

MOU FTE Table Examples

Ex. 1 – Basic FTE Distribution

| SHARED COSTS | | Required Partner FTEs Committed to Provide Onsite Program Services | Onsite FTEs Who Will be Cross-trained to Provide Program Services on Behalf of Another Partner | | | | Total Onsite FTEs | Offsite FTEs Providing Program Services in the Center via Direct Linkage | TOTAL FTEs | | |
|---------------------------------|---|--|--|--|--|--|-------------------|--|---|----------|--|
| | | | Contributing Partner 1 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | Contributing Partner 2 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | | | | | |
| Commerce | Title IB - Adult, Youth, & Dis. Workers | 6.00 | | | | 6.00 | | 6.00 | Title IB - Adult, Youth, & Dis. Workers | Commerce | |
| | TAA | 1.00 | | | | 1.00 | | 1.00 | TAA | | |
| | CSBG | 1.00 | | | | 1.00 | | 1.00 | CSBG | | |
| IDES | Title III - Wagner-Peyser | 5.00 | | | | 5.00 | | 5.00 | Title III - Wagner-Peyser | IDES | |
| | Veterans Services | 3.00 | | | | 3.00 | | 3.00 | Veterans Services | | |
| | UI Comp Programs | 4.00 | | | | 4.00 | | 4.00 | UI Comp Programs | | |
| | TRA | 1.00 | | | | 1.00 | | 1.00 | TRA | | |
| ICCB | Title II - Adult Education | 1.00 | | | | 1.00 | | 1.00 | Title II - Adult Education | ICCB | |
| | Career & Tech Ed - Perkins | 1.00 | | | | 1.00 | | 1.00 | Career & Tech Ed - Perkins | | |
| DHS | Title IV - Vocational Rehab | 1.00 | | | | 1.00 | | 1.00 | Title IV - Vocational Rehab | DHS | |
| | TANF - DHS | 1.00 | | | | 1.00 | | 1.00 | TANF - DHS | | |
| Aging | SCSEP | 1.00 | | | | 1.00 | | 1.00 | SCSEP | Aging | |
| DOC | Second Chance | 1.00 | | | | 1.00 | | 1.00 | Second Chance | DOC | |
| HUD | | 1.00 | | | | 1.00 | | 1.00 | HUD | | |
| Title IC - Job Corp | | 1.00 | | | | 1.00 | | 1.00 | Title IC - Job Corp | | |
| Title III - MSFWs | | 1.00 | | | | 1.00 | | 1.00 | Title III - MSFWs | | |
| Title ID - National Farmworkers | | 1.00 | | | | 1.00 | | 1.00 | Title ID - National Farmworkers | | |
| Title ID - YouthBuild | | 1.00 | | | | 1.00 | | 1.00 | Title ID - YouthBuild | | |
| Other 1 | | | | | | - | | - | Other 1 | | |
| Other 2 | | | | | | - | | - | Other 2 | | |
| TOTAL - SHARED COST FTEs | | 32.00 | | 0.00 | | 0.00 | 32.00 | 0.00 | 32.00 | | |

