



SERVICE PROVIDER AGREEMENT

Length of Agreement

This Service Provider Agreement is effective for two years from July 1, 2020 through June 30, 2022.

Service Providers

The providers are subrecipients of federal funds and must follow the Uniform Guidance at 2 CFR part 200, including the contractual provisions in 2 CFR 200.326 and 2 CFR part 2900.

Youth and Adult Providers

The Nineteen Tribal Nations Workforce Development Board (NTNWDB) enters into this Agreement with each tribal WIOA Office in the Nineteen Tribal Nations Workforce Development Area (NTNWDA) for WIOA staff to provide all youth and adult services.

Cocopah Vocational Training Center
Cocopah Indian Tribe
14250 S Ave I
Somerton AZ 85350
Phone: (928) 627-8026

Employment Development and Training Department
Colorado River Indian Tribes
13370 1st Ave
Parker AZ 85344
Phone: (928) 669-8555

Fort Mojave Workforce Development
Fort Mojave Indian Tribe
8490 S Hwy 95 Ste 102
Mohave Valley AZ 86440
Phone: (928) 346-1787

Employment and Training Department
Gila River Indian Community
192 Skill Center Rd #208
Sacaton AZ 85147
Phone: (520) 562-3387

Higher Education and Workforce Development Programs
Hopi Tribe
Main Street off Hwy 264
Kykotsmovi AZ 86039

Education and Training Department/WIOA Office
Hualapai Tribe
460 Hualapai Way
Peach Springs AZ 86434



NINETEEN TRIBAL NATIONS

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Workforce Development
Pascua Yaqui Tribe
7410 S Camino Vahcom
Tucson AZ 85757
Phone: (520) 879-5840

WIOA Office
Quechan Indian Tribe
498 Quechan Dr
Winterhaven CA 92283
Phone: (760) 572-2314

Apprenticeship/WIOA Programs
Community Employment Division
Salt River Pima-Maricopa Indian Community
10005 E Osborn Rd
Scottsdale AZ 85256

Institute for Career Development and Workforce Transformation
San Carlos Apache Tribe
20 San Carlos Ave
San Carlos AZ 85550

One-Stop Division/WIOA
Tohono O'odham Nation
SR 86 & Indian Route 19 (Main Business Loop)
Sells AZ 85634
Phone: (520) 383-4251

WIOA Office
White Mountain Apache Tribe
612 S Chief Ave
Whiteriver AZ 85941

WIOA Office
Yavapai-Apache Nation
2400 W Datsi St
Camp Verde AZ 86322

Dislocated Worker Program Services

The following contracted Dislocated Worker Program staff provide dislocated worker program services in all offices in the NTNWDA:

Diana Russell
Dislocated Worker Program Manager
PO Box 13023
Chandler AZ 85248
Phone: (928) 713-3080

Richard Utzig
Dislocated Worker Program Coordinator
9135 W Quail Ave
Peoria AZ 85382
Phone: (602) 550-3556

The Dislocated Worker Program Staff work from their home offices, and coordinate services via phone, email, postal mail, or in-person meetings.

Scope of Work

Youth Service Providers

The Youth Program prepares participants to meet education and career goals. The program providers provide:

- Preparation for post-secondary and training opportunities, including Registered Apprenticeship Programs
- Strong linkages between academic instruction and occupational education
- Preparation for unsubsidized employment opportunities along career pathways
- Strong connections to employers, including small employers, in-demand industry sectors, and occupations of the local and regional labor markets
- Linkages to community and partners

The 14 program elements are made available to all participants:

- Tutoring, Study Skills, Training, Instruction, Dropout Prevention Services
- Alternative Secondary School Services or Recovery Services
- Work Experiences
- Occupational Skills Training
- Education Offered Concurrently with Workforce Preparation and Training for a Specific Occupation
- Leadership Development Opportunities
- Supportive Services
- Adult Mentoring
- Follow-Up Services
- Comprehensive Guidance and Counseling
- Financial Literacy Activities
- Entrepreneurial Skills Training

- Services that Provide Labor Market Information
- Postsecondary Preparation and Transition Activities

Adult and Dislocated Worker Service Providers

Basic career services are made available to all adults including:

- Determination of whether the individual is eligible to receive assistance
- Outreach, intake, and orientation to information and services available through the one-stop system
- Initial assessment
- Labor exchange services
- Provision of referrals to and coordination of activities with other programs and services
- Provision of workforce and labor market information
- Provision of information on eligible training providers
- Provision of information about the availability of supportive services or other programs that provide assistance and appropriate referrals to those services and programs

Individualized career services are made available to eligible adults and dislocated workers accessing the one-stop delivery system when staff determine additional services beyond basic career services are required to obtain or retain employment.

Individualized career services include:

- Comprehensive and specialized assessments of the skills levels and service needs
- Development of an Individual Employment Plan (IEP)
- Group and/or individual counseling and mentoring
- Career planning
- Case management
- Short-term pre-vocational services
- Internships and Work Experiences (WEX) linked to careers
- Workforce preparation activities
- Financial literacy services
- Out-of-area job search assistance and relocation assistance
- English language acquisition and integrated education and training programs

Follow-up services are provided to participants who have obtain unsubsidized employment and exit the WIOA Adult or DW program to promote job retention, wage gains, and career progress.

