

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.17
(ID # 28974)**

MEETING DATE:
Tuesday, April 14, 2026

FROM : HOUSING AND WORKFORCE SOLUTIONS

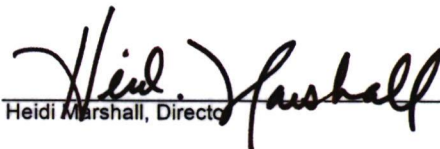
SUBJECT: HOUSING AND WORKFORCE SOLUTIONS/WORKFORCE DEVELOPMENT DIVISION (HWS/WDD): Ratify and Approve First Amendment to the Workforce Innovation and Opportunity Act (WIOA) Cost Reimbursement Agreement for Youth Opportunity Center Operations, Program Year (PY) 2025-2026 All Districts. [\$169,518]; 100% Federal WIOA Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Approve First Amendment to the WIOA Cost Reimbursement Agreement with Arbor E&T, LLC. dba Equus Workforce Solutions (Equus) for Youth Opportunity Center Operations in Moreno Valley to increase the Agreement as follows: For PY 2025/2026, increase the contract amount by \$16,055 from \$740,000 to \$756,055;
2. Ratify and Approve First Amendment to the WIOA Cost Reimbursement Agreement with Arbor E&T, LLC. dba Equus Workforce Solutions (Equus) for Youth Opportunity Center Operations in Perris to increase the Agreement as follows: For PY 2025/2026 increase, the contract amount by \$18,600 from \$740,000 to \$758,600;

Continued on Page 2


ACTION:Policy


Heidi Marshall, Director 3/12/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: April 14, 2026
xc: HWS/WDD

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

RECOMMENDED MOTION: That the Board of Supervisors:

3. Ratify and Approve First Amendment to the WIOA Cost Reimbursement Agreement with California Family Life Center (CFLC) for Youth Opportunity Center Operations in Hemet to increase the Agreement as follows: For PY 2025/2026, increase the contract amount by \$62,312.42 from \$740,000 to \$802,312.42;
4. Ratify and Approve First Amendment to the WIOA Cost Reimbursement Agreement with California Family Life Center (CFLC) for Youth Opportunity Center Operations in Lake Elsinore to increase the Agreement as follows: For PY 2025/2026, increase the contract amount by \$51,312.35 from \$740,000 to \$791,312.35;
5. Ratify and Approve First Amendment to the WIOA Cost Reimbursement Agreement with California Family Life Center (CFLC) for Youth Opportunity Center Operations in Jurupa Valley to increase the Agreement as follows: For PY 2025/2026, increase the contract amount by \$21,237.80 from \$740,000 to \$761,237.80;
6. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved as to form by County Counsel to: (a) sign amendments modifying the Scope of Service that stay within the intent of the Agreement; (b) sign amendments that exercise the renewal options of the Agreements and that do not exceed the Board-approved amount; and (c) sign amendments that change allocations within approved budget table and move the allocated funds among the subrecipients;
7. Direct the Purchasing Agent to issue Purchase Orders for goods and/or services that do not exceed the Board-approved amount;
8. Authorize the Chair of the Board to execute three (3) copies of each Amendment on behalf of the County; and
9. Direct the Clerk of the Board to retain one (1) copy and return two (2) copies of each of the Amendments to Housing and Workforce Solutions/Workforce Development Division for distribution.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$169,518	\$ 0	\$169,518	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 100% Federal WIOA Title I Funds			Budget Adjustment: No	
			For Fiscal Year: 2025/2026	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Summary

The Riverside County Workforce Development Board (WDB) is an oversight body that supports the development of the regional workforce. The WDB operates under the Workforce Innovation and Opportunity Act of 2014 (WIOA) and is led by the private sector. WIOA allocates federal funds to activities that link resources, people, businesses, and education to create a competitive workforce.

The Riverside County Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) and the Workforce Development Board established the Youth Opportunity Center (YOC) system in 2000 under the Workforce Investment Act to provide “One-Stop” centers for youth to receive federally funded workforce services. WIOA targets explicitly “at-risk” youth ages 16 to 24 who require temporary or ongoing intervention to succeed academically. WDD currently administers six YOCs throughout Riverside County, located in Hemet, Indio, Lake Elsinore, Moreno Valley, Perris, and Jurupa Valley.

Staff recommends, that the Board of Supervisors approve the proposed funding allocations and authorize the execution of the First Amendments to the WIOA Cost Reimbursement Agreements for the Youth Opportunity Center Operations. These amendments have been reviewed and approved as to form by County Counsel.

Impact on Residents and Businesses

This action results in no negative impact to residents or businesses. The WIOA Youth Opportunity Year-Round Services program supports youth ages 16 to 24 by providing education, job training, career counseling, and work experience to help them overcome barriers to employment. Youth Opportunity Centers deliver comprehensive, youth-focused services, including academic support, work experience, job placement, and career development resources. These services equip young adults with the tools they need to achieve their educational and career goals. By preparing skilled, job-ready candidates, the program supports both youth and local businesses, strengthening the regional workforce.

Additional Fiscal Information

Below is the additional WIOA funding being carried over and added to each subrecipient agreement to support Youth Opportunity Center operations from October 1, 2025, through June 30, 2026, for a total amount not to exceed \$169,517.57. No County General Funds will be used.

Table A: Funding Recommendations for YOC Operations

Subrecipient	YOC Location	Existing Approved Funds	Funds Carried Forward	New Total Budget 2025/2026
Arbor E&T, LLC dba Equus Workforce Solutions	Moreno Valley	\$740,000	\$16,055.00	\$756,055.00
Arbor E&T, LLC dba Equus Workforce Solutions	Perris	\$740,000	\$18,600.00	\$758,600.00
California Family Life Center	Hemet	\$740,000	\$62,312.42	\$802,312.42
California Family Life Center	Lake Elsinore	\$740,000	\$51,312.35	\$791,312.35
California Family Life Center	Jurupa Valley	\$740,000	\$21,237.80	\$761,237.80
Program Total		\$3,700,000	\$169,517.57	\$3,869,517.57

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

Contract History and Price Reasonableness

On July 29, 2025, under Minute Order item 3.34 (ID#27981), the Board approved a three-month extension of the Youth Opportunity Center (YOC) contracts to support the transition into the 2025–2027 program year.

Subsequently, on September 22, 2025, under Minute Order item 3.31 (ID#28278), the Board approved the commencement of the new program year for YOC operations. WIOA Cost Reimbursement Agreements were executed with Arbor E&T, LLC, dba Equus Workforce Solutions, and California Family Life Center (CFLC) for an initial term from October 1, 2025, through June 30, 2026. These agreements include an option to extend for an additional year, contingent upon satisfactory performance and continued WIOA funding.

Unspent funds from the prior extension period will be carried over to each subrecipient, retroactively effective October 1, 2025, through June 30, 2026, as outlined in Table A of the Additional Fiscal Information section.

CFLC and Equus have maintained contractual relationships with the County of Riverside for over 15 years and currently operate five of the six YOCs, delivering year-round youth services. The sixth YOC, located in Indio, is contracted to a new service provider under an agreement approved on September 22, 2025, through Minute Order item 3.31 (ID#28278). The contract was executed and became effective on October 1, 2025, no amendment is needed at this time.

ATTACHMENTS:

- Attachment 1 – First Amendment to WIOA Cost Reimbursement Agreement with Arbor E&T dba Equus Workforce Solutions for Moreno Valley YOC
- Attachment 2 – First Amendment to WIOA Cost Reimbursement Agreement with Arbor E&T dba Equus Workforce Solutions for Perris YOC
- Attachment 3 – First Amendment to WIOA Cost Reimbursement Agreement with California Family Life Center for Hemet YOC
- Attachment 4 – First Amendment to WIOA Cost Reimbursement Agreement with California Family Life Center for Lake Elsinore YOC
- Attachment 5 – First Amendment to WIOA Cost Reimbursement Agreement with California Family Life Center for Jurupa Valley YOC


Melissa Curtis, Deputy Director of Purchasing and Fleet 3/30/2026


Stacey Pena, EO Management Analyst 4/8/2026


Aaron Gettis, Chief Deputy County Counsel 4/1/2026

**FIRST AMENDMENT
TO WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
COST REIMBURSEMENT AGREEMENT FOR PROGRAM YEAR 2025/2026,
YOUTH OPPORTUNITY CENTER OPERATIONS
By and Between
COUNTY OF RIVERSIDE
And
CALIFORNIA FAMILY LIFE CENTER
(Jurupa Valley aka Rubidoux Youth Opportunity Center)**

This First Amendment to Workforce Innovation and Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations ("First Amendment"), effective 1st day of October, 2025, is entered into by and between COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) ("COUNTY") and CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation hereinafter referred to as (CONTRACTOR). CONTRACTOR and the COUNTY are individually referred to herein as a "Party" and together as the "Parties."

RECITAL

WHEREAS, the COUNTY and the State of California Employment Development Department ("State") entered into a Subgrant Agreement pursuant to the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), wherein the State granted the COUNTY formula funding for Title I WIOA services ("Grant Agreement");

WHEREAS, the COUNTY and the Riverside County Workforce Development Board ("WDB") collaborate with private for profit, non-profit, community-based organizations, and other agencies of the COUNTY in carrying out certain functions and programs of the WIOA;

WHEREAS, in connection with the Grant Agreement, the Board of Supervisors on September 22, 2025, via Minute Order 3.31 approved the Workforce Innovation Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations effective October 1, 2025, thru June 30, 2026, with one (1) option for renewal not to extend beyond June 30, 2027;

WHEREAS, the parties now desire to increase compensation amount by twenty-one thousand, two hundred thirty-seven dollars and eighty cents (\$21,237.80) for a total of seven hundred sixty-one thousand, two hundred thirty-seven dollars and eighty cents (\$761,237.80) and amend the following exhibits to the Agreement to better reflect the services required to serve the youth benefiting from the project and to ensure timely payment of expenses to CONTRACTOR: Exhibit 3-Program Budget Table and Cost Allocation Plan;

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.

First (1st) Amendment

2. Compensation. The Cost Reimbursement Agreement is hereby amended to increase the compensation amount by \$21,237.80 for a new total of \$761,237.80.
3. Exhibit 3 - FY 2025/2026 Program Budget Table and Cost Allocation Plan. Exhibit 3 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 3 Amended FY 2025-2026 Program Budget Table and Cost Allocation Plan*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 1 incorporated herein by this reference.
4. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
5. Effective Date. This First Amendment to the Agreement shall be effective as of October 1, 2025, notwithstanding the date of execution by the Parties, and shall apply retroactively to cover eligible services and expenditures incurred by CONTRACTOR on or after that date.
6. Entire Understanding. The First Amendment, and the Agreement set forth and contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
7. Further Assurances. The Parties agree to execute such other documents and to take such other actions as may be reasonably necessary to further the purposes of this First Amendment.
8. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
9. USE OF ELECTRONIC SIGNATURES: This First Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Amendment agrees to the use of electronic or digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("the Act") Cal. Civ. Code §§ 1633.1-1633.17), for executing this Amendment. The Parties further agree that the electronic or digital signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. The Act authorizes use of an electronic signature for transactions and contracts among Parties in California, including governmental agencies. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this First Amendment on the dates set forth below.

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions, Workforce Development Division

By: Karen S. Spiegel
~~V. Manuel Perez~~ Karen Spiegel
Board of Supervisors, Chair

CONTRACTOR:

CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation.

By: Mary Jo Ramirez
Mary Jo Ramirez
Executive Director

Date: APR 14 2026

Date: 11/03/2025

ATTEST:

Kimberly A. Rector
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: [Signature]
Paula Salcido
Deputy County Counsel

Dated: 11/03/2025

(Attachment No. 1)
EXHIBIT 3
AMENDED FY 2025/2026 PROGRAM BUDGET TABLE
AND COST ALLOCATION PLAN
BEHIND THIS PAGE

Exhibit 3: Amended FY2025/2026 Program Budget Table and Cost Allocation Plan
(For the period: October 1, 2025 - June 30, 2026)

LINE ITEM	AMOUNT
Section A – Participant Wages/Benefits	
1. Participant Wages (Work Experience or Limited Internships)	\$ 113,025.00
2. Participant Fringe Benefits	\$ 13,880.00
SUBTOTAL	\$ 126,905.00
Section B – Staff Cost	
1. Staff Wages and Salaries	\$ 343,961.00
2. Employer's Cost of Staff Benefits	\$ 94,669.00
SUBTOTAL	\$438,630.00
Section C – Other Program Expenses	
1. Travel Costs	\$ 13,294.00
2. Program Expenses	\$ 126,990.00
3. Other Expenses	\$ 30,268.80
4. Vendor Service Contracts	\$ 25,150.00
SUBTOTAL	\$ 195,702.80
TOTAL	\$ 761,237.80

Changes to the program budget amounts and changes to allocations within budget table must be approved in writing by the County via an amendment as stated in Section G.11 of the Agreement.

The detailed Program Budget Sections and Cost Allocation Plan are on file with the County for reference.

Partnership Funding Allocation Table
WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 – June 30, 2026)

Partner Agency	Program Component/Activities	WIOA Funds Requested	In-kind Contributions
Jay Stewart - SMPS Pro	Leadership Development & Mentoring Through Music & Media Workshops In-kind: Leadership & Curriculum	\$10,500	\$0.00
Riverside County Office of Education	In-kind: Vocational Education, Basic Skills, High School Diploma, GED "Come Back Kid" Credit Recovery	\$0.00	\$240,000
Michele Worth Visual Arts Program & Curriculums	Art & Culture Component, Educational Curriculum Development, Occupational Skills Training & Leadership Development. In-kind: Education & Outreach in the Community	\$8,700	\$0.00
Nexus Consulting	Leadership Development Continuous Quality Improvement provides Focus groups for youth customer.	\$3,750	\$0.00
FLABOB Airport – The Tom Wathen Center	In-kind: Leadership Development & Mentoring – Aircraft Restoration and Repair	\$0.00	\$31,678
Masonry Industry Training Association (MITA)	Training/Education classes will be located at the YOC, Masonry standards and Building Codes, History of Masonry and Masonry effects on society. Hands on practice with brick, block and mortar. Using tools of the trade, modern masonry materials and techniques; learning measurements, drawings and specifications.	\$2,200	\$0.00
California Family Life Center	In-kind: Staff Salaries & Benefits	\$0.00	\$142,007
Total		\$25,150	\$413,685

PROGRAM LINE ITEM BUDGET FORM
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

BUDGET STATEMENT	
SECTION A – PARTICIPANT WAGES/BENEFITS	
1. Participant Wages (work experience or limited internships) (64)	
Number of ISY slots 26	
General Number of slots 26 x \$ 16.50/hr. x 20hrs/wk x 5.5 weeks = \$ 47,190	
Number of OSY slots 38	
General Number of slots 38 x \$16.50/hr. x 20hrs/wk x 5.25 weeks = \$ 65,835	
TOTAL PARTICIPANT WAGES	\$113,025
2. Participant Fringe Benefits (work experience or limited internships)	
FICA and Medicare Contribution: \$ 113,025 x 7.65 % = \$8,646	
Workers Compensation Insurance \$ 113,025 x 5.00% x 95% x -2.5% (Ex Mod) = \$ 5,234	\$13,880
GRAND TOTAL PARTICIPANT WAGES AND FRINGE BENEFITS	\$126,905

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
(For the Period: October 1, 2025- June 30, 2026)

