Overview
The goal of the QUEST Disaster Recovery DWG program is to enable individuals who have been adversely affected by the COVID-19 pandemic and the social and economic inequities that the pandemic exacerbated, to enter, return to, or advance in high-quality jobs in growth industries including infrastructure, environment and climate, the care economy, and other locally identified critical sectors. The activities of the QUEST DWG will yield improved individual and community resilience to the ongoing effects of the COVID-19 pandemic. The QUEST DWG program will be aligned with other state and local strategic priorities, resources, and programs and will focus on returning dislocated workers and other eligible individuals to sustainable, quality, family-supporting employment.

Authorization

Reports
The Subrecipient shall provide the ESD Contract Manager Quarterly Narrative status reports on all Contract activities, budgets, and expenditures using report forms approved by ESD to ESDPWorkforceInitiatives@esd.wa.gov. These reports must include information on the progress of the project, allowable activities conducted, and outcomes achieved, as well as narrative updates on expenditures. Quarterly reports are due thirty (30) days following the end of a quarter.

Quarters end on March 31, June 30, September 30, and December 31.

Comply with WIOA Title I Policy #5245 regarding the closeout of this Contract. This includes, but is not limited to, completing a formal closeout within sixty calendar days, or as otherwise instructed, after the end of this Contract, or when the funding is fully utilized, whichever comes first.

Subrecipient Quarterly Reports
Subrecipient must submit quarterly financial reports to the ESD budget office; reports are due by October 31, January 31, April 30, and July 31. These reports should be sent via email by the Subrecipient to: esdgpsdfundmgmt@esd.wa.gov. These reports must comply with WIOA Title I Policy #5240

Records
Subrecipient shall maintain its records and accounts in such a way as to facilitate any audits or examinations conducted in accordance with this Contract or under applicable laws, regulations, or policies. Subrecipient shall also require that Subrecipients maintain records that are auditable in accordance with Generally Accepted Accounting Principles.