



LOCAL PLAN

FOR

JULY 1, 2012 - JUNE 30, 2013



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Labor Market Overview

WIA §118 (b) The local plan shall include - (1) an identification of—

- (A) the workforce investment needs of businesses, jobseekers, and workers in the local area;
- (B) the current and projected employment opportunities in the local area; and
- (C) the job skills necessary to obtain such employment opportunities;

1. Based on consultation with your Labor Market Analyst and a review of your Regional Economic Development Council's (REDC) Five-Year Strategic Plan, describe the current and projected employment opportunities in your local area and region. Provide a priority ranked list of the local area's demand occupations for PY 2012 that includes O*NET codes and job titles.

Our Labor Market Analyst has identified "occupations with the most expected hiring in the North Country", identified by an *. He has also projected those occupations that have very favorable and favorable employment prospects in the North Country through 2018; all of the occupations listed below have met this criterion. Based on his research the following is a priority listing of the local area's demand occupation for PY 2012, including O*NET codes. This list is categorized by those significant industries identified by our Labor Market Analyst and by selected Goals of the REDC Strategic Plan:

Health Care, both hospital and ambulatory care (Significant Industry)

- | | |
|---|---------|
| 1. Registered Nurses | 21-1141 |
| 2. Licensed Practical Nurses | 21-2061 |
| 3. Nurse Aides* | 31-1014 |
| 4. Medical and Health Services Managers | 11-9111 |
| 5. Physical Therapy Assistants | 31-2021 |
| 6. Dental Hygienists | 29-2021 |
| 7. Medical Secretaries | 43-6013 |
| 8. Medical Records and Health Information Technicians | 29-2091 |
| 9. Substance Abuse and Behavioral Disorder Counselors | 21-1011 |

Public Administration (Significant industry)

- | | |
|---|---------|
| 10. Social and Human Service Assistants | 21-1093 |
| 11. Computer Operators | 43-9011 |

12. Computer Support Specialists	15-1151
13. Accountants and Auditors	13-2011
14. Billing and Posting Clerks	43-3021
15. Bookkeeping, Accounting and Auditing Clerks	43-3031
16. Secretaries (not Legal, Medical or Executive)	43-6011
17. Environmental Science and Protection Technicians	19-4091
Educational Services (Significant Industry)	
18. Teacher Assistants	25-9041
19. Special Education Teachers, Secondary	25-2054
20. Bus Drivers, School and Special Clients	53-3022
General Merchandise Store (Significant Industry)	
21. Retail Sales Persons*	41-2031
22. Cashiers*	41-2011
23. Stock Clerks and Order Fillers*	43-5081
24. Truck Drivers, Heavy and Tractor Trailer*	53-3032
25. Truck Drivers, Light and Delivery Services*	53-3033
Leisure and Hospitality (Significant Industry)	
26. Cooks, Restaurant*	35-2014
27. Food Preparation Workers*	35-2021
28. Cooks, Short Order	35-2015
29. Bartenders*	35-3011
30. First-Line Supervisors of Food Preparation Workers	35-1012
Support Activities for Transportation (Significant Industry)	
31. Aviation Mechanics and Service Technicians	49-3011
Goals of REDC: Build on growth in Manufacturing Industries; and Create a Green Energy Economy	

32. Customer Service Representatives*	43-4051
33. Electricians*	43-4051
34. Maintenance and Repair Workers, General*	49-9071
35. Plumbers, Pipefitters, and Steamfitters*	47-3015
36. Heating, Air Conditioning, and Refrigeration Mechanics and Installers	49-9021
37. Helpers—Installation, Maintenance, and Repair Workers	49-9098
38. General Operations Managers	11-1021
39. Sales Representatives, Wholesale and Manufacturing	41-4012
40. Construction Managers*	11-9021
Goal of REDC: Propagate an Agricultural Revolution	
41. Farm workers	45-2093
42. Veterinary Technologists and Technicians	29-2056
43. Laborers & Freight, Stockers, Material Movers	53-7062
Miscellaneous Occupations with favorable Employment Prospects for the North Country Region	
44. Automotive Service Technicians and Mechanics*	49-3023
45. Janitors and Cleaners	37-2011
46. Receptionists and Information Clerks*	43-4171
In addition to the above, the LWIA believes that any occupation for which an On-the-Job training contract is developed and that meets the minimum standard hourly wage that is 35% above the minimum wage meets the definition of a priority in-demand occupation in the local area.	

2. Explain how your demand list was shaped. Describe the data source(s) used to develop/support your demand list.

Our demand list was shaped by referencing two local labor market resources available on the NYS Department of Labor website. Both resources are a compilation of research by our Local Labor Market Representative; they are, Significant Industries in the North County 2011 and Occupations With the Most Expected Hiring in the North County. We have also used Employment Prospects to 2018 in the North Country Region whose data source is the “Occupational Employment Statistics Survey”.

3. Identify the job skills/credentials that are needed to obtain such employment opportunities, and the education and training resources that exist in your area/region to assist individuals to obtain these skills. Training options such as on-the-job training, ITAs, customized training and contracted training should be discussed where relevant. If there are not sufficient training providers on the ETPL to meet articulated training needs, please describe the steps your area/region is taking in conjunction with business leaders and education and training providers to address this deficit.

Generally speaking, most of the local area's demand occupations for PY 2012 may be prepared for by taking a Certificate, Associates Degree, or Bachelor's program from SUNY Canton which is our local Technical and Four Year College in the heart of St. Lawrence County. Following is a list of relevant Credentials and Degrees:

1. Accounting (A.A.S.)
2. Air Conditioning Engineering Technology (A.A.S.)
3. Automotive Technology (A.A.S.)
4. Computer Information Systems and Information Technology (B.S.)
5. Construction Technology: Management (A.A.S.)
6. Dental Hygiene (A.A.S.) and (B. Tech)
7. Early Childhood (A.S.)
8. Electrical Engineering Technology (A.A.S.) and Electrical Technology (B.S.)
9. Nursing (A.A.S.) and Nursing (B.S.)
10. Physical Therapy Assistant (A.A.S.)
11. Veterinary Science Technology (A.A.S.) and Veterinary Science Technology (B.S.)
12. Practical Nursing (Certificate)
13. Heating and Plumbing (Certificate)
14. Air Conditioning Maintenance & Repair (Certificate)
15. Electrical Construction & Maintenance (Certificate)
16. Health Science Career Studies (Certificate) and Health Care Management (B. Tech)
17. Alternative and Renewable Energy Systems (B. Tech)
18. Applied Psychology (B.S.)
19. Industrial Technology Management (B. Tech)

