



Board of Directors Meeting

Agenda and Meeting Materials

Thursday, December 15, 2022

11:30 a.m. – 12:30 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/89693004787?pwd=RDJMeG5FaTY1T0RQcVdqTEsrWXFaZz09>

Meeting ID: 896 9300 4787

Passcode: 507199

www.vcwnorthern.com

**THE SKILLSOURCE GROUP, INC.
Board of Directors Meeting**

**December 15, 2022
11:30 a.m. – 12:30 p.m.**

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AGENDA

Chairman's Comments

Approval of Summary Meeting Notes from November 17, 2022 Board of Directors Meeting

Action Items:

- Approval of 2022 *SkillSource* Group Form 990

Information Items:

- Review of Virginia Career Works Northern Board Task Force Report on State Workforce Agency Reorganization
- *SkillSource* Group October 2022 Financial Management Reports
- Update on FY 2022 WIOA 40% Expenditure Rate
- Ongoing Discussions with State on Center Security Funding
- Approved/Pending Contracts and Grants Matrix

Adjournment

**The *SkillSource* Group, Inc.
Board of Directors Meeting
Summary Notes
November 17, 2022**

The *SkillSource* Board of Directors meeting commenced at 11:32 a.m.

Members participating via Zoom: Robert Bartolotta, Patrick Small, George Harben, Steve Deal, Cris Daniluk, Rebecca Hughes, Todd Rowley, Wayne Hallhiemer, and Debra Eshelman

President and CEO: David Hunn

SSG Staff: Nancy Nguyen, Deborah Shaffer, and Sabrina Miller

Observers: Lily Parker, James Thomas, and Paul Giordano

Approval of October 14, 2022 Summary Notes:

A motion was made by Rebecca Hughes and seconded by Wayne Hallhiemer to accept the October 14, 2022, Summary Notes and approved unanimously, with no abstentions.

Action Items:

Approval of New Board of Directors Members

George Harben, Interim Chairman, presented one new *SkillSource* Board Member for consideration and approval - James E. Thomas III, President and CEO of J.E. Thomas and Associates. A motion was made to approve the new member by Rebecca Hughes and seconded by Robert Bartolotta, and approved unanimously, with no abstentions.

Approval of New Governor's Workforce Innovation Grant Award to Serve Afghan Refugees

David Hunn reviewed the New Governor's Workforce Innovation Grant Award to Serve Afghan Refugees. *SkillSource* was awarded \$168,201 from the Virginia Community College System for the Governor's Investment in Workforce Development Services Innovation Grant to offer a career pathways workforce initiative to serve 45 refugees over the 17-month grant period by providing targeted professional job development, work-based learning opportunities, training and the acquisition of industry-recognized credentials, to assist them to successfully integrate into the local economy. The Northern Virginia Career Pathways for Refugees Initiative (NVCPR) will provide funding for a part-time Project Director, operating expenses, including outreach and travel costs, and participant services and translation assistance. The 17-month grant period will run from November 1, 2022, to March 31, 2024.

A motion was made by Rebecca Hughes and seconded by Robert Bartolotta to approve the new Governor's Workforce Innovation Grant Award of \$168,201, that will run from November 1, 2022 to March 31, 2024. The Board of Directors approved unanimously, with no abstentions

Information Items:**Governor Youngkin to Propose New State Workforce Agency**

David Hunn reported Governor Youngkin will propose establishing a new, centralized state workforce agency to administer workforce development and training programs that currently are distributed across multiple agencies. Mr. Hunn reviewed an article outlining the Governor's plan.

***SkillSource* Group September 2022 Financial Management Reports**

Nancy Nguyen reviewed the financial results of operations for the three months ended September 30, 2022, reflect a **decrease in Net Assets of \$8,471** on a budgeted decrease of \$2,850, resulting in an unfavorable variance of \$5,617.

The Change in Net Assets comprises:

Increase (Decrease) in Net Assets Without Donor Restrictions	\$(23,760)
Increase (Decrease) in Net Assets With Donor Restrictions	\$15,289
Total Increase (Decrease) in Net Assets	\$(8,471)

The changes in Net Assets Without Donor Restrictions and Net Assets With Donor Restrictions reflect the net result of revenues offset by expenses in each class of net assets.

Program Activities:

WIOA: As of September 30, 2022, PY 2021 Adult, Dislocated Worker, and Youth programs have expended 98%, 96%, and 91% of total allocations, respectively. Adult and Dislocated Workers' combined training rate was 42.6%, exceeding the required minimum rate of 40%. WIOA Youth's cumulative Work Experience expenditure rate is 35%, exceeding the required minimum rate of 20%.

Ticket to Work: Revenue received in cash totaled \$32,007, of which \$30,000 is FY 2022 revenue accrued at the end of last fiscal year. Anticipated Ticket to Work revenue in the amount of \$41,992 has been accrued for FY 2023, bringing total TTW revenue for FY 2023 to \$43,992, resulting in no income or loss for this program.

Unrestricted expenses: Expenses charged to Unrestricted included maintenance expenses to prepare the van for sale, leasehold improvement amortization, part of office rent not billable to GO Virginia, employee travel expense not covered by GO Virginia, and delinquent tax owed by a former SCSEP participant.

Indirect costs: The actual indirect cost rate at the end of September is 13.87%, while the de minimis rate is 10%, resulting in \$21,527 in unbillable indirect costs. The indirect costs exceeded budget due to the timing of the annual financial and Uniform Guidance audit costs, **which will resolve over the course of the year.** The actual indirect cost is expected to be 10% at the end of the fiscal year.

Update on FY 2022 WIOA 40% Expenditure Rate

David Hunn discussed per the formula prescribed in *VWL 14-17 Change 2* and *VWL 14-17 Change 3*, the PY 2021 training rate as of September 30, 2022, is 42.6%.

Center Walk-In Traffic Increases Since June 2022

David Hunn reported on the substantial increased amount of center walk-ins since June 2022. The average Monthly walk-ins increased to 1,841, a 100% increase from June 2022.

Memorandum to Virginia Labor Secretary Regarding Center Security

David Hunn gave an update on the Memorandum sent to the Virginia Secretary of Labor regarding Center Security. The report includes data from 10-14 local workforce areas.

LinkedIn Learning Presentation to Virginia Hire Ed Conference

David Hunn shared a LinkedIn Learning Presentation that was used for The Hire ED Conference. The LinkedIn Learning Presentation gave an overview of the implementation and progress of the VCWN initiative.

Approved/Pending Contracts and Grants Matrix

David Hunn reviewed the current new Grants and Contracts Matrix and responded to questions from Board members.

The Board of Directors meeting adjourned at 12:17 p.m.

Caution: Forms printed from within Adobe Acrobat products may not meet IRS or state taxing agency specifications. When using Acrobat, select the "Actual Size" in the Adobe "Print" dialog.

CLIENT'S COPY

DRAFT

Form **8879-TE**

IRS e-file Signature Authorization for a Tax Exempt Entity

For calendar year 2021, or fiscal year beginning JUL 1, 2021, and ending JUN 30, 2022

2021

Department of the Treasury
Internal Revenue Service

▶ **Do not send to the IRS. Keep for your records.**
▶ **Go to www.irs.gov/Form8879TE for the latest information.**

Name of filer **THE SKILLSOURCE GROUP, INC.** EIN or SSN **30-0129320**

Name and title of officer or person subject to tax **DAVID A. HUNN
PRESIDENT & CEO**

Part I Type of Return and Return Information

Check the box for the return for which you are using this Form 8879-TE and enter the applicable amount, if any, from the return. Form 8038-CP and Form 5330 filers may enter dollars and cents. For all other forms, enter whole dollars only. If you check the box on line 1a, 2a, 3a, 4a, 5a, 6a, 7a, 8a, 9a, or 10a below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, 5b, 6b, 7b, 8b, 9b, or 10b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not complete more than one line in Part I.**

1a Form 990 check here <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b <u>6,906,902.</u>
2a Form 990-EZ check here <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9)	2b _____
3a Form 1120-POL check here <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22)	3b _____
4a Form 990-PF check here <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part V, line 5)	4b _____
5a Form 8868 check here <input type="checkbox"/>	b Balance due (Form 8868, line 3c)	5b _____
6a Form 990-T check here <input type="checkbox"/>	b Total tax (Form 990-T, Part III, line 4)	6b _____
7a Form 4720 check here <input type="checkbox"/>	b Total tax (Form 4720, Part III, line 1)	7b _____
8a Form 5227 check here <input type="checkbox"/>	b FMV of assets at end of tax year (Form 5227, Item D)	8b _____
9a Form 5330 check here <input type="checkbox"/>	b Tax due (Form 5330, Part II, line 19)	9b _____
10a Form 8038-CP check here <input type="checkbox"/>	b Amount of credit payment requested (Form 8038-CP, Part III, line 22)	10b _____

Part II Declaration and Signature Authorization of Officer or Person Subject to Tax

Under penalties of perjury, I declare that I am an officer of the above entity or I am a person subject to tax with respect to (name of entity) _____, (EIN) _____ and that I have examined a copy of the 2021 electronic return and accompanying schedules and statements, and, to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the electronic return and, if applicable, the consent to electronic funds withdrawal.

PIN: check one box only

I authorize GELMAN, ROSENBERG & FREEDMAN to enter my PIN 30424
ERO firm name Enter five numbers, but do not enter all zeros

as my signature on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

As an officer or person subject to tax with respect to the entity, I will enter my PIN as my signature on the tax year 2021 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Signature of officer or person subject to tax _____ Date _____

Part III Certification and Authentication

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

52390998693
Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2021 electronically filed return indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ GELMAN, ROSENBERG & FREEDMAN Date _____

ERO Must Retain This Form - See Instructions
Do Not Submit This Form to the IRS Unless Requested To Do So

LHA For Privacy act and Paperwork Reduction Act Notice, see instructions.

Form **8879-TE** (2021)

Form **990**

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2021
Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

A For the 2021 calendar year, or tax year beginning **JUL 1, 2021** and ending **JUN 30, 2022**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization THE SKILLSOURCE GROUP, INC. Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 8300 BOONE BOULEVARD 450 City or town, state or province, country, and ZIP or foreign postal code VIENNA, VA 22182 F Name and address of principal officer: DAVID A. HUNN SAME AS C ABOVE	D Employer identification number 30-0129320 E Telephone number (703)827-3782 G Gross receipts \$ 7,313,681. H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number ▶
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
J Website: ▶ WWW.VCWNORTHERN.COM		
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶		L Year of formation: 2002 M State of legal domicile: VA

Part I Summary

1	Briefly describe the organization's mission or most significant activities: TO FACILITATE AND ENHANCE THE EMPLOYABILITY OF JOB-SEEKERS & EMPLOYER ACCESS TO QUALIFIED WORKERS.		
2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
3	Number of voting members of the governing body (Part VI, line 1a)	3	13
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	13
5	Total number of individuals employed in calendar year 2021 (Part V, line 2a)	5	170
6	Total number of volunteers (estimate if necessary)	6	20
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
7b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
8	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
9	Program service revenue (Part VIII, line 2g)	6,082,924.	6,394,242.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	486,085.	510,869.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	1,999.	1,791.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	0.	0.
13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	6,571,008.	6,906,902.
14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.	0.
16a	Professional fundraising fees (Part IX, column (A), line 11e)	2,648,438.	2,841,919.
b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 916.	0.	0.
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	4,179,906.	3,960,996.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	6,828,344.	6,802,915.
19	Revenue less expenses. Subtract line 18 from line 12	-257,336.	103,987.
20	Total assets (Part X, line 16)	Beginning of Current Year	End of Year
21	Total liabilities (Part X, line 26)	1,617,017.	1,796,857.
22	Net assets or fund balances. Subtract line 21 from line 20	962,152.	1,038,005.
22		654,865.	758,852.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer DAVID A. HUNN, PRESIDENT & CEO Type or print name and title	Date
Paid Preparer Use Only	Print/Type preparer's name RICHARD J. LOCASTRO, CPA	Preparer's signature Date
	Firm's name ▶ GELMAN, ROSENBERG & FREEDMAN Firm's address ▶ 4550 MONTGOMERY AVE. BETHESDA, MD 20814	Check if self-employed <input type="checkbox"/> PTIN P00288314 Firm's EIN ▶ 52-1392008 Phone no. 301-951-9090

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III [X]

1 Briefly describe the organization's mission: OUR MISSION IS TO FACILITATE AND ENHANCE THE EMPLOYABILITY OF INDIVIDUALS SEEKING EMPLOYMENT AND EMPLOYER ACCESS TO A QUALIFIED WORKFORCE. WE CREATE A FLOW OF READY AND PREPARED POTENTIAL WORKERS; HELPING BUSINESSES ENVISION AND IMPLEMENT ALTERNATIVE WORKPLACE

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 3,231,395. including grants of \$) (Revenue \$) WIOA PROGRAMS: ADULT, DISLOCATED WORKER, AND YOUTH PROGRAMS FUNDED THROUGH THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) PROVIDE FREE EMPLOYMENT AND TRAINING SERVICES TO ASSIST ELIGIBLE INDIVIDUALS IN FINDING AND QUALIFYING FOR MEANINGFUL EMPLOYMENT. ELIGIBLE INDIVIDUALS INCLUDE ADULTS AGES 18 YEARS AND OLDER, LOW-INCOME ADULTS, LOW-SKILLED WORKERS, DISLOCATED WORKERS THAT WERE TERMINATED OR LAID OFF, AND LOW-INCOME YOUTH AGES 16-24 WHO FACE BARRIERS TO EMPLOYMENT. IN FY 2022, 547 INDIVIDUALS WERE ENROLLED IN ALL WIOA PROGRAMS, 206 WERE PLACED INTO JOBS, AND 179 CERTIFICATIONS WERE EARNED. AN INDEPENDENT RETURN ON INVESTMENT REPORT ESTIMATED THAT THE BENEFITS OF WIOA PROGRAMS ARE 2.3 TIMES GREATER THAN THE PROGRAM COSTS.

