



# **LOCAL WORKFORCE PLAN**

## **SECTION II COMPLIANCE**

**FOR**

**THE LOCAL WORKFORCE PARTNERS**

**January 1, 2013 – June 30, 2014**

## A. TRANSPARENCY

1. **Please include documentation that opportunity for public comment on, and input into the development of the local workforce investment plan, was provided prior to its submission to the state.**

Public Notice was sent out on July 28, 2012 to inform the public of an LWIB conference call to discuss the development of the Local Workforce Investment Plan. Public notice was sent out Sept 28, 2012 to inform the public of the 30-day comment period. Public notices were also sent out for the Regional Workforce Investment Board meetings to discuss the Local Workforce Investment Plan. For the documentation, please go to [Public Notices Documentation](#). In addition, please find feedback and comments received attached here: [Strategic Plan Feedback](#).

2. **Please include documentation that copies of the proposed local plan were made available to the public (through such means as public hearings and local new media).**

See A.1.

3. **Please provide documentation that the LWIB provided at least a 30-day period for comment by the local board and members of the public, including representatives of business and labor organizations, prior to its submission to the Governor.**

See A. 1.

4. **Please show that information about the plan was made available to the public on a regular basis through open meetings.**

See A. 1.

5. **If applicable, please submit any comments received that express disagreement with the plan to the Governor along with the plan.**

Not Applicable.

## B. GOVERNANCE (20 CFR 661.350)

### 1. Local Board Description

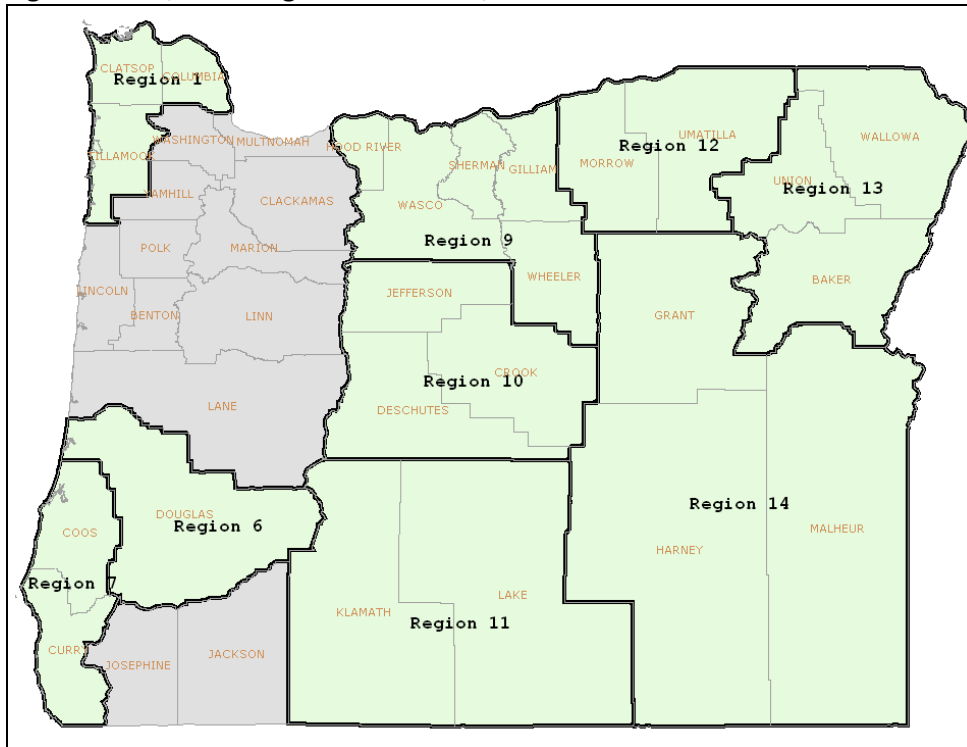
- a) **Describe your local Workforce Investment Board: composition; membership and organizations they represent; structure, including any sub-committees; legal status; how staffed; etc. Who are the Chief Local Elected Officials and how do they interact with governance of the Board?**

The Local Workforce Investment Area, referenced throughout as TOC/OWA LWIA, is comprised of 24 of Oregon's rural counties: Clatsop, Columbia, Tillamook, Douglas, Coos, Curry, Wasco, Sherman, Hood River, Wheeler, Gilliam, Crook, Deschutes, Jefferson, Klamath, Lake, Umatilla, Morrow, Wallowa, Union, Baker, Grant, Malheur and Harney. The 24 county Area is divided into 9 Workforce Investment Regions (Regions): Regions 1, 6, 7, 9, 10, 11, 12, 13 and 14. Please see the map in Figure 1.

The Oregon Workforce Alliance (OWA) is the Local Workforce Investment Board charged with overseeing workforce development activities under WIA which occur in the TOC/OWA LWIA.

The Oregon Consortium (TOC) is the consortium of the 24 rural counties that comprise the TOC/OWA LWIA; The Oregon Consortium Board of Directors is made up of 24 members – one Locally Elected Official (LEO) from each member county. TOC Executive Committee refers to the nine LEOs elected to represent each of the nine Regions, to include the elected Board officers, which can act on behalf of TOC. Together, The Oregon Consortium & Oregon Workforce Alliance (TOC/OWA) Boards are a public/private partnership to guide and oversee workforce development formed on behalf of the 24 rural Oregon counties.

**Figure 1: TOC/OWA Regions of the TOC/OWA LWIA**



Composition: The OWA consists of, at maximum, 47 members; a majority of whom (25) must be representatives of private sector business or industry. OWA members represent private sector, economic development, community based organizations, education, community colleges, labor, Employment Department, Vocational Rehabilitation, Adult and Family Services, Migrant Seasonal Farm Workers, Job Corps, Title I and Native Americans, all of whom have been appointed by the LEOs of TOC, in accordance with WIA.

OWA elects officials from its body to control and supervise the business and affairs of the corporation. The President and Vice President are elected from among the business/industry representatives from different Workforce Regions. The Elected Officials, together with OWA members from each of the other 9 regions, sit on the OWA Executive Committee, which has the authority to act on behalf of the OWA. At least 50% of the OWA Executive Committee must represent business/industry.

The Joint Policy Committee is the executive partnership of the OWA and TOC executive Committees. The Joint Policy Committee has the full authority to act on behalf of TOC and OWA on all joint liability and/or legal concerns, or other matters requiring a timely decision.

The Joint Policy Committee is solely responsible for the hiring, and firing as necessary, of the Executive Director of TOC/OWA. The Joint Policy Committee meets most often to carry out the duties of the Budget Committee.

Structure: While a few permanent OWA committees exist, OWA committees, in general, are added on an ad hoc basis according to interest and need. OWA has established a Youth Council according to WIA and a sub-committee for governance. The OWA Executive Committee has the ability to take action on behalf of the entire Board.

Legal Status: OWA is set up as a corporation under nonprofit public benefit (501)C(3), 501C(4) corporation of the State of Oregon.

How Staffed: The Executive Director (ED) is responsible to both TOC and OWA. The ED is in charge of the selection, general management and supervision of all staff within the confines of the corporate budget as approved by the TOC Board. The ED shall act for the President, as delegated, in the day to day operation of the corporation. TOC/OWA employs an additional 3.76 staff to manage and direct fiscal and program administration.

For more detail, please refer to the [roster of Local Elected Officials](#) and to the listing of Oregon [Workforce Alliance members](#).

**b) Describe the relationship and the functional separation between the board/board staff and service delivery providers. Please include any organization charts if available.**

The Oregon Workforce Alliance (OWA) provides the direction and oversight for the Workforce Investment Act Funds. OWA made The Oregon Consortium (TOC) the fiscal agent for the Workforce Investment Act funds which are allocated from the United States Department of Labor to the Office of Community Colleges and Workforce Development (CCWD).

TOC receives the funds and distributes to the organizations contracted to provide services in the LWIA. To provide services, these organizations must go through an RFQ/RFP process to be recommended to both Boards by TOC/OWA staff. Both Boards must approve the selection. TOC/OWA employs 4.76 staff to administer and oversee WIA activities in the LWIA. The contracted service provision organizations are responsible to TOC/OWA but TOC/OWA has no staff providing services or management for these organizations. These organizations provide youth, adult and dislocated worker core and intensive services, and arrange training services, to WIA participants in the LWIA. See the TOC/OWA [Funding Flow diagram](#).

**c) If your board was certified by the governor as an alternative entity, describe how mandated partners who are not members will access the board.**

The Oregon Workforce Alliance is not an alternative entity.

**d) Describe your youth council, its membership, and how it will carry out its responsibilities for the coordination of local youth services and programs.**

The Oregon Workforce Alliance established a Youth Council in accordance with the specifics of the WIA. The Youth Council operates under the title Emerging Worker Committee. The

members are volunteers from the local WIB including youth members as well as representative from business and education along with other members who best represent the community programs as allowable by the regulations of WIA. We currently have seven members and will be recruiting more in the near future as we bring new change and direction to TOC/OWA.

The committee meets in conjunction with TOC/OWA regularly scheduled meetings and will schedule additional meetings as necessary to carry out the committee work plan.

The Youth Council provides motivation, guidance, and awareness for youth to develop the assurance, intellectual ability, self acceptance and integrity, with the necessary training and skills to become responsible and productive adults by;

- Advocating for opportunities that assist youth in completing educational goals, entering the workforce, and acquiring additional skills and training; and
- Utilizing business partnerships and career pathways to assist youth in attaining marketable job skills and valuable experience.

