

2nd Agenda

UBCC EDUCATION ADVISORY COMMITTEE

June 21, 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 May 17, 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:

APWA Utah Chapter; Concrete Pavement Durability; June 30, 2016 - \$1,555.00

2. **Requests for Reimbursements**

ACI; ACI Intermountain Chapter Concrete Spring Symposium; April 7, 2016 - \$6,840.00

SUHBA; Significant Changes to the 2015 IRC/ Landscaping in Southern Utah; April 26, 2016 - \$2,083.44

Beehive Chapter of ICC; Beehive Annual Spring Conference; April 18-20, 2016 - \$21,564.73

SEAU; 4th Annual SEAU Conference; February 23-24, 2016 - \$48,272.05

UPHCA; 8 Hour Core Update Class; April 9, 2016 - \$1,431.68

UPHCA; 12 Hour Core Update Class; May 21, 2016 - \$2,718.32

Utah Chapter IAEI; 2014 IAEI One & Two Family Dwelling Class; March 16, 2016 - \$6,022.51

Utah Chapter IAEI; 2014 IAEI One & Two Family Dwelling Class; March 17, 2016 - \$3,384.72

Salt Lake Community College; Code Update; May 7, 2016- \$1,243.00

Salt Lake Community College; Electrical Safety & Code Review; May 14, 2016- \$1,734.77

Bridgerland ATC; 2014 NEC Applying Formulas and Tables in Ugly's Book; March 11, 2016 - \$1,835.30

Bridgerland ATC; 2014 NEC Grounding and Bonding; April 15, 2016 - \$4,332.50

3. **Rule Proposal**

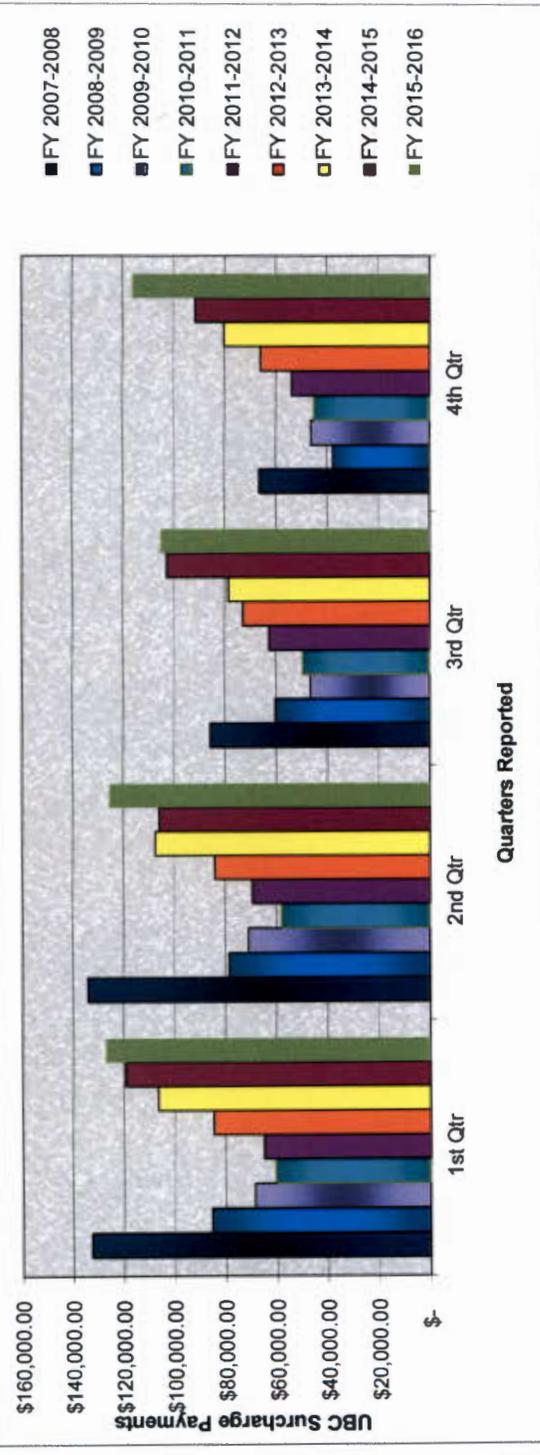
NEXT SCHEDULED MEETING:

August 16, 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

**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 | \$ 104,861.90 |
| 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 | \$ 115,811.97 |
| 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 | \$ 472,718.81 |



**FY July 1, 2015 - June 30, 2016 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For April 1-30, 2016 (Period 10)**

