



President's Briefing—Item B
Authorization of Contracts, Partnerships, and Agreements

IV. Obligation/De-Obligation of Contract Dollars

Board staff has conducted budget reviews and offer the following observations and recommendations:

A. ARRA – Adult

- The Arbor E&T contract has **\$1,076,638** budgeted for occupational skills training with **\$460,511** expenditures YTD and **\$50,314** remaining in obligations for training. Staff recommends that Arbor obligate the remaining training budget of **\$565,813**.
- In addition, Arbor E&T contract has **\$69,237** budgeted for short-term prevocational training with **\$0** expenditures YTD and **\$0** obligations. Enrollments must begin for short-term prevocational training or properly re-designate funds.
- Lastly, **\$180,000** is budgeted for transportation with **\$12,765** in total expenditures within Arbor E&T's contract. Transportation dollars must be reconciled or properly re-designate funds.

Staff recommends that Arbor submit a strategy to the board to begin obligating remaining dollars as indicated above within January. If no movement in obligations, staff may recommend alternative actions, which could include de-obligation of funds in February.

- The DCCCD contract has **\$314,642** budgeted for occupational skills training with **\$124,513** expenditures YTD. Staff recommends DCCCD set course schedules and continue the enrollment of eligible customers.

Staff recommends DCCCD submit class dates for the remaining approved courses to the board in January. If no movement in class dates and enrollments, staff may recommend alternative actions, which could include de-obligation of funds in February.

B. ARRA – Dislocated Worker

- The Arbor E &T contract has budgeted **\$2,415,226** for occupational skills training with **\$1,369,598** expenditures YTD and **\$181,972** in remaining obligations for training. Staff recommends that Arbor obligate the remaining **\$863,656** in training.
- In addition, the Arbor E&T contract has **\$250,000** budgeted for short-term prevocational training with **\$0** expenditures YTD and **\$0** obligations. It is recommended that Arbor obligate **\$250,000** in training or properly re-designate funds.
- Lastly, **\$265,143** is budgeted for transportation with **\$36,570** total expenditures. Arbor needs to reconcile transportation in the amount of **\$228,573** or properly re-designate transportation funds.

Staff recommends that Arbor submit a strategy to the board to begin obligating remaining dollars in January. If no movement in obligations, staff may recommend alternative actions, which may include potential de-obligation of funds in February.

- The DCCCD contract has **\$921,138** budgeted for occupational skills training with **\$261,138** expenditures YTD. DCCCD needs to set class schedules and continue enrollment of eligible participants.

Staff recommends that DCCCD submit class dates for the remaining approved courses otherwise staff may recommend alternative actions, which may include potential de-obligation of funds in February.

C. Texas Back To Work Initiative - Dallas

The Texas Back to Work Initiative-Dallas must begin immediately in order to engage employers, enroll individuals and to meet state benchmarks. Staff recommends to contract with Arbor E&T totaling **\$302,906** to provide employer incentives and collaborate closely with the ES staff to successfully operate and implement the project.

RECOMMENDATION: Board authorization to contract with Arbor E&T for an amount not to exceed \$302,906 to provide employer incentives within the Texas Back to Work Initiative – Dallas project.