



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: April 2, 2024

\* = Mandatory, information must be provided

or Procurement Director Award:

**\*Contractor/Vendor Name/Grantor (DBA):**

Arizona Department of Economic Security (AZDES) Division of Employment and Rehabilitation Services

**\*Project Title/Description:**

PY21/FY22 – Workforce Innovation and Opportunity Act (WIOA) Funding Opportunities Allocations

**\*Purpose:**

This one-time funding must be obligated by May 31, 2024 and liquidated by July 15, 2024. AZDES provided the opportunity to Local Workforce Development Areas to enhance programming as authorized under the Workforce Innovation and Opportunity Act. After review of current programs, Community & Workforce Development (CWD) applied for and was awarded funds to enhance current programs and offer services to more individuals. In addition, these funds are eligible for reimbursement to current program expenditures from July 1, 2023.

**\*Procurement Method:**

Not applicable to grant awards.

**\*Program Goals/Predicted Outcomes:**

Approximately \$10M is available to Local Workforce Development Areas to support various employment and training programs. The proposal submitted by CWD outlined the following activities: 30 students successfully complete a pre-apprenticeship program and enter apprenticeships, 75 students complete 160 hours of work experience, 75 students with barriers complete 180 hours of classroom time, Community Resource Navigators increase overall recruitment and enrollment in WIOA activities and increase equitable service delivery to WIOA target populations in rural and underserved areas.

**\*Public Benefit:**

Fewer unemployed individuals in Pima County mean decreased reliance on public benefits and a more self-sufficient population.

**\*Metrics Available to Measure Performance:**

Monthly reports to grantor.

**\*Retroactive:**

Yes. AZDES published the notice of award on February 12, 2024. CWD notified Grants Management & Innovation (GMI) on February 13 and provided additional materials on February 20. CWD and GMI staff have held several meetings that outline specific mechanisms to ensure that all funds are liquidated by the July 15, 2024 deadline and in accordance with grant requirements. If not approved, funding delays could result in Pima County returning unspent funds to the State. There is a requirement to expend funds no later than July 15, 2024.

*6 MGI approvals  
(220) 3/15/24*

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

Contract / Award Information

Document Type: Department Code: Contract Number (i.e., 15-123):
Commencement Date: Termination Date: Prior Contract Number (Synergen/CMS):
Expense Amount \$ Revenue Amount: \$

\*Funding Source(s) required:

Funding from General Fund? Yes No If Yes \$ %

Contract is fully or partially funded with Federal Funds? Yes No

If Yes, is the Contract to a vendor or subrecipient?

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: Department Code: Contract Number (i.e., 15-123):

Amendment No.: AMS Version No.:

Commencement Date: New Termination Date:

Prior Contract No. (Synergen/CMS):

Expense Revenue Increase Decrease

Amount This Amendment: \$

Is there revenue included? Yes No If Yes \$

\*Funding Source(s) required:

Funding from General Fund? Yes No If Yes \$ %

Grant/Amendment Information (for grants acceptance and awards)

Award Amendment

Document Type: GTAM Department Code: CR Grant Number (i.e., 15-123): 24-057

Commencement Date: 2/12/2024 Termination Date: 7/15/2024 Amendment Number: 2

Match Amount: \$ Revenue Amount: \$ 2,973,834

\*All Funding Source(s) required: Arizona Department of Economic Security (AZDES) Division of Employment and Rehabilitation Services

\*Match funding from General Fund? Yes No If Yes \$ %

\*Match funding from other sources? Yes No If Yes \$ %

\*Funding Source:

\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)? Workforce Innovation and Opportunity Act passed through AZDES

