

ATTACHMENT B
INFRASTRUCTURE FUNDING AGREEMENT FY24

I. INTRODUCTION

This Infrastructure Funding Agreement (IFA) shall determine how the Local Board and partners will fund the infrastructure costs at the North Central Workforce Centers in Batesville, Newport, and Searcy, AR. The North Central Workforce Development Board, chief elected officials, and one-stop partners hereby agree to amounts and methods of calculating amounts each partner will contribute for one-stop infrastructure funding as determined herein.

This agreement shall take effect on July 1, 2023 and expire on June 30, 2026.

The One-Stop Operator coordinates the delivery of services with the following partners: North Central Workforce Development Board, Title 1B WIOA, DWS Job Service, Arkansas Rehab, Services for the Blind, and Adult Education. See the MOU for a list of services provided by each partner.

II. COST ALLOCATION METHODOLOGY

The One Stop Budget (Budget) and IFA for North Central Workforce Centers was prepared under the guidelines established in the OMB Circulars/ Common Rule and the One-Stop Comprehensive Financial Management Technical Assistance Guide. The standards contained in the cost principles budgetary structures and generally accepted accounting principles (GAAP) were combined in order to identify the direct and common characteristics of each expenditure category.

The costs in this IFA are infrastructure costs that are shared jointly with the above partners. The one-stop partner program's proportionate share of funding has been calculated in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR part 200.306 based upon a reasonable cost allocation methodology whereby infrastructure costs are charged to each partner in proportion to relative benefits received, and have been determined to be allowable, necessary, and allocable;

The North Central Arkansas Workforce Development Board as identified in the North Central Workforce Center MOU, hereby certifies that this plan has been prepared in accordance with these guidelines.

This Plan has identified and equitably distributed Job Center infrastructure costs by cost pools. The infrastructure costs are funded through cash and fairly evaluated in-kind partner contributions and include any funding from philanthropic organizations or other private entities, or through other alternative financing options, to provide a stable and equitable funding stream for ongoing one-stop delivery system operations.

The Budget, attached hereto, was based on historical costs from the previous Fiscal Year expenditures and shall be reconciled against actual costs in the current fiscal year and adjusted accordingly within the first 30 days of the beginning of each next fiscal year. Any overpayment may be credited towards that partner's future share of costs or refunded when necessary to meet the partners funding regulations. Any underpayment shall be paid within 30 days of receiving a copy of the reconciled budget showing actual costs AND an invoice for the total amount due.

III. DIRECT COSTS

Each partner will pay its own direct costs relating to staff costs such as salaries and benefits. All other direct costs including but not limited to, insurance, furniture, equipment, phones, etc. that are incurred by individual partners are the responsibility of the individual partner agency.

IV. SHARED COSTS

Costs that are common will be allocated based on various allocation methodologies. Shared, or Common costs, are broken down into two categories; *Infrastructure Costs* and *Additional Delivery System Costs*. Infrastructure Costs include, for example, rent, utilities, janitorial, supplies, equipment, copiers, and share internet/phones. These costs are allocated in this Infrastructure Funding Agreement. Additional Delivery System Costs include salaries and fringe benefits of personnel such as receptionists, Job Center manager, Workforce Development Board Administration, services provided by tech support, outreach marketing, etc. These costs are allocated in the Resource Sharing Agreement.

ADDITIONAL COSTS

WIOA sec. 121(i)(1); 20 CFR 678.760(a)-(b), 34 CFR 361.760(a)-(b), 34 CFR 463.760(a)-(b)

- Must include the costs of the provision of career services in WIOA sec. 134©(2) applicable to each program consistent with partner program's authorizing Federal statutes and regulations, and allocable based on Federal costs principals in the Uniform Guidance at 2 CFR part 200.
- May include shared operating costs and shared services that are authorized for, and may be commonly provided through, the one-stop partner programs, including initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services, referrals to other one-stop partners, and business services.

INFRASTRUCTURE COSTS

WIOA sec. 121(h)(4); 20 CFR 678.700(a)-(b), 34 CFR 361.700(a)-(b), 34 CFR 463.700(a)-(b)

- Non-personnel costs
- Costs necessary for the general operation of the one-stop center, including but not limited to:
 - Applicable facility costs (such as rent) including costs of utilities and maintenance

- Equipment (including assessment-related products and assistive technology for individuals with disabilities)
- Technology to facilitate access to the one-stop center, including technology used for the center's planning and outreach activities
- May consider common identifier costs as costs of one-stop infrastructure
- May consider supplies as defined in the Uniform Guidance at 2 CFR 200.94, to support the general operation of the one-stop center.

V. PARTNER PROVISIONS

To ensure equitable benefit among the One-Stop partners, this Infrastructure Funding Agreement shall be reviewed quarterly and modified by amendment or replaced as necessary. The WDB will work with One-Stop partners to achieve consensus and informally mediate any possible conflicts or disagreements among the partners.

