Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Under the provisions of Section 121(c) of the federal Workforce Investment Act (WIA) of 1998, this Local Memorandum of Understanding (MOU) has been developed, with agreement of the Chief Local Elected Officials (CLEOs) of West Piedmont Workforce Investment Area 17, and is entered into between the West Piedmont Workforce Investment Board (WPWIB) and the partners within the local workforce investment area.

Purpose of this MOU

This MOU is intended to establish and maintain a workforce network in which the WPWIB and the local area partners will ensure that comprehensive integrated One Stop workforce services are available for employers, job seekers, workers, and citizens seeking employment and training services.

The MOU establishes guidelines among local partners to create and maintain cooperative working relationships; to facilitate joint planning and evaluation of services; to develop efficient management of limited financial and human resources; and to meet and exceed all performance measures established by the WPWIB, the Virginia Workforce Council, and the United States Department of Labor.

The Vision, Mission and Goals of the WPWIB Workforce Investment System

- **Vision** For employers to have access to a skilled workforce and individuals maximize their desired career potential.
- Mission To improve the quality of the local workforce, increase employment opportunities and wealth and enhance the productivity and competitiveness of employers.
- Goals
 - Raise the skill level of workers in order to increase access to employment opportunities and post-secondary education.
 - Promote a skilled workforce and workforce system.

Furthermore, the West Piedmont Workforce Investment Network desires that aforementioned vision, mission and goals will help advance the Virginia Workforce Council's vision to have and promote a well trained, well educated, highly skilled and qualified workforce that is actively engaged in lifelong learning and fulfilling the needs of local employers. This workforce will be critical to the attraction and retention of successful business and industry in the area and will help ensure a desirable quality of life.

Services: The following services should be provided by partners through the Comprehensive One Stop Delivery System:

JOB SEEKER SERVICES

UNIVERSAL ACCESS CORE	INTENSIVE	TRAINING

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Outreach, intake and orientation to the information, services, programs, tools and resources available through the One-Stop System:

Initial assessment of skill level(s), aptitudes, abilities and supportive service needs:

Self-help job search and placement assistance;

Access to employment opportunity and labor market information:

Performance information and program costs for eligible providers of training services;

Information on the overall performance of the One-Stop System;

Information on the availability of supportive services and referral to such, as appropriate;

Information on unemployment insurance claim filing;

Determination of potential eligibility for mandatory Partner Organization services and programs, and referral(s);

Information and assistance in applying for financial aid for training and education programs; and,

Access to the core services and

Comprehensive and specialized assessments of skill levels;

Development of an individual employability development plan to identify employment goals, appropriate achievement objectives. and appropriate combination of services for the participant to achieve the employment goals;

Referral to training services and group counseling;

Literacy activities related to work readiness:

Individual counseling and career planning, along with case management for participants seeking training services;

Individual job search, referral and placement assistance;

Work experience and internships;

Short-term prevocational services (i.e. development of learning skills, punctuality, communication skills, interviewing skills, personal maintenance, literacy skills and professional conduct) to prepare individuals for unsubsidized employment or training; and,

Post employment follow-up services and support;

Occupational Skills Training through Individual Training Accounts (ITAs);

On-the-Job Training (OJT);

Programs that combine workplace training with related instruction which may include cooperative education;

Training programs operated by the private sector;

Skill upgrading and retraining;

Entrepreneurial training;

Adult education and literacy activities provided in combination with the training services described above;

Customized Training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training; and,

Other training services as determined by the Partner Organization's governing rules.

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information about the governing rules		
and programs of mandatory Partner	Other intensive services as	
Organizations.	determined by a Partner	
	Organization's governing rules and	
	out of the area job search	
	assistance/relocation assistance.	

BUSINESS SERVICES

UNIVERSAL ACCESS CORE	INTENSIVE	TRAINING
Conduct outreach regarding One-Stop System Services and products; Provide access to labor market information; Use of One-Stop Center facilities for recruiting and interviewing job applicants; Post job vacancies;	Conduct on-site Rapid Response activities regarding closures and downsizings; Facilitate traditional and reverse job fairs; Provide customized recruitment and job applicant screening, assessment and referral services;	Develop On-the-Job Training (OJT) Contracts; Provide employer and industry cluster driven Occupational Skills Training through Individual Training Accounts with eligible training providers; Develop customized training opportunities to meet specific employer and/or industry cluster needs;
Provide information regarding workforce development initiatives and programs; and, Provide information and services related to Unemployment Insurance taxes and claims; and, Provide information regarding disability awareness issues.	Take and fill job orders; Assist with the interpretation of labor market information; Consult on human resource issues; Provide assistance technology; Assist with disability accommodations; and, Provide job coaches.	Coordinate with employers to develop and implement layoff aversion strategies; and, Provide incumbent worker upgrade training through various modalities.

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Definition of Roles and Relationships of Partners

The Virginia Workforce Network is Virginia's One Stop delivery system. At the local level, the partners provide quality services to jobseekers, incumbent workers, and employers though an integrated delivery system.

Partners eliminate duplication of common administrative functions and services, manage public funds efficiently, and assure team management and quality staff performance in this seamless integrated environment.

The following partners and their roles within the network are described below:

<u>Local Elected Officials Consortium</u>: The LEO Consortium will play a major role in designing the local service delivery system.

- In partnership with the WPWIB develops and submits the local WIA plan to the Governor that identifies and describes policies, procedures, and local activities carried out in the local area that are consistent with the State Plan.
- Approves the WPWIB budget and One Stop Center cost allocation plan.
- Approves the selection of the One Stop Operator and One Stop center sites.
- Coordinates with the WPWIB to oversee the operations of the local Virginia Workforce Network, including One Stop center sites.

WPWIB: Ensures the workforce related needs of employers, workers and jobseekers in the region are met:

- In partnership with the LEO Consortium, develops and submits the local WIA plan to the Governor that identifies and describes policies, procedures, and local activities carried out in the local area that are consistent with the State Plan.
- In collaboration with the LEO Consortium, develops the vision, goals, objectives and workforce related policies for the local area.
- Develops the strategic vision for local One Stop System.

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- In cooperation with the LEO Consortium, approves selection of the one stop operator and one stop center sites.
- Develops the Comprehensive One Stop Delivery Center(s).
- Determines the role of the One Stop Operator, over and above those responsibilities specified by the contract or agreement.
- Establishes performance standards for the One Stop System, which may include customer satisfaction factors.
- Approves annual budget allocation for operation of the One Stop System and Centers.
- Helps the One Stop Center Operator recruit operational partners and helps negotiate MOUs with new partners.
- Seeks additional funding for the local Workforce Network to operate and expand One Stop customer activities and resources.
- Ensure certification of Virginia Workforce Center sites, consistent with state policy.
- Reviews and evaluates performance of the local Virginia Workforce System and the local Virginia Workforce System Operators.

Board Staff: Board staff may investigate and resolve elevated customer complaints and grievance issues, but do not provide direct One Stop Center services to program applicants and participants. (This includes the provision of intake, counseling, eligibility determination and case management services.)

- Promotes awareness of the One Stop system, including public relations, and customer development, with advice from the One Stop Center Operator and/or individual program managers.
- Provides operational and grant-specific guidance to the One Stop Operator.
- Monitors operations and quality control of system.

WPWIB's Program Planning and Development Committee: Provides operational oversight and accountability pursuant to the WIA and state policy and guidelines, to ensure exceptional customer services to job seekers, current workers, and employers in the area. The Committee:

- Identifies measurable program outcomes and related performance measures including customer satisfaction.
- Monitors operations and quality control of the comprehensive One Stop center.

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- Prepares regular reports and recommendations to the local board and the executive committee for One Stop policy, development, enhancements, and program performance.
- Identifies and provides reporting mechanisms to the WPWIB.
- Acts on behalf of the board to ensure high quality performance of the One Stop Delivery Systems.
- On behalf of and subject to approval by the WPWIB, oversees negotiations and maintenance of Memoranda of Understanding with One Stop partners as required by the Act.
- Oversees local center and staff certification as set forth by the Virginia Workforce Council.

<u>Center Management Team</u>: The Management Team consists of one representative from each mandated partner having a significant presence at the Center and coordinates, facilitates, promotes, designs, and expedites services for the One Stop system as determined by the WPWIB. Specific responsibilities include the following:

General:

- Adheres to the provisions outlined in the contract with the WPWIB, WPWIB Local Plan, and the One Stop Workforce Center Business Plan(s).
- Serves as liaison with the WPWIB and its Program Planning & Development Committee and/or other WPWIB standing committees.
- Communicates the strategic objectives of the WPWIB to partners and vice versa.

Operational:

- Integrates systems and coordinate services for the system and its partners to place priority on customer service.
- Writes and maintains an operational plan (with approval of the WPWIB Program Planning & Development Committee) that meets operational needs.
- Defines and plans the implementation of any Business Services Team(s) with assistance provided by WPWIB staff.
- Negotiates operational agreements with mandated partners as may be necessary (with assistance provided by WPWIB staff).
- Expands MOUs with other desired partners.

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- Makes staffing and training/development decisions to provide the necessary professionalism, support and oversight for the centers; defines the One Stop Systems Oversight Manager's responsibilities with input from the WPWIB.
- Ensures that data is entered, shared, and maintained for the centers.
- Responds to customer and community needs by establishing affiliate and information centers in surrounding counties (with input and approval from the Program Planning & Development Committee).
- Forges relationships with employers to align with economic development needs.
- Meets Virginia Workforce Council requirements for Center certification.
- Responds to community needs, including alignment with economic development.
- Promotes awareness of Virginia Workforce System services.

Monitoring and Evaluation:

- Provides required reports and information to the WPWIB and the Program Planning & Development Committee in agreed-upon format and frequency.
- Monitors adherence to Business Plan and MOUs (with partners).
- Evaluates performance and implements required actions to meet performance standards.
- Evaluates customer satisfaction data and (with the assistance of the Program Planning & Development Committee) implements service strategy changes based upon review of the data.
- Evaluates effectiveness of staff training/development activities.

The WPWIB's Staff Designee as the Lead Position responsible for providing One Stop System Oversight

Duties Include:

- Be the liaison to the WPWIB and the Program Planning & Development Committee on behalf of Workforce Center Management Team.
- Manages the day-to-day operations of Virginia Workforce Center facilities.
- Determines functional teams necessary for the operation of Centers with approval of the Management Team.
- Assigns appropriate staff to participate in functional teams.
- Develops operational procedures for the functional teams.
- Drafts position descriptions for the functional teams.

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- Attends to and resolves facilities issues such as contacting the landlord, IT issues, etc.
- Conducts training and develops systems to ensure the safety and security of center staff and equipment.
- Develops procedures to protect the confidentiality of program participant information regarding the customer referral process.
- Develops One Stop Center staff orientation to inform, establish expectations; and address issues and concerns.
- Reports directly to the WPWIB's Executive Director with oversight from management team.
- WIA, VEC and DARS Managers will be on call on a monthly rotation in the absence of the WPWIB's designee to provide One Stop System Oversight.

Local Workforce Partners:

Each required partner providing their services through the One Stop system must be a party to the local MOU. Physical site plans should integrate staff, equipment, and resources. Service delivery and center operational plans should integrate common functions. At the onset, all partner staff must have clarity about their roles and responsibilities. Program partners should participate in functional teams and such participation should be reflected in staff performance evaluations as applicable.

Mandatory One Stop Partner Programs, Workforce Investment Act, Public Law 105-220, Section 121(b)

Mandatory One Stop Partner Program	Administrative Agency
WIA Title I Adult, Youth & Dislocated	Provider(s) as determined by the WPWIB and
Workers	LEO Consortium
WIA Title III – Wagner-Peyser	Virginia Employment Commission (VEC)
WIA Title II – Adult Education & Literacy	Department of Education – Local Education
	Agencies & Local Grant Recipients
WIA Title IV – Rehabilitation Act, as amended	Department for Aging and Rehabilitative
	Services (DARS); Department for the Blind
	and Vision Impaired [One of these partner programs

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Mandatory One Stop Partner Program	Administrative Agency
	satisfies the physical presence requirement in the comprehensive One Stop Center]
Title V of the Older Americans Act	Goodwill Industries of the Valleys, Inc.
Postsecondary Carl Perkins Career &	Virginia Community College System (VCCS)
Technical Education	
Trade Adjustment Assistance	VEC
Veterans Employment & Training	VEC
Community Services Block Grant Employment	Community Action Agencies
& Training Activities	, ,
US Department of Housing & Urban	Local Housing Authorities
Development Employment & Training	
Activities	
Unemployment Compensation	VEC
National Programs Located in the Workforce	Job Corps, Native American, Migrant &
Investment Area	Seasonal Farm Workers, Veterans, Youth
	Opportunity Grants

Referral Method for the Universal Customer

The One Stop System should include centers that are physically located within areas where demand for services is greatest. The centers should be designed, and promoted to be accessible to the "universal customer." The customer flow between programs must be seamless.

All information acquired in the centers should be mutually accessible to avoid duplication of services, to the extent permitted by regulations requiring confidentially of participant records. All labor market information, job leads, programmatic and participant information, as reported on standard forms, should be accessible as allowable and appropriate.

Information Sharing and Performance Tracking

All partners will cooperate to develop methods for customer assessment, information sharing, evaluation, performance measurements and tracking, data entry, customer follow-up and customer satisfaction.

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The local workforce investment system will meet established state and local customer service performance standards.

Financing and Allocating Costs

Each partner organization to this MOU must adhere to the following:

• Fund and provide all core and intensive services that are applicable to each partner's program.

DARS Order of Selection: In the event that the Vocational Rehabilitation program does not have sufficient funds to serve all eligible individuals, federal law requires that it implement an Order of Selection. Order of Selection prioritizes individuals into categories according to the significance of their disabilities and ensures that those with the most significant disabilities are selected first to receive services. Those individuals assigned to a closed category remain on a waiting list for services until there are sufficient resources to open closed categories.

The interested parties to this MOU recognize and will support the Order of Selection and shall work with the other partners, as appropriate, in understanding and implementing service delivery in the face of Order of Selection.

- Fund and provide all supportive and follow-up services that are applicable to each partner's program; and
- Contribute a fair share of the rent of the facility proportionate to each partner's use of square footage, which include utilities (heating and cooling). This is a full service lease which includes utilities and janitorial services.
- Attachments 1 4 on pages 12-13 are the Danville One Stop Cost Allocation Plans.

VEC and DARS are responsible for their VITA expenses (internet and telephone).

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The WPWIB covers the costs associated with the salaries of the Center Receptionist and One Stop System Oversight, internet services, excessive capacity for space, maintenance of the resource room internet and service of computers, VITA expenses for partnering agencies, outreach, special events that include and benefit all the agencies (i.e., job fairs), One Stop Operator and partnering agencies leased copier and dumpster.

The copier in the resource room is a shared expense by the three lead agencies – DARS, VEC and WIA. DARS has agreed to complete a requisition to upfront the cost of the copier for the resource room. DARS will bill VEC and WIA an Interagency Transfer Invoice (IAT) on a quarterly basis for their share of the cost for the copier. Each agency has agreed to pay one third of the cost for the copier.

Breach of MOU

In the event that a required partner and the WPWIB are unable to execute an MOU, it must be reported to the state WIA agency, and the state agency responsible for administering the partner program, who in turn must report such failure to the Secretary of Labor and to the head of any other federal agency with responsibility for oversight of a partner's program [WIA sec, 121c].

Any breach of the provisions of the local MOU by a partner program may be considered grounds for removal of that partner from the WPWIB.

Remedies will be specified by the WPWIB in the local MOU for partner program failure to comply with the local MOU provisions.

Miscellaneous Provisions

Mutual Respect of Organizational Practices

All partners agree to respect each other's organizational practices and management structures in the provision of services under this agreement.

• Indemnification and Liability

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By executing this MOU, each entity agrees to work together to deliver One Stop services for employers, employees and those seeking employment. However, the entities are not legally "partners" to the extent that term encompasses joint and several liability. Each legal entity under this MOU is responsible for its own employees, representatives, agents, and subcontractors.

• Impasse Resolution

In the event that an impasse should arise between the partners and/or the WPWIB regarding the terms and conditions, the performance, or administration of this MOU, the following procedure must be initiated:

- 1. The WPWIB and the partners must document their negotiations and efforts to resolve the issues,
- 2. The WPWIB Chairperson must meet with the LEO Consortium, partners and the WPWIB's Executive Director to resolve the issue if an agreement cannot be reached,
- 3. As state WIA administrative entity, the System Office of the VCCS will provide assistance in resolving the issue in accordance with applicable federal and state WIA laws, regulations, policies and procedures.

Modification Process

Any signatory partners may request, in writing, an amendment to the MOU.

If any provision of the MOU is held invalid, the remainder of the MOU will remain in force.

Duration of the MOU

This MOU is entered into this first day of July 2013, and will remain in effect until June 30, 2014, subject to annual renewal review by the Management Team and WPWIB staff in July of forthcoming years. This MOU will become effective as of the date of signing by the final signatory. The MOU may be terminated by any of the partners upon 30 days of written notice to the other partners with cause or upon 90 days of written notice to the other partners without cause.

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Equal Opportunity and Nondiscrimination Obligations

The partners acknowledge familiarity with applicable federal and Commonwealth of Virginia laws, rules, regulations, policies, procedures, and reporting requirements and will abide by them. This includes, but is not limited to, discrimination policies, compliance with the Americans with Disabilities Act and maintenance of drug free workplaces. Reference is made, but not limited to, Sec. 181 – "Requirements and Restrictions" and Sec. 188 – "Nondiscrimination" of the Workforce Investment Act.

If the local One Stop Workforce Center is a state-owned or leased facility the partners must be responsible for, and will agree to indemnify and hold harmless, the Commonwealth of Virginia from all losses, damages, expenses, claims, demands, suits, and actions brought by any party against the Commonwealth of Virginia as a result of a party's failure to comply with the provisions of section above.

Expertise from the Commonwealth of Virginia Department for Aging and Rehabilitative Services (DARS) to include, but not limited to, the assignment of a Disability Navigator (DPN), resources permitting, and the Commonwealth of Virginia Department for the Blind and Vision Impaired (DBVI), will be utilized as technical resources to facilitate website, programmatic, and physical accessibility to system services.

Attachment 1: Cost Allocation Summary

Danville Overall SF Allocation

Total RSF	28,210	
Annual Base Rent - Negotiated Amount	\$303,776	Rete per SF \$10.77
	\$303,776	
Rent per SF (Based on RSF)	\$10.77	rounded
Space Calegory	Direct USF	Total Rent Per Leases with Landlord
VDH Water Programs	4,809	\$51,785.16
DCSE	10,959	\$118,010.64
One-Stop Direct Space Common Area LAN Room Fire Riser Total One-Stop Lease	11,057 1,129 143 83 12,442	\$133,980.24
Grand Total	28,210	\$303,776,04

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Attachment 2: Cost Allocation

Danville One-Slop Rent Allocation As of June 26, 2009

ONESTOPLEASE-TOTAL RSF

TOTAL RENT \$133,980.24 RATE/SF \$10.77

12.442 RSF

Occupant	Directly Assigned USF	Porcentage	One Stop Shered Area Direct USF	One Stop Common Area Allocation	DBS Common Area Allocation	Circulation & Corndors Allocation	Fire Riser Allocation	Total One Stop Lease RSF	Total Annual Rent	Total Monthly Rent
·	4,484 USF		3.442 USF	638 USF	634 USF	3.161 USF	83	12442 RSF		
Slate Agencies										
DARS	1,737	38 74%	1,333	247		1,224	9	4,551	\$49,006 92	\$4,083.91
VEC	994	22.17%	763	141		701	9	2608	\$28,983.95	\$2,340.33
DCC	100	223%	77	14		70	9	271	\$2916.23	\$243.1
DSS- DCSE					634		9	643	\$6924.07	\$577.0
VDH							9	9	\$96.92	\$808
TOTAL STATE AGENCIES	2,631	63 14%	2,173	403	634	1,996	46	8 062	\$87,030 U3	\$7,252.57
ocal Pariners										
SAAA	100	2 23%	15	14		70	9	209	\$2,250.59	\$187.55
DPS/ABE	64	1,43%	49	8		45	9	177	\$1,906.00	\$156.83
WIB Other	336	7.49%	320	48		237	9	950	\$10,229.97	\$852.50
PCCA	1,153	25.71%	885	164		813	9	3024	\$32,563.59	\$2,713 8
TOTAL LOCAL PARTNERS	1,653	36,86%	1,269	235		1.165	37	4,360	\$48950 15	\$3,912.5
TOTAL ONE STOP LEASE	4,484	100%	3442	838	634	3,181	83	12,442	\$133,980,24	\$11,185.0

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Attachment 3: Rent Schedule

DANVILLE ONE STOP LEAS	SE
RENT REPORT	

	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly
D	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent	Base Rent
Occupant	Beginning	Beginning	Beginning	Beginning	Beginning	Beginning	Beginning	Beginning	Beginning	Beginning
	05/22/10	05/22/11	05/22/12	05/22/13	05/22/14	05/22/15	05/22/16	05/22/17	05/22/18	05/22/19
State Agencies	6,507.77	6,605.39	6,704.47	6,805.03	6,907.11	7,010,72	7,115.88	7,222.62	7,330.95	7,440.92
SAAA	224.38	227.75	231.16	234.63	238.15	241.72	245,35	249.03	252,76	256.55
DPS/ABE	158.86	161.24	163,66	166.12	168.61	171.14	173,70	176.31	178,95	181.54
WIB Other	1,561,65	1,585.07	1,608.85	1,632.98	1,657.48	1,582.34	1,707.58	1,733.19	1,759.19	1,785.57
PCCA	2,714.04	2,754. 75	2,796.07	2,838.01	2,880.58	2,923.79	2,967.65	3,012.16	3,057.35	3,103.21
TOTAL MONTHLY RENT	\$11,166.70	\$11,334,20	\$11,504.21	\$11,676.78	\$11,851.93	\$12,029.71	\$12,210.15	\$12,393.31	\$12,579.20	\$12,767.89

TOTAL ANNUAL RENT \$134,000.40 \$136,010.41 \$138,050.56 \$140,121.32 \$142,223.14 \$	\$144,356.49 \$146,5	21.83 \$148,719.66 \$150,950.46	\$153,214.71
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Attachment 4: Square Footage Use by Agency

	Di	nville,	ı
lead	-Short I	a let a	Sammen

			,		
				Allocated	
Room #	Occupant	Dancefptlore	Direct USF	Circulation 85	Total USF
				39.9%	
204	DARS	Rehab	120	20.0%	16
205	DARS	Renab	120	48	16
208	DARS	Prhal.	120	48	16
207	DARS	Rebub	120	48	16
209	DARS	Closet	66	28	0
210	DARS DARS	Printer Face	35	14	4
210 210	DARS	Workston	64	25	9
210	DARS	Program Support Tech Program Support Tech	84 84	34 34	11
211	DARS	Office	120	34 4B	17 16
217		Evoluntum Lub	638	254	BS
218	DARS.	VOC Evaluator	120	46	16
234	DARS DARS	Office Services Specialist	48	19	6
			1.737	693	2,43
					_
221	VEC	Otirce	107	43	15
224	VEC	Office	120	48	16
228	VEC	Copiet/scanner	35	14	
228	VEC	WER	78	30	10
228	VEC	WBR	76	30	10
228	VEC	WSR	76	30	10
228	VEC	WSR	76	20	10
228	VEC	WSR	70	30	10
228	VEC	WER-Wege	78	30	10
228 228	VEC VEC		78	30	10
228	VEC	WSR - Fette Plac Val Resortes	78 78	30 30	10
234	VEC	Office Services Specialist	48	19	10
204		Owner and worst inputation,	964	396	1,39
215	Dany dis Community Colle	and Opinion	100	46	14
210	Danville Public School	Agust Education	e e	26	
2119	SAA	Olica	100	40	14
*.0	U/OL	0.2.2	100	40	14
203	WiB - Other	Navigator	120	48	16
229	Wi8 - Other	One-Stop Manager	120	48	18
234	WID - Other	Off Service Specialist	48	19	6
237	WIB - Other	Receptionist	48	19	
			336	134	47
				-	
210	FCCA	PCCA	48	19	6
210	PCCA	PCCA	68	27	g
210	PCCA	PCCA	88	27	9
210	PCCA	PCCA/Comm Block Grant	96	38	13
222	PCCA	PCCA	100	40	14
223	PCCA	PCCA	100	40	14
226	PCCA PCCA	PCCA PCCA	163	61	21
227	PCCA	PCCA	100 100	40	14
231	PCCA	PCCA	100	40 40	14
232	PCCA	PCCA	100	40	14 14
233	PCCA	PCCA	120	48	16
			1,153	460	1,51
		· · · · · · · · · · · · · · · · · · ·			
		TOTAL DIRECTLY ASSIGNED	4,484	1,768	6,27
	Shared	Storage	416	167	58
202	Shared	File	286	114	40
	Shared	Storage	68	27	9
	Shared Shared	Chimi Tésing Conference	136	.54	19
	Sharad		300 185	120 74	42 25
235	Shared	Copy Intaka Training	185 403		
	Shered	Parfetence Litrary	485	161 183	56 67
	Shared	Reception (excluding 48 SF for WIA receptionest)	605	321	1.12
238	Shared	Client Tolint	44	10	5.12
	Shared	Cliegt Todat	44	18	5
240	Shared	Chert Tolet	53	21	7
241	Shared	Interview Room	100	40	54
	Shared	Intervew Room	115	46	4,81
242					4,81
242			3,442	1,373	
242					
242		Total Member Space	USF	Alipcated USF	
242		Total Identified Space Carputation/Corridors	USF 7.926	Allocated USF	Yosp. USF 11.08
242		Total Identified Space Catalysico/Corridors Total One-Busp Space	USF	Alipcated USF	
242		Carputation/Corridors	USF 7,926 3,161	Allocated USF	
242		Circulation/Corridors Total One-Blop Space	USF 7,926 3,161 11,047	Allocated USF	
	Room	Carputation/Corridors	USF 7,926 3,161 11,047	Alposted USF 3,161 39.9%	11.06
109	Women's Toigt	Carpulation/Corridors Total One-Btop Space Allocation of Common Area Space with DCS Allocation Basis S0/50 allocation	7,926 3,161 11,007 E Total USF 2/6	Allocated USF	11.06 Ove-Stop
109	Women's Tolet Mon's Tolet	Carculation/Cornidors Total One-Blop Space Allocation of Common Area Space with DCS Allocation Basis	USF 7,926 3,161 11,087	Aspented USF 3,161 38.9% DCSE 138	11.06 One-Stop
109 110	Women's Tolet Men's Tolet Common Comdor	Carpulation/Corridors Total One-Stop Space Allocation of Common Area Space with DCS Allocation Brask 50/50 effocation 60/50 effocation Promete based on Direct USF	USF 7,926 3,161 11,047 E Total USP 276 261 198	Aspented USF 3,181 39.9% DCSE 138 131 98	71.06 One-Sinp 13
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109 110 111 212 220	Women's Tollet Mon's Tollet Common Comdor Janitorist Closet	Carculation/Corridors Total One-Stop Space Allocation of Corridon Area Space with DCS Allocation Brush 50/50 allocation 50/50 allocation Proving abset on Direct USF Proving abset on Direct USF	USF 7,926 3,161 11,067 E Total USF 2,76 2,61 1198 34 2,55 105	DCSE 138 17 127 62 62	71.06 One-Stop 12 13 10 1
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109 110 111 212 220	Wigner's Tolet Mon's Tolet Common Comdor Janitorial Closet Breakroom	Carpulacion/Corridors Total One-Stop Space Allocation of Corpona Area Space with DCS Allocation Brasis 50/50 allocation 50/50 allocation Pro-rea based on Direct USF Pro-reta based on Direct USF Pro-reta based on Direct USF	USF 7,926 3,161 11,067 E Total USF 2,76 2,61 1198 34 2,55 105	DCSE 138 17 127 62 62	71.06 One-Step 13 13 10 1

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signatures

Representing Loc	al Plected Official	(LEO) Consortium:	1/13
Signature	Title	Agency	
Representing the	West Piedmont Wo	orkforce Investment	Board (WPWIB):
Signature	Title	Agency	Date
Representing WP	WIB Executive Di	rector:	
Signature	Title	Agency	Date
Representing the	One Stop Operator	- – Pittsylvania Coun	ity Community Action:
Signature	Title	Agency	Date
Representing Virg	inia Employment	Commission:	
Signature	Title	Agency	Date

Signature	Title	Agency	Date
Representing the	West Piedmont W	orkforce Investment	Board (WPWIB):
Signature	Title	Agency	Date
	WIB Executive Di		25.0
	WIB Executive Di		Date
Representing WF	Title	rector:	Date
Representing WF	Title One Stop Operator	rector: Agency	Date ty Community Ac

Representing Virg	ginia Department f	or Aging and Rehabi	llitative Services:	
Signature	Title	Agency	Date	
Representing Dan	ville Community (College:		
Signature	Title	Agency	Date	
Representing WIA Adult Basic Educa	A Title II Adult Ed ation:	ucation and Literacy	– West Piedmont Reg	ional
Signature	Title	Agency	Date	
Representing Title	V of the Older An	nericans Act – South	ern Area Agency on A	giog:
Signature	Title	Agency	Date	
Representing Com Action:	munity Services B	lock Grant – Pittsylv	ania County Commun	nity
Signature & Hosp	Executive Du	rector PCCA, T	ne 7-25-13	
21Errarmic	THE	WREIICA	Date	

Representing Virg	ginia Department f	or Aging and Rehabi	litative Services:
Signature	Title	Rothrock, Commission	oner 8/1/3 Date
Representing Dan	ville Community C	College:	
Signature	Title	Agency	Date
Signature	Title	Agency	Date
	e V of the Older Ar		ern Area Agency on Agi
Signature	Title	Agency	Date
Representing Con Action:	nmunity Services B	lock Grant – Pittsylv	rania County Communit
Signature	Title	Agency	Date

Representing Vi	rginia Department o	f Aging and Rehabili	itative Services:
Signature	Title	Agency	Date
Representing Da	nville Community C	College:	
Signature	Title	Agency	Date
Representing Wi Adult Basic Edu		ucation and Literacy	- West Piedmont Regiona
Signature	Title	Agency	Date
2			ern Area Agency on Aging $\frac{7/26}{13}$ Date
Representing Co Action:	mmunity Services B	lock Grant – Pittsylv	vania County Community
 Signature	Title	Agency	Date

	Title	Agency	Date
Representing Danv	ille Community C	College:	
Description (Title	Oest DCC Agency	7 /17 Date
Representing WIA	Title II Adult Ed	ucation and Literacy -	- West Piedmont l
Adult Basic Educat	ion:	•	
Signature	Title	Agency	Date
		'igono',	Date
Representing Title '	V of the Older An	nericans Act – Southe	rn Area Agency o
Signature	Title	Agency	Date
Signature		Agency lock Grant – Pittsylva	

Representing Vir	ginia Department f	or Aging and Rehabi	litative Services:	
Signature	Title	Agency	Date	
Representing Dan	ville Community C	College:		
Signature	Title	Agency	Date	
Representing WIA Adult Basic Educa		ucation and Literacy	– West Piedmont Reş	gional
Stace Un	ut Ra Pro T	Man WPRHEP	7/26/16	
Signature Representing Title	Title S	Agency nericans Act – South	Date ern Area Agency on A	Aging:
Signature	Title	Agency	Date	
Representing Con Action:	nmunity Services B	lock Grant – Pittsylv	ania County Commu	nity
	Title	Agency		

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signatures

Signature	Title	Agency	Date
Representing the West			
1 1 1 1 1	ricumont wo	ikioiee investment De	varu (WFWID):
Amaroa C. Dua	Chair	WPWIB	7/31/20
Androh C. Uww Signature	Title	Agency	Date
Representing WPWIB			
1. 200			
Lua Fulk	Executive	Diretor WPWIB Agency	_ 31 Jul 2
Signature	Title	Agency	Date
Signature	Title	Agency	Date
Representing Virginia	Employment C	ommission:	
Signature	Title	Agency	Date
Representing Virginia I	Department for	· Aging and Rehabilita	tive Services:
	Title	Agency	Date
ignature	Title	rigericy	240
Signature Representing Patrick H		,	
		,	

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Under the provisions of Section 121(c) of the federal Workforce Investment Act (WIA) of 1998, this Local Memorandum of Understanding (MOU) has been developed, with agreement of the Chief Local Elected Officials (CLEOs) of West Piedmont Workforce Investment Area 17, and is entered into between the West Piedmont Workforce Investment Board (WPWIB) and the partners within the local workforce investment area.

Purpose of this MOU

This MOU is intended to establish and maintain a workforce network in which the WPWIB and the local area partners will ensure that comprehensive integrated One Stop workforce services are available for employers, job seekers, workers, and citizens seeking employment and training services.

The MOU establishes guidelines among local partners to create and maintain cooperative working relationships; to facilitate joint planning and evaluation of services; to develop efficient management of limited financial and human resources; and to meet and exceed all performance measures established by the WPWIB, the Virginia Workforce Council, and the United States Department of Labor.

The Vision, Mission and Goals of the WPWIB Workforce Investment System

- **Vision** For employers to have access to a skilled workforce and individuals maximize their desired career potential.
- Mission To improve the quality of the local workforce, increase employment
 opportunities and wealth and enhance the productivity and competitiveness of
 employers.
- Goals
- Raise the skill level of workers in order to increase access to employment opportunities and post-secondary education.
- Promote a skilled workforce and workforce system.

Furthermore, the West Piedmont Workforce Investment Network desires that aforementioned vision, mission and goals will help advance the Virginia Workforce Council's vision to have and promote a well trained, well educated, highly skilled and qualified workforce that is actively engaged in lifelong learning and fulfilling the needs of local employers. This workforce will be critical to the attraction and retention of successful business and industry in the area and will help ensure a desirable quality of life.

Services: The following services should be provided by partners through the Comprehensive One Stop Delivery System:

UNIVERSAL ACCESS CORE	INTENSIVE	TRAINING
Outreach, intake and orientation to the information, services, programs, tools and resources available through the OneStop System;	Comprehensive and specialized assessments of skill levels;	Occupational Skills Training through Individual Training Accounts (ITAs):
Initial assessment of skill level(s), aptitudes, abilities and supportive service needs; Self-help job search and placement assistance;	Development of an individual employability development plan to identify employment goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve the employment goals; Referral to training services and	On-the-Job Training (OJT); Programs that combine workplace training with related instruction which may include cooperative education; Training programs operated by
Access to employment opportunity and labor market information;	group counseling;	the private sector:
Performance information and program costs for eligible providers of training services;	Literacy activities related to work readiness and individual counseling and career planning;	Skill upgrading and retraining; Entrepreneurial training;
Information on the overall performance of the One-Stop System;	Case management for participants seeking training services; Individual job search, referral and	Adult education and literacy activities provided in combination with the training services described above;
Information on the availability of supportive services and referral to such, as appropriate;	placement assistance; Work experience and internships;	Customized Training conducted with a commitment by an employer or group of
Information on unemployment insurance claim filing; Determination of potential eligibility for	Short-term prevocational services (i.e. development of learning skills, punctuality, communication skills,	employers to employ an individual upon successful completion of the training;
mandatory Partner Organization services and programs, and referral(s);	interviewing skills, personal maintenance, literacy skills and professional conduct) to prepare individuals for unsubsidized	other training services as determined by the Partner
Information and assistance in applying for financial aid for training and education programs; and,	Post employment follow-up services and support;	Organization's governing rules.
Access to the core services and information about the governing rules and programs of mandatory Partner Organizations.	Other intensive services as determined by a Partner Organization's governing rules;	
	and, Out of the area job search assistance/relocation assistance.	

Local One-Stop Partnership Memorandum of Understanding

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BUSINESS SERVICES

UNIVERSAL ACCESS CORE	INTENSIVE	TRAINING
Conduct outreach regarding OneStop System Services and products:	Conduct on-site Rapid Response activities regarding closures and downsizings;	Develop On-the-Job Training (OJT) Contracts;
Provide access to labor market information;	Facilitate traditional and reverse job fairs;	Provide employer and industry cluster driven Occupational Skills Training through Individual Training Accounts with eligible training providers:
Use of One-Stop Center facilities for recruiting and interviewing job applicants;	Provide customized recruitment and job applicant screening, assessment and referral services;	Develop customized training opportunities to meet specific employer and/or industry cluster needs;
Post job vacancies;		, , , , , , , , , , , , , , , , , , , ,
Provide information regarding workforce development initiatives and programs; and,	Take and fill job orders; Assist with the interpretation of labor market information;	Coordinate with employers to develop and implement layoff aversion strategies; and,
and programs, and,	about market information,	Provide incumbent worker upgrade
Provide information and services related to Unemployment Insurance taxes and claims; and,	Consult on human resource issues;	training through various modalities.
Provide information recording	Provide assistance technology;	
Provide information regarding disability awareness issues.	Assist with disability accommodations; and,	
	Provide job coaches.	

Definition of Roles and Relationships of Partners

The Virginia Workforce Network is Virginia's One Stop delivery system. At the local level, the partners provide quality services to jobseekers, incumbent workers, and employers though an integrated delivery system.

Partners eliminate duplication of common administrative functions and services, manage public funds efficiently, and assure team management and quality staff performance in this seamless integrated environment.

The following partners and their roles within the network are described below:

<u>Local Elected Officials Consortium</u>: The LEO Consortium will play a major role in designing the local service delivery system.

Local One-Stop Partnership Memorandum of Understanding

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- In partnership with the WPWIB develops and submits the local WIA plan to the Governor that identifies and describes policies, procedures, and local activities carried out in the local area that are consistent with the State Plan.
- Approves the WPWIB budget and One Stop Center cost allocation plan.
- Approves the selection of the One Stop Operator and One Stop center sites.
- Coordinates with the WPWIB to oversee the operations of the local Virginia Workforce Network, including One Stop center sites.

WPWIB: Ensures the workforce related needs of employers, workers, and jobseekers in the region are met:

- In partnership with the LEO Consortium, develops and submits the local WIA plan to the Governor that identifies and describes policies, procedures, and local activities carried out in the local area that are consistent with the State Plan.
- In collaboration with the LEO Consortium, develops the vision, goals, objectives and workforce related policies for the local area.
- Develops the strategic vision for local One Stop System.
- In cooperation with the LEO Consortium, approves selection of the one stop operator and one stop center sites.
- Develops the Comprehensive One Stop Delivery Center(s).
- Determines the role of the One Stop Operator, over and above those responsibilities specified by the contract or agreement.
- Establishes performance standards for the One Stop System, which may include customer satisfaction factors.
- Approves annual budget allocation for operation of the One Stop System and Centers.
- Helps the One Stop Center Operator recruit operational partners and helps negotiate MOUs with new partners.
- Seeks additional funding for the local Workforce Network to operate and expand One Stop customer activities and resources.
- Ensure certification of Virginia Workforce Center sites, consistent with state policy.
- Reviews and evaluates performance of the local Virginia Workforce System and the local Virginia Workforce System Operators.

Board Staff: Board staff may investigate and resolve elevated customer complaints and grievance issues, but do not provide direct One Stop Center services to program applicants and participants. (This includes the provision of intake, counseling, eligibility determination and case management services.)

- Promotes awareness of the One Stop system, including public relations, and customer development, with advice from the One Stop Center Operator and/or individual program managers.
- Provides operational and grant-specific guidance to the One Stop Operator.
- Monitors operations and quality control of system.

Local One-Stop Partnership Memorandum of Understanding

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<u>WPWIB's Program Planning and Development Committee</u>: Provides operational oversight and accountability pursuant to the WIA and state policy and guidelines, to ensure exceptional customer services to job seekers, current workers, and employers in the area. The Committee:

- Identifies measurable program outcomes and related performance measures including customer satisfaction.
- Monitors operations and quality control of the comprehensive One Stop center.
- Prepares regular reports and recommendations to the local board and the executive committee for One Stop policy, development, enhancements, and program performance.
- Identifies and provides reporting mechanisms to the WPWIB.
- Acts on behalf of the board to ensure high quality performance of the One Stop Delivery Systems.
- On behalf of and subject to approval by the WPWIB, oversees negotiations and maintenance of Memoranda of Understanding with One Stop partners as required by the Act.
- Oversees local center and staff certification as set forth by the Virginia Workforce Council.

<u>Center Management Team</u>: The Management Team consists of one representative from each mandated partner having a significant presence at the Center and coordinates, facilitates, promotes, designs, and expedites services for the One Stop system as determined by the WPWIB. Specific responsibilities include the following:

General:

- Adheres to the provisions outlined in the contract with the WPWIB, WPWIB Local Plan, and the One Stop Workforce Center Business Plan(s).
- Serves as liaison with the WPWIB and its Program Planning & Development Committee and/or other WPWIB standing committees.
- Communicates the strategic objectives of the WPWIB to partners and vice versa.

Operational:

- Integrates systems and coordinate services for the system and its partners to place priority on customer service.
- Writes and maintains an operational plan (with approval of the WPWIB Program Planning & Development Committee) that meets operational needs.
- Defines and plans the implementation of any Business Services Team(s) with assistance provided by WPWIB staff.
- Negotiates operational agreements with mandated partners as may be necessary (with assistance provided by WPWIB staff).
- Expands MOUs with other desired partners.
- Makes staffing and training/development decisions to provide the necessary professionalism, support and oversight for the centers; defines the One Stop Systems Oversight Manager's responsibilities with input from the WPWIB.
- Ensures that data is entered, shared, and maintained for the centers.

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- Responds to customer and community needs by establishing affiliate and information centers in surrounding counties (with input and approval from the Program Planning & Development Committee).
- Forges relationships with employers to align with economic development needs.
- · Meets Virginia Workforce Council requirements for Center certification.
- · Responds to community needs, including alignment with economic development.
- Promotes awareness of Virginia Workforce System services.

Monitoring and Evaluation:

- Provides required reports and information to the WPWIB and the Program Planning & Development Committee in agreed-upon format and frequency.
- Monitors adherence to Business Plan and MOUs (with partners).
- Evaluates performance and implements required actions to meet performance standards.
- Evaluates customer satisfaction data and (with the assistance of the Program Planning & Development Committee) implements service strategy changes based upon review of the data.
- Evaluates effectiveness of staff training/development activities.

The WPWIB's Staff Designee as the Lead Position responsible for providing One Stop System Oversight

Duties Include:

- Be the liaison to the WPWIB and the Program Planning & Development Committee on behalf of Workforce Center Management Team.
- Manages the day-to-day operations of Virginia Workforce Center facilities.
- Determines functional teams necessary for the operation of Centers with approval of the Management Team.
- Assigns appropriate staff to participate in functional teams.
- Develops operational procedures for the functional teams.
- Drafts position descriptions for the functional teams.
- Attends to and resolves facilities issues such as contacting the landlord, IT issues, etc.
- Conducts training and develops systems to ensure the safety and security of center staff and equipment.
- Develops procedures to protect the confidentiality of program participant information regarding the customer referral process.
- Develops One Stop Center staff orientation to inform, establish expectations; and address issues and concerns.
- Reports directly to the WPWIB's Executive Director with oversight from management team.
- WIA, VEC and DARS Managers will be on call on a monthly rotation in the absence of the WPWIB's designee to provide One Stop System Oversight.

Local Workforce Partners:

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The WPWIB covers the costs associated with the salaries of the Center Receptionist and One Stop System Oversight, internet services, excess capacity for space, maintenance of the resource room internet and service of computers, VITA expenses for partnering agencies, outreach, special events that include and benefit all the agencies (i.e., job fairs), One Stop Operator and partnering agencies leased copier and dumpster.

Breach of MOU

In the event that a required partner and the WPWIB are unable to execute an MOU, it must be reported to the state WIA agency, and the state agency responsible for administering the partner program, who in turn must report such failure to the Secretary of Labor and to the head of any other federal agency with responsibility for oversight of a partner's program [WIA sec, 121c].

Any breach of the provisions of the local MOU by a partner program may be considered grounds for removal of that partner from the WPWIB.

Remedies will be specified by the WPWIB in the local MOU for partner program failure to comply with the local MOU provisions.

Miscellaneous Provisions

Mutual Respect of Organizational Practices

All partners agree to respect each other's organizational practices and management structures in the provision of services under this agreement.

Indemnification and Liability

By executing this MOU, each entity agrees to work together to deliver One Stop services for employers, employees and those seeking employment. However, the entities are not legally "partners" to the extent that term encompasses joint and several liability. Each legal entity under this MOU is responsible for its own employees, representatives, agents, and subcontractors.

Impasse Resolution

In the event that an impasse should arise between the partners and/or the WPWIB regarding the terms and conditions, the performance, or administration of this MOU, the following procedure must be initiated:

1. The WPWIB and the partners must document their negotiations and efforts to resolve the issues,

Local One-Stop Partnership Memorandum of Understanding

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accessible to the "universal customer." The customer flow between programs must be seamless.

All information acquired in the centers should be mutually accessible to avoid duplication of services, to the extent permitted by regulations requiring confidentially of participant records. All labor market information, job leads, programmatic and participant information, as reported on standard forms, should be accessible as allowable and appropriate.

Information Sharing and Performance Tracking

All partners will cooperate to develop methods for customer assessment, information sharing, evaluation, performance measurements and tracking, data entry, customer follow-up, and customer satisfaction.

The local workforce investment system will meet established state and local customer service performance standards.

Financing and Allocating Costs

Each partner organization to this MOU must adhere to the following:

• Fund and provide all core and intensive services that are applicable to each partner's program.

DARS Order of Selection: In the event that the Vocational Rehabilitation program does not have sufficient funds to serve all eligible individuals, federal law requires that it implement an Order of Selection. Order of Selection prioritizes individuals into categories according to the significance of their disabilities and ensures that those with the most significant disabilities are selected first to receive services. Those individuals assigned to a closed category remain on a waiting list for services until there are sufficient resources to open closed categories.

The interested parties to this MOU recognize and will support the Order of Selection and shall work with the other partners, as appropriate, in understanding and implementing service delivery in the face of Order of Selection.

- Fund and provide all supportive and follow-up services that are applicable to each partner's program; and
- Contribute a fair share of the rent of the facility proportionate to each partner's use of square footage, which include utilities (heating and cooling). This is a full service lease which includes utilities and janitorial services.
- Attachments 1 4 on pages 11-13 are the Martinsville One Stop Cost Allocation Plans.

VEC and DARS are responsible for their VITA expenses (internet and telephone).

Local One-Stop Partnership Memorandum of Understanding

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Each required partner providing their services through the One Stop system must be a party to the local MOU. Physical site plans should integrate staff, equipment, and resources. Service delivery and center operational plans should integrate common functions. At the onset, all partner staff must have clarity about their roles and responsibilities. Program partners should participate in functional teams and such participation should be reflected in staff performance evaluations as applicable.

Mandatory One Stop Partner Programs, Workforce Investment Act, Public Law 105-220, Section 121(b)

Mandatory One Stop Partner Program	Administrative Agency
WIA Title I Adult, Youth & Dislocated	Provider(s) as determined by the WPWIB and
Workers	LEO Consortium
WIA Title III – Wagner-Peyser	Virginia Employment Commission (VEC)
WIA Title II – Adult Education & Literacy	Department of Education - Local Education
	Agencies & Local Grant Recipients
WIA Title IV – Rehabilitation Act, as amended	Department for Aging and Rehabilitative Services; Department for the Blind and Vision Impaired [One of these partner programs satisfies the physical presence requirement in the comprehensive One Stop Center]
Title V of the Older Americans Act	Goodwill Industries of the Valleys, Inc. Local AAA or other recipient funds from DARS
Postsecondary Carl Perkins Career &	Virginia Community College System (VCCS)
Technical Education	
Trade Adjustment Assistance	VEC
Veterans Employment & Training	VEC
Community Services Block Grant Employment & Training Activities	Community Action Agencies
US Department of Housing & Urban Development Employment & Training Activities	Local Housing Authorities
Unemployment Compensation	VEC
National Programs Located in the Workforce Investment Area	Job Corps, Native American, Migrant and Seasonal Farm Workers, Veterans, Youth Opportunity Grants

Referral Method for the Universal Customer

The One Stop system should include centers that are physically located within areas where demand for services is greatest. The centers should be designed, and promoted to be

Local One-Stop Partnership Memorandum of Understanding

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- 2. The WPWIB Chairperson must meet with the LEO Consortium, partners and the WPWIB's Executive Director to resolve the issue if an agreement cannot be reached.
- 3. As state WIA administrative entity, the System Office of the VCCS will provide assistance in resolving the issue in accordance with applicable federal and state WIA laws, regulations, policies and procedures.

Modification Process

Any signatory partners may request, in writing, an amendment to the MOU.

If any provision of the MOU is held invalid, the remainder of the MOU will remain in force.

Duration of the MOU

This MOU is entered into this first day of July 2013, and will remain in effect until June 30, 2014, subject to annual renewal review by the Management Team and WPWIB staff in July of forthcoming years. This MOU will become effective as of the date of signing by the final signatory. The MOU may be terminated by any of the partners upon 30 days of written notice to the other partners with cause or upon 90 days of written notice to the other partners without cause.

Equal Opportunity and Nondiscrimination Obligations

The partners acknowledge familiarity with applicable federal and Commonwealth of Virginia laws, rules, regulations, policies, procedures, and reporting requirements and will abide by them. This includes, but is not limited to, discrimination policies, compliance with the Americans with Disabilities Act and maintenance of drug free workplaces. Reference is made, but not limited to, Sec. 181 – "Requirements and Restrictions" and Sec. 188 – "Nondiscrimination" of the Workforce Investment Act.

If the local One Stop Workforce Center is a state-owned or leased facility the partners must be responsible for, and will agree to indemnify and hold harmless, the Commonwealth of Virginia from all losses, damages, expenses, claims, demands, suits, and actions brought by any party against the Commonwealth of Virginia as a result of a party's failure to comply with the provisions of section above.

The method to be used to ensure compliance with the Americans with Disabilities Act related to accessibility for customers with disabilities will include the expertise from the Commonwealth of Virginia Department for Aging and Rehabilitative Services (DARS) and the Commonwealth of Virginia Department for the Blind and Vision Impaired (DBVI) as technical resources to ensure website, programmatic and physical accessibility to System services.

Expertise from the Commonwealth of Virginia Department of Aging and Rehabilitative Services (DARS)to include, but not limited to, the assignment of a Disability Navigator (DPN), resources permitting, and the Commonwealth of Virginia Department for the Blind and Vision

Local One-Stop Partnership Memorandum of Understanding

Workforce Investment Act

Attachment 2: Cost Allocation Attachment 3: Rent Schedule

Martinaville One-Stop Cost Allocation 2-10-10 (revised)

ONE STOP LEASE - TOTAL RSF

TOTAL RENT \$166.897.50
RATE/SF \$13.75

12,138 RSF

Occupeni	Directly Assigned USF 4,753 USF	Percentage	One Stop Shared Area Direct USF 3,706 USF	Monthly One Stop Op. Costs during 6 Month Rent Absternent \$4,420	One Stop Common/ Divided Shared	Circulation & Corridors Allocation 3,679 USF	Unused	Total One Stop Lease RSF 12.138 RSF	Total Annual Rent	Monthly Rent - Months 7-12 of 1st Yr	Total Amounts due Months 1-8 during Absternati Paned
State Agencies DARS VEC PHCC	797 1,835 64	18.77% 38.61% 1.35%	821 1,431 50	\$741 \$1,706 \$80		817 1,420 50		2,035 4,686 163	\$27,981,25 \$64,432,50 \$2,241,25	\$5,369,38	\$741 \$1706 \$60
YOTAL STATE AGENCIES	2,696	58,72%	2,102	\$2,507		2,087		6,884	\$94,655.00	\$7,887.92	\$2 507
Local Partners SCEP ABE WIB Other WIA-Goodwis PCCA-Block Grant TOYAL LOCAL PARTNERS	64 64 641 1,224 64 2,057	1.35% 1.35% 13.49% 25.75% 1.35% 43.28%	50 50 500 954 50 1,804	\$60 \$596 \$1,138 \$60 \$1,013		50 50 496 947 50 1,592		163 163 1,639 3,126 163 5,254	\$2,241.25 \$2,241.24 \$22,538.25 \$42,962.50 \$2,241.25 \$72,242.50	\$100,77 \$100,77 \$1,676,02 \$3,561,68 \$186,77 \$6,020,21	
TOTAL ONE STOP LEASE	4,753	100,00%	3,706	\$4,420		3,679		12,138	\$166,897.50	\$13,900.13	\$4,420

[&]quot;Terest to reimberse Landford beginning withe full lease year on usel, equal to 50% of the cost of electricity & pas that exceeds Landford's cost of the same during the full lease year.

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Impaired (DBVI), will be utilized as technical resources to facilitate website, programmatic, and physical accessibility to system services.

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Attachment 1: Cost Allocation Summary

Total RSF	12,138
Annual Base Rent - Negotiated Amount	\$166,897.50
Additional rent due Months 1-6 during abatement period to offset Landlord's operating expenses	\$4,420.00
Rent per SF (Based on RSF)	\$13.75
Space Calegory	SF
One-Stop Direct Space	8,459
Shared/Corridors	3,679
Total One-Stop Lease	12,138

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signature	Title	Agency	Date
	e West Piedmont Wo	orkforce Investment	
Signature	Title	Agency	
•	PWIB Executive Dir		Date
Signature	Title	Agency	Date
	One Stop Operator	– Pittsylvania Coun	ty Community Action:
Representing the	One Stop Operator Title ginia Employment (Agency	ty Community Action: Date
Representing the	Title	Agency	
Representing the Signature Representing Vir	Title rginia Employment (Agency Commission:	Date
Representing the Signature Representing Vir	Title rginia Employment (Agency Commission: Agency	Date

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

MARTINSVILLE ONE STOP LEASE RENT REPORT

Occupant	Monthly Base Rent Year 1	Monthly Base Rent Year 2	Monthly Base Reru Year 3	Monthly Base Rent Year 4	Monthly Base Rent Year 5	Monthly Base Rent Year 6	Monthly Base Rent Year 7	Monthly Base Rent Year 8	Monthly Base Rent Year 9	Monthly Base Rent Year 10
DARS	2,331.77	2,386.75	2,402,25	2,438,28	2,474.86	2,511,98	2,549.66	2,587.90	2,626.72	2,666.12
VEC	5,369.36	5,449.92	5,531.67	5,614.64	5,698.86	5,784.33	5,871.11	5,959.18	6,048,57	6,139.30
PHCC	186.77	189.57	192.42	195.30	198.23	201.20	204.22	207.29	210.40	213.55
SCEP	186,77	189.57	192.42	195,30	198.23	201.20	204.22	207.29	210.40	213.55
ABE	185.77	189.57	197,42	195.30	198.23	201,20	204.22	207.29	210.40	213.55
WIB Other	1,878.02	1,906.19	1,934.76	1,963.60	1,993.26	2,023,16	2,053.51	2,064.31	7,115.58	2,147,31
WIA-Goodwill	3,581.88	3,635.61	3,690.14	3,745,49	3,801.68	3,858.70	3,916,58	3,975.33	4,034,96	4,095,49
PCCA-Block Grant	186.77	189.57	192,42	195,30	198.23	201,20	204.22	107.29	210,40	213,55
TOTAL MONTHLY RENT	\$13,908.13	\$14,116.75	\$14,328.50	\$14,543.43	\$14,761,58	\$14,983,01	\$15,207.75	\$15,435.87	\$15,667,41	\$15,902.42
TOTAL ANNUAL RENT	\$166,897.56	\$169,401.02	\$171,942.04	\$174,521.17	\$177,138,99	\$179,796.07	\$182,493,01	\$185,230.41	5188,008,86	\$190,829.00

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Attachment 4: Square Footage Use by Agency

Martinsville One-Stop Cost Allocation

Occupant	Description	Direct USF	Altocated Circulation @ 43,5%	Total USF
LARS .	Relab	120	52	172
DARS	Rehab	120	52	172
DARS DARS	Program Support Tech	84	37	121
DARS	Office Services Specialist	46	21	€₽
DARS	Job Placimeni Counselor	80	35	115
DARS	VOC Evalution	120	52	172
	Evaluation Lab (50% shared cost w/Wf8)	225	96	323
	Totals	717	347	1,144
VEC VEC	Office Manager	120	52	172
	Supervision	96	42	136
VEC VEC	Supervisor	96	42	138
VEC	Vet Representative (OVOP)	an an	35	115
VEC	Vet Representative (DVOP) WSR	LU P	35	115
VEC	WER	(60)	35	145
VEC	Raw	80	35	7.15
VEC	WSR	80	35	115
		80	35	315
VEC	WSR	ap	35	115
VEC	WSR	80	35	115
VEC	WSR	80	35	105
VEC	WSR	80	35	105
VEC	WER	80	35	105
VEC	WSR	80	35	115
VEC	WSR	OB	35	115
VEC	WSR	80	35	118
VEC	WSR	80	35	115
VEC	WSR	80	35	115
VEC	WER	08	35	115
VEC	WER	80	35	115
VEC	Office five Specialist	48	21	69
VEC	Copy/Scirc/Feir Area	35	15	50
	Totals.	1,835	795	2,633
Painck History Continuedby College	Poetsecondary Vocasional Education	64	25	84
	Totals	- 4	28	92
Adult Basic Education	Adult Education & Literacy	94	28	92
			28	
				92
Goodwill-SCEP	Yolk V Only Amsterney Act			DC.
Goodwill-SCEP	Yide V Oner Americans Act	64	28	
Goodwil-SCET	You V Oner Americans Act			92 92
WIB-Oxher	HELLAS LACITS HONOROUS	64	28	82
WIB-Other WIB - Cither	Totale Evaluation Lab (50% shared cost ve/DRS) Respond Manager	64 84 225 100	28 29 98 45	
WIB-Other WIB - Other WIB - Other	Totale Evaluation Lab (50% shared cost ve/DRS) Respond Manager Recaptorist	54 84 225 100 48	28 29 98 45 21	323 143 69
WIB-Other WIB - Cluber WIB - Cluber WIB - Cluber	Totale Evaluation Lab (20% shared cost ve/DRS) Respond Manager Retoplores Entre Space	64 84 225 100 48 84	28 29 98 45	323 143 66
WIB-Other WIB - Cluber WIB - Cluber WIB - Cluber	Totale Evaluation Lab (50% shared cost ve/DRS) Respond Manager Recaptorist	54 84 225 100 48	28 29 98 45 21	323 143 66 121
WIB-Other WIB - Cluber WIB - Cluber WIB - Cluber	Totale Evaluation Lab (20% shared cost ve/DRS) Respond Manager Recaptions Extra Space Extra Space	64 84 225 100 48 84	28 28 90 45 21 37	323 143 66 121
WIB-Other WIB - Other WIB - Other WIB-Other	Totale Evaluation Late (50% shared oss) ve/DRS} Responsi Manager Recaptions; Extra Space Extra Space 100 SE remaining after reduction of size of evaluation	64 84 225 100 48 84 84	28 28 98 49 21 37 37	323 143 69 121 121
WIB-Other WIB - Other WIB - Other WIB-Other	Totale Evaluation Lab (20% shared cost ve/DRS) Respond Manager Recaptions Extra Space Extra Space	64 84 225 100 48 84 84	28 26 98 45 21 37 37	323 143 65 121 121
WIB-Other WIB - Other WIB - Other WIB-Other WIB-Other	Evaluation Life (SDM shared cost veDRS) Repond Manager Redeplatins Extra Space Extra Space 100 SF remaining after includion of size of evaluation life upon removing Lifest professing your	64 84 225 100 48 84 84	28 28 98 49 21 37 37	92 32:143 65 12:1 12:1
WI8-Other	Fotale Evaluation Lab (60% shared cost w/DRS) Regional Manager Recaptions: Extra Space 100 SF remaining after reduction of size of evaluation lab upon removing client professing yroom Totals.	54 54 225 100 48 84 84 100 641	28 26 98 45 21 37 37 37 43 278 28	143 69 121 121 143 920
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other WIB-Other	Evaluation Lab (20% shared cost w/DRS) Regional Manager Recaptions: Extra Space Extra Space 100 SE remaining after reduction of size of evaluation totals Upon removing Clent professing yroom Totals FCCA/Comin Block Grant Totals	64 84 225 100 48 84 84 100 641 641	28 26 90 45 21 37 37 43 279 28	143 68 121 121 121 143 920 97
WIB-Other WIB - Other Y/IB - Other WIB-Other WIB-Other WIB-Other WIB-Other Goodwill Ind of the Velleys	Totale Evaluation Lab (60% shared oost w/DRS) Regional Manager Recaptions: Extra Space Extra Space 100 S.P. remaining after reduction of sear of evaluation lab upon removing client professing yroom Totals FCCA-Comin Block Grant Totals W.A. Manager	64 64 225 100 48 84 84 100 641 64 120	28 28 96 45 21 37 37 279 28	143 143 68 121 121 143 920 97
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other Goodwill Ind of the Valleys Goodwill Ind of the Valleys	Totals Evaluation Life (20% shared cost w/DR\$) Repond Manager Recaptions: Extra Space Extra Space 100 SF remaining after reduction of size of evaluation 100 sp removing Clent professing yroom Totals FCCA/Comin Block Grant Totals WA Manager WA Administration	64 84 100 48 84 84 100 641 67 48	28 26 96 45 21 37 37 43 279 28 28	82 323 143 65 121 121 143 920 97
WIB-Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other	Evaluation Lab (20% shared cost w/DRS) Regional Manager Recaptions: Extra Space Libra Space 100 SF remaining after reduction of size of evaluation lab upon removing client professing yroom Totals FCCA/Comm Block Grant Totals W/A Manager W/A Admin/OSS Busharists Service Rep	64 84 84 84 84 100 641 64 720 48 80	28 29 20 30 45 21 37 37 37 28 28 28 28	92 323 143 66 12: 12: 12: 12: 12: 12: 12: 13: 92: 93: 17: 66: 93: 93: 94: 95: 95: 96: 96: 96: 96: 96: 96: 96: 96: 96: 96
WIB-Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other WIB-Other Goodwill Ind of the Valleys	Totals Evaluation Life (SDM shared cost veTDRS) Regional Manager Recoglations Extra Space 100 SF remaining after reduction of size of evaluation lab upon removing Clent professing years Totals FCCA/Comin Block Grant Totals WA Manager WA AdminiSS Bushnists Service Rap Betwice Counditation	64 84 100 641 67 48 84 84 84 84 84 84 84 84 84 84 84 84	28 26 96 45 21 37 37 28 28 22 21 35 28 22 21 23 23 24 25 26 27 28 28 29 20 20 20 20 20 20 20 20 20 20	87 322 143 66 67 121 121 143 92 95 93 177 66 118
WIB-Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other W	Evaluation Lab (20% shared cost w/DRS) Regional Manager Recaptions: Extra Space Dors Space 100 SE remaining after reduction of size of evaluation totals 100 SE remaining after reduction of size of evaluation totals FCCA/Comm Block Grant Totals W/A Manager W/A Action/OSS Busharists Service Rap Service Coordinator Service Coordinator	64 84 84 84 84 84 84 84 84 84 84 84 84 84	28 26 45 21 37 37 43 279 28 28 28 28	323 323 1444 65 65 121 121 143 520 93 177 66 68 188 99
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other WIB-Other Goodwill ind of the Velleys Goodwill ind of the Valleys Goodwill ind of the Valleys Goodwill did the Valleys Goodwill did the Valleys Goodwill did ithe Valleys Goodwill did ithe Valleys Goodwill ind ithe Valleys	Totals Evaluation Lab (6D% shared cost ve/DRS) Regional Manager Recaptorist Extra Space 100 SF remaining after reduction of size of evaluation lab upon removing Clent professing yroom Totals PCEA/Comin Block Grant Totals WA Manager WA Admin OSS Bushinitis Service Rap Service Coordinator Service Coordinator Service Coordinator Service Coordinator Service Coordinator WAA-Cher Mg	64 84 84 100 641 170 641 170 84 88 80 80 80 80 80 80 80 80 80 80 80 80	28 28 28 49 21 37 37 43 278 28 28 28 28 36 36	95 323 443 66 1221 121 143 97 97 97 172 66 118 92 93
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Totals Evaluation Life (20% shared cost w/DR\$) Repond Manager Recaptorist Extra Space Extra Space 100 SE remaining after reduction of scale of evaluation 100 upon removing client professing years Totals FCCA-Gomin Block Grant Totals WA Manager WA AdmirQSS Bushinitin Service Rep Service Coordinator Service Coordinator Service Coordinator WA-Cree Mg:	64 84 100 46 84 84 100 641 67 48 80 80 80 80	28 26 45 21 37 37 28 28 28 28 28 28 28 35 35 35	95 322 143 66 121 121 143 920 95 95 92 92 93 118 118
WIB-Other WIB - Other WIB - Other WIB-Other WI	Evaluation Lab (20% shared cost w/DRS) Regional Manager Recaptions: Extra Space Libra Space 100 SE remaining after reduction of size of evaluation lab upon removing client professing yroom Totals FCCA:Comin Block Grant Totals W/A Manager W/A Action/OSS Busharists Service Rap Service Coordinator W/A-Care Mg W/A-Case Mg W/A-Case Mg W/A-Case Mg	64 64 64 64 64 64 64 64 64 64 64 64 64 6	28 28 98 45 21 37 37 28 29 21 35 29 21 35 28 35 35 35 35 35 35 35 35 35 35	85 322 1434 66 61 122 123 123 920 92 92 93 93 172 92 93 118 118 118 118 118
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Totals Evaluation Life (EDM shared cost wEDRS) Repond Manager Recopional Entre Space Life Space 100 SE remaining after reduction of size of evaluation totals FOCA-Comin Block Grant Totals WA Annuger WA Annuger WA Annuger WA Action OSS Buildnitts Service Rap Service Coordinator Bervice Coordinator Bervice Coordinator WA-Care Mg WIA-Case Mg	64 84 84 100 641 67 48 80 80 80 80 80	28 26 45 21 37 37 279 28 28 22 21 355 26 35 35 35 35 35	85 322 144 66 122 123 143 922 93 93 172 66 118 118 118 118 118
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Evaluation Life (20% shared cost w/DR\$) Repond Manager Recaptorist Extra Space Extra Space 100 SEF remaining after reduction of seas of evaluation 100 sef remaining after reduction of seas of evaluation 100 sef remaining after reduction of seas of evaluation 100 sef remaining after reduction of seas of evaluation 100 sef remaining after reduction of seas of evaluation 100 sef remaining client profession only room 101 sets 100 sef remaining service of seasons 100 sef remaining service Rep 100 service coordinater 100 service coord	54 54 54 55 56 56 56 56 56 56 56 56 56 56 56 56	28 26 45 21 37 37 43 279 28 28 35 35 35 35 35	85 322 144 66 67 121 121 122 92 92 92 92 172 172 172 172 173 174 175 175 175 175 175 175 175 175 175 175
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other WIB-Other WIB-Other WIB-Other WIB-Other Goodwill ind of the Valleys Goodwill ind of the Valleys Goodwill ind it the Valleys Goodwill ind it the Valleys Goodwill ind it the Valleys Goodwill ind if the Valleys Goodwill ind of the Valleys Goodwill ind of the Valleys Goodwill ind if the Valleys	Totals Evaluation Lab (6D% shared cost ve/DRS) Regional Manager Recoplaries Extra Space 100 SF remaining after induction of size of evaluation lab upon removing Clent profice ney room Totals FCCA-Comin Block Grant Totals WA Manager WA Admin GSS Buillinitis Service Rap Service Coordinator Service Coord	64 64 84 84 84 86 86 86 86 86 86 86 86 86 86 86 86 86	28 28 28 49 21 37 37 37 278 28 28 28 28 35 35 35 35 35	95 32:33 66 67 12:1 12:1 14:1 92:2 91:1 93:3 17:7 18:1 18:1 18:1 18:1 18:1 18:1 18:1
WIB-Other WIB - Other WIB - Other WIB - Other WIB - Other WIB-Other WIB-Othe	Evaluation Life (20% shared cost w/DRS) Repond Manager Reduptionst Entra Space Entra Space Life Space 100 SF remaining after reduction of size of evaluation 100 sp removing Clent professing professing Totals FCCA-Comin Block Grant Totals WA Manager WA Adninger WA Addinger WA Adding	64 84 100 48 84 84 100 641 67 48 80 80 80 80 80	28 26 45 21 37 37 27 28 28 28 28 29 20 28 20 20 20 20 20 20 20 20 20 20 20 20 20	95 322 143 66 121 121 143 920 95 92 92 92 118 92 118 119 118 118 118
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Totals Evaluation Lab (CDM shared cost veTDRS) Respond Manager Recaptorest Extra Specia Extra Specia 100 SF remaning after induction of size of evaluation lab upon removing client professing years Totals WA Manager WA Admir QSS Bushalists Service Rep Service Countributor WA-Cade Mg WA-Cade Mg WA-Cade Mg WA-Case Mg	64 64 64 64 64 64 66 66 66 66 66 66 66 6	28 28 38 45 21 37 37 279 28 28 28 29 21 35 28 35 35 35 35 35 35 35	97 322 322 322 322 322 322 322 322 322 32
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Evaluation Life (EDM shared cost wEDRS) Repond Manager Recoplaining Entra Space Life	644 84 84 84 84 84 84 84 84 84 84 84 84 8	28 26 45 21 37 37 279 28 28 22 21 355 28 28 28 35 35 35 35 35 35 35 35 35 35 35	95 323 56 56 122 123 143 92 92 92 92 92 118 118 118 118 118 118 118 118 118 11
WIB-Other WIB - Other WIB-Other Goodwill Ind of the Valleys	Evaluation Life (20% shared cost w/DR\$) Repond Manager Recaptorist Extra Space Extra Space 100 SEF remaining after reduction of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of scale of evaluation 100 september of the profession of th	64 84 85 80 80 80 80 80 80 80 80 80 80 80 80 80	28 26 45 21 37 37 279 28 28 28 29 21 35 35 35 35 35 35 35 35 35 35 35 35 35	97 322 143 66 67 121 143 92 92 92 92 172 67 188 188 188 188 188 188 188 188 188
WIB-Other WIB - Other WIB - Other WIB - Other WIB-Other	Evaluation Life (EDM shared cost wEDRS) Repond Manager Recoplaining Entra Space Life	644 84 84 84 84 84 84 84 84 84 84 84 84 8	28 26 45 21 37 37 279 28 28 22 21 355 28 28 28 35 35 35 35 35 35 35 35 35 35 35	85 322 144 66 122 123 143 922 93 93 172 66 118 118 118 118 118 118 118

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Attachment 4 Continued: Square Footage Use by Agency

Occupant	Description	Direct USF	Allocated Circulation @ 43.5%	Total USF
Shared	Storage	251	109	360
Shared	File	409	178	587
Shared	Conference	304	132	436
Shared	Сору	169	71	234
Shared	Client Proficiency Room inside Evaluation Lab	150	65	215
Shared	Inteke Training	420	183	503
Shared	Reference Library	476	207	683
Shered	Weiting Area	578	251	829
Shared	LAN Room	75	33	108
Shared	Breakroom	210	91	301
Shared	Men's Toilet	169	74	243
Shared	Women's Toilet	169	74	243
Shared	Chent Tollet	44	18	63
Shared	Chent Tollet	44	19	53
Shared	Client Tollet	44	19	63
Shared	Interview Room	100	43	143
Shareo	Interview Room	100	43	143
	Totals	3,708	1,612	5,318
		USF	Airocaled USF	Total USF
	Total Identified Space	8 459	3,679	12.138
	Circulation/Corridors	3 679	43.5%	
	Total One-Stop Space	12,138	,	

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signature	Title	Agency	Date
	e West Piedmont Wo	orkforce Investment	
Signature	Title	Agency	Date
Representing W	PWIB Executive Dir	rector:	
Signature	Title	Agency	Date
Representing the		– Pittsylvania Coun	ty Community Action:
Representing the	One Stop Operator Title rginia Employment (Agency	ty Community Action: Date
Representing the	Title	Agency	
Representing the Signature Representing Vir	Title rginia Employment (Agency Commission:	Date
Representing the Signature Representing Vir	Title rginia Employment (Agency Commission: Agency	Date

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signature	Title	Agency	Date
Representing the	West Piedmont Wo	orkforce Investment Bo	ard (WPWIB
Signature	Title	Agency	Date
lepresenting WP	WIB Executive Dir	rector:	
Signature	Title	Agency	Date
Representing the	One Stop Operator	r – Pittsvlvania County	Community
		1 1005 I Valla County	Community .
Signature	Title		
	Title	Agency	Date
Representing Vir	ginia Employment	Agency Commission:	Date
Representing Vir	ginia Employment	Agency	Date
John Proces	ginia Employment Corrunt Title	Agency Commission:	Date 7/22 Date
Representing Virginature	ginia Employment Corrunt Title	Agency Commission: Nime V. E. C. Agency	Date 7/22 Date
Representing Virginature Representing Virginature	ginia Employment Commit Title ginia Department of	Agency Commission: Agency Agency Agency Agency Agency	Date 7/22 Date es:

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

ignature	Title	Agency	Date
Representing Title	V of the Older Am	ericans Act – Goody	vill Industries of the V
wa metho	Ja V.A	Condwill TV	001772 1C5 7 /057 Date
ignature	Title	Agency	Date
Representing Com	munity Services Blo	ock Grant – Pittsylv	ania County Commu

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Representing Lo	cal Elected Official	(LEO) Consortium:	
Signature	Title	Agency	Date
Representing the	West Piedmont Wo	orkforce Investment	Board (WPWIB):
Signature Representing WI	Title PWIB Executive Dir	Agency ector:	Date
Signature	Title	Agency	Date
Signature Representing Vir	Executive Live Title ginia Employment (Agency Commission:	7-25-13 Date
Signature Representing Vir	Title ginia Department fo	Agency	Date
Signature	Title	Agency	Date
Representing Pat	rick Henry Commu	nity College:	
Signature	Title	Agency	Date Representin

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signature	Title	Agency	Date	
Representing Title	e V of the Older An	nericans Act – Good	will Industries of the	e Valley
Signature	Title	Agency	Date	•
Representing Con	nmunity Services B	lock Grant – Pittsylv	ania County Comm	unity
Signature	Exaculus Du Title	actor PCCA, I	7-25-1.	3

Signature Title Agency Date

Representing Titl	e V of the Older Am	nericans Act – Goodw	ill Industries of th	ie Valley:
Signature	Title	Agency	Date	
Representing Con Action:	nmunity Services B	lock Grant – Pittsylv:	ania County Comi	nunity
Signature	Title	Agency	Date	_

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Signature	Title	Agency	Date
Representing the	West Piedmont Wo	orkforce Investment	Board (WPWIB):
Signature Representing WP	Title WIB Executive Dir	Agency rector:	Date
Signature	Title	Agency	Date
Representing the	One Stop Operator	r – Pittsylvania Coun	ty Community Ac
	F		
Signature	Title	Agency	Date
Signature			Date
Signature	Title		Date

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Representing Lo	cal Elected Official	(LEO) Consortium:	
Signature	Title	Agency	Date
Representing the	West Piedmont Wo	orkforce Investment	Board (WPWIB):
Signature	Title	Agency	Date
Representing WI	PWIB Executive Dir	rector:	
Signature	Title	Agency	Date
Representing the	One Stop Operator	r – Pittsylvania Coun	ty Community Action
Signature Representing Vir	Title	Agency Commission:	Date
Signature	Title	Agency	Date
Representing Vir	ginia Department o	f Rehabilitative Serv	ices:
Signature	Title	Agency	Date
Representing Pat	trick Henry Commu	unity College:	
By:Signature	Muy <u>V.P. Fi</u> Title	nance+ Klmin.	9-6-13 Date

DANVILLE

Local One-Stop Partnership Memorandum of Understanding Workforce Investment Act

Representing Local E	Clected Official (LI	EO) Consortium:	
G:			
Signature	Title	Agency	Date
Representing the Wes	t Piedmont Work	force Investment Bo	ard (WPWIB):
Anada C. Will Signature	M.		
HIMOH C. Du	Chair	WPWB	7/31/2013
Signature	Title	Agency	Date
Representing WPWIE	Executive Director	or:	
Lisa Fulty	Executive Div	Agency	21 Qul 2013
Signature	Title	Agency	Date
Representing the One	Stop Operator – P	ittsylvania County (Community Action:
Signature	Trial		_
Signature	Title	Agency	Date
Representing Virginia	Employment Com	mission:	
Signature	Title	Agency	Date