California Labor and Workforce Development Agency

Employment Development Department
State of California

Arnold Schwarzenegger
Governor

July 2, 2010
22M:375:JP:1054

Ms. Kris Stadelman, Director
North Santa Clara Valley Job Training Consortium
505 W. Olive, STE 550
Sunnyvale, CA 94086

Dear Ms. Stadelman:

AMERICAN RECOVERY AND REINVESTMENT ACT
PROGRAM REVIEW
FINAL MONITORING REPORT
PROGRAM YEAR 2009-10

This is to inform you of the results of our review for Program Year (PY) 2009-10 of the North Santa Clara Valley Job Training Consortium 's (NOVA) activities funded by the American Recovery and Reinvestment Act of 2009 (ARRA). We focused this review on the following areas: program administration, local level monitoring, management information system/reporting, incident reporting, nondiscrimination and equal opportunity, grievance and complaint system, and program operations including ARRA activities and participant eligibility.

This review was conducted from March 22, 2010 through March 26, 2010.

Our review was conducted under the authority of Sections 667.400 (a) and (c) and 667.410 of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by NOVA with applicable federal and state laws, regulations, policies, and directives related to the ARRA grant.

We collected the information for this report through interviews with NOVA representatives, and service provider staff. In addition, this report includes the results of our review of sampled case files, NOVA's response to Sections I and II of the ARRA Program On-Site Monitoring Guide, and a review of applicable policies and procedures for PY 2009-10.

BACKGROUND

For PY 2009-10, NOVA was allocated: $467,043 to serve 68 adult participants; $1,020,107 to serve 200 youth participants; and $1,419,743 to serve 235 dislocated worker participants.

For the quarter ending March 30, 2010, NOVA reported the following expenditures for its ARRA funded activities: $88,608 for adult participants; $884,347 for youth participants; and $1,288,885 for dislocated worker participants. In addition, NOVA reported the following enrollments: 20 adult participants; 200 youth participants; and 232 dislocated worker participants. We reviewed case files for 30 of the 452 participants enrolled in ARRA funded activities as of March 26, 2010.

PROGRAM REVIEW RESULTS

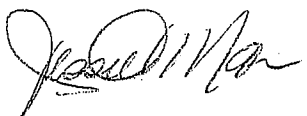
We conclude that, overall, NOVA is meeting applicable ARRA requirements concerning its program operations.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is NOVA's responsibility to ensure that its systems, programs, and related activities comply with the ARRA grant program, federal and state regulations, and applicable state directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain NOVA's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Mrs. Jennifer Shane at (916) 654-1292.

Sincerely,



JESSIE MAR, Chief
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