



**RWDB MEETING
SEPTEMBER 29, 2016
10 AM - NOON**

**KIRKWOOD CENTER FOR LIFELONG LEARNING, ROOMS 302/304
6301 KIRKWOOD BLVD SW, CEDAR RAPIDS, IOWA**

**NOTE MEETING
LOCATION
(SEE CAMPUS MAP).
THE MEETING WILL
ALSO RUN TO NOON.**

AGENDA

1. CALL TO ORDER
2. INTRODUCTION OF MEMBERS AND GUESTS
3. MOTION TO APPROVE AGENDA
4. MOTION TO APPROVE CONSENT AGENDA (SEE ATTACHMENT A)
 - CEO/RWDB EXECUTIVE COMMITTEE MEETING – JUNE 14, 2016
 - RWDB MEETING – JUNE 30, 2016
5. CORRESPONDENCE
 - PROGRAM MONITORING LETTER (SEE ATTACHMENT B)
6. MEMBER ANNOUNCEMENTS
7. CONDUCT OATH OF OFFICE FOR NEW APPOINTMENTS
 - MARY GUDENKAUF
 - KIM PAINTER
8. MOTION TO APPROVE THE FOLLOWING WIA TRAINING PROVIDERS AND THEIR RESPECTIVE PROGRAMS – CARLA ANDORF (SEE ATTACHMENT C)
 - NEW HORIZONS
 - SECURITY IT ASSOCIATE
 - NETWORK SYSTEMS ADMINISTRATOR PROFESSIONAL
 - MEDICAL OFFICE ADMINISTRATION
 - DATABASE ADMINISTRATOR PROFESSIONAL
 - BUSINESS ADMINISTRATION ASSOCIATE
 - BUSINESS ADMINISTRATION PROFESSIONAL
 - DING KING UPDATE
9. STRATEGIC PLAN & REGIONAL WORKFORCE GOALS PROGRESS UPDATE – CARLA ANDORF (SEE ATTACHMENT D)
10. GRANTS REPORT – KIM BECICKA (SEE ATTACHMENT E)
11. IowaWORKS FINANCIALS & ENROLLMENT GOALS – LIYA FITZPATRICK (SEE ATTACHMENT F)
12. REGION 10 IowaWORKS REPORT – CARLOS VEGA/SCOTT MATHER (SEE ATTACHMENT G)
13. ADULT EDUCATION/LITERACY REPORT – MARCEL KIELKUCKI (SEE ATTACHMENT H)

14. VOCATIONAL-REHABILITATION REPORT – HOLLY MATEER/MONICA BROCKWAY
15. PRESENTATION: CUSTOMER SERVICE PROFESSIONAL CERTIFICATE OVERVIEW & TOUR
16. MOTION TO ADJOURN

NEXT MEETING DATE IS: CEO/RWDB, DECEMBER 1, 2016, 10 AM-NOON, IowaWORKS OFFICE

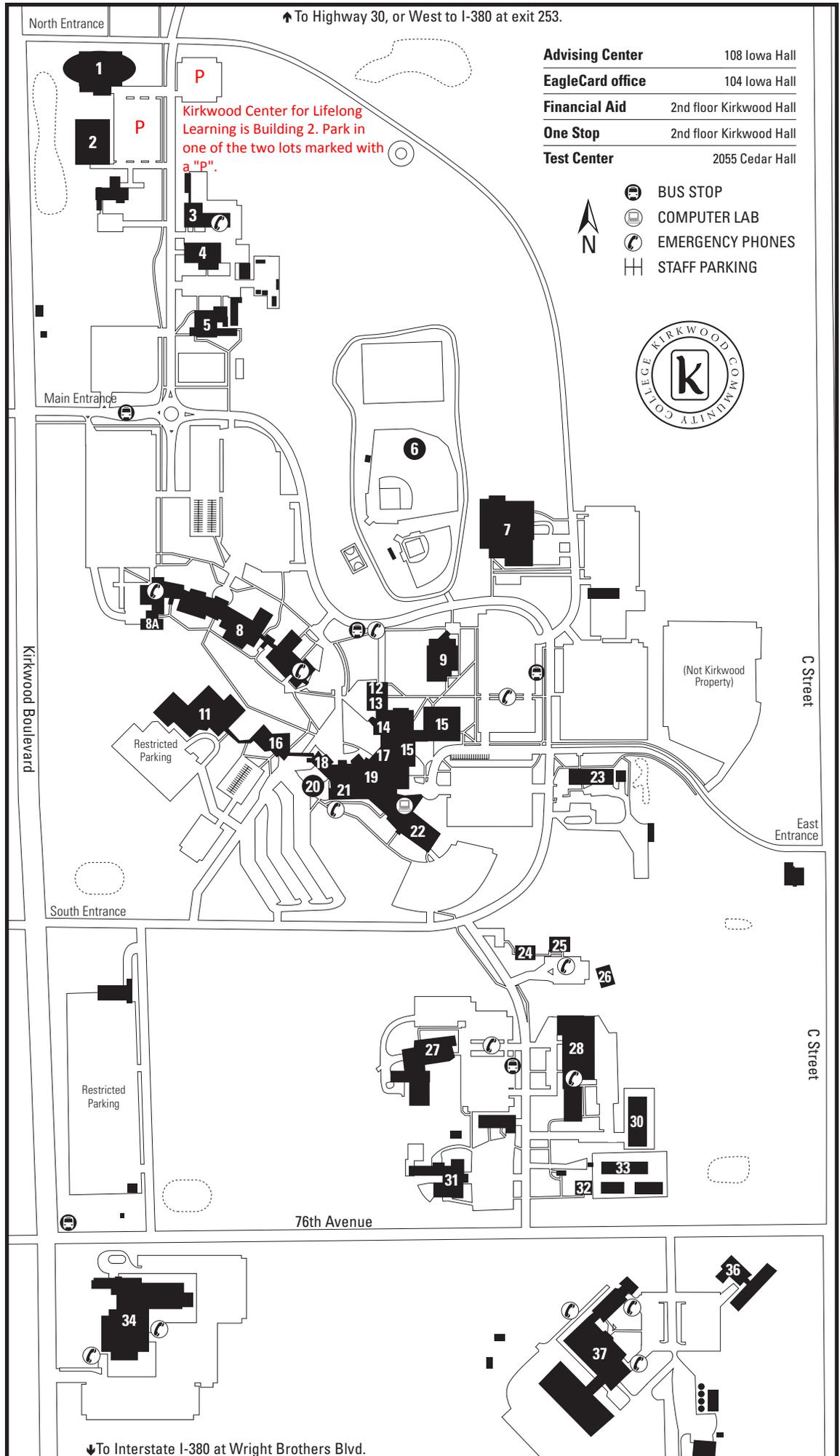
Region 10 Website: http://www.iowawdb.gov/r10_home

KIRKWOOD MAIN CAMPUS LOCATOR MAP

Admissions, Iowa Hall	18
Animal Health Technology	31
Arts & Theatre Annex	23
Automotive Collision Repair	4
Automotive Technology	3
Ballantyne Auditorium, Iowa Hall	19
Baseball/Softball Fields	6
Benton Hall	12
Bookstore, Benton Hall	13
Building 32, 32A & 32B	25
Campus Health	18
Campus Security	5
Cedar Hall	15
Cedar Rapids Animal Control	30
Continuing Education	2
Diamond V	31
EagleTech, Benton Hall	12
Facilities and Security	5
Heritage Agency on Aging East	26
Heritage Agency on Aging West	24
Horticulture/Floral Careers	27
Iowa Equestrian Center	37
Iowa Hall	17-21
Johnson Hall	9
Jones Hall	7
Katz Family Healthcare Sim. Center	8A
Kirkwood Center for Lifelong Learning	2
Kirkwood Hall	16
Library	14
Linn Hall	8
Mail Services, Iowa Hall	20
Mansfield Center	21
Mansfield Swine Education Center	33
Michael J Gould Recreation Center	1
Nielsen Hall	22
Raptor Center	32
The Hotel at Kirkwood Center	34
Tippie Beef Education Center	36
Transamerica	11
Washington Hall	28

North of main campus (.6 mile)

Kirkwood Continuing Education Training Center
Transportation & Driving Programs
Environmental Health & Safety



