

Special Short-Term Santa Barbara Adult Education Consortium Request for Proposal for Noncredit Adult Education Funds: REQUIRED FOCUS: Serving Adults Entering or Re-entering the Workforce

The Santa Barbara Adult Education Consortium is pleased to announce \$70,000.00 of recaptured funds from the 2018-2019 Year-4 grant cycle.

All funds must be expended no later than September 1, 2020.

A comprehensive and competitive Request for Proposal submission will align with the California Adult Education Program (CAEP) and the Consortium's Goals and Objectives set forth below.

The overarching CAEP 3-year plan goals of the Consortium are (1) to provide excellent programming for adults in a variety of program areas based on proven community needs; (2) to develop student support services specifically focused on the needs of adult learners, to assist in transfer acceleration and career success; (3) to support innovative professional development for staff and faculty; and (4) to set meaningful outcomes captured by various measurements and tools and shared with her stakeholders.

The Santa Barbara CAEP Consortium's primary goals for upcoming 2018-2019 year are the following:

- 1) Continue to support our noncredit faculty in building bridges to credit for existing and new CAEP programs.
- 2) Continue to fill gaps in Career Education in Industrial Technologies (or other areas supported by the study currently underway to be completed by 2018).
- 3) Support new activity resulting from AB705 implementation (focused on mathematics, English, and ESL).
- 4) Implement and support the new the Adults with Disabilities Career Planning and Training Program
- 5) Continue to partner with local Santa Barbara One-Stop operator and other agencies for career training initiatives.
- 6) Continue to cross-pollinate CAEP initiatives with WIOA and Strong Workforce initiatives.
- 7) Continue its commitment to the collection of accurate data and analytics for all CAEP programs and services
- 8) Continue to support our Student Support Services to help transition students from noncredit to credit or jobs/careers.
- 9) Continue to support our existing SBCC programs that are aligned with the CAEP goals and initiatives.
- 10) Support job placement assistance efforts where feasible and allowable

The statewide CAEP targets programs in areas with a focus on economic mobility and include:

- Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate.
- Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.
- Programs for adults, including but not limited to older adults that are primarily related to entry or reentry into the workforce.
- Programs for adults with disabilities.
- Programs in career technical education that are short term in nature and have high employment potential.
- Programs offering pre-apprenticeship training activities conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

CAEP Fiscal Regulation for all Independent Contractors and External Partners:

- (I) Indirect, for Profit, or Fringe Benefits are not allowable expenses and cannot be reimbursed.
- (II) All Independent Contractors and External Partners must submit invoices to the CAEP Coordinator for reimbursement

THIS APPLICATION IS DUE NO LATER THAN MIDNIGHT, WEDNESDAY, JULY 31, 2019.

Are you an existing 2015/16, 2016/17, 2017/18, 2018/19 CAEP funding awardee? *

Yes

No

Program Name *

Santa Barbara County Adult, Dislocated Worker Program to provide a variety of services under the CAEP Grant program name working name of Career Connections for the Adult Learners (CCAL)

Primary Contact Name *

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Primary Contact Email *

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Applicable Noncredit Program Area *

- Adult Education (ABE, ASE, Basic Skills)
- English as a Second Language/Literacy
- Adults in the Workforce
- Adults with Disabilities

1. Executive Summary *

Please provide an executive summary of your proposed plan (to include overarching goals and outcomes) to create new programs or expand existing programs in one of the areas identified above.

Santa Barbara County Adult, Dislocated Worker Program, as operated by ResCare Workforce Services, proposes to provide a variety of collaborative services under the CAEP Grant program to be known for the purposed of this proposal as the Career Connections for the Adult Learners (CCAL) program. As the lead agency we intend to ensure that grant funds and our program design will encompass CAEP's 3-year goals. As a workforce professional company, we are prepared to bring innovative and proven solutions, a well thought out plan for a continuum of services and an established network of agencies, community organizations, educational providers and employers. Our experience working with specialized populations of adults seeking education and employment, as well as our commitment to work in partnership with all stakeholders and our dedication to serve Santa Barbara City residents will ensure program success over the course of the grant. Our design will demonstrate that when a network of agencies, community organizations, employers and educational providers come together, adult learners benefit from a variety of services designed to help them reach their career goals. Our efforts and those of our partners will result in meaningful educational and employment outcomes that will be measured, verified and reported. The CCAL grant program will include CAEP staff and stakeholders at every step of the way through inclusion in planning meetings, community outreach efforts and other innovative activities designed to make the program a success.

