

Memorandum of Understanding
With the
Northeastern Arizona Local Workforce Development Board
and
Workforce Innovation and Opportunity Act Partners

I. **Introduction** The purpose of this Memorandum of Understanding (MOU) is to document the alignment, accessibility, and quality of workforce development services made available to a partner-shared customer pool. Additionally, this will serve as the framework by which the partners will realize the goals of the local workforce plan/implement the vision of the local plan. The Workforce Innovation and Opportunity Act (WIOA) and associated Arizona State Policy set by the Workforce Arizona Council (WAC) requires the Northeastern Arizona Local Workforce Development Board (NEAZ LWDB) to develop, execute, and maintain a memorandum of understanding with all core and required workforce partners.

A. The purpose of the Local Workforce Development Board (LWDB) is to:

1. Provide strategic and operational oversight in collaboration with the required and additional partners and workforce stakeholders to help develop a comprehensive and high-quality workforce development system in the local area and larger planning region
2. Assist in the achievement of the State's strategic and operational vision and goals as outlined in the Unified State Plan or Combined State Plan; and
3. Maximize and continue to improve the quality of services, customer satisfaction, and effectiveness of the services provided.

B. This MOU provides the shared funding arrangements entered into by the partners in the Northeastern Arizona Workforce Development Area delivery system. Through this MOU the partners have identified those costs related to the operation and maintenance of the Workforce Development Area delivery system that are of mutual benefit and have identified mechanisms for the payment of such costs.

C. Partner programs who are parties to this MOU will participate as members of the ARIZONA@WORK Northeastern Arizona Partner Programs Leadership Committee.

D. Whereas the NEAZ LWDB and partners to this agreement serve both business and job seeker communities, it is agreed that "Business is the primary customer and job seekers are our most valued resource";

E. Mission/Vision Statements:

The LWDB and CEO have a vision "to build economic success for business and workers through workforce development partnerships".

The mission of The Northeastern Arizona Local Workforce Development Board is to work to "facilitate business retention and growth by partnering with education, service agencies, and the business community to empower individuals with skills that promote self-sufficiency".

II. BACKGROUND

ARIZONA@WORK Northeastern Arizona recognizes that the workforce system serves two customers: the Northeastern Arizona business community and job seekers.

ARIZONA@WORK Northeastern Arizona partners developed this Memorandum of Understanding to ensure that the following principles of the Workforce Innovation and Opportunity Act (WIOA) of 2014 are implemented:

- A. Universal Eligibility:** All job-seeking customers, including those with barriers to employment, will have access to basic job-seeker services such as self-service and information-only activities at each Job Center, designed to provide information to make career and labor market decisions. Career services, training, and support services will be made accessible to Adults and Dislocated workers who must be registered and participants per 20 CFR 680.110(b). Some basic career services may be provided only after establishing programmatic eligibility for each individual.
- B. One-Stop System Approach:** All job-seeking customers may explore work preparation and career development services and have access to information on a range of employment, training, and adult and occupational education programs. Services will be made available through the One Stop Centers or WIOA Partner Programs. The system values the business community by engaging employers across the workforce system to align training with needed skills and match employers with qualified workers.
- C. Individual Choice:** Job-seeking customers will have access to a multitude of career, skill, employment, and training information to obtain the services and skills they need to enhance their employment opportunities, based on their individual needs, building on the advice and counseling provided by workforce center staff.
- D. Regional Development:** This workforce development system will upgrade the regional area's workplace skills and enhance the economic development of the area. Services such as tax credits and labor market information will be made accessible.
- E. Cost-Effectiveness:** All customers will have access to a system that minimizes costs, enhances the participation of employers and job seekers served through the system, and does not duplicate services.

111. ROLE OF THE NORTHEASTERN ARIZONA LOCAL WORKFORCE DEVELOPMENT BOARD

As provided in WIOA Sec. 107(d), the Northeastern Arizona Local Workforce Development Board (NEAZ LWDB) must:

- A. Develop and submit a 4-year local plan for the local area, in partnership with the chief elected official and consistent with WIOA sec. 108;
- B. If the local area is part of a planning region that includes other local areas, develop and submit a regional plan in collaboration with other local areas. If the local area is part of a planning region, the local plan must be submitted as a part of the regional plan;
- C. Conduct workforce research and regional labor market analysis to include:
 - 1. Analyses and regular updates of economic conditions, needed knowledge and skills, workforce, and workforce development (including education and training) activities to include an analysis of the strengths and weaknesses (including the capacity to provide)

- of such services to address the identified education and skill needs of the workforce and the employment needs of employers;
 - 2. Assistance to the Governor in developing the statewide workforce and labor market information system under the Wagner-Peyser Act for the region; and
 - 3. Other research, data collection, and analysis related to the workforce needs of the regional economy as the NEAZ LWDB, after receiving input from a wide array of stakeholders, determines to be necessary to carry out its functions;
- D. Convene local workforce development system stakeholders to assist in the development of the local plan under 20 CFR § 679.550 and in identifying non-Federal expertise and resources to leverage support for workforce development activities. Such stakeholders may assist the NEAZ LWDB and standing committees in carrying out convening, brokering, and leveraging functions at the direction of the NEAZ LWDB;
- E. Lead efforts to engage with a diverse range of employers and other entities in the region in order to:
- 1. Promote business representation (particularly representatives with optimum policy-making or hiring authority from employers whose employment opportunities reflect existing and emerging employment opportunities in the region) on the NEAZ LWDB;
 - 2. Develop effective linkages (including the use of intermediaries) with employers in the region to support employer utilization of the local workforce development system and to support local workforce investment activities;
 - 3. Ensure that workforce investment activities meet the needs of employers and support economic growth in the region by enhancing communication, coordination, and collaboration among employers, economic development entities, and service providers; and
 - 4. Develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations;
- F. With representatives of secondary and postsecondary education programs, lead efforts to develop and implement career pathways within the local area by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment;
- G. Lead efforts in the local area to identify and promote proven and promising strategies and initiatives for meeting the needs of employers, workers, and job seekers, and identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs;
- H. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers and job seekers, by:
- 1. Facilitating connections among the intake and case management information systems of the one-stop partner programs to support a comprehensive workforce development system in the local area;
 - 2. Facilitating access to services provided through the one-stop delivery system involved, including access in remote areas;
 - 3. Identifying strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the one-stop delivery system, such as improving digital literacy skills; and

4. Leveraging resources and capacity within the local workforce development system, including resources and capacity for services for individuals with barriers to employment;
- I. In partnership with the chief elected official for the local area:
 1. Conduct oversight of youth workforce investment activities authorized under WIOA Sec. 129(c), adult and dislocated worker employment and training activities under WIOA Secs. 134(c) and (d), and the entire one-stop delivery system in the local area;
 2. Ensure the appropriate use and management of the funds provided under WIOA subtitle B for the youth, adult, and dislocated worker activities and one-stop delivery system in the local area; and
 3. Ensure the appropriate use management, and investment of funds to maximize performance outcomes under WIOA Sec. 116;
 - J. Negotiate and reach an agreement on local performance indicators with the chief elected official and the Governor;
 - K. Negotiate with the Navajo County Board of Supervisors (BOS) and required partners on the methods for funding the infrastructure costs of one-stop centers in the local area in accordance with 20 CFR §678.715 or must notify the Governor if they fail to reach an agreement at the local level and will use a State infrastructure funding mechanism;
 - L. Select the following providers in the local area, and where appropriate terminate such providers in accordance with 2 CFR part 200:
 1. Providers of youth workforce investment activities through competitive grants or contracts based on the recommendations of the youth standing committee (if such a committee is established); however, if the NEAZ LWDB determines there is an insufficient number of eligible training providers in a local area, NEAZ may award contracts on a sole-source basis as per the provisions at WIOA sec. 123(b);
 2. Providers of training services consistent with the criteria and information requirements established by the Governor and WIOA sec. 122;
 3. Providers of career services through the award of contracts, if the one-stop operator does not provide such services; and
 4. One-stop operators in accordance with 20 CFR §§ 678.600 through 678.635;
 - M. In accordance with WIOA Sec. 107(d)(10)(E) work with the State to ensure there are sufficient numbers and types of providers of career services and training services serving the local area and providing the services in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities;
 - N. Coordinate activities with education and training providers in the local area, including:
 1. Reviewing applications to provide adult education and literacy activities under WIOA title II for the local area to determine whether such applications are consistent with the local plan;
 2. Making recommendations to the eligible agency to promote alignment with such plan; and
 3. Replicating and implementing cooperative agreements to enhance the provision of services to individuals with disabilities and other individuals, such as cross-training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination;

- 0. Develop a budget for the activities of the NEAZ LWDB, with the approval of the chief elected official and consistent with the local plan and the duties of the LWDB;
- P. Assess, on an annual basis, the physical and programmatic accessibility of all one-stop centers in the local area, in accordance with WIOA sec. 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.); and
- Q. Certify one-stop centers in accordance with 20 CFR § 678.800.
- R. No less than on a quarterly basis based on a calendar year, present to the BOS on activities conducted by the LWDB and seek consensus on shared areas of responsibilities outlined in this agreement.

The Local Workforce Development Board enters into this agreement to ensure that the principles outlined in this MOU are consistent with the Arizona Workforce Development Plan 2020-2023 and State Administrative Policies.

IV. MOU Partners

- A. Section 121(b)(1)(B) of WIOA identifies the following entities as required partners in the local one-stop delivery system (**denotes WIOA "Core Programs"*)
 - 1. *Programs authorized under Title I of WIOA, serving:
 - a. Adults;
 - b. Dislocated workers;
 - c. Youth;
 - 2. Job Corps;
 - 3. Native American programs;
 - 4. Migrant and seasonal farmworker programs under Title I;
 - 5. *Programs authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.); (WIOA sec. 121 (b)(1)(B)(ii));
 - 6. *Adult education and literacy activities authorized under Title II of WIOA; (**WIOA** sec. 121(b)(1)(B)(iii));
 - 7. *Programs authorized under parts A of Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.); (WIOA sec. 121(b)(1)(B)(iv));
 - 8. Senior community service employment activities authorized under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.); (WIOA sec. 121(b)(1)(B)(v));
 - 9. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006;
 - 10. Trade Adjustment Assistance and NAFTA Transitional Adjustment Assistance activities authorized under chapter 2 of Title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.); (WIOA sec. 121(b)(1)(B)(vii));
 - 11. Activities authorized under chapter 41 of title 38, U.S.C. (local veterans' employment representatives and disabled veterans outreach programs); (WIOA Sec. 121(b)(1)(B)(viii));
 - 12. Employment and training activities carried out by the Department of Housing and Urban Development; (WIOA Sec. 121(b)(1)(B)(x)); and
 - 13. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law); (WIOA Sec. 121(b)(1)(B)(xi).)
 - 14. Programs authorized under section 212 of the Second Chance Act of 2007 (42 U.S.C. 17532) (WIOA Sec. 121(b)(1)(B)(xii).)
 - 15. Temporary Assistance for Needy Families (TANF) Programs authorized under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.), subject to subparagraph (C). (WIOA Sec. 121(b)(1)(B)(xiii).)

- B. The following required partners provide services in the ARIZONA@WORK Northeastern Arizona service delivery area and are parties to this MOU:
1. WIOA title I programs:
 - a. Title 1B Adult Program
 - b. Title 1B Dislocated Worker Program
 - c. Title 1B Youth Program
 2. Wagner-Peyser Act Employment Service (ES) program
 3. The State Vocational Rehabilitation (Voc. Rehab) Services program
 4. Senior Community Service Employment Program (SCSEP)
 5. Trade Adjustment Assistance (TAA) activities
 6. Unemployment Compensation (UC) programs
 7. Jobs for Veterans State Grants (JVSG) programs
 8. Adult Education and Family Literacy Act (AEFLA) program
 9. Career and technical education programs at the postsecondary level, authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV)
 10. Temporary Assistance for Needy Families (TANF) program (**JOBS program only**)
 11. Gila Employment and Special Training Program
- C. Other required or additional entities may become parties to this MOU as service delivery is established in the stated service delivery area or at the discretion of the Northeastern Arizona Local Workforce Development Board.
- D. The designated One-Stop Operator for the ARIZONA@WORK Northeastern Arizona Workforce Development System is provided by a contracted vendor that reports to the NEAZ LWDB.

V. DURATION OF THIS MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding replaces the MOU, which expired June 30, 2023, extended through December 31, 2023, and is now effective from July 1, 2025, to June 30, 2028. The MOU must be updated at a minimum, every 3 years, to reflect any changes.

VI. RENEWAL OF THIS MEMORANDUM OF UNDERSTANDING

If a one-stop partner appeals to DES regarding infrastructure costs which results in a change to the one-stop partner's infrastructure cost contributions, the MOU must be updated to reflect the final one-stop partner infrastructure cost contributions.

- A. If substantial service delivery system changes have occurred, this MOU will be reviewed to ensure appropriate funding and delivery of services. Substantial changes include but not limited to:
1. Changes to the status of participation of the partners to this agreement;
 2. Changes to the infrastructure funding and/or contribution by each partner;
 3. Changes to technological components of service delivery
- B. Any signatory or designee of this document may request in writing a modification or termination of this document. Such requests must be submitted to the Northeastern Arizona Local Workforce Development Board staff.

VII. Description of Services

- A. The ARIZONA@WORK Comprehensive Job Center provides workforce services at the following locations:

1. Pinetop-Lakeside DES Office
20 E. White Mountain Blvd
Pinetop-Lakeside, AZ 8592
- B. The ARIZONA@WORK Affiliate Job Sites at the following locations:
 1. Winslow DES Office
319-321 E 3rd Street
Winslow, AZ 86047
 2. Payson DES Office
218 E. Hwy 260
Payson, AZ 85541
- C. Partners who are a party to this MOU will provide applicable career services and itinerant services on-site, via technology-based opportunities, or through an agreed-upon referral process. Services per partner program are outlined in the Infrastructure Funding Agreement attached hereto. A system-wide directory will be on-site at each ARIZONA@WORK Northeastern Arizona. The directory will provide specific information about services provided by each partner, along with eligibility information and contacts.
- D. In accordance with the WIOA, the use of the ARIZONA@WORK Northeastern Arizona services will be universal and open to the public. Individuals may register in the statewide job matching system and may access additional services as determined by informal and formal work readiness assessments. Individuals are not required to physically come to a center to register in the statewide job matching system.
- E. Individual programs may require eligibility documentation for enrollment. Each program will provide customers with their respective eligibility requirements and services offered.
- F. All partners agree to explore co-enrollment opportunities for participants. The objective of co-enrollment is to broaden the service options for participants and leverage resources, supportive services, and employment placement support needs. Co-enrollment in multiple partner programs is encouraged. Co-enrollment should be to the benefit of the participant.

VIII. ROLE OF THE ONE-STOP OPERATOR

- A. Be responsible for the coordination of the partner program service delivery system as outlined in the ARIZONA@WORK Northeastern Arizona Local Workforce Development Plan (Local Plan).
- B. Direct the customer flow and delivery of services between the partner systems in accordance with workforce system policies in order to increase efficiency and a more enhanced customer experience.
- C. Use a high level of innovation and creativity in designing and implementing a human-centric workflow system that will benefit ARIZONA@WORK Northeastern Arizona customers;
- D. Coordinate the service delivery of required and participating One-Stop partners and service providers. One-Stop Operator needs to ensure that all One-Stop partners work under the ARIZONA@WORK Northeastern Arizona brand and represent one unified brand to customers.
- E. Oversee the ARIZONA@WORK Northeastern Arizona Workforce Delivery System

throughout the 3-county region. The One-Stop Operator will be responsible for the operational activities concerning customer flow and overall quality and effectiveness of the Comprehensive Job Centers and affiliate sites designated in the Local Workforce Development Plan and the Memorandum of Understanding/Infrastructure Funding Agreement between the LWDB and WIOA Partners. At a minimum, the One-Stop Operator will visit each of the service locations once a month or as determined by the LWDB.

IX. DESCRIPTION OF SERVICE DELIVERY MODEL

- A. Service delivery will be consistent with the most current version of the ARIZONA@WORK Northeastern Arizona Local Workforce Development Plan and processes agreed upon by members of the ARIZONA@WORK Northeastern Arizona Partner Programs Leadership Committee and the LWDB as applicable.
- B. All Parties to this agreement shall comply, as applicable, with the following:
1. Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule, published December 2, 2016).
 2. Title VI of the Civil Rights Act of 1964 (Public Law 88-352);
 3. Section 504 of the Rehabilitation Act of 1973, as amended;
 4. The Americans with Disabilities Act of 1990 (Public Law 101-336);
 5. The Jobs for Veterans Act (Public Law 107-288) pertaining to priority of service in programs funded by the U.S. Department of Labor;
 6. Uphold the priority of service requirements for the WIOA Adult program, consistent with Training and Employment Guidance Letter (TEGL) 07-20;
 7. Training and Employment Guidance Letter (TEGL) 37-14, Update on Complying with Nondiscrimination Requirements: Discrimination Based on Gender Identity, Gender Expression, and Sex Stereotyping are Prohibited Forms of Sex Discrimination in the Workforce Development System and other guidance related to implementing WIOA sec. 188;
 8. The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR part 99);
 9. Older Americans ACT, as amended, PL 109-365, Title V 20 CFR Part 641 Senior Community Service Employment Program Performance Accountability, Final Rule
 10. Health Insurance Portability and Accountability Act of 1996 Plain Writing Act of 2010
 11. Confidentiality requirements governing the protection and use of personal information held by the Vocational Rehabilitation agency (34 CFR 361.38);
 12. The confidentiality requirements governing the use of confidential information held by the State Unemployment Insurance (UI) agency (20 CFR part 603);
 13. All amendments to each and all requirements imposed by the regulations issued pursuant to these acts.
 14. Arizona Address Confidentiality Program under A.R.S. Title 41, Chapter 1, Article 3.
- C. The above provisions require, in part, that no persons in the United States shall, on the grounds of race, color, national origin, sex, sexual orientation, gender identity and/or expression, age, disability, political beliefs, or religion be excluded from participation in, or denied, any aid, care, services or other benefits provided by federal and/or state funding, or otherwise be subjected to discrimination.

D. Additionally, all Parties agree to the following:

1. The ARIZONA@WORK Northeastern Arizona service delivery sites will be functionally aligned across the participating partners. This partnership will be based upon a shared vision, mission, and resources as noted in the Introduction of this document.
2. A closed-loop referral system designed and agreed upon by the ARIZONA@WORK Northeastern Arizona Partner Programs Leadership Committee will facilitate the alignment between the various functions across the partners. "Closed loop" is defined as the act of referring an individual to a partner and resulting in that referral and documenting its outcome.
3. Collaborate and assist each other in the development of necessary service delivery protocols for the services outlined in the IFA.
4. Use standardized forms, wherever possible, agreed to by all partners (e.g. initial assessment, individual employment plan, individual training account authorizations, on-the-job training contracts, work experience agreements, etc.) with the exception of VR. VR must use VR-designated forms (employment plans, assessments, authorizations). VR cannot use standardized contracts for OJT or work experience - VR must use VR contracted providers;
5. Agree that the provisions contained herein are made subject to all applicable federal and state laws, implementing regulations, and guidelines imposed on either or all Parties relating to privacy rights of customers, maintenance of records, and other confidential information relating to customers, and
6. Agree that all equipment and furniture purchased by any party for purposes described herein shall remain the property of the purchaser or agreed-upon funding source after the termination of this agreement.