Contact: Rhonda Pina/Rise Hart

Department: CR-Community & Workforce Development

Telephone: 724-4703

Department Director Signature: Date: 3/14/2024

Deputy County Administrator Signature: Date: 3/15/2024

County Administrator Signature: Date: 3/15/2024



DEPARTMENT OF ECONOMIC SECURITY  
*Your Partner For A Stronger Arizona*

Katie Hobbs  
Governor

Vacant  
Director

February 12, 2024

To: Local Workforce Development Areas (LWDAs)  
From: Lynn Larson  
DES Deputy Assistant Director  
Division of Employment and Rehabilitation Services (DERS)  
Subject: PY21/FY22 - Funding Opportunities Allocations

The following ALERTS are attached:

<b><u>ALERT</u></b>	<b><u>FUND SOURCE/TYPE</u></b>
ALERT PY21/FY22-5A	One-Time Funding Opportunity Awards

The ALERTS are subject to change as additional information is received by DERS pertaining to the funding sources identified.

ALERTS are available on the Division website using the link:  
<https://des.az.gov/WIOATitle1FundsAllocation>

For any questions regarding this ALERT, please contact [wioaprogram@azdes.gov](mailto:wioaprogram@azdes.gov)

CC: Anna Hunter, Tom Colombo, David Almaraz, Rachael Leisen, Aaron Johnson, Sara Agostinho, Jennifer Kelley, Matthew Smith, Jordan Dodeward, Regina Weiler, Ali Gamero-Hernandez, Shawn Hyde, Nancy Meeden



**Division of Employment and Rehabilitation Services ALERT  
PY21/FY22-5A - WIOA One-Time Funding Opportunity Awards**

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Approximately \$10M is available to Local Workforce Development Areas to support various employment and training programs as allowable under [20 CFR § 682.200](#) and [20 CFR § 682.210](#). Proposals were received from City of Phoenix, Coconino, Northeastern Arizona, Pima, Pinal, and Yuma. Proposals were evaluated for allowability as identified in [20 CFR § 682.110](#) and [20 CFR § 683.110](#). Awards are also based on the planned completion dates and the ability to expedite fund expenditure.

This one-time funding must be obligated by May 31, 2024, and liquidated by July 15, 2024 or the funding is reverted back to the Department of Economic Security. The following requirements apply to the awards:

- Obligations must be reported on the reimbursement reports. Any funds not obligated by May 31, 2024, must be returned to the Department of Economic Security.
- The final request for reimbursement must be submitted no later than July 15, 2024.
  - LWDA's with awards in this ALERT will submit reimbursement requests using the provided invoice template. Submit reimbursement requests as frequently as possible to [WIOAfiscalreports@azdes.gov](mailto:WIOAfiscalreports@azdes.gov). ADES will follow up with LWDA's, as necessary, to obtain final figures by June 3, 2024.
- All expenditures must be allowable under the cost principles and are not exempt from WIOA guidelines. Example, Payments and services to individuals must be WIOA enrolled participants.
- Out of School Youth cumulative expenditures within this allocation must be reported for all direct youth services within these approvals.
- Any approved allocations for equipment require pre-approval by ADES. ADES will send a template for signature to each LWDA within the next few weeks. If you are granted funding for equipment but have not received approval by March 1, 2024 please reach out to [aaronjohnson@azdes.gov](mailto:aaronjohnson@azdes.gov)
- Backup documentation and items of cost will be subject to review in future fiscal and program monitors.
- Upon completion of the work, submit a narrative/presentation to share the results of the population benefiting from the effort, to learn from local community experience, and to showcase partnership successes. Please submit narrative/presentation to [wioaprogram@azdes.gov](mailto:wioaprogram@azdes.gov) no later than July 31, 2024.

