

WORKSOURCE EAST CENTRAL GEORGIA
Aka
EAST CENTRAL GEORGIA CONSORTIUM
PY 2021 Forms Package

RFP

FORMS PACKAGE

FOR WIOA YOUTH FUNDS

ATTACHMENT A
NONDISCRIMINATION AND EQUAL EMPLOYMENT CERTIFICATION

The **CONTRACTOR** assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

1. Section 188 of the Workforce Innovation and Opportunity Act of 2014, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity;
2. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin;
3. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
4. The Age Discrimination Act of 1975, as amended which prohibits discrimination on the basis of age; and
5. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The **CONTRACTOR** also assures that it will comply with 29 CFR part 37 and all other regulations implementing the laws listed above. The provision applies to the **CONTRACTOR'S** operation of WIOA Title I assisted programs or activities and to all agreements the **CONTRACTOR** makes to carry out WIOA Title I financially assisted programs or activities. The **CONTRACTOR** understands that the **DEPARTMENT** and the United States have the right to seek judicial enforcement of this assurance.

Typed/Printed Contracted Organization Name

Type/Printed Name of Certifying Official

Signature

Date

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**ATTACHMENT B
 AUTHORITY TO SIGN INVOICES/EXPENDITURE REPORTS**

The following individual(s) are designated to sign and verify invoices on behalf of the **Sub-Recipient:**

PRIMARY	ALTERNATE
Name:	Name:
Signature:	Signature:
Title:	Title:
Address:	Address:
Phone No:	Phone No:

Above signatures approved by:

Name, Title

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ATTACHMENT C

**REQUEST FOR FUNDS APPLICATION
COVER SHEET**

Legal Name of Organization: _____

Mailing Address: _____

Phone: _____ Fax: _____ E-mail: _____

Contact Person: _____

Program Name: _____

Federal Employer ID#: _____

State Unemployment ID#: _____

Legal Status of Organization: Public _____ Private for-Profit _____ Private Non-profit _____

Local Education Agency _____ Small Business Minority/Woman Owned _____

Project Duration: _____ through _____

Total Funds Requested: In-School: \$ _____ Out of School: \$ _____

TOTAL: \$ _____

Number and ages of youth to be served:

WIOA ISY Age 14-21 _____

WIOA OSY Age 16-24: _____

To the best of my knowledge and belief, all information in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant will comply with the attached assurances if the assistance is awarded.

Typed Name of Authorized Representative

Title of Authorized Representative

Signature of Authorized Representative

() _____
Telephone Number Date

**ATTACHMENT D
COMPREHENSIVE YOUTH PROGRAM
PROPOSAL ACTIVITY DESCRIPTION**

- I. Narrative Statement (limit 5 pages double spaced). Discuss the following:
- A. Type of Training Activity
 - B. Title of Activity
- II. Agency Operating the Activity
- D. Agency's experience in operating related programs (agencies operating in the previous program year should provide a narrative summary including):
 - 1. Number of participants starting program (enrolled)
 - 2. Number of participants completing program
 - 3. How participants' progress was evaluated
 - 4. Summary of activities
 - 5. Evaluation of program's success
 - 6. Performance outcomes if not operating a WIOA program in this area; indicate WIOA areas served or provide 3 references for similar services to include name of organization, contact person, phone #, and services provided
 - E. Duration of Proposed Training Activity
 - 1. Start Date
 - 2. End Date
 - 3. Number of weeks, number of hours per week, total number of training hours
 - F. Recruitment Strategy (Out-of-school youth can be difficult to recruit. Provide a description of how both in-school and out-of-school will be recruited and engaged)
- III. Program Design/ Performance
- A. Describe the elements of the program
 - Explain how you will track/measure participant progress.
 - Identify the planned outcomes that you see the program accomplishing.
 - How will your organization ensure that the participants achieve their planned outcomes?
 - B. Describe how the elements are to be administered.

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C. Describe how the program design and curriculum will provide outcome plans for ensuring that youth will meet the WorkSource East Central Georgia WDB performance standards as well as Common Performance Measures for the youth group served. These outcomes should be directly related to the assessment, strategy, plan, and goal of the youth. Bidders must also provide plans for 12-month follow-up as per WIOA Sec. 129 (c)- (2)- (I) for the youths enrolled in their program since most performance occurs during follow-up. Not all performance standards will apply to every program. Some performance standards are specific to target groups. If there are any requirements specific to a program (i.e. academic level, etc.), indicate those.

D. Target Population – Indicate the target population (i.e. juvenile offenders, youth with disabilities, out-of-school, etc.) to be served. Bidders proposing to serve those populations that do not normally seek WIOA services must describe their strategy to ensure sufficient numbers of eligible youth are recruited prior to program start up.

III. Staffing – For the WIOA-funded position, provide the following:

- a. Job title
- b. Primary responsibilities
- c. Minimum qualifications

Note: complete job descriptions and staff qualifications will be required prior to any negotiations.

Indicate any project/contract positions that will be offered “in-kind.”

IV. Facilities – Provide a description of the facility to be used for the training program, including the location and the effective availability date. Describe number of rooms, square footage, how facility is safe, accessible, and youth friendly.

V. Equipment – Provide an itemized listing of the equipment available for use in the program in accordance with the requirements of the curriculum; and an identification of the date(s) on which equipment will be available for use in the program. If equipment is to be rented, indicate this here.

VII. Training Supplies and Materials – Provide an itemized listing of training supplies and materials to be used in the program, in accordance with the requirements of the curriculum and the number of participant slots.

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ATTACHMENT D EXHIBIT 1

FINANCIAL CAPABILITY FORM

I. Fiscal Controls

Briefly describe the accounting system and internal control utilized in assuring fiscal accountability. Specify method of accounting used. Indicate if there is an approved indirect cost rate for this organization. Attach to this form a copy of the indirect cost rate approval letter, if applicable:

II. Audit

Indicate if this organization is subject to the Single Audit Act _____
Please attach a copy of the latest audit performed for your organization.

Attach to this form a letter from your auditor which confirms that your organization has a financial system in place that provides for acceptable internal controls and contract compliance of applicable laws and regulations. The letter should specifically address the fact that federal and state taxes are completed on a regular basis.

III. Financial Capability

Provide a copy of the organization's most recent financial statement or audit that clearly shows cash reserves or liquid assets to be used for activity start-up costs.

IV. If the Sub-Recipient is a corporation, the corporation and its affiliates must be properly registered with the Secretary of State's Office. Attach a copy of registration certificate.

V. (For Profit Bidders) Local Business License Number: _____
City/County of License: _____

VI. State Unemployment Insurance Tax Number (DOL Acct. Number) _____

VII. How long has your organization been in operation? _____

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ATTACHMENT D EXHIBIT 2

PROGRAM MANAGEMENT QUESTIONNAIRE

1. Indicate bidder's experience during the past three years in reference to the following items:

- a. Have there been any grievances or complaints filed against the organization other than discrimination complaints? [] Yes [] No
- b. Have any lawsuits been filed against or judgments rendered against the bidder? [] Yes [] No
- c. Has the bidder been the subject of any investigations involving fraud, abuse, conflict of interest, political activities, nepotism, or criminal activities? [] Yes [] No
- d. Has the bidder ever defaulted on or breached a contract? [] Yes [] No
- e. Has the bidder been subject to cancellation or non-renewal of contracts due to non-performance or poor performance? [] Yes [] No
- f. Has the bidder or a parent organization filed for bankruptcy or receivership? [] Yes [] No
- g. Have there been any complaints or rulings against the bidder for discrimination of any kind? [] Yes [] No

2. If any of the above items are answered affirmatively, the bidder must provide clarifying information which should, at a minimum, include date action was initiated; party or parties involved; brief description of the circumstances; final disposition and date; and brief explanation of status if action is still pending. Failure to include the above information or to omit relevant information are grounds for refusal to enter into a contract or for immediate cancellation if a contract is awarded. A response of yes will not necessarily cause a contract not to be executed.

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ATTACHMENT D EXHIBIT 3

DESCRIPTION OF NEED

(Up to one additional page may be used to complete this form.)

I. Check the county or counties the project proposes to serve, include address of project site(s), if secured.

- | | | |
|-----------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Columbia | <input type="checkbox"/> Glascock | <input type="checkbox"/> Hancock |
| <input type="checkbox"/> Lincoln | <input type="checkbox"/> McDuffie | <input type="checkbox"/> Taliaferro |
| <input type="checkbox"/> Warren | <input type="checkbox"/> Washington | <input type="checkbox"/> Wilkes |

Address of project site(s), if known:

II. Describe the need for this project by proposed program element in the county/counties checked above and how that need was identified. Explain why this need will be unmet without this project.

III. Does this project duplicate or supplant any existing programs in the county/counties referenced above?

No _____ Yes _____ If yes, describe how this project will be more effective than the existing programs.

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ATTACHMENT D EXHIBIT 4

PROJECT OVERVIEW AND COLLABORATION DESCRIPTION FORM

I. Collaboration

- Collaborative Partners (Name collaborative partners and describe their involvement with the program) Describe how they will complement the program.
- What services they will provide other than the services to be provided in this program.
- Indicate the services to be provided by WIOA and the services to be provided by collaborative partners in outline form.
- Provide written evidence of coordination with the required partners, e.g. Adult Literacy Program, School Systems, Georgia Department of Labor.
- Indicate the partners this project will collaborate with and with which a collaborative agreement/memorandum of understanding has been/will be developed.
- Specify which collaborative agencies will provide funding other than WIOA funds.

<u>Partner</u>	<u>In-Place</u>	<u>Pending</u>
a. One-Stop Center and/or satellite facility	_____	_____
b. Local education entity	_____	_____
c. Business/industry partner	_____	_____
d. Community-based organization, social service agency, public housing agency, or other related program	_____	_____
e. Other information relevant to collaboration efforts on the part of the bidder:		
	_____	_____
	_____	_____
	_____	_____

II. Attach at least three letters from community youth partners confirming the need for the proposed services and agreeing to work with the proposer on behalf of youth in the community.

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ATTACHMENT E

Alignment of Program Elements with WIOA Performance Measures

Indicate in the table below how the program elements will align with the required WIOA Performance Measures to ensure program achievement.

- Placement in Employment, Education or Training
- Retention in Employment, Education or Training
- Earnings after entry into unsubsidized employment
- Credential rate
- In Program Skills Gain

Performance Measure	Expected outcome Give Projected Numbers and/or Time Allotted or percentages Ex. 12 ea. quarter	Activities Offered to Lead to Success	Evaluation Method
Recruitment and Participation in the Program			
Placement in Employment, Education, or Training			
Retention in Employment, Education, or Training			
Earnings after entry into unsubsidized employment			
Credential rate (Percentage of participants who obtain a recognized credential or secondary diploma during participation or within 1 year after program exit.)			
In Program Skills Gain (Percentage of participants in education leading to credential or employment during program year, achieving measurable gains.)			

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ATTACHMENT F

PROPOSED YEAR-ROUND BUDGET

**(Refer to Attachment F excel spreadsheet – instructions included,
invoice summary, detail and modification request)**

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ATTACHMENT G

ORGANIZATIONAL STAFFING CHART

(To be Submitted for Final Contract if Approved for Funding)

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ATTACHMENT H
FIDELITY BOND
(Please attach original)

(To be Submitted for Final Contract if Approved for Funding)

ATTACHMENT I
(Consisting of 4 pages)

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(Before signing certification, read attached instructions which are an integral part of the certification)

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals;
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

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**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

(Before completing certification, read attached instructions which are an integral part of the certification)

1. The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective recipient of Federal assistance funds is unable to certify any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the Department of Labor's (DOL) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the DOL determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the DOL may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the DOL if any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", and "voluntarily excluded", as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the DOL for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the DOL, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which

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it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Procurement or Non-procurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may terminate this transaction for cause or default.

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ATTACHMENT J

CERTIFICATION REGARDING LOBBYING

**CERTIFICATION FOR CONTRACTS, GRANTS, LOANS
AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form Report Lobbying,” in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tier (including subcontracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.*

This certification is a material representation of fact upon which reliance was placed when this transaction was made and entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Grantee/Contractor Organization

Program Title

Name of Certifying Official

Signature

Date

* “All” in the Final Rule, is expected to be clarified to show that it applies to covered contract and grant transactions over \$100,000 (per OMB).

ATTACHMENT K (consist of 2 pages)

ASSURANCES FOR WORKFORCE INVESTMENT ACT ACTIVITY CONTRACTORS

The applicant assures WorkSource East Central GA WDB and WorkSource East Central GA (ECGC) that projects funded under the provisions of the Workforce Innovation and Opportunity Act (PL 113-128) shall be operated in compliance with the Act, Federal regulations promulgated pursuant to the Act published in the Federal Register; policies and rulings by the Governor of Georgia, the Governor's State Workforce Development Board on Workforce Innovation and Opportunity Act; and administrative issuances by the Georgia Department of Economic Development Workforce Division and the WorkSource East Central GA administrative entity. The applicant further assures that:

1. It possesses legal authority to apply for these funds; that a resolution, motion or similar action has been duly adopted or passed as an official act of the recipient's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the recipient to act in connection with the application and to provide such additional information as may be required.
2. It will provide WorkSource East Central GA certification of time and attendance of WIOA registrant individualized training plans and other information as required.
3. It will allow staff members to attend training session held by WorkSource East Central GA to familiarize the applicant's staff with WIOA provisions.
4. It will refer potential registrants to WorkSource East Central GA for proper completion of the intake process.
5. That this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. Collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards.
6. Affirmative action assurance that the offeror will comply fully with the nondiscrimination and equal opportunity provisions of the Workforce Innovation and Opportunity Act of 2014 , including the Nontraditional Employment for Women Act of 1991; USDOL Regulations Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act of 2014; Title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; Title IX of the Educational Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 34. The United States has the right to seek judicial enforcement of this assurance.

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7. It will establish safeguards to prohibit employees from suing their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties. No individual may be placed in a WIOA employment activity if a member of that person's immediate family is engaged in an administrative capacity for the employing agency.
8. It will retain all records pertinent to this grant for a period of seven years beginning on the date the final expenditure report for the project is submitted. The aforementioned records will be retained beyond the seven (7) years if any litigation or audit is begun or if a claim is instituted involving the records this contract covers. In these instances, the records will be retained until litigation or audit claim has been finally resolved.
9. It will agree that the United States Department of Labor, the Comptroller General of the United States, the Georgia Department of Economic Development Workforce Division, WorkSource East Central GA, and the WorkSource East Central GA Workforce Development Board are the sole proprietors of any books, documents, papers and records which are directly pertinent to this contract and any duly authorized representative from any of the aforementioned organizations shall have access to any of the mentioned records for the purpose of monitoring program activities, making an audit, examination, excerpts and transcriptions.
10. It will furnish or submit evidence of a fidelity bond posted on those having responsibility for the expenditure of funds under the proposed contract in an amount sufficient to assure sound fiscal practices in order to assure the Federal Government, the State, the WorkSource East Central GA Workforce Development Board and WorkSource East Central GA against loss of such funds.
11. No WIOA funds will be used for religious, sectarian, or political activities, or to assist, promote or deter union organizing and it will comply with government-wide drug free workplace requirements codified in the DOL Regulations at 29CFR, part 98.
12. The information provided by the offeror in the request for proposal is accurate, complete, and current.

Date

Signature of Authorized Official

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ATTACHMENT L

FUND CERTIFICATION

I certify that the WIOA funds allocated in this contract will be used to supplement (project name) not to supplant non-WIOA funds already obligated to the program.

Signature of Contract Signatory Official/Date

Service Provider

Attachment M

Contractor Affidavit and Agreement

Georgia Security and Immigration Compliance Act of 2006 (Act 457)

CONTRACTOR agrees to comply with all of the contractor requirements of the “Georgia Security and Immigration Compliance Act” of 2006 as codified in O.C.G.A. Sections 13-10-90 and 13-10-91 and regulated in Chapter 300-10-1 of the Rules and Regulations of the State of Georgia, "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," accessed at <http://www.dol.state.ga.us>, as further set forth below.

- A. Contractor Agreement to Verify the Work Eligibility of its New Hires through the U.S. Department of Homeland Security’s “*Employment Eligibility Verification (EEV) / Basic Pilot Program.*” **CONTRACTOR** agrees to verify the work eligibility of all of **CONTRACTOR’S** newly hired employees through the U.S. Department of Homeland Security’s *Employment Eligibility Verification (EEV) / Basic Pilot Program*, accessed through the Internet at <https://www.vis-dhs.com/EmployerRegistration>, in accordance with the provisions and timeline found in O.C.G.A. 13-10-91 and Rule 300-10-1-.02 of the Rules and Regulations of the State of Georgia. As of July 1, 2007, the verification requirement applies to contractors and subcontractors with five-hundred (500) or more employees.
- B. Contracts Affected by the “Georgia Security and Immigration Compliance Act.” **CONTRACTOR** agrees that the contractor and subcontractor requirements of the “Georgia Security and Immigration Compliance Act” of 2006 apply to contracts for, or in connection with, the physical performance of services within the State of Georgia.
- C. Timeline for Application of the Worker Eligibility Verification Requirements to Contractors and Subcontractors. **CONTRACTOR** agrees that the following Georgia Security and Immigration Compliance Act contract compliance dates apply to this contract, pursuant to O.C.G.A. 13-10-91:
1. On or after July 1, 2007, to public employers, contractors, or subcontractors of 500 or more employees;
 2. On or after July 1, 2008, to public employers, contractors, or subcontractors of 100 or more employees; and
 3. On or after July 1, 2009, to all other public employers, their contractors, and subcontractors.
- D. Contractor’s Indication of its Employee-number Category and the “Contractor Affidavit and Agreement” Requirements Pertaining to Such Category. To document the date on which the “Georgia Security and Immigration Compliance Act” is applicable to **CONTRACTOR**,

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and to document **CONTRACTOR'S** compliance with the Act, **CONTRACTOR** agrees to initial one of the three (3) lines below indicating the employee-number category applicable to the **CONTRACTOR**, and to submit the indicated affidavit with this contract if the **CONTRACTOR** has 500 or more employees.

The **CONTRACTOR** has:

____ 500 or more employees [**CONTRACTOR** must register with the *Employment Eligibility Verification/Basic Pilot Program* and begin work eligibility verification on **July 1, 2007**, and execute and send to **DEPARTMENT** a "Contractor Affidavit and Agreement" attesting to registration with the *EEV / Basic Pilot Program*];

____ 100-499 employees [**CONTRACTOR** must register with the *Employment Eligibility Verification/Basic Pilot Program* and begin work eligibility verification by **July 1, 2008**];
or

____ 99 or fewer employees [**CONTRACTOR** must begin work eligibility verification by **July 1, 2009**].

E. Contractor's Agreement to Require "Georgia Security and Immigration Compliance Act" Compliance of its Subcontractors Connected with this Contract.

1. **CONTRACTOR** agrees to require O.C.G.A. Sections 13-10-90 and 13-10-91 compliance in all written agreements with any subcontractor employed by **CONTRACTOR** to provide services connected with this contract, as required pursuant to O.C.G.A. 13-10-91.
2. **CONTRACTOR** agrees to obtain from any subcontractor that is employed by **CONTRACTOR** to provide services connected with this contract, the subcontractor's indication of the employee-number category applicable to the subcontractor.
3. **CONTRACTOR** agrees to secure from any subcontractor engaged to perform services under this Contract an executed "Subcontractor Affidavit," as required pursuant to O.C.G.A. 13-10-91 and Rule 300-10-1-.08 of the Rules and Regulations of the State of Georgia, which rule can be accessed at <http://www.dol.state.ga.us>.
4. **CONTRACTOR** agrees to maintain all records of the subcontractor's compliance with O.C.G.A. Sections 13-10-90 and 13-10-91 and Chapter 300-10-1 of the Rules and Regulations of the State of Georgia.

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent