (Federally Recognized) J. Indian/Native American Tribal Government (Other than Federally Recognized) K. Indian/Native American Tribally Designated Organization L. Public/Indian Housing Authority</p>	<p>M. Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education) N. Nonprofit without 501C3 IRS Status (Other than Institution of Higher Education) O. Private Institution of Higher Education P. Individual Q. For-Profit Organization (Other than Small Business) R. Small Business S. Hispanic-serving Institution T. Historically Black Colleges and Universities (HBCUs) U. Tribally Controlled Colleges and Universities (TCCUs) V. Alaska Native and Native Hawaiian Serving Institutions W. Non-domestic (non-US) Entity X. Other (specify)</p>				

Project Synopsis Form

State of IA	Amount of Funding Request \$17,127,000			Amount Approved by DOL \$
	Temporay Jobs	Workforce Development	Total	
a. Federal	\$ 16,009,754	\$ 1,117,246	\$ 17,127,000	
b. Applicant	\$ 0	\$ 0	\$ 0	
c. State	\$ 0	\$ 0	\$ 0	
d. Local	\$ 0	\$ 0	\$ 0	
e. Other	\$ 0	\$ 0	\$ 0	
f. Program Income	\$ 0	\$ 0	\$ 0	
g. Total	\$ 16,009,754	\$ 1,117,246	\$ 17,127,000	
Project Name: Tornado/Flood 2008				
Project Type: Disaster				
Description of Activities and Services To Be Provided: This grant will allow for the establishment of Emergency Public Jobs (EPJ) to help in the clean-up of the massive EF-5 tornado destruction that occurred on 5/25/08 in Butler, Buchanan, Black Hawk, and Delaware counties in Iowa and destroyed 2,000 homes and businesses plus killed 8 people in its path, and the additional counties of Boone, Cerro Gordo, Crawford, Dallas, Dubuque, Floyd, Franklin, Marion, Story, Tama, and Union Counties for Public Assistance due to massive flooding & destruction. Clean-up would involve the removal of debris, animal carcasses, work on public lands & buildings, plus private property declared as a health hazard by the State of Iowa Public Health Department, County Health Department, and/or City Health Department to complete restoration work as needed. It would also involve clerical staff to process all of the claims for damage. NOTE: See uploaded document of FEMA declaration.				
Application Type: Full				
(If Emergency, reason:)				
Description of Dislocation Event: On 5/25/08 Butler County, Buchanan County, Black Hawk County, and Delaware County in Iowa were hit by an EF-5 tornado that eventually destroyed 2000 homes & businesses in its path and killed 8 people in the process. Subsequent to the tornado, Iowa was hit with massive storms and flooding that resulted in FEMA declaration of 80 more Iowa counties for Public Assistance bringing the total to 84 counties (see uploaded FEMA Declarations).				
Date of FEMA Declaration of Eligibility for Public Assistance: 05/27/2008				
Target Groups (check all that apply): <input checked="" type="checkbox"/> Unemployed due to Disaster <input checked="" type="checkbox"/> Long-Term Unemployed <input checked="" type="checkbox"/> Dislocated Workers				
Applicant Contact Person: John T. Carr				
Street Address 1: 150 Des Moines Street				
Street Address 2:				
City: Des Moines State: IA Zip Code: 50309				
Telephone: (515) 281-9039				
Fax: (515) 281-9096				
Email: John.Carr@jwd.iowa.gov				
	Temporary Jobs	Workforce Deveoplment	Total	
Planned Number of Participants:	1,367	387	1,367	Planned Entered Employment Rate: 81%
Planned Cost per Participant:	\$11711.60	\$2886.94	\$12528.90	Actual Cost per Participant in Prior PY: \$3146
% of Planned Participants Receiving NRPs: 0%				Planned Earnings: 2300
Counties included in Project Service Area: FEMA has declared Adams, Adair, Allamakee, Appanoose, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Carroll, Cass, Cerro Gordo, Cherokee, Clinton, Davis, Decatur, Des Moines, Chickasaw, Cedar, Clarke, Clayton, Crawford, Dallas, Delaware, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Iowa, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Montgomery, Monona, Monroe, Muscatine, Page, Palo Alto, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Worth, and Wright Counties for Public Assistance due to flood, storms and tornado damage (see uploaded FEMA declaration). This brings us to 84 of the 88 counties declared as a disaster by Iowa Governor Chet Culver.				
Project Operator Listing: ECIA Region One Employment and Training, HCC low@ Work, IOW@ Work, Indian Hills Workforce Development, Iowa Comprehensive Human Services, Iowa Valley Employment & Training, Iowa Western Workforce Development, Iowa Workforce Development, Kirkwood Skills to Employment, Northwest Iowa Planning & Development Commission, Region 14 Workforce Center, Region XII Council of Governments, The Workforce Center, UERPC, Upper Explorerland, Western IA Tech Community College, Workforce Development Partnership				

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. NOTE: Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: ECIA Region One Employment and Training			
Street Address 1: 590 Iowa Street			
Street Address 2: PO Box 1493			
City: Dubuque	State: IA	Zip Code: 52004-1595	
Contact Person: David Leary			
Telephone: (563) 556-5800 148			
FAX: (563) 556-0154			
Email: Dave.Leary@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$535,095	\$67,500	\$602,595
Number of Participants:	35	15	50
Counties included in Project Operator Service Area: Howard, Winneshiek, Allamakee, Chickasaw, Fayette, Clayton, Delaware, and Dubuque			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: HCC low@ Work			
Street Address 1: 3420 University Avenue, Suite A			
Street Address 2:			
City: Waterloo,	State: IA	Zip Code: 50701-2048	
Contact Person: Diane Wilson, Director			
Telephone: (319) 291-2705 221			
FAX: (319) 291-2651			
Email: Diane.Wilson@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$2,119,000	\$224,000	\$2,343,000
Number of Participants:	194	32	226
Counties included in Project Operator Service Area: Butler, Bremer, Grundy, Black Hawk, and Buchanan			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: IOW@ Work			
Street Address 1: 326 West 3rd Street, Suite 710			
Street Address 2:			
City: Davenport,	State: IA	Zip Code: 52801	
Contact Person: Cathy Wiebel, Director			
Telephone: (563) 336-3437			
FAX: (563) 336-3494			
Email: Cathy.Wiebel@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$561,388	\$75,600	\$636,988
Number of Participants:	40	18	58
Counties included in Project Operator Service Area: Jackson, Clinton, Scott, and Muscatine			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: Indian Hills Workforce Development			
Street Address 1: 651 Indian Hills Dr., Ste. #1			
Street Address 2:			
City: Ottumwa,	State: IA	Zip Code: 52501	
Contact Person: Judy Garman, Director			
Telephone: (641) 682-8577 103			
FAX: (641) 682-0102			
Email: Judy.Garman@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$282,903	\$27,600	\$310,503
Number of Participants:	30	6	36
Counties included in Project Operator Service Area: Mahaska, Keokuk, Lucas, Monroe, Wapello, Jefferson, Wayne, Appanoose, Davis, and Van Buren			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: Iowa Comprehensive Human Services			
Street Address 1: 1111 9th St, Ste 260			
Street Address 2:			
City: Des Moines, IA	State: IA	Zip Code: 50314	
Contact Person: James D. Underwood, Ex. Director			
Telephone: (515) 245-7800			
FAX: (515) 245-7803			
Email: jimichs@aol.com			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$154,218	\$22,500	\$176,718
Number of Participants:	16	5	21
Counties included in Project Operator Service Area: Boone, Story, Dallas, Polk, Jasper, Madison, Warren, and Marion			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: Iowa Valley Employment & Training			
Street Address 1: 3405 South Center,			
Street Address 2: P.O. Box 497			
City: Marshalltown,	State: IA	Zip Code: 50158-0497	
Contact Person: Sue Greenwood, Director			
Telephone: (641) 754-1400			
FAX: (641) 754-1443			
Email: Sue.Greenwood@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$146,000	\$19,000	\$165,000
Number of Participants:	14	5	19
Counties included in Project Operator Service Area: Hardin, Marshall, Tama, and Poweshiek			

ETA 9107 (February 2003)

The reporting requirements are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0439. **NOTE:** Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Respondent's obligation to reply to these reporting requirements are mandatory (PL: 107-210). Public reporting burden for this collection of information is estimated at 15 minutes. Send comments regarding this burden or any other aspect of this collection, including suggestions for reducing the burden to the U.S. Department of Labor, Office of National Response, Room N-5422, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0439).

Project Operator Data Form

Project Operator: Iowa Western Workforce Development			
Street Address 1: 300 W. Broadway, Suite #13			
Street Address 2:			
City: Council Bluffs,	State: IA	Zip Code: 51503-9030	
Contact Person: Gary Johnson, Executive Director			
Telephone: (712) 242-2112			
FAX: (712) 242-2155			
Email: Gary.Johnson@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$110,000	\$0	\$110,000
Number of Participants:	12	0	12
Counties included in Project Operator Service Area: Harrison, Shelby, Pottawattamie, Cass, Mills, Fremont, and Page			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Iowa Workforce Development			
Street Address 1: Three Triton Circle			
Street Address 2:			
City: Fort Dodge,	State: IA	Zip Code: 50501	
Contact Person: Daryl Roberts			
Telephone: (515) 576-3131			
FAX: (515) 955-1420			
Email: Daryl.roberts@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$110,000	\$0	\$110,000
Number of Participants:	8	0	8
Counties included in Project Operator Service Area: Buena Vista, Pocahontas, Humboldt, Wright, Calhoun, Webster and Hamilton			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Kirkwood Skills to Employment			
Street Address 1: 1030 Fifth Ave., S.E.			
Street Address 2: PO Box 5454			
City: Cedar Rapids,	State: IA	Zip Code: 52403-5454	
Contact Person: Kim Johnson, Executive Director,			
Telephone: (319) 398-5525			
FAX: (319) 398-5698			
Email: kjohnso@kirkwood.edu			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$5,545,788	\$705,346	\$6,251,134
Number of Participants:	630	210	840
Counties included in Project Operator Service Area: Benton, Linn, Jones, Iowa, Johnson, Cedar, and Washington			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Northwest Iowa Planning & Development Commission			
Street Address 1: 217 W. 5th Street, Box 1087			
Street Address 2:			
City: Spencer,	State: IA	Zip Code: 51301	
Contact Person: Ted Kourousis, Director			
Telephone: (712) 262-7225 142			
FAX: (712) 262-7665			
Email: Theodore.Kourousis@lwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$110,000	\$0	\$110,000
Number of Participants:	10	0	10
Counties included in Project Operator Service Area: Dickinson, Emmet, Kossuth, Clay, Palo Alto, Lyon, Osceola, Sioux, and O'Brien			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Region 14 Workforce Center			
Street Address 1: 215 North Elm Street,			
Street Address 2: PO Box 348			
City: Creston,	State: IA	Zip Code: 50801-0348	
Contact Person: Jerry Smith, Director			
Telephone: (641) 782-2119 15			
FAX: (641) 782-5101			
Email: Jerry.Smith@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$727,063	\$105,000	\$832,063
Number of Participants:	68	25	93
Counties included in Project Operator Service Area: Adair, Montgomery, Adams, Union, Clark, Taylor, Ringgold, and Decatur			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Region XII Council of Governments			
Street Address 1: 1009 E. Anthony St.,			
Street Address 2: PO Box 768			
City: Carroll,	State: IA	Zip Code: 51401-0768	
Contact Person: Richard Hunsaker, Executive Director			
Telephone: (712) 792-9914			
FAX: (712) 792-1751			
Email: rhunsaker@region12cog.org			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$718,179	\$48,500	\$766,679
Number of Participants:	48	12	60
Counties included in Project Operator Service Area: Audubon, Carroll, Crawford, Greene, Guthrie and Sac			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: The Workforce Center			
Street Address 1: 1000 N. Roosevelt			
Street Address 2:			
City: Burlington,	State: IA	Zip Code: 52601	
Contact Person: Linda Gidley, Director			
Telephone: (319) 753-1671 233			
FAX: (319) 753-5881			
Email: Linda.Gidley@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$1,829,076	\$202,500	\$2,031,576
Number of Participants:	212	45	257
Counties included in Project Operator Service Area: Louisa, Henry, Des Moines, and Lee			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: UERPC, Upper Explorerland			
Street Address 1: 132 West Greene St., PO Box 219			
Street Address 2:			
City: Postville	State: IA	Zip Code: 52162	
Contact Person: Fern Rissman,			
Telephone: (563) 864-7554			
FAX: (563) 864-7445			
Email: Fern.Rissman@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$510,400	\$5,400	\$515,800
Number of Participants:	30	12	42
Counties included in Project Operator Service Area: Howard, Winneshiek, Allamakee, Chickasaw, Fayette, Clayton, Delaware, and Dubuque			

