

CONEXIÓN

LABORAL

ÁREA LOCAL SURESTE

CONEXIÓN LABORAL DEL SURESTE/CLS

Plaza Pito Carr. # 2 Km. 170.0 P.O. Box 246
San Germán, Puerto Rico 00683

Tel. (787) 787-892-1000 Fax (787) 892-5540

TTY (787) 892-2935 Libre de Cargos 1-800-984-8155

www.aldls.org

"A Proud Partner of the American Job Center Network"

ESPECIFICACION DE TRABAJO DE FONDOS REGULARES PARA LOS PROGRAMAS DE JOVENES, ADULTOS Y TRABAJADORES DESPLAZADOS

LEY DE INNOVACIÓN Y OPORTUNIDADES EN LA FUERZA LABORAL (WIOA)

AÑO PROGRAMA 2023-2024

HON. RAUL RIVERA RODRIGUEZ
PRESIDENTE JUNTA ALCALDES/AIDLS

SR. ROQUE RAMIREZ PALERMO
PRESIDENTE JUNTA LOCAL/WDB

SR. ELLIOT CLASS TORRES
DIRECTOR EIECUTIVO

El Área Local de Desarrollo del Sureste/ALDLS/American Job Center/AJC, No Discrimina por Raza, Color, Religión, Sexo, Nacionalidad, Edad, Impedimento Físico o Mental, Afiliación o Creencia Política. Somos un Patrono de Igualdad de Oportunidad de Empleo. Tenemos Servicios de Apoyo para Personas con Impedimentos que así lo soliciten. Ley de Innovación y Oportunidades en la Fuerza Laboral/WIOA.

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CONEXIÓN LABORAL

A. Carta de Trámite

30 de junio de 2023

Sra. Migdalia Bonilla Méndez
Directora
Programa de Desarrollo Laboral/PDL
PO Box 192159
San Juan, Puerto Rico 00919-2159

Estimada señora Bonilla:

Adjunto Especificación de Trabajo de Fondos Regulares para el Año Programa 2023-2024 para los Programas de Jóvenes, Adultos y Trabajadores Desplazados de nuestra Área Local del Suroeste/AJC.

Esperamos cumplir con las metas que tenemos proyectadas para la implantación de este plan de trabajo para el beneficio de nuestra clientela.

De requerir información adicional, favor comunicarse al teléfono 1-787-892-1000 Ext. 1010.

Cordialmente,

Hon. Raúl Rivera Rodríguez

Presidente

Junta de Alcaldes/ALDLS/AJC

Sr. Roque A. Ramírez Palermo

Presidente

Junta Local/WDB

Sr. Elliot Class Torres
Director Ejecutivo/ALDLS/AJC
ÁREA LOCAL DEL SUROESTE/AJC
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Somos un Patrono con Igualdad de Oportunidad en el Empleo. Contamos con Servicios Auxiliares y de Apoyo para Personas con Impedimento que así lo soliciten. El AJC No Discrimina por Raza, Color, Religión, Sexo, Nacionalidad, Edad, Impedimento Físico o Mental, Afilación o Creencia Política. El AJC es un Centro Libre de Drogas y Alcohol. Ley Federal "Workforce Innovation and Opportunity Act/WIOA". Financiado con el 100% de los Fondos de la Ley de Innovación y Oportunidades en la Fuerza Laboral (WIOA). Ley Pública 113-128 del 22 de julio de 2014.

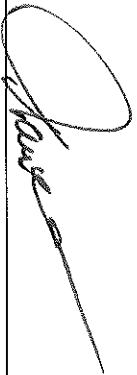
CERTIFICACIONES

ÁREA LOCAL DEL SUROESTE/ALDLS/AJC

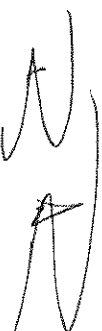
A. CERTIFICACIÓN JUNTA LOCAL/WDB Y JUNTA DE ALCALDES

Por cuanto, la Sección 107 y 108 de la Ley Pública 113-128 del 22 de julio de 2014, Ley de Innovación y Oportunidades en la Fuerza Laboral/WIOA, el Área Local del Suroeste/ALDLS/AJC y su Junta Local/WDB, conjuntamente someten al Gobernador(a) del Estado Libre Asociado de Puerto Rico para su aprobación:

La Especificación de Trabajo de Fondos Regulares para el Año Programa 2023-2024 para los Programas de Jóvenes, Adultos y Trabajadores Desplazados de nuestra Área Local del Suroeste/ALDLS/AJC, bajo la Ley de Innovación y Oportunidad en la Fuerza Laboral/WIOA.