They carry out their responsibilities as defined in the WIA and its Regulations by:

- developing the portions of the local plan relating to eligible youth, as determined by the chairperson of the local board;
- subject to the approval of the local board and consistent with section 123:
  - recommend eligible providers of youth activities, to be awarded grants or contracts on a competitive basis by the local board to carry out the youth activities; and
  - conducting oversight with respect to the eligible providers of youth activities, in the local area;
- coordinating youth activities authorized under section 129 in the local area;
- other duties determined to be appropriate by the chairperson of the local board;
- assure that innovation and evolution of the youth system is occurring.

**e) Describe the process your L/RWIB utilizes to assure that the one stop system meets the intent, rules, regulations and requirements of the WIA Title IB program.**

OWA uses several methods to assure that the one-stop system meets the intent, rules, regulations and requirements of the WIA:

- OWA staff conduct annual monitoring visits to each TOC/OWA Region in the LWIA to assure polices and rules are followed. The staff coordinate with CCWD, who monitors TOC/OWA Regions every other year. Concerns are addressed and corrected through Corrective Action Plans. Concerns, recommendations and best-practices are reported to TOC and OWA during the quarterly meetings.
- Expenditure reports for all regions are monitored monthly by the TOC audit committee. Quarterly reports are reviewed at the TOC/OWA quarterly meetings.
- Performance reports are presented to TOC and OWA annually.
- RWIB and OWA members review One-Stop sites for Certification and Re-Certification. The entire OWA votes whether or not to Certify/Re-Certify based on these recommendations for each site.

In addition, TOC and OWA provide policy guidance to the system.

- f) **Discuss how the local board will be educated on their role, engaging all the local partners, and providing guidance to the local workforce system.**

The Oregon Consortium staff, in cooperation with sitting Oregon Workforce Alliance members, provide board member orientation to all new board members at the winter board meetings. This orientation is open to all OWA members. As needed, if Board members come on during the year, additional orientation sessions are offered. The orientation covers a range of topics from the structure of TOC/OWA's organization, the roles and responsibilities of a local workforce investment board, Board by-laws and governance policies as well as the range of services available to businesses and job-seekers in the TOC LWIA. Please see the [orientation packet](#).

## **2. Partnerships**

- a) **Describe any special characteristics of the partnerships (e.g. consortia).**

The Oregon Consortium and Oregon Workforce Alliance is a unique public/private partnership created to jointly govern workforce development activities under WIA in the LWIA. Created in 1981, The Oregon Consortium currently is comprised of twenty four (24) participating counties bound by intergovernmental agreement and formed under Oregon Revised Statute (ORS) 190.003. ORS 190.003 provides the legal means and framework for the participating counties to work together as a Local Workforce Investment Area, as designated by the Governor.

Partnerships with stakeholders, mandated system partners and other concerned organizations are integral to the structure of OWA. As required in the by-laws governing OWA, these parties have representative voices on the OWA Board: there are two OWA members each from the Oregon Employment Department (OED), the Oregon Department of Human Services, Oregon Community Colleges, Economic Development, Labor organizations and Education. There are also representatives on the Board from Native American Programs, Migrant Season Farm Workers and Vocational Rehabilitation. In this way, these partnering organizations have input and oversight into the Workforce Development system in the LWIA.

- b) **Please describe and attach any board issued policies, memoranda, or directives that require and support integration of workforce services (both strategic and service delivery oriented).**

TOC/OWA follows the Department of Community Colleges and Workforce Development/ Employment Department Compass Policy for Alignment and Integration of the WorkSource Oregon system, [Joint Policy 02-10](#). This policy is incorporated by reference in the [TOC Policy #WIA-49 10/11](#), WSO One-Stop Certification and Re-Certification.

- c) **Describe how all the local partners were engaged in the development of this plan.**

To lay the groundwork and gather stakeholder input for the development of this plan, a series of meetings were hosted in each of the nine Regions by the Regional Workforce offices during the spring and late summer of 2012. All regional partners were invited to these meetings and encouraged to attend. These meetings were hosted by Barbara Briggs, a consultant hired for

this purpose. In addition, Agnes Balassa, the Governor's Workforce Policy Advisor, presented the OWIB Plan to the TOC and OWA boards, eliciting feedback from the representatives of the organizations present, such as OED, Economic Development/Chambers of Commerce, Community Colleges, Local Tribal Nations, Business, Labor and Education.

RWIB's also will host meetings, to which Region partners are invited, across the LWIA to give input and direction on the draft plan. Input from the employers and the community, economists and job seekers informed the planning process and produced progress toward the plan goals.

The Oregon Consortium Strategic plan will be reviewed and approved by OWA in October, 2012.

The following workforce partners are among those that contributed directly to the development of the strategic plan are:

- Department of Community Colleges and Workforce Development
- WIA Title IB
- WIA Title II (Adult Education and Family Literacy Act)
- Employment Department
  - WIA Title III (Wagner - Peyser)
  - Migrant and Seasonal Farm workers
  - Trade Act / North American Free Trade Agreement
  - Unemployment Insurance
  - Veterans
- Department of Education
  - Carl Perkins (post-secondary)
- Department of Human Services – Child, Adult and Family Services
  - Food Stamps Employment and Training Program
  - Temporary Assistance to Needy Families
- Department of Human Services - Vocational Rehabilitation Division
  - WIA Title IV (Vocational Rehabilitation Act)

## **C. DESCRIPTION OF ONE-STOP DELIVERY SYSTEM (20 CFR 661.350 – 661.355, 20 CFR 662)**

- 1. Describe your local area delivery of core, intensive and training services. Please provide documentation of your system showing all service delivery sites and how core, intensive and training services are delivered at each site and by workforce partners.**

Services are delivered at the regional level in each of the nine regions of The Oregon Consortium by regional service providers. Where physical one-stops are present, they promote and are utilized as the first point of contact for employers and job seekers. Where physical one-stop locations do not exist, partners in regional one-stop consortia provide core services and referrals to other service providers (See [Attachment A](#)). The flow of customers through the system is addressed in the regional MOU and through other operating agreements among partners subject to the policies and oversight of the Oregon Workforce Alliance.

**2. Describe the process for selection and designation of the one stop operator.**

The designation of one-stop operator was finalized at a joint meeting of The Oregon Consortium Board and Oregon Workforce Alliance on April 17, 2008, as detailed in the [meeting minutes](#). The Oregon Workforce Alliance was designated as the One-Stop Operator for the system and One Stop sites throughout the Oregon Consortium.

**3. & 4. Describe how the local board will ensure the continuous improvement of eligible providers of services and ensure that providers meet the employment needs of local employers and participants.**

The 24 county Local Workforce Investment Area has a strong history of program performance and actively engages in continuous improvement. Continuous improvement among WIA 1B service providers is promoted through systematic quality assurance, regular training opportunities and performance discussion, shared best practices and attention to federal and state performance expectations and how best to achieve them while meeting the needs of participants and employers.

The local board provides over-sight and emphasizes quality programming and continuous improvement among service providers and one-stop partners. Regional Workforce Investment Boards play a key role in over-sight and ensuring that regional service providers own and support a systemic approach to quality assurance and continuous improvement. Our Quality Assurance policy, [WIA-8-R1/11](#), further explains our process for Quality Assurance and continuing improvement.

**5. Describe and provide an assessment of the type and availability of adult and dislocated worker employment and training activities in the local area, including a description of the local ITA system and the procedures for ensuring that exceptions to the use of ITAs if any are justified.**

Classroom training activities are provided across The Oregon Consortium at the regional service level and are provided at the WSO centers, local community colleges or through private vendors. On the Job Training (OJT's) are offered through employers that meet the OJT requirements. Job search assistance and job readiness opportunities are offered by WIA 1B and Oregon Employment Department staff in the WSO centers. Training opportunities, when available based on regional economic factors, are offered to scholarship recipients. Exceptions to the use of ITA's are On the Job Training (OJT's) which are contacted directly with employers that meet the OJT requirements. TOC uses OJT templates for the contracts, payments and oversight for the OJTs to assure the training and contracts are justified. (See TOC Scholarship Program policy: [WIA-47-10/08](#); and On-The-Job Training Policy: [WIA 23-R11/10](#).)

The State of Oregon maintains the list of eligible training providers serving the 24 county Area and the state of Oregon. The process that is used to manage this system is described in TOC policy [WIA-6-R03/10](#).

**6. Describe how customers access core, intensive and training services in your local one-stop system, including non and limited English speakers, people with disabilities, Temporary Assistance to Needy Families clients and others with barriers to employment by site.**



Services available to job seekers include a comprehensive array of core, intensive and training services. Following a universal access model, job seekers are able to access a full array of core services through the one-stop system. As necessary to gain employment and meet occupational goals, job seekers may access training services by completing a scholarship packet. Upon receipt of the completed packet, and if funds allow and eligibility documentation is met, the customer may be offered intensive and/or training services.

Intensive Services may be provided to individuals who are unemployed after it is determined that core services alone were insufficient to result in employment. In some cases, intensive services may be provided to those who are employed, when they have been determined in need of such services in order to obtain and retain employment that allows for self-sufficiency. Training services are for individuals who are eligible for intensive services but unable to obtain or retain employment. The provision of services is determined regionally among participating one stop partners.

