



WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY

Budget Committee Meeting

Monday, May 6, 2024

10:00 a.m. – 11:00 a.m.

Location:

500 Chadbourne Road, Suite A
Fairfield, CA 94534



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

BUDGET COMMITTEE
Monday, May 6, 2024
10:00 – 11:00 a.m.
500 Chadbourne Road, Suite A
Fairfield, CA 94534

MEETING AGENDA

- I. Welcoming/Convening**
- II. Agenda Changes and/or Deletions**
- III. Public Comment** - *Public comments on agenda items and items under the jurisdiction of the Committee shall be made at this time. A time limit of 3 minutes may be imposed. No action may be taken on non-agenda items*
- IV. Action Items**

A. Approval of December 15, 2023, Meeting Minutes	PAGE 1
B. Review and Approval of the Proposed Preliminary Budget for Fiscal Year (FY) 2024-25 for Recommendation to the Full Board	3
- V. Informational Updates**
 - A. WIOA Reauthorization and Potential Impacts
 - B. Fiscal Updates
- VI. Adjournment**

Note: The next Budget Committee will be scheduled at a later time.

ACTION ITEMS



BUDGET COMMITTEE MEETING MINUTES
December 15, 2024

I. Welcoming/Convening

Board Chair, Chris Churchill, called the meeting to order at 10:04 a.m. Quorum was established.

Members Present: Chris Churchill, Dr. Celia Esposito-Noy, Thomas Stuebner, Megan Richards

Members Absent: Mario Giuliani, Shannon Dodds, Tim Healer

Staff Present: Heather Henry, Tammy Gallentine, Lauren Bender, Shirley Topacio

II. Additions and/or Deletions from the Agenda

There were no changes and/or deletions to the agenda.

III. Public Comment

There were no public comments.

VI. Action Items

A. Approval of July 12, 2023, Meeting Minutes

MOTION #1

A motion was made and seconded to approve the meeting minutes.

(Esposito-Noy/Stuebner) 2: Ayes 0: Noes 1: Abstain - MOTION PASSED

B. Review and Approval of the Financial Reserve Policy

Ms. Henry gave a detailed overview of the policy created based on the outline and comments given at the July Committee meeting. As a reminder, the policy is being created to provide a structure of how the financial reserve is governed. The goal of the reserves is to have sufficient liquidity, assist with cash flow, and take care of funds considered disallowable costs. After review and discussion, the committee suggested one change pertaining to the paragraph after 2.c under section "Use and Replenishment of Funds." The paragraph is to read: The Executive Director, in consultation with the Board Chair, or if not available, the Treasurer, has the authority to borrow from reserve funds for cash flow purposes only when a certified source of incoming revenue is identified and if the utilization of funds does not decrease the balance of the reserve fund below the target minimum reserve balance.

Ms. Henry added that the final draft of the policy will be presented to the full Board at the January 2024 meeting for approval.

MOTION #2

A motion was made and seconded to approve the Financial Reserve Policy with changes.

(Stuebner/ Esposito-Noy) MOTION PASSED UNANIMOUSLY

VII. Discussion Items

A. Discussion of Budget Modification Authority

Ms. Henry provided a handout of the modification to the FY23-24 Budget. The budget often changes with new funding streams between budget modifications. The question by staff is at what point does it come to the committee or full Board to be considered a modification and what kind of oversight would the committee like to have? There is currently no authority over the modification process other than to provide a budget modification two times a year after the initial

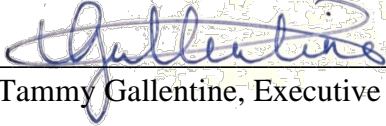
budget has been approved. The consensus by the committee is for the Executive Director to provide updates and reports when there are changes to avoid any delay in day-to-day operations and keep to the quarterly budget modification schedule.

B. Discussion of Setting Dates for Quarterly Meeting for 2024 or Continuing to Schedule Meetings as Needed

It was agreed staff would set quarterly meeting dates for the Budget Committee to meet in 2024, canceling the meeting if one is not needed.

VIII. Adjournment -The meeting was adjourned at 10:59 a.m.

Respectfully submitted by:



Tammy Gallentine, Executive & Board Support Specialist



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

BUDGET COMMITTEE

SUBJECT Review and Approval of the Proposed Preliminary Budget for Fiscal Year (FY) 2024-25 for Recommendation to the Full Board	MEETING DATE May 6, 2024	AGENDA ITEM IV.B.
FROM Heather Henry, President/Executive Director	ACTION REQUIRED YES ✓ NO	ATTACHMENTS A - E

RECOMMENDATION:

Attached is the proposed preliminary budget for FY 2024-25 presented to the Budget Committee of the Workforce Development Board (WDB) of Solano County for their review. WDB staff recommends that the Budget Committee review the proposed preliminary budget for FY2024-25 and recommend it for approval to the full board at the May 17, 2024, meeting.

Relative to last year's final approved budget, this budget accounts for an anticipated reduction of federal Workforce Innovation and Opportunity Act (WIOA) and American Rescue Plan Act (ARPA) funding from the County of Solano. It also incorporates the increased revenue for discretionary grants as they complete the start-up phase.

