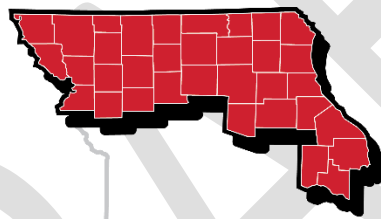


# Workforce Development Board of North Missouri

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## One-Stop Delivery System Memorandum of Understanding

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***Workforce Development  
Board of North Missouri***



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## INTRODUCTION

This Memorandum of Understanding (MOU) is entered into on this [date], by and between the undersigned stakeholders, recognizing the shared commitment to advancing workforce development in the North Missouri Local Workforce Development Area (LWDA).

The primary objective of this MOU is to establish a collaborative framework among the undersigned parties to enhance workforce development efforts in North Missouri. The Workforce Development Board of North Missouri (WDB) shall serve as the coordinating entity, fostering partnerships and initiatives that address the evolving needs of the local workforce and employers.

The Workforce Development Board serves the 34 counties of North Missouri (Adair, Andrew, Atchison, Buchanan, Caldwell, Clark, Clinton, Daviess, DeKalb, Gentry, Grundy, Harrison, Hold, Knox, Lewis, Lincoln, Linn, Livingston, Macon, Marion, Mercer, Monroe, Montgomery, Nodaway, Pike, Putnam, Ralls, Randolph, Schuyler, Scotland, Shelby, Sullivan, Warren, and Worth) primarily through four (4) Comprehensive Job Centers, and three (3) Affiliate Job Centers.

<b>Comprehensive Job Center</b>	<b>Address</b>	<b>City, State, Zip</b>	<b>Phone Number</b>
Missouri Job Center - Chillicothe	601 W. Mohawk Rd.	Chillicothe, Missouri 64601	(660) 646-0671
Missouri Job Center - Hannibal	203 N. 6 <sup>th</sup> St	Hannibal, Missouri 63401	(573) 248-2520
Missouri Job Center - Kirksville	2105 E. Normal	Kirksville, Missouri 63501	(660) 785-2400
Missouri Job Center - St. Joseph	2202 Frederick Ave	St. Joseph, Missouri 64506	(816) 387-2380

<b>Affiliate Job Center</b>	<b>Address</b>	<b>City, State, Zip</b>	<b>Phone Number</b>
Missouri Job Center - Maryville	303 E. Summit Drive	Maryville, Missouri 64468	(660)582-8980
Missouri Job Center - Trenton	810 Washington St.	Trenton, Missouri 64683	(660)359-5636
Missouri Job Center - Troy	260 Oak St.	Troy, Missouri 63379	(636)456-9467

The Chief Local Elected Officer of the North Missouri LWDA is Phillip Ray, Presiding Commissioner of Grundy County. Commissioner Ray serves as the Chief Local Elected Officials Consortium Chair.

North Central Missouri College (NCMC) has been appointed as the fiscal agent of the WDB. Through this role NCMC serves as recipient of funds and is responsible for the staffing of the Board.

The WDB, through a competitive procurement process selected Green Hills Regional Planning Commission to serve as the One-Stop Operator for the thirty-four (34) county North Missouri Workforce Development Region. Also, through competitive procurement, the Board established the following service providers for the WIOA Title I Adult, Dislocated Worker, and Youth Programs:

Gamm Incorporated: Northeast Sub-Region (Lincoln, Marion, Monroe, Montgomery, Pike, Ralls, and Warren Counties).

Green Hills Regional Planning Commission: North Central Sub-Region (Adair, Caldwell, Clark, Daviess, Grundy, Harrison, Knox, Lewis, Linn, Livingston, Macon, Mercer, Putnam, Randolph, Schuyler, Scotland, Shelby, and Sullivan Counties).

Youth Alliance: Northwest Sub-Region (Andrew, Atchison, Buchanan, Clinton, DeKalb, Gentry, Holt, Nodaway, and Worth Counties).

## SERVICES TO BE PROVIDED THROUGH THE ONE-STOP DELIVERY SYSTEM

All federally mandated One-Stop Partners are committed to an integrated, coordinated system that makes the best use of workforce development funds to serve area jobseekers and businesses. All One-Stop Partners are looking at how they can reduce the costs of the system to benefit customers through the integration of services, including cross training of staff and sharing professional development opportunities. The chart below details each of the one-stop partners and how services are delivered. These services are delivered in a combination of both on-site and off-site partnerships in each Job Center.

One-Stop Partner	Chillicothe	Hannibal	Kirksville	St. Joseph	Maryville*	Trenton*	Troy*
Title I Adult	X	X	X	X	X	X	X
Title I Dislocated Worker	X	X	X	X	X	X	X
Title I Youth	X	X	X	X	X	X	X
Title I Job Corps	X	X	X	X	X	X	X
Title I YouthBuild	NA	NA	NA	X	NA	NA	NA
Title I Native American Programs	NA	NA	NA	NA	NA	NA	NA
Title I Migrant Seasonal Farm Workers	X	X	X	X	X	X	X
Title II Adult Education and Family Literacy	X	X	X	X	X	X	X
Title III Wagner-Peyser	X	X	X	X	X	X	X
Title IV Vocational Rehabilitation	X	X	X	X	X	X	X
Title V Senior Community Service Employment Program	X	X	X	X	X	X	X
Perkins Career and Technical Education	X	X	X	X	X	X	X
Trade Adjustment Assistance	X	X	X	X	X	X	X
Jobs for Veterans State Grant Programs	X	X	X	X	X	X	X
Community Services Block Grant	X	X	X	X	X	X	X
Housing and Urban Development	NA	NA	NA	NA	NA	NA	NA
Division of Employment Security (Unemployment Compensation)	X	X	X	X	X	X	X
Second Chance Act	NA	NA	NA	NA	NA	NA	NA
Temporary Assistance for Needy Families	X	X	X	X	X	X	X

\* Indicates Affiliate Job Center

X Indicates on-site partner

X Indicates off-site partner

## REFERRAL PROCESS

While it is the goal of the Board to have all services provided on-site at a Job Center when a customer needs assistance, it is recognized that this may not always be the case. In the event a partner may not be able to deliver their services in-person at a Job Center, services will be provided through direct linkage.

Direct Linkage means providing information or services through technology. Staff can provide this direct connection to services within a reasonable time through real-time phone or Web-based communication to staff who can then provide program information or services. A direct linkage does not include providing a phone number or computer website that can be used at an individual's home; providing information, pamphlets, or materials; or deciding for the customer to receive services later or on a different date.

Each partner is responsible for following the established processes for serving customers through direct linkage. The One-Stop Operator shall be responsible for oversight of these processes and ensuring each partner is delivering their services as outlined below.