WorkSource sites across The Oregon Consortium welcome and accommodate all customers, including non-English speakers, people with disabilities, those with low basic skills, migrant and seasonal farm workers and TANF clients. See question 7 below that describes accommodations for all populations.

a) **Describe the criteria used for determining whether funds are limited for adult employment and training activities and the process by which any priority will be applied by the One Stop Operator.**

Priority of Service is established in policy [WIA-26-R10/11](#) by the Oregon Workforce Alliance. The policy states WIA Adult Formula funds are limited; therefore, Priority of Service must be given to recipients of public assistance and other low-income adults for WIA Adult Formula funded employment and training activities, as well as Veterans and eligible spouses. The policy describes the process and criteria through which priorities will be applied by the One-Stop Operator. All TOC Policy is transmitted to Regional Providers, and staff at the regional offices abide by the policies. Staff are trained to check for and document priority of service in the MIS system.

b) **Describe any populations prioritized for services, other than those required for Title I and the process used to determine the need/eligibility for prioritization.**

Veterans and eligible spouses are prioritized for service per [TEGL 10-09](#). The criteria for priority of service is compiled during the WOMIS registration process and is implemented during registration into WIA 1B. For veterans and eligible spouses, hard copy eligibility must be gathered and filed. TOC/OWA has no LWIB specific prioritized population.

7. **Describe your local system's integrated service strategies, tactics and methods to meet the needs of specific population groups or customers. These can be populations targeted through your local strategic planning process, local priority customers or any specific populations receiving an integrated set of services. Populations to be included are:**

i. *Non English and Limited-English speakers*

WorkSource sites have bilingual staff on site, (English/Spanish in most offices, English/Malaysian in Region 1) or a bilingual staff that will travel to meet with the clients as needed. Sign language interpreters or TTY systems are provided as needed. The language line at the State is also utilized.

Initial information, forms and assessments are available in a bilingual format. Workshops and corresponding materials are in bilingual format.

*ii. People with disabilities*

For individuals with disabilities, access to the workforce investment system is a critical step toward self-sufficiency and career progression. WorkSource center resource rooms provide a variety of program / tools to accommodate disabilities. All sites are accessible for people with disabilities and staff make every effort to respond to the needs of each client, making whatever reasonable accommodations necessary. We also partner with Vocational Rehabilitation Division, whose mission is to assist Oregonians with disabilities achieve and maintain employment and independence. VRD services include assessment, career guidance, training, job search and placement, retention and supportive services. Services to individuals with disabilities are not limited to those provided by VRD; VRD staff work closely with a broad range of community partners in developing employment services and related supports.

*iii. People with low basic skills*

Staff at WorkSource centers encourage and promote completion of the ISR. To assist customers with low basic skills, staff show customers how to access and use the tutorials in the WIN/ISR system to improve skill levels. Worksource centers also refer clients with low basic skills to community colleges across TOC where clients can access Adult Basic Skills and Adult Secondary classes. WorkSource centers provide or refer clients to other partners for ESL classes that cover skill levels including reading/writing and regular curriculum.

*iv. Migrant and seasonal farm workers*

Migrant and seasonal farm workers (MSFWs) experience multiple barriers to full-time, self-supporting employment. These barriers frequently include low education and literacy attainment, lack of English language skills, transient presence in the community and cultural distance from traditional service delivery mechanisms. Screening at WorkSource centers identify those farm workers who need personal assistance in accessing services and that personal assistance will be provided as appropriate. Close coordination will occur between the Oregon Human Development Corporation (OHDC), Oregon Employment Department (OED).

*v. TANF clients*

While the Department of Human Services is funded to specifically provide services to TANF clients, all partner staff at WorkSource centers are trained to meet the workforce needs of TANF clients and encourage customers to register in the WorkSource system. TANF clients and all populations are encouraged to use the resource centers and attend workshops. In addition, the Department of Human Service maintains a contract with the Oregon Employment Department for specialized One-Stop career navigation services for this population.

*vi. Other Populations targeted by the LWIB*

Access for others with barriers to employment (mental health, substance abuse, transportation, child care issues, etc.) are addressed through value added referrals to appropriate partners based on individual circumstances, resources available, and other factors as appropriate.

**8. Describe the tactics and methods adopted by the LWIB to assure that the service delivery system meets the needs of businesses, jobseekers, and workers in the local area.**

**a) Describe how job seekers and job seeker service providers are:**

1. *Engaged and continually re-engaged with services, and connected to the labor exchange system; and,*

All Adult and Dislocated Workers who access WorkSource centers across TOC are registered in iMatchSkills. It is a good initial resource for job seekers to identify employment needs, requirements and opportunities. Job seekers are shown how to search iMatchSkills for job postings, use external job search sites such as Monster, USAJOBS and Indeed, match employer job openings with their skills sets and education, track their own job search activity and respond to employer's requests to complete applications and provide resumes and references. WorkSource staff are trained to engage and encourage job seekers to return to use the WorkSource center for workshops, interview skills, resume writing, and other job search activities such as access to OLMIS.

Participants who successfully complete training are invited to update their iMatchSkills registration to reflect their new skills, certificates, credentials, degrees and/or employment information. One region uses Re-employment Eligibility Assessment (REA) to connect job seekers with the labor exchange system.

2. *Made aware of specific employer needs, requirements and opportunities.*

Business and employer services staff, specifically with the Oregon Employment Department (OED), maintain contact with area employers and engage them with the services offered by the WorkSource Oregon system – most importantly those services that assist employers with recruiting new employees. WorkSource centers across TOC have built strong relationships with their regional businesses and are often the first to know of employment opportunities within the community. Information about workforce opportunities are shared with jobseekers through the WorkSource centers. Information about employer services are shared with the Regional Workforce Investment Board members, regional Chambers of Commerce, regional business councils and community colleges.

WorkSource staff also make one-on-one contact with local businesses to determine specific needs and opportunities.

**b) Describe how employers are:**

1. *Engaged and continually re-engaged with services, and connected to the WSO system; and,* WorkSource staff perform outreach to engage and re-engage employers. Local Regional WorkSource centers across TOC meet regularly with business partners; some of them are engaged in multi-agency partnerships such as the "Business Resource Network" in Central Oregon, the Partnership Board and Marketing Sub-Committee and the Umpqua Business Center Incubator in Roseburg. Other WorkSource centers rely on the Oregon Employment Department to provide the lead outreach to employers to keep them connected to the WorkSource system. In all cases, Case Managers and their local knowledge of the labor market, its opportunities, requirements and needs, provide personalized and localized resources for the employer and job seekers.

2. *Made aware of specific employer services, resources and workforce development opportunities.*

WorkSource staff regularly contact businesses by phone or in person to review WorkSource services and understand business needs related to employment. WorkSource partners WIA 1B and OED hold regular meetings to review current openings and employer requirements and special needs.

**c) Describe any barriers to service delivery for job seekers and businesses.**

There are several barriers to service delivery in rural Oregon, the first of which is the large geographical area to serve and the reduced funding which has required staffing reductions in the rural WorkSource offices. While TOC WorkSource centers have had to reduce staff, we have maintained a focus on client assessment, job search and skill upgrades.

Other barriers include lack of housing, transportation, child-care, poor economic conditions, poor skills sets and lack of employment opportunities. Electronic connectivity remains a challenge for some of our remote communities because of the cost and maintenance of infrastructure.

**d) Describe how the local board will focus on building and sustaining relationships with businesses.**

Regional WorkSource staff use a variety of tools to build and sustain relationships with business by:

- Structuring local RWIB boards that are private-sector lead.
- Centering the goals and strategies around the needs of area employers.
- Build on sector strategies with specific employers.
- Actively engage in the business community by: engaging the board in local career fairs and events, supporting, promoting the National Career Readiness (NCRC) and Career Work Ready Communities (CWRC) to local business associations and the communities.

**e) Describe how the local board will engage the business community in the design and improvement of business services.**

The local boards will engage the business communities in the following ways:

- Encourage business participation in the One Stop Certification process and the NCRC/CWRC implementation process.
- Business focused boards; either our own, or our partners where we gather information to make sure we are providing relevant business services.
- Encourage regional board members in outreach and informational efforts and willingness to listen to business feedback through one-on-one and surveys at Job Fairs and other venues.
- Holding regular Business Forums.

**f) Describe how the local board will enhance services to job seekers.**

Enhanced services to job seekers will occur by:

- Holding meetings to discuss the specifics of regional service delivery with the goal of ease and use of the system for the job seeker.
- Ensuring partnership linkages exist between organizations so job seekers can take advantage of opportunities in the system.
- Utilizing partner program services to provide service delivery tailored to the job seeker's needs.
- Providing semi-annual customer satisfaction reviews by the local regional boards to gather feedback on service quality and suggestions for One-Stop improvements.

**g) How does your workforce system ensure that all job seekers connect with the labor exchange system?**

All job seekers, age 18 and older, must register in the WorkSource Oregon Management Information system and iMatchSkills which is the State of Oregon's labor exchange system. Registration is done via web link, so can be accessed from any internet connection. After the job seeker is registered staff conduct a pivot point conversation with the job seeker, to review their registration information and verify that it has been completed fully and correctly. This staff review and discussion tailors individualized service to the job seeker.

