

**MIDLANDS WORKFORCE INVESTMENT AREA
RESOURCE SHARING AGREEMENT**

OVERVIEW and PURPOSE

This Resource Sharing Agreement provides the shared funding arrangements entered into by the partners in the Midlands' SC Works Center system serving employers, job seekers and those seeking career advancement in Fairfield, Lexington and Richland counties in South Carolina. Through this Agreement, which is appended to the respective Memorandum of Understanding between each partner and the Midlands Workforce Development Area, the partners have identified those costs related to the operation and maintenance of the One-Stop system that are of mutual benefit and have identified mechanisms for the payment of such costs. This agreement shall be effective July 1, 2016 and remain in effect for three years (June 30, 2019) or until terminated by the repeal of the Workforce Innovation and Opportunity Act (WIOA) with annual renewals. The Agreement contains the following sections:

- I. Parties to the Agreement
- II. Identification of Shared Costs
- III. Cost Allocation Plan
- IV. Resource Sharing Plan
- V. Modification and Reconciliation Procedures
- VI. Authority and Signatures

I. PARTIES TO THE AGREEMENT

The following partner organizations have agreed to provide services through the Midlands SC Works Center Delivery System and to share such costs that are of mutual benefit:

Partner Organization	
Aiken-Barnwell Community Action	Lexington SD #3 – Adult Education
Bamberg Job Corp Center	Lexington/Richland SD #5 – Adult Education
Benedict - Allen CDC	Midlands Technical College
Carolina Community Actions Agency	Richland SD#1 - Adult Education
Central Midlands Council of Governments	Richland SD #2 – Adult Education
Experience Works	SC Commission for the Blind
Fairfield County	SC Dept of Social Services
Fairfield Adult Education	SC Development Indian Council
Goodwill Industries	SC National Guard
Lexington SD#1 – Adult Education	SC Vocational Rehabilitation
Lexington SD # 2 & 4 – Adult Education	Wateree Community Action

In addition to the SC Works Center partners, this agreement includes the Chief elected officials for the local area (Fairfield, Lexington and Richland Counties) and the Midlands Workforce Development Board.

II. IDENTIFICATION OF SHARED COSTS

The costs identified as shared are reflected in the budget document shown as Attachment 1 to this RSA. The annual budget may or may not include each of the line items defined based on partner determined need. The costs consist of both system-wide and operational costs that are incurred by partners in the provision of customer services through the SC Works Center system:

System costs:

One-Stop Liaison—The One-Stop Liaison performs duties that benefit all partners in the Midlands SC Works Centers as a portion of the job duty. The position is responsible for the coordination of partner activities, including convening meetings of the Partners Committee, scheduling partner representation in the centers, and conducting cross training of staff. The position also develops schedules of training classes, workshops and other partner provided services to Center customers.

Marketing—Costs include the printing and preparation of “branded” materials such as pencils, pens, brochures and other promotional materials to be used in promoting the services of the Midlands SC Works Center delivery system to both employer and job-seeker customers as well as maintenance of the SC Works Center website.

SC Works Center costs:

Costs associated with the operation of each of the three Centers are described below. These costs are allocated only to those partners who participate within the respective center.

Rent/Depreciation Fee—The costs of the facilities that house the three Centers in Columbia, Lexington and Winnsboro.

Utilities—Utility costs include heat, electricity, air conditioning, water and other utilities for the three centers.

Janitorial/Maintenance—Costs associated with building maintenance and cleaning. Costs are applicable to Columbia and Lexington centers.

Office Equipment Maintenance & Rental—costs related to maintenance of computer equipment, rental of such equipment as copiers.

Telephone and Internet Access—Additional charges related to Telephone and Internet access for the centers.

Liability Insurance—Required insurance for the centers.

One-Stop Common Supplies—Estimated costs of printer supplies, copier paper, and resource room supplies.