E. All partners are expected to adhere to established standards for providing services in ARIZONA@WORK Northeastern Arizona service delivery locations. These standards include, but are not limited to:

1. Statutory compliance with all federal, state, and local laws and policies, including those established by the LWDB so far as they are not in conflict with the specific application of any law and regulation governing the partner program;
2. Work collaboratively under the facilitation of the designated One-stop Operator;
3. Create a customer-friendly, seamless service delivery system;
4. All partner staff are expected to practice a code of conduct which includes:
 - a. Presenting a professional appearance;
 - b. Maintaining model work habits, e.g., practicing common courtesy, maintaining a neat workspace, being punctual, appreciating diversity, exceeding customer expectations;
 - c. Compliance with a practice of established professional and ethical standards;
 - d. Maintain levels of staffing necessary to effectively serve clients as determined by each program and in coordination with the OSO;
 - e. responsibility for compliance with established security and emergency guidelines.
5. Each partner is responsible for the provision of their unique services associated with the workforce delivery system and determining eligibility for their programs.
6. The partners have agreed to maintain operational control and responsibility for staff assigned to the program activities provided under this MOU.

X. REFERRALS BETWEEN PARTNERS

A. ARIZONA@WORK Northeastern Arizona partners agree to provide an integrated and

seamless delivery of services to workers, job seekers, and employers. In order to facilitate such a system, Partners agree to collaborate with each other to strengthen the referral system, coordinate in marketing all partners' resources, provide referrals to customers who are eligible for services under partner programs, and other community resources for supplemental and complementary services and benefits under partner programs and/or other community resources.

- B. Partners are expected to follow agreed-upon referral standards of work, which shall include supporting a closed-loop referral system, including providing documentation, assessments, or other relevant information that will be sent with the referral once a release of information is signed by the customer being referred. ARIZONA@WORK Northeastern will use a Google-based referral system which is currently being onboarded. All Partners will be registered to this One Stop referral system. This system will be accessible to all partners.

In addition, all partners agree to:

1. Develop materials summarizing their program requirements, including basic eligibility and participation requirements as well as available services and benefits offered, making them available for Partners and customers;
2. Develop and utilize a common initial screening tool in order to refer to other partners as appropriate;
3. Commit to robust and ongoing communication required for an effective referral process, and
4. Commit to actively follow up on the results of referrals and ensure that Partner resources are being leveraged at an optimal level.

- C. The referral processes between partner programs will be reviewed and modified collaboratively by the ARIZONA@WORK Northeastern Arizona Partner Programs Leadership Committee, of which all partners are integral members. This committee will serve as the authority for any changes, ensuring that all adjustments are made in alignment with our shared goals and with respect for each program's existing referral processes.

XI. BUSINESS ENGAGEMENT

- A. ARIZONA@WORK Northeastern Arizona partners in this MOU agree that:
1. The business community is the primary customer of the ARIZONA@WORK Northeastern Arizona business engagement system. The approach to business engagement will be based upon a transformational approach - one that is visionary, proactive and strategic; holistic view; embraces uncertainty, risk, and new approaches. Focusing on individual program goals (e.g. placements) can be detrimental to the goals of the larger business engagement effort;
 2. Business Service delivery will be consistent with the most current version of the ARIZONA@WORK Northeastern Arizona Local Workforce Development Plan and processes agreed upon by members of the ARIZONA@WORK Northeastern Arizona Business Services Team.
- B. In addition to the guiding principles within the local plan, partners agree to:
1. Work with LWDB Assistant Director as the single point of contact AND the Coordinator for business engagement activities for all partners.
 2. Agree upon and collaboratively develop a method to coordinate outreach efforts to employers and networking groups that follow ARIZONA@WORK Northeastern Arizona's Local Business Engagement Policy.

3. Avoid duplication of outreach and align outreach efforts with the local plan;
 4. Ensure all staff are focused on in-demand industries and career pathways;
 5. Develop a comprehensive list of the services each partner offers to the business community for **internal** reference;
 6. Recognize the ARIZONA@WORK Northeastern Arizona website <https://arizonaatwork.com/Events> as the primary contact portal for the business community to access for services;
 7. Develop integrated marketing materials that seamlessly promote system services that are available to Northeastern Arizona's business community.
 8. Partners will use the locally developed Communication form/sheet to provide feedback for partners and to provide information to the Business Services Team for job-ready/referred participants;
 9. Ensure Business Service Representatives engage in the Business Services Team and engage in a common communication mechanism that includes all partners in support of scheduled events
 10. Join the ARIZONA@WORK Northeastern Arizona Business Services Team as a member, under the leadership of the designated single point of contact, the ARIZONA@WORK Northeastern Arizona Assistant Director. In this role, ARIZONA@WORK Northeastern Arizona Assistant Director will work together to coordinate the business engagement activities among all partner organizations, ensuring seamless collaboration and communication.
- C. Specialized recruitments are those that require the dedicated focus of multiple partners within the ARIZONA@WORK Northeastern Arizona Workforce Development System and shall be designated as such by the LWDB in consultation with the One-Stop Operator. Some examples that may be considered specialized recruitments are:
1. A business within an in-demand industry is looking to hire 25 or more employees
 2. A new business within an in-demand industry is recruiting its initial workforce
 3. The LWDB designates the business looking to hire as high-profile based on its economic impact on the region.
 4. For specialized recruitment efforts, all ARIZONA@WORK Northeastern Arizona partners will establish a task force made up of designated members specifically chosen by the partner programs to address the needs of the employer or employers involved. The goal of this task force is to align and allocate the necessary resources, improve communication, and effectively accomplish the tasks required for successful recruitment.
 5. When enacted, at the discretion of the LWDB, such a task force may include up to one representative from each of the core partners and additional members based on recommendations from the OSO in consultation with the LWDB.
 6. To help maintain comprehensive situational awareness, the progress of task force's work shall be reported during OSO partner meetings, operational advisory meetings, and LWDB meetings.

XII. CROSS TRAINING

- A. Partners will encourage, accommodate staff, and/or provide training and cross-training, as deemed appropriate, to ensure that all partner staff are informed about all programs represented within the ARIZONA@WORK Northeastern Arizona workforce system to integrate services where applicable, reduce duplication, and improve overall service delivery.
- B. The ARIZONA@WORK Northeastern Arizona Partner Programs Leadership team will work with the One Stop Operator to coordinate a training calendar and will work with partners to schedule training.

XIII. VETERANS PREFERENCE

All U.S. Department of Labor-funded employment and training programs will include a veteran priority system to provide maximum employment and training opportunities to veterans and other eligible persons within each targeted group as established by applicable federal law and state and federal policy in the service area.

XIV. SUPERVISION

- A. Each partner agency will be responsible for supervising its own staff.
 - 1. The OSO will be responsible for the coordination and facilitation of services with partner agencies to ensure designated comprehensive and affiliate sites have coverage as outlined in the shared staffing plan.

XV. CONFIDENTIALITY

- A. All Parties expressly agree to abide by all applicable Federal, State, and local laws and regulations regarding confidential information, including PII from educational records, such as but not limited to 20 CFR Part 603, 45 CFR Section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38, as well as any applicable State and local laws and regulations. In addition, in carrying out their respective responsibilities, each Party shall respect and abide by the confidentiality policies and legal requirements of all of the other Parties.
- B. Each Party will ensure that the collection and use of any information, systems, or records that contain PII and other personal or confidential information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law.
- C. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.
- D. To the extent that confidential, private, or otherwise protected information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, the appropriate data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.
- E. With respect to confidential unemployment insurance information, any such data sharing must comply with all of the requirements in 20 CFR Part 603, including but not limited to requirements for an agreement consistent with 20 CFR 603.10, payments of costs, and permissible disclosures.
- F. With respect to the use and disclosure of FERPA-protected customer education records and the PII contained therein, any such data-sharing agreement must comply with all of the requirements set forth in 20 U.S.C. § 1232g and 34 CFR Part 99.
- G. With respect to the use and disclosure of personal information contained in Vocational Rehabilitation records, any such data-sharing agreement must comply with all of the requirements set forth in 34 CFR 361.38.

XVI. NON-DISCRIMINATION AND EQUAL OPPORTUNITY

- A. All Parties to this MOU certify that they prohibit, and will continue to prohibit discrimination, and they certify that no person, otherwise qualified, is denied employment, services, or other benefits on the basis of:
1. (i) political or religious opinion or affiliation, marital status, sexual orientation, gender, gender identification and/or expression, race, color, creed, or national origin;
 2. (ii) sex or age, except when age or sex constitutes a bona fide occupational qualification; or
 3. (iii) the physical or mental disability of a qualified individual with a disability.
- B. The Parties specifically agree that they will comply with Section 188 of the WIOA Nondiscrimination and Equal Opportunity Regulations (29 CFR Part 38; Final Rule December 2, 2016), the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), the Non-traditional Employment for Women Act of 1991, titles VI and VII of the Civil Rights of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1967, as amended, title IX of the Education 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 37 and 38.

XVII. ACCESSIBILITY

Job seekers and businesses must be able to access all information relevant to them via visits to physical locations as well as in virtual spaces.

A. Programmatic Accessibility

1. All Partners agree that they will not discriminate in their employment practices or services on the basis of gender, gender identity and/or expression, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law.
2. Partners must ensure that they have policies and procedures in place to address these issues and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. Partners further assure that they are currently in compliance with all applicable state and federal laws and regulations regarding these issues.
3. All partners will cooperate with compliance monitoring that is conducted to ensure that all programs, services, technology, and materials are physically and programmatically accessible and available to all.
4. Partner staff members will be trained to provide services to all, regardless of range of abilities, mobility, age, language, learning style, comprehension, or education level.
5. An interpreter will be provided in real-time or, if not available, within a reasonable timeframe to any customer with a language barrier. Assistive devices, such as screen-reading software programs (e.g., JAWS and DRAGON) and assistive listening devices must be available to ensure physical and programmatic accessibility within the ARIZONA@WORK Northeastern Arizona network.