SUMMARY:

Allocations for Workforce Innovation & Opportunity Act (WIOA) Title I formula funds have not yet been received from the State of California-EDD for FY2024-25. However, federal funding allocated to California has been released, with a 3.7% increase in WIOA Adult funding, a 3% increase in WIOA Youth funding, and an 8.7% reduction in Dislocated Worker allocation. As such, prior year figures were used as estimates in this preliminary budget with a conservative level funding for WIOA Adult and Youth allocations and a 9% reduction in Dislocated Worker, Rapid Response, and Layoff Aversion funding.

This budget year will also mark the final year of County of Solano ARPA funding, accounting for **\$2,812,651** of the FY2024-25 budget. This budget includes conservative carryover estimates from FY2023-24. Final carryover figures, and other standard budget adjustments, will be presented at the September 2024 WDB Board of Directors Meeting.

This proposed preliminary budget for FY2024-25 of **\$9,123,008** represents an overall decrease of \$1,074,659, or -11%, from FY2023-24. This decrease is primarily due to the reduction of funding as ARPA projects conclude.

DISCUSSION:

Opportunities and Challenges for the Agency Budget:

The post-COVID-19 economy remains a challenge for community engagement; however, the WDB has begun to see increases in outreach and enrollment over the past fiscal year. In addition, anticipated reductions in WIOA funding due to lower unemployment rates and Congressional funding decisions, continues to cause reevaluation of expenditures, including training, service delivery, and administrative costs.

The WDB is again unlikely to hit the 30% training expenditure for FY2024-25 WIOA Adult and Dislocated Worker requirements; however, the budget includes continuous increases in training dollars to meet the expenditure requirements. Of the WIOA formula funds (Adult, Dislocated Worker, and Youth), 64% of expenditures are attributed to personnel (a 7% increase) and 15% of expenditures are attributed to operating costs (including the cost of operating the America's Job Centers of California in Fairfield and Vallejo). This will be the last year of ARPA funding, which will require continuous scaling efforts over the next year.

Revenue and Expenditure Detail:

- **Attachment A:** FY2024-25 Projected Budget
- **Attachment B:** FY2024-25 Projected Budget by Project
- **Attachment C:** FY2024-25 Project Grant Terms
- **Attachments D & E:** Expenditures Reports Through March 31, 2024

Revenue – FY2024-25

Unknowns

- WIOA allocations have not yet been received for FY2024-25. Estimates are based on current year allocations, with a 9% reduction in Dislocated Worker funding.
- The Solano-Napa SBDC grant year is January – December. Funding levels for 2025 are currently unknown. Estimates are based on current year funding levels.
- New fee-for-service options have been developed that will be implemented in FY2024-25 that may positively impact revenue levels. SBDC StrengthsFinder assessments and workshops for businesses is projected to bring in \$5,000 of program income revenue. The following potential fee-for-service revenue streams have not been included in the preliminary budget projections:
 - SBDC Entrepreneurial Operating System (EOS) technical assistance
 - WDB Ticket to Work program with the Social Security Administration based on payment for employment and retention milestones for individuals receiving Social Security Disability Income (SSDI)
 - WDB Pearson Vue testing center launch in Vallejo AJCC

Changes from FY2023-24 to FY2024-25:

This discussion focuses on changes that are +/-10% or more

Revenue Sources Ending in FY2023-24:

- California Workforce Development Board (CWDB) CNA Upskilling Program
- County of Napa – Childcare Loan Support

- County of Napa – Napa Success Grant
- County of Solano – ARPA Farm Grants
- Fairfield-Suisun Unified School District – Restaurant Resiliency Program
- Wells Fargo – Dream Incubator

New Revenue Sources included in FY2024-25 Budget:

- CWDB – HIRE Reentry Grant
- NorCal SBDC – Inclusivity Project
- James Irvine Foundation – Capacity Building Grant
- Mare Island Company – Development Agreement

Changes in Revenue:

- WIOA Adult and Youth funding is anticipated to increase due to higher-than-anticipated prior year carryover. However, carryover funds are dedicated for required training and work experience costs.
- WIOA Dislocated Worker, Rapid Response, and Layoff Aversion allocation for the coming year are anticipated to decrease 9% due to decreases in federal funding allocations.
- CWDB – Regional Plan Implementation 5.0 will have planned increased costs in the final year of funding with a higher-than-anticipated carryover.
- City of Napa – Leaf Blower Grant will be carried into FY2024-25 with remaining funds to be expended in the coming budget year.
- County of Solano - ARPA projects in general have a higher-than-anticipated prior year carryover with remaining grant funds to be expended in the coming budget year.
- CWDB – Prison to Employment and Regional Equity grants started later than anticipated with remaining funds carried into FY2024-25.
- Small Business Development Center (SBDC) Technical Assistance Program (TAP) funds were spent at a higher rate in FY2023-24 than anticipated, leaving less funding available for FY2024-25. In addition, TAP funds for October 2023 – September 2024 was reduced from the prior year.
- SBDC Local Match is increased in FY2024-25 due to a growth in match from the City of Vacaville.
- Program Income for SBDC is anticipated to increase due to new SBDC fee-for-service models planned in the coming budget year.

Expenditures - 2024-25:

Unknowns:

- Two (2) positions are anticipated to be backfilled in the coming budget year. Salaries and benefits for these positions are currently estimated.
- It is unknown what change in costs for healthcare benefits will be applied beginning December 1, 2023. Final healthcare costs will be represented in the September 2023 budget modification.
- SEIU Contract Negotiations are scheduled for the summer of 2024. Scheduled salary increases are yet unknown.

Changes from FY2023-24 to FY2024-25:

This discussion focuses on changes that are +/-10% or more

Changes in Expenditures:

- Vocational Training is decreased due to reductions in ARPA funding, as well as reduction in WIOA training carryover costs from the prior year.
- Supportive Services are increased too as a result of the CWDB HIRE grant, which includes funding for needs-related payments for participants.
- Business Advisors are reduced due to completion of ARPA and other discretionary grants.
- Small Business Grants / Payments are reduced due to completion in FY2023-24 of planned small business and nonprofit grant programs.
- Outreach costs have been reduced due to completion in FY2023-24 of planned outreach projects.
- Program Contracts are increased due to prior year carryover of ARPA projects.
- Employee Professional Development is increased due to Regional Plan Implementation 5.0 and James Irvine Foundation funding dedicated to professional development.
- Mileage is increased due to increased travel of business services and community engagement staff.
- Supplies / Equipment / Software is decreased due to addition of Software line item, as well as completion of Vallejo AJCC upgrades in prior year.
- Other Operating Costs are decreased due improved categorization of costs, as well as decreases in administrative overhead expenditures.

Budget Modifications:

It is typical for the agency budget to be modified at times throughout a program year:

- A first modification is generally submitted in September, which includes final grant allotments, finalization of funds carried over from the prior year, recalculated line-item expenditure amounts to replace estimates, and changes in service delivery strategies.
- Any subsequent modifications will be the result of major changes in available grant funding, program design, and/or cost of goods and services.

The WDB's budget responsibility to the County has been satisfied by the submission of a budget for program year 2024-25. The County budget cycle is timed differently than the WDB cycle and allows for changes to be made to the County budget for new grant awards to align it with the WDB-approved program operation budgets.

ALTERNATIVES:

Alternatively, the Board could choose not to approve and recommend this preliminary budget. However, the WDB would then begin the new fiscal year without a working budget.

REPORT PREPARED BY:

Heather Henry, President / Executive Director. Please contact Heather at 707-863-3501 should you have any questions regarding the information outlined in this report.

WDB SOLANO

FY2024-25 Preliminary Budget

Revised 4.20.24

	BUDGET 2023-24 <i>Mod #1</i>	2023-24 Spent To Date <i>as of 3.31.24</i>	2023-24 Year End Projection	% Spent	BUDGET 2024-25 <i>Projected</i>	\$ Increase / Decrease	% Increase / Decrease
REVENUE:							
<i>State Grant Revenue</i>							
WIOA Adult	\$1,133,204	\$773,967	\$1,031,956	91%	\$1,175,142	\$41,938	4%
WIOA Dislocated Worker	\$1,171,143	\$717,973	\$957,297	82%	\$1,043,346	-\$127,796	-11%
WIOA Youth	\$1,214,843	\$603,218	\$804,291	66%	\$1,397,608	\$182,764	15%
WIOA Rapid Response	\$178,527	\$112,894	\$150,526	84%	\$113,783	-\$64,744	-36%
WIOA Layoff Aversion	\$29,625	\$20,932	\$27,909	94%	\$20,408	-\$9,217	-31%
CWDB - CNA Upskilling Program	\$108,480	\$57,297	\$57,297	53%	\$0	-\$108,480	-100%
CWDB - Regional Plan Implementation 5.0	\$106,211	\$54,354	\$72,472	68%	\$33,739	-\$72,472	100%
Grant Revenue Total	\$3,942,033	\$2,340,636	\$3,101,748	79%	\$3,784,025	-\$158,008	-4%
<i>Other Government Grants/Contracts</i>							
City of Napa - ARPA Leaf Blower Grant	\$84,578	\$30,699	\$36,838	44%	\$47,739	-\$36,838	-44%
County of Napa - Childcare Loan Support	\$3,943	\$915	\$915	23%	\$0	-\$3,943	-100%
County of Napa - Napa Success	\$0	\$44,911	\$156,991	0%	\$0	\$0	0%
County of Solano - ARPA 1: Sustain Service I	\$272,587	\$105,682	\$140,909	52%	\$187,645	-\$84,942	-31%
County of Solano - ARPA 2: Community Wor	\$1,399,086	\$433,427	\$777,902	56%	\$903,460	-\$495,626	-35%
County of Solano - ARPA 3: Industry Training	\$1,302,285	\$409,141	\$770,521	59%	\$830,166	-\$472,119	-36%
County of Solano - ARPA 4: Community Eng	\$733,939	\$275,391	\$387,189	53%	\$460,669	-\$273,270	-37%
County of Solano - ARPA SB1: Small Busines	\$333,017	\$193,751	\$258,334	78%	\$127,076	-\$205,941	-62%
County of Solano - ARPA SB2: Business Incu	\$280,710	\$111,562	\$210,710	75%	\$70,000	-\$210,710	-75%
County of Solano - ARPA SB3: Services for B	\$331,339	\$75,799	\$101,066	31%	\$233,636	-\$97,703	-29%
County of Solano - ARPA Farm Microgrants	\$353,300	\$17,364	\$353,300	100%	\$0	-\$353,300	-100%
CWDB - HIRE Reentry Grant	\$0	\$0	\$75,409	0%	\$947,736	\$947,736	100%
CWDB - Prison to Employment 2.0	\$182,967	\$31,553	\$52,071	28%	\$220,413	\$37,446	20%
CWDB - Regional Equity	\$446,461	\$44,746	\$59,661	13%	\$598,958	\$152,497	34%
FSUSD - Restaurant Resiliency	\$15,600	\$17,625	\$17,625	113%	\$0	-\$15,600	-100%
NorCal SBDC - Capital Improvement Program	\$102,786	\$103,094	\$137,458	134%	\$95,000	-\$7,786	-8%
NorCal SBDC - Inclusivity Project	\$0	\$0	\$20,000	0%	\$20,000	\$20,000	100%
NorCal SBDC - Small Business Administratio	\$178,587	\$111,041	\$148,055	83%	\$188,355	\$9,768	5%
NorCal SBDC - Technical Assistance Program	\$159,194	\$101,033	\$134,711	85%	\$85,402	-\$73,792	-46%
SBDC Local Match	\$54,941	\$32,515	\$43,353	79%	\$64,800	\$9,859	18%
Other Government Revenue Total	\$6,235,320	\$2,140,249	\$3,883,019	62%	\$5,081,054	-\$1,154,266	-19%
<i>Other Revenue</i>							
Irvine Capacity Building	\$0	\$20,989	\$57,985	0%	\$228,525	\$228,525	100%
Mare Island Company	\$0	\$8,186	\$13,914	0%	\$26,086	\$26,086	100%
Napa Valley College	\$3,318	\$0	\$0	0%	\$3,318	\$0	0%
Program Income	\$5,307	\$12,297	\$16,395	309%	\$9,000	\$3,693	70%
WellsFargo - Dream Incubator	\$13,974	\$13,867	\$13,974	100%	\$0	-\$13,974	-100%
Other Revenue Total	\$22,599	\$55,338	\$102,269	453%	\$266,929	\$244,329	1081%
<i>Donations and Contributions</i>							
SBDC Donations and Sponsorships	\$6,715	\$0	\$0	0%	\$0	-\$6,715	-100%
Donations and Contributions Total	\$6,715	\$0	\$0	0%	\$0	-\$6,715	-100%
TOTAL REVENUE	\$10,206,667	\$4,536,223	\$7,087,036	69%	\$9,132,008	-\$1,074,659	-11%

	BUDGET 2023-24 <i>Mod #1</i>	2023-24 Spent To Date <i>as of 3.31.24</i>	2023-24 Year End Projection	% Spent	BUDGET 2024-25 <i>Projected</i>	\$ Increase / Decrease	% Increase / Decrease
EXPENSES:							
Salaries and Benefits	\$3,413,335	\$2,122,626	\$2,830,167	83%	\$3,196,407	-\$216,929	-6%
Personnel Expenses	\$3,413,335	\$2,122,626	\$2,830,167	83%	\$3,196,407	-\$216,929	-6%
Vocational Training	\$970,966	\$429,580	\$572,773	59%	\$807,709	-\$163,257	-17%
Work-Based Training	\$125,878	\$27,222	\$36,296	29%	\$134,500	\$8,622	7%
Supportive Services	\$31,466	\$35,534	\$47,378	151%	\$55,000	\$23,534	75%
Business Advisors	\$349,288	\$238,028	\$317,370	91%	\$243,987	-\$105,301	-30%
Small Business Grants / Payments	\$1,906,820	\$177,938	\$903,112	47%	\$972,327	-\$934,493	-49%
Outreach	\$378,687	\$15,624	\$20,832	6%	\$266,433	-\$112,254	-30%
Program Contracts	\$2,083,621	\$880,933	\$1,437,577	69%	\$2,524,546	\$440,925	21%
Direct Program Costs	\$5,846,725	\$1,804,858	\$3,335,339	57%	\$5,004,502	-\$842,223	-14%
Communications / IT	\$91,846	\$105,704	\$140,938	153%	\$91,572	-\$274	0%
Employee / WDB Professional Development	\$33,470	\$17,369	\$53,158	159%	\$90,280	\$56,810	170%
Facilities	\$494,315	\$330,467	\$440,623	89%	\$518,858	\$24,544	5%
Memberships	\$14,100	\$12,255	\$13,255	94%	\$15,100	\$1,000	7%
Mileage / Travel	\$14,875	\$7,018	\$9,358	63%	\$25,815	\$10,941	74%
Supplies / Equipment	\$132,292	\$30,017	\$50,022	38%	\$4,600	-\$127,692	-97%
Software	\$0	\$0	\$0	0%	\$77,463	\$77,463	100%
Other Operating Costs	\$165,711	\$105,909	\$146,212	88%	\$107,412	-\$58,299	-35%
Other Costs	\$946,607	\$608,739	\$853,567	90%	\$931,100	-\$15,507	-2%
TOTAL EXPENSES	\$10,206,667	\$4,536,223	\$7,019,073	69%	\$9,132,008	-\$1,074,659	-11%