Awards are made for the following projects for overall statewide total of \$5,938,213:

LWDA	Project Proposed	Project Amount	Total Awarded
City of Phoenix	Job search workshops - virtual serving maximum of 500 people; in-person serving maximum 200 people; MeVirtual workshops serving maximum 500 people	\$30,000	\$100,000
	Customized employer hiring expos - virtual expos with up to 20 employers; events with 15-50 employers hosted/job seekers network with hiring companies	\$30,000	
	Full marketing outreach campaign for each expo - weekly direct emails and social media posts	\$40,000	

**Division of Employment and Rehabilitation Services ALERT  
PY21/FY22-5A - WIOA One-Time Funding Opportunity Awards**

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<b>LWDA</b>	<b>Project Proposed</b>	<b>Project Amount</b>	<b>Total Awarded</b>
Coconino	Participant referral system - increased participant placement rates by 10% within the first year; reduced service redundancy by 10% through improved program coordination; enhanced partner collaboration and knowledge sharing; improved data collection and analysis for informed decision-making	\$300,000	\$1,186,297
	Tynkertopia ignites creativity and critical thinking through hands-on workshops and mentorship, building a future workforce brimming with tech-savvy trailblazers - increase in youth participation in training programs	\$400,000	
	Katalyst Space Technologies 12-week internship program introducing college students to the dynamic and growing space technology sector - 4 internships	\$68,160	
	Northern Arizona Regional Forestry Academy - 8 week odyssey for out-of-school youth (18-24 years old) - increase in youth participation	\$218,137	
	Marketing and rebranding - Anticipate reaching a broader audience of potential job seekers and employers, leading to increased job placements and reduced unemployment rates, growth in business retention and expansion, and enhanced economic development and competitiveness for the Coconino County region	\$200,000	
Pima	Pre-Apprenticeship (Building Trades) - 30 successfully completing students (ages 17+) enter trades apprenticeship	\$234,516	\$2,973,834
	Afterschool and Year-Round Internship Opportunities - at least 75 students complete 160 hours of work experience	\$481,795	
	In School Youth - Credit Recovery Stipends - 75 students with barriers (English language learners, refugee, basic skills deficient, low income) complete 180 hours of in classroom time	\$135,000	
	Community Resource Navigators (Bringing One-Stop Closer to Home) - increase overall recruitment and enrollment in WIOA activities (basic career services); increase equitable service delivery to WIOA target populations in rural and underserved areas	\$372,523	
	Support Services (Wrap Around Services) - all WIOA Adult enrolled in individual career services and eligible to receive supportive services	\$1,750,000	
Pinal	"Intentional Design of Justice Involved Career Pathways" Initiative - 45 participants provided employment and offered a pathway to new beginnings and a brighter future	\$516,802	\$516,802

**Division of Employment and Rehabilitation Services ALERT  
 PY21/FY22-5A - WIOA One-Time Funding Opportunity Awards**

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LWDA	Project Proposed	Project Amount	Total Awarded
NEAZ	Occupational Skills Training/Support Services for program participants - occupational training leading to credentials for additional 25 participants	\$162,500	\$393,082
	Supporting Provision of Career Services in Job Centers (resource room computer upgrade) - improved resource access for hundreds or thousands of job center visitors over lifespan of equipment	\$5,700	
	Atlas referral network - implementation of technology initiative in 5 regional job centers and 7 Apache County libraries.	\$68,584	
	Equip Job Center staff to participate in job fairs (Job Fair Kits) - creation of 10 Job Fair Kits to facilitate job fairs throughout region	\$43,098	
	Technical Assistance Support (Training library) - training of 25 program and administrative staff	\$13,200	
	Technical Assistance Support (WIOA consulting) - improved local policy, procedure, and plan development culminating in updated Local Plan	\$50,000	
	Outreach (Media and web service) - Increased program enrollment and brand awareness	\$50,000	
Yuma	Occupational Skills Training (OST) assistance and Internships/Work Experience (WEX) 15 youths, 5 dislocated workers, and 4 adults successfully will be completing occupational skills training / 22 youths, 3 dislocated workers, 17 adults will be successfully completing Work Experience/Internship / 102 youths, 17 dislocated workers, and 76 adults will be participating in training, individualized or career services with the provision of supportive services / 94 youths will be participating in educational or training services with the provision of supportive services / 105 youths will be provided with incentives payments for successfully completing training and/or completing activities from the 14 program elements.	\$533,798	\$768,198
	Supplement on-site security guards - enhanced security for One-Stop Center	\$29,000	
	Economic Analysis and Study - assist and customize the four-year plan for Yuma County	\$121,000	
	ADA Equipment, Van, and Trailer - programmatic access compliance and support career fairs, customized recruitment, and rapid response activities	\$84,400	