4b (Code:) (Expenses \$ 1,243,021. including grants of \$) (Revenue \$) SCSEP PROGRAM: EFFECTIVE JULY 1, 2019, THE NORTHERN VIRGINIA SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) UNDER THE NATIONAL COUNCIL ON AGING (NCOA) WAS SUB-CONTRACTED TO THE SKILLSOURCE GROUP, INC. SCSEP PROVIDES TEMPORARY COMMUNITY SERVICE TRAINING OPPORTUNITIES TO OLDER WORKERS OVER THE AGE OF 55 TO PREPARE THEM FOR JOBS IN THEIR COMMUNITY. SCSEP PARTICIPANTS TRAIN AN AVERAGE OF 20 HOURS A WEEK, AND ARE PAID A TRAINING STIPEND THAT IS THE HIGHEST OF FEDERAL, STATE, OR LOCAL MINIMUM WAGE DIRECTLY BY SCSEP. PARTICIPANTS ARE PLACED IN A WIDE VARIETY OF COMMUNITY SERVICE TRAINING ASSIGNMENTS AT NON-PROFIT AND PUBLIC FACILITIES, SUCH AS SENIOR CENTERS, DAY CARE CENTERS, SCHOOLS, AND HOSPITALS. THIS ON-THE-JOB TRAINING EXPERIENCE CAN THEN BE USED AS

4c (Code:) (Expenses \$ 433,680. including grants of \$) (Revenue \$) TANF/ESLA INITIATIVES (INCLUDING TANF4 P4P): THROUGH GRANT FUNDING FROM THE VIRGINIA DEPARTMENT OF SOCIAL SERVICES, SSG HAS OPERATED AN EMPLOYMENT FOR RECIPIENTS OF TEMPORARY ASSISTANCE TO NEEDY FAMILIES, LOW-INCOME, DISABLED, OR FORMERLY INCARCERATED JOB SEEKERS, RESULTING IN INCREASED SKILLS ATTAINMENT AND SELF-SUFFICIENCY THROUGH EMPLOYMENT. IN FY 2022, THE ESLA PROGRAMS HAVE ENROLLED 127 JOBSEEKERS AND HELPED 87 (69%) INTO EMPLOYMENT AT AN AVERAGE WAGE OF \$20.02.

4d Other program services (Describe on Schedule O.) (Expenses \$ 1,476,176. including grants of \$) (Revenue \$ 510,869.)

4e Total program service expenses 6,384,272.

Part IV Checklist of Required Schedules

Table with 3 columns: Question ID, Question Text, Yes, No. Rows include questions 1 through 21 regarding organizational requirements and schedules.

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Did the organization report any amount on Part X, line 5 or 22, for receivables from or payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part II</i>		X
27 Did the organization provide a grant or other assistance to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity (including an employee thereof) or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see the Schedule L, Part IV, instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, key employee, creator or founder, or substantial contributor? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of any individual described in line 28a? <i>If "Yes," complete Schedule L, Part IV</i>		X
c A 35% controlled entity of one or more individuals and/or organizations described in line 28a or 28b? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations on Schedule O for Part VI, lines 11b and 19?	X	

Note: All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

	Yes	No
1a Enter the number reported in box 3 of Form 1096. Enter -0- if not applicable		
b Enter the number of Forms W-2G included on line 1a. Enter -0- if not applicable		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No checkboxes. Includes questions 2a through 17 regarding employee counts, tax returns, unrelated business income, foreign accounts, prohibited transactions, and charitable contributions.

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
	1a	13	
b	Enter the number of voting members included on line 1a, above, who are independent		
	1b	13	
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?	X	
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	X	
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	X	
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O.		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
10b			
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
12c			
13	Did the organization have a written whistleblower policy?	X	
14	Did the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official	X	
b	Other officers or key employees of the organization	X	
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		
16b			

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed **▶ MD, VA**
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records ▶
DAVID A. HUNN - (703) 827-3782
8300 BOONE BOULEVARD, 450, VIENNA, VA 22182

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations. See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) DAVID A. HUNN PRESIDENT & CEO	40.00			X			204,467.	0.	34,659.	
(2) SEEMA JAIN VICE PRESIDENT OF OPERATIONS	40.00				X		137,999.	0.	21,033.	
(3) DEBRA ESHELMAN CHAIRMAN OF THE BOARD	1.00	X		X			0.	0.	0.	
(4) MARC TATE VICE CHAIRMAN OF THE BOARD	1.00	X		X			0.	0.	0.	
(5) HECTOR VELEZ DIRECTOR	1.00	X					0.	0.	0.	
(6) TODD HOUSE DIRECTOR	1.00	X					0.	0.	0.	
(7) PATRICK SMALL DIRECTOR	1.00	X					0.	0.	0.	
(8) JOSHEPH CARTER DIRECTOR	1.00	X					0.	0.	0.	
(9) GEORGE HARBEN DIRECTOR	1.00	X					0.	0.	0.	
(10) REBECCA HUGHES DIRECTOR	1.00	X					0.	0.	0.	
(11) WAYNE HALLHEIMER DIRECTOR	1.00	X					0.	0.	0.	
(12) TODD ROWLEY DIRECTOR	1.00	X					0.	0.	0.	
(13) WILLIAM TRUMBULL DIRECTOR AND AUDIT COMMITTEE CHAIR	1.00	X					0.	0.	0.	
(14) CHRISTOPHER RILEY DIRECTOR AND FINANCE COMMITTEE CHAIR	1.00	X					0.	0.	0.	
(15) KIM CLARK PAKSTYS DIRECTOR (UNTIL JAN. 2022)	1.00	X					0.	0.	0.	
(16) EUGENE FROGALE DIRECTOR	1.00	X					0.	0.	0.	

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

			(A)	(B)	(C)	(D)	
			Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a	Federated campaigns	207,317.				
	b	Membership dues					
	c	Fundraising events					
	d	Related organizations					
	e	Government grants (contributions)	5,844,529.				
	f	All other contributions, gifts, grants, and similar amounts not included above	342,396.				
	g	Noncash contributions included in lines 1a-1f	\$				
	h	Total. Add lines 1a-1f		6,394,242.			
Program Service Revenue	2 a	SHARED SERVICES	900099	384,811.	384,811.		
	b	TICKET TO WORK	900099	126,058.	126,058.		
	c						
	d						
	e						
	f	All other program service revenue					
	g	Total. Add lines 2a-2f		510,869.			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		1,791.		1,791.	
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6 a	Gross rents	(i) Real	406,779.			
			(ii) Personal				
	6 b	Less: rental expenses	406,779.				
	6 c	Rental income or (loss)	0.				
	d	Net rental income or (loss)		0.			
	7 a	Gross amount from sales of assets other than inventory	(i) Securities				
			(ii) Other				
	7 b	Less: cost or other basis and sales expenses					
7 c	Gain or (loss)						
d	Net gain or (loss)						
8 a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18						
8 b	Less: direct expenses						
c	Net income or (loss) from fundraising events						
9 a	Gross income from gaming activities. See Part IV, line 19						
9 b	Less: direct expenses						
c	Net income or (loss) from gaming activities						
10 a	Gross sales of inventory, less returns and allowances						
10 b	Less: cost of goods sold						
c	Net income or (loss) from sales of inventory						
Miscellaneous Revenue	11 a						
	b						
	c						
	d	All other revenue					
	e	Total. Add lines 11a-11d					
12	Total revenue. See instructions		6,906,902.	510,869.	0.	1,791.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21 ...				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	246,444.	130,615.	115,829.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	2,166,360.	2,044,431.	121,917.	12.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	133,134.	121,621.	11,512.	1.
9 Other employee benefits	111,042.	107,047.	3,994.	1.
10 Payroll taxes	184,939.	169,069.	15,869.	1.
11 Fees for services (nonemployees):				
a Management				
b Legal	9,494.	7,548.	1,943.	3.
c Accounting	62,428.		62,428.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	300,405.	260,020.	40,384.	1.
12 Advertising and promotion	57,554.	54,910.	2,644.	
13 Office expenses	81,646.	74,065.	7,553.	28.
14 Information technology				
15 Royalties				
16 Occupancy	84,705.	80,299.	4,406.	
17 Travel	4,952.	4,841.	111.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials ...				
19 Conferences, conventions, and meetings	215.	165.	50.	
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	1,996.	1,996.		
23 Insurance	24,807.	6,660.	18,146.	1.
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a ONE-STOP PERSONNEL	1,984,047.	1,984,047.		
b ONE-STOP TRAINING	865,857.	865,857.		
c CENTER OPERATING COSTS	329,730.	329,730.		
d DUES AND MEMBERSHIPS	68,128.	60,435.	6,826.	867.
e All other expenses	85,032.	80,916.	4,115.	1.
25 Total functional expenses. Add lines 1 through 24e	6,802,915.	6,384,272.	417,727.	916.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here if following SOP 98-2 (ASC 958-720)

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	250,013.	1	228,598.
	2 Savings and temporary cash investments	135,448.	2	268,951.
	3 Pledges and grants receivable, net	1,168,072.	3	1,232,123.
	4 Accounts receivable, net		4	
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	38,396.	9	44,092.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 61,881.		
	b Less: accumulated depreciation	10b 49,575.	14,301.	10c 12,306.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	10,787.	15	10,787.
16 Total assets. Add lines 1 through 15 (must equal line 33)	1,617,017.	16	1,796,857.	
Liabilities	17 Accounts payable and accrued expenses	782,464.	17	859,782.
	18 Grants payable		18	
	19 Deferred revenue	13,755.	19	12,290.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D	165,933.	21	165,933.
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	962,152.	26	1,038,005.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	485,386.	27	446,622.
	28 Net assets with donor restrictions	169,479.	28	312,230.
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	654,865.	32	758,852.
	33 Total liabilities and net assets/fund balances	1,617,017.	33	1,796,857.

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	6,906,902.
2	Total expenses (must equal Part IX, column (A), line 25)	2	6,802,915.
3	Revenue less expenses. Subtract line 2 from line 1	3	103,987.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	654,865.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	758,852.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

- 1 Accounting method used to prepare the Form 990: Cash Accrual Other _____
If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant?
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:
 Separate basis Consolidated basis Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant?
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:
 Separate basis Consolidated basis Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?
If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits

	Yes	No
2a		X
2b	X	
2c	X	
3a	X	
3b	X	

Form 990 (2021)

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	5594390.	5008330.	5161326.	6082924.	6394242.	28241212.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	5594390.	5008330.	5161326.	6082924.	6394242.	28241212.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						28241212.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
7 Amounts from line 4	5594390.	5008330.	5161326.	6082924.	6394242.	28241212.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	252,421.	257,504.	385,304.	392,256.	408,570.	1696055.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						29937267.
12 Gross receipts from related activities, etc. (see instructions)					12	2,571,064.
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2021 (line 6, column (f), divided by line 11, column (f))	14	94.33 %
15 Public support percentage from 2020 Schedule A, Part II, line 14	15	95.00 %
16a 33 1/3% support test - 2021. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	▶ <input checked="" type="checkbox"/>	
b 33 1/3% support test - 2020. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization	▶ <input type="checkbox"/>	
17a 10% -facts-and-circumstances test - 2021. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	▶ <input type="checkbox"/>	
b 10% -facts-and-circumstances test - 2020. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization	▶ <input type="checkbox"/>	
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions	▶ <input type="checkbox"/>	

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2017	(b) 2018	(c) 2019	(d) 2020	(e) 2021	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2021 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2020 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2021 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2020 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2021. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2020. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

Table with 3 columns: Question, Yes, No. Row 11: Has the organization accepted a gift or contribution from any of the following persons? a A person who directly or indirectly controls... b A family member... c A 35% controlled entity...