The CCAL program begins with building bridges between the CAEP, various County agencies, community organizations that serve adult learner populations, the Community College and Adult Education systems, basic skill development services, and employers within growth industries that are seeking trained and motivated employees. Our continuum of services will be designed to seek out and enroll adult learners from CAEP, various networked agencies, community organizations and educational providers in the areas with a focus on 1) the single parent seeking a non-traditional career 2) the mature worker seeking a return to the workforce and 3) formerly homeless/newly stabilized adults. We have identified these populations as needing focused efforts to fill gaps in skill levels, increase education and professional development, in need of basic skills gains and GEDs, educational learning opportunities, paid On the Job Training (OJT) opportunities, paid support services, as well as guidance and mentoring from the Adult and Dislocated Worker Service program workforce professional staff. We propose that eligible CCAL participants will be co-enrolled into the Santa Barbara County Adult and Dislocated Worker program with cross-pollinated services coming the Community College and Adult Education system, networked agencies and other organizations for career training and placement activities. Throughout the program, from start up to close out, the collection of accurate data and analytics will be provided on a monthly and as requested basis.

Our commitment through this grant is to ensure that adult learners receive the highest level of

personalized, excellent educational and employment focused services possible. We will accomplish this goal through 1) networked partnerships, 2) a continuum of services that meet the adult learner/job seeker at their educational and career development level, 3) the use of effective assessments tools designed to ascertain readiness and needs, 4) the development of a individualized Career Development Plan, 5) referrals to pre-vocational/skills gain opportunities, 6) the provision of paid support services 7) access to paid On the Job Training within sector specific companies 8) opportunities to interviewed with companies within the sector they have received training and 9) one year of follow up services to ensure employment sustainability.

2. Integration *

Please explain how your proposed program creates a transition to credit/transfer educational programs or creates a transition to the workforce (including, but not limited to, internships, jobs, pre-apprenticeships, self-employment).

The CCAL program design will be based on an established network of educational providers, agencies, community organizations and employers. We will offer orientation meetings that will define the program, participant flow, and establish a referral system for services within the networked agencies. CAEP and networked organizations will refer adult learners from the three identified populations to the Santa Barbara County Adult and Dislocated Worker program to determine eligibility for enrollment and suitability for CCAL services as described in this grant application. Once determined, participants will be able to transition to educational activities that support their career goals. Once educational or training goals are completed, the adult learner will then be able to transfer over the Adult and Dislocated Worker program for the next phase of employment services, including On the Job Training and direct placement with employers. The referral system will allow for the easy and allowable exchange of participant information, referrals for other services within the network, and progress within the program. Program services include referral to educational programs that support career goals and transition into the workforce through OJT activities and direct employer placements.

3. Justification *

Please justify the need of your proposed program and include research, labor market information, employer feedback, student surveys, or other relevant information and describe how funding will further your objectives. For programs that received 2015/16 or 2016/17 or 2017/2018 or 2018/2019 CAEP funding, please justify the need and provide a status report on your existing awards and remaining balances.

Santa Barbara City is currently at an overall 3.6% unemployment rate as of June, 2019 according to the Bureau of Labor Statistics. Although many job seekers are finding employment in growing fields, there remains certain demographics of job seekers that have barriers to employment opportunities. Some of these barriers include awareness of and access to education, training and employment services. In addition, the three targeted demographic groups we are proposing may have skill and educational gaps that need to be overcome before entering employment. The populations we intend to engage may also need assistance with support services to ensure they are able to successfully complete their educational and employment-based activities. In addition, adults that have barriers or have been out of the workforce for a period of time need help developing the confidence and motivation required to be competitive in the marketplace. Our career coaching model provides the information, support, confidence building they will need to complete educational activities, overcome skill gaps, complete their OJT assignment and interview for positions with confidence and knowledge.

Our research has revealed that Santa Barbara City employers, in growing industries, are in desperate need of a motivated and trained workforce. Employers have unfilled positions, which in many cases, restrict their ability to grow and provide quality products and services. A variety of employers, from the manufacturing to professional services, have stated they are eager to work in partnership with us to provide On the Job Training opportunities that most often lead to full-time employment.

4. Outreach & Marketing *

Please describe your plans to conduct outreach and marketing to reach your target population and increase enrollments.

We will outreach to County agencies, community organizations and educational providers to introduce them to CCAL program. Informational meetings will be held in group and one on one settings to educate referring partners on the program and provide materials needed to become a networked partner. Our efforts will engage organizations that serve our three targeted populations for services. Marketing materials, such as flyers and informational packets, will be provided through the Santa Barbara County Adult and Dislocated Worker program.

5. Alignment *

Please describe how your program is in alignment and furthers the Consortium's goals and objectives as stated above.

