

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Office of Economic Development
AGENDA DATE: August 19, 2008 - Regular Agenda
CONTACT PERSON/PHONE: Kathy Dodson, PhD, Director 541-4670
DISTRICT(S) AFFECTED: ALL

SUBJECT:

Discussion and action on a resolution authorizing the Mayor to sign a Memorandum of Understanding between the City of El Paso and the Upper Rio Grande Workforce Development Board, Inc. d/b/a Workforce Solutions Upper Rio Grande, in its capacity as a regional governmental entity, for the City to serve as a project manager on completion of a regional workforce plan and sub-recipient of the Upper Rio Grande's Department of Labor Regional Innovative Grant WDB-TX; Project TX-X4, Grant No. EM-17293-08-60-A-48.

BACKGROUND/DISCUSSION:

The City of El Paso and the Upper Rio Grande Workforce Development Board (URGWDB) worked together to write a grant proposal for funding in the amount of \$250,000 for a regional workforce plan. The completed proposal was submitted in November 2007 and was awarded on April 1, 2008. The URGWDB received award notification on April 27, 2008.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

NO

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

BOARD/COMMISSION ACTION:

Enter appropriate comments or N/A.

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____

(Example: If RCA is initiated by Purchasing, client department should sign also). *Information copy to appropriate Deputy City Manager*

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign a Memorandum of Understanding between the City of El Paso and the Upper Rio Grande Workforce Development Board, Inc. d/b/a Workforce Solutions Upper Rio Grande ("Upper Rio Grande"), in its capacity as a regional governmental entity, for the City to serve as project manager on completion of a regional workforce plan and subrecipient of the Upper Rio Grande's Department of Labor Regional Innovative Grant WDB-TX; Project TX-X4, Grant No. EM-17293-08-60-A-48.

APPROVED this _____ day of _____ 2008.

CITY OF EL PASO

John F. Cook
Mayor

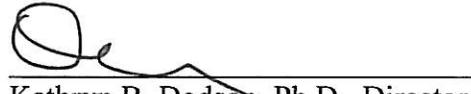
ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:


Marie A. Taylor
Assistant City Attorney

APPROVED AS TO CONTENT:


Kathryn B. Dodson, Ph.D., Director
Economic Development Department

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF EL PASO, TEXAS AND
UPPER RIO GRANDE WORKFORCE DEVELOPMENT BOARD, INC. D/B/A
WORKFORCE SOLUTIONS UPPER RIO GRANDE**

This Memorandum of Understanding (the "MOU") is entered into this ____ day of _____ 2008, by and between the City of El Paso, Texas, a home-rule municipal corporation, (the "City") and the Upper Rio Grande Workforce Development Board, Inc. d/b/a Workforce Solutions Upper Rio Grande ("Upper Rio Grande").

Recitals

Whereas, the City is a municipality and unit of local government for purposes of the Interlocal Cooperation Act, Texas Government Code Chapter 791; and

Whereas, Upper Rio Grande is a regional governmental entity established to carry out the governmental functions of workforce development set forth in Texas Government Code, Subtitle G, Chapter 2308 and related state and federal laws, and, whereas, Upper Rio Grande is certified by the Governor of the State of Texas and the Texas Workforce Commission ("TWC") as the local workforce development board for the six counties of far West Texas (Brewster, Culberson, El Paso, Hudspeth, Jeff Davis, and Presidio) encompassed within the Upper Rio Grande Workforce Development Area (the "Area"); and

Whereas, Upper Rio Grande's governmental functions include planning, overseeing, and evaluating integrated workforce training, education and related services and programs for the Area and the Upper Rio Grande is a unit of local government under the Interlocal Cooperation Act, Texas Government Code, Section 791.003(4)(D); and

Whereas, the United States Department of Labor ("DOL") has awarded Upper Rio Grande a Regional Innovative Grant, Upper Rio Grande WDB-TX; Project No. TX-X4, Grant No. EM-17293-08-60-A-48; (the "Grant") in the amount of \$250,000.00 to develop a regional workforce strategic plan to address the effects of the worker dislocation due to a regional economic shift from manufacturing and agriculture to a services economy and to address retraining and reemployment of dislocated workers in the Area; and