20. Environmental Technology is an Academic Minor to a B.S.

The St. Lawrence-Lewis BOCES provides Certificate training in either the fall or spring (or both) course offerings in the following areas of preparation for local demand occupations:

1. Certified Nurse Aide
2. Medical Clerical Skills
3. Computer Skills for the Office
4. Customer Service
5. Retail Sales
6. Apprenticeship Courses in Welding 1, 2, 3, 4

North Country Community College in Saranac Lake, NY is accessible to the residents of the Eastern part of St. Lawrence County. They offer Certificate and Associate Degree Programs some of which duplicate the offers at SUNY Canton. However, there are several unique offerings that prepare people for local demand occupations; they are:

1. Human Services (A.A.S.)
2. Chemical Dependency Counseling (A.A.S.)
3. Office Technology (A.A.S.)

Jefferson Community College in Watertown, NY is accessible to the residents in the Southern part of St. Lawrence County. They also offer Certificate and Associate Degree Programs some of which duplicate the offerings at the other two Colleges. They do offer one unique program, a certificate program for Teacher Assistant.

SUNY Potsdam offers the courses needed to become a certified teacher in Special Education. The Aim High School of Driving is also located in Potsdam and drivers may receive training to take and pass the Motor Vehicle test for Truck Driver (Class A or B) or for a Chauffeurs' license.

On-the-Job training and Youth Internships prepare individuals for the following occupations:

1. Computer Support Specialist
2. Retail Sales Persons
3. Cashiers
4. Stock Clerk and Order Fillers
5. Cooks, Restaurant

6. Food Preparation Workers
7. Cooks, short order
8. Bartenders
9. Farm Workers
10. Laborers & Freight, Stockers, Material Movers
11. Janitors and Cleaners
12. Receptionists and Information Clerks

On-the-Job and internships are also used to provide the “experience” needed after the completion of the academic requirements for a job.

When occupations cannot be prepared for locally, we have used Training Providers in other LWIB areas.

4. Describe any regional or sector-based training initiatives in which your local area is involved or is planning to be involved during PY 2012. Explain how these initiatives have influenced or shaped the demand occupation list provided under question 1.

The Regional Economic Development Council’s (REDC) Strategic Plan has a goal of creating a business and expansion plan for existing large manufacturers in the North Country Region. In support of the regional goal we have identified demand occupations that contribute to the development of a strong pool of people prepared to work in and give support to existing manufacturers in St. Lawrence County. The REDC also has a goal to support local agricultural efforts; we have identified 3 demand occupations to help meet this regional goal.

Performance

WIA §118 (b) The local plan shall include - (3) a description of the local levels of performance negotiated with the Governor and chief elected official pursuant to section 136(c), to be used to measure the performance of the local area and to be used by the local board for measuring the performance of the local fiscal agent (where appropriate), eligible providers, and the one-stop delivery system, in the local area;

Please complete Table 1 entitled “[Performance Indicators](#)” on page 7. In order to use the hyperlinks in the document, hold CTRL and click the link to go to the corresponding chart. To return to the question, hold CTRL and click on the chart title.

5. Has the local area achieved greater than 100% of any goals during PY11?

Yes No

- a. If so, please describe the goals that were exceeded.

For Common Measures Indicators, third quarter, we are achieving 110% in Adult Entered Employment Rate; 135% in Dislocated Worker Entered Employment Rate; 117% in Placement in Employment or Education for Youth; 153% in Youth Attainment of a Degree or Certificate; and we are achieving 222% in Literacy and Numeracy Gains for Youth. For Customer Service Indicators, as of May 2012, we are achieving 100% passing for the National Work Readiness Credential.

b. Please describe the policies or actions that led to the local area's success in these areas.

The Entered Employment Rates are achieved because of the joint efforts of the Department of Labor Staff and the Workforce Investment Staff. In part, they can also be attributed to our effort to spread our limited training funds to as many individuals (Adult and DW) as is possible. In choosing training programs, we are fortunate to have SUNY Canton and the St. Lawrence-Lewis BOCES offering training in line with our demand occupations. The success with Youth can be directly attributed to the use of Waivers for Youth Individual Training Accounts and for Youth Internships/Work Experience. These are wonderful tools for working with Youth. When deciding which Youth are ready for the National Work Readiness Credential exam, we choose Youth who have been in training programs with contextualized math and reading and/or Youth who have been participating in local GED programs or are receiving tutoring. We also choose Youth who are not, or no longer, basic skills deficient.

c. Describe how the local area plans to continue its success.

Assuming their availability for PY12, we will continue to request Youth waivers as described above. We will continue to spread our training funds to as many Adults and Dislocated Workers who have occupational demand goals as is possible. We will continue to work closely with our partners, the local Department of Labor staff, St. Lawrence-Lewis BOCES, and SUNY Canton.

Planned Services and Expenditures

Adult and Dislocated Workers

WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—

(A) a description of how the local board will ensure the continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants;

WIA §118 (b) The local plan shall include - (4) a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area;

Please complete the charts entitled “PY 2011 Training” and “PY 2012 Training Projection” located in the Budget spreadsheet (Attachment I). In addition, if you procure service providers to provide Adult and Dislocated Worker or Business services, complete the Adult/Dislocated Worker and Business Services worksheets in the Service Provider spreadsheet (Attachment J).

6. Briefly describe the type and availability of Adult and Dislocated Worker services in your area.

As described under the section Labor Market Overview #3, for such a rural region, we are fortunate to have a number of Educational providers in St. Lawrence County who are providing training to prepare Adults and Dislocated Workers for Occupations in Demand.

The One-Stop System has a close partnership with the Local DSS Employment Program which serves people frequently eligible as Adults or Dislocated Workers under WIA eligibility guidelines for training. All DSS participants are able to receive Core staff-assisted services. The DSS Program is located in the One-Stop Center with the One-Stop Manager having responsibility for oversight. There are two stand-alone Department of Labor offices in Massena and Ogdensburg, both of which have DSS Employment Unit Staff providing services to Adults at both locations.

