

FEDERAL WORK-STUDY PROGRAM EMPLOYER ASSIGNMENT FORM

EXHIBIT "A"

Section I - Contractor Information

Name of Contractor: Redlands Adult School

Address: 1214 Indiana Ct, Building B, Redlands, CA 92373

Address(es) where work is to be performed from contractor's principal office

Address: _____

Address: _____

Interview Contact: Troy Martinez Billing Contact: Troy Martinez

Title: Principal Title: Principal

Phone: (909) 748-6930 ext. 29102 Phone: (909) 748-6930 ext. 29102

Contact Person: Troy Martinez Phone # (909) 748-6930 ext. 29102

Title: Principal Fax # _____

E-mail: troy_martinez@redlands.k12.ca.us

Section II - Cost Estimate

Period Covered by this Cost Estimate: 7/1/24- 5/31/25

Job Classification (provide description)	Minimum Hourly Pay Rate*	Maximum Hourly Pay Rate*	Estimated Compensation per job	Number of Jobs	Summer Only	Academic Year Only	Summer & Academic Year	TOTAL COMPENSATION
ISA Adult Literacy	\$17.50	\$22.70	\$8,000	5			XX	\$40,000
THIS IS AN EXAMPLE OF THE BREAKDOWN OF THE COST								

a- Federal Funds (provided by institution)	<u>\$40,000</u>	<u>100%</u>
b- Contractor Matching Funds	<u> </u>	
c- Administrative Surcharge	<u>\$4,000</u>	<u>10%</u>
Total Cost to Contractor (b + c)	<u>\$4,000</u>	

NOTES:

*See section 6f of agreement.

**Waived

Section III - Job Description(s)

Provide a brief description of each job classification listed in Section II-Cost Estimate

**Attach a separate sheet if there is insufficient space*

Many of the students are parents of Redlands Unified School District students. It is in the public interest that Redlands Adult School create programs that promote literacy and the attainment of educational and career goals of our students who will in turn improve the lives of their children attending the Redlands Unified School District. Improved literacy rates and communication skills will allow parents to interact with children's schools and teachers and better support their children's learning. Tutors will be working with adult students who are either learning English as second language, or are improving their literacy skills as they work toward earning their high school diploma. Tutors will be working with students one on one or small groups to help students with their course work in their respective programs. Tutors will help student with note taking skills and other study skills.

Section IV - Work in the Public Interest

Describe the type of work/activities carried out by the contractor.

**Attach copies of Articles of Incorporation or other official documents authorizing the non-profit/tax exempt status of the contractor.*