

# PROJECT NAME

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Human Resources Requirements

Monthly Report

Presented by: [Presenter's Name]

# Human Resources Requirements

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## Summary

Provide general project information including the names of the Developer and Prime Contractor, Total Project Cost and the SBE Participation Requirement in dollar amount and percentage.

## MWSBE Participation

Provide a brief narrative describing MWSBE participation to date. Additionally provide a synopsis of the current monthly participation and projected participation for the next reporting period.

Use the following table to outline project participation.

MWSBE Firm	Subcontractor To	Certification Type	Trade	Total Contract Amount	Amount Paid This Month	Total Paid to Date
<b>Project Total</b>						

## Apprenticeship Ratios

Utilizing the chart below, identify apprenticeship ratios by trade.

Trades	Journeyman	Apprentice (Y/N)	Union Local

### RPP Participation

Provide a summary page of overall participation, followed with a detailed report for each subcontractor.

#### RPP SUMMARY

Contractor	Trade	Onsite Construction Hours		
		Total Hours	RPP Hours	RPP %
Project Total				

#### RPP DETAILED REPORT

Subcontractor:					
Employee	Zip Code	Job Class	Apprentice (Y/N)	Unemployed/ Underemployed	Total Hours

### Prevailing Wage

Please attach supporting documents as required to the State of WI Department of Workforce Development.