Section B. Type I Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the governing body, members of the governing body, officers acting in their official capacity... Row 2: Did the organization operate for the benefit of any supported organization other than the supported organization(s)...

Section C. Type II Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)?

Section D. All Type III Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year... Row 2: Were any of the organization's officers, directors, or trustees either (i) appointed or elected... Row 3: By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice...

Section E. Type III Functionally Integrated Supporting Organizations

Table with 3 columns: Question, Yes, No. Row 1: Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions). a The organization satisfied the Activities Test... b The organization is the parent of each of its supported organizations... c The organization supported a governmental entity... Row 2: Activities Test. Answer lines 2a and 2b below. a Did substantially all of the organization's activities during the tax year directly further the exempt purposes... b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement... Row 3: Parent of Supported Organizations. Answer lines 3a and 3b below. a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees... b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations?

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (*explain in Part VI*). **See instructions.**
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (<i>explain in detail in Part VI</i>):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - provide details in Part VI)	5
6	Other distributions (describe in Part VI). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	8
9	Distributable amount for 2021 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2021	(iii) Distributable Amount for 2021
1	Distributable amount for 2021 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2021 (reasonable cause required - explain in Part VI). See instructions.		
3	Excess distributions carryover, if any, to 2021		
a	From 2016		
b	From 2017		
c	From 2018		
d	From 2019		
e	From 2020		
f	Total of lines 3a through 3e		
g	Applied to underdistributions of prior years		
h	Applied to 2021 distributable amount		
i	Carryover from 2016 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from line 3f.		
4	Distributions for 2021 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2021 distributable amount		
c	Remainder. Subtract lines 4a and 4b from line 4.		
5	Remaining underdistributions for years prior to 2021, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions.		
6	Remaining underdistributions for 2021. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions.		
7	Excess distributions carryover to 2022. Add lines 3j and 4c.		
8	Breakdown of line 7:		
a	Excess from 2017		
b	Excess from 2018		
c	Excess from 2019		
d	Excess from 2020		
e	Excess from 2021		

Schedule A (Form 990) 2021

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

DRAFT

Schedule B
(Form 990)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990 or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

December 15, 2022
OMB No. 1545-0047

2021

Name of the organization

THE SKILLSOURCE GROUP, INC.

Employer identification number

30-0129320

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)(3) (enter number) organization

4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** \$5,000; or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering "N/A" in column (b) instead of the contributor name and address), II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990).

LHA For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990) (2021)

Schedule B (Form 990) (2021)

Name of organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
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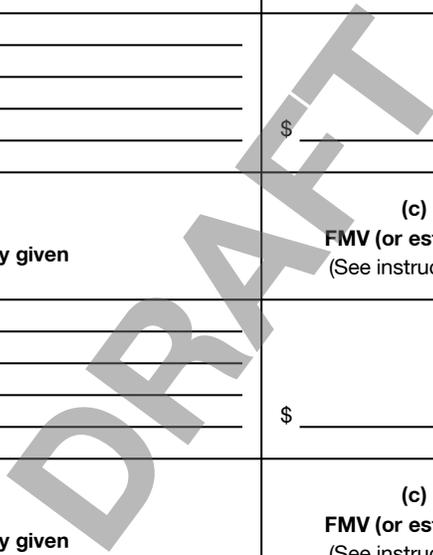
Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	VIRGINIA COMMUNITY COLLEGE SYSTEM 300 ARBORETUM PLACE, 3RD FL, STE 30 RICHMOND, VA 23236	\$ 3,922,922.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	NATIONAL COUNCIL ON AGING 251 18TH STREET SOUTH, STE 500 ARLINGTON, VA 20222	\$ 1,243,021.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	VIRGINIA DEPARTMENT OF SOCIAL SERVICES 801 EAST MAIN ST. RICHMOND, VA 23219	\$ 470,621.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	THE NORTHERN VIRGINIA REGIONAL COMMISSION 3040 WILLIAMS DRIVE, SUITE 200 FAIRFAX, VA 22031	\$ 211,977.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	UNITED WAY OF THE NATIONAL CAPITAL REGION 1577 SPRING HILL RD, STE 420 VIENNA, VA 22182	\$ 207,145.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6	ICF INCORPORATED, LLC 9300 LEE HIGHWAY FAIRFAX, VA 22031	\$ 147,444.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
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Part II Noncash Property (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____
	_____	\$ _____	_____



Name of organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
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Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this info. once.) ▶ \$ _____
Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift	
Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

SCHEDULE D (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b. Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

December 15, 2022 OMB No. 1545-0047

2021

Open to Public Inspection

Name of the organization THE SKILLSOURCE GROUP, INC. Employer identification number 30-0129320

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows include: 1 Total number at end of year, 2 Aggregate value of contributions to (during year), 3 Aggregate value of grants from (during year), 4 Aggregate value at end of year, 5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?, 6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

Table with 2 columns: Held at the End of the Tax Year. Rows include: 1 Purpose(s) of conservation easements held by the organization (check all that apply), 2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year, 3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year, 4 Number of states where property subject to conservation easement is located, 5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?, 6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year, 8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?, 9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

Table with 2 columns: Revenue, Assets. Rows include: 1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items. 1b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items: (i) Revenue included on Form 990, Part VIII, line 1, (ii) Assets included in Form 990, Part X. 2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items: a Revenue included on Form 990, Part VIII, line 1, b Assets included in Form 990, Part X.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990. Schedule D (Form 990) 2021

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3** Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a** Public exhibition
 - b** Scholarly research
 - c** Preservation for future generations
 - d** Loan or exchange program
 - e** Other _____
- 4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5** During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a** Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b** If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|--|-----------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a** Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b** If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2** Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a** Board designated or quasi-endowment _____ %
 - b** Permanent endowment _____ %
 - c** Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|--|---------------|----|
| (i) Unrelated organizations | 3a(i) | |
| (ii) Related organizations | 3a(ii) | |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? <input type="checkbox"/> | 3b | |
- 4** Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		29,782.	17,476.	12,306.
d Equipment		32,099.	32,099.	0.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				12,306.

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

Table with 3 columns: (a) Description of security or category, (b) Book value, (c) Method of valuation. Rows include (1) Financial derivatives, (2) Closely held equity interests, (3) Other, and sub-rows (A) through (H).

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

Table with 3 columns: (a) Description of investment, (b) Book value, (c) Method of valuation. Rows (1) through (9) and a Total line.

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

Table with 2 columns: (a) Description, (b) Book value. Rows (1) through (9) and a Total line.

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

Table with 2 columns: (a) Description of liability, (b) Book value. Row 1 includes sub-rows (1) Federal income taxes, (2) through (9). Total line at the bottom.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII ... [X]

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	7,313,681.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2a		
b	Donated services and use of facilities	2b		
c	Recoveries of prior year grants	2c		
d	Other (Describe in Part XIII.)	2d	406,779.	
e	Add lines 2a through 2d	2e		406,779.
3	Subtract line 2e from line 1	3		6,906,902.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c		0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5		6,906,902.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	7,209,694.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2a		
b	Prior year adjustments	2b		
c	Other losses	2c		
d	Other (Describe in Part XIII.)	2d	406,779.	
e	Add lines 2a through 2d	2e		406,779.
3	Subtract line 2e from line 1	3		6,802,915.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a		
b	Other (Describe in Part XIII.)	4b		
c	Add lines 4a and 4b	4c		0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5		6,802,915.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART IV, LINE 2B:

THE SKILLSOURCE GROUP INC. (SSG) HAS AN AGREEMENT WITH THE NORTHERN VIRGINIA HEALTH CARE WORKFORCE ALLIANCE (NOVAHEALTHFORCE), TO ACT AS ITS FISCAL AGENT. SSG RECEIVES CONTRIBUTIONS AND MAKES DISBURSEMENTS ON BEHALF OF NOVAHEALTHFORCE. REVENUE AND EXPENSES FOR NOVAHEALTHFORCE ARE NOT REPORTED ON SSG'S STATEMENT OF ACTIVITIES.

PART X, LINE 2:

FOR THE YEAR ENDED JUNE 30, 2022, SKILLSOURCE HAS DOCUMENTED ITS CONSIDERATION OF FASB ASC 740-10, INCOME TAXES, THAT PROVIDES GUIDANCE FOR REPORTING UNCERTAINTY IN INCOME TAXES AND HAS DETERMINED THAT NO MATERIAL UNCERTAIN TAX POSITIONS QUALIFY FOR EITHER RECOGNITION OR DISCLOSURE IN

Part XIII Supplemental Information (continued)

THE FINANCIAL STATEMENTS.

PART XI, LINE 2D - OTHER ADJUSTMENTS:

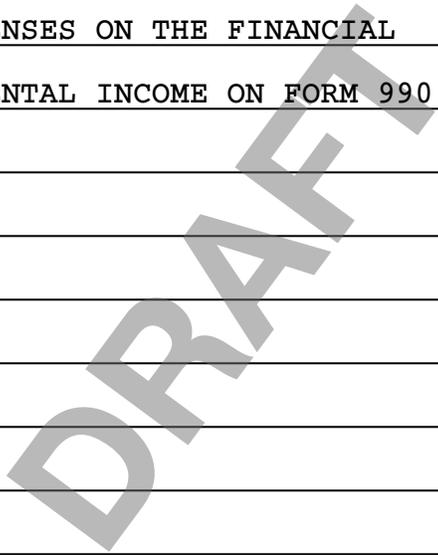
RENTAL EXPENSES REPORTED AS EXPENSES ON THE FINANCIAL STATEMENTS AND NETTED AGAINST RENTAL INCOME ON FORM 990, 406,779.

PART VIII, LINE 6B.

PART XII, LINE 2D - OTHER ADJUSTMENTS:

RENTAL EXPENSES REPORTED AS EXPENSES ON THE FINANCIAL STATEMENTS AND NETTED AGAINST RENTAL INCOME ON FORM 990, 406,779.

PART VIII, LINE 6B.



**SCHEDULE J
(Form 990)**

Compensation Information

December 15, 2022

OMB No. 1545-0047

2021

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees
 ▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.
 ▶ Attach to Form 990.
 ▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization

THE SKILLSOURCE GROUP, INC.

Employer identification number

30-0129320

Part I Questions Regarding Compensation

1a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Compensation committee | <input type="checkbox"/> Written employment contract |
| <input checked="" type="checkbox"/> Independent compensation consultant | <input checked="" type="checkbox"/> Compensation survey or study |
| <input checked="" type="checkbox"/> Form 990 of other organizations | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in or receive payment from a supplemental nonqualified retirement plan?
- c** Participate in or receive payment from an equity-based compensation arrangement?
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III

9 If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1b		
2		
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7	X	
8		X
9		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2021

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC and/or 1099-NEC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
(1) DAVID A. HUNN PRESIDENT & CEO	(i)	179,467.	25,000.	0.	22,350.	12,309.	239,126.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
(2) SEEMA JAIN VICE PRESIDENT OF OPERATIONS	(i)	135,366.	2,633.	0.	15,066.	5,967.	159,032.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
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	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							
	(i)							
	(ii)							

DRAFT

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

PART I, LINE 7:

THE FOLLOWING EMPLOYEES RECEIVED BONUS COMPENSATION:

DAVID HUNN \$25,000

SEEMA JAIN \$ 2,633

DRAFT

**SCHEDULE O
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or Form 990-EZ.
▶ Go to www.irs.gov/Form990 for the latest information.

December 15, 2022
OMB No. 1545-0047

2021

Open to Public
Inspection

Name of the organization

THE SKILLSOURCE GROUP, INC.

Employer identification number

30-0129320

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

ENVIRONMENTS THAT ENHANCE THE ABILITY OF WORKERS TO BE MORE EFFECTIVE
IN THE WORKPLACE; AND PROVIDING RESOURCES TO SUPPORT SKILL DEVELOPMENT
FOR FUTURE AND CURRENT WORKERS.

FORM 990, PART III, LINE 4B, PROGRAM SERVICE ACCOMPLISHMENTS:

A BRIDGE TO FIND EMPLOYMENT OPPORTUNITIES OUTSIDE OF THE PROGRAM. IN FY
2022, 120 OLDER WORKERS WERE SERVED AND ACTIVELY PLACED AT WORK SITES
OR IN TRAINING, 23 WERE PLACED INTO PERMANENT EMPLOYMENT, AT AN AVERAGE
HOURLY WAGE OF \$11.

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:

COVID-19 DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT
EXPENSES \$ 254,401. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

RETURN TO EARN

EXPENSES \$ 232,935. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

GO VIRGINIA

EXPENSES \$ 211,977. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

TICKET TO WORK

EXPENSES \$ 156,146. INCLUDING GRANTS OF \$ 0. REVENUE \$ 126,058.

