



WELCOME!

New Manager Training

May 7, 2015

Missouri Department
of Elementary and Secondary Education

EXTENDED EMPLOYMENT SHELTERED WORKSHOPS PROGRAM (EESW)

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- **BRIEF HISTORY:** Established in 1965
- **ENABELING LEGISLATION:** SB-52 Chapter 178.900-960
- **REGULATIONS:** 5 CSR 20-300.160-.200



PURPOSE OF EESW

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➤ **EMPLOYMENT**

➤ **QUALIFIED EMPLOYEES:**

- Must have an educational experience
- Disabilities that would prevent successful employment in business and industry
 - VR services no longer available



DESE RESPONSIBILITIES

4

- **PROVIDE FUNDING**
- **OVERSIGHT:**
 - Proper agent of the state
 - Field Audits
- **TECHNICAL ASSISTANCE**



WORKSHOP RESPONSIBILITIES

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- **PROVIDE MEANINGFUL EMPLOYMENT**
- **PROVIDE SAFE AND PRODUCTIVE WORK ENVIRONMENT**
- **FOLLOW SOUND AND ETHICAL BUSINESS PRACTICES**
- **FOLLOW ALL APPLICABLE LAWS AND REGULATIONS**



OPERATING MODEL

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- **MEDICAL/REHABILITATION**
- **INDUSTRIAL/HABILITATION**



OVERHEAD CALCULATION

7

Direct Labor Method

- **Straight Overhead**

Total Expenses – Materials – Direct Labor / Direct Labor =
Standard Overhead

- **Diluted Overhead**

Total Expenses – Materials – Direct Labor - State Aid / Direct Labor
= Diluted Overhead

- **Diluted Overhead +**

Total Expenses – Materials – Direct Labor - State Aid – SB40/
Direct Labor = Diluted Overhead +



BIDDING OF WORK/SERVICES

8

| | |
|-----------------------|---|
| DIRECT LABOR | Derived from Time Study Industrial Standards and Task Analysis |
| + | |
| OVERHEAD | Based on calculated formula |
| + | |
| MATERIALS | Direct cost of all materials used for the job |
| + | |
| DELIVERY/TRANS | Direct costs (fuel, driver, insurance, maintenance, dock wait times, etc.) |
| + | |
| OTHER COSTS | Machine lease/purchase, additional warehousing, etc. specific to job |
| + | |
| PROFIT | Typically 11.1% to total of above (equals 10% NET profit) |
| = | |
| BID PRICE | Specify UNIT e.g., each, per 100 units, per 1,000 units, etc. as appropriate |



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