Performance Levels

Each tribe has an executed contract and is expected to meet the NTN performance levels as follows:

Youth	PY20	PY21
Employment 2 nd Quarter after Exit	55.0%	55.0%
Employment 4 th Quarter after Exit	55.0%	55.0%
Median Earnings in the 2 nd Quarter after Exit	\$4,000	\$4,000
Credential Attainment Rate	45.0%	45.0%
Measurable Skills Gain	52.8%	35.0%

Adult	PY20	PY21
Employment 2 nd Quarter after Exit	62.0%	62.0%
Employment 4 th Quarter after Exit	60.0%	60.0%
Media Earnings in the 2 nd Quarter after Exit	\$5,177	\$5,177
Credential Attainment Rate	42.7%	42.7%
Measurable Skills Gain	59.2%	45.0%

Dislocated Worker	PY20	PY21
Employment 2 nd Quarter after Exit	71.8%	71.8%
Employment 4 th Quarter after Exit	73.2%	73.2%
Media Earnings in the 2 nd Quarter after Exit	\$8,000	\$8,000
Credential Attainment Rate	44.4%	44.4%
Measurable Skills Gain	50.0%	40.0%

Mechanism and Conditions of Payment

Annual allocations of WIOA funds to the NTN are received from DES. The NTN uses their Allocation Policy to determine the allocation amounts to each tribe based on their tribal enrollment numbers obtained each year. Each tribe determines the specific mechanism and conditions of payment for youth and adult services using the tribe’s individual allocations and internal policies.

The dislocated worker program funds are retained by the NTN Fiscal Agent. Payments for services are requested by the NTN Executive Director when invoices and/or appropriate documentation are received.

Other Provider Contracts

If a WIOA Program Director wants to contract with another entity to provide any services, the director must submit a detailed proposed contract to the NTN Board for approval. The NTN Executive Director will notify the director of the board’s decision within three (3) business days after review of the proposed contract. The contract may be executed only after approval by the NTN Board. The individual tribe’s internal procurement procedures will be followed.

Funding

- A. Funds under this agreement are provided by the Workforce Innovation and Opportunity Act (WIOA) Title 1 federal program from the U.S. Department of Labor. As such, the funds are subject to all provisions of Public Law 1113-128 as well as any guidance issued by the U.S. Department of Labor and the Arizona Department of Economic Security.



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- B. Funding for this agreement is provided by the Catalog of Federal Domestic Assistance (CFDA):
 - i. Adult Worker – 17.258
 - ii. Dislocated Worker – 17.278
 - iii. Youth Program – 17.259
- C. Should the CEO determine that funds are not available for continuing these services, the CEO may cancel this agreement. Every performance of the parties under this agreement is conditioned upon the availability of funds appropriated, allocated, or granted for performance. If funds are not available for the continuance of this agreement, this agreement may be terminated by either party at the end of the period for which funds are available. No liability shall accrue to either party in the event of termination, and neither party shall be obligated or liable for any future performance, payments or for any damages as a result of termination under this paragraph.
- D. In the event of termination of this agreement due to unavailability of funds, all outstanding payments due to provider (for completed performance under this agreement) shall be paid within ten (10) days of the termination date of the agreement.
- E. All WIOA eligible expenditures are cost reimbursable.
- F. All funds must be spent within the ADES period availability.

Invoicing

Provider or other designated staff shall submit the previous month's invoice by the 15th of the month to the Fiscal Agent and the WDB Executive Director.

This invoice shall be the AZDES Accrued Expenditure and Cash Report for all WIOA services provided.

Youth and Adult Service Provider Signature

Cocopah Indian Tribe

Diana Navarro, Director
Cocopah Vocational Training Center

Signature

Date of Signature

Youth and Adult Service Provider Signature

Colorado River Indian Tribes

Kim Booth, Director
Employment and Training

Signature

Date of Signature

Youth and Adult Service Provider Signature

Fort Mojave Indian Tribe

Jessica Mills, Director
Workforce Development Department

Signature

Date of Signature

Youth and Adult Service Provider Signature

Gila River Indian Community

Lana Chanda, Director
Employment and Training

Signature

Date of Signature



Youth and Adult Service Provider Signature

Hopi Tribe

Kathlene Sumatzkuku, Program Manager
Higher Education and Workforce Development Programs

Signature

Date of Signature

Youth and Adult Service Provider Signature

Hualapai Tribe

Leon Ghahate, Education/Training Director
Education and Training/WIOA

Signature

Date of Signature

Youth and Adult Service Provider Signature

Pascua Yaqui Tribe

Greg Madril, Workforce Development Manager
Workforce Development

Signature

Date of Signature

Youth and Adult Service Provider Signature

Quechan Indian Tribe

Louann Levy, Director
WIOA Office

Signature

Date of Signature

Youth and Adult Service Provider Signature

Salt River Pima-Maricopa Indian Community

James Smith, Workforce Development Manager
Apprenticeship/WIOA Programs

Signature

Date of Signature

Youth and Adult Service Provider Signature

San Carlos Apache Tribe

Chris Phillips, Coordinator
WIOA

Signature

Date of Signature

Youth and Adult Service Provider Signature

Tohono O’odham Nation

Jonathan Rios, One Stop Division Program Manager Sr.
One Stop Division

Signature

Date of Signature

Youth and Adult Service Provider Signature

White Mountain Apache Tribe

Marjorie Quade, Director
WIOA

Signature

Date of Signature

Youth and Adult Service Provider Signature

Yavapai-Apache Nation

April Salas, Interim Program Manager
WIOA

Signature

Date of Signature



Dislocated Worker Program Service Provider Signature

Diana Russell, Dislocated Worker Program Manager
Nineteen Tribal Nations Workforce Development Area

Signature

Date of Signature



Nineteen Tribal Nations Workforce Development Board (NTNWDB)

Winifred Begay, NTNWDB Chair

Signature

Date of Signature