

MEMORANDUM OF UNDERSTANDING STATE OF NORTH DAKOTA ONE-STOP DELIVERY SYSTEM

**For the Period of
July 1, 2020 - June 30, 2023**

This Memorandum of Understanding (MOU) is entered into by the North Dakota Workforce Development Council (NDWDC), acting as the local Workforce Investment Board (WIB), the core program partner agencies, the required partner agencies, and the Governor of North Dakota as the Chief Elected Official.

This MOU becomes effective on July 1, 2020 and will remain in effect until June 30, 2023. Pursuant to the requirements of the Workforce Innovation and Opportunity Act of 2014 (WIOA) Section 121(c); 20 CFR 678.500, 34 CFR 361.500, and 34 CFR 463.500, the purpose of this MOU is to establish cooperative and mutually beneficial relationships between the core and required partners and other WIOA partners whose participation has been determined to be vital to an effective One-Stop System.

I. PARTIES TO THE MEMORANDUM OF UNDERSTANDING (MOU)

The following core and required parties to this MOU shall constitute the North Dakota One-Stop Delivery System, hereinafter referred to as the One-Stop System. All parties shall participate in, and contribute to, the planning and operation of the One-Stop System.

PROGRAM/REVENUE SOURCE	AGENCY/ORGANIZATION
Title IV Rehabilitation Services for Individuals with Disabilities Temporary Assistance for Needy Families Senior Community Services Employment Program	Department of Human Services Christopher Jones, Executive Director
Community Services Block Grant	Division of Community Services Bonnie Malo, Director
WIOA Title II Adult Education and Literacy Act	Adult Education Stanley Schauer, Director
Carl D. Perkins Career and Technical Act of 2006	ND Department of Career & Technical Education Wayde Sick, State Director
WIOA-Title I Adult Youth Dislocated Worker	Job Service North Dakota Bryan Klipfel, Executive Director and WIOA Liaison

Wagner-Peyser Unemployment Insurance Trade Adjustment Assistance Local Veterans' Employment Representatives and Disabled Veterans' Outreach Program	
Title I-D Indian & Native American Programs	Three Affiliated Tribes Mark N. Fox, Tribal Chairman Standing Rock Sioux Tribe Mike Faith, Tribal Chairman Turtle Mountain Band of Chippewa Jamie Azure, Tribal Chairman Spirit Lake Nation Peggy Cavanaugh, Tribal Chair United Tribes Technical College Leander "Russ" McDonald, PhD
Title I-C Job Corps	Burdick Job Corps Center Dan Budzyn, Acting Center Director
Title I-D Migrant Seasonal Farm Worker Programs	Motivation, Education & Training, Inc. Stacey Taylor, Executive Director

II. ONE-STOP SYSTEM

The One-Stop System in North Dakota offers workforce development programs that provide career and training services to participants and is intended to provide clients with career services and access to other employment and training services funded under WIOA and other federal programs. [*See Attachment I for partner services and sources of funding.*]

Job seekers, businesses, and other clients are provided access to services through a combination of strategies that include co-location, contract for service(s), direct delivery of service(s), and electronic linkages to other partner agency programs and services.

The North Dakota One-Stop System partners collaborate to create a seamless system of service delivery to ensure customer access to program services and enhance long-term employment outcomes. Each One-Stop partner is responsible for their individual program requirements and using the One-Stop System to improve outcomes for their clients.

One-Stop Operator

As authorized by the Governor, the NDWDC has selected Job Service North Dakota (JSND) as the One-Stop Operator for North Dakota, a single local area state. JSND has nine One-Stop Centers (also known as American Job Centers or Workforce Centers) throughout the state. These One-Stop Centers are

designed to provide comprehensive outreach and in-person and online services to businesses and jobseekers.

One-Stop Centers (American Job Centers/Workforce Centers)

Bismarck Job Service

Amy Arenz, Manager	701-328-5000
1601 E. Century Avenue, Bismarck, ND 58503	infojsbis@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Grand Forks Job Service

Dustin Hillebrand, Manager	701-795-3700
1501 28th Ave South, Grand Forks, ND 58201	infojsgf@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Fargo Job Service

Carey Fry, Manager	701-239-7300
1350 32nd St. S., Fargo, ND 58103	infojsfg@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Minot Job Service

Susan Ogurek, Manager	701-857-7500
3416 N Broadway, Minot, ND 58703	infojsmn@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Williston Job Service

Paula Hickel, Manager	701-774-7900
422 1st Ave W, Williston, ND 58801	infojswl@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Dickinson Job Service

Mary Urlacher, Manager	701-227-3100
66 Osborn Dr, Dickinson, ND 58601	infojsdk@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Devils Lake Job Service

Beatrice Manson, Manager	701-662-9300
301 S College Drive, Devils Lake, ND 58301	infojsdl@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Jamestown Job Service

Danica Chaput, Manager	701-253-6200
1307 12th Ave NE, Ste 3, Jamestown, ND 58401	infojsjm@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

Wahpeton Job Service

Becky Lankow, Manager	701-671-1550
524 2nd Ave N, Wahpeton, ND 58075	infojswp@nd.gov
M-F 8 am - 5 pm	Jobsnd.com

One-Stop Operator Responsibilities:

As the One-Stop Operator, JSND is responsible for coordinating with identified partners to carry out the following functions:

1. Delivery of Services:
 - a. Program Coordination and Integration of:
 - i. Wagner/Peyser funded activities
 - ii. WIOA Adult, WIOA Dislocated Worker and WIOA Youth
 - iii. Jobs for Veterans State Grant
 - iv. Foreign Labor Certification
 - v. Trade Adjustment Assistance
 - vi. Department of Human Services funded programs of PRIDE, JOBS and BEST
 - vii. Work Opportunity Tax Credit (WOTC)
 - viii. Federal Bonding
 - b. Coordination of Partner Services, including, but not limited to:
 - i. Intake/eligibility determination (for onsite partners)
 - ii. Assessment
 - iii. Methods of referral
 - iv. Customer flow
 - c. Establish methods of employer interaction to ensure appropriate service providers are meeting employers' needs and reflected in the WIOA Effectiveness in Serving Employers performance measures.
2. Establish Operating Policies and Procedures:
 - a. Functional and program supervision including coordination of staff
 - b. Compliance and grievance procedures regarding the provision of, and access to, one-stop services
 - c. Establish hours of operation for the nine (9) One-Stop Centers
 - d. Establish the physical layout of the nine (9) One Stop Centers to include a resource area, and space for partner co-location where possible

- e. Establish practices that do not disincentivize providing services to individuals with barriers to employment who may require longer-term career and training services
 - f. Structure business services to best meet the needs of employers
 - g. In partnership with the U.S. Department of Labor, establish performance measures for WIOA and Wagner-Peyser services
 - h. Coordinate Quarterly Partner Meetings to ensure:
 - i. Partner collaboration
 - ii. Process improvement leading to improved customer service and resource leveraging
 - iii. Schedule and conduct cross-training for all partners
 - i. Disseminate information regarding the Eligible Training Provider List.
 - j. Ensure priority of service for veterans and priority under 134(c)(3)(E) for adult employment and training activities as well as WIOA Youth priority under WIOA section 129(a)(4), 75% out of school youth expenditure rate and 129(c)(4), 20% work experience activity expenditure rate.
3. Compliance with:
- i. State Risk Management and Federal ADA requirements
 - ii. Section 188 of WIOA
 - iii. One stop certification
 - iv. The provisions of WIOA Adult and Dislocated Worker Career and Training services and WIOA Youth Services
 - v. The U.S. Department of Labor regulations

One-Stop Partners

Each partner, through provisions of their direct services, co-location agreements, contract for services, or provisions of in-kind services is directly contributing to the success of the One-Stop System. Partners will further promote system integration to the maximum extent feasible through effective communication and information, and collaboration with the One-Stop Operator.

To accomplish the overall purpose of WIOA, partners agree to support the joint mission, vision, goals, strategies, and performance measures, leverage resources both statewide and regionally, and participate in regularly scheduled partner meetings to encourage collaboration and seek process improvement ideas to better serve the customer.

These collective efforts are further supported by each partner's responsibility to their respective programs:

- 1. Delivery of Services:
 - a. Follow the One-Stop System Guiding Principles
 - i. Informed Customer Choice
 - ii. Comprehensive and Seamless Services
 - iii. Integration of Services, including:
 - 1. Co-Location to maximize resources to mutual clients
 - 2. The use of technology
 - 3. Referral of Services
 - iv. Customer Focused Services
 - b. Ensure programs and facilities are accessible
 - c. Compliance with Priority of Service
 - d. Conduct Targeted Outreach
- 2. Continuous Improvement:

- a. Develop ongoing employee training
 - b. Cross-Training of staff to improve the integration of services
 - c. Annually reviewing performance metrics and identifying strategies to improve service
- 3. Communication & Data:
 - a. Enter into Data-Sharing agreements as required/needed
 - b. Keep data confidential per federal, state, local requirements, and follow policies of other partners related to such information
- 4. Compliance with Local, State, and Federal Laws

III. ONE-STOP OPERATING BUDGET AND INFRASTRUCTURE FUNDING AGREEMENT

The sharing and allocation of infrastructure costs among one-stop partners is governed by WIOA sec. 121(h), its implementing regulations, and the Federal Cost Principles contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) at 2 CFR part 200.

This MOU incorporates the One-Stop Operating Budget and Infrastructure Funding Agreement (IFA) to establish a financial plan, including terms and conditions, to fund the operations and programs carried out in the JSND Workforce Centers. The Parties to this MOU agree that joint funding is an essential foundation for an integrated service delivery system and necessary to maintain JSND's Workforce Centers.

The budget is established on a July 1 to June 30 fiscal year basis and is based on historical costs from the previous fiscal year's expenditures. Adjustments will be made within the first 60 days of the beginning of each fiscal year. [*See current budget in Attachment II*].

JSND Workforce Center's infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the Workforce Center. All Parties recognize that infrastructure costs are applicable to all required Partners, whether they are physically located in a JSND Workforce Center or not. Each partner's contributions to these costs may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the Partner programs' authorizing laws and regulations and the Uniform Guidance.

Implementation of the Infrastructure Funding Agreement will begin each calendar year, January 1 through December 31.

Cost Allocation Methodology

JSND administers several of the WIOA core and required programs. The agency cost allocation plan is used to cover infrastructure costs. Partner programs administered by JSND are WIOA Adult, WIOA Dislocated Worker, WIOA Youth, Wagner-Peyser, Jobs for Veterans State Grant, Trade Adjustment Act, Unemployment Insurance and Unemployment Insurance funded Reemployment Services and Eligibility Assessments program. JSND administers a portion of the Temporary Assistance for Needy Families (TANF) employment and training and TANF funded Parental Responsibility Initiative for the Development of Employment program through contract from the Department of Human Services. All staff overhead charges are applied to infrastructure costs.

The partner programs physically located in a One-Stop Center will have square footage usage determined in the lease which factors in the infrastructure costs. Leases will be paid on a monthly basis. The partner

programs not physically located in a One-Stop Center will have benefits determined by co-enrollments and available tallied customer orientations. [See Table 1]

Table 1: Cost Allocation Methodology

Partners	Method to determine benefit	Resources
WIOA Title I (Dislocated Worker, Youth & Adult)	Staff FTE's and Customer #s	Overhead portion of staff charges
Wagner-Peyser (employment services)	Staff FTE's and Customer #s	Overhead portion of staff charges
JVSG (VETS)	Staff FTE's and Customer #s	Overhead portion of staff charges
Trade Act	Staff FTE's and Customer #s	Overhead portion of staff charges
Unemployment Insurance	IP addresses and UI ICE login's Square footage for UI Tax staff	RESEA Overhead portion of staff charges, FAIRA and UI Admin
Adult Education	# of co-enrollments with Wagner – Peyser staff assisted services & WIOA Title I	Adult Ed Admin funds
Vocational Rehabilitation	Square footage and # of co-enrollments with Wagner – Peyser staff assisted services & WIOA Title I	Program funds
TANF	Staff FTE's for JOBS & PRIDE # of co-enrollments with Wagner – Peyser staff assisted & WIOA Title I	Overhead portion of staff charges, Admin Funds
NFJP (Farmworker Program)	# of co-enrollments with Wagner – Peyser staff assisted services & WIOA Title I	Admin and Program funds
Job Corps	Square footage and # of co-enrollments with Wagner-Peyser staff assisted services & WIOA Title I and onsite orientations	Program funds
SCSEP (Older Worker Program)	# of co-enrollments with Wagner- Peyser staff assisted services & WIOA Title I	Admin and Program funds
Perkins-Post Secondary (Career & Tech Ed)	# of co-enrollments with Wagner- Peyser staff assisted services & WIOA Title I	Admin funds

CSGB and HUD employment and training, YouthBuild and the Second Chance Act programs are not present in North Dakota. The Indian & Native American programs will not be participating in the Infrastructure Funding Agreement according to WIOA sec. (h)(2)(D)(iv).

Cost Reconciliation

All Parties agree that a semi-annual reconciliation of budgeted and actual costs and update of the costs and benefit determinations will be shared by JSND. An invoice will be prepared for each Partner with the actual costs allocable to each Partner in accordance with the following process:

- JSND will submit the invoices to the Partners and send a copy of the updated budget to all Parties no later than forty-five (45) days after the end of the calendar year.
- Upon receipt of the invoice and adjusted budget, each Partner will review both documents and will submit payment to JSND no later than fifteen (15) days following receipt. Payment of the invoice signifies agreement with the costs in the adjusted budget.
- Partners will communicate any disputes with costs in the invoice or the adjusted budget to JSND in writing.

Steps to Reach Consensus

All Parties agree that the steps to reach consensus for this IFA will be the same as described in the Dispute Resolution section of this MOU. Partners will make a concerted effort to negotiate the IFA along with the remainder of the MOU, including the overall operating budget, for the JSND Workforce Centers.

IV. MOU AGREEMENT

The One-Stop Memorandum of Understanding (MOU) is the recognized vehicle for the Board to implement an agreement among the one-stop partner programs regarding one-stop delivery of services in the local workforce development area.

To facilitate consistency and transparency in determining costs for One-Stop services, the Title 1 Administrator will prepare the Infrastructure Funding Agreement (IFA) and provide copies to one-stop partner programs and the WIB. Questions or issues regarding the IFA will be provided to the Title 1 Administrator and Board staff for resolution, if necessary.

The IFA must address cost sharing and infrastructure costs in a fair and equitable manner consistent with all policies and procedures. A review of the IFA will be conducted with an eye toward equitable cost sharing among partners, including a consistent approach to in-kind costs.

Dispute Resolution / Appeals Process

This appeals process is in accordance with section 121(h)(2)(E) of WIOA.

Step 1. As one-stop partners are negotiating the IFA, if difficulty in reaching agreement or an impasse has occurred a One-Stop Partner may appeal the negotiated amount for their agency by notifying the Title I Administrator in writing immediately in order to direct an appeals resolution team to provide technical assistance and finalize a solution. This notification should occur within 30 days.

This appeals resolution team will be comprised of agency-designated staff with decision-making authority from each of the partner agencies working toward a local agreement and shall include a staff member from the NDWDC.

Step 2. If the appeals resolution team is unable to finalize a solution within 30 days of notification by local partners, the appeal is forwarded to the Governor who will make final determinations on the terms of the IFA for those program partners over which he has decision-making authority and will impose a cost sharing arrangement.

JSND must provide the appropriate and relevant materials and documents used in the negotiations to the Governor, preferably at the time of the notification of failure to reach consensus or request for appeal resolution, but no later than ten (10) business days thereafter. At a minimum, JSND must provide to the Governor:

- The Local WIOA plan;
- The cost allocation methodology or methodologies proposed by the Partners to be used in determining the proportionate share;
- The proposed amounts or budget to fund infrastructure costs;
- The amount of Partner funds included;
- The type of funds (cash, non-cash, and third-party in-kind contributions) available, including all documentation on how Partners valued non-cash and third-party in-kind contributions consistent with 2 CFR 200.306;
- Any proposed or agreed on One-Stop Center budgets (for individual centers or a network of centers); and

- Any partially agreed upon, proposed, or draft IFAs.

JSND may also provide the Governor with additional materials that they or the Governor find to be appropriate.

Indemnification and Liability

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

Grievances or complaints filed by employers, employees, clients, or those seeking employment will need to follow the grievance and complaint procedures established by each individual partner agency for the programs they administer.

Equal Opportunity and Non-Discrimination

The partners acknowledge familiarity with and will abide by all applicable Federal and State of North Dakota laws, rules, regulations, policies, procedures, and reporting requirements. This includes, but is not limited to, discrimination policies, compliance with the Americans with Disabilities Act of 1990, and maintenance of drug free workplaces. Reference is made, but not limited to, Sec. 181 – “Requirements and Restrictions,” and Sec. 188 – “Nondiscrimination,” of WIOA. Tribal and federal law provide for Indian preference in hiring. This MOU expressly recognizes that Indian preference in hiring applies hereunder only to such partners that are required by tribal or federal law to use the preference.

All Parties to this MOU certify that they prohibit, and will continue to prohibit, discrimination, and they certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of: (i) political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin; (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or (iii) the physical or mental disability of a qualified individual with disability.

The Parties specifically agree that they will comply with Section 188 of the WIOA Non-discrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016), the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Non-traditional Employment for Women Act of 1991, titles VI and VII of the Civil Rights of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1967, as amended, title IX of the Education Amendments of 1972, as amended, and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 37 and 38.

Drug and Alcohol-free workplace

All Parties to this MOU certify they will comply with the Drug-Free Workplace Act of 1988, 41 U.S.C. 702 et seq., and 2 CFR part 182 which require that all organizations receiving grants from any Federal agency maintain a drug-free workplace. The recipient must notify the awarding office if an employee of the recipient is convicted of violating a criminal drug statute. Failure to comply with these requirements may be cause for suspension or debarment under 2 CFR part 180, as adopted by the U.S. Department of Education at 2 CFR 3485, and the U.S. Department of Labor regulations at 29 CFR part 94.

Certification Regarding Lobbying

All Parties shall comply with the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352), 29 C.F.R. Part 93, and 34 CFR part 82, as well as the requirements in the Uniform Guidance at 2 CFR 200.450. The

Parties shall not lobby federal entities using federal funds and will disclose lobbying activities as required by law and regulations.

All Parties shall comply with the debarment and suspension requirements (E.O.12549 and 12689) and 2 CFR part 180 and as adopted by the U.S. Department of Labor at 29 CFR part 2998 and by the U.S. Department of Education at 2 CFR 3485.

Amendment Requests

One or more partners may request, in writing, an amendment to this MOU by submitting their request to the North Dakota Workforce Development Council, 1600 E. Century Avenue, Bismarck, North Dakota 58506-5507. All partners to this agreement will be afforded a 60-day comment period on the proposed amendments. The proposed amendments and comments by the partners will be presented to the NDWDC for approval. If a commenting partner disagrees with the NDWDC action, this partner may pursue a resolution as outlined in this section.

Termination

This MOU will remain in effect unless terminated by one or more parties for reasons specified below:

- All Parties mutually agree to terminate this MOU prior to the end date.
- Federal oversight agencies charged with the administration of WIOA are unable to appropriate funds or if funds are not otherwise made available for continued performance for any fiscal period of this MOU succeeding the first fiscal period. Any party unable to perform pursuant to MOU due to lack of funding shall notify the other Parties as soon as the party has knowledge that funds may be unavailable for the continuation of activities under this MOU.
- WIOA is repealed or superseded by subsequent federal law.
- Local area designation is changed under WIOA.
- A party breaches any provision of this MOU and such breach is not cured within sixty (60) days after receiving written notice from the Workforce Development Council Chair (or designee) specifying such breach in reasonable detail. In such event, the non-breaching party(s) shall have the right to terminate this MOU by giving written notice thereof to the party in breach, upon which termination will go into effect immediately.

In the event of termination, the Parties to the MOU must convene within thirty (30) days after the breach of the MOU to discuss the formation of the successor MOU.

V. SIGNATURES TO THE MEMORANDUM OF UNDERSTANDING:

By Signing this agreement, all parties agree to abide by the components outlined in this Memorandum of Understanding:

<div>David Farnsworth</div> <div>David Farnsworth, Board Chair, WDC</div>	<div>06/23/2020</div> <div>Click or tap to enter a date.</div>
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<div>Bryan Klipfel</div> <div>Bryan Klipfel, Executive Director, JSND</div>	<div>6/23/2020</div> <div>Click or tap to enter a date.</div>
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<div>Stanley Schauer</div> <div>Stanley Schauer, Director, Adult Education</div>	<div>6/4/2020</div>
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<div>Chris Jones</div> <div>Christopher Jones, Executive Director, Department of Human Services</div>	<div>6/23/2020</div> <div>Click or tap to enter a date.</div>
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<div>Bonnie Malo</div> <div>Bonnie Malo, Director, Division of Community Services</div>	<div>6/22/2020</div>
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<div>Wayde Sick</div> <div>Wayde Sick, Director, Department of Career & Technical Education</div>	<div>6/15/2020</div>
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<div></div> <div>Mark N. Fox, Tribal Chairman, Three Affiliated Tribes</div>	<div>Date:</div>
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<div></div> <div>Mike Faith, Tribal Chairman, Standing Rock Sioux Tribe</div>	<div>Date:</div>
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<div></div> <div>Jamie Azure, Tribal Chairman, Turtle Mountain Band of Chippewa</div>	<div>Date:</div>
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<div></div> <div>Peggy Cavanaugh, Tribal Chair, Spirit Lake Nation</div>	<div>Date:</div>
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<div></div> <div>Leander "Russ" McDonald, PhD, United Tribes Technical College</div>	<div>Date:</div>
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<div></div> <div>Stacey Taylor, Executive Director, Motivation, Education & Training</div>	<div>Date:</div>
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<div>Fred Williams</div> <div>Fred Williams, Center Director, Burdick Job Corps</div>	<div>Date: 03/29/2021</div>
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ATTACHMENT I

Services available through the One-Stop System

WIOA Basic Career Services	Partner Agency(ies)	Funding Sources	How Will Service Be Made Available On-site at AJC On-site at system partner By appt. at partner center Contracted service Self-help Remotely through virtual and phone connections
Outreach, intake and orientation to the services available through the One-Stop System	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency DHS MET Voc. Rehab Experience Works DPI	WIOA Title I, Trade, Wagner Peyser, UI, JVSG WIOA, Section 166 CSBG TANF WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Self help Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner Contracted service On-site at AJC, on-site at system partner On-site at system partner, By appt. at system partner On-site at system partner, By appt. at system partner Contracted service
Initial assessment of basic skill levels (including English language proficiency), aptitudes, abilities (including skills gaps), and supportive service needs	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency DHS MET Voc. Rehab Experience Works DPI	WIOA Title I, Trade Wagner Peyser, JVSG WIOA, Section 166 CSBG TANF WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Self-help, Remotely and through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner Contracted service On-site at AJC, on-site at system partner On-site at AJC, on-site at system partner, By appt. at system partner, Contracted service, Self help On-site at system partner, By appt. at system partner Contracted service

<p>Job search and placement assistance and career counseling including:</p> <ul style="list-style-type: none"> • Provision of information on in-demand industry sectors and occupations and • Provision of information on nontraditional employment <p>Appropriate recruitment and other business services on behalf of employers</p>	<p>JSND</p> <p>Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation</p> <p>Community Action Agency</p> <p>DHS</p> <p>Job Corps</p> <p>MET</p> <p>Voc Rehab</p> <p>Experience Works</p> <p>DPI</p>	<p>WIOA Title I, Trade Wagner Peyser, JVSG</p> <p>WIOA, Section 167</p> <p>CSBG</p> <p>TANF</p> <p>USDOL</p> <p>WIOA, Section 167</p> <p>VR</p> <p>SCSEP</p> <p>WIOA Title II</p>	<p>On-site at AJC, Self-help, remotely through virtual and phone connections</p> <p>On-site at system partner</p> <p>On-site at system partner, By appt. at system partner</p> <p>Contracted service</p> <p>On-site at system partner, By appt. at system partner, Contracted service, Self help</p> <p>On-site at AJC, On-site at system partner</p> <p>On-site at system partner, By appt. at system partner, Contracted service, Self help</p> <p>On-site at system partner</p> <p>Contracted service</p>
<p>Provision of workforce and labor market information including:</p> <ul style="list-style-type: none"> •Job vacancy listings, •Information on job skills necessary to obtain employment within the job vacancy listings, •Information relating to occupations in-demand and the earnings, skill requirements and advantage opportunities 	<p>JSND</p> <p>Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation</p> <p>Job Corps</p> <p>MET</p> <p>Voc Rehab</p> <p>Experience Works</p> <p>DPI</p>	<p>WIOA Title I, Trade Wagner Peyser, JVSG</p> <p>WIOA, Section 166</p> <p>DOL</p> <p>WIOA, Section 167</p> <p>VR</p> <p>SCSEP</p> <p>WIOA Title II</p>	<p>On-site at AJC, Self-help, Remotely through virtual and phone connections</p> <p>On-site at system partner</p> <p>On-site at system partner, By appt. at system partner, Contracted service</p> <p>On-site at AJC, On-site at system partner, Self help</p> <p>On-site at AJC, On-site at system partner, By appt. at system partner, Self help</p> <p>On-site at system partner, Self help</p> <p>Contracted service</p>
<p>Provision of program performance information and program cost information on:</p> <ol style="list-style-type: none"> Eligible providers of training services described in WIOA section 122; Eligible providers of youth activities described in WIOA section 123; Providers of adult education described in Title II; Providers of postsecondary vocational education activities and vocational activities available to school dropouts under the Carl D. Perkins Career and Technical Education Act; and 	<p>JSND</p> <p>MET</p> <p>Voc Rehab</p> <p>DPI</p>	<p>WIOA Title I, Trade Wagner Peyser, JVSG</p> <p>WIOA, Section 167</p> <p>VR</p> <p>WIOA Title II</p>	<p>On-site at AJC, Self-help, Remotely through virtual and phone connections</p> <p>On-site at AJC, On-site at system partner, Self help</p> <p>On-site at system partner, By appt. at system partner, Self help</p> <p>Contracted service</p>

e. Providers of vocational rehabilitation program activities described in Title IV of WIOA			
Provision of information on how the local area is performing on the local performance measures and any additional information with respect to the One-Stop System in the local area	JSND DPI	WIOA Title I Wagner Peyser, JVSG WIOA Title II	On-site at AJC, Self-help, Remotely through virtual and phone connections Contracted service
Provision of information and referral relating to the availability of supporting services or assistance including: •Child care, •Child support, •Medical or child health assistance, •Benefits under the supplemental nutrition assistance program, •Assistance through the earned income tax credit, •Assistance under a State program for temporary assistance for needy families, and •Other supportive services and transportation provided through funds made available in a local area	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency DHS MET Voc Rehab Experience Works DPI	WIOA Title I, Trade Wagner Peyser, JVSG WIOA, Section 166 CSBG TANF WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner Contracted service On-site at AJC, on-site at system partner, By appt. at system partner, Self help On-site at system partner, By appt. at system partner, Self help On-site at system partner, Self help Contracted service
Provision of information and assistance regarding filing claims for unemployment compensation	JSND MET	WIOA Title I, Trade Wagner Peyser, UI, JVSG WIOA, Section 167	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at AJC, On-site at system partner, By appt. at system partner, Self help
Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not funded under WIOA	JSND MET DHS DPI	WIOA Title I, Trade Wagner Peyser, UI, JVSG WIOA, Section 167 TANF WIOA Title II	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at AJC, On-site at system partner, By appt. at system partner, Self help Contracted service Contracted service
Follow-up services	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS Job Corps MET	WIOA Title I, Trade Wagner Peyser, JVSG WIOA, Section 166 TANF USDOL WIOA, Section 167	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner Contracted service On-site at system partner, By appt. at system partner, Contracted service, Self help On-site at AJC, on-site at system partner

	Experience Works DPI	SCSEP WIOA Title II	On-site at AJC, On-site at system partner Contracted service
Services for Employers			
Job postings	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation MET Experience Works	Wagner Peyser WIOA, Section 166 WIOA, Section 167 SCSEP	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner On-site at system partner On-site at system partner
Labor Market Information	JSND MET DPI	WIOA Title I Wagner Peyser, JVSG WIOA Section 167 WIOA Title II	On-site at AJC, Self help On-site at system partner Contracted service
Information on training programs	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Job Corps MET Voc Rehab Experience Works DPI	WIOA Title I, Trade, Wagner Peyser, JVSG WIOA, Section 166 USDOL WIOA, Section 166 VR SCSEP WIOA Title II	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner, Contracted service On-site at system partner On-site at system partner On-site at system partner Contracted service
Skills Assessment	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation MET Experience Works DPI	Wagner Peyser, JVSG WIOA, Section 166 WIOA, Section 167 SCSEP WIOA Title II	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner On-site at system partner On-site at system partner Contracted service
Job Referrals	JSND	WIOA Title I, Wagner Peyser, JVSG	On-site at AJC, Self-help, Remotely and through virtual and phone connections