Revenue Over / (Under) Expenses

\$0

\$0

WDB SOLANO
FY2024-25 Projected Budget Detail

	TOTAL BUDGET	WIOA Adult	WIOA Dislocated Worker	WIOA Youth	WIOA Rapid Response	WIOA Layoff Aversion	CWDB RPI 5.0	City of Napa - Leaf Blower	SOLANO ARPA - Sustain Svcs	SOLANO ARPA - Community Workforce	SOLANO ARPA - Industry Training
REVENUE STREAMS:											
EDD Grants	\$4,603,396	\$1,175,142	\$1,043,346	\$1,397,608	\$113,783	\$20,408	\$33,739	\$47,739	\$187,645	\$903,460	\$830,166
Other Government Grants	\$4,261,683										
Other Revenue	\$266,929										
Donations and Contributions											
TOTAL REVENUE	\$9,132,008	\$1,175,142	\$1,043,346	\$1,397,608	\$113,783	\$20,408	\$33,739	\$47,739	\$187,645	\$903,460	\$830,166
EXPENSES:											
Salaries and Benefits	\$3,196,407	\$690,212	\$764,638	\$879,306	\$95,612	\$20,408	\$2,703	\$2,000	\$1,300	\$20,000	\$85,000
Personnel Expenses	\$3,196,407	\$690,212	\$764,638	\$879,306	\$95,612	\$20,408	\$2,703	\$2,000	\$1,300	\$20,000	\$85,000
Vocational Training	\$807,709	\$283,523	\$67,841	\$10,000				\$159,345			\$187,000
Work-Based Training	\$134,500	\$15,000	\$15,000	\$40,000				\$25,000			
Supportive Services	\$55,000	\$9,000	\$9,000	\$6,000				\$1,000			
Business Advisors	\$243,987										
Small Business Grants / Payments	\$972,327										
Outreach	\$266,433	\$2,250						\$40,032	\$841,960		\$255,000
Program Contracts	\$2,524,546	\$11,667	\$11,667	\$211,667			\$26,906	\$2,742	\$40,000	\$271,666	
Direct Program Costs	\$5,004,502	\$321,440	\$103,508	\$267,667	\$0	\$0	\$26,906	\$42,774	\$185,345	\$881,960	\$713,666
Communications / IT	\$91,572	\$26,609	\$25,288	\$28,944	\$1,144				\$500	\$3,600	
Employee / WDB Professional Dev	\$90,280	\$3,000	\$3,000	\$3,000			\$4,130				
Facilities	\$518,858	\$106,255	\$120,115	\$191,726	\$10,877				\$300	\$14,000	
Memberships	\$15,100	\$1,700	\$1,700	\$1,700	\$6,000						
Mileage / Travel	\$25,815	\$3,000	\$3,000	\$3,000	\$150						\$1,000
Supplies / Equipment	\$4,600	\$1,000	\$1,000	\$1,000					\$200	\$900	
Software	\$77,463	\$8,097	\$8,097	\$8,269							
Other Operating Costs	\$107,412	\$13,829	\$13,000	\$12,996		\$0		\$2,965	\$1,000	\$500	\$12,000
Other Costs	\$931,100	\$163,490	\$175,200	\$250,635	\$18,171	\$0	\$4,130	\$2,965	\$1,000	\$1,500	\$31,500
TOTAL EXPENSES	\$9,132,008	\$1,175,142	\$1,043,346	\$1,397,608	\$113,783	\$20,408	\$33,739	\$47,739	\$187,645	\$903,460	\$830,166
Revenue Over / (Under) Expenses		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

WDB SOLANO
FY2024-25 Projected Budget Detail

	TOTAL BUDGET	SOLANO ARPA - Community Engagement	SOLANO ARPA SBI - Small Biz T/A	SOLANO ARPA SB2 - Biz Incubator	SOLANO ARPA SB3 - Svcs for Biz	CWDB - HIRE	CWDB - Prison to Employ 2.0	CWDB RERP	SBDC CIP	SBDC Inclusivity	SBDC SBA
REVENUE STREAMS:											
EDD Grants	\$4,603,396										
Other Government Grants	\$4,261,683										
Other Revenue	\$266,929	\$460,669	\$127,076	\$70,000	\$233,636	\$947,736	\$220,413	\$598,958	\$95,000	\$20,000	\$188,355
Donations and Contributions											
TOTAL REVENUE	\$9,132,008	\$460,669	\$127,076	\$70,000	\$233,636	\$947,736	\$220,413	\$598,958	\$95,000	\$20,000	\$188,355
EXPENSES:											
Salaries and Benefits	\$3,196,407	\$220,031	\$4,700	\$0	\$8,800	\$45,529	\$17,342	\$36,671	\$0	\$0	\$139,482
Personnel Expenses	\$3,196,407	\$220,031	\$4,700	\$0	\$8,800	\$45,529	\$17,342	\$36,671	\$0	\$0	\$139,482
Vocational Training	\$807,709							\$100,000			
Work-Based Training	\$134,500					\$39,500					
Supportive Services	\$55,000					\$30,000					
Business Advisors	\$243,987								\$95,000	\$18,000	\$20,000
Small Business Grants / Payments	\$972,327										
Outreach	\$266,433			\$70,000	\$20,335					\$2,000	
Program Contracts	\$2,524,546	\$160,000	\$57,400		\$202,501	\$831,199	\$195,046	\$434,828			
Direct Program Costs	\$5,004,502	\$160,000	\$120,376	\$70,000	\$222,836	\$900,699	\$195,046	\$534,828	\$95,000	\$20,000	\$20,000
Communications / IT	\$91,572	\$1,000	\$300				\$800				\$2,387
Employee / WDB Professional Dev	\$90,280										
Facilities	\$518,858	\$27,838	\$500		\$500		\$2,000	\$14,653			\$13,493
Memberships	\$15,100										\$2,000
Mileage / Travel	\$25,815										\$7,265
Supplies / Equipment	\$4,600										\$500
Software	\$77,463	\$48,800					\$200				
Other Operating Costs	\$107,412	\$3,000	\$1,200		\$1,500	\$1,509	\$5,025	\$12,806			\$3,228
Other Costs	\$931,100	\$80,638	\$2,000	\$0	\$2,000	\$1,509	\$8,025	\$27,459	\$0	\$0	\$28,873
TOTAL EXPENSES	\$9,132,008	\$460,669	\$127,076	\$70,000	\$233,636	\$947,736	\$220,413	\$598,958	\$95,000	\$20,000	\$188,355
Revenue Over / (Under) Expenses		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