Resource Room Staff—Salary and benefit costs for personnel needed to staff the resource room in the centers for all hours of operation. Staff will provide assistance with

services, computers, answer job seeker and employer customers questions, and oversee the operations of the Resource Room. Costs are estimated on the salary and benefit costs of an entry level Employment Service Representative.

III. COST ALLOCATION PLAN

The shared costs as contained in the budget document have been combined into 4 pools for the purposes of cost allocation. Each of the cost pools and the method used for allocation of pooled costs to partner organizations is described below. The application of the methodologies to pooled costs is contained in the spreadsheet that is Attachment 2 to this Agreement. The total proportionate share attributable to each partner is also contained in Attachment 2.

System cost pool—Costs for marketing and the One-Stop Liaison position comprise the Systems cost pool. The costs have been distributed on the basis of equal benefit to partners. As the costs are not identified by program or partner and the services provided, each partner program receives an equal benefit from the incurrence of the cost, and thus an equal share of the costs.

Operational cost pool—The individual cost items for the operation of each of the three Centers have been combined for a Center specific operations cost pool. These costs are allocated on the basis of the number of staff hours attributable to a partner program as compared to the total staff hours of the Center.

The results of the allocation of shared costs and shared staff time are found in Attachment 2 to this RSA—the Cost Allocation Spreadsheet. The allocation of the Operational cost pool based on staff time in the Center is found on Attachment 3 to this RSA.

IV. RESOURCE SHARING PLAN

Each partner agency hereby agrees to provide the resources necessary to fund their proportionate share of the shared costs as contained in the Cost Allocation spreadsheet. The manner in which these resources will be provided are contained in Attachment 4 to this RSA—the Resource Sharing spreadsheet.

Partner agencies will develop appropriate schedules for the provision of staff resources, and the partners will also develop the timing and provision of other resources such as office supplies.

V. MODIFICATION AND RECONCILIATION PROCESS

Reconciliation: The One-Stop Liaison will maintain information from each partner related to the resources provided. This information will be submitted on a quarterly basis to the Partner Liaison by each partner agency that provided resources during the previous quarter. The information will be compiled and distributed to all partner organizations at the Partner's Committee meeting following quarter end. The Partners Committee will be responsible for making adjustments to the needed resources in subsequent periods based on the actual costs incurred or staff hours worked by each partner.

Modification: This Resource Sharing Agreement may be modified at any time by written agreement of all parties to the RSA. As authorized by the Midlands Workforce Development Board, the MWDA Administrator shall have final approval of the format and timing of modifications. Modifications to the MOU will be cause for a modification to this RSA, and shall occur when partner organizations join or leave the Midlands' SC Works Center System.

Additionally, modifications may be made on a quarterly basis as a result of the analysis of shared costs and partner contributions, or other changes such as additional services that benefit the system that are approved by a majority of the partners and the MWDB. Modifications should be completed within 30 days of the authorizing change event.

Dispute Resolution: The parties to the RSA shall first attempt to resolve all disputes by way of the Partner Consortium. Any party may call for a meeting of the committee to discuss and resolve disputes. Disputes shall be resolved by 2/3-majority consent of the Committee.

Should these resolution efforts fail, the Partners Consortium shall refer the dispute to the Chair of the Midlands Workforce Development Board within 15 days of failure to resolve the dispute. The decision of the MWDB will be final and binding unless such decision is in contradiction of applicable state and Federal laws or regulations governing the partner agencies.

VII. AUTHORITY AND SIGNATURES

The individuals signing this agreement have the authority to commit the party they represent to the terms of this RSA, and do so by signing.