One-Stop Partner	Description of Delivery Method
Title I Adult, Dislocated Worker, Youth – Green Hills RPC	Services are delivered on-site at the Chillicothe, Kirksville, and Trenton Job Centers.
Title I Adult, Dislocated Worker, Youth – Youth Alliance	Services are delivered on-site at the St. Joseph and Maryville Job Centers.
Title I Adult, Dislocated Worker, Youth – Gamm Inc.	Services are delivered on-site at the Hannibal and Troy Job Centers.
Title I Job Corps—Excelsior Springs Job Corps	Services are delivered off-site with a direct linkage. The Job Corps facility for the region is in Excelsior Springs. Youth can earn high school diplomas, gain career skills, and complete training and education at their facility. Job Corps has an on-line application process that Job Center staff can assist interested youth to complete. In addition, Job Corps staff are available to assist interested students at the Job Centers when on-site. Cross referrals with other programs, such as Adult, Youth and YouthBuild are made.
Title I YouthBuild—Youth Alliance	Services are delivered off-site with a direct linkage. Since Youth Alliance is also the provider for WIOA youth services, any youth interested in the Youthbuild program can easily connect with a YouthBuild Case Manager by phone, e-mail or on-site at the St. Joseph Job Center. In addition, Job Center staff can assist youth in completing an Intake form on Youth Alliance's website. Co-enrollment of YouthBuild participants into WIOA Youth is encouraged to access additional resources for training and work experience opportunities.

Title I Native American Programs	No providers in the region.
Title I Migrant Seasonal Farm Workers—UMOS	Services are delivered off-site with a direct linkage. UMOS provides careers services, training, housing, and financial assistance to migrant and seasonal farm workers and their dependents who reside in Missouri. Participants can complete the NFJP eligibility questionnaire via the website at UMOS.org. Job Center staff can connect to UMOS staff through phone and e-mail if a customer needs assistance with the eligibility questionnaire.
Title II Adult Education and Family Literacy—St. Joseph School District	AEL services are delivered off-site with a direct linkage. Youth Alliance, who also serves as the WIOA provider in the St. Joseph Job Center, has an AEL classroom on-site at their main building. Job Center staff can easily connect customers to AEL staff at this location as well as other AEL locations to assist with obtaining their high school equivalency certificate.
Title II Adult Education and Family Literacy—Macon School District	AEL services are delivered on-site at the Hannibal Job Center and off-site with a direct linkage. Job Center staff can connect customers needing assistance with obtaining their high school equivalency certificate to AEL staff via phone or e-mail or when staff will be on-site at the Chillicothe Job Center.
Title II Adult Education and Family Literacy—Moberly Area Community College	AEL services are delivered off-site with a direct linkage. The Kirksville Job Center is in the MACC campus, which also includes an AEL classroom. Job Center staff can easily connect customers needing assistance with obtaining their high school equivalency certificate with AEL staff due to it being at the same location.
Title II Adult Education and Family Literacy—Maryville School District	AEL services are delivered off-site with a direct linkage. Job Center staff can connect customers needing assistance with obtaining their high school equivalency certificate to AEL staff via phone or e-mail.
Title III Wagner Peyser—Department of Higher Education and Workforce Development	Title III services are delivered on-site at all 4 comprehensive Job Centers in the Region. Wagner Peyser services include comprehensive and specialized assessments, development of an individual employment plan, career planning, and job search assistance.

<p>Title IV Vocational Rehabilitation—Missouri Department of Elementary and Secondary Education</p>	<p>VR services are delivered on-site at the St. Joseph, Hannibal and Kirksville Job Centers and off-site with a direct linkage at all other Job Center locations. Job Center staff can easily connect individuals with a disability to VR staff as the Job Center and VR office are in the same building complex.</p>
<p>Title V Senior Community Service and Employment Program—SER National</p>	<p>SCSEP services are delivered off-site with a direct linkage. On occasion, Job Centers will serve as a SCSEP host agency. The SCSEP participants can provide computer assistance in resources rooms—particularly to other seniors. SCSEP participants, as well as Job Center staff can call SER National Participant Assistant through the phone or through Webex to access SCSEP services.</p>
<p>Title V Senior Community Service and Employment Program—MERS Goodwill</p>	<p>SCSEP services are delivered off-site with a direct linkage. On occasion, Job Centers will serve as a SCSEP host agency. The SCSEP participants can provide computer assistance in resources rooms—particularly to other seniors. SCSEP participants, as well as Job Center staff can connect with MERS staff by phone or e-mail to access services.</p>
<p>Perkins Career and Technical Education—North Central Missouri College</p>	<p>Services are delivered off-site with a direct linkage. Services are made available through technology to a program staff member who can provide meaningful information to students who elect to enroll in CTE programs.</p>
<p>Perkins Career and Technical Education—Moberly Area Community College</p>	<p>Services are delivered off-site with a direct linkage. Services are made available through technology to a program staff member who can provide meaningful information to students who elect to enroll in CTE programs.</p>
<p>Trade Adjustment Assistance—Department of Higher Education and Workforce Development</p>	<p>TAA services are delivered on-site at all 4 comprehensive Job Centers throughout the Region. Employment and case management services include skills assessments, individual employment plans, career counseling, supportive services, and information on training, labor markets, and more (through TAA or other American Job Center programs).</p>
<p>Jobs for Veterans State Grant Programs—Department of Higher Education and Workforce Development</p>	<p>JVSG services are delivered on-site at all 4 comprehensive Job Centers in the Region. All JVSG participants must be co-enrolled and have a common exit with Wagner Peyser.</p>

<p>Community Services Block Grant—Northeast Community Action Corporation (NECAC)</p>	<p>CSBG services are delivered off-site with a direct linkage. Job Center staff and CSBG providers work in tandem to provide participants with necessary support services. In some Job Centers the CSBG funded staff have trained Job Center staff about CSBG supportive services and these services are provided through technology. Technology linkages are conducted remotely at the Job Center by phone or computer.</p>
<p>Community Services Block Grant—Community Action Partnership of Northeast Missouri (CAPNEMO)</p>	<p>CSBG services are delivered off-site with a direct linkage. Job Center staff and CSBG providers work in tandem to provide participants with necessary support services. In some Job Centers the CSBG funded staff have trained Job Center staff about CSBG supportive services and these services are provided through technology. Technology linkages are conducted remotely at the Job Center by phone or computer.</p>
<p>Community Services Block Grant—Community Action Partnership of Greater St. Joseph (CAP ST JOE)</p>	<p>CSBG services are delivered off-site with a direct linkage. Job Center staff and CSBG providers work in tandem to provide participants with necessary support services. In some Job Centers the CSBG funded staff have trained Job Center staff about CSBG supportive services and these services are provided through technology. Technology linkages are conducted remotely at the Job Center by phone or computer.</p>
<p>Community Services Block Grant—Community Action Partnership of North Central Missouri (CAP NCM)</p>	<p>CSBG services are delivered off-site with a direct linkage. Job Center staff and CSBG providers work in tandem to provide participants with necessary support services. CSBG funded staff have trained Job Center staff about CSBG supportive services and these services are provided through technology. Technology linkages are conducted remotely at the Job Center by phone or computer.</p>
<p>Community Service Block Grant—Community Services Incorporated (CSI)</p>	<p>CSBG services are delivered off-site with a direct linkage. Job Center staff and CSBG providers work in tandem to provide participants with necessary support services. CSBG funded staff have trained job center staff about CSBG supportive services and these services are provided through technology. Technology linkages are conducted remotely at the Job Center by phone or computer.</p>
<p>Housing and Urban Development</p>	<p>No providers in the region.</p>