Hon. Raúl Rivera Rodríguez
Presidente
Junta de Alcaldes




Sr. Roque A. Ramírez Palermo
Presidente
Junta Local/WDB

B. CERTIFICACIÓN DEL PRESIDENTE DE LA JUNTA DE ALCALDES

Sometemos para su consideración la Especificación de Trabajo de Fondos Regulares para el Año Programa 2023-2024 para los Programas de Jóvenes, Adultos y Trabajadores Desplazados de nuestra Área Local del Suroeste/AJC, bajo la Ley de Innovación y Oportunidades en la Fuerza Laboral/WIOA.

Certifico a mi mejor entender que la información suscrita en esta especificación de trabajo, es correcta de acuerdo a las instrucciones dadas y autorizadas para someter esta petición.



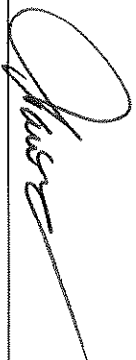
Hon. Raúl Rivera Rodríguez
Presidente Junta de Alcaldes/ALDLS/AJC

30 de junio de 2023

Fecha

ACUERDO ENTRE OFICIAL ELECTO Y LA JUNTA LOCAL

Se certifica que el *Plan Estratégico para el Año Programa 2023-2024, para los Programas de Jóvenes, Adultos y Trabajadores Desplazados* de la Ley de Innovación y Oportunidades en la Fuerza Laboral/WIOA por sus siglas en inglés; del Área Local del Sur Oeste/AJC de San Germán, P.R., fue preparado en colaboración entre la Junta de Alcaldes y/o Oficial Electo y la Junta Local/WDB en conformidad con los requerimientos estatutarios y reglamentarios.



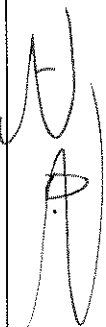
Firma

30 de junio de 2023

Fecha

Hon. Raúl Rivera Rodríguez

Nombre/Presidente(a) Junta de Alcaldes/Oficial Electo



Firma

30 de junio de 2023

Fecha

Sr. Roque A. Ramírez Palermo

Nombre/Presidente(a) Junta de Local/WDB



CERTIFICACIÓN

Cumplimiento con el Procedimiento Manejo de Efectivo y Acumulación de Gastos del Plan de Adjudicación de Costos (Cost Allocation) y adoptado por el Programa de Desarrollo Laboral

Área Local: del Sureste/ALDLS

Año Programa: 2023-2024

Nosotros Área Local de Desarrollo Laboral del Sureste/ALDLS, Presidente de la Junta Local/WDB, Sr. Roque A. Ramírez Palermo y el Presidente de la Junta de Alcaldes de Hon. Raúl Rivera Rodríguez, beneficiarios de los fondos de Reserva Estatal de la Ley de Innovación y Oportunidades en la Fuerza Trabajadora (WIOA por sus siglas en inglés), administrados y distribuidos por fórmula por el Programa de Desarrollo Laboral certificamos lo siguiente:

1. La Reglamentación de WIOA requiere la presentación de los informes de gastos en base contabilidad acumulada (“accrual basis”) y el cumplimiento con los requisitos de manejo de efectivo para los diferentes programas que administra el Área Local. EL PDL ha desarrollado procedimientos para asegurar el cumplimiento con estos requisitos.
2. El PDL desarrolló el Procedimiento para la Acumulación de Gastos y el Procedimiento de Petición de Fondo Federales entre el PDL y las Áreas Locales para proveer las herramientas a las Áreas Locales y asegurar el cumplimiento con los requisitos federales.
3. El Área Local presentará Informes Mensuales y Peticiones de Fondos de acuerdo a los procedimientos establecidos por el PDL.