The St. Lawrence-Lewis (SLL) BOCES has a number of grants, such as, the Food Stamp Employment and Training (FSET) Funds which provide services such as Jobs Skills training to Adults and Dislocated Workers receiving Food Stamps. In addition, the One-Stop WIA program has entered into a services agreement with a SLL BOCES operated program called the Massena Literacy Zone. This grant provides a variety of Education Programs to Adults and Dislocated Workers in the Massena Area who do not have a HS Diploma or a G.E.D.; the WIA counseling staff provides these participants with Adult and Dislocated Worker Core Staff-Assisted Services.

ACCES-VR (Adult Career and Continuing Education Services-Vocational Rehabilitation) provides services to Adults and Dislocated Workers with all types of disabilities who want to go to work. For example they provide career counseling and training at local schools as well as on-the job training. ACCES-VR is co-located at the One-Stop Career Center and at our two Department of Labor Offices. Referrals between agencies are very common.

In Ogdensburg we have an ATTAIN (Advanced Technology Training and Information Networking) lab. The ATTAIN lab offers over 32 occupational, academic, and self-development courses to Adults and Dislocated Workers. They offer a number of Core services that would typically be available in a One-Stop resource room that are made available to Adults and Dislocated Workers as well as the general public.

The St. Lawrence County Office for the Aging has work experience paid positions for Adult or Dislocated Workers, 55 years of age and older, who meet eligibility requirements. When appropriate, referrals are made from the One-Stop Career Center to this agency, which is located in same building as and adjacent to as the One-Stop.

St. Lawrence County also has a partnership with the County Veterans Services Office. At this office Adults and Dislocated Workers who are Veterans may receive assistance with any and all Veterans

benefit programs. This office too is located in the same building as and adjacent to the One-Stop. Literacy Volunteers of Northern New York offers tutoring in English as a Second Language; reading and Math to Adults and Dislocated Workers as well as the general public.

7. Describe the steps the Workforce Investment Board takes to ensure the continuous improvement of eligible providers of services through the system. Describe the information that is reviewed to determine that providers are meeting the employment needs of local businesses and jobseekers.

The Workforce Investment Board, through its Executive Director, monitors the small number of Eligible Training Providers that the One-Stop uses through the Adult and Dislocated Worker entries to employment. There are two Providers which delivered 86% of all training in St. Lawrence County in PY11; they are SUNY Canton and St. Lawrence-Lewis BOCES. Both are agencies represented on the WIB. These providers discuss with the WIB the offerings that they are providing and the WIB comments on the appropriateness and usefulness of these offerings. The One-Stop Career Center provides ITA's as requested and appropriate to participants. Other providers used in PY11 were Community Colleges and 2 Truck Driving Schools.

8. Describe any partnerships that the WIB and One-Stop Operators have developed to improve services to customers in the local area or region.

The One-Stop Partnerships include: ACCES-VR; NYS Department of Labor; St. Lawrence County Department of Social Services; St. Lawrence-Lewis BOCES; SUNY Canton; St. Lawrence County Veterans Services; and the St. Lawrence County Youth Bureau. We worked with other agencies, such as Literacy Volunteers, Seaway Valley Alcohol and Substance Abuse, and the Potsdam Public Library, in PY11 to improve services to the customers in our Local Area.

Youth

WIA §118 (b) The local plan shall include - (6) a description and assessment of the type and availability of youth activities in the local area, including an identification of successful providers of such activities;

Please complete the Youth worksheet in the Service Provider spreadsheet (SPREADSHEET J).

9. Describe the metrics that the WIB uses to determine whether or not a youth provider is successful.

Our youth services providers have been utilized as vendors of youth specific services. Eligibility, case management, services available through waivers, enrollments, data entry and performance management are WIA One-Stop provided services. The success of our youth providers has been measured by the achievement of over 100% of all youth common measures.

10. Describe the steps that you have taken to address providers that you have determined to be unsatisfactory. Please address each unsatisfactory Youth Provider specifically.

No youth provider has been determined to be unsatisfactory in PY11. Unfortunately, four of our six youth providers declined to apply to our new RFP because of the necessary but onerous fiscal monitoring process. We continue to look for new Youth Providers.

11. Describe the oversight/support/technical assistance pertaining to the WIA Youth Common Measures that is administered in your local area.

Todd Doherty and Carrie Aubertine, New York State Workforce Programs Specialists, have provided oversight and technical assistance with the WIA Youth Common Measures. Both individuals are available to answer questions on OSOS data entry procedures and on performance measures. Reports and supporting data are provided automatically or upon request. Carrie has recently conducted an on-site visit and has provided technical assistance with our WIA Youth Common Measures.

12. Describe how youth data is managed in your area. Explain how often data is reviewed and who reviews the data.

We have two WIA funded counselors who primarily provide Youth services. A senior counselor reviews enrollments and termination of services paperwork. All three staff people receive quarterly reports and are monitoring youth data for performance. Performance is discussed at weekly staff meetings.

Staff Information

Please complete the charts entitled “PY 2011 FTE Staffing” and “Projected PY 2012 FTE Staffing” located in the attached Budget spreadsheet (Attachment I).

13. Please explain the reasons for any changes between PY2011 and PY2012.

We have been forced to reduce the number of FTEs due to increased costs and only a very small increase in formula funding. However, we were able to limit the FTE reduction to the minimum by making more efficient use of available resources. We have been fortunate to have 20% funding for the staffing of the One-Stop Manager's position and 10% funding for the staffing of the Assisting Accounting Supervisor from the local Department of Social Services. Other sources of income to support staff have fluctuated. At the beginning of PY11 we had an Agreement with the Potsdam Public Library to provide employment related services two days each week. That agreement ended September 30, 2011. We entered into another agreement in October 2011 with the St. Lawrence-Lewis BOCES to provide employment related service to participants in the Massena Literacy Zone initiative for 1 day each week. This last agreement continues throughout PY12. Both of these agreements have paid a portion of staff salaries and fringe. In June 2011, we decided to

split a position (at 25%) with the St. Lawrence County Department of Social Services for an Employment and Training Coordinator to develop subsidized employment opportunities for Adults, Dislocated Workers and Youth. In PY12 we decided to discontinue this funding because our overall expenses had increased and our funding had not increased to the extent that we could afford to continue this arrangement. The cost of the contractual services for our Executive Director have decreased this year (PY12) which has helped to balance our budget and to maintain staffing with slightly reduced FTEs. The change in FTEs from PY11 to PY12 is less .62 FTE.