Division of Employment Security (Unemployment Compensation)	All Job Centers in the Region deliver re-employment services to UI claimants for whom such services are required as a condition for receipt of UI benefits. The Job Centers have current labor market information and provide a wide array of re-employment services free of charge. Job Center staff refer claimants to job openings and/or various training programs.
Second Chance Act	No providers in the Region.
Temporary Assistance for Needy Families (TANF)-MWA - MERS Goodwill	MWA TANF services are delivered off-site with a direct linkage. Job Center staff provide job search support and public access to computers and job search materials in the resource rooms. When needed customers are co-enrolled between TANF MWA and WIOA programs.
Temporary Assistance for Needy Families (TANF)-MWA – EQUUS Workforce Solutions	MWA TANF services are delivered on-site in the St. Joseph Job Center and off-site with a direct linkage. Job Center staff provide job search support and public access to computers and job search materials in the resource rooms. When needed customers are co-enrolled between TANF MWA and WIOA programs.

The One-Stop Operator shall be responsible for holding regular meetings of the One-Stop Partners. During these meetings partner services will be discussed to ensure all partners are aware of the services available. These meetings shall also serve as a reminder on the direct linkage process and address any deficiencies partners have identified with the referral system.

## PHYSICAL ACCESSIBILITY

All Comprehensive Missouri Job Centers in the Region meet the standard for physical accessibility. The Office of Administration, OWD, and the WDB worked collaboratively to ensure that the floor plan of the Missouri Job Centers meets the needs of all business and job-seeking customers, including ADA compliance. Private offices are available to help customers and staff with confidentiality, noise levels, and concentration due to the open floor plan of the Missouri Job Center. The staff are friendly, and the atmosphere is inviting. The accommodations policy is posted in several locations for customers to review, and staff members are available to help customers access services and request accommodation.

All affiliate sites in the region also meet the criteria for physical accessibility and the layouts meet ADA compliance. Small conference rooms are available to help customers and staff with confidentiality, noise levels, and concentration due to the open floor plan of the resource room. The staff are friendly, and the atmosphere is inviting. Staff members have information available on all WIOA services. The accommodations policy is posted in several locations for customers to review, and staff members are aware of how to request accommodation for customers.

## PROGRAMMATIC ACCESSIBILITY

The Missouri Job Centers across the region provide a welcoming environment to all customers who enter the facilities. All customers are served within integrated settings for both programs and services. All customers are made aware of the types of accommodations or special assistance that enable everyone to take full advantage of Missouri Job Center services. A list or notice that auxiliary aids and services for communication, including assistive-technology and materials in a variety of accessible formats, is made known to all customers, regardless of whether they disclose or appear to have a barrier to services. The staff does not single out and offer accommodation or special assistance based on their intuition or perceptions. The customer is who determines the most appropriate setting for them to receive services.

Each Missouri Job Center is equipped with services, technology, and trained staff that can help customers with specific barriers to access programs and services. For individuals that are non-English speaking or English as a Second Language speakers, all Missouri Job Centers have access to the Language Line Solutions, a trusted language services provider that delivers phone, video, onsite interpreting, document translations services as well as training for bilingual staff and interpreters. This service is available 24 hours a day, 7 days a week, through the Office of Workforce Development.

Each Missouri Job Center is also equipped for individuals in wheelchairs or small or large in stature with adjustable tables and chairs. For individuals with low vision, a large screen or screen enlargement software is available. In addition, computers have the Microsoft Operating System modified to meet the needs of users. A trackball mouse or alternative keyboards are also available to assist customers. For individuals with mild to moderate hearing loss, staff have access to an assistive listening device to assist customers in one-on-one or group settings. Staff are also familiar with the Relay Missouri service as an alternative communication tool for individuals who are deaf, hard-of-hearing, deaf/blind, or with a speech impairment.

All staff have a basic awareness of how to meet the needs of customers with disabilities or special needs and have been trained in how to provide reasonable accommodation using the WDB's ADA and Reasonable Accommodations policy. The staff has been trained in how to use the technology available at the Missouri Job Centers.

All One-Stop Partners have access to the above-mentioned accommodations through the Missouri Job Center. In addition, several One-Stop Partners, including Vocational Rehabilitation, Rehabilitation Services for the Blind, Adult Education and Literacy, have offered their expertise in helping develop accommodations for customers.

By signing this MOU, all One-Stop Partners have solidified their commitment to ensuring their organization's policies, procedures, programs, and services follow the Americans with Disabilities Act of 1990 and its amendments to provide equal access to all customers, including individuals with disabilities. At a minimum, each partner agrees to review their organization's policies on a yearly basis and as new guidance is issued.

## FUNDING AGREEMENT

To comply with WIOA Regulations (20 CFR 678.500(2)), all required One-Stop partner programs must contribute to the infrastructure costs and certain additional costs of the one-stop delivery system based on their proportionate share. A partner's contribution must be an allowable, reasonable, necessary, and allocable cost to the program and be consistent with the Federal Cost Principles set forth in the Uniform Guidance.

The WDB utilized the Infrastructure Funding Agreement (IFA) Cost Share Worksheets below to determine 1) program services being provided by each of the mandated partners in the Region; 2) whether services are provided on-site or off-site in each of the comprehensive Job Centers and 3) a staffing FTE model to establish each partner's proportionate share. For partner services provided off-site, .05 of an FTE was set as a reasonable expectation for any partner that was not located in a Job Center.

Infrastructure Costs (20 CFR 678.700) for each of the comprehensive Job Centers shall include: Facility Costs for rent, utilities, and maintenance; Technology Costs for internet, telecommunications and Equipment Costs for copiers, fax machines and assistive technology (if applicable).

Shared Services and Operating Costs (20 CFR 678.760) shall include Other shared or common costs that benefit the one-stop delivery system. Costs for office supplies, postage, memberships, subscriptions, any job center signage, or outreach materials will be shared by the WDB (Title I) and DHEWD Office of Workforce Development (Title III). Any of the partners are welcome to contribute.

### Negotiation Process

Utilizing the IFA Cost Share Worksheets below, the WDB and DHEWD Office of Workforce Development first worked to establish a budget for each comprehensive Job Center based on previous years actual or anticipated costs for the new year. The WDB then reached out to each of the One-Stop Partner's located on-site to determine what staffing FTE they were willing to provide for program services in each respective Job Center. Once information was received back from those on-site partners, the Cost Share Worksheets were updated to now reflect each partner's proportionate share of Job Center Costs. These Cost Share Worksheets were then sent via e-mail to all One-Stop partners explaining the requirement under WIOA to negotiate infrastructure costs, the methodology established by the WDB and the willingness to negotiate to reach an acceptable agreement. In several cases, subsequent e-mails, phone conversations or web calls were held with partners until an acceptable agreement was reached.

Chillicothe Comprehensive Job Center - PY23

	One-Stop Partner	Contact	Infra-structure	Lease Holder	On-Site Co-located Staff FTE	Off-Site Staff FTE	Total Partner FTE's	Cash, In-Kind, Third Party	Comments/Contribution Explanation
1	WIOA Title I Adult - WDB	Brent Stevens/Jeanie Griffin	Y		0.25		0.25	Cash	GHRPC Staff (Crystal)
2	WIOA Title I DW - WDB	Brent Stevens/Jeanie Griffin	Y		0.25		0.25	Cash	GHRPC Staff (Crystal)
3	WIOA Title I Youth - WDB	Brent Stevens/Jeanie Griffin	Y		0.50		0.50	Cash	GHRPC Staff (Crystal)
4	WIOA Title I Job Corps - ETR	Kathy Higgins/Lori Sams Tamera Harrelson	Y			0.05	0.05	Cash	8 hrs; 1 day/month
5	WIOA Title I Youthbuild	Services Not Available in Area							
6	WIOA Native American	Services Not Available in Region							
7	WIOA Migrant/Seasonal - UMO	Jeri Cochran	Y			0.05	0.05	In-Kind	Literature/Telecon-Virtual Presentations
8	Wagner-Peyser Act - OWD	Julie Carter/Jan Miller	Y	Y - OA	5.5		5.5	Cash	Ashley Isaacs; Alisha Eckert; Sherry (5); Bobbie Barlow; Ruth Whitis; Justin Maberry
9	Title II - AEL - Macon R-1 SD	Lydia McClellan	Y			0.05	0.05	Cash	1 day/Quarter
10	VR - DESE	Elizabeth Perkins	Y			0.05	0.05	Cash	8 hrs; 1 day/month
	VR/Rehab. Services for the Blind	Keith Roderick	Y					In-Kind	Accessibility Assessments (4 @ \$129); Literature Transcribing
11	Title V/SCSEP - SER National	Emma Trevino	Y			0.05	0.05	Cash	8 hrs; 1 day/month
12	Perkins Career/Tech- NCMC	Dr. Tristen Londre/Jason Helton	Y			0.05	0.05	Cash	8 hrs; 1 day/month
13	Trade - OWD	Exempt from local negotiating - Centralized through OWD							
14	Veterans - OWD	Exempt from local negotiating - Centralized through OWD							
15	CSBG - Green Hills CAA	Harry Bevel, Debbie Dinsmore	Y			0.05	0.05	Cash	8 hrs; 1 day/month
16	HUD Employment & Trng.	Services Not Available in Region							
17	Division Emp. Security - UI	Exempt from Negotiating Costs							
18	Offenders - Second Chance	Services Not Available in Region							
19	TANF /MWA - EQUUS	Lynette Saxton	Y			0.05	0.05	Cash	8 hrs; 1 day/month
	Totals				6.50	0.40	6.90		

\* Revised 10-1-2023; OWD + 1 FTE

\* Revised 1-1-2024; OWD - 1 FTE

### Chillicothe Comprehensive Job Center - PY23

Infrastructure Cost Line-Item (Annual)	Total Budget	Partner Responsible for payment	Allocation of Costs to Partner											Total Budget
			AD/DW	Youth	WP/Trade/ Vets	TANF/MW A EQUUS	Job Corp ETR	Migrant UMOS	AEL Macon AEL	VR VR RBS	Title V SER National	Perkins NCMC	CSBG GHCAA	
Methodology Used: Percent of FTE's			7.25%	7.25%	79.71%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	0.72%	100%
<b>Facility Costs</b>														
Lease/Rent	\$ 29,326.20	OWD	\$ 2,125.09	\$ 2,125.09	\$ 23,375.96	\$ 212.51	\$ 212.51	\$ 212.51	\$ 212.51	\$ 212.51	\$ 212.51	\$ 212.51	\$ 212.51	\$ 29,326.20
Utilities and Maintenance Costs	\$ 6,173.80	OWD	\$ 447.38	\$ 447.38	\$ 4,921.14	\$ 44.74	\$ 44.74	\$ 44.74	\$ 44.74	\$ 44.74	\$ 44.74	\$ 44.74	\$ 44.74	\$ 6,173.80
<b>Technology Costs</b>														
High-Speed Internet	w/telecomm.	OWD												\$ -
Telecommunications (VOIP/lines)	\$ 3,500.00	OWD	\$ 253.62	\$ 253.62	\$ 2,789.86	\$ 25.36	\$ 25.36	\$ 25.36	\$ 25.36	\$ 25.36	\$ 25.36	\$ 25.36	\$ 25.36	\$ 3,500.00
<b>Equipment Costs</b>														
Equipment (Copier, fax)	\$ 1,600.00	OWD	\$ 115.94	\$ 115.94	\$ 1,275.36	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59	\$ 11.59	\$ 1,600.00
<b>TOTAL INFASTRUCTURE COSTS</b>	<b>\$ 40,600.00</b>		<b>\$ 2,942.03</b>	<b>\$ 2,942.03</b>	<b>\$ 32,362.32</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 294.20</b>	<b>\$ 40,600.00</b>
Less Cash Contribution	\$ -													\$ -
Less Non-Cash Contribution	\$ -							294.20		516.00				\$ 810.20
Less Third-Party In-Kind Contributions	\$ -													\$ -
<b>Total Contributions</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 294.20</b>	<b>\$ -</b>	<b>\$ 516.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 810.20</b>
Balance	\$ 40,600.00		\$ 2,942.03	\$ 2,942.03	\$ 32,362.32	\$ 294.20	\$ 294.20	\$ -	\$ 294.20	\$ (221.80)	\$ 294.20	\$ 294.20	\$ 294.20	\$ 39,789.80
per month	\$ 3,383.33		\$ 245.17	\$ 245.17	\$ 2,696.86	\$ 24.52	\$ 24.52	\$ -	\$ 24.52	\$ 24.52	\$ 24.52	\$ 24.52	\$ 24.52	\$ 3,383.33

Non-Cash Contribution	
RBS	Accessibility Assessments (4 hrs @ \$129/ = \$516); Literature
UMOS	Literature, Telecon Presentation and Virtual Services

