

WIOA SUBGRANT AGREEMENT

City of Richmond

SUBGRANT NO: AA111024
MODIFICATION NO: 7
SUBRECIPIENT CODE: RCH
UNIQUE ENTITY NO: 088770706
INDIRECT COST RATE:

PASS-THROUGH ENTITY:
State of California
Employment Development Dept.
Central Office Workforce
Services Division
P.O.Box 826880, MIC 69
Sacramento, CA 94280-0001

SUBRECIPIENT: City of Richmond
330 25TH STREET
RICHMOND, CA 94804

GOVERNMENTAL
ENTITY: Yes

This Subgrant Agreement is entered into by and between the State of California, Employment Development Department, hereinafter the Pass-through Entity, and the **City of Richmond**, hereinafter the Subrecipient. The Subrecipient agrees to operate a program in accordance with the provisions of this Subgrant and to have an approved Workforce Innovation and Opportunity Act (WIOA) Local Plan for the above named Pass-through Entity filed with the Pass-through Entity pursuant to the WIOA. This modification consists of this sheet and those of the following exhibits, which are attached hereto and by this reference made a part hereof:

Funding Detail Chart

Dis Youth Wrkr Innov Challenge (DYWIC) PY 20-21

1233 Project Narrative	Exhibit A, 9 pages
1233 Budget Summary Plan	Exhibit F, 1 pages
1233 Supplemental Budget Form	Exhibit G, 2 pages
1233 Project Workplan	Exhibit I, 3 pages

ALLOCATION(s) The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'	PRIOR AMOUNT INCREASE/DECREASE: TOTAL:	\$1,256,639.16 \$250,000.00 \$1,506,639.16
TERM OF AGREEMENT From:4/1/2020 To: 3/31/2023	Terms of Exhibits are as designated on each exhibit	
PURPOSE: The purpose of this modification is to incorporate WIOA 25% Additional Assistance funding to the Dislocated Youth Worker Innovation Challenge (DYWIC) project into grant code 1233.		
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature)	APPROVED FOR SUBRECIPIENT (By Signature) Unilateral modification. Subrecipient Signature not required	
Name and Title JAIME GUTIERREZ CHIEF CENTRAL OFFICE WORKFORCE SERVICES DIVISION	Name and Title	
I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditures as stated herein	This agreement does not fall within the meaning of Section 10295 of Chapter 2 of Part 2 of Division 2 of the Public Contract Code of the State of California and pursuant to 58 OPS Cal. Atty. Gen 586, is exempt from review or approval of the Dept. of General Services and the Dept. of Finance	
Signature of EDD Accounting Officer		