B. Physical Accessibility

1. ARIZONA@WORK Northeastern Arizona service delivery locations will maintain a culture of inclusiveness and the physical characteristics of the facility, both indoor and outdoor, will meet the latest standards of accessible design.

2. Services will be available in a convenient, densely populated, and accessible location, taking into account reasonable distance from public transportation and adequate parking (including parking clearly marked for individuals with disabilities). Indoor space will be designed in an "equal and meaningful" manner providing access for individuals with disabilities.

C. Virtual Accessibility

1. The LWDB will ensure that job seekers and businesses have equal access to information online as they do in a physical facility. Information will be clearly marked and compliant with Section 508 of the U.S. Department of Health and Human Services code.
2. Partners will comply with the Plain Writing Act of 2010; the law that requires that federal agencies use "clear Government communication that the public can understand and use" and all information kept virtually will be updated regularly to ensure dissemination of correct information.
3. Partners may have their own web presence via a website and/or the use of social media, and coordinate with LWDB staff to post content on the ARIZONA@WORK Northeastern Arizona website and social media accounts.
4. Each partner will include a link to ARIZONA@WORK Northeastern Arizona website and a link to each partner's site will be included in the ARIZONA@WORK Northeastern Arizona website.

D. Communication Accessibility

1. Communications access, for purposes of this MOU, means that individuals with disabilities can communicate (and be communicated with) on an equal footing with those who do not have such disabilities.
2. All Partners agree that they will provide accommodations for persons with disabilities.

XVIII. PERFORMANCE ACCOUNTABILITY

- A. To assure that services are responsive to the needs of the community, partners will survey customers to obtain feedback on customer satisfaction.
- B. All partners will participate in the ongoing development and improvement of the ARIZONA@WORK Northeastern Arizona service delivery procedures, policies and operational management through the LWDB.
- C. All partners will be part of a process that will continuously review the needs of the workforce and business community and refine the services of the ARIZONA@WORK Northeastern Arizona service delivery sites based upon those needs.
- D. All partners agree to meet quarterly at a minimum to exchange information about performance goals and the attainment of such goals. Partners will develop strategies to assist each other in meeting their respective performance goals.

XIX. PARTNER DISPUTE RESOLUTION PROCESS

- A. In instances of service delivery or other instances where consensus cannot be reached amongst partners of ARIZONA@WORK Northeastern Arizona workforce system, those partners who are parties to the dispute and have signed this MOU, shall submit to the following dispute resolution process:

1. If the partners are unable to resolve a dispute to the satisfaction of the members who are parties to the dispute, the complaint shall be submitted in writing to the Northeastern Arizona Local Workforce Development Board's Executive Committee within 30 days of the initial dispute.
2. The Executive Committee shall evaluate the merits of the dispute and work to resolve the dispute according to the Conflict Resolution process outlined in the most current version of Article VIII - Conflict Resolution as noted in the Northeastern Arizona Local Workforce Development Board By-Laws

XX. ADDRESSING CUSTOMER COMPLAINTS

- A. Any partner staff can receive a customer complaint.
- B. All partners agree to address complaints that are received by following their applicable policies and procedures which are regulatory.

XXI. MONITORING

- A. State and Federal entities, the U.S. Departments of Labor, Education, and Health and Human Services have the authority to conduct fiscal and programmatic monitoring to ensure that:
 1. Federal awards are used for authorized purposes in compliance with law, regulations, and State policies;
 2. Those laws, regulations, and policies are enforced properly;
 3. Performance data are recorded, tracked, and reviewed for quality to ensure accuracy and completeness;
 4. Outcomes are assessed and analyzed periodically to ensure that performance goals are met;
 5. Appropriate procedures and internal controls are maintained, and record retention policies are followed; and
 6. All MOU terms and conditions are fulfilled

XXII. SEVERABILITY CLAUSE

- A. If any part of this Memorandum of Understanding is found to be null and void, or is otherwise stricken, the rest of this Memorandum of Understanding shall remain in full force and effect.

XXIII. INDEMNIFICATION

- A. Each party hereby agrees to indemnify, defend, and hold harmless all other parties identified in Section I above of this MOU from and against all claims, demands, damages, and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnities provided herein shall survive the termination of this **MOU**.

XXIV. OBLIGATIONS REGARDING ALLOCATED SPACE, ALTERATIONS, AND SEPARATE EXPENSES

- A. Tenants/Partners shall at all times use and occupy the allocated space solely for the purposes of job training and employment services. Tenants shall not use the Allocated Space for any other purpose.
- B. Tenants shall comply with all laws, rules, regulations and procedures applicable to or affecting the Allocated Space. Tenants shall not place, deposit, store, release, maintain, or allow on the allocated space any hazardous substance, toxic material or pollutant as defined by applicable law or regulations.

XXV. INFRASTRUCTURE FUNDING AGREEMENT (IFA)

NOTE: Attachment A represents the Infrastructure Funding Agreement

- A. The IFA serves as the financial plan to which the one-stop partners, chief elected officials (Navajo County Board of Supervisors), and the ARIZONA@WORK Northeastern Arizona Local Workforce Development Board have agreed in this Memorandum of Understanding that will be used to achieve their goals of delivering services in Northeastern Arizona.
- B. All co-located partners will share an equitable and proportionate responsibility for the costs of the operational expenses of the ARIZONA@WORK Northeastern Arizona Business and Career Center and other shared service delivery sites.
- C. Partners agree to cost sharing based on direct square footage used for each respective partner with dedicated space in the Comprehensive Center and Affiliate Sites and a corresponding share of the common area costs. The Infrastructure Funding Agreement outlines, based on square footage, the lease amounts for the co-located partners at shared service delivery sites.
- D. Co-located partners shall not make independent changes to service delivery, provision of supplies, or reassignment of staff workspace without consultation with other co-located partners and the One-Stop Operator. Such changes must be agreed upon by all partners, including associated costs. Northeastern Arizona Local Workforce Development Board staff must be notified of such changes.
- E. Partners that do not have dedicated space in shared service delivery sites will negotiate with other partner programs in the service delivery area to determine an appropriate financial or in-kind arrangement for sharing additional system costs according to each partner's proportional benefit. Partners will negotiate and come to consensus on the most appropriate cost allocation methodology for each optional shared cost.
- F. The Infrastructure Funding Agreement will be reviewed by the IFA signatories not less than twice per calendar quarter to ensure costs are fairly evaluated and that each partner program is not required to contribute more than its proportionate share in accordance with the Uniform Guidance at 2 CFR part 200.
- G. Any necessary amendments to the Infrastructure Funding Agreement shall be in writing and approved by all partner IFA representatives and the Northeastern Arizona Local Workforce Development Board.
- H. 20 CFR 678.510(c)(1) states, "The local WDB must report to the state WDB, governor, and relevant state agency when MOU negotiations with one-stop partners have reached an impasse. The Local WDB and partners must document the negotiations and efforts that have taken place in the MOU. The state WDB, one-stop partner programs, and the governor may consult with the appropriate Federal agencies to address impasse situations related to issues other than infrastructure funding after attempting to address the impasse. Impasses related to infrastructure cost funding must be resolved using the state infrastructure cost funding mechanism described in 20 CFR 678.730."
- I. 20 CFR 678.730(a) states, "Consistent with sec. 121(h)(1)(A)(i)(II) of WIOA, if the local WDB, chief elected official, and one-stop partners in a local area do not reach a consensus agreement on methods of sufficiently funding the costs of infrastructure of one-stop centers for a program year, the state funding mechanism is applicable to the local area for that program year."

ARIZONA@WORK Northeastern Arizona Contacts

<p>Adam Garrard LWDB Executive Director</p>
<p>David Miller, LWDB Chair Local Workforce Development Board</p>
<p>Jason Whiting, Chairperson Chief Elected Official, Navajo County Board of Supervisors</p>
<p>Nicole Stroebel, Chief Financial Officer, Eckerd Connects Adult, Dislocated Worker (DW), and Youth Programs under Title I-B of WIOA</p>
<p>Beverly Wilson Adult Education and Family Literacy Act programs under Title II of WIOA</p>
<p>Chevera Trillo Trade Adjustment Assistance (TAA)</p>
<p>Kevin Herring Wagner-Peyser Jobs for Veterans State Grants (Veterans)</p>
<p>Jorge Rivera Temporary Assistance for Needy Families (TANF)</p>
<p>Kristen Mackey Vocational Rehabilitation under Title IV of WIOA</p>
<p>Sandra Canez, UI Administrator State Unemployment Insurance (UI)</p>
<p>Jeremy Raisor, Dean of CTE Northland Pioneer College Career and Technical Education programs at the postsecondary level (CTE) under Perkins Career & Technical Education Act</p>
<p>Leslie Maly, SCSEP National Director National Indian Council on Aging</p>
<p>Eugina Walker, SCSEP Arizona State Director----- AARP Foundation</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;"> <p>Monique Bates VP of Operations</p> </div> <div style="border: 1px solid black; border-radius: 10px; padding: 5px; text-align: center;"> <p>DocuSigned by: <i>Monique Bates</i></p> <p><small>B2E195613E8D401</small></p> </div> </div>

- J. Additionally, 20 CFR 678.755 covers the required elements regarding infrastructure funding that must be a part of the one-stop MOU, including, in part (e), “[A] description of the process to be used among partners to resolve issues during the MOU duration period when consensus cannot be reached.”