| REVENUE | BUDGET | RECEIVED | ACTUAL YTD | |
|---|------------------------|---------------------|------------------------|----------------------|
| Surcharge Fees Projected (estimated only) | \$ 419,323.17 | \$ 75,061.69 | \$ - | 431,968.53 |
| 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 | \$ 4,662.83 | \$ 47,513.89 | \$16,191.97 |
| Communication Services | \$500.00 | \$ 36.17 | \$ 377.00 | \$123.00 |
| Miscellaneous/Office Supplies & Printing/Library | \$50.00 | \$ - | \$ - | \$50.00 |
| Total | \$64,255.86 | \$ 4,699.00 | \$ 47,890.89 | \$16,364.97 |
| EDUCATIONAL GRANTS TO SCHOOLS | | PAID | ACTUAL YTD | BALANCE |
| Bridgerland Applied Tech College | \$ 44,064.00 | \$ - | \$ 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 | \$ 7,600.00 | \$ - | \$ 2,889.62 | \$ 4,710.38 |
| Utah Electrical JATC/IBEW | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ 62,788.00 | \$ - | \$ 10,394.70 | \$ 52,393.30 |
| 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 | \$ 73,643.84 | \$ - | \$ 35,180.67 | \$ 38,463.17 |
| 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) | \$ 14,557.69 | \$ - | \$ - | \$ 14,557.69 |
| Iron County Home Builders Association | \$ 7,600.00 | \$ - | \$ 5,038.62 | \$ 2,561.38 |
| Northern Utah Building Inspectors | \$ - | \$ - | \$ - | \$ - |
| Park City Area Home Builders Association/PCAHBA | \$ - | \$ - | \$ - | \$ - |
| Rocky Mountain Gas Association | \$ 61,350.00 | \$ - | \$ 3,214.83 | \$ 58,135.17 |
| Salt Lake Home Builders Association / SLHBA | \$ - | \$ - | \$ - | \$ - |
| SEAU (Structural Engineers Association) | \$ 38,054.00 | \$ - | \$ - | \$ 38,054.00 |
| Southern Utah Home Builders Association / SUHBA | \$ 46,935.00 | \$ - | \$ 19,786.11 | \$ 27,148.89 |
| 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 | \$ 846.00 | \$ 3,733.00 | \$ 30,092.00 |
| Utah Chapter ICC | \$ 114,200.00 | \$ - | \$ 45,813.40 | \$ 68,386.60 |
| Utah Construction Suppliers Association | \$ - | \$ - | \$ - | \$ - |
| Utah Plumbing & Heating Contractors Association | \$ 22,000.00 | \$ 6,325.65 | \$ 22,116.33 | \$ (116.33) |
| Utah Homebuilders Association | \$ 362,250.00 | \$ 60,944.62 | \$ 105,181.83 | \$ 257,068.17 |
| Utah Division of Occupational and Professional Licensing | \$ - | \$ - | \$ - | \$ - |
| Utah Valley Homebuilders Association | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ 850,115.53 | \$ 68,116.27 | \$ 267,171.36 | \$ 582,944.17 |
| TOTAL ENCUMBRANCES | \$ 977,159.39 | \$ 72,815.27 | \$ 325,456.95 | \$651,702.44 |
| REVENUES (LESS ACTUAL EXPENDITURES) | | PAID | ACTUAL YTD | |
| Total Revenue (Surcharges plus carryovers) | | | \$ 1,513,492.53 | |
| Less Actual Expenditures | | | \$ 325,456.95 | |
| SUBTOTAL (ACTUAL) | | | \$ 1,188,035.58 | |
| Less Approved Unpaid Encumbrances | | | \$651,702.44 | |
| TOTAL RESERVES | | | \$ 536,333.14 | |

**FY July 1, 2015 - June 30, 2016 UBC
COMBINED BALANCE SHEET & INCOME STATEMENT
For May 1-31, 2016 (Period 11)**

| REVENUE | BUDGET | RECEIVED | ACTUAL YTD | |
|---|------------------------|---------------------|------------------------|----------------------|
| Surcharge Fees Projected (estimated only) | \$ 419,323.17 | \$ 40,750.28 | \$ 472,718.81 | |
| 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 | \$ 4,622.83 | \$ 52,136.72 | \$11,569.14 |
| Communication Services | \$500.00 | \$ 36.26 | \$ 413.26 | \$86.74 |
| Miscellaneous/Office Supplies & Printing/Library | \$50.00 | \$ - | \$ - | \$50.00 |
| Total | \$64,255.86 | \$ 4,659.09 | \$ 52,549.98 | \$11,705.88 |
| EDUCATIONAL GRANTS TO SCHOOLS | | PAID | ACTUAL YTD | BALANCE |
| Bridgerland Applied Tech College | \$ 44,064.00 | \$ - | \$ 7,505.08 | \$ 36,558.92 |
| Davis Applied Tech College | \$ - | \$ - | \$ - | \$ - |
| Dixie State College (Dixie Applied Tech College) | \$ - | \$ - | \$ - | \$ - |
| Salt Lake Community College | \$ 11,124.00 | \$ 1,163.00 | \$ 1,163.00 | \$ 9,961.00 |
| Southwest Applied Technology College | \$ - | \$ - | \$ - | \$ - |
| Uintah Basin ATC | \$ 15,500.00 | \$ - | \$ 2,889.62 | \$ 12,610.38 |
| Utah Electrical JATC/IBEW | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ 70,688.00 | \$ 1,163.00 | \$ 11,557.70 | \$ 59,130.30 |
| ASSOCIATION FUNDING GRANTS | | PAID | ACTUAL YTD | |
| ACI Intermountain Chapter | \$ 8,000.00 | \$ 1,220.00 | \$ 1,270.00 | \$ 6,730.00 |
| 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 | \$ 73,643.84 | \$ 702.00 | \$ 35,882.67 | \$ 37,761.17 |
| Construction Specifications Institute Inc / CSI | \$ - | \$ - | \$ - | \$ - |
| Fire Marshal's Association of Utah | \$ 7,400.00 | \$ 6,674.76 | \$ 11,052.39 | \$ (3,652.39) |
| IEC of Utah (Independent Electrical Contractors) | \$ 14,557.69 | \$ - | \$ - | \$ 14,557.69 |
| Iron County Home Builders Association | \$ 7,600.00 | \$ - | \$ 5,038.62 | \$ 2,561.38 |
| Northern Utah Building Inspectors | \$ - | \$ - | \$ - | \$ - |
| Park City Area Home Builders Association/PCAHBA | \$ - | \$ - | \$ - | \$ - |
| Rocky Mountain Gas Association | \$ 61,350.00 | \$ - | \$ 3,214.83 | \$ 58,135.17 |
| Salt Lake Home Builders Association / SLHBA | \$ - | \$ - | \$ - | \$ - |
| SEAU (Structural Engineers Association) | \$ 38,054.00 | \$ - | \$ - | \$ 38,054.00 |
| Southern Utah Home Builders Association / SUHBA | \$ 46,935.00 | \$ 1,368.28 | \$ 21,254.39 | \$ 25,680.61 |
| 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 | \$ - | \$ 3,733.00 | \$ 30,092.00 |
| Utah Chapter ICC | \$ 114,200.00 | \$ 34,647.46 | \$ 80,460.86 | \$ 33,739.14 |
| Utah Construction Suppliers Association | \$ - | \$ - | \$ - | \$ - |
| Utah Plumbing & Heating Contractors Association | \$ 22,000.00 | \$ - | \$ 22,116.33 | \$ (116.33) |
| Utah Homebuilders Association | \$ 382,320.00 | \$ - | \$ 105,181.83 | \$ 277,138.17 |
| Utah Division of Occupational and Professional Licensing | \$ - | \$ - | \$ - | \$ - |
| Utah Valley Homebuilders Association | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ 870,185.53 | \$ 44,612.50 | \$ 311,883.86 | \$ 558,301.67 |
| TOTAL ENCUMBRANCES | \$ 1,005,129.39 | \$ 50,434.59 | \$ 375,991.54 | \$ 629,137.85 |
| REVENUES (LESS ACTUAL EXPENDITURES) | | PAID | ACTUAL YTD | |
| Total Revenue (Surcharges plus carryovers) | | | \$ 1,554,242.81 | |
| Less Actual Expenditures | | | \$ 375,991.54 | |
| SUBTOTAL (ACTUAL) | | | \$ 1,178,251.27 | |
| Less Approved Unpaid Encumbrances | | | \$ 629,137.85 | |
| TOTAL RESERVES | | | \$ 549,113.42 | |



APPLICATION FOR BUILDING CODE TRAINING FUNDS GRANT

(Submit prior to training program)

Request Date: 5/25/16 Total Estimated Instructors Fees (total a & b below): \$485.00
 New Request: a. Instructor Fees: \$ 0
b. Instructor Expense (travel/meals): \$ 485.00
 Additional Funding Request: Code Books (if requesting): \$ _____
Additional Projected Costs (explain on pg 2) \$1070.00
*Total Grant Amount Requested: \$1555

* 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: APWA Utah Chapter Federal I.D. #: [REDACTED]
Street Address: 604 W 6960 S
City: Midvale State: Utah Zip: 84047
Contact Person: Angela Richey Email Address: richeyangela@stanleygroup.co
Phone: 801-209-1051 Fax: 801-293-8886

Event Title: Concrete Pavement Durability
Date(s) of Training: 6/30/16 Location(s): Gardner Village 1100 W 7800 S, West Jorda
Training Objectives: To further the education of concrete in relation to technical practice, scientific investiga
Projected Number of Students: 100 Projected Number of Hours of Instruction: 1

Angela Richey Chapter Secretary
Name of Authorized Representative (Print) Title
Angela Richey 6/8/2016
Signature of Authorized Representative Date of Signature

EDUCATION COMMITTEE ACTION
Advisory Committee Recommendation: Favorable Unfavorable Amount Recommended: _____
Reason: _____ 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:

Concrete pavement durability is imperative in the preservation of public infrastructure. Our speaker will discuss the importance of ACI 318 and how it relates to construction code education.

~~Jason Weiss, Ph.D.~~ Denation (speaker's name and the code and standards he will address)

Professor and Head of the School of Civil and Construction Engineering

Oregon State University

“Concrete Pavement Durability”

ACI 325.9R-15 Guide for Construction of Concrete Pavements

Concrete durability as it relates to ACI 318; what can be done before construction (mix design), during construction (placing, finishing, curing) and after construction.

ACI 318 is the code and ACI 325 is the standard you will need to highlight for grant approval

Our presenter is Mr. Jason Weiss the Edwards Distinguished Chair in Engineering and the Director of the Kiewit Center for Infrastructure and Transportation Research. He earned a B.A.E. from the Pennsylvania State University and a MS and PhD from Northwestern University in 1997 and 1999 respectively.

Mr. Weise is known for research in the areas of shrinkage and cracking reduction, the use of the ring and dual ring test, use of electrical resistivity and the formation factor, use of internally cured concrete, and concrete pavement durability. This will be an interesting topic from an entertaining expert in the field of concrete pavement durability.

Projected Costs (estimates):

Instructor Fee: 0; Airfare: \$410; Vehicle: \$40; Meals: \$35; Facility Cost: \$250; AV: \$50; Printing \$250; Advertising, Postage & Handling \$520



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:

Matthew Senecal, Dale Bentz, Kim

Organization Name: ACI Intermountain Chapter **Instructor's Name:** Basham, Karthik Obla & Amir Bonokdar
Seminar Title/Subject: ACI Intermountain Chapter Concrete Spring Symposium
Date(s) of Training: April 7, 2016
Location of Training: SLCC Larry Miller Free Enterprise Center, 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>3497.3</u> |
| a. Instructor Fees: | \$ _____ |
| b. Instructor Travel (total i-iv): | \$ <u>3497.3</u> |
| i. Airfare | \$ <u>1665.21</u> |
| ii. Mileage | \$ <u>523.05</u> |
| iii. Meals | \$ <u>14.69</u> |
| iv. Other (please specify) | \$ <u>1294.35</u> (Lodging, car rental, parking, instructor printing) |
| 2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books) | \$ _____ |
| Titles: _____ | |
| 3. Facility Cost: | \$ <u>1198.50</u> |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ <u>2978.11</u> |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ <u>7673.91</u> |

| Cost Per Student | |
|---|-----------------------|
| 1. Number of actual students in attendance: | <u>114</u> |
| 2. Training duration in hours: | <u>6</u> |
| 3. Total hours of training (line 1 x line 2) | <u>684</u> |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>6840</u> |

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 6840.00

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: \$ _____

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): \$ 6840

Total Reimbursement Request (Sections A & B): \$ 6840

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.

| | | |
|---|-------|---|
| ACI Intermountain Chapter Organization Name | _____ |  Federal I.D. Number |
| Tammy Meldrum Authorized Representative (Type/Print) | _____ | Executive Director Title |
| Tammy Meldrum <small>Digitally signed by Tammy Meldrum DN: cn=Tammy Meldrum, o=ACI Intermountain Chapter, ou=Intermountain Chapter, email=director@acintermountain.com, c=US Date: 2016.05.19 17:51:12 -06'00'</small> | _____ | 5/19/16 Date |
| Signature | | |