The allocation of costs should be revised each time a partner begins or terminates delivery of service in the Job Center or at any time a partner agency substantially changes its proportionate utilization at the Job Center.

Accordingly, the Infrastructure Funding Agreement (IFA) shall be adjusted to reflect changes in the allocations of Infrastructure and Additional Costs. All partners must agree on the initial allocations and any subsequent changes to the initial allocations.

The IFA is the document of record regarding IFA charges and will be used for cost allocation.

IFA charges will be based upon proportionate utilization using the agreed upon method (normally square footage) listed in the IFA at the beginning of the quarter. Changes to leases and other IFA expenditures will not be reflected in the allocation of costs until the IFA is amended or replaced.

Changes to proportionate utilization by partners must be documented with an amendment to the IFA showing the new allocations. The One Stop Operator will send an email (requesting delivery receipt) with the updated allocations (normally square footage) to the partners. Each partner is responsible for providing the OSO with a current email and checking their email at least every 14 days. If no partner disagrees within 14 calendar days, then the IFA amendment will go into effect at the beginning of the next quarter.

Charges and credits will not be issued for changes to proportionate utilization during a quarter, all updates will take effect at the beginning of the next quarter.

All purchases for the Job Center that would be pooled and allocated to all partners, in excess of \$1,000.00 must be approved by the One-Stop Subcommittee on Cost Allocation. After approval from the Subcommittee on Cost Allocation, the expenditures would be brought before the Funding Committee and One-Stop Consortium/Committee for review and approval before it's presented to the executive Committee or Full Board for approval.

VI. SIGNATURES

The undersigned affirm they are authorized to act on behalf of their agency/ program and that their signature binds their agency/program to the terms and conditions of this agreement.

Chief Elected Official

Printed Name: Rick Elumbaugh

Title: Mayor

Organization: City of Batesville


Signature


11/30/23
Date

Local Board Chairperson

Printed Name: Gayle Cooper

Title: Local Workforce Development Board Chair

Organization: Business Owner


Signature

12-4-2023
Date

Partner Program: North Central W.I.O.A.

Organization: White River Planning & Development District, Inc.

Printed Name: Janet Smith

Title: Executive Director


Signature

11-28-2023
Date

Partner Program: National Farm Worker Jobs Program (NEJFJ)

Organization: Arkansas Human Development Corporation

Printed Name: Claron Young

Title: Executive Director

Claron Young 2/5/24

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature

Date

Partner Program: WIOA Title I

Organization: Little Rock Job Corps

Printed Name: Neal Randol

Title: Center Director

Neal Randol 02/12/2024

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

Partner Program: _____

Organization: _____

Printed Name: _____

Title: _____

Signature Date

VI. SIGNATURES

By signing, you agree to comply with the terms of this agreement. Persons signing the Infrastructure Funding Agreement on behalf of a party swear and affirm that they are authorized to act on behalf of such Party and acknowledge that the other Parties are relying on their representations to that effect.

Cody Waits

Printed Name

Arkansas Workforce Connections

Organization

Workforce Executive Director

Title

Adult Education, Arkansas Rehabilitation Services, Division Services for the Blind
Jobs for Veterans State Grants (JVSG), Migrant and Seasonal Farmworker Program
Trade Adjustment Assistance (TAA), Wagner-Peyser Employment Services (WIOA Title III)

Partner Program

Signature

Cody Waits

11/5/2025

Date

VI. SIGNATURES

By signing, you agree to comply with the terms of this agreement. Persons signing the Infrastructure Funding Agreement on behalf of a party swear and affirm that they are authorized to act on behalf of such Party and acknowledge that the other Parties are relying on their representations to that effect.

Kristen Rhodes-Berry

Printed Name

Reemployment

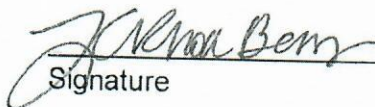
Organization

Workforce Director

Title

Unemployment Insurance and Reemployment Services and Eligibility Assessment (RESEA)

Partner Program


Signature

10/30/25
Date

VI. SIGNATURES

By signing, you agree to comply with the terms of this agreement. Persons signing the Infrastructure Funding Agreement on behalf of a party swear and affirm that they are authorized to act on behalf of such Party and acknowledge that the other Parties are relying on their representations to that effect.