WDB SOLANO
FY2024-25 Projected Budget Detail

	TOTAL BUDGET	SBDC TAP	SBDC Local Match	Irvine Capacity	Mare Island	Napa Valley	SBDC Program Income
REVENUE STREAMS:							
EDD Grants	\$4,603,396						
Other Government Grants	\$4,261,683	\$85,402	\$64,800				
Other Revenue	\$266,929			\$228,525	\$26,086	\$3,318	\$9,000
Donations and Contributions							
TOTAL REVENUE	\$9,132,008	\$85,402	\$64,800	\$228,525	\$26,086	\$3,318	\$9,000
EXPENSES:							
Salaries and Benefits	\$3,196,407	\$33,950	\$40,073	\$60,247	\$16,086	\$3,318	\$9,000
Personnel Expenses	\$3,196,407	\$33,950	\$40,073	\$60,247	\$16,086	\$3,318	\$9,000
Vocational Training	\$807,709						
Work-Based Training	\$134,500						
Supportive Services	\$55,000						
Business Advisors	\$243,987	\$48,011					
Small Business Grants / Payments	\$972,327						
Outreach	\$266,433	\$3,441	\$1,000				
Program Contracts	\$2,524,546			\$60,000	\$10,000		
Direct Program Costs	\$5,004,502	\$51,452	\$1,000	\$60,000	\$10,000	\$0	\$0
Communications / IT	\$91,572		\$1,000				
Employee / WDB Professional Dev	\$90,280			\$77,150			
Facilities	\$518,858		\$11,601	\$5,000			
Memberships	\$15,100		\$2,000				
Mileage / Travel	\$25,815			\$8,400			
Supplies / Equipment	\$4,600						
Software	\$77,463			\$4,000			
Other Operating Costs	\$107,412	\$0	\$9,126	\$13,728			\$0
Other Costs	\$931,100	\$0	\$23,727	\$108,278	\$0	\$0	\$0
TOTAL EXPENSES	\$9,132,008	\$85,402	\$64,800	\$228,525	\$26,086	\$3,318	\$9,000

Revenue Over / (Under) Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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WDB SOLANO