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Project Operator Data Form

Project Operator: Western IA Tech Community College			
Street Address 1: 4647 Stone Avenue, PO Box 5199			
Street Address 2:			
City: Sioux City,	State: IA	Zip Code: 51102-5199	
Contact Person: Julie Stoik, Director			
Telephone: (712) 274-8733 1245			
FAX: (712) 274-6407			
Email: Stoikj@witcc.edu			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$110,000	\$0	\$110,000
Number of Participants:	10	0	10
Counties included in Project Operator Service Area: Plymouth, Cherokee, Woodbury, Ida and Monona			

ETA 9107 (February 2003)

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Project Operator Data Form

Project Operator: Workforce Development Partnership			
Street Address 1: 600 South Pierce			
Street Address 2:			
City: Mason City,	State: IA	Zip Code: 50401	
Contact Person: Nancy Bair, Regional Director			
Telephone: (641) 422-1521			
FAX: (641) 422-1505			
Email: Nancy.Bair@iwd.iowa.gov			
Duration of Project Operator Agreement:	Start: 05/27/2008	End: 06/30/2010	
	Temporary Jobs	Workforce Development	Total
Funding Level:	\$101,000	\$9,000	\$110,000
Number of Participants:	10	2	12
Counties included in Project Operator Service Area: Winnebago; Worth; Mitchell; Hancock; Cerro Gordo; Floyd; Franklin			

ETA 9107 (February 2003)

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BUDGET INFORMATION - Non-Construction Programs

OMB Approval no. 0348-0044

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.						
2.						
3.						
4.						
5. TOTALS						

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total
	(1) Admin Costs	(2) Program Costs	(3)	(4)	(5)
a. Personnel	\$0	\$0			\$0
b. Fringe Benefits	\$0	\$0			\$0
c. Travel	\$0	\$0			\$0
d. Equipment	\$0	\$0			\$0
e. Supplies	\$0	\$0			\$0
f. Contractual	\$0	\$0			\$0
g. Construction	\$0	\$0			\$0
h. Other	\$0	\$0			\$0
i. Total direct Charges (sum of 6a-6h)	\$0	\$0			\$0
j. Indirect Charges	\$0	\$0			\$0
k. TOTALS (sum of 6i and 6j)	\$0	\$0			\$0
7. PROGRAM INCOME					

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SECTION C - NON FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.					
9.					
10.					
11.					
12. TOTALS (sum of lines 8 -11)					
SECTION D - FORECASTED CASH NEEDS					
	Total for 2nd Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal					
14. Non Federal					
15. TOTAL (sum of lines 13 - 14)					
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.					
17.					
18.					
19.					
20. TOTALS (sum of lines 16 -19)					
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:			22. Indirect Charges:		
23. Remarks					

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Budget Information Narratives

Budget Narrative

Planning Form (Disaster - Temp. Jobs) (page 1 of 2)

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER									
	ADMIN	PROGRAM	QTR1 06/30/2008	QTR2 09/30/2008	QTR3 12/31/2008	QTR4 03/31/2009	QTR5 06/30/2009	QTR6 09/30/2009	QTR7 12/31/2009	QTR8 03/31/2010
IMPLEMENTATION SCHEDULE										
Employed In Temp. Disaster Relief Asst			10	300	550	775	975	1,175	1,300	1,367
Receiving Intensive Services			10	300	550	775	975	1,175	1,300	1,367
Receiving Supportive Services			10	280	520	700	875	1,050	1,100	1,200
Exits			0	0	200	450	600	800	1,000	1,200
Entering Employment At Exit			0	0	162	365	486	648	810	972
Total Planned Participants			10	300	550	775	975	1,175	1,300	1,367
Supportive Services		0	0	0	0	0	0	0	0	0
Admin	256,905		5,000	52,113	84,226	116,339	148,452	180,565	212,678	244,791
Other*		404,040	404,040	404,040	404,040	404,040	404,040	404,040	404,040	404,040
Total: Program Management And Oversight	256,905	404,040	409,040	456,153	488,266	520,379	552,492	584,605	616,718	648,831
Indirect*	0	0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0
Total Expenditures: Grantee Level	256,905	404,040	409,040	456,153	488,266	520,379	552,492	584,605	616,718	648,831
Participant Wages		10,969,594	0	829,440	2,068,320	4,545,000	5,816,800	7,663,680	9,733,600	10,400,000
Participant FBs		1,403,561	0	106,168	264,744	510,720	616,550	1,108,951	1,245,900	1,331,200
Core And Intensive Services		1,622,000	30,000	245,600	761,800	902,000	1,176,450	1,266,800	1,398,658	1,488,055
Supportive Services		650,000	0	69,120	172,360	300,000	369,120	541,480	608,350	650,000
Other*		0	0	0	0	0	0	0	0	0
Admin	703,664		4,000	138,240	184,575	253,000	378,900	456,987	505,262	602,166
Other*		0	0	0	0	0	0	0	0	0
Total: Program Management And Oversight	703,664	0	4,000	138,240	184,575	253,000	378,900	456,987	505,262	602,166
Total Expenditures: Project Operator Level	703,664	14,645,155	34,000	1,388,568	3,451,799	6,510,720	8,357,820	11,037,898	13,491,770	14,471,421
Total Expenditures: Grantee And Project Operator Level	960,569	15,049,195	443,040	1,844,721	3,940,065	7,031,099	8,910,312	11,622,503	14,108,488	15,120,252

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Planning Form (Disaster - Temp. Jobs) (page 2 of 2)

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER
	QTR9 06/30/2010
IMPLEMENTATION SCHEDULE	
Employed In Temp. Disaster Relief Asst	1,367
Receiving Intensive Services	1,367
Receiving Supportive Services	1,367
Exits	1,367
Entering Employment At Exit	1,108
Total Planned Participants	1,367
Supportive Services	
Admin	256,905
Other*	404,040
Total: Program Management And Oversight	660,945
Indirect*	0
Other*	0
Total Expenditures: Grantee Level	660,945
Participant Wages	
Participant FBs	10,969,594
Core And Intensive Services	1,403,561
Supportive Services	1,622,000
Other*	650,000
Admin	0
Other*	703,664
Total: Program Management And Oversight	703,664
Total Expenditures: Project Operator Level	15,348,819
Total Expenditures: Grantee And Project Operator Level	16,009,764

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Planning Form (Disaster - Workforce Dev.) (page 1 of 2)

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER									
	ADMIN	PROGRAM	QTR1 06/30/2008	QTR2 09/30/2008	QTR3 12/31/2008	QTR4 03/31/2009	QTR5 06/30/2009	QTR6 09/30/2009	QTR7 12/31/2009	QTR8 03/31/2010
IMPLEMENTATION SCHEDULE										
Receiving Intensive Services			0	0	25	165	287	340	387	387
Enrolled In Training			0	0	15	110	200	270	300	300
Receiving Supportive Services			0	0	5	110	190	250	255	255
Receiving Needs-Related Payments			0	0	0	0	0	0	0	0
Exits			0	0	1	25	100	175	250	300
Entering Employment At Exit			0	0	1	20	81	142	203	243
Total Planned Participants			0	0	25	165	287	340	387	387
Supportive Services		0	0	0	0	0	0	0	0	0
Admin Excluding NRP Processing*	0		0	0	0	0	0	0	0	0
NRP Processing*	0		0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0
Total: Program Management And Oversight	0	0	0	0	0	0	0	0	0	0
Indirect*	0	0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0
Total Expenditures: Grantee Level	0	0	0	0	0	0	0	0	0	0
Core And Intensive Services		411,397	0	0	17,975	118,635	206,353	278,253	344,025	387,556
Training Services		584,185	0	0	50,325	232,145	377,731	479,031	508,996	560,344
Supportive Services		117,464	0	0	3,600	23,760	41,328	55,728	75,225	94,223
NRPs*		0	0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0
Admin Excluding NRP Processing*	4,200		0	0	800	1,300	1,800	2,300	3,100	3,600
NRP Processing*	0		0	0	0	0	0	0	0	0
Other*		0	0	0	0	0	0	0	0	0
Total: Program Management And Oversight	4,200	0	0	0	800	1,300	1,800	2,300	3,100	3,600
Total Expenditures: Project Operator Level	4,200	1,113,046	0	0	72,700	375,840	627,212	815,312	931,346	1,045,723
Total Expenditures: Grantee And Project Operator Level	4,200	1,113,046	0	0	72,700	375,840	627,212	815,312	931,346	1,045,723

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Planning Form (Disaster - Workforce Dev.) (page 2 of 2)

All quarterly entries are CUMULATIVE over all previous quarters.

PERFORMANCE FACTOR	PROGRAM YEAR QUARTER
	QTR9 06/30/2010
IMPLEMENTATION SCHEDULE	
Receiving Intensive Services	387
Enrolled In Training	300
Receiving Supportive Services	255
Receiving Needs-Related Payments	0
Exits	387
Entering Employment At Exit	313
Total Planned Participants	387
Supportive Services	
Supportive Services	0
Admin Excluding NRP Processing*	0
NRP Processing*	0
Other*	0
Total: Program Management And Oversight	0
Indirect*	0
Other*	0
Total Expenditures: Grantee Level	0
Core And Intensive Services	
Core And Intensive Services	411,397
Training Services	584,185
Supportive Services	117,464
NRPs*	0
Other*	0
Admin Excluding NRP Processing*	4,200
NRP Processing*	0
Other*	0
Total: Program Management And Oversight	4,200
Total Expenditures: Project Operator Level	1,117,246
Total Expenditures: Grantee And Project Operator Level	1,117,246

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Narrative Statements

Project Type: Disaster
<p>GENERAL EXPLANATION: Please enter any information that would benefit the reviewers who will approve or deny this application. Use this area to explain items and concepts that you feel need additional information, items that need DOL specialist attention during the review process, or any information on how the program is meeting demand-driven goals.</p> <p>On 5/25/08 an EF-5 tornado hit Butler County, Buchanan County, Black Hawk County, and Delaware County in Iowa causing damage to several areas within each county. The tornados path destroyed approximately 2,000 homes and businesses before moving on into other counties. Although 4 counties were requested for Federal Disaster Declaration by Iowa Governor Culver via the President, FEMA initially only declared one...Butler County. However, on 6/3/08 FEMA declared the 3 additional counties of Buchanan, Black Hawk, and Delaware as disasters. In addition, following the EF-5 tornado destruction there was massive destruction from storms including up to 100 mile an hour side winds, storms and flooding in Iowa. Ten square miles (14%) of the city Cedar Rapids, Iowa was affected by the flood waters. Over 18,000 people were affected in the flooded areas, including damages to over 5,000 homes and 1,000 commercial businesses, including 84 industrial sites. Sixteen city facilities were negatively affected and 9 cultural assets were impacted. Over 80,000 tons of debris has been collected so far with much more waiting to be disposed of. We are obligating most of these funds to that region of the state. The Iowa flood of 2008 was an event involving most of the rivers in eastern Iowa beginning around June 8, 2008 and ending about July 1. The flooding of Cedar Rapids and Iowa City were the most significant events. In Iowa City, the campus of the University of Iowa was vulnerable, and extensive flooding did occur. Floodwaters from the Mississippi river caused many millions of dollars in damages to Eastern Iowa cities. Other casualties included 200 homes lost in Des Moines and over 800 people being permanently displaced as flood waters completely destroyed the Louisa County city of Oakville, Iowa.</p> <p>So far FEMA has declared 82 additional counties eligible for Public Assistance and are continuing to review the 88 counties declared as a disaster by Iowa Governor Chet Culver. The counties are: Adams, Adair, Allamakee, Appanoose, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Carroll, Cass, Cerro Gordo, Cherokee, Clinton, Davis, Decatur, Des Moines, Chickasaw, Cedar, Clarke, Clayton, Crawford, Dallas, Delaware, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Iowa, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Montgomery, Monona, Monroe, Muscatine, Page, Palo Alto, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Worth, and Wright Counties for Public Assistance. Further, Iowa would like to request an exception for any EPJ positions that pay a prevailing wage in excess of \$11.53 per hour, thus allowing the worker to exceed the \$12,000 limit. This limit was implemented in 1993 and the wages since that time have increased. This will allow for less turnover at the worksite as well as allowing individuals to work the full 1040 hours. We have already discovered that many of the sites have a prevailing wage from \$10.00 to \$20.00 an hour depending on the skills needed and the type of job it is (see uploaded documents for justifying prevailing wages).</p> <p>NOTE: Even though Iowa submits a significant number of regular NEG's, Trade Dual-Enrollment NEG's, and Regional Innovation Grants (RIG) requests, this is the first Disaster NEG that we have submitted in a long time. If there are any questions that you may have during the review process please feel free to contact John T. Carr at 515-281-9039 or Jeff Chamberlin at 515-281-9034.</p>
Grant Modifications
<p>Modification Explanation:</p> <p>This is a full application of the emergency disaster grant IA-37. In addition to a fully documented application we are including 4 areas of clarification: (1) We included an exception to the rule of the \$12,000 limit (see uploaded examples of prevailing wage justification). This request is for an exception only for the non-Federally required limit of \$12,000. We are not requesting an exception to the Federally required maximum of 1040 hours. (2) We are requesting an exception to allow for the leasing of heavy equipment where the worksite is not able to afford the purchasing/leasing of heavy equipment for use by Emergency Public Jobs (EPJ) participants and is not available through FEMA or any other local organization (see uploaded document of explanation). (3) We are incorporating the guidelines & application as required for the approved waiver for the use of \$1.7 million of the approved Award for Business Assistance, and (4) the approval by the Federal Fisheries & Wildlife Services for endangered species process of verification.</p>
Grant Modification: Please provide explanation for change in number of participants
<p>The state has had time to do a better evaluation of the damage and the workforce needed in this disaster situation. The initial application was done very quickly to expedite getting help to the distressed areas.</p>
Project Overview
<p>Please explain why the Planned Number of Participants Total is not equal to the sum of the Planned Number of Participants for the Temporary Jobs and the Workforce Development components.</p> <p>This is because the Planned Number of Participants for the Temporary Jobs is the total number of participants that will be involved in the Emergency Public Jobs Project of 1,367. Of this total, we are estimating that the number of the total participants (1,367) that will seek Workforce Development services will be 387. Hence, the total number of participants still remains 1,367, and of that total 387 will seek Workforce Development Services.</p>
Project Plan - Temporary Jobs
<p>Please explain the basis of providing a value in Other-Program Management and Oversight (Grantee Level).</p> <p>This is the cost of the Workers' Compensation Insurance policy which was taken out to cover all Emergency Public Jobs (EPJ) workers in the 84 FEMA declared counties in Iowa for Public Assistance.</p>
Project Plan - Workforce Development Services
<p>Please delineate the cost components of the planned cost in Admin. Excluding NRP Processing (Project Operator Level).</p> <p>These funds are to cover the administrative oversight for this portion of the grant as well as the fiscal processing needed for support and training costs.</p>

ATTACHMENT – 1

STATE'S INDIRECT COST RATE AGREEMENT

**STATE DEPARTMENT/AGENCY
INDIRECT COST NEGOTIATION AGREEMENT**

DEPARTMENT/AGENCY:

State of Iowa
Workforce Development
1000 East Grand Avenue
Des Moines, IA 50319-0209

DATE: June 5, 2007

FILE REFERENCE: This replaces
the Agreement dated: April 21, 2006

The indirect cost rate(s) contained herein are for use on grants and contracts with the Federal Government to which **OMB Circular No. A-87** applies, subject to limitations contained in the Circular and in Section II, A, below. The rate(s) were negotiated by the **Workforce Development (IWD)** and the **U. S. Department of Labor** in accordance with the authority contained in Attachments C and E of the Circular.

SECTION I: RATES

<u>TYPE</u>	<u>EFFECTIVE PERIOD</u>		<u>RATE*</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
	<u>FROM</u>	<u>TO</u>			
Final	7/01/01	6/30/02	15.60 % (A)	ALL	Job Service
Final	7/01/01	6/30/02	11.35 % (A)	ALL	Labor Service
Final	7/01/01	6/30/02	9.85 % (A)	ALL	Worker's Compensation
Final	7/01/02	6/30/03	15.72% (A)	ALL	Job Service
Final	7/01/02	6/30/03	11.65% (A)	ALL	Labor Service
Final	7/01/02	6/30/03	10.97% (A)	ALL	Worker's Compensation
Final	7/01/03	6/30/04	11.75% (B)	ALL	Job Service
Final	7/01/03	6/30/04	8.23% (B)	ALL	Labor Service
Final	7/01/03	6/30/04	9.17% (B)	ALL	Worker's Compensation
Final	7/01/04	6/30/05	12.36% (B)	ALL	Job Service
Final	7/01/04	6/30/05	7.81% (B)	ALL	Labor Service
Final	7/01/04	6/30/05	7.89% (B)	ALL	Worker's Compensation
Final	7/01/05	6/30/06	12.80% (B)	ALL	Job Service
Final	7/01/05	6/30/06	8.96% (B)	ALL	Labor Service
Final	7/01/05	6/30/06	8.12% (B)	ALL	Worker's Compensation
Provisional	7/01/06	6/30/07	12.36% (B)	ALL	Job Service
Provisional	7/01/06	6/30/07	7.81% (B)	ALL	Labor Service
Provisional	7/01/06	6/30/07	7.89% (B)	ALL	Worker's Compensation
Provisional	7/01/07	6/30/08	12.80% (B)	ALL	Job Service
Provisional	7/01/07	6/30/08	8.95% (B)	ALL	Labor Service
Provisional	7/01/07	6/30/08	8.10% (B)	ALL	Worker's Compensation

(See Special Remarks)

***BASE:**

- (A) - Direct salaries and wages excluding all fringe benefits
- (B) - Direct salaries and wages **including** all fringe benefits

TREATMENT OF FRINGE BENEFITS:

Fringe benefits applicable to direct salaries and wages are treated as direct cost

TREATMENT OF PAID ABSENCES:

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims for the costs of these paid absences are not made.

SECTION II: GENERAL

a. **LIMITATIONS:** Use of the rate(s) contained in the Agreement is subject to all statutory or administrative limitations and is applicable to a given grant or contract only to the extent that funds are available. Acceptance of the rate(s) agreed to herein is predicated upon the following conditions:

- (1) that no costs other than those incurred by the grantee/contractor or allocated to the grantee/contractor via an approved central service cost allocation plan were included in its indirect cost pool as finally accepted and that such incurred costs are legal obligations of the grantee/contractor and are allowable under the governing cost principles;
- (2) that the same costs that have been treated as indirect costs have not been claimed as direct costs;
- (3) that similar types of costs have been accorded consistent treatment, and
- (4) that the information provided by the grantee/contractor which was used as a basis for acceptance of the rate(s) agreed to herein is not subsequently found to be materially inaccurate.

The elements of indirect cost and the type of distribution base(s) used in computing provisional rates are subject to revision when final rates are negotiated. Also, the rates cited in this Agreement are subject to audit.

B. **CHANGES:** The grantee/contractor is required to provide written notification to the indirect cost negotiator prior to implementing any changes which could affect the applicability of the approved rates. Changes in the indirect cost recovery plan, which may result from changes such as the method of accounting or organizational structure, require the prior written approval of the Division of Cost Determination (DCD). Failure to obtain such prior written approval may result in cost disallowance.

C. **NOTIFICATION TO FEDERAL AGENCIES:** A copy of this document is to be provided by this organization to other Federal funding sources as a means of notifying them of the Agreement contained herein.

D. **SPECIAL REMARKS:**

1. Indirect cost rates established for a State Employment Security Agency (SESA) may be used as a budgetary tool in establishing grant or contract amounts. Nevertheless, actual indirect costs charged by a SESA to Federal grants and contracts are to be determined in accordance with cost accounting procedures accepted by the Division of Cost Determination.

2. Contracts/grants providing for ceilings as to the indirect cost rate(s) or amount(s) which are indicated in Section I above, will be subject to the ceilings stipulated in the contract or grant agreements. The ceiling rate or actual indirect costs as described in 1 above, whichever is lower, will be used to determine the maximum allowable indirect cost on the contract or grant agreement.

3. Administrative costs consist of all **Direct** and **Indirect** costs associated with the management of an organization's programs. Organizations should refer to their contract/grant terms and specific program legislation for the applicable definition of 'Administrative Costs' and any related limitations.