Procurement

WIA §118 (b) The local plan shall include - (9) a description of the competitive process to be used to award the grants and contracts in the local area for activities carried out under this subtitle;

14. Please describe the competitive bidding process that is used to award grants and contracts in your local area (including how vendors are made aware of opportunities to compete for these funding opportunities and how the process is being documented).

The competitive bidding process used to award youth contracts is listed below:

- 1) RFP created and approved by the Youth Council for the purchase of Youth Provider Services.
- 2) RFP presented to the WIB for their approval prior to release.
- 3) RFP is advertised and/or published in local newspapers as a public notice.
- 4) RFP is available on the One-Stop website. There is an initial deadline to submit proposals but the RFP itself remains open until such time that all funds are committed.
- 5) Notices of the RFP are sent to a variety of agencies in the area as well to previous providers.
- 6) Bidder's conference is held.
- 7) Bids received are reviewed by the Youth Council Review Committee.
- 8) Review Committee reports to the Youth Council. Youth Council moves recommended bids to WIB.
- 9) WIB, by resolution, approves recommended bids. Contracts are drawn and signed by the Executive Director of the WIB.
- 10) If proposals are insufficient to meet the Youth Program needs further advertising for more proposals is done.
- 11) A two year contract is drawn up between the WIB and the Provider agency with the possibility of a one year extension and renegotiation at the WIB's discretion.

12) The Youth Council reviews the Provider Services and makes recommendation to the WIB regarding extension and renegotiation as needed.

For any other contracting, the LWIB follows St. Lawrence County's Procurement guidelines.

Waivers

The general statutory and regulatory waiver authority granted to the Secretary of Labor is a continuing authority granted by the Workforce Investment Act at section 189(i)(4), Public Law 105-220, and provides increased flexibility to states and local areas in implementing reforms to the workforce development system in exchange for state and local accountability for results, including improved programmatic outcomes.

New York has been granted waivers to certain provisions of the act, which have been extended through Program Year 2011. These waivers can be found in the Technical Advisory located here: <http://labor.ny.gov/workforcenypartners/ta/TA10-191.pdf>

New York State has been granted a temporary extension of its PY 2011 waivers and State Plan. As such, the PY 2011 waivers remain in effect for now. PY2012 waiver requests will be submitted to USDOL as part of the State Plan in September, 2012. The State plans on requesting the same waivers for Program Year 2012, along with other waiver requests that may be suggested. When USDOL gives final approval on the PY 2012 waiver requests, guidance will be provided.

15. Please suggest future WIA waivers that may be useful to your local area and which you would like NYS to consider requesting (optional).

No suggestions at this time.

Local Workforce Investment Board Membership

Section 117(b)(1) of WIA authorizes the Governor, in partnership with the State Board, to establish criteria for chief elected officials to follow while appointing members of the local boards. This criterion is explained in Technical Advisory #01-19.1 released by NYSDOL on March 2, 2010. Complete details are found here:

<http://www.labor.ny.gov/workforcenypartners/ta/TA01191LocalGovernance.pdf>

Local Workforce Investment Areas (LWIAs) are advised to review this Technical Advisory as it provides guidance on issues relating to the mandates, obligations and governance role of Local Workforce Investment Boards (LWIBs). In the Technical Advisory, emphasis is placed on language that states LWIBs whose private sector membership drops below 51% can legally transact business only for a period of 90 days. In addition, if a membership category (e.g. organized labor) is not represented due to vacancies, the LWIB can legally transact business for a period of 90 days. Beyond such a 90 day period, any action taken by the LWIB shall be void.

Therefore, the importance of maintaining a LWIB that is in full compliance must not be overlooked.

16. Based on the criteria established and described in Technical Advisory #01-19.1, is the LWIB currently in compliance?

Yes No

a. If the LWIB is not in compliance, what vacancies need to be filled in order to bring the LWIB into compliance?

b. If the LWIB is not in compliance, what obstacles (if any) may prevent the LWIB from being in full compliance within 90 days? **(Remember, after 90 days any action taken by the LWIB shall be void)**

Please complete ATTACHMENT K: *List of LWIB Members*, which is a separate file. Use as many pages as necessary.

Contracts, MOUs, and Appendices

WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—

(B) a copy of each memorandum of understanding described in section 121(c) (between the local board and each of the one-stop partners) concerning the operation of the one-stop delivery system in the local area;

17. Is each Memorandum of Understanding for the local area up to date?

Yes No

a. If not, when will they be updated?

The MOU itself is up to date however the partners with whom we are still negotiating leases have not been asked to sign this MOU until such time that leases are finalized by ACCES-VR and the New York State Department of Labor. We have sent the MOU on to the following partners for their signature: St. Lawrence-Lewis BOCES, St. Lawrence County Veterans Services Office; St. Lawrence County Youth Bureau; SUNY Canton; and the St. Lawrence County Department of Social Services.

WIA §118 (b) The local plan shall include - (8) an identification of the entity responsible for the disbursement of grant funds described in section 117(d)(3)(B)(i)(III), as determined by the chief elected official or the Governor under section 117(d)(3)(B)(i);

WIA §118 (b) The local plan shall include - (10) such other information as the Governor may require.

Please complete all of the required tables/attachments. Hard copies of signature pages must be delivered to NYSDOL per the instructions at the beginning of these guidelines.

TABLE 1: Performance Indicators

	Performance Indicators			
	PY 2011		PY 2012	
	Goal	Actual-to-Date	Goal	Planned*
Customer Service Indicators				
Training w/IEP	95%	99.3	95%	100%
Init. Assess./Reduce UI Exiters	95%	86.7%	95%	95%
Serving Business Customers				
• Top 100 highest employ	95%	65%	95%	65%
• Top 50 w/job orders	95%	99.8%	95%	100%
NWRC	30%	36.7%	30%	40%
Common Measures				
Adult EER	57%	63.2%	57%	65.0%
Adult ERR	82%	72.1%	82%	75%
Adult Average Earnings	\$12,625	\$12,288	\$12,625	\$12,350
DW EER	51%	68.9%	51%	70%
DW ERR	82%	70.6%	82%	72%
DW Average Earnings	\$15,980	\$14,342	\$14,965*	\$14,965
Youth Placement	62%	72.7%	62%	73%
Youth Degree/Cert. Attainment	50%	76.5%	50%	78%
Youth Lit./Num. Gains	45	100%	45	85%

* By entering a value other than the PY2011 Goal in the PY2012 Planned column, the local area is indicating that it would like to negotiate that goal with NYSDOL. If the local area does not wish to negotiate a certain goal, then enter the PY2011 Goal value into the corresponding PY2012 Planned cell. Initial Assessment will not be negotiated.