**Northeastern Arizona Local Workforce Developing Area
Memorandum of Understanding
Attachment A
Infrastructure Funding Agreement (IFA)**

1. This agreement is effective from July 1, 2025, to June 30, 2028. In the event the partners have not entered into a new agreement on July 1, 2026, this agreement shall remain in effect until a new agreement is signed.
2. ARIZONA@WORK partners and LWDB staff worked together to reach a consensus, agreeing to share costs as outlined in the MOU and the attachments to this IFA. The LWDB and CEO have reviewed and approved this agreement as indicated by the signatures below.
3. The partners will utilize the dispute resolution process below as outlined in the Memorandum of Understanding: In instances of service delivery or other instances where consensus cannot be reached amongst partners of ARIZONA@WORK Northeastern Arizona workforce system, those partners who are parties to the dispute and have signed this MOU, shall submit the following dispute resolution process:
 - a. Impasses related to infrastructure cost funding **must be resolved using the State infrastructure cost funding mechanism** described in 20 CFR 678.730.
4. The One-Stop Operator will perform a quarterly review process of the comprehensive and affiliate job centers to determine any changes to site utilization and make recommendations to the LWDB for modification to the Infrastructure Funding Agreement. LWDB Staff and Partner Representatives will meet no less than biannually to review Shared System Costs and determine the need for additions and/or Modifications to this agreement. Modifications /additions will be completed during the first month of the Quarter following any changes to site utilization or shared system costs and become effective immediately. Partners understand that the costs outlined herein are representative of the proportional share and are estimates based on historical averages. As part of the review process, IFA budgets will be validated against actual costs to ensure invoicing and payments are in line with actual expenses incurred by leaseholders/system partners. Leaseholders will submit timely invoices to all parties to the IFA. Parties to the IFA who are not also leaseholders of comprehensive and/or affiliate sites will submit payment directly to each individual leaseholder.

I A Attachments

- A. ARIZONA@WORK Job Center Partners, Chief Executive Officials(s), and the LWDB Participating in the IFA
- B. ARIZONA@WORK Operating Budget: Infrastructure Costs
- C. Signatures of Co-located ARIZONA@WORK Job Center Partners Agreeing to Share Infrastructure Costs and/ or Other Costs and Services as Indicated
- D. Signatures of non-co-located ARIZONA@WORK Job Center Partners agreeing to negotiate the Sharing of Infrastructure costs when Sufficient Data is Available to Determine Relative Benefit and Proportionate Share
- E. ARIZONA@WORK Operating Budget: Additional Costs (Applicable Career Services)
- F. One Stop Operator Cost Share Breakdown

<p>Attachment A I ent cat on o a ARIZONA WORK o enter artners h e ecte O c a s an the oca Wor orce e e o ment o ar W art c at n n the O / I A</p>	<p>Wor orce e e o ment o ar David Miller, LWDB Chair 180 N. 9th Street Show Low, AZ 85901 928-853-3935 Chair@neazwork.org</p>	<p>W ta Adam Garrard, Executive Director 180 N. 9th Street Show Low, AZ 85901 928-414-3676 adam.garrard@neazwork.org</p>	<p>he ecte O c a s Navajo County Board of Supervisors 100 E. Code Talkers Drive, Holbrook, AZ 86025 Jason Whiting, Chairperson</p>	<p>Re re WIOA an ARIZONA WORK o enter artners</p>	<p>Adult, Dislocated Worker (DW), and Youth Programs Under Title IB of WIOA</p>	<p>Adult Education and Family Literacy Act programs under Title II of WIOA</p>	<p>Adult Education and Family Literacy Act programs under Title II of WIOA</p>	<p>Partner Area</p>	<p>o nt o ontact In ormat on Name, Title, Address, Telephone, Email</p>
								X	<p>Nicole Stroebel, Chief Financial Officer Eckerd Connects 100 N Starcrest Drive Clearwater, FL 337765 727-385-5488 nstroebel@eckerd.org</p>
								X	<p>Beverly Wilson, Deputy Associate Superintendent / State Director 1535 W. Jefferson Street, BIN 26 Phoenix, AZ 85007 602-258-2410 beverly.wilson@azed.gov</p>
								X	<p>Chris Brown, Chief Financial Officer <i>Chris Brown</i> Arizona Department of Education 602-542-7883 Chris.Brown@azed.gov</p>

<p>Adult Education and Family Literacy Act programs under Title II of WIOA (Gila County)</p>	<p>X</p>	<p>Lori Lieder, Director Gila County Education Service Agency 1400 E. Ash St Globe, AZ 85501 928-402-8548 llieder@gilacountyaz.gov</p>
<p>Adult Education and Family Literacy Act programs under Title II of WIOA (Navajo/Apache Counties)</p>	<p>X</p>	<p>Tabitha R. Stichel, Associate Dean College & Career Preparation Northland Pioneer College 1400 E. Third St. Winslow, AZ 86047 928-289-6535 tabitha.stichel@npc.edu</p>
<p>One-Stop Operator</p>	<p>X</p>	<p>Jessica Head Head Forward Solutions 200 E. Mahoney St. Winslow, AZ 86047 928-386-2328 Jessica.head@headforwardsolutionsllc.com</p>
<p>State Unemployment Insurance (UI)</p>	<p>X</p>	<p>Sandra Canez, UI Administrator 602-771-3724 sandranez@azdes.gov</p>
<p>Temporary Assistance for Needy Families (TANF) Employment & Training</p>	<p>X</p>	<p>Jorge Rivero, Project Director 177 N Church Ave, Suite 910 Tuscan, AZ 85701 520-275-5242 jorgerivero@equusworks.com</p>
<p>Vocational Rehabilitation under Title IV of WIOA</p>	<p>X</p>	<p>Kristen Mackey, Program Administrator 1789 W. Jefferson St., Phoenix, AZ 480-665-6736 KMackey@azdes.gov</p>
<p>Career and Technical Education programs postsecondary level (CTE) under Perkins Technical Education Act</p>	<p>X</p>	<p>Jeremy Raisor, Dean of CTE Northland Pioneer College as Carl Perkins (CP) Grant Recipient P.O. Box 610, Holbrook, AZ 86025 928-536-6231 jeremy.raisor@npc.edu</p>

<p>SCSEP Program National</p>		<p>Billie Tohee, Executive Director NICOA (National Indian Council on Aging) 8500 Menaul Blvd. NE. Suite 8-470 505-292-2001 billietohee@nicoa.org</p>
<p>SCSEP Program in Apache, Navajo, and Gila counties</p>	<p>X</p>	<p>Monique Bates, VP of Operations (AARP) (202) 434-6475 mbates@aarp.org</p>
<p>Trade Adjustment Assistance (TAA)</p>	<p>X</p>	<p>Chevera Trillo, Administrator, Administrator Workforce Development Administration 480-487-7806 ctrillo@azdes.gov</p>
<p>Wagner-Peyser Jobs for Veterans State Grants (Veterans)</p>	<p>X</p>	<p>Kevin Herring Administrator, Workforce Solutions Administration Division of Employment and Rehabilitation Services Department of Economic Security 400 W. Congress Tucson, Arizona 85701 (520) 910-1896</p>

Attachment B3: Annual Infrastructure Budget for Each ARIZONA@WORK Job Center and Affiliate Site

Affiliate Site/Specialized Center: Winslow DES Office, 319-321 E. 3RD Street, Winslow AZ 86047

Facility Owner/Leaseholder: Arizona Department of Economic Security

<i>Cost Category/Line Item</i>	<i>Line Item Cost Detail</i>	<i>Annual Cost</i>
Rent		
<i>Subtotal: Rental Costs</i>		\$0.00
Utilities and Maintenance		
Electric		\$2227.18
Trash		\$786.56
Water		\$195.84
Gas/Fuel		\$304.81
Facility Maintenance Contract	Janitorial	\$4776.50
Building Maintenance/Scheduled Repair/Landscaping		\$1025.00
Security Safety		\$110.95
Pest Control Contracts		\$367.77
Housekeeping Supplies		\$297.68
Document Shredding and Destruction Services		\$293.15
Miscellaneous Occupancy		\$294.38
<i>Subtotal: Utilities and Maintenance costs</i>		\$10679.82
Equipment		
Rental -Office furniture/equipment		\$470.73
Office Furniture/Equipment		\$0.00
Equipment Repair/Maintenance		\$186.49
<i>Subtotal: Equipment Costs</i>		\$657.22

Supplies to Support the General Operation of the ARIZONA@WORK Job Center	
Supplies	\$0.00
Other Professional Services	\$395.43
General Office Expenses	\$0.00
Subtotal: Supply Costs	\$395.43
Technology to Facilitate Access to the ARIZONA@WORK Job Center	\$0.00
Subtotal: Technology to Facilitate Access Costs	\$0.00
Common Identifier Costs (Local Option, If Agreed by All Co-located ARIZONA@WORK Job Center Partners)	
Subtotal: Common Identifier	\$0.00
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK JOB CENTER PARTNERS	
<i>Cost Category</i>	\$0.00
Subtotal: Rental Costs	\$0.00
Subtotal: Utilities and Maintenance Costs	\$10679.82
Subtotal: Equipment Costs	\$657.22
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center	\$395.43
Subtotal: Technology to Facilitate Access Costs	\$0.00
Subtotal: Common Identifier Costs	\$0.00
TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION	\$11920.65

Attachment B4: Percentage of Co-Located ARIZONA@WORK Job Center Partner's Occupancy in Each Center

ARIZONA@WORK Job Center Location: Winslow DES Office, 319-321 E. 3RD Street, Winslow AZ 86047

Total Square Footage of the ARIZONA@WORK Job Center:	1539.90 Square Feet
Total Square Footage of Dedicated/Assigned Space for All Co-Located ARIZONA@WORK Partners:	899.92 Square Feet
Total Square Footage of ARIZONA@WORK Job Center Common Space:	639.98 Square Feet

<i>Co-located ARIZONA@WORK Job Center Partners</i>	<i>Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space</i>	<i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partner's Space</i>
WIOA Title I-B Adult/Dislocated Worker/Youth	120.31	7.81%
DERS/WSA/ES	1419.59	92.19%
<i>Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners</i>		100.00%

