

## MODIFICATION OF CONTRACT Central Virginia Workforce Development Board

PROGRAM YEAR 2025      MODIFICATION NO: 4-2023      EFFECTIVE DATE: July 1, 2025

**ISSUED BY:**

Central Virginia Workforce Development Board  
828 Main Street, Floor 12  
Lynchburg, VA 24504

**CONTRACTOR (NAME AND ADDRESS)**

Presbyterian Homes & Family Services, Inc.  
HumanKind  
1903 HumanKind Way  
Lynchburg, VA 24503

**FISCAL DATA (As required):**

Contract Funding for PY25 approved at <b>\$576,171.21</b>	Direct Program costs PY25	<b>\$ 314,870</b>
Broken down as follows:	Direct program costs carryover PY24	<b>\$ 15,287</b>
One-Stop Operator	<b>\$ 79,903.01</b>	
Adult	<b>\$ 205,396.25</b>	<b>\$165,200</b>
DLW	<b>\$ 67,387.46</b>	<b>\$ 47,970</b>
Youth	<b>\$ 223,484.49</b>	<b>\$116,987</b>

**MODIFICATION:**

- ☐ (a) This change order is issued pursuant to the changes clause. Changes set forth in Description of Modification are made to the above-numbered contract.
- ☐ (b) The above-numbered contract is modified ADMINISTRATIVELY to reflect administrative changes set forth in Block below.
- ☒ (c) This Supplemental Agreement is entered into by mutual consent and modifies the above-numbered contract as set forth in Block below.

**DESCRIPTION OF THE MODIFICATION** (EXACTLY what is being changed. If funds involved an increase or decrease in the contract price, the new total must be shown.):

Contract is being modified and extended for one additional year (07/01/2025 – 06/30/2026) with new funding level of \$906,328. The extension is mutually agreed to by both parties and is being implemented as follows:

**Summation of Changes:**

1. Contract PY 2023 is being extended for one additional year (year 3 of 4) per RFP provisions.
2. Effective 7/1/2025 all unspent funds are hereby de-obligated.
3. Effective 7/1/2025, \$891,041.21 of PY 2025 WIOA Funds are being awarded to PY 2025 contract.
4. Effective 7/1/2025 \$15,287 of PY24 funds are carried over for direct program costs.
5. The attached statement of work, certifications, budget data and general provisions are hereby incorporated into and made a part of PY 2025 contract effective 07/01/2025.
6. Additional funds may be approved and modified into PY 2025 contract if available and approved by the Board.

*Except as provided herein, all terms and conditions of the original contract remain unchanged and in full effect.*

**CONTRACT DOCUMENT:** This Agreement shall also be referred to as the Contract Document and shall consist of this signed cover sheet, and the following attachments:

  
Contractor Representative

07.08.2025  
Date

  
Executive Director

7-10-25  
Date

## Program Operator Budget

Program Year: 2025

	Adult	DLW	Youth	OSO	Total WIOA Funds
<i>Funds Available</i>	205,396.25	67,387.46	223,484.49	79,903.01	576,171.21
<b>PROGRAM OPERATIONAL COSTS</b>					
Operational Salary (Operational Staff)	54,089.00	23,674.26	47,349.00	54,590.00	179,702.26
Operational Fringe Benefits	16,252.25	8,128.00	16,252.00	18,049.14	58,681.39
Career Services Staff Salary	82,097.00	20,524.20	96,408.00		199,029.20
Career Services Staff Fringe	28,195.00	7,049.00	34,092.49		69,336.49
Training Case Manager Salaries					-
Training Case Manager Benefits					-
Travel	1,921.00	660.00	3,419.00		6,000.00
Communications	2,000.00	490.00	2,000.00		4,490.00
Utilities					-
Supplies	416.00	143.00	741.00		1,300.00
Equipment (Board Approval)					-
Insurance	1,579.00	543.00	2,813.00		4,935.00
Rent					-
Advertising					-
Copier/Reproduction					-
Other	175.00	50.00	175.00		400.00
Indirect Costs (10%)	18,672.00	6,126.00	20,235.00	7,263.87	52,296.87
<b>Total Program Operational Costs</b>	<b>205,396.25</b>	<b>67,387.46</b>	<b>223,484.49</b>	<b>79,903.01</b>	<b>576,171.21</b>
<i>check figure total award vs total spent</i>	-	-	-	-	- <i>should be zero</i>
<b>Direct to Client Funds Available</b>	<b>165,200.00</b>	<b>47,970.00</b>	<b>116,987.00</b>	<b>-</b>	<b>330,157.00</b> <i>comes from the contract</i>
<b>DIRECT TO CLIENT EXPENSES</b>					
Occupational Skills Training	82,600.00	14,391.00	14,400.00		111,391.00
WEX Occupational Skills Training			29,696.00		29,696.00
Workbased Training (OJT/WEX/Internship)	49,560.00	23,985.00	49,494.00		123,039.00
Books, Fees, Certification Tests	33,040.00	9,594.00			42,634.00
Basic Skills Instruction					-
Computer Basic Skills Instruction					-
Support Services			3,600.00		3,600.00
WEX Supportive Services			19,797.00		19,797.00
Career Awareness, Counseling, Exploration					-
Other					-
<b>Total Direct to Client Expenses</b>	<b>165,200.00</b>	<b>47,970.00</b>	<b>116,987.00</b>	<b>-</b>	<b>330,157.00</b>
<i>check figure total award vs total spent</i>	-	-	-	-	- <i>should be zero</i>
<b>Grand Total</b>	<b>370,596.25</b>	<b>115,357.46</b>	<b>340,471.49</b>	<b>79,903.01</b>	<b>906,328.21</b>
<b>40% Training</b>	<b>165,200.00</b>	<b>47,970.00</b>			
<b>20% WEX</b>			<b>49,493.00</b>		

## **Attachment to HumanKind PY25 Contract**

In 2025, Virginia's Board of Workforce Development added Job Placement and People Trained as measurements Local Workforce Development Boards must track going forward. This is in addition to the annual WIOA Title 1 performance goals that are tracked for employment, earnings, credentials, and skills.

For the Central Virginia Workforce Region, we based our goals off of the program's performance in Program Year 2024, adding a 5% performance increase year over year, as requested by the Secretary of Labor Bryan Slater.

CVWDB Staff will work closely with HumanKind to track and improve these measurements in an effort to meet the goals that were set.

### **PY25 goals** (5% increase over PY24)

#### ***Job Placement***

Adult – 55

DW – 16

Youth – 49

#### ***People Trained***

Adult – 26

DW – 5

Youth - 18

In addition, the state tracks the following measures of our WIOA Title 1 Performance and has set the following goals for PY25 (see next page).



To: Traci Blido, Executive Director, Central Virginia Workforce Development Board

From: Dr Robert M Walker Jr, Director Workforce Services

Date: July 18<sup>th</sup>, 2024

Re: WIOA Title I Performance Goals for Program Years 2024 and 2025

Thank you for participating in the WIOA Title I Program Years 2024 and 2025 negotiations process. Below is a summary of the Final Negotiated and accepted Performance Goals for Program Years 2024 and 2025.

WIOA Title I Performance - LWDA 07	VA-LSAM - Model Predictions	Recommended starting negotiation level	LWDA 07 Response	State Accepted level/LWDA Final Goals PY 24&25
<b>Adult</b>				
Employment 2nd Quarter after Exit	84.10%	84.10%	Accepted	84.00%
Employment 4th Quarter after Exit	80.90%	81.00%	Accepted	81.00%
Median Earnings 2nd Quarter after Exit	\$4,975.00	\$8,000.00	Accepted	\$8,000.00
Credential Attainment within 1 year	62.80%	75.00%	Accepted	75.00%
Measurable Skills Gain	74.60%	74.60%	Accepted	74.00%
<b>Dislocated Workers</b>				
Employment 2nd Quarter after Exit	94.00%	89.00%	Accepted	89.00%
Employment 4th Quarter after Exit	95.90%	93.00%	Accepted	93.00%
Median Earnings 2nd Quarter after Exit	\$8,755.00	\$10,000.00	Accepted	\$10,000.00
Credential Attainment within 1 year	75.80%	75.80%	Accepted	75.00%
Measurable Skills Gain	76.70%	75.00%	Accepted	75.00%
<b>Youth</b>				
Employment 2nd Quarter after Exit	79.10%	79.10%	Accepted	79.00%
Employment 4th Quarter after Exit	77.00%	77.00%	Accepted	77.00%
Median Earnings 2nd Quarter after Exit	\$2,250.00	\$4,700.00	Accepted	\$4,700.00
Credential Attainment within 1 year	48.10%	68.50%	Accepted	68.50%
Measurable Skills Gain	67.40%	68.00%	Accepted	68.00%

The final negotiated levels in this letter shall be included in your Local Workforce Development Area Modified Plan. If you have any questions, please email me at [Robert.Walker@virginiaworks.gov](mailto:Robert.Walker@virginiaworks.gov)

Thank you.

Dr Robert M Walker Jr