



CITY OF DURHAM | NORTH CAROLINA

**Date:** 12/16/14

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Kevin Dick, Director of Economic and Workforce Development  
Esther Coleman, Senior Workforce Development Manager  
**Subject:** Amendment to the City of Durham Employment and Training 2014-2016  
Grant Project Ordinance #14632

### **Executive Summary**

This item amends the City of Durham Employment and Training 2014-2016 Grant Project Ordinance #14632.

The amendment reflects a total increase of \$2,618.00 in available Workforce Investment Act (WIA) Special Activities funds resulting in a new total of \$1,926,587.00. Line-item revisions to the 2014-2016 budget has made this amendment necessary to maintain an overall balanced budget.

### **Recommendation**

Staff recommends that City Council authorize the City Manager to accept the "Employment and Training" Grant by executing the grant documents and adopting the "City of Durham Employment and Training 2014-2016 Grant Project Ordinance" in the amount of \$1,926,587.00, superseding Grant Project Ordinance #14632.

### **Background**

The Office of Economic and Workforce Development (OEWD) receives Notices of Fund Availability (NFA's) from the North Carolina Department of Commerce, *Division of Workforce Solutions* (DWS), periodically during the year as additional funding becomes available or when special funding is awarded. Funds received are added to the City of Durham *Employment and Training* grant project ordinances to provide workforce development services to Durham residents and businesses.

On December 2, 2014 OEWD staff received written notification that Courageous Hope, Inc., an Employment agency for people with disabilities, substance abuse issues and hard to hire backgrounds, was awarded \$2,554.00 to provide training to two current employees through the State of North Carolina Incumbent Workforce Development Program. The State has also allocated a combined administrative amount of \$64.00 for a total grant award to the Durham Workforce Development Board/OEWD of \$2,618.00.

The North Carolina Incumbent Workforce Development Program offers opportunities for North Carolina businesses to compete for funding that will help them train existing employees for the purpose of skill upgrades. Funds flow from the North Carolina Department of Commerce – Division of Workforce Development through the Durham Workforce Development Board/Office of Economic and Workforce Development.

To date, OEWD has received NFAs from DWS totaling \$1,926,587.00 for 2014-2016 to implement and/or administer federally funded WIA programs for eligible youth, adults, and dislocated workers; and to support services through the provision of special activities funds.

### **Issues/Analysis**

This item will increase the City of Durham 2014 -2016 Employment and Training Grant Project Ordinance by \$2,618.00 from \$1,923,969.00 to \$1,926,587.00.

To accurately reflect an increase of \$2,618.00 in available PY14 WIA funds, an amended City of Durham Employment and Training 2014-2016 Grant Project Ordinance in the amount of \$1,926,587.00 has been prepared to supersede Grant Project Ordinance #14632.

Funds received for Incumbent Worker Training grants will allow Courageous Hope, Inc. (Located at 3215 Guess Road in Durham) to provide training for 2 employees in project management and grant writing.

The approval process for a Durham business to receive Incumbent Worker funding consists of a review by staff to the Durham Workforce Development Board, endorsement for funding by the Business Services Committee to the Durham Workforce Development Board and final funding approval by a State review committee. Contracts are entered into between the City of Durham and selected businesses.

Approval of this Grant Project Ordinance will allow this company to improve its' overall operational efficiencies and increase its' competitiveness and profitability.

### **Alternatives**

Council may choose to not approve the Grant Project Ordinance, as amended, or may choose to approve specific line items within the amended Grant Project Ordinance.

If Council chooses not to approve the amended Grant Project Ordinance, OEWD would have a lower operating budget and be less able to implement the employment and training objectives outlined in the Issues/Analysis section.

### **Financial Impact**

WIA funds are federal formula dollars administered by OEWD. Funding or not funding this item will have no impact on the City's general fund.

This item will increase the City of Durham 2014 -2016 Employment and Training Grant Project Ordinance by \$2,618.00 from \$1,923,969.00 to \$1,926,587.00.

### **SDBE Summary**

An SDBE summary is inapplicable because no project-specific goals have been set and no SDBE's are involved in this item.

**Attachments**

City of Durham Employment and Training 2014-2016 Grant Project Ordinance Superseding Grant Project Ordinance #14632, 1 page.

Letter of Award Notification for Incumbent Worker Training Funds dated December 2, 2014, 2 pages.