DEPARTMENT OF COMMERCE ACTION

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

Bureau 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): Jeanne Bullock / John Costanza
Seminar Title/Subject: Significant Changes to the 2015 IRC / Landscaping in Southern Utah
Date(s) of Training: April 26, 2016
Location of Training: Dixie Applied Technology College, St. George

| 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: | \$ 600 |
| a. Instructor Fees: | \$ 600.00 |
| b. Instructor Travel (total i-iv): | \$ 0 |
| 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: | \$ _____ |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ _____ |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ 351.25 |
| Total of Educational Expenditures (1-7): | \$ 951.25 |

| Cost Per Student | |
|---|----------------|
| 1. Number of actual students in attendance: | <u>52</u> |
| 2. Training duration in hours: | <u>4</u> |
| 3. Total hours of training (line 1 x line 2) | <u>208</u> |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ 2080 |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student):* \$ 2080 951.25

Section B:

- | | |
|--|---|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): <u>Significant Changes to the IRC 2015 Edition</u> | |
| Number purchased: <u>30</u> | Total cost of Code Books: \$ <u>1132.19</u> |
| 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) \$ <u>1132.19</u> | |
| Total Reimbursement Request (Sections A & B): \$ <u>2083.44</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.

| | |
|---|--------------------------|
| Southern Utah Home Builders Association | |
| Organization Name | Federal I.D. Number |
| Kathy Tolleson | Member Services Director |
| Authorized Representative (Type/Print) | Title |
| | May 17, 2016 |
| Signature | Date |

DEPARTMENT OF COMMERCE ACTION

Purpose: Funding Request ORG: 2680 Amount: \$ _____

Bureau 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:

Organization Name: Beehive Chapter of ICC **Instructor's Name:** Several (see attached)
Seminar Title/Subject: Beehive Chapter Annual Spring Conference
Date(s) of Training: April 18-20, 2016
Location of Training: Utah Valley Convention Center, Provo, 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>9200</u> |
| a. Instructor Fees: | \$ <u>9200</u> |
| b. Instructor Travel (total i-iv): | \$ <u>0</u> |
| i. Airfare | \$ _____ |
| ii. Mileage | \$ _____ |
| iii. Meals | \$ _____ |
| iv. Other (please specify) | \$ _____ |
| 2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books) | \$ <u>6669.59</u> |
| Titles: <u>IBC, IRC, IPC/IMC/IFGC Significant Changes, Mike Holt's Illu</u> | |
| 3. Facility Cost: | \$ <u>2415.7</u> |
| 4. Audio Visual Equipment: | \$ <u>1062</u> |
| 5. Printing | \$ <u>1235.24</u> |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ <u>20582.53</u> |

Cost Per Student

| | |
|---|------------------------|
| 1. Number of actual students in attendance: | 318 |
| 2. Training duration in hours: | 8 |
| 3. Total hours of training (line 1 x line 2) | 2544 |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>25440</u> |

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 20582.53

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 \$ 580 .
 4. Delivery or Mailing Costs: \$ 284.20 .
 5. DOPL Licensee Mailing List: \$ _____
 6. DOPL Continuing Education upload fee: \$ 118 .

Total Section B Reimbursement (lines 1-6): \$ 982.2

Total From Section A (Carried over from First Page): \$ 20582.53

Total Reimbursement Request (Sections A & B): \$ 21564.73

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.

| | |
|--|--------------------------|
| <u>Beehive Chapter of ICC</u> | <u>[REDACTED]</u> |
| Organization Name | Federal I.D. Number |
| <u>Chris Kimball</u> | <u>Chapter President</u> |
| Authorized Representative (Type/Print) | Title |
| <u>[Signature]</u> | <u>5/3/2016</u> |
| Signature | Date |

DEPARTMENT OF COMMERCE ACTION

Paid Date: Funding Request ORG: 250 Amount: \$ _____

Bureau 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:

Organization Name: SEAU **Instructor's Name:** See Attached
Seminar Title/Subject: 4th Annual SEAU Conference
Date(s) of Training: February 23-24, 2016
Location of Training: Davis Conference Center

| 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>10,487.32</u> |
| a. Instructor Fees: | \$ <u>9,987.39</u> |
| b. Instructor Travel (total i-iv): | \$ <u>499.93</u> |
| i. Airfare | \$ <u>300.20</u> |
| ii. Mileage | \$ <u>81.27</u> |
| iii. Meals | \$ <u>19</u> |
| iv. Other (please specify) | \$ <u>99.46</u> |
| 2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books) | \$ <u>0</u> |
| Titles: <u>N/A</u> | |
| 3. Facility Cost: | \$ <u>3,200</u> |
| 4. Audio Visual Equipment: | \$ <u>4,895</u> |
| 5. Printing | \$ <u>4,487.77</u> |
| 6. Postage and handling | \$ <u>0.00</u> |
| 7. Other (please detail): | \$ <u>0</u> |
| Total of Educational Expenditures (1-7): | \$ <u>23,070.09</u> |

| Cost Per Student | |
|---|-------------------------|
| 1. Number of actual students in attendance: | <u>505</u> |
| 2. Training duration in hours: | <u>6</u> |
| 3. Total hours of training (line 1 x line 2) | <u>3,030</u> |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>30,300</u> |

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 23,070.09

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)

Title(s): 2015 IBC, 2015 IEBC

Number purchased: 172 Total cost of Code Books: \$ 25,201.96

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): \$ 25,201.96

Total From Section A (Carried over from First Page): \$ 23,070.09

Total Reimbursement Request (Sections A & B): \$ 48,272.05



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.

