

KentuckianaWorks Foundation, Inc.
d.b.a
KentuckianaWorks
and
Board of Education of Jefferson County



Contract No. 340-160-12

Modification Number #01

Effective Date: July 1, 2012

THIS MODIFICATION, made and entered into as of the 29th day of January, 2013, by and between the KentuckianaWorks Foundation, Inc., 410 West Chestnut Street, Louisville, Kentucky 40202 ("the Foundation"), and the Board of Education of Jefferson County, Kentucky, 3332 Newburg Road, Louisville, Kentucky 40232, ("the Contractor") as registered with the Kentucky Secretary of State.

WITNESSETH:

Modification to Previous Agreement:

Pursuant to Part 11, "Modifications to Agreement," the parties to this Modification Agreement No. 1 mutually agree to make the following modification to the Original Agreement previously entered into by and between the Foundation and the Contractor in Contract No. 340-160-12.

The purpose of this modification is to make the following personnel adjustments:

1. On page 13, in section 9.1 increase the not-to-exceed amount from \$94,140 to \$165,800.
2. On page 19, under Foundation Funding Streams, add bullet #3, Annie E. Casey.
3. On page 26, replace the budget set out there with the following budget (as modified). The not-to-exceed amount decreases from \$39,000 to \$29,486:

1.) Line Item Budget: Louisville Metro Housing Authority:

LINE-ITEM CATEGORY	ORIGINAL CONTRACT	CHANGE	MOD #1
Extended Days: Extended hours and/or days to be used by 187-day contract staff to use above contracted scheduled days	\$13,900	+\$2,000	\$15,900
Fringe @ approximately 17%	\$2,425	+347	\$2,772
Part-Time Instructor / Career Developer:	\$17,500	-\$17,500	0
Fringe @ approximately	\$3,052	-\$3,052	0
Part-Time Instructional Assistant(s): 3 Part-Time to work approx. 10 – 19.75 hours per week for an estimated 2 weeks	0	+\$892	\$892

Fringe @ approximately 9%	0	+81	\$81
Travel: Out of County	0	+\$1,400	\$1,400
Participant Expenses	\$1,000	0	\$1,000
Educational Materials and Supplies	\$1,123	+\$2,088	\$3,211
Furniture	0	+4,230	\$4,230
TOTAL FUNDS REQUESTED	\$39,000	-\$9,514	\$29,486

****Requested fund amounts are subject to change relative to funding availability from donors.***

4. On page 33, delete charts for "Part-Time Instructor / Career Developer" and replace them with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Instructional Assistant: Part-Time	
Number of Positions:	Full Time: 0	Part Time: 3
Estimated Dates of Employment	7/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$10 to \$12	
Average Hours Scheduled Per Week:	Approximately 13 Hours	
Fringe Benefit Rate: (9% Payroll Tax Only)	Benefits: FICA, Medicare, workers compensation, liability, and unemployment compensation	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	13	0	-0-	13
Estimated No. of Weeks	2	0	-0-	2

Wage Range*	\$260 to \$312	0	-0-	\$260 to \$312
Fringe Benefits at 9%	\$24 to \$28	0	-0-	\$24 to \$28

5. On page 34, delete the Detail of Position, Qualifications, Wages and Benefits for Part-time Instructor / Career Developer and replace with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: Instructional Assistant: Part-Time

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for email and phone communication with youth and maintaining records of contacts made.
2. Responsible for maintaining youth files, keeping a spreadsheet of important data, and office support such as making copies, generating forms and sending out mailings.
3. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: High School Diploma or GED
2. Experience:
 - a. Good phone and written communication skills essential
 - b. Experience with Microsoft Office software, especially Excel.
3. Other:
 - a. .Good attitude and out-going personality key to make initial contact with customers positive and encouraging.

6. On page 35, replace the budget set out there with the following budget (as modified). The not-to-exceed amount increases from \$55,140 to \$135,140:

2.) Line Item Budget: General Donations:

LINE-ITEM CATEGORY	ORIGINAL CONTRACT	CHANGE	MOD #2
Part-Time Administrator: 1 Part-Time to work approx. 50 days	\$6,316	+\$9,380	\$15,696
Fringe @ approximately 4%	\$245	+\$350	\$595
Extended Days: Extended hours and/or days for use by 187-day contract staff to use above contract scheduled days	\$2,063	+\$7,802	\$9,865
Fringe @ approximately 11%	\$92	+\$995	\$1,087
Part-Time Lead Instructor: 1 Part-Time to work approx. 19.75 hours per week for an estimated 4 weeks	\$2,055	0	\$2,055
Fringe @ approximately 5%	\$110	0	\$110
Part-Time Instructor / Career Coaches: 43 Part-time to work approx. 10 – 19.75 hours per week for an estimated 1 - 10 weeks	\$35,820	+\$16,400	\$52,220
Fringe @ approximately 9.5%	\$3,255	\$1,745	\$5,000
Part-Time Instructional Assistant: 2 Part-Time to work approx. 10 – 19.75 hours per week for an estimated 12 weeks	\$2,220	\$1,762	\$3,982
Fringe @ approximately (12%)	\$230	+\$245	\$475
Full-Time SummerWorks Coordinator: 1 to work approx. 28 hours per week for an estimated 26 weeks	0	\$19,690	\$19,690
Fringe @ approximately (4%)	0	+\$750	\$750
Full-Time Administrative Assistant: 1 to work approx. 32 hours per week for an estimated 26 weeks	0	\$12,546	\$12,546
Fringe @ approximately (28%)	0	+\$3,460	\$3,460
TOTAL SALARIES	\$48,474	+\$67,580	\$116,054
TOTAL FRINGES	\$3,932	+\$7,545	\$11,477
Travel (In-County)	\$2,734	+\$600	\$3,334
Office Supplies, Printing, & Copying	0	+\$3,575	\$3,575
Transportation: TARC Passes	0	+\$700	\$700
TOTAL FUNDS REQUESTED	\$55,140	+\$80,000	\$135,140

****Requested fund amounts are subject to change relative to funding availability from donors.***

7. On page 36, delete the charts for "Part-Time Administrator" and replace with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Administrator: Part-Time	
Number of Positions:	Full Time: 0	Part Time: 1
Estimated Dates of Employment	7/01/2011 – 6/30/2012	
Approximate Hourly Wage Range For Position:	\$36 to \$42	
Average Hours Scheduled Per Week:	16 Hours	
Fringe Benefit Rate: (4% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, and Medicare match	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	16	-0-	-0-	16
Estimated No. of Weeks	24	-0-	-0-	24
Wage Range	\$13,824 to \$16,128	-0-	-0-	\$13,824 to \$16,128
Fringe Benefits at 4%	\$553 to \$645	-0-	-0-	\$553 to \$645

8. On page 38, delete the charts for "Case Management Coordinator: Extended Day" and replace with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Case Management Coordinator: Extended Day	
Number of Positions:	Full Time: 1	Part Time: 0

Estimated Dates of Employment	7/01/2012 – 6/30/2013
Approximate Hourly Wage Range For Position:	\$25 to \$30
Average Hours Scheduled Per Week:	8 Hours (1 Extended Day)
Fringe Benefit Rate: (11% Payroll Tax Only)	Benefits: KTRS, workers' compensation, and Medicare match
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.	

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	8	-0-	-0-	8
Estimated No. of Weeks	10	-0-	-0-	10
Wage Range	\$2,000 to \$2,400	-0-	-0-	\$2,000 to \$2,400
Fringe Benefits at 11%	\$220 to \$264	-0-	-0-	\$220 to \$264

9. Beginning at the bottom of page 39, insert the following pages (consecutively):

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Adult Education Career Developer: Extended Day	
Number of Positions:	Full Time: 4	Part Time: 0
Estimated Dates of Employment	7/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$25 to \$30	
Average Hours Scheduled Per Week:	8 Hours (1 Extended Day)	
Fringe Benefit Rate: (11% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, and Medicare match	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For		

example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	8	-0-	-0-	8
Estimated No. of Weeks	1	-0-	-0-	1
Wage Range	\$200 to \$240	-0-	-0-	\$200 to \$240
Fringe Benefits at 11%	\$22 to \$26	-0-	-0-	\$22 to \$26

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: **Adult Education Career Developer**

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for recruitment of customers.
2. Responsible for documentation of students for program registration and eligibility.
3. Responsible for data collection related to this project.
4. Responsible for working job fairs, employer and youth orientations, youth job placement.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: Bachelor's Degree;
2. Experience: Good communication and organization skills essential. Preferred experience providing services to at-risk populations, especially youth.
3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers. Experience working with at-risk youth populations.

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)

Position Title:	Adult Education Instructor: Extended Day	
Number of Positions:	Full Time: 1.5	Part Time: 0
Estimated Dates of Employment	7/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$25 to \$30	
Average Hours Scheduled Per Week:	8 Hours (1 Extended Day)	
Fringe Benefit Rate: (11% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, and Medicare match	

Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	8	-0-	-0-	8
Estimated No. of Weeks	1	-0-	-0-	1
Wage Range	\$200 to \$240	-0-	-0-	\$200 to \$240
Fringe Benefits at 11%	\$22 to \$26	-0-	-0-	\$22 to \$26

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: **Adult Education Instructor**

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for recruitment of customers.

2. Responsible for documentation of students for program registration and eligibility.
3. Responsible for data collection related to this project.
4. Responsible for working job fairs, employer and youth orientations, youth job placement.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: Bachelor's Degree;
2. Experience: Good communication and organization skills essential. Preferred experience providing services to at-risk populations, especially youth.
3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers. Experience working with at-risk youth populations.

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Administrative Assistant: Extended Day	
Number of Positions:	Full Time: 1	Part Time: 0
Estimated Dates of Employment	11/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$12 to \$16	
Average Hours Scheduled Per Week:	8 Hours	
Fringe Benefit Rate: 11% Payroll Tax Only)	Benefits: CERS, FICA, workers' compensation, liability, life insurance, unemployment compensation, disability insurance, etc.	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	8	-0-	-0-	8
Estimated No.				

of Weeks	25	-0-	-0-	25
Wage Range	\$2,400 to \$3,200	-0-	-0-	\$2,400 to \$3,200
Fringe Benefits at 11%	\$264 to \$352	-0-	-0-	\$264 to \$352

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: Administrative Assistant: Full-Time

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for working with KentuckianaWorks and SW Coordinator on tracking and reporting recruitment, registering youth for SummerWorks.
2. Responsible for answering the phone and routing calls to the appropriate person.
3. Responsible for managing paperwork for Work Ready Certification and creating youth portfolios.
4. Responsible for maintaining SummerWorks youth files and updating case notes.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: High School Diploma or GED
2. Experience: Good communication skills essential; experience with Microsoft Office software preferred.
3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers.

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	SummerWorks Coordinator: Extended Day	
Number of Positions:	Full Time: 1	Part Time: 0
Estimated Dates of Employment	11/01/2012 – 6/30/2013	
Approximate Hourly Wage Range		

For Position:	\$24 to \$28
Average Hours Scheduled Per Week:	7 Hours
Fringe Benefit Rate: (11% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, life insurance, unemployment compensation, disability insurance, etc.
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.	

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	7	-0-	-0-	7
Estimated No. of Weeks	25	-0-	-0-	25
Wage Range	\$4,200 to \$4,900	-0-	-0-	\$4,200 to \$4,900
Fringe Benefits at 11%	\$462 to \$539	-0-	-0-	\$462 to \$539

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: SummerWorks Coordinator: Full-Time

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for managing all aspects of youth recruitment for SummerWorks.
2. Responsible for tracking and reporting for Work Readiness Training and Leadership trainings.
3. Responsible for working with KentuckianaWorks to facilitate Work Ready Certifications.
4. Responsible for working with KentuckianaWorks to coordinator job fairs, employer and youth orientations, youth job placement.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: Bachelor's Degree; Preferred Requirement: Master's Degree
 2. Experience: Good communication and organization skills essential. Preferred experience providing services to at-risk populations, especially youth.
 3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers. Experience working with at-risk youth populations.
10. On page 42, delete the charts for "Part-Time Instructor / Career Coach" and replace with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Part-Time Instructor / Career Coach	
Number of Positions:	Full Time: 0	Part Time: 43
Estimated Dates of Employment	7/01/2011 – 6/30/2012	
Approximate Hourly Wage Range For Position:	\$25 to \$28	
Average Hours Scheduled Per Week:	12 Hours	
Fringe Benefit Rate: (9.5% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, and Medicare match	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	12	-0-	-0-	12
Estimated No. of Weeks	4	-0-	-0-	4

Wage Range	\$1,200 to \$1,344	-0-	-0-	\$1,200 to \$1,344
Fringe Benefits at 9.5%	\$114 to \$128	-0-	-0-	\$114 to \$128

11. On page 43, delete the charts for "Part-Time Instructional Assistant" and replace with the following:

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Instructional Assistant: Part-Time	
Number of Positions:	Full Time: 0	Part Time: 2
Estimated Dates of Employment	7/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$10 to \$12	
Average Hours Scheduled Per Week:	Approximately 16 Hours	
Fringe Benefit Rate: (12% Payroll Tax Only)	Benefits: FICA, Medicare, workers compensation, liability, and unemployment compensation	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	16	0	-0-	16
Estimated No. of Weeks	12	0	-0-	12
Wage Range*	\$1,920 to \$2,304	0	-0-	\$1,920 to \$2,304
Fringe Benefits at 12%	\$230 to \$276	0	-0-	\$230 to \$276

12. Beginning at the bottom of page 45, insert the following pages (consecutively):

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)	
Position Title:	SummerWorks Coordinator

Number of Positions:	Full Time: 1	Part Time: 0
Estimated Dates of Employment	11/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$24 to \$28	
Average Hours Scheduled Per Week:	28 Hours	
Fringe Benefit Rate: (4% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, life insurance, unemployment compensation, disability insurance, etc.	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	28	-0-	-0-	28
Estimated No. of Weeks	26	-0-	-0-	26
Wage Range	\$17,472 to \$20,384	-0-	-0-	\$17,472 to \$20,384
Fringe Benefits at 4%	\$699 to \$815	-0-	-0-	\$699 to \$815

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: SummerWorks Coordinator: Full-Time

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for managing all aspects of youth recruitment for SummerWorks.
2. Responsible for tracking and reporting for Work Readiness Training and Leadership trainings.
3. Responsible for working with KentuckianaWorks to facilitate Work Ready Certifications.

4. Responsible for working with KentuckianaWorks to coordinator job fairs, employer and youth orientations, youth job placement.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: Bachelor's Degree; Preferred Requirement: Master's Degree
2. Experience: Good communication and organization skills essential. Preferred experience providing services to at-risk populations, especially youth.
3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers. Experience working with at-risk youth populations.

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)		
Position Title:	Administrative Assistant	
Number of Positions:	Full Time: 1	Part Time: 0
Estimated Dates of Employment	11/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$12 to \$16	
Average Hours Scheduled Per Week:	32 Hours	
Fringe Benefit Rate: (28% Payroll Tax Only)	Benefits: CERS, FICA, workers' compensation, liability, life insurance, unemployment compensation, disability insurance, etc.	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	32	-0-	-0-	32
Estimated No. of Weeks	26	-0-	-0-	26
Wage Range				

	\$9,984 to \$13,312	-0-	-0-	\$9,984 to \$13,312
Fringe Benefits at 28%	\$2,796 to \$3,727	-0-	-0-	\$2,796 to \$3,727

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: Administrative Assistant: Full-Time

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for working with KentuckianaWorks and SW Coordinator on tracking and reporting recruitment, registering youth for SummerWorks.
2. Responsible for answering the phone and routing calls to the appropriate person.
3. Responsible for managing paperwork for Work Ready Certification and creating youth portfolios.
4. Responsible for maintaining SummerWorks youth files and updating case notes.
5. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: High School Diploma or GED
2. Experience: Good communication skills essential; experience with Microsoft Office software preferred.
3. Other: Good attitude and out-going personality essential to maintaining positive relationship with customers.

3.) Line Item Budget: Annie E. Casey:

LINE-ITEM CATEGORY	ORIGINAL CONTRACT	CHANGE	MOD #1
Extended Days: Extended hours and/or days to be used by 187-day contract staff to use above contracted scheduled days	0	\$1,130	\$1,130

Fringe @ approximately 4%	0	\$44	\$44
TOTAL FUNDS	\$0	+\$1,174	\$1,174

Detail of Positions, Qualifications, Wages and Benefits (PAGE 1 OF 2)

Position Title:	Adult Education Career Developer: Extended Day	
Number of Positions:	Full Time: 1	Part Time: 0
Estimated Dates of Employment	7/01/2012 – 6/30/2013	
Approximate Hourly Wage Range For Position:	\$25 to \$29	
Average Hours Scheduled Per Week:	8 Hours (1 Extended Day)	
Fringe Benefit Rate: (4% Payroll Tax Only)	Benefits: KTRS, workers' compensation, liability, and Medicare match	
Position Funding Source: Employees of an organization may be paid by more than one funding source. The table below requests a breakout of how each position is being funded. For example, a full time employee could be funded by the GLWIB to work 20 hours a week for purposes of this contract with the remaining 20 hours funded by non-GLWIB resources.		

	GLWIB funded	Non-GLWIB funded	Other programs not pertaining to this proposal but funding this position	Total
Average Hours per Week	8	-0-	-0-	8
Estimated No. of Weeks	5	-0-	-0-	5
Wage Range	\$1,000 to \$1,160	-0-	-0-	\$1,000 to \$1,160
Fringe Benefits at 4%	\$40 to \$46	-0-	-0-	\$40 to \$46

Detail of Positions, Qualifications, Wages and Benefits (PAGE 2 of 2)

Position Title: **Adult Education Career Developer**

Specific Duties Related to Proposed Service

Define position and provide explanation as to how position serves proposal

1. Responsible for recruitment of customers.
2. Responsible for providing eligibility determination service.
3. Responsible for working with customers to develop the Career Plan and set goals.
4. Responsible for monitoring the customer's progress with program services and activities.
5. Responsible for follow-up and documentation of customer progress toward academic and work-related goals.
6. Responsible for case management of clients.
7. Other duties as assigned.

Minimum Qualifications

1. Education: Minimum Requirement: Bachelor's Degree
2. Experience:
 - a. Good communication skills essential
 - b. Good organizational skills important.
3. Other Qualifications:
 - a. Good attitude and out-going personality.
 - b. Experience working with at-risk youth populations.

APPROVED AND CERTIFIED: To be a grant of funds previously approved by the Foundation.

WITNESS: the agreement of the parties hereto as attested by their signatures affixed hereon.

The Foundation

KentuckianaWorks Foundation,
Inc.

The Contractor

Board of Education of Jefferson County

By:

By:

Michael B. Gritton
Executive Director

Dr. Donna Hargens
Superintendent

Approved as to Form:

Eric Graninger
Assistant Jefferson County Attorney