SECTION B – STAFF COST				
Staff Position & Name of Staff	Number in Position	Yearly Salary Rate (a)	% Time Spent on WIOA (b)	TOTAL WIOA COST a x b)
Executive Director, M. Ramirez	1	106,065	9.8515	10,449
Fiscal Director, E. Nadih	1	81,835	9.8821	8,087
Fiscal Accounts Manager, S. Fernandez	1	83,037	32.8552	27,282
Career Coordinator, L. DeJesus	1	63,110	22.6684	14,306
Program Coordinator, J. May	1	58,051	49.286	28,611
BusIness/Community Liaison, B. Ward	1	40,727	86.7558	35,333
Career Navigator, K. Thompson	1	42,397	83.914	35,577
Career Navigator, P. Contreras	1	38,385	100	38,385
Career Navigator, L. Chaldez	1	33,477	100	33,477
Life Coach, Z. Bell	1	54,966	20.8093	11,438
Intake/Eligibility Tech/Prog Support, S. Salinas	1	34,996	100	34,996
Tutor, M. Violasse (16 hrs)	1	23,918	100	23,918
Admin Assistant, M. Bryant	1	58,014	19.7246	11,443
Data Validation Tech, T. Suarez	1	47,595	33.33	15,863
Admin Clerk, M. Riestra	1	45,081	4.9689	2,240
Human Resources, M. Snow	1	59,495	17.5545	10,444
Fiscal Clerk, S. Caudel	1	42,533	4.9656	2,112
SUBTOTAL: STAFF SALARIES				343,961
Employer's Cost of Staff Benefits				
Benefits (Describe)		Rate (%)	Salaries	
FICA		7.65	343,961	26,313
Unemployment Insurance		.257	343,961	884
Workers Compensation Insurance		.765	343,961	2,631
Cell Phone Policy		.5411	343,961	1,861
Medical		15.7605	343,961	54,210
401 (K)		2.5497	343,961	8,770
SUBTOTAL: STAFF BENEFITS				94,669
SUBTOTAL: STAFF BENEFITS				94,669
SUBTOTAL: STAFF SALARIES				343,961
TOTAL: STAFF SALARIES & BENEFITS				438,630

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as budget changes occur. This plan must be on file and available at all times for audit and monitoring.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the Period: October 1, 2025- June 30, 2026)

SECTION-C - OTHER PROGRAM EXPENSES				
1. TRAVEL COST (s)	Rate per Mile	Miles per Week	Number of Weeks	TOTAL WIOA COST
1a. YOC Employee's	0.70	301.54	39	8,232
1a.				
1b. Other Vehicle Costs				
Vehicle Costs: Lease/Rental/Mileage				5,062
SUBTOTAL TRAVEL (Total 1a. & 1b.)				13,294
2. Equipment (computer hardware/software included here*)				2,453
3. Consumable Supplies/Training Materials/Advertisement (Print/Reproduction costs)				11,681
4. Maintenance Repairs (include equipment repairs)/Janitorial				38,000
5. Rent: 1586 x 6 months 1646.66 x 3 months				14,456
6. Utilities (telephone, gas, electricity, water)				31,015
7. Insurance (bonding, liability, building, automobile)/Audit Fee(s)				19,135
8. Youth Incentive/Bonus Payments				2,250
9. Furniture (purchase/rent/lease)				250
10. Support Services				7,750
11. Other Expense (specify): StaffTrng/ Seminars/Mtgs/Workshops /ComSvc/PayProc/Emp Clearances/Verifications/Dues./Subscript/ ProfDues/Leadership/ EmploySrvcs,/Prof.Services Misc.				30,268.80
12. Vendor Service Contracts: SMPS Pro Media, Worth Visual Arts, Nexus Consulting, MITA				25,150
SUBTOTAL (#2-#12)				182,408.80
TOTAL OTHER PROGRAM EXPENSES – (Section C Only)				195,702.80
TOTAL PARTICIPANT/EMPLOYER COSTS – (Section A)				126,905
TOTAL STAFF COSTS – (Section B)				438,630
***TOTAL PROGRAM COSTS – (Total of Sections A+B+C)				761,237.80
Indirect Cost Rate % of				0
TOTAL PROGRAM COSTS				761,237.80

NOTE : If you purchase equipment, you must complete the Budget Form for Program Equipment. If indirect cost rate is charged, you must submit cost rate letter from a cognizant federal agency. If you have an indirect cost rate, you cannot apply the rate to Section A, Participant Cost or Section C, Youth Incentive Bonus.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025 – June 30, 2026)

SECTION D - IN-KIND COSTS					
Staff Position & Name of Staff	Number of Positions	Weekly Rate	Hours per Week	Number of Weeks	TOTAL COST
Stephenson, Shelia STRTP Director (15%)	1	1717.13	6	38.80	9,994
Elle-Dunkley, Pam, RFA/ Adoptions Director (15%)	1	2055.10	6	38.80	11,961
Dr. Stephens, Peter, Mental Health Director (20%)	1	2221.16	8	38.80	17,236
Cicchillo,, Maryann Family Resources Center Network Specialist (15%)	1	1367.10	6	38.80	7,957
Williams, Kathy , Kincaire Com/ Res Counselor (15)	1	923.54	6	38.80	5,375
SUBTOTAL: STAFF SALARIES					52,523
Benefits (Describe):			Rate %	Salaries	
FICA			7.6503	52,523	4,018
UNEMPLOYMENT			.2342	52,523	123
WORKERS COMPENSATION			2.4486	52,523	1,286
CELL PHONE POLICY			.2933	52,523	154
MEDICAL			23.6697	52,523	12,432
401(K)			2.8007	52,523	1,471
SUBTOTAL: STAFF BENEFITS					19,484
OTHER: HIRE-Center for Employment Training					20,000
OTHER: AMITY-YEI (Youth Employment Initiative)					50,000
SUBTOTAL: OTHER EXPENSE					70,000
TOTAL: STAFF SALARIES					52,523
TOTAL: STAFF BENEFITS					19,484
TOTAL: OTHER EXPENSE					70,000
TOTAL: IN-KIND EXPENSE					142,007

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as budget changes occur. This plan must be on file and available at all times for audit and monitoring.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025 – June 30, 2026)

BUDGET EXPENDITURE PLAN

					10/25	11/25	12/25	1/26	2/26	3/26	4/26	5/26	6/26
Projected OSY Costs	Monthly				50,749.19	50,749.19	50,749.19	50,749.19	50,749.19	50,749.19	50,749.18	50,749.18	50,749.18
	Y-T-D				50,749.19	101,498.38	152,247.57	202,996.76	253,745.95	304,495.14	355,244.32	405,993.50	456,742.68
Projected ISY Cost	Monthly				33,832.79	33,832.79	33,832.79	33,832.79	33,832.79	33,832.79	33,832.79	33,832.79	33,832.80
	Y-T-D				33,832.79	67,665.58	101,498.37	135,331.16	169,163.95	202,996.74	236,829.53	270,662.32	304,495.12
Total Program	Monthly				84,581.98	84,581.98	84,581.98	84,581.98	84,581.98	84,581.98	84,581.97	84,581.97	84,581.98
	Y-T-D				84,581.98	169,163.96	253,745.94	338,327.92	422,909.90	507,491.88	592,073.85	676,655.82	761,237.80

Amendment/ remaining funds extension
 FY25/26

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025 – June 30, 2026)

Equipment Budget Form

DESCRIPTION OF ITEM	QUANTITY	PRICE EACH	TOTAL COST	METHOD OF ACQUISITION
Career Cruising-Guidance System Software (License) Xello	1	\$785	\$785	Purchase
Edmentum – Plato Online Education licenses	7.33	\$227.50	\$1,668	Purchase
TOTAL			\$2,453	Purchase

NOTE: RIVERSIDE COUNTY WDB must approve the equipment, prior to purchase, if the equipment price is greater or equal to \$5,000. Following approval to purchase, a copy of the invoice and proof of payment are required as a part of this Agreement and will be tagged as WIOA property.

WORK-BASED LEARNING BUDGET FORM (WIOA Section 129 (c)(4))

(For the Period: October 1, 2025-June 30, 2026)

SECTION E – WORK-BASED LEARNING Budget Form				
YOUTH NAME	PAID EXP.	UNPAID EXP.	TOTAL EARNINGS	TOTAL
Participant Work Exp.	\$126,905		\$126,905	\$126,905
HIRE-Center for Employment Training		\$20,000		\$20,000
AMITY-YEI (Youth Employment Initiative)		\$50,000		\$50,000
Total				\$196,905
Staff Costs Associated with Work-Based Learning				
Executive Director, M. J. Ramirez (25%)				\$2,612
Career Administrator, L. DeJesus (50%)				\$7,153
Program Coordinator, J. May (50%)				\$14,306
Business Liaison, B. Ward (100%)				\$35,333
CN., P. Contreras (50%)				\$19,193
CN., K. Thompson (50%)				\$17,789
CN., L. Chaldez (50%)				\$16,739
DVT, T. Suarez (50%)				\$7,932
Life Coach, Z. Bell (50%)				\$5,719
Tutor, M. Violasse (25%)				\$5,980
Payroll Clerk, S. Caudel (100%)				\$2,112
Subtotal of Salaries Associated with Work-Based Learning				\$134,868
Staff Benefits (FICA, Workers Compensation, Unemployment, Cell Phone Policy, Medical, 401(K)) (28.6147%)				\$38,592
SUBTOTAL				\$173,460
TOTAL PROGRAM BUDGET				\$761,237.80
TOTAL PAID AND UNPAID WORK EXPERIENCE (NOT LESS THAN 25 % OF TOTAL PROGRAM BUDGET TO DATE (MONTHLY))				\$370,365
TOTAL PROGRAM BUDGET MINUS 48.653% WORK EXPERIENCE				\$390,872.80
TOTAL PROGRAM COSTS (Costs remaining after work-based learning/admin cost subtraction)				\$390,872.80

NOTE 1: The work expenditure rate is calculated after subtracting funds spent on administrative costs.

COST ALLOCATION PLAN
WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 - June 30, 2026)

Agency Name: CALIFORNIA FAMILY LIFE CENTER Cost Category	WIOA Rubidoux	WIOA Hemet	WIOA Lake Elsinore	STRTP	FFA/ SafeCare	KINCARE/ STEPS	Careavan/ YouthBuild/ IECF	HIRE/ 2 nd CHANCE Amity	YCC/ YEP	First 5/ Strengthening Families	Total Cost
Executive Director, M.J. Ramirez	10449	10617	29698	3361	3351	22009		23387	3193		106065
Fiscal Accounts Manager, S. Fernandez	27282	28464	27291								83037
Career Administrator, L. DeJesus	14306	14307	18661				9525	6311			63110
Program Coordinator, J. May	28611							29440			58051
Business Liaison, B. Ward	35333								5394		40727
CN., K. Thompson	35577								6820		42397
CN., P. Contreras	38385										38385
CN., L. Chaidez	33477										33477
Life Coach Coordinator, Z. Bell	11438	11438	11438	10326	10326						54966
Intake/Eligibility/Coord., S. Salinas	34996										34996
Education Coordinator, M. Violasse	23918										23918
Data Validation Tech, T. Suarez	15863	15868	15863								47595
Admin Assist., M. Bryant	11443	11603	11593	85	5886		5801	11603			58014
Fiscal Director, E. Nadih	8087	8567	7607	19560	14249			15581	8184		81835
Payroll Clerk, S. Caudel	2112	2127	2127	10000	13543		3649			8975	42533
Admin Clerk, M. Riestra	2240	2254	2254	15058	15048			8227			45081
Human Resource, M. Snow	10444	7603	4681	27810	8957						59495
Staff Benefits: FICA/Unemployment/Med/401(K)/W/C	94669	22017	22943	20970	10952	2996	2438	28423	7525	1500	214433
PARTICIPANT WAGES/BENEFITS	126905										126905
LINE ITEM 1 (TRAVEL COSTS)	13294										13294
LINE ITEM 2 (Equipment)	2453										2453
LINE ITEM 3 (Consumable Supplies)	11681										11681
LINE ITEM 4 (Maintenance Repairs/Janitorial)	38000										38000
LINE ITEM 5 (Rent)	14456										14456
LINE ITEM 6 (Utilities)	31015										31015
LINE ITEM 7 (Insurance/Audit Fees)	19135										19135
LINE ITEM 8 (Youth Incentive)	2250										2250
LINE ITEM 9 (Furniture)	250										250
LINE ITEM 10 (Support Services)	7750										7750
LINE ITEM 11 (Other)	30268.80										30268.80
LINE ITEM 12 (VSC)	25150										25150

Amendment/ remaining funds extension
FY25/26











YOC Operations - Amendment #1 - CFLC - Rubidoux

Final Audit Report

2025-11-03

Created:	2025-10-31
By:	Jasmin Guerrero (JGuerrer@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_KN36QOJ5ACeBIn5gJHceEAOppguYzGI

"YOC Operations - Amendment #1 - CFLC -Rubidoux" History

-  Document created by Jasmin Guerrero (JGuerrer@rivco.org)
2025-10-31 - 9:31:47 PM GMT- IP address: 158.61.6.0
-  Document emailed to mjramirez@cflckids.org for signature
2025-10-31 - 9:32:56 PM GMT
-  Email viewed by mjramirez@cflckids.org
2025-11-03 - 4:07:30 PM GMT- IP address: 66.249.84.226
-  Signer mjramirez@cflckids.org entered name at signing as Mary Jo Ramirez
2025-11-03 - 4:08:02 PM GMT- IP address: 172.113.79.230
-  Document e-signed by Mary Jo Ramirez (mjramirez@cflckids.org)
Signature Date: 2025-11-03 - 4:08:04 PM GMT - Time Source: server- IP address: 172.113.79.230
-  Document emailed to psalcido@rivco.org for signature
2025-11-03 - 4:08:06 PM GMT
-  Email viewed by psalcido@rivco.org
2025-11-03 - 4:50:55 PM GMT- IP address: 104.47.85.254
-  Signer psalcido@rivco.org entered name at signing as PAULA S. SALCIDO
2025-11-03 - 4:53:56 PM GMT- IP address: 158.61.14.12
-  Document e-signed by PAULA S. SALCIDO (psalcido@rivco.org)
Signature Date: 2025-11-03 - 4:53:58 PM GMT - Time Source: server- IP address: 158.61.14.12
-  Agreement completed.
2025-11-03 - 4:53:58 PM GMT



Adobe Acrobat Sign

**FIRST AMENDMENT
TO WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
COST REIMBURSEMENT AGREEMENT FOR PROGRAM YEAR 2025/2026,
YOUTH OPPORTUNITY CENTER OPERATIONS**

**By and Between
COUNTY OF RIVERSIDE
And
CALIFORNIA FAMILY LIFE CENTER
(Lake Elsinore Youth Opportunity Center)**

This First Amendment to Workforce Innovation and Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations ("First Amendment"), effective 1st day of October, 2025, is entered into by and between COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) ("COUNTY") and CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation hereinafter referred to as (CONTRACTOR). CONTRACTOR and the COUNTY are individually referred to herein as a "Party" and together as the "Parties."

RECITAL

WHEREAS, the COUNTY and the State of California Employment Development Department ("State") entered into a Subgrant Agreement pursuant to the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), wherein the State granted the COUNTY formula funding for Title I WIOA services ("Grant Agreement");

WHEREAS, the COUNTY and the Riverside County Workforce Development Board ("WDB") collaborate with private for profit, non-profit, community-based organizations, and other agencies of the COUNTY in carrying out certain functions and programs of the WIOA;

WHEREAS, in connection with the Grant Agreement, the Board of Supervisors on September 22, 2025, via Minute Order 3.31 approved the Workforce Innovation Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations effective October 1, 2025, thru June 30, 2026, with one (1) option for renewal not to extend beyond June 30, 2027;

WHEREAS, the parties now desire to increase compensation amount by fifty-one thousand, three hundred twelve dollars and thirty-five cents (\$51,312.35) for a total of seven hundred ninety-one thousand, three hundred twelve dollars and thirty-five cents (\$791,312.35) and amend the following exhibits to the Agreement to better reflect the services required to serve the youth benefiting from the project and to ensure timely payment of expenses to CONTRACTOR: Exhibit 3-Program Budget Table and Cost Allocation Plan;

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.

2. Compensation. The Cost Reimbursement Agreement is hereby amended to increase the compensation amount by \$51,312.35 for a new total of \$791,312.35.
3. Exhibit 3 - FY 2025/2026 Program Budget Table and Cost Allocation Plan. Exhibit 3 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 3 Amended FY 2025-2026 Program Budget Table and Cost Allocation Plan*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 1 incorporated herein by this reference.
4. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
5. Effective Date. This First Amendment to the Agreement shall be effective as of October 1, 2025, notwithstanding the date of execution by the Parties, and shall apply retroactively to cover eligible services and expenditures incurred by CONTRACTOR on or after that date.
6. Entire Understanding. The First Amendment, and the Agreement set forth and contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
7. Further Assurances. The Parties agree to execute such other documents and to take such other actions as may be reasonably necessary to further the purposes of this First Amendment.
8. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
9. USE OF ELECTRONIC SIGNATURES: This First Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Amendment agrees to the use of electronic or digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("the Act") Cal. Civ. Code §§ 1633.1-1633.17), for executing this Amendment. The Parties further agree that the electronic or digital signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. The Act authorizes use of an electronic signature for transactions and contracts among Parties in California, including governmental agencies. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this First Amendment on the dates set forth below.

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions, Workforce Development Division

By: Karen S. Spiegel
~~V. Manuel Perez~~ Karen Spiegel
Board of Supervisors, Chair

CONTRACTOR:

CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation.

By: Mary Jo Ramirez
Mary Jo Ramirez
Executive Director

Date: APR 14 2026

Date: 11/03/2025

ATTEST:

Kimberly A. Rector
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: Paula Salcido
Paula Salcido
Deputy County Counsel

Dated: 11/03/2025

(Attachment No. 1)
EXHIBIT 3
AMENDED FY 2025/2026 PROGRAM BUDGET TABLE
AND COST ALLOCATION PLAN
BEHIND THIS PAGE

Exhibit 3: Amended FY2025/2026 Program Budget Table and Cost Allocation Plan
(For the period: October 1, 2025 - June 30, 2026)

LINE ITEM	AMOUNT
Section A – Participant Wages/Benefits	
1. Participant Wages (Work Experience or Limited Internships)	\$ 163,231.00
2. Participant Fringe Benefits	\$ 20,047.00
SUBTOTAL	\$ 183,278.00
Section B – Staff Cost	
1. Staff Wages and Salaries	\$ 353,075.00
2. Employer's Cost of Staff Benefits	\$ 85,784.00
SUBTOTAL	\$ 438,859.00
Section C – Other Program Expenses	
1. Travel Costs	\$ 11,700.00
2. Program Expenses	\$ 73,075.00
3. Other Expenses	\$ 62,650.35
4. Vendor Service Contracts	\$ 21,750.00
SUBTOTAL	\$ 169,175.35
TOTAL	\$ 791,312.35

Changes to the program budget amounts and changes to allocations within budget table must be approved in writing by the County via an amendment as stated in Section G.11 of the Agreement.

The detailed Program Budget Sections and Cost Allocation Plan are on file with the County for reference.

Partnership Funding Allocation Table
WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025– June 30, 2026)

Partner Agency	Program Component/Activities	WIOA Funds Requested	In-kind Contributions
Mt. San Jacinto College	Post-Secondary Education, Basic Occupational Skills, Training, Advanced Training for Attainment of Recognized Training Inkind: Student Services, Staff Support, Post-Secondary Education, Vocational Coordination Services	\$8,000	\$1,125
Riverside County Office of Education	Inkind: Vocational Education, Basic Skills, High School Diploma, GED "Come Back Kids" Credit Recovery	\$0.00	\$45,000
Michele Worth Visual Arts Program & Curriculums	Art & Culture Component, Educational Curriculum Development, Occupational Skills Training & Leadership Development. In-kind: Education & Outreach in the Community	\$10,000	\$0.00
Nexus Consulting	Leadership Development Continuous Quality Improvement provides Focus groups for youth customer.	\$3,750	\$0.00
Masonry Industry Training Association (MITA)	Masonry and Masonry effects on society, Masonry standards and Building Codes, Training/Educaton classes, Hands on practice with brick, block and mortar	\$0	\$0.00
California Family Life Center	Inkind: Staff Salaries and Benefits	\$0.00	\$122,007
		\$21,750	\$168,132

PROGRAM LINE ITEM BUDGET FORM

WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

BUDGET STATEMENT	
SECTION A – PARTICIPANT WAGES/BENEFITS	
1. Participant Wages (work experience or limited internships) (62)	
Number of ISY slots 25	
General	Number of slots 13 x \$ 16.50/hr. x 20hrs/wk x 7.75 weeks = \$ 33,247
General	Number of slots 12 x \$ 16.90/hr. x 20hrs/wk x 8 weeks = \$ 32,448
Number of OSY slots 37	
General	Number of slots 18 x \$16.50/hr. x 20hrs/wk x 7.771 weeks = \$ 46,160
General	Number of slots 19 x \$16.90/hr. x 20hrs/wk x 8 weeks = \$ 51,376
TOTAL PARTICIPANT WAGES	
2. Participant Fringe Benefits (work experience or limited internships)	
FICA and Medicare Contribution: $\$ 163,231 \times 7.65\% = \$12,487$	
Workers Compensation Insurance $\$ 163,231 \times 5.00\% \times 95\% \text{ *-}2.5\%(\text{Ex Mod}) = \$7,560$	
TOTAL PARTICIPANT FRINGE BENEFITS	
GRAND TOTAL PARTICIPANT WAGES AND FRINGE BENEFITS	
\$183,278	

Program Line Item Budget Form

WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025– June 30, 2026)

SECTION-C - OTHER PROGRAM EXPENSES				
1. TRAVEL COST (s)	Rate per Mile	Miles per Week	Number of Weeks	TOTAL WIOA COST
1a. YOC Employee's	0.70	428.57	39	11,700
1a				
1b. Other Vehicle Costs				
Vehicle Costs: Lease/Rental/Mileage				0
SUBTOTAL TRAVEL (Total 1a. & 1b.)				11,700
2. Equipment (computer hardware/software included here*)				2,452
3. Consumable Supplies/Training Materials/Advertisement (Print/Reproduction costs)				12,000
4. Maintenance Repairs (include equipment repairs)/Janitorial				8,690
5. Rent: 500 x 12				4,500
6. Utilities (telephone, gas, electricity, water)				12,617
7. Insurance (bonding, liability, building, automobile)/Audit Fee(s)				20,216
8. Youth Incentive/Bonus Payments				2,250
9. Furniture (purchase/rent/lease)				350
10. Support Services				10,000
11. Other Expense (specify): StaffTrng/ Seminars/Mtgs/Workshops /ComSvc/PayProc/Emp Clearances/Verifications/Dues./Subscript/ProfDues/Leadership/MedScribeTrng/Phlebotomy/EmploySrvcs, /Prof.Services/ Misc.				62,650.35
12. Vendor Service Contracts: MSJC, LEUSD, Care A Van, Visual Arts Program, MITA				21,750
SUBTOTAL (#2-#12)				157,475.35
TOTAL OTHER PROGRAM EXPENSES – (Section C Only)				169,175.35
TOTAL PARTICIPANT/EMPLOYER COSTS – (Section A)				183,278
TOTAL STAFF COSTS – (Section B)				438,859
***TOTAL PROGRAM COSTS – (Total of Sections A+B+C)				791,312.35
Indirect Cost Rate % of				0
TOTAL PROGRAM COSTS				791,312.35

NOTE : If you purchase equipment, you must complete the Budget Form for Program Equipment. If indirect cost rate is charged, you must submit cost rate letter from a cognizant federal agency. If you have an indirect cost rate, you cannot apply the rate to Section A, Participant Cost or Section C, Youth Incentive Bonus.

Program Line Item Budget Form
 WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

SECTION D - IN-KIND COSTS					
Staff Position & Name of Staff	Number of Positions	Weekly Rate	Hours per Week	Number of Weeks	TOTAL COST
Elle-Dunkley, Pam, RFA/ Adoptions Director (15%)	1	2055.10	6	38.80	11,961
Dr. Stephens, Peter, Mental Health Director (20%)	1	2221.16	8	38.80	17,236
Cicchillo, Maryann Family Resources Center Network Specialist (15%)	1	1367.10	6	38.80	7,957
Williams, Kathy, Community Resource Counselor (15%)	1	923.54	6	38.80	5,375
Stephenson, Shella, STRTP Director (15%)	1	1717.13	6	38.80	9,994
SUBTOTAL: STAFF SALARIES					52,523
Benefits (Describe):			Rate %	Salaries	
FICA			7.6503	52,523	4,018
Unemployment			.2342	52,523	123
Workers Compensation			2.4486	52,523	1,286
Cell Phone Policy			.2933	52,523	154
Medical			23.6697	52,523	12,432
401 (K)			2.8008	52,523	1,471
SUBTOTAL: STAFF BENEFITS					19,484
AMITY-YEI (Youth Employment Initiative)- PARTICIPANT SALARIES AND BENEFITS					50,000
SUBTOTAL: OTHER EXPENSE					50,000
TOTAL: STAFF SALARIES					52,523
TOTAL: STAFF BENEFITS					19,484
TOTAL: OTHER EXPENSE					50,000
TOTAL: IN-KIND EXPENSE					122,007

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as budget changes occur. This plan must be on file and available at all times for audit and monitoring.

WORK-BASED LEARNING BUDGET FORM (WIOA Section 129 (c)(4))
 (For the period: October 1, 2025– June 30, 2026)

SECTION E – WORK-BASED LEARNING Budget Form				
YOUTH NAME	PAID EXP.	UNPAID EXP.	TOTAL EARNINGS	
Participants Work Exp.	183,278		183,278	183,278
AMITY-YEI (Youth Employment Initiative)		50,000		50,000
				\$233,278
Staff Costs Associated with Work-Based Learning				
Executive Director, M. J. Ramirez (25%)				\$7,425
Program Administrative Coordinator, L. DeJesus (50%)				\$9,331
Program Coordinator, R. Stanton (50%)				\$28,687
Business Liaison S. Tisdale (100%)				\$33,888
CN E. Lopez (50%)				\$15,841
CN S. Young (50%)				\$13,769
CN K. Graham (50%)				\$15,877
DVT, T. Suarez (50%)				\$7,932
Life Coach Facilitator, Z. Bell (50%)				\$5,719
Payroll Clerk, S. Caudel (100%)				\$2,127
Subtotal of Salaries Associated with Work-Based Learning				\$140,596
Staff Benefits (FICA, Workers Compensation, Unemployment, Cell Phone Policy, Medical, 401(K)) (21.4516%)				\$30,160
SUBTOTAL				\$170,756
TOTAL PROGRAM BUDGET				\$791,312.35
TOTAL PAID AND UNPAID WORK EXPERIENCE (NOT LESS THAN 25 % OF TOTAL PROGRAM BUDGET TO DATE (MONTHLY)				\$404,034
TOTAL PROGRAM BUDGET MINUS 51.0587% WORK EXPERIENCE				\$387,278.35
TOTAL PROGRAM COSTS (Costs remaining after work-based learning/admin cost subtraction)				\$387,278.35

NOTE 1: The work expenditure rate is calculated after subtracting funds spent on administrative costs.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

BUDGET EXPENDITURE PLAN

					10-25	11-25	12-25	1-26	2-26	3-26	4-26	5-26	6-26
Projected OSY Costs	Monthly				52,754.15	52,754.15	52,754.15	52,754.16	52,754.16	52,754.16	52,754.16	52,754.16	52,754.16
	Y-T-D				52,754.15	105,508.30	158,262.45	211,016.61	263,770.77	316,524.93	369,279.09	422,033.25	474,787.41
Projected ISY Cost	Monthly				35,169.43	35,169.43	35,169.44	35,169.44	35,169.44	35,169.44	35,169.44	35,169.44	35,169.44
	Y-T-D				35,169.43	70,338.86	105,508.30	140,677.74	175,847.18	211,016.62	246,186.06	281,355.50	316,524.94
Total Program	Monthly				87,923.58	87,923.58	87,923.59	87,923.60	87,923.60	87,923.60	87,923.60	87,923.60	87,923.60
	Y-T-D				87,923.58	175,847.16	263,770.75	351,694.35	439,617.95	527,541.55	615,465.15	703,388.75	791,312.35

Amendment/ remaining funds extension
 FY25/26

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

Equipment Budget Form

DESCRIPTION OF ITEM	QUANTITY	PRICE EACH	TOTAL COST	METHOD OF ACQUISITION
Career Cruising-Guidance System Software (License) Xello	1	\$785	\$785	Purchase
Edmentum – Plato online education licenses	7.33	\$227.45	\$1,667	Purchase
TOTAL			\$2,452	Purchase

NOTE: RIVERSIDE COUNTY WDB must approve the equipment, prior to purchase, if the equipment price is greater or equal to \$5,000. Following approval to purchase, a copy of the invoice and proof of payment are required as a part of this Agreement and will be tagged as WIOA property.

COST ALLOCATION PLAN

WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 - June 30, 2026)

Cost Category Agency Name: CALIFORNIA FAMILY LIFE CENTER Cost Category	WIOA Lake Elsinore	WIOA Hemet	WIOA Rubidoux	STRTP	FFA/ SafeCare	KINCARE/ STEPS	Careavan/ YouthBuild/ IECF	HIRE/ 2 nd CHANCE Amity	YCC/ YEP	First 5/ Strengthening Families	Total Cost
Executive Director, M.J. Ramirez	29698	10617	10449	3361	3351	22009		23387	3193		106065
Fiscal Accounts Manager, S. Fernandez	27291	28464	27282								83037
Program Administrative Coordinator, L. DeJesus	18661	14307	14306				9525	6311			63110
Program Coordinator, R. Stanton	57374										57374
Business Liaison, S. Tisdale	33888								12531		46419
CN., E. Lopez	31681										31681
CN., S. Young	27538								11074		38612
CN., K. Graham	31753										31735
Intake/Eligibility Resource Coordinator M. Flores Velasques	3968										3968
Intake/Eligibility Resource Coordinator A. Richey	35660										35660
Life Coach Coordinator, Z. Bell	11438	11438	11438	10326	10326						54966
Data Validation Tech, T. Suarez	15863	15868	15863								47595
Admin Assist., M. Bryant	11593	11603	11443	85	5886		5801	11603			58014
Fiscal Director, E. Nadih	7607	8267	8087	19560	14549			15581	8184		81835
Payroll Clerk, S. Caudel	2127	2127	2112	10000	13543		3649			8975	42533
Admin Clerk, M. Riestra	2254	2254	2240	15058	15048			8227			45081
Human Resources, M. Snow	4681	7603	10444	27810	8957						59495
Staff Benefits: FICA/Unemployment/Med/401(K)	85784	32847	33533	19865	11925	7212	7949	12764	4802	1500	218181
PARTICIPANT WAGES/BENEFITS	183278										183278
LINE ITEM 1 (TRAVEL COSTS)	11700										11700
LINE ITEM 2 (Equipment)	2452										2452
LINE ITEM 3 (Consumable Supplies)	12000										12000
LINE ITEM 4 (Maintenance Repairs/Janitorial)	8690										8690
LINE ITEM 5 (Rent)	4500										4500
LINE ITEM 6 (Utilities)	12617										12617
LINE ITEM 7 (Insurance/Audit Fees)	20216										20216
LINE ITEM 8 (Youth Incentive)	2250										2250
LINE ITEM 9 (Furniture)	350										350
LINE ITEM 10 (Support Services)	10000										10000
LINE ITEM 11 (Other)	62650.35										62650.35
LINE ITEM 12 (VSC)	21750										21750


YOC Operations - Amendment #1-CFLC-Lake Elsinore


Final Audit Report


2025-11-03


Created:	2025-10-31
By:	Jasmin Guerrero (JGuerrer@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAa6W6hJXN8Lk95MWIFXPQJhcrMU8kYVW1


