

Agenda

UBCC EDUCATION ADVISORY COMMITTEE

March 15, 2016; 1:30 p.m.

Room 402 – Fourth Floor

Heber M. Wells Building
160 East 300 South, Salt Lake City, Utah

This agenda is subject to change up to 24 hours prior to the meeting

ADMINISTRATIVE BUSINESS:

Sign attendance sheet
Approve minutes from February 16, 2016
Budget reports for FY 2016

NEW BUSINESS

1. Application for FY 2016 (July 1, 2015 – June 30, 2016)

Funding Grants-Budget Reviews or Revisions and Approval Requests:

Uintah Basin Applied Technology College; 2014 NEC Update; April 15-16, 2016; \$3,800.00

Rocky Mountain Gas Association; Manual J – Load Calculations; May 5, 2016; \$4,342.00

Rocky Mountain Gas Association; Manual D – Duct Design; May 12, 2016; \$3,730.00

Rocky Mountain Gas Association; Manual S Equipment Sizing; May 19, 2016; \$2,230.00

2. Application for FY 2017 (July 1, 2016 – June 30, 2017)

Funding Grants-Budget Reviews or Revisions and Approval Requests:

Bonneville Chapter of ICC; 23rd Annual Fall Educational Institute; November 8, 9 & 10, 2016; \$30,250.00

Bonneville Chapter of ICC; Spring Thing 2017; March 13 or April 10, 2017; \$1,750.00

Rocky Mountain Gas Association; Natural Gas Technician Certification Training; February 17, 18, 25, 2017; \$6,155.00

Rocky Mountain Gas Association; Annual Spring Technician Training; March 8, 2017; \$1,302.00

Rocky Mountain Gas Association; Annual Education Summit; April 12, 2017; \$1,642.00

Rocky Mountain Gas Association; Natural Gas Technician Certification Training; April 21, 22, 29, 2017; \$6,155.00

Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675

Posted to Web

Posted to Bulletin Board:

3. Requests for Reimbursements:

Fire Marshal's Association of Utah; Winter Fire School - Means of Egress, Alternative Bid Designs for Fire Officials; January 4, 5 and 6, 2016; \$6,674.76

UPHCA; 6 Hour Code Updates; January 22, 2016; \$1,732.55

UPHCA; 12 Hour Code Updates; January 23, 2016; \$2,860.55

UPHCA; 6 Hour Code Updates; January 29, 2016; \$1,732.55

3. MADCAD Update

NEXT SCHEDULED MEETING:

April 19, 2016; 1:30 p.m.; Room 402 (Fourth Floor)

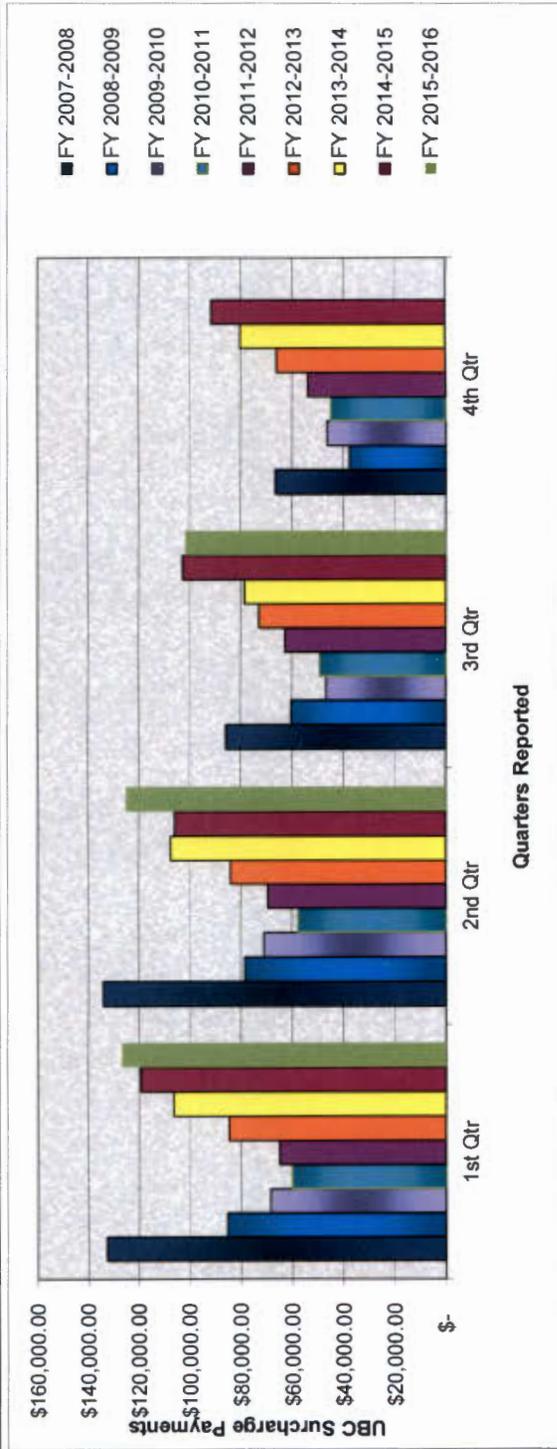
Note: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675

