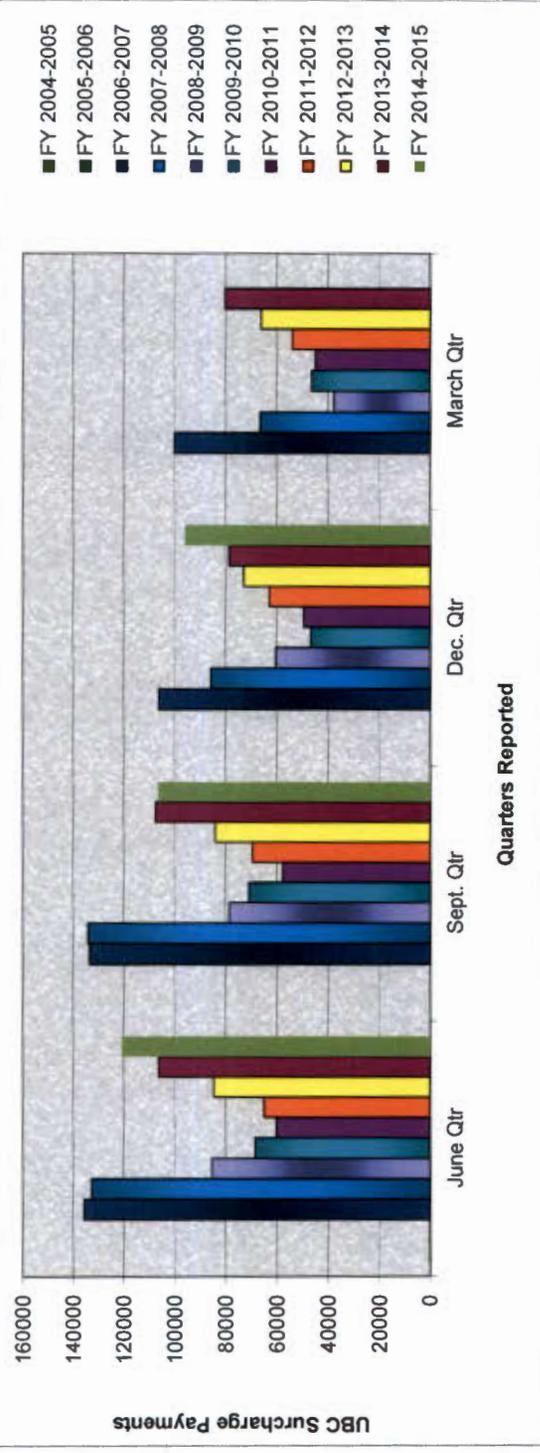


**FY July 1, 2014 - June 30, 2015 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For January 1-31, 2015**

REVENUE	BUDGET	RECEIVED	ACTUAL YTD	
Surcharge Fees Projected (estimated only)	\$372,484.50	\$79,707.45	\$291,910.56	
Carryover Credit from Previous Years (after all payments)	\$975,909.00			
Total	\$1,348,393.50	\$79,707.45	\$291,910.56	
ADMINISTRATIVE ENCUMBRANCES	BUDGET	PAID	ACTUAL YTD	BALANCE
Salary and Benefits	\$ 63,705.86	\$ 6,780.48	\$ 35,109.36	\$ 28,596.50
Communication Services	\$ 500.00	\$ 37.10	\$ 258.20	\$ 241.80
Miscellaneous/Office Supplies & Printing/Library	\$ 50.00	\$ -	\$ -	\$ -
TOTAL	\$ 64,255.86	\$ 6,817.58	\$ 35,367.56	\$ 28,838.30
EDUCATIONAL GRANTS TO SCHOOLS	BUDGET	PAID	ACTUAL YTD	BALANCE
Bridgerland Applied Tech College	\$ 25,400.00	\$ -	\$ 2,581.50	\$ 22,818.50
Davis Applied Tech College	\$ -	\$ -	\$ -	\$ -
Dixie State College (Dixie Applied Tech College)	\$ 10,380.00	\$ -	\$ -	\$ 10,380.00
Salt Lake Community College	\$ -	\$ -	\$ -	\$ -
Southwest Applied Technology College	\$ 7,200.00	\$ -	\$ -	\$ 7,200.00
Uintah Basin ATC	\$ 7,200.00	\$ -	\$ 4,115.26	\$ 3,084.74
Utah Electrical JATC/IBEW	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 50,180.00	\$ -	\$ 6,696.76	\$ 43,483.24
ASSOCIATION FUNDING GRANTS	BUDGET	PAID	ACTUAL YTD	BALANCE
ACI Intermountain Chapter	\$ 3,732.00	\$ -	\$ -	\$ 3,732.00
AIA Utah Chapter	\$ -	\$ -	\$ -	\$ -
ASHRAE	\$ 13,975.00	\$ -	\$ -	\$ 13,975.00
Associated General Contractors - Utah / AGC-Utah	\$ -	\$ -	\$ -	\$ -
Associated Builders & Contractors of Utah	\$ -	\$ -	\$ -	\$ -
Beehive Chapter ICC	\$ 23,500.00	\$ -	\$ 15,120.00	\$ 8,380.00
Bonneville Chapter ICC	\$ 48,296.69	\$ 26,170.88	\$ 26,170.88	\$ 22,125.81
Construction Specifications Institute Inc / CSI	\$ -	\$ -	\$ -	\$ -
Fire Marshal's Association of Utah	\$ -	\$ -	\$ -	\$ -
IEC of Utah (Independent Electrical Contractors)	\$ 29,140.00	\$ 1,160.00	\$ 13,330.00	\$ 15,810.00
Iron County Home Builders Association	\$ 8,300.00	\$ 1,959.41	\$ 3,338.82	\$ 4,961.18
Northern Utah Building Inspectors	\$ -	\$ -	\$ -	\$ -
Park City Area Home Builders Association/PCAHBA	\$ -	\$ -	\$ -	\$ -
Rocky Mountain Gas Association	\$ 36,550.00	\$ 10,873.35	\$ 10,873.35	\$ 25,676.65
Salt Lake Home Builders Association / SLHBA	\$ -	\$ -	\$ -	\$ -
SEAU (Structural Engineers Association)	\$ 21,000.00	\$ -	\$ -	\$ 21,000.00
Southern Utah Home Builders Association / SUHBA	\$ 24,000.00	\$ -	\$ 686.58	\$ 23,313.42
Southern Utah Division IAEI	\$ 4,400.00	\$ -	\$ 5,874.14	\$ (1,474.14)
UAPMO	\$ 27,650.00	\$ 740.00	\$ 1,781.64	\$ 25,868.36
Utah Chapter IAEI	\$ 26,000.00	\$ -	\$ 5,241.00	\$ 20,759.00
Utah Chapter ICC	\$ 105,996.00	\$ 2,496.00	\$ 40,483.83	\$ 65,512.17
Utah Construction Suppliers Association	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00
Utah Plumbing & Heating Contractors Association	\$ 10,500.00	\$ -	\$ -	\$ 10,500.00
Utah Homebuilders Association	\$ -	\$ -	\$ -	\$ -
Utah Division of Occupational and Professional Licensing	\$ -	\$ -	\$ -	\$ -
Utah Valley Homebuilders Association	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 390,539.69	\$ 43,399.64	\$ 122,900.24	\$ 267,639.45
TOTAL ENCUMBRANCES	\$ 504,975.55	\$ 50,217.22	\$ 164,964.56	\$ 340,010.99
REVENUES (LESS ACTUAL EXPENDITURES)		PAID	ACTUAL YTD	
Total Revenue (Surcharges plus carryovers)			\$ 1,267,819.56	
Less Actual Expenditures			\$ 164,964.56	
Less Approved Unpaid Encumbrances			\$ 340,010.99	
TOTAL RESERVES			\$ 762,844.01	

**COMPARISON OF
1% UBC SURCHARGE COLLECTIONS
FY 2006-2015**

Fiscal Year	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-2013	2013-2014	2014-2015
June Qtr	\$ 135,710.61	\$ 132,637.33	\$ 85,378.72	\$ 68,570.26	\$ 60,238.80	\$ 64,988.48	\$84,695.49	\$106,262.49	\$120,891.64
Sept. Qtr	\$ 133,527.80	\$ 134,091.44	\$ 78,464.64	\$ 70,983.02	\$ 57,735.96	\$ 69,482.84	\$84,004.48	\$107,454.12	\$106,508.56
Dec. Qtr	\$ 106,137.29	\$ 85,720.69	\$ 60,315.33	\$ 46,730.96	\$ 49,352.78	\$ 62,816.00	\$72,946.39	\$78,524.12	\$96,058.23
March Qtr	\$ 99,860.01	\$ 66,497.04	\$ 37,660.88	\$ 46,339.44	\$ 44,810.88	\$ 53,879.52	\$66,074.50	\$80,243.77	
TOTAL	\$ 475,235.71	\$ 418,946.50	\$ 261,819.57	\$ 232,623.68	\$ 212,138.42	\$ 251,166.84	\$307,720.86	\$372,484.50	\$323,458.43





To: Uniform Building Code Commission
Education Advisory Committee
160 East 300 South, Room 402
Salt Lake City, Utah 84111

STRUCTURAL ENGINEERS
ASSOCIATION OF UTAH

From: Jerod G. Johnson, PhD, SE

P.O. Box 581292
Salt Lake City, Utah 84158-1292

Date: January 19, 2015

Re: Snow Load Study

Jerod G. Johnson, *President*
Don Barfuss, Jr., *Vice President/President Elect*
Scott Roche, *Past President*
Jeremy Achter, *Treasurer*
Jason Christensen, *Secretary/Historian*
Tait Ketcham, *Member of the Board*
Brett Goodman, *Member of the Board*

Mr. Craig Browne:

As the chair person over the UBCC Education Advisory Committee we are seeking your assistance to be added to the upcoming Committee agenda. We have discussed this possibility with several state staff members and they have suggested writing a letter directly to you in order to request an audience with the committee. The purpose of this request is to discuss the possibility of applying for funding assistance through the "Building Code Training and Factory Built Housing Fees Account" in regards to a proposed study with regards to Utah Snow Loads. We request the UBCC's consideration for the following reasons...

1. Our organization is constantly contacted by building officials and design professionals in regards to the snow load requirements included in Utah Code Section 15A-3-107. The snow loads included in this section of the "State Construction and Fire Codes Act" was incorporated into the code based upon a study performed by SEAU in 1990. This outdated study only considers site elevation when determining ground snow loads, and is based upon very few data points throughout the state. The purpose of this new study would be to provide the State of Utah with an up-to-date, state-of-the-art snow load determination tool similar to what is being used in surrounding states which would then be used to update our current state amendments. It will also be incorporated into the next version of ASCE 7.
2. The purpose of the education funds is to "provide education regarding codes and code amendments" (per Section R156-15A-231). After receiving the report noted in Item #1 above, SEAU will work jointly with the UBCC to develop any necessary changes to the State code amendments in relation to snow loads. SEAU is also willing to provide training classes to building officials, design professionals, and contractor organizations in an effort to share with them the changes that will be made to the state-adopted snow loads.
3. While we are a non-profit organization, we do have some funds that we can use to help pay for this study, yet we are limited to an amount of \$5,000-\$10,000 while the study itself will cost around \$48,972.