SEAU

Organization Name

[Redacted]

Federal I.D. Number

Michael Molyneux

Authorized Representative (Type/Print)

Programs Committee

Title

Michael Molyneux

Signature

5/26/16

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:

Organization Name: UPHCA **Instructor's Name:** Jason Van Ausdal
Seminar Title/Subject: 8 hour Core Update Class
Date(s) of Training: April 9, 2016
Location of Training: 5757 South State Street, Salt Lake City, 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>1249.68</u> |
| a. Instructor Fees: \$ <u>1200</u> | |
| b. Instructor Travel (total i-iv): \$ <u>49.68</u> | |
| i. Airfare \$ _____ | |
| ii. Mileage \$ <u>49.68</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>1249.68</u> | |

| Cost Per Student | |
|--|--|
| 1. Number of actual students in attendance: <u>20</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>160</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) \$ <u>1600</u> | |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 1249.68

Section B:

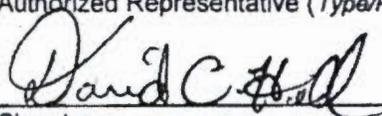
- | | |
|---|------------------------------------|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | |
| Title(s): _____ | |
| Number purchased: _____ | Total cost of Code Books: \$ _____ |
| 2. Advertising Materials | \$ _____ |
| 3. Printing Costs | \$ _____ |
| 4. Delivery or Mailing Costs: | \$ _____ |
| 5. DOPL Licensee Mailing List: | \$ _____ |
| 6. DOPL Continuing Education upload fee: | \$ 182.00 |
| | |
| Total Section B Reimbursement (lines 1-6): | \$ 182 |
| Total From Section A (Carried over from First Page): | \$ 1249.68 |
| | |
| Total Reimbursement Request (Sections A & B): | \$ 1431.68 |

| |
|---|
| 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.

| | |
|---|--|
| UPHCA |  |
| _____ Organization Name | _____ Federal I.D. Number |
| David C. Hill | Ex. Director |
| _____ Authorized Representative (Type/Print) | _____ Title |
|  | 418/2016 5/25/16 |
| _____ 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: _____ | |



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: UPHCA Instructor's Name: Jason Ausdal
 Seminar Title/Subject: 12 Hour Code
 Date(s) of Training: 5/21/2016
 Location of Training: Crystal Inn 230 W 500 S., Salt Lake City, 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>1858.32</u> |
| a. Instructor Fees: \$ <u>1800</u> | |
| b. Instructor Travel (total i-iv): \$ <u>58.32</u> | |
| i. Airfare \$ _____ | |
| ii. Mileage \$ <u>58.32</u> | |
| iii. Meals \$ _____ | |
| iv. Other (please specify) \$ _____ | |
| 2. Textbooks, Workbooks, Code Update Books (Use Section C for Code books) | \$ _____ |
| Titles: _____ | |
| 3. Facility Cost: | \$ <u>295.00</u> |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing: | \$ _____ |
| 6. Postage and handling: | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ <u>2153.32</u> |

| Cost Per Student | |
|---|-----------------------|
| 1. Number of actual students in attendance: <u>45</u> | |
| 2. Training duration in hours: <u>12</u> | |
| 3. Total hours of training (line 1 x line 2) <u>540</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>5400</u> |

Total Reimbursement Request (Lower of Total Educational Expenditures or Maximum Cost Per Student) : \$ 2153.32

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 \$ _____
4. Delivery or Mailing Costs: \$ _____
5. DOPL Licensee Mailing List: \$ _____
6. DOPL Continuing Education upload fee: \$ 565.00

Total Section B Reimbursement (lines 1-6): \$ 565

Total From Section A (Carried over from First Page): \$ 2153.32

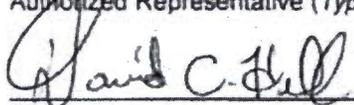
Total Reimbursement Request (Sections A & B): \$ 2718.32

| |
|--|
| <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.

| | |
|---|---|
| UPHCA |  |
| Organization Name | Federal I.D. Number |
| David C. Hill | Ex. Director |
| Authorized Representative (Type/Print) | Title |
|  | 6/13/2016 |
| 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: / / |



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 Chapter IAEI Instructor's Name: Chris Jensen
 Seminar Title/Subject: 2014 IAEI One & Two Family Dwelling Class
 Date(s) of Training: 03/16/16
 Location of Training: West Jordan City Hall

| 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>1000</u> |
| a. Instructor Fees: \$ <u>1000</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) | \$ <u>2715.09</u> |
| Titles: <u>2014 IAEI One & Two Family Dwelling</u> | |
| 3. Facility Cost: | \$ _____ |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ <u>17.50</u> |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ <u>3732.59</u> |

| Cost Per Student | |
|---|-----------------------|
| 1. Number of actual students in attendance: <u>52</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>416</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>4160</u> |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 3732.59

Section B:

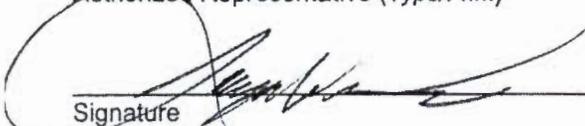
- | | | |
|---|-----------------------------|---|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): | <u>2014 NEC Code Books</u> | |
| | Number purchased: <u>24</u> | Total cost of Code Books: \$ <u>2113.92</u> |
| 2. Advertising Materials | | \$ _____ |
| 3. Printing Costs | | \$ _____ |
| 4. Delivery or Mailing Costs: | | \$ _____ |
| 5. DOPL Licensee Mailing List: | | \$ _____ |
| 6. DOPL Continuing Education upload fee: | | \$ <u>176</u> |
| Total Section B Reimbursement (lines 1-6): | | \$ <u>2289.92</u> |
| Total From Section A (Carried over from First Page): | | \$ <u>3732.59</u> |
| Total Reimbursement Request (Sections A & B): | | \$ <u>6022.51</u> |

| |
|---|
| <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>Utah Chapter IAEI</u> | <u>[REDACTED]</u> |
| Organization Name | Federal I.D. Number |
| <u>Layne Western</u> | <u>Treasurer</u> |
| Authorized Representative (Type/Print) | Title |
|  | <u>5/16/16</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: ____ / ____ / ____ | |



