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Memorandum

TO: work2future Youth Council Committee

FROM: Angela Cipperly, Youth Services Manager

SUBJECT: **work2future FY 2010–2011 Youth Funding Recommendations**

DATE: June 8, 2010

Approved **Date**

RECOMMENDATION

Youth Council Committee (YCC) approval of staff recommendations for tentative allocations to fund work2future youth services providers for FY 2010–2011:

- Workforce Institute, a division of San Jose/Evergreen Community College District, to receive funding in an amount not to exceed $501,000 to serve 92 youth;
- Center for Training and Careers to receive funding in an amount not to exceed $325,455 to serve 60 youth; and
- San Jose Conservation Corps to receive funding in an amount not to exceed $200,280 to serve 37 youth.

work2future will fund up to $5,450 per participant to include case management, occupational skills training and follow-up services for 12 months after exit. This amount also includes $400 per participant for supportive services ($250), and incentives funds ($150). No stimulus funding will be applied to existing youth services providers' contracts.

The Exectuive Committee approved this recommendation on June 3, 2010. Subject to the Youth Council Committee's approval on June 8, 2010, the recommendation of the Youth Council Committee will be forwarded to the Finance Committee for their meeting on June 9, 2010, and subsequently to the work2future Board for its meeting on June 17, 2010.

BACKGROUND

In 2007, three youth services contractors were selected through a competitive Request for Proposals (RFP) process involving an evaluation of written submittals and oral presentations. The RFP included Guiding Principles and Areas of Focus and Intervention from work2future's Strategic Plan, prepared for the Board in September 2006. Contracts were awarded to IBP (now, Workforce Institute), Center for Training and Careers, and the San Jose Conservation Corps

based on the recommendation of the Youth Council Committee (YCC), the Finance Committee, and the Executive Committee, and on subsequent approval by work2future's Board.

work2future made the following funding allocations for youth services in FY 2009-2010. Please refer to the table below:

ENTITIES	BASE FUNDING 2009-2010	# SERVED 2009-2010
Workforce Institute	$600,000	101
Center for Training and Careers	$390,000	65
San Jose Conservation Corps	$240,000	40

ANALYSIS

In support of the Strategy's Guiding Principle of maximizing performance while serving those most likely to benefit, the services of the recommended providers will be concentrated on those youth with the most at-risk characteristics in the geographical areas of greatest need. Youth services will be provided at the San Jose and Gilroy One-Stops.

As presented at the YCC meeting of November 15, 2008, the service model targets 17-21 year olds to assist these participants to obtain their high school diploma or GED and occupational skills training certificate, leading to placement in employment or postsecondary education.

In addition to specific trainings, youth services providers will also incorporate Roadtrip Nation into their curriculum for FY 2010-2011. Roadtrip Nation focuses on having youth participants explore employment and career opportunities by interviewing adults that are successful in a particular career.

FY 2010-2011 Funding Recommendations

In FY 2009-2010 Workforce Institute (WI) was funded at $600,000 to serve 108 WIA-eligible youth. WI provided certificated training programs, including Pathways to Teaching, Green Jobs, and Customer Service through the National Retail Federation. Of the 108 participants enrolled, 96 were entered into Occupational Skills Training (OST); so far, 58 participants (60% of those in OST) have completed training as of May 24, 2010. Additionally, 63 enrollees were basic skills deficient; to date, nearly 75% of these participants have increased at least one Adult Basic Education (ABE) level. WI has exited 43 participants, and 95% of those exited have been placed in employment or post-secondary education. WI had 12 active carryovers from FY 2008-2009 into the current year. Of the 12 carryovers, three have been exited.

Workforce Institute (WI) is recommended for funding for FY 2010-2011 in the amount of $501,000 to serve 92 WIA-eligible youth; on a cost-per-participant basis, this represents a 2% decrease relative to the FY 2009-2010 funding level. This recommendation is based on Workforce Institute meeting a high percentage of its contracted goals for OST, placement, and employment. In FY 2010-2011, WI will provide training in the areas of Efficient Energy, Water Utilities, and Career Pathways.

In FY 2009-2010 Center for Training and Careers (CTC) was funded at $390,000 to serve 65 WIA-eligible youth. CTC provided training programs for youth, such as Green Academy, OSHA, Medical Administration, and Microsoft Office Suite. CTC enrolled 76 participants, and 30 of those enrolled have entered into OST. Of those 30 enrolled in OST, 13 participants have completed training as of May 24, 2010. In addition, 68 enrollees were basic skills deficient; to date, 45% of these participants have increased at least one ABE level. CTC has exited 17 participants, of which 70% have been placed in employment or post-secondary education. At the start of FY 09-10, CTC had 41 active carryovers; to date, they have six that remain active. CTC did not participate in the bonus pool program.

Center for Training and Careers (CTC) is recommended for funding for FY 2010-2011 in the amount of $325,455 to serve 60 youth; on a cost-per-participant basis, this represents a 1% decrease relative to the FY 2009-2010 funding level. This recommendation is based on CTC meeting a high percentage of its contracted goals for OST, placement, and employment. In FY 2010-2011, CTC will provide Certified Electronic Health Records Specialist (CEHRS) OST, as well as Microsoft Suite 2007 and OSHA certifications.

In FY 2009-2010 San Jose Conservation Corps (SJCC) was funded at $240,000 to serve 40 WIA-eligible youth. SJCC provided training in the areas of Solar Training & Installation, Landscaping, Weatherization, Fork Lift Operation & Licensing, Painting & Graffiti Removal, Trail & Natural Resource Conservation, and Construction Trades & Apprenticeship. SJCC enrolled 49 participants, and 28 of those enrolled entered into OST. Of those enrolled in OST, 15 participants have completed training as of May 24, 2010. In addition, SJCC enrolled 43 participants that were basic skills deficient; to date, 56% have increased at least one ABE level. SJCC has exited 22 participants. Of those exited, 95% have entered employment or post-secondary education. At the start of FY 2009-2010, SJCC had eight active carryovers; to date, they have no active carryovers. SJCC has one active participant from the bonus pool program.

San Jose Conservation Corps (SJCC) is recommended for funding for FY 2010-2011 in the amount of $200,280 to serve 37 youth; on a cost-per-participant basis, this represents a 1% decrease relative to the FY 2009-2010 funding level. This recommendation is based on SJCC meeting a high percentage of its contracted goals for occupational skills training, placement, and employment. In FY 2010-2011, SJCC will provide training in the areas of Weatherization, Construction, and Landscaping.

Final performance outcomes will be presented at the YCC meeting of September 28, 2010. If appropriate, the current allocation recommendations for each of the three youth service providers may increase or decrease relative to the current recommendations based on final performance outcomes for FY 2009-2010 and available funding. Each youth service contractor has until July 15, 2010 to submit all required paperwork to MIS to validate final contracted performance numbers for work completed by June 30, 2010. Each contractor is responsible for tracking enrollments and carryovers into FY 2010-2011.

As we have done for the last two years, work2future will not allow its current youth services contractors to enroll to full capacity if they have carryovers. Contractors may enroll a new client for each exited carryover client until the contractor meets their total number of youth to be served. For example, if a youth services contractor is awarded funding to serve 50 participants,

and the agency is carrying over 10 clients from FY 2009-2010 into 2010-2011, then the agency will be allowed to enroll 40 clients and, on a one-for-one basis, allowed to enroll into the remaining 10 slots as carryover clients are exited.

Additionally, youth services providers will be required to submit a plan for any carried over youth from prior years into FY 2010-2011, with projected performance outcomes for each of those youth carried over. MIS validation of performance goals will be used, if appropriate, to adjust the current funding recommendations to make the final recommendations for funding.

During FY 2010-2011, follow-up services will be provided by the youth service contractors. Follow-up services for youth consist of a required, planned and organized activity wherein regular contact is maintained with all youth who exit the program. All youth exiting WIA services must receive a minimum of 12 months of follow-up.

work2future staff recommends the following funding to Youth Service Providers for FY 2010-2011:

ENTITIES	FUNDING 2010-2011	# SERVED 2010-2011
Workforce Institute	$501,000	92
Center for Training and Careers	$325,455	60
San Jose Conservation Corps	$200,280	37

Contracts funded as a result of these awards will ensure compliance with (1) WIA laws and regulations, and (2) the Guiding Principles from work2future's Strategic Plan. work2future conducts quarterly contract monitoring using State monitoring guidelines and work2future's Quality Index tool. The results of the youth services contractors' WIA performance outcomes will be brought back to the YCC for its meeting of September 28, 2010.

A Cipperly

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cc: Alex Fernandez