H1B LEAD4IT

EXPENSES \$ 147,444. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990) 2021

Name of the organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
---	--

AMERICAN JOB CENTER SECURITY

EXPENSES \$ 140,866. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

UNITED WAY FEC

EXPENSES \$ 100,455. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

COVID COMMUNITY HEALTH WORKERS

EXPENSES \$ 63,325. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

MANASSAS GRADUATE

EXPENSES \$ 41,713. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

PRINCE WILLIAM ELEVATE

EXPENSES \$ 22,379. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

OTHER PROGRAMS

EXPENSES \$ 104,535. INCLUDING GRANTS OF \$ 0. REVENUE \$ 384,811.

FORM 990, PART VI, SECTION A, LINE 6:

THE OFFICERS OF THE NORTHERN VIRGINIA WORKFORCE DEVELOPMENT BOARD ARE MEMBERS OF THE SKILLSOURCE GROUP BOARD OF DIRECTORS.

FORM 990, PART VI, SECTION A, LINE 7A:

THE CHAIRMAN, VICE CHAIRMAN, SECRETARY AND TREASURER OF THE NORTHERN VIRGINIA WORKFORCE DEVELOPMENT BOARD (NVWDB), AND THE CHIEF LOCAL ELECTED OFFICIAL (CLEO) WHO IS A MEMBER OF THE NVWDB (COLLECTIVELY, THE "APPOINTED DIRECTORS") AND THE PARLIAMENTARIAN OF THE NVWDB (THE "PARLIAMENTARIAN")

Name of the organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
---	--

SERVE AS BOARD MEMBERS FOR THE SKILLSOURCE GROUP, INC. THE TERM OF EACH APPOINTED DIRECTOR AND THE PARLIAMENTARIAN SHALL BE COINCIDENT WITH SUCH DIRECTOR'S TERM OF OFFICE AS AN OFFICER OF THE NVWDB.

FORM 990, PART VI, SECTION A, LINE 7B:

THE NVWDB MAY REMOVE ANY APPOINTED DIRECTOR, WITH OR WITHOUT CAUSE, BUT ONLY AT A MEETING OF THE FULL EXECUTIVE COMMITTEE OF THE NVWDB, WHICH MEETING SHALL BE CALLED PURSUANT TO THE PROCEDURES, SET FORTH IN THE BYLAWS OF THE NVWDB.

FORM 990, PART VI, SECTION B, LINE 11B:

THE FORM 990 IS REVIEWED BY SKILLSOURCE GROUP, INC. STAFF FOR ACCURACY. THE SKILLSOURCE GROUP PRESIDENT AND CEO DISTRIBUTE THE FORM 990 BY ELECTRONIC MAIL TO THE BOARD OF DIRECTORS FOR THEIR REVIEW, COMMENTS AND REQUEST FOR A FORMAL MEETING, IF DEEMED NECESSARY.

FORM 990, PART VI, SECTION B, LINE 12C:

ALL SKILLSOURCE GROUP INC. BOARD OF DIRECTORS AND KEY EMPLOYEES ARE REQUIRED TO COMPLETE (1) A BOARD OF DIRECTOR MEMBERSHIP APPLICATION AND (2) AN ANNUAL CONFLICT OF INTEREST DISCLOSURE BOTH OF WHICH ARE SIGNED. IN ADDITION, AN ANNUAL DISCLOSURE STATEMENT IS RECEIVED FROM EACH BOARD MEMBER, WHICH HIGHLIGHTS THE MEMBERS' CURRENT EMPLOYER, OTHER BOARD MEMBERSHIPS, AND ANY KNOWN BUSINESS RELATIONSHIPS WITH THE SKILLSOURCE GROUP, INC.

BOARD MEMBERS WHO HAVE ACTUAL OR POTENTIAL FINANCIAL OR BUSINESS INTERESTS WITH COMPANIES OR ENTITIES WITH WHOM THE ORGANIZATION HAS, OR SEEKS TO ESTABLISH A CONTRACT OR BUSINESS RELATIONSHIP, DECLARE THE INTEREST TO THE PRESIDENT AND CHAIRMAN OF THE BOARD AND REFRAIN FROM ANY CONTRACT-RELATED

Name of the organization THE SKILLSOURCE GROUP, INC.	Employer identification number 30-0129320
---	--

ACTIVITY INCLUDING NEGOTIATIONS, WHICH MIGHT BE CONSTRUED AS A CONFLICT OF INTEREST.

FORM 990, PART VI, SECTION B, LINE 15:

A COMPENSATION COMMITTEE IS APPOINTED BY THE BOARD OF DIRECTORS TO ESTABLISH THE COMPENSATION OF THE PRESIDENT AND CEO. PERIODICALLY, THE COMMITTEE ENGAGES A QUALIFIED CONSULTING FIRM TO CONDUCT A COMPETITIVE ASSESSMENT OF TOTAL COMPENSATION AND BENEFITS FOR SSG LEADERSHIP POSITIONS (PRESIDENT & CEO VICE PRESIDENT OF FINANCE AND VICE PRESIDENT OF OPERATIONS). THE ASSESSMENT CONSIDERS PUBLISHED SALARY SURVEYS OF NONPROFIT ORGANIZATIONS OF SIMILAR SIZE COMPLEXITY INDUSTRY AND OTHER CRITERIA IN THE GEOGRAPHIC REGION. IT ALSO CONSIDERS DATA FROM IRS FORM 990S OF PEER ORGANIZATIONS. UPON REVIEW OF THE INFORMATION THE PRESIDENT & CEO MAKES RECOMMENDATION FOR CONSIDERATION BY THE COMPENSATION COMMITTEE FOR ADJUSTMENTS TO THE VICE PRESIDENTS COMPENSATION. THE BOARD EXECUTIVE COMMITTEE ANNUALLY EVALUATES THE PRESIDENT & CEO COMPENSATION TO MAKE ADJUSTMENT AND BONUS RECOMMENDATIONS TO THE BOARD OF DIRECTORS WHICH REVIEW AND APPROVAL IS REQUIRED. THE LAST COMPENSATION REVIEW TOOK PLACE IN JUNE 2022.

FORM 990, PART VI, SECTION C, LINE 19:

ALL OF SSG'S DOCUMENTS ARE SHARED ON THE ORGANIZATION'S WEBSITE INCLUDING GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY AND FINANCIAL STATEMENTS. ALL DOCUMENTS ARE ALSO AVAILABLE TO THE GENERAL PUBLIC UPON REQUEST. MANY OF THESE DOCUMENTS ARE POSTED ON THIRD-PARTY WEBSITES.



NORTHERN REGION

Fairfax County | Prince William County | Loudoun County | City of Fairfax | City of Falls Church | City of Manassas | City of Manassas Park

December 14, 2022

TO: Michael Becketts
 Director
 Department of Family Services
 Fairfax County Government

FROM: William 'Ed' Trumbull
 Chairman, Board of Directors

David Hunn
 Executive Director

SUBJECT: Initial Review of Proposed Reorganization of Virginia Workforce Agencies

This memorandum and attachments provide an initial review of the proposed reorganization of multiple State workforce agencies and programs within the Commonwealth of Virginia, as part of the upcoming FY 2024 Proposed Budget. As of this date, the proposed legislative language to be submitted by the Governor to the Virginia General Assembly has not yet been released. This assessment is based on briefing documents by Virginia Labor Secretary Bryan Slater in public presentations and to the Virginia Board of Workforce Development. State officials are supported in this initiative by Deloitte Consulting.

This Review has been prepared by a special Work Group comprised of members of the Virginia Career Works Northern Region Board of Directors. The list of Work Group members and their affiliations are referenced at the end of this memorandum.

Why Is This Plan Being Proposed?

Federal and State funding for Virginia workforce agencies and programs totaling over \$485 million annually is spread among twelve (12) State agencies and six (6) Secretariats. Labor Secretary Slater identifies his concerns as:

- Fragmented, decentralized State organization prevents efficient coordination and administration.
- Lack of connection between industry needs and talent capabilities.
- Confusing entry points for jobseekers seeking services.
- Inconsistent data for measuring workforce program outcomes, and
- Redundant, outdated and siloed technology systems.

See Attachment A for schematic.

8300 Boone Boulevard, Suite 450 | Vienna | VA | www.vcwnorthern.com
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Secretary Slater also notes that the labor market participation rate in Virginia is too low at 63.6%, as compared to pre-Pandemic levels. (The Northern Virginia labor market participation rate exceeds 72% currently). Slater also notes that 50% of Virginia small businesses struggle to find workers. He believes a reorganized State workforce system will be more responsive to these issues.

To date, this Proposed Plan has received endorsements and verbal support from business members of the Virginia Chamber of Commerce, the Northern Virginia Chamber of Commerce and the State Board of Workforce Development, in a bipartisan manner.

Summary of Anticipated State Workforce Agency Reorganization

Governor Youngkin and Virginia Labor Secretary Slater are expected to propose a sweeping reorganization and consolidation of State workforce agencies and programs, to be centralized as a new Department of Workforce Development and Advancement (DWDA), under the direction of the Virginia Labor Secretary. See Attachment B for schematic. This consolidation will:

- Centralize multiple agencies administering Titles I and III of the Federal Workforce Innovation and Opportunity Act from the Virginia Community College System and the Virginia Employment Commission.
- Integrate related workforce programs supporting Veterans, workers impacted by Trade Adjustment Assistance layoffs, jobseekers receiving Unemployment Insurance benefits, apprenticeship programs, and the Virginia Innovative Internship Program (VTOP).
- The Virginia Employment Commission will be separated and restructured, with its workforce programs being transferred to the DWDA and the Unemployment Insurance programs being separated into a renamed Division titled the VUAC.
- Other related program transfers include transferring the WIOA Title II Adult Education and Literacy Programs from the Virginia Department of Education to the Virginia Community College System, in addition to multiple workforce data collection programs being transferred from related agencies to the new Department of Workforce Development and Advancement.

State officials have made declarations that this proposed reorganization is being conducted to 1) Balance centralized strategy with regional flexibility, 2) Standardize goals, metrics, performance incentives and key performance indicators, and 3) Improve public access to the State's workforce system through a centralized website portal.

The State briefing documents note that 'after the initial investment in workforce development optimization, consolidation and other efficiencies will result in measures to target, expand and scale to success'. This Plan is being portrayed viewed as an initial first stage of reorganization – State officials emphasize that no State workers will lose their employment resulting from this consolidation plan.

Proposed Implementation Timeline

After this Plan is introduced, the Virginia General Assembly will consider between January – February 2023. If passed and approved by the Governor, the initial phase of the Plan will commence between

April – July 2023. Completion of the full Implementation Plan will planned between January – June 2024.

Observations on the Proposal by VCW Northern Board of Directors Work Group

The Task Force of the Virginia Career Works Northern Region Board clearly understands that this proposed State Agency reorganization is well within the Governor’s Executive authority to proposed and advocate for. Yet, with limited information available, the Task has identified multiple issues to monitored throughout the Virginia General Assembly review and approval process and, if passed, in actual program implementation, including:

- It has yet to be determined how the new State workforce agency structure will integrate with workforce services provided at the local and regional level, such as the Virginia Career Works Northern Region Workforce Board and our regional American Job Centers.
- A successful State Agency reorganization will require creativity, modernization of information technology and a massive human capital undertaking, all of which will require significant new funding devoted to each area.
- The Proposed Plan briefing documents suggest ‘optimization, consolidation and other efficiencies will result in measures to target, expand and scale to success’. That wording suggests likely staffing reductions and further program consolidations in future years.
- The Proposed Plan does not specify how 1) Virginia Employers will benefit and 2) the array of Virginia jobseekers will benefit from this agency consolidation.
- Proposed implementation schedule may be too aggressive.
- An Implementation Transition Plan is needed to assure current programs maintenance of effort continues without impacting public services. Moreover, a roadmap is critical for assuring a consistent organizational culture is prepared within the new State Departments and agencies.
- Accessibility for jobseekers with disabilities must continue to be a focus area.