Please send your questions to [wioaprogram@azdes.gov](mailto:wioaprogram@azdes.gov).

PY21FY22

	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding (Allowable Statewide Activities)
Begin Date	7/1/2023	7/1/2023	7/1/2023	7/1/2023	7/1/2023	7/1/2023
End Date	6/30/2024	6/30/2024	6/30/2024	6/30/2024	6/30/2024	5/31/2024
Final Report Due	8/15/2024	8/15/2024	8/15/2024	8/15/2024	8/15/2024	7/15/2024

NEAZ	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$393,082	\$393,082
Total	\$0	\$0	\$0	\$0	\$0	\$393,082	\$393,082

Cochise	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$5,172	\$0	\$0	\$5,041	\$8,430	\$0	\$18,643
Prog	\$46,546	\$0	\$0	\$45,370	\$75,870	\$0	\$167,786
Total	\$51,718	\$0	\$0	\$50,411	\$84,300	\$0	\$186,429

Coconino	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$1,186,297	\$1,186,297
Total	\$0	\$0	\$0	\$0	\$0	\$1,186,297	\$1,186,297

Maricopa	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$51,820	\$0	\$0	\$48,383	\$61,952	\$0	\$162,155
Prog	\$466,383	\$0	\$0	\$435,451	\$557,572	\$0	\$1,459,406
Total	\$518,203	\$0	\$0	\$483,834	\$619,524	\$0	\$1,621,561

Mohave	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Phoenix	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$42,854	\$0	\$0	\$40,478	\$39,775	\$0	\$123,107
Prog	\$385,686	\$0	\$0	\$364,310	\$357,973	\$100,000	\$1,207,969
Total	\$428,540	\$0	\$0	\$404,788	\$397,748	\$100,000	\$1,331,076

Pima	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$29,249	\$0	\$0	\$27,353	\$29,886	\$0	\$86,488
Prog	\$263,237	\$0	\$0	\$246,173	\$268,972	\$2,973,834	\$3,752,216
Total	\$292,486	\$0	\$0	\$273,526	\$298,858	\$2,973,834	\$3,838,704

Pinal	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$516,802	\$516,802
Total	\$0	\$0	\$0	\$0	\$0	\$516,802	\$516,802

Santa Cruz	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Tribal	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Yavapai	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prog	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Yuma	PY YT	PY AD	PY DW	FY AD	FY DW	One-Time Funding	Total
Admin	\$45,864	\$0	\$0	\$42,872	\$20,870	\$0	\$109,606
Prog	\$412,778	\$0	\$0	\$385,848	\$187,832	\$768,198	\$1,754,656
Total	\$458,642	\$0	\$0	\$428,720	\$208,702	\$768,198	\$1,864,262



**Alert 24-002 Invoice**

<b>One-Time Funding Expenditures</b>	
LWDB:	
General Description:	
Begin Date : 07/01/2023	
Expenditures Reported Through (Date):	
<b>Expense Categories</b>	
(Complete as appropriate, Current Entries are Examples Only)	
Total Participant Support Service Cost	\$ -
Total LWDB Staffing/Travel Cost	\$ -
Additional Cost (if applicable)	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
<b>Total LWDB Reimbursement Requests</b>	<b>\$ -</b>

For Direct Youth Services ONLY: Total Spent of Allocation on Direct Youth Services \$ -

Total Spent of Allocation on Out-of-School Youth \$ -