ROUTES TO KIRKWOOD MAIN CAMPUS

www.kirkwood.edu

Admission Services
319-398-5517 or 800-363-2220

Campus Security
319-389-1774

Iowa Equestrian Center
319-398-7107

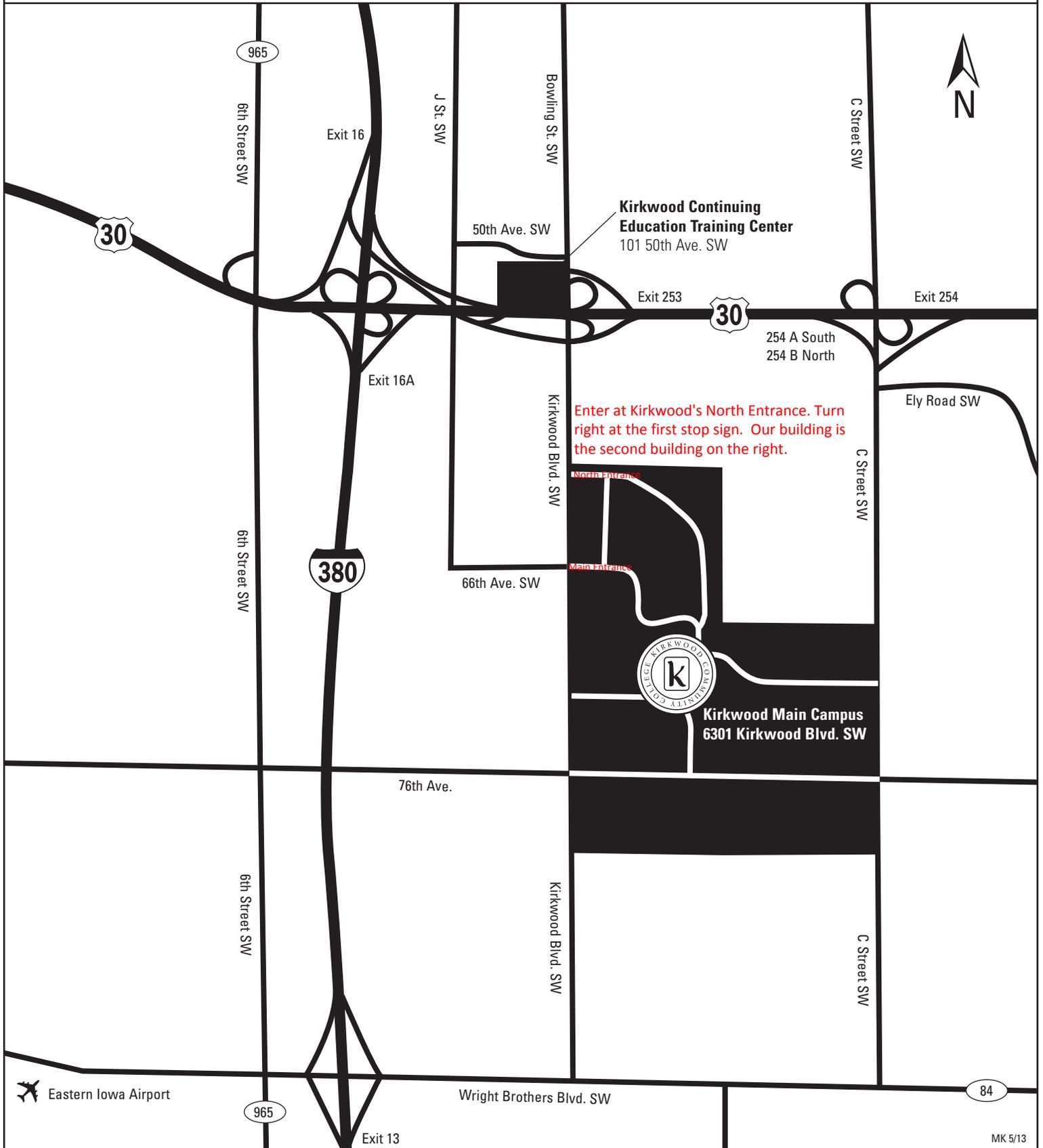
Johnson Hall/Athletics
319-398-4909

Kirkwood Bookstore
319-398-5469

Kirkwood Continuing Education
319-398-1022

Michael J Gould Recreation Center
319-398-5596

The Hotel at Kirkwood Center
319-848-8700



CEO/RWDB EXECUTIVE COMMITTEE MEETING MINUTES

JUNE 14, 2016
TELECONFERENCE

Members Present: Patty Manuel, Bob Yoder, Travis Weipert, Susie Weinacht

Staff: Carla Andorf, Kim Becicka, Carlos Vega

The meeting was called to order by Chair Bob Yoder at 7:35 am. The Executive Committee met quorum.

Bob Yoder asked for a motion to approve the agenda. M/S/C, Travis Weipert, Susie Weinacht, agenda approved.

Carla Andorf reviewed the Memorandum of Understanding Forms from our required partners that is due to the state today. We have developed a referral tool that all partners will use; regular meetings will be scheduled. We have also developed a table that outlines what employment/training services each partner provides. Bob Yoder asked for a motion to approve the Memorandum of Understanding Forms from our Required Partners. M/S/C, Patty Manuel, Susie Weinacht, motion approved.

The Executive Committee has an opening for a public seat representative due to Susie Weinacht being appointed as Vice Chair of RWDB. Discussion was held on possible replacements but the vacancy was tabled until the city and county positions on the RWDB are filled.

Bob Yoder asked for a motion to adjourn the meeting. M/S/C, Patty Manuel, Travis Weipert, motion approved.

The meeting adjourned at 7:50 am.

REGIONAL WORKFORCE DEVELOPMENT BOARD
MEETING MINUTES

JUNE 30, 2016
IowaWORKS OFFICE
CEDAR RAPIDS, IOWA

CEO Board Member Present: Bob Yoder

RWDB Board Members Present: Wayne Frauenholtz, Marcel Kielkucki, Kristy Lyman (by teleconference), Patty Manuel, Steve Olson, Shelley Parbs, Julie Perez, Susie Weinacht

RWDB Board Members Absent: Gary Dunham, Terry Jones, Patrick Loeffler, Mark Schneider

RWDB Ex-Officio Members: Keith Stamp

STAFF: Carla Andorf, Liya Fitzpatrick, Monica Brockway

The meeting was called to order by Chair Patty Manuel at 10:03 am. The RWDB board met quorum; the Executive Committee also met quorum.

Patty Manuel asked everyone present to introduce themselves.

Patty Manuel asked for a motion to approve the agenda. M/S/C, Wayne Frauenholtz, Marcel Kielkucki, agenda approved.

Patty Manuel asked for a motion to approve the consent agenda. M/S/C, Steve Olson, Julie Perez, motion approved.

Carla Andorf reviewed the applications we have received for our two vacant positions: City Official Elected and County Official Elected. The board and Executive Committee discussed the nominees. Patty Manuel asked for a motion to approve Mary Gudenkauf as the City Official Elected representative and Kim Painter as the County Official Elected representative. M/S/C, Shelley Parbs, Marcel Kielkucki, motion approved. We will send this recommendation to the Governor's office.

Patty Manuel asked if there was any correspondence to share. Steve Olson shared the Corridor Business Journal's article on poverty.

Patty Manuel asked if there were any member announcements. Steve Olson's bank is partnering with Kirkwood and United Way to offer a financial literacy course at the Kirkwood Washington Center; it will be held in Fall 2016. Marcel Kielkucki stated that our local plan has been conditionally approved. He also discussed the ECI event that was being held this morning at the Anamosa State Penitentiary. Susie Weinacht thanked Carla Andorf for her assistance with the City of Cedar Rapids project work.

Carla Andorf reviewed the WIA Training Provider application for the following organizations and their programs:

- Kirkwood Community College
 - Histology Assistant
 - 90 Hour Food Service Certification
- New Horizons
 - Health Care IT Technician Professional
 - Health Care IT Technician Associate
 - Business Administration Associate
 - Business Administration Professional
 - Database Administrator Associate
 - Database Administrator Professional
 - Medical Office Administration Program
 - Network Systems Administrator Associate
 - Network Systems Administrator Professional
 - Security IT Associate
 - Security IT Professional
 - Software Solutions Developer Associate
 - Software Solutions Developer Professional
- Ding King Training Institute, Inc.
 - Paintless Dent Repair 40
 - Paintless Dent Repair 80
 - Paintless Dent Repair 120
 - Smart Paint Repair 40
 - Interior Repair
 - Alloy Wheel Repair
 - Windshield Repair
 - Odor Removal

If approved, this will allow clients to receive WIA funding for the programs. The board did not feel comfortable with the Ding King training being held out-of-state when in-state options might be available; they would like to receive guidance from the State on this issue. Patty Manuel asked for a motion to approve the WIA Training Provider applications for Kirkwood Community College and New Horizons. M/S/C, Julie Perez, Steve Olson, motion approved. Marcel Kielkucki abstained.

Carla Andorf reviewed the Memorandum of Understanding with our mandatory partners; all signatures are done. Patty Manuel asked for a motion to approve the Memorandum of Understanding. M/S/C, Shelley Parbs, Susie Weinacht, motion approved.

Carla Andorf reviewed that we need to set-up a Youth Subcommittee that will include volunteers and partner recommendations as required by WIOA. Carla asked if any members of the board would like to volunteer and Susie Weinacht did.

Carla Andorf gave an update on the Strategic Plan and Regional Workforce Goals progress. She then shared the new strategic plan outline that has been developed. Carla made a recommendation that the Audit Committee review the form to see how the layout could be improved.

Carla Andorf reviewed the Grants Report. The financials and enrollments were reviewed for the GAP and KPACE programs.

Liya Fitzpatrick reviewed the WIA enrollment and financial reports. These reports show our performance measures for enrollment and financial goals. We are on target with our spending.

Marcel Kielkucki reviewed the Adult Education/Literacy report. Performance metrics for the program were shared.

Erica Bergfeld-Reed and Ashley Massa with the Advanced Manufacturing Sector Board gave a presentation on their Board's work.

Patty Manuel asked for a motion to adjourn the meeting. M/S/C, Marcel Kielkucki, Susie Weinacht, motion approved.

The meeting adjourned at 11:40 am.

Upcoming Meetings:

RWDB; September 29, 2016; 10-11:30am; Kirkwood Center for Lifelong Learning

Terry E. Branstad, Governor

Kim Reynolds, Lt. Governor

Beth Townsend, Director



August 23, 2016

Linda Langston, Chair
Region 10 Regional Workforce Investment Board
935 2nd St. SW
Cedar Rapids, IA 52449

Bob Yoder, Chair
Region 10 Chief Elected Officials
PO Box 889
Washington, IA 52353

Dear Linda and Bob:

For WIOA PY15, state team reviewed the management information system and worked with the office electronically to provide any requested proof necessary to substantiate program compliance. I want to thank all of the team members involved for their assistance in providing needed documentation as we conducted our reviews electronically for the PY15 year.

The Quality Assurance Review is intended to identify the strengths in Workforce programs in Region 10 and also areas where Technical Assistance may be of the most value. The review was conducted all or in part by the Title I Quality Assurance team members: Linda Rouse, Kristi Judkins, Wendy Greenman, and Kyle Clabby.