Hannibal Comprehensive Job Center - PY 23

	One-Stop Partner	Contact	Infra-structure	Lease Holder	On-Site Co-located Staff FTE	Off-Site Staff FTE	Total Partner FTE's	Cash, In-Kind, Third Party	Comments/Contribution Explanation
1	WIOA Title I Adult	WDB/Brent Stevens, Jeanie Griffin	Y		0.375		0.375	Cash	GAMM staff - Darci Clatt; Erica Davis
2	WIOA Title I DW	WDB/Brent Stevens, Jeanie Griffin	Y		0.375		0.375	Cash	GAMM staff - Darci Clatt; Erica Davis
3	WIOA Title I Youth	WDB/Brent Stevens, Jeanie Griffin	Y		0.75		0.75	Cash	GAMM staff - Darci Clatt; Erica Davis
4	WIOA Title I Job Corps - ETR	Kathy Higgins, Lori Sams, Tamera Harrelson	Y			0.05	0.05	Cash	Job Corp Staff
5	WIOA Title I Youthbuild	Services Not Available in Region							
6	WIOA Native American	Services Not Available in Region							
7	WIOA Migrant/Seasonal - UMO	Jeri Cochran	Y			0.05	0.05	In-Kind	Literature/Telecon-Virtual presentations
8	Wagner-Peyser Act	Julie Carter, Jan Miller	Y	Y-OA	3.5		3.5	Cash	Janet Myers; Tonya Pryor; Stephanie Selsor; Roger McGregor (.5)
9	Title II - AEL	Lydia McClellan	Y		0.85		0.85	Cash/In-Kind	1 staff, 32 hrs/week (.8) + .05/mth orientation Remedial Assistance, Testing, Adult Mentoring
10	VR	Elizabeth Perkins	Y		0.075		0.075	Cash	3 hrs/week
	VR -Rehab. Services for the Blind	Keith Roderick	Y					In-Kind	Accessibility Assessment (4 hours@ \$129)/ Literature Translation
11	Title V - SCSEP - SER National	Emma Trevino	Y			0.05	0.05	Cash	8 hrs; 1 day/month
	Title V - SCSEP - MERS Goodwill	Tonya Travis, Robin Strop	Y					Cash	8 hrs; 1 day/month
12	Perkins Career/Tech - MACC	Suzanne McGarvey	Y			0.05	0.05	Cash	8 hrs; 1 day/month
13	Trade	Exempt from local negotiation - centralized by OWD							
14	Veterans	Exempt from local negotiation - centralized by OWD							
15	CSBG - NECAC	Dan Page	Y			0.05	0.05	In-Kind	Access points in 7 Counties; soft skills classes
16	HUD Employment & Trng.	Services Not Available in Region							
17	Division Emp. Security - UI	Exempt from Negotiation - State level							
18	Offenders-Second Chance Act	Services Not Available in Region							
19	TANF - MWA -MERS Goodwill	Robin Stropp, Tonya Travis	Y			0.05	0.05	Cash	8 hrs; 1 day/month
	Totals				5.93	0.30	6.23		

Updated 2-1-2024; Job Corp on-site to off-site

Hannibal Comprehensive Job Center - PY23

Infrastructure Cost Line-Item (Annual)	Total Budget	Partner Responsible for payment	Allocation of Costs to Partner											Total Budget
			AD/DW	Youth	Job Corp ETR	WP/Trade/Vets	AEL Macon AEL	VR/RBS	TANF/MWA MERS Goodwill	CSBG NECAC	Migrant UMOS	Title V SER NATIONAL MERS Goodwill	Perkins MACC	
Methodology Used: Percent of FTE's			12.05%	12.05%	0.80%	56.22%	13.65%	1.20%	0.80%	0.80%	0.80%	0.80%	0.80%	100%
<b>Facility Costs</b>														
Lease/Rent	\$ 48,000.00	OWD	\$ 5,783.13	\$ 5,783.13	\$ 385.54	\$ 26,987.95	\$ 6,554.22	\$ 578.31	\$ 385.54	\$ 385.54	\$ 385.54	\$ 385.54	\$ 385.54	\$ 48,000.00
<b>Technology Costs</b>														
High-Speed Internet	\$ 840.00	WDB	\$ 101.20	\$ 101.20	\$ 6.75	\$ 472.29	\$ 114.70	\$ 10.12	\$ 6.75	\$ 6.75	\$ 6.75	\$ 6.75	\$ 6.75	\$ 840.00
Telecommunications (Landlines only)	\$ 4,500.00	OWD	\$ 542.17	\$ 542.17	\$ 36.14	\$ 2,530.12	\$ 614.46	\$ 54.22	\$ 36.14	\$ 36.14	\$ 36.14	\$ 36.14	\$ 36.14	\$ 4,500.00
<b>Equipment Costs</b>														
Equipment (Copiers, fax)	\$ 1,700.00	OWD/WDB	\$ 204.82	\$ 204.82	\$ 13.65	\$ 955.82	\$ 232.13	\$ 20.48	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 13.65	\$ 1,700.00
<b>TOTAL INFASTRUCTURE COSTS</b>	<b>\$ 55,040.00</b>		<b>\$ 6,631.33</b>	<b>\$ 6,631.33</b>	<b>\$ 442.09</b>	<b>\$ 30,946.18</b>	<b>\$ 7,515.50</b>	<b>\$ 663.13</b>	<b>\$ 442.09</b>	<b>\$ 442.09</b>	<b>\$ 442.09</b>	<b>\$ 442.09</b>	<b>\$ 442.09</b>	<b>\$ 55,040.00</b>
Less Cash Contribution	\$ -													\$ -
Less Non-Cash Contribution							\$ 3,680.29	516.00		\$ 442.09	\$ 442.09			\$ 5,080.47
Less Third-Party In-Kind Contributions	\$ -													\$ -
Total Contributions	\$ -		\$ -	\$ -		\$ -	\$ 3,680.29	\$ 516.00	\$ -	\$ 442.09	\$ 442.09	\$ -	\$ -	\$ 5,080.47
Balance	\$ 55,040.00	<b>Annual Cost</b>	\$ 6,631.33	\$ 6,631.33	\$ 442.09	\$ 30,946.18	\$ 3,835.21	\$ 147.13	\$ 442.09	\$ -	\$ -	\$ 442.09	\$ 442.09	\$ 49,959.53
	\$ 4,586.67													
	MONTHLY		\$ 552.61	\$ 552.61	\$ 36.84	\$ 2,578.85	\$ 319.60	\$ 55.26	\$ 36.84	\$ -	\$ -	\$ 36.84	\$ 36.84	\$ 4,206.29

Non-Cash Contributions	
AEL	Remediation Assistance, Testing, Adult Mentoring, and Referrals.
RBS	transcribing
NECAC	Access Points provided in 7 counties along with providing Soft Skills (Marion, Monroe, Ralls, Pike, Lincoln, Montgomery, Warren)
UMOS	Literature, Teleconference Presentation & Virtual Services Provided