SUBGRANT AGREEMENT
FUNDING DETAIL SHEET

SUBGRANT NO:AA111024
MODIFICATION NO:7

City of Richmond

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 15% - Governor's Discretionary				
98891 1222 High Performing Boards PY 20-21 07/01/2020 to 09/30/2021 Prog/Element 61/40 Ref 001 Fed Catlg 17.258	\$3,846.16	\$0.00	\$0.00	\$3,846.16
96591 1226 ELL PY 20-21 04/01/2021 to 03/31/2023 Prog/Element 61/40 Ref 001 Fed Catlg 17.258	\$274,300.00	\$0.00	\$0.00	\$274,300.00
Total WIA/WIOA 15% - Governor's Discretionary	\$278,146.16	\$0.00	\$0.00	\$278,146.16
WIA/WIOA 25% - Dislocated Worker Rapid Response				
98421 1233 Dis Youth Wrkr Innov Challenge (DYWIC) PY 20-21 06/01/2021 to 11/30/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$0.00	\$250,000.00	\$0.00	\$250,000.00
96211 292 Rapid Response Layoff Aversion 07/01/2020 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$5,116.00	\$0.00	\$0.00	\$5,116.00
98421 293 Rapid Response Layoff Aversion 10/01/2020 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$22,900.00	\$0.00	\$0.00	\$22,900.00
96211 540 Rapid Response by Formula 07/01/2020 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$21,553.00	\$0.00	\$0.00	\$21,553.00
98421 541 Rapid Response by Formula 10/01/2020 to 06/30/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$96,474.00	\$0.00	\$0.00	\$96,474.00
Total WIA/WIOA 25% - Dislocated Worker Rapid Response	\$146,043.00	\$250,000.00	\$0.00	\$396,043.00
WIA/WIOA Formula				
96151 201 Adult Formula RD 1 07/01/2020 to 06/30/2022 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$52,809.00	\$0.00	\$0.00	\$52,809.00
98281 202 Adult Formula Rd 2 10/01/2020 to 06/30/2022 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$263,518.00	\$0.00	\$0.00	\$263,518.00
96101 301 Youth Formula Rd 1 04/01/2020 to 06/30/2022 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$301,205.00	\$0.00	\$0.00	\$301,205.00
96201 501 Dislocated Worker Rd 1 07/01/2020 to 06/30/2022 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$39,031.00	\$0.00	\$0.00	\$39,031.00
98211 502 Dislocated Worker Rd 2 10/01/2020 to 06/30/2022 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$175,887.00	\$0.00	\$0.00	\$175,887.00
Total WIA/WIOA Formula	\$832,450.00	\$0.00	\$0.00	\$832,450.00
Grand Total:	\$1,256,639.16	\$250,000.00	\$0.00	\$1,506,639.16

NARRATIVE

SUBGRANT NO:AA111024

MODIFICATION NO: 7

SUBRECIPIENT:City of Richmond

FAIN NO: AA-34757-20-55-A-6

FEDERAL AWARD DATE:

FUNDING SOURCE: Dis Youth Wrkr Innov Challenge (DYWIC) PY 20-21 - 1233

TERM OF THESE FUNDS: 06/01/2021 - 11/30/2022

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

PROGRAM NARRATIVE

The purpose of this modification is to incorporate \$250,000 of WIOA 25% Additional Assistance funding to the Dislocated Youth Worker Innovation Challenge (DWIC) project into grant code 1233. These funds will mitigate the short and long-term impacts of COVID-19 related to unemployment on California's youth by implementing of pilot projects that utilize innovative, youth-centered outreach and program strategies to rapidly reskill displaced youth workers and place them in living-wage jobs. These funds have a term date of June 1, 2021 through November 30, 2022. NOTE: Requirement to Provide Certain Information in Public Communications (Steven's Amendment) Pursuant to Public Law 116-260, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all non-Federal entities receiving Federal funds shall clearly state: 1. The percentage of the total costs of the program or project which will be financed with Federal money; 2. The dollar amount of Federal funds for the project or program; and 3. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

Dislocated Youth Worker Innovation Challenge (DYWIC)
Program Year (PY) 2020-21
Exhibit A: Project Narrative

Organization (Applicant) Name	Richmond Workforce Development Board
Project Name	Enter Project Name: Richmond Youth Employment Strategies (YES)
Address	330 25th Street, Richmond, CA 94804
Designated Contact Person and Title	Bouakhay Phongboupha, YouthWORKS Manager
Phone	(510) 307-8050
Email	bphongboupha@richmondworks.org

PROJECT NARRATIVE AND WORK PLAN

FRAMEWORK

Target Population

1. Describe how the project will address:

- a) barriers faced by the dislocated worker youth;
- b) target dislocated youth subsectors (out-of-school youth (OSY) ages OSY 18-24);
- c) economic and racial inequity, especially in underinvested communities.

a) Barriers faced by dislocated youth workers

Dislocated youth workers face numerous barriers to re-employment. Many have limited work history or experience, which makes it very difficult for them to compete successfully for a job with older adults who have been in the workforce longer. If they do have experience, it is often in lower-skilled occupations such as retail, food service and hospitality, which have seen a dramatic drop in employment due to the COVID-19 pandemic. (See attached data document indicating youth unemployment resulting from the pandemic, disproportionate levels of unemployment for youth of color and for youth from low income families, and the extremely high levels of job loss for young people in the leisure and hospitality sector.) A majority of youth workers also lack the training and skills needed to find employment that is well-paid and that offers opportunities for advancement.

