



EXECUTIVE COMMITTEE: 6/12/25
AGENDA ITEM: 5

MEMORANDUM

TO: Monterey County Workforce Development Board Executive Committee

FROM: Christopher Donnelly

SUBJECT: Approval of the Workforce Development Board's Budget
for Fiscal Year (FY) 2025-26

DATE: June 12, 2025

RECOMMENDATION:

It is recommended that the Monterey County Workforce Development Board (MCWDB) Executive Committee review and approve the proposed, preliminary Workforce Innovation and Opportunity Act (WIOA) budget for Fiscal Year (FY) 2025-26 as follows:

BACKGROUND INFORMATION

On May 28, 2025, the State of California Employment Development Department (EDD), Workforce Services Division, released Information Notice WSIN24-45, providing Workforce Innovation and Opportunity Act (WIOA) Title I formula funding allocations for Fiscal Year (FY) 2025–26 for each of the 45 Local Workforce Development Area's (LWDA), for the Adult, Dislocated Worker, and Youth programs. It is important to note that the MCWDB receives only 14% of its Adult and Dislocated Workers allocation on July 1, 2025, and the remaining balance on October 1, 2025. The Youth allocation funding is available on July 1 at 100%.

Monterey County Workforce Development Board -WIOA Funding Summary 2025-26

WIOA Adult Formula Funding Allocation	WIOA Dislocated Worker Formula Funding Allocation	WIOA Youth Formula Funding Allocation
Program 90% \$2,283,545	Program 90% \$2,332,002	Program 90% \$2,323,164
Admin 10% \$253,727	Admin 10% \$259,111	Admin 10% \$258,129
Total Allocation: \$2,537,272	Total Allocation: \$2,591,113	Total Allocation: \$2,581,293
Total Projected Revenue from WIOA Formula Funding Allocations: \$7,709,678		

Projected Carry-in from PY 2024-25	
Adult	\$265,565
Dislocated Worker	\$532,689
Youth	1,210,631
Total Projected Carry-in from PY 2024-25	\$2,008,885

Funding for Program Year 2025-26	
Total Projected Revenue from WIOA Formula Funding Allocations	\$7,709,678
Total Projected Carry-in from PY 2024-25	\$2,008,885
Total Funding	\$9,718,563
Admin (10%)	(\$770,968)
Total Funding for 2025-26	\$8,947,595

WIOA Training Fund and Work Experience Requirements: This set-aside meets the SB 734 training expenditure requirement for the MCWDB to expend 30% of its combined total of WIOA Title I Adult and Dislocated Worker formula funds on training.

SB 734 (30% of Adult/DW for training): \$1,384,663.95

- Adult: \$685,063.44
- DW: \$699,600.51

Youth WEX (20%): \$464,632.74

This set-aside amount meets the 20% minimum work experience expenditure requirement.

Available Program Funds for FY 2025–26 (Formula + FY25 Carry-In):

After deducting administrative costs and the required SB 734 set-aside, the total available funding for program-related personnel and non-personnel services is **\$7,098,298**.

Category	Adult	DW	Youth	Total
Available for Use:	\$1,864,046	\$2,165,090	\$3,069,1652	\$7,098,298

Available funds for program operations

Personnel:

Total Salaries: \$1,654,671 This represents the total salaries and benefits for the 12 MCWDB employees who support day-to-day operations.

- Allocated equally across all funding streams

Non-Personnel Costs: include expenses such as rent, supplies, equipment, travel, and participant support that are not related to staff wages or benefits.

Category	Total	Category	Total
Rent	\$336,089	Slingshot Temp Staffing	\$15,000
IT & Telecom	\$272,000	Computers (Annual Lease)	\$35,000
COWCAP	\$192,975	MIPs	\$13,000
County Counsel	\$45,000	Contracts: (ETPL & Monitoring)	\$10,000
Other Operating Costs	\$269,500	Contracts: (Monitoring/Web/Outreach)	\$125,000
Staff Development/Training	\$45,000	Studies	\$25,000
Travel & Conferences	\$12,500	Outreach Materials	\$45,000
Workers Comp (Participants)	\$95,000	Chmura	\$9,000
Copier Lease	\$10,000	Launchpad	\$32,000
Calendaring/Texting Tools	\$15,000	Total non-personnel Costs:	\$1,602,064

Case Management - Case Management services are essential in supporting participants throughout their workforce development journey. Proposed allocations are divided among the following programs:

Adult: \$900,000	Adult Program offers employment, education, and training services to individuals aged 18 and older, prioritizing veterans, low-income individuals, and those facing barriers to employment. Services include job search assistance, career counseling, skills assessments, training, and support to help participants secure and advance in meaningful careers.
DW: \$400,000	Dislocated Worker Program helps individuals who have lost their jobs due to layoffs or business closures. It offers career counseling, job search support, training, and other services to assist them in finding new employment.
Youth: \$1,350,000	Youth Program serves youth facing barriers to education and employment. It provides education, training, work experience, and supportive services to help youth build skills and succeed in their careers.
One-Stop Operator (OSO): \$334,532	Coordinates service delivery across workforce partners at the America's Job Center of California (AJCC) to ensure efficient, integrated services for all customers. OSO is not a direct case management provider but plays a vital role in oversight and system alignment.
Total Case Management and OSO	\$2,984,532