The following *Findings* were determined:

1. Perez/4350- No evidence that adult participant was offered or made aware of Post Program Services (Follow-up).

Policy:

- Handbook- Section 14-Applicant and Participant Process
 - Page 11: *Follow-Up will be provided to those members exited as employed.*

Corrective Action:

Follow up services must be made available, as appropriate, for a minimum of 12 months following the first day of employment, to registered participants who are placed in unsubsidized employment and documented in the case file. Provide career planners training on Post Program Services and the required documentation in accordance with post program services, Title 1 Programs – Adult and Dislocated Worker section of the handbook and send state team members verification of the training no later than November 30, 2016

Provider Response:

Training will be completed on August 24th on this topic with the WIOA Title 1 Team. Documentation of training will be sent to the state.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

2. Smith/6383- The only activity open on the IEP was Guidance & Counseling and it was open since 9/30/15.

Policy:

- Handbook-Title 1 Programs-Adult & Dislocated Worker Services
 - Page 17: *G&C must be offered in combination with other WIOA partner services. G&C is not to be used as an ongoing activity. G&C may be revisited if the participant experiences a major change in his or her personal life or wishes to change his or her IEP or ISS.*

Corrective Action:

Combine G&C with another WIOA activity or partner service. Close G&C after career-related guidance has been provided and re-open if necessary. Review Handbook, Title 1 Programs, Adult and Dislocated Worker Services with career planners and send verification of training no later than November 30, 2016.

Provider Response:

This youth participant is being evaluated for service needs and will be served or exited as appropriate. Training regarding this topic will be provided August 24th and send to the state team. To ensure consultants understood training and appropriately monitor activity length, a caseload management list will be reviewed quarterly with each team member throughout FY 17 and longer as needed.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

3. Smith/6383- Individual has not had documentation of progress since 1/22/16.

Policy:

- Handbook- Section Title I Programs-Adult & Dislocated Worker Services
 - Page 14: *On-going documentation should occur every 30 days, but must occur every 90 days.*

Corrective Action:

Ensure all participants are provided meaningful contact at the minimum of every 90 days, and as a goal every 30 days. Ensure contact is documented on the IEP and case noted. Provide career planners training on participant progress, Title 1 Programs – Adult and Dislocated Worker section of the handbook and send state team members verification of the training no later than November 30, 2016.

Provider Response:

Training on timely follow ups will be completed August 24th with WIOA Title 1 consultants. Documentation will be sent to the state. A 30 day no casenotes report will also be printed reviewed quarterly with consultants to ensure they understood training and are appropriately monitoring and completing follow up and contact with customers.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

4. Hacker/7550 and Lukama/7669- Both individuals had goals that have not been reported within the one year time frame. According to policy, goals should be reported on within a year, and a new one set.

Policy:

- Handbook- Section 19-WIA Title I Programs-Youth
 - Page 28: *Each youth under age 19 must have at least one goal during each year and may have up to three goals reported for performance purposes each year. The goals do not need to be different types of goals. For example, there could be two basic skills goals and one occupational goal.*

NOTE: *For the purposes of this requirement, a year is a one-year period beginning on the enrollment date or an anniversary of the enrollment date for the first goal(s) set on the initial ISS.*

At least one goal must be set within 30 days of the enrollment date and must be reported as set on the enrollment date. If the youth is basic skills deficient, a basic skills goal must be set and reported as set on the enrollment date.

Each skills goal established must be attainable within one year of the date established. The attainment or non-attainment of each goal must be reported by the anniversary date of the goal. It is not necessary to set only one-year or 12-month skills goal attainment dates. It is often appropriate to set short-term skills goals that will lead to long-term achievement goals.

Corrective Action:

Ensure that all youth participants have a current goal that is set according to policy, and reported on within a year. Participants shall always have an open goal until such time an exit occurs. Review handbook, Title I Programs-Youth, with career planners and send verification of training no later than November 30, 2016.

Provider Response:

Training will be provided in August 24 with the WIOA Title Youth I team on youth goal development and documentation. Documentation of training will be sent to the state. Each youth case manager will review currently caseload for goals and ensure each are updated and documentation entered correctly by August 31, 2016.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

5. Smith/7137- Individual is not registered with selective service. At time of review, selective service verification was not provided by Region 10 staff. State team looked up the participant's registration on the online verification system, and the individual was not documented as registered.

Policy:

- Handbook- Section 11-Eligibility for WIA Title I Programs
 - Page 6. *If an individual who is required to register at age 18 turns 18 during his period of WIA enrollment, he must register in order to remain enrolled in the program. Failure to register must result in immediate termination from WIA program.*
- Handbook-Section 19-Title I Programs-Youth
 - Page 37. *In the following participant circumstances, the WIA worker can close all WIA activities and the participant will be exited automatically in 90 days unless the participant is receiving partner services:*
 - *For failure to comply with Section 3 of the Military Selective Service Act (i.e., submitting and registering for the draft as required).*

Corrective Action:

Region 10 staff will work with the individual to get him registered with selective services, thus allowing him to remain in Post-Program services. If the individual refuses to register, staff will close his post-program services for failure to comply with Title I programs selective service policy. Review selective service guidance which may be found in the handbook, Title I Programs-Adult & Dislocated Worker Services, with career planners and send verification of training no later than November 30, 2016.

Provider Response:

This student was contacted and has completed selective service. Documentation is being put in file and in casenotes. Training on selective service for youth turning 18 will be completed on August 24 with the WIOA Title 1 youth team. Documentation will be shared with the state. The team will also brainstorm ways to 'catch' when youth turns 18 in the future to ensure selective service is completed timely.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

6. Humpert/1090- Dislocated worker enrolled 5/14/13, still shows an open enrollment with all activities and services still open; no case note since 7/14/14; seeker services shows sporadic job internet job searches in late 2014, February of 2015 and as recently as 6/8/16.

Policy:

- Handbook-Version 2008; Section 14/Applicant Process (enrollment occurred 5/4/13)
 - Pages 8 & 9: *As additional relevant information about a participant becomes available, the objective assessment should be reviewed and re-evaluated. The participant should be re-assessed as necessary to determine further service strategies.*

Since the IEP is an on-going process, it must be reviewed and updated at least annually, as appropriate. This review must include an evaluation of the participant's progress in meeting the objectives of the IEP and the attainment of pre-employment/work maturity, basic education and occupational skills training, as well as the adequacy of the support services provided.

Corrective Action:

Assess status and result file. Close G&C after career-related guidance has been provided and re-open if necessary; update IEP and case note based on customer needs. Ensure all participants are provided meaningful contact at the minimum of every 90 days, and as a goal every 30 days. Provide career planners training on participant progress, Title 1 Programs – Adult and Dislocated Worker section of the handbook and send state team members verification of the training no later than November 30, 2016.

Provider Response:

Training on applicant processes will take place on August 24th with the WIOA Title 1 team. Documentation will be sent to the state. Consultants will complete a quarterly review of the caseload management report to ensure they understand training and are ensuring each participant on caseload is receiving services, enrolled in appropriate services, and is up to date with casenotes.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

7. Wayson/9447- Dislocated worker, reflected no post program via case notes after training completion 5/14/15.

Policy:

- Handbook- Section 14-Applicant and Participant Process
 - Page 11: *Follow-Up will be provided to those members exited as employed.*

Corrective Action:

Follow up services must be made available, as appropriate, for a minimum of 12 months following the first day of employment, to registered participants who are placed in unsubsidized employment and documented in the case file. Provide career planners training on participant progress and post program requirements, Title 1 Programs – Adult and Dislocated Worker section of the handbook and send state team members verification of the training no later than November 30, 2016.

Provider Response:

Same response as to finding 1: Training will be completed on August 24th on this topic with the WIOA Title 1 Team. Documentation of training will be sent to the state.

IWD Conclusion:

The finding remains unresolved pending notification of issuance of the policy guidance to local staff. Upon staff training, please send verification of the training, including a sign-in sheet of staff in attendance, to team no later than November 30, 2016.

The following *Observations* were determined:

1. Reviewer was provided self-attestation for barriers concerning two out of the five youth who were reviewed. Self-attestation is acceptable, however best practice for Iowa is to obtain hard copy documentation of eligibility elements.

The following *Strengths* were observed:

1. Co-enrolling participants with GAP/PACE program.

If you have questions, please contact Wendy Greenman at 641-782-2119 x 20 or via e-mail at: wendy.greenman@iwd.iowa.gov.

Sincerely,



Todd Spencer, WIOA State Administrator
Iowa Workforce Development



Wendy Greenman, Workforce Program Coordinator
Iowa Workforce Development

CC: Carla Andorf
Kelly Taylor
Jamie Swacker

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 9/7/16

Name of Institution New Horizons Computer Learning Center of Cedar Rapids

Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburgien

Telephone Number 512-349-9555 x2444 Email Address alexis.amburgien@newhorizonslearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Security IT Associate

B. A brief program description Students enrolled in the Security IT Associate program will utilize security concepts, tools, and procedures to react to various security incidents regarding network security, compliance, operational vulnerability, control identity management. Graduates will know how to provide IT assistance to people and organizations using computer software and equipment.

C. Length of Program 180 clock hours Total Credit Hours Required 180 clock hours

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$33.59
- 1b. Tuition (Out-of-State, per credit hour) N/A
- 2. Supplies, including tools, uniforms, etc. \$1453
- 3. Fees, including laboratory, student rentals, deposits N/A
- 4. Miscellaneous charges N/A
- 5. Average cost per year for program N/A
- 6. Total cost to complete this program \$7500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Jamie Fiely certify that I am the President of the training
Name Title

institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

[Signature] 9/17/16
Signature Date

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

FOR RWIB USE ONLY	
Date Received by RWIB _____	Date Approved by RWIB _____
Application Date _____	Date RWIB Submitted to IWD _____
	Region #: _____
Authorized RWIB Signature _____	

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: January 1, 1997
2. Number of years the institution has been in continuous operation: 19
3. Is the institution accountable to a policy or governmental board? Yes No
 If so, what board? _____ Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your refund policy:

The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Handicap accessibility
- *Availability of suitable training equipment
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.
 A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:
 *how the information was obtained
 *what percentage of all student's data was collected
 *what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: 21.44

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

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INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 9/7/16

Name of Institution New Horizons Computer Learning Center of Cedar Rapids

Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburguey

Telephone Number 512-341-9555 x2444 Email Address alexis.amburguey@nhccomputerlearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Network Systems Administrator Professional

B. A brief program description The Network System Administrator Professional program is designed to teach students the knowlec skills required to work with various computer systems within a business environment. Graduates of program will know how to oversee the performance of computer systems, maintain system functioni data backups, troubleshoot, and ensure network security. They will also learn how to oversee the d: operations of an organization's computer network and communication system by installing, supporti managing networks and systems.

C. Length of Program 540 clock hours Total Credit Hours Required 540 clock hours

D. What is the method of delivery?

- Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$29.12
- 1b. Tuition (Out-of-State, per credit hour) N/A
- 2. Supplies, including tools, uniforms, etc. \$3775
- 3. Fees, including laboratory, student rentals, deposits N/A
- 4. Miscellaneous charges N/A
- 5. Average cost per year for program N/A
- 6. Total cost to complete this program \$19500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
 Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Jamie Fiely certify that I am the President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

Signature [Signature] Date 9/11/16

If you are a Training Institution applying for program certification, applications must be forwarded to Regional Workforce Investment Board for consideration. Non-RWIB approved applications received directly from Training Institutions to the address below will not be processed and with no further notification.

FOR RWIB USE ONLY

Date Received by RWIB _____ Date Approved by RWIB _____

Application Date _____ Date RWIB Submitted to IWD _____

Region #: _____

Authorized RWIB Signature _____

The RWIB-approved form must be sent to: Michaela Rotert, Iowa Workforce Development, 150 Des Moines Street, Des Moines, IA 50309

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: January 1, 1997

2. Number of years the insitution has been in continuous operation: 19

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the intitution's most recent auditor's report.

2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.

3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your

refund policy: The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

*The number of buildings

*Availability of suitable training equipment

*Handicap accessibility

*Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

*The number of persons employed

*Current number of students enrolled

*Class size to instructor ratio

*School Calendar

*Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.

A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:

*how the information was obtained

*what percentage of all student's data was collected

*what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$24.49

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 9/7/16

Name of Institution New Horizons Computer Learning Center of Cedar Rapids

Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburgler

Telephone Number 512-344-9555 x 2444 Email Address alexis.amburgler@nhcomputerlearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Medical Office Administration

B. A brief program description The Medical Office Administration program is designed to teach students the knowledge and skills to ensure the quality, accuracy, and accessibility of health information data within various healthcare facilities. Graduates of this program will be able to manage, coordinate, and distribute information surrounding medical billing, patient records, and laws, ethics and regulations surrounding the healthcare industry.

C. Length of Program 324 clock hours Total Credit Hours Required 324 clock hours

D. What is the method of delivery?

- Classroom
- Computer-Based CD-Rom
- Distance (TV/Satellite/Cable)
- Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$15.93
- 1b. Tuition (Out-of-State, per credit hour) N/A
- 2. Supplies, including tools, uniforms, etc. \$2338
- 3. Fees, including laboratory, student rentals, deposits N/A
- 4. Miscellaneous charges N/A
- 5. Average cost per year for program N/A
- 6. Total cost to complete this program \$7500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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- Registered under the National Apprenticeship Act (NAA)

CERTIFICATION

I, Jamie Fiely certify that I am the President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

[Signature] Signature 9/7/16 Date

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Region #: _____

Authorized RWIB Signature _____

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All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: January 1, 1997
2. Number of years the insitution has been in continuous operation: 19
3. Is the institution accountable to a policy or governmental board? Yes No
- If so, what board? _____ Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the intitution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your
refund policy:

The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Availability of suitable training equipment
- *Handicap accessibility
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.
A program completer is a person who has:

- a. obtained a certificate, degree or diploma; or
- b. received credit for completing the program; or
- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:
- *how the information was obtained
 - *what percentage of all student's data was collected
 - *what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$16.00

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

This is an application for INITIAL approval to participate as an Eligible Training Provider under the Workforce Investment Act (WIA) of 1998, Public Law 105-220, Department of Labor, Employment and Training Administration, 20 CFR Parts 652-671. Approval as an Eligible WIA Training Provider does not represent an endorsement or accreditation of the programs offered by the Eligible Training Provider.

INSTRUCTIONS: After completing and signing the application form below, Training providers should submit it to their regional Workforce Development office. Addresses for regional Workforce Development offices can be found at <http://www.iwd.state.ia.us/wia/regioninfo.html>.

PART I - GENERAL INFORMATION

Date Of Application 9/7/16

Name of Institution New Horizons Computer Learning Center of Cedar Rapids

Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburgem

Telephone Number 515-349-9555x2444 Email Address alexis.amburgem@nhcomputerlearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Database Administrator Professional

B. A brief program description The Database Administrator Professional program is designed to teach students the skills required to implement, and operate computer database systems. Students will learn how to utilize specialized systems to store and organize data according to user needs as well as how to operate comprehensive data warehouse systems.

C. Length of Program 432 clock hours Total Credit Hours Required 432 clock hours

All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: January 1, 1997

2. Number of years the institution has been in continuous operation: 19

3. Is the institution accountable to a policy or governmental board? Yes No

If so, what board? _____ Please attach a member list.

4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

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2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.

3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your refund policy: The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Availability of suitable training equipment
- *Handicap accessibility
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

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- a. obtained a certificate, degree or diploma; or
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- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:
*how the information was obtained
*what percentage of all student's data was collected
*what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$32.08

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

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Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburgey

Telephone Number 512-347-9555 x2444 Email Address alexis.amburgey@necomputerlearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Business Administration Associate

B. A brief program description The Business Administration Associate program is a comprehensive course designed to teach student skills and knowledge necessary to successfully perform administrative duties in office and business environments. Graduates of this program will be able to draft messages, organize files, maintain accurate records, and utilize Microsoft Office products. Students will also learn effective time management and etiquette skills.

C. Length of Program 216 clock hours Total Credit Hours Required 216 clock hours

D. What is the method of delivery?

- Classroom
 Computer-Based CD-Rom
 Distance (TV/Satellite/Cable)
 Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

- 1a. Tuition (per credit hour) \$29.66
- 1b. Tuition (Out-of-State, per credit hour) N/A
2. Supplies, including tools, uniforms, etc. \$1093
3. Fees, including laboratory, student rentals, deposits N/A
4. Miscellaneous charges N/A
5. Average cost per year for program N/A
6. Total cost to complete this program \$7500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

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CERTIFICATION

I, Jamie Fiely certify that I am the President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

 Signature Date 9/11/16

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All other applicants must complete the following information and Part III - Part VI:

1. Date Institution was founded: January 1, 1997
2. Number of years the institution has been in continuous operation: 19
3. Is the institution accountable to a policy or governmental board? Yes No
 If so, what board? _____ Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

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2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
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Please state your refund policy: The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings
- *Handicap accessibility
- *Availability of suitable training equipment
- *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

- *The number of persons employed
- *Current number of students enrolled
- *Class size to instructor ratio
- *School Calendar
- *Availability of Transcripts

PART VI - INITIAL PERFORMANCE INFORMATION REQUIRED ON EACH PROGRAM

1. Program completion rate for all individuals participating in the applicable program conducted by the training provider.
 A program completer is a person who has:

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- c. received a passing grade in the program; or
- d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:
 *how the information was obtained
 *what percentage of all student's data was collected
 *what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$18.00

**State of Iowa
Iowa Workforce Development
Workforce Center Administration
150 Des Moines Street
Des Moines, IA 50309**

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PART I - GENERAL INFORMATION

Date Of Application 9/17/16

Name of Institution New Horizons Computer Learning Center of Cedar Rapids

Address 1850 Boyson Rd. , Hiawatha, IA 52233

Telephone Number 319-294-9035 Fax _____

Location of Training Facility 1850 Boyson Rd. , Hiawatha, IA 52233

Name of Chief Executive Officer Derek Wright

Program Contact Information Alexis Amburguey

Telephone Number 512-349-9555 x2444 Email Address alexis.amburguey@nhcomputerlearning.com

Is your organization a post-secondary educational institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act. (NAA)? Yes No

PART II (a) - PROGRAM INFORMATION

Please provide a brief description of each program for which you are applying, including:

A. Program Name Business Administration Professional

B. A brief program description The Business Administration Professional program is designed to teach students the knowledge an associated with business operations and project management within a business environment. Stud learn business analyses, logistics, automation, workflow, and how to improve company efficiency ar

C. Length of Program 450 clock hours Total Credit Hours Required 450 clock hours

D. What is the method of delivery?

Classroom Computer-Based CD-Rom Distance (TV/Satellite/Cable) Self-Study (Correspondence)

Web-Based (Internet) URL Address _____

PROGRAM COSTS:

1a. Tuition (per credit hour) \$35.36

1b. Tuition (Out-of-State, per credit hour) N/A

2. Supplies, including tools, uniforms, etc. \$3585

3. Fees, including laboratory, student rentals, deposits NA

4. Miscellaneous charges N/A

5. Average cost per year for program N/A

6. Total cost to complete this program \$19500

Please use additional pages if necessary.

PART II (b) - ELIGIBLE TRAINING PROVIDER GENERAL INFORMATION

If you are a post-secondary education institution eligible under the Higher Education Act (HEA) or registered under the National Apprenticeship Act (NAA), please place a checkmark next to the description that applies to your institution and submit only these two (2) pages for initial certification. Prior to the expiration of this initial certification, you will receive instructions regarding subsequent eligibility.

- Post-Secondary Educational Institution registered under HEA
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CERTIFICATION

I Jamie Fiely certify that I am the President of the training institution named herein and further certify that the information contained in this application is true and correct. All supporting documentation is true and factual.

