

INFRASTRUCTURE FUNDING AGREEMENT
(ALSO KNOWN AS RESOURCE SHARING AGREEMENT)

APPENDIX C MODIFICATION OF
2016 ONE-STOP PARTNER MOU

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2016 MEMORANDUM OF UNDERSTANDING BETWEEN
MORRIS-SUSSEX-WARREN WORKFORCE DEVELOPMENT BOARD
AND ONE-STOP PARTNERS*

I. Purpose

The Infrastructure Funding Agreement (IFA), also known as Resource Sharing Agreement (RSA), serves as documentation of the modification of the local funding mechanism for the One-Stop Career Centers as determined by the partners of the Morris/Sussex/Warren Workforce Development Board (WDB) in the approved 2016 Memorandum of Understanding Between Morris-Sussex-Warren Workforce Development Board and One-Stop System Partners.

The WDB, authorized by the WIOA 2014 legislation, is the administrative agent for the Workforce Innovation and Opportunity Act (WIOA) IFA requirement. This Agreement is between the WDB which includes Employment and Training Services (ETS), and the New Jersey Department of Labor and Workforce Development (LWD) which includes the divisions of Employment Services (ES), Vocational Rehabilitation Services (DVRS), Senior Community Service Employment (SCSEP), Trade Adjustment Assistance (TAA), Jobs for Veterans State Grants (JVSG), WorkFirst (TANF, GA, SNAP), and State Unemployment Compensation (SUC). All parties in this Agreement have been empowered under their respective legislative directives to provide services to customers under WIOA. The partners have program staff members physically present at the One-Stop Career Centers. Although Adult Education and Family Literacy (Title II) and Carl D. Perkins and Technical Education Act partners do not have staff members physically located at the One-Stop Career Centers, on-site staff are appropriately trained to provide information to customers about the programs, services, and activities available through all partner programs.

II. Objective

The objective of this interagency Agreement is to provide a coordinated system of workforce services agreed upon by LWD and WDB as the partners located at the One-

Stop Career Centers (American Job Centers). WIOA and WorkFirst related costs, invoices and payments require approval by the WDB. LWD and the New Jersey Department of Treasury Office is responsible for all fiscal activities of local divisions.

III. Cost Determinations

Customers are in contact with several workforce programs, access multiple services and therefore receive multiple benefits from one or more of the partners. The building lease is the shared cost for carrying out the mutual interests of the MOU partners. Each partner agency is responsible for their ancillary expenses including equipment and technology.

Cost objectives and space distribution, based on square footage, are reviewed bi-annually and revised yearly by the WDB in collaboration with LWD.

A. Building Costs

LWD has an established facilities cost sharing arrangement with its divisions, in compliance with Subpart E, Federal Cost Principles of the Uniform Guidance at 2CRF part 200. The divisions share the cost of the lease including utilities and maintenance at a cost per square foot assigned.

1. Allocation of Space/Costs

The following is a breakdown by space allocation per LWD division:

13 Emery Avenue, Randolph, NJ:

Division	Sq. Ft. Occupied	Cost/Sq. Ft.	Total Cost
DVR/State	186.00	\$27.60	\$5,133.60
ES	10,182.00	\$27.60	\$281,023.20
LS*	2,682.50	\$27.60	\$74,037.00
UI	2,004.50	\$27.60	\$55,324.20
DVR/Federal	<u>3,188.00</u>	\$27.60	<u>\$87,988.80</u>
Total	<u>18,243.00</u>	\$27.60	<u>\$503,506.80</u>

**LS (Labor Standards) is under OSHA and is not a required partner*

1 Medical Drive, Parsippany, NJ:

Division	Sq. Ft. Occupied	Cost/Sq. Ft.	Total Cost
M/S/W ETS	<u>5,006.30</u>	\$23.08	<u>\$115,545.40</u>
Total	<u>5,006.30</u>	\$23.08	<u>\$115,545.40</u>

Sussex County Mall, Newton, NJ:

<u>Division</u>	<u>Sq. Ft. Occupied</u>	<u>Cost/Sq. Ft.</u>	<u>Total Cost</u>
ES	3,200.00	\$24.50	\$78,400.00
UI	<u>2,000.00</u>	\$24.50	<u>\$49,000.00</u>
Total	<u>5,200.00</u>	\$24.50	<u>\$127,400.00</u>

75 S. Main Street, Phillipsburg, NJ:

<u>Division</u>	<u>Sq. Ft. Occupied</u>	<u>Cost/Sq. Ft.</u>	<u>Total Cost</u>
ES	4,380.00	\$21.00	\$91,980.00
UI	<u>2,920.00</u>	\$21.00	<u>\$61,320.00</u>
Total	<u>7,300.00</u>	\$21.00	<u>\$153,300.00</u>

2. In-Kind

The WDB and LWD provide in-kind LWD and WIOA funded services at all Morris/Sussex/Warren One-Stop Career Center locations. Space allocation supports the provision of LWD, WIOA and WorkFirst funded customer services at the Newton, Randolph and Phillipsburg locations leased using LWD funding. WIOA and WorkFirst appropriations pay for the Parsippany One-Stop Career Center lease, utilities and maintenance. Space assignment includes provision of services by LWD staff members.

IV. Responsible Partners

Alice Hunnicutt, Director

- Vocational Rehabilitation Services

New Jersey Department of Labor and Workforce Development

Gregory Castellani, Director

- State Unemployment Compensation

New Jersey Department of Labor and Workforce Development

Patricia Moran, Assistant Commissioner, Workforce Development

- Employment Services

- Senior Community Service Employment

- Temporary Assistance for Needy Families

- Trade Adjustment Assistance

- Jobs for Veterans State Grants

New Jersey Department of Labor and Workforce Development

David A. Hollowell, Chair

- Morris-Sussex-Warren Workforce Development Board

V. Performance Period

The performance period for the IFA, based on the MOU period of performance, is January 1, 2018 through June 30, 2019.

VI. Cost per Year

The IFA includes an estimated cost per year. The WDB will perform a bi-annual review and reconcile costs yearly, if deemed material, to reflect proportionate use. Cost sharing is subject to availability of funds.

VII. Agency Approvals

The Signature Pages for responsible partners are attached to this document.