

Exhibit A

FIRST AMENDMENT TO
SUB-RECIPIENT FUNDING AGREEMENT BETWEEN
ISD 709 ADULT BASIC EDUCATION AND
CITY OF DULUTH FOR THE
STATE OF MINNESOTA
DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT
WORKFORCE DEVELOPMENT DIVISION

WOMEN'S ECONOMIC SECURITY ACT (WESA)
Minnesota Women and High-Wage, High-Demand, Nontraditional Jobs Grant Program

This First Amendment, effective as of the date of attestation by the City Clerk ("Effective Date") is by and between the CITY OF DULUTH, (the "City") and ISD 709 ADULT BASIC EDUCATION, (the "Grantee").

WHEREAS, the City and Grantee entered into an Agreement on or about June 1, 2018 (Approved by Resolution No. 18-0408) (City Contract No. 23475).

WHEREAS, \$4,450 in grant funding from the State of Minnesota (the "Program Grant"), acting by and through the Department of Employment and Economic Development, Workforce Development Division ("DEED") is available as a result of a modification to the Work Plan; and

WHEREAS the City desires to award the \$4,450 in grant funding to Grantee for performance of its obligations under the Agreement, to modify the work plan attached as Exhibit C of the Agreement and the Grantee's Budget as Exhibit E of the Agreement, and to extend the time of performance.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and agreements hereinafter contained, the parties agree as follows:

In this First Amendment, deleted terms will be ~~struck out~~ and added terms will be underlined.

1. Section 1 AWARD. Is amended as follows:

1. AWARD. The City awards a Subgrant to Grantee in the amount of ~~Six Thousand Five Hundred Seventy Nine Dollars and no/100 (\$6,579)~~ \$11,029 for Grantee's performance of its obligations under the Program Grant including:

- A. Perform the duties specified in the Work Plan, which is attached as Exhibit C and incorporated into this Agreement.
- B. Provide a mid-grant report, and end-of grant report two weeks prior to the reporting due date and/or any other reporting required by DEED, including Workforce One (WF1) reporting.
- C. Submit invoice outlining services provided with supportive documentation to City Manager on a monthly basis. Examples of documentation for services include detailed receipts and timesheets.
- D. Coordinate with City staff on scheduling for services and/or workshops.
- E. If applicable and as requested, provide evaluations, attendance and completion information for services, trainings or workshops.
- F. Develop and maintain ongoing communication with City staff.

Notwithstanding anything to the contrary, the Grantee understands and agrees that any reduction or termination of the Program Grant may result in a like reduction or termination of the Subgrant, and that any material change in the timeline or scope of the Program must be approved in writing by the City and DEED.

2. Section 3 TIME OF PERFORMANCE is amended as follows:

3. TIME OF PERFORMANCE. Grantee must start the Program upon execution of this Agreement and complete the Program on or before ~~June 30, 2019~~ September 30, 2019. The City is not obligated to pay for any Program costs incurred after that date or any earlier termination, whichever occurs first.

3. Section 5 DISBURSEMENT is amended as follows:

5. DISBURSEMENT. It is expressly agreed and understood that the City will pay Grantee under this Agreement \$3,290 in the SFY 2018 and ~~\$3,290~~ \$7,740 in SFY 2019 with the total amount not to exceed ~~\$6,579~~ \$11,029. City will pay Grantee for all services performed under this Agreement as specified in the Budget Narrative, attached hereto as Exhibit D. Grantee's proposed budget is attached as Exhibit E. Invoices must be submitted on a monthly basis by the 5th of the following month. Payment for services will be sent within 45 days of receipt of invoice.

4. Exhibit C will be amended by adding an amended Work Plan as shown in Attachment 1.

5. Exhibit E will be amended by replacing Grantee' Budget with updated budget as shown in Attachment 2.

6. Except as specifically amended pursuant to this First Amendment, the Agreement remains in full force and effect. In the event of a conflict between the provisions of this First

Amendment and the provisions of the Agreement, the provisions of this First Amendment shall govern.

IN WITNESS WHEREOF, the parties have set their hands the day and date first shown below.

CITY OF DULUTH

ISD 709 Adult Basic Education

By _____
Mayor

By _____

Attest:

Its: _____

City Clerk
Date Attested: _____

By: _____

Its: _____

Countersigned:

City Auditor

As to form:

City Attorney

Attachment 1

Grant ID: 8041400
 Modification #: 3
 Modification Submission Date:

Modification Request

<i>Please supply the legal name and the full address in this space. This is the fiscal agent with whom the grant agreement will be executed.</i>			
Organization Name:	City of Duluth Workforce Development Division		
Director Name:	Elena Foshay	Contact Name:	Elena Foshay
Telephone:	218-730-5241	Telephone:	218-730-5241
Email:	efoshay@duluthmn.gov	Email:	efoshay@duluthmn.gov
Address:	402 West First Street Duluth, MN 55802		

Does this request include a work-plan modification (if yes, please provide a brief description)?

Yes, this request includes a small work plan modification to allow project partners to continue enrolling women interested in apprenticeship into WESA and providing wraparound services to help them overcome barriers and get on a pathway to a career in construction.

Does this request include a budget modification (if yes, please provide a brief description)?

Yes this request extends the timeline for expenditures.

Does this request include an extension of the grant end date (If yes, please complete A & B)	A. Current Contract End Date:	B. Requested Contract End Date:
Yes	6/30/2019	9/30/2019

I certify that the information contained herein is true and accurate to the best of my knowledge and that I am authorized to submit this application on behalf of the applicant.

Authorized Signature	Title	Date
	Director, Workforce Development	4/22/19

Attachment 1: Work Plan

Please describe your modification request and provide a work plan narrative:

[Briefly describe the current work plan. Provide a detailed explanation of the proposed enhancements or changes to the work moving forward as per this request including the need for a no-cost extension.]

The existing work plan includes:

- 200 hours of training in preparation for careers in machining taught by Lake Superior College, with preparatory coursework and in-class support provided by ABE.
- Pre-apprenticeship preparation for residential or commercial carpentry positions
- Employer engagement in both training classes
- Outreach, education, and tours of five apprenticeship training facilities aimed at connecting women to careers in the construction industry
- A 150-hour construction apprenticeship exploration class to prepare participants for entry into apprenticeship

We would like to add to the work plan the opportunity to continue enrolling women interested in construction and manufacturing careers into the WESA grant. These individuals will have already had exposure to the building trades and apprenticeship opportunities, and will know that is the path they want to pursue. As with all other WESA participants, they will have access to wraparound services to assist with overcoming barriers to employment as well as supportive services to help obtain appropriate work clothes, personal protective equipment, tools, and indenture fees. WESA participants will also continue to have access to On-the-Job Training funds to assist with obtaining work experience.

This addition does not change the cost per participant, rather it allows us to use unspent funds to continue supporting women in accessing non-traditional careers in construction and manufacturing.

Please complete this table by filling in your plan.

	Planned	Proposed	Actual
Total Enrollments	<i>7 women enrolled in Machine Operators Class 5 women enrolled in Carpentry class 8 women enrolled in Tools of the Trade apprenticeship exploration</i>	<i>7 women enrolled in Machine Operators class 5 women enrolled in Carpentry class 8 women enrolled in Tools of the Trade or apprenticeship exploration</i>	<i>7 women enrolled in Machine Operators Class 5 women enrolled in Carpentry Class 4 women enrolled in Tools of the Trades</i>
Total Credential Obtained	<i>13 successfully completed training</i>	<i>13 successfully complete training</i>	<i>6 successfully completed training to date</i>
Exits to Employment	<i>11 exit to employment, further education, or apprenticeship</i>	<i>11 exit to employment, further education, or apprenticeship</i>	<i>2 currently employed</i>
All other Exits	9	9	1
Total Exits	20	20	3

Quarters:	Quarter ending 6/30/2018	Quarter ending 9/30/2018	Quarter ending 12/31/2019	Quarter ending 3/31/2019	Quarter ending 6/30/2019	Quarter ending 9/30/2019
Quarter Start/End:	3/31/18– 6/30/18 ACTUAL	7/1/18-9/30/18 ACTUAL	10/1/18- 12/31/18 ACTUAL	1/1/19-3/31/19 ACTUAL	4/1/19-6/30/19 Projected	7/1/19-9/30/19 Projected
Total Enrollments	5	13	13	15	18	20
Total Credential Obtained	0	3	3	8	13	0
Exits to Employment	0	0	0	7	9	11
All Other Exits	0	0	1	6	7	9
Total Exits	0	0	1	13	15	20

Attachment 2: Budget

Please complete this budget table by filling in your plan for **DEED requested funds only**.