Kirkville Comprehensive Job Center - PY23

	One-Stop Partner	Contact	Infra-structure	Lease Holder	On-Site Co-located Staff FTE	Off-Site Staff FTE	Total Partner FTE's	Cash, In-Kind, Third Party	Comments/Contribution Explanation
1	WIOA Title I Adult	WDB-Brent Stevens/Jeanie Griffin	Y		0.375		0.375	Cash	GHRPC Staff - Tammy; Cassity/Cathy
2	WIOA Title I DW	WDB-Brent Stevens/Jeanie Griffin	Y		0.375		0.375	Cash	GHRPC Staff - Tammy; Cassity/Cathy
3	WIOA Title I Youth	WDB-Brent Stevens/Jeanie Griffin	Y		0.75		0.75	Cash	GHRPC Staff - Tammy; Cassity/Cathy
4	WIOA Title I Job Corps	Kathy Higgins/Lori Sams Tamera Harrelson	Y			0.05	0.05	Cash	8 hrs; 1 day/month
5	WIOA Title I Youthbuild	Services Not Available in Region							
6	WIOA Native American	Services Not Available in Region							
7	WIOA Migrant/Seasonal - UMOS	Jeri Cochran	Y			0.05	0.05	In-Kind	Referrals/Literature/Virtual Presentations
8	Wagner-Peyser Act	Julie Carter/Jan Miller	Y	Y-OA	4		4	Cash	OWD Staff: LaTrisha, Kori, Mandy, Bryan
9	Title II - AEL - MACC	Shannon Hinson	Y			0.05	0.05	Cash	8 hours; 1 day/month
10	VR	Elizabeth Perkins	Y					Cash	1 staff, 1.5 hours per week
	VR -Rehab. Services for the Blind	Keith Roderick	Y		0.0375		0.0375	In-Kind	Accessibility Assessments (4 hrs @ \$129); Literature Transcribing
11	Title V - SCSEP - MERS Goodwill	Tonya Travis, Robin Strop	Y			0.05	0.05	Cash	8 hrs; 1 day/month
	Title V - SCSEP - SER National	Emma Trevino	Y					Cash	8 hrs; 1 day/month
12	Perkins Career/Tech - MACC	Suzanne McGarvey	Y			0.05	0.05	Cash	8 hrs; 1 day/month
13	Trade	Exempt from local negotiation - OWD centralized							
14	Veterans	Exempt from local negotiation - OWD centralized							
15	CSBG - NECAC	Dan Page	Y			0.05	0.05	In-Kind	Access points in 4 Counties; soft skills classes
	CSBG - NEMO CAP	Traci Lawrence	Y					In-Kind	Refferals, Outreach of Job Center Services
16	HUD Employment & Trng.	Services Not Available in this Region							
17	Division Emp. Security - UI	Exempt from Negotiation - State level							
18	Offenders - Second Chance Act	Services Not Available in this Region							
19	TANF/MWA-MERS Goodwill	Tonya Travis, Robi n Strop	Y	OA		0.05	0.05	Cash	8 hours; 1 day/month
	Totals				5.54	0.35	5.89		



Kirkville Comprehensive Job Center - PY23

Infrastructure Cost Line-Item (Annual)	Total Budget	Partner Responsible for payment	Allocation of Costs to Partner											Total Budget
			AD/DW	Youth	Job Corp	WP/Trade/Vets	AEL MACC	VR / RBS	TANF/ MWA	CSBG NECAC/ NEMO CAP	Migrant UMOS	Title V SER NATIONAL MERS Goodwill	Perkins MACC	
Methodology Used: Percent of FTE's			12.74%	12.74%	0.85%	67.94%	0.85%	0.64%	0.85%	0.85%	0.85%	0.85%	0.85%	100%
<b>Facility Costs</b>														
Lease/Rent	\$ 41,500.00	OWD	\$ 5,286.62	\$ 5,286.62	\$ 352.44	\$ 28,195.33	\$ 352.44	\$ 264.33	\$ 352.44	\$ 352.44	\$ 352.44	\$ 352.44	\$ 352.44	\$ 41,500.00
<b>Technology Costs</b>														
High-Speed Internet	\$ 900.00	WDB	\$ 114.65	\$ 114.65	\$ 7.64	\$ 611.46	\$ 7.64	\$ 5.73	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64	\$ 900.00
Telecommunications (Landlines only)	\$ 3,800.00	OWD	\$ 484.08	\$ 484.08	\$ 32.27	\$ 2,581.74	\$ 32.27	\$ 24.20	\$ 32.27	\$ 32.27	\$ 32.27	\$ 32.27	\$ 32.27	\$ 3,800.00
<b>Equipment Costs</b>														
Equipment (Copiers, fax)	\$ 900.00	OWD/WDB	\$ 114.65	\$ 114.65	\$ 7.64	\$ 611.46	\$ 7.64	\$ 5.73	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64	\$ 7.64	\$ 900.00
<b>TOTAL INFRASTRUCTURE COSTS</b>	<b>\$ 47,100.00</b>		<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>	<b>\$ 400.00</b>	<b>\$ 32,000.00</b>	<b>\$ 400.00</b>	<b>\$ 300.00</b>	<b>\$ 400.00</b>	<b>\$ 400.00</b>	<b>\$ 400.00</b>	<b>\$ 400.00</b>	<b>\$ 400.00</b>	<b>\$ 47,100.00</b>
Less Cash Contribution	\$ -													\$ -
Less Non-Cash Contribution	\$ -							516.00		\$ 400.00	\$ 400.00			\$ 1,316.00
Less Third-Party In-Kind Contributions	\$ -													\$ -
Total Contributions	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 516.00	\$ -	\$ 400.00	\$ 400.00	\$ -	\$ -	\$ 1,316.00
Balance	\$ 47,100.00	Annual	\$ 6,000.00	\$ 6,000.00	\$ 400.00	\$ 32,000.00	\$ 400.00	\$ (216.00)	\$ 400.00	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 45,784.00
per month	\$ 3,925.00		\$ 500.00	\$ 500.00	\$ 33.33	\$ 2,666.67	\$ 33.33	\$ (18.00)				\$ 33.33	\$ 33.33	\$ 82.00

Non-Cash Contribution	
RBS	Accessibility Assessments (4 hrs @ \$129/ = \$516); Literature Transcribing
NECAC	Provide Access Points/Space in 4 counties and offer life skills workshops for customers. (Macon, Randolph, Shelby, Lewis)
CAP NEMO	Provide customer referrals and help market job center services through NEMO's outreach programs in 5 counties. (Schuyler, Scotland, Clark, Adair, Knox)
UMOS	Literature, Telecon Presentation and Virtual Services