Our program design aligns with the consortium’s goals by first seeking to serve those residents that have additional barriers to connecting with educational, training and employment opportunities due to skill gaps and other demographic related barriers. We ensure CAEP goals are supported by creating a broad network as a hub agency. As the hub organization, we will receive partner referrals, provide assessments and career planning, deliver participant employment related services, refer participants out to educational providers and organizations for additional services, arrange for the payment of educational fees, On the Job Training placements and the provision of support service. The consortium’s goal, to build bridges across agencies, community organizations, educational providers and employers will be reached through our innovative and individualized approach to service delivery.

6. Activity Chart *

Please use Activity Chart provided in the link under the instructions and email to sbaebg@gmail.com. The Activity Chart should outline your program's specific objectives and activities, along with a timeline for completion, the person/agency responsible, outcomes and data capture methods. Please attach additional pages if necessary. *

I certify that the Activity Chart has been completed and emailed to sbaebg@gmail.com

Total Budget Requested *

\$70,000. We are requesting \$70,000.00 for the payment of direct participant costs related to educational fees, On the Job Training costs and support services. We will not require any funding for staff or programmatic related costs as these costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers as described in our proposal. The following represents an estimated break down of funds and is subject to negotiated changes from CAEP and can be adjusted based on participant driven need: Educational Fees: \$10,000.00 • 15 co-enrolled adult learners at an estimated \$667.00 On the Job Training Fees: \$55,000.00 • 15 co-enrolled adult learners at an estimated \$3,667.00 Support Services: \$5,000.00 • 15 co-enrolled adult learners at an estimated \$333.00 Support Services may include: o Transportation reimbursement o Work related clothing and equipment o Interview clothing o Books and educational supplies

1000 (Instructional Salaries) *

Total dollars requesting for INSTRUCTIONAL PERSONNEL (include 25% for BENEFITS in 3000 section below)

0

1000 Detail *

Please provide a detailed budget for this category.

Costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers.

2000 (Noninstructional Salaries) *

Total dollars requesting for PERSONNEL (include 25% for BENEFITS in 3000 section below)

0

2000 Detail *

Please provide a detailed budget for this category.

Costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers.

3000 (Benefits from 1000 and 2000 categories) *

Total dollars requesting for BENEFITS . The average benefit rate is 25%.

0

4000 *

Total dollars requesting for INSTRUCTIONAL SUPPLIES and NON-INSTRUCTIONAL SUPPLIES and Computer Software (not Hardware).

0

4000 Detail *

Please provide a detailed budget for this category.

Costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers.

5000 *

Total dollars requesting for CONSULTANTS, MEETINGS, PROFESSIONAL DEVELOPMENT

0

5000 Detail *

Please provide a detailed budget for this category.

Costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers.

6000 *

Total dollars requesting for CAPITAL OUTLAY (Computer Hardware)

0

6000 Detail *

Please provide a detailed budget for this category.

Costs are offset through the Santa Barbara County Adult and Dislocated Worker program, through networked partners and employers.

Total Number of Adults Students Served *

10 - 15. We plan to provide access to universal America’s Job Center of California (AJCC) services to all partner referred participants. We estimate that we will received an 150 referrals over the course of the grant period. We have the capacity to receive more as interest and need increases. These services will include access to AJCC equipment, navigation services to the Community College and Adult School system, other community service providers, guidance from a career coach and access to a variety of online assessment and learning tools provided by the Santa Barbara County Adult and Dislocated Worker Service provider. We plan to enroll an estimated 10-15 adults into intensive education, training and employment services. Service numbers are based on estimated costs for educational fees, On the Job Training costs and support service needs. Adjustments can be made to the enrollment number based on the determined need for continued education and On the Job Training as a pathway to employment.

Target Number of New Adult Students Served for 2019-20. *

10

Do you currently receive other NON-CAEP funding that supports the proposed activity? If yes, please describe how additional funding expands or supports that activity. *

The program design uses a “braided funding” approach to serving mutual adult learners that need educational and employment services. All referral, assessment, eligibility, career planning and coaching, placement into education and or training activities, case management and follow up activities are provided based on enrollment and free of charge through the Santa Barbara County Adult and Dislocated Worker program. Referrals for services and enrollment will come from networked agencies and community organizations and will be provided free of charge. Our design uses the full \$70,000.00 for the payment of educational fees, On the Job Training fees and support services, made on behalf of the adult learner and through the CAEP grant funding.

What is your sustainability plan for this activity when funding is no longer available? *

Our sustainability plan relies on a network of agency, community organization and employer based "braided funding" as described above and seeking additional applicable grant funds.

I have reviewed the CAEP SBAE Consortium Three-Year Plan (2019-2022) and attest that this proposal is in alignment with CAEP current goals and objectives. *

Yes

This form was created inside of Santa Barbara City College.

Google Forms