	Original Budget	Proposed Budget	Actual Expenditures (through March 31, 2019)
Administrative Costs - 833 (Cannot exceed 10% of the total amount requested)	\$13,000	\$13,000	\$5516.42
Direct Services - 885	\$62,734	\$62,734	\$14,979.86
Direct Customer Training - 838	\$45,160	\$45,160	\$34,761.45
Support Services Costs - 828	\$11,146	\$11,146	\$2,493.65
Other Activities (Outreach) - 830	\$9,459	\$9,459	\$1,329.45
Total	\$141,499	\$141,499	\$59,080.83

Quarters:	Quarter ending 6/30/2018	Quarter ending 9/30/2018	Quarter ending 12/31/2019	Quarter ending 3/31/2019	Quarter ending 6/30/2019	Quarter ending 9/30/2019
Quarter Start/End:	3/31/18–6/30/18 ACTUAL	7/1/18-9/30/18 ACTUAL	10/1/18-12/31/18 ACTUAL	1/1/19-3/31/19 ACTUAL	4/1/19-6/30/19 Projected	7/1/19-9/30/19 Projected
Administrative Costs - 833 (Cannot exceed 10% of the total amount requested)	\$672	\$1,525.91	\$927.74	\$2,390.77	\$3,741.79	\$3,741.79
Direct Services - 885	\$4,027	\$4,127	\$4,579.85	\$2,246.01	\$23,877.10	\$23,877.10
Direct Customer Training - 838	\$0	\$10,171.21	\$3,719.75	\$20,870.49	\$7,398.55	\$3,000
Support Services Costs - 828	\$429.38	\$429.38	\$2,014.27	\$50.00	\$4,326.18	\$4,326.16
Other Activities (Outreach) - 830	\$325	\$749.21	\$55.24	\$200.00	\$4,500.00	\$3,629.50
Total	\$5,453.38	\$16,573.33	\$11,296.85	\$25,757.27	\$43,843.62	\$38,574.55

Partnership Chart

Complete this partnership chart only if you are proposing a modification to the executed contract.

The information contained in this chart should support the Work Plan as explained in the narrative. Only those organizations which have already committed resources, staff and time (or are prepared to do so) should be listed.

A Letter of Commitment MUST be included in the application from each person or organization listed below.

Type of Organization	Name and Address of Organization	Type of Commitment: (time, staff, resources, space, referrals, etc.)	Key Contact Person and Telephone Number	Letter of Commitment Enclosed
Apprenticeship Training Program	Northern MN & WI Plumbers & Steamfitters JATC	Time, Staff, Resources, Space	Jeff Brown Training Director (218) 733-9443	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Apprenticeship Training Program	Electrical Joint Apprenticeship and Training – IBEW/NECA Twin Ports Electrical JATC	Time, Staff, Resources, Space	Dave Orman Secretary	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Apprenticeship Training Program	Northern MN Sheet Metal Workers Local 10 – Duluth Superior JATC	Time, Staff, Resources, Space	Richard Barlage Training Coordinator Patch40@juno.com	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Apprenticeship Training Program	Twin Cities Ironworkers Apprenticeship and Training 3752 Midway Rd Hermantown, MN 55810	Time, Staff, Resources, Space	Brian Nelson Apprenticeship Coordinator Iron Workers #512 (218) 733-2680	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Apprenticeship Training Program	North Central States Regional Council of Carpenters 740 Olive St St. Paul, MN 55130	Time, Staff, Resources, Space	Matt Campanario Executive Director Carpenters Training (651) 646-7395	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Employer	Ravin Crossbows 69 N 28 th St. E, Suite 500 Superior, WI 54880	Time, Staff (Machining)	Kyle Campbell Director of Operations Ravin Crossbows (715) 718-3574 x126	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No

Employer	Loll Designs 5912 Waseca St. Duluth, MN 55807	Time, Staff (Machining)	Andy Eaton HR Manager Loll Designs (218) 336-8551	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Employer	Epicurean 257 B Main street Superior, WI 54880	Time, Staff (Machining)	Andy Eaton HR Manager Loll Designs (218) 336-8551	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Employer	McGough Construction 2737 Fairview Ave N St. Paul, MN 55113	Time, Staff (Carpentry)	Karin McCabe Outreach Director (652) 634-4615	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Employer	Gardner Builders 2 West 1 st St. Suite 133 Duluth, MN 55802	Time, Staff (Carpentry)	Glenn Plante (218) 522-4542	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Higher Ed	Lake Superior College 2101 Trinity Rd Duluth, MN 55811	Time, Staff, Space, Referrals	Tamara Arnott Executive Director of Workforce Development (218) 733-5923	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Community Based Organization	SOAR Career Solutions 205 W 2 nd St #101 Duluth, MN 55802	Time, Resources, Referrals	Emily Edison Executive Director (218) 722-3126	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Adult Basic Education	ISD 709 Adult Basic Education 215 N 1 st ave E Duluth, MN 55802	Time, Resources, Referrals	Patty Fleege Director (218) 336-8790	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No
Regional Workforce Partner (LWDA 3)	NE MN Office of Job Training 820 9 th Street N Suite 240 Virginia, MN 55792	Time, Referrals	Michelle Ufford Executive Director (218) 735-6173	<input checked="" type="checkbox"/> _X_Yes <input type="checkbox"/> _No