Attachment B5: Initial Proportionate Share Infrastructure Costs Allocated to Each Co-Located ARIZONA@WORK Job Center Partner

ARIZONA@WORK Job Center Location: Winslow DES Office, 319-321 E. 3RD Street, Winslow AZ 86047

Total Infrastructure Costs for This ARIZONA@WORK Job Center: \$ (See Attachment B3)

<p><i>Co-located ARIZONA@WORK Job Center Partners</i></p>	<p><i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of all Co-located ARIZONA@WORK Job Center Partners' Space</i></p>	<p><i>Proportionate Share (% of All Co-located ARIZONA@WORK Job Center Partners' Space X Total Infrastructure Cost= ARIZONA@WORK Job Center Partner Share)</i></p>	<p><i>\$ Share to be Paid in Cash</i></p>	<p><i>\$ Share to be Paid in Non-Cash</i></p>
<p>Title 1-B Adult/Dislocated Worker/Youth</p>	<p>7.81%</p>	<p>\$931.34</p>	<p>\$931.34</p>	<p>\$</p>
<p>DERS/WSA/ES</p>	<p>92.19%</p>	<p>\$10989.30</p>	<p>\$10989.30</p>	<p>\$</p>
<p>Total Infrastructure Costs to Be Shared by ARIZONA@WORK job Center Partners in Cash/Non-Cash (Must Equal the Total Infrastructure Costs for This ARIZONA@WORK Job Center</p>				
			<p>\$</p>	<p>\$</p>

Attachment B3: Annual Infrastructure Budget for Each ARIZONA@WORK Job Center and Affiliate Site

Affiliate Site/Specialized Center: Payson DES Office, 218 E. Hwy 260, Payson, AZ 85541

Facility Owner/Leaseholder: Arizona Department of Economic Security

<i>Cost Category/Line Item</i>	<i>Line Item Cost Detail</i>	<i>Annual Cost</i>
Rent		
Rental of Facilities	L/R Non-Mov Bldgs.	\$39408.13
Subtotal: Rental Costs		\$39408.13
Utilities and Maintenance		
Facility Maintenance Contract	Janitorial	\$5186.72
Miscellaneous Occupancy		\$288.76
Document Shredding and Destruction Services		\$309.92
Housekeeping Supplies		\$126.97
Subtotal: Utilities and Maintenance costs		\$5912.37
Equipment		
Rental -Office furniture/equipment		\$1468.16
Office Furniture/Equipment		\$0.00
Equipment Repair/Maintenance		\$231.06
Subtotal: Equipment Costs		\$1699.22

Supplies to Support the General Operation of the ARIZONA@WORK Job Center

Supplies	\$0.00
External Printing	\$0.00

General Office Expenses	\$0.00
<i>Subtotal: Supply Costs</i>	\$0.00
Technology to Facilitate Access to the ARIZONA@WORK Job Center	\$0.00
<i>Subtotal: Technology to Facilitate Access Costs</i>	\$0.00
Common Identifier Costs (Local Option, If Agreed by All Co-located ARIZONA@WORK Job Center Partners)	
<i>Subtotal: Common Identifier</i>	\$0.00
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK JOB CENTER PARTNERS	
<i>Cost Category</i>	\$0.00
<i>Subtotal: Rental Costs</i>	\$39408.13
<i>Subtotal: Utilities and Maintenance Costs</i>	\$5912.37
<i>Subtotal: Equipment Costs</i>	\$1699.22
<i>Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center</i>	\$0.00
<i>Subtotal: Technology to Facilitate Access Costs</i>	\$0.00
<i>Subtotal: Common Identifier Costs</i>	\$0.00
TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION	\$47019.72

<p>Attachment B4: Percentage of Co-Located ARIZONA@WORK Job Center Partner's Occupancy in Each Center</p> <p>ARIZONA@WORK Job Center Location: Payson DES Office, 218 E. Hwy 260, Payson AZ 85541</p> <p>Total Square Footage of the ARIZONA@WORK Job Center: 1791.43 Square Feet</p> <p>Total Square Footage of Dedicated/Assigned Space for All Co-Located ARIZONA@WORK Partners: 877.98 Square Feet</p> <p>Total Square Footage of ARIZONA@WORK Job Center Common Space: 913.45 Square Feet</p>		
<p><i>Co-located ARIZONA@WORK Job Center Partners</i></p>	<p><i>Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space</i></p>	<p><i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partner's Space</i></p>
<p>WIOA Title I-B Adult/Dislocated Worker/Youth</p>	<p>55.94</p>	<p>6.38%</p>
<p>DERS/WSA/ES</p>	<p>273.83</p>	<p>31.20%</p>
<p>DERS/RSA</p>	<p>548.21</p>	<p>62.42%</p>
<p><i>Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners</i></p>		<p>100.00%</p>

Attachment B5: Initial Proportionate Share Infrastructure Costs Allocated to Each Co-Located ARIZONA@WORK Job Center Partner

ARIZONA@WORK Job Center Location: Payson DES Office, 218 E. Hwy 260, Payson, AZ 85541

Total Infrastructure Costs for This ARIZONA@WORK Job Center: \$ (See Attachment B3)

<p><i>Co-located ARIZONA@WORK Job Center Partners</i></p>	<p><i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of all Co-located ARIZONA@WORK Job Center Partners' Space</i></p>	<p><i>Proportionate Share (% of All Co-located ARIZONA@WORK Job Center Partners' Space X Total Infrastructure Cost= ARIZONA@WORK Job Center Partner Share)</i></p>	<p><i>\$ Share to be Paid in Cash</i></p>	<p><i>\$ Share to be Paid in Non-Cash</i></p>
<p>Title 1-B Adult/Dislocated Worker/Youth</p>	<p>6.38%</p>	<p>\$2997.90</p>	<p>\$2997.90</p>	<p>\$</p>
<p>DERS/WSA/ES</p>	<p>31.20%</p>	<p>\$14673.94</p>	<p>\$14673.94</p>	<p>\$</p>
<p>DERS/RSA</p>	<p>62.42%</p>	<p>\$29347.88</p>	<p>\$29347.88</p>	<p>\$</p>
<p>Total Infrastructure Costs to Be Shared by ARIZONA@WORK job Center Partners in Cash/Non-Cash (Must Equal the Total Infrastructure Costs for This ARIZONA@WORK Job Center</p>			<p>\$47019.72</p>	<p>\$</p>

Attachment B3: Annual Infrastructure Budget for Each ARIZONA@WORK Job Center and Affiliate Site		
Affiliate Site/Specialized Center: Pinetop-Lakeside DES Office, 20 E. White Mountain Blvd., Pinetop-Lakeside, AZ 85929		
Facility Owner/Leaseholder: Arizona Department of Economic Security		
Cost Category/Line Item	Line Item Cost Detail	Annual Cost
Rent		
Rental of Facilities	L/R Non-Mov Bldgs.	\$53526.22
Subtotal: Rental Costs		\$
Utilities and Maintenance		
Electric		\$557.50
Document Shredding and Destruction Services		\$225.94
Facility Maintenance Contract	Janitorial	\$4467.21
Security Service		\$12610.97
Reductions	Occupancy Reduction /Reductions	-\$17.93
Other Operating EXP Reductions		17.99
Subtotal: Utilities and Maintenance costs		\$23039.55
Equipment		
Rental -Office furniture/equipment		\$288.34
Office Furniture/Equipment		\$0.00
Equipment Repair/Maintenance		\$63.87
Subtotal: Equipment Costs		\$352.21
Supplies to Support the General Operation of the ARIZONA@WORK Job Center		
Supplies		\$0.00

External Printing	\$0.00
General Office Expenses	\$0.00
Subtotal: Supply Costs	\$0.00
Technology to Facilitate Access to the ARIZONA@WORK Job Center	\$0.00
Subtotal: Technology to Facilitate Access Costs	\$0.00
Common Identifier Costs (Local Option, If Agreed by All Co-located ARIZONA@WORK Job Center Partners)	
Subtotal: Common Identifier	\$0.00
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED ARIZONA@WORK JOB CENTER PARTNERS	
<i>Cost Category</i>	\$0.00
Subtotal: Rental Costs	\$53526.22
Subtotal: Utilities and Maintenance Costs	\$23039.55
Subtotal: Equipment Costs	\$352.21
Subtotal: Supplies to Support the General Operation of the ARIZONA@WORK Job Center	\$0.00
Subtotal: Technology to Facilitate Access Costs	\$0.00
Subtotal: Common Identifier Costs	\$0.00
TOTAL INFRASTRUCTURE COSTS FOR THIS LOCATION	\$76917.98

Attachment B4: Percentage of Co-Located ARIZONA@WORK Job Center Partner's Occupancy in Each Center		
ARIZONA@WORK Job Center Location: Pinetop-Lakeside DES Office, 20 E. White Mountain Blvd., Pinetop-Lakeside, AZ 85929		
Total Square Footage of the ARIZONA@WORK Job Center: 2749.43 Square Feet		
Total Square Footage of Dedicated/Assigned Space for All Co-Located ARIZONA@WORK Partners: 1477.71 Square Feet		
Total Square Footage of ARIZONA@WORK Job Center Common Space: 1271.73 Square Feet		
<i>Co-located ARIZONA@WORK Job Center Partners</i>	<i>Square Footage of the ARIZONA@WORK Job Center Partner's Dedicated/Assigned Space</i>	<i>ARIZONA@WORK Job Center Partner's Dedicated Space as a % of All Co-located ARIZONA@WORK Job Center Partner's Space</i>
WIOA Title I-B Adult/Dislocated Worker/Youth	53.33	3.61%
DERS/WSA/ES	738.54	49.98%
DERS/RSA	685.84	46.41%
<i>Total Percentage of the Designated/Assigned Space of All Co-located ARIZONA@WORK Job Center Partners</i>		100.00%