Next Steps

The Task Force will continue to monitor the proposed legislative language, when publicly released, and will update your Department with any new programmatic impacts. We welcome the opportunity to discuss this proposed plan with you and members of the Fairfax County Board of Supervisors Legislative Committee, as desired. I can be reached at 703-795-0684 and david.hunn@vcwnorthern.com

Enclosures

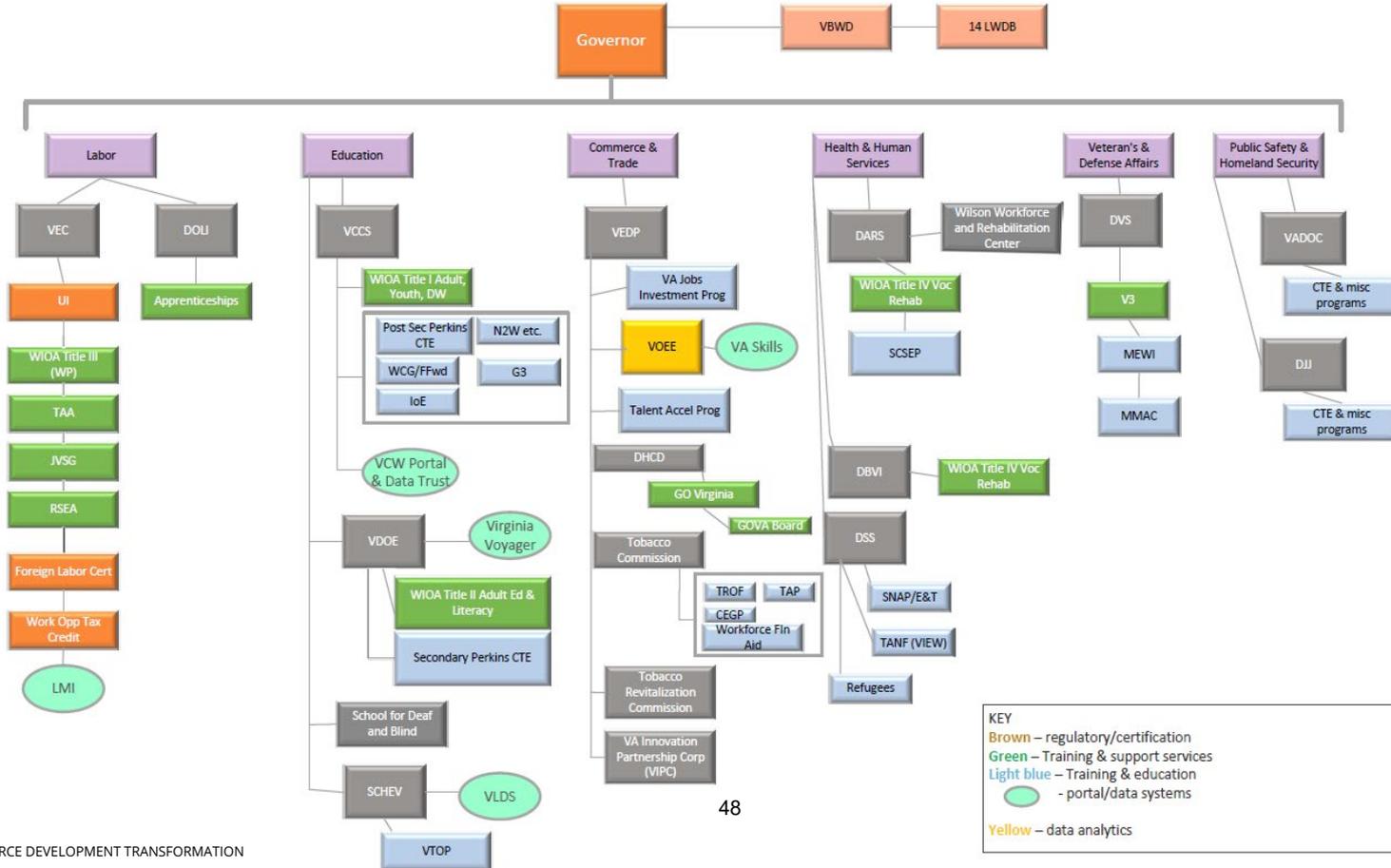
List of Members of VCW Northern Board of Directors Work Group

1. William 'Ed' Trumbull, Vice President, ICF International
2. Debora Harvey, Executive Director, Heavy Construction Contractors Association of Virginia
3. Anthony Cancelosi, President and CEO, Columbia Lighthouse for the Blind
4. Robert Bartolotta, Professional Staff, Manhattan Strategy Group
5. Roopal Saran, Executive Director, English Empowerment Center
6. Susan Mitchell, President and CEO, Guardians of Honor, LLC
7. Michelle Weatherly, Director, Existing Business Engagement, Prince William County Department of Economic Development
8. Glenda Blake, Vice President for Programs, Northern Virginia Family Service
9. George Harben, Assistant Director of Commercial Land Development Services, Prince William County Department of Development Services
10. Alycia Blackwell, Deputy Director, Fairfax County Department of Family Services

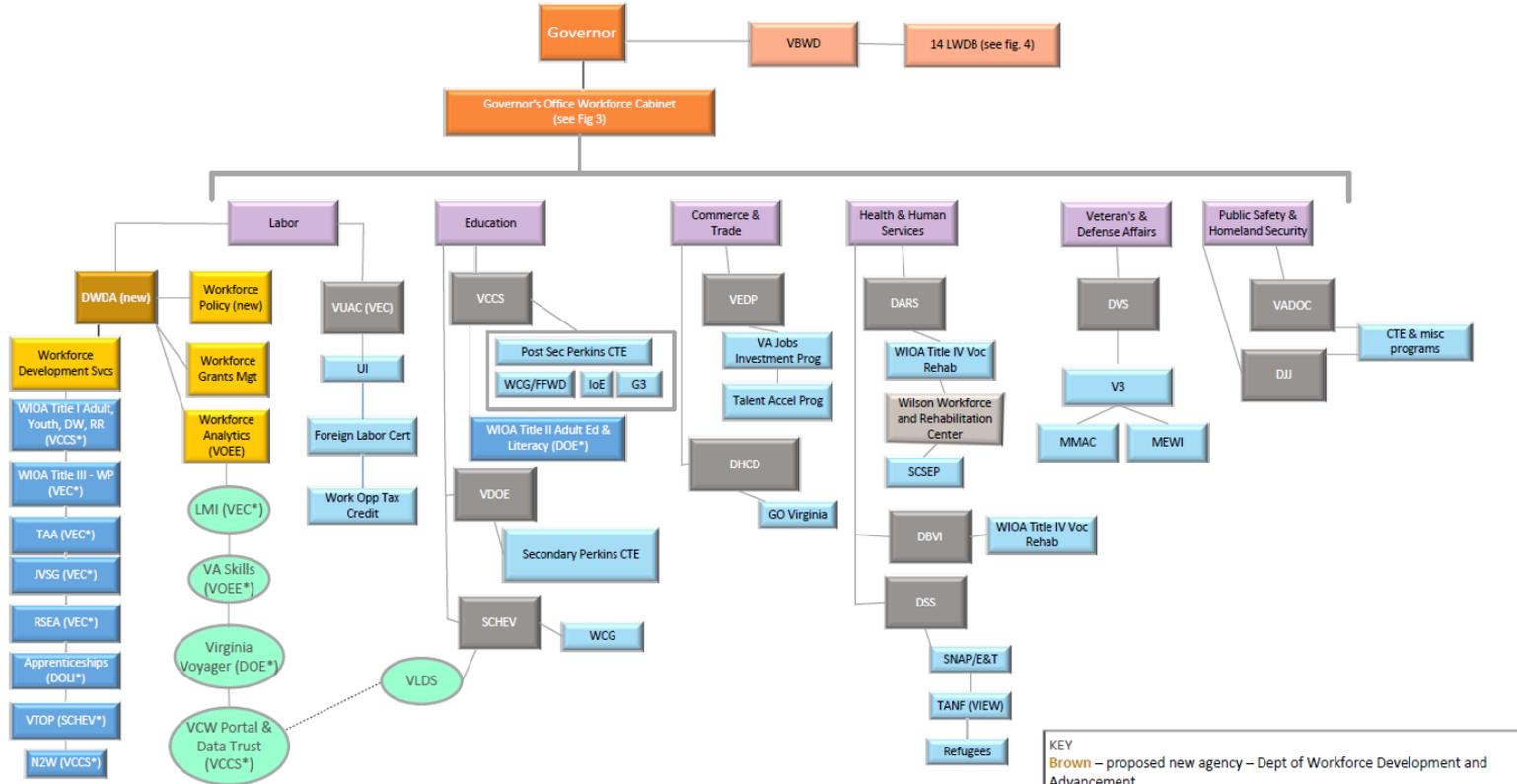
Virginia Career Works Northern Staff

1. David Hunn, Executive Director
2. Seema Jain, Deputy Executive Director

THE CURRENT STATE OF WORKFORCE DEVELOPMENT



THE FUTURE STATE OF WORKFORCE DEVELOPMENT



* - designates agency currently administering program

49
 This diagram represents agencies with programs that are directly engaged in providing workforce development services (6 Secretaries, 13 agencies).

KEY
 Brown – proposed new agency – Dept of Workforce Development and Advancement
 Yellow – new division within DWDA
 Blue – Workforce development programs transferring from current agencies
 Light blue – workforce development related programs not transferring
 Green circle – portal/data systems

THE SKILLSOURCE GROUP, INC.
FINANCE COMMITTEE
SUMMARY SHEET

December 15, 2022

SUBJECT: October 31, 2022 Management Report Notes

The financial results of operations for the three months ended September 30, 2022, reflect an **increase in Net Assets of \$10,300** on a budgeted increase of \$843, resulting in a favorable variance of \$9,461.

The Change in Net Assets comprises:

Increase (Decrease) in Net Assets Without Donor Restrictions	\$583
Increase (Decrease) in Net Assets With Donor Restrictions	<u>\$9,717</u>
Total Increase (Decrease) in Net Assets	\$10,300

The changes in Net Assets Without Donor Restrictions and Net Assets With Donor Restrictions reflect the net result of revenues offset by expenses in each class of net assets.

The detailed changes in Net Assets Without Donor Restrictions and Net Assets With Donor Restrictions are presented in the tables below:

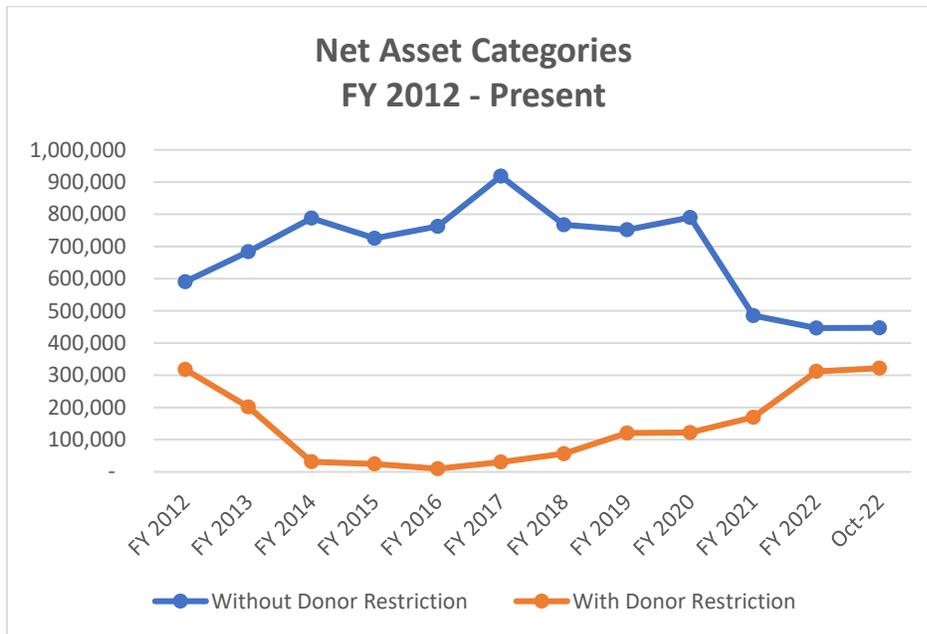
Category	Change in Net Assets Without Donor Restrictions
Fundraising	174
Unrestricted	(1,884)
Indirect (surplus)	2,293
Total change in Net Assets Without Donor Restrictions	583

Increase in Net Asset Without Donor Restrictions reflects unrestricted revenue from Ticket to Work, interest revenue, Federated Campaigns, and the surplus of billable indirect costs over actual indirect costs, offset by expenses in the Ticket to Work program, expenses related to preparing the Dodge caravan for sale, part of the GO Virginia Director's office rent not billable to GO Virginia, leasehold improvement depreciation, and delinquent tax paid for a former SCSEP participant.

Program	Change in Net Assets With Donor Restrictions
NVITE	(8,185)
EYE	11,434
MWCOG Van sale proceeds	3,500
Donation to buy logo-branded clothing for VCW Northern Center staff, net of expenses	2,968
Total change in Net Assets With Donor Restrictions	9,717

Revenues are \$2,501,273 on a budget of \$3,316,841 resulting in an unfavorable variance of \$815,568, \$539,657 of which are from unobligated WIOA funds, \$187,779 from the ELEVATE program.

Net Assets Without Donor Restrictions have decreased over the last couple of years, while Net Assets With Donor Restrictions have increased over the same period. The decrease in Net Assets Without Donor Restrictions is mostly due to reduced Ticket to Work revenue caused by the Covid pandemic and the change in the Indirect cost rate in FY2021, while the increase in Net Assets With Donor Restriction is owing to an increase in the United Way funding for the Financial Empowerment Center.