Posted to Web

Posted to Bulletin Board:

**COMPARISON OF
1% UBC SURCHARGE COLLECTIONS
FY 2008-2016**

Fiscal Year	2008	2009	2010	2011	2012	2013	2014	2015	2016
1st Qtr	\$ 132,637.33	\$ 85,378.72	\$ 68,570.26	\$ 60,238.80	\$ 64,988.48	\$ 84,695.49	\$ 106,262.49	\$ 119,201.09	\$ 126,847.10
2nd Qtr	\$ 134,091.44	\$ 78,464.64	\$ 70,983.02	\$ 57,735.96	\$ 69,482.84	\$ 84,004.48	\$ 107,454.12	\$ 105,856.59	\$ 125,197.84
3rd Qtr	\$ 85,720.69	\$ 60,315.33	\$ 46,730.96	\$ 49,352.78	\$ 62,816.00	\$ 72,946.39	\$ 78,524.12	\$ 102,723.68	\$ 101,718.24
4th Qtr	\$ 66,497.04	\$ 37,660.88	\$ 46,339.44	\$ 44,810.88	\$ 53,879.52	\$ 66,074.50	\$ 80,243.77	\$ 91,541.81	
TOTAL	\$ 418,946.50	\$ 261,819.57	\$ 232,623.68	\$ 212,138.42	\$ 251,166.84	\$ 307,720.86	\$ 372,484.50	\$ 419,323.17	\$ 353,763.18



**FY July 1, 2015 - June 30, 2016 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For February 1-29, 2016 (Period 8)**