[Signature] Signature 9/7/10 Date

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1. Date Institution was founded: January 1, 1997
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3. Is the institution accountable to a policy or governmental board? Yes No
- If so, what board? _____ Please attach a member list.
4. Does each program lead to a degree or certification? Please Explain: Each Program leads to a certificate of completion

PART III - FINANCIAL INFORMATION

1. Is the institution financially sound and able to satisfy potential liabilities arising from its participation? Please enclose a certified financial statement and the institution's most recent auditor's report.
2. Attach a schedule of fees for in-state and out-of-state tuition, if applicable.
3. Does the institution have a refund policy for the unused portion of tuition, fees, and other charges in the event the enrollee withdraws or discontinues at any time prior to completion?

Please state your

refund policy: The refund is based on the precise number of course time hours the student has paid for, but not yet used, at the point of termination, up to the 60% completion mark, after which no refund is due.

PART IV - FACILITIES

Describe your facility. Provide narrative that describes at a minimum a description on each of the following:

- *The number of buildings *Availability of suitable training equipment
*Handicap accessibility *Compliance with fire, building and safety codes, including off-campus locations or other sites

PART V - ORGANIZATION OF THE TRAINING INSTITUTION

Please provide a description of each of the following:

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*Current number of students enrolled
*Class size to instructor ratio
*School Calendar
*Availability of Transcripts

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- a. obtained a certificate, degree or diploma; or
b. received credit for completing the program; or
c. received a passing grade in the program; or
d. finished the required curriculum of the program

Which criteria listed above (a) - (d) do you use to define a completer? (a) (b) (c) (d)

2. Percentage of all individuals who obtained unsubsidized employment. The training provider must specify:

- *how the information was obtained
*what percentage of all student's data was collected
*what year is being used

3. Average hourly wages of all students who obtained unsubsidized employment for this program: \$27.85

Region 10 Vision, Mission, Strategic Priorities and Goals

July 1, 2016-June 30, 2019

Vision: Providing a seamless and integrated workforce delivery system for businesses and individuals by:

1. Ensuring accessibility for all individuals, including those with barriers to employment.
2. Sustaining and strengthen regional economic growth through innovative sector partnerships
3. Creating pathways that connect a pipeline of educated and skilled workers to current and emerging industries leading to self-sufficient careers.

Mission: Effectively contributing to Iowa’s Creative Corridor’s quality of life by connecting businesses and individuals to workforce solutions.

Strategic Priorities and Goals:

Priority #1. Community Awareness of Integrated Workforce System: Design an integrated workforce system that focuses on increased awareness of the workforce system with external customers (businesses) and internal customers (four core partner programs).

Goal	Responsible Party	Estimated Date	Progress Report
1.1 Develop a Workforce System Orientation for use with Businesses and Customers.	Core Partners	June 30, 2017	July-September 2016: Joint workgroup (4 core partners) working on integrating business service activities. October 2016: Report out to full staff with an action plan ready to implement.
1.2 Increase visibility through joint outreach, marketing and awareness campaigns, especially seeking local media outlets.	Core Partners	December 31, 2017	July-September 2016: Joint workgroup (4 core partners) working on integrating outreach activities and education the public on the full workforce ‘system’ of services. October 2016: Report out to full staff with an action

			plan ready to implement.
1.3 Provide ongoing staff training, continuously integrate services and evaluate regularly.	All Workforce Partners	Ongoing	June 2016-Team members attended WIOA conference. September 2016-Team members attended training on enter business services October 2016-Workforce Partner In-Service. Teams will present on work group efforts, field questions.
1.4 Develop a referral process between the four core programs which includes a hand off and follow up process.	Core Partners	December 31, 2017	July-September 2016: Joint workgroup (4 core partners) working on developing a more efficient referral tool and method. October 2016: Report out to full staff with an action plan ready to implement.
1.5 Inform customers of career pathways and occupations that lead to self-sufficiency.	Core Partners with Sector Boards	June 30, 2018	June 2016-RWDB met with Advance Mfg Sector Board to learn about pathways and workforce needs September 2016-RWBD met with Customer Service/Insurance/Banking Sector Board to learn about pathways and workforce needs.

Priority #2. Preparation of the Workforce: Design, develop and offer training for individuals, including those with barriers to employment--to prepare for current and emerging industry workforce skill requirements. Support the region's workforce through pathways that provide advanced, skilled and future ready workers.

Goal	Responsible Party	Estimated Date	Progress Report
2.1 Design and develop career exploration and training pathways (including basic, soft and hard skills), especially focused on Advanced Manufacturing and Financial Services/Insurance/Customer Service sector board pathways.	Core Partners Advanced Manufacturing Sector Board Financial Services/Insurance and Customer Service Board	June 30, 2017	

2.2 Provide training information on STEM and high-demand occupations in the Creative Corridor.	Core Partners	Ongoing June 30, 2017 (aligned with goal 2.1)	
2.3 Provide tools, resources, and services to reduce barriers to work and education/training.	Core Partners	Ongoing	
2.4 Align partner services to training pathways to reduce barriers and ensure customers receive needed support.	Core Partners	December 31, 2017	
2.5 Expand access to training and education opportunities through the use of distance learning tools, videoconferencing, and other technology.	Core Partners	June 30, 2017	
2.6 Co-enroll participants in core partner programs as appropriate to provide participants with access to needed and available services.	Core Partners	Ongoing	

Priority #3. Effective Business Engagement: Engage more effectively and widely, and collaborate more extensively with employers in workforce planning. Provide access to individuals with workforce resources aligned to business needs and the region's current and emerging sectors to bolster regional workforce competitiveness.

Goal	Responsible Party	Estimated Date	Progress Report
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<p>3.1 Support all regional sector board work focusing on Advanced Manufacturing, Financial Services/Insurance/Customer Service, and STEM by ensuring alignment to regional workforce needs/demands.</p>	<p>Core Partners RWDB</p>	<p>Ongoing</p>	
<p>3.2 Create workforce system programming aligned to local business demands/needs.</p>	<p>Core Partners RWDB Sector Boards</p>	<p>Ongoing</p>	
<p>3.3 Integrate current apprenticeship career opportunities into career and training pathways and expand apprenticeship opportunities with regional employers.</p>	<p>Core Partners Apprenticeship Employers</p>	<p>June 30, 2018 Ongoing</p>	
<p>3.4 Develop systems to better prepare and help individuals with barriers to employment to enter into training career opportunities and long-term employment.</p>	<p>Core Partners</p>	<p>Ongoing</p>	

Grants Report

September 2016

Budget Overview

Special Programs Total Participant Budget					
	FY17 Carryover	New FY17 Funds	TOTAL Budget	Expenditures	Funds Remaining
Gap Tuition Assistance IAGAP	\$32,391.14	\$312,711.00	\$345,102.14	\$65,832.95	\$279,269.19

Other Funds					
	FY17 Carryover	New FY17 Funds	TOTAL Budget	Expenditures	Funds Remaining
IA PACE—KPACE program	\$14,655.84	\$754,583.00	\$769,238.84	\$58,635.09	\$710,603.75
GIVF Reimbursement Funds	\$10,701.54	\$0	\$10,701.54	\$284.00	\$10,417.54
Kirkwood Community College Foundation ⁺	\$3,400.00	\$0	\$3,400.00	\$0	\$3,400.00

⁺Total available will increase as new funds are donated.

Special Programs Enrollments FY17

(7/1/16 – 6/30/17)

Gap Tuition Assistance	32
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E&T FFY16 (7/1/16 – 9/30/16)	14
E&T FFY17 (10/1/16 – 6/30/17)	n/a

E&T runs on the federal fiscal year. Data above was pulled for the timeframe to match the state fiscal year.

KPACE	51
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Fall cohorts began in August 2016. Spring cohorts began in March and April 2017.

Non-cohort enrollments will be throughout the year.

Credit enrollments typically happen at the beginning of the credit term.

Gap Tuition Assistance Program

Referrals

Referrals FY17	61
Historical Program Total	7653

Interviews

Interviews Scheduled FY17	47
Historical Program Total	1630

Approved Participants

Approved Participants FY17	32
Historical Program Total	1123

Participant Completions

Historical Program Total	775 of 981 = 79.00%
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Fiscal Year	In Training	Completed Training	Did Not Complete	Completion Rate
2013	0	84	47	84 of 131 = 64.12%
2014	0	118	31	118 of 149 = 79.19%
2015	0	150	32	150 of 182 = 82.42%
2016	0	88	19	88 of 107 = 82.24%
2017*	15	22	4	22 of 26 = 84.62%

*Includes carryover training participants from FY16.

Participant Employment

New Employment FY17	14 of 46	30.43%
Overall Employment FY17	14 of 46	30.43%
Historical Overall Employment	644 of 688	93.60%

New employment: Completer has obtained different employment since enrolling in the program.

Overall employment includes all completers who are working, including those who have new employment and those who have increased responsibility with the same employer.

Fiscal Year	New Employment	Same Employer (increased duties)	Deceased	Other FT Activities	Unable to Contact	Looking for work or need employer information	Overall Employment Rate
2013	62	7	0	13	2	0	69 of 69 = 100%
2014	68	19	0	1	1	0	87 of 87 = 100%
2015	101	15	0	8	6	4	116 of 120 = 96.67%
2016	59	3	0	1	2	0	62 of 62 = 100%
2017	14	0	0	1	0	32 ⁺ *	14 of 46 = 30.43%

⁺Many graduates completed training recently and are now pursuing employment. *Those graduates still looking for work on 7/1/16 and still engaged in services were moved into the FY17 pool for employment.