St. Joseph Comprehensive Job Center - PY23

	One-Stop Partner	Contact	Infra-structure	Lease Holder	On-Site Co-located Staff FTE	Off-Site Staff FTE	Total Partner FTE's	Cash, In-Kind, Third Party	Comments/Contribution Explanation
1	WIOA Title I Adult - WBD	Brent Stevens/Jeanie Griffin	Y		0.5		0.5	Cash	YA Staff - Tara; Annette Barker
2	WIOA Title I DW - WDB	Brent Stevens/Jeanie Griffin	Y		0.5		0.5	Cash	YA Staff - Tara; Annette Barker
3	WIOA Title I Youth - WDB	Brent Stevens/Jeanie Griffin	Y		1		1	Cash	YA Staff - Tara; Annette Barker
4	WIOA Title I Job Corps - ETR	Kathy Higgins/Lori Sams/Tamera Harrelson	Y			0.05	0.05	Cash	8 hrs; 1 day/month
5	WIOA Title I Youthbuild - YA	Robin Hammond/Anita Jolly	Y			0.05	0.05	Cash	8 hrs; 1 day/month
6	WIOA Native American	Services Not Available in Region							
7	WIOA Migrant/Seasonal - U MOS	Jeri Cochran	Y			0.05	0.05	In-Kind	Literature/Teleon-Virtual Presentations
8	Wagner-Peyser Act - OWD	Julie Carter, Jan Miller	Y	Y - OA	4		4	Cash	David, Kelly Hughes, Angel Salyer, Lana Smith
9	Title II - AEL	Julie Zirfas	Y			0.05	0.05	Cash	8 hrs; 1 day/month
10	VR - DESE	Elizabeth Perkins	Y					Cash	VR staff; 3 hrs/week (Th 1-4:00)
	VR/Rehab. Services for the Blind	Keith Roderick	Y		0.075		0.075	In-Kind	Accessibility Assessments (4 @ \$129); Literature Transcribing
11	Title V/SCSEP - SER-National	Emma Trevino	Y			0.05	0.05	Cash	8 hrs; 1 day/month
12	Perkins Career/Tech- NCMC	Dr. Tristan Londre/Jason Heltd	Y			0.05	0.05	Cash	8 hrs; 1 day/month
13	Trade - OWD/DHEWD	Exempt from local negotiating - centralized by OWD							
14	Veterans - OWD/DHEWD	Exempt from local negotiating - centralized by OWD							
15	CSBG - CAP of Greater St Joe	Whitney Lanning	Y			0.05	0.05	In-Kind	Referrals, Outreach of Job Center Services
16	HUD Employment & Trng.	Services Not Available in Region							
17	Division Emp. Security - UI	Exempt from local negotiating - State level							
18	Offenders - Second Chance	Services Not Available in Region							
19	TANF / MWA - Equus	Lynette Saxton	Y		2.2		2.2	Cash	2 staff 48 hrs/week; 1 Project Coordinator FT
	Totals				8.28	0.35	8.63		

### St. Joseph Comprehensive Job Center PY23

Infrastructure Cost Line-Item (Annual)	Total Budget	Partner Responsible for payment	Allocation of Costs to Partner												Total Budget
			AD/DW	Youth	WP/Trade/Vets	AEL St. Joe AEL	VR/VR RBS	TANF/MWA EQUUS	Job Corp ETR	Youthbuild YA	Migrant UMOS	Title v SER National	Perkins NCMC	CSBG CAP St. Joe	
Methodology Used: Percent of FTE's			11.59%	11.59%	46.38%	0.58%	0.87%	25.51%	0.58%	0.58%	0.58%	0.58%	0.58%	0.58%	100%
<b>Facility Costs</b>															
Lease/Rent	\$ 106,379.04	OWD	\$ 12,333.80	\$ 12,333.80	\$ 49,335.21	\$ 616.69	\$ 925.04	\$ 27,134.36	\$ 616.69	\$ 616.69	\$ 616.69	\$ 616.69	\$ 616.69	\$ 616.69	\$ 106,379.04
Utilities and Maintenance	\$ 3,620.96	OWD	\$ 419.82	\$ 419.82	\$ 1,679.29	\$ 20.99	\$ 31.49	\$ 923.61	\$ 20.99	\$ 20.99	\$ 20.99	\$ 20.99	\$ 20.99	\$ 20.99	\$ 3,620.96
<b>Technology Costs</b>															
High-Speed Internet	\$ 850.00	WDB	\$ 98.55	\$ 98.55	\$ 394.20	\$ 4.93	\$ 7.39	\$ 216.81	\$ 4.93	\$ 4.93	\$ 4.93	\$ 4.93	\$ 4.93	\$ 4.93	\$ 850.00
Telecommunications (VOIP lines only)	\$ 7,100.00	OWD	\$ 823.19	\$ 823.19	\$ 3,292.75	\$ 41.16	\$ 61.74	\$ 1,811.01	\$ 41.16	\$ 41.16	\$ 41.16	\$ 41.16	\$ 41.16	\$ 41.16	\$ 7,100.00
<b>Equipment Costs</b>															
Equipment (Copiers)	\$ 3,300.00	OWD/WDB	\$ 382.61	\$ 382.61	\$ 1,530.43	\$ 19.13	\$ 28.70	\$ 841.74	\$ 19.13	\$ 19.13	\$ 19.13	\$ 19.13	\$ 19.13	\$ 19.13	\$ 3,300.00
<b>TOTAL INFASTRUCTURE COSTS</b>	<b>\$ 121,250.00</b>		<b>\$ 14,057.97</b>	<b>\$ 14,057.97</b>	<b>\$ 56,231.88</b>	<b>\$ 702.90</b>	<b>\$ 1,054.35</b>	<b>\$ 30,927.54</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ 121,250.00</b>
Less Cash Contribution	\$ -														\$ -
Less Non-Cash Contribution	\$ -						516.00				702.90			\$ 702.90	\$ 1,921.80
Less Third-Party In-Kind Contributions	\$ -														\$ -
<b>Total Contributions</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 516.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 702.90</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 702.90</b>	<b>\$ 1,921.80</b>
<b>Balance</b>	<b>\$ 121,250.00</b>		<b>\$ 14,057.97</b>	<b>\$ 14,057.97</b>	<b>\$ 56,231.88</b>	<b>\$ 702.90</b>	<b>\$ 538.35</b>	<b>\$ 30,927.54</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ -</b>	<b>\$ 702.90</b>	<b>\$ 702.90</b>	<b>\$ -</b>	<b>\$ 119,328.20</b>
per month	\$ 10,104.17		\$ 1,171.50	\$ 1,171.50	\$ 4,685.99	\$ 58.57		\$ 2,577.29	\$ 58.57	\$ 58.57		\$ 58.57	\$ 58.57	\$ -	

Non-Cash Contribution	
RBS	Accessibility Assessments (4 hrs @ \$129/ = \$516); Literature transcribing
UMOS	Literature, Telecon Presentation and Virtual Services
CAP St. Joe	Provide customer referrals and help market job center services through CAP St. Joe's outreach programs in 4 counties (Andrew, Buchanan, Clinton, Dekalb)

## DURATION, AMENDMENTS, and ASSURANCES

The parties agree that terms of the MOU are effective July 1, 2023, and will remain in effect until June 30, 2025, or at such time as any party will modify, extend, or terminate this MOU. If substantial changes have occurred prior to the scheduled renewal date, this MOU shall be updated to ensure appropriate funding and delivery of services.

Generally, amendments or modifications of this MOU only requires the partners to review and agree to the elements of the MOU that changed. Non-substantive changes to the MOU, such as minor revisions to the budget or adjustments made due to the quarterly or annual reconciliation of the budget do not require the renewal of the MOU. Changes to the MOU or any attachments that do not change the document's intent will be considered minor revisions.

