

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) FORMULA

1. WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA, Fund 57W):

a. New Revenues

- (1) Establish a receivable within the Workforce Innovation and Opportunity Act (WIOA) Fund No. 57W from the State of CA-EDD for \$35,886,840 for the following funding allocations:

WIOA Funding Stream	Amount
WIOA Adult Formula	12,824,671
WIOA Dislocated Worker Formula	8,850,751
WIOA Youth Formula	13,158,232
WIOA Rapid Response *	1,053,186
Total	35,886,840

* Based on projection.

b. Service Providers

- (1) Establish new accounts within the WIOA Fund No. 57W and appropriate as follows:

Account	Title	Amount
22V581	WIOA Adult	9,446,652
22V582	WIOA Dislocated Worker	5,085,172
22V583	WIOA Youth	8,998,160
	Total	23,529,984

c. Supporting Program Activities

- (1) Establish new accounts within the WIOA Fund No. 57W and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	10,000
22V140	General Services	15,000
22V591	WIOA Adult Supporting Program Activities	775,400
22V592	WIOA Dislocated Worker Supporting Program Activities	573,100
22V593	WIOA Youth Supporting Program Activities	874,295
22V594	WIOA Rapid Response Supporting Program Activities	261,127
	Total	2,508,922

- (2) Increase appropriations within Fund 100/22, Account No. 002130, Travel, by \$10,000. (*Audit Fees/Fiscal Training*)
- (3) Increase appropriations within Fund 100/40, Account No. 003160, Repairs, Maintenance and Supplies, by \$15,000. (*YOM Building Maintenance*)
- (4) Increase appropriations within the WIOA Fund No. 57W as follows: (*YOM - Intensive Transitions*)

Account	Title	Amount
22V122	Economic and Workforce Development	113,146
22V299	Reimbursement of General Fund Costs	63,854
	Total	177,000

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- (5) Increase appropriations within Fund 100/22 as follows: (*YOM - Intensive Transitions*)

Account	Title	Amount
001010	Salaries General	94,254
001070	Salaries As Needed	608
001090	Overtime General	22
002120	Printing and Binding	14
002130	Travel	30
003040	Contractual Services	12,329
003310	Transportation	2
003340	Water and Electricity	2,429
006010	Office and Administrative	2,061
006020	Operating Supplies	3
006030	Leasing	1,394
	Total	113,146

- (6) Expend up to \$166,795 within the WIOA Fund No. 57W, Account No. 22V593, WIOA Youth Supporting Program Activities, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed by the WIOA federal regulations and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

d. EWDD (Oversight, Direct Services, Rapid Response, and WDB Support) Budget - Adjustments to Adopted Budget

- (1) Decrease appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22T122	Economic and Workforce Development	(3,765,194)
22T299	Reimbursement of General Fund Costs	(1,451,632)
	Total	(5,216,826)

- (2) Increase (Decrease) appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	(3,808,612)
001070	Salaries As Needed	(98,588)
001090	Overtime General	61,341
002120	Printing and Binding	48,949
002130	Travel	109,024
003040	Contractual Services	(121,292)
003310	Transportation	(4,846)
003340	Water and Electricity	12,481
006010	Office and Administrative	36,202
006020	Operating Supplies	(34,953)
006030	Leasing	35,100
	Total	(3,765,194)

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

e. Other City Departments - Adjustments to Adopted Budget

- (1) Increase (Decrease) appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22V112	City Attorney	(215,986)
22V126	Controller	(3,902)
22V146	Mayor	169,791
22V166	Personnel	(247,548)
22V299	Reimbursement of General Fund Costs	(224,226)
	Total	(521,871)

*22T299: City Attorney = (\$138,270); Controller = \$5,500; Mayor = \$206,104; Personnel = (\$297,560).

- (2) Increase (Decrease) appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries-General	(215,986)
100/26/001010	Salaries-General	(3,902)
100/46/001010	Salaries-General	169,791
100/66/001010	Salaries-General	(247,548)
	Total	(297,645)

f. Interest Income

- (1) Establish new Account No. 22V450, Program Income, within the WIOA Fund No. 57W, and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- (2) Expend from Account No. 22V450, Program Income, within the WIOA Fund No. 57W, for allowable grant-related activities, upon presentation of proper documentation by EWDD.

g. Others

- (1) Authorize EWDD to transfer allowable expenditures under the Workforce Investment Act (WIA) and Workforce Innovation and Opportunity Act (WIOA) federal regulations incurred through June 30, 2016 between the WIOA Fund No. 57W and the WIA Fund No. 44A in order to fully expend any remaining funds in the WIA Fund No. 44A resulting from disallowed costs from audits and fiscal reviews, unrealized accruals, post-closeout interest income earned, and related closeout activities, upon presentation of proper documentation by EWDD.

WIOA DISCRETIONARY GRANTS

2. 2020 AIRLINE LAYOFFS EMPLOYMENT RECOVERY NATIONAL DISLOCATED WORKER GRANT (Fund No. 57W):

- a. Decrease receivable within the WIOA Fund No. 57W from the State of CA-EDD by \$10,000,000. (*Grant included in the Year 21 Carry-In Report but did not materialize.*)
- b. Decrease appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22T112	City Attorney	(3,578)
22T122	Economic and Workforce Development	(324,292)

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

22T166	Personnel	(7,673)
22T299	Reimbursement of General Fund Costs *	(175,972)
22T769	Reserved for EWDD Oversight	(148,485)
22T883	2020 Airline Layoffs Employment Recovery NDWG	(9,340,000)
	Total	(10,000,000)

*22T299: City Attorney = (\$1,858); EWDD = (\$167,201); Personnel = (\$6,913).

3. 2020 LAX ADDITIONAL ASSISTANCE GRANT (Fund 57W):

- a. Transfer appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
From:		
22T122	Economic and Workforce Development	80,000
To:		
22V112	City Attorney	656
22V122	Economic and Workforce Development	51,403
22V166	Personnel	1,388
22V299	Reimbursement of General Fund Costs *	26,553
	Total	80,000

*22V299: City Attorney = \$351; EWDD = \$25,160; Personnel = \$1,042.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	37,130
001070	Salaries As Needed	346
001090	Overtime General	13
002120	Printing and Binding	8
002130	Travel	17
003040	Contractual Services	1,274
003310	Transportation	1
006010	Office and Administrative	1,173
006020	Operating Supplies	2
006030	Leasing	11,439
	Total	51,403

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries-General	656
100/66/001010	Salaries-General	1,388
	Total	2,044

4. CA MEGAFIRES NATIONAL DISLOCATED WORKER GRANT (Fund No. 57W):

- a. Transfer appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
From:		
22T122	Economic and Workforce Development	350,000

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

To:		
22V112	City Attorney	656
22V122	Economic and Workforce Development	219,967
22V166	Personnel	3,800
22V299	Reimbursement of General Fund Costs *	125,577
	Total	350,000

*22V299: City Attorney = \$351; EWDD = \$122,373; Personnel = \$2,853.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	180,650
001070	Salaries As Needed	948
001090	Overtime General	34
002120	Printing and Binding	22
002130	Travel	46
003040	Contractual Services	3,489
003310	Transportation	4
006010	Office and Administrative	3,213
006020	Operating Supplies	5
006030	Leasing	31,556
	Total	219,967

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	3,800
	Total	4,456

5. COVID-19 DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT (Fund 57W):

- a. Transfer appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
From:		
22T122	Economic and Workforce Development	100,000
To:		
22V112	City Attorney	10,490
22V122	Economic and Workforce Development	53,561
22V166	Personnel	1,157
22V299	Reimbursement of General Fund Costs *	34,792
	Total	100,000

*22V299: City Attorney = \$5,612; EWDD = \$28,312; Personnel = \$868.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	41,789
001070	Salaries As Needed	288
001090	Overtime General	10
002120	Printing and Binding	8

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

002130	Travel	14
003040	Contractual Services	1,062
003310	Transportation	1
006010	Office and Administrative	978
006020	Operating Supplies	2
006030	Leasing	9,409
	Total	53,561

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	10,490
100/66/001010	Salaries General	1,157
	Total	11,647

6. HIGH PERFORMING BOARDS (Fund 57W):

- a. Establish receivable within the WIOA Fund No. 57W from the State of CA-EDD for \$3,847.
- b. Establish a new account within the WIOA Fund No. 57W and appropriate as follows:

Account	Title	Amount
22V839	High Performing Boards	3,847

7. REGIONAL PLAN IMPLEMENTATION 3.0 (Fund 57W):

- a. Establish a receivable within the WIOA Fund No. 57W from the State of CA-EDD for \$28,055.
- b. Establish a new account and increase appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	5,963
22V299	Reimbursement of General Fund Costs	4,037
22V532	WIOA Regional Plan Implementation	18,055
	Total	28,055

8. SEPTEMBER WILDFIRES DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT (Fund 57W):

- a. Establish a receivable within the WIOA Fund No. 57W from the State of CA-EDD for \$3,600,000.
- b. Establish a new account and increase appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22V112	City Attorney	656
22V122	Economic and Workforce Development	227,325
22V166	Personnel	3,618
22V299	Reimbursement of General Fund Costs *	128,401
22V540	September Wildfires Disaster Recovery NDWG	3,240,000
	Total	3,600,000

*22V299: City Attorney = \$351; EWDD = \$125,335; Personnel = \$2,715.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	185,003
001070	Salaries As Needed	1,202
001090	Overtime General	1,033
002120	Printing and Binding	271
002130	Travel	44
003040	Contractual Services	3,321
003310	Transportation	4
006010	Office and Administrative	7,108
006020	Operating Supplies	4
006030	Leasing	29,335
	Total	227,325

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	3,618
	Total	4,274

9. TRADE & ECONOMIC TRANSITION NATIONAL DISLOCATED WORKER GRANT (Fund No. 62F):

- a. Transfer appropriations within the Trade and Economic Transition National Dislocated Worker Grant Fund No. 62F as follows:

Account	Title	Amount
From:		
22R122	Economic and Workforce Development	5,000
To:		
22V112	City Attorney	656
22V122	Economic and Workforce Development	2,506
22V166	Personnel	45
22V299	Reimbursement of General Fund Costs *	1,793
	Total	5,000

*22V299: City Attorney = \$351; EWDD = \$1,409; Personnel = \$33.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	2,081
001070	Salaries As Needed	11
002130	Travel	1
003040	Contractual Services	40
006010	Office and Administrative	37
006030	Leasing	336
	Total	2,506

**WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022**

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	45
	Total	701

- d. Establish new Account No. 22V450, Program Income, within the Trade and Economic Transition National Dislocated Worker Grant Fund No. 62F, and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- e. Expend from Account No. 22V450, Program Income, within the Trade and Economic Transition National Dislocated Worker Grant Fund No. 62F, for allowable grant-related activities, upon presentation of proper documentation by EWDD.

CORONAVIRUS AID, RELIEF, and ECONOMIC SECURITY (CARES) ACT

10. CHILDCARE INITIATIVE - CDBG COVID (Fund 424):

The Controller instructions for this program will be included in HCID's reports.

11. LA COMMUNITY CARE CORPS PROGRAM (Fund 63P):

- a. Establish new accounts within the CARES Act Projects Fund No. 63P and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	102,229
22V299	Reimbursement of General Fund Costs	47,771
	Total	150,000

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	102,229

12. LA RISE - CDBG COVID (Fund 424/10C):

The Controller instructions for this program will be included in HCID's reports.

LA CITY PROGRAMS

13. ANGELENO CORPS

The Controller instructions for this program will be in a separate Council File.

14. CASH FOR COLLEGE (Fund 551):

- a. Transfer \$49,000 from Fund 100/22 to the General Fund-Variou Program Fund No. 551 and decrease appropriation within Fund 100/22 as follows:

Account	Title	Amount
003040	Contractual Services	(49,000)

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- b. Establish a new account within the General Fund-Variou Program Fund No. 551 and appropriate as follows:

Account	Title	Amount
22V816	Cash for College - City GF	49,000

15. DAY LABORER PROGRAM (Fund 551):

- a. Transfer \$1,395,860 from Fund 100/22 to the General Fund-Variou Program Fund No. 551 and decrease appropriation within Fund 100/22 as follows:

Account	Title	Amount
003040	Contractual Services	(1,395,860)
	Total	(1,395,860)

- b. Establish a new account within the General Fund-Variou Program Fund No. 551 and appropriate as follows:

Account	Title	Amount
22V819	Day Laborer Program - City GF	1,395,860

16. GANG INJUNCTION CURFEW SETTLEMENT (Fund No. 10B):

- a. Transfer \$109,303 from Fund 100/22 to the Gang Injunction Curfew Settlement Fund No. 10B and decrease appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	(109,303)

- b. Establish a new account within the Gang Injunction Curfew Settlement Fund No. 10B and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	109,303

- c. Transfer appropriations within the Gang Injunction Curfew Settlement Fund No. 10B as follows:

Account	Title	Amount
From:		
22R887	Gang Injunction Curfew Settlement - City GF	120,000
To:		
22V112	City Attorney	13,113
22V122	Economic and Workforce Development	214,090
22V166	Personnel	2,100
	Total	229,303

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- d. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	135,362
001070	Salaries As Needed	18,524
001090	Overtime General	10,019
002120	Printing and Binding	16,159
002130	Travel	26
003040	Contractual Services	1,928
003310	Transportation	2
006010	Office and Administrative	14,551
006020	Operating Supplies	2
006030	Leasing	17,517
	Total	214,090

- e. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	13,113
100/66/001010	Salaries General	2,100
	Total	15,213

17. HIRE LA (Fund 551):

- a. Transfer \$285,000 from Fund 100/22 to the General Fund-Variou Program Fund No. 551 and decrease appropriation within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries-General	(285,000)

- b. Establish new accounts within the General Fund-Variou Program Fund No. 551 and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	1,311
22V122	Economic and Workforce Development	116,087
22V166	Personnel	2,602
22V817	Hire LA 16-24 Youth Employment - City GF	165,000
	Total	285,000

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	88,389
001070	Salaries As Needed	649
001090	Overtime General	23
002120	Printing and Binding	15
002130	Travel	32
003040	Contractual Services	2,388
003310	Transportation	3
006010	Office and Administrative	2,199
006020	Operating Supplies	3
006030	Leasing	22,386
	Total	116,087

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	1,311
100/66/001010	Salaries General	2,602
	Total	3,913

18. LA RISE - CITY GF HOMELESS PROGRAM (Fund No. 10C):

- a. Transfer \$3,922,000 from Fund 100/22 to the LA RISE - City GF Homeless Program Fund No. 10C and decrease appropriations within Fund 100/22 as follows:

Account	Title	Amount
001070	Salaries As Needed	(20,000)
001090	Overtime General	(7,815)
002120	Printing and Binding	(400)
003040	Contractual Services	(3,891,785)
006010	Office and Administrative	(2,000)
	Total	(3,922,000)

- b. Establish new accounts within the LA RISE - City GF Homeless Program Fund No. 10C and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	10,490
22V122	Economic and Workforce Development	397,026
22V166	Personnel	4,684
22V894	LA RISE - City GF	3,509,800
	Total	3,922,000

- c. Transfer appropriations within the LA RISE - City GF Homeless Program Fund No. 10C as follows:

Account	Title	Amount
From:		
22T894	LA RISE - City GF	300,000
To:		
22V894	LA RISE - City GF	300,000

- d. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	326,669
001070	Salaries As Needed	16,168
001090	Overtime General	7,857
002120	Printing and Binding	427
002130	Travel	57
003040	Contractual Services	4,299
003310	Transportation	5
006010	Office and Administrative	5,959
006020	Operating Supplies	6
006030	Leasing	35,579
	Total	397,026

**WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022**

- e. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	10,490
100/66/001010	Salaries General	4,684
	Total	15,174

19. LA RISE EXPANSION - ABH/TINY HOME PARTICIPANTS (Former LAPD Funds; Fund 10C):

The Controller instructions for this program will be in a separate Council File.

20. LA RISE - HOMELESS HOUSING ASSISTANCE & PREVENTION PROGRAM (Fund 10C): See CF 19-0914

- a. Transfer appropriations within the LA RISE - City GF Homeless Program Fund No. 10C as follows:

Account	Title	Amount
From:		
22T112	City Attorney	9,926
22T122	Economic and Workforce Development	111,828
22T166	Personnel	7,225
22T299	Reimbursement of General Fund Costs *	71,021
	Total	200,000
To:		
22V122	Economic and Workforce Development	166,363
22V166	Personnel	4,782
22V299	Reimbursement of General Fund Costs *	28,855
	Total	200,000

*22V299: EWDD = \$28,855.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	116,359
001070	Salaries As Needed	1,192
001090	Overtime General	43
002120	Printing and Binding	28
002130	Travel	58
003040	Contractual Services	4,389
003310	Transportation	5
006010	Office and Administrative	4,042
006020	Operating Supplies	6
006030	Leasing	40,241
	Total	166,363

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/66/001010	Salaries General	4,782

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

21. STUDENT TO STUDENT SUCCESS PILOT

The Controller instructions for this program will be in a separate Council File.

22. SUMMER YOUTH EMPLOYMENT PROGRAM (Fund No. 551):

- a. Transfer \$5,600,000 from the General City Purposes Fund No. 100/56, Account No. 000609, Youth Employment Program, to the General Fund-Various Program Fund No. 551, and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	1,297,864
22V112	City Attorney	15,080
22V166	Personnel	17,936
22V895	SYEP - City GF	4,269,120
	Total	5,600,000

- b. Allocate and expend up to \$3,000,000 unexpended funds from the General Fund-Various Program Fund No. 551, Account Nos. 22T891, SYEP-City GF Hire LA, and 22T895, SYEP-City GF, for service providers and contractors identified in the Year 22 Annual Plan for FY 2021-2022.

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	930,491
001070	Salaries As Needed	61,278
001090	Overtime General	5,752
002120	Printing and Binding	79
002130	Travel	166
003040	Contractual Services	34,074
003310	Transportation	19
003340	Water and Electricity	4,153
006010	Office and Administrative	102,723
006020	Operating Supplies	50,022
006030	Leasing	109,107
	Total	1,297,864

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	15,080
100/66/001010	Salaries General	17,936
	Total	33,016

- e. Expend up to \$367,144 within the General Fund - Various Program Fund No. 551, Account Nos. 22V895, SYEP - City GF, 22T891, SYEP-City GF Hire LA, or 22T895, SYEP-City GF, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed by WIOA federal regulations and/or described within the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

23. YOUTH OPPORTUNITY MOVEMENT/YSC (Fund No. 551):

- a. Transfer \$552,758 from Fund 100/22 to the General Fund-Variou Program Fund No. 551 and decrease appropriation within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries-General	(89,801)
001070	Salaries As Needed	(15,000)
003040	Contractual Services	(433,957)
003340	Water and Electricity	(5,000)
006010	Office and Administrative	(2,000)
006020	Operating Supplies	(7,000)
	Total	(552,758)

- b. Establish new accounts within the General Fund-Variou Program Fund No. 551 and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	497,433
22V140	General Services	28,080
22V166	Personnel	10,517
22V818	Youth Opportunity Movement (YOM) - City GF	16,728
	Total	552,758

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	379,995
001070	Salaries As Needed	22,535
001090	Overtime General	92
002120	Printing and Binding	59
002130	Travel	124
003040	Contractual Services	48,500
003310	Transportation	10
003340	Water and Electricity	10,571
006010	Office and Administrative	15,511
006020	Operating Supplies	5,012
006030	Leasing	15,024
	Total	497,433

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/40/003160	Repairs, Maintenance and Supplies	28,080
100/66/001010	Salaries General	10,517
	Total	38,597

- e. Expend up to \$16,728 within the General Fund - Various Program Fund No. 551, Account No. 22V818, Youth Opportunity Movement (YOM) - City GF, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed by the WIOA federal regulations and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

LA COUNTY GRANTS

24. LA COUNTY JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA) (Fund No. 59X):

- a. Establish a receivable within the LA County JJCPA Fund No. 59X from the Los Angeles County for \$355,000.
- b. Establish new accounts within the LA County JJCPA Fund No. 59X and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	4,589
22V122	Economic and Workforce Development	28,288
22V166	Personnel	737
22V299	Reimbursement of General Fund Costs *	16,784
22V858	LA County Juvenile Justice Crime Prevention Act	304,602
	Total	355,000

*22V299: City Attorney = \$2,455; EWDD = \$13,776; Personnel = \$553.

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	20,330
001070	Salaries As Needed	184
001090	Overtime General	7
002120	Printing and Binding	4
002130	Travel	9
003040	Contractual Services	676
003310	Transportation	1
006010	Office and Administrative	772
006020	Operating Supplies	1
006030	Leasing	6,304
	Total	28,288

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	4,589
100/66/001010	Salaries General	737
	Total	5,326

- e. Expend up to \$47,554 within the LA County JJCPA Fund No. 59X, Account No. 22V858, LA County Juvenile Justice Crime Prevention Act, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed by the WIOA federal regulations and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

25. LA COUNTY JUVENILE DAY REPORTING CENTER (JDRC, Fund No. 60A):

- a. Establish a receivable within the LA County Department of Probation Grants Fund No. 60A from the Los Angeles County for \$440,000.
- b. Establish new accounts within the LA County Department of Probation Grants Fund No. 60A and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	656
22V122	Economic and Workforce Development	157,370
22V166	Personnel	2,866
22V299	Reimbursement of General Fund Costs *	92,808
22V871	Trauma Informed Youth Development Program	186,300
	Total	440,000

*22V299: City Attorney = \$351; EWDD = \$90,306; Personnel = \$2,151.

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	133,311
001070	Salaries As Needed	714
001090	Overtime General	26
002120	Printing and Binding	17
002130	Travel	35
003040	Contractual Services	13,023
003310	Transportation	3
003340	Water and Electricity	2,058
006010	Office and Administrative	2,423
006020	Operating Supplies	3
006030	Leasing	5,757
	Total	157,370

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	2,866
	Total	3,522

26. LA COUNTY LA RISE MEASURE H FUND (Fund No. 59N):

- a. Establish a receivable within the LA County LA RISE Measure H Fund No. 59N from the Los Angeles County for \$3,000,000.
- b. Establish new accounts within the LA County LA RISE Measure H Fund No. 59N and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	13,113
22V122	Economic and Workforce Development	166,968
22V166	Personnel	3,901
22V299	Reimbursement of General Fund Costs *	96,018
22V658	LA County LA RISE Measure H	2,720,000
	Total	3,000,000

*22V299: City Attorney = \$7,015; EWDD = \$86,075; Personnel = \$2,928.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	127,041
001070	Salaries As Needed	972
001090	Overtime General	35
002120	Printing and Binding	23
002130	Travel	47
003040	Contractual Services	3,580
003310	Transportation	4
006010	Office and Administrative	3,298
006020	Operating Supplies	5
006030	Leasing	31,963
	Total	166,968

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	13,113
100/66/001010	Salaries General	3,901
	Total	17,014

27. LA COUNTY PERFORMANCE PARTNERSHIP PILOT (Fund No. 59Y):

- a. Establish a receivable within the LA County Performance Partnership Pilot Fund No. 59Y from the Los Angeles County for \$211,000.
- b. Establish a new account within the LA County Performance Partnership Pilot Fund No. 59Y and appropriate as follows:

Account	Title	Amount
22V859	LA County P3 Probation	211,000

28. LA COUNTY PROJECT INVEST (Fund No. 60K):

- a. Establish a receivable within the LA County Project Invest Fund No. 60K from the Los Angeles County for \$908,000.
- b. Establish new accounts within the LA County Project Invest Fund No. 60K and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	1,967
22V122	Economic and Workforce Development	51,624
22V166	Personnel	864
22V299	Reimbursement of General Fund Costs *	31,345
22V872	LA County Project Invest	822,200
	Total	908,000

*22V299: City Attorney = \$1,052; EWDD = \$29,645; and Personnel = \$648.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	43,763
001070	Salaries As Needed	215
001090	Overtime General	8
002120	Printing and Binding	5
002130	Travel	11
003040	Contractual Services	793
003310	Transportation	1
006010	Office and Administrative	731
006020	Operating Supplies	1
006030	Leasing	6,096
	Total	51,624

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	1,967
100/66/001010	Salaries General	864
	Total	2,831

29. LA COUNTY RELAY INSTITUTE (Fund No. 60L):

- a. Establish a receivable within the LA County Relay Institute Fund No. 60L from the Los Angeles County for \$50,000.
- b. Establish a new account within the LA County Relay Institute Fund No. 60L and appropriate as follows:

Account	Title	Amount
22V873	LA County Relay Institute	50,000

30. LA COUNTY SYSTEMS INVOLVED YOUTH (Fund No. 62H):

- a. Establish a receivable within the LA County Systems Involved Youth Fund No. 62H from the Los Angeles County by \$1,194,200.
- b. Establish new accounts within the LA County Systems Involved Youth Fund. No. 62H and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	11,146
22V122	Economic and Workforce Development	81,024
22V166	Personnel	1,963
22V299	Reimbursement of General Fund Costs *	49,031
22V796	LA County Systems Involved Youth	1,051,036
	Total	1,194,200

*22V299: City Attorney = \$5,963; EWDD = \$41,595; and Personnel = \$1,473.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	61,389
001070	Salaries As Needed	489
001090	Overtime General	18
002120	Printing and Binding	12
002130	Travel	24
003040	Contractual Services	4,355
003310	Transportation	2
003340	Water and Electricity	520
006010	Office and Administrative	1,915
006020	Operating Supplies	2
006030	Leasing	12,298
	Total	81,024

- d. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	11,146
100/66/001010	Salaries General	1,963
	Total	13,109

- e. Expend up to \$81,195 within the LA County Systems Involved Youth Fund No. 62H, Account No. 22V796, LA County Systems Involved Youth, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

31. LA COUNTY WIOA (Fund 59Q):

- a. Establish a receivable within the LA County WIOA Fund No. 59Q from the Los Angeles County for \$301,000.
- b. Establish new accounts within the LA County WIOA Fund No. 59Q and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	1,311
22V122	Economic and Workforce Development	18,202
22V166	Personnel	486
22V299	Reimbursement of General Fund Costs *	10,101
22V868	LA County WIOA - Youth	64,800
22V874	LA County WIOA - Adult	151,200
22V875	LA County WIOA - Dislocated Worker	54,900
	Total	301,000

*22V299: City Attorney = \$701; EWDD = \$9,035; and Personnel = \$365.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase (Decrease) appropriations for the following accounts within the LA County WIOA Fund No. 59Q upon receipt of official funding allocations from the LA County and upon presentation of proper documentation by EWDD.

Account	Title
22V868	LA County WIOA - Youth
22V874	LA County WIOA - Adult
22V875	LA County WIOA - Dislocated Worker

- d. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	13,334
001070	Salaries As Needed	121
001090	Overtime General	4
002120	Printing and Binding	3
002130	Travel	6
003040	Contractual Services	445
003310	Transportation	1
006010	Office and Administrative	410
006020	Operating Supplies	1
006030	Leasing	3,877
	Total	18,202

- e. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	1,311
100/66/001010	Salaries General	486
	Total	1,797

32. LA COUNTY YOUTH JOBS PROGRAM (Fund No. 56E):

- a. Establish a receivable within the LA County Youth Jobs Program Fund No. 56E from the LA County for \$8,321,550.
- b. Establish new accounts within the LA County Youth Jobs Program Fund No. 56E and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	14,424
22V122	Economic and Workforce Development	660,403
22V166	Personnel	10,457
22V299	Reimbursement of General Fund Costs *	338,674
22V864	LA County Youth@Work - CalWORKs	3,268,717
22V865	LA County Youth@Work - Foster Youth	417,830
22V866	LA County Youth@Work - Other Underserved Youth	3,538,045
22V876	LA County - CRM	23,000
22V877	LA County - TAY WOW Curriculum	50,000
	Total	8,321,550

*22V299: City Attorney = \$7,717; EWDD = \$323,109; and Personnel = \$7,848.

- c. Increase (Decrease) appropriations for the following accounts within the LA County Youth Jobs Program Fund No. 56E upon receipt of official funding allocations from the LA County and upon presentation of proper documentation by EWDD.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

Account	Title
22T864	LA County Youth@Work - CalWORKs
22T865	LA County Youth@Work - Foster Youth
22T866	LA County Youth@Work - Other Underserved Youth
22V876	LA County - CRM
22V877	LA County - TAY WOW Curriculum

- d. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	473,590
001070	Salaries As Needed	42,607
001090	Overtime General	3,750
002120	Printing and Binding	61
002130	Travel	127
003040	Contractual Services	30,102
003310	Transportation	11
003340	Water and Electricity	2,106
006010	Office and Administrative	15,243
006020	Operating Supplies	20,012
006030	Leasing	72,794
	Total	660,403

- e. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	14,424
100/66/001010	Salaries General	10,457
	Total	24,881

- f. Expend up to \$443,355 within the LA County Youth Jobs Program Fund No. 56E for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.

OTHER GRANTS/FUNDS

33. BANK OF AMERICA (Fund No. 56L):

- a. Accept and deposit \$120,000 donation received from Bank of America, through the LA Workforce Development Board, into the EWDD Summer Youth Program-Other Sources Fund No. 56L.
- b. Establish new accounts within the EWDD Summer Youth Program - Other Sources Fund No. 56L and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	4,379
22V299	Reimbursement of General Fund Costs	2,965
22V754	EWDD Summer Youth Program - B of A	112,656
	Total	120,000

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	4,379

- d. Expend up to \$112,656 within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V754, EWDD Summer Youth Program - B of A, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.
- e. Increase appropriation within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V754, EWDD Summer Youth Program - B of A, upon receipt of additional donations from Bank of America and presentation of proper documentation by EWDD.

34. CFE/CITI - SUMMER JOBS CONNECT (Fund 56L):

- a. Accept and deposit donations of up to \$225,000 from the Cities for Financial Empowerment (CFE) into the EWDD Summer Youth Program-Other Sources Fund No. 56L.
- b. Establish new accounts within the EWDD Summer Youth Program-Other Sources Fund No. 56L and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	8,172
22V299	Reimbursement of General Fund Costs *	5,533
22V646	Citibank Summer Youth Program	211,295
	Total	225,000

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	8,172

- d. Expend up to \$211,295 within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V646, Citibank Summer Youth Program, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.
- e. Increase appropriation within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V646, Citibank Summer Youth Program, upon receipt of additional donations from the Cities for Financial Empowerment (CFE) and presentation of proper documentation by EWDD.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

35. DOJ SECOND CHANCE ACT REENTRY INITIATIVE (Fund No. 56T):

- a. Establish new accounts and transfer appropriations within the DOJ Second Chance Act Fund No. 56T as follows:

Account	Title	Amount
From:		
22P299	Reimbursement of General Fund Costs	5,000
To:		
22V122	Economic and Workforce Development	3,223
22V166	Personnel	85
22V299	Reimbursement of General Fund Costs *	1,692
	Total	5,000

*22V299: EWDD = \$1,628; Personnel = \$64.

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	2,402
001070	Salaries As Needed	21
001090	Overtime General	1
002120	Printing and Binding	1
002130	Travel	1
003040	Contractual Services	78
006010	Office and Administrative	72
006030	Leasing	647
	Total	3,223

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/66/001010	Salaries General	85

- d. Establish new Account No. 22V450, Program Income, within the DOJ Second Chance Act Fund No. 56T, and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- e. Expend from Account No. 22V450, Program Income, within the DOJ Second Chance Act Fund No. 56T, for allowable grant-related activities, upon presentation of proper documentation by EWDD.

36. EWDD SUMMER YOUTH PROGRAM - OTHER SOURCES (Fund No. 56L):

- a. Accept and deposit funds and donations received from other City departments, the LA Workforce Development Board, and other private sources, including funds received in prior fiscal years, into the EWDD Summer Youth Program-Other Sources Fund No. 56L.
- b. Establish new accounts within the EWDD Summer Youth Program - Other Sources Fund No. 56L and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	656
22V122	Economic and Workforce Development	32,867
22V166	Personnel	412
22V299	Reimbursement of General Fund Costs *	20,530
22V647	EWDD Summer Youth Program - Other Sources	174,535
	Total	229,000

*22V299: City Attorney = \$351; EWDD = \$19,870; and Personnel = \$309.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	29,337
001070	Salaries As Needed	103
001090	Overtime General	4
002120	Printing and Binding	2
002130	Travel	5
003040	Contractual Services	1,809
003340	Water and Electricity	392
006010	Office and Administrative	512
006020	Operating Supplies	1
006030	Leasing	702
	Total	32,867

- d. Increase (Decrease) appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	412
	Total	1,068

- e. Expend up to \$51,915 within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V647, EWDD Summer Youth Program-Other Sources, for payroll services, insurance, taxes and participant stipends, incentives, linkages to community services, transportation, child care and dependent care, assistance with housing, needs-related payments, assistance with educational testing, reasonable accommodation for disabilities, legal aid services, referrals to health care, assistance with work-appropriate attire and work-related tools, assistance with school fees and expenses for postsecondary education classes, payments and fees for employment and training-related applications, tests, and certifications, and/or all other supportive services to the extent allowed and/or described within the grant agreement and the Workforce Development Board Year 22 Annual Plan, upon presentation of proper documentation by EWDD.
- f. Increase appropriation within the EWDD Summer Youth Program - Other Sources Fund No. 56L, Account No. 22V647, EWDD Summer Youth Program-Other Sources, upon receipt of additional donations from other City departments, the LA Workforce Development Board, and other private sources, upon presentation of proper documentation by EWDD.
- g. Establish new Account No. 22V450, Program Income, within the EWDD Summer Youth Program - Other Sources Fund No. 56L, and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- h. Expend from Account No. 22V450, Program Income, within the EWDD Summer Youth Program - Other Sources Fund No. 56L, for allowable program-related activities, upon presentation of proper documentation by EWDD.

37. PRISON TO EMPLOYMENT (P2E) PROGRAM (Fund No. 62P):

- a. Establish new accounts within the Prison to Employment (P2E) Program Fund No. 62P and appropriate as follows:

Account	Title	Amount
22V112	City Attorney	656
22V122	Economic and Workforce Development	107,247
22V166	Personnel	1,129
22V299	Reimbursement of General Fund Costs *	65,968
	Total	175,000

*22V299: City Attorney = \$351; EWDD = \$64,770; and Personnel = \$847.

WDB Year 22 Annual Plan Controller Instructions
FY 2021 - 2022

- b. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	95,635
001070	Salaries As Needed	281
001090	Overtime General	10
002120	Printing and Binding	7
002130	Travel	14
003040	Contractual Services	1,037
003310	Transportation	1
006010	Office and Administrative	955
006020	Operating Supplies	1
006030	Leasing	9,306
	Total	107,247

- c. Increase appropriations within the following Fund 100 accounts:

Fund/Account	Title	Amount
100/12/001010	Salaries General	656
100/66/001010	Salaries General	1,129
	Total	1,785

- d. Establish new Account No. 22V450, Program Income, within the Prison to Employment (P2E) Program Fund No. 62P, and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- e. Expend from Account No. 22V450, Program Income, within the Prison to Employment (P2E) Program Fund No. 62P, for allowable program-related activities, upon presentation of proper documentation by EWDD.

38. SUMMER TRAINING & EMPLOYMENT PROGRAM FOR STUDENTS (STEPS, Fund No. 62Q):

- a. Establish a receivable within the Summer Training & Employment Program for Students (STEPS) Fund No. 62Q for \$80,000.
- b. Establish new accounts within the Summer Training & Employment Program for Students (STEPS) Fund No. 62Q and appropriate as follows:

Account	Title	Amount
22V122	Economic and Workforce Development	54,522
22V299	Reimbursement of General Fund Costs *	25,478
	Total	80,000

- c. Increase appropriation within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries General	54,522

- d. Establish new Account No. 22V450, Program Income, within the Summer Training & Employment Program for Students (STEPS) Fund No. 62Q and appropriate any interest income earned, as determined by the Office of Finance, upon presentation of proper documentation by EWDD.
- e. Expend from Account No. 22V450, Program Income, within the Summer Training & Employment Program for Students (STEPS) Fund No. 62Q for allowable grant-related activities, upon presentation of proper documentation by EWDD.