

## ***Gaston County Local Area NCWORKS Career Center Partner Infrastructure Funding Agreement (IFA)***

### **I. Purpose**

This Partner Infrastructure Funding Agreement (IFA) is entered by and between the *Gaston County Workforce Development Board (GCWDB)* and *Gaston County Local Area (GCLA) NCWorks Partners*. This IFA provides information on the shared infrastructure cost and/or in-kind arrangements. All partners to this IFA recognize that infrastructure and other additional costs are applicable to all required partners, as outlined in Section 121(b)(1)(B) of the Workforce Innovation and Opportunity Act (WIOA), whether they are physically located in the NCWorks Career Center or not. Each partner's contributions to these costs, however, may vary, as these contributions are based on the proportionate use and relative benefit received.

The sharing and allocations of infrastructure costs among NCWorks partners are governed by WIOA Sec. 121(b), its implementing regulations, and the Federal Cost Principles contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR part 200 (Uniform Guidance).

Infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the NCWorks Career Center, including: rental of the facilities; utilities and maintenance; equipment (including assessment related and assistive technology for individuals with disabilities); technology to facilitate access to the center; and many other infrastructure costs, such as signage and supplies. NCWorks Career Center shall share in additional costs, which must include applicable career services and may include shared operating costs and shared services that are necessary for the general operation of the Career Center.

### **II. Gaston Local Area NCWorks System Infrastructure Budget**

***\$203,008.58*** (See Appendix- Career Center Budget)

### **ID. Cost Allocation Methodology**

There is a two-tiered approach for determining infrastructure and additional costs for required WIOA Career Center partners using the Local Funding Mechanism (LFM). For Temporary Assistance for Needy Families (TANF), Community Services Block Grant (CSBG), and Senior Community Service Employment (SCSEP) programs, the LFM method uses a funding percentage cap of 1.5% to determine the agency's proportionate share of infrastructure and additional costs. The 1.5% is then distributed to workforce boards based on workforce service criteria outlined by each agency. The Vocational Rehabilitation (VR) program authorized by WIOA Title IV, postsecondary career and technical education programs authorized under the Carl D. Perkins Career and Technical Education Act of 2006, and programs under the Adult Education and Family Literacy Act (AEFLA) authorized by WIOA Title II contribute proportionate shares based on the number of VR and adult education clients who received services in the previous program year and were documented in NC Works.

The LFM is used to negotiate appropriate contributions from each required partner that will be allocated to the Gaston County WDB, as outlined below. The two-tiered approach methodology does not include Division of Workforce Solutions (DWS) administered programs or WDB

administered programs. For all other required partners with State agencies, infrastructure contributions will be transferred to DWS as a lump sum based on the LFM for the agency. Once DWS receives funding from the State agency, DWS will distribute funding to the local area via the funding methodology set up for each State agency, as outlined in the table below.

For required partners without a state agency, but which are federally funded, the LFM is used as well; however, this negotiation will vary per WDB and should be outlined in the table below. Not all federally funded required partners may administer programs in a WDB's Local Area. In such cases, infrastructure cost sharing is not required.

For required partner programs administered by the DWS - Title III Wagner-Peyser Employment Services, Trade Adjustment Assistance (TAA), and Jobs for Veterans State Grants (NSG) - the cost sharing model is based on the grant employees' proportionate use of the NCWorks Career Center. DWS and WDB will pay a cost per employee housed in the center. The cost per employee will be based on the total infrastructure cost of the NCWorks Career Center, where applicable.

*(Please do not delete any partners from the table. If not applicable, please write NIA)*