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 Chapter IAEI Instructor's Name: Chris Jensen
 Seminar Title/Subject: 2014 IAEI One & Two Family Dwelling Class
 Date(s) of Training: 03/17/16
 Location of Training: Orem City Hall

| 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>1000</u> |
| a. Instructor Fees: \$ <u>1000</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) | \$ <u>1717.71</u> |
| Titles: <u>2014 IAEI One & Two Family Dwelling</u> | |
| 3. Facility Cost: | \$ _____ |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ <u>8.75</u> |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): \$ <u>2726.46</u> | |

| Cost Per Student | |
|--|--|
| 1. Number of actual students in attendance: <u>31</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>248</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) \$ <u>2480</u> | |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 2,480.00

Section B:

- 1. Code Books (No more than one/title/attendee. Application must include a roster.)
Title(s): 2014 NEC Code Books
Number purchased: 9 Total cost of Code Books: \$ 792.72
 - 2. Advertising Materials \$ _____
 - 3. Printing Costs \$ _____
 - 4. Delivery or Mailing Costs: \$ _____
 - 5. DOPL Licensee Mailing List: \$ _____
 - 6. DOPL Continuing Education upload fee: \$ 112
- Total Section B Reimbursement (lines 1-6): \$ 904.72
- Total From Section A (Carried over from First Page): \$ 2480.00
- Total Reimbursement Request (Sections A & B): \$ 3384.72**

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 IAEI [Redacted]
Organization Name Federal I.D. Number

Layne Western Treasurer
Authorized Representative (Type/Print) Title

[Signature] 5/16/16
Signature Date

DEPARTMENT OF COMMERCE ACTION

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

Bureau 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:

Organization Name: Salt Lake Community College Instructor's Name: Bill Evans
 Seminar Title/Subject: Code Update
 Date(s) of Training: May 7, 2016
 Location of Training: Larry H. Miller Campus

| 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>405</u> |
| a. Instructor Fees: - \$ <u>405</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: | \$ _____ |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ _____ |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ <u>405</u> |

| Cost Per Student | |
|---|-----------------------|
| 1. Number of actual students in attendance: <u>16</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>128</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>1280</u> |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)* . \$ 405

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)

Title(s): 2014 NEC Code Changes

Number purchased: 16

Total cost of Code Books:

\$ ~~767.00~~ 708.00

2. Advertising Materials

\$ _____

3. Printing Costs

\$ _____

4. Delivery or Mailing Costs:

\$ _____

5. DOPL Licensee Mailing List:

\$ _____

6. DOPL Continuing Education upload fee:

\$ 130.00

Total Section B Reimbursement (lines 1-6):

\$ 897 838

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

\$ 405

Total Reimbursement Request (Sections A & B):

\$ 1302 1243.00

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.

Salt Lake Community College

Organization Name

[REDACTED]

Federal I.D. Number

Jadra Hymer

Authorized Representative (Type/Print)

Manager, Cont. Prof. Ed

Title

Jadra Hymer

Signature

5/23/16

Date

DEPARTMENT OF COMMERCE ACTION

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

Bureau 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:

Organization Name: Salt Lake Community College Instructor's Name: Bill Evans
 Seminar Title/Subject: Electrical Safety and Code Review
 Date(s) of Training: May 14, 2016
 Location of Training: Larry H. Miller Campus

| 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: | \$ 405 |
| a. Instructor Fees: \$ 405 | |
| b. Instructor Travel (total i-iv): \$ 0 | |
| 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: | \$ _____ |
| 4. Audio Visual Equipment: | \$ _____ |
| 5. Printing | \$ _____ |
| 6. Postage and handling | \$ _____ |
| 7. Other (please detail): | \$ _____ |
| Total of Educational Expenditures (1-7): | \$ 405 |

| Cost Per Student | |
|---|----------------|
| 1. Number of actual students in attendance: <u>14</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>112</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ 1120 |

Total Reimbursement Request *(Lower of Total Educational Expenditures or Maximum Cost Per Student)*: \$ 405

Section B:

1. Code Books (No more than one/title/attendee. Application must include a roster.)

Title(s): Illustrated Guide to NEC

Number purchased: 16

Total cost of Code Books:

\$ ~~1166.40~~ 1211.77

2. Advertising Materials

\$ _____

3. Printing Costs

\$ _____

4. Delivery or Mailing Costs:

\$ _____

5. DOPL Licensee Mailing List:

\$ _____

6. DOPL Continuing Education upload fee:

\$ 118.00

Total Section B Reimbursement (lines 1-6):

\$ ~~1284.4~~ 1329.77

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

\$ 405

Total Reimbursement Request (Sections A & B):

\$ ~~1689.4~~ 1734.77

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.

Salt Lake Community College

Organization Name

[REDACTED]

Federal I.D. Number

Jadra Hymer

Authorized Representative (Type/Print)

Manager, Cont. Prof. Ec

Title

Jadra Hymer

Signature

5/23/16

Date

DEPARTMENT OF COMMERCE ACTION

Purpose: Funding Request ORG: 2180 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: Bridgerland Applied Technology College Instructor's Name: Chris Jensen
 Seminar Title/Subject: 2014 NEC Applying Formulas and Tables in Ugly's Book
 Date(s) of Training: March 11, 2016
 Location of Training: BATC Brigham City Campus Brigham City, 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>1076.5</u> |
| a. Instructor Fees: | \$ <u>1000</u> |
| b. Instructor Travel (total i-iv): | \$ <u>76.5</u> |
| i. Airfare | \$ _____ |
| ii. Mileage | \$ _____ |
| iii. Meals | \$ _____ |
| iv. Other (please specify) | \$ <u>76.50</u> |
| 2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books) | \$ <u>See Section C</u> |
| Titles: _____ | |
| 3. Facility Cost: | \$ <u>200.00</u> |
| 4. Audio Visual Equipment: | \$ <u>0</u> |
| 5. Printing | \$ <u>25.00</u> |
| 6. Postage and handling | \$ <u>0</u> |
| 7. Other (please detail): | \$ <u>0</u> |
| Total of Educational Expenditures (1-7): | \$ <u>1301.5</u> |

| Cost Per Student | |
|---|-----------------------|
| 1. Number of actual students in attendance: | <u>21</u> |
| 2. Training duration in hours: | <u>8</u> |
| 3. Total hours of training (line 1 x line 2) | <u>168</u> |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) | \$ <u>1680</u> |

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

Section B:

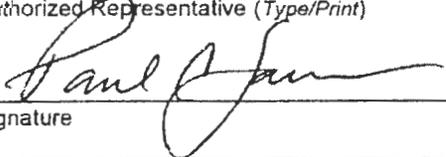
- | | | |
|---|-------------------------|--|
| 1. Code Books (No more than one/title/attendee. Application must include a roster.) | | |
| Title(s): | <u>2014 Ugly's Book</u> | |
| Number purchased: | <u>20</u> | Total cost of Code Books: \$ <u>335.80</u> |
| 2. Advertising Materials | | \$ _____ |
| 3. Printing Costs | | \$ _____ |
| 4. Delivery or Mailing Costs: | | \$ _____ |
| 5. DOPL Licensee Mailing List: | | \$ _____ |
| 6. DOPL Continuing Education upload fee: | | \$ <u>198.00</u> |
| Total Section B Reimbursement (lines 1-6): | | \$ <u>533.8</u> |
| Total From Section A (Carried over from First Page) | | \$ <u>1301.5</u> |
| Total Reimbursement Request (Sections A & B): | | \$ <u>1835.3</u> |

| |
|--|
| <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>Bridgerland Applied Technology College</u> | <u>[REDACTED]</u> |
| Organization Name | Federal I.D. Number |
| <u>Paul James</u> | <u>Apprenticeship Director</u> |
| Authorized Representative (Type/Print) | Title |
|  | <u>June 8, 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: Bridgerland Applied Technology College Instructor's Name: Chris Jensen
 Seminar Title/Subject: 2014 NEC Grounding and Bonding
 Date(s) of Training: April 15, 2016
 Location of Training: BATC West Campus 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: | \$ <u>1076.5</u> |
| a. Instructor Fees: \$ <u>1000</u> | |
| b. Instructor Travel (total i-iv): \$ <u>76.5</u> | |
| i. Airfare \$ _____ | |
| ii. Mileage \$ _____ | |
| iii. Meals \$ _____ | |
| iv. Other (please specify) \$ <u>76.50</u> | |
| 2. Textbooks, Workbooks, Code <u>Update</u> Books (Use Section C for Code books) | \$ <u>See Section C</u> |
| Titles: _____ | |
| 3. Facility Cost: | \$ <u>200.00</u> |
| 4. Audio Visual Equipment: | \$ <u>0</u> |
| 5. Printing | \$ <u>25.00</u> |
| 6. Postage and handling | \$ <u>0</u> |
| 7. Other (please detail) | \$ <u>0</u> |
| Total of Educational Expenditures (1-7): \$ <u>1301.5</u> | |

| Cost Per Student | |
|--|--|
| 1. Number of actual students in attendance: <u>29</u> | |
| 2. Training duration in hours: <u>8</u> | |
| 3. Total hours of training (line 1 x line 2) <u>232</u> | |
| Maximum Cost Per Student Hour \$10.00 (line 3 x \$10.00) \$ <u>2320</u> | |

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): 2014 Ugly's Book
 Number purchased: 20 Total cost of Code Books: \$ 2755.00
 - 2. Advertising Materials \$ _____
 - 3. Printing Costs \$ _____
 - 4. Delivery or Mailing Costs: \$ _____
 - 5. DOPL Licensee Mailing List: \$ _____
 - 6. DOPL Continuing Education upload fee: \$ 276.00
- Total Section B Reimbursement (lines 1-6): \$ 3031
- Total From Section A (Carried over from First Page): \$ 1301.5
- Total Reimbursement Request (Sections A & B): \$ 4332.5**

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

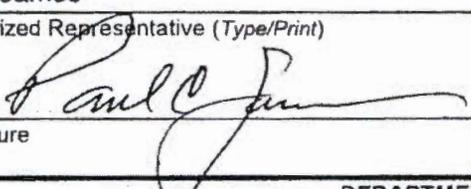
Section C:

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 Federal I.D. Number _____
 Organization Name

Paul James Apprenticeship Director
 Authorized Representative (Type/Print) Title

 June 8, 2016
 Signature Date

DEPARTMENT OF COMMERCE ACTION

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

Bureau Manager: _____ Date: ____/____/____

Division Director: _____ Date: ____/____/____

Department Director: _____ Date: ____/____/____

R156-15A-231. Administration of Building Code Training Fund and Factory Built Housing Fees Account.

In accordance with Subsection 15A-1-209(5)(c), the Division shall use monies received under Subsection 15A-1-209(5)(a) to provide education regarding codes and code amendments to building inspectors and individuals engaged in construction-related trades or professions. In accordance with Subsection 58-56-17.5(2)(c), the Division shall use a portion of the monies received under Subsection 58-56-17.5(1) to provide education for factory built housing. The following procedures, standards, and policies are established to apply to the administration of these separate funds:

(1) The Division shall not approve or deny education grant requests from the Building Code Training Fund or from the Factory Built Housing Fees Account until the Uniform Building Code Commission (UBCC) Education Advisory Committee ("the Committee"), created in accordance with Subsections 58-1-203(1)(f) and R156-15A-201(1)(a), has considered and made its recommendations on the requests.

(2) Appropriate funding expenditure categories include:

(a) grants in the form of reimbursement funding to the following organizations that administer code related or factory built housing educational events, seminars or classes:

(i) schools, colleges, universities, departments of universities, or other institutions of learning;

(ii) professional associations or organizations; and

(iii) governmental agencies.

