



**STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF EMPLOYMENT & TRAINING
4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828**

May 04, 2015

City of Wilmington
500 Wilmington Avenue
Wilmington, Delaware 19801

Dear Nicole Adams:

Congratulations on your award for the 2015 Summer Youth Employment Program. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
284	\$8.25	25	5	\$292,875	\$22.405	\$44.24	N/A	\$315,324

Total Award Amount: \$315,324.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,

Joel Riley



STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF EMPLOYMENT & TRAINING
4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828

May 04, 2015

Delmarva Clergy United In Social Action Foundation
13726 South Old State Road
Ellendale, DE 19941

Dear Kristy Gibbs:

Congratulations on your award for the 2015 Summer Youth Employment Program serving youth in Kent County. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
45	\$8.25	30	7	\$77,963	\$5,964	\$1,665	N/A	\$85,592

Total Award Amount: \$85,592.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,
Joel Riley



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WILMINGTON, DE 19809-0828

May 04, 2015

First State Community Action Agency
308 N. Rail Road Avenue
Georgetown, DE 19947

Dear Bernice Edwards:

Congratulations on your award for the 2015 Summer Youth Employment Program serving youth in Sussex County. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
44	\$8.25	30	7	\$76,230	\$5,832	\$3,544	N/A	\$85,606

Total Award Amount: \$85,606.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,
Joel Riley



STATE OF DELAWARE
DEPARTMENT OF LABOR
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4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828

May 04, 2015

Latin American Community Center
403 N. Van Buren Street
Wilmington, DE 19805

Dear Edgard Martinez:

Congratulations on your award for the 2015 Summer Youth Employment Program serving youth in the City of Wilmington. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
10	\$8.25	40	7	\$23,100	\$1,767	\$504	\$739	\$26,110

Total Award Amount: \$26,110.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,
Joel Riley



STATE OF DELAWARE
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4425 NORTH MARKET STREET
POST OFFICE BOX 9828
WILMINGTON, DE 19809-0828

May 04, 2015

Metropolitan Wilmington Urban League
Community Services Building
100 West 10th Street Suite 710
Wilmington, DE 19801

Dear Deborah Wilson:

Congratulations on your award for the 2015 Summer Youth Employment Program serving youth in New Castle County outside of the City of Wilmington. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
10	\$8.25	30	7	\$17,325	\$1,325	\$61	N/A	\$18,711

Total Award Amount: \$18,711.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,



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WILMINGTON, DE 19809-0828

May 04, 2015

New Castle County Government
Department of Community Services
77 Reads Way
New Castle, DE 19720

Dear Jane Rattenni:

Congratulations on your award for the 2015 Summer Youth Program. Projects should be designed for a maximum of 210 hours between June 15, 2015 and August 21, 2015. In order to write the contract, the following document must be returned to me by May 08, 2015.

1. Electronic Copy of the State Summer Youth Employment Program agency Proposal Appendix B Number's 1-13 in its entirety (blank is attached). **Please Note: Include the Workman's Comp and UI percentage number on the Budget.**

Please recalculate the Gross Wages, based off of the Number of Youth Requested, Hourly Rate, Hours per Week, and Total Weeks. Gross Wages, FICA, Workman's Compensation, and Unemployment Insurance Tax are then added to compute the Total Requested Amount – this is based off the Total Contract Award Amount.

In the table below are my calculations based off of the Contract Award Amount, in which I have attached an excel spreadsheet with built in formulas. Feel free to adjust number of youth, hours, and weeks – as long as the Total Request does not exceed the Total Award Amount.

Total Youth	Hourly Rate	Hours Per Week	Total Weeks	Gross Wages	FICA 7.65%	Workman's Comp	UI Tax	Total Request
48	\$8.25	21	10	\$83,160	\$6,361	\$927	\$1,028	\$91,476

Total Award Amount: \$91,476.00

Please send the requested Appendix B including the revised budget to Joel.Riley@state.de.us no later than May 08, 2015. No expenditures will be authorized without a fully executed contract.

Please contact me at 302-761-8075 with any additional questions you may have.

Sincerely,
Joel Riley