ATTACHMENT A: SIGNATURE OF LOCAL BOARD CHAIR

**Workforce Investment Act Local Plan for
Program Year 2012-2013, for Workforce Investment Act Title 1-B
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that this Plan was developed in collaboration with the Local Board and is jointly submitted with the Chief Elected official(s) on behalf of the Local Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

Date:		Signature of Local Board Chair:	
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local Board Chair:	
Ms.	<input type="checkbox"/>	Donald Hooper	
Other	<input type="checkbox"/>		
Name of Board:	St. Lawrence County Workforce Investment Board		
Address 1:	80 State Highway 310 Suite 8		
Address 2:			
City:	Canton		
State:	New York	Zip:	13617
Phone:	(315) 386-3276	E-mail:	dhooper@pmhvcpa.com

Submittal directions: Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

ATTACHMENT B: SIGNATURE OF CHIEF ELECTED OFFICIAL

**Workforce Investment Act Local Plan for
Program Year 2012-2013, for Workforce Investment Act Title 1-B
and Wagner Peyser Programs**

In compliance with the provisions of the Workforce Investment Act of 1998, the Final Rule, and Planning guidelines and instructions developed by the Governor, this Plan is being submitted jointly by the Local Board and the respective Chief Elected Official(s).

By virtue of my signature, I:

- agree to comply with all statutory and regulatory requirements of the Act as well as other applicable state and federal laws, regulations and policies
- affirm that the Grant recipient possesses the capacity to fulfill all responsibilities and assume liability for funds received, as stipulated in **§667.705** of the rules and regulations
- affirm that the composition of the Local Board is either in compliance with the law, rules and regulations and is approved by the State or, will be in compliance within 90 days of local plan submittal
- affirm that the Chair of the Local Board was duly elected by that Board
- affirm that the board, including any staff to the board, will not directly provide any core, intensive or training services.

Note: A separate signature sheet is required for each local Chief Elected Official. If additional pages are necessary, please see **Attachment B – Extended Version**.

Date:		Signature of Local Chief Elected Official (CEO):	
Mr.	<input type="checkbox"/>	Typed Name of Local CEO:	
Ms.	<input checked="" type="checkbox"/>	Sallie Brothers	
Other	<input type="checkbox"/>		
Title of Local CEO:	Chairman, St. Lawrence County Board of Legislators		
Address 1:	48 Court Street		
Address 2:			
City:	Canton		
State:	New York	Zip:	13617
Phone:	(315) 379-2276	E-mail:	tbrothers5@twcny.rr.com

Submittal directions: Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as described on page 2 of the Instructions.

ATTACHMENT C: SIGNATURE OF WIB DIRECTOR

**Workforce Investment Act Local Plan for
Program Year 2012-2013, for Workforce Investment Act Title 1-B
and Wagner Peyser Programs**

In compliance with the Planning guidelines and instructions developed by the Governor, this Plan was developed through consultation and dialogue between the local area’s representative(s) and the New York State Department of Labor’s Regional Labor Market Analyst.

By virtue of my signature, I:

- attest that dialogues were conducted between the WIB’s representatives and the LMA which provided the WIB with data and the demographic characteristics of the LWIA’s resident population
- assure that service delivery and design, resource allocation, and other planning decisions were made by the WIB as a result of a careful consideration of the implications of the data and demographics as provided

Date:		Signature of Local WIB Director:
Mr.	<input checked="" type="checkbox"/>	Typed Name of Local WIB Director: Thomas Plastino
Ms.	<input type="checkbox"/>	
Other	<input type="checkbox"/>	
Name of Board:	St. Lawrence County Workforce Investment Board	

Submittal directions: Complete this form as part of the Plan development process and submit the entire Plan electronically as described earlier in this guidance. Submit this form with original signatures as directed on page 2 of the Instructions.

ATTACHMENT D: UNITS OF LOCAL GOVERNMENT

Where a local area is comprised of multiple counties or jurisdictional areas, provide the names of the individual governmental units and identify the grant recipient.

Unit of Local Government	Grant Recipient	
	Yes	No
N/A	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

ATTACHMENT E: FISCAL AGENT/GRANT SUBRECIPIENT

Identify the Fiscal Agent or a Grant Recipient to assist in the administration of grant funds. Provide the names of the agent and/or subrecipient.

Entity	Fiscal Agent	
	Yes	No
St. Lawrence County Department of Social Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

Entity	Grant Subrecipient	
	Yes	No
St. Lawrence County Board of Legislators	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

ATTACHMENT F: FEDERAL AND STATE CERTIFICATIONS

The funding for the awards granted under this contract is provided by either the United States Department of Labor or the United States Department of Health and Human Services which requires the following certifications:

A. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION-LOWER TIER COVERED TRANSACTIONS

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statement in this certification, such prospective participant shall attach an explanation to this proposal.

B. CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements

By accepting this grant, the signee hereby certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The signer shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of facts upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C. **Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

C. DRUG FREE WORKPLACE. By signing this application, the grantee certifies that it will provide a Drug Free Workplace by implementing the provisions at 29 CFR 98.630, Appendix C, pertaining to the Drug Free Workplace. In accordance with these provisions, a list of places where performance of work is done in connection with this specific grant will take place must be maintained at your office and available for Federal inspection.

D. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE:

For contracts funded by the U.S. Department of Labor

As a condition to the award of financial assistance from the Department of Labor under Title I of WIA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

- (1) Section 188 of the Workforce Investment Act of 1998 (WIA) which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I - financially assisted program or activity;
- (2) Title VI of the Civil Rights Act of 1964, as amended which prohibits discrimination on the basis of race, color, and national origin;
- (3) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
- (4) The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
- (5) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The grant applicant also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIA Title I - financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIA Title I-financially assisted program or activity. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance. For grants serving participants in work activities funded through the Welfare-to-Work block grant programs under Section 407(a) of the Social Security Act, the grant applicant shall comply with 20 CFR 645.255.