Dislocated youth workers, who are likely to be low-skilled, may also be youth who are homeless or foster youth, and have significant supportive service needs. Additional barriers may include justice system involvement, foster and homeless youth, a lack of basic skills in math and English, and having another language besides English as one's primary language. Youth with disabilities also tend to have higher unemployment rates than the general population, and may have greater difficulty becoming re-employed due to the lack of understanding among employers of the assets they bring to the workplace. LGBTQ+ youth may be estranged from their families and living in a foster setting or homeless as a result.

The proposed program will address these potential barriers experienced by dislocated worker

youth through multiple strategies. It will address a lack of work history and skills by providing earn and learn opportunities through paid work experience and apprenticeships in occupations with career pathways to well-paid employment. This will enable participants to support themselves as they gain new experiences that make them more competitive in the job market.

The program will offer case management to participants, designed to identify strengths and needs, connecting youth to key services that they require to succeed in training and employment. As needed, youth will be directed to the Literacy for Every Adult Program and West Contra Costa Adult Education in order to improve basic skills, English fluency, and to attain a high school diploma or GED. Youth with aptitude and interest will be directed to Contra Costa College, where they can pursue certificated or degree based training. Youth will also be provided with supports for services such as transportation, obtaining a driver's license, childcare, clothes for interviews/work, etc.

b) Targeting youth subsectors (OSY 18-24)

The proposed program will offer services that are designed to address the unique needs of each subsector of Out of School Youth. Based upon the current demand for Richmond YouthWORKS services by age group, the project plans to serve approximately 50 Out of School Youth ages 18-24.

Out of School Youth have a significant need for educational and other services to help them improve their future employment prospects. To address these needs the program will work with the Richmond Police Activities League (RPAL) (letter of commitment attached) and the RYSE Youth Center, both of which offer an array of supportive services directed at OSY ages 18-24 and which will play an important role in outreach. These organizations will support a strong focus on educational support and attainment of a high school diploma or GED for those who need it. Literacy for Every Adult Program (LEAP) and West Contra Costa Adult Education (letter of commitment attached) will also offer Basic Skills and English Literacy instruction.

To serve OSY ages 18-24, the program will also partner with Richmond Promise (letter of commitment attached), which funds the cost of tuition for young people in Richmond seeking a post-secondary education, which will enable participants to receive a credential or degree in their chosen occupational field. Because the Richmond Promise is directed towards students enrolled in high school, the focus for some of the younger out of school youth will be to get them re-enrolled in high school in order to be eligible for Richmond Promise services, which include the assignment of a mentor. Students who are able to re-enroll in school will become eligible for up to \$1,500 per year, and a total of \$6,000 towards the cost of college or a post-secondary career training program.

The program will also offer specific services directed to the needs of OSY aged 18-24. Services for this age group will focus more on sector-based training, but will also include educational support. Interested participants will be referred to the full array of training programs that are partnering with the programs, which are described further below, and which are included in the letters of commitment. An example is the RichmondBUILD and Richmond YouthBUILD programs, which offer pre-apprenticeship construction training and entry into a range of building trades through strong partnerships with labor and construction employers, are one potential option. For those participants who have a need for additional educational support YouthBUILD includes a strong educational component.

c) Addressing economic and racial inequity

As recent economic data indicates, a significant majority of laid off youth in Richmond are low income and young people of color. (The attached data document shows the significantly higher unemployment rates for youth ages 16 to 24 who are Black and Latino in comparison to white youth throughout the COVID-19 pandemic, as well as higher unemployment rates for youth in this age group who are from lower income families.) The program will focus services specifically on low income participants, through providing paid work experience that can enable them to support themselves while they are involved in training, and offering a wide array of supportive services through WIOA co-enrollment in programs offered by partners. The program will address racial inequity through culturally competent programming, provision of English Language instruction for participants whose first language is a language other than English, and through the success of its training partners in serving low income young people and youth of color. As an example of the focus of key training partners on addressing economic and racial inequity, the current makeup of RichmondBUILD/YouthBUILD participants is 60% African American, 25% Latinx, 10% Asian, and 5% other. All participants are at or below the poverty level. In the Bitwise IT training program (letter of commitment attached), 60% of participants are persons of color, 60% are women, and 40% are LGBTQIA+.

Strategies

2. Identify and describe:

- a) special targeted strategies for youth outreach, including specific methods that will be utilized to recruit program participants;
- b) innovative recruitment methods and how these differ from approaches utilized in the past to serve both youth and dislocated workers. (For example, explain how the applicant's innovation builds on current practices or demonstrate that a new concept is being tested);
- c) program strategies that will be utilized to engage, train, and place dislocated youth workers in career pathways, transition participants into employment, and/or provide dislocated youth access to ongoing career advancement and family-sustaining jobs;
- d) the relationship between the chosen methods and best practices and what, if any,

evidence suggests that the approach will be successful.

a) Targeted outreach strategies

The program will employ multiple outreach strategies, targeted at specific populations. The program will work with CBO partners that directly serve this population, including RPAL and RYSE Youth Center. The program will collaborate with West Contra Costa Unified School District (WCCUSD) and Contra Costa County Office of Education (CCCOE) to identify out of school students. Participants will also be recruited from the West Contra Costa Family Justice Center (letter of commitment attached) wraparound program. Referrals will also come from the Contra Costa County Office of Education Court and Community School, and Independent Study, which are housed in the RPAL program facility. Additional CBO partners, such as Weigh of Life, Familias Unidas, and LEAP will provide outreach to the key youth populations that the program will serve. Youth with disabilities will be referred through the STEPS program, operated by the RWDB with WCCUSD and the Department of Rehabilitation.

b) Innovative recruitment methods

Based upon past success with solicitations for specific youth workforce training opportunities, the program will prepare recruiting flyers specific to the seven sector-based training pathways that will be available to participants. (See the list in Section C below.) The program will post information online and using social media, including sites such as LinkedIn, Facebook, Instagram, and the City of Richmond website. Information will be posted on the City Manager's weekly report. The program will also seek potential recruits from Probation, the Foster Youth Program, and Transitional Aged Youth program run by the Employment and Human Services department.

c) Engaging, training and placing dislocated youth in career pathways

As soon as possible after they have been registered for the program, enrollees will meet with their case manager to complete intake and assessment, and to develop an interest profile. These steps will help determine what services and which education and training pathways are most appropriate for each participant. Participants will also be expected to complete CASA test of basic skills to determine readiness to complete the training--those who do not pass will be referred to basic skills instruction prior to retaking the test.

Participants will have the opportunity to select from training in seven different occupational pathways, provided by experienced partners. These will include: 1) Maritime Trades- Spaulding Marine-Boatworks 101; 2) Information Technology-Bitwise Industries; 3) Medical Assistant- Kaiser School of Allied Health, 4) Emergency Medical Technician-West County Health Pathways Partnership; 5) Construction Trades- RichmondBUILD and YouthBUILD; 6) Environmental Remediation/Urban Forestry- Groundworks; 7) Office Administration-West

Contra Costa Adult Education. Letters of commitment from each of these training partners is attached.

Once they have selected a specific training option, participants will meet individually with a counselor at the training provider to gain additional support related to identifying and achieving goals. Case managers will also connect with counselors to discuss any concerns or to make additional recommendations regarding the students. For participants with extra barriers, program and CBO staff will work as a team to come up with needed resources.

The case managers will monitor training participants at least twice monthly to ensure that they are actively participating in training and to encourage them to complete the program. Carrying this out consistently will improve retention and completion, by giving youth the sense that someone cares about how they are doing. Training periods will range in length from 4 months (RichmondBUILD) to 18 months (Boat Works).

Following the completion of training, case managers will work with youth to identify employment opportunities in the sectors in which they have been trained. This activity will include monthly check-ins with each participant for a year after completion of the program. To support access to employment opportunities, the RWDB YouthWORKS Manager meets with training directors for the various sector-based programs to discuss job openings and connect youth with employers. Follow up by case managers will continue for a year after a participant is employed. At the one year mark, the case manager will have a focused meeting with each employed graduate to determine whether the job is working for them, and when this is not the case, to provide help with finding a job that is a better fit.

The City of Richmond will offer the opportunity for work experience placements in several city departments. Participants will be able to work in the City Attorney's Office for on-the-job learning of office administration skills. Students will also serve in the Parks and Recreation department, learning environmental remediation with training partner Groundwork.

d) Relationship with best practices and evidence that project will be successful

Many components of the project align with models that have been identified as best practices through research on workforce training strategies for youth. A study of the Year Up program for economically disadvantaged young adults on the **Social Programs that Work** website <https://evidencebasedprograms.org/programs/year-up-program-workforce-training-for-economically-disadvantaged-young-adults/> analyzed a program that included a number of elements similar to the proposed dislocated youth worker program. The program provided workforce training for young people ages 18 to 24 who were neither in school full time nor employed full time. In addition, participants took part in entry-level internships with employers in the IT and financial sectors. Participants realized a 40 percent increase in annual earnings in the third year after random assignment, compared to the control group that did

not participate in training or internships.

Another program, Per Scholas, also was studied to determine the impact of its services <https://evidencebasedprograms.org/programs/per-scholas-employmenttraining-program-for-low-income-workers/> and was shown to increase annual earnings by 20 to 30 percent two to six years after program participation. The program provides career training in the IT field, career readiness services (resume and interview preparation), and hands on learning in IT services.

Services

3. List and describe:

- a) types of supportive and case management services and training that will be provided to serve the youth dislocated worker population;
- b) services or training that create rapid re-skilling to enable participants to gain employment, advance in the targeted industry, increase vocational and job readiness skills, and enter into career pathways;
- c) occupations in which participants will be trained or employed and how retention support after placement will be provided;
- d) coordination with community-based organizations and institutions of higher learning partners that possess the regional expertise to best serve youth and address industry needs to accomplish the program goals.

a) Supportive and case management services and training

Program staff will include two case managers at 0.25 FTE each, for a total of 0.5 FTE in case management services for 50 participants throughout the 18 month project period. Case management services will include: intake, assessment, referral to supportive services, resume development, interview skills development, preparation of individual employment plan, worksite orientation, job search support, work experience, and job retention support. Eligible participants will be co-enrolled through WIOA in order to receive supportive services including: interview clothes, laptop computer, support in obtaining driver's license or ID, health, mental health (for Family Justice Center participants), and transportation.

Supportive services for OSY who are parenting will include childcare services, transportation, and health services. For participants referred by the Family Justice Center, the program will provide referral to in-house services co-located at the Center.

b) Training for rapid re-skilling

Participants will have the opportunity for enrollment in a wide array of training programs that provide them with rapid re-skilling to prepare them for well-paid, life sustaining

employment. The occupations they will be trained in, the respective training providers, and the projected number of participants in each training pathway are listed below:

- 1) Occupation: Emergency Medical Technician; Training Partner: West County Health Professions Partnership; Number of Participants: 3
- 2) Occupation: Information Technology-Coding and Website Design; Training Partner: Bitwise Industries (an initiative to provide apprenticeships and jobs in the tech industry to under-resourced communities); Number of Participants: 3
- 3) Occupation: Maritime trades; Training Partner: Spaulding Marine-Boatworks 101 (offering apprenticeships in the Maritime trades); Number of participants: 5
- 4) Occupation: Construction Trades (laborer, carpenter, etc.); Training Partner: RichmondBUILD and YouthBUILD pre-apprenticeships; Number of Participants: 15
- 5) Occupation: Medical Assistant; Training Partner: Kaiser Permanente School of Allied Health; Number of Participants: 8
- 6) Occupation: Environmental remediation and urban forestry ; Training Partner: Groundwork Richmond; Number of Participants: 5
- 7) Occupation: Office Administration; Training Partner: West Contra Costa Adult Education; Number of Participants: 11

Co-enrollment in WIOA Adult Services for participants 18 and older will help to provide for cost of training at Martinez Adult Ed, Spaulding Marine-Boatworks 101, and Kaiser School of Allied Health, all of which are registered in the Eligible Training Provider List.

c) Occupations in which participants will be trained and employed

All of the identified training partners have strong connections to employers that will facilitate training through work experience, and subsequent placement in employment in the designated occupation.

- 1) EMT training and employment through the WCHPP will offer preparation to become an emergency medical technician.
- 2) Information Technology training and employment through Bitwise will prepare participants for the following occupations: code writer, website designer.
- 3) Maritime trades training and employment, through the Spaulding Marine-Boatworks 101 program, including: carpenter, welder.
- 4) Construction trades training and employment through RichmondBUILD & YouthBUILD provide pre-apprenticeship training in construction trades including: laborer, carpenter, plumber, electrician, iron worker.
- 5) Medical assistant training and employment through Kaiser School of Allied Health.
- 6) Environmental remediation and urban forestry training and employment through Groundwork.
- 7) Office administration training and employment through West Contra Costa Adult Education.

d) Coordination with CBOs and Institutions of Higher Education

Primary CBO partners include the Richmond Police Activities League (RPAL), Family Justice Center, RYSE Youth Center, Bay Area Girls Club, and Richmond Promise. These organizations will serve as key outreach and recruitment partners, and will also deliver supportive services to youth participants. Richmond Promise will help support the cost of education and training for eligible youth.

Higher Education partners include West Contra Costa Adult Education (WCCAE), Martinez Adult Education, and Contra Costa Community College--up to \$6K including non-degree vocational training and part-time college, funding based upon the amount billed by the school.

The program will work with higher learning partners (IHEs): WCCAE-Office Administration, Dental Assistant (free), Accounting/Bookkeeping, Martinez Adult Ed (Accounting--under office admin. Clinical Medical Assistant-Kaiser Program, Phlebotomy- Kaiser Program; Home Care Aide, Contra Costa College.

Local Government: Literacy for Every Adult Program (LEAP) Basic Skills, ELL, HS diploma
All partners meet in "Reimagining Public Safety" meetings to talk about needs and services. Seeking a common goal of serving youth in Richmond (second Thursday of the month) bringing money previously dedicated to Richmond Police Department to be used especially for youth.

Oversight Board meeting, under the Richmond Fund for Children and Youth, attend to provide ideas and suggestions

Outcomes

4. Describe how the project will:

- a) lead to systemic change and how it will impact current approaches to serving dislocated youth workers;
- b) contribute to the long-term Challenge goal of preparing youth for workforce success by 2023;
- c) lead to increased employment and retention in significant work with a career pathway for dislocated youth workers.

a) How project will lead to systemic change

Developing pathways for DYW to obtain skills leading to higher paid employment

Increasing/ build networking, opening doors to other resources

Partnership with program to fund post-secondary enrollment (Richmond Promise programs)

Impact the community and the local economy

Build youth confidence, leadership, tech, financial, social skills

Education and training increases a person's financial resources and helps opportunity youth stay employed and maximize their wages and career pathway.

Partnerships with employers

- b) How project will contribute to long-term challenge goal of preparing youth for workforce success by 2023

The project will contribute to preparing youth for workforce success by 2023 by developing and strengthening multiple pathways that lead dislocated youth workers to employment in occupations that are well-paid and offer opportunities for advancement. The project will improve life skills, education, and skills competencies, leading to increased employability.

- c) How project will lead to increased employment and retention in significant work with a career pathway for dislocated youth workers

The proposed program will achieve the goals of increased employment and retention in work with a career pathway through multiple strategies. The provision of opportunities for paid work experience and apprenticeship will give young people the job experience they need to be more competitive job candidates, and to increase their likelihood of obtaining employment. Employers that provide work experience for participants also serve as potential employers, and the opportunity for the young person to demonstrate their strengths can also give them an added advantage in the hiring process. With regard to significant work with a career pathway, all of the training opportunities that will be available through the project, described in section 3.b. above, are in industry sectors and occupations that are well paid, and that include a career pathway to increased levels of skill, responsibility and compensation.



Exhibit F Budget Summary

STATE USE ONLY	EXHIBIT F
Subgrant No.	AA111024
Grant Code	1233
Initial Plan	Yes
Modification Date	
Subrecipient Date	

Line	Expense Item	Amount	Amount	Source of Leveraged	Total Project	In-Kind/Cash
A.	Staff Salaries	\$109,257.00			\$109,257.00	
B.	Number of full-time equivalents = 1.03 FTE				\$0.00	
C.	Staff Benefit Cost	\$26,993.00			\$26,993.00	
D.	Staff Benefit Rate 24%				\$0.00	
E.	Staff Travel				\$0.00	
F.	Operating Expenses				\$0.00	
G.	Furniture and Equipment				\$0.00	
1.	Small Purchase (less than \$5,000 per unit)				\$0.00	
2.	Equipment Purchase (Complete Exhibit G)				\$0.00	
3.	Leased Equipment (Complete Exhibit G)				\$0.00	
H.	Consumable Testing and Instructional Materials				\$0.00	
I.	Training Tuition Payments/Vouchers	\$45,000.00	\$137,770.00	YouthBUILD/WIOA Adult	\$182,770.00	Cash
J.	On-the-Job Training		\$17,500.00	WIOA Adult	\$17,500.00	Cash
K.	Participant Wages and Fringe Benefits	\$25,000.00			\$25,000.00	
L.	Participant Support Services	\$25,000.00			\$25,000.00	
M.	*Contractual Services (Complete Exhibit G)				\$0.00	
N.	*Subcontractors (Complete Exhibit G)				\$0.00	
O.	**Indirect Costs Complete item 1 and 2 below)				\$0.00	
P.	Other (describe):				\$0.00	
Q.	Total Program Costs				\$0.00	
R.	Total Administrative Costs (at 7.5%)	\$18,750.00			\$18,750.00	
S.	TOTAL FUNDING	\$250,000.00	\$155,270.00		\$405,270.00	

1.	Indirect Cost Rate (percent):	N/A
2.	Name of Cognizant Agency:	N/A

*Administrative costs may be a maximum of 7.5% of administrative costs. The definition of administrative costs can be found in Appendix B of the SFP.

**Indirect Cost Rate must be negotiated and approved by the cognizant agency per Uniform Guidance 2 CFR 200.



Exhibit G Supplemental Budget

STATE USE ONLY	EXHIBIT G
Subgrant No.	AA111024
Grant Code	1233
Initial Plan	Yes
Modification Date	
Subrecipient Date	

I. Equipment*

Item Description*	Quantity	Cost Per Unit	Total Cost	Total Cost Charged
			\$0.00	
			\$0.00	
			\$0.00	
			\$0.00	
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			\$0.00	
			\$0.00	
			\$0.00	
TOTAL COST			\$0.00	\$0.00

*List equipment with useful life greater than one year with a unit cost of \$5,000 or more. Reference WSD 16-16 and WSD 16-10 for equipment purchases. The approval of the budget plan contained in this subgrant does not constitute approval of the equipment request. **A separate request to purchase equipment must be submitted for prior approval.**

II. Contractual Services**

Description of Service	Cost	Service Provider
TOTAL COST	\$0.00	

** All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. See Procurement Standards in the Federal Uniform Guidance, 2 CFR 200.318-326.

Exhibit I

Project Work Plan

STATE USE ONLY	EXHIBIT I
Subgrant No.	AA111024
Grant Code	1233
Initial Plan	Yes
Modification Date	
Subrecipient Date	

Applicant: Richmond Workforce Development Board

Project Name: Richmond Youth Employment Strategies (YES)

Describe all activities, for example: Start-up activities, Outreach and recruitment, Apprenticeship program, Work activities (PWEX, TJ, OJT, etc.), Recruit employer partners, Closeout activities, etc.

Goal #1: Targeted strategies for outreach					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Develop and distribute outreach materials specifically focused on each career pathway offered by the program	6/1/2021	6/30/2022	Program receives applications from 70 potential youth participants	RWDB	Brochures/ online materials developed for each pathway
Outreach through referrals from youth-serving program partners	6/1/2021	6/30/2022	Program receives applications from 70 potential youth participants	Richmond PAL, RYSE Youth Center, West Contra Costa USD, West Contra Costa Adult Ed	70 Out of school youth ages 18-24 are referred to the program
Provide online DYWIC program orientation sessions, marketed through social media	6/1/2021	1/30/2022	Participants learn about sector based training opportunities provided by the program	RWDB	2 virtual workshops in July 2021 and January 2022
Goal #2: Priority of service to underinvested communities					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Recruitment of participants through CBO partners that serve youth who are below 100% of federal poverty level, youth of color, ELL, LGBTQ+, Youth with Disabilities	6/1/2021	6/30/2022	100% of participants will be from identified underinvested communities	RYSE, RPAL, Familias Unidas, Family Justice Center, STEPS grant participants	Recruitment of 50 participants from underinvested communities
All training partners prioritize services to low income youth from underinvested communities with multiple barriers to employment	6/1/2021	11/30/2022	Training partners understand needs of youth from underinvested communities and provide tailored supports, including counselors who support connections to employers	BitWise, Boatworks, RichmondBUILD/ YouthBuild, Groundwork, Kaiser Allied Health, WCCAE, Martinez Adult Education	Youth complete training and are successful at obtaining paid employment
Goal #3: Targeted program strategies to serve dislocated youth ages 18-24					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?

Out of school youth receive support with educational remediation, basic skills, HS diploma or GED	6/1/2021	11/30/2022	Participants at least complete High School diploma or GED	LEAP, WCCAE, YouthBuild education partner	Instruction leading to high school diploma or GED
Out of school youth Ages 18-24 receive pathways training in multiple sectors	6/1/2021	11/30/2022	Participants complete training in identified sectors	Training partners (see above)	Provide access to training in multiple sectors
Out of school youth Ages 18-24 are co-enrolled in WIOA Title I services	6/1/2021	11/30/2022	Participants receive extra support to increase their likelihood of completion of training	RWDB	Participants are assessed to identify needs and provided with services
CASA Assessment	6/1/2021	11/30/2022	Ensure participants are able to read/write at least 9th grade level in order to complete the training	LEAP	Successfully complete the test

Goal #4: Rapid re-skilling of dislocated youth in living-wage jobs

Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Sector-based training includes skill development in living wage jobs in: health care, information technology, maritime trades, construction trades, office administration, environmental remediation	6/1/2021	11/30/2022	Youth develop key skills necessary for employment in a variety of occupations	Training partners (see above)	Training partners provide hands on instruction in key skills to participants
Participants will engage in paid work experience	6/1/2021	11/30/2022	Participants have the opportunity to earn while they learn	RWDB	Participants are paid for work experience
On-the Job Training	6/1/2021	11/30/2022	Job retention	Employer	Rapid skills

Goal #5: Strategies to achieve systemic change for youth in underinvested communities that will prepare them for workforce success

Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Development of partnerships with established training programs creates pathway for future participants from underinvested communities	6/1/2021	11/30/2022	Established pathways will be available to youth from underinvested communities in the future	RWDB and training partners	Collaborate with training partners in key sectors to strengthen services for youth in underinvested communities
Paid work experience builds relationships with employers in key sectors	6/1/2021	11/30/2022	Network with employers /introduction to job industry/ environment	RWDB and sector-based employers	Collaborate with employers to strengthen services for youth in underinvested communities

Partnership with Richmond Promise leverages support for post-secondary education and training for younger participants	6/1/2021	11/30/2022	Participating youth receive up to \$1,500/year, and a total of \$6,000 towards post-secondary education or training	Richmond Promise	Payment towards education or training
Goal #6:					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Goal #7:					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?
Goal #8:					
Activities	Start Date	End Date	Outcomes	Responsible Party	Deliverable?