

**Region III Workforce Development Board of Kanawha County, Inc.
 One-Stop Partners Participation/Infrastructure Survey**

Please complete the following information regarding your intended participation in the Kanawha County One-Stop Network. The Comprehensive One-Stop Center is located at: 1321 Plaza East, Charleston, WV 25301. Partner Participation is also requested through the Virtual One Stop environment. Please complete **ALL** fields, for Virtual Services and On-Site Services.

| | | | |
|--------------------|----------------|----------|--|
| Organization Name: | | Contact: | |
| Contact Phone: | Contact Email: | Website: | |

| | On-Site When the One-Stop reopens to public | Virtual |
|---|---|---|
| Will you have staff available for On-Site and/or Virtual One Stop Services? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Number of staff anticipated: | | |
| How often will staff participate? <i>(choose one for On-Site and Virtual)</i> | <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly | <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly |
| Average hours per day: | | |
| Please specify the day(s) of the week/month and the hours of availability of staff for One-Stop Services <i>(ex. Mondays 10am – 2pm)</i> | | |

Auxiliary aids and services are available upon request to individuals with disabilities.
 An Equal Opportunity Program/Employer

| | On-Site When the One-Stop reopens to public | Virtual |
|--|--|-----------------------|
| Average monthly cost to your organization/business for participating in the One-Stop Network (this is an estimate that will only be used to determine your in-kind services contribution): | | |
| How much space will you occupy? | (# of cubicles or square footage) | (# of Virtual Booths) |
| What, if any, supplies do you plan to contribute? | | |
| What is the estimated monthly cost for supplies contributed? | | |
| Do you have any additional contributions, other than staffing and supplies? (ex. Outreach, Marketing) | | |
| Are there any costs associated with the additional contributions? | | |
| If you currently pay rent for space at the One-Stop, what is your monthly cost? | | N/A |
| Please list any and all services you intend to provide: | | |

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| | On-Site When the One-Stop reopens to public | Virtual |
|--|--|----------------|
| Are there any additional services that you would like to provide that are not currently offered at the One-Stop? | | |
| What can we do to assist you? | | |

Signature

Date

*Return Completed Survey to onestopinfo@region3wibkc.org or contact the WDB office: 304-344-5760.

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