Project status:

Program Information (to date)	FY13	FY14	FY15	FY16	FY17	Total
75 Hour Nurse Aide	72	63	49	42	6	342
Accelerated Welding Certificate		5	15	5	0	25
Administrative Assistant Certificate	9					9
Administrative Professional Certificate			9	2	0	11
Advanced Workplace Computing Certificate	0	1				4
Basic Workplace Computing Certificate	0	1				10
Bookkeeping Certificate	3	11				25
Business Application Specialist Certificate			1	5		6
Business Bookkeeping Computer Certificate			1	1	0	2
Call Center Customer Service Certificate	0	12	3	1	7	35
Certificate in Office Professionals	1	9	0			36
Certificate in Web Site Design	1	2				19
Certificate in Website Development	1	0	0	0	0	11
Certified Business Computing Professionals	5	7	1			42
Class B CDL	1	0	0	1	0	9
CNC Machinist Certificate	3	16	1	3	5	28
CNC Milling Operator Certificate	0	0	0			0
CNC Turning Operator Certificate	0	0	0			0
Combination Welder Certificate	17	2	1			45
Combination Welder SERIES		1	0			1
Combination Welder 254 Certificate	5					5
Community Living Professional				0	0	0
Core Construction Certificate				1	0	1
EKG Technician			0	1	0	1
Electrical Specialist		0	2	0	0	9
Electro Mechanical Certificate		0	0	0	0	0
Gas Metal Arc Welding Sense I				10	0	10
Graphic Design Certificate	1	3				10
Graphic Designer Certificate			2	4	0	6

Health Support Professional				0	0	0
Industrial Maintenance Certificate		1	0	0	0	1
IT Foundations	0	0				6
Job Planning, Benchwork, Layout Certificate	0	0	0			0
Kirkwood Culinary KickStart Certificate		2	2	0	0	4
Logistics/Supply Chain Certificate		1	0			1
Manufacturing Basics & CNC Machinist Certificate	4	0	0			4
Measurement, Materials, Safety Certificate	0	0	0			0
Modern Manufacturing Series Certificate	4	0	0			4
Nurse Aide exam only	1					3
Office Administrative Assistant Certificate	7					7
Personal Support Professional				1	0	1
Phlebotomy	11	11	14	7	1	66
Production MIG Certificate		10	10	0		20
Sales Professional Certificate			0	0	0	0
Supervising in Healthcare Facilities				0	0	0
Transportation Service Class B Training Certificate		1	3	0	0	4
Transportation Specialist				0	0	0
Transportation Technician				0	0	0
Truck Driver Class A CDL	21	37	32	43	13	235
Web Designer Certificate			3	2	0	5
Other certificates no longer offered/available						60
TOTALS	167	196	149	129	32	1123

Gap Reporting Form - General Information

Institution	Kirkwood Community College		
Contact Person	Bethany Parker	319-365-9474 x31155	bparker@kirkwood.edu
Quarterly Reporting Period	FY2017	August	2016

Budget Summary

Line Item	Expenses per Quarter				YTD Expenditures
	Q1	Q2	Q3	Q4	
Direct Costs:					
Tuition & Books	\$58,345.25				\$58,345.25
Equipment	\$677.51				\$677.51
Fees/Assessment/Testing	\$1,630.00				\$1,630.00
<i>Subtotal</i>	\$60,652.76	\$0.00	\$0.00	\$0.00	\$60,652.76
Other Costs:					
Staff Support/Services	\$5,180.19				\$5,180.19
Total:	\$65,832.95	\$0.00	\$0.00	\$0.00	\$65,832.95

Participant Summary

	Q1	Q2	Q3	Q4	YTD Total
Number of Completed Applications:	24				24
Number of Approved Participants:	32				32
Status of Approved Participants:					
Participating or Waiting to Participate:	72				72
Completed Training:	22				22
Did Not Complete Training:	4				4
Completion Rate:	84.62%	#DIV/0!	#DIV/0!	#DIV/0!	84.62%
Number of <u>Third Party</u> Credentials Received:	12				12

Completer Only Summary

	This section will only be completed for final report (4th quarter). The total number should match the programs total completers for the fiscal year.				Total
New Employment:					0
Retained Employment:					0
Deceased:					0
Continue Further Full-Time Education:					0
Looking for Work/Unemployed:					0
No Response/Unable to Contact:					0
Total:	<i>Should equal line 25 (completed training)</i>				0
For Completers Only	This section will only be completed for final report (4th quarter). It will automatically calculate based on numbers provided above.				Total
Overall Employment Rate:					#DIV/0!
Overall New Employment Rate:					#DIV/0!

Funder: American Association of Community Colleges	Grant Total: \$150,000
Project: Job Ready, Willing and Able	Grant Period: April 1, 2014 - March 31, 2017
Project Status: 27 months in on a 36 month project (75%)	

SNAP Application Submissions and Approvals		
Goal: 210		
Progress as of March 2016: 3 (1% of goal)		
	SNAP applicants submitting for benefits	SNAP applicants approved for benefits
April 14' - March 15'	1	1
April - Sept. 2015	2	2
Oct. 15' - March 16'	0	0
April - Sept. 2016		
Oct. 16' - March 17'		
Total:	3	3

Basic Skills and Literacy Training			
	# of Students Starting in Basic Skills Training	# of Students Completing Basic Skills Training	# of Students from Basic Skills to Middle-Skill
April-Sept. 2014	42	0	0
Oct.-Dec. 2014	0	37	40
Jan.-March 2015	45	0	0
April-June 2015	0	0	0
July - Sept. 2015	42	70	27
Oct. - Dec. 2015	0	11	59
Jan.-March 2016	45	0	0
April-June 2016	0	41	41
Total:	174	159	167

Middle-Skill Job Training Enrollment				
Goal: 600				
Progress as of June 2016: 604 (101% of goal)				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April-Sept. 2014	147	0	38	41
Oct.-Dec. 2014	41	0	2	1
Jan.-March 2015	21	0	1	4
April - June 2015	18	0	1	0
July - Sept. 2015	8	62	9	0
Oct.-Dec. 2015	0	59	1	0
Jan.-March 2016	47	0	0	10
April - June 2016	44	43	3	3
Total:	326	164	55	59
Cumulative Total:	604			

Middle-Skill Job Training Completed				
Goal: 460				
Progress as of June 2016: 404 (88% of goal)				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April-Sept. 2014	54	0	0	0
Oct.-Dec. 2014	42	26	2	0
Jan.-March 2015	39	0	1	0
April - June 2015	22	0	2	20
July - Sept. 2015	18	19	3	0
Oct.-Dec. 2015	10	52	1	0
Jan.-March 2016	19	0	0	1
April-June 2016	22	23	9	19
Total:	226	120	18	40
Cumulative Total:	404			

Number of credential earned				
Goal: N/A				
Progress as of June 2016: 829				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April-Sept. 2014	53	49	0	0
Oct.-Dec. 2014	57	88	2	0
Jan.-March 2015	25	72	1	0
April - June 2015	19	29	1	21
July - Sept. 2015	21	75	0	4
Oct.-Dec. 2015	74	20	0	4
Jan.-March 2016	60	0	0	1
April- June 2016	67	55	12	19
Total:	376	388	16	49
Cumulative Total:	829			

Job Placement at Exit				
Goal: 292				
Progress as of June 2016: 261 (89% of goal)				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April-Sept. 2014	0	0	0	0
Oct.-Dec. 2014	57	0	0	0
Jan.-March 2015	36	15	2	0
April - June 2015	24	15	3	3
July - Sept. 2015	23	12	1	3
Oct.-Dec. 2015	8	13	2	2
Jan.-March 2016	18	5	0	1
April-June 2016	11	1	1	5
Total:	177	61	9	14
Cumulative Total:	261			

Completed Training and Receive Wage Gain	
Goal: N/A	
Progress as of June 2016: 193	
	GAP, KPACE, Project Start Finish
April -Sept. 2014	0
Oct.-Dec. 2014	0
Jan.-March 2015	47
April - June 2015	43
July - Sept. 2015	38
Oct.-Dec. 2015	21
Jan. -March 2016	29
April - June 2016	15
Total:	193

Job Retention- 30 days				
Goal: 262				
Progress as of March 2016: 224 (85% of goal)				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April -Sept. 2014	0	0	0	0
Oct.-Dec. 2014	0	0	0	0
Jan.-March 2015	80	11	2	0
April - June 2015	28	11	2	0
July - Sept. 2015	24	13	2	4
Oct.-Dec. 2015	8	10	0	1
Jan.-March 2016	10	5	2	1
April-June 2016	9	1	0	0
Total:	159	51	8	6
Cumulative Total:	224			

Job Retention- 60 days				
Goal: 223				
Progress as of June 2016: 185 (83% of goal)				
	GAP	KPACE (Non-Credit)	KPACE (Credit)	Project START-FINISH
April -Sept. 2014	0	0	0	0
Oct.-Dec. 2014	0	0	0	0
Jan.-March 2015	75	6	2	0
April - June 2015	23	6	2	0
July - Sept. 2015	17	10	1	4
Oct.-Dec. 2015	7	11	0	1
Jan.-March 2016	9	5	2	1
April-June 2016	3	0	0	0
Total:	134	38	7	6
Cumulative Total:	185			

Job Retention- 90 days	
Goal: 178	
Progress as of June 2016: 167 (94% of goal)	
	GAP, KPACE, Project Start Finish
April -Sept. 2014	0
Oct.-Dec. 2014	0
Jan.-March 2015	70
April - June 2015	24
July - Sept. 2015	26
Oct.-Dec. 2015	21
Jan.-March 2016	21
April - June 2016	5
Total:	167

Financial Reporting
as of June 30, 2016
100% of the Year Completed*

Grant Name	Carryover	Total Grant	Total Budget	Staff & Overhead Expenditures	Participant Expenditures	Staff & Overhead Obligations	Participant Obligations	Unobligated Balance	% of Budget Spent/Obligated	% of Unobligated Funds
WIOA Admin	44,720	97,909	142,629	101,329	9,456			31,844	77.67%	22.33%
WIOA Adult	8,030	168,293	176,323	94,058	54,745			27,521	84.39%	15.61%
WIOA Dislocated Worker	55,329	254,909	310,238	171,404	111,591			27,243	91.22%	8.78%
WIOA Youth In School	21,523	137,400	158,923	116,940	20,433			21,549	86.44%	13.56%
WIOA Youth Out of School	64,569	320,599	385,168	235,974	117,267			31,927	91.71%	8.29%
WIOA Transition Funds	6,403		6,403	6,403				0	100.00%	0.00%
JDNEG		378,420	378,420	135,498	37,674			205,248	45.76%	54.24%
GAP	76,489	312,691	389,180	38,660	318,129			32,391	91.68%	8.32%
KPACE	35,739	792,130	827,869	456,922	356,291			14,656	98.23%	1.77%
SNAP		114,476	114,476	80,504		30,818		3,154	97.25%	2.75%