Program Activities:

WIOA: As of October 31, 2022, PY 2021 Adult and Dislocated Worker programs have expended 100% of total allocations, and the PY 2021 Youth program has expended 95% of total allocations. Adult and Dislocated Workers’ combined training rate was 44.6%, exceeding the required minimum rate of 40%. WIOA Youth’s cumulative Work Experience expenditure rate is 35.1%, exceeding the required minimum rate is 20%.

Ticket to Work: Cash receipts totaled \$37,102, of which \$30,000 is FY 2022 revenue accrued at the end of last fiscal year; therefore, only \$7,102 is counted as FY 2023 revenue. An amount of \$48,598 was accrued at the end of October, bringing four months of revenue to \$55,700 to cover the program expenses.

Indirect costs:

Actual indirect cost rate at the end of October is 9.70%, while the de minimis rate is 10% resulting in \$2,293 surplus. The actual indirect cost is expected to be 10% at the end of the fiscal year.

The SkillSource Group, Inc.
Budget to Actual
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
Revenue					
Government Contracts	2,081,061	2,891,551	(810,491)	8,674,654	6,593,593
Other Restricted Income	363,439	367,965	(4,526)	1,103,895	740,456
Unrestricted Income	56,094	56,725	(631)	170,175	114,081
Interest Income	680	600	80	1,800	1,120
Total	2,501,273	3,316,841	(815,568)	9,950,524	7,449,251
Personnel Expenses					
Salaries & Wages	453,977	432,047	(21,930)	1,296,140	842,163
Fringe	130,907	123,743	(7,164)	371,230	240,323
Total Personnel	584,884	555,790	(29,094)	1,667,370	1,082,486
Operating Expenses					
Annual Report	5,510	1,667	(3,843)	5,000	(510)
Audit	35,748	11,333	(24,415)	34,000	(1,748)
Communications	15,293	13,919	(1,374)	41,758	26,465
Contracted Maintenance	17,628	21,930	4,302	65,790	48,162
Dues & Memberships	1,945	1,345	(600)	4,035	2,090
Equipment & Maintenance Costs	8,489	4,450	(4,039)	13,350	4,861
Financial Management	10,988	11,667	679	35,000	24,013
HR & PR Processing	13,508	17,717	4,209	53,150	39,642
Insurance	12,009	9,028	(2,981)	27,084	15,075
Leases	163,626	160,098	(3,528)	480,293	316,667
Meetings & Conferences	368	1,075	707	3,225	2,857
Professional Development	-	1,333	1,333	4,000	4,000
Professional Services	6,115	48,176	42,061	144,528	138,413
Supplies	32,488	26,727	(5,760)	80,182	47,694
Travel	2,912	2,562	(351)	7,685	4,773
Utilities	10,483	10,500	17	31,500	21,017
Total Operating Expenses	337,109	343,527	6,417	1,030,580	693,471
Program Services					
Outreach	18,711	9,976	(8,736)	29,927	11,216
Onestop center shared costs	-	54,410	54,410	163,230	163,230
Incumbent Worker Training	5,125	43,333	38,208	130,000	124,875
Pay for Performance Bonus Payment (WIOA Youth)	-	11,667	11,667	35,000	35,000
Transitional/Work Experience	313,347	367,025	53,678	1,101,076	787,729
Training & Other Supportive	101,213	64,565	(36,647)	193,696	92,483
Transportation & vouchers	-	1,981	1,981	5,943	5,943
Total Program Services	438,396	552,957	114,561	1,658,872	1,220,476
Contractual Services - One Stop Operator					
Personnel	743,258	874,978	131,720	2,624,935	1,881,677
Operating	(3,383)	19,218	22,601	57,654	61,037
Training & Supportive Services	275,391	377,550	102,159	1,132,650	857,259
Total Contractual - One Stop Operator	1,015,266	1,271,746	256,480	3,815,239	2,799,973
Contractual Services - Other					
Personnel	-	-	-	-	-
Operating	115,318	57,714	(57,604)	173,142	57,824
Training & Customer Services	-	-	-	-	-
Total Contractual Services - Other	115,318	57,714	(57,604)	173,142	57,824
Total Contractual	1,130,583	1,329,460	198,877	3,988,381	2,857,798
Total Expense					
Unobligated Funds	-	360,215	360,215	1,080,644	1,080,644
NoVA HealthForce Program Services	-	-	-	-	-
One-Stop Center Set Aside	-	174,053	174,053	522,158	522,158
Total Expense	2,490,973	3,315,999	825,029	9,948,004	7,457,032
Change in Net Assets	10,300	843	9,461	2,520	(7,781)

Assets	
Current Assets	
Cash & Equivalents	
Operating & Payroll	254,743
Insured Cash Sweep	183,327
Total Cash & Equivalents	<u>438,069</u>
Contracts Receivable	1,304,657
Other Current Assets	
Employee Advances	8,201
Other Account Receivable	394
Total Other Assets	<u>8,595</u>
Prepaid Expenses	30,933
Total Current Assets	<u>1,782,255</u>
Fixed Assets	
Property and Equipment	76,671
Less Accumulated Depreciation	(50,640)
Total Fixed Assets	<u>26,031</u>
Total Assets	<u><u>1,808,286</u></u>

Liabilities and Net Assets					
Current Liabilities					
Accounts Payable					541,697
Deferred Income					12,289
Accrued Expenses					126,348
Other Current Liabilities					980
NOVA HealthForce Funds Held in Trust					<u>357,817</u>
Total Current & Other Liabilities					1,039,132
Net Assets					
	<i>Beginning</i>	<i>Increase</i>	<i>Decrease</i>	<i>Change</i>	<i>Year-to-date</i>
Unrestricted Net Assets	446,623	583		583	447,205
Restricted Net Assets					
MWCOG	-	3,500	-	3,500	3,500
UW FEC at PW Center	252,928	70,312	(70,312)	-	252,928
NVITE	31,859	-	(8,185)	(8,185)	23,674
Other restricted - Donation	-	3,000	(32)	2,968	2,968
TANF4	27,444	44,552	(44,552)	-	27,444
EYE	-	30,375	(18,941)	11,434	11,434
Total Temporarily Restricted Net Assets	<u>312,231</u>	<u>151,738</u>	<u>(142,021)</u>	<u>9,718</u>	<u>321,948</u>
Total Net Assets	<u>758,854</u>	<u>152,321</u>	<u>(142,021)</u>	<u>10,300</u>	<u>769,154</u>
Total Liabilities and Net Assets					<u><u>1,808,285</u></u>

The SkillSource Group, Inc.
Workforce Innovation and Opportunity Act Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
WIOA Administration					
<i>SkillSource</i>					
Salaries & Wages	53,159	64,354	11,195	193,062	139,903
Fringe	14,551	18,749	4,198	56,248	41,697
Operating & Outreach	32,577	15,729	(16,848)	47,186	14,609
Unobligated	-	52,007	52,007	156,020	156,020
Indirect Costs	31,023	21,015	(10,008)	63,046	32,023
Total WIOA Administration	131,311	171,854	40,543	515,562	384,251
WIOA Adult					
<i>SkillSource</i>					
Salaries & Wages	61,380	45,932	(15,448)	137,796	76,416
Fringe	16,522	11,998	(4,524)	35,994	19,472
Operating	8,233	1,133	(7,100)	3,400	(4,833)
Outreach	7,220	-	(7,220)	-	(7,220)
One-stop Centers Shared Costs	-	14,749	14,749	44,247	44,247
Training-Incumbent Worker	1,350	15,000	13,650	45,000	43,650
Other training and support	22,155	9,333	(12,822)	28,000	5,845
One-Stop Center Set Aside	-	-	0	-	-
Unobligated	-	163,371	163,371	490,114	490,114
Total SkillSource	116,860	261,517	144,657	784,551	667,691
<i>DFS</i>					
Personnel & Fringes	252,823	222,661	(30,162)	667,982	415,159
Operations & Supportive Services	(3,219)	2,667	5,886	8,000	11,219
Training	136,544	153,333	16,789	460,000	323,456
Total DFS	386,148	378,661	(7,487)	1,135,982	749,834
Indirect Costs	1,590	2,494	904	7,481	5,891
Total WIOA Adult	504,598	642,671	138,073	1,928,014	1,423,416
WIOA Dislocated Worker					
<i>SkillSource</i>					
Salaries & Wages	60,262	52,084	(8,178)	156,253	95,991
Fringe	15,931	13,477	(2,454)	40,431	24,500
Operating	4,910	1,167	(3,744)	3,500	(1,410)
Outreach	3,997	-	(3,997)	-	(3,997)
One-stop Centers Shared Costs	-	13,075	13,075	39,225	39,225
Training-Incumbent Worker	1,350	15,000	13,650	45,000	43,650
Other training & support	19,623	8,267	(11,356)	24,800	5,177
One-Stop Center Set Aside	-	40,204	40,204	120,613	120,613
Unobligated	-	104,923	104,923	314,768	314,768
Total SkillSource	106,074	248,197	142,123	744,590	638,516
<i>DFS</i>					
Personnel	124,525	197,454	72,929	592,361	467,836
Operations & Supportive Services	(994)	2,333	3,328	7,000	7,994
Training	15,651	36,667	21,016	110,000	94,349
Total DFS	139,181	236,454	97,272	709,361	570,180
Indirect Costs	1,482	2,777	1,296	8,332	6,850
Total WIOA Dislocated Worker	246,737	487,428	240,690	1,462,283	1,215,546

The SkillSource Group, Inc.
Workforce Innovation and Opportunity Act Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
WIOA Youth					
<i>SkillSource</i>					
Salaries & Wages	30,698	28,098	(2,600)	84,295	53,597
Fringe	9,037	6,409	(2,628)	19,227	10,190
Operating	3,699	867	(2,833)	2,600	(1,099)
Outreach	1,994	-	(1,994)	-	(1,994)
Comprehensive Center Costs	-	12,951	12,951	38,854	38,854
Pay per performance bonus	-	11,667	11,667	35,000	35,000
Training-SSG	21,522	9,067	(12,455)	27,200	5,678
One-Stop Center Set Aside	-	59,509	59,509	178,526	178,526
Unobligated	-	271,363	271,363	814,088	814,088
<i>Total SkillSource</i>	<u>66,951</u>	<u>399,930</u>	<u>332,979</u>	<u>1,199,790</u>	<u>1,132,839</u>
<i>DFS</i>					
Personnel & Fringe	198,078	203,735	5,657	611,206	413,128
Operations & Supportive Services	3,768	8,333	4,565	25,000	21,232
Work experiences	22,161	19,000	(3,161)	57,000	34,839
Training-Other	38,444	31,667	(6,777)	95,000	56,556
<i>Total DFS</i>	<u>262,451</u>	<u>262,735</u>	<u>284</u>	<u>788,206</u>	<u>525,755</u>
Indirect Costs	853	1,617	764	4,851	3,998
Total WIOA Youth	330,256	664,282	334,027	1,992,847	1,662,591

Senior Community Service Employment Program (SCSEP)

<i>SkillSource</i>					
Personnel	6,680	7,099	419	21,297	14,617
Fringe	2,111	2,220	110	6,661	4,550
Operating & Outreach	8,339	12,819	4,480	38,458	30,119
Transitional Work Experience	287,584	340,950	53,366	1,022,850	735,266
<i>Total SSG</i>	<u>304,714</u>	<u>363,089</u>	<u>58,374</u>	<u>1,089,266</u>	<u>784,552</u>
<i>DFS</i>					
Personnel & Fringe	33,613	49,873	16,260	149,619	116,006
Operations	-	-	0	-	-
Training + Supportive Services	-	-	0	-	-
<i>Total DFS</i>	<u>33,613</u>	<u>49,873</u>	<u>16,260</u>	<u>149,619</u>	<u>116,006</u>
Indirect Costs	2,516	2,896	380	8,689	6,173
Total SCSEP	340,843	415,858	75,015	1,247,574	906,731

Covid CWH Discretionary (3/1/2022 - 8/31/2022)

<i>Contractual - FCHD</i>					
Personnel & Fringe	49,825	50,633	808	50,633	808
Mileage	830	-	(830)	0	(830)
Total expenses	50,655	50,633	(22)	50,633	(22)

American Job Center Security (6/14/2021 - 12/31/2022)

<i>SkillSource</i>					
Security Service for one-stop centers	52,441	52,551	111	78,827	26,386
Total Expenses	52,441	52,551	111	78,827	26,386

Total WIOA Cluster	1,525,529.78	2,313,423.67	787,893.89	6,760,178.00	5,234,648.22
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The SkillSource Group, Inc.
Other Government Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
TANF3 Employment Assistance					
Personnel	27,578	26,452	(1,126)	79,357	51,779
Fringe	8,364	9,801	1,437	29,403	21,039
Operating & Outreach	1,274	5,009	3,736	15,028	13,754
Transitional Employment & Training	11,320	9,340	(1,980)	28,020	16,700
<i>Total Direct</i>	<u>48,535</u>	<u>50,603</u>	<u>2,068</u>	<u>151,808</u>	<u>103,273</u>
<i>Indirect</i>	3,691	3,843	152	11,529	7,838
<i>Total TANF 3</i>	<u>52,226</u>	<u>54,446</u>	<u>2,219</u>	<u>163,337</u>	<u>111,111</u>

TANF4 P4P					
Personnel	24,512	24,319	(193)	72,957	48,445
Fringe	6,445	6,145	(299)	18,436	11,991
Operating & Outreach	3,813	4,654	841	13,962	10,149
Transitional Employment & Training	6,328	7,000	672	21,000	14,672
<i>Total Direct</i>	<u>41,097</u>	<u>42,118</u>	<u>1,021</u>	<u>126,355</u>	<u>85,258</u>
<i>Indirect</i>	3,454	3,228	(226)	9,685	6,231
<i>Total TANF 3</i>	<u>44,552</u>	<u>45,347</u>	<u>795</u>	<u>136,040</u>	<u>91,488</u>

GO Virginia					
Personnel	45,203	45,604	402	136,812	91,610
Fringe	15,313	15,535	222	46,605	31,292
Operating	6,096	5,444	(652)	16,331	10,235
<i>Total Direct</i>	<u>66,612</u>	<u>66,583</u>	<u>(29)</u>	<u>199,748</u>	<u>133,136</u>
<i>Indirect</i>	6,661	6,658	(3)	19,974	13,313
<i>Total Go Virginia</i>	<u>73,273</u>	<u>73,241</u>	<u>(32)</u>	<u>219,722</u>	<u>146,449</u>

PW Elevate (3/1/2022-10/31/2024)					
<i>SSG</i>					
Personnel	5,755	9,421	3,666	14,131	8,376
Fringe	1,178	-	(1,178)	-	(1,178)
Operating & Outreach	3,578	10,167	6,589	15,250	11,672
IWT & other	2,425	26,667	24,242	40,000	37,575
<i>DFS</i>					
Personnel & Fringes	77,365	164,667	87,302	247,000	169,635
Training	58,582	123,333	64,751	185,000	126,418
<i>Total Direct</i>	<u>148,883</u>	<u>334,254</u>	<u>185,371</u>	<u>501,381</u>	<u>352,498</u>
<i>Indirect</i>	1,364	3,771	2,407	3,771	2,407
<i>Total ELEVATE</i>	<u>150,246</u>	<u>338,025</u>	<u>187,779</u>	<u>505,152</u>	<u>354,906</u>

Manassas City CARES (8/1/2020 - 6/30/2023)					
<i>SkillSource</i>					
Personnel	1,864	723	(1,141)	2,169	305
Fringe	450	171	(280)	512	62
Operating & Outreach	20	1,951	1,931	5,853	5,833
Incumbent worker training & Other training	1,890	34,324	32,434	102,971	101,081
<i>Contractual Personnel & Fringes - DFS</i>					
Contract Operation	0	-	0	-	0
Supportive Services	0	-	0	-	0
Training including ITAs, OJTs	0	2,690	2,690	8,070	8,070
<i>Contractual - NOVA</i>					
	0	-	0	-	0
<i>Total Direct Expenses</i>	<u>4,224</u>	<u>39,858</u>	<u>35,634</u>	<u>119,575</u>	<u>115,351</u>
<i>Indirect</i>	233	-	(233)	853	620
<i>Total Expenses</i>	<u>4,457</u>	<u>39,858</u>	<u>35,401</u>	<u>120,428</u>	<u>115,971</u>

The SkillSource Group, Inc.
Other Government Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
DARS SEAL (3/1/2022 - 9/30/2022)					
<i>SkillSource</i>					
Personnel	294	1,965	1,671	1,474	1,180
Fringe	82	467	385	350	268
Operating & Outreach	1,063	3,067	2,004	2,300	1,238
Transitional Work Experience	25,763	82,891	57,128	62,168	36,405
Training & Support	0	6,667	6,667	5,000	5,000
<i>Contractual - DFS</i>					
		-			
Personnel & Fringe	7,030	34,448	27,418	25,836	18,806
Operations	0	667	667	500	500
Total Direct Expenses	<u>34,231</u>	<u>130,171</u>	<u>95,939</u>	<u>97,628</u>	<u>63,397</u>
Indirect	1,644	2,216	572	1,662	18
<i>Total Expenses</i>	<u>35,875</u>	<u>132,387</u>	<u>96,512</u>	<u>99,290</u>	<u>63,415</u>
Area 14 - CAREER (9/13/2021 - 9/12/2023)					
<i>SkillSource</i>					
Personnel	163	590	427	2,949	2,786
Fringe	64	140	76	700	636
Other (outreach, etc.)	0	340	340	1,700	1,700
<i>Contractual - DFS</i>					
Supportive Services	240	7,173	6,933	35,866	35,626
Total Direct Expenses	<u>466</u>	<u>8,243</u>	<u>7,777</u>	<u>41,215</u>	<u>40,749</u>
Indirect	231	357	126	1,785	1,554
<i>Total Expenses</i>	<u>697</u>	<u>8,600</u>	<u>7,903</u>	<u>43,000</u>	<u>42,303</u>
ICF-H1B					
SkillSource Salary & Fringes	29,192	29,740	548	89,219	60,027
Operating & Program	330	6,292	5,962	18,876	18,546
Indirect	2,952	3,603	651	10,810	7,858
<i>Total expenses</i>	<u>32,474</u>	<u>39,635</u>	<u>7,161</u>	<u>118,905</u>	<u>86,431</u>
Total Other Government (Expenditures)	<u>572,273</u>	<u>769,035</u>	<u>229,235</u>	<u>1,518,364</u>	<u>978,565</u>

The SkillSource Group, Inc.
Other Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
NoVaHealthForce					
Balance Forward, July 1, 2022	165,933				
Cash Receipts & Receivables	191,884				
	357,817				
<i>SkillSource</i>					
Professional Expenses					
Meeting Expenses	0				
Program Expenses	0				
Total NoVAHealthForce	0				
Ending Balance	357,817				
NVITE (Community Foundation)					
<i>Revenue</i>	0	5,738.00	(5,738)	17,214	17,214
<i>Expenses</i>					
Personnel	1,070	983.00	(87)	2,949	1,879
Fringe	285	233.33	(52)	700	415
Operating & Outreach	6,086	3,333.33	(2,752)	10,000	3,914
Program Services	0	666.67	667	2,000	2,000
Indirect	744	521.67	(222)	1,565	821
Total	8,185	5,738	(2,447)	17,214	9,029
<i>Excess/Deficit</i>	<i>(8,185)</i>				
United Way Financial Empowerment Center					
<i>Revenue</i>	70,312	31,981	38,331	95,943	25,631
Personnel	3,231	7,323	4,092	10,985	7,754
Fringe	1,797	3,823	2,026	5,734	3,938
Operating & Outreach	974	10,334	9,360	15,501	14,527
Contractual Services	62,877	39,695	(23,182)	59,542	(3,335)
Indirect	1,433	2,788	1,355	4,182	2,749
Total	70,312	63,963	(6,349)	95,944	25,632
<i>Excess of Revenue over Expenses</i>	<i>0</i>				
Project Educating Youth Through Employment					
Balance Forward	0			-	
<i>Revenue</i>					
Government	30,375	11,339	19,036	34,016	3,641
Restricted Income	0	0	0	0	0
Total Income	30,375	11,339	19,036	34,016	3,641
<i>SkillSource</i>					
Personnel & Fringe	492	608	116	1,824	1,332
Operating, Outreach & Program Expenses	23	1,981	1,958	5,942	5,920
Work Experience - Salaries & Fringe	18,375	8,491	(9,884)	25,473	7,098
Total SkillSource	18,889	11,080	(7,809)	33,239	14,350
<i>DFS</i>					
Personnel & Fringe	0	0	0	0	0
Operations, Telecommunications & Travel	0	0	0	0	0
Total DFS	0	0	0	0	0
Indirect	51	0	0	777	726
Total Expense	18,941	11,080	(7,809)	34,016	15,075
Current Year Net Income (Loss)	11,434	-	(11,434)	-	(11,434)
Excess (Deficit)	11,434	0	(11,434)	0	(11,434)

The SkillSource Group, Inc.
Other Programs
For the Four Months Ended October 31, 2022

December 15, 2022

	Actual	Current Budget	Variance	Annual Budget	Balance
Ticket to Work					
<i>Revenues</i>	55,700	50,000	5,700	150,000	94,300
<i>Expenses</i>					
Personnel & Fringe	45,625	45,538	(87)	136,614	90,989
Operating & Outreach	5,011	1,351	(3,660)	4,054	(957)
Program Costs	0	1,200	1,200	3,600	3,600
Indirect	5,064	4,689	(375)	14,067	9,003
<i>Total Expenses</i>	55,700	52,778	(2,921)	158,335	102,635
<i>Excess (Deficit)</i>	0	(2,778)	8,621	(8,335)	(8,335)
Unrestricted (Program-Other-Fundraising)					
Other	0	-	0	-	0
Federated Campaigns	394	33.33	360	100.00	(294)
Interest	518	667	(149)	2,000	1,482
<i>Total Income</i>	912	700	212	2,100	1,188
Personnel	0	0	0	0	0
Fringe	0	0	0	0	0
Operating & Program & Contractual	2,459	1,658	(801)	4,974	2,515
Indirect	103	68	(36)	203	100
<i>Total Expenses</i>	2,563	1,726	(837)	5,177	2,614
<i>Excess (Deficit)</i>	(1,651)	(1,026)	1,049	(3,077)	3,803

The SkillSource Group, Inc.
 One-stop centers and Indirect costs
 For the Four Months Ended October 31, 2022

December 15, 2022

Virginia Career Works - Woodbridge Comprehensive Center					
	Actual	Current Budget	Variance	Annual Budget	Balance
Revenue					
Restricted Income	185,526	203,865	(18,338)	611,594	426,068
Personnel Expenses					
Salaries & Wages	29,312	30,880	1,568	92,641	63,329
Fringe	12,812	12,600	(212)	37,801	24,989
<i>Total Personnel</i>	42,125	43,481	1,356	130,442	88,317
Operating Expenses					
Communications	6,627	5,253	(1,374)	15,760	9,133
Contracted Maintenance	17,628	19,863	2,235	59,590	41,962
Dues & Memberships	0	178	178	535	535
Equipment & Maintenance Costs	5,180	1,840	(3,340)	5,520	340
Professional Services	70	18,232	18,162	54,695	54,625
Outreach	689	333	(355)	1,000	311
Rent	92,338	93,300	962	279,900	187,562
Supplies	1,996	2,000	4	6,000	4,004
Utilities	10,483	9,500	(983)	28,500	18,017
<i>Total Operating Expenses</i>	135,012	150,500	15,488	451,500	316,488
<i>Indirect</i>	8,390	9,884	1,494	29,652	21,262
Total Expense	185,526	203,865	18,338	611,594	426,068

Virginia Career Works - Cherokee Center					
	Actual	Current Budget	Variance	Annual Budget	Balance
Revenue					
Restricted Income	101,101	98,704	2,397	296,111	195,010
Personnel Expenses					
Salaries & Wages	22,259	21,344	(916)	64,031	41,772
Fringe	4,594	4,356	(239)	13,067	8,473
<i>Total Personnel</i>	26,854	25,699	(1,154)	77,098	50,244
Operating Expenses					
Communications	4,161	3,617	(544)	10,850	6,689
Contracted Maintenance	0	1,567	1,567	4,700	4,700
Dues & Outreach	0	0	0	0	0
Equipment Costs	2,482	1,460	(1,022)	4,380	1,898
Professional Services	208	15,415	15,207	46,245	46,037
Rent	59,213	55,140	(4,073)	137,850	78,637
Supplies	3,761	333	(3,427)	1,000	(2,761)
<i>Total Operating Expenses</i>	69,825	77,532	7,707	205,025	135,200
<i>Indirect</i>	3,686	4,663	977	13,989	10,303
Total Expense	100,365	107,894	7,529	296,112	195,747

The SkillSource Group, Inc.
 One-stop centers and Indirect costs
 For the Four Months Ended October 31, 2022