(b) costs or expenses incurred as a result of educational events, seminars, or classes directly administered by the Division;

(c) expenses incurred for the salary, benefits or other compensation and related expenses resulting from the employment of a Board Secretary;

(d) office equipment and associated administrative expenses required for the performance of the duties of the Board Secretary, including but not limited to computer equipment, telecommunication equipment and costs and general office supplies; and

(e) other related expenses as determined by the Division.

(3) The following procedure shall be used for submission, review and payment of funding grants:

(a) A funding grant applicant shall submit a completed "Application for Building Code Training Funds Grant" or a "Factory Built Housing Education Grant Application" a minimum of 15 days prior to the meeting at which the request is to be considered and prior to the training event on forms provided for that purpose by the Division. Applications received less than 15 days prior to a meeting may be denied.

(b) Payment of approved funding grants will be made as reimbursement after the approved event, class, or seminar has been held and the required receipts, invoices and supporting documentation, including proof of payment, if requested by the Division or Committee, have been submitted to the Division.

(c) Approved funding grants shall be reimbursed only for eligible expenditures which have been executed in good faith with the intent to ensure the best reasonable value.

(d) A Request for Reimbursement of an approved funding grant shall be submitted to the Division within 60 days following the approved event, class, or seminar unless an extenuating circumstance occurs. Written notice must be given to the Division of such an extenuating circumstance. Failure to submit a Request for Reimbursement within 60 days shall result in non-payment of approved funds, unless an extenuating circumstance has been reviewed and accepted by the Division.

(4) The Committee shall consider the following in determining whether to recommend approval of a proposed funding request to the Division:

(a) the fund balance available and whether the proposed request meets the overall training objectives of the fund, including but not limited to:

(i) the need for training on the subject matter;

(ii) the need for training in the geographical area where the training is offered; and

(iii) the need for training on new codes being considered for adoption;

(b) whether the grant applicant agrees to charge a cost for the training event, class, or seminar which is uniform across all categories of attendees.

~~(b)~~ (c) the prior record of the program sponsor in providing codes training including:

(i) whether the subject matter taught was appropriate;

(ii) whether the instructor was appropriately qualified and prepared; and

(iii) whether the program sponsor followed appropriate and adequate procedures and requirements in providing the training and submitting requests for funding;

~~(c)~~ (d) costs of the facility including:

(i) the location of a facility or venue, or the type of event, seminar or class;

(ii) the suitability of said facility or venue with regard to the anticipated attendance at or in connection with additional non-funded portions of an event or conference;

(iii) the duration of the proposed educational event, seminar, or class; and

(iv) whether the proposed cost of the facility is reasonable compared to the cost of alternative available facilities;

~~(d)~~ (e) the estimated cost for instructor fees including:

- (i) a reimbursement rate not to exceed \$150 per instruction hour without further review and approval by the Committee;
- (ii) the experience or expertise of the instructor in the proposed training area;
- (iii) the quality of training based upon events, seminars or classes that have been previously taught by the instructor;
- (iv) the drawing power of the instructor, meaning the ability to increase the attendance at the proposed educational event, seminar or class;
- (v) travel expenses; and
- (vi) whether the proposed cost for the instructor or instructors is reasonable compared to the costs of similar educational events, seminars, or classes;
- (e) ~~(f)~~ the estimated cost of advertising materials, brochures, registration and agenda materials, including:
 - (i) printing costs that may include creative or design expenses; and
 - (ii) whether printed materials comply with 4(b); and
 - (iii) delivery or mailing costs;
- (f) ~~(g)~~ other reasonable and comparable cost alternatives for each proposed expense item;
- (g) ~~(h)~~ other information the Committee reasonably believes may assist in evaluating a proposed expenditure; and
- (h) ~~(i)~~ a total reimbursement rate of the lesser of \$10 per student hour or the cost of all approved actual expenditures.
- (5) The Division, after consideration and recommendation of the Committee, based upon the criteria in Subsection (4), may reimburse the following items in addition to the lesser of \$10 per student hour or the cost of all approved actual expenditures:
 - (a) text books, code books, or code update books;
 - (b) cost of one Division licensee mailing list per provider per two-year renewal period;
 - (c) cost incurred to upload continuing education hours into the Division's online registry for contractors, plumbers, electricians or elevator mechanics; and
 - (d) reasonable cost of advertising materials, brochures, registration and agency materials, including:
 - (i) printing costs that may include creative or design expenses; and
 - (ii) delivery or mailing costs.
- (6) Joint function.
 - (a) "Joint function" means a proposed event, class, seminar, or program that provides code or code related or factory built housing education and education or activities in other areas.
 - (b) Only the prorated portions of a joint function that are code and code related or factory built housing education are eligible for a funding grant.
 - (c) In considering a proposed funding request that involves a joint function, the Committee shall consider whether:
 - (i) the expenses subject to funding are reasonably prorated for the costs directly related to the code and code amendment or factory built housing education; and
 - (ii) the education being proposed will be reasonable and successful in the training objective in the context of the entire program or event.
- (7) Advertising materials, brochures and agenda or training materials for a Building Code Training funded educational event, seminar, or class shall include a statement that acknowledges that partial funding of the training program has been provided by the Utah Division of Occupational and Professional Licensing from the 1% surcharge funds on all building permits.
- (8) Advertising materials, brochures and agenda or training materials for a Factory Built Housing Fees Account funded educational event, seminar, or class shall include a statement that acknowledges that partial funding of the training program has been provided by the Utah Division of Occupational and Professional Licensing from surcharge fees on factory built housing sales.
- (9) If an approved event or joint event is not held, no amount is reimbursable with the exception of the costs described in Subsection (5)(d).

STATE CONSTRUCTION CODE ADMINISTRATION AND
ADOPTION OF APPROVED STATE CONSTRUCTION CODE RULE
R156-15A
Utah Administrative Code
Issued October 23, 2014