For contracts funded by the U.S. Department of Health and Human Services

As a condition to the award of financial assistance from the Department of Labor under Title IV-A of the Social Security Act, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws including but not limited to:

- (1) Title VI of the Civil rights Act of 1964(P.L. 88-352) and Executive Order Number 11246 as amended by E.O. 11375 relating to Equal Employment Opportunity which prohibits discrimination on the basis of race, color or national origin;
- (2) Section 504 of the Rehabilitation Act of 1973, as amended, and the regulations issued pursuant thereto contained in 45 CFR Part 84 entitled "Nondiscrimination on the Basis of Handicap in Programs and Activities Reviewing or Benefiting from Federal Financial Assistance" which prohibit discrimination against qualified individuals with disabilities;
- (3) The Age Discrimination Act of 1975, as amended, and the regulations at 45 CFR Part 90 entitled "Nondiscrimination on the Basis of Age in Programs and Activities Reviewing Federal Financial Assistance", which prohibits discrimination on the basis of age;

(4) Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs; and

(5) The Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. Section 12116, and regulations issued by the Equal Employment Opportunity Commission which implement the employment provisions of the ADA, set forth at 29 CFR Part 1630.

The grant applicant also assures that it will comply with 45 CFR Part 80 and all other regulations implementing the laws listed above. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance.

STATE CERTIFICATIONS

E. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND OUTSTANDING DEBTS

The undersigned, as a duly sworn representative of the contractor/vendor, hereby attests and certifies that:

- 1) No principle or executive officer of the contractor's/vendor's company, its subcontractor(s) and/or successor(s) is presently suspended or debarred; and
- 2) The contractor/vendor, its subcontractor(s) and/or its successor(s) is not ineligible to submit a bid on, or be awarded, any public work contract or sub-contract with the State, any municipal corporation or public body for reason of debarment for failure to pay the prevailing rate of wages, or to provide supplements, in accordance with Article 8 of the New York State Labor Law.
- 3) The contractor/vendor, its subcontractor(s) and/or its successor do not have any outstanding debts owed to the Department, including but not limited to, contractual obligations, fines related to Safety and Health violations, payments owed to workers for public works projects or the general provisions of the Labor Law, unemployment insurance contributions or other related assessments, penalties or charges.

F. CERTIFICATION REGARDING "NONDISCRIMINATION IN EMPLOYMENT IN NORTHERN IRELAND: MacBRIDE FAIR EMPLOYMENT PRINCIPLES"

In accordance with Chapter 807 of the Laws of 1992 the bidder, by submission of this bid, certifies that it or any individual or legal entity in which the bidder holds a 10% or greater ownership interest, or any individual or legal entity that holds a 10% or greater ownership interest in the bidder, either:

(answer Yes or No to one or both of the following, as applicable.)

1. Has business operations in Northern Ireland:

Yes

No

If Yes:

2. Shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Fair Employment Principles relating to nondiscrimination in employment and freedom of workplace opportunity regarding such operations in Northern Ireland, and shall permit independent monitoring of its compliance with such Principles.

Yes

No

G. NON-COLLUSIVE BIDDING CERTIFICATION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his or her knowledge and belief:

1. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
2. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit to bid for the purpose of restricting competition.

I, the undersigned, attest under penalty of perjury that I am an authorized representative of the Bidder/Contractor and that the foregoing statements are true and accurate.

Signature of Authorized Representative:
Title:
Date:

ATTACHMENT G: ONE STOP OPERATOR INFORMATION

Complete the following information for each locally certified One Stop Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR: St. Lawrence County One-Stop Career Center			
Method of Selection		Type of Operator	
<input checked="" type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input checked="" type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:	80 State Hwy, Suite 8		
Address 2:			
City:	Canton		
State:	NY	Zip Code:	13617
Operator Phone: 315-386-3276			
E-Mail: jhantz@stlawco.org			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

The St. Lawrence County Workforce Investment Board and it's Operator Consortium completed the full recertification process in 2006. Since that time there has been a belief that reauthorization of WIA was imminent and therefore recertification of the Operator was put on hold.

If the One-Stop Operator is a consortium, identify the consortium partners:

St. Lawrence County Department of Social Services; St. Lawrence-Lewis BOCES; New York State Department of Labor; New York State ACCES-VR; St. Lawrence County Veterans' Services Department; State University of New York at Canton; St. Lawrence County Youth Bureau

ATTACHMENT H: LIST OF ONE STOP CENTERS

Complete the following information for each One Stop Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

One Stop Name:	St. Lawrence County One-Stop Career Center		
Address 1:	80 State Highway 310, Suite 8		
Address 2:			
City:	Canton		
State:	NY	Zip Code:	13617
Phone:	315-386-3276	E-Mail:	jhantz@stlawco.org
Fax:	315-386-3414	Website:	slconestop.com
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	April 30, 2016		
Lease Holder:	St. Lawrence County		

WIA Contact:	Jean Hantz, One-Stop Manager		
Phone:	315-386-3276	E-Mail:	jhantz@stlawco.org
NYSDOL Contact:	David Sickler, Sr. Supervising LSR		
Phone:	315-393-4600	E-Mail:	David.Sickler@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00 Sept thru May 8:00 June/July/Aug.	5:00 4:00
Tuesday	same	
Wednesday	same	
Thursday	same	