WIOA Required Partners	Funding Methodology
WIOA Title I: Adult, Dislocated Worker, and Youth formula programs	Proportionate use - cost per employee
WIOA Title I: Job Corps	N/A - No location in Gaston Co
WIOA Title I: YouthBuild	N/A - No location in Gaston Co
WIOA Title I: Native American programs	N/A - No location in Gaston Co
WIOA I: National Farmworker Jobs Program (NFJP)	N/A
WIOA Title III: Wagner-Peyser Act Employment Service (ES) program	Proportionate use - cost per employee
WIOA Title III: Trade Adjustment Assistance (TAA) activities	Proportionate use - cost per employee
Jobs for Veterans State Grants (JVSG) programs	Proportionate share
Senior Community Service Employment program (SCSEP)	Local negotiations or NA or State-run programs: The Division distributes 1.5% of the federal funding to local workforce boards that support those counties covered by the SCSEP grant awarded to NC DHHS-Div. of Aging and Adult Services proportionally to the <i>number of employment slots</i> that county received in the award. Note: LFM-Local Nego Req'd > Per Gaston College (SCSEP): \$0 Admin recv'd=\$0 cost share
Unemployment Compensation (UC) programs	Based on Title I Dislocated Worker formula
Reentry Employment Opportunities (REO) programs (Second Chance Act of 2007)	N/A-No Location in Gaston County w/in req'd miles of applicable facility

WIOA Title II: Adult Education and Family Literacy Act (AEFLA) program	A calculated amount per participant served is allocated based upon the number of AEFLA participants receiving staff assisted services at a WDB within each provider's service area.
Carl D. Perkins Career and Technical Education programs	A calculated amount per participant served is allocated based upon the number of CTE participants receiving staff assisted services at a WDB within each provider's service area.
WIOA Title IV: Vocational Rehabilitation (VR) Services program	Based on the number of VR clients with IPEs that received NCWorks service in the previous program year. Differences are reconciled in following program year.
Department of Housing and Urban Development Employment and Training programs	N/A - No location in Gaston County receiving funding to provide HUD E&T programs - per Gastonia Housing Authority, Teri Sanford
Services for the Blind	Based on the number of VR clients with IPEs that received NCWorks service in the previous program year. Differences are reconciled in following program year.
Community Services Block Grant (CSBG) programs	CSBG amount is based on 2017 survey of Community Action Agencies, the amount of awarded CSBG identified as being directed to employment screening was calculated. In aggregate, employment services accounted for 20% of the CSBG awards. 20% times the state maximum percent of 1.5% = amount to be awarded for infrastructure cost sharing. The amount for infrastructure cost sharing was allocated to counties/agencies based on each their allocation of CSBG funding.
Temporary Assistance for Needy Families (TANF) program	TANF Amount to distribute is determined by county(ies) coding (method of recording expenditures) to WFCBG for Employment Services in FY2020-2021. The percentage of funding for each county of the total allocation of the TANF Work First County Block Grant (this funding provides dollars for Employment Services Funded with TANF) is applied to the coded expenditure amount.

**IV. IFA Modifications**

The partners recognize that modifications to the IFA may be necessary during the program year. Any authorized representative of a partner may make a written request for modification. In order to be valid, any modification to the IFA must be in writing, with a thirty (30) days' notice, signed, and sent to Angela Karchmer, GCWDB Director. If the *Gaston County Workforce Development Board* requests a modification, notice will be sent to the partner organization contact and address identified in section V. IFAs shall be reviewed by all partners at least **once per year** as part of the WDB's Local Plan MOU update process. If partners are unable to reach a consensus and resolve issues related to infrastructure funding during the duration of the MOU, partner contribution defaults to the State Funding Mechanism limits.

**V. Partner Infrastructure Contributions**

For required partners that have a state agency, required infrastructure costs will be transferred to DWS. DWS will then distribute the funds to each WDB based on the methodology agreed on between the agency and the NC Director's Council.

Where DWS needs to contribute funds to a WDB, the DWS Finance Unit will issue checks to WDBs that are to receive IFA funding. Checks will be issued after each board's designated DWS Planner has received, reviewed, and accepted the board's fully compliant IFA documents. Because funding will not be distributed through the Workforce Information System Enterprise (WISE), for reporting purposes, boards will be expected to keep a list of all IFA expenditures and invoices and have them available for on-site monitoring.

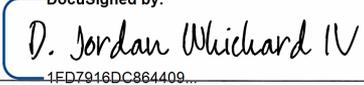
Where the WDB needs to contribute funds to DWS, DWS will issue an invoice, which will provide the required documentation and audit trail, to allow the WDB to draw down the funds and write a check to DWS. The local areas that owe DWS will be invoiced the amount owed and tracked for receipt by the DWS finance unit. *(Please do not delete any of the partners from the table. If not applicable, please write NIA).*

For partners cost sharing funds not distributed by the DWS, the **Gaston County Workforce Development Board** will invoice Partner within thirty (30) days of the signed MOU for infrastructure cost sharing effective July 1, 2022.