Dr. Jennifer Methvin

Printed Name

Arkansas State University-Beebe

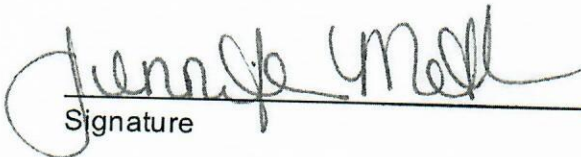
Organization

Chancellor

Title

Adult Education, SNAP E&T, and Career and Technical Education

Partner Program



Signature

11-20-25
Date

Category	Total Operating Costs	DWS	Workforce Innovation and Opportunity Act	AR Rehab	Services for the Blind	Adult Ed and Literacy - ASU Searcy	Job Corps	Senior Community Service Employment (AARP)	Migrant and Seasonal Farmworkers (AHDC)	Community Service Block Grant
Infrastructure Costs - Searcy										
Rent	19,901.65	10,064.22	2,222.18	6,094.66	860.81	296.62	83.34	83.34	83.34	83.34
Internet	7,853.61	3,971.51	876.91	2,401.11	339.69	117.05	36.83	36.83	36.83	36.83
Utilities										
Taxes										
Insurance										
Data Lines	10,450.44	5,264.71	1,166.86	3,195.05	452.01	155.75	49.01	49.01	49.01	49.01
Security										
Maintenance/Repairs/Lawncare	5,616.08	2,941.15	649.40	1,775.17	251.56	86.68	27.28	27.28	27.28	27.28
Pest Control	995.32	301.05	66.47	182.01	25.75	8.87	2.79	2.79	2.79	2.79
Equipment for Assistive Technology										
Equipment										
Technology for Outreach Activities										
Common Identifier Costs										
* Other										
Total	44,617.30	22,562.64	4,961.82	13,641.01	1,929.82	664.97	209.26	209.26	209.26	209.26
Occupied Space:	2,398.69	1,213.00	267.83	735.36	103.75	35.75	11.25	11.25	11.25	11.25
Percentage	3,625.31	50.57%	11.7%	30.57%	4.3%	1.49%	0.47%	0.47%	0.47%	0.47%
Common Space (Total of 6,024 minus Occupied)	6,024.00	1,833.29	404.79	1,088.38	156.80	54.03	17.00	17.00	17.00	17.00
		3,046.29	672.52	1,841.74	260.55	89.76	28.25	28.25	28.25	28.25

MOU Information - Cost of Center - Salaries and Fringe

Cost Category	Organization	Cost Pool	Calculation Type	Searcy Workforce Center
WIOA Title I-B: Workforce Development Activities- Adult, Dislocated Worker and Youth programs	White River Planning and Development District, Inc.	Staff Salaries and Fringe	Annual Budget	\$75,500
WIOA Title I- Job Corps	Serrato Corporation	Staff Salaries and Fringe	Annual Budget	(have half)
WIOA Title I- Youth Build program	N/A	Staff Salaries and Fringe	Annual Budget	None in Area.
WIOA Title I- Native American programs	American Indian Center of Arkansas	Staff Salaries and Fringe	Annual Budget	\$ 106,835.44
WIOA Title I- Migrant & Seasonal Farmworker programs	Arkansas Human Development Corporation	Staff Salaries and Fringe	Annual Budget	\$ 44,500.00
Adult Education and Family Literacy Act program (WIOA Title II)	Arkansas State University -Beebe	Staff Salaries and Fringe	Annual Budget	\$ 147,806.00
Wagner-Peyser/Employment Service program (WIOA Title III)	Arkansas Division of Workforce Services	Staff Salaries and Fringe	Annual Budget	\$ 198,230.88
Vocational Rehabilitation program (WIOA Title IV) -	DWS - Arkansas Rehabilitation Services	Staff Salaries and Fringe	Annual Budget	\$ 110,000.00
Vocational Rehabilitation program (WIOA Title IV) - Division of Services for the Blind	DWS - Division of Services for the Blind	Staff Salaries and Fringe	Annual Budget for Staff who serve White County salaries and Fringe	\$118,993.53
Senior Community Service Employment program (SCSEP)	AARP Foundation	Staff Salaries and Fringe	Annual Budget	\$ 27,000.00
Career and Technical Education programs at the postsecondary level	Arkansas State University - Searcy	Staff Salaries and Fringe	Annual Budget	\$159,780
Trade Adjustment Assistance (TAA) program	Arkansas Division of Workforce Services	Staff Salaries and Fringe	Annual Budget	\$ 28,895.00
Jobs for Veterans State Grants (JVSG) programs	Arkansas Division of Workforce Services	Staff Salaries and Fringe	Annual Budget	\$ 64,341.10
Community Service Block Grant- employment & training activities	Community Action Program for Central Arkansas (CAPCA)	Staff Salaries and Fringe	Annual Budget	
*HUD Employment & Training activities	N/A	Staff Salaries and Fringe	Annual Budget	None in Area.
State Unemployment Insurance program	Arkansas Division of Workforce Services	Staff Salaries and Fringe	Annual Budget	\$ 425,322.59
Second Chance Act- The Reentry Employment Opportunities (REO)	Goodwill Industries of Arkansas	Staff Salaries and Fringe	Annual Budget	
ReEmployment Services and Eligibility Assessment	Arkansas Division of Workforce Services	Staff Salaries and Fringe	Annual Budget	\$ 65,621.34
Supplemental Nutrition Assistance Program (SNAP) Employment & Training	Arkansas State University -Searcy	Staff Salaries and Fringe	Annual Budget	\$ 63,765.00

Total \$ 1,636,590.88