WOTC	JSND Voc Rehab	Wagner Peyser VR	Self help On-site at system partner
ADA Accommodation Disability Awareness	Voc Rehab	VR	On-site at system partner
Individualized Career Services			
Comprehensive and specialized assessments of skill levels and services needs which may include: Diagnostic testing and use of other assessment tools, and in-depth interviewing and evaluation to identify employment barriers and appropriate employment goals	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS MET Voc Rehab Experience Works DPI	WIOA Title I, JVSG, Trade WIOA, Section 166 TANF WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Remotely through virtual and phone connections On-site at system partner Contracted service On-site at AJC, On-site at system partner, By appt. at system partner, Contracted service On-site at system partner, Self help On-site at system partner Contracted service
Development of an individual employment plan	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS Job Corps MET Voc Rehab Experience Works DPI	WIOA Title I, JVSG, Trade WIOA, Section 166 TANF USDOL WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Remotely through virtual and phone connections On-site at system partner Contracted service On-site at system partner, By appt. at system partner, Contracted service On-site at AJC, On-site at system partner On-site at system partner On-site at system partner Contracted service
Group Counseling	JSND DHS MET	WIOA Title I, Trade Wagner Peyser, JVSG TANF WIOA Section 167	On-site at system partner, Remotely through virtual and phone connections Contracted service On-site at AJC, On-site at system partner
Individual counseling and career planning	JSND Native -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation	WIOA Title I, Trade Wagner Peyser, JVSG WIOA, Section 166	On-site at AJC, Self-help, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner

	Community Action Agency	CSBG	Contracted service
	DHS	TANF	On-site at system partner, By appt. at system partner, Contracted service
	Job Corps	USDOL	On-site at AJC, on-site at system partner
	MET	WIOA, Section 167	On-site at system partner
	Voc Rehab	VR	On-site at system partner
	Experience Works	SCSEP	Contracted service
	DPI	WIOA Title II	
Short-term prevocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, professional conduct, to prepare individuals for unsubsidized employment or training	JSND	WIOA Title I, Trade Wagner Peyser, JVSG	On-site at AJC, Self-help, Remotely through virtual and phone connections
	Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation	WIOA, Section 166	On-site at system partner
	DHS	TANF	Contracted service
	MET	WIOA, Section 167	On-site at AJC, On-site at system partner, By appt. at system partner
	Voc Rehab	VR	on-site at system partner, Contracted service
	Experience Works	SCSEP	on-site at system partner
	DPI	WIOA Title II	Contracted service
Internships and work experience linked to careers	JSND	WIOA Title I	On-site at AJC, Remotely through virtual and phone connections
Workforce Preparation activities	JSND	WIOA Title I, JVSG, Trade	On-site at AJC, On-site at system partner, Self-help, Remotely through virtual and phone connections
	DPI	WIOA Title II	Contracted service
Financial literacy	JSND	WIOA Title I, Trade Wagner Peyser, JVSG	On-site at AJC, On-site at system partner, Self-help, Remotely through virtual and phone connections
	DPI	WIOA Title II	Contracted Service
Out-of-area job search and Relocation	JSND	WIOA Title I, Trade	On-site at AJC, Remotely through virtual and phone connections
Training Services			
Occupational skills training, including training for nontraditional employment	CTE	Perkins	On-site at system partner, By appt. at system partner
	JSND	WIOA Title I, Trade	On-site at AJC
	Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation	WIOA, Section 166	On-site at system partner
	DHS	TANF	Contracted service
	Job Corps	USDOL	On-site at system partner, By appt. at system partner, Contracted service

	MET Voc Rehab Experience Works DPI	WIOA, Section 167 VR SCSEP WIOA Title II	Contracted service Contracted service On-site at system partner Contracted service
On-the-job training	JSND Native American WIOA -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS MET Voc Rehab DPI	WIOA Title I, Trade WIOA, Section 166 TANF WIOA, Section 166 VR WIOA Title II	On-site at AJC On-site at system partner Contracted service Contracted service Contracted service Contracted service
Workplace training with related instruction including cooperative education programs	CTE JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS Job Corps MET Voc Rehab Experience Works DPI	Perkins WIOA Title I, Trade WIOA, Section 166 TANF USDOL WIOA, Section 167 VR SCSEP WIOA Title II	On-site at system partner, By appt. at system partner On-site at AJC On-site at system partner Contracted service On-site at system partner, By appt. at system partner, Contracted service Contracted service Contracted service On-site at system partner On-site at system partner, Contracted service
Training programs operated by the private sector	JSND Native American WIOA -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS MET Voc Rehab DPI	WIOA Title I, Trade WIOA, Section 166 TANF WIOA, Section 166 VR WIOA Title II	On-site at AJC On-site at system partner Contracted service Contracted service Contracted service Contracted service
Skill upgrading and retraining	CTE	Perkins	On-site at system partner, By appt. at system partner