NCWorks Partner	Infrastructure Total Shared Cost Owed	Funded	COST SHARE Payment(s)	In-kind Description	Partner Contact (Name, Organization, Address, email, and phone number)
WIOA Title I: Adult, Dislocated Worker, and Youth fonnula programs;	\$66,709.42	\$24,019.00 partner allcocts	\$21,283.26 toDWS & \$21,407.15	TitleServ/ResCtr Alic'dStateLvlC ontb	Kaleigh Crawford , Gaston Co WDB 330 Dr Martin Luther King, Jr Way, Gastonia <a href="mailto:Kaleigh.crawford@gastongov.com">Kaleigh.crawford@gastongov.com</a> 704-862-7891
WIOA Title I: Job Corps	NIA no office in GCLA	NIA	NIA	NIA	NIA
WIOA Title I: YouthBuild	NIA no office in GCLA	NIA	NIA	NIA	NIA
WIOA Title I: Native American programs	\$0.00	\$0.00	NIA	4 hrs weekly TitleSev/ResCtr	Don Strickland 5500 Executive Ctr Dr. Ste 216, Charlotte <a href="mailto:dstrickland@lumbee.org">dstrickland@lumbee.org</a> 980-949-7352
WIOA Title I: National Fannworker Jobs Program (NFJP)	NIA to Gaston LA	NIA	NIA	NIA	NIA
WIOA Title III: Wagner-Peyser Act Employment Service (ES) program	\$112,280.16	\$0.00	112,280.16	4 hrs weekly per staff member TitleSev/ResCtr	Claudette Argabrite, 1391 Bess City, Rd, Gastonia <a href="mailto:Claudette.argabrite@nccommerce.com">Claudette.argabrite@nccommerce.com</a> 704-853-5328
WIOA Title III: Trade Adjustment Assistance (TAA) activities	(Included in ES)	NIA	NIA	Included in WP TitleSev/ResCtr	Claudette Argabrite, 1391 Bess City, Rd, Gastonia <a href="mailto:Claudette.argabrite@nccommerce.com">Claudette.argabrite@nccommerce.com</a> 704-853-5328
Jobs for Veterans State Grants (NSG) programs	(Included in ES)	NIA	NIA	Included in WP TitleSev/ResCtr	Claudette Argabrite, 1391 Bess City, Rd, Gastonia <a href="mailto:Claudette.argabrite@nccommerce.com">Claudette.argabrite@nccommerce.com</a> 704-853-5328
Senior Community Service Employment program (SCSEP)	\$0 > Per Gaston College - No Ad.min\$ recv'd (SCSEP pays participants direct in Gaston Countv)	N/A	-0-	4 hrs weekly TitleSev/ResCtr	Greg Smith 201 Highway US 321 South, Dallas, NC 28034 704-922-6200 <a href="mailto:Smith.greg@gaston.edu">Smith.greg@gaston.edu</a>
Unemployment Compensation (UC) programs	\$19,199.00	\$0.00	\$19,199.00	NIA	Jordan Whichard Chief Deputy Secretary - No Partner Hrs Req'd
Reentry Employment Opportunities (REO) programs (Second Chance Act of2007)	NIA to Gaston LA	NIA	NIA	NIA	NIA - No REO Program within 10 mile required radius
WIOA Title II: Adult Education and Family Literacy Act (AEFLA) programs	\$185.00	\$0.00	\$185.00	4 hrs weekly TitleSev/ResCtr	Greg Smith, Gaston College 201 Highway US 321 South, Dallas, NC 28034 704-922-6200 <a href="mailto:Smith.greg@gaston.edu">Smith.greg@gaston.edu</a>
Carl D. Perkins Career and Technical Education programs	\$74.00	\$0.00	\$74.00	ResCtr/CCWkSh	Greg Smith, Gaston College 201 Highway US 321 South, Dallas, NC 28034 (704) 922-6200 <a href="mailto:Smith.greg@gaston.edu">Smith.greg@gaston.edu</a>
WIOA Title IV: Vocational Rehabilitation (VR) Services program	\$1542.00	\$0.00	\$1542.00	4 hrs weekly TitleSev/ResCtr	Vanessa Trapp-Spann, 109 W 8 <sup>th</sup> Ave, Gastonia 704-853-5358 <a href="mailto:vanessa.trapp.spann@dhhs.nc.gov">vanessa.trapp.spann@dhhs.nc.gov</a>
Department of Housing and Urban Development Employment and Training programs	NIA to Gaston LA	NIA	NIA	NIA	Per Ms. Terri Sanford-GHA > No funding recv'd to provide HUD Employment & Training t.h.sanford@ghanc.org
Community Services Block Grant (CSBG) programs	\$1254.00	\$0.00	\$1254.00	NIA	Apryl Smith, 330 Dr Martin Luther King Jr Way, Gastonia 704-862-7993 <a href="mailto:apryl.smith@gastongov.com">apryl.smith@gastongov.com</a>
Temporary Assistance for Needy Families (TANF) program	\$1761.00	\$0.00	\$1761.00	4 hrs weekly TitleSev/ResCtr	Apryl Smith, 330 Dr Martin Luther King Jr Way, Gastonia 704-862-7993 <a href="mailto:apryl.smith@gastongov.com">apryl.smith@gastongov.com</a>
NC Services for the Blind	\$4.00	\$0.00	\$4.00	4 hrs week Title Sev/ResCtr	Judy Gustafson, 5501 Executive Ctr Drive, Suite 102, Charlotte, NC 28212 (980) 296-6831 <a href="mailto:Judy.gustafson@dhhs.nc.gov">Judy.gustafson@dhhs.nc.gov</a>
Gaston Literacy Council	NIA	NIA	NIA	4 hrs weekly Res Ctr/Financial Literacy	Linda McConnell, 116 Dr Martin Luther King Jr Way, Gastonia (704) 868-4815 <a href="mailto:execdir@gastonliteracy.org">execdir@gastonliteracy.org</a> Par