All One-Stop Partners retain the right to request a modification to this MOU. Requests for modification must be made in writing to the WDB. The request for revision will be shared with the One-Stop Operator and all One-Stop Partners. Recommendations from the One-Stop Partners will be voted on by the WDB. The Board's decision is final.

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU shall remain in force and effect until renegotiated or rewritten. Any modifications to the MOU will require the MOU to be signed by all One-Stop Partners.

Any party to this agreement may cease participation in the agreement. Any party that intends to cease participation must notify the WDB in writing at least 30 days prior to the effective termination date. The WDB reserves the right to immediately terminate the participation of any Partner in this MOU with a cause.

## APPEALS

If a one-stop partner appeals to the State regarding infrastructure costs, using the process described in § 678.750, results in a change to the one-stop partner's infrastructure cost contributions, the MOU must be updated to reflect the final one-stop partner infrastructure cost contributions.

## AUTHORITY AND SIGNATURES

By signature hereto, the North Missouri One-Stop Partners attest to participation in the development of the plan and agree to abide by all terms and conditions of the Missouri Job Center Memorandum of Understanding and Infrastructure Funding Agreements (IFAs). By signing below, each One-Stop Partner warrants and represents that the person signing this MOU has the authority to bind that Partner and that this One-Stop Partners participation in the MOU is not in violation of any By-law, Covenants and/or other restrictions placed upon them by their respective entity.

	WIOA Required Partner	Organization/Authorized Signatory
1	Title I Adult, Dislocated Worker, Youth	<p>Name: Julie Carter Agency/Role: OWD Director Date Signed:</p> <p>Name: Gregg Roberts Agency/Role: WDB of North Missouri Chair</p> <p>Name: Dana Keller Agency/Role: Gamm Inc. Executive Director Date Signed:</p> <p>Name: Corinne Watts Agency/Role: Green Hills RPC Executive Director Date Signed:</p> <p>Name: Robin Hammond Agency/Role: Youth Alliance Executive Director Date Signed:</p>
2	Title I Job Corps	<p>Name: Rhett Dallas Agency/Role: Education Training Resources CFO Date Signed:</p>
3	Title I YouthBuild	<p>Name: Robin Hammond Agency/Role: Youth Alliance Executive Director Date Signed:</p>
4	Title I Native American Programs	No program in the Local Workforce Development Area
5	Title I Migrant Seasonal Farm Workers	<p>Name: Jose Martinez Agency/Role: UMOS-NFJP Interim CEO Date Signed:</p>
6	Title II Adult Education and Family Literacy	<p>Name: Lydia McClellan Agency/Role: Macon County R-1 AEL Director Date Signed:</p> <p>Name: Amanda Haile Agency/Role: Maryville R-II AEL Director Date Signed:</p> <p>Name: Agency/Role: MACC AEL Director Date Signed:</p> <p>Name: Julie Zirfas Agency/Role: SJSD AEL Director Date Signed:</p>
7	Title III Wagner Peyser	<p>Name: Julie Carter Agency/Role: OWD Director Date Signed:</p>

8	Title IV Vocational Rehabilitation	Name: Chris Clause Agency/Role: Missouri DESE Associate Commissioner VR Date Signed:  Name: Keith Roderick Agency/Role: DSS Deputy Director RSB Date Signed:
9	Title V Senior Community Service and Employment Program	Name: Agency/Role: MERS Goodwill Date Signed:  Name: Emma Trevino Agency/Role: SER National Date Signed:
10	Perkins Career and Technical Education	Name: Agency/Role: North Central Missouri College Date Signed:  Name: Agency/Role: Moberly Area Community College Date Signed:
11	Trade Adjustment Assistance	Name: Julie Carter Agency/Role: OWD Director Date Signed:
12	Jobs for Veterans State Grants	Name: Julie Carter Agency/Role: OWD Director Date Signed:
13	Community Services Block Grant	Name: Agency/Role: Northeast Community Action Corp Date Signed:  Name: Agency/Role: CAP Northeast MO Date Signed:  Name: Agency/Role: CAP St Joseph Date Signed:  Name: Agency/Role: CAP North Central MO Date Signed:  Name: Agency/Role: Community Services Inc Date Signed:
14	Housing and Urban Development	No program in the Local Workforce Development Area

15	Unemployment Compensation	Name: Agency/Role: Date Signed:
16	Second Chance Act	No program in the Local Workforce Development Area
17	Temporary Assistance for Needy Families	Name: Agency/Role: Date Signed:

DRAFT

By signature hereto, the North Missouri One-Stop Partners attest to participation in the development of the plan and agree to abide by all terms and conditions of the Missouri Job Center Memorandum of Understanding and Infrastructure Funding Agreements (IFAs). By signing below, each One-Stop Partner warrants and represents that the person signing this MOU has the authority to bind that Partner and that this One-Stop Partners participation in the MOU is not in violation of any By-law, Covenants and/or other restrictions placed upon them by their respective entity.

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One-Stop Partner Agency

---

Printed Name

Signature

---

Title

Date

DRAFT





**Memorandum of Understanding (MOU)  
Disclosure Statement  
Missouri Department of Social Services**

<b>MOU Title:</b>	<b>One-Stop Delivery System</b>
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1. Department of Social Services (DSS) is signing the Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) with the following stipulations:
  - a. All 13 Workforce Development Boards MOUs must fully comply with the WIOA regulations.
  - b. Local cost sharing negotiations must allow for DSS, including DSS contractors, to provide "in kind" services in lieu of cash payments as applicable.
  - c. WIOA requires one-stop partners to contribute funding to establish and maintain the one-stop delivery system based on each partner's proportionate use of the system and the relative benefits received (WIOA sec.121(h)(1)(B)(i) and 121(h)(2)(C); 20 CFR 678.420(b), 34 CFR 361.420(b), and 34 CFR 463.420(b)). One-Stop partners must use a reasonable cost allocation methodology in determining appropriate partner contributions based on proportionate use and relative benefits received (20 CFR 678.420 (b)(2)(i), 34 CFR 361.420(b)(2)(i), and 34 CFR 463.420(b)(2)(i)).
  - d. DSS, its affiliates, successors, assignees, and contractors will continue to adhere to its confidentiality and security policies.
  - e. Termination of the MOUs: Any Partner to these MOUs may withdraw, giving written notice of its intent to withdraw as a Partner. All pertinent terms of the MOUs will continue in effect for the remaining Partners. Any party may cancel the MOU at any time for cause or without cause on a 30-day written notice.
  - f. In the event, there is a conflict of language between the MOU and this Disclosure statement, the language in this Disclosure statement shall prevail.
  - g. In the event there is a conflict between law, regulations, and policy governing DSS and the WIOA MOU, then the law, regulations, and policies governing DSS shall prevail.

Patrick Luebbering, Director  
Division of Finance and Administrative Services

Temporary Assistance for Needy Families  
Community Services Block Grant  
SNAP Employment and Training  
Rehabilitation Services for the Blind