**h) Discuss how the apprenticeship community will be engaged, and the plans to bring apprenticeship opportunities to job seekers.**

Apprenticeship opportunities are limited in rural Oregon, but the apprenticeship community is engaged in several ways. All centers receive apprenticeship notifications and job seekers are referred to apprenticeship opportunities. Local Job Corps offer apprenticeship options available for youth who reside at the facility and in some local WorkSource areas, the local RWIB includes a labor representative on the board.

**9. Discuss how the Board anticipates further coordination of services and elimination of duplication in service delivery to maximize resources available to support training and other business services.**

TOC/OWA Board is committed to eliminating duplication in service delivery in the LWIA. TOC/OWA plans to engage more partners through the Systems Innovation in Section I of this Plan. By focusing on Career/Work Readiness and Preparation and Skill Development, TOC/OWA will be able to leverage partners who also serve the same population.

One-stop partners in each region meet regularly, exploring options to consolidate and reduce duplication. WorkSource staff are trained to check with the services of partners for specific needs rather than duplicating a service that is already being provided by a partner. TOC Supportive Service policy requires staff to use WIA IB supportive Services as a last resort, encouraging participants to use other resources first, thus ensuring no duplication of Supportive Services occurs ([#WIA-25-R01/12](#)). TOC/OWA focuses on skills development and job search activities, we partner with other agencies such as OED, OVRs, Trade Act, Community Colleges, etc. to provide other services, as appropriate.

TOC/OWA has an OWA directive to make sure at least 50% of WIA funds go toward participant skill development/training, reinforcing the importance of leveraging resources between partners to provide all services and eliminate duplication.

- 10. All labor exchange services to be delivered as part of the One Stop delivery system via One Stop Centers or affiliate sites are required by the Workforce Investment Act 20 CFR 652.202. If Wagner-Peyser services are currently delivered outside either of these means in the LWIA, the Board must identify strategies which will bring the LWIA into compliance with the regulations.**

Wagner-Peyser services in Oregon are not delivered outside of this requirement.

**a) Describe the local board plan for co-locating partners within the One Stop Centers.**

The Oregon Workforce Alliance (OWA) encourages WorkSource partner co-location in the 24 county Oregon Consortium Workforce Investment Area (TOC LWIA) where it makes sense - that is, when it results in:

1. more people receiving services
2. more services offered  
and/or
3. lower costs for service provision.

WorkSource partners in each region are expected to continue to examine if physical co-location makes sense and how it might occur if so. However, OWA does not require physical co-location in regions where it will not lead to better services, financial efficiency or other evident benefits.

To be clear, OWA continues to support co-location strongly, but does not believe co-location is only place-based; co-location can occur virtually via technology. The world is changing and a wide variety of service can now be delivered virtually. This is particularly significant in rural areas where wide distances might separate physical service provision locations. Rural communities already embrace virtual technology to remain competitive.

The June 5, 2012 John J. Heldrich Center for Workforce Development Research Report "The State of the U.S. Workforce System: A time for Incremental Realignment or Serious Reform?" ([http://www.heldrich.rutgers.edu/sites/default/files/content/State\\_of\\_US\\_Workforce\\_System\\_Report.pdf](http://www.heldrich.rutgers.edu/sites/default/files/content/State_of_US_Workforce_System_Report.pdf)) supports OWA's position: "Recent innovations in communications and information technology can today make place-based services seem less efficient and old fashioned, and virtual, online, and 'self' services more cost-effective and contemporary... [and] can provide the current workforce system with opportunities to vastly change and improve services and its delivery system to a wider array of job seekers and businesses, not tied to geographic locations." (page 8)

**D. INTEGRATION (Compass Policy/WSO Joint Policy)**

- 1. Please provide narrative that describes the methods and processes used to ensure all customers are registered using a common intake and a standard welcome process.**

Common Intake: The State of Oregon through Joint Policy established a registration and eligibility determination system implemented through the Worksource Oregon Management System (WOMIS) registration program. The system is the gateway to receiving either Wagner-Peyser or WIA 1B services. All WIA Participants in Oregon are asked to fully complete the on-line integrated registration process. Registrant's are determined eligible for Wagner-Peyser and WIA self-service core services when he or she has completed the WOMIS registration process and self-attested that the information they have provided is true and accurate. Registrants are eligible for WIA staff-assisted core services after WSO staff have examined the acceptable documentation of the registrant's date of birth and entered the type of document and the associated uniquely identifiable numbers of the document into the WOMIS system.

Standard Welcome Process: All participants are welcomed by either OED or WIA Service Provider staff. All staff have been trained on the common intake and welcome process. Staff from OED and from the WIA Service providers recently attended the *Pivot Point – Quality Conversation with Customers* training provided by OES-B&ES. This training was on the standardized Oregon WorkSource welcome process.

- 2. Please describe how the design of the customer intake process and integrated customer flow will promote continual re-engagement of returning participants, and the capture of services and results leading to positive outcomes and performance.**

The design of the customer intake process and integrated customer flow starts with WOMIS registration and iMatchskills completion and check of the customer's registration and date of birth. Customers then meet with a staff member to review their information and discuss next steps. The activities associated with these next steps are captured in the management information system.

Continued engagement with the system is promoted during the pivot point discussion, and throughout participation, through the design of recommending next steps. "Next steps" are individualized to each job seeker and are ultimately intended to lead to employment and positive performance outcomes.

## **E. SERVICE GAPS**

- 1. Identify workforce needs for the area; then describe whether or not the present workforce system is meeting those needs. If not, indicate the extent of the gap in services needed but not provided. Such gaps may include, but are not limited to: specific skills needed by employers, language issues, ESL services, drug & alcohol treatment, support services, services to the disabled, education/training needs not provided locally, service to remote areas, space for providing services, etc.**

The service gaps noted above are all present in rural Oregon and in many cases are more dramatic and pronounced due to the continued downward pressure on resources and accessibility to opportunities. Due to reduced funding, One-Stop access points have been reduced, making it harder for the job seeker to receive services on-site. With fewer funds regional providers are constrained from providing many of the support services, including transportation, child care, health-medical, etc. that they were, in past years, able to fund. Lack of community funding dollars has further reduced public transportation in rural communities.

Many rural areas lack the ability to provide drug and alcohol treatment either because no local residential treatment facilities exist and/or job seekers lack health insurance to cover the costs. Jail capacities have been reduced which results in a “revolving door system,” with the majority of offenders serving minimal sentences. (Many offenses are drug and alcohol related).

Local RWIB Boards and employers have commented that job seekers lack the necessary “soft skills” that enable jobseekers to land and retain a job. TOC’s regional providers have targeted some of their funds to provide workshops that train job seekers on these skills.

Although they are strong partners in most rural areas, the cost of community college tuition has increased which prohibits using our funds for long term training. Reduced WIA 1B training dollars have limited the occupational training that regional providers can fund.

Emerging workers are often not prepared to attend college or receive training to enter employment. School to work activities need to begin early in education and students who graduate high school should not need remediation before attending post-graduate studies.

Adults with limited or no work history generally do not have the skills to become employed. At present there is no mandated process to evaluate skills of job seekers who are receiving public support through SNAP, welfare/jobs or vocational rehabilitation.

Overall, the lack of funding to provide support services and occupational training coupled with a weak job market is limiting job seekers from achieving living wage work.

## **F. STRENGTHS AND IMPROVEMENT OPPORTUNITIES**

- 1. Describe how the local board will ensure the continuous improvement of services through the system and ensure that providers meet the employment needs of local employers and job seekers/participants.**

The 24 county Local Workforce Investment Area has a good history of program performance and actively engages in continuous improvement. Continuous improvement among WIA 1B service providers is promoted through systematic quality assurance, regular training opportunities, shared best practices and practices to avoid and attention.

The Oregon Workforce Alliance Board provides oversight and emphasizes quality programming and continuous improvement among sub-grantees, service providers and one-stop partners and improving services for businesses and employers. Our quality assurance policy, [WIA-8-R1/11](#), further explains our process for quality assurance and continuing improvement.

## **G. RESOURCES**

- 1. Identify, using the forms in ATTACHMENTS B and C, the resources dedicated to achieving the goals in the Plan. You should include, as much as possible, the public and private resources in the local workforce system.**



## H. PERFORMANCE OUTCOMES AND NEGOTIATIONS

1. Please include using the format in ATTACHMENT E your performance targets.
  - a) ATTACHMENT E must be (re) submitted following performance negotiations and plan modification reports.
2. Using ATTACHMENT E, identify the levels of performance negotiated with the State for the program years covered by the Plan. Provide the proposed performance levels for each of the core indicators of performance for the adult, dislocated worker and youth programs, respectively. *Negotiations will take place (pending receipt of state performance targets from DOL) for the local performance targets for Programs Year 2012 and 2013.*
3. What barriers does your L/RWIA have which prevents you from integrated performance?

Barriers to integrated performance include: differing outcome definitions; lack of shared accountability to the local board and to the OWIB; partner buy-in; and, federal funding silos that limit the ability to serve common customers.

## I. BUDGET AND PARTICIPANT PLAN

1. Using the format provided in ATTACHMENT E, Budget, Participant and Performance Plan, identify the funding and participants planned to be served for each year of this Plan.
2. Include enrollment data showing enrollment information for those individuals that are “carried-in” from previous program years.

## J. IDENTIFICATION OF ENTITY RESPONSIBLE FOR DISBURSEMENT OF GRANT FUNDS

1. Identify the fiscal agent, or entity responsible, for the disbursal of grant funds as determined by the chief elected official or the Governor for Title I of the WIA and describe how that fiscal agent or responsible entity was selected and its legal status.

The Oregon Consortium is the designated fiscal agent, adopted by The Oregon Consortium and Oregon Workforce Alliance under the Consortium Agreement.

## K. DESCRIPTION OF LOCAL INDIVIDUAL TRAINING ACCOUNT (ITA) SYSTEM AND PROCEDURES

1. Describe the local ITA system including:
  - a) How it is determined an individual will receive an ITA.

Local Regional providers award scholarships for training based on the criteria outlined in the TOC Scholarship Policy, [WIA-47-10/08](#). Individuals must register in WOMIS, complete a Pivot point discussion and develop an Individual service plan with a staff member. If the job seeker is interested in training they complete a scholarship application. Scholarships are reviewed by committee and may be awarded if funding is available.

**b) How an individual who receives an ITA selects a training provider.**

The job seeker is provided with information regarding the Eligible Training list and in consultation with their case manager makes a decision on training, taking into account the individual's skills, aptitude, previous education, ability to survive economically during training, training location and duration, placement rate and completion rate of the training, per the TOC ETP and Exception policy, [WIA-6-R03/10](#).

**c) How payments from ITAs will be made.**

First, Regions check to see if funding is available through alternative sources such as Pell grants, institutional scholarships, etc. If a WIA IB scholarship is granted, funds in the amount of that scholarship are earmarked for that individual, until such time as circumstances or time dictate a change and review of the scholarship. Payments are made in a variety of ways, including checks, vouchers or other appropriate methods and are made directly to Vendors. For clients who are in education training at a community college, payments are made on a term by term basis, based on attendance and grades.

**d) Whether there are limits imposed on ITAs (e.g., dollar amount and/or duration) by the Local Board.**

The TOC Scholarship policy does not set a dollar limit and/or duration; however some regions have set dollar limits for trainings and on training duration. Those regional providers have policies in place which The Oregon Consortium monitors against during annual Quality Assurance monitoring.

**e) If limits are imposed on ITAs, how does the local board assure that customer choice in the selection of an eligible training provider is not diminished?**

The job seeker is provided with the training information and allowed to choose based on the factors in 1.B. above. Provided there is sound reasoning for it, a job seeker may choose the training that best suits their needs.

**2. Describe the procedures for ensuring that exceptions to the use of ITAs are justified, including:**

**a) A discussion of how customer choice in the selection of an eligible training provider is maximized;**

Job seeker scholarships are based on individual interest, aptitude and motivation and are encouraged to explore all options that are reasonable for their specific circumstances, including out of state training options and those not on the Eligible Training Provider List (ETPL). Requirements for researching, justifying and documenting training that is not on the ETPL list is documented in the job seeker's record, per the TOC Eligible Training Provider and Exceptions Policy, [WIA-6-R03/10](#).

**b) A discussion of the local board's intent to use contracts for services in lieu of ITAs for the following exceptions: on-the-job training (OJT) or customized training services; when the**

**local board determines there are an insufficient number of eligible providers in the local area to accomplish the purpose of a system of ITAs; and when the local board determines there is a training services program of demonstrated effectiveness offered in the area by a community-based organization or another private organization to serve special participant populations that face multiple barriers to employment;**

The On-the-Job (OJT) program is not used in lieu of ITAs. The OJT program is a completely separate program that is used to offer individuals for whom classroom training is not the most appropriate venue for training and job placement. Regional RWIB's are supportive of the use of alternative trainings such as OJTs and customized training to provide skills or training to job seekers when appropriate. OJT's are an effective training tool for eligible job seekers.

The board has not determined that we have an insufficient number of eligible training providers in our LWIA.

- c) The process to be used in selecting the providers under a contract for services when the local board determines there are an insufficient number of eligible providers in the local area to accomplish the purpose of a system of ITAs. Address whether the process includes a public comment period for interested providers of at least 30 days;**

Not Applicable. The eligible training provider list has been sufficient for training opportunities.

- d) A brief description of the Local Board criteria to be used in determining "demonstrated effectiveness" for those programs referenced in 2.b (above).**

The local RWIB's follow TOC Eligible Training Provider and Exception Policy, [WIA-6-R03/10](#), to determine effectiveness of the provider prior to funding the training.

## **L. DESCRIPTION OF COMPETITIVE PROCESS TO AWARD GRANTS AND CONTRACTS**

- 1. Describe the local area's competitive process for awarding grants and contracts carried out including WIA IB providers. Include a discussion of the procedures for solicitation, selection and award. Identify the procurement requirements that guide the local area's actions, whether Federal, State, or local.**

The Procurement policy [WIA-10-R05/04](#) and CCWD policy [589.10.11](#) is used for the contracting of all goods and services.

The WIA IB providers are selected based on a competitive Request for Qualifications /Request for Proposals process (RFQ/RFP). Most recently, in pY10, the WIA IB providers were chosen through a Request for Qualifications process. If multiple applicants submitted Statements of Qualification in response to the Request for Qualifications Public Notice, then the process would move into the Request for Qualifications stage. However, only one organization from each Region submitted a Statement of Qualifications, so the process ended at that point.

In the Adult/Dislocated Worker Request for Qualifications, public and private organizations are invited to establish their qualifications to operate a collaborative WIA Title I Adult and Dislocated Worker program within the Regions of the LWIA. A separate but corresponding RFQ

was employed to establish qualifications for operating a Title IB Youth program in the Regions of the LWIA. TOC/OWA funds one successful respondent for each Region under this competitive process.

The response to the Request for Qualifications, the Statement of Qualifications, is reviewed and evaluated by TOC/OWA staff to determine if the organization has the capacity to administer programs and to delivery services under the WSO integrated services program model. Multi-regional proposals are considered, however, a separate proposal must be submitted for each region to be served. Such proposals will be evaluated against other regional proposals. Respondents must have adequate fiscal and administrative systems in place to operate a federally regulated program. TOC/OWA Staff recommendations are taken to the TOC and OWA Boards, who approve the organizations for contracting with TOC. Organizations that successfully establish their capacity to administer WIA funds are placed on a Qualified Agency List and are then eligible to respond to Request for Proposals (RFP), if necessary, and to contract with The Oregon Consortium. Contract award is subject to the approval of respondents' fiscal systems by TOC/OWA administrative office prior to the program start date. If an award is proposed, TOC/OWA reserves the right to request and negotiate for systems and capacity changes necessary to effectively administer and safeguard funds.

#### **M. DESCRIPTION OF LOCAL BOARD COORDINATION OF LOCAL ACTIVITIES WITH STATEWIDE RAPID RESPONSE ACTIVITIES**

The regional providers follow CCWD policy [589.20.10](#) related to coordination and delivery of rapid response activities for employers and dislocated workers facing or involved in a dislocation event.

##### **1. Describe how the local board ensures coordination of rapid response activities with the state dislocated worker unit. Include policy or procedures which describes:**

###### **a) How collaboration between the local board, the State, One-Stop partners, and other applicable entities will occur;**

Regional providers along with local partners including Oregon Employment Department (OED), Department of Human Resources (DHS), local community colleges, Office of Vocational Rehabilitation (OVRs) and other partners as appropriate (such as Labor representatives) make up the Dislocated worker liaison team(s) in the TOC regions. Team members learn about a lay-off in multiple ways. Typically, whichever partner hears first about the layoff notifies the other partners. WIA IB partners inform TOC, who informs the State Dislocated Worker Unit. Sometimes Partners learn of the lay-off directly from the employer, other times from concerned employees and sometimes through news media or other community contacts. When a lay-off occurs, team members contact each other to determine next appropriate actions.

###### **b) How core services are integrated as part of rapid response assistance, and how delivery on site will be implemented;**

As a result of implementation of the Integrated Service model, core services are initiated using iMatchSkills and WIA IB. Rapid Response can happen at the employer site, or at WorkSource centers for registration. Rapid response activities are individualized for the lay-off and often dependent on the employer's flexibility.

**c) How timely decisions will be made to request additional funding through such resources as National Emergency Grants and additional assistance projects.**

As soon as the lay-off is announced, the regional dislocated worker's liaison group is alerted. Decisions are made as quickly as possible on whether to pursue additional funding and are determined by the size and scope of the lay-off, and the needs of the workers. The information is communicated to the State Dislocated Worker group. The TOC/OWA forms for submitting NEG or Additional Assistance requests require the applying Region to attest that the request is timely and made within 120 days of the lay-off. In the rare occasion when the request is made after that 120 days, permission to submit is requested of CCWD and the reason for late submittal is clearly explained.

**N. DESCRIPTION OF THE YOUTH PROGRAM DESIGN FRAMEWORK**

**1. Describe the design framework for the local area's youth program including how the design encompasses the following strategies:**

The purpose of youth programs funded through the Workforce Investment Act is preparing the future workforce to be lifelong learners as well as contributing members of the community. To accomplish this, the Workforce Investment Act requires that programs make available ten service elements to all youth served. All Youth receive a comprehensive assessment to measure their academic levels, occupational skill levels, prior work experience, employability, interests, aptitudes and supportive service needs. Individual plans are developed based on the youth's barriers, career interests and educational and employment goals. The expectation is that youth will positively complete a series of steps or benchmarks leading to achievement of their program goal. Attainment of the program goal signifies the youth's exit point from the program.