*JDNEG 76.20% of the grant cycle completed

*SNAP 70.25% of the grant cycle completed

Financial Reporting
as of September 20, 2016
22.25% of the Year Completed*

Grant Name	Carryover	Total Grant	Total Budget	Staff & Overhead Expenditures	Participant Expenditures	Staff & Overhead Obligations	Participant Obligations	Unobligated Balance	% of FY17 Grant Spent/Obligated	% of Unobligated Funds
WIOA Admin	31,844	93,805	125,649	15,208	0	58,834		51,607	44.98%	55.02%
WIOA Adult	27,521	180,437	207,958	11,751	5,319	71,621	16,516	102,752	43.05%	56.95%
WIOA Dislocated Worker	27,243	195,021	222,264	21,544	24,550	75,866	50,292	50,012	74.36%	25.64%
WIOA Youth In School	3,369	117,201	120,570	9,688	659	46,123	240	63,860	45.51%	54.49%
WIOA Youth Out of School	50,107	351,602	401,709	14,251	53,407	140,040	49,838	144,173	59.00%	41.00%
WIOA JDNEG	205,248	0	205,248	16,496	17,170	135,799	25,785	9,998	95.13%	4.87%
WIOA SPNEG	0	380,463	380,463	3,785	3,861	116,017	0	256,800	32.50%	67.50%
KPACE	14,656	754,583	769,239	57,497	4,098	254,752	59,528	393,364	47.87%	52.13%
SNAP		114,476	114,476	92,474	0	18,848	0	3,154	97.24%	2.76%
GAP	32,391	312,711	345,102	5,180	72,884	24,109	9,853	233,077	25.47%	74.53%

*JDNEG 61.25% of the grant cycle completed

*SNAP 97.25% of the grant cycle completed

9/19/2016											DRAFT
Wagner Peyser Performance levels -- PY2015											
Annual											
Region	Entered Employment Rate			Employment Retention Rate			Average Earnings 6 Mos.			Region	
	Actual	Negotiated		Actual	Negotiated		Actual	Negotiated			
1		65%			84%			\$13,500		1	
2		65%			84%			\$13,500		2	
3 & 4		65%			84%			\$13,500		3	
5		65%			84%			\$13,500		5	
6		65%			84%			\$13,500		6	
7		65%			84%			\$13,500		7	
8		65%			84%			\$13,500		8	
9		65%			84%			\$13,500		9	
10		65%			84%			\$13,500		10	
11		65%			84%			\$13,500		11	
12		65%			84%			\$13,500		12	
13		65%			84%			\$13,500		13	
14		65%			84%			\$13,500		14	
15		65%			84%			\$13,500		15	
16		65%			84%			\$13,500		16	
State	69.0%	65%		85.0%	84%		\$14,461	\$13,500		State	

All regions integrated service delivery reflecting in performance beginning Fall PY15.

9/19/2016

DRAFT

WIA Adult Performance levels -- PY2015

Annual

Region	Entered Employment Rate				Employment Retention Rate				Average Earnings 6 Mos.				Region
	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg	
1	71.2%	63%	56.7%	50.4%	88.6%	82%	73.8%	65.6%	\$13,244	\$11,700	\$10,530	\$9,360	1
2	66.6%	63%	56.7%	50.4%	87.2%	82%	73.8%	65.6%	\$12,226	\$11,700	\$10,530	\$9,360	2
3 & 4	68.3%	63%	56.7%	50.4%	88.8%	82%	73.8%	65.6%	\$13,067	\$11,700	\$10,530	\$9,360	3
5	62.1%	63%	56.7%	50.4%	87.9%	82%	73.8%	65.6%	\$12,703	\$11,700	\$10,530	\$9,360	5
6	65.5%	63%	56.7%	50.4%	81.6%	82%	73.8%	65.6%	\$12,183	\$11,700	\$10,530	\$9,360	6
7	66.2%	63%	56.7%	50.4%	85.0%	82%	73.8%	65.6%	\$11,832	\$11,700	\$10,530	\$9,360	7
8	67.1%	63%	56.7%	50.4%	87.4%	82%	73.8%	65.6%	\$12,354	\$11,700	\$10,530	\$9,360	8
9	63.8%	63%	56.7%	50.4%	84.0%	82%	73.8%	65.6%	\$11,249	\$11,700	\$10,530	\$9,360	9
10	66.4%	63%	56.7%	50.4%	86.5%	82%	73.8%	65.6%	\$12,729	\$11,700	\$10,530	\$9,360	10
11	53.9%	63%	56.7%	50.4%	81.5%	82%	73.8%	65.6%	\$11,189	\$11,700	\$10,530	\$9,360	11
12	66.9%	63%	56.7%	50.4%	85.2%	82%	73.8%	65.6%	\$12,760	\$11,700	\$10,530	\$9,360	12
13	63.0%	63%	56.7%	50.4%	85.6%	82%	73.8%	65.6%	\$12,222	\$11,700	\$10,530	\$9,360	13
14	67.0%	63%	56.7%	50.4%	86.2%	82%	73.8%	65.6%	\$12,687	\$11,700	\$10,530	\$9,360	14
15	57.1%	63%	56.7%	50.4%	84.3%	82%	73.8%	65.6%	\$12,263	\$11,700	\$10,530	\$9,360	15
16	71.2%	63%	56.7%	50.4%	87.2%	82%	73.8%	65.6%	\$12,702	\$11,700	\$10,530	\$9,360	16
State	63.4%	63%	56.7%	50.4%	85.1%	82%	73.8%	65.6%	\$12,225	\$11,700	\$10,530	\$9,360	State

All regions integrated service delivery reflecting in performance beginning Fall PY15.

9/19/2016														DRAFT
WIA Dislocated Worker Performance Levels -- PY2015														
Annual														
Region	Entered Employment Rate				Employment Retention Rate				Average Earnings 6 Mos.				Region	
	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg		
1	77.3%	70.0%	63.0%	56.0%	91.4%	93.0%	83.7%	74.4%	\$15,548	\$ 15,000	\$13,500	\$12,000	1	
2	73.9%	70.0%	63.0%	56.0%	89.4%	93.0%	83.7%	74.4%	\$13,575	\$ 15,000	\$13,500	\$12,000	2	
3 & 4	75.0%	70.0%	63.0%	56.0%	90.0%	93.0%	83.7%	74.4%	\$15,342	\$ 15,000	\$13,500	\$12,000	3	
5	71.7%	70.0%	63.0%	56.0%	91.5%	93.0%	83.7%	74.4%	\$15,683	\$ 15,000	\$13,500	\$12,000	5	
6	64.1%	70.0%	63.0%	56.0%	88.4%	93.0%	83.7%	74.4%	\$13,851	\$ 15,000	\$13,500	\$12,000	6	
7	76.2%	70.0%	63.0%	56.0%	87.6%	93.0%	83.7%	74.4%	\$15,063	\$ 15,000	\$13,500	\$12,000	7	
8	69.7%	70.0%	63.0%	56.0%	88.8%	93.0%	83.7%	74.4%	\$15,354	\$ 15,000	\$13,500	\$12,000	8	
9	73.1%	70.0%	63.0%	56.0%	86.1%	93.0%	83.7%	74.4%	\$14,144	\$ 15,000	\$13,500	\$12,000	9	
10	74.2%	70.0%	63.0%	56.0%	90.6%	93.0%	83.7%	74.4%	\$15,466	\$ 15,000	\$13,500	\$12,000	10	
11	66.8%	70.0%	63.0%	56.0%	85.2%	93.0%	83.7%	74.4%	\$13,583	\$ 15,000	\$13,500	\$12,000	11	
12	73.6%	70.0%	63.0%	56.0%	88.4%	93.0%	83.7%	74.4%	\$16,231	\$ 15,000	\$13,500	\$12,000	12	
13	71.5%	70.0%	63.0%	56.0%	89.8%	93.0%	83.7%	74.4%	\$16,241	\$ 15,000	\$13,500	\$12,000	13	
14	75.3%	70.0%	63.0%	56.0%	84.5%	93.0%	83.7%	74.4%	\$15,438	\$ 15,000	\$13,500	\$12,000	14	
15	61.8%	70.0%	63.0%	56.0%	90.5%	93.0%	83.7%	74.4%	\$16,697	\$ 15,000	\$13,500	\$12,000	15	
16	78.4%	70.0%	63.0%	56.0%	89.1%	93.0%	83.7%	74.4%	\$15,368	\$ 15,000	\$13,500	\$12,000	16	
State	72.5%	70.0%	63.0%	56.0%	88.6%	93.0%	83.7%	74.4%	\$15,056	\$ 15,000	\$13,500	\$12,000	State	

**DW EER goal Renegotiated to 70%/Feb 2015

All regions integrated service delivery reflecting in performance beginning Fall PY15.

9/19/2016	DRAFT												
WIA Youth Performance Levels -- PY2015													
(Common Measures)													
Annual													
Region	Placement in Employment/Education Rate				Attainment of Degree or Certificate				Literacy/Numeracy				
	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg	Actual	Negotiated	90% of Neg	80% of Neg	
1	75.0%	73.0%	65.7%	58.4%	75.0%	65.0%	58.5%	52.0%	64.0%	42.0%	37.8%	33.6%	
2	84.2%	73.0%	65.7%	58.4%	61.5%	65.0%	58.5%	52.0%	0.0%	42.0%	37.8%	33.6%	
3&4	100.0%	73.0%	65.7%	58.4%	66.7%	65.0%	58.5%	52.0%	60.0%	42.0%	37.8%	33.6%	
5	85.7%	73.0%	65.7%	58.4%	100.0%	65.0%	58.5%	52.0%	73.0%	42.0%	37.8%	33.6%	
6	100.0%	73.0%	65.7%	58.4%	66.7%	65.0%	58.5%	52.0%	0.0%	42.0%	37.8%	33.6%	
7	73.3%	73.0%	65.7%	58.4%	81.8%	65.0%	58.5%	52.0%	50.0%	42.0%	37.8%	33.6%	
8	66.7%	73.0%	65.7%	58.4%	25.0%	65.0%	58.5%	52.0%	0.0%	42.0%	37.8%	33.6%	
9	57.1%	73.0%	65.7%	58.4%	77.8%	65.0%	58.5%	52.0%	17.0%	42.0%	37.8%	33.6%	
10	90.5%	73.0%	65.7%	58.4%	63.3%	65.0%	58.5%	52.0%	38.0%	42.0%	37.8%	33.6%	
11	72.7%	73.0%	65.7%	58.4%	63.9%	65.0%	58.5%	52.0%	38.0%	42.0%	37.8%	33.6%	
12	50.0%	73.0%	65.7%	58.4%	66.7%	65.0%	58.5%	52.0%	33.0%	42.0%	37.8%	33.6%	
13	25.0%	73.0%	65.7%	58.4%	83.3%	65.0%	58.5%	52.0%	0.0%	42.0%	37.8%	33.6%	
14	87.5%	73.0%	65.7%	58.4%	64.3%	65.0%	58.5%	52.0%	33.0%	42.0%	37.8%	33.6%	
15	71.0%	73.0%	65.7%	58.4%	73.1%	65.0%	58.5%	52.0%	59.0%	42.0%	37.8%	33.6%	
16	77.8%	73.0%	65.7%	58.4%	52.9%	65.0%	58.5%	52.0%	18.0%	42.0%	37.8%	33.6%	
State	76.4%	73.0%	65.7%	58.4%	59.6%	65.0%	58.5%	52.0%	43.8%	42.0%	37.8%	33.6%	

*Regional Lit/Num quarterly performance = Rolling 4 qtrs/DOL

U.S. Department of Labor



**Employment and Training Administration
REGION V**

John C. Kluczynski Building
230 South Dearborn Street, 6th Floor
Chicago, IL 60604-1505

<http://www.doleta.gov/regions/reg05>

August 12, 2016

Ms. Beth Townsend, Director
Iowa Workforce Development
1000 E. Grand Avenue
Des Moines, IA 50319-0209

Dear Ms. Townsend:

Thank you for the submittal of the Program Years (PY) 2016 and 2017 expected levels of performance for the Workforce Development Activities under Title I of the Workforce Innovation and Opportunity Act (WIOA) and the Wagner Peyser Act, as amended under Title III of WIOA, and for the State's participation in the formal performance negotiations which took place on August 9, 2016.

This letter serves as official notification advising Iowa of the agreed-upon PY 2016 and 2017 negotiated levels of performance. A copy of the negotiated performance levels is enclosed with this letter.

This official notice also constitutes a modification to the Unified State Plan. The State must ensure that the PY 2016 and 2017 negotiated levels of performance are included in the State's official copy of its Unified Plan. Any published copy of the Unified Plan on the State's Website must also include these negotiated levels of performance. ETA will incorporate these negotiated performance levels into the Regional and National Office copies of the Unified State Plan. Lastly, the State must enter these negotiated levels of performance into the State Plan Portal.

We look forward to working with you and your staff as Iowa continues to implement its Unified Plan. If you have any questions, please contact me or Arlene Charbonneau, the Iowa Federal Project Officer, at 312-596-5491 or Charbonneau.Arlene@dol.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Christine Quinn", written over a light blue horizontal line.

Christine Quinn
Regional Administrator

Enclosure – PY 2016 and 2017 Negotiated Levels of Performance

cc: Marketa Oliver, Division Administrator

Workforce Development Activities (Title I of WIOA)
Wagner Peyser Act (as amended by Title III of WIOA)
Negotiated Levels of Performance for PY 2016 and 2017

Iowa

Workforce Development Activities

<u>Adult</u>	PY 2016	PY 2017
Employment Rate 2 nd Quarter after Exit	64.0%	65.0%
Employment Rate 4 th Quarter after Exit	63.0%	64.0%
Median Earnings 2 nd Quarter after Exit	\$4,000	\$4,100
Credential Attainment within 4 Quarters after Exit	65.0%	65.0%
 <u>Dislocated Worker</u>		
Employment Rate 2 nd Quarter after Exit	65.0%	66.0%
Employment Rate 4 th Quarter after Exit	65.0%	66.0%
Median Earnings 2 nd Quarter after Exit	\$5,500	\$5,600
Credential Attainment within 4 Quarters after Exit	63.0%	63.0%
 <u>Youth</u>		
Employment or Placement Rate 2 nd Quarter after Exit	70.0%	70.0%
Employment or Placement Rate 4 th Quarter after Exit	67.0%	67.0%
Credential Attainment within 4 Quarters after Exit	58.0%	58.0%

Wagner Peyser Act

<u>Wagner Peyser</u>		
Employment Rate 2 nd Quarter after Exit	63.0%	63.0%
Employment Rate 4 th Quarter after Exit	64.0%	65.0%
Median Earnings 2 nd Quarter after Exit	\$4,500	\$4,600



This report Reflects May-August 2016

Current Job Openings (Incudes indexed jobs)

	Statewide	Regional
May	36,198	3,709
June	37, 068	3,408
July	32, 082	3,277
August	28, 479	3,001

<i>Unemployment Rates- County rates are not seasonally adjusted</i>			
	July 2016	June 2016	July 2015
United States (seasonally Adjusted)	4.9%	4.9%	5.3%
State of Iowa (seasonally adjusted)	4.1%	4.0%	3.6%
Benton	3.9%	3.8%	3.4%
Cedar	3.7%	3.6%	3.2%
Iowa	3.5%	3.0%	3.0%
Johnson	3.1%	3.2%	2.9%
Jones	4.2%	4.3%	3.3%
Linn	4.0%	4.0%	3.6%
Washington	3.0 %	3.1%	2.8%

Business Services

In addition to business visits, the business services team assisted the following businesses during this reporting period through targeting recruiting events in the IowaWORKS center:



Cedar Rapids Recruiting Events

May-August 2016

RGIS-7
PIC Group-6
Crossmark
Wendy's
Kelly Services-3
REM
Apostle Tile
Kwik Shop
National Guard
Fedex Ground-2
Iowa Democratic Party
RS Hanline
Manpower
Thompson Truck
Schwans-3
Tradesman International
Kaplan
Thomas L Cardella
Aerotek
Burlington Coat Factory
EGS Customer Care
A-1
BHFO

Iowa City Recruiting Events

May-August 2016

Aerotek-5
A-1 Careers-2
Cigarette Outlet
General Dynamics
Affordable Cleaning Services
Millwrights
Temp Associates
Manpower



Securitas Recruiting
Midwest Independence
QPS

Employer Council Of Iowa activities May-August 2016:

5/19/16
Hiring People with Disabilities
15 registered

5/26/16
Background Check Policies
23 registered

6/30/16
Hiring Ex-Offenders-tour of Anamosa State Penitentiary
67 registered

7/20/16
OSHA Reporting
48 registered

7/27/16
Coaching the Middle Manager

8/31/16
Worker Misclassification
43 Registered

Job Fairs

5/5/16
Washington County Manufacturing Job Fair

5/25/16
Professional Job Fair in Coralville

6/18/16
Congressman Blum Veterans Job Fair



From May-August, several short term trainings were offered free as core services to members of IowaWORKS and are listed below.

Forklift Certification
Forklift Certification-Specific to Metro Students
CPR
OSHA 10
Prepare to Care-prep course for Direct Care Associate Certificate
Computer Classes (Keyboarding, Word, Email/Internet, Excel)
Modern Manufacturing Certificate Series

Synopsis of the State Apprenticeship Grant

671 referrals (via marketing, outreach, partners)
51 NEG/WIOA enrollments
14 OJT placements
22 non OJT placements (found employment in other industry and outside of program)
13 referrals to WIOA formula training programs
7 in assessment and job preparedness activities
24 program exits.
Current OJT's with Iowa Kenworth, LX Nexus, Homeland Electric

Adult Education Report—September 2016

Enrollment Update

We are off to a good start in our programs this year. As of September 1st, we have had 805 students enter our program, which is within 2 percent of last year's enrollment at the same time. Numbers in our ESL classes are again strong, and we have had to institute waiting lists for our Iowa City ESL program.

Building Cultural Awareness

A number of adult education staff members have attended presentations by Dr. Mark Gray from the University of Northern Iowa. Dr. Gray has been working with many of the human service agencies in the Cedar Rapids area, presenting information on the "Changing Faces of Iowa." His presentations have helped staff to better understand the cultural changes that are occurring with new immigrant groups arriving in Iowa.

New Managed Enrollment Courses

We have launched new course opportunities this fall in Washington as well as at the IowaWORKS office in Cedar Rapids. Both locations will continue to work with students that need to come in by appointment basis, but our emphasis is to have students attend classes on a weekly basis. Students can enroll in courses in math, English, Science, or Social Studies depending on the location. Our intent with moving to courses is to better adopt Iowa Dept. of Education guidance for adult education programs, and to shorten the time students spend in adult education programming.

Pathways to Success

We also are working on expanding our extended orientation process to other locations. Currently, Washington and the KLIFE building are using the Pathways model for student intake, and we will be working this year to adopt this approach for all students looking to work in ABE and HSED programming. We are in the process of hiring a new high school pathway navigator who will be responsible for this programming at KLIFE as well as in Iowa City.