



Department of Labor
QUARTERLY REPORT
Today's Date: 4/28/09

Administration Report for Performance Period: 01/01/09 - 03/31/09
Award Year: 2008
Award Number: 1085
Contact Person: Carol Schumacher

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed By: Carol Schumacher Date: 4/29/09

1. Describe all project selection activity during this reporting period for DTF and/or Youth. (Date(s) of meeting, members present, proposals and outcomes of selection.)

Youth Program - The review committee met on January 5, 2009, to review the applications received for the Denali Training Fund Youth and the Alaska Youth First programs. There were 18 application requests totaling over \$2.1 million. A review was conducted in which each application was reviewed on the criteria specified in the Request for Grant Application. A total of 10 applications were recommended for funding for a total of \$477,600. This amount represents \$90,000 for the Alaska Youth First program and \$387,600 for the Denali Training Fund Youth program.

Review team members and their affiliations were: Diedre Bailey, WIA, and Deborah Vo, Rural Development Specialist, Yukon Delta Fisheries Development Association (CDQ). The third reviewer, Rick Mueller from First Alaskans Institute did not attend due to other commitments. Karen Johnson, Training Program Manager from the Denali Commission, Gerry McDonagh, and Carol Schumacher facilitated the review committee.

Ten applications were recommended for funding and eight applications were not recommended for funding. Of the 8 applications not recommended for funding, 6 were recommended to reapply for the next combined youth RGA. Since the new RGA was released in April and awards should be made by July 1, 2009, the review committee decided that these applications should be resubmitted under the new RGA. The review committee made a decision at the beginning of the meeting that they were only going to recommend funding projects that would be completed by June 30, 2009 or September 30, 2009. Many of the applications that

were recommended for funding were reduced to be completed by the above deadlines.

In addition, some of the applicants had current grant agreements in place with large balances remaining for the same projects. The Denali Commission will not fund projects while there is a current project already in place.

Prepared a list of comments by the review committee members with funding recommendations on each application and the award and denial letters for signature by the Commissioner. Courtesy phone calls were made to the applicants with comments and feedback. Responded to numerous emails and phone calls regarding questions and inquiries from successful and non-successful applicants.

Conducted a due diligence review process of all applicants before the review committee met to make recommendations. The process consisted of a review of signature on the cover and assurance page, Certificate of Insurance, Profit and Loss Statement or recent Single Audit, Business license or Tax Identification Number. Conducted a more detailed review which consisted of corresponding and confirming with the Division of Workers Compensation, Employment Security for UI Tax, Wage & Hour Administration, Department of Revenue Tax Office, Alaska Occupational Safety & Health for approval and clearance. Verified and documented Corporate Standing, Business License and Debarments. Document the vendor number and information from the State of Alaska mainframe. Reviewed the financial information including financial statements and notes, Auditors' opinion, and Federal Compliance. Submit completed financial information to management for detailed financial review and comments. Document the General Liability, Workers Compensation and Auto Insurance information and contact applicant if expired. Conduct a final review of Due Diligence for presenting to the review committee.

Denali Training Fund - The review committee met on January 30, 2009, to review applications received for the Denali Training Fund program deadline January 15, 2009. There were 14 application requests totaling over \$1.1 million with \$1 million available for awards. A review was conducted in which each application was reviewed on the criteria specified in the Request for Grant Applications.

Review team members and their affiliations were: Gerry Andrews, Apprenticeship Coordinator, DOLWD; Nils Andressen, Dialogue Coordinator, Institute of the North and Mark Hiratsuka, CITC. Karen Johnson, Training Program Manager from the Denali Commission and Gerry McDonagh, Training Program Manager for the Department of Labor and Workforce Development facilitated the review committee.

Six applications were recommended for funding, 3 applications were not recommended for funding and 5 applications requesting funding for weatherization training were set aside by the review committee. The Denali Commission decided to hold all the applications requesting funding to conduct weatherization training until the Training Advisory Committee makes a policy decision regarding support for these types of training projects. Three of the applications were funded at a later at a later date for the weatherization training.

Prepared a list of comments by the review committee members with funding recommendations on each application and the award and denial letters for signature by the Commissioner. Courtesy phone calls were made to the applicants with comments and feedback. Responded to numerous emails and phone calls regarding questions and inquiries from successful and non-successful applicants.

2. List project management accomplishments for this reporting period.

Reviewed progress reports submitted for the 3rd quarter ending March 31, 2008. Processed financial reports and advance payments. Provided feedback to Grantees regarding progress and financial issues identified in the reports. Updated the Denali Commission database with progress reports and financial information.

3. List all open projects for this award and their status.

The projects are under award 366, 377, and 107

4. List and description all project monitoring and/or site visits and the outcomes. Attach pictures if available.

The projects are under award 366, 377, and 1072.

5. Please provide an update on the current RGA.

The Youth RGA is a combination of three programs; Alaska Youth First, the Denali Training Fund Youth and WIA Youth programs with a deadline of May 1, 2009. This RGA is a combination of State General Funds authorized by the Alaska Legislature, federal funding from the Denali Commission and federal funding from the US Department of Labor. The RGA seeks projects that will prepare youth for employment in high-demand, high-wage occupations.

6. Give a complete update on upcoming, pending or question amendments.

No amendments are pending at this time.