December 15, 2022

SkillSource Group Indirect Costs					
	Actual	Current Budget	Variance	Annual Budget	Balance
Personnel Expenses					
Salaries & Wages	20,459	14,005	(6,454)	42,015	21,556
Fringe	6,160	4,340	(1,820)	13,019	6,859
Total Personnel	26,619	18,345	(8,274)	55,034	28,416
Operating Expenses					
Annual Report	-	1,503	1,503	4,509	4,509
Audit	17,874	11,333	(6,541)	34,000	16,126
Communications	557	1,333	776	4,000	3,443
Dues & Memberships	-	333	333	1,000	1,000
Equipment & Maintenance Costs	164	1,150	986	3,450	3,286
Financial Management Services	10,988	11,667	679	35,000	24,013
Payroll & HR	4,975	7,000	2,025	21,000	16,025
Insurance	6,925	7,000	75	21,000	14,075
Legal fees	-	-	0	-	0
Meetings & Conferences	-	-	0	-	0
Professional Development	-	333	333	1,000	1,000
Professional Services	40	3,513	3,473	10,538	10,498
Rent	2,600	3,622	1,023	10,867	8,267
Supplies	4,136	5,429	1,293	16,288	12,152
Temporary Help	-	-	0	-	0
Travel	-	-	0	-	0
Outreach / Program Services	-	-	0	-	0
	48,259	54,217	5,959	162,652	114,393
Total Expense	74,877	72,562	(2,315)	217,686	142,809

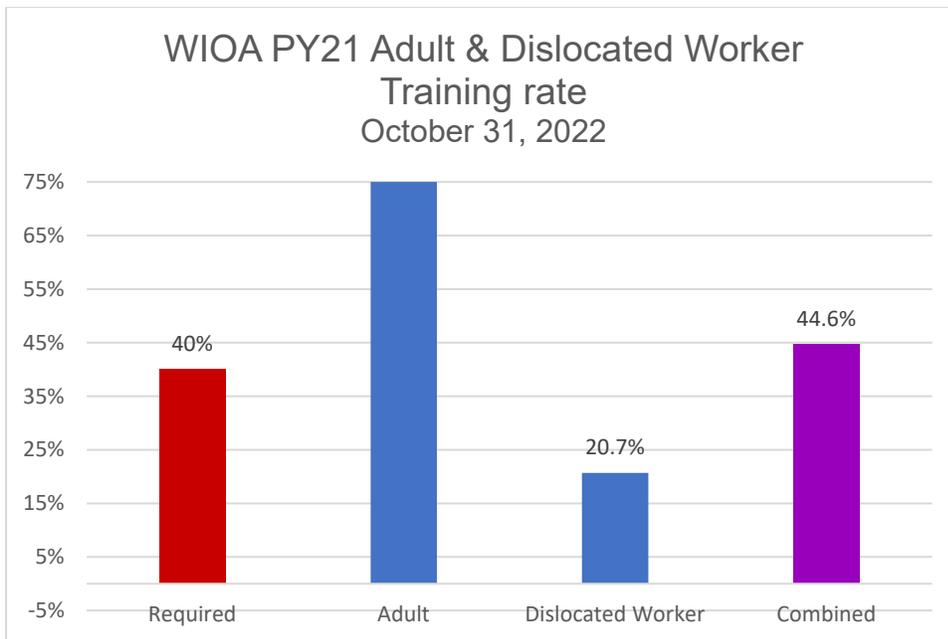
**THE SKILLSOURCE GROUP, INC.
BOARD OF DIRECTORS MEETING
SUMMARY SHEET**

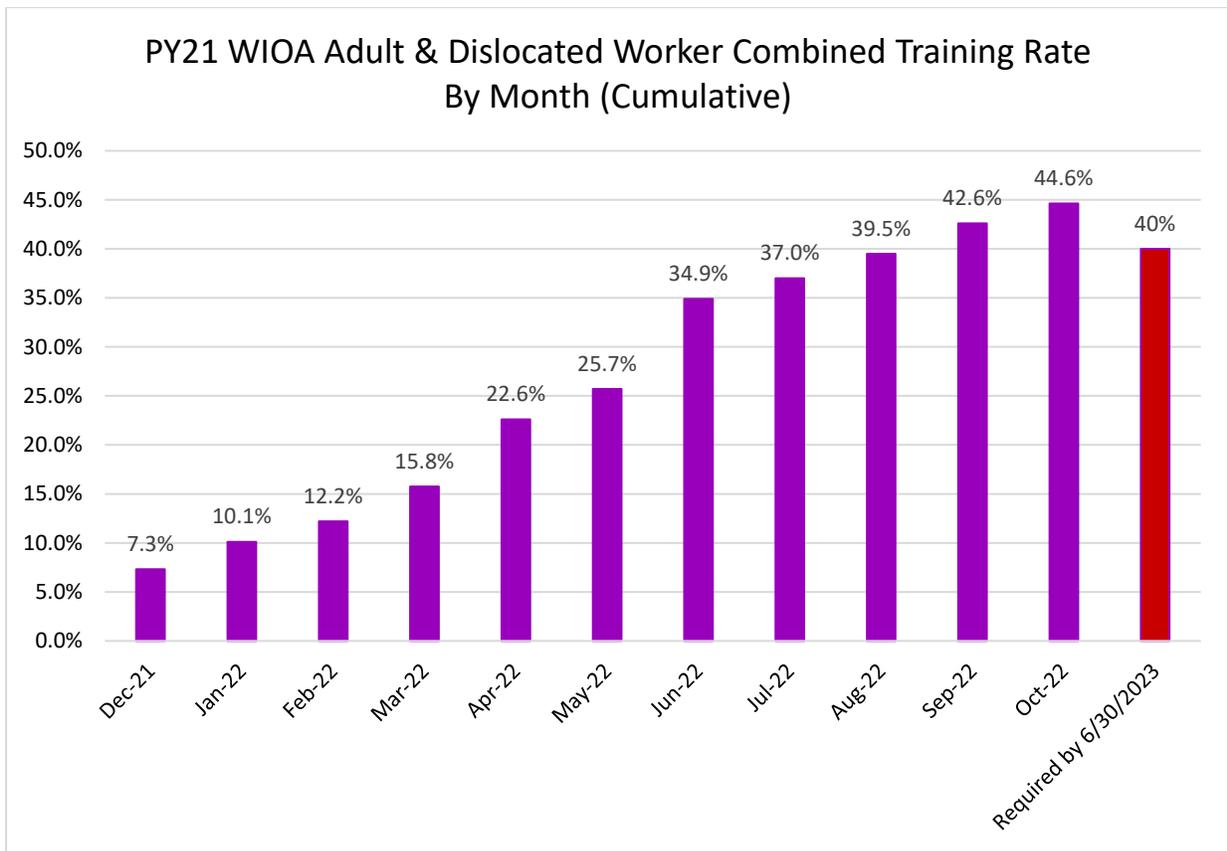
SUBJECT: Update on PY21 and PY20 WIOA 40% Expenditure Rate

Per the formula prescribed in *VWL 14-17 Change 2* and *VWL 14-17 Change 3*, the denominator of the training formula has changed to be the total allocation to Adult and Dislocated Worker program activities (the total NOO Adult and Dislocated Worker allocations minus 10% administration costs), resulting in a very low training rate in the early months of the grant period and a higher rate towards the end of grant period, as funds are exhausted. *VWL 14-17 Change 3* allows a portion of case managers’ salaries and benefits, which are attributed to the provision of training services, to be included in the training expenditures.

PY 2021 Training rate as of October 31, 2022:

Per VW: #14-17, Change 2& 3	Adult	Dislocated Worker	Combined
WIOA PY21 – NOO (less 10% Administration)	1,033,896.60	1,317,087.50	2,350,984.10
Participant Training expenses	563,891	126,006	689,897
Portion of case managers’ compensation for provision of training services	212,892	146,482	359,375
Total Training	776,783	272,488	1,049,272
Training percentage (Total training/ NOO amount)	75.1%	20.7%	44.6%







NORTHERN REGION

Fairfax County | Prince William County | Loudoun County | City of Fairfax | City of Falls Church | City of Manassas | City of Manassas Park

December 5, 2022

TO: Yolanda Crewe
Virginia Community College System

FROM: David Hunn 
Executive Director

SUBJECT: VAWD Response on Center Security Funding Cutbacks

As you requested, I am sending this memorandum and data on behalf of the Virginia Association of Workforce Directors (VAWD).

Earlier in November, you received details of the dramatic increase in Center walk-in traffic across the Commonwealth, primarily driven by VEC Unemployment Insurance fraud detection policies. We have kept your office apprised of the growing security concerns at a number of American Job Centers where VEC Unemployment Insurance claims are administered. For August – October, the Capital Region estimates at least 58-72% of visits, and the Northern Virginia region estimates over 90% of customer traffic is VEC Unemployed Insurance-related. This surge in Center customer utilization has impacted client flow, Center security and has challenged our Center operational protocols. The VEC employees responding to this customer surge have been remarkable, but the time needed for each VEC client has been lengthy – at least 30-45 minutes per customer, creating long backlogs and waiting time, leading to many frustrated customers and exhausted Center staff.

In Northern Virginia, Our Northern Virginia Centers reported a 100% increase in monthly visits between August and October, as compared to July 2022 and that trend has not abated in November and early December. The attached data shows the dramatic increase in Center visits throughout the State. In Northern Virginia, our Center staff, primarily VEC employees, have been threatened physically and verbally abused repeatedly. During Summer 2022, the front door and windows of our Cherokee Avenue Center in Alexandria were shattered by rocks and had to be completely replaced. The guards are onsite when Center staff arrive for work and accompany staff to their vehicles in the evenings. Physical security guards at these two Centers are not a luxury, but an absolute necessity, especially for all Center staff who are serving as agents of State workforce policy and programs.

An Employer's first obligation is the safety of its employees and customers. I urge a State-wide response to resolve the American Job Center security guard presence in highly visited Centers throughout the Commonwealth. The timing of this State response is critical, as the current security contract ends on December 31, 2022.

I can be reached at (703) 795-0684 and david.hunn@vcwnorthern.com.

Virginia Association of Workforce Directors**Summary of Center Security Funding Requirements
January - June 2023**

LWDA 1	Southwest Virginia	\$0.00
LWDA 2	New River/Mt. Roger:	\$99,840.00
LWDA 3	Greater Roanoke	\$0.00
LWDA 4	Shenandoah Valley	\$72,560.00
LWDA 5	Crater Region	\$54,000.00
LWDA 6	Piedmont	
LWDA 7	Central Virginia	\$30,200.00
LWDA 8	South Central	\$0.00
LWDA 9	Capital Region	\$115,000.00
LWDA 10	West Piedmont	\$0.00
LWDA 11	Northern Virginia	\$80,000.00
LWDA 12	Alexandria/Arlington	\$0.00
LWDA 13	Bay Consortium	\$52,000.00
LWDA 14	Hampton Roads	\$80,000.00
		\$583,600.00

Commonwealth of Virginia
Summary of Client Visitors at Virginia American Job Centers

Updated as of November 12, 2022

Local Workforce Area	July 2022 Visits	August – October Average Monthly Visits	% Increase (Monthly Average)
#1 VCW Southwest Virginia Region	344	445	29%
#2 VCW New River Valley Region	354	398	12%
#3 VCW Greater Roanoke Region	661	897	36%
#4 VCW Shenandoah Valley Region	455	753	65%
#5 VCW Crater Region	NA	NA	NA
#6 VCW Piedmont Region	66	53	-19%
#7 VCW Central Virginia Region	434	576	33%
#8 VCW South Central Region	236	307	30%
#9 VCW Capital Region	1,270	2,136	68%
#10 VCW West Piedmont Region	NA	NA	NA
#11 VCW Northern Region	918	1,841	100%
#12 VCW Alex-Arlington Council	15	79	420%
#13 VCW Bay Consortium	642	821	28%
#14 VCW Hampton Roads Region	1,743	1,922	10%

The <i>SkillSource</i> Group, Inc.				
SUMMARY OF PENDING FUNDING AND DEVELOPMENT ACTIVITIES				
To the <i>SkillSource</i> Board of Directors December 15, 2022				
Project Name/Solicitation	Funding Request	SSG Funding	#s to Be Served	Proposal Status
APPROVED				
Governor's Investment in Workforce Development Services Innovation for Northern Virginia Career Pathways for Refugees Initiative	\$168,201	\$168,201	45	Approved
	\$168,201	\$168,201	45	
NOT APPROVED				
2022 Cox Charities Grant Funding Proposal	\$5,000	\$5,000	NA	Declined
Virginia Serious and Violent Offender Reentry (VASAVOR) Case Management Services to Virginia Department of Corrections	\$312,983	\$312,983	60	Declined
	\$317,983	\$317,983	60	
PENDING				
Employment Supports for Lifelong Achievement (ESLA) Proposal to Virginia Department of Social Services	TBD	TBD	TBD	To be Submitted on 12/14/2022
FY 2023 - 2024 United Way of the National Capital Area Member Application				Submitted on 11/4/2022
	\$0	\$0	0	