

North Central Arkansas Workforce Development Board Service Contract

One Stop Operator and Title IB Program and Financial Monitoring Services

Program Year: PY21

This contract is made and entered into by and between the North Central Arkansas Workforce Development Board (NCAWDB) and

- (1) Hightower Workforce Initiatives LLC; hereinafter referred to as "contractor."
- (2) This agreement shall commence on May 12, 2022 and terminate on September 30, 2022.

All oral or written agreements between parties hereto relating to the subject matter of this contract have been reduced to writing and are contained herein. Both parties to this agreement hereby state that all terms, goals, and objectives contained herein have been negotiated by and between said parties, and signature here on expresses acceptance of such terms, goals, and objectives. Contractor understands that signature on this agreement constitutes promised performance under the Agreement, and hereby assures the NCAWDB that contractor is capable of fulfilling all terms, goals, and objectives of this Agreement.


Monitor agrees to provide the following Services to the Client:

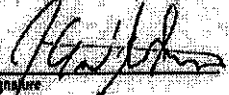
- The Monitor shall perform a monitoring review that will focus on sections of the compliance review supplement below and conduct a review focused on services and eligibility for the North Central Arkansas Area's One Stop Operator for PY 2021.
- The review should adequately cover the programmatic issues described in pages 17.258-6 thru 17.258-17 of the "WIOA Cluster" requirements found in the OMB A-133 Compliance Supplement for 2017, https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/circulars/A133/2017/Compliance_Supplement_2017.pdf for Program Year 2020. This will include, but is not limited to:
 - o Priority of service for Veterans under the WIOA
 - o Priority of service for individuals with barriers as defined in Arkansas' WIOA Title I-B Policy 2.8 and
 - o Those procedures defined in the aforementioned OMB Supplements covering allowable activities and eligibility
- The Monitor shall perform a review of the governance, administrative, financial, and program aspects of the One Stop Operator for PY 2021 in accordance with 20 CFR 683.410; including terms and conditions of appropriate contracts and agreements.
- The Monitor shall use a monitoring tool that aligns with the Roles of One-Stop Operator as described in the Code of Federal Regulations, Title 20, Part 678 – Description of the One-Stop Delivery System under Title 1 of the Workforce Innovation and Opportunity Act.
- The Monitor shall perform an on-site review of participant files, policies, procedures, customer observations, operations observation, and conduct interviews of key managers, staff, and partners.
- The Monitor in charge will conduct an entrance conference and exit conference with the WRPDD Executive Director, NCAWDB Director or designee. ("Services").

(3) The total amount obligated under this Contract by the NCAWDB to the Contractor is \$15,750.

(4) NCAWDB
P.O. Box 2396
Batesville, AR 72503

(5) Hightower Workforce Initiatives LLC 146
Preston Avenue
Lexington, KY 40502


Signature
Date 5/12/22
Gayle Cooper
NCAWDB Chairman

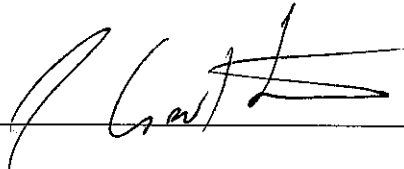

Signature
Date 5/12/22
James Andrew Hightower
Hightower Workforce Initiatives LLC

Signature Page

CERTIFICATION OF SIGNATORY AUTHORITY

I, Andy Hightower, hereby certify and maintain that I am the duly authorized representative Hightower Workforce Initiatives LLC for the purpose of contracting for Workforce Innovation and Opportunity Act funds and, as such, have full authority to sign and enter into this service agreement with the North Central Arkansas Workforce Development Board.

The contractor's signature below certifies full compliance with all terms and conditions as well as the above stated grant regulations and certifications, and that this document has not been altered.



Signature

James Andrew Hightower
Typed Name

Hightower Workforce Initiatives LLC Name of
Organization

146 Preston Avenue Lexington, KY 40502 Address

859-592-6686
Telephone