

MEMORANDUM OF UNDERSTANDING (MOU)
Between
Alaska State Department of Labor
In support of the
Division of Vocational Rehabilitation (DVR) and
University of Alaska Southeast, School of Career Education (UASCED)

A. MOU Purpose:

The purpose of this MOU between the Department of Labor Division of Vocational Rehabilitation (DVR), and the University of Alaska Southeast (UAS) is to deliver Pre-Employment Transition Services through intensive noncredit co-sponsored condensed introduction courses for students with disabilities. This MOU specifies services and reimbursements to be provided by each party.

B. Program Topics

UAS will provide for DVR identified students noncredit, condensed courses March 18-21, 2019 which will include:

- Career Exploration - Introduction Health Sciences
 - Includes course and HS Advisor Lead Orientation / Campus Tour
- Career Exploration - Introduction to Power Technology
 - Includes course PWT Advisor Lead Orientation / Campus Tour
- Career Exploration - Introduction to Construction Technology
 - Includes course CT Advisor Lead Orientation / Campus Tour

The Instructor for these course will be a senior faculty member with the aid of a teaching assistant. It is understood and agreed that UAS is an independent contractor and its instructor is not an employee of DVR.

C. Participant Eligibility

A student with a disability is an individual age 14-21 and enrolled in an educational program, including secondary education, homeschool, alternative education (GED) or postsecondary education who;

- Are, or were, on an IEP or 504 plan
- Or a student who is ***potentially eligible** for DVR services because of a physical, sensory, intellectual, mental health, and communication disabilities, not "identified" by the school district for special education or related services, but whose disability could be a barrier to postsecondary education or employment.

**Potentially eligible could be students who have difficulties learning, or difficulties with*

attention or they are challenged in an emotional or behavioral way. This could also include kids who have been through treatment, involved in foster care or juvenile justice.

D. Participant Eligibility

DVR in conjunction with UAS agrees to vet students for training reimbursement who meet eligibility requirements set by the DVR guidelines prior to courses beginning. DVR is willing to assist with additional funding to provide eligible students with disabilities the supports and accommodations they need to be successful.

E. Schedule

Classes are scheduled according to availability of instructors, students and the needs of DVR.

F. Location

The courses will be taught at the UAS Technical Education Center located at 1415 Harbor Way, Juneau, Alaska.

G. Equipment

UAS agrees to provide all equipment required for the training. Students will be provided personal protective equipment as require. UAS will provide all needed registration and insurance for participants.

H. Cost

<i>Introduction to Health Sciences</i>	26 Hours	\$1,500 per student
<i>Introduction to Power Technology</i>	26 Hours	\$1,500 per student
<i>Introduction to Construction Technology</i>	26 Hours	\$1,500 per student

Special Accommodations

DVR is willing to assist with additional funding to provide eligible students with disabilities the supports and accommodations they need to be successful in participating and completing the above exploratory offerings.

Student Reimbursement Eligibility

Student eligibility will be vetted for reimbursement prior to courses starting. DVR is not

responsible for paying for or covering any costs for students attending the above course(s) that do not meet participant eligibility as outlined in Section D. **DVR's Liability** is limited to \$1500.00 per eligible student **plus** supports and accommodations.

I. Cancellation or Rescheduling

If by mutual agreement **UAS** and **DVR** agree to cancel courses with less than two weeks' notice

J. Payment Terms

An invoice will be prepared and sent to **DVR** after the first class session. The billing address for this invoice is 1111 8th Ave, Room 210; Juneau, Alaska, 99801. **DVR** agrees to pay **UAS** within 15 days of the above course completion(s). Payment, in the form of a check made out to **UAS School of Career Education**, will be delivered to the **UAS School of Career Education** at 1415 Harbor Way, Juneau Alaska, 99801.

K. Administration

The recruitment and enrollment of students will be performed by **UAS**. Discretion will be given to **DVR** to authorize class offerings based on adequate enrollment attainment.

The Administrator for the delivery of this course for **UAS** will be Linda Carroll, Administrative & Operations Manager, School of Career Education, 907-796-6124. The Administrator for **DVR** will be Jim Kreatschman, Statewide Youth Transition Coordinator, Division of Vocational Rehabilitation, 907-465-6931.

L. Evaluation

UAS agrees to provide **DVR** with a final written report to accompany the invoice upon completion of the courses.

Details of this report will include attendance record, participant engagement and student/advisor exit interview notes.

M. Insurance

UAS, as a self-insured educational institution, will provide liability coverage for participants covered by this MOU.

N. Liability

UAS will cover student and facility liability regarding equipment lost or stolen during the class.

O. Agreement Integration

This Agreement contains the entire Agreement conditions between the parties. There are no promises, terms, conditions, or obligations other than those contained herein. This Agreement shall supersede all previous communications, representations or agreements, either written or oral between the parties.

Further, all parties agree that this MOU will be fulfilled in compliance with applicable laws and regulations of the State of Alaska. Any amendments to this Agreement need to be presented in writing and signed by all parties for acceptance.

P. Signatures of Acceptance:

UAS is pleased to be of service to DVR by developing and presenting this educational program. After both parties have signed this MOU and the duplicate copy has been returned to UAS, these arrangements are considered acceptable and definite.



Duane Mayes, Director
Division of Vocational Rehabilitation

1/30/2019


Date



Dr. Tamika L. Ledbetter, Commissioner
Department of Labor and Workforce Development

2/8/2019

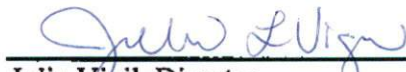
Date



Peter Traxler, Executive Dean
UAS School of Career Education

2-11-19

Date



Julie Vigil, Director
UAS Office of Budgets, Grants and Contracts

2/13/19

Date