



Hennepin-Carver

Workforce Development Board

Hennepin-Carver Workforce Development Board

Action Request: 2025-2

Topic: HCWDB Budget

Board Meeting Date: May 14th, 2025

Item Description

Proposed 2025 Annual Budget for the operations of the Hennepin-Carver Workforce Development Board.

Action Needed

A motion (and second) to approve the 2025 Annual Budget for the operations of the Hennepin-Carver Workforce Development Board.

Background

Per the Workforce Innovation and Opportunity Act (WIOA) (20 CFR § 679.370), the Local Workforce Development Board (WDB) is required to develop a budget for the activities of the Local WDB.

The HCWDB Budget includes budget lines accounting for food and beverages for five (5) board meetings and conference-related expenses, such as registration and travel.

Staff Recommendation

Approve the 2025 Annual Budget for the operations of the Hennepin-Carver Workforce Development Board.

Attachments

2025 HCWDB DRAFT Annual Budget



Hennepin-Carver

Workforce Development Board

Hennepin-Carver Workforce Development Board
DRAFT 2025 Annual Budget
Workforce Development Board Activities

DRAFT

Line Items & Description	Budget
Staffing - based on meeting preparation time, time spent supporting committees, and time spent supporting the full board	\$0.00
Per Diem - no per diem is paid to Board members or City Staff	\$0.00
Lunch & Refreshments – lunch and refreshments estimated at \$300.00 per full board meeting x 5 meetings in calendar year 2025	\$1,500.00
Space - No space charges for LWDB activities	\$0.00
Travel – non LWDB meeting travel, including out of state estimated at: <ul style="list-style-type: none">• MAWB (\$1,300 pp) x 3 ppl	\$3,900.00
Miscellaneous – meeting supplies and other costs	\$0.00
TOTAL:	\$5,400.00