**a) Preparation for postsecondary educational opportunities;**

Youth between the ages of 14 and 18 receive the support needed to complete their high school education and prepare for post-secondary education opportunities. Education completion may also be an appropriate goal for youth between the ages of 18-21.

**b) Strong linkages between academic and occupational learning;**

Program operators have developed collaborative relationships with other programs, school districts and employers. Linking academic and occupational learning, engaging youth in summer activities as part of their year-round involvement and creating strong connections between youth participants and employers are expected program design components.

**c) Preparation for unsubsidized employment opportunities and effective linkages with intermediaries with strong employer connections;**

Services for youth between the ages of 18 and 21 emphasize obtaining unsubsidized employment, maintaining job retention and achieving post-secondary credentials. WorkSource centers offer work experience opportunities for Youth to learn marketable skills and good work habits. Generally, businesses are engaged to address the youth's specific

career goals which are outlined in the Individual Service Plan. Work experience includes, but is not limited to internships, apprenticeships, industry tours, service learning, volunteerism, summer job opportunities and job shadows.

The Oregon Consortium Youth Council and its private sector members provide effective linkages with intermediaries with strong employer connections. The Oregon Consortium has a strong base of local businesses and employer connections.

**2. Describe how the following ten program elements required in 20 CFR 664.410 are provided within the local youth program design:**

The Workforce Investment Act specifies that all youth will be provided services from a menu of ten mandated service elements that are clearly identified in the legislation. TOC&OWA youth contractors are required to provide services designed to match the needs of the individual youth. The youth contractors must make all ten program elements available to all youth participants in the region, although individual youth participants need not participate in all ten. Youth Contractors have the discretion to determine the specific services provided to the individual youth participant, based on each participant's objective assessment and individual service strategy.

**a) Tutoring, study skills training, and instruction leading to secondary school completion including dropout prevention strategies;**

Enrolled youth have access to tutoring, study skills training with staff or as part of their High School Alternative Education Programs.

**b) Alternative secondary school offerings;**

Enrolled youth access to alternative secondary school offerings including GED and GED recovery programs.

**c) Summer employment opportunities directly linked to academic and occupational learning;**

Summer employment opportunities are varied. Some providers partner with Oregon Youth Conservation Corps or other city and county partners to offer work crew employment.

**d) Paid and unpaid work experiences, including internships and job shadowing;**

Enrolled youth have access to internships, job shadows, volunteer activities, paid and unpaid work experiences. These are provided both during the summer and during the school year.

**e) Occupational skill training;**

Enrolled youth receive occupational skills training in varied ways ranging from a nine week Work Education program where they receive hands on training in a variety of outdoor occupation skills to paid work experience in an office setting, carpentry, auto mechanics, etc.

Staff make every effort to tie the occupational skills training to the Youth's employment goal in their Individual Service Plan but it is not always possible.

**f) Leadership development opportunities which may include such activities as positive social behavior and soft skills, decision making, team work, and other activities;**

Enrolled youth have access to leadership development activities in a variety of ways; through on-site tours at Oregon Universities and regional employers, listening to guest speakers from the local business community, taking turns being crew leaders and participating in community service activities.

**g) Supportive services;**

Enrolled youth receive supportive services as appropriate. Supportive services most often provided are for work clothing, rent or transportation, but are not limited to these services.

**h) Adult mentoring for a duration of at least 12 months that may occur both during and after program participation;**

All enrolled youth have access to an adult mentor. Mentoring occurs in several different ways; Youth who are in an alternative school setting have access to their education mentors, Youth in work experience have access to their employment mentors. WorkSource centers have staff who work exclusively with Youth and provide mentorship by engaging, encouraging, guiding and assisting youth to meet their employment and education goals.

**i) Follow-up services; and**

Youth who have exited the WIA program receive twelve months of follow-up. Services are provided as needed, but are geared to support the youth success in employment or post-secondary training.

**j) Comprehensive guidance and counseling, including drug and alcohol abuse counseling and referrals to counseling, as appropriate to the needs of the individual youth.**

All enrolled youth are placed in case management and have counseling opportunities as appropriate. If a youth provider is not able to provide the specific counseling the youth requires, he/she is referred to a local partner agency.

**O. LOCAL BOARD APPROVAL PROCESS**

**1. Describe the approval and documentation process that will be utilized to obtain formal Board approval of any modification or changes to ATTACHMENT E, Budget, Participant and Performance Plan per CCWD policy.**

Any major changes to ATTACHMENT E will go through a formal board approval process prior to implementation. Changes will be voted upon by the full board of directors or the Executive

Committee. A public notice will be posted for all meetings where action items are on the agenda.

**P. NOTICE OF FUND AVAILABILITY**

1. **This Plan covers a two-year period. Since funding allocations are provided annually, it is anticipated that the information for the subsequent years will be based on estimated figures when initially submitted. (Areas should use the same funding allocation for planning the subsequent years and be aware this is subject to change when final allocations are issued.) The allocation figures will be revised when they are finalized for the subsequent program years.**
  - a) **For WIA Title I-B subrecipients, a Notice of Fund Availability (NFA) will be issued upon approval of the Plan or modification if needed. The NFA serves as an obligation of funds to the subrecipient, not the Local Plan or modifications to the Plan.**

**Q. REPORTING OF CIVIL RIGHTS COMPLIANCE REVIEW, COMPLAINT INVESTIGATION, ADMINISTRATIVE ENFORCEMENT ACTIONS, AND/OR LAWSUITS REGARDING DISCRIMINATION: METHODS OF ADMINISTRATION**

1. **If applicable, please provide the name of the Federal agency (other than the Directorate of Civil Rights, Department of Labor) that conducted a civil rights compliance review or complaint investigation during the two preceding years in which the Area was found to be in noncompliance; and**

Not Applicable.

2. **If applicable, please identify the parties to, the forum of, and case numbers pertaining to, any administrative enforcement actions or lawsuits filed against the Area during the two prior years which allege discrimination on the ground of race, color, religion, sex, national origin, age disability, political affiliation or belief, and for beneficiaries only, citizenship or participation in JTPA or WIA.**

Not Applicable.

3. **Please provide copies of any local area policies that demonstrate compliance with the state Methods of Administration.**

The Oregon Consortium's Policy [WIA-18-10/01](#) on Noncriminal and Discrimination Complaint Procedures demonstrates compliance.



## TOC/OWA OUTCOMES MEASURES TABLE

**Directions:** For each measure, please provide performance targets only for the programs that are not highlighted. Submit these with your strategic plan. At this time, do not provide targets for either the yellow or green highlighted programs. You will be asked to provide targets for the items highlighted in yellow by March 2013. (Data for these will be provided by January 2013.) Directions for completing performance targets for the items highlighted in green will be forthcoming.

Measure	Program	PY2013 Target	PY2014 Target	PY2015 Target
<p><b>1. Placement:</b> percent of customers employed the quarter when the individual completed services from the workforce system or the quarter after. (Source: PRISM)</p> <p><input type="checkbox"/> Submit targets with strategic plan</p> <p><input style="background-color: yellow;" type="checkbox"/> Set targets when data becomes available</p> <p><input style="background-color: #90EE90;" type="checkbox"/> Do not set targets until notified</p>	<b>WIA Title 1B (adult, youth and dislocated worker combined)</b>	68.3%	69.2%	70.0%
	WIA Title II	23.2%	23.5%	23.7%
	<b>WIA Title III Wagner-Peyser Employment Service (includes SEDAF funded services)</b>	66.9%	67.7%	68.5%
	<b>WIA Title IV - Vocational Rehabilitation</b>	51.9%	52.5%	53.1%
	<b>Temporary Assistance for Needy Families (TANF)/JOBS</b>	50.9%	51.5%	52.1%
	WIA Title I-B Youth			
	WIA Title I-B Adult			
	WIA Title I-B Dislocated Workers			
	WIA Title I/National Programs – Veterans			
	WIA Title I/Migrant Seasonal Farm Workers			
	Trade Adjustment Assistance (TAA) & Trade Readjustment Allowances			
	Youth Conservation Corps			
	Commission for the Blind			
	Older Americans Act/Title V – Senior Community Service Employment Program (SCSEP)			
	Food Stamp Employment Program (SNAP)			
<p><b>2. Retention:</b> Percent of customers employed in four continuous quarters after completing services. (Source: PRISM)</p> <p><input type="checkbox"/> Submit targets with strategic plan</p> <p><input style="background-color: yellow;" type="checkbox"/> Set targets when data becomes available</p> <p><input style="background-color: #90EE90;" type="checkbox"/> Do not set targets until notified</p>	<b>Program</b>	<b>Target for 2013</b>	<b>Target for 2014</b>	<b>Target for 2015</b>
	<b>WIA Title 1B (adult, youth and dislocated worker combined)</b>	56.7%	57.4%	58.1%
	WIA Title II	54.3%	54.9%	55.6%
	<b>WIA Title III Wagner-Peyser Employment Service (includes SEDAF funded services)</b>	60.8%	61.6%	62.3%
	<b>WIA Title IV - Vocational Rehabilitation</b>	57.9%	58.6%	59.3%
	<b>Temporary Assistance for Needy Families (TANF)/JOBS</b>	31.4%	31.8%	32.2%
	WIA Title I-B Youth			
	WIA Title I-B Adult			
	WIA Title I-B Dislocated Workers			
	WIA Title I/National Programs - Veterans			
	WIA Title I/Migrant Seasonal Farm Workers			
	Trade Adjustment Assistance (TAA) & Trade Readjustment Allowances			
	Youth Conservation Corps			
	Commission for the Blind			
	Older Americans Act/Title V – Senior Community Service Employment Program (SCSEP)			
Food Stamp Employment Program (SNAP)				