"YOC Operations - Amendment #1-CFLC-Lake Elsinore" History


-  Document created by Jasmin Guerrero (JGuerrer@rivco.org)
2025-10-31 - 9:29:08 PM GMT- IP address: 158.61.6.0


-  Document emailed to mjramirez@cfckids.org for signature
2025-10-31 - 9:31:14 PM GMT


-  Email viewed by mjramirez@cfckids.org
2025-11-03 - 4:06:46 PM GMT- IP address: 66.249.84.225


-  Signer mjramirez@cfckids.org entered name at signing as Mary Jo Ramirez
2025-11-03 - 4:07:15 PM GMT- IP address: 172.113.79.230


-  Document e-signed by Mary Jo Ramirez (mjramirez@cfckids.org)
Signature Date: 2025-11-03 - 4:07:17 PM GMT - Time Source: server- IP address: 172.113.79.230

-  Document emailed to psalcido@rivco.org for signature
2025-11-03 - 4:07:19 PM GMT

-  Email viewed by psalcido@rivco.org
2025-11-03 - 4:48:51 PM GMT- IP address: 104.47.65.254

-  Signer psalcido@rivco.org entered name at signing as PAULA S. SALCIDO
2025-11-03 - 4:50:41 PM GMT- IP address: 158.61.14.12

-  Document e-signed by PAULA S. SALCIDO (psalcido@rivco.org)
Signature Date: 2025-11-03 - 4:50:43 PM GMT - Time Source: server- IP address: 158.61.14.12

-  Agreement completed.
2025-11-03 - 4:50:43 PM GMT

**FIRST AMENDMENT
TO WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
COST REIMBURSEMENT AGREEMENT FOR PROGRAM YEAR 2025/2026,
YOUTH OPPORTUNITY CENTER OPERATIONS**

**By and Between
COUNTY OF RIVERSIDE
And
ARBOR E&T, LLC, dba EQUUS WORKFORCE SOLUTIONS
(Moreno Valley Youth Opportunity Center)**

This First Amendment to Workforce Innovation and Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations ("First Amendment"), effective 1st day of October, 2025, is entered into by and between COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) ("COUNTY") and ARBOR E&T, LLC, dba EQUUS WORKFORCE SOLUTIONS, a Kentucky limited liability company (CONTRACTOR). CONTRACTOR and the COUNTY are individually referred to herein as a "Party" and together as the "Parties."

RECITAL

WHEREAS, the COUNTY and the State of California Employment Development Department ("State") entered into a Subgrant Agreement pursuant to the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), wherein the State granted the COUNTY formula funding for Title I WIOA services ("Grant Agreement");

WHEREAS, the COUNTY and the Riverside County Workforce Development Board ("WDB") collaborate with private for profit, non-profit, community-based organizations, and other agencies of the COUNTY in carrying out certain functions and programs of the WIOA;

WHEREAS, in connection with the Grant Agreement, the Board of Supervisors on September 22, 2025, via Minute Order 3.31 approved the Workforce Innovation Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations effective October 1, 2025, thru June 30, 2026, with one (1) option for renewal not to extend beyond June 30, 2027;

WHEREAS, the parties now desire to increase compensation amount by sixteen thousand fifty-five dollars (\$16,055) for a total of seven hundred fifty-six thousand fifty-five dollars (\$756,055) and amend the following exhibits to the Agreement to better reflect the services required to serve the youth benefiting from the project and to ensure timely payment of expenses to CONTRACTOR: Exhibit 3-Program Budget Table and Cost Allocation Plan, Exhibit 4-Performance Measurement Invoice;

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.
2. Compensation. The Cost Reimbursement Agreement is hereby amended to increase the compensation amount by \$16,055 for a new total of \$756,055.

3. Exhibit 3 - FY 2025/2026 Program Budget Table and Cost Allocation Plan. Exhibit 3 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 3 Amended FY 2025-2026 Program Budget Table and Cost Allocation Plan*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 1 incorporated herein by this reference.
4. Exhibit 4 - Performance Measurement Invoice. Exhibit 4 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 4 Amended Performance Measurement Invoice*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 2 incorporated herein by this reference.
5. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
6. Effective Date. This First Amendment to the Agreement shall be effective as of October 1, 2025, notwithstanding the date of execution by the Parties, and shall apply retroactively to cover eligible services and expenditures incurred by CONTRACTOR on or after that date.
7. Entire Understanding. The First Amendment, and the Agreement set forth and contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
8. Further Assurances. The Parties agree to execute such other documents and to take such other actions as may be reasonably necessary to further the purposes of this First Amendment.
9. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
10. USE OF ELECTRONIC SIGNATURES: This First Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Amendment agrees to the use of electronic or digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("the Act") Cal. Civ. Code §§ 1633.1-1633.17), for executing this Amendment. The Parties further agree that the electronic or digital signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. The Act authorizes use of an electronic signature for transactions and contracts among Parties in California, including governmental agencies. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this First Amendment on the dates set forth below.

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions, Workforce Development Division

CONTRACTOR:

ARBOR E&T, LLC, dba Equus Workforce Solutions, a Kentucky limited liability company, authorized to conduct business in the state of CA.

By: Karen S. Spiegel
~~V. Manuel Perez~~ Karen Spiegel
Board of Supervisors, Chair

By: [Signature]
Cameron Tovey
Chief Financial Officer

Date: APR 14 2026

Date: 12/03/2025

ATTEST:

Kimberly A. Rector
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: [Signature]
Paula Salcido
Deputy County Counsel

Dated: 12/03/2025

(Attachment No. 1)
EXHIBIT 3
AMENDED FY 2025/2026 PROGRAM BUDGET TABLE
AND COST ALLOCATION PLAN
BEHIND THIS PAGE

Exhibit 3: Amended FY2025/2026 Program Budget Table and Cost Allocation Plan

(For the Period: October 1, 2025-June 30, 2026)

LINE ITEM		Amount
Section A - Participant Wages/Benefits		
1	Participapnt Wages (Work Experience or Limited Internships)	\$ 39,600.00
2	Participant Fringe Benefits	\$ 8,910.00
	SUBTOTAL	\$ 48,510.00
Section B - Staff Cost		
1	Staff Wages and Salaries	\$ 347,548.00
2	Employer's Cost of Staff Benefits	\$ 77,329.00
	SUBTOTAL	\$ 424,877.00
Section C - Other Program Expenses		
1	Travel Costs	\$ 3,400.00
2	Program Expenses	\$ 219,781.00
3	Vendor Service Contracts	
4	Indirect Cost Rate (10.56%)	\$ 59,487.00
	SUBTOTAL	\$ 282,668.00
	TOTAL	\$ 756,055.00

Changes to the program budget amounts and changes to allocations within budget table must be approved in writing by the County via an amendment as stated in Section G. 11 of the Agreement

The detailed Program Budget Sections and Cost Allocation Plan are in file with the County for reference.

YOC
 Program Line Item Budget Form
 WIOA Youth Program Services

Program Budget: Participant Employer Cost
 (For the period: October 1, 2025 - June 30, 2026)

BUDGET STATEMENT											
SECTION A-PARTICIPANT WAGES/BENEFITS											
1. Participant Wages (Work Experience or Limited Internships)											
Number of Slots for Participants	20	x	\$16.50	hr.	x	20	hrs./weeks	x	6	weeks =	39,600
TOTAL PARTICIPANT WAGES											
										\$ 39,600	
2. Participant Fringe Benefits											
Percent of total wages											
Benefits	22.50%	x	\$39,600								\$ 8,910
TOTAL PARTICIPANT BENEFITS											
										\$ 8,910	
TOTAL PARTICIPANT WAGES AND BENEFITS											
										\$ 48,510	

**YOC
Program Line Item Budget Form
WIOA Youth Program Services**

Program Budget: Staff Cost

(For the period: October 1, 2025 - June 30, 2026)

SECTION B - STAFF COST				
Staff Position & Name of Staff	Number in Position	Yearly Salary Rate (a)	% Time Spent on WloA (b)	Total WIOA Cost (axb)
Project Director (Erika Gomez Rojas)	0.75	\$99,743	50.00%	\$37,404
Project Accountant (Mindy Trinh)	0.75	\$86,542	50.00%	\$32,453
Quality Assurance Manager (Kathy Marquez)	0.75	\$72,072	50.00%	\$27,027
HR Specialist/Office Manager (Manuela Arreola)	0.75	\$77,183	50.00%	\$28,944
Operations Supervisor (Hernandez, Crystal)	0.75	\$72,072	100.00%	\$54,054
Youth Talent Development Specialist (Mariona, Esmeralda Alejandra)	0.75	\$54,600	100.00%	\$40,950
Youth Talent Development Specialist (Marquez, Melina)	0.75	\$62,244	96.00%	\$44,816
Youth Talent Development Specialist (Naggi, Lorraine Joyce)	0.75	\$54,600	100.00%	\$40,950
Youth Talent Development Specialist (Zaragoza, Destiny Rosella)	0.75	\$54,600	100.00%	\$40,950
SUBTOTAL: STAFF SALARIES				347,548
Employer's Cost of Staff Benefits				
Benefits (Describe)		Rate (%)	Salaries	
FICA		7.65%	\$347,548	\$26,587
SUTA/FUTA		1.20%	\$347,548	\$4,171
Workers' Compensation Insurance		0.40%	\$347,548	\$1,390
Other (Please List)				
Medical Insurance*		10.00%	\$347,548	\$34,755
401K-Pension		3.00%	\$347,548	\$10,426
*New employees are eligible for medical benefits after 90 days.				
*Benefit levels are reviewed and potentially adjusted each year.				
*Benefit rates are for budgeting purposes only, billing will be based on actuals.				
SUBTOTAL: STAFF BENEFITS		22.25%		\$77,329
SUBTOTAL: STAFF SALARIES				\$347,548
TOTAL: STAFF SALARIES & BENEFITS				\$424,877

YOC
Program Line Item Budget Form
WIOA Youth Program Services

Program Budget: Program Expenses
 (For the period: October 1, 2025 - June 30, 2026)

SECTION C - OTHER PROGRAM EXPENSES				
	Rate per Mile	Number of Staff		Total WIOA Cost
1. Travel Cost				
Sub Total Travel (8,621/yr)	0.7	9		3,400
2. Rent				71,981
3. Utilities (telephone, gas, electricity, water, security alarm)				23,000
4. Consumable Supplies				8,420
5. Postage/Mailing/Freight/UPS				300
6. Maintenance Contracts and Repairs (include equipment repairs)				1,800
7. Facilities & Janitorial Services				9,900
8. Audit/IMU				900
9. Advertising/PR				1,000
10. Dues/Subscriptions				6,300
11. Recruiting/Background/Drug Testing				300
12. Staff Training/Development				2,000
13. Partners (Subcontractors)				0
14. General & Professional Liability Insurance				3,150
15. Payroll Services				495
16. Program Equipment				10,500
17. Profit (for PROFIT organizations only) 8.26%				51,444
18. Participant Services Costs:				
18a. Student Lunch Program				2,131
18b. Client Education/Curriculum				23,160
18c. Fieldtrip Support (include Voices for Youth Leadership DC/Sacramento/Job Shadowing/College Awareness/Youth CWA)				2,500
18d. Support Services				5,000
18e. Incentives				500
SUBTOTAL (#2 - #19)				219,781
TOTAL OTHER PROGRAM EXPENSES - (Section C)				223,181
TOTAL PARTICIPANT/EMPLOYER COSTS - (Section A)				48,510
TOTAL STAFF COSTS - (Section B)				424,877
SUBTOTAL PROGRAM COSTS - (Total of Sections A+B+C)				696,568
Indirect Cost Rate 10.56%				59,487
TOTAL PROGRAM COSTS				756,055

Please note: If an indirect cost rate is charged, Contractor must submit formal request (acceptable indirect cost rate letter), along with justification from cognizant agency. The rate shall not be applied to Section A or to Section C - Participant Services and Profit.

\$ 16,055

Profit is calculated using all Operating expense plus Indirect Cost Rate x 8.26%.

YOC
Program Line Item Budget Form
WIOA Youth Program Services

WORK-BASED LEARNING BUDGET FORM (WIOA Section 129 (c)(4))

(For the period: October 1, 2025 - June 30, 2026)

SECTION E – WORK-BASED LEARNING Budget Form				
YOUTH NAME	PAID EXP.	UNPAID EXP.	TOTAL EARNINGS	
WEX youth wages	\$ 39,600		\$ 39,600	\$ 39,600
Benefits	\$ 8,910		\$ 8,910	\$ 8,910
subtotal				\$ 48,510
STAFF COSTS				
Operations Supervisor (Hernandez, Crystal)			30%	\$ 16,216
Youth Talent Development Specialist (Mariona, Esmeralda Ale)			60%	\$ 24,570
Youth Talent Development Specialist (Marquez, Mellina)			60%	\$ 26,890
Youth Talent Development Specialist (Naggi, Lorraine Joyce)			60%	\$ 24,570
Youth Talent Development Specialist (Zaragoza, Destiny Rosel)			60%	\$ 24,570
Staff Benefits		22.25%		\$ 25,992
Indirect on staff Wages and Benefits		10.56%		\$ 15,081
Participant Service Costs				
Supportive Services 50% to purchase working attire for WEX youth				\$ 2,500
SUBTOTAL				\$ 160,389
TOTAL PROGRAM BUDGET				\$ 756,055
TOTAL PAID AND UNPAID WORK EXPERIENCE (NOT LESS THAN 25% OF TOTAL PROGRAM BUDGET TO DATE (MONTHLY))				\$ 208,899
TOTAL PROGRAM BUDGET MINUS	27.6301%	WORK EXPERIENCE		\$ 547,156
10% ADMINISTRATIVE COST (Does not apply to Contractors) It Is for EDA WIOA Admin/Fiscal				N/A
Work Experience budget Includes WEX, OJT, Staff wages, benefits and Indirect (as noted above)				
Total Work base learning budget/Total program budget				27.6301%
TOTAL PROGRAM COSTS				\$ 756,055

NOTE 1: The work expenditure rate is calculated after subtracting funds spent on administrative costs.

YOC
Program Line Item Budget Form
WIOA Youth Program Services

Program Budget: In-Kind Costs
 (For the period: October 1, 2025 - June 30, 2026)

SECTION D - IN-KIND COSTS						
Staff Position & Name of Staff	Number of Positions	Hourly Rate	Hours per Week	Number of Weeks	TOTAL COST	Source of In-Kind Contributions
SUBTOTAL: STAFF SALARIES					0	
Benefits (Describe):			Rate %	Salaries		
SUBTOTAL: STAFF BENEFITS					0	
Strategix Management, LLC-Job Corps					\$ 3,200	Private Grants/State and Federal Funds
SIATech Charter School					\$ 150,000	Private Grants/State and Federal Funds
SUBTOTAL: OTHER EXPENSE (Total Negotiated Partner Contributions)					\$ 153,200	
TOTAL: STAFF SALARIES					0	
TOTAL: STAFF BENEFITS					0	
TOTAL: OTHER EXPENSE					\$ 153,200	
TOTAL: IN-KIND EXPENSE					\$ 153,200	

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as the budget changes.

**YOC
 Program Line Item Budget Form
 WIOA Youth Program Services**

Program Budget: Partnership Funding Table
 (For the period: October 1, 2025 - June 30, 2026)

Partner Agency	Program Component/Activities	WIOA Funds Requested	In-Kind Contributions
Strategix Management, LLC-Job Corps	Occupational Training, GED, Counseling, Career Guidance and Assessment, Housing, Vocational Training		\$ 3,200
SIATech Charter School	Secondary education, School based remedial/curriculum partner and recruitment, Adult school services, Assess individuals and refer with documentation of IEP and work permit as services are needed, Basic Skills Training, Tutoring, and Career Planning		\$ 150,000
TOTALS		\$ -	\$ 153,200

YOC
Program Line Item Budget Form
WIOA Youth Program Services

Program Budget: Program Equipment
(For the period: October 1, 2025 - June 30, 2026)

Budget Form

DESCRIPTION OF ITEM	QUANTITY	PRICE EACH	TOTAL COST	METHOD OF ACQUISITION
Dell Desktop	7	\$1,500.00	\$10,500.00	BIDS
TOTAL			\$ 10,500	

NOTE: EDA/WDD must approve all equipment/services, prior to purchase, if the equipment price is greater or equal to \$5,000. Following approval to purchase, a copy of the invoice and proof of payment are required as a part of this Agreement. The inventory will be tagged as WIOA/County property.

Program Budget: Cost Allocation Plan I
 (For the period: October 1, 2026 - June 30, 2026)

Agreement Number: WDARC-96258-001-06/30

COST CATEGORY:	WIOA Funding Source	40% ISY WIOA Youth	60% OSY WIOA Youth	In-Kind Contribution	Total Cost	First (1st) Amendment Cost Allocation Basis
STAFF WAGES						
Project Director (Erika Gomez Rojas)	\$37,404	\$14,962	\$22,442		\$37,404	FTE/isy-osy enrollments
Project Accountant (Mindy Trinh)	\$32,453	\$12,981	\$19,472		\$32,453	FTE/isy-osy enrollments
Quality Assurance Manager (Kathy Marquez)	\$27,027	\$10,811	\$16,216		\$27,027	FTE/isy-osy enrollments
HR Specialist/Office Manager (Manuela Arreola)	\$28,944	\$11,578	\$17,366		\$28,944	FTE/isy-osy enrollments
Operations Supervisor (Hernandez, Crystal)	\$54,054	\$21,622	\$32,432		\$54,054	FTE/isy-osy enrollments
Youth Talent Development Specialist (Mariona, Esmeralda Ale)	\$40,950	\$16,380	\$24,570		\$40,950	FTE/isy-osy enrollments
Youth Talent Development Specialist (Marquez, Melina)	\$44,816	\$17,926	\$26,890		\$44,816	FTE/isy-osy enrollments
Youth Talent Development Specialist (Naggi, Lorraine Joyce)	\$40,950	\$16,380	\$24,570		\$40,950	FTE/isy-osy enrollments
Youth Talent Development Specialist (Zaragoza, Destiny Rose)	\$40,950	\$16,380	\$24,570		\$40,950	FTE/isy-osy enrollments
STAFF BENEFITS						
FICA	\$26,587	\$10,635	\$15,952		\$26,587	isy-osy enrollments
Unemployment	\$4,171	\$1,668	\$2,503		\$4,171	isy-osy enrollments
Workers' Compensation Insurance	\$1,390	\$556	\$834		\$1,390	isy-osy enrollments
Medical Insurance	\$34,755	\$13,902	\$20,853		\$34,755	isy-osy enrollments
401K-Pension	\$10,426	\$4,170	\$6,256		\$10,426	isy-osy enrollments
PARTICIPANT WAGES	\$39,600	\$15,840	\$23,760		\$39,600	isy-osy enrollments
PARTICIPANT BENEFITS	\$8,910	\$3,564	\$5,346		\$8,910	isy-osy enrollments
OTHER PROGRAM EXPENSES:						
1. Travel Cost	\$3,400	\$1,360	\$2,040		\$3,400	isy-osy enrollments
2. Rent	\$71,981	\$28,792	\$43,189		\$71,981	isy-osy enrollments
3. Utilities (telephone, gas, electricity, water, security alarm)	\$23,000	\$9,200	\$13,800		\$23,000	isy-osy enrollments
4. Consumable Supplies	\$3,420	\$1,368	\$2,052		\$3,420	isy-osy enrollments
5. Postage/Mailing/Freight/UPS	\$300	\$120	\$180		\$300	isy-osy enrollments
6. Maintenance Contracts and Repairs (include equipment rep)	\$1,800	\$720	\$1,080		\$1,800	isy-osy enrollments
7. Facilities & Janitorial Services	\$9,900	\$3,960	\$5,940		\$9,900	isy-osy enrollments
8. Audit/IMU	\$900	\$360	\$540		\$900	isy-osy enrollments
9. Advertising/PR	\$1,000	\$400	\$600		\$1,000	isy-osy enrollments
10. Dues/Subscriptions	\$6,300	\$2,520	\$3,780		\$6,300	isy-osy enrollments
11. Recruiting/Background/Drug Testing	\$300	\$120	\$180		\$300	isy-osy enrollments
12. Staff Training/Development	\$2,000	\$800	\$1,200		\$2,000	isy-osy enrollments
13. Partners (Subcontractors)		\$0	\$0	\$153,200	\$0	isy-osy enrollments
14. General & Professional Liability Insurance	\$3,150	\$1,260	\$1,890		\$3,150	isy-osy enrollments
15. Payroll Services	\$495	\$198	\$297		\$495	isy-osy enrollments
16. Program Equipment	\$10,500	\$4,200	\$6,300		\$10,500	isy-osy enrollments
17. Profit (for PROFIT organizations only) 8.26%	\$51,444	\$20,578	\$30,866		\$51,444	isy-osy enrollments
18. Participant Services Costs:						
18a. Student Lunch Program	\$2,131	\$852	\$1,279		\$2,131	isy-osy enrollments
18b. Client Education/Curriculum	\$23,160	\$9,264	\$13,896		\$23,160	isy-osy enrollments
18c. Fieldtrip Support (Include Voices for Youth Leadership DC)	\$2,500	\$1,000	\$1,500		\$2,500	isy-osy enrollments
18d. Support Services	\$5,000	\$2,000	\$3,000		\$5,000	isy-osy enrollments
18e. Incentives	\$500	\$200	\$300		\$500	isy-osy enrollments
Indirect Costs	\$59,487	\$23,795	\$35,692		\$59,487	isy-osy enrollments
Total Program Cost	\$756,055	\$302,422	\$453,633	\$153,200	\$756,055	

YOC
 Program Line Item Budget Form
 WIOA Youth Program Services

Program Budget: Cost Allocation Plan II
 (For the period: October 1, 2025 - June 30, 2026)

	Annual Salary	(WIOA/ FTE)	
		Riverside Youth	One-stop
FTE	24	23	1
Allocation	100%	95.83%	4.17%
Project Accountant (Mindy Trinh)	\$90,308	\$86,542	\$3,766

Contractor Name: Equus Works		(For the period: October 1, 2025 - June 30, 2026)												Agreement # 2025/2026-332-301-Moreno Valley	
		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Close-Out	
PLANNED	Total	Monthly				76,000.00	75,000.00	75,000.00	84,000.00	75,000.00	71,000.00	72,000.00	72,000.00	85,000.00	71,055.00
	Program	YTD	0.00	0.00	0.00	76,000.00	151,000.00	226,000.00	310,000.00	385,000.00	456,000.00	528,000.00	600,000.00	685,000.00	756,055.00
	I-S-Y	Monthly	0.00	0.00	0.00	22,800.00	22,500.00	22,500.00	25,200.00	22,500.00	21,300.00	21,600.00	21,600.00	25,500.00	21,316.50
	Cost	YTD	0.00	0.00	0.00	22,800.00	45,300.00	67,800.00	93,000.00	115,500.00	136,800.00	158,400.00	180,000.00	205,500.00	226,816.50
	O-S-Y	Monthly	0.00	0.00	0.00	53,200.00	52,500.00	52,500.00	58,800.00	52,500.00	49,700.00	50,400.00	50,400.00	59,500.00	49,738.50
	Cost	YTD	0.00	0.00	0.00	53,200.00	105,700.00	158,200.00	217,000.00	269,500.00	319,200.00	369,600.00	420,000.00	479,500.00	529,238.50
		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Close-Out	
ACTUAL	I-S-Y	Monthly													
	Cost	YTD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	O-S-Y	Monthly													
	Cost	YTD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total	Monthly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Program	YTD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Close-Out	
VARIANCE	I-S-Y	Monthly	0.00	0.00	0.00	22,800.00	22,500.00	22,500.00	25,200.00	22,500.00	21,300.00	21,600.00	21,600.00	25,500.00	21,316.50
	variance	YTD	0.00	0.00	0.00	22,800.00	45,300.00	67,800.00	93,000.00	115,500.00	136,800.00	158,400.00	180,000.00	205,500.00	226,816.50
	O-S-Y	Monthly	-	-	-	53,200.00	52,500.00	52,500.00	58,800.00	52,500.00	49,700.00	50,400.00	50,400.00	59,500.00	49,738.50
	variance	YTD	0.00	0.00	0.00	53,200.00	105,700.00	158,200.00	217,000.00	269,500.00	319,200.00	369,600.00	420,000.00	479,500.00	529,238.50
	Total	Monthly	0.00	0.00	0.00	76,000.00	75,000.00	75,000.00	84,000.00	75,000.00	71,000.00	72,000.00	72,000.00	85,000.00	71,055.00
	Program	YTD	0.00	0.00	0.00	76,000.00	151,000.00	226,000.00	310,000.00	385,000.00	456,000.00	528,000.00	600,000.00	685,000.00	756,055.00

Agreement Number: WDARC-96258-001-06/30
First (1st) Amendment

(Attachment No. 2)
EXHIBIT 4
AMENDED PERFORMANCE MEASUREMENT INVOICE
BEHIND THIS PAGE

Exhibit 4-Amended Performance Measurement Invoice

(For the period: October 1, 2025 - June 30, 2026)

(for use by profit Agencies)

MORENO VALLEY INVOICE

TOTAL PROFIT AVAILABLE: 8.26% \$51,440.00

Payment Table

Performance Measurement	Benchmark	Actual Benchmark	Benchmark Attained	Percentage of Profit allowed	Amount
Enrollment	100%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	25%	\$ 12,861.00
Literacy and Numeracy Gain or In-Program Skills Gain	85%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,716.60
Credential Attainment	63%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,716.60
Placement in Employment Education or Training in 2 nd Qtr after exit	76%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,716.60
Placement in Employment Education or Training in 4 th Qtr after exit	75%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,716.60
The median wages earned of those program participants employed in Q2 after exits	\$ 4,500.00		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,716.60
TOTAL Invoice				100%	\$ 51,444.00

Legend for Performance Measurement and Definition

Enrollment	The process by which individuals register to become a planned participant with a government program.
Literacy and Numeracy Gain/In-Program and other Skill Gain (measured prior Exit)	Percentage of participants who during a program year achieve measurable skills gain.
Credential Rate	Defined as percentage of program participants who obtain a recognized postsecondary credential, or a secondary diploma/ equivalent* during program participations or with 1 year after Exit. [*Secondary diploma/ equivalent only counts if participants has also obtained/retained employment OR is in education or training that leads to a recognized postsecondary credential.]
Placement in Employment, Education, or Training:	Defined as percentage of program participants who are in unsubsidized employment or in education or in training during Q2/Q4 after Exit.
Median Wages Earned \$4,200.00	The median wages earned of those program participants employed in Q2 after exit.
Median Earnings	The median wages earned of those program participants employed in the 2 nd quarter after exit


YOC Operations- Amendment #1- Equus- Moreno Valley.


Final Audit Report


2025-12-03


Created:	2025-12-03
By:	Jasmin Guerrero (JGuerrer@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI80Ly1ZOxyX4dm0FT1PsKtlw1EAZkTnv


"YOC Operations- Amendment #1- Equus- Moreno Valley." History


-  Document created by Jasmin Guerrero (JGuerrer@rivco.org)
2025-12-03 - 4:31:15 PM GMT - IP address: 158.81.6.0


-  Document emailed to cameron.tovey@equusworks.com for signature
2025-12-03 - 4:32:09 PM GMT


-  Email viewed by cameron.tovey@equusworks.com
2025-12-03 - 4:37:19 PM GMT - IP address: 174.194.1.203


-  Signer cameron.tovey@equusworks.com entered name at signing as Cameron Tovey
2025-12-03 - 4:37:48 PM GMT - IP address: 174.194.1.203


-  Document e-signed by Cameron Tovey (cameron.tovey@equusworks.com)
Signature Date: 2025-12-03 - 4:37:50 PM GMT - Time Source: server- IP address: 174.194.1.203

-  Document emailed to psalcido@rivco.org for signature
2025-12-03 - 4:37:52 PM GMT

-  Email viewed by psalcido@rivco.org
2025-12-03 - 4:46:07 PM GMT - IP address: 104.47.65.254

-  Signer psalcido@rivco.org entered name at signing as PAULA S. SALCIDO
2025-12-03 - 4:51:48 PM GMT - IP address: 158.61.14.12

-  Document e-signed by PAULA S. SALCIDO (psalcido@rivco.org)
Signature Date: 2025-12-03 - 4:51:50 PM GMT - Time Source: server- IP address: 158.61.14.12

-  Agreement completed.
2025-12-03 - 4:51:50 PM GMT



Adobe Acrobat Sign

**FIRST AMENDMENT
TO WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
COST REIMBURSEMENT AGREEMENT FOR PROGRAM YEAR 2025/2026,
YOUTH OPPORTUNITY CENTER OPERATIONS
By and Between
COUNTY OF RIVERSIDE
And
CALIFORNIA FAMILY LIFE CENTER
(Hemet Youth Opportunity Center)**

This First Amendment to Workforce Innovation and Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations ("First Amendment"), effective 1st day of October, 2025, is entered into by and between COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) ("COUNTY") and CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation hereinafter referred to as (CONTRACTOR). CONTRACTOR and the COUNTY are individually referred to herein as a "Party" and together as the "Parties."

RECITAL

WHEREAS, the COUNTY and the State of California Employment Development Department ("State") entered into a Subgrant Agreement pursuant to the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), wherein the State granted the COUNTY formula funding for Title I WIOA services ("Grant Agreement");

WHEREAS, the COUNTY and the Riverside County Workforce Development Board ("WDB") collaborate with private for profit, non-profit, community-based organizations, and other agencies of the COUNTY in carrying out certain functions and programs of the WIOA;

WHEREAS, in connection with the Grant Agreement, the Board of Supervisors on September 22, 2025, via Minute Order 3.31 approved the Workforce Innovation Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations effective October 1, 2025, thru June 30, 2026, with one (1) option for renewal not to extend beyond June 30, 2027;

WHEREAS, the parties now desire to increase compensation amount by sixty-two thousand, three hundred twelve dollars and forty-two cents (\$62,312.42) for a total of eight hundred two thousand, three hundred twelve dollars and forty-two cents (\$802,312.42) and amend the following exhibits to the Agreement to better reflect the services required to serve the youth benefiting from the project and to ensure timely payment of expenses to CONTRACTOR: Exhibit 3-Program Budget Table and Cost Allocation Plan;

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.
2. Compensation. The Cost Reimbursement Agreement is hereby amended to increase the compensation amount by \$62,312.42 for a new total of \$802,312.42.

First (1st) Amendment

3. Exhibit 3 - FY 2025/2026 Program Budget Table and Cost Allocation Plan. Exhibit 3 of the Agreement is hereby deleted and replaced in its entirety with "Exhibit 3 Amended FY 2025-2026 Program Budget Table and Cost Allocation Plan" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 1 incorporated herein by this reference.
4. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
5. Effective Date. This First Amendment to the Agreement shall be effective as of October 1, 2025, notwithstanding the date of execution by the Parties, and shall apply retroactively to cover eligible services and expenditures incurred by CONTRACTOR on or after that date.
6. Entire Understanding. The First Amendment, and the Agreement set forth and contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
7. Further Assurances. The Parties agree to execute such other documents and to take such other actions as may be reasonably necessary to further the purposes of this First Amendment.
8. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
9. USE OF ELECTRONIC SIGNATURES: This First Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Amendment agrees to the use of electronic or digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("the Act") Cal. Civ. Code §§ 1633.1-1633.17), for executing this Amendment. The Parties further agree that the electronic or digital signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. The Act authorizes use of an electronic signature for transactions and contracts among Parties in California, including governmental agencies. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this First Amendment on the dates set forth below.