REVENUE	BUDGET	RECEIVED	ACTUAL YTD	
Surcharge Fees Projected (estimated only)	\$ 419,323.17	\$ 29,807.80	\$ 353,763.18	
Carryover Credit from Previous Years (after all payments)	\$ 1,081,524.00			
Total	\$ 1,500,847.17			
ADMINISTRATIVE ENCUMBRANCES	BUDGET	PAID	ACTUAL YTD	BALANCE
Salary and Benefits	\$63,705.86	\$ 4,638.12	\$ 38,268.24	\$25,437.62
Communication Services	\$500.00	\$ 36.69	\$ 304.74	\$195.26
Miscellaneous/Office Supplies & Printing/Library	\$50.00	\$ -	\$ -	\$50.00
Total	\$64,255.86	\$ 4,674.81	\$ 38,572.98	\$25,682.88
EDUCATIONAL GRANTS TO SCHOOLS		PAID	ACTUAL YTD	BALANCE
Bridgerland Applied Tech College	\$ 44,064.00	\$ 4,349.20	\$ 7,505.08	\$ 36,558.92
Davis Applied Tech College	\$ -	\$ -	\$ -	\$ -
Dixie State College (Dixie Applied Tech College)	\$ -	\$ -	\$ -	\$ -
Salt Lake Community College	\$ 11,124.00	\$ -	\$ -	\$ 11,124.00
Southwest Applied Technology College	\$ -	\$ -	\$ -	\$ -
Uintah Basin ATC	\$ 3,800.00	\$ -	\$ 2,889.62	\$ 910.38
Utah Electrical JATC/IBEW	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 58,988.00	\$ 4,349.20	\$ 10,394.70	\$ 48,593.30
ASSOCIATION FUNDING GRANTS		PAID	ACTUAL YTD	
ACI Intermountain Chapter	\$ 8,000.00	\$ -	\$ 50.00	\$ 7,950.00
AIA Utah Chapter	\$ -	\$ -	\$ -	\$ -
ASHRAE	\$ -	\$ -	\$ -	\$ -
Associated General Contractors - Utah / AGC-Utah	\$ -	\$ -	\$ -	\$ -
Associated Builders & Contractors of Utah	\$ -	\$ -	\$ -	\$ -
Beehive Chapter ICC	\$ 27,500.00	\$ -	\$ 18,310.14	\$ 9,189.86
Bonneville Chapter ICC	\$ 73,343.84	\$ 23,894.63	\$ 23,894.63	\$ 49,449.21
Construction Specifications Institute Inc / CSI	\$ -	\$ -	\$ -	\$ -
Fire Marshal's Association of Utah	\$ 7,400.00	\$ -	\$ 4,377.63	\$ 3,022.37
IEC of Utah (Independent Electrical Contractors)	\$ 13,357.69	\$ -	\$ -	\$ 13,357.69
Iron County Home Builders Association	\$ 7,600.00	\$ 1,721.54	\$ 5,038.62	\$ 2,561.38
Northern Utah Building Inspectors	\$ -	\$ -	\$ -	\$ -
Park City Area Home Builders Association/PCAHBA	\$ -	\$ -	\$ -	\$ -
Rocky Mountain Gas Association	\$ 51,048.00	\$ -	\$ 3,214.83	\$ 47,833.17
Salt Lake Home Builders Association / SLHBA	\$ -	\$ -	\$ -	\$ -
SEAU (Structural Engineers Association)	\$ 38,054.00	\$ -	\$ -	\$ 38,054.00
Southern Utah Home Builders Association / SUHBA	\$ 43,985.00	\$ 19,786.11	\$ 19,786.11	\$ 24,198.89
Southern Utah Division IAEI	\$ 5,200.00	\$ -	\$ 2,339.00	\$ 2,861.00
UAPMO	\$ 27,600.00	\$ -	\$ 2,029.80	\$ 25,570.20
Utah Chapter IAEI	\$ 33,825.00	\$ -	\$ 2,887.00	\$ 30,938.00
Utah Chapter ICC	\$ 114,200.00	\$ 7,909.96	\$ 45,585.17	\$ 68,614.83
Utah Construction Suppliers Association	\$ -	\$ -	\$ -	\$ -
Utah Plumbing & Heating Contractors Association	\$ 22,000.00	\$ 12,039.57	\$ 14,739.19	\$ 7,260.81
Utah Homebuilders Association	\$ 362,250.00	\$ -	\$ -	\$ 362,250.00
Utah Division of Occupational and Professional Licensing	\$ -	\$ -	\$ -	\$ -
Utah Valley Homebuilders Association	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 835,363.53	\$ 65,351.81	\$ 142,252.12	\$ 693,111.41
TOTAL ENCUMBRANCES	\$ 958,607.39	\$ 74,375.82	\$ 191,219.80	\$767,387.59
REVENUES (LESS ACTUAL EXPENDITURES)		PAID	ACTUAL YTD	
Total Revenue (Surcharges plus carryovers)			\$ 1,435,287.18	
Less Actual Expenditures			\$ 191,219.80	
SUBTOTAL (ACTUAL)			\$ 1,244,067.38	
Less Approved Unpaid Encumbrances			\$767,387.59	
TOTAL RESERVES			\$ 476,679.79	

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: March 3, 2016 Total Estimated Instructors Fees (total a & b below): \$ 2675

New Request: a. Instructor Fees: \$ 2400

b. Instructor Expense (travel/meals): \$ 275

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

Additional Projected Costs (explain on pg 2) \$ 1125

*Total Grant Amount Requested: \$ 3800

* 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: Uintah Basin Applied Tech College Federal I.D. #:

Street Address: 1100 East Lagoon Street

City: Roosevelt State: UT Zip: 84066

Contact Person: Lezlee Whiting Email Address: lezlee@ubatc.edu

Phone: 435-725-7109 Fax: 435-725-7199

Event Title: 2014 NEC Update

Date(s) of Training: April 15 - 16, 2016 Location(s): UBATC Vernal campus

Training Objectives: NEC Code Update

Projected Number of Students: 13-16 Projected Number of Hours of Instruction: 16

Lezlee Whiting Custom Fit Specialist
 Name of Authorized Representative (Print) Title

Lezlee Whiting 3-3-16
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION:	
Advisory Committee Recommendation: <input 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 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:

\$1125.00 (15 x \$75) = Mike Holt workbooks required by instructor for this class

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: 2/17/16 Total Estimated Instructors Fees (total a & b below): \$ 1200

New Request:

a. Instructor Fees: \$ 1200

b. Instructor Expense (travel/meals): \$ _____

Additional Funding Request:

Code Books (if requesting): \$ 2100

Additional Projected Costs (explain on pg 2) \$ 1042

*Total Grant Amount Requested: \$ 4342

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Manual J - Load Calculations

Date(s) of Training: May 5, 2016 Location(s): Relevant Solutions

Training Objectives: Calculate heating and cooling loads in residential home applications

Projected Number of Students: 30 Projected Number of Hours of Instruction: 8

John Hill
 Name of Authorized Representative (Print)

Executive Director
 Title

[Signature]
 Signature of Authorized Representative

2/17/16
 Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Marketing/Advertising Fee, RMGA Pipeline Newsletter - \$585
Printing for Newsletter - \$235
Stamps/mailing - \$92
Course Approval - \$40
CEU recording fee @ \$.50 per credit hour per person - \$90

Manual J - Load Calculations, May 5, 2016
Book: Manual J - Residential Load Calculation (Abridged Edition)
30 books @ \$70/book = \$2,100

Manual D - Duct Design, May 12, 2016
Book: Manual D - Duct Design
30 books at \$80/book = \$2,400

Manual S - Equipment Selection, May 19, 2016
Book: Manual S - Residential Equipment Selection
30 books @ \$30 Book = \$900

Natural Gas Technician Certification Course for BOTH courses on February 17, 18, 25, 2017, and April 21, 22, 29, 2017
Book: International Fuel Gas Code Book 2015
30 Books @ \$60/Book = \$1,800

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: 2/17/16 Total Estimated Instructors Fees (total a & b below): \$ 1200

New Request: a. Instructor Fees: \$ 1200

b. Instructor Expense (travel/meals): \$ _____

Additional Funding Request: Code Books (if requesting): \$ 2400

Additional Projected Costs (explain on pg 2) \$ 130

***Total Grant Amount Requested: \$ 3730**

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

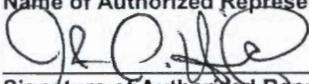
Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Manual D - Duct Design

Date(s) of Training: May 12, 2016 Location(s): Relevant Solutions

Training Objectives: Learn to design residential duct systems

Projected Number of Students: 30 Projected Number of Hours of Instruction: 8

John Hill Executive Director
 Name of Authorized Representative (Print) Title
 2/17/16
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Course Approval - \$40

CEU recording fee @ \$.50 per credit hour per person - \$90

Manual J - Load Calculations, May 5, 2016

Book: Manual J - Residential Load Calculation (Abridged Edition)

30 books @ \$70/book = \$2,100

Manual D - Duct Design, May 12, 2016

Book: Manual D - Duct Design

30 books at \$80/book = \$2,400

Manual S - Equipment Selection, May 19, 2016

Book: Manual S - Residential Equipment Selection

30 books @ \$30 Book = \$900

Natural Gas Technician Certification Course for BOTH courses on February 17, 18, 25, 2017, and April 21, 22, 29, 2017

Book: International Fuel Gas Code Book 2015

30 Books @ \$60/Book = \$1,800

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: 2/17/16 Total Estimated Instructors Fees (total a & b below): \$ 1200

New Request: a. Instructor Fees: \$ 1200

b. Instructor Expense (travel/meals): \$ _____

Additional Funding Request: Code Books (if requesting): \$ 900

Additional Projected Costs (explain on pg 2) \$ 130

***Total Grant Amount Requested:** \$ 2230

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

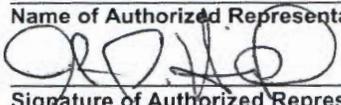
Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Manual S Equipment Sizing

Date(s) of Training: May 19, 2016 Location(s): Relevant Solutions

Training Objectives: Learn design conditions, multi-stage furnace applications, sensible and latent cooling co

Projected Number of Students: 30 Projected Number of Hours of Instruction: 8

John Hill Executive Director
 Name of Authorized Representative (Print) Title
 2/17/16
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Course Approval - \$40

CEU recording fee @ \$.50 per credit hour per person - \$90

Manual J - Load Calculations, May 5, 2016

Book: Manual J - Residential Load Calculation (Abridged Edition)

30 books @ \$70/book = \$2,100

Manual D - Duct Design, May 12, 2016

Book: Manual D - Duct Design

30 books at \$80/book = \$2,400

Manual S - Equipment Selection, May 19, 2016

Book: Manual S - Residential Equipment Selection

30 books @ \$30 Book = \$900

Natural Gas Technician Certification Course for BOTH courses on February 17, 18, 25, 2017, and April 21, 22, 29, 2017

Book: International Fuel Gas Code Book 2015

30 Books @ \$60/Book = \$1,800

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: February 29 2016 Total Estimated Instructors Fees (total a & b below): \$ 16750

New Request: a. Instructor Fees: \$ 16000

Additional Funding Request: b. Instructor Expense (travel/meals): \$ 750

Code Books (if requesting): \$ 6000

Additional Projected Costs (explain on pg 2) \$ 7500

*Total Grant Amount Requested: \$ 30250

* 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: Bonneville Chapter of ICC Federal I.D. #: [REDACTED]

Street Address: P.O. Box 672

City: Farmington State: Utah Zip: 84025

Contact Person: Michael Bosch Email Address: mbosch@co.weber.ut.us

Phone: 801-399-8379 Fax: 801-399-8862

Event Title: 23rd Annual Fall Educational Institute

Date(s) of Training: November 8,9,10, 2016 Location(s): West Valley City, Utah

Training Objectives: Provide code training (CEU's) for inspectors, contractors, design professionals etc...

Projected Number of Students: 350 Projected Number of Hours of Instruction: 24

Michael Bosch Chapter Treasurer
 Name of Authorized Representative (Print) Title
Michael Bosch 2/29/2016
 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: \$ _____
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:

Additional projected cost as indicated above of \$7500.00 would be for the facility/ rental fees, Audio expenses as well as incidental costs. (ie; namebadges, certificates etc...)

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: February 29 2016 Total Estimated Instructors Fees (total a & b below): \$ 750

New Request: a. Instructor Fees: \$ 600
 b. Instructor Expense (travel/meals): \$ 150

Additional Funding Request: Code Books (if requesting): \$ 500
 Additional Projected Costs (explain on pg 2) \$ 500

*Total Grant Amount Requested: \$ 1750

* 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: Bonneville Chapter of ICC Federal I.D. #: [REDACTED]

Street Address: P.O. Box 672

City: Farmington State: Utah Zip: 84025

Contact Person: Michael Bosch Email Address: mbosch@co.weber.ut.us

Phone: 801-399-8379 Fax: 801-399-8862

Event Title: Spring Thing 2017

Date(s) of Training: Mar. or April 2017, 2nd Tues. Location(s): Farmington, Ut

Training Objectives: Provide code training (CEU's) for inspectors, contractors etc...

Projected Number of Students: 25 Projected Number of Hours of Instruction: 4

Michael Bosch Chapter Treasurer
 Name of Authorized Representative (Print) Title

Michael Bosch 2/29/2016
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Additional projected cost as indicated above of \$500.00 would be for the facility/ rental fees.

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: <u>2/24/16</u>	Total Estimated Instructors Fees (total a & b below): \$ <u>3200</u>
<input checked="" type="checkbox"/> New Request:	a. Instructor Fees: \$ <u>3000</u> b. Instructor Expense (travel/meals): \$ <u>200</u>
<input type="checkbox"/> Additional Funding Request:	Code Books (if requesting): \$ <u>1800</u> Additional Projected Costs (explain on pg 2): \$ <u>1155</u> *Total Grant Amount Requested: \$ <u>6155</u>

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Natural Gas Technician Certification Training

Date(s) of Training: Februray 17, 18, 25, 2017 Location(s): Questar Gas CTC Room

Training Objectives: Venting, combustion air, properties of natural gas, appliance installation, deration

Projected Number of Students: 30 Projected Number of Hours of Instruction: 20

John Hill Executive Director
 Name of Authorized Representative (Print) Title

[Signature] 2/24/16
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Marketing/Advertising Fee, RMGA Pipeline Newsletter - \$585
Printing for Newsletter - \$235
Stamps/mailing - \$46
Printing for RMGA Study Guide - \$289.20 (\$9.64 per study guide)

Manual J - Load Calculations, May 5, 2016
Book: Manual J - Residential Load Calculation (Abridged Edition)
30 books @ \$70/book = \$2,100

Manual D - Duct Design, May 12, 2016
Book: Manual D - Duct Design
30 books at \$80/book = \$2,400

Manual S - Equipment Selection, May 19, 2016
Book: Manual S - Residential Equipment Selection
30 books @ \$30 Book = \$900

Natural Gas Technician Certification Course for BOTH courses on February 17, 18, 25, 2017, and April 21, 22, 29, 2017
Book: International Fuel Gas Code Book 2015
30 Books @ \$60/Book = \$1,800

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: 2/17/16 Total Estimated Instructors Fees (total a & b below): \$ 300
 New Request: a. Instructor Fees: \$ 300
 b. Instructor Expense (travel/meals): \$ _____
 Additional Funding Request: Code Books (if requesting): \$ _____
 Additional Projected Costs (explain on pg 2) \$ 1002
***Total Grant Amount Requested: \$ 1302**

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

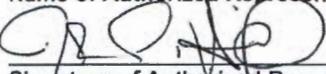
Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Annual Spring Technician Training

Date(s) of Training: March 8, 2017 Location(s): Hercules Industries

Training Objectives: Tools of the trade, furnace deration, code adoptions, refrigerant guidelines

Projected Number of Students: 30 Projected Number of Hours of Instruction: 3

John Hill Executive Director
 Name of Authorized Representative (Print) Title
 2/17/16
 Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION	
Advisory Committee Recommendation: <input 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 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:

Marketing/Advertising Fee, RMGA Pipeline Newsletter - \$585
Printing for Newsletter - \$235
Stamps/mailling - \$92
CEU recording fee - \$90

RECEIVED

MAR 04 2016

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

DIVISION OF OCCUPATIONAL
& PROFESSIONAL LICENSING



APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(Submit prior to training program)

Request Date: 2/17/16 Total Estimated Instructors Fees (total a & b below): \$ 300
New Request: a. Instructor Fees: \$ 300
b. Instructor Expense (travel/meals): \$
Additional Funding Request: Code Books (if requesting): \$
Additional Projected Costs (explain on pg 2) \$ 1342
Total Grant Amount Requested: \$ 1642

* 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: Rocky Mountain Gas Association Federal I.D. #:
Street Address: 153 S 900 E #3
City: SLC State: Utah Zip: 84102
Contact Person: John Hill Email Address: hillmgmt@aol.com
Phone: 801-521-8340 Fax: 801-521-8360
Event Title: Annual Education Summit

Date(s) of Training: April 12, 2017 Location(s): Sheraton Hotel
Training Objectives: Economic outlook, building code updates, mechanic leins, SCR requirements
Projected Number of Students: 65 Projected Number of Hours of Instruction: 6

John Hill Executive Director
Name of Authorized Representative (Print) Title
Signature of Authorized Representative Date of Signature: 2/17/16

EDUCATION COMMITTEE ACTION
Advisory Committee Recommendation: Favorable Unfavorable Amount Recommended: \$
Reason: Funding Request Date:
DEPARTMENT OF COMMERCE ACTION
Not Approved 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:

Marketing/Advertising Fee, RMGA Pipeline Newsletter - \$585

Printing for Newsletter - \$235

Stamps/mailing - \$92

Course approval - \$40

CEU recording fee per .5 credit hour per person - \$390

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: <u>2/24/16</u>	Total Estimated Instructors Fees (total a & b below): \$ <u>3200</u>
<input checked="" type="checkbox"/> New Request:	a. Instructor Fees: \$ <u>3000</u>
	b. Instructor Expense (travel/meals): \$ <u>200</u>
<input type="checkbox"/> Additional Funding Request:	Code Books (if requesting): \$ <u>1800</u>
	Additional Projected Costs (explain on pg 2) \$ <u>1155</u>
	*Total Grant Amount Requested: \$ <u>6155</u>

* 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: Rocky Mountain Gas Association Federal I.D. #: [REDACTED]

Street Address: 153 S 900 E #3

City: SLC State: Utah Zip: 84102

Contact Person: John Hill Email Address: hillmgmt@aol.com

Phone: 801-521-8340 Fax: 801-521-8360

Event Title: Natural Gas Technician Certification Training

Date(s) of Training: April 21, 22, 29, 2017 Location(s): Questar Gas CTC Room

Training Objectives: Venting, combustion air, properties of natural gas, appliance installation, deration

Projected Number of Students: 30 Projected Number of Hours of Instruction: 20

<u>John Hill</u> Name of Authorized Representative (Print)	<u>Executive Director</u> Title
 Signature of Authorized Representative	<u>2/24/16</u> Date of Signature

EDUCATION COMMITTEE ACTION

Advisory Committee Recommendation: Favorable Unfavorable Amount Recommended: \$ _____

Reason: Funding Request Date: ___/___/___

DEPARTMENT OF COMMERCE ACTION

Not Approved 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:

Marketing/Advertising Fee, RMGA Pipeline Newsletter - \$585
Printing for Newsletter - \$235
Stamps/mailling - \$46
Printing for RMGA Study Guide - \$289.20 (\$9.64 per study guide)

Manual J - Load Calculations, May 5, 2016

Book: Manual J - Residential Load Calculation (Abridged Edition)

30 books @ \$70/book = \$2,100

Manual D - Duct Design, May 12, 2016

Book: Manual D - Duct Design

30 books at \$80/book = \$2,400

Manual S - Equipment Selection, May 19, 2016

Book: Manual S - Residential Equipment Selection

30 books @ \$30 Book = \$900

Natural Gas Technician Certification Course for BOTH courses on February 17, 18, 25, 2017, and April 21, 22, 29, 2017

Book: International Fuel Gas Code Book 2015

30 Books @ \$60/Book = \$1,800

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:

Organization Name: Fire Marshal's Association of Utah Instructor's Name: Steve Thomas
 Seminar Title/Subject: Winter Fire School- Means of Egress, Alternative Bld Designs for Fire Officials
 Date(s) of Training: January 4, 5, 6
 Location of Training: St George, 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:	\$ <u>4251</u>
a. Instructor Fees:	\$ <u>4251</u>
b. Instructor Travel (total i-iv):	\$ <u>0</u>
i. Airfare	\$ _____
ii. Mileage	\$ _____
iii. Meals	\$ _____
iv. Other (please specify)	\$ _____
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ <u>1500</u>
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ <u>923.76</u>
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>6674.76</u>

Cost Per Student	
1. Number of actual students in attendance:	<u>62</u>
2. Training duration in hours:	<u>16</u>
3. Total hours of training (line 1 x line 2)	<u>992</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>9920</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 6674.76

Section B:

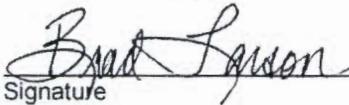
1. Code Books (No more than one/title/attendee. Application must include a roster.)
 Title(s): _____
 Number purchased: _____ Total cost of Code Books: \$ _____
2. Advertising Materials \$ _____
3. Printing Costs \$ _____
4. Delivery or Mailing Costs: \$ _____
5. DOPL Licensee Mailing List: \$ _____
6. DOPL Continuing Education upload fee: \$ _____
- Total Section B Reimbursement (lines 1-6): \$ 0
- Total From Section A (Carried over from First Page): \$ 6674.76
- Total Reimbursement Request (Sections A & B): \$ 6674.76**

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

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>Fire Marshal's Association of Utah</u>	<u>[REDACTED]</u>
Organization Name	Federal I.D. Number
<u>Bradley J Larson</u>	<u>1st Vice President</u>
Authorized Representative (Type/Print)	Title
<u></u>	<u>February 18, 2016</u>
Signature	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</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:

Organization Name: Utah Plumbing & Heating Contractors AS Instructor's Name: Jason Van Ausdal
 Seminar Title/Subject: 6 hour Code Updates
 Date(s) of Training: January 22, 2016
 Location of Training: Mountainland ATC in Lehi, 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	\$ <u>931.32</u>
a. Instructor Fees:	\$ <u>900.00</u>
b. Instructor Travel (total i-iv):	\$ <u>31.32</u>
i. Airfare	\$ _____
ii. Mileage	\$ <u>31.32</u>
iii. Meals	\$ _____
iv. Other (please specify)	\$ _____
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>931.32</u>

Cost Per Student	
1. Number of actual students in attendance:	<u>30</u>
2. Training duration in hours:	<u>6</u>
3. Total hours of training (line 1 x line 2)	<u>180</u>
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>1800</u>

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student):* \$ 931.32

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: \$ _____
 - 2. Advertising Materials \$ _____
 - 3. Printing Costs \$ 152.72 B
 - 4. Delivery or Mailing Costs: \$ 480.51 B
 - 5. DOPL Licensee Mailing List: \$ _____
 - 6. DOPL Continuing Education upload fee: \$ 168.00 C
- Total Section B Reimbursement (lines 1-6): \$ 801.23
- Total From Section A (Carried over from First Page): \$ 931.32
- Total Reimbursement Request (Sections A & B): \$ 1732.55**

Section B: Committee Action
Amount: \$ 801.23
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 Plumbing & Heating Contractors Association (U [REDACTED])
Organization Name Federal I.D. Number

David C. Hill Exec. Director
Authorized Representative (Type/Print) Title

David C. Hill 2/29/2016
Signature Date

DEPARTMENT OF COMMERCE ACTION

Purpose: Funding Request ORG: 2180 Amount: \$1732.55

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:

Organization Name: Utah Plumbing & Heating Contractors As Instructor's Name: Jason Van Ausdal
 Seminar Title/Subject: 12 hour Code Updates
 Date(s) of Training: January 23, 2016
 Location of Training: Mountainland ATC in Lehi, 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:	\$ <u>1831.32</u>
a. Instructor Fees: \$ <u>1800</u>	
b. Instructor Travel (total i-iv): \$ <u>31.32</u>	
i. Airfare \$ _____	
ii. Mileage \$ <u>31.32</u>	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>1831.32</u>

Cost Per Student	
1. Number of actual students in attendance: <u>30</u>	
2. Training duration in hours: <u>12</u>	
3. Total hours of training (line 1 x line 2) <u>360</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>3600</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student): \$ 1831.32

Section B:

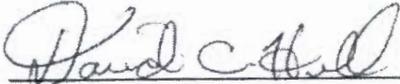
- | | | |
|---|-------------------------|------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): _____ | Number purchased: _____ | Total cost of Code Books: \$ _____ |
| 2. Advertising Materials | | \$ _____ |
| 3. Printing Costs | | \$ 152.72 B |
| 4. Delivery or Mailing Costs: | | \$ 480.51 B |
| 5. DOPL Licensee Mailing List: | | \$ _____ |
| 6. DOPL Continuing Education upload fee: | | \$ 396.00 C |
| Total Section B Reimbursement (lines 1-6): | | \$ <u>1029.23</u> |
| Total From Section A (Carried over from First Page): | | \$ <u>1831.32</u> |
| Total Reimbursement Request (Sections A & B): | | \$ <u>2860.55</u> |

Section B: Committee Action Amount: \$ <u>1029.23</u> 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 Plumbing & Heating Contractors Association (U XXXXXXXXXX)	_____
Organization Name	Federal I.D. Number
David C. Hill	_____
Authorized Representative (Type/Print)	Exec. Director
	_____
Signature	Title
	2/29/2016
	Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ <u>2860.55</u>
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:

Organization Name: Utah Plumbing & Heating Contractors Assn Instructor's Name: Jason Van Ausdal
 Seminar Title/Subject: 6 hour Code Updates
 Date(s) of Training: January 29, 2016
 Location of Training: Mountainland ATC in Lehi, 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:	\$ <u>931.32</u>
a. Instructor Fees: \$ <u>900.00</u>	
b. Instructor Travel (total i-iv): \$ <u>31.32</u>	
i. Airfare \$ _____	
ii. Mileage \$ <u>31.32</u>	
iii. Meals \$ _____	
iv. Other (please specify) \$ _____	
2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books)	\$ _____
Titles: _____	
3. Facility Cost:	\$ _____
4. Audio Visual Equipment:	\$ _____
5. Printing	\$ _____
6. Postage and handling	\$ _____
7. Other (please detail):	\$ _____
Total of Educational Expenditures (1-7):	\$ <u>931.32</u>

Cost Per Student	
1. Number of actual students in attendance: <u>25</u>	
2. Training duration in hours: <u>6</u>	
3. Total hours of training (line 1 x line 2) <u>150</u>	
Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00)	\$ <u>1500</u>

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 931.32

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: \$ _____

2. Advertising Materials \$ _____
 3. Printing Costs \$ 152.72 B
 4. Delivery or Mailing Costs: \$ 480.51 B
 5. DOPL Licensee Mailing List: \$ _____
 6. DOPL Continuing Education upload fee: \$ 168.00 C

Total Section B Reimbursement (lines 1-6): \$ 801.23

Total From Section A (Carried over from First Page): \$ 931.32

Total Reimbursement Request (Sections A & B): \$ 1732.55

Section B: Committee Action Amount: \$ 801.23 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 Plumbing & Heating Contractors Association (U [REDACTED])
 Organization Name Federal I.D. Number

David C. Hill Exec. Director
 Authorized Representative (Type/Print) Title

David C Hill 2/29/2016
 Signature Date

DEPARTMENT OF COMMERCE ACTION		
Purpose: <u>Funding Request</u>	ORG: <u>2180</u>	Amount: \$ <u>1732.55</u>
Bureau Manager: _____	Date: / /	
Division Director: _____	Date: / /	
Department Director: _____	Date: / /	