## TOC/OWA OUTCOMES MEASURES TABLE

Measure	Program	Target for 2013	Target for 2014	Target for 2015
<b>3. Wage gain:</b> Fifth quarter average hourly wages minus first quarter average hourly wages. (Source: PRISM)  <input type="checkbox"/> Submit targets with strategic plan  <input checked="" type="checkbox"/> Set targets when data becomes available  <input checked="" type="checkbox"/> Do not set targets until notified	<b>WIA Title 1B (adult, youth and dislocated worker combined)</b>	.22	.22	.22
	<b>WIA Title II</b>	.87	.87	.87
	<b>WIA Title III Wagner-Peyser Employment Service (includes SEDAF funded services)</b>	.56	.56	.56
	<b>WIA Title IV - Vocational Rehabilitation</b>	1.05	1.05	1.05
	<b>Temporary Assistance for Needy Families (TANF)/JOBS</b>	.75	.75	.75
	WIA Title I-B Youth			
	WIA Title I-B Adult			
	WIA Title I-B Dislocated Workers			
	WIA Title I/National Programs - Veterans			
	WIA Title I/Migrant Seasonal Farm Workers			
	Trade Adjustment Assistance (TAA) & Trade Readjustment Allowances			
	Youth Conservation Corps			
	Commission for the Blind			
	Older Americans Act/Title V – Senior Community Service Employment Program (SCSEP)			
Food Stamp Employment Program (SNAP)				

**Directions:** this is a new measure. A report will be provided for those programs historically in PRISM to provide historical data on which to base projections.

Measure	Program	Target for 2013	Target for 2014	Target for 2015
<b>4. Long term wage gain:</b> 13 <sup>th</sup> quarter average hourly wages minus first quarter average hourly wages. (Source: PRISM)  <input type="checkbox"/> Submit targets with strategic plan  <input checked="" type="checkbox"/> Set targets when data becomes available  <input checked="" type="checkbox"/> Do not set targets until notified	<b>WIA Title 1B (adult, youth and dislocated worker combined)</b>			
	<b>WIA Title II</b>			
	<b>WIA Title III Wagner-Peyser Employment Service (includes SEDAF funded services)</b>			
	<b>WIA Title IV - Vocational Rehabilitation</b>			
	<b>Temporary Assistance for Needy Families (TANF)/JOBS</b>			
	WIA Title I-B Youth			
	WIA Title I-B Adult			
	WIA Title I-B Dislocated Workers			
	WIA Title I/National Programs - Veterans			
	WIA Title I/Migrant Seasonal Farm Workers			
	Trade Adjustment Assistance (TAA) & Trade Readjustment Allowances			
	Youth Conservation Corps			
	Commission for the Blind			
	Older Americans Act/Title V – Senior Community Service Employment Program (SCSEP)			
Food Stamp Employment Program (SNAP)				

# TOC/OWA OUTCOMES MEASURES TABLE

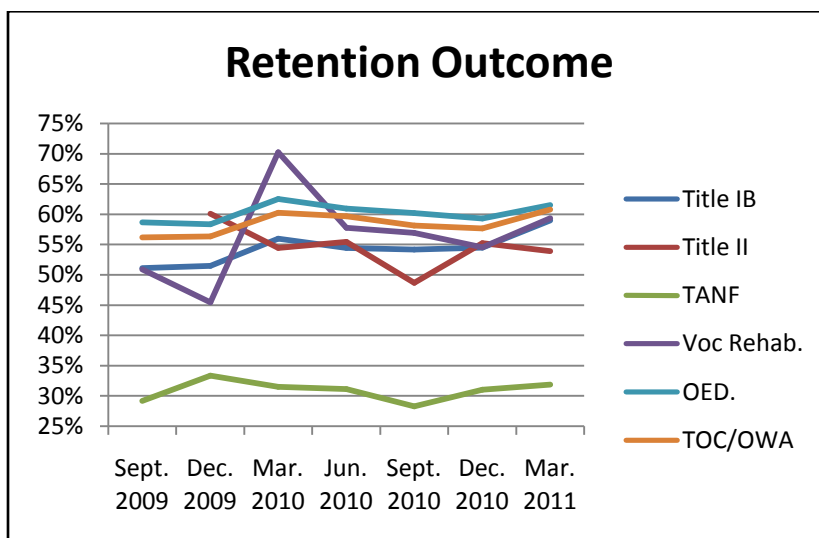
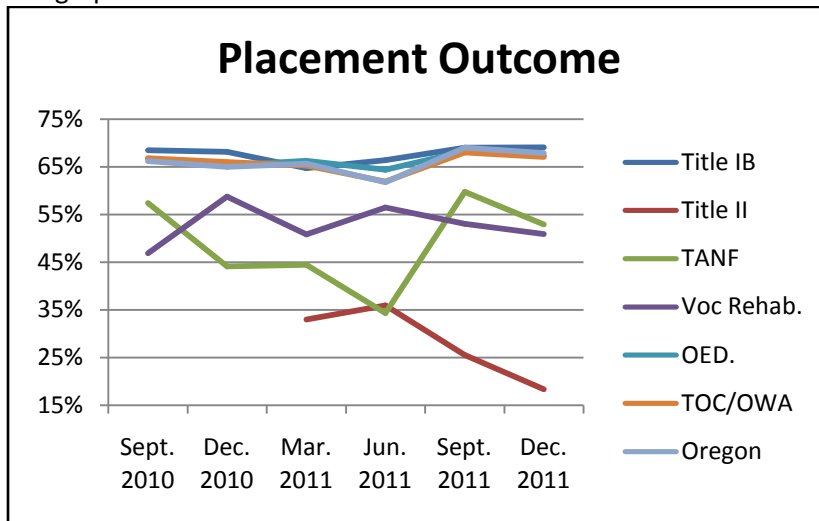
## Note on Methodology

### Background:

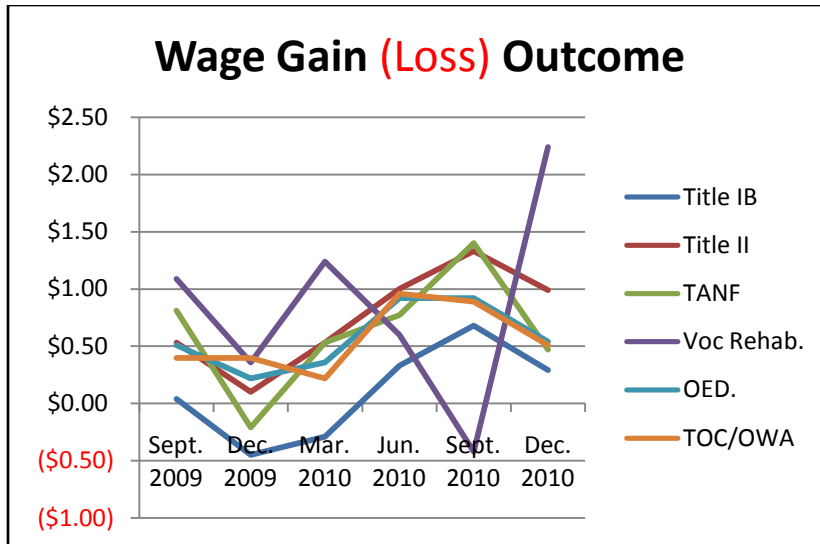
Projecting the Outcome Measures into PY2013, PY2014 and PY2015 is an interesting challenge. Many factors must be considered: past performance, expected unemployment rate, expected Area growth, the state of the economy, the expected budgets of the programs (and thus ability to impact the Outcomes), etc. In addition, it is important to set positive and aspirational goals while being realistic.

To add to the challenge, the readily available data on past performance is only for approximately a year and one half period, the most recent data is from 3/31/2011 and patterns are sometimes difficult to discern. The Outcomes Measures data on Placement is from 9/30/2010 through 12/31/2011; the Outcomes Measures data on Retention is from 9/30/2010 through 12/31/2011; and the Outcomes Measures data on Wage Gain is from 9/30/2009 through 12/31/2010.

The graphs below illustrate the actual Outcomes Measures available from PRISM.



## TOC/OWA OUTCOMES MEASURES TABLE



### Methodology:

While there are many ways to estimate the Outcomes Targets, I used just four to determine a range for the Outcome Target values.

