



POLICY #

RDA-CPL-04

POLICY NAME: Compliance, MBE/WBE, Hire Indiana

APPROVAL DATE: 07/01/2015

EFFECTIVE DATE: 07/01/2015

REVISION DATE: 03/12/2020

SIGNATURE

REFERENCE TO OTHER POLICIES AND PROCEDURES

“Buy Indiana” created under Executive Order LC. 5-22-15-20-5.

MBE/WBE Program Requirements Policy (RDA)

PURPOSE

To provide guidance on the employment of Indiana workers on Regional Development Authority funded projects in alignment with the state and local unemployment statistics

POLICY

SECTION 13. IC 36-7.5-3-5.4 IS ADDED TO THE INDIANA CODE AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JULY 1, 2015]: Sec. 5.4. (a) For purposes of this section, "northwest Indiana plan" refers to the activities of the Indiana plan for equal employment in its northwest Indiana region. (b) Subject to subsection (c), the development authority shall set a goal to achieve employment and retention of employees from certain northwest Indiana cities for work on development authority projects. The goal must be to attain, by not later than January 1, 2020, a workforce for each project that consists of at least twenty percent (20%) of employees who are individuals who reside in cities that: (1) are within the boundaries of the development authority; and (2) have an unemployment rate that exceeds the state unemployment rate by more than twenty percent (20%). (c) The goal set forth in subsection (b) applies: (1) to development authority investments of state and local funds on capital projects that require construction or demolition; and (2) unless attainment of the goal is inconsistent with any federal or state law or regulations.

PROCEDURE

1. Documentation of planned efforts to meet Hire Indiana compliance goals and the adequacy of this plan will be taken into account when the RDA considers the funding request.
2. On a quarterly basis each grantee will submit ALL of the payroll documents for the grantees included in the past 90 days to ODS to be compiled. Reports must include each person's name, home address including zip code, and dates of employment.
3. If the payroll documents are not available, a summary of the above information can be submitted in place of the payroll reports.
4. Payroll reports will be due as follows: April 10, July 10, Oct 10, Jan 10 each year.

5. If, at any time during a grant cycle, it is revealed that a grantee is not achieving the expected goals agreed to at the time of the grant, the grantee will be given thirty days' notice to submit a corrective action plan acceptable to the RDA.
6. The Corrective Action Plan will be reviewed by the Grants Manager and then either monitored for completion as outlined or communicated to the Chief Operating Officer and President & CEO or Board of Directors for further action.
7. Failure to submit reports on a timely basis as outlined can result in suspension of outstanding funding under the grant.