Ex. 2 – Using Cross-Trained Staff

| SHARED COSTS | | Required Partner FTEs Committed to Provide Onsite Program Services | Onsite FTEs Who Will be Cross-trained to Provide Program Services on Behalf of Another Partner | | | | Total Onsite FTEs | Offsite FTEs Providing Program Services in the Center via Direct Linkage | TOTAL FTEs | | |
|--------------------------|---|--|--|--|--|--|-------------------|--|---|----------|--|
| | | | Contributing Partner 1 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | Contributing Partner 2 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | | | | | |
| | | | | | | | | | | | |
| Commerce | Title IB - Adult, Youth, & Dis. Workers | 6.00 | | (0.50) | | 5.50 | | 5.50 | Title IB - Adult, Youth, & Dis. Workers | Commerce | |
| | TAA | 1.00 | Title IB | 0.50 | | 1.50 | | 1.50 | TAA | | |
| | CSBG | 1.00 | | | | 1.00 | | 1.00 | CSBG | | |
| IDES | Title III - Wagner-Peyser | 5.00 | Veterans Services | 0.50 | UI Comp Programs | 0.50 | 6.00 | 6.00 | Title III - Wagner-Peyser | IDES | |
| | Veterans Services | 3.00 | | (0.50) | | 2.50 | | 2.50 | Veterans Services | | |
| | UI Comp Programs | 4.00 | | | | (0.50) | 3.50 | 3.50 | UI Comp Programs | | |
| | TRA | 1.00 | | | | 1.00 | | 1.00 | TRA | | |
| ICCB | Title II - Adult Education | 1.00 | | | | 1.00 | | 1.00 | Title II - Adult Education | ICCB | |
| | Career & Tech Ed - Perkins | 1.00 | | | | 1.00 | | 1.00 | Career & Tech Ed - Perkins | | |
| DHS | Title IV - Vocational Rehab | 1.00 | | | | 1.00 | | 1.00 | Title IV - Vocational Rehab | DHS | |
| | TANF - DHS | 1.00 | | | | 1.00 | | 1.00 | TANF - DHS | | |
| Aging | SCSEP | 1.00 | | | | 1.00 | | 1.00 | SCSEP | Aging | |
| DOC | Second Chance | 1.00 | | | | 1.00 | | 1.00 | Second Chance | DOC | |
| HUD | | 1.00 | | | | 1.00 | | 1.00 | HUD | | |
| | Title IC - Job Corp | 1.00 | | | | 1.00 | | 1.00 | Title IC - Job Corp | | |
| | Title III - MSFWs | 1.00 | | | | 1.00 | | 1.00 | Title III - MSFWs | | |
| | Title ID - National Farmworkers | 1.00 | | | | 1.00 | | 1.00 | Title ID - National Farmworkers | | |
| | Title ID - YouthBuild | 1.00 | | | | 1.00 | | 1.00 | Title ID - YouthBuild | | |
| | Other 1 | | | | | - | | - | Other 1 | | |
| | Other 2 | | | | | - | | - | Other 2 | | |
| TOTAL - SHARED COST FTEs | | 32.00 | | - | | - | 32.00 | - | 32.00 | | |

Ex. 2 – Using Cross-Trained Staff

| SHARED COSTS | | Required Partner FTEs Committed to Provide Onsite Program Services | Onsite FTEs Who Will be Cross-trained to Provide Program Services on Behalf of Another Partner | | | | Total Onsite FTEs | Offsite FTEs Providing Program Services in the Center via Direct Linkage | TOTAL FTEs | | |
|---|---|--|--|--|--|--|-------------------|--|---|----------|--|
| | | | Contributing Partner 1 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | Contributing Partner 2 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | | | | | |
| <i>Reduce the FTE of the contributing program</i> | | | | | | | | | | | |
| Commerce | Title IB - Adult, Youth, & Dis. Workers | 6.00 | | (0.50) | | 5.50 | | 5.50 | Title IB - Adult, Youth, & Dis. Workers | Commerce | |
| | TAA | 1.00 | Title IB | 0.50 | | 1.50 | | 1.50 | TAA | | |
| | CSBG | 1.00 | | | | 1.00 | | 1.00 | CSBG | | |
| IDES | Title III - Wagner-Peyser | 5.00 | Veterans Services | 0.50 | UI Comp Programs | 0.50 | 6.00 | 6.00 | Title III - Wagner-Peyser | IDES | |
| | Veterans Services | 3.00 | | (0.50) | | 2.50 | | 2.50 | Veterans Services | | |
| | UI Comp Programs | 4.00 | | | | (0.50) | 3.50 | 3.50 | UI Comp Programs | | |
| | TRA | 1.00 | | | | 1.00 | | 1.00 | TRA | | |
| ICCB | Title II - Adult Education | 1.00 | | | | 1.00 | | 1.00 | Title II - Adult Education | ICCB | |
| | Career & Tech Ed - Perkins | 1.00 | | | | 1.00 | | 1.00 | Career & Tech Ed - Perkins | | |
| DHS | Title IV - Vocational Rehab | 1.00 | | | | 1.00 | | 1.00 | Title IV - Vocational Rehab | DHS | |
| | TANF - DHS | 1.00 | | | | 1.00 | | 1.00 | TANF - DHS | | |
| Aging | SCSEP | 1.00 | | | | 1.00 | | 1.00 | SCSEP | Aging | |
| DOC | Second Chance | 1.00 | | | | 1.00 | | 1.00 | Second Chance | DOC | |
| HUD | | 1.00 | | | | 1.00 | | 1.00 | HUD | | |
| | Title IC - Job Corp | 1.00 | | | | 1.00 | | 1.00 | Title IC - Job Corp | | |
| | Title III - MSFWs | 1.00 | | | | 1.00 | | 1.00 | Title III - MSFWs | | |
| | Title ID - National Farmworkers | 1.00 | | | | 1.00 | | 1.00 | Title ID - National Farmworkers | | |
| | Title ID - YouthBuild | 1.00 | | | | 1.00 | | 1.00 | Title ID - YouthBuild | | |
| | Other 1 | | | | | - | | - | Other 1 | | |
| | Other 2 | | | | | - | | - | Other 2 | | |
| TOTAL - SHARED COST FTEs | | 32.00 | | - | | - | 32.00 | - | 32.00 | | |

Ex. 3 – Using Cross-Trained Staff + Direct Linkage

| SHARED COSTS | | Required Partner FTEs Committed to Provide Onsite Program Services | Onsite FTEs Who Will be Cross-trained to Provide Program Services on Behalf of Another Partner | | | | Total Onsite FTEs | Offsite FTEs Providing Program Services in the Center via Direct Linkage | TOTAL FTEs | | |
|--------------------------|---|--|--|--|--|--|-------------------|--|------------|---|----------|
| | | | Contributing Partner 1 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | Contributing Partner 2 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | | | | | |
| Commerce | Title IB - Adult, Youth, & Dis. Workers | 6.00 | | (0.50) | | | 5.50 | | 5.50 | Title IB - Adult, Youth, & Dis. Workers | Commerce |
| | TAA | 1.00 | Title IB | 0.50 | | | 1.50 | | 1.50 | TAA | |
| | CSBG | 1.00 | | | | | 1.00 | | 1.00 | CSBG | |
| IDES | Title III - Wagner-Peyser | 5.00 | | | | | 5.00 | 1.00 | 6.00 | Title III - Wagner-Peyser | IDES |
| | Veterans Services | 3.00 | | | | | 3.00 | | 3.00 | Veterans Services | |
| | UI Comp Programs | 4.00 | | | | | 4.00 | | 4.00 | UI Comp Programs | |
| | TRA | 1.00 | | | | | 1.00 | | 1.00 | TRA | |
| ICCB | Title II - Adult Education | 1.00 | | | | | 1.00 | | 1.00 | Title II - Adult Education | ICCB |
| | Career & Tech Ed - Perkins | 1.00 | | | | | 1.00 | | 1.00 | Career & Tech Ed - Perkins | |
| DHS | Title IV - Vocational Rehab | 1.00 | | | | | 1.00 | | 1.00 | Title IV - Vocational Rehab | DHS |
| | TANF - DHS | 1.00 | | | | | 1.00 | | 1.00 | TANF - DHS | |
| Aging | SCSEP | 1.00 | | | | | 1.00 | | 1.00 | SCSEP | Aging |
| DOC | Second Chance | 1.00 | | | | | 1.00 | | 1.00 | Second Chance | DOC |
| HUD | | 1.00 | | | | | 1.00 | | 1.00 | HUD | |
| | Title IC - Job Corp | 1.00 | | | | | 1.00 | | 1.00 | Title IC - Job Corp | |
| | Title III - MSFWs | 1.00 | | | | | 1.00 | | 1.00 | Title III - MSFWs | |
| | Title ID - National Farmworkers | 1.00 | | | | | 1.00 | | 1.00 | Title ID - National Farmworkers | |
| | Title ID - YouthBuild | 1.00 | | | | | 1.00 | | 1.00 | Title ID - YouthBuild | |
| | Other 1 | | | | | | - | | - | Other 1 | |
| | Other 2 | | | | | | - | | - | Other 2 | |
| TOTAL - SHARED COST FTEs | | 32.00 | | - | | | 32.00 | 1.00 | 33.00 | | |