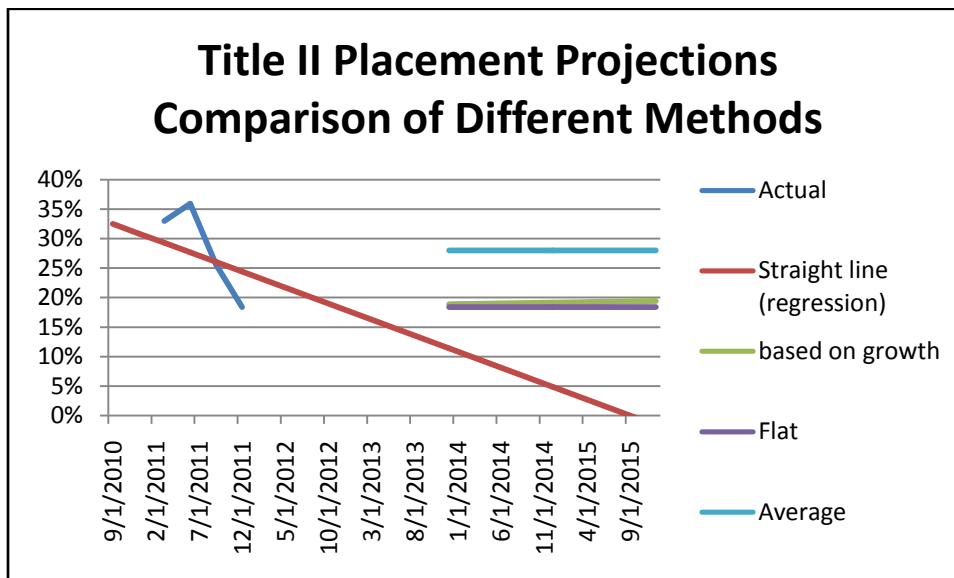
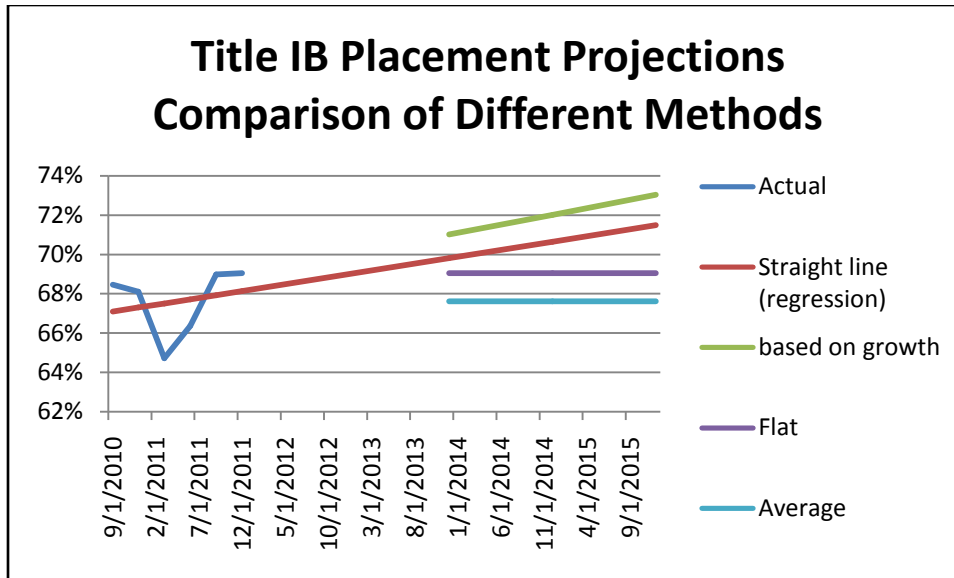
1. **Flat:** The simplest method for determining the Outcome Targets. In this method, I assume that the Outcome Targets remain the same as the last reported actual Outcome data point.
2. **Average:** This method averages the available Outcomes data to project what future Outcome Targets might approximate.
3. **Straight Line:** The Ordinary Least Squares data projection regressed against time. In short, Least Squares fits a line through the actual data points that minimizes the distance between all of the actual data points and the line. In this instance, it provides a “straight line” projection regarding where the Outcomes might be if the trend in the past is an indication of future performance.
4. **Growth:** According to Oregon Employment Department research, the total employment growth rate over 2010-2020 for TOC/OWA LWIA is 15.1 percent (292,080 jobs in 2010 and 336,060 jobs in 2020). This is an annual growth rate of 1.41% (compound interest equation). Under this method of estimation, I assumed that our Outcomes improved at the Growth rate. So, for instance, in December 2011, Title IB in TOC/OWA achieved a 69.1% placement rate. That implies, under the Growth model, that in 2013, TOC/OWA could achieve a 71.0% placement rate ( $69.1 * 1.0141 * 1.0141$ ).

We know, however, the economy in rural Oregon is recovering very slowly. It is unlikely that TOC/OWA will achieve the annual growth of 1.41 during the first few years. Thus, this method of projection is likely to give us an upper boundary on what Outcomes we might achieve.

Please note that the Employment Growth method above does not clearly apply to the Wage Gain Outcome measure. The Bureau of Labor Statistics released a report on August 24, 2012 (Worker Displacement: 2009-2011) in which they stat that roughly half of unemployed workers who became re-employed did so with earnings losses, sometimes as high as 20 percent.

The following graphs illustrates the 4 different Methodologies for the Placement Outcome for Title IB and Title II.

## TOC/OWA OUTCOMES MEASURES TABLE



The potential range for Outcomes numbers is quite wide. However, the four methods suggest an upper and lower limit.

Based on this, a combination of these methods will be used to estimate the Outcome Projections that is both conservative, but forward looking. For all Outcomes Measures the mid-point between the Flat and the Average projection numbers will be used as the first PY2013 estimate. For Placement and Retention, the next two years will be grow, but at a more conservative rate – an annual growth rate of 1.2% - than projected in the growth model, since it is expected that it will still take a few more years before rural Oregon recovers from the recession. The Wage Gain measure will be kept constant at the mid-point between Average and Flat.<sup>1</sup> This method levels out the highs and the lows, and weights the final quarter’s performance by performance over the last year and one-half.

<sup>1</sup> WIA IB and OVRs are calculated somewhat differently: to smooth anomalies, the estimate was calculated as the mid-point between the Average of the actual performance measures and the 2<sup>nd</sup> highest performance measure.









Support Services (indicate what service)	X						
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Local Workforce Area/Region: **TOC/OWA : Region 6**

**WorkSource Oregon Center/Affiliate Site:** WorkSource Douglas: Umpqua Training & Employment

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X						
Initial Assessment of Skills	X						
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X						
Labor Market Information	X						
Provide referral to TANF	X						
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X						
Career Exploration	X						
Provide Information on Availability of Support Services	X						
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures	X						
Services to Veterans	X						
Business Engagement	X						
Claimant Reemployment							
Migrant Seasonal Farm Worker (MSFW) Services	X						
Reemployment Eligibility Assessment (REA)							
Self-Employment Assistance (SEA)	X						
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Basic Skills	X						
WE/Subsidized Employment	X						
Job Coaching	X						
Training Services (indicate what service)	X						
Tuition Assistance	X						

On-the Job Training	X						
Support Services (indicate what service)	X						
Transportation	X						
Childcare	X						
Employment Related - Tools, Clothing, Supplies	X						
Emergency One Time – Car repair, Relocation	X						

Local Workforce Area/Region: **TOC/OWA : Region 6**

WorkSource Oregon Center/Affiliate Site: WorkSource Douglas: OED

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other State
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system		X		X			
Initial Assessment of Skills		X		X			
Initial Assessment of Need for Support Services		X		X			
Referral to Unemployment Insurance		X		X			
Labor Market Information		X		X			
Provide referral to TANF		X		X			
Help access federal Financial Aid		X		X			
Job Search and Placement Assistance		X		X			
Career Exploration		X		X			
Provide Information on Availability of Support Services		X		X			
Performance Outcomes and Cost Information on Eligible Training Providers							
Tracking of Local Performance Measures		X		X			
Services to Veterans		X		X			
Business Engagement		X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		X		X			
Self-Employment Assistance (SEA)		X		X			
WIA Title 1B Follow-up Services (after Exit)							

Intensive Services (indicate what service)							
Basic Skills							
WE/Subsidized Employment							
Job Coaching							
Training Services (indicate what service)							
Tuition Assistance							
On-the Job Training							
Support Services (indicate what service)							
Transportation							
Childcare							
Employment Related - Tools, Clothing, Supplies							
Emergency One Time – Car repair, Relocation							

Local Workforce Area/Region: **TOC/OWA : Region 6**

WorkSource Oregon Center/Affiliate Site: Umpqua Community College - JOBS

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system							
Initial Assessment of Skills			X				
Initial Assessment of Need for Support Services			X				
Referral to Unemployment Insurance							
Labor Market Information			X				
Provide referral to TANF							
Help access federal Financial Aid			X				
Job Search and Placement Assistance							
Career Exploration			X				
Provide Information on Availability of Support Services			X				
Performance Outcomes and Cost Information on Eligible Training Providers							
Tracking of Local Performance Measures			X				
Services to Veterans			X				

Business Engagement							
Claimant Reemployment							
Migrant Seasonal Farm Worker (MSFW) Services							
Reemployment Eligibility Assessment (REA)							
Self-Employment Assistance (SEA)							
WIA Title 1B Follow-up Services (after Exit)							
Intensive Services (indicate what service)							
Training Services (indicate what service)			X (GED/Adult Basic Skills)				
Support Services (indicate what service)			X (Career search, referral to commu nity services )				



Support Services (indicate what service)						X	
Transportation						X	
Childcare						X	
Employment Related - Tools, Clothing, Supplies							
Emergency One Time – Car repair, Relocation							

Local Workforce Area/Region: **TOC/OWA : Region 7**

**WorkSource Oregon Center/Affiliate Site:** WorkSource Harbor: