

ABC Community College
123 Grants Avenue
Dallas, TX 75202
(xxx) xxx-xxxx

US Department of Labor
Employment & Training Administration
525 Griffin Street, Suite 317
Dallas, TX 75202

December 1, 2013

RE: Trade Adjustment Assistance Community
College and Career Training
Grant Number – TC-XXXXXX-12-60-A-XX
Request to extend period of performance

Federal Project Officer:

ABC Community College (ACC) requests grant officer approval to extend the period of performance for its DOL Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant. ACC's current period of performance is November 14, 2011 through November 30, 2014. ACC requests 7 month extension until June 30, 2015.

ACC's original statement of work proposed to develop curriculum and build a lab for a welding program to administer training to 200 participants. The training was slated to begin September 1, 2012, enrolling the first group of 100 and enrolling the second group of 100 by September 1, 2013. These enrollment dates would have allowed ACC sufficient time to recruit, train, job place, and meet retention outcomes by October 30, 2014.

The welding lab was completed on schedule by June 2012. Early July 2012, our city experienced torrential rains and flooding, which caused our welding lab to be unusable for several months due to flooding. See attached pictures. The project director's requests to partner with other colleges and industry partners to use their training facilities were denied several times. See denial letters. The college was able to solicit for and receive a grant from a private industry to rebuild the welding lab.

We were able to enroll our first group of 100 students by January 2013. We enrolled our second group of 100 students September 2013. It takes 12 to 14 months to complete the program, therefore, our second group of students will not complete until possibly October 2014. A seven month extension will allow the college an opportunity to assist with job placement and retention for our last group of students.

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Please contact John Dow, TAACCCT Project Director, at (XXX) XXX-XXXX if additional information is needed.

Respectfully,
Signature Authority