SIGNATURE PAGE

Adult Education (Lexington/Richland Five)



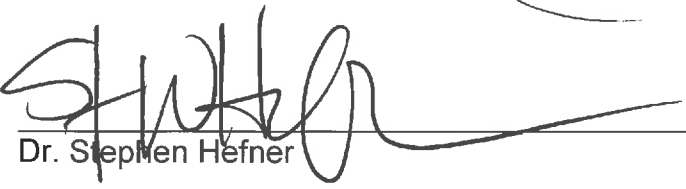
Dr. Kathie Greer

6/15/16
Date



Dr. Michael Harris

6.21.16
Date



Dr. Stephen Hefner

6.21.16
Date

**Midlands SC Works System
Shared Cost Budget**

System Wide	
Partner liason	\$26,000
Marketing & promotional materials	\$1,000
Total	\$27,000

Center Specific	Columbia	Lexington	Fairfield	Totals
Rent/Annual Depreciation	\$27,364	\$96,910	\$9,580	\$133,854
Utilities	\$66,360	\$10,639	\$6,000	\$82,999
Janitorial/Maintenance	\$19,808	\$9,986	\$0	\$29,794
Security	\$0	\$0	\$0	\$0
Subtotal	\$113,532	\$117,535	\$15,580	\$246,647
Equipment Maint/Rental	\$4,500	\$1,800	\$0	\$6,300
Data, Internet & Telephone lines	\$5,504	\$8,364	\$23,280	\$37,148
State Insurance	\$0	\$452	\$0	\$452
Subtotal	\$10,004	\$10,616	\$23,280	\$43,900
One-Stop common supplies*	\$3,800	\$740	\$400	\$4,940
Resource Room staffing	\$96,000	\$64,000	\$20,000	\$180,000
Total	\$223,336	\$192,891	\$59,260	\$475,487

Grand Total \$502,487

*Estimated costs of fax & copier paper, printer & resource room supplies.

* Quarterly costs for previous program year were annualized for annual baseline budget.

Attachment 2

	System Costs	Columbia Operations	Lexington Operations	Windsboro Operations	TOTAL
Allocation of Shared Costs	\$27,000	\$223,336	\$192,891	\$59,260	\$502,487
Able South Carolina					\$0
Aiken Barnwell Community Action					\$0
Allen Benedict CDC					\$0
Barbering Job Corps Center					\$0
Carolina Community Action					\$0
Central Midlands Council of Governments	\$3,000	\$66,425 25.26%	\$131,282 68.06%		\$190,708
Columbia Housing Authority					\$0
Experience Works					\$0
Fairfield County - WIDA	\$3,000			\$59,260 100.00%	\$62,261
Fairfield School District - AE					\$0
Goodwill Industries					\$0
Lexington 2/4 School District - AE					\$0
Lexington 3 School District - AE					\$0
Lexington One School District - AE					\$0
Lexington/Richland 5 School District - AE					\$0
Midlands Technical College	\$3,000	\$981 0.44%			\$3,981
Richland One Adult Education					\$0
Richland Two Adult Education					\$0
SC Commission for the Blind	\$3,000	\$123 0.05%			\$3,123
SC Dept of Social Services	\$3,000	\$2,769 1.24%	\$24,192 12.54%		\$29,961
SC Indian Development Council					\$0
SC National Guard	\$3,000	\$1,051 0.47%			\$4,051
SC Vocational Rehabilitation	\$3,000	\$245 0.11%	\$2,580 1.34%		\$5,826
SCDEW	\$3,000	\$159,288 71.32%	\$34,836 18.06%		\$197,126
USC TRIO Program	\$3,000	\$2,453 1.10%			\$5,453
Waterlee Community Action					\$0

partners whose cost in proportion to benefits received is so minimal as to be considered immaterial