**Signatures**

**Please do not delete signature lines. If a partner is not applicable, please place *N/A* on the signature line. It is allowable to add signature lines, if necessary. Strikethroughs are not allowed, as this is a legally binding document. Please note the status of any missing signatures (e.g., forthcoming, cannot obtain, refused to sign), and do not leave signature lines blank.**

DocuSigned by:  
  
 4FD7916DC864409...

Jordan Whichard		Chief Deputy Secretary	09-Feb-2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>

Representing:  
 WIOA Title III: Wagner-Peyser Act Employment Service (ES) program  
 Trade Adjustment Assistance (TAA) activities  
 Jobs for Veterans State Grants (JVSG) programs  
 Unemployment Compensation (UC) programs

Angela Karchmer

  
Angela Karchmer (Jan 13, 2023 12:49 EST)

		WDB Director	Jan 13, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>

Representing: WIOA Title I: Adult, Dislocated Worker, and Youth Formula programs (*Gaston co WOA Director*)

**N/A**

<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
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Representing: WIOA Title I: Job Corps programs

**N/A**

<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
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Representing: WIOA Title I: YouthBuild program

Natascha Tilson

  
Natascha Tilson (Jan 13, 2023 14:00 EST)

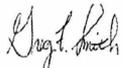
		WIOA Program Director	Jan 13, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>

Representing: WIOA Title I: Native American programs

**N/A**

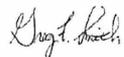
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
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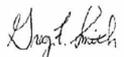
Representing WIOA Title I: National Farmworker Jobs Program (NFJP)

Greg F Smith		VP for Economic & Workforce Development	Jan 17, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: Senior Community Service Employment program (SCSEP)			

N/A

<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: Reentry Employment Opportunities (REO) programs (Second Chance Act of 2007)			

Greg F Smith		VP for Economic & Workforce Development	Jan 17, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: WIOA Title II: Adult Education and Family Literacy Act (AEFLA) programs <i>(NEW Local Designee)</i>			

Greg F Smith		VP for Economic & Workforce Development	Jan 17, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: Carl D. Perkins Career and Technical Education programs <i>(Post-Secondary)</i>			