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions, Workforce Development Division

By: Karen S. Spiegel
V. Manuel Perez Karen Spiegel
Board of Supervisors, Chair

CONTRACTOR:

CALIFORNIA FAMILY LIFE CENTER, a California non-profit corporation.

By: Mary Jo Ramirez
Mary Jo Ramirez
Executive Director

Date: APR 14 2026

Date: 11/03/2025

ATTEST:

Kimberly A. Rector
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: PASSA
Paula Salcido
Deputy County Counsel

Dated: 11/03/2025

(Attachment No. 1)
EXHIBIT 3
AMENDED FY 2025/2026 PROGRAM BUDGET TABLE
AND COST ALLOCATION PLAN
BEHIND THIS PAGE

Exhibit 3: Amended FY2025/2026 Program Budget Table and Cost Allocation Plan
(For the period: October 1, 2025 - June 30, 2026)

LINE ITEM	AMOUNT
Section A – Participant Wages/Benefits	
1. Participant Wages (Work Experience or Limited Internships)	\$ 139,515.00
2. Participant Fringe Benefits	\$ 17,134.00
SUBTOTAL	\$ 156,649.00
Section B – Staff Cost	
1. Staff Wages and Salaries	\$ 302,531.00
2. Employer's Cost of Staff Benefits	\$ 95,969.00
SUBTOTAL	\$ 398,500.00
Section C – Other Program Expenses	
1. Travel Costs	\$ 18,579.00
2. Program Expenses	\$ 154,693.42
3. Other Expenses	\$ 47,616.00
4. Vendor Service Contracts	\$ 26,275.00
SUBTOTAL	\$ 247,163.42
TOTAL	\$ 802,312.42

Changes to the program budget amounts and changes to allocations within budget table must be approved in writing by the County via an amendment as stated in Section G.11 of the Agreement.

The detailed Program Budget Sections and Cost Allocation Plan are on file with the County for reference.

Partnership Funding Allocation Table
WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 - June 30, 2026)

Partner Agency	Program Component/Activities	WIOA Funds Requested	In-kind Contributions
Mt. San Jacinto Community College	Post-Secondary Education, Occupational Skills Training, Advanced Training for Attainment Recognized Credential through Vocational Training. Inkind: Student Services, Staff Support, Post-Secondary Education, Vocational Coordination services.	\$10,000	\$2,250
Care-A-Van Transit, Inc.	Provide transportation services for participant for Job Training, Employment and Education. Career Exploration into Transportation Industry. Inkind: Transportation Services & Career Exploration	\$4,875	\$5,000
Michele Worth Visual Arts Program & Curriculums	Art & Culture Component, Educational Curriculum Development, Occupational Skills Training & Leadership Development. In-kind: Education & Outreach In the Community	\$7,650	\$0.00
Nexus Consulting	Leadership Development Continuous Quality Improvement provides Focus groups for youth customer.	\$3,750	\$0.00
Riverside Office of Education	Inkind: Vocational Education, Basic Skills, High School Diploma, GED, "Come Back Kids", Credit Recovery, Salary and benefits for Instructor/textbooks, Administrative Support.	\$0.00	\$160,000
California Family Life Center	Inkind: CFLC Staff Salaries and Benefits	\$0.00	\$255,131
		\$26,275	\$422,381

PROGRAM LINE ITEM BUDGET FORM
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

BUDGET STATEMENT	
SECTION A – PARTICIPANT/EMPLOYER COSTS	
1. Participant Wages (work experience or limited internships) (65)	
Number of ISY slots 26	
General Number of slots 11 x \$ 16.50/hr. x 20hrs/wk x 6 weeks = \$21,780	
General Number of slots 15 x \$ 16.90/hr. x 20hrs/wk x 6 weeks = \$30,420	
Number of OSY slots 39	
General Number of slots 20 x \$ 16.50/hr. x 20hrs/wk x 6 weeks = \$ 39,600	
General Number of slots 19 x \$ 16.90/hr. x 20hrs/wk x 7.43 weeks = \$47,715	
TOTAL PARTICIPANT WAGES	\$139,515
2. Participant Fringe Benefits (work experience or limited Internships)	
FICA and Medicare Contribution: <u>\$ 139,515</u> x <u>7.65 %</u> = \$10,673	
Workers Compensation Insurance <u>\$ 139,515</u> x <u>5.00%</u> x <u>95.00%</u> x <u>-2.5% (Ex Mod)</u> = \$6,461	\$17,134
GRAND TOTAL PARTICIPANT WAGES AND FRINGE BENEFITS	\$156,649

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

SECTION B – STAFF COST				
Staff Position & Name of Staff	Number in Position	Yearly Salary Rate (a)	% Time Spent on WIOA (b)	TOTAL WIOA COST (a x b)
Executive Director, M.J. Ramirez	1	106,065	10.010	10,617
Fiscal Director, E. Nadih	1	81,835	10.4687	8,567
Fiscal Administrative Manager, S. Fernandez	1	83,037	34.27869	28,464
Program Administrative Coordinator, L. DeJesus	1	63,110	22.67	14,307
Program Coordinator, G. Snow	1	54,437	78.838	42,917
Business Liaison, C. Velasquez	1	36,635	100	36,635
Career Navigator, D. Gonzalez	1	33,712	74.3445	25,063
Career Navigator, R. Palacios	1	40,293	65.5003	26,392
Career Navigator, A. Pressley	1	38,706	45.7811	17,720
Life Coach Coordinator, Z. Bell	1	54,966	20.8093	11,438
Data Validation Tech., T. Suarez	1	47,595	33.34	15,868
Intake/Eligibility Tech/Program Support, C. Dartez	1	40,956	100	40,956
Administrative Assistant, M. Bryant	1	58,014	20	11,603
Human Resources, M. Snow	1	59,495	12.7793	7,603
Admin Clerk, M. Riestra	1	45,081	4.9999	2,254
Payroll Clerk, S. Caudel	1	42,533	5.0009	2,127
SUBTOTAL: STAFF SALARIES				302,531
Employer's Cost of Staff Benefits				
Benefits (Describe)		Rate	Salaries	Total
FICA		7.6498%	302,531	23,143
Unemployment Insurance		.2569%	302,531	777
Workers Compensation Insurance		.7917%	302,531	2,395
Cell Phone Policy		.4595%	302,531	1,390
Medical		18.4884%	302,531	55,933
401 (k)		4.076%	302,531	12,331
SUBTOTAL: STAFF BENEFITS				95,969
SUBTOTAL: STAFF SALARIES				302,531
TOTAL: STAFF SALARIES & BENEFITS				398,500

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as budget changes occur. This plan must be on file and available at all times for audit and monitoring.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025– June 30, 2026)

SECTION-C - OTHER PROGRAM EXPENSES				
1. TRAVEL COST (s)	Rate per Mile	Miles per Week	Number of Weeks	TOTAL WIOA COST
1a. YOC Employee's	0.70	387.51	39	10,579
1b. Other Vehicle Costs				
Vehicle Costs: Lease/Rental/Mileage				8,000
SUBTOTAL TRAVEL (Total 1a. & 1b.)				18,579
2. Equipment (computer hardware/software included here*)				2,452
3. Consumable Supplies/Training Materials/Advertisement (Print/Reproduction costs)				12,500
4. Maintenance Repairs (include equipment repairs)/Janitorial				25,500
5. Rent: 9836 sq. ft. x \$0.589513 sq. ft./month x 9 months				52,186
6. Utilities (telephone, gas, electricity, water)				23,883.42
7. Insurance (bonding, liability, building, automobile)/Audit Fee(s)				26,500
8. Youth Incentive/Bonus Payments				1,800
9. Furniture (purchase/rent/lease)				622
10. Support Services				9,250
11. Other Expense (specify): StaffTrng/ Seminars/Mtgs/Workshops /ComSvc/PayProc/Emp Clearances/Verifications/Dues./Subscript/ProfDues/Leadership/ScribeTrng/Phlebotomy/EmploySrvc,/ Prof.Services Misc.				47,616
12. Vendor Service Contracts: MSJC, Care A Van, Visual Arts Program, Nexus Consulting				26,275
SUBTOTAL (#2-#12)				228,584.42
TOTAL OTHER PROGRAM EXPENSES – (Section C Only)				247,163.42
TOTAL PARTICIPANT/EMPLOYER COSTS – (Section A)				156,649
TOTAL STAFF COSTS – (Section B)				398,500
***TOTAL PROGRAM COSTS – (Total of Sections A+B+C)				802,312.42
Indirect Cost Rate % of				0
TOTAL PROGRAM COSTS				802,312.42

NOTE : If you purchase equipment, you must complete the Budget Form for Program Equipment. If indirect cost rate is charged, you must submit cost rate letter from a cognizant federal agency. If you have an indirect cost rate, you cannot apply the rate to Section A, Participant Cost or Section C, Youth Incentive Bonus.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025 - June 30, 2026)

SECTION D - IN-KIND COSTS					
Staff Position & Name of Staff	Number of Positions	Weekly Rate	Hours per Week	Number of Weeks	TOTAL COST
Stephenson, S. STRTP Director (15%)	1	1717.13	6	38.80	9,994
Elle-Dunkley, P. RFA/ Adoptions Director (15%)	1	2055.10	6	38.80	11,961
House, S. Admission & Revenue Manager (15%)	1	1375.85	6	38.80	8,007
Dr.Stephens, P. Mental Health Director (20%)	1	2221.16	8	38.80	17,236
Cicchillo, M. Family Resources Center Network Specialist (15%)	1	1367.10	6	38.80	7,957
Kennedy, S. Social Worker (25%)	1	1280	10	38.80	12,416
SUBTOTAL: STAFF BENEFITS					67,571
Benefits (Describe):			Rate %	Salaries	
FICA			7.6512	67,571	5,170
UNEMPLOYMENT			.2442	67,571	165
Workers Compensation			2.8252	67,571	1,909
Cell Phone Policy			.2338	67,571	158
Medical			22.7805	67,571	15,393
401 (K)			3.3520	67,571	2,265
SUBTOTAL: STAFF BENEFITS					25,060
Other Expense:					
EMWD – PARTICIPANT SALARIES AND BENEFITS					37,500
RCOE YOUTHBUILD PLUS – PARTICIPANT SALARIES AND BENEFITS					50,000
AMITY-YEI (Youth Employment Initiative)– PARTICIPANT SALARIES AND BENEFITS					50,000
Yuhaaviatam of San Manuel Nation– PARTICIPANT SALARIES AND BENEFITS					25,000
SUBTOTAL: OTHER EXPENSES					162,500
TOTAL: STAFF SALARIES					67,571
TOTAL: STAFF BENEFITS					25,060
TOTAL: OTHER EXPENSE					162,500
TOTAL: IN-KIND EXPENSE					255,131

NOTE: For staff salaries and other contract expenses that are supported by more than one project fund, the Contractor must develop a Cost Allocation Plan for those charges. This plan must be submitted with the proposal and must be updated as budget changes occur. This plan must be on file and available at all times for audit and monitoring.

Program Line Item Budget Form
WIOA YOUTH PROGRAM SERVICES
 (For the period: October 1, 2025 - June 30, 2026)

BUDGET EXPENDITURE PLAN

				10/25	11/25	12/25	1/26	2/26	3/26	4/26	5/26	6/26
Projected OSY Costs	Monthly			53,487.49	53,487.49	53,487.49	53,487.49	53,487.49	53,487.50	53,487.50	53,487.50	53,487.50
	Y-T-D			53,487.49	106,974.98	160,462.47	213,949.96	267,437.45	320,924.95	374,412.45	427,899.95	481,387.45
Projected ISY Cost	Monthly			35,658.33	35,658.33	35,658.33	35,658.33	35,658.33	35,658.33	35,658.33	35,658.33	35,658.33
	Y-T-D			35,658.33	71,316.66	106,947.99	142,633.32	178,291.65	213,949.98	249,608.31	285,266.64	320,924.97
Total Program	Monthly			89,145.82	89,145.82	89,145.82	89,145.82	89,145.82	89,145.83	89,145.83	89,145.83	89,145.83
	Y-T-D			89,145.82	178,291.64	267,437.46	356,583.28	445,729.10	534,874.93	624,020.76	713,166.59	802,312.42

Program Line Item Budget Form

WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 - June 30, 2026)

Equipment Budget Form

DESCRIPTION OF ITEM	QUANTITY	PRICE EACH	TOTAL COST	METHOD OF ACQUISITION
Career Cruising-Guidance System Software (License) XELLO	1	\$785	\$785	Purchase
Edmentum – Plato online education licenses	7.33	\$227.45	\$1,667	Purchase
				Purchase
				Purchase
TOTAL			\$2,452.00	Purchase

NOTE: RIVERSIDE COUNTY WDB must approve the equipment, prior to purchase, if the equipment price is greater or equal to \$5,000. Following approval to purchase, a copy of the invoice and proof of payment are required as a part of this Agreement and will be tagged as WIOA property.

WORK-BASED LEARNING BUDGET FORM (WIOA Section 129 (c)(4))
 (For the Period: October 1, 2025- June 30, 2026)

SECTION E – WORK-BASED LEARNING Budget Form				
YOUTH NAME	PAID EXP.	UNPAID EXP.	TOTAL EARNINGS	
Participant Work Experience	\$156,649		\$156,649	\$156,649
EMWD- Youth Ecology		\$40,000		\$40,000
RCOE YouthBuild Plus		\$50,000		\$50,000
AMITY-YEI (Youth Employment Initiative)		\$50,000		\$50,000
Yuhaavlatam of San Manuel Nation		\$25,000		\$25,000
				\$321,649
Staff Costs Associated with Work-Based Learning				
Executive Director, M. J. Ramirez (25%)				\$2,654
Program Administrative Coordinator, L. DeJesus (50%)				\$7,154
Program Coordinator, G. Snow (50%)				\$21,459
Business Liaison, C. Velasquez (100%)				\$36,635
CN D. Gonzalez (50%)				\$12,532
CN., R. Palacios (50%)				\$13,196
CN., A. Pressley (50%)				\$8,860
MIS, T. Suarez (50%)				\$7,934
Life Coach Facilitator, Z. Bell (50%)				\$5,719
Payroll Clerk, S. Caudel (100%)				\$2,127
Subtotal of Salaries Associated with Work-Based Learning				\$118,270
Staff Benefits (FICA, Workers Compensation, Unemployment, Cell Phone Policy, Medical, 401(K)) (25.9009%)				\$30,633
SUBTOTAL				\$148,903
TOTAL PROGRAM BUDGET				\$802,312.42
TOTAL PAID AND UNPAID WORK EXPERIENCE (NOT LESS THAN 25 % OF TOTAL PROGRAM BUDGET TO DATE (MONTHLY))				\$470,552
TOTAL PROGRAM BUDGET MINUS 58.6495% WORK EXPERIENCE				\$331,760.42
TOTAL PROGRAM COSTS (Costs remaining after work-based learning/admin cost subtraction)				\$331,760.42

NOTE 1: The work expenditure rate is calculated after subtracting funds spent on administrative costs.

COST ALLOCATION PLAN
WIOA YOUTH PROGRAM SERVICES

(For the period: October 1, 2025 - June 30, 2026)

Agency Name: CALIFORNIA FAMILY LIFE CENTER Cost Category	WIOA Hemet	WIOA Lake Elsinore	WIOA Rubidoux	STRTP	FFA/ SafeCare	KINCARE/ STEPS	Careavan/ YouthBuild/ IECF	HIRE/ 2 nd CHANCE Amity	YCC/ YEP	First 5/ Strengthening Families	Total Cost
Executive Director, M.J. Ramirez	10617	29698	10449	3361	3351	22009		23387	3193		106065
Fiscal Director, E. Nadih	8567	7607	8087	19560	14249			15581	8184		81835
Fiscal Administrative Manager, S. Fernandez	28464	27291	27282								83037
Program Administrative Coordinator, L. DeJesus	14307	18661	14306				9525	6311			63110
Program Coordinator, G. Snow	42917						11520				54437
Business Liaison, C. Velasquez	36635										36635
CN, D. Gonzalez	25063								8649		33712
CN, R. Palacios	26392								13901		40293
CN, A. Pressley	17720								20986		38706
Life Coach Coordinator, Z. Bell	11438	11438	11438	10326	10326						54966
Data Validation Tech., T. Suarez	15868	15863	15863								47594
Intake/Eligibility Tech., C. Dartez	40956										40956
Human Resource, M. Snow	7603	4681	10444	27810	8957						59495
Admin Assistant, M. Bryant	11603	11593	11443	85	5886		5801	11603			58014
Payroll Clerk, S. Caudel	2127	2127	2112	10000	13543		3649			8975	42533
Admin Clerk, M. Riestra	2254	2254	2240	15058	15048			8227			45081
Staff Benefits: FICA/Unemployment/Med/401(K)	95969	22257	21441	18611	13184	4571	3732	12659	8794	1500	202718
PARTICIPANT WAGES/BENEFITS	156649										156649
LINE ITEM 1 (TRAVEL COSTS)	18579										18579
LINE ITEM 2 (Equipment)	2452										2452
LINE ITEM 3 (Consumable Supplies)	12500										12500
LINE ITEM 4 (Maintenance Repairs/Janitorial)	25500										25500
LINE ITEM 5 (Rent)	52186										52186
LINE ITEM 6 (Utilities)	23883.42										23883.42
LINE ITEM 7 (Insurance/Audit Fees)	26500										26500
LINE ITEM 8 (Youth Incentive)	1800										1800
LINE ITEM 9 (Furniture)	622										622
LINE ITEM 10 (Support Services)	9250										9250
LINE ITEM 11 (Other)	47616										47616
LINE ITEM 12 (VSC)	26275										26275

Amendment/ remaining funds extension
FY25/26











YOC Operations-Amendment #1 - CFLC - Hemet

Final Audit Report

2025-11-03

Created:	2025-10-31
By:	Jasmin Guerrero (JGuerrer@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOCqI8Eesi4UxNHwziQRAJJ9XUjm8A4ex

"YOC Operations-Amendment #1 - CFLC -Hemet" History

-  Document created by Jasmin Guerrero (JGuerrer@rivco.org)
2025-10-31 - 9:26:20 PM GMT- IP address: 158.61.6.0
-  Document emailed to mjramirez@cflickids.org for signature
2025-10-31 - 9:28:44 PM GMT
-  Email viewed by mjramirez@cflickids.org
2025-11-03 - 4:05:48 PM GMT- IP address: 66.249.84.224
-  Signer mjramirez@cflickids.org entered name at signing as Mary Jo Ramirez
2025-11-03 - 4:06:24 PM GMT- IP address: 172.113.79.230
-  Document e-signed by Mary Jo Ramirez (mjramirez@cflickids.org)
Signature Date: 2025-11-03 - 4:06:26 PM GMT - Time Source: server- IP address: 172.113.79.230
-  Document emailed to psalcido@rivco.org for signature
2025-11-03 - 4:06:28 PM GMT
-  Email viewed by psalcido@rivco.org
2025-11-03 - 4:42:16 PM GMT- IP address: 104.47.65.254
-  Signer psalcido@rivco.org entered name at signing as PAULA S. SALCIDO
2025-11-03 - 4:48:34 PM GMT- IP address: 158.61.14.12
-  Document e-signed by PAULA S. SALCIDO (psalcido@rivco.org)
Signature Date: 2025-11-03 - 4:48:36 PM GMT - Time Source: server- IP address: 158.61.14.12
-  Agreement completed.
2025-11-03 - 4:48:36 PM GMT



Adobe Acrobat Sign

**FIRST AMENDMENT
TO WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
COST REIMBURSEMENT AGREEMENT FOR PROGRAM YEAR 2025/2026,
YOUTH OPPORTUNITY CENTER OPERATIONS
By and Between
COUNTY OF RIVERSIDE
And
ARBOR E&T, LLC, dba EQUUS WORKFORCE SOLUTIONS
(Perris Youth Opportunity Center)**

This First Amendment to Workforce Innovation and Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations ("First Amendment"), effective 1st day of October, 2025, is entered into by and between COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions/Workforce Development Division (HWS/WDD) ("COUNTY") and ARBOR E&T, LLC, dba EQUUS WORKFORCE SOLUTIONS, a Kentucky limited liability company (CONTRACTOR). CONTRACTOR and the COUNTY are individually referred to herein as a "Party" and together as the "Parties."

RECITAL

WHEREAS, the COUNTY and the State of California Employment Development Department ("State") entered into a Subgrant Agreement pursuant to the Workforce Innovation and Opportunity Act of 2014 ("WIOA"), wherein the State granted the COUNTY formula funding for Title I WIOA services ("Grant Agreement");

WHEREAS, the COUNTY and the Riverside County Workforce Development Board ("WDB") collaborate with private for profit, non-profit, community-based organizations, and other agencies of the COUNTY in carrying out certain functions and programs of the WIOA;

WHEREAS, in connection with the Grant Agreement, the Board of Supervisors on September 22, 2025, via Minute Order 3.31 approved the Workforce Innovation Opportunity Act (WIOA), Cost Reimbursement Agreement for Fiscal Year 2025/2026, Youth Opportunity Center Operations effective October 1, 2025, thru June 30, 2026, with one (1) option for renewal not to extend beyond June 30, 2027;

WHEREAS, the parties now desire to increase compensation amount by eighteen thousand and six hundred dollars (\$18,600), for a new total of seven hundred fifty eight thousand six hundred dollars(\$758,600) and amend the following exhibits to the Agreement to better reflect the services required to serve the youth benefiting from the project and to ensure timely payment of expenses to CONTRACTOR: Exhibit 3-Program Budget Table and Cost Allocation Plan, Exhibit 4-Performance Measurement Invoice;

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. Recitals. The recitals set forth above are true and correct and incorporated herein by this reference.
2. Compensation. The Cost Reimbursement Agreement is hereby amended to increase the compensation amount by \$18,600 for a new total of \$758,600.

3. Exhibit 3 - FY 2025/2026 Program Budget Table and Cost Allocation Plan. Exhibit 3 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 3 Amended FY 2025-2026 Program Budget Table and Cost Allocation Plan*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 1 incorporated herein by this reference.
4. Exhibit 4 - Performance Measurement Invoice. Exhibit 4 of the Agreement is hereby deleted and replaced in its entirety with "*Exhibit 4 Amended Performance Measurement Invoice*" (October 1, 2025 – June 30, 2026)" attached hereto as Attachment No. 2 incorporated herein by this reference.
5. First Amendment to Prevail. The provisions of this First Amendment shall prevail over any inconsistency or conflicting provisions of the Agreement and shall supplement the remaining provisions thereof.
6. Effective Date. This First Amendment to the Agreement shall be effective as of October 1, 2025, notwithstanding the date of execution by the Parties, and shall apply retroactively to cover eligible services and expenditures incurred by CONTRACTOR on or after that date.
7. Entire Understanding. The First Amendment, and the Agreement set forth and contain the entire understanding and agreement of the Parties hereto. There are no oral or written representations, understandings, or ancillary covenants, undertakings or agreements, which are not contained or expressly referred to within this First Amendment and the Agreement.
8. Further Assurances. The Parties agree to execute such other documents and to take such other actions as may be reasonably necessary to further the purposes of this First Amendment.
9. Agreement in Full Force and Effect. Except as otherwise expressly modified herein, all other terms and conditions of the Agreement remain unchanged and in full force and effect.
10. USE OF ELECTRONIC SIGNATURES: This First Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this Amendment agrees to the use of electronic or digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("the Act") Cal. Civ. Code §§ 1633.1-1633.17), for executing this Amendment. The Parties further agree that the electronic or digital signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. The Act authorizes use of an electronic signature for transactions and contracts among Parties in California, including governmental agencies. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this First Amendment on the dates set forth below.

COUNTY:

COUNTY OF RIVERSIDE, a political subdivision of the State of California, by and through its Department of Housing and Workforce Solutions, Workforce Development Division

CONTRACTOR:

ARBOR E&T, LLC, dba Equus Workforce Solutions, a Kentucky limited liability company, authorized to conduct business in the state of CA.

By: Karen S. Spiegel
~~V. Manuel Perez~~ Karen Spiegel
Board of Supervisors, Chair

By: Cameron Tovey
Cameron Tovey
Chief Financial Officer

Date: APR 14 2026

Date: 12/01/2025

ATTEST:

Kimberly A. Rector
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: [Signature]
Paula Saltido
Deputy County Counsel

Dated: 12/01/2025

(Attachment No. 1)
EXHIBIT 3
AMENDED FY 2025/2026 PROGRAM BUDGET TABLE
AND COST ALLOCATION PLAN
BEHIND THIS PAGE

Exhibit 3: Amended FY2025/2026 Program Budget Table and Cost Allocation Plan

(For the Period: October 1, 2025-June 30, 2026)

LINE ITEM		Amount
Section A - Participant Wages/Benefits		
1	Participant Wages (Work Experience or Limited Internships)	\$ 39,600.00
2	Participant Fringe Benefits	\$ 8,910.00
	SUBTOTAL	\$ 48,510.00
Section B - Staff Cost		
1	Staff Wages and Salaries	\$ 354,018.00
2	Employer's Cost of Staff Benefits	\$ 81,955.00
	SUBTOTAL	\$ 435,973.00
Section C - Other Program Expenses		
1	Travel Costs	\$ 3,600.00
2	Program Expenses	\$ 210,949.00
3	Vendor Service Contracts	
4	Indirect Cost Rate (10.56%)	\$ 59,568.00
	SUBTOTAL	\$ 274,117.00
	TOTAL	\$ 758,600.00

Changes to the program budget amounts and changes to allocations within budget table must be approved in writing by the County via an amendment as stated in Section G. 11 of the Agreement

The detailed Program Budget Sections and Cost Allocation Plan are in file with the County for reference.

YOC
 Program Line Item Budget Form
 WIOA Youth Program Services

Program Budget: Participant Employer Cost
 (For the period: October 1, 2025 - June 30, 2026)

BUDGET STATEMENT										
SECTION A-PARTICIPANT WAGES/BENEFITS										
1. Participant Wages (Work Experience or Limited Internships)										
Number of Slots for Participants	20	x	\$16.50	hr.	x	20	hrs./weeks	x	6	weeks = 39,600
TOTAL PARTICIPANT WAGES										
2. Participant Benfits										
Percent of total wages										
Payroll fees including benefits			22.50%			x	\$39,600		\$ 8,910	
TOTAL PARTICIPANT BENEFITS										
TOTAL PARTICIPANT WAGES AND BENEFITS										

**YOC
Program Line Item Budget Form
WIOA Youth Program Services**

**Program Budget: Staff Cost
(For the period: October 1, 2025 - June 30, 2026)**

SECTION B - STAFF COST				
Staff Position & Name of Staff	Number in Position	Yearly Salary Rate (a)	% Time Spent on WIOA (b)	Total WIOA Cost (axb)
Project Director (Erika Gomez Rojas)	0.75	\$99,743	50.00%	\$37,404
Project Accountant (Mindy Trinh)	0.75	\$86,542	50.00%	\$32,463
Quality Assurance Manager (Kathy Marquez)	0.75	\$72,072	50.00%	\$27,027
HR Specialist/Office Manager (Manuela Arreola)	0.75	\$77,183	50.00%	\$28,944
Operations Supervisor (Lena An)	0.75	\$77,117	100.00%	\$57,838
Youth Talent Development Specialist (Lanna Ballier)	0.75	\$54,600	100.00%	\$40,950
Youth Talent Development Specialist (Huezo, Alondra)	0.75	\$55,692	100.00%	\$41,769
Youth Talent Development Specialist (Hamilton Dominguez, Andrea Paola)	0.75	\$54,600	100.00%	\$40,950
Youth Talent Development Specialist (Flores, Esveidy)	0.75	\$65,520	95.00%	\$46,683
SUBTOTAL: STAFF SALARIES				354,018
Employer's Cost of Staff Benefits				
Benefits (Describe)		Rate (%)	Salaries	
FICA		7.65%	\$354,018	\$27,082
SUTA/FUTA		1.20%	\$354,018	\$4,248
Workers' Compensation Insurance		0.50%	\$354,018	\$1,770
Other (Please List)				
Medical Insurance*		10.80%	\$354,018	\$38,234
401K-Pension		3.00%	\$354,018	\$10,621
<i>*New employees are eligible for medical benefits after 90 days.</i>				
<i>*Benefit levels are reviewed and potentially adjusted each year.</i>				
<i>*Benefit rates are for budgeting purposes only, billing will be based on actuals.</i>				
SUBTOTAL: STAFF BENEFITS		23.15%		\$81,955
SUBTOTAL: STAFF SALARIES				\$354,018
TOTAL: STAFF SALARIES & BENEFITS				\$435,973

YOC
Program Line Item Budget Form
WIOA Youth Program Services

Program Budget: Program Expenses
(For the period: October 1, 2025 - June 30, 2026)

SECTION C - OTHER PROGRAM EXPENSES				
	Rate per Mile	Number of Staff		
1. Travel Cost				
Sub Total Travel	0.7	9		3,600
2. Rent				70,936
3. Utilities (telephone, gas, electricity, water, security alarm)				11,700
4. Consumable Supplies				4,500
5. Postage/Mailing/Freight/UPS				300
6. Maintenance Contracts and Repairs (include equipment repairs)				1,600
7. Facilities & Janitorial Services				11,700
8. Audit/IMU				900
9. Advertising/PR				2,250
10. Dues/Subscriptions				7,000
11. Recruiting/Background/Drug Testing				300
12. Staff Training/Development				2,500
13. Partners (Subcontractors)				0
14. General & Professional Liability Insurance				3,150
15. Payroll Services				495
16. IT Services				1,188
17. Program Equipment				6,000
18. Profit (for PROFIT organizations only) 7.65%				47,710
19. Participant Services Costs:				
19a. Student Lunch Program				1,645
19b. Client Education/Curriculum				28,950
19c. ITA				0
19d. Fieldtrip Support (include Voices for Youth Leadership DC/Sacramento/Job Shadowing/College Awareness/Youth CWA)				2,500
19e. Support Services				5,000
19f. Incentives				625
SUBTOTAL (#2 - #19)				210,949
TOTAL OTHER PROGRAM EXPENSES - (Section C)				214,549
TOTAL PARTICIPANT/EMPLOYER COSTS - (Section A)				48,510
TOTAL STAFF COSTS - (Section B)				435,973
SUBTOTAL PROGRAM COSTS - (Total of Sections A+B+C)				699,032
Indirect Cost Rate	10.56%			59,568
TOTAL PROGRAM COSTS				758,600

Please note: If an indirect cost rate is charged, Contractor must submit formal request (acceptable indirect cost rate letter), along with justification from cognizant agency. The rate shall not be applied to Section A or to Section C - Participant Services and Profit.

\$ -

Profit is calculated using all Operating expense plus Indirect Cost Rate x 7.65%. 18,600

YOC
Program Line Item Budget Form
WIOA Youth Program Services

WORK-BASED LEARNING BUDGET FORM (WIOA Section 129 (c)(4))

(For the period: October 1, 2025 - June 30, 2026)

SECTION E – WORK-BASED LEARNING Budget Form				
YOUTH NAME	PAID EXP.	UNPAID EXP.	TOTAL EARNINGS	
WEX youth wages	\$ 39,600		\$ 39,600	\$ 39,600
Payroll fees including benefi	\$ 8,910		\$ 8,910	\$ 8,910
subtotal				\$ 48,510
STAFF COSTS				
Operations Supervisor (Lena An)			30%	\$ 17,351
Youth Talent Development Specialist (Lanna Baller)			60%	\$ 24,570
Youth Talent Development Specialist (Huezo, Alondra)			60%	\$ 25,061
Youth Talent Development Specialist (Hamilton Dominguez, A			60%	\$ 24,570
Youth Talent Development Specialist (Flores, Esveldy)			60%	\$ 28,010
Staff Benefits		23.15%		\$ 27,678.60
Indirect on staff Wages and Benefits		10.56%		\$ 15,548.61
Participant Service Costs				
Supportive Services 50% to purchase working attire for WEX youth				\$ 2,500
SUBTOTAL				\$ 165,289
TOTAL PROGRAM BUDGET				\$ 758,600
TOTAL PAID AND UNPAID WORK EXPERIENCE (NOT LESS THAN 25% OF TOTAL PROGRAM BUDGET TO DATE (MONTHLY))				\$ 213,799
TOTAL PROGRAM BUDGET MINUS 28.1834% WORK EXPERIENCE				\$ 544,801
10% ADMINISTRATIVE COST (Does not apply to Contractors) It is for EDA WIOA Admin/Fiscal				N/A
Work Experience budget Includes WEX, OJT, Staff wages, benefits and Indirect (as noted above)				
Total Work base learning budget/Total program budget				28.1834%
TOTAL PROGRAM COSTS				\$ 758,600

NOTE 1: The work expenditure rate is calculated after subtracting funds spent on administrative costs.

YOC
 Program Line Item Budget Form
 WIOA Youth Program Services

Program Budget: Partnership Funding Table
 (For the period: October 1, 2025 - June 30, 2026)

Partner Agency	Program Component/Activities	WIOA Funds Requested	In-Kind Contributions
SIATech Charter School	Secondary education, School based remedial/curriculum partner and recruitment, Adult school services, Assess individuals and refer with documentation of IEP and work permit as services are needed, Basic Skills Training, Tutoring, and Career Planning		\$ 150,000
TOTALS		\$ -	\$ 150,000

YOC
Program Line Item Budget Form
WIOA Youth Program Services

Program Budget: Program Equipment
(For the period: October 1, 2025 - June 30, 2026)

Budget Form

DESCRIPTION OF ITEM	QUANTITY	PRICE EACH	TOTAL COST	METHOD OF ACQUISITION
Dell Desktop	4	\$ 1,500.00	\$ 6,000.00	BIDS
TOTAL			\$ 6,000	

NOTE: EDA/WDD must approve all equipment/services, prior to purchase, if the equipment price is greater or equal to \$5,000. Following approval to purchase, a copy of the invoice and proof of payment are required as a part of this Agreement. The inventory will be tagged as WIOA/County property.

Program Budget: Cost Allocation Plan I
(For the period: October 1, 2025 - June 30, 2026)

Agreement Number: WDARC-96258-002-06/30
 First (1st) Amendment

COST CATEGORY:	WIOA Funding Source	40% ISY WIOA Youth	60% OSY WIOA Youth	In-Kind Contribution	Total Cost	Cost Allocation Basis
STAFF WAGES						
Project Director (Erika Gomez Rojas)	\$37,404	\$14,962	\$22,442		\$37,404	FTE/isy-osy enrollments
Project Accountant (Mindy Trinh)	\$32,453	\$12,981	\$19,472		\$32,453	FTE/isy-osy enrollments
Quality Assurance Manager (Kathy Marquez)	\$27,027	\$10,811	\$16,216		\$27,027	FTE/isy-osy enrollments
HR Specialist/Office Manager (Manuela Arreola)	\$28,944	\$11,578	\$17,366		\$28,944	FTE/isy-osy enrollments
Operations Supervisor (Lena An)	\$57,838	\$23,135	\$34,703		\$57,838	FTE/isy-osy enrollments
Youth Talent Development Specialist (Lanna Ballier)	\$40,950	\$16,380	\$24,570		\$40,950	FTE/isy-osy enrollments
Youth Talent Development Specialist (Huezo, Alondra)	\$41,769	\$16,708	\$25,061		\$41,769	FTE/isy-osy enrollments
Youth Talent Development Specialist (Hamilton Dominguez,)	\$40,950	\$16,380	\$24,570		\$40,950	FTE/isy-osy enrollments
Youth Talent Development Specialist (Flores, Esveldy)	\$46,683	\$18,673	\$28,010		\$46,683	FTE/isy-osy enrollments
	0	\$0	\$0		\$0	FTE/isy-osy enrollments
	0	\$0	\$0		\$0	FTE/isy-osy enrollments
STAFF BENEFITS						
FICA	\$27,082	\$10,833	\$16,249		\$27,082	isy-osy enrollments
Unemployment	\$4,248	\$1,699	\$2,549		\$4,248	isy-osy enrollments
Workers' Compensation Insurance	\$1,770	\$708	\$1,062		\$1,770	isy-osy enrollments
Medical Insurance	\$38,234	\$15,294	\$22,940		\$38,234	isy-osy enrollments
401K-Pension	\$10,621	\$4,248	\$6,373		\$10,621	isy-osy enrollments
PARTICIPANT WAGES	\$39,600	\$15,840	\$23,760		\$39,600	isy-osy enrollments
PARTICIPANT BENEFITS	\$8,910	\$3,564	\$5,346		\$8,910	isy-osy enrollments
OTHER PROGRAM EXPENSES:						
1. Travel Cost	\$3,600	\$1,440	\$2,160		\$3,600	isy-osy enrollments
2. Rent	\$70,936	\$28,374	\$42,562		\$70,936	isy-osy enrollments
3. Utilities (telephone, gas, electricity, water, security alarm)	\$11,700	\$4,680	\$7,020		\$11,700	isy-osy enrollments
4. Consumable Supplies	\$4,500	\$1,800	\$2,700		\$4,500	isy-osy enrollments
5. Postage/Mailing/Freight/UPS	\$300	\$120	\$180		\$300	isy-osy enrollments
6. Maintenance Contracts and Repairs (include equipment re	\$1,600	\$640	\$960		\$1,600	isy-osy enrollments
7. Facilities & Janitorial Services	\$11,700	\$4,680	\$7,020		\$11,700	isy-osy enrollments
8. Audit/IMU	\$900	\$360	\$540		\$900	isy-osy enrollments
9. Advertising/PR	\$2,250	\$900	\$1,350		\$2,250	isy-osy enrollments
10. Dues/Subscriptions	\$7,000	\$2,800	\$4,200		\$7,000	isy-osy enrollments
11. Recruiting/Background/Drug Testing	\$300	\$120	\$180		\$300	isy-osy enrollments
12. Staff Training/Development	\$2,500	\$1,000	\$1,500		\$2,500	isy-osy enrollments
13. Partners (Subcontractors)	\$0	\$0	\$0	\$150,000	\$0	isy-osy enrollments
14. General & Professional Liability Insurance	\$3,150	\$1,260	\$1,890		\$3,150	isy-osy enrollments
15. Payroll Services	\$495	\$198	\$297		\$495	isy-osy enrollments
16. IT Services	\$1,188	\$475	\$713		\$1,188	isy-osy enrollments
17. Program Equipment	\$6,000	\$2,400	\$3,600		\$6,000	isy-osy enrollments
18. Profit (for PROFIT organizations only) 7.65%	\$47,710	\$19,084	\$28,626		\$47,710	isy-osy enrollments
19. Participant Services Costs:						
19a. Student Lunch Program	\$1,645	\$658	\$987		\$1,645	isy-osy enrollments
19b. Client Education/Curriculum	\$28,950	\$11,580	\$17,370		\$28,950	isy-osy enrollments
19c. ITA	\$0	\$0	\$0		\$0	isy-osy enrollments
19d. Fieldtrip Support (include Voices for Youth Leadership D	\$2,500	\$1,000	\$1,500		\$2,500	isy-osy enrollments
19e. Support Services	\$5,000	\$2,000	\$3,000		\$5,000	isy-osy enrollments
19f. Incentives	\$625	\$250	\$375		\$625	isy-osy enrollments
Indirect Costs	\$59,568	\$23,827	\$35,741		\$59,568	isy-osy enrollments
Total Program Cost	\$758,600	\$303,440	\$455,160	\$150,000	\$758,600	

YOC
 Program Line Item Budget Form
 WIOA Youth Program Services

Program Budget: Cost Allocation Plan II
 (For the period: October 1, 2025 - June 30, 2026)

	Annual Salary	(WIOA/ FTE)	
		Riverside Youth	One-stop
FTE	24	23	1
Allocation	100%	95.83%	4.17%
Project Accountant (Mindy Trinh)	\$90,308	\$86,542	\$3,766

Contractor Name: Equus Works		(For the period: October 1, 2025 - June 30, 2026)												Agreement # 20252026-237-301-Paris	
		Jan-00	Jan-00	Jan-00	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Close-Out	
PLANNED	Total				77,000.00	76,000.00	75,545.00	84,000.00	75,000.00	71,000.00	72,000.00	72,000.00	85,000.00	71,065.00	
	Program				0.00	153,000.00	228,545.00	312,545.00	387,545.00	458,545.00	530,545.00	602,545.00	687,545.00	758,600.00	
	I-S-Y				0.00	30,400.00	30,218.00	33,600.00	30,000.00	28,400.00	28,800.00	28,900.00	34,000.00	21,316.50	
	Cost				0.00	61,200.00	91,418.00	129,018.00	155,018.00	183,418.00	212,218.00	241,018.00	275,018.00	296,334.50	
	C-S-Y				0.00	45,600.00	45,327.00	50,400.00	45,000.00	42,600.00	43,200.00	43,200.00	43,200.00	51,000.00	49,738.50
	Cost				0.00	91,800.00	137,127.00	187,527.00	232,527.00	275,127.00	318,327.00	361,527.00	412,327.00	462,265.50	
ACTUAL	I-S-Y				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Cost				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	C-S-Y				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Cost				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Program				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
VARIANCE	I-S-Y				0.00	30,400.00	30,218.00	33,600.00	30,000.00	28,400.00	28,800.00	28,800.00	34,000.00	21,316.50	
	Variance				0.00	61,200.00	91,418.00	129,018.00	155,018.00	183,418.00	212,218.00	241,018.00	275,018.00	296,334.50	
	C-S-Y				0.00	45,600.00	45,327.00	50,400.00	45,000.00	42,600.00	43,200.00	43,200.00	51,000.00	49,738.50	
	Variance				0.00	91,800.00	137,127.00	187,527.00	232,527.00	275,127.00	318,327.00	361,527.00	412,327.00	462,265.50	
	Total				0.00	76,000.00	75,545.00	84,000.00	75,000.00	71,000.00	72,000.00	72,000.00	85,000.00	71,065.00	
	Program				0.00	153,000.00	228,545.00	312,545.00	387,545.00	458,545.00	530,545.00	602,545.00	687,545.00	758,600.00	

Agreement Number: WDARC-96258-002-06/30
First (1st) Amendment

(Attachment No. 2)

EXHIBIT 4

AMENDED PERFORMANCE MEASUREMENT INVOICE
BEHIND THIS PAGE

Exhibit 4: Amended Performance Measurement Invoice

(For the period: October 1, 2025 - June 30, 2026)

(for use by profit Agencies)

PERRIS INVOICE

TOTAL PROFIT AVAILABLE: 7.65% **\$47,710.00**

Payment Table

Performance Measurement	Benchmark	Actual Benchmark	Benchmark Attained	Percentage of Profit allowed	Amount
Enrollment	100%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	25%	\$ 11,927.50
Literacy and Numeracy Gain or In-Program Skills Gain	85%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,156.50
Credential Attainment	63%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,156.50
Placement in Employment Education or Training in 2 nd Qtr after exit	76%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,156.50
Placement in Employment Education or Training in 4 th Qtr after exit	75%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,156.50
The median wages earned of those program participants employed in Q2 after exits	\$ 4,500.00		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	15%	\$ 7,156.50
TOTAL Invoice				100%	\$ 47,710.00

Legend for Performance Measurement and Definition	
Enrollment	The process by which individuals register to become a planned participant with a government program.
Literacy and Numeracy Gain/In-Program and other Skill Gain (measured prior Exit)	Percentage of participants who during a program year achieve measurable skills gain.
Credential Rate	Defined as percentage of program participants who obtain a recognized postsecondary credential, or a secondary diploma/ equivalent* during program participations or with 1 year after Exit. [*Secondary diploma/ equivalent only counts if participants has also obtained/retained employment OR is in education or training that leads to a recognized postsecondary credential.]
Placement in Employment, Education, or Training:	Defined as percentage of program participants who are in unsubsidized employment or in education or in training during Q2/Q4 after Exit.
Median Wages Earned \$4,200.00	The median wages earned of those program participants employed in Q2 after exit.
Median Earnings	The median wages earned of those program participants employed in the 2 nd quarter after exit

Signature: *Cameron Tovey*

Email: cameron.tovey@apmnet.us


YOC Operations - Amendment #1- Equus - Perris


Final Audit Report


2025-12-01


Created:	2025-11-25
By:	Jasmin Guerrero (JGuerrer@rivco.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABh2Ywjqr5850B_ZkxctUvsbZlpyr01Am


"YOC Operations - Amendment #1- Equus - Perris" History


-  Document created by Jasmin Guerrero (JGuerrer@rivco.org)
2025-11-25 - 0:25:08 AM GMT- IP address: 158.81.6.0


-  Document emailed to contracts@equusworks.com for delegation
2025-11-25 - 0:26:15 AM GMT


-  Email viewed by contracts@equusworks.com
2025-12-01 - 10:18:34 PM GMT- IP address: 104.47.66.126


-  Document signing delegated to cameron.tovey@apmnet.us by contracts@equusworks.com
2025-12-01 - 10:19:07 PM GMT- IP address: 104.129.205.47


-  Document emailed to cameron.tovey@apmnet.us for signature
2025-12-01 - 10:19:07 PM GMT

-  Email viewed by cameron.tovey@apmnet.us
2025-12-01 - 10:28:17 PM GMT- IP address: 104.47.59.254

-  Signer cameron.tovey@apmnet.us entered name at signing as Cameron Tovey
2025-12-01 - 10:28:44 PM GMT- IP address: 170.85.8.117


-  Document e-signed by Cameron Tovey (cameron.tovey@apmnet.us)
Signature Date: 2025-12-01 - 10:28:46 PM GMT - Time Source: server- IP address: 170.85.8.117

-  Document emailed to cameron.tovey@equusworks.com for signature
2025-12-01 - 10:28:48 PM GMT


-  Email viewed by cameron.tovey@equusworks.com
2025-12-01 - 10:30:44 PM GMT- IP address: 104.47.59.254





Adobe Acrobat Sign

 Signer cameron.tovey@equusworks.com entered name at signing as Cameron Tovey
2025-12-01 - 10:31:02 PM GMT- IP address: 170.85.8.117


 Document e-signed by Cameron Tovey (cameron.tovey@equusworks.com)
Signature Date: 2025-12-01 - 10:31:04 PM GMT - Time Source: server- IP address: 170.85.8.117

 Document emailed to psalcido@rivco.org for signature
2025-12-01 - 10:31:10 PM GMT

 Email viewed by psalcido@rivco.org
2025-12-01 - 11:58:17 PM GMT- IP address: 104.47.64.254

 Signer psalcido@rivco.org entered name at signing as PAULA S. SALCIDO
2025-12-01 - 11:59:18 PM GMT- IP address: 158.61.14.12

 Document e-signed by PAULA S. SALCIDO (psalcido@rivco.org)
Signature Date: 2025-12-01 - 11:59:20 PM GMT - Time Source: server- IP address: 158.61.14.12

 Agreement completed.
2025-12-01 - 11:59:20 PM GMT