Friday	same	
Saturday	Closed	
Sunday	Closed	

	WIA					Other Funding
	Totals	Adult	DW	Youth	Admin	
Revenue						
WIA PY11 Carryover	\$ 134,626.77	\$ 47,914.08	\$ 37,991.21	\$ 47,180.31	\$ 1,541.17	
WIA PY12	\$ 1,480,214.29	\$ 279,507.60	\$ 217,068.30	\$ 347,416.20	\$ 93,776.90	\$ 542,445.29
Total Revenue	\$ 1,614,841.06	\$ 327,421.68	\$ 255,059.51	\$ 394,596.51	\$ 95,318.07	\$ 542,445.29
Expenditures						
Staff Costs						
Wages	\$ 401,360.87	\$ 90,477.98	\$ 74,459.54	\$ 124,149.86	\$ 48,437.38	\$ 63,836.11
Fringe Benefits	\$ 213,659.70	\$ 48,984.43	\$ 40,091.67	\$ 64,006.95	\$ 29,682.53	\$ 30,894.12
Travel	\$ 10,781.00	\$ 2,183.25	\$ 1,789.25	\$ 2,900.25	\$ 1,249.25	\$ 2,659.00
Other	\$ 4,957.02	\$ 1,308.13	\$ 1,140.13	\$ 1,692.13	\$ 799.13	\$ 17.50
Total Staff Costs	\$ 630,758.59	\$ 142,953.79	\$ 117,480.59	\$ 192,749.19	\$ 80,168.29	\$ 97,406.73
Operational Costs						
Total Operational Costs	\$ 173,770.18	\$ 20,954.11	\$ 17,564.31	\$ 27,923.08	\$ 13,013.61	\$ 94,315.07
Other Program Costs						
Support Services	\$ 12,800.00	\$ 3,500.00	\$ 3,545.00	\$ 4,000.00		\$ 1,755.00
Youth Wages	\$ 194,435.49			\$ 71,366.00		\$ 123,069.49
Other Related Items	\$ 500.00	\$ 161.00	\$ 139.00	\$ 200.00		
Total Program Costs	\$ 207,735.49	\$ 3,661.00	\$ 3,684.00	\$ 75,566.00	\$ -	\$ 124,824.49
Training Costs						
Total Training Costs	\$ 430,453.00	\$ 115,042.00	\$ 88,388.00	\$ 52,024.00		\$ 174,999.00
Total Expenditures	\$ 1,442,717.26	\$ 282,610.90	\$ 227,116.90	\$ 348,262.27	\$ 93,181.90	\$ 491,545.29
Carry-over Funds to PY13	\$ 172,123.80	\$ 44,810.78	\$ 27,942.61	\$ 46,334.24	\$ 2,136.17	\$ 50,900.00

One-Stop: ST. LAWRENCE						
WIA						Other Funding
Totals	Adult	DW	Youth	Admin		
Rent	\$ 124,353.96	\$ 10,089.68	\$ 8,479.16	\$ 13,454.72	\$ 5,643.88	\$ 86,686.52
Utilities	\$ 2,268.39	\$ 492.63	\$ 419.63	\$ 654.00	\$ 274.63	\$ 427.50
Supplies	\$ 3,787.01	\$ 836.22	\$ 716.22	\$ 1,116.22	\$ 465.72	\$ 652.63
Cleaning	\$ -					
Internet Service	\$ 22,104.99	\$ 5,170.06	\$ 4,248.06	\$ 6,897.06	\$ 2,885.06	\$ 2,904.75
Leased Equipment	\$ 3,047.81	\$ 621.44	\$ 526.44	\$ 829.44	\$ 347.44	\$ 723.05
Other Related Items	\$ 18,208.02	\$ 3,744.08	\$ 3,174.80	\$ 4,971.64	\$ 3,396.88	\$ 2,920.62
Totals	\$ 173,770.18	\$ 20,954.11	\$ 17,564.31	\$ 27,923.08	\$ 13,013.61	\$ 94,315.07

One-Stop:						
WIA						Other Funding
Totals	Adult	DW	Youth	Admin		
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						Other Funding
Totals	Adult	DW	Youth	Admin		
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:

	Totals	WIA				Other Funding
		Adult	DW	Youth	Admin	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	Totals	One-Stop: WIA				Other Funding
		Adult	DW	Youth	Admin	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	Totals	One-Stop: WIA				Other Funding
		Adult	DW	Youth	Admin	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Totals	One-Stop: WIA				Other Funding
	Adult	DW	Youth	Admin	

Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					

Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					

Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					

Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

One-Stop:						
WIA						
Totals	Adult	DW	Youth	Admin	Other Funding	
Rent	\$ -					
Utilities	\$ -					
Supplies	\$ -					
Cleaning	\$ -					
Internet Service	\$ -					
Leased Equipment	\$ -					
Other Related Items	\$ -					
Totals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

PY 2011 FTE Staffing							
Function/ Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER
WIB	0.16	0.14	0.25	0.12			
TAA							
Core/Intensive	1.35	1.24		1.1	1.4		0.4
Business Services	0.11	0.11	0.03				
Rapid Response					0.4		
Youth Services			2.35				
Total	1.62	1.49	2.63	1.22	1.8	0	0.4

Projected PY 2012 FTE Staffing							
Function/Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER
WIB	0.18	0.15	0.24	0.1			
TAA							
Core/Intensive	1.485	1.175		0.87	1.4		0.4
Business Services							
Rapid Response					0.4		
Youth Services			2.1				
Total	1.665	1.325	2.34	0.97	1.8	0	0.4

Other	Total
	0.67
	0
0.18	5.67
	0.25
	0.4
0.9	3.25
1.08	10.24

Other	Total
0.1	0.77
	0
0.1	5.43
	0
	0.4
0.92	3.02
1.12	9.62

PY 2011 Training																	
		Adult					DW					Youth					
		# Participants in Training		Expenditures			# Participants in Training		Expenditures			# Participants in Training		Expenditures			
				PY11					PY11					PY11			
Training Type	Total Expenditures	Carry In	New	PY10 Carry In Reg	Reg	Non-WIA Funding	Carry In	New	PY10 Carry In Reg	Reg	Non-WIA Funding	Carry In	New	PY10 Carry In Reg	Reg	Non-WIA Funding	
ITA	\$ 377,959.82	10	102	\$ 3,274.70	\$ 117,566.10		15	75	\$ 9,122.56	\$ 81,223.82	\$ 140,244.36	15	13	\$ 12,476.96	\$ 14,051.32		
OJT	\$ 32,216.02		2		\$ 2,418.00		2	7		\$ 15,371.78	\$ 14,426.24						
Custom	\$ -																
Contract	\$ 10,017.34											2	7	\$ 360.00	\$ -	\$ 9,657.34	
Total	\$ 420,193.18	10	104	\$ 3,274.70	\$ 119,984.10	\$ -	17	82	\$ 9,122.56	\$ 96,595.60	\$ 154,670.60	17	20	\$ 12,836.96	\$ 14,051.32	\$ 9,657.34	