Vanessa Trapp-Spann	 <small>Vanessa Trapp-Spann (Jan 18, 2023 09:17 EST)</small>	Regional Director	Jan 18, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: WIOA Title IV: Vocational Rehabilitation (VR) Services program			

Jordan Thomas	 <small>Jordan Thomas (Jan 13, 2023 14:43 EST)</small>	Chief of Rehabilitation Field Services	Jan 13, 2023
<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: WIOA Title IV: Services for the Blind			

N/A

<b>Printed Name</b>	<b>Signature</b>	<b>Title</b>	<b>Date</b>
Representing: Department of Housing and Urban Development Employment and Training Programs			

Angela Karchmer Angela Karchmer WDB Director Jan 13, 2023  
Angela Karchmer (Jan 13, 2023 12:49 EST)

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**Printed Name**                      **Signature**                      **Title**                      **Dat**  
Representing: Community Services Block Grant (CSBG) programs

**Printed Name**                      **Signature**                      **Title**                      **Date**  
Representing: Temporary Assistance for Needy Families (TANF) program

Angela Karchmer Angela Karchmer WDB Director Jan 13, 2023  
Angela Karchmer (Jan 13, 2023 12:49 EST)

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**Printed Name**                      **Signature**                      **Title**                      **Date**  
Gaston County Workforce Development Board Director

*Other Partners (add a signature line for each additional partner included):*

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**Printed Name**                      **Signature**                      **Title**                      **Date**  
(Fill in your Partner program agency name) \_\_\_\_\_

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**Printed Name**                      **Signature**                      **Title**                      **Date**  
(Fill in your Partner program agency name) \_\_\_\_\_

**North Carolina**  
**WIOA One-Stop Required Partners**  
**Memorandum of Understanding and Infrastructure Funding Agreement Designated Signatories**

Required Partners (if applicable)	Memorandum of Understanding and Infrastructure Funding Agreement Designated Signatory
WIDA Title III: Wagner-Peyser Act Employment Service (ES) program Trade Adjustment Assistance (TAA) activities Jobs for Veterans State Grants (JVSG) programs State Unemployment Compensation Laws	Jordan Whichard, Chief Deputy Secretary
WIDA Title I: Adult, Dislocated, and Youth Formula programs	Kaleigh Crawford
WIDA Title I, Job Corps	N/A No office in Gaston County
WIDA Title I, YouthBuild	N/A No office in Gaston County
WIDA Title I, Native American Programs	Don Strickland
WIDA Title I, National Farmworkers Jobs (NFJP)	N/A No office in Gaston County
WIDA Title II, Adult Education and Literacy	Greg Smith
WIDA Title IV, Vocational Rehabilitation Act of 1973	Vanessa Trapp-Spann
Older Americans Act of 1965 (Title V)	Greg Smith
Carl D. Perkins Career and Technical Education Act of 2006	Greg Smith
Community Services Block Grant Act	Apryl Smith
Department of Housing and Urban Development	Terri Sanford
Second Chance Act of 2007, (if applicable) Department of Justice	N/A No office in Gaston County
Social Security Act (Title IV): Temporary Assistance for Needy Families (TANF)	Apryl Smith
Other (if applicable)	Designee

July 1, 2022 – June 30, 2023  
Infrastructure Funding Agreement Signatory Page

Gaston County Workforce Development Board  
Local Workforce Development Area Name

We affirm that the Local Area Workforce Development Board (WDB) and the Chief Local Elected Official (CLEO) of the Local Area, in partnership, have developed and now submit this Local Infrastructure Funding Agreement in compliance with the provisions of the Workforce Innovation and Opportunity Act of 2014 and instructions issued by the Governor under authority of the Act.

1/23/2023  
Submission Date

Workforce Development Board  
Chair

Chief Local Elected Official

Selina Lee  
Typed or Printed Name

Chad Brown  
Typed or Printed Name

Gaston Co. WDB Chair  
Typed or Printed Title

Chairman, Gaston County Commission  
Typed or Printed Title

Selina Lee  
Signature

Chad Brown  
Signature

01/09/2023  
Date

1/13/2023  
Date