

**MODIFICATION #3
TO AGREEMENT NO. 001-201-16**

PURPOSE:

The purpose of this modification is to increase the amount of the agreement by \$1,000,000 to \$1,964,589 and extend the term of the agreement to June 30, 2017.

CHANGES:

1. Exhibit A, Program Design & Standards, is modified as follows: Replace Attachment 1 participant plans for the Adult and Dislocated Worker programs with the attached plans. Note that the performance goals for PY16-17 have not been released by the State. This agreement will be modified to reflect new goals when they are available.
2. Exhibit D, Budget, is modified as follows: Total amount of the agreement is \$1,964,589. Replace Exhibit D and Attachment 1 budget summary plans with the attached plans covering the period of July 1, 2015 through June 30, 2017.

All other terms and conditions of this Agreement remain in effect.

EFFECTIVE DATE OF THE MODIFICATION:

June 30, 2016

CITY OF SUNNYVALE

**CENTRAL LABOR COUNCIL
PARTNERSHIP**

BY: _____

BY: _____

NAME: **Deanna J. Santana**

NAME: **Randy Ghan**

TITLE: **City Manager**

TITLE: **One Stop Director**

ADULT		PARTICIPANT PLAN								
Organization Name: CLCP										
Program Title : WIOA Adult Program										
TERM: 7/1/2015 - 6/30/2017	YEAR 1				YEAR 2					
Revision Date: 5/13/16	July 1, 2015 - June 30, 2016				July 1, 2016 - June 30, 2017					
I. Quarterly Participation (Cumulative)	Actuals Q1-Q3									
A. Quarter End Date (MM/YY)	9/15	12/15	3/16	6/16	9/16	12/16	3/17	6/17		
B. Participants Carried In	102	102	102	102	40	40	40	40		
C. New Participants	22	26	30	30	16	32	47	60		
D. Total Participants (B+C)	124	128	132	132	56	72	87	100		
E. Participants Exited	49	75	80	92	20	40	60	71		
F. Participants Carried Out	75	53	52	40	36	32	27	29		
II. Program Services - Total Participants to Receive the Following Services										
A. Career Services	Year 1				132	Year 2				100
B. Training Services	Year 1 (Budget = \$85,184)				24	Year 2 (Budget = \$114,000)				22
III. Performance Goals	PY15	Project			PY16	Project				
	LWIA				LWIA					
A. Entered Employment Rate	71%	71%			71%	71%				
B. Employment Retention Rate	84%	84%			84%	84%				
C. Average Earnings	13,250	13,250			13,250	13,250				

DISLOCATED WORKER		PARTICIPANT PLAN								
Organization Name: CLCP										
Program Title : WIOA Dislocated Worker Program										
TERM: 7/1/2015 - 6/30/2017	YEAR 1				YEAR 2					
Revision Date:	July 1, 2015 - June 30, 2016				July 1, 2016 - June 30, 2017					
I. Quarterly Participation (Cumulative)	Actuals Q1-Q3									
A. Quarter End Date (MM/YY)	9/15	12/15	3/16	6/16	9/16	12/16	3/17	6/17		
B. Participants Carried In	162	162	162	162	70	70	70	70		
C. New Participants	63	71	74	78	30	72	95	115		
D. Total Participants (B+C)	225	233	236	240	100	142	165	185		
E. Participants Exited	51	122	137	170	34	68	102	136		
F. Participants Carried Out	174	111	99	70	66	74	63	49		
II. Program Services - Total Participants to Receive the Following Services										
A. Career Services	Year 1				240	Year 2				185
B. Training Services	Year 1 (Budget = \$269,405)				58	Year 2 (Budget = \$219,250)				45
III. Performance Goals	PY15	Project			PY16	Project				
	LWIA				LWIA					
A. Entered Employment Rate	73%	73%			73%	73%				
B. Employment Retention Rate	85%	85%			85%	85%				
C. Average Earnings	17,700	17,700			17,700	17,700				

BUDGET

The Subrecipient will be reimbursed for adult and dislocated worker services program costs and activities conducted within the scope of this Agreement. The budget under this Agreement shall not exceed a total of \$1,964,589 as detailed in Attachment 1.

Subrecipient has the ability to make appropriate referrals to training up to the amounts shown as Budget for Training Referrals. (Note that the Occupational Training line item in the budget reflects only the amounts paid directly by CLCP, with the balance being paid by NOVA.)

Any changes requested for the budget shall be submitted by written request to the City and are subject to City's written approval.

Accrued expenditures (not yet paid) must be reported monthly on the Request for Payment.

Matching funds¹ are not required for this Agreement but are encouraged in order to leverage grant funds. They may be reported on the Request for Payment. Documentation must be maintained for matching fund expenditures reported.

METHOD OF PAYMENT

This Agreement is a cost reimbursement Agreement. Reimbursement for 100% of program costs and activities can be invoiced as completed on a monthly basis using the Request for Payment form enclosed with this Agreement. Requests shall be submitted by the 10th of the month following the month for which reimbursement is being requested.

Expenditures for adults and dislocated workers must be tracked and reported separately.

Documentation of all expenditures consisting of general ledger printouts and supporting documentation of cost allocation must be submitted with each payment request. Failure to submit required documentation and forms may cause a delay in payment.

¹ The definition of cash match is a contribution of funds made available to the contractor, to be used specifically for these project activities and consistent with the allowable activities of the fund source. The contractor has control over and disburses these funds. Examples include: money received from employers, foundation, private entities, or local governments. The definition of in-kind match is a contribution of non-cash resources used specifically for project activities. Examples include donated personnel, services, or use of equipment or space.

BUDGET SUMMARY PLAN			
TOTAL ADULT/DISLOCATED WORKER PROGRAMS			
Organization Name: CLCP			
Project Title: WIOA Adult / Dislocated Worker Programs 2015- 2017			
Term: 7/1/2015 - 6/30/2017	Adult	DW	
Revision Date: 5/13/16	7/15-6/17	7/15-6/17	Total
I. Expenditures:			
A. Staff Salaries	442,071	820,988	1,263,059
B. Staff Benefits	27,231	50,572	77,803
C. Staff Benefit Rate (percent):			
D. Staff Travel	2,030	3,770	5,800
E. Operating Expenses	29,576	54,926	84,502
F. Leases	97,471	181,017	278,488
G. Equipment - Prior approval required			
H. Occupational Training	10,184	50,155	60,339
I. Supportive Services	5,950	10,050	16,000
J. Other Contractual	-	-	-
K. Other (describe): OVERHEAD	61,450	117,148	178,598
L. Total	675,963	1,288,626	1,964,589
BUDGET FOR TRAINING REFERRALS	189,000	438,500	627,500

BUDGET SUMMARY PLAN			
YEAR 1			
Organization Name: CLCP			
Project Title: WIOA Adult / Dislocated Worker Programs - Year One 2015- 2016			
Term: 7/1/2015 - 6/30/2017	Adult	DW	
Revision Date: 3/1/16	7/15-6/16	7/15-6/16	Total
I. Expenditures:			
A. Staff Salaries	197,163	366,159	563,322
B. Staff Benefits	11,399	21,170	32,569
C. Staff Benefit Rate (percent): 5.8%			
D. Staff Travel	630	1,170	1,800
E. Operating Expenses	15,040	27,931	42,971
F. Leases	58,765	109,134	167,899
G. Equipment - Prior approval required			
H. Occupational Training	10,184	50,155	60,339
I. Supportive Services	3,150	4,850	8,000
J. Other Contractual (attach detailed description)			-
K. Other (describe): OVERHEAD	29,632	58,057	87,689
L. Total	325,963	638,626	964,589
ADDITIONAL BUDGET FOR TRAINING REFERRALS	75,000	219,250	294,250
Adult Year 1: Number of full-time equivalents:	2.95		
DW Year 1: Number of full-time equivalents:	5.47		

BUDGET SUMMARY PLAN			
YEAR 2			
Organization Name: CLCP			
Project Title: WIOA Adult / Dislocated Worker Programs - Year Two 2016 - 2017			
Term: 7/1/2015 - 6/30/2017	Adult	DW	
Revision Date: 5/13/16	7/16-6/17	7/16-6/17	Total
I. Expenditures:			
A. Staff Salaries	244,908	454,829	699,737
B. Staff Benefits	15,832	29,402	45,234
C. Staff Benefit Rate (percent): 5.8%			
D. Staff Travel	1,400	2,600	4,000
E. Operating Expenses	14,536	26,995	41,531
F. Leases	38,706	71,883	110,589
G. Equipment - Prior approval required			
H. Occupational Training			-
I. Supportive Services	2,800	5,200	8,000
J. Other Contractual (attach detailed description)			-
K. Other (describe): OVERHEAD	31,818	59,091	90,909
L. Total	350,000	650,000	1,000,000

BUDGET FOR TRAINING REFERRALS	114,000	219,250	333,250
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Adult Year 2: Number of full-time equivalents:	3.14
DW Year 2: Number of full-time equivalents:	5.83