4. The June 30, 2006 fiscal year's Final indirect cost pools are comprised of the following: Statewide Central Service & Memo Billed cost allocated to the Workforce Development plus the following:

Departmental Indirect Costs

Director's Office

Field Office Indirect Pass Through

Overhead Revolving

Audit Costs

Other Department-wide Indirect

Public Relations

Administrative Service Division

Personnel Services

Training

Personnel

Customer Service

Data Processing Allocated Indirect Cost

Financial Management

Business Management

Property & Office Services

Mailroom

Printing

Purchasing

Supply

Workers' Compensation Premiums

5. The June 30, 2004 fiscal year end 'Final rates' were revised, subsequent to the original agreement date, to correct a data processing error detected in the State of Iowa's "I-3 accounting system". The IWD brought under the umbrella of the state accounting system during the IWD 2004 fiscal year.

6. State of Iowa' employee fringe benefit cost components:
FICA/MEDICARE
Dental/Disability/Health Insurance
Public Employees Retirement
Deferred Compensation
Medical and Child Care Flexible Spending Accounts

ACCEPTANCE

BY THE ORGANIZATION:

BY THE COGNIZANT AGENCY
ON BEHALF OF THE FEDERAL GOVERNMENT:

IOWA WORKFORCE DEVELOPMENT

U.S. DEPARTMENT OF LABOR

(Grantee/Contractor)

(Government Agency)

David Neib
(Signature)

Ronald Goolsby
(Signature)

David Neib
(Name)

for
Victor M. Lopez

Interim I.W.D. Director
(Title)

(Name)
Chief,
Division of Cost Determination
(Title)

6-11-07
(Date)

June 5, 2007
(Date)

Negotiated By: Ronald Goolsby
Telephone No.: 312 886-5247
Facsimile No.: 353-0127

ATTACHMENT – 2

**FEMA DESIGNATED COUNTIES FOR IOWA FOR PUBLIC
ASSISTANCE**

Designated Counties for Iowa Severe Storms, Tornadoes, and Flooding

Disaster Summary For FEMA-1763-DR, Iowa

Declaration Date: May 27, 2008

Incident Type: Severe Storms, Tornadoes, and Flooding

Incident Period: May 25, 2008, and continuing

Individual Assistance

(Assistance to individuals and households):

Adair, Adams, Allamakee, Appanoose, Audubon, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Cass, Cedar, Cerro Gordo, Chickasaw, Clarke, Clayton, Clinton, Crawford, Decatur, Delaware, Des Moines, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Madison, Mahaska, Marion, Marshall, Mills, Monona, Montgomery, Monroe, Muscatine, Page, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Union, Van Buren, Wapello, Warren, Washington, Webster, Winneshiek, Winnebago, and Wright Counties.

Public Assistance

(Assistance to State and local governments and certain private nonprofit organizations for emergency work and the repair or replacement of disaster-damaged facilities):

Adams, Adair, Allamakee, Appanoose, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Carroll, Cass, Cerro Gordo, Cherokee, Clinton, Davis, Decatur, Des Moines, Chickasaw, Cedar, Clarke, Clayton, Crawford, Dallas, Delaware, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Iowa, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Montgomery, Monona, Monroe, Muscatine, Page, Palo Alto, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Worth, and Wright Counties for Public Assistance.

Butler County for emergency protective measures (Category B), limited to direct Federal assistance, under the Public Assistance program.

Hazard Mitigation Grant Program

(Assistance to State and local governments and certain private nonprofit organizations

for actions taken to prevent or reduce long term risk to life and property from natural hazards):

All counties in the State of Iowa are eligible to apply for assistance under the Hazard Mitigation Grant Program.

Other:

Additional designations may be made at a later date after further evaluation.

More information about [Iowa Severe Storms, Tornadoes, and Flooding](#)

Last Modified: Monday, 15-Sep-2008 15:56:32

ATTACHMENT – 3

**BUSINESS ASSISTANCE GUIDELINES – APPLICATION AND
FW-S APPROVAL**

Business Assistance from the National Emergency Public Jobs Grant (IA-37)

Eligibility and Verification of Eligibility

1. The business must have 25 or fewer employees.

Required Verification –

Copy of their UI tax records for most recent quarter before the tornado/flood
Copy of last year's tax record – if not available, can apply for copy from the IRS
Self attestation until documentation is received (No payments will be made until documentation is received)
Self-employment – verification of eligibility for Disaster Unemployment Assistance (DUA)

2. The business must have been in existence prior to the flooding/storm

Verification – same as above, number 1

3. The business must be located in an area impacted by the floods and in a county that has been declared eligible for public assistance by FEMA.

Verification – this can be verified from the FEMA website. Currently declared counties are: Adams, Adair, Allamakee, Appanoose, Benton, Black Hawk, Boone, Bremer, Buchanan, Butler, Carroll, Cass, Cerro Gordo, Cherokee, Clinton, Davis, Decatur, Des Moines, Chickasaw, Cedar, Clarke, Clayton, Crawford, Dallas, Delaware, Dubuque, Fayette, Floyd, Franklin, Fremont, Greene, Grundy, Guthrie, Hamilton, Hancock, Hardin, Harrison, Henry, Howard, Humboldt, Iowa, Jackson, Jasper, Johnson, Jones, Keokuk, Kossuth, Lee, Linn, Louisa, Lucas, Lyon, Madison, Mahaska, Marion, Marshall, Mills, Mitchell, Montgomery, Monona, Monroe, Muscatine, Page, Palo Alto, Pocahontas, Polk, Pottawattamie, Poweshiek, Ringgold, Scott, Story, Tama, Taylor, Union, Van Buren, Wapello, Warren, Washington, Wayne, Webster, Winnebago, Winneshiek, Worth, and Wright Counties

4. Businesses served under this program, including owners and employees, must qualify as dislocated workers under WIA:

- The waiver can apply to any business (that had 25 or fewer employees prior to the flooding) that experienced a dislocation of workers as a result of the flooding and that meet the other conditions and criteria contained in this letter. This waiver does not make a distinction between businesses with named partners and those with no named partners, nor between sole proprietorships and corporations. Under the waiver, the dislocated worker eligibility requirements associated with the NEG can be satisfied if the business has one or more workers dislocated as a result of the **storm**.

- In instances where a business experienced worker dislocations as a result of the **flooding**, but the business has re-opened and employees returned to work prior to the date of the approval of the waiver, the onus falls on the State to demonstrate that serving such businesses under the waiver is consistent with the purpose of the NEG, re-employing dislocated workers. This conclusion would seem to be easier to reach in instances where a business has not yet returned to their pre-flood employment levels, than in instances where businesses have already returned to their pre-flood employment levels.

Verification – Employee notification of eligibility for DUA, copies of application for assistance from other flood-related programs

Total funds available - \$1,700,000

Funds for this activity are only available for six (6) months or until the funds are exhausted, whichever occurs first, from the date the modification to include this waiver is approved

Disbursement of the Funds

1. Estimates must be submitted for all costs prior to disbursing any funds to the eligible business. Receipts must be submitted for all purchases whether it is a direct purchase on behalf of the business or a reimbursement.
2. If a cash advance is given, there must be a process in place to recapture funds that were not used by the business where the estimate was higher than the actual cost. Additional costs not in the original application will not be permitted.
3. All applications for assistance must be submitted to the State for approval. The program and project coordinators will review all applications for any monetary disbursements. Where possible, scan the application and verification documents for electronic transfer.

Limitations

1. NEG funds cannot be used to cover costs that can be covered by other sources, including, but not limited to, FEMA and Small Business Administration (SBA) funds and insurance claims. *These sources of funds must be used first*, when available, to provide support to affected businesses/individuals. Documentation of the expenses paid or denial of payment by other sources is required. Will also need to document the unmet need by providing estimates of remaining repairs, equipment required, etc.
2. Assistance must be limited to no more than \$5,000 per business.

3. Use of NEG funds for repair and replacement of equipment and infrastructure is permitted. However, these costs must be limited to repairing/replacing what was damaged by the storm/flood. Capital improvements are not permitted.
4. Use of NEG funds for disaster-related insurance co-payments and deductibles is permitted, to the extent that the costs apply to the business, not the individual and cannot exceed \$5,000. Documentation of the costs and insurance statements must be provided.
5. Use of NEG funds to pay salaries is not permitted under this waiver.

Application for Business Assistance under Iowa Tornado/Flood Disaster Grant

Date: _____

Name of Business: _____

Address: _____

Phone number _____

Federal ID Number _____

Authorized Signature _____

Number of Employees at time of Storm/Flood including family members _____

Date Business Established _____

FEMA Assistance Provided/Denied:

Insurance Assistance Received/Denied:

Small Business Administration Assistance Received/Denied:

Requesting Assistance for the Following (include estimate of cost) (Max. Limit: **\$5,000**)

TO: ALL STATE WORKFORCE AGENCIES
ALL STATE WORKFORC LIAISONS
ONE STOP CAREER CENTER LEADS

FROM: Brent Orrell
Deputy Assistant Secretary

SUBJECT: Establishing Parameters for Funding Entrepreneurial and Self-Employment Training under the Workforce Investment Act

1. **Purpose.** Title I of the Workforce Investment Act of 1998 authorizes the provision of entrepreneurial training to adult and dislocated workers, and authorizes entrepreneurial work experiences for youth. To ensure maximum results for these investments, the Employment and Training Administration (ETA) encourages states to establish parameters for funding entrepreneurial and self-employment training.

2. **References.**
 - Workforce Investment Act of 1998, Section 134(d)(4)(D)(vi);
 - 20 CFR 664.460, WIA Final Rules;
 - Training and Employment Guidance Letter (TEGL) 16-04, “Self-Employment Training for Workforce Investment Clients;”
 - TEGL 16-05, “Flexibility Under Current Employment and Training Law for Hurricane Recovery Strategies;” and
 - TEGL 17-05, “Common Measures Policy for the Employment and Training Administration’s Performance Accountability System and Related Performance Issues”.

3. **Background.** Small businesses represent 99.7 percent of all the nation’s employer businesses and employ 57.4 million Americans or 50.6 percent of the non-farm private sector workforce.¹ Supporting the development of new small businesses through entrepreneurship is an increasingly important strategy in creating strong regional economies in the United States. Entrepreneurial activities spur economic growth in many ways, including creating new employment opportunities for the unemployed through the development of small community-based businesses, generating job creation and tax revenue with the formation of regional high growth companies, and facilitating the transfer of innovative research to the commercial marketplace.

The workforce investment system promotes entrepreneurship and small business development primarily by providing self-employment assistance to workforce system customers. Data gathered under the Workforce Investment Act of 1998 between 2005 – 2007 indicates that this assistance is provided to a small number of individuals – primarily dislocated workers - in a variety of local areas each year. As the workforce investment system continues to play a larger role in talent development in regional economies,

¹ McDowell, John. “Small Business Drives the US Economy.” Office of Advocacy, US Small Business Administration, 28 September 2006. <<http://www.sba.gov/advo/press/06-17.html>>

supporting entrepreneurship and self employment training and assistance in a more systemic and strategic fashion is another way the system can leverage its resources to support workers and create jobs. The workforce investment system can expand the scope and reach of its self-employment assistance services by:

- a. connecting to broader regional strategies designed to foster economic environments that nurture innovation and cultivate emerging industries,
- b. identifying opportunities to use workforce system resources to support regional entrepreneurship goals; and
- c. deploying resources for entrepreneurial training and technical assistance and tracking outcomes.

In 2006, ETA published TEGL No 16-04, which encourages the workforce investment system to make entrepreneurship training opportunities available to people interested in self employment under Title I of the Workforce Investment Act of 1998. This current guidance builds on TEGL 16-04 by providing more detailed information about designing and implementing entrepreneurial and self-employment training strategies for adults, dislocated workers, and youth, and providing guidance about allowable costs and outcome tracking.

4. Understanding Entrepreneurship and Regional Entrepreneurship Networks.

Entrepreneurship comes in many forms, and results in business that range in size and scope from very small, low-cost ventures, to large, high-cost ventures. Approaches to training and support for entrepreneurship vary greatly along this continuum. Microenterprise typically refers to very small businesses with just a few employees that require very little capital to start. The term encompasses business such as repair or cleaning services, pet-grooming, computer technology, specialty foods, jewelry, arts and crafts, gifts, clothing and textiles, childcare, environmental products and services, etc. These small companies create employment for the owner and often other family members, or they may grow large enough to employ other members of the community.

On the other end of the size and scope spectrum, entrepreneurship takes the form of high-growth/high-value companies that focus on innovation and growth. These companies facilitate the transfer of innovative research to the commercial marketplace and generate jobs and tax revenue. In between microenterprise and high-growth/high-value companies are the many small businesses that employ between 10 – 100 employees. Creating a healthy environment for entrepreneurship across the full spectrum creates employment and growth opportunities at all income levels in a region.

Supporting a regional culture of entrepreneurship benefits individuals, the community, and the economy. For regions in economic transition, entrepreneurship is an important employment and job creation strategy. Entrepreneurship may be both an employment strategy for newly arriving individuals in such instances, as well as an opportunity for the expanding community to meet the increased market demand for services and growing the regional economy. Likewise, in regions struggling with declining industries, successful entrepreneurs can help diversify the economy while creating jobs.

Entrepreneurialism is equally important as an employment option for populations that have barriers to employment. For example, self-employment may offer individuals with disabilities greater workplace flexibility and income opportunities. Similarly, individuals in rural areas may have geographic and transportation barriers to employment, or they may have to travel outside of the region for employment. Entrepreneurship may allow these individuals to work locally, even at home, to contribute to the region's economic growth. Finally, youth may benefit from the leadership and financial management skills provided by entrepreneurship work experience.

Regional Entrepreneurship Resources and Assistance. Across the country, networks of public and private organizations provide support for entrepreneurs and small business owners. These organizations support goals of economic development, job creation, and/or self-sufficiency, and provide services such as assessment, training, business planning, marketing and product development, counseling and networking, and international trade/export and regulatory compliance. Frequently administered by community action groups, community development corporations, or economic development centers, many of the programs target specific populations including low-income, the unemployed, welfare recipients, refugees, other disadvantaged groups, and women. Funding for these programs may come from federal, state, or local governments, the business community, and private foundations. Community colleges and universities are also a source of entrepreneurial training and assistance.

The Small Business Administration (SBA) of the Department of Commerce funds a robust portfolio of resources, which includes Small Business Development Centers (SBDC's), SCORE, Women's Business Development Centers, , and small business loan programs. These programs operate in states and regions across the country, and should be a integral partner in any entrepreneurship activities sponsored by the workforce investment system. Full information about all of these programs is available at the SBA's Web site at <http://www.sba.gov>.

1. ***Small Business Development Centers (SBDCs)***. Administered and partly funded by the SBA, the SBDCs provide training and technical assistance to current or prospective business owners. Located in every state, they are usually affiliated with a higher-education establishment such as a university, college, or business school. Unlimited technical assistance is provided free of charge; there is usually a fee for training programs.
2. ***SCORE, "Counselors to America's Small Business"***. SCORE, a partner of the SBA, is a nonprofit association dedicated to educating entrepreneurs and the formation, growth, and success of small businesses nationwide. Over 10,000 working and retired executives and business owners donate time and expertise through counseling and workshops available online and through nearly 400 chapters across the United States. SCORE can be found online at <http://www.score.org/>.
3. ***Women's Business Development Centers*** SBA's women's business center (WBC) program is a national network of WBCs providing educational resources to help

women start and grow successful small businesses. The Program's mission is to level the playing field for women entrepreneurs still facing unique obstacles in the business world. There are currently 115 WBC's in regions across the country.

4. ***Veterans Business Outreach Program.*** The Veterans Business Outreach Program (VBOP) is designed to provide entrepreneurial development services such as business training, counseling and mentoring, and referrals for eligible veterans owning or considering starting a small business. Four sites in California, Texas, Florida, and New York provide the following services to veterans: pre-business plan workshops, concept assessments, business plan preparations, comprehensive feasibility analysis, mentorship, and other business developmental related services.:
5. ***Financing.*** The SBA also has developed loan programs for small businesses. The most relevant of these for small startup businesses is the SBA Microloan program. The Microloan Program provides very small loans to start-up, newly established, or growing small business concerns. Under this program, SBA makes funds available to nonprofit community based lenders (intermediaries) which, in turn, make loans to eligible borrowers in amounts up to a maximum of \$35,000. The average loan size is about \$13,000. Applications are submitted to the local intermediary and all credit decisions are made on the local level.

Regional Entrepreneurship Networks in Action: In many parts of the country, state and regional leaders are developing coordinated strategies to support entrepreneurship. These are examining the network of existing entrepreneurship resources, coordinating service delivery, and filling in the gaps with new strategies and services. For example, the State of Illinois has created the Illinois Entrepreneurship Network (IEN) to help small business owners across the state. IEN includes a new Web site--www.ienconnect.com--which is aimed at helping small business owners looking to expand their companies connect with business experts through local Entrepreneurship Centers and many other economic development centers supported by the Illinois Department of Commerce and Economic Opportunity (DCEO)—the State Workforce Investment Act (WIA) agency. The Web site features a free business needs assessment and a referral within 24 hours for personalized, face-to-face assistance. It also includes success stories from entrepreneurs who have used the Centers to help build their businesses. Links to various services including WIA services for youth, adult and dislocated workers are provided on the Web site. Individuals are able to find their closest Illinois Employment and Training Center for additional career assistance. In addition to the Web site, the State also has established a "One-Stop" IEN information center that entrepreneurs can call toll free to find the information they need from state government all in one place. The Entrepreneurship Network also includes a partnership with economic development centers across Illinois funded by DCEO, including the Small Business Environmental Assistance program, Small Business Development Centers (SBDC), Procurement Technical Assistance Centers (PTAC), International Trade Centers (ITC), NAFTA Opportunity Centers (NOC) and Illinois Manufacturing Extension Centers (IMEC).

5. **Roles of Workforce Investment System (WIS) in Supporting Entrepreneurship.** In any region, the workforce investment system resource's, including access to human capital, staff of knowledgeable counselors, and funding to support training, can complement and enhance

existing efforts to support entrepreneurship and self employment. ETA encourages the workforce investment system to seek out existing entrepreneurship organizations, develop an understanding of the dynamics of their support and assistance, and to determine how workforce system resources can best support current and future efforts and strategies.

Examples of roles the workforce investment system can play in support of entrepreneurship in the regional economy include:

- Analyzing the entrepreneurship “lifecycle” within the region and developing strategies to leverage workforce system assets to support efforts to create an entrepreneurial environment.
- Informing One Stop customers about the benefits of self employment and entrepreneurship opportunities.
- Identifying One Stop customers who may be interested in pursuing entrepreneurship/self employment
- Serving as a resource “broker” by helping One Stop customers understand the range of entrepreneurship resources available in the region and referring them to organizations that best meet their needs.
- Adding entrepreneurship training programs to the eligible training provider list
- Allowing ITA recipients to pursue entrepreneurship training

Spotlight on One Stop Career Centers: Project GATE Demonstration Project

To demonstrate the role of the Workforce Investment System in supporting new entrepreneurs, ETA funded a demonstration project designed to assist people in creating or expanding their own businesses—Project GATE (Growing America Through Entrepreneurship). The GATE demonstration began in early fall 2003 in three states—Pennsylvania, Minnesota, and Maine. Participants in Project GATE were offered assessments, classroom training and one-on-one technical assistance in developing their businesses and applying for an SBA Microloan or other source of business finance. Nonprofit Community-Based Organizations (CBOs) and the SBA’s Small Business Development Centers (SBDCs) provided the classroom training and technical assistance. In some cases, Project GATE represented the state’s first coordinated effort to provide entrepreneurship training and support. In the case of Maine, Project GATE continued to build on existing efforts. One-Stop Career Centers in Maine were already providing customers with extensive information and referrals to microenterprise service providers, and the Maine One-Stop Career Centers already had close working relationships with programs promoting self-employment.

The Project GATE interim report indicates that the model can be replicated on a wider scale, and ETA expanded activity to the dislocated worker population in Alabama, North Carolina, Minnesota, and Virginia through a competitive grant process in 2008. The Project GATE model is presented below as ETA’s recommended critical elements for entrepreneurship training through the workforce system.

- 6. Legal Authority for Entrepreneurial and Self-Employment Training Through One-Stop Career Centers.** State and local workforce investment boards are empowered to support and encourage regional entrepreneurship. Title I of WIA allows states to provide adults and dislocated workers with occupational skills training, including training for nontraditional employment, and entrepreneurial training (USC Title 29 Section 134(d)(4)(D)(vi)). As discussed in TEGE 16-04, appropriate entrepreneurial and self-employment training programs and providers of these programs should be included on state and locally maintained eligible training provider lists. The public workforce system can support entrepreneurialism through other avenues as well. For example, career guidance services should include discussions about entrepreneurship as an employment opportunity. ETA strongly recommends that states and local workforce investment boards explore how they can better integrate entrepreneurship into their state and regional talent development strategies.

Furthermore, Migrant and Seasonal Farm Worker (20 CFR 669.410) and Indian and Native American grantees (20 CFR 668.340) are also authorized to provide entrepreneurship training as part of their services.

Local programs are also able to make entrepreneurship available to youth. 20 CFR 664.460 indicates that entrepreneurship is an allowable element of work experience, which is one of the ten required youth program elements.

- 7. Critical Elements of Workforce Investment System Support for Entrepreneurial and Self-Employment Training Services.** Training is an important component of workforce system strategies to support entrepreneurship and self-employment. Under Project GATE, ETA found that a combination of assessment, training, and additional technical assistance, delivered through a network of strategic partners, met customers needs for support. ETA encourages the workforce system to establish parameters for investing in entrepreneurship training that include these elements, described in greater detail below.

- a. Regional partnerships. Most communities offer a range of resources to assist entrepreneurs. Rather than duplicate existing services, the workforce investment system can maximize its investment by developing partnerships with the entrepreneurship community and leveraging workforce system resources and expertise in support of regional entrepreneurship needs. Key partners could include SBA funded programs discussed above, such as SCORE, Small Business Development Centers, Women's Business Development Centers, and Veterans Business Outreach Centers; U.S. Export Assistance Centers; local community colleges and four year universities; WIRED regional leadership teams; community-based or faith-based service providers; local chambers of commerce; other local economic development entities including rural economic development organizations; and financing organizations such as banks, venture capitalists, and angel investors. The workforce system should develop an understanding of the assets and expertise of these partner organizations, and develop strategies to leverage these assets as part of any entrepreneurship-related services provided to workforce system customers.

- a. Assessment. Entrepreneurship is a high-risk endeavor, and not everyone is suited to self-employment. The workforce investment system can provide a valuable service by helping customers understand the demands of entrepreneurship and what is likely to be required of them, and helping them determine whether their financial skills, tolerance for risk, and other skills, attributes, and experience make them good candidates for starting a business. A sample assessment from Project Gate is provided in Attachment A. The Small Business Administration also offers an on-line assessment designed to help individuals better understand their readiness for starting a small business. The tool links users to additional SBA resources to help improve their readiness for starting a small business. It is available online at <http://www.sba.gov/assessmenttool/index.html>.
- b. Appropriate and Effective Training. Many training programs exist for entrepreneurs, and the workforce system will need to explore a variety of training and service providers to identify those best able to meet the needs of One Stop customers. The workforce investment system should take steps to ensure that workforce system customers are referred to quality training programs. Based on the interim report from Project Gate, ETA encourages the workforce system to work with service providers that offer, at minimum, basic courses for those just starting businesses that focus on developing a business plan. Topics covered in these basic courses may also include market research, marketing, pricing, financing, cash flow, accounting, hiring, permits and licenses, and legal issues. Other courses should target participants who already have developed business plans and may have started their businesses, but need assistance in growing the business. These more advanced courses may cover topics such as growth strategies, business planning, and customer relations. In addition to training courses, some providers also may offer seminars on specific business types (e.g., child-care businesses), e-commerce, or accounting software packages.

Additional sources of partnership and entrepreneurial education materials can be found through a number of national organizations that support entrepreneurship education, including the National Standards of Practice for Entrepreneurship Education / Consortium for Entrepreneurship Education.

- c. Ongoing Support and Technical Assistance. Individuals are more likely to succeed in entrepreneurial efforts when they have access to additional support services. These could include business counseling, which provides assistance with business plans, business ideas and/or applications for a business loan. It could also include a range of ongoing support services such as marketing support, referrals to funding opportunities, as well as mentoring, peer support or networking, individual development accounts, business incubators, credit repair services, and/or business libraries. These services can be provided directly through One Stop Career Centers, or through entrepreneurship partners.
- d. Knowledgeable staff. If entrepreneurship training and services in new to state or local workforce system, WIB staff and One Stop Operators should ensure that staff are knowledgeable about characteristics of successful entrepreneurs, the training

landscape, and the range of technical assistance partners in the region. SBA-sponsored program partners may be excellent resources for recruiting or training staff.

While Project GATE focuses on adult and dislocated worker populations, additional resources are available to support the development of entrepreneurship experiences for youth. The Department of Labor provides information on youth entrepreneurship online at <http://www.dol.gov/odep/pubs/fact/entrepreneurship.htm>.

8. **Performance Accountability.** Customers receiving entrepreneurial and self-employment training are included under the Workforce Investment Act's accountability system and are thus subject to ETA's common measures performance policy.² As discussed in TEGL 17-05, unemployment insurance (UI) wage records are the primary data source for the adult performance measures and the employment portion of the youth placement in employment and education measure. Supplemental data and administrative records are also accepted for several of the measures (Please see Table 1 below)

UI wage records do not reflect wages earned through self-employment. This disconnect between wage record data and self-employment earnings has been noted by the system as a challenge in providing entrepreneurship training. States and local workforce investment boards should not be deterred in providing entrepreneurial and self-employment training because subsequent employment may not be captured in UI wage records. The option of using supplemental data sources and administrative records presents state and local workforce investment boards with the opportunity to provide ETA with full and accurate information regarding the employment outcomes of participants who receive entrepreneurial or self-employment training. ETA strongly encourages states and local workforce investment boards to develop guidelines for accurately capturing, through supplemental data sources and administrative records, the employment and retention of adult participants in entrepreneurship training, as well as placement in employment or education and attainment of a degree or certificate for youth participants. Partner organizations such as SBDCs may be a useful resource in determining additional metrics that demonstrate the impact of entrepreneurship training and other services.

Furthermore, states are encouraged to develop strategies for supporting entrepreneurship training, and to consider those strategies during performance negotiations with the Employment and Training Administration.

Please consult TEGL 17-05 for detailed information about ETA's common measures policy.

² It should be noted that data element 340 of the Workforce Investment Act Standardized Record Data (WIASRD) layout allows states to identify and track the type of training provided to an individual, including entrepreneurial training. This can subsequently be used to help sort outcomes for those participants who received entrepreneurial training. For more detailed information on the WIASRD layout please use the following link: <http://www.doleta.gov/performance/Guidance/WIA/Appendix-A-WIASRD-Specifications-Expires-02282009.xls>

Table 1. Common Measures Policy - Allowable Data Sources (from TEGL 17-05)

Common Measure	Allowable Data Source
Adult Measures	
Entry to Employment	Wage Records and Supplemental Data Sources
Employment Retention	Wage Records and Supplemental Data Sources
Average Earnings	<ul style="list-style-type: none"> Wage Records Supplemental Data Sources (<u>only</u> for grantees that do not have access to wage records)
Youth Measures	
Placement in Employment or Education	<ul style="list-style-type: none"> Wage Records and Supplemental Data Sources for placement in employment and military Administrative records for placement in education or training
Attainment of a Degree or Certificate	Administrative records
Literacy and Numeracy Gains	Assessment instrument

9. **Allowable Costs.** There are a range of activities allowable under the Workforce Investment Act of 1998 that promote the success of small businesses and entrepreneurship. Please note that business capitalization costs not directly tied to training are not allowable. The following uses of WIA funds are allowable:

- Training, including entrepreneurship training for the small business owner, and skills training for incumbent or potential employees. Customized Job Training and On-the-Job Training (OJT) can be offered through the local One-Stop Career Center. WIA regulations at 20 CFR 663.700(a) require that business pay 50 percent of the cost of an OJT. However, states can apply for a sliding scale for OJT reimbursements for small businesses, including up to 100 percent of the cost of an OJT.
- Credential fees. WIA funds can be used to pay costs associated with obtaining a skill credential that demonstrates the expertise of the entrepreneur, such as a barbering credential, certified pension consultant, title examiner, notary, etc. The definition of credential can be found in Training and Employment Guidance Letter 17-05 as “a nationally recognized degree or certificate or state/locally recognized credential. Credentials include, but are not limited to, a high school diploma, GED, or other recognized equivalents, post-secondary degrees/certificates, recognized skill standards, and licensure or industry-recognized certificates.”
- Recruitment and hiring costs, including job postings, interviews, screenings, and testing. Small businesses are encouraged to seek the free services of the local One-Stop Career Center in posting jobs, but specialized job postings can be considered an allowable cost.
- Employer services provided through the local One-Stop Career Center are also available to small and start-up businesses. For instance, a One-Stop may assist a small business with on-the-job training and customized training, labor market analysis, recruitment, and hiring.
- A portion of equipment and software costs. Although WIA funds cannot be used to purchase software and equipment for the sole use of the small business’s operation, if the software or equipment is used in training, a portion of the cost can be charged to the WIA grant as compensation for fixed assets for the purposes of the Federal grant,

in this case, for the purposes of WIA. This portion is capped at 6 and 2/3 percent of acquisition cost. See 2 CFR 225 (OMB Circular A-87) Appendix B, Item 11 for a more detailed description of depreciation costs.

10. Resources. The Federal Government provides a variety of information and resources that may be of value to the workforce investment system as it develops strategies in support of entrepreneurship. Examples of such resources are provided below.

- Principles of Entrepreneurship. This article, published by x, provides an introductory overview to entrepreneurship.
<http://usinfo.state.gov/products/pubs/entrepreneurship/index.html>
- U. S. Small Business Administration (SBA). The SBA offers a number of resources online to plan, launch and grow a business: <http://www.sba.gov>
- Project GATE Interim Report. This detailed report from ETA's entrepreneurship demonstration project provides detailed descriptions of project components and interim observations and outcomes. It's a valuable tool for any WIB or One Stop thinking about providing entrepreneurship-related services and resources.
<http://www.doleta.gov/projectgate/>
- Workforce3one.org. Sponsored by the U.S. Department of Labor/Employment and Training Administration (ETA), Workforce3One is an interactive communications and learning platform designed to build the capacity of the Workforce Investment System to develop strategies that enable individuals to be successful in the 21st century economy. The site houses numerous resources on entrepreneurship and entrepreneurship training.
- U.S. DOL Office of Disability Employment Policy (ODEP). ODEP provides information about the benefits of entrepreneurship as an employment option for people with disabilities. <http://www.dol.gov/odep/pubs/misc/entrepre.htm>

11. Action Required. State and local workforce investment boards are strongly encouraged to examine existing strategies for promoting entrepreneurship as an employment strategy, establish parameters for funding entrepreneurial and self-employment training, and explore further opportunities for supporting regional entrepreneurship.

ATTACHMENT – 4

DOL LEASING REQUEST

RE: Disaster National Emergency Grant (NEG) EM-17477-08-60-19; IA-37 Tornado/Flood 2008

Please consider this correspondence urgent, and an expedited review and response is requested. The end of construction season in Iowa is rapidly approaching due to the weather.

The State of Iowa is requesting a policy exception regarding the lease of heavy equipment.

History:

After the floods of the mid 1950's, the U. S. Army Corp of Engineers designed and constructed a levee system to protect the farm lands and cities along the Mississippi River on the eastern border of Iowa. These levees were subsequently maintained by the U. S. Army Corp of Engineers until the mid 1990's. At that time, responsibility for the maintenance of these structures was transferred to newly formed local government agencies referred to as Levee Districts. The elected Supervisors of the Counties forming the Levee Districts fund this endeavor with locally generated property tax. (Funding levels only meet the demands of usual maintenance of the levees and are grossly inadequate to address the current situation.)

Individual Levee Districts were formed along the eastern boarder of Iowa and each Levee District is responsible for approximately 50 miles of levees. The U. S. Army Corp of Engineers is responsible for only the annual inspections of the levees.

The floods during the summer of 2008 devastated the Mississippi levee system in Southeast Iowa. Although there were hundreds of miles of levee fortifications raising the entire system at least 3 feet, the levees were breeched. One such breach is approximately 400 yards in length.

Current Situation:

The disaster NEG has been subcontracted by the State of Iowa to the local WIA service provider covering the affected disaster counties in Southeast Iowa. The sub-contactor, Southeastern Community College, is currently operating repair and restoration project with two Levee Districts in the Region. Each Levee District project has approximately 50 active NEG participants. The participants are making repairs to the levee system with the goal of returning the system to its original pre-flood condition. These projects are in dire need of heavy equipment to allow these efforts to continue.

The Levee Districts have requested assistance from FEMA, local Emergency Management Agencies, County Board of Supervisors, the State of Iowa, and other appropriate agencies in an attempt to secure the necessary heavy equipment to proceed with the repair and restoration of the levee system. Please note the devastation in the part of the State is so severe that heavy equipment resources from the aforementioned agencies are not available and may not become available until late next year.

The current condition of the levee system will not protect the area for the forthcoming spring Mississippi floods. The breaches must be repaired to a minimum level to protect the area.

Planned Outcome:

The State will lease on a short term basis utilizing NEG funds the required heavy equipment. With the acquisition by lease of heavy equipment, the project participants will be trained in heavy equipment operation and temporarily employed on the levee repair and restoration NEG projects. The heavy equipment will not be assigned to any non-NEG projects, and will not be operated by any non-NEG participants other than the instructors/trainers in heavy equipment operations.

Specifically, the levee breaches will be repaired and restored this fall to provide flood protection for the 2009 Mississippi spring floods.

The equipment will be used only for the repair and restoration of flood or tornado damaged public properties as dictated by NEG projects. Under no circumstances will this equipment be assigned or used in non-NEG projects.

Summary of Equipment Requested:

1 tractor//bucket/blade @ \$1860/month for an expected duration of at least 7 months

The State also requests the authorization to lease heavy equipment for other NEG projects when all other resources have been exhausted under the same guidelines as outlined above.

ATTACHMENT – 5

SAMPLES OF PREVAILING WAGE FOR NEG

Redzo Ljumanovic - City of Davenport Public Works

Sewer Heavy Maintenance Worker \$15.35/hr

VERIFICATION OF EPJ
JOB DESCRIPTION AND WAGE
REGION 9

Job Site: City of Davenport Public Works

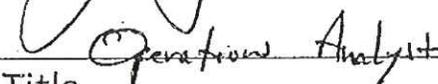
Job Title: Sewer Heavy Maint Worker Class Code: 5242

Hourly Wage: \$15.35

Assigned wage determined according to:

- ✓ The City of Davenport job description and title
- ✓ The prevailing wage locally associated with this job description


Signature _____ Date 9/25/08


Title Operations Analyst

Survey information requested for State to make application for a National
Emergency Disaster Grant:

For questions, please use the contact information below. Please fill out the
following information and either mail, fax or e-mail back by DATE to:
Contact: (Local/Regional Information)

Survey Information:

County: Scott

Agency/Worksite: Davenport Public Works - 1200 E 46th St

Contact Person: Lavern Cole

Phone Number: (563) 326-7926 E-mail: lec@ci.davenport.iowa.us

1. Number of workers needed: 4
2. The prevailing wage of those workers based on the type of work being performed:
\$15.35 - 19.51
3. The type(s) of work they will be doing:
See attached

RETURN TO:

Cathy Wiebel, Iow@Work, Kahl Education Center
326 W 3rd Street, Davenport, IA 52801
Phone 563-336-3467

**REQUEST FOR EMPLOYERS
FLOOD EMERGENCY JOBS PROJECT**

Worksite Davenport Public Works County Scott County

1200 E 46th St Davenport 52801
Address City Zip

Phone Number 563-326-7926

Name of person signing contract Lavarn Cole Email: lec@ci.davenport,ia.us

Name/Title of site supervisor Steve Caudill - Sewer maintenance Supervisor

Name of person(s) authorized to sign time sheet Lavarn Cole or Steve Caudill

List of names of every person who might supervise EPJ employees during the project Steve Caudill,

Bruce Martens, Dan Wingate

When do you anticipate needing employees to start work? 9/15/08

Job description for individual(s) requested: See attached

Number of individuals requested 45^{see} Workday hours 7:00 am to 3:00 pm

Tools/Equipment EPJ employees may be working with: Shovels, cut-off saw, jack
hammer, pumps, trench shoring equipment

Special requests/requirements Will receive Confined Space, Right-to-Know,
Bloodborne Pathogens
Trench Safety training. Will need Hepatitis B + Tetanus
shots. Public Works will provide.

Age (if restricted by job description and child labor laws) 18

Check if required: Driver's License Safety Equipment Work boots Work gloves

Other (Specify: CDL License)

Lavarn Cole
Signature

Sept. 12, 2008
Date

Authorized By: *Sam Cole*

Class Title: SEWER HEAVY MAINT WORKER

Class Code: 5242

Salary: ~~\$15,351~~ - \$19 51 hourly
\$1,227.62 - \$1,561.12 biweekly
\$2,659.83 - \$3,382.42 monthly
\$31,918.00 - \$40,589.00 annually

Description Benefits

Under general supervision performs work of moderate difficulty in the repairing, replacing, maintenance, and heavy construction of sewer mains and related facilities; and performs related work as required.

Examples Of Duties:

Repairs, replaces, and opens sewer lines that have broken, collapsed, decayed, or stopped up; may work on any size sewer line, up to 20 feet in depth, in any location, under adverse conditions; installs sand boxes; operates endloader, concrete saw pumps, and compressors; works in quicksand construction such as sheet piling.

Operates vans or trucks to and from jobs or transporting material debris and supplies; operates various power tools and types of equipment incidental to work assignments; may operate snow removal or other specialized equipment in emergency situations.

Required to take week-end and holiday stand-by.

Responsible to report to superintendent any employee on his daily work assignment who fails to perform to the best of his ability.

Responsible for the vehicles, tools, or equipment to perform daily duties.

Qualifications:

Qualifications:

Two years experience in sewer construction and repair including heavy underground construction work; sewer and pipe cleaning certification; or an equivalent combination of training and experience.

Must possess and maintain throughout duration of employment a valid Iowa Commercial Driver's License (CDL).

Must pass a physical examination prescribed by the City

Must have and maintain Grade II IWPCA Collection System Operator Certification.

Knowledge and Skills:

Considerable Knowledge of:

methods, practices, and procedures used in the construction and reconstruction of large and deep sewer lines.

use and care of equipment used in sewer maintenance

safety standards and practices.

Good Knowledge of: geography and street locations in the city.

Michael DeToye - City of Davenport Parks and
Recreation

Laborer Class Code: 5131 \$13.93/hr

VERIFICATION OF EPJ
JOB DESCRIPTION AND WAGE
REGION 9

Job Site: City of Davenport Parks and Recreation

Job Title: Laborer Class Code: 5131

Hourly Wage: \$13.93

Assigned wage determined according to:

- ✓ The City of Davenport job description and title
- ✓ The prevailing wage locally associated with this job description

Troy A Evans 7.29.08
Signature Date

SP. GOLF MANAGER
Title



CITY OF DAVENPORT

LABORER

Class Code:
5131

SALARY RANGE

\$13.93 - \$18.00 Hourly
\$1,114.65 - \$1,440.15 Biweekly
\$2,415.08 - \$3,120.33 Monthly
\$28,981.00 - \$37,444.00 Annually

DEFINITION:

Under immediate supervision performs work of routine difficulty as a manual laborer in the performance of tasks of a physically demanding nature; and performs related work as required.

EXAMPLES OF DUTIES:

Shovels dirt, sand, gravel and asphalt in a variety of jobs and under a variety of environmental conditions; assists in setting forms and pouring concrete; digs, shores and fills excavation sites as assigned.

Lifts and carries materials: lifts supplies and other items of considerable weight, awkward shape and various sizes; clears trash; picks up garbage and cleans work sites; assists in clearing sewer lines and catch basins; clears walks, streets and other public property of snow, ice and debris accumulation.

Assists in general maintenance work on public facilities and equipment: operates a variety of hand tools and equipment in construction, excavation, repair and maintenance projects.

QUALIFICATIONS:

Must pass a physical examination as prescribed by the City.

Must possess and maintain throughout duration of employment a valid Iowa Commercial Driver's License (CDL).

KNOWLEDGE AND SKILLS:

Some Knowledge of:

Use and care of a variety of hand tools.
Geography and street locations in the City.
Safe work practices

Working Skill in:

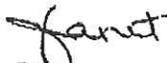
Performance of heavy manual labor which may require heavy lifting, continuous standing, extensive digging, and other manual tasks under a variety of environmental conditions.
Following a series of sequential oral and written instructions.

To: Suzy
Organization Name: Hawkeye Community College Iowa @Work
Fax Number: 1-319-291-2651
From: Janet
Buchanan County Road Dept
Date: October 7, 2008
No of Pages: 2

Suzy,

Here is the job description for our Operator One in Buchanan County. That is the job description that does NOT allow them to drive a motorgrader -- dump trucks and smaller quipment It is our entry position.

If you have any more questions, give us a call back at 319-334-6031


Janet

CLASSIFICATION DESCRIPTION OPERATOR I

GENERAL DEFINITION

Under direction, performs semi-skilled and manual labor including the operation of light and medium heavy equipment.

JOB CHARACTERISTICS

Independently, or as part of a crew, operates equipment including end loaders, dump trucks, snow plows, and construction activities; cuts brush, assists in maintaining all county roads and bridges; performs routine maintenance on the machinery being utilized; may be required to perform manual labor to load or unload material or supplies, erect or repair signs, barricades, snow fences, or spread chemicals; performs various tasks in maintaining shops, servicing cars, trucks and other assigned equipment; assists in placing and removing snow plows and wings, tile line installation and repair; assist in repair and replacement of culverts; operates heavier equipment as needed; performs other work as directed.

EDUCATION AND SKILL REQUIREMENTS

Completion of high school or GED plus up to six months or work experience or equivalent training involving construction and maintenance equipment; some knowledge and mechanical aptitude of the equipment to be operated; ability to perform manual labor for extended periods of time under adverse weather conditions; ability to understand and follow written and oral instructions; ability to perform repetitive work without direct supervision; ability to perform a variety of maintenance functions on assigned equipment; ability to establish and maintain an effective working relationship with fellow employees and the public; good record keeping skills and must have a valid Class B CDL with air brakes license.

**APPENDIX A
WAGE SCHEDULE**

Classification	7/1/2007	7/1/2008	7/1/2009	7/1/2010	7/1/2011
Operator I	\$15.98	\$16.46	\$17.00	\$17.56	\$18.14
Operator II	\$16.18	\$16.65	\$17.20	\$17.76	\$18.34
Signman	\$16.18	\$16.66	\$17.20	\$17.76	\$18.34
Materials Technician	\$16.18	\$16.66	\$17.20	\$17.76	\$18.34
Operator III	\$16.27	\$16.75	\$17.29	\$17.85	\$18.43
Operator IV	\$16.64	\$17.12	\$17.66	\$18.22	\$18.80
Eng. Tech I	\$15.11	\$15.59	\$16.13	\$16.69	\$17.27
Eng. Tech II	\$16.18	\$16.66	\$17.20	\$17.76	\$18.34
Shop Foreman	\$16.68	\$17.16	\$17.70	\$18.26	\$18.84
Bridge Foreman	\$16.68	\$17.16	\$17.70	\$18.26	\$18.84
Mechanic I	\$16.68	\$17.16	\$17.70	\$18.26	\$18.84
Utility Man	\$15.98	\$16.46	\$17.00	\$17.56	\$18.14
Survey Party Chief	\$17.75	\$18.23	\$18.77	\$19.33	\$19.91

*City of Parkersburg
608 Hwy. 57 P.O. Box 489
Parkersburg, IA 50665
(319) 346-2262*

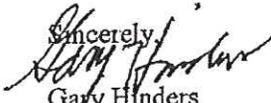
September 25, 2008

Workforce Development
RE: Emergency Public Jobs wages

To Whom It May Concern:

The initial meeting we had in implementing this grant included coming up with a starting wage for these employees. I stated that the initial starting wage for a new street, water or sewer employee would be approximately \$17.00 per hour. This is the reason we used this as a wage.

Sincerely,



Gary Henders
City Clerk

CITY OF PARKERSBURG

Job Description Maintenance Worker I/II

General Statement of Duties: Performs maintenance and repair work within assigned division.

