

# WIOA Title I Local Budget Narrative Modification PY22

Provide a response to each question (as appropriate) to describe significant changes to your organization's approved Operating Budget. You may provide high-level (summative) information (e.g., 1-5 paragraphs) for most questions. However, you may also include additional details and supporting documentation to provide a more complete description of changes to the local area's budget priorities or spending strategies. If a question does not apply to your local budget, no response is required.

1. If the fiscal agent has changed or will change within the next 6 months, submit details, as appropriate. Details may include but are not limited to: new fiscal agent name/contact information, local board action that authorized the change, transition date and supporting details.
2. If you anticipate requesting a transfer of funds within the upcoming quarter (that was not reflected in the original approved budget), submit those details. This does not take the place of an official request but will assist with budget forecasting.

In an effort to serve more Adults with their employment needs using the WIOA funds, we will transfer monies from the DSLW grant to the ADULT grant. In the past year, and currently, there have been funds available through non-WIOA programs for Dislocated Workers. So, we will use those non-WIOA funds to serve the dislocated Workers with employment needs and any additional customized training they may need to advance their career needs.

3. If you anticipate a need to submit a large purchase request within this program year, submit those details. If that large purchase was included in the previous/approved budget narrative submission, you may skip this question.
4. If there has been a change in staffing at the executive level within the local organization, submit those details. This includes Executive Director, Finance Director, etc.
5. If there has been a change in the signatory authority at the local level, submit those details and a new signature card.
6. Describe additional budget reductions or shifts that have occurred as a result of economic hardships related to the COVID-19 pandemic or other exigent circumstances. If there have been reductions or shifts since you last submitted a budget/modification, describe the resulting impact on each funding stream. Explain how you went about making the necessary cuts and what services/administrative functions had to be reduced. If certain contracts or service providers were cut, please explain that, as well.