



COUNTY ADMINISTRATOR
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TO: Conan Smith, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Tenda Rusher, Director
ETCS

DATE: February 18, 2009

SUBJECT: FY 2009 Food Assistance Employment and Training Program

BOARD ACTION REQUESTED:

It is requested that the Board of Commissioners ratify the signature of the Chair of the Board on the ETCS plan to the Michigan Department of Energy, Labor and Economic Growth (DELEG) for the Fiscal Year (FY) 2009 Food Assistance Employment and Training Program (FAE&T) Plan in the amount of \$92,525 for the period of October 1, 2008 through September 30, 2009.

BACKGROUND:

Through an Interagency Agreement with the Michigan Department Human Services (DHS), ETCS will administer the Food Assistance Employment and Training (FAE&T) Program to serve eighteen (18) through forty-nine (49) year-old, able-bodied adults without dependents receiving Food Assistance.

This is the eighth (8th) year in which the Food Assistance Employment and Training (FAE&T) Program will be implemented.

DISCUSSION:

The amount of participants served will vary based on the number of referrals received from the Department of Human Services. In FY 2008, ETCS received \$76,781 for the FAE&T program. For FY 2009, ETCS will receive \$92,525 which is an increase of \$15,744. With the FY 2008 funds, ETCS was able to serve eighty-four (84) eligible individuals through this program. Of the eighty-four (84) participants, fifty-three (53) were able to exit the program. Thirty-six (36) of those exited were exited to employment, which generated an employment rate of 67.9% for the Washtenaw County Michigan Works! Agency (MWA). This employment rate ranked the Washtenaw County MWA with the third highest rate in the State.

It is anticipated that approximately ninety-two (92) eligible individuals will be served during the upcoming fiscal year. This represents an increase of eight (8) individuals from the FY 2008. The following is a description of each of the planned program activities that will be available to these participants:

- A. Job Search and Job Readiness Assistance – Helps participants become familiar with general workplace expectations and learn behaviors and attitudes necessary to compete successfully in the labor market. This may include job clubs, counseling and job seeking training.
- B. Workfare – Participants assigned to work in public or private non-profit entities as a condition of Food Assistance eligibility. The main goal of this program is to improve the participant's employability and enable them to proceed to unsubsidized employment.
- C. Unsubsidized Employment – Participant is employed not supported by public funds.
- D. Educational Training Programs – Allowable training activities are those that directly enhance the employability of the participant. These activities may include, but are not limited to, high school or equivalent education programs, remedial education programs to achieve a basic literacy level, English as a second language.
- E. Vocational Training – Intended to improve the employability of participants by providing training in skills or trade that will allow the participant to move directly into employment.
- F. Enrollment in Workforce Investment Act (WIA) activities, state or local projects or programs (dual program enrollment) – Participants that meet the eligibility requirements of other employment training programs, may meet their participation requirement by participating in these programs.

Each participant will be assessed to determine current educational skill levels, occupational abilities and employment needs. Food Assistance Employment and Training (FAE&T) referrals will be made through the electronic system. ETCS will develop an Individual Service Strategy (ISS) for all FAE&T customers. The ISS will contain the following:

- a) participant's employment goal;
- b) short-term goals and long-term goals for accomplishing self-support;
- c) identification of the components and activities to be provided;
- d) identification of planned completion dates and interim outcomes anticipated;
- e) supportive services to be provided;
- f) identification of barriers and other needs of participants.

The ISS will be periodically reviewed to ensure that stated goals are being met, and it will be revised, if necessary.

IMPACT ON HUMAN RESOURCES:

None.

IMPACT ON BUDGET:

The \$92,525 in Federal funds will be expended as follows:

| | |
|---------------------|-----------------|
| Supportive Services | \$ 2,301 |
| Program Allocation | <u>\$90,224</u> |
| TOTAL | \$92,525 |

County match/funds are not required for this program. There are no administrative funds under this program.

IMPACT ON INDIRECT COSTS:

None.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

None.

CONFORMITY TO COUNTY POLICIES:

This matter has been reviewed by the Washtenaw County Workforce Development Board, the County Administrator's Office, Corporation Counsel, the Finance Department, the Human Resource Department, and the Ways and Means Committee.

ATTACHMENTS/APPENDICES:

FY 2009 Food Assistance Employment and Training (FAE&T) Supportive Services Plan
FY 2009 Food Assistance Employment and Training (FAE&T) Program Operations Plan
FY 2009 Budget

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE FISCAL YEAR (FY) 2009 FOOD ASSISTANCE EMPLOYMENT AND TRAINING PROGRAM PLAN APPLICATION TO THE MICHIGAN DEPARTMENT OF ENERGY, LABOR AND ECONOMIC GROWTH (DELEG) IN THE AMOUNT OF \$92,525 FOR THE PERIOD OF OCTOBER 1, 2008 THROUGH SEPTEMBER 30, 2009 FOR ETCS; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

March 4, 2009

WHEREAS, ETCS has submitted a plan to the Michigan Department of Energy, Labor, and Economic Growth (DELEG) in the amount of \$92,525 for the period of October 1, 2008 through September 30, 2009; and

WHEREAS, ETCS is the administrator and operator of Employment and Training programs in Washtenaw County; and

WHEREAS, the Washtenaw County Workforce Development Board and the Board of Commissioners oversee, recommend, and approve employment and training programs throughout Washtenaw County; and

WHEREAS, through an Interagency Agreement with the Michigan Department of Human Services, ETCS will administer the Food Assistance Employment and Training Program; and

WHEREAS, ETCS plans to serve approximately nine-two (92) individuals who are referred from the Department of Human Services, who are 18 through 49 year old able-bodied adults without dependents receiving Food Assistance; and

WHEREAS, program activities may include, but are not limited to, job search and job readiness assistance; workfare; unsubsidized employment; and educational training programs, which include high school education programs, remedial education literacy programs, English as a second language and other training programs; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board, the County Administrator's Office, Corporation Counsel, the Finance Department, Human Resource Department, and the Ways and Means Committee;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the Fiscal Year 2009 Food Assistance Employment and Training Plan application to the Michigan Department of Labor and Economic Growth in the amount of \$92,525 for the period of October 1, 2008 through September 30, 2009 for ETCS, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorizing the Administrator to sign the Notice of Grant Award
2. Amend the budget, as attached hereto and made a part hereof
3. Authorizing the County Administrator to sign delegate contracts upon review of Corporation Counsel to be filed with the County Clerk.

Washtenaw County ETCS
Food Assistance Employment and Training (FAE&T)
Business Unit: 2460089100
Fiscal Year: 10/01/08 – 09/30/09

| | | Original | Revised | Variance |
|---------------------|----------------------------|-----------------|----------------|-----------------|
| Revenues | | | | |
| 50000 | Federal Revenue | \$ - | \$ 92,525 | \$ 92,525 |
| Expenditures | | | | |
| 80000 | Other Services and Charges | \$ - | \$ 92,525 | \$ 92,525 |