4. We believe that this expenditure would serve as a “Joint Function” as defined Section R156-15A-231(6a). This study will be performed to substantiate the ground snow loads throughout the state, SEAU will then assist the UBCC in updating the state amendments to the snow loads, and finally SEAU will provide training to those affected by the code changes that will occur.

We feel that this study is very important for the design and construction industries in our state and are willing to put several of our volunteer hours towards this endeavor. That includes coordinating the study effort, putting some of our own funding towards the study, helping develop appropriate changes to our state amendments, and providing training in regards to the changes that will take effect.

We look forward to your consideration to attend the next committee meeting and discussing this potential project further.

Sincerely,


Jerod G. Johnson, PhD, SE
SEAU President

Attachment(s): Utah State University – Snow Study Proposal

Ground Snow Load Predictions for the State of Utah

Marc Maguire, Primary Investigator
Tam Chantem, Yan Sun, *Co-Investigators*
Utah State University

Problem Statement

Engineers in the State of Utah currently determine ground snow loads (GSL) from ASCE 7-10 Figure 7-1 or values produced in the Utah Snow Load Study. Several western states, because of rapid elevation changes in the mountains, have undertaken efforts to reproduce up-to-date and user friendly GSL maps using historical weather data. The purpose of this project is to provide the Structural Engineers Association of Utah (SEAU) with a state-of-the-art, up-to-date snow load determination tool comparable to surrounding states. Project deliverables must be complete before April 2015 in order to be incorporated into the next version of ASCE 7.

Background

The research team has identified 127 SNOTEL locations, 62 Snow Course locations (managed by the Natural Resources Conservation Service). Data from 50+ NOAA/NWS NOWData stations will be evaluated, however there is a considerable amount of missing data. Additional sources of snowfall records may be obtained from NOAA Quality Controlled Local Climatological (QCLC) Data and NWS COOP locations, where volunteers have taken weather observations. Care must be taken to ensure all data is statistically significant, as NOAA QCLC data is only available since 2005 and several SNOTEL stations have been added relatively recently.

Clearly the quality and quantity of data varies widely and considerable effort must be used to obtain the required information regarding snowfall. SNOTEL stations are widely considered the most reliable sources of snow depth and GSL. However even these stations are often missing considerable data or have other issues which could preclude their use. Furthermore, some stations (e.g. SNOTEL) report snow water equivalent (SWE) which can be converted to GSL by the density of water. Other stations (e.g. Snow Course) typically provide snow depth, without information on snow density.

Several western states have used differing statistical methodologies. The most universally accepted is the Parameter-Elevation Regressions on Independent Slopes Model, which was developed specifically for rapidly changing elevation regions. This model creates linear regression parameters at grid locations on topographic maps for climate data using point weather station data. A simplified outline of this process is presented in Objective 2 below. This methodology has been used extensively in climate research to investigate several climatic variables around the world.

Research Plan

The end goal for the research will be to deliver to the SEAU a web and/or windows based application to determine ground snow loads at any given latitude and longitude in Utah. To accomplish the end goal, the research team will complete the following tasks:

Objective 1: Collect and filter data

Data must be collected from several sites around Utah and even the surrounding states for interpolation purposes. National Resources Conservation Service, National Weather Service and the National Oceanic and Atmospheric Administration are all sources of data relating to snow depth. Other sources of data will be investigated upon project initiation. This objective is very significant and will likely be the most difficult, time consuming and crucial portion of the project.

Not all measurement stations in each database will be used, data must be filtered. For instance, only stations with a statistically significant data will be considered. Filters applied will be related to minimum data volume and minimum absolute snow load observed. Special considerations will be made for each site depending on data collected. The method of kernel density will be used to compare empirical distributions to estimated probability distributions for each station to assess their statistical significance. Past programs have arbitrarily excluded stations without a significance test (Cunningham 2007). Some weather stations do not collect SWE, but rather depth of snow. In these cases, assumptions must be made about snow density using established relationships (e.g. Theisen et al. 2004).

Objective 2: GSL Determination and Interim Report

Using the filtered and formatted data from Objective 1, GSL will be determined using techniques previously used for western states like Colorado and Oregon. The methodology is as follows:

1. Random variable defined for each site for maximum snow even for each year of record;
2. Fit test cumulative distribution functions to estimate the probability behavior of SWE at a given site;
3. Determine 50-year mean recurrence interval GSL for each site;
4. Using a digital elevation map for the State of Utah, calculate a climate-elevation relationship for each grid point
 - a. Using the elevation and climate data from the station data, including appropriate station weighting

- b. Weight grid points appropriately according to the distance from snow stations, elevation, topographic facets and inversion layer estimation (Daly et al. 2002, Daly et al. 2007)
5. Interpolate the grid cell data to allow for easy user inputs of latitude and longitude to obtain GSL at any given location in Utah. This tool can be used to create Utah GSL maps for printing or graphical display.

Objective 2 will culminate in a free statistical program and an interim report for review by SEAU, with all work detailed in an open fashion for review by the SEAU board. This will allow SEAU to comment, review and revise the work if necessary prior to The Snow and Rain Load Subcommittee of ASCE 7 adopting the proposed work for the State of Utah.

Objective 3: Develop application to determine ground snow loads

Building upon the program developed in Objective 2, the research team will develop a web based and/or windows based program (upon request) which will accept latitude and longitude inputs to give a GSL output for that location.

Objective 4: Final Report

Building upon the interim report, a finalized report will be prepared which will document all work performed.

Schedule and Budget

The budget includes salary and benefits for the three investigators, graduate student, including tuition and undergraduate wages. A computer is budgeted at \$2000. Costs for in-state travel of \$1,000 are assumed for meetings with the SEAU board.

Table 1 – Project Budget

Marc Maguire Salary and Benefits	\$	7,300
Tam Chantem Salary and Benefits	\$	2,920
Yan Sun Salary and Benefits	\$	2,920
Graduate Student Salary Benefits and Tuition	\$	17,015
Undergraduate Wages and Benefits	\$	2,164
Materials	\$	2,000
Travel	\$	1,000
Indirect Costs (41.6%, excluding tuition)	\$	13,653
Total	\$	48,972

Table 2 presents the timeline for each objective. In order to meet a potential ASCE 7 vote, an interim report and initial GSL program is slated by the end of January 2015 and a final report delivered in April 2015 or sooner.

Table 2 – Project Timeline

Task	Month							
	S14	O14	N14	D14	J15	F15	M15	A15
Objective 1: Data Collection and Filtering								
Objective 2: GSL Determination/Report								
Objective 3: Application Development								
Objective 4: Final Report								

References

- Cunningham, R., (2007) "Ground Snow Loads in Colorado". Structural Engineers Association of Colorado.
- Daly, C., Gibson W., Taylor, GH. Johnson, G., Pasteris, P., (2002). "A knowledge-based approach to the statistical mapping of climate". *Climate Research* 22: 99–113.
- Daly C, Smith J, McKane R. (2007). "High-resolution spatial modeling of daily weather elements for a catchment in the Oregon Cascade Mountains", USA. *Journal of Applied Meteorology and Climatology* 46: 1565–1586.
- Sack, R., Sheikh-Taheri, A. (1986). "Ground and Roof Snow Loads for Idaho" *Department of Civil Engineering at the University of Idaho*. Pp 49.
- Theisen, G, Keller, M, Stephens, J, Videon, F., Schilke, J. (2004) "Snow Loads for Structural Design in Montana". Civil Engineering Department, Montana State University. Bozeman, MT.

Research Team

Marc Maguire, Assistant Professor of Structural Engineering, teaches Reliability of Structures, where statistical load and resistance models are combined to quantify probability of failure. He is currently working on asset management projects involving using techniques like Regression, Markovian Decision Processes and Fuzzy Sets for Wyoming Department of Transportation.

Tam Chantem, Assistant Professor of Electrical and Computer engineering, has expertise in the development of efficient run-time algorithms and experience in software design. She is currently involved in several research projects, including one funded by the National Science Foundation, which require history-based predictions and probability theory.

Yan Sun, Assistant Professor of Statistics works with statistical theory and applications to time series, spatial and temporal data. She will help developing and validating the Parameter-Elevation Regressions model to predict snow loads for the digital map of Utah.



APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(Submit prior to training program)

Request Date: February 9, 2015 Total Estimated Instructors Fees (total a & b below): \$ 0

New Request: a. Instructor Fees: \$ N/A
 b. Instructor Expense (travel/meals): \$ N/A

Additional Funding Request: Code Books (if requesting): \$ 0

*Total Grant Amount Requested: \$ 40,000

* If total amount requested is MORE than the lowest of items 1-2 below, include a brief explanation of costs. Title and price of code books must be specified. **Attach page 2 of this form.**

We understand and acknowledge that if this application is approved, the maximum amount that will be reimbursed will be the lowest of items 1-3 below. If appropriate, the amount may be reduced under items 4 and 5:

1. \$10.00 per student hour of actual instruction. (# students actually attending x # hours course duration x \$10.00)
2. The actual reimbursable costs supported by paid invoices not to exceed # 3 or
3. The amount of grant as requested above (although additional costs may be paid if the cost results from excess attendance over anticipated).
4. Funding grants will be reimbursed only for expenditures which have been negotiated in good faith to ensure the best reasonable value.
5. Any instructor fees in excess of \$150.00 per hour will be subject to further review and approval by the Committee, the Division and the Department. (This is a maximum amount established for review purposes only and is not intended to be used as a guaranteed amount. Good faith negotiations are required as in item 4 above.)

Requesting Organization: Structural Engineer's Association of Utah (SEU) Federal I.D. #: [REDACTED]

Street Address: P.O. Box 581292

City: Salt Lake City State: Utah Zip: 84158-1292

Contact Person: Jerod Johnson, President Email Address: JJohnson@reaveley.com

Phone: 801-505-4016 Fax: 801-485-0911

Event Title: State of Utah - Snow Load Study

Date(s) of Training: Not determined Location(s): Not determined

Training Objectives: To update the snow loads enforced throughout Utah and train the industry on the new standards.

Projected Number of Students: Not determined Projected Number of Hours of Instruction: Not determined

Jerod Johnson SEAU President
 Name of Authorized Representative (Print) Title

[Signature] 2/9/2015
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input type="checkbox"/> Favorable <input type="checkbox"/> Unfavorable	Amount Recommended: \$ _____
Reason: _____	Date: ____/____/____
DEPARTMENT OF COMMERCE ACTION	
<input type="checkbox"/> Not Approved <input type="checkbox"/> Approved	Amount: \$ _____
Bureau Manager: _____	Date: ____/____/____
Division Director: _____	Date: ____/____/____
Department Director: _____	Date: ____/____/____

APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

Page 2 – Required if total amount requested is MORE than the lowest amount of items 1-3 on page one of application.

Include a brief explanation for requested amount:

We request the UBCC's consideration for the following reasons...

1. Our organization is constantly contacted by building officials and design professionals in regards to the snow load requirements included in Utah Code Section 15A-3-107. The snow loads included in this section of the "State Construction and Fire Codes Act" was incorporated into the code based upon a study performed by SEAU in 1990. This outdated study only considers site elevation when determining ground snow loads, and is based upon very few data points throughout the state. The purpose of this new study would be to provide the State of Utah with a an up-to-date, state-of-the-art snow load determination tool similar to what is being used in surrounding states which would then be used to update our current state amendments. It will also be incorporated into the next version of ASCE 7.
2. The purpose of the education funds is to "provide education regarding codes and code amendments" (per Section R156-15A-231). After receiving the report noted in Item #1 above, SEAU will work jointly with the UBCC to develop any necessary changes to the State code amendments in relation to snow loads. SEAU is also willing to provide training classes to building official, design professional, and contractor organizations in an effort to share with them the changes that will be made to the state-adopted snow loads.
3. While we are a non-profit organization, we do have some funds that we can use to help pay for this study, yet we are limited to at most \$10,000 while the study itself will cost around \$48,972. For that purpose we have requested \$40,000 be covered by the 1% building permit surcharge funds.
4. We believe that this expenditure would serve as a "Joint Function" as defined Section R156-15A-231(6a). This study will be performed to substantiate the ground snow loads throughout the state, SEAU will then assist the UBCC in updating the state amendments to the snow loads, and finally SEAU will provide training to those affected by the code changes that will occur.

We feel that this study is very important for the design, construction, and enforcement industries in our state and are willing to put several of our volunteer hours towards this endeavor. That includes coordinating the study effort, putting some our own funding towards the study, helping develop appropriate changes to our state amendments, and providing training in regards to the changes that will take effect.

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(Submit prior to training program)

Request Date: 01/28/2015

New Request: \$ 1,920.00
 Additional Funding Request: \$ _____

Total Grant Amount Requested: \$ 1,920.00
 Total Instructors Fees (estimated): \$ _____
 Instructor Fees: \$ _____
 Instructor Expenses (travel/meals): \$ _____

We understand and acknowledge that even if this application is approved the maximum amount that will be reimbursed will be the lowest of items 1-4 below. If appropriate, may be reduced under items 5 and 6:

1. If the event is not held \$0.00 cost is reimbursable
2. \$10.00 per student hour of actual instruction. (# students actually attending x # hours course duration x \$10.00)
3. The actual reimbursable costs supported by paid invoices not to exceed # 4 or
4. The amount of grant as requested above (although additional costs may be paid if the cost results from excess attendance over anticipated).
5. Funding grants will be reimbursed only for expenditures which have been negotiated in good faith to ensure the best reasonable value.
6. Any instructor fees in excess of \$150.00 per hour will be subject to further review and approval by the Committee, the Division and the Department. (This is a maximum amount established for review purposes only and is not intended to be used as a guaranteed amount. Good faith negotiations are required as in item 5 above.)

Requesting Organization: Southwest Applied Technology College Federal I.D. #: ██████████

Street Address: 510 West 800 South

City: Cedar City State: Ut Zip: 84720

Contact Person: Todd Hess Email Address: thess@swatc.edu

Phone: 435-586-2899 Fax: 435-586-2873

Event Title: NFPA 70E - Electrical Safety in the Workplace / Flash Protection

Date(s) of Training: 2/21/2015 Location(s): SWATC Campus

Training Objectives: The training will cover safe work practices according to NFPA 70E regulations, as well as safety maintenance, electrical hazards, safe installation practices, switching procedures and personal grounding.

Projected Number of Students: 24 Projected Number of Hours of Instruction: 8

Todd Hess Employer Services Director

Name of Authorized Representative (Print) Title

Todd Hess 01/28/2015

Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION

Advisory Committee Recommendation: Favorable Unfavorable

Date: ____/____/____ Amount Recommended: \$ _____

Reason: _____

DEPARTMENT OF COMMERCE ACTION

Not Approved Approved Amount: \$ _____

Bureau Manager: _____ Date: ____/____/____

Division Director: _____ Date: ____/____/____

Department Director: _____ Date: ____/____/____

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(Submit prior to training program)

Request Date: 02/05/15 Total Estimated Instructors Fees (total a & b below): \$ 4578
 New Request: a. Instructor Fees: \$ 2500.
 b. Instructor Expense (travel/meals): \$ 2078.
 Additional Funding Request: Code Books (if requesting): Other Costs \$ 1525
 *Total Grant Amount Requested: \$ 6103

* If total amount requested is MORE than the lowest of items 1-2 below, include a brief explanation of costs. Title and price of code books must be specified. Attach page 2 of this form.

We understand and acknowledge that if this application is approved, the maximum amount that will be reimbursed will be the lowest of items 1-3 below. If appropriate, the amount may be reduced under items 4 and 5:

1. \$10.00 per student hour of actual instruction. (# students actually attending x # hours course duration x \$10.00)
2. The actual reimbursable costs supported by paid invoices not to exceed # 3 or
3. The amount of grant as requested above (although additional costs may be paid if the cost results from excess attendance over anticipated).
4. Funding grants will be reimbursed only for expenditures which have been negotiated in good faith to ensure the best reasonable value.
5. Any instructor fees in excess of \$150.00 per hour will be subject to further review and approval by the Committee, the Division and the Department. (This is a maximum amount established for review purposes only and is not intended to be used as a guaranteed amount. Good faith negotiations are required as in item 4 above.)

Requesting Organization: Utah Housing Alliance Federal I.D. #: [REDACTED]

Street Address: PO Box 1196

City: Berthoud State: CO Zip: 80513

Contact Person: Tawny Peyton Email Address: tawny@coloradohome.org

Phone: 800-354-9972 Fax: 800-998-3208

Event Title: 2015 Installation Training

Date(s) of Training: 05/13/15 & 05/14/15 Location(s): (TBD) Orem & (TBD) Kaysville

Training Objectives: to educate installers and inspectors on manufactured and modular home installation techniques

Projected Number of Students: 50 Projected Number of Hours of Instruction: 200

Tawny Peyton Executive Director

Name of Authorized Representative (Print) Title

Tawny Peyton 02/05/15
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input checked="" type="checkbox"/> Favorable <input type="checkbox"/> Unfavorable	Amount Recommended: \$
Reason: <u>Funding Request</u>	Date:
DEPARTMENT OF COMMERCE ACTION	
<input type="checkbox"/> Not Approved <input checked="" type="checkbox"/> Approved	Amount: \$
Branch Manager:	Date:
Division Director:	Date:
Department Director:	Date:

APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

Page 2 – Required if total amount requested is MORE than the lowest amount of items 1-3 on page one of application.

Include a brief explanation for requested amount:

The manufactured and modular home industry requires a unique installation processes and the process will vary depending on the home that is to be installed. One challenge to providing this specific training is that the availability of instructors who provide training for such installations is sparse. Due to a lack of quality, experienced instructors, it is necessary for us to commission instructors from outside of the state to provide the services needed for our attendees. By contracting out-of-state instructors, our expenses to provide the training exceed the standard limits for a Grant request. For years the Utah Housing Alliance has researched the availability of instructors which has included; the content they teach, their instructor fees and their travel requirements. Based on feedback from the 2014 class attendees, the current instructors have received the highest reviews to date. As a result, I would like to offer similar classes for 2015.

In addition, the top right section of the first page of this request does not allow for me to list additional expenses that are included in the "Total Grant Amount Requested" so I listed that expense line in the "Code Books" section. These expenses which are estimated at \$1,525.00 are for printing, handling, postage, mailing, AV costs meeting room fees, mailing list fees, CE upload fees, etc.

Thank you for your consideration.



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Chris Hoy, Sharron Esplin
 Seminar Title/Subject: Northern Utah Contractors Education Seminar
 Date(s) of Training: November 5, 2014
 Location of Training: Logan, UT

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 0
a. Instructor Fees:	\$ 0
b. Instructor Travel (total i-iv):	\$ 0
i. Airfare	\$ 0
ii. Mileage	\$ 0
iii. Meals	\$ 0
iv. Other (please specify)	\$ 0
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ 0
Titles: 0	
3. Facility Cost:	\$ 200.00
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 13.50
6. Postage and handling	\$ 0
7. Other (please detail): 0	\$ 0
Total of Educational Expenditures (1-7):	\$ 213.50

Cost Per Student	
1. Number of actual students in attendance:	81
2. Training duration in hours:	6
3. Total hours of training (line 1 x line 2)	486
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 4860

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 213.50

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.) Title(s): <u>DEWALT Residential Construction Codes, Complete Handbook, 1st Edition</u>	Number purchased: <u>81</u>	Total cost of Code Books: \$ <u>24.00</u> ^{ea.} <u>\$1944.00</u>
2. Advertising Materials		\$ <u>0</u>
3. Printing Costs		\$ <u>0</u>
4. Delivery or Mailing Costs:		\$ <u>96.00</u>
5. DOPL Licensee Mailing List:		\$ <u>48.29</u>
6. DOPL Continuing Education upload fee:		\$ <u>392.00</u>
Total Section B Reimbursement (lines 1-6)		\$ <u>2480.29</u>
Total Reimbursement Request (Sections A & B):		<u>+ 213.50</u> \$ <u>2693.79</u>

Section B: Committee Action
Amount: \$ _____
Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Utah Chapter ICC	<u>[Redacted]</u>
Organization Name	Federal I.D. Number
Carey Maedgen	Education Coordinator
Authorized Representative (Type/Print)	Title
<u>[Signature]</u>	<u>Inst 16, 2015</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ <u>2693.79</u>
Bureau Manager: <u>Rolyn Burkhill</u>		Date: <u>1/27/15</u>
Division Director: _____		Date: <u> / / </u>
Department Director: _____		Date: <u> / / </u>



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. **(Complete Sections A & C)**
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. **(Complete Sections A, B & C.)**
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. **(Complete Section B & C)**

Section A:

Instructor's Name(s): Steve Thomas

Seminar Title/Subject: 2012 IBC Fundamentals

Date(s) of Training: December 16 & 17, 2014

Location of Training: Sandy, UT

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <i>(not to exceed \$3,000 for an 8 hr day)</i> Total a and b below:	\$ <u>3270</u>
a. Instructor Fees:	\$ <u>3270</u>
b. Instructor Travel (total i-iv):	\$ <u>0</u>
i. Airfare	\$ <u>0</u>
ii. Mileage	\$ <u>0</u>
iii. Meals	\$ <u>0</u>
iv. Other (please specify)	\$ <u>0</u>
2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books)	\$ <u>0</u>
Titles: <u>0</u>	
3. Facility Cost:	\$ <u>0</u>
4. Audio Visual Equipment:	\$ <u>100</u>
5. Printing	\$ <u>75.38</u>
6. Postage and handling	\$ <u>0</u>
7. Other (please detail): <u>0</u>	\$ <u>0</u>
Total of Educational Expenditures (1-7):	\$ <u>3445.38</u>

Cost Per Student	
1. Number of actual students in attendance:	<u>39</u>
2. Training duration in hours:	<u>8</u>
3. Total hours of training (line 1 x line 2)	<u>312</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>3120</u>

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)* : \$ 3120.00

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Thomas Hicken
 Seminar Title/Subject: 2012 IPC Significant Code Series
 Date(s) of Training: Oct 22, 29, Nov 5, 12 (3 hrs ea)
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals <i>(not to exceed \$3,000 for an 8 hr day)</i> Total a and b below:	\$ 1291.8
a. Instructor Fees: \$ 1200	
b. Instructor Travel (total t-iv): \$ 91.8	
i. Airfare \$ _____	
ii. Mileage \$ _____	
iii. Meals \$ _____	
iv. Other (please specify) \$ 91.80 FICA for Instructor	
2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 400
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 100
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 1791.8

Cost Per Student	
1. Number of actual students in attendance:	<u>83</u>
2. Training duration in hours:	<u>3</u>
3. Total hours of training (line 1 x line 2)	<u>249</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 2490

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 1791.80

Section B:

- | | |
|---|--------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ 0 |
| 2. Advertising Materials | \$ 0 |
| 3. Printing Costs | \$ 0 |
| 4. Delivery or Mailing Costs: | \$ 0 |
| 5. DOPL Licensee Mailing List: | \$ 0 |
| 6. DOPL Continuing Education upload fee: | \$ 252 |
| Total Section B Reimbursement (lines 1-6) | \$ 252 |
| Total Reimbursement Request (Sections A & B): | \$ 2043.80 |

Section B: Committee Action
Amount: \$ _____
Date: ____/____/____

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Bridgerland Applied Technology College	██████████
Organization Name	Federal I.D. Number
Paul James	Apprenticeship Director
Authorized Representative (Type/Print)	Title
<i>Paul James</i>	1/15/2015
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: ____/____/____	
Division Director: _____	Date: ____/____/____	
Department Director: _____	Date: ____/____/____	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Chris Jensen
 Seminar Title/Subject: 2014 NEC Significant Code Changes
 Date(s) of Training: Oct 22, 29, Nov 5, 12 (4 hrs ea)
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 2153
a. Instructor Fees:	\$ 2000
b. Instructor Travel (total I-iv):	\$ 153
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ 153 FICA for Instructor
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 400
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 100
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 2653

Cost Per Student	
1. Number of actual students in attendance:	<u>161</u>
2. Training duration in hours:	<u>4</u>
3. Total hours of training (line 1 x line 2)	<u>644</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 6440

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 2653.00

Section B:

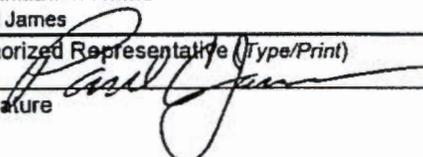
- | | |
|---|--------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ 0 |
| 2. Advertising Materials | \$ 0 |
| 3. Printing Costs | \$ 0 |
| 4. Delivery or Mailing Costs: | \$ 0 |
| 5. DOPL Licensee Mailing List: | \$ 0 |
| 6. DOPL Continuing Education upload fee: | \$ 376 |
| Total Section B Reimbursement (lines 1-6) | \$ 376 |
| Total Reimbursement Request (Sections A & B): | \$ 3029 |

Section B: Committee Action Amount: \$ _____ Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Bridgerland Applied Technology College	
Organization Name	Federal I.D. Number
Paul James	Apprenticeship Director
Authorized Representative (Type/Print)	Title
	1/15/2015
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: <u> / /</u>	
Division Director: _____	Date: <u> / /</u>	
Department Director: _____	Date: <u> / /</u>	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Chris Jensen
 Seminar Title/Subject: 2012 IRC and IBC Common Code Violations
 Date(s) of Training: 24 October 2014
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 807.38
a. Instructor Fees: \$ 750.00	
b. Instructor Travel (total I-iv): \$ 57.38	
i. Airfare \$ _____	
ii. Mileage \$ _____	
iii. Meals \$ _____	
iv. Other (please specify) \$ 57.38 FICA for Instructor	
2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 200
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 25
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 1032.38

Cost Per Student	
1. Number of actual students in attendance: <u>21</u>	
2. Training duration in hours: <u>6</u>	
3. Total hours of training (line 1 x line 2) <u>126</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 1260

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 1032.38

Section B:

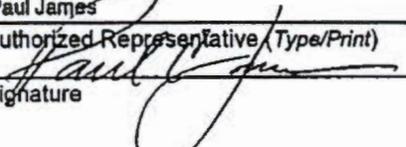
- | | |
|---|--------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ 0 _____ |
| 2. Advertising Materials | \$ 0 _____ |
| 3. Printing Costs | \$ 0 _____ |
| 4. Delivery or Mailing Costs: | \$ 0 _____ |
| 5. DOPL Licensee Mailing List: | \$ 0 _____ |
| 6. DOPL Continuing Education upload fee: | \$ 174 _____ |
| Total Section B Reimbursement (lines 1-6) | \$ 174 _____ |
| Total Reimbursement Request (Sections A & B): | \$ 1206.38 _____ |

Section B: Committee Action
Amount: \$ _____
Date: / /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Bridgeland Applied Technology College	
Organization Name	Federal I.D. Number
Paul James	Apprenticeship Director
Authorized Representative (Type/Print)	Title
	1/15/2015
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: / /	
Division Director: _____	Date: / /	
Department Director: _____	Date: / /	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Chris Jensen
 Seminar Title/Subject: 2014 NEC Analysis of Change Part 1
 Date(s) of Training: 8 November 2014
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 1076.5
a. Instructor Fees:	\$ 1000
b. Instructor Travel (total i-iv):	\$ 76.5
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ 76.50 FICA for Instructor
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 200
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 25
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 1301.5

Cost Per Student	
1. Number of actual students in attendance:	<u>46</u>
2. Training duration in hours:	<u>8</u>
3. Total hours of training (line 1 x line 2)	<u>368</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 3680

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 1301.5

Section B:

- | | |
|---|--------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ 0 _____ |
| 2. Advertising Materials | \$ 0 _____ |
| 3. Printing Costs | \$ 0 _____ |
| 4. Delivery or Mailing Costs: | \$ 0 _____ |
| 5. DOPL Licensee Mailing List: | \$ 0 _____ |
| 6. DOPL Continuing Education upload fee: | \$ 378 _____ |
| Total Section B Reimbursement (lines 1-6) | \$ 378 _____ |
| Total Reimbursement Request (Sections A & B): | \$ 1679.50 _____ |

Section B: Committee Action Amount: \$ _____ Date: ____/____/____
--

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Bridgerland Applied Technology College	XXXXXXXXXX
Organization Name	Federal I.D. Number
Paul James	Apprenticeship Director
Authorized Representative (Type/Print)	Title
<i>Paul James</i>	1/15/2015
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Bureau Manager: _____	Date: ____/____/____	
Division Director: _____	Date: ____/____/____	
Department Director: _____	Date: ____/____/____	

DEPARTMENT OF COMMERCE
 Division of Occupational and Professional Licensing
 160 East 300 South, Main Lobby
 P.O. Box 146741
 Salt Lake City, UT 84114-6741
 (801) 530-6078



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Thomas Hicken
 Seminar Title/Subject: 2012 IPC Sanitary and Storm Drainage
 Date(s) of Training: 8 November 2014
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 645.9
a. Instructor Fees:	\$ 600
b. Instructor Travel (total I-iv):	\$ 45.9
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ 45.9 FICA for Instructor
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 200
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 25
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 870.9

Cost Per Student	
1. Number of actual students in attendance:	<u>12</u>
2. Training duration in hours:	<u>6</u>
3. Total hours of training (line 1 x line 2)	<u>72</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 720

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 720.00

Section B:

- | | |
|---|--------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ 0 _____ |
| 2. Advertising Materials | \$ 0 _____ |
| 3. Printing Costs | \$ 0 _____ |
| 4. Delivery or Mailing Costs: | \$ 0 _____ |
| 5. DOPL Licensee Mailing List: | \$ 0 _____ |
| 6. DOPL Continuing Education upload fee: | \$ 84 _____ |
| Total Section B Reimbursement (lines 1-6) | \$ 84 _____ |
| Total Reimbursement Request (Sections A & B): | \$ 804 _____ |

Section B: Committee Action	
Amount: \$	_____
Date:	/ /

Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

Bridgerland Applied Technology College	_____
Organization Name	Federal I.D. Number
Paul James	Apprenticeship Director
Authorized Representative (Type/Print)	Title
<i>Paul James</i>	1/15/2015
Signature	Date

DEPARTMENT OF COMMERCE/ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Manager: _____	Date: ____/____/____	
Division Director: _____	Date: ____/____/____	
Department Director: _____	Date: ____/____/____	



REQUEST FOR REIMBURSEMENT

(Submit after completion date of the training program)

We, the sponsors of the proposed training, are requesting reimbursement for the following costs which we have incurred and for which we have attached an invoice, the original receipts, a roster of attendees, and a copy of the training announcement, advertising and agenda.

Select one:

- We provided the training program as outlined in our original application. (Complete Sections A & C)
- We provided the training program as outlined in our original application but request committee approval for additional reimbursement above the lesser of the \$10 per student hour or cost of approved actual expenditures. (Complete Sections A, B & C.)
- We did not hold the training as outlined in the original application but are requesting reimbursement for allowable expenses. (Complete Section B & C)

Section A:

Instructor's Name(s): Chris Jensen
 Seminar Title/Subject: 2014 NEC Analysis of Change Part 2
 Date(s) of Training: 15 November 2014
 Location of Training: BATC Logan Utah

Educational Expenditures	
1. Total Instructor Fees and Travel/Meals (not to exceed \$3,000 for an 8 hr day) Total a and b below:	\$ 1076.5
a. Instructor Fees:	\$ 1000
b. Instructor Travel (total i-iv):	\$ 76.5
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ 76.50 FICA for Instructor
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ 0
Titles: _____	
3. Facility Cost:	\$ 200
4. Audio Visual Equipment:	\$ 0
5. Printing	\$ 25
6. Postage and handling	\$ 0
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ 1301.5

Cost Per Student	
1. Number of actual students in attendance:	<u>46</u>
2. Training duration in hours:	<u>8</u>
3. Total hours of training (line 1 x line 2)	<u>368</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ 3680

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 1301.5

Section B:

- | | | |
|---|-------------------------|--------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): _____ | Number purchased: _____ | Total cost of Code Books: \$ 0 _____ |
| 2. Advertising Materials | | \$ 0 _____ |
| 3. Printing Costs | | \$ 0 _____ |
| 4. Delivery or Mailing Costs: | | \$ 0 _____ |
| 5. DOPL Licensee Mailing List: | | \$ 0 _____ |
| 6. DOPL Continuing Education upload fee: | | \$ 282 _____ |
| Total Section B Reimbursement (lines 1-6) | | \$ 282 _____ |
| Total Reimbursement Request (Sections A & B): | | \$ 1583.5 _____ |

Section B: Committee Action Amount: \$ _____ Date: ____/____/____
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Section C:

I/we hereby verify that these expenses have been paid by our organization. I/we further verify that the instructor (if training was held) was adequately qualified by education and experience to teach the course, and was adequately prepared to teach the course by making an outline of the program, making appropriate audio or visual aids, preparing or arranging for handouts or study guides, arranging for any needed equipment and provided the training for the full time period and subject matter presented in the funding request.

I/we also verify we have engaged in good faith negotiations to obtain the best reasonable value for the costs associated above.

<u>Bridgerland Applied Technology College</u>	<u> </u>
Organization Name	Federal I.D. Number
<u>Paul James</u>	<u>Apprenticeship Director</u>
Authorized Representative (Type/Print)	Title
<u><i>Paul James</i></u>	<u>1/15/2015</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Grant</u>	ORG: <u>2180</u>	Amount: \$ _____
Manager: _____		Date: ____/____/____
Division Director: _____		Date: ____/____/____
Department Director: _____		Date: ____/____/____