FY2024-25 Multi-Year Grant Projections

	Grant Terms	TOTAL AWARD	Expended FY22-23	FY23-24 Year End Projection	Ant Carryover FY24-25	Ant Carryover FY25-26
MULTI-YEAR REVENUE						
Grant Revenue						
<u>WIOA Adult</u>						
AA411039 Round 2	10.1.23 - 6.30.25	\$938,041		\$836,793	\$101,248	
AA511039 Round 1 - estimated	7.1.24 - 6.30.26	\$229,657			\$229,657	\$ -
AA511039 Round 2 - estimated	10.1.24 - 6.30.26	\$938,041			\$844,237	\$93,804
<i>Subtotal</i>		\$2,105,739	\$0	\$836,793	\$1,175,142	\$93,804
<u>WIOA Dislocated Worker</u>						
AA411039 Round 2	10.1.23 - 6.30.25	\$775,810		\$561,964	\$213,846	
AA511039 Round 1 - estimated	7.1.24 - 6.30.26	\$194,112			\$194,112	\$ -
AA511039 Round 2 - estimated	10.1.24 - 6.30.26	\$705,987			\$635,388	\$70,599
<i>Subtotal</i>		\$900,099	\$0	\$561,964	\$1,043,346	\$70,599
<u>WIOA Youth</u>						
AA411039	4.1.23 - 6.30.25	\$1,124,506	\$25,003	\$688,951	\$410,552	
AA511039 - estimated	4.1.24 - 6.30.26	\$1,124,506		\$25,000	\$987,055	\$112,451
<i>Subtotal</i>		\$1,124,506	\$25,003	\$713,951	\$1,397,608	\$112,451
<u>WIOA Rapid Response</u>						
AA511039 Round 1 - estimated	7.1.24 - 6.30.25	\$24,538			\$24,538	
AA511039 Round 2 - estimated	10.1.24 - 6.30.25	\$89,245			\$89,245	
<i>Subtotal</i>		\$113,783	\$0	\$0	\$113,783	\$0
<u>WIOA Layoff Aversion</u>						
AA511039 Round 1 - estimated	7.1.24 - 6.30.25	\$4,401			\$4,401	
AA511039 Round 2 - estimated	10.1.24 - 6.30.25	\$16,007			\$16,007	
<i>Subtotal</i>		\$20,408	\$0	\$0	\$20,408	\$0
CWDB - Regional Plan Implementation 5.0	1.1.23 - 3.31.25	\$131,250	\$25,039	\$72,472	\$33,739	
Grant Revenue Total		\$4,395,785	\$50,042	\$2,185,181	\$3,784,025	\$276,853
Other Government Grants/Contracts						
County of Solano - ARPA #1b: Training	5.1.22 - 6.30.23	\$400,000	\$71,445	\$140,909	\$187,645	
County of Solano - ARPA #2: Community Workfor	9.1.22 - 9.30.24	\$2,000,000	\$318,638	\$777,902	\$903,460	
County of Solano - ARPA #3: Industry Training	9.1.22 - 9.30.24	\$1,898,000	\$297,314	\$770,521	\$830,166	
County of Solano - ARPA #4: Community Engager	10.1.22 - 9.30.24	\$1,000,000	\$152,143	\$387,189	\$460,669	
County of Solano - ARPA Small Biz #1: Biz Advis	10.1.22 - 9.30.24	\$452,000	\$66,590	\$258,334	\$127,076	
County of Solano - ARPA Small Biz #2: Biz Incuba	10.1.22 - 9.30.24	\$607,000	\$326,290	\$210,710	\$70,000	
County of Solano - ARPA Small Biz #3: Biz Servic	10.1.22 - 9.30.24	\$358,000	\$23,298	\$101,066	\$233,636	
CWDB - HIRE	4.1.24 - 12.31.25	\$1,443,574		\$150,818	\$947,736	\$345,020
CWDB - Prison to Employment 2.0	1.1.23 - 9.30.25	\$434,306	\$0	\$52,071	\$220,413	\$161,822
CWDB - Regional Equity	12.1.22 - 9.30.25	\$1,150,000	\$16,448	\$59,661	\$598,958	\$474,933
<u>NorCal SBDC - Capital Improvement Program</u>						
CIP FY 23-24	10.1.23 - 9.30.24	\$95,000		\$80,000	\$15,000	
CIP FY 24-25	10.1.24 - 9.30.25	\$95,000			\$80,000	\$15,000
<i>Subtotal</i>		\$190,000	\$0	\$80,000	\$95,000	\$15,000
<u>NorCal SBDC - SBA</u>						
SBA 2024	1.1.24 - 12.31.24	\$180,000		\$69,494	\$110,506	
SBA 2025	1.1.25 - 12.31.25	\$180,000			\$77,849	\$102,151
<i>Subtotal</i>		\$360,000	\$0	\$69,494	\$188,355	\$102,151

WDB SOLANO

FY2024-25 Multi-Year Grant Projections

	Grant Terms	TOTAL AWARD	Expended FY22-23	FY23-24 Year End Projection	Ant Carryover FY24-25	Ant Carryover FY25-26
<u>NorCal SBDC - TA Expansion Program</u>						
TAP FY 23-24	10.1.23 - 9.30.24	\$85,402		\$64,052	\$21,351	
TAP FY 24-25	10.1.24 - 9.30.25	\$85,402			\$64,052	\$21,351
<i>Subtotal</i>		\$170,804	\$0	\$64,052	\$85,402	\$21,351
Other Government Revenue Total		\$7,035,804	\$1,255,718	\$3,010,994	\$4,129,144	\$483,522
Other Revenue						
Irvine Capacity Building	12.1.23 - 12.31.25	\$500,000		\$57,985	\$228,525	\$213,490
Other Revenue Total		\$500,000	\$0	\$57,985	\$228,525	\$213,490

Private Industry Council of Solano County
Normal Trial Balance - Board Expenditure Report by Grant
From 7/1/2023 Through 3/31/2024

ATTACHMENT D

<u>Account Code</u>	<u>Account Title</u>	<u>Debit Balance</u>	<u>Credit Balan...</u>
01	WIOA Adult	773,966.93	
02	WIOA Dislocated Worker	717,972.58	
03	WIOA Youth	603,218.27	
04	WIOA Rapid Response	112,894.20	
05	WIOA Layoff Aversion	20,932.00	
06	CWDB - CNA Upskilling Program	57,297.38	
07	CWDB - RPI 5.0	54,354.23	
08	City of Napa - ARPA Leaf Blower	30,698.69	
09	County of Napa - ARPA Childcare	915.43	
095	County of Napa - Napa Success	44,911.30	
10	Solano - ARPA 1	105,681.92	
11	Solano - ARPA 2	433,426.66	
12	Solano - ARPA 3	409,140.60	
13	Solano - ARPA 4	275,391.38	
14	Solano - ARPA SB1	193,750.84	
15	Solano - ARPA SB2	111,561.51	
16	Solano - ARPA SB3	75,799.42	
17	Solano Farm Grants	17,364.26	
18	CWDB - P2E 2.0	31,553.32	
19	CWDB - Regional Equity	44,745.83	
20	FSUSD - Restaurant Res	17,625.00	
21	NorCal SBDC - CIP	103,093.75	
22	NorCal SBDC - SBA	111,041.30	
23	NorCal SBDC - TAP	101,033.12	
24	SBDC Local Match	32,514.94	
245	Irvine Capacity Building	20,988.76	
26	SBDC Program Income	12,296.60	
27	WellsFargo - Dream Inc	13,867.20	
28	Mare Island Contribution	8,185.64	
Report Total		<u>4,536,223.06</u>	<u>0.00</u>
Report Difference		<u>4,536,223.06</u>	