Whereas, the City, through its Economic Development Department's Business Retention Program, has conducted initial economic analysis and research that reveals a need to better address the area demand for a skilled workforce and to identify new opportunities for future growth and strategic planning and now desires to collaborate with the Upper Rio Grande to address employment and workforce issues in the El Paso region; and

Whereas, Upper Rio Grande desires that the City act as its primary collaborator and grant subrecipient, with the City serving as the project manager responsible for completion the regional workforce strategic plan, the sole project deliverable under the Grant; and

Whereas, Upper Rio Grande finds that its collaboration with the City as set forth herein will increase its efficiency and effectiveness and is permitted by applicable law.

Now therefore, in consideration of the mutual covenants and promises set forth herein, Upper Rio Grande and the City agree as follows:

1. Scope of Services and Contributions. Upper Rio Grande and the City agree to make the contributions and provide the services in furtherance of Grant implementation as more fully described in the Scope of Services attached to this MOU as **Exhibit "A"** and expressly incorporated herein and made a part of this MOU for all purposes.

2. Budget, Reimbursement, and Financial Administration. Upper Rio Grande shall serve as the fiscal agent of the Grant and will be responsible for the dissemination of the Grant funds. The parties shall perform their respective services as specified in Exhibit "A" within the monetary limits contained in **Exhibit "B"**, the Budget Narrative and the Form 424A Grant Budget, attached hereto and incorporated by reference herein for all purposes. The parties must agree to any material modifications of the Budget in writing, signed by authorized representatives of the parties.

2.1 Reimbursement for Services. The City shall submit all invoices/payment requests, reporting forms, and supporting documentation as required by Upper Rio Grande on a periodic basis for the services rendered under this MOU. Upper Rio Grande shall reimburse the City in full for each properly-submitted payment request submitted within thirty (30) days of receipt unless Upper Rio Grande disputes the payment request in writing or unless the City has expended the total amount of the allocated consideration pursuant to this MOU and the Grant.

3. Non-Exclusive, Independent Contractor Status. The parties agree that they are independent contractors as to each other, and each will remain at all times a non-exclusive contractor, independent of the other. Except as may be expressly and unambiguously provided in this MOU, no partnership or joint venture is intended to be created by this Agreement, nor any principal-agent or employer-employee relationship between the parties or any of their officers, employees, agents or representatives. As independent contractors, each party understands and agrees that it will be responsible for its respective acts or omissions, and that each is in no way responsible as an employer to the other party's officers, employees, agents or representatives who perform any service in connection with this MOU. The City acknowledges and agrees that it does not have, and will not attempt to assert, the authority to make commitments for or to bind Upper Rio Grande to any obligation other than the obligations set forth in this MOU. Upper Rio

Grande acknowledges and agrees that it does not have, and will not attempt to assert, the authority to make commitments for or to bind the City to any obligation other than the obligations set forth in this MOU.

4. Term. The term of this MOU shall be from the date first written above to **September 30, 2009** (the "Term") unless extended or renewed by written amendment. Prior to the completion of the Term, all or a part of this MOU may be terminated with or without cause as set forth below.

4.1 Termination Without Cause. This MOU may be terminated by either party for any reason, or for no reason whatsoever upon 60 consecutive days advance written notice to the other party. The parties may also terminate this MOU by mutual consent upon such terms as they may agree in writing.

4.2 Termination for Cause. This MOU may be terminated upon 30 consecutive days advance written notice for Cause by either party where the other party has failed to fulfill substantially its contractual obligations, pursuant to this MOU, and through no fault of the terminating party. For purposes of this provision, "Cause" means that the MOU may be immediately terminated: if a party materially breaches any provision of this MOU; if a party is in material default of its contractual obligations; if a party violates any material law or regulation applicable to its performance under this MOU; in the event of exceedingly poor performance or fraudulent conduct by a party in connection with this MOU; or in the event a party's performance is jeopardizing the delivery of services or deliverables contemplated by the Grant. A party who has received a notice of termination for Cause shall have 30 consecutive days to cure the defect or problem giving rise the termination, and if the defect or problem is remedied within that 30 day cure period, there shall not be Cause for termination.

4.3. Effect of Termination. It is understood and agreed that upon any notice of termination under this Section, the City shall cease the performance of services under this MOU. Upon such termination, the City shall provide one final invoice or payment request for all services completed and reimbursable expenses incurred prior to Upper Rio Grande's notice of termination. In the event Upper Rio Grande terminates this MOU for Cause, the City shall be entitled to compensation for services performed and approved expenses incurred, prior to the termination. Termination does not, however, constitute a waiver of any remedies for breach of this MOU. In addition, the City's obligations to retain records shall survive any termination of this MOU.

5. Retention and Accessibility of Records.

5.1. Records Retention. The City shall prepare and maintain proper files, books, and records in accordance with all applicable DOL requirements including OMB Circular A-122, as applicable; Title 20 CFR Part 671, Title 29 CFR Part 95; and Title 29 CFR Parts 96 and 99 (Audit Requirements), as they

pertain to costs incurred, audits, program income, administration, activities and functions, and all of the relevant matters contained in said publications. These records shall be maintained for a period of five (5) years after the termination or expiration of this MOU.

5.2. Accessibility of Records. DOL, Upper Rio Grande and/or their designees shall have a right of access to make copies of and a right to audit all of the City's files, books and records which are deemed pertinent to the performance of this MOU, as determined solely in the reasonable exercise of the DOL's, the Upper Rio Grande's and/or their designee's discretion. Copying and auditing will be performed at a reasonable time and place, such as during the City's usual business hours and at the City's principal office. This right shall continue for five (5) years after termination or expiration of this MOU. DOL, Upper Rio Grande and/or their designees may additionally request the copying, mailing and/or electronic transmission of records by the City pursuant to this Section.

6. Monitoring and Audits. Upper Rio Grande reserves the right on its behalf, and on behalf of DOL, to perform or have their designees perform, a periodic on-site and desk audit monitoring of the City's compliance with the provisions of this MOU. The monitoring shall be conducted in a reasonable time, place and manner by Upper Rio Grande, DOL, or other designated governmental entity. The City shall provide the assistance and information needed by Upper Rio Grande in monitoring and evaluating the City's performance of services under this MOU to ensure Upper Rio Grande's compliance with all terms and conditions contained in the Grant, including all applicable federal laws, regulations, certifications and assurances.

7. Notices. Unless otherwise specified herein, any notice or communication required or allowed under the MOU shall be by certified mail, return receipt requested, or hand delivery to the representatives designated below, or such other as either party may from time to time designate in writing.

7.1 For Upper Rio Grande: Mr. Lorenzo Reyes, Chief Executive Officer, Workforce Solutions Upper Rio Grande, 221 N. Kansas, Ste. 1000, El Paso, Texas 79901

7.2 For the City: Ms. Joyce Wilson, City Manager, 2 Civic Center Plaza, El Paso, Texas, 79901

With Copy to: Kathryn B. Dodson, Ph.D., Director of Economic Development Department, City of El Paso, 2 Civic Center Plaza, 2nd Floor, El Paso Texas, 79901.

8. Severability. All agreements and covenants contained in this MOU are severable. If any provision of this MOU is held to be illegal, invalid or unenforceable under present or future laws effective during the term of this MOU, the legality, validity and enforceability of the remaining provisions of this MOU shall not be affected thereby.

9. Compliance with Laws. In the performance of their obligations under this MOU, the parties shall comply with all applicable federal, state or local laws, ordinances and regulations.

10. No Assignment or Subcontracts. Neither party shall assign any obligation or service delivery required under this MOU. Upper Rio Grande may, however, contract with organizations and/or individuals as contract employees to provide services as required by the Grant, or as required by applicable law.

11. Risk Allocation-Limitation of Liability.

11.1. No Indemnification. The parties expressly agree that no party shall have the right to seek indemnification or contribution from the other party for any losses, costs, expenses, or damages directly or indirectly arising in whole or part from this MOU.

11.2. Sovereign Immunity. It is the intent of both parties, as governmental entities, to preserve their respective sovereign immunity to the maximum extent allowed. The parties therefore acknowledge and expressly agree that, in all things relating to this MOU, Upper Rio Grande and the City are performing governmental functions, as defined by the Texas Tort Claims Act. The parties hereby agree that Upper Rio Grande and the City enter into this MOU as governmental entities for the purpose of performing a governmental function. Further, neither party waives its sovereign immunity to suit or liability in any respect by executing this MOU or any other amendment, modification or agreement related to the MOU.

11.3. Exclusion of Incidental and Consequential Damages. Independent of, severable from, and to be enforced independently of any other enforceable or unenforceable provision of this MOU, neither party shall be liable to the other party (nor any person claiming rights derived from such party's rights) for incidental, consequential, special, punitive, or exemplary damages of any kind--including lost profits, loss of business, or other economic damages, and further including injury to property, mental anguish and emotional distress--as a result of breach of any term of this MOU, regardless of whether the party was advised, had other reason to know, or in fact knew of the possibility thereof.

11.4. Maximum Aggregate Liability. Independent of, severable from, and to be enforced independently of any other enforceable or unenforceable provision of this MOU, **IN NO EVENT SHALL EITHER PARTY'S AGGREGATE LIABILITY TO THE OTHER PARTY (INCLUDING LIABILITY TO ANY PERSON OR PERSONS WHOSE CLAIM OR CLAIMS ARE BASED ON OR DERIVED FROM A RIGHT OR RIGHTS CLAIMED BY THE OTHER PARTY), WITH RESPECT TO ANY AND ALL CLAIMS AT ANY AND ALL TIMES ARISING FROM OR**

RELATED TO THE SUBJECT MATTER OF THIS MOU, IN CONTRACT, TORT, OR OTHERWISE, EXCEED THE AMOUNT OF CONSIDERATION ACTUALLY PAID OR PAYABLE BY THE ONE PARTY TO THE OTHER UNDER THE TERMS OF THIS MOU.

11.5. Intentional Risk Allocation. Upper Rio Grande and the City each acknowledge that the provisions of this MOU were negotiated to reflect an informed, voluntary allocation between them of all risks (both known and unknown) associated with the transactions in this MOU. The disclaimers and limitations in this MOU are intended to limit the circumstances of liability. The remedy limitations, and the limitations of liability, are separately intended to limit the forms of relief available to the parties.

12. Reporting Fraud or Abuse. The parties shall establish and implement procedures for preventing, reporting, investigating, and taking appropriate legal and/or administrative action concerning any fraud, program abuse, possible illegal expenditures, unlawful activity, violations of law, or federal rules, policies, and procedures occurring under this MOU. In the event the City, a member of its staff, elected officials, or representatives have or should have knowledge of suspected fraud, program abuse, possible illegal expenditures, unlawful activity, violations of law or DOL/TWC rules, policies and procedures occurring under this MOU, the City shall report such conduct to the Upper Rio Grande no later than five working days from the date of discovery of such act. The City is further advised the fraud or abuse may be reported to the DOL and/or TWC. An incident or issue involving fraud or violations of the law must be submitted to the TWC as follows:

Texas Workforce Commission
Office of Investigations
101 E. 15th St., Room 230
Austin, TX 78778-0001
TWC's Fraud and Program Abuse Hotline (1-800-252-3642)

13. Conflicts of Interest. Upper Rio Grande adheres to the conflict of interest and integrity requirements required by applicable law. The conflict of interest rules of 40 Texas Administrative Code Part 20, Chapter 801 are applicable to Upper Rio Grande and incorporated herein by reference.

14. Confidentiality. The parties understand and agree that all information or documentation obtained by it regarding individual customers of Upper Rio Grande programs is confidential and may not be retained, released or disclosed by the parties to any third party or anyone within the each party's organization who does not have a compelling need to know about or access to the information, or as otherwise compelled to be disclosed under the Texas Public Information Act or other law or regulation.

15. Amendments. This MOU shall not be modified, amended, or changed except upon a written instrument signed by authorized representatives of the parties.

16. **Governing Law and Venue.** This MOU shall be construed and interpreted in accordance with the laws of the State of Texas and venue shall lie in El Paso County, Texas.

17. **Captions.** The captions to the various sections of this MOU are for reference purposes only and shall not in any way control the meaning or interpretation of this MOU.

18. **Warranty of Capacity to Execute Contract.** Each person signing below represents that he or she has read this MOU in its entirety (including any and all Exhibits); understands its terms; is duly authorized to execute this MOU on behalf of the party indicated below by his or her name; and agrees on behalf of such party that such party will be bound by those terms.

19. **Entire Agreement.** This MOU, together with the Exhibits attached hereto, constitutes the entire agreement between the parties relating to the terms and conditions of the MOU. This MOU supersedes all prior agreements, whether written or oral and the parties expressly acknowledge and warrant that there exists no other written or oral understanding, agreements, or assurances with respect to such matters except as are set forth herein. Unless expressly state, this MOU confers no rights on any person(s) or business entity(s) that is not a party hereto. This MOU shall not be construed against or unfavorably to any party because of such party's involvement in the preparation or drafting of this MOU.

IN WITNESS WHEREOF, the Parties have executed this MOU in the City of El Paso as of the date first written above.

CITY OF EL PASO, TEXAS:

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

(Signatures Continue on Following Page)

APPROVED AS TO FORM:



Marie A. Taylor
Assistant City Attorney

APPROVED AS TO CONTENT:



Kathryn B. Dodson, Ph.D., Director
Economic Development Department

**UPPER RIO GRANDE WORKFORCE
DEVELOPMENT BOARD, INC. D/B/A
WORKFORCE SOLUTIONS UPPER
RIO GRANDE:**

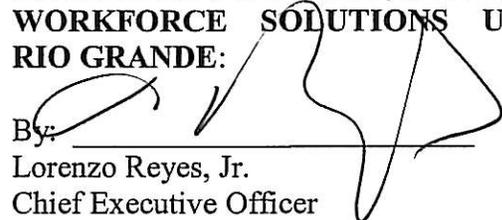

By: _____
Lorenzo Reyes, Jr.
Chief Executive Officer

EXHIBIT "A"

SCOPE OF SERVICES

I. Scope of Services and Collaborative Planning Activities

A. Acting as Project Manager, the City, through its Economic Development Department, shall:

- Oversee all project consultants' work and be accountable for completion of all project deliverables in Chart I below, leading to the development of a regional workforce strategic plan that will serve as a guide for the region for the next 5- 10 years and incorporate strategic initiatives for the following target sectors: advanced manufacturing, healthcare, biotechnology, defense, automotive, homeland security, and aerospace and regional economic development strategies and curriculum development targeting the Area's dislocated workforce.
- Monitor compliance for all consulting agreements in connection with the development of the regional workforce strategic plan for timely completion of all project deliverables for the term of this MOU.

B. Acting as Project Operator/Coordinator, Upper Rio Grande shall:

- For purposes of the Grant, serve as the entity responsible for overall management and oversight of project implementation in the project service area.
- Procure and hire the consultants who will carry out the major workforce planning activities (benchmarking; asset mapping; quality workforce needs assessment; final regional workforce strategic plan) identified in Chart I below for the development of the regional workforce strategic plan. Final contract award to the selected consultant(s), however, will be a collaborative decision of the parties.
- Collaborate with the City to achieve the project deliverables identified in Chart I for the development of the regional workforce strategic plan, in addition to collaborating with school districts and higher education institutions in the Area to develop strategic initiatives for the creation of a skilled labor supply and pipeline, for incorporation into the regional strategic plan.

C. Project Planning Activities and Responsibilities.

CHART I: Project Planning Activities and Responsibilities

CONSULTANTS	UPPER RIO GRANDE	CITY
Benchmarking 3 mos	Project Coordinator	Project Manager
Selection of project team/stakeholders (performed by Upper Rio Grande Workforce Development Board Staff and City of El Paso Economic Development Staff).	6 county workforce and education - K-12; university	<ul style="list-style-type: none"> • Economic Development • Business • Government
Identify best practices	x	x
Invite experts from other WIRED regions		x
Project scope and goal setting	x	x
Asset Mapping/Quality Workforce Needs Assessment - 3 mos	Project Coordinator	Project Manager
Asset identification, Basic evaluation & Assessment	6 county region	x
Record results	x	x
Prepare draft	6 county region input	x
Stakeholder Review	6 county region	x
Strategic Plan - 12 months	Project Coordinator	Project Manager
Review Asset Mapping Report	x	x
Identify action strategies for plan dev	x	x
Implement action strategies for Plan input	x	x
Prepare drafts of the regional strategic plan	x	x
Stakeholder review	x	x
Final Plan/Implementation	x	x

For the Benchmarking planning activity, Upper Rio Grande and the City will collaborate in forming a project team of stakeholders to determine the objectives for benchmarking. The parties and stakeholders will use their resources to create the benchmarks, which will include data collection; comparison information of expected outcomes; review of best practices; preliminary identification of resources and stakeholders; and develop a process for activities and chart progress and timelines. Project team selection will be from the business and industry, workforce development, education, government and economic development sectors. The City will invite experts from WIRED regions to share promising practices and lessons learned. The benchmarking will incorporate identified best practices of successful WIRED initiatives throughout the country.

Asset Mapping activities will include conducting a full inventory of: education and workforce resources that can be utilized in regional development efforts; the business bases and character of employment and unemployment trends; the relationship of target

industry sectors to the existing economy; understanding key networks and cultural attitudes that shape the regional economy and identify areas that require further investment; and identification of a baseline to measure future progress toward the attainment of regional prosperity for the next 5-10 years. The City will be responsible for implementing the process through asset identification, basic evaluation, and comprehensive assessment items. Asset mapping will include an emphasis on analyzing the business climate and entrepreneurship, economic development efforts, workforce, education and training, and quality of life.

Quality Workforce Needs Assessment- activities will include a focus upon the target industries (advanced manufacturing, healthcare, biotechnology, defense, automotive, homeland security, and aerospace), emerging technology industries such as renewable energies, identification of employers in each target industry, industry trend analysis and the region's ability to compete in attracting, growing local industry sectors; pursue technological innovation and commercialization initiatives; address labor costs, workforce funding, educational issues, workforce training program needs and gaps and effectively planning for future workforce development programs and strategies for the region.

For the Strategic Plan planning activity, the parties' intent is that the regional workforce strategic plan will enable the realignment of the region's existing efforts and be the guide to resource allocation and reallocation. The plan will address key challenges such as identified service gaps, redundancies, and inefficiencies within the region ultimately providing guidance for future regional development strategies with special emphasis on dislocated workers. The plan will provide specific goals and objectives as well as an implementation plan with timelines and achievable benchmarks that lead to completion. The plan will incorporate performance and evaluation tools that focus on regional strategic alliances with workforce partners, employers and targeted industries in growing sectors, and primary/secondary/post secondary/adult education institutions, both private and public.

D. Project Timeline.

The parties agree to the estimated timeline for planning activities as provided below:

CHART II: Timeline

Benchmarking	at 3 mos.
Asset Mapping	at 3 mos.
Qualify Workforce Needs Assessment (concurrently with Asset Mapping)	at 3 mos.
Strategic Plan	at 12 mos.

E. Transformational Strategies for the Plan.

Strategies will be developed and included in the regional workforce strategic plan to effectively address barriers and strengthen the overall systems supporting business and commerce. The City has embraced the principles described in Richard Florida’s “Rise of the Creative Class” and has utilized his methods to lead an initiative intended to build an infrastructure that recognizes and supports economic transformation through innovation. Specific strategies for a regional emphasis on Science Technology Engineering Mathematics (STEMS) innovation being used to meet industry needs are identified in the following table:

CHART III: Transformational Strategies

Transformation Areas	Strategies	Outcomes
Technology	1. Research & identify strategies in emerging technologies for the Region	<ul style="list-style-type: none"> Map of key institutional technology focus and community capabilities to commercialize
	2. Facilitate access to local, state, federal resources to develop commercial applications	<ul style="list-style-type: none"> Texas Emerging Technology Fund – greater utilization of funding for feasibility, marketing and training SBIR/STTR Venture Capital
	3. Identify initiatives to create a technology friendly business environment	<ul style="list-style-type: none"> Development of regional marketing campaigns Enact business friendly policies & regulations Create networks of industry leaders & target clusters
Entrepreneurial Development	1. Identify key partners to assist and expand the availability of seed & investment capital	<ul style="list-style-type: none"> Coordinated effort to deliver community resources to Entrepreneurs i. e. business plan development, proposal development to lending community, strategies to compete for capital in support of growing the local business base.
	2. Develop mentoring programs to increase the number of qualifying business owners for guaranteed lending programs	<ul style="list-style-type: none"> Direct resources to fund emerging technology companies and target industries for diversification and growth of technology industry base Local expansion and new job opportunities through leverage of financial resources
	3. Identify suppliers and key partners to help develop supply chain connections	<ul style="list-style-type: none"> New local supply chain linkages with Ciudad Juarez Off Shore Manufacturing Industry Reduce leakage and impact percentage increase of goods and services purchased locally
Talent Development	1. Assess needs and align workforce training dollars to support targeted industry clusters and special demand occupations i. e. nursing, material manufacturing, and supply chain	<ul style="list-style-type: none"> Expanded training in targeted industry clusters with special emphasis on manufacturing , supplier development, border security, automotive & bio-medical Customized training programs to address critical needs occupations Compilation of worker profiles & skills development strategies

Transformation Areas	Strategies	Outcomes
	2. Building educational capacity in STEM at the primary, secondary and postsecondary levels	<ul style="list-style-type: none"> • More Programs that introduce youth to STEM • Recruitment of faculty & research capability in STEM • Advancement of K-12 initiatives to prioritize careers with a focus in technology and cluster development • Improved relationships and communication between business and education with input into curriculum & program design • Growth in career pathways for students in local public schools including internships & mentoring

F. Project Outcomes and Impacts.

The parties agree that the final outcome of the project will be the development of a regional workforce strategic plan that outlines the initiatives below among others to:

1. Increase enrollment in high skills training and re-training programs by dislocated workers;
2. Increase business and institutional partnerships for business-centric approach for the advancement of STEM interests among all public and private school students;
3. Increase K-12 initiatives to prioritize career path development in technology, advanced manufacturing and other technology industry clusters;
4. Increased utilization of workforce dollars to support training in growth industries and special demand occupations;
5. Improve access to training and re-training programs by workers and employers of workforce development system;
6. Identification of key regional partners for key advisory group to develop specific strategies for a well utilized talent development system and on-going collaboration using the WIRED conceptual framework;
7. Drive up the average wage in all of the six counties by targeting jobs that pay average wages between \$10.00 per hour to \$14.14 per hour;
8. Increase the percentage amount of services and products purchased from local suppliers in the regional by the Off-Shore Manufacturing firms in Ciudad Juarez, Chihuahua, Mexico; and
9. Increase the number of application submissions to the Texas Emerging Technology Funds.

EXHIBIT "B"

Budget Narrative

1. Personnel

Name/Position	Computation	Cost
Project Coordinator: (Upper Rio Grande Workforce Development Board) will be responsible for overseeing the work and be held accountable for all project deliverables for this entity leading to the development of a regional strategic plan.	47,093	\$47,093

TOTAL PERSONNEL COSTS: \$47,093

2. Fringe Benefits

	Computation	Cost
Fringe Benefits	30% x 47,093	\$14,128

TOTAL FRINGE BENEFITS COSTS: \$14,128

3. Travel

Purpose of Travel	Computation	Cost
Mileage for both project manager and coordinator to travel throughout the six counties in West Texas for project implementation and development of the regional strategic plan.	.485 * 14,433 miles	\$7,000

TOTAL TRAVEL COSTS: \$7,000

4. Equipment

Computation	Cost
TOTAL EQUIPMENT COSTS:	\$ -

5. Supplies

	Computation	Cost
Consumable supplies and materials need for project manager and project coordinator as well as for planning meetings (i.e. pens, paper, toner, notepads, etc.).	\$361 * 18 months	\$6,500

TOTAL SUPPLIES COSTS: \$6,500

6. Contractual

Computation	Cost
-------------	------

FUNDED

El Paso Regional Strategic Plan

	Budget Narrative	
Project Manager: (City of El Paso) will be responsible for overseeing the work and be held accountable for all project deliverables for this entity leading to the development of a regional strategic plan.	\$68,250	\$68,250
	$\$52,500 + 30\% \text{ fringe}$ $(\$15,750) = \$68,250$	
Consultant to complete Benchmarking Proposed Timeline, proposed organization, nature of activities please see pages 5-10 or application.	\$9,684	\$9,684
Consultant to complete Asset Mapping Proposed Timeline, proposed organization, nature of activities please see pages 5-10 or application.	\$10,000	\$10,000
Consultant to complete Quality Workforce Needs Assessment Proposed Timeline, proposed organization, nature of activities please see pages 5-10 or application.	\$32,000	\$32,000
Consultant for Regional Strategic Plan Proposed Timeline, proposed organization, nature of activities please see pages 5-10 or application.	\$32,000	\$32,000

TOTAL CONTRACTUAL COSTS: \$ 151,934

7. Construction

	Computation	Cost
TOTAL CONSTRUCTION COSTS:	\$	-

8. Other (i.e. communications, printing, postage, equipment rental, etc.)

	Computation	Cost
TOTAL OTHER COSTS:	\$	-

FUNDED

El Paso Regional Strategic Plan

Budget Narrative

9. Total Direct Costs \$226,655

10. Total Indirect Costs 10.3% x (\$226,654.61) \$23,345

11. Training Stipends Computation Cost

TOTAL TRAINING STIPEND COSTS: \$ -

12. Total Costs (Total direct costs +
total indirect costs +
Training Stipends) \$250,000

BUDGET INFORMATICS - Non-Construction Programs

OMB Approval no. 0348-f

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. El Paso Regional Strategic Plan				250,000	2,650,000	2,900,000
2.						
3.						
4.						
5. TOTALS				250,000	2,650,000	2,900,000

FUNDED

SECTION B - BUDGET CATEGORIES

6. OBJECT CLASS CATEGORIES	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total
	(1) Administration	(2) Program	(3)	(4)	(5)
n. Personnel		47,093			47,093
b. Fringe Benefits		14,128			14,128
c. Travel		7,000			7,000
d. Equipment		-			-
e. Supplies		6,500			6,500
f. Contractual		151,934			151,934
g. Construction	-				-
h. Other	-				-
i. Total direct Charges (sum of 6a-6h)		226,655			226,655
j. Indirect Charges	23,345				23,345
k. TOTALS (sum of 6i and 6j)	23,345	242,304			250,000

7. PROGRAM INCOME					
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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. El Paso Regional Strategic Plan	2,000,000		650,000	2,650,000
9.				
10.				
11.				
12. TOTALS (sum of lines 8 - 11)	2,000,000		650,000	2,650,000

FUNDED

SECTION D - FORECASTED CASH NEEDS

	Total for 2nd Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	166,668	41,667	41,667	41,667	41,667
14. Non Federal	1,766,667	441,667	441,667	441,667	441,666
15. TOTAL (sum of lines 13 - 14)	1,933,335	483,334	483,334	483,334	483,333

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. El Paso Regional Strategic Plan	166,668	83,334		
17.				
18.				
19.				
20. TOTALS (sum of lines 16 - 19)	166,668	83,334		

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	22. Indirect Charges:
23. Remarks	