Por lo cual, certificamos que el Área Local del Sureste/ALDLS, cumplirá con los procedimientos de Manejo de Efectivo y Acumulación de Gastos desarrollados por el PDL y requerido en la Reglamentación Federal.

Presidente Junta Local/WDB

30 de junio de 2023

Presidente Junta de Alcaldes

30 de junio de 2023

ASSURANCES AND CERTIFICATIONS

The Grantor will not award a grant where the Sub-Grantee has failed to accept the ASSURANCES AND CERTIFICATIONS contained in this section. In performing its responsibilities under this agreement, the Sub-Grantee hereby certifies and assures that it will fully comply with the following:

- A. Assurances - Non-Construction Programs (SF 424 B)
- B. Certification Regarding Debarment and Suspension (29 CFR Part 98)
- C. Certification Regarding Lobbying (29 CFR Part 93)
- D. Drug Free Workplace Certification (29 CFR Part 98)
- E. Nondiscrimination & Equal Opportunity Assurance (29 CFR Part 37), as applicable
- F. Assurances - Implementation of the Priority of Service provisions of the Jobs for Veterans Act (73 fed. Reg. 78132)

By signing the agreement, the Sub-Grantee is providing the assurances and/or certifications required under the above citations as detailed below:

A. ASSURANCES - NON-CONSTRUCTION PROGRAMS.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal Assistance and the institutional managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. 4728-4783) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd.3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.) as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any

- other non-discrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
 8. Will comply with the provisions of the Hatch Act (U.S.C. 1501-1508 and 7324-7328), which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. 276a to 276a 7), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act (40.327-333), regarding labor standards for federally assisted construction sub agreements.
 10. Will comply, if applicable, with Flood Insurance Purchase Requirements of Section 102(A) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P. L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93- 205).
 11. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 12. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a.1 et seq.).
 13. Will comply with P.L. 93-348 regarding the protection of human subjects involved

B. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS.

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three-year period preceding this proposal been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (B) of this certification; and,
 - D. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal [or plan].

C. CERTIFICATION REGARDING LOBBYING - Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned (i.e. Grantee signatory) certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

D. CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS.

The grantee certifies that it will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - A. The dangers of drug abuse in the workplace;
 - B. The grantee's policy of maintaining a drug-free workplace;
 - C. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - D. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (1);
4. Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the grant, the employee will:
 - A. Abide by the terms of the statement; and
 - B. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (4) (B) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number (s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4) (B), with respect to any employee who is so convicted:
 - A. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - B. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a

Federal, State, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5) and (6).

The sub grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code):

*Área Local del Suroeste/ALDLS/AJC
Plaza Pitto Bo. Hococonuco Carr. #2 km. 170.0
Apartado 246
San Germán, Puerto Rico 00683*

Check (X) if there are workplaces on file that are not identified here.

E. NONDISCRIMINATION & EQUAL OPPORTUNITY ASSURANCE:

Note: This particular assurance (portions which are duplicated elsewhere in other assurances) is applicable to the extent that the program activities are conducted as part of the One Stop delivery system (See 29 CFR 37.2).

As a condition to the award of financial assistance from the Department of Labor under Title I of WIOA, the grant applicant assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

1. Section 188 of the WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) OF 2014, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation, or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I B financially assisted program or activity;
2. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin;
3. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
4. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
5. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The grant applicant also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the grant applicant's operation of the WIOA Title I B financially assisted program or activity, and to all agreements the grant applicant makes to carry out the WIOA Title IB financially assisted program or activity. The grant applicant understands that the United States has the right to seek judicial enforcement of this assurance.

in research, development, and related activities supported by this award of assistance.

14. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm-blooded animals held for research, teaching, or other activities supported by this award of assistance.
15. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
16. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, Audits of States, Local Governments and Non-Profit Organizations."
17. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.