Supervision Received: Works under the general supervision of a divisional supervisor or superintendent.

Essential Functions:

- Under direct supervision of senior personnel, performs maintenance work necessary to preserve the infrastructure of his or her particular division through the use of handheld power and manually operated tools, manual labor and light and medium trucks.
- Operates or assists in the operation of equipment required to perform specialized maintenance work of his or her particular division such as crack sealers, rodding machines, air compressors, pumps, mowers, trimming equipment, etc.
- Performs corrective and preventive maintenance of all divisional equipment.
- Serves as a member of a sanitation crew, frequently dismounting the vehicle to empty containers.

Required Knowledge, Skills and Abilities:

Knowledge of:

- Street maintenance activities
- Storm sewer collection systems
- Parks and recreation facilities and equipment maintenance activities.
- City geography

Ability to:

- Understand and follow oral and written instructions
- Work cooperatively with other city employees and the public.
- Ability to safely use and understand both power and manually operated hand tools.
- Communicate clearly verbally and in writing, with tact and courtesy, in order to establish and maintain effective working relationships with supervisors, assigned personnel, other employees and the general public.
- Work safely without presenting a direct threat to self or others.

Required Physical Capabilities: Essential duties include extensive standing and walking in adverse weather conditions such as extreme heat and cold while carrying approximately 40 pounds of equipment; frequent bending and stooping; frequent lifting and carrying equipment weighing over 50 pounds; operating motor driven equipment, light and medium duty trucks and power and manually operated handheld tools and equipment.

Working Environment: Approximately 90% of essential duties/activities for the position are performed outdoors and on foot. Approximately 10% of the essential duties/activities are performed in a heated shop environment.

Acceptable Education and Training: High school graduation or the equivalent

Participants
City of Parkersburg
NEG 2008

Backes, Nickolas
Borchardt, Scott
Hofius, Troy
Moen, Jennifer
Rebitz, Regina
Sims, Alyssa

Bartee, Marc
Groen, Michael
Kendall-Post, Janet
Muller, Tony
Recker, Bruce

Council Members

Bruce Daugaard
Don Hendricks
Clifford Praehl
Eric Weuve
Joseph Riddle

CITY OF CARSON

916 South Commercial St. • P.O. Box 128
CARSON, IA 51525
Phone (712) 484-3638
Fax (712) 484-3645
www.carsonia.com

Mayer
Lyndon Taylor

Clerk
Brianna Duede

October 1, 2008

Iowa Workforce Development
Council Bluffs, IA
Attn: Cindy

RE: Justification of Flood Cleanup Worker Pay Scale

Dear Iowa Workforce Development:

I have been asked to provide justification on Mark Galbraith's wage of \$12.00/hour for his storm-flood cleanup hours within the City of Carson. Historically when we hire our maintenance personnel they are started at \$12.00 per hour with wage increases annually thereafter for cost of living increases. Although we don't have a general wage scale to provide to you, I have enclosed a copy of one of our most recent maintenance hire Resolutions showing his wages at the time of hire. I am also enclosing a copy of our city maintenance employee job description for your reference. If you have any further questions please don't hesitate to contact us.

Sincerely,



Brianna Duede, City Clerk

Attachments



CITY OF CARSON RESOLUTION 2008-15

A RESOLUTION HIRING PERSON FOR POSITION NAMED AND SETTING SALARIES, WAGES AND BENEFITS FOR EMPLOYEES OF THE CITY OF CARSON, IOWA FOR THE YEAR 2008.

Be it resolved by the Council of the City of Carson, Iowa:

SECTION 1. The following person shall be hired for the position named and shall be paid the salaries or wages indicated and the City Clerk is authorized to issue warrants/checks, less legally required or authorized deductions from the amount set out below, on a bi-weekly basis, and other purpose as required by law or other authorization of the Council, all subject to audit and review by the Council.

<u>POSITION</u>	<u>NAME</u>	<u>SALARY/WAGES</u>
Maintenance-Full Time	<u>Scott Larson</u>	<u>\$12.25/hr.</u>

SECTION 2. The City Clerk is hereby directed to publish this resolution.
Passed this 12th day of JUNE, 2008.

and \$.50/hr. increase for each certification class that he passes.

8/9/08
Brianne Duede

ATTEST: Brianne Duede, City Clerk

Lyndon K. Taylor

Lyndon K. Taylor, Mayor



published in BIR 6/18/08
-BD

CITY OF CARSON
FULL TIME MAINTENANCE POSITION
JOB DESCRIPTION

The City of Carson is an Equal Opportunity Provider

1. Conduct the day-to-day operation of the Wastewater Treatment Plant and Collection system.
 - Daily checks and complete logs.
 - Check for signs of operational problems, troubleshoot as necessary.
 - Preventative maintenance on equipment at Wastewater facilities.
 - Conduct pH, D.O., ammonia (color wheel), and temperature tests specified in the City's NPDES permit.
 - Collect CBOD and Suspended Solids samples for testing once each week.
 - Conduct periodic checks of all manholes to assure proper flows.
 - Maintenance of buildings and grounds at Wastewater facilities – weed control, painting, grading roads, etc.
 - Complete monthly reports as required by IDNR Permit.
2. Assist as needed with water treatment and collection system. May include maintenance, testing, construction, repair issues or reporting to IDNR.
3. Read water meters as needed.
4. Authority to shut off water by direction of the Superintendent, City Clerk, Mayor or City Council.
5. Street repair and maintenance work will be required, including snow plowing as necessary.
6. Overtime may be required as demanded by the workload. This will be assigned by the Superintendent and/or Mayor. Weekend duties may also be assigned by the Superintendent or as needed.
7. Animal control – this duty involves pickup or control of any type of animal-at-large that the City receives complaints about; with necessary action taken as required by City Code.
8. Emergency response after hours or on weekends to almost any issue in absence of the superintendent; water leaks, plugged sewers, door-to-door salesmen, parking complaints, animals at large, wild animals in town, gas leaks, power outages, etc. Basically any issue where Carson residents need immediate emergency action or information.
9. Task assigned to be in compliance with NIMS.
10. Perform maintenance on City buildings and equipment as required.
11. Miscellaneous duties as assigned by the Superintendent, Mayor and/or City Council.
12. Position reports to the Maintenance Superintendent.

EDUCATIONAL REQUIREMENTS:

Water Plant Operator – Grade II Certification

Wastewater Operator – Grade II Certification



Required to maintain certification and upgrade certification as required. Vacations, Holidays, insurance and benefits will be accordance with City Employee Handbook Policy.

ADDITIONAL REQUIREMENTS:

For those tasks where a personal or City vehicle is used, individual must be physically capable of operating the vehicle safely, possess a valid Iowa Class D motor vehicles operator's license and have an acceptable driving record. Requires possession of a valid Class B Commercial Driver's Licenses (CDL) and is subject to the Department of Transportation drug and alcohol testing program.

This job description is not intended to limit the responsibilities of an employee assigned to this position to those duties listed above. The employee is expected to follow any other reasonable instructions and perform any other reasonable duties requested by City Council or City Management. The level of involvement may vary based on need and individual capabilities.



**CITY OF CARSON
PART TIME MAINTENANCE POSITION
JOB DESCRIPTION**

The City of Carson is an Equal Opportunity Provider

1. Position reports to the Maintenance Superintendent.
2. Maintain City grounds, Park grounds and Cemetery by mowing and trimming and other duties assigned by Superintendent.
3. Perform maintenance on City buildings and equipment.
4. Assist as needed with water and wastewater treatment facilities.
5. Street repair and maintenance work will be required, including snow plowing as necessary.
6. CDL license may be required.
7. Miscellaneous duties as assigned by the Superintendent, Mayor and/or City Council.
8. Maintenance Superintendent will assign work and determine hours that the position is required to work.
9. Employee is subject to drug and alcohol screening test.

This job description is not intended to limit the responsibilities of an employee assigned to this position to those duties listed above. The employee is expected to follow any other reasonable instructions and perform any other reasonable duties requested by City Council or City Management. The level of involvement may vary based on need and individual capabilities.



RE: Disaster National Emergency Grant (NEG) EM-17477-08-60-19; IA-37 Tornado/Flood 2008

Please consider this correspondence urgent, and an expedited review and response is requested. The end of construction season in Iowa is rapidly approaching due to the weather.

The State of Iowa is requesting a policy exception regarding the lease of heavy equipment.

History:

After the floods of the mid 1950's, the U. S. Army Corp of Engineers designed and constructed a levee system to protect the farm lands and cities along the Mississippi River on the eastern border of Iowa. These levees were subsequently maintained by the U. S. Army Corp of Engineers until the mid 1990's. At that time, responsibility for the maintenance of these structures was transferred to newly formed local government agencies referred to as Levee Districts. The elected Supervisors of the Counties forming the Levee Districts fund this endeavor with locally generated property tax. (Funding levels only meet the demands of usual maintenance of the levees and are grossly inadequate to address the current situation.)

Individual Levee Districts were formed along the eastern boarder of Iowa and each Levee District is responsible for approximately 50 miles of levees. The U. S. Army Corp of Engineers is responsible for only the annual inspections of the levees.

The floods during the summer of 2008 devastated the Mississippi levee system in Southeast Iowa. Although there were hundreds of miles of levee fortifications raising the entire system at least 3 feet, the levees were breached. One such breach is approximately 400 yards in length.

Current Situation:

The disaster NEG has been subcontracted by the State of Iowa to the local WIA service provider covering the affected disaster counties in Southeast Iowa. The sub-contactor, Southeastern Community College, is currently operating repair and restoration project with two Levee Districts in the Region. Each Levee District project has approximately 50 active NEG participants. The participants are making repairs to the levee system with the goal of returning the system to its original pre-flood condition. These projects are in dire need of heavy equipment to allow these efforts to continue.

The Levee Districts have requested assistance from FEMA, local Emergency Management Agencies, County Board of Supervisors, the State of Iowa, and other appropriate agencies in an attempt to secure the necessary heavy equipment to proceed with the repair and restoration of the levee system. Please note the devastation in the part of the State is so severe that heavy equipment resources from the aforementioned agencies are not available and may not become available until late next year.

The current condition of the levee system will not protect the area for the forthcoming spring Mississippi floods. The breaches must be repaired to a minimum level to protect the area.

Planned Outcome:

The State will lease on a short term basis utilizing NEG funds the required heavy equipment. With the acquisition by lease of heavy equipment, the project participants will be trained in heavy equipment operation and temporarily employed on the levee repair and restoration NEG projects. The heavy equipment will not be assigned to any non-NEG projects, and will not be operated by any non-NEG participants other than the instructors/trainers in heavy equipment operations.

Specifically, the levee breaches will be repaired and restored this fall to provide flood protection for the 2009 Mississippi spring floods.

The equipment will be used only for the repair and restoration of flood or tornado damaged public properties as dictated by NEG projects. Under no circumstances will this equipment be assigned or used in non-NEG projects.

Summary of Equipment Requested:

1 tractor//bucket/blade @ \$1860/month for an expected duration of at least 7 months

The State also requests the authorization to lease heavy equipment for other NEG projects when all other resources have been exhausted under the same guidelines as outlined above.