Private Industry Council of Solano County
Normal Trial Balance - Board Expenditure Report by GL
From 7/1/2023 Through 3/31/2024

ATTACHMENT E

Account Code	Account Title	Debit Balance	Credit Balan...
01	Salaries and Benefits		
072	TEMPORARY PERSONNEL	4,790.29	
990	TEMP FUND DISTRO - Wages	1,670,965.18	
997	TEMP FUND DISTRO - Benefits	446,870.10	
Balance 01	Salaries and Benefits	2,122,625.57	
02	Vocational Training		
501	CLIENT TRAINING - Vendor	429,579.87	
Balance 02	Vocational Training	429,579.87	
03	Work-Based Training		
300	ON-THE-JOB-TRAINING CONTRACTS	21,812.88	
310	INCUMBENT-TRAINING CONTRACTS	3,819.00	
404	TRAINING CLASS CONTRACTS	101,590.00	
Balance 03	Work-Based Training	127,221.88	
04	Supportive Services		
207	GENERAL SUPPORTIVE SERVICES	4,356.48	
502	CLIENT TRAINING - SUPPLIES	16,739.55	
602	GENERAL SUPPORTIVE SERVICES	7,761.51	
650	TRANSPORTATION	6,676.30	
Balance 04	Supportive Services	35,533.84	
05	Business Advisors		
406	BUSINESS ADVISORS	238,027.50	
Balance 05	Business Advisors	238,027.50	
06	Small Business Payments		
408	SMALL BUSINESS PAYMENTS	77,938.31	
Balance 06	Small Business Payments	77,938.31	
07	Outreach		
190	EMPLOYER OUTREACH	7,271.73	
193	COMMUNITY OUTREACH	7,958.48	
205	SPECIAL EVENTS	345.58	
206	CAREER FAIR	48.17	
Balance 07	Outreach	15,623.96	
08	Program Contracts		
213	DIRECT AJCC ONE-STOP OPERATOR	16,875.00	
305	DIRECT SERVICE CONTRACTS	551,266.44	
350	REGIONAL ORGANIZER CONTRACT	46,802.10	
402	WIOA YOUTH SUBRECIPIENTS	63,924.95	
405	PROGRAM CONTRACTS	202,064.42	
Balance 08	Program Contracts	880,932.91	
09	Comm/IT		
097	TELEPHONE	340.00	
098	TELEPHONE CELLULAR	3,747.35	
108	DATA & TELEPHONE LINES	20,693.84	
109	COMPUTER NETWORK CONTRACTS	3,760.00	
951	TEMP FUND DISTRO - FF Telephone	4,888.75	
952	TEMP FUND DISTRO - FF Comm/IT	64,040.56	
953	TEMP FUND DISTRO - Vjo Comm/IT	8,233.17	

Private Industry Council of Solano County
Normal Trial Balance - Board Expenditure Report by GL
From 7/1/2023 Through 3/31/2024

Account Code	Account Title	Debit Balance	Credit Balan...
Balance 09	Comm/IT	105,703.67	
10	Professional Development		
130	EMPLOYEE PROFESSIONAL DEVELOPMENT	10,107.58	
131	EMPLOYEE TRAVEL - Training	1,751.07	
133	EMPLOYEE TRAVEL	5,510.43	
Balance 10	Professional Development	17,369.08	
11	Facilities		
093	FACILITIES SUPPLIES	6,072.19	
096	SECURITY SERVICES	2,640.51	
950	TEMP FUND DISTRO - FF Facilities	319,752.09	
954	TEMP FUND DISTRO - Vjo Facilities	2,002.46	
Balance 11	Facilities	330,467.25	
12	Memberships		
086	MEMBERSHIPS	5,950.00	
191	EMPLOYER OUTREACH - MEMBERSHIPS	6,305.00	
Balance 12	Memberships	12,255.00	
13	Mileage / Travel		
134	EMPLOYEE MILEAGE	7,018.24	
Balance 13	Mileage / Travel	7,018.24	
14	Supplies / Equip / Software		
081	EMPLOYEE RECOGNITION	87.40	
102	PRINTING	2,721.82	
103	POSTAGE	23.97	
112	OFFICE SUPPLIES - Consumable	1,752.21	
114	SOFTWARE	16,648.56	
117	EQUIP/FURN: UNDER \$1.5K	540.78	
118	COMPUTERS: < \$1.5K Tracked	3,080.86	
119	COMPUTER RELATED ITEMS < \$500	156.00	
202	CLIENT SUPPLIES	2,372.35	
974	TEMP FUND DISTRO - Program Supplies	423.38	
991	TEMP FUND DISTRO - Other Supplies	2,209.36	
Balance 14	Supplies / Equip / Software	30,016.69	
15	Other Operating Costs		
970	TEMP FUND DISTRO - Biz Expenses	90,521.21	
980	SBDC Indirect Costs	15,388.08	
Balance 15	Other Operating Costs	105,909.29	
Report Total		4,536,223.06	0.00
Report Difference		4,536,223.06	