Ex. 3 – Using Cross-Trained Staff + Direct Linkage

| SHARED COSTS | | Required Partner FTEs Committed to Provide Onsite Program Services | Onsite FTEs Who Will be Cross-trained to Provide Program Services on Behalf of Another Partner | | | | Total Onsite FTEs | Offsite FTEs Providing Program Services in the Center via Direct Linkage | TOTAL FTEs | |
|---|---|--|--|--|--|--|-------------------|--|--|----------|
| | | | Contributing Partner 1 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | Contributing Partner 2 Providing Services on Behalf of the Partner in Column B (If applicable) | FTEs Cross-trained to Provide Other Program Services | | | | |
| <i>Reduce the FTE of the program contributing cross-trained staff</i> | | | | | | | | | <i>Increase the FTE of programs using direct linkage</i> | |
| Commerce | Title IB - Adult, Youth, & Dis. Workers | 6.00 | | (0.50) | | | 5.50 | | Title IB - Adult, Youth, & Dis. Workers | Commerce |
| | TAA | 1.00 | Title IB | 0.50 | | | 1.50 | | TAA | |
| | CSBG | 1.00 | | | | | 1.00 | 1.00 | CSBG | |
| IDES | Title III - Wagner-Peyser | 5.00 | | | | | 5.00 | | Title III - Wagner-Peyser | IDES |
| | Veterans Services | 3.00 | | | | | 3.00 | | Veterans Services | |
| | UI Comp Programs | 4.00 | | | | | 4.00 | | UI Comp Programs | |
| | TRA | 1.00 | | | | | 1.00 | 1.00 | TRA | |
| ICCB | Title II - Adult Education | 1.00 | | | | | 1.00 | | Title II - Adult Education | ICCB |
| | Career & Tech Ed - Perkins | 1.00 | | | | | 1.00 | | Career & Tech Ed - Perkins | |
| DHS | Title IV - Vocational Rehab | 1.00 | | | | | 1.00 | | Title IV - Vocational Rehab | DHS |
| | TANF - DHS | 1.00 | | | | | 1.00 | | TANF - DHS | |
| Aging | SCSEP | 1.00 | | | | | 1.00 | | SCSEP | Aging |
| DOC | Second Chance | 1.00 | | | | | 1.00 | | Second Chance | DOC |
| HUD | | 1.00 | | | | | 1.00 | | HUD | |
| | Title IC - Job Corp | 1.00 | | | | | 1.00 | | Title IC - Job Corp | |
| | Title III - MSFWs | 1.00 | | | | | 1.00 | | Title III - MSFWs | |
| | Title ID - National Farmworkers | 1.00 | | | | | 1.00 | | Title ID - National Farmworkers | |
| | Title ID - YouthBuild | 1.00 | | | | | 1.00 | | Title ID - YouthBuild | |
| | Other 1 | | | | | | - | | Other 1 | |
| | Other 2 | | | | | | - | | Other 2 | |
| TOTAL - SHARED COST FTEs | | 32.00 | | - | | | 32.00 | 1.00 | 33.00 | |