Attachment B5: Initial Proportionate Share Infrastructure Costs Allocated to Each Co-Located ARIZONA@WORK Job Center Partner

ARIZONA@WORK Job Center Location: Pinetop-Lakeside DES Office, 20 E. White Mountain Blvd., Pinetop-Lakeside AZ 85929

Total Infrastructure Costs for This ARIZONA@WORK Job Center: \$ (See Attachment B3)

<p><i>Co-located ARIZONA@WORK Job Center Partners</i></p>	<p><i>ARIZONA@WORK Job Center Partners' Dedicated Space as a % of all Co-located ARIZONA@WORK Job Center Partners' Space</i></p>	<p><i>Proportionate Share (% of All Co-located ARIZONA@WORK Job Center Partners' Space X Total Infrastructure Cost= ARIZONA@WORK Job Center Partner Share)</i></p>	<p><i>\$ Share to be Paid in Cash</i></p>	<p><i>\$ Share to be Paid in Non-Cash</i></p>
<p>Title 1-B Adult/Dislocated Worker/Youth</p>	<p>3.61%</p>	<p>\$2920.94</p>	<p>\$2920.94</p>	<p>\$</p>
<p>DERS/WSA/ES</p>	<p>49.98%</p>	<p>\$38458.99</p>	<p>\$38458.99</p>	<p>\$</p>
<p>DERS/RSA</p>	<p>46.41</p>	<p>\$35538.05</p>	<p>\$35538.05</p>	<p>\$</p>
<p>Total Infrastructure Costs to Be Shared by ARIZONA@WORK Job Center Partners in Cash/Non-Cash (Must Equal the Total Infrastructure Costs for This ARIZONA@WORK Job Center</p>			<p>\$76917.98</p>	<p>\$</p>

Attachment areer ces A ca eto ach ARIZONA WORK stem artner									
<i>Basic Career Services</i>	<i>T-I Adult</i>	<i>T-I DW</i>	<i>T-I Youth</i>	<i>T-II AEL</i>	<i>T-III WP</i>	<i>T-IV Voc Rehab</i>	<i>UI</i>	<i>Tech Ed (NPC)</i>	<i>SCSEP</i>
T-I Program Eligibility	X	X	X		X				
Outreach, Intake, Orient	X	X		X	X	X		X	
Initial Assessments	X	X		X	X	X			
Labor Exch/Job Search	X	X			X	X		X	
Referrals to Partners	X	X		X	X	X		X	X
LMI	X	X			X	X			
Performance/Cost info	X	X			X				
Support Service Info	X	X			X	X			
UI Info/Assistance	X	X			X				
Financial Aid	X	X		X	X	X		X	

<i>Basic Career Services</i>	<i>JVSG</i>	<i>TAA</i>	<i>Comm Act</i>
T-I Program Eligibility			
Outreach, Intake, Orient	X	X	
Initial Assessments		X	
Labor Exch/Job Search		X	
Referrals to Partners	X	X	X
LMI		X	
Performance/Cost info		X	
Support Service Info		X	
UI Info/Assistance			
Financial Aid		X	

<i>Individual Career Services</i>	<i>T-I Adult</i>	<i>T-I DW</i>	<i>T-I Youth</i>	<i>T-II AEL</i>	<i>T-III WP</i>	<i>T-IV Voc Rehab</i>	<i>UI</i>	<i>Tech Ed (NPC)</i>	<i>SCSEP</i>
Comp Assessment	X	X	X			X			X
Employment Plan	X	X	X		X	X		X	X
Career Plan/Counsel	X	X	X		X	X			X
Short-Term Prevoc	X	X	X			X		X	
Internships/ Wk Exper	X	X	X		X	X		X	X
Out-Of-Area Job Search	X	X	X						
Financial Literacy	X	X	X						
ELA/Integ Education	X	X	X	X					
Workforce Preparation	X	X	X	X	X	X		X	X

<i>Basic Career Services</i>	<i>JVSG</i>	<i>TAA</i>	<i>Comm Act</i>
Comp Assessment		X	
Employment Plan	X	X	
Career Plan/Counsel		X	
Short-Term Prevoc		X	
Internships/ Wk Exper	X	X	X
Out-Of-Area Job Search		X	
Financial Literacy			X
ELA/Integ Education		X	
Workforce Preparation			

Attachment E2: Consolidated System Budget for the Delivery of Applicable Career Services

<i>Applicable Career Services</i>	<i>T-I Adult</i>	<i>T-I DW</i>	<i>T-I Youth</i>	<i>T-II AEL</i>	<i>T-III WP</i>	<i>T-IV Voc Rehab</i>	<i>UI</i>	<i>Tech Ed (NPC - CP Funds Only)</i>	<i>SCSEP</i>
Basic Career Services: T-I Eligible/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals /LMI Support Service Info UI Infor/Fin Aid Info	\$124,500	\$21,900	\$96,300	\$0.00	\$356,440	\$117,428	\$4511	\$0.00	\$0
<i>Applicable Career Services</i>	<i>JVSG</i>	<i>TAA</i>	<i>Comm Act</i>						
Basic Career Services: T-I Eligible/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals /LMI Support Service Info UI Infor/Fin Aid Info	\$63,796	\$0.00	\$0.00						

<i>Applicable Career Services</i>	<i>T-I Adult</i>	<i>T-I DW</i>	<i>T-I Youth</i>	<i>T-II AEL</i>	<i>T-III WP</i>	<i>T-IV Voc Rehab</i>	<i>UI</i>	<i>Tech Ed (NPC - CP Funds Only)</i>	<i>SCSEP</i>
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Wk Exper Financial Literacy IET/ELA/WF Prep	\$41,500	\$19,600	\$141,200	\$0	\$243,626	\$153,866	\$0	\$0.00	\$0.00
<i>Applicable Career Services</i>	<i>J/SG</i>	<i>TAA</i>	<i>Comm Act</i>						
Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Prevoc Internship/Wk Exper Financial Literacy IET/ELA/WF Prep	\$76,846	\$0.00	\$0.00						

Attachment A O tona ARIZONA WORK o enter artner A reement to hare Other osts an er ces									
hare osts et or O enses					hare Other osts an er ces				
Line Item		Annual Budget Detail			Annual Budget Detail		Cost		
O O enses	A ree etho o o	A ree etho o o	In ta artner hare	Amo nt n ash	Amo nt n ash	Amo nt n Non ash			
Total Budget for This Shared Cost									
Agreed Upon Cost Allocation Methodology to Share This Cost: FTE									
Partners A ree n	A ree etho o o	A ree etho o o	In ta artner hare	Amo nt n ash	Amo nt n ash	Amo nt n Non ash			
Partner 1: WIOA Title 1B	15	34.78%	\$30525.22	\$30525.22	\$30525.22				
Partner 2: Adult Education T2 Gila County Education Service Agency	2	4.35%	\$3815.65	\$3815.65	\$3815.65				
Partner 3: Adult Education T2 Northland Pioneer College	7	15.22%	\$13354.78	\$13354.78	\$13354.78				
Partner 4: DERS/WVA/ES	10	21.74%	\$19078.26	\$19078.26	\$19078.26				
Partner 5: DERS/RSA	9	19.57%	\$17170.43	\$17170.43	\$17170.43				
Partner 6: DERS/WVA/JVSG	2	4.35%	\$3815.65	\$3815.65	\$3815.65				
Total Budget for This Shared Cost		100%	\$87,760.00	\$87,760.00	\$87,760.00	\$0.00			

NEAZ MOU_IFA 10.7.2025 V1

Final Audit Report

2025-10-28

Created:	2025-10-27
By:	Adam Garrard (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfVVzJSkSCvcQyjEzI6bTt6URtXti244m

"NEAZ MOU_IFA 10.7.2025 V1" History

-  Document created by Adam Garrard (adam.garrard@navajocountyaz.gov)
2025-10-27 - 9:00:17 PM GMT
-  Document emailed to Chris Brown (chris.brown@azed.gov) for signature
2025-10-27 - 9:00:24 PM GMT
-  Email viewed by Chris Brown (chris.brown@azed.gov)
2025-10-28 - 1:14:23 PM GMT
-  Document e-signed by Chris Brown (chris.brown@azed.gov)
Signature Date: 2025-10-28 - 1:19:19 PM GMT - Time Source: server
-  Agreement completed.
2025-10-28 - 1:19:19 PM GMT



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**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
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(MOU/IFA)**

REVISION 1

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Representative: David Miller

Organization Name: ARIZONA@WORK Northeastern AZ LWDB

Title: Chairman

Address: 180 N 9th Street, Show Low, AZ 85901

Signature: 
David Miller (Oct 7, 2025 17:49:22 CDT)

Date: 10/7/2025







2025 MOU_IFA Signature Page LWDB Chair

Final Audit Report

2025-10-07

Created:	2025-10-07
By:	Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAC4IEiZaSjSrvo1TzCUyr9WrjrOznW2O

"2025 MOU_IFA Signature Page LWDB Chair" History

-  Document created by Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
2025-10-07 - 9:03:38 PM GMT
-  Document emailed to david.millerits@gmail.com for signature
2025-10-07 - 9:04:20 PM GMT
-  Email viewed by david.millerits@gmail.com
2025-10-07 - 10:48:43 PM GMT
-  Signer david.millerits@gmail.com entered name at signing as David Miller
2025-10-07 - 10:49:20 PM GMT
-  Document e-signed by David Miller (david.millerits@gmail.com)
Signature Date: 2025-10-07 - 10:49:22 PM GMT - Time Source: server
-  Agreement completed.
2025-10-07 - 10:49:22 PM GMT



NORTHEASTERN ARIZONA

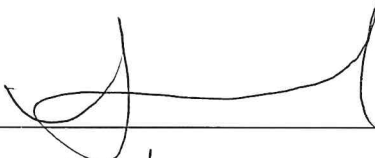
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Representative: Adam Garrard
Organization Name: ARIZONA@WORK Northeastern Arizona LWDB
Title: Executive Director
Address: 180 N 9th Street, Show Low, AZ 85901

Signature: 
Date: 10/08/2025

Signature:

Email: adam.garrard@neazwork.org



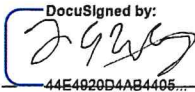
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Representative: Jason E. Whiting
Organization Name: Navajo County Board of Supervisors
Title: Chairman
Address: 100 East Code Talkers Drive South Highway 77, Holbrook, 86025

Signature: 
44E4920D4AB4405...

Date: 10/14/2025 | 09:44:02 PDT

**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
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Representative: Nicole Stroebel

Organization Name: Eckerd Connects

Title: Chief Financial Officer

Address: 100 N Starcrest Drive Clearwater, FL 337765

Signature: *Nicole Stroebel*
Nicole Stroebel (Oct 23, 2025 11:20:41 EDT)

Date: 10/23/25






2025 MOU_IFA Signature Page Eckerd

Final Audit Report

2025-10-23

Created:	2025-10-21
By:	Adam Garrard (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAICQVte5hZVI4rGkowwo3finH69WgkPEw

"2025 MOU_IFA Signature Page Eckerd" History

-  Document created by Adam Garrard (adam.garrard@navajocountyaz.gov)
2025-10-21 - 9:22:38 PM GMT
-  Document emailed to Nicole Stroebel (nstroebel@eckerd.org) for signature
2025-10-21 - 9:22:52 PM GMT
-  Email viewed by Nicole Stroebel (nstroebel@eckerd.org)
2025-10-23 - 3:20:20 PM GMT
-  Document e-signed by Nicole Stroebel (nstroebel@eckerd.org)
Signature Date: 2025-10-23 - 3:20:41 PM GMT - Time Source: server
-  Agreement completed.
2025-10-23 - 3:20:41 PM GMT

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Representative: Beverly Wilson, M.Ed.

Organization Name: Adult Education and High School Equivalency Services

Title: Deputy Associate Superintendent / State Director

Address: 1535 W. Jefferson Street, BIN 26, Phoenix, AZ 85007

Signature: *Beverly Wilson*

Date: 10/20/2025

2025 MOU_IFA Signature Page T2 State Director

Final Audit Report

2025-10-20

Created:	2025-10-20
By:	Adam Garrard (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMGm0waweoy4UMefiqPlc7b06AA55NMHe

"2025 MOU_IFA Signature Page T2 State Director" History

-  Document created by Adam Garrard (adam.garrard@navajocountyaz.gov)
2025-10-20 - 11:29:47 PM GMT
-  Document emailed to Beverly Wilson (beverly.wilson@azed.gov) for signature
2025-10-20 - 11:30:22 PM GMT
-  Email viewed by Beverly Wilson (beverly.wilson@azed.gov)
2025-10-20 - 11:31:54 PM GMT
-  Document e-signed by Beverly Wilson (beverly.wilson@azed.gov)
Signature Date: 2025-10-20 - 11:33:03 PM GMT - Time Source: server
-  Agreement completed.
2025-10-20 - 11:33:03 PM GMT



**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
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Representative: Lori Lieder
Organization Name: Gila County Education Service Agency
Title: Director
Address: 1400 E. Ash St Globe, AZ 85501

Signature: *Lori Lieder*
Date: 10/9/25


2025 MOU_IFA Signature Page T2 Gila CO Director


Final Audit Report


2025-10-08


Created:	2025-10-07
By:	Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAoswflBld4j4MWp117UQ6s0UQWJ_oTL4O


"2025 MOU_IFA Signature Page T2 Gila CO Director" History

 Document created by Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
2025-10-07 - 9:16:41 PM GMT

 Document emailed to Lori Lieder (llieder@gilacountyaz.gov) for signature
2025-10-07 - 9:16:57 PM GMT

 Email viewed by Lori Lieder (llieder@gilacountyaz.gov)
2025-10-08 - 8:33:57 PM GMT

 Document e-signed by Lori Lieder (llieder@gilacountyaz.gov)
Signature Date: 2025-10-08 - 8:34:38 PM GMT - Time Source: server

 Agreement completed.
2025-10-08 - 8:34:38 PM GMT

**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
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Representative: Dr. Tabitha Stickel

Organization Name: Northland Pioneer College

Title: Associate Dean College & Career Preparation

Address: 1400 E. Third St. Winslow, AZ 86047

Signature: 

Date: 10/8/25


2025 MOU_IFA Signature Page T2 Navajo Apache Director

Final Audit Report

2025-10-08


Created:	2025-10-07
By:	Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAANI0vliwILoQ7EsgVU5DCdWwpmC0fnU65


"2025 MOU_IFA Signature Page T2 Navajo Apache Director" History

 Document created by Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
2025-10-07 - 9:19:07 PM GMT

 Document emailed to Tabitha Stickel (tabitha.stickel@npc.edu) for signature
2025-10-07 - 9:19:23 PM GMT

 Email viewed by Tabitha Stickel (tabitha.stickel@npc.edu)
2025-10-08 - 6:11:26 PM GMT

 Document e-signed by Tabitha Stickel (tabitha.stickel@npc.edu)
Signature Date: 2025-10-08 - 6:11:55 PM GMT - Time Source: server

 Agreement completed.
2025-10-08 - 6:11:55 PM GMT



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Representative: Jessica Head

Organization Name: Head Forward Solutions

Title: One Stop Operator (OSO)

Address: 200 E. Mahoney St. Winslow, AZ 86047

Signature: *Jessica L. Head*
Jessica L. Head (Oct 13, 2025 14:41:05 PDT)

Date: October 13, 2025







2025 MOU_IFA Signature Page OSO

Final Audit Report

2025-10-13

Created:	2025-10-07
By:	Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADzCnhJCKFI-dxm4MBvmYTLAaMIYAXdJC

"2025 MOU_IFA Signature Page OSO" History

-  Document created by Adam NEAZ Business Engagement (adam.garrard@navajocountyaz.gov)
2025-10-07 - 9:28:08 PM GMT
-  Document emailed to oso@neazwork.org for signature
2025-10-07 - 9:28:28 PM GMT
-  Email viewed by oso@neazwork.org
2025-10-13 - 9:35:23 PM GMT
-  Signer oso@neazwork.org entered name at signing as Jessica L. Head
2025-10-13 - 9:41:03 PM GMT
-  Document e-signed by Jessica L. Head (oso@neazwork.org)
Signature Date: 2025-10-13 - 9:41:05 PM GMT - Time Source: server
-  Agreement completed.
2025-10-13 - 9:41:05 PM GMT

**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
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Representative: Sandra Canez
Organization Name: State Unemployment Insurance (UI)
Title: UI Administrator
Address: 1789 W. Jefferson St, Phoenix, AZ 85007

Signature: *Sandra Canez*
Date: 10/21/2025



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Representative: Jorge Rivero

Organization Name: Temporary Assistance for Needy Families (TANF) Employment & Training

Title: Project Director

Address: 177 N Church Ave, Suite 910 Tuscan, AZ 85701

Signature: 
Jorge Rivero (Oct 23, 2025 14:38:46 PDT)

Date: 10/23/2025







2025 MOU_IFA Signature Page TANF

Final Audit Report

2025-10-23

Created:	2025-10-21
By:	Adam Garrard (adam.garrard@navajocountyaz.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsTgX61nJ5Hga6JMLFo5miYia8LHC5B7

"2025 MOU_IFA Signature Page TANF" History

-  Document created by Adam Garrard (adam.garrard@navajocountyaz.gov)
2025-10-21 - 9:17:54 PM GMT
-  Document emailed to jorgerivero@equusworks.com for signature
2025-10-21 - 9:18:11 PM GMT
-  Email viewed by jorgerivero@equusworks.com
2025-10-23 - 9:37:48 PM GMT
-  Signer jorgerivero@equusworks.com entered name at signing as Jorge Rivero
2025-10-23 - 9:38:44 PM GMT
-  Document e-signed by Jorge Rivero (jorgerivero@equusworks.com)
Signature Date: 2025-10-23 - 9:38:46 PM GMT - Time Source: server
-  Agreement completed.
2025-10-23 - 9:38:46 PM GMT



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Representative: Kristen Mackey

Organization Name: Vocational Rehabilitation under Title IV of WIOA

Title: Program Administrator

Address: 1789 W. Jefferson St., MD 5371 Phoenix, AZ 85009

Signature: *Kristen Mackey*

Date: 10/10/2025



**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
Memorandum of Understanding and Infrastructure Funding Agreement
(MOU/IFA)**

REVISION 1

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Representative: Dr. Jeremy Raisor

Organization Name: Northland Pioneer College

Title: Dean of Career & Technical Education

Address: 1611 Main St, Snowflake, AZ 85937

Signature: *Jeremy Raisor*

Date: 10/20/2025


2025 MOU_IFA Signature Page DEAN OF CTE


Final Audit Report

2025-10-20


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Memorandum of Understanding and Infrastructure Funding Agreement
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Representative: Billie Tohee

Organization Name: NICOA (National Indian Council on Aging)

Title: SCSEP Director

Address: 8500 Menaul Blvd, NE Suite 8-470

Signature: *Billie Tohee*

Date: 10/23/2025



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Representative: Chevera Trillo

Organization Name: Workforce Development Administration

Title: Administrator

Address: _____

Signature: *Chevera Trillo*

Date: 10.20.25



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**2025-2028 ARIZONA@WORK NORTHEASTERN ARIZONA
Memorandum of Understanding and Infrastructure Funding Agreement
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REVISION 1

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Representative: Kevin Herring

Organization Name: Workforce Solutions Administration

Title: Administrator

Address: 400 W. Congress Tucson, Arizona 85701

Signature: *Kevin Herring*

Date: 10/15/25