**MIDLANDS WORKFORCE SYSTEM
PARTNER LIST STAFFING INFORMATION**

	# of Staff	# of FTEs	Ttl Staff Hrs	% of Ttl Hrs
Columbia Workforce Center:				
Central Midlands Council of Governments - WK	3	2.67	100.00	3.1385%
CMCOG - WIOA	21	18.80	705.00	22.1263%
Midlands Technical College	1	0.37	14.00	0.4394%
SC Commission for the Blind	0	0.05	1.75	0.0549%
SC National Guard	1	0.40	15.00	0.4708%
SC Voc Rehab	1	0.09	3.50	0.1098%
SC Dept of Social Services	2	1.05	39.50	1.2397%
SCDEW - Field Service	11	11.00	412.50	12.9463%
SCDEW - Trade	1	0.60	22.50	0.7062%
SCDEW - UI	33	33.00	1237.50	38.8388%
SCDEW - UI REA	3	3.00	112.50	3.5308%
SCDEW - Vets	4	4.00	150.00	4.7077%
SCDEW - Wagner-Peyser	9	9.00	337.50	10.5924%
USC TRIO Program	1	0.93	35.00	1.0985%
			3186.25	100.0000%
Lexington Workforce Center:				
CMCOG-WIOA	7	5.43	203.50	68.0602%
Lexington Two/Four Adult Education	0	0.00	0.00	0.0000%
Midlands Technical College	0	0.00	0.00	0.0000%
SC National Guard	0	0.00	0.00	0.0000%
SC Voc Rehab	1	0.11	4.00	1.3378%
SC Dept of Social Services	1	1.00	37.50	12.5418%
SCDEW - Trade	1	0.40	15.00	5.0167%
SCDEW - Vets	1	0.04	1.50	0.5017%
SCDEW - Wagner-Peyser	1	1.00	37.50	12.5418%
		7.97	299.00	100.0000%
Winnsboro Workforce Center:				
Fairfield County	3	3.00	112.50	100.0000%
			112.50	100.0000%

Resource Sharing PY 16

Attachment 4

	Prof. Salary	Health	Prof B Program	Miss.	Prof Misc	Equip Maint/ Rental	Phor B Interest	Staff Inc.	4-Stop numm	Resource sharing	Total	Share of Cost/ Dep
Share of Cost/												
Alli South Creative												\$0
Alli Bureau of Con. Mtl.												\$0
Alli Board of CDC												\$0
Bank of Job Connect												\$0
Creative Con. Mtl.												\$0
CNCOCG	\$26,000	\$4,000	\$35,300	\$40,000	\$3,000	\$5,000	\$49,000	\$400	\$4,500	\$24,000	\$130,200	\$100,200
Clanbia Meeting Mtl.												\$0
Exprience Works												\$0
Fairfield County - WIOA			\$3,300	\$5,000			\$29,200		\$400	\$29,000	\$62,200	\$62,200
Fairfield School Dis. - AE												\$0
Goodwill Indolition												\$0
Leo. 274 - AE												\$0
Leo. 3 - AE												\$0
Leo. Our - AE												\$0
Leo. Risk S. - AE												\$0
Midlands Tech. College												\$0
North of Wall Education												\$0
Robt S. Wall Education												\$0
SC Con. for Hr. Dirid												\$0
SC OSS												\$0
SC Indus. Dev. Council												\$0
SC Material Good												\$0
SC War Rel. A.S												\$0
SCDMV			\$22,300	\$60,300	\$19,000					\$48,500	\$150,400	\$120,400
USC TRIO Program										\$5,000	\$5,000	\$5,000
Wilkes Community Coll.												\$0

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Aiken-Barnwell Community Action

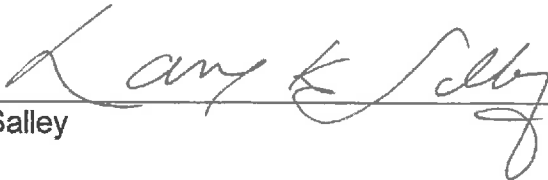


George Anderson

10/24/16
Date

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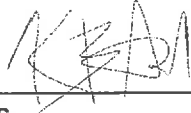
Benedict - Allen CDC


Larry Salley

6-15-16
Date

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Bamberg Job Corps Center



Kevin Stagers



Date

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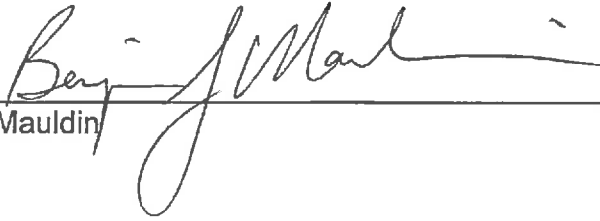
Carolina Community Actions Agency


Walter Kellogg

6-20-16
Date

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Central Midlands Council of Governments



Ben Mauldin

10/31/16

Date

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Experience Works



Christine Johnson

10-31-16
Date

MIDLANDS WORKFORCE DEVELOPMENT AREA
SC WORKS/ONE-STOP SYSTEM
MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

The Fairfield County Adult Education is a designated agency specified under WIOA title II for adult education and literacy activities.



LaNisha Tindal, Director

10-31-16
Date

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Adult Education (Lexington One)



Myles Newman

6.16.16

Date



John Butler

6/15/16

Date

SIGNATURE PAGE

Adult Education (Lexington Two and Four)



Christy Henderson

6/15/16
Date

SIGNATURE PAGE

Adult Education (Lexington Three)



Francis Bouknight


6 Sep 2016

Date

Randall Price, Director


SIGNATURE PAGE

Adult Education (Lexington/Richland Five)




Dr. Kathie Greer

6/15/16
Date



Dr. Michael Harris

6.21.16
Date

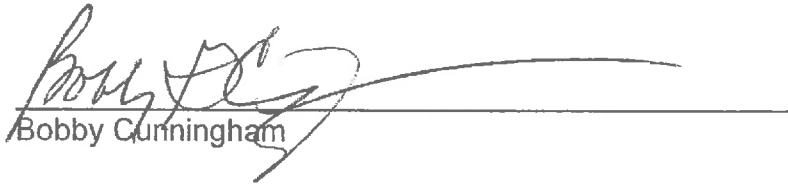


Dr. Stephen Hefner

6.21.16
Date

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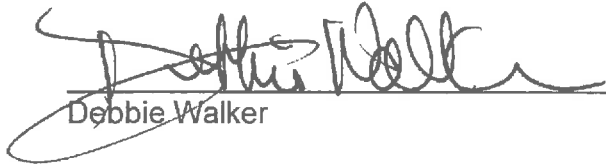
Adult Education (Richland Two)


Bobby Cunningham

11/1/16
Date

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Midlands Technical College

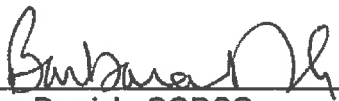


Debbie Walker

6-30-16
Date

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SC Department of Social Services

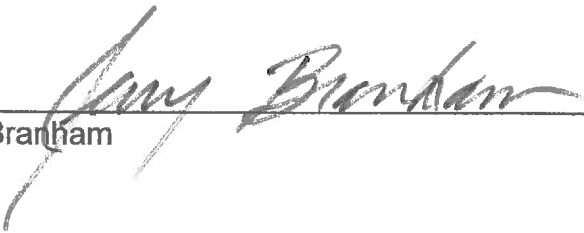


Barbara Derrick, SCDSS

10/19/16
Date

SIGNATURE PAGE

SC Indian Development Council



Jerry Brantham

6-21-16
Date

EXHIBIT A

Partner Agency	South Carolina Indian Development Council, Inc.
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1. The South Carolina Indian Development Council, Inc. agrees to contribute to the delivery of the following core services in the WorkLink SC Works system:
 - Partner Referrals
 - Informational Material

2. The South Carolina Indian Development Council, Inc. will contribute the above named services in the following manner:
 - Printed brochures/flyers with contact information
 - Provide periodic training to educate SC Works staff and the programs and services available to Native American's and their families and how to make appropriate referrals.
 - Participation in Partner Meetings as appropriate.

3. The South Carolina Indian Development Council, Inc. expects to derive the following benefits from the SC Works system:
 - Increased referrals
 - Greater exposure to the community
 - Better coordination and understanding of services with SC Works Partners
 - Gain information and resources to help meet the social and economic development needs of Native American Communities.

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Community Services Block Grant (Wateree Community Action)



Annette Tucker

10/28/16
Date