PY 2012 Training Projection																	
		Adult					DW					Youth					
		# Participants in Training		Expenditures			# Participants in Training		Expenditures			# Participants in Training		Expenditures			
				PY11					PY11					PY11			
Training Type	Total Expenditures	Carry In	New	PY11 Carry In	PY12	Non-WIA Funding	Carry In	New	PY11 Carry In	PY12	Non-WIA Funding	Carry In	New	PY11 Carry In	PY12	Non-WIA Funding	
ITA	\$ 298,744.00	2	38	\$ 4,000.00	\$ 76,042.00		14	37		\$ 68,783.00	\$ 124,100.00	0	13	\$ -	\$ 25,819.00		
OJT	\$ 69,605.00	0	8	\$ -	\$ 35,000.00		0	7		\$ 19,605.00	\$ 15,000.00						
Custom	\$ -																
Contract	\$ 62,104.00											13	86	\$ 1,605.00	\$ 24,600.00	\$ 35,899.00	
Total	\$ 430,453.00	2	46	\$ 4,000.00	\$ 111,042.00	\$ -	14	44	\$ -	\$ 88,388.00	\$ 139,100.00	13	99	\$ 1,605.00	\$ 50,419.00	\$ 35,899.00	

Youth Activity Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Type of Contract	Contract Start Date
Seaway Valley Council for Alcohol/Substance Abuse Prevention, Inc.	206 Ford Street	Ogdensburg	NY	13669	(315) 713-4861	Larry Calkins	Program Director	lcalkins@vspc.net	Cost Allocated per individual served	7/1/2012
St. Lawrence-Lewis BOCES Career, Alternative and Adult Education	7227 State Highway 56	Norwood	NY	13668	(315) 353-8875	Lisa McKeel	Supervisor of Adult Education	lmckeel@sllbooces.org	Tuition Based	7/1/2012

Contract End Date	Planned Expenditures for PY12	Youth Elements to Be Provided	Counties Served	Planned Enrollments PY12	Has this provider been successful? (Yes or No)
6/30/2013	\$7K to \$11K		St. Lawrence	40-60	Yes
6/30/2012	\$10K to 15K	1;4;5;6;9;0	St. Lawrence	15-30	Yes

Service Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Group to be Served (Adult or DW)
N/A									

Estimated Number to be Served (Adult or DW)	Activities to be Provided (OJT, IEP development, etc.)	Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, etc.)	Contract Start Date	Contract End Date	Counties to be Served

Business Services Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Activities to be Provided
N/A									

Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, etc.)	Contract Start Date	Contract End Date	Counties to be Served

ATTACHMENT K: LIST OF LWIB MEMBERS

Complete the following information for each member in your Local Workforce Investment Board. Use as many pages of ATTACHMENT K as necessary.

Name:	Jack Backus	Organization:	Mort Backus & Sons
Title:	Vice-Chairman	Membership Category:	Business
Name:	Sue Caswell	Organization:	Caswell True Value
Title:	Member	Membership Category:	Business/Woman Owned Business
Name:	Christopher Cooper	Organization:	Christoper E. Cooper Law Office PLLC
Title:	Member	Membership Category:	Business
Name:	Kelli Curran	Organization:	Curran Renewable Energy, LLC
Title:	Member	Membership Category:	Business
Name:	Richard Daddario	Organization:	Laborers' Local 322
Title:	Treasurer	Membership Category:	Organized Labor
Name:	Kathy Daniels	Organization:	Cranberry Lake Inn
Title:	Member	Membership Category:	Business
Name:	Clifford Donaldson	Organization:	NYS Department of Labor
Title:	Member	Membership Category:	Employment Service
Name:	Peggy Fockler	Organization:	Fockler Industries, LLC
Title:	Member	Membership Category:	Business
Name:	Bruce Green	Organization:	America One Realty
Title:	Member	Membership Category:	Business
Name:	Donald Hooper	Organization:	Pinto, Muczenski Hooper, & Van House CPAs
Title:	Chairman	Membership Category:	Business
Name:	Joseph Kennedy	Organization:	SUNY Canton College
Title:	Member	Membership Category:	Higher Education
Name:	Ron McDougall	Organization:	AFL-CIO
Title:	Secretary	Membership Category:	CBO/Organized Labor

Note:

- *If a board member is a business appointee, please use the word “Business” in the “Membership Category” section.*
- *Non-business appointees may represent more than one sector of the required membership categories.*

ATTACHMENT K: LIST OF LWIB MEMBERS

Complete the following information for each member in your Local Workforce Investment Board. Use as many pages of ATTACHMENT K as necessary.

Name:	Lisa McKeel	Organization:	St. Lawrence-Lewis BOCES
Title:	Member	Membership Category:	Adult/Continuing Education
Name:	Stephen Novacich	Organization:	ACCES-VR
Title:	Member	Membership Category:	Vocational Rehabilitation
Name:	Richard Orton	Organization:	United Steel Workers of America Local 450- A
Title:	Member	Membership Category:	Organized Labor
Name:	Daphne Pickert	Organization:	St. Lawrence NYSARC
Title:	Member	Membership Category:	CBO
Name:	Peter Reiter	Organization:	Structural Wood Corp/dba Roll Lock Truss
Title:	Member	Membership Category:	Business
Name:	Dale Rice	Organization:	SUNY Canton SBDC
Title:	Member	Membership Category:	Economic Development
Name:	Karen St. Hilaire	Organization:	St. Lawrence County
Title:	Member	Membership Category:	St. Lawrence County Dept. of Social Services, Youth Bureau, and Office of the Aging
Name:	Ryan Schermerhorn	Organization:	St. Lawrence Zinc
Title:	Member	Membership Category:	Business
Name:	Ellie Sullivan-Stripp	Organization:	Wight & Patterson, Inc.
Title:	Member	Membership Category:	Business

Name:	Dallas Sutton	Organization:	NBT Bank
Title:	Member	Membership Category:	Business
Name:	Mark Webster	Organization:	St. Lawrence Health Alliance, Inc.
Title:	Member	Membership Category:	Business
Name:		Organization:	
Title:		Membership Category:	

Note:

- *If a board member is a business appointee, please use the word “Business” in the “Membership Category” section.*
- *Non-business appointees may represent more than one sector of the required membership categories.*