	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS Job Corps MET Voc Rehab Experience Works DPI	WIOA Title I, Trade WIOA, Section 166 TANF USDOL WIOA, Section 167 VR SCSEP WIOA Title II & State	On-site at AJC On-site at system partner Contracted service On-site at system partner, By appt. at system partner, Contracted service Contracted service Contracted service On-site at system partner On-site at system partner, Contracted service
Entrepreneurial training	CTE JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS MET Voc Rehab DPI	Perkins WIOA Title I WIOA, Section 166 TANF WIOA, Section 167 VR WIOA Title II	On-site at system partner, By appt. at system partner On-site at AJC On-site at system partner Contracted service Contracted service Contracted service Contracted service
Job readiness training	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS Job Corps MET Voc Rehab Experience Works DPI	WIOA Title I, Trade Wagner Peyser WIOA, Section 166 TANF USDOL WIOA, Section 167 VR SCSEP WIOA Title II	On-site at AJC, Remotely through virtual and phone connections On-site at system partner Contracted service On-site at system partner, Contracted service Contracted service On-site at system partner, Contracted service On-site at system partner On-site at system partner, Contracted service

Adult Education and Literacy activities provided in combination with any of the above training services	CTE DHS MET Voc Rehab Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DPI	Perkins TANF WIOA, Section 167 VR WIOA, Section 166 WIOA Title II	On-site at system partner, By appt. at system partner Contracted service On-site at AJC, on-site at system partner, Contracted service Contracted service On-site at system partner, Contracted service On-site at system partner, Contracted service
Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of training	CTE JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation DHS MET Voc Rehab DPI	Perkins WIOA Title I, Trade WIOA, Section 166 TANF WIOA, Section 167 VR WIOA Title II	On-site at system partner, By appt. at system partner On-site at AJC, Remotely through virtual and phone connections On-site at system partner Contracted service On-site at AJC, On-site at system partner, Contracted service Contracted service On-site at system partner, Contracted service
English as a Second Language	DPI	WIOA Title II	On-site at system partner, Contracted service
Support Services			
Needs Related Payments	Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation MET Voc Rehab	WIOA, Section 166 WIOA, Section 167 VR	On-site at system partner On-site at system partner On-site at system partner
Transportation	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency	WIOA Title I, Trade Wagner Peyser, JVSG WIOA, Section 166 CSBG	On-site at AJC, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at

	DHS MET Voc Rehab	TANF WIOA, Section 167 VR	system partner Contracted service On-site at system partner On-site at system partner, Contracted service
Child and Dependent Care	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency DHS MET Voc Rehab	WIOA Title I WIOA, Section 166 CSBG TANF WIOA, Section 167 VR	On-site at AJC, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner (Region IV & V) Contracted service On-site at system partner On-site at system partner, Contracted service
Other Support Services – housing, medical, food, and other assistance necessary to enable an individual to participate in activities authorized under WIOA Title I	JSND Native American WIOA -UTTC -Standing Rock Sioux Tribe -Fort Berthold Three Affiliated Tribes -Turtle Mountain Band of Chippewa -Spirit Lake Nation Community Action Agency DHS MET	WIOA Title I, Trade WIOA, Section 166 CSBG TANF WIOA, Section 167	On-site at AJC, Remotely through virtual and phone connections On-site at system partner On-site at system partner, By appt. at system partner Contracted service On-site at system partner

ATTACHMENT II

Infrastructure Budget

Expense Category	Cost Category	Minot	Williston	Bismarck	Dickinson	Grand Forks	Devils Lake	Fargo	Wahpeton	Jamestown	Total
Utilities	Infrastructure	22,944	10,834	34,382	16,467	24,240	16,928	40,341	7,712	0	173,849
Property Insurance	Infrastructure	708	412	827	403	1,070	427	771	242	124	4,983
Building Supplies	Infrastructure	946	2,255	1,177	1,057	2,427	574	2,763	178	115	11,492
Building Repairs	Infrastructure	4,024	4,105	3,523	3,627	4,719	1,627	3,428	205	0	25,256
Lawn care/Snow removal	Infrastructure	10,169	3,136	18,840	9,377	97,198	32,643	16,573	4,287	362	192,586
Elevator Mtce. Contracts	Infrastructure	0	2,505	0	2,227	0	2,227	1,810	0	0	8,769
Heating/Air Cond. Contracts	Infrastructure	17,940	6,604	7,200	5,040	8,950	4,560	4,511	2,769	0	57,574
Janitorial	Infrastructure	9,840	16,500	8,400	0	26,150	12,005	20,900	6,996	3,212	104,003
Extermination Services	Infrastructure	0	0	294	393	225	0	0	0	0	912
Rug Cleaning, Laundry	Infrastructure	923	483	0	0	1,346	350	1,548	390	0	5,039
Security Systems, Shredding	Infrastructure	122	2,872	208	96	296	96	1,808	96	112	5,706
Principal/Interest Expense	Infrastructure	0	0	214,081	0	0	0	0	0	0	214,081
Building Lease	Infrastructure	0	0	0	0	0	0	0	0	31,956	31,956
Internet Connections	Infrastructure	1,416	708	1,416	1,416	2,124	708	2,124	708	708	11,328
Telephone Lines	Infrastructure	672	336	672	672	1,008	336	1,008	336	336	5,376
		\$69,703	\$50,750	\$291,019	\$40,775	\$169,752	\$72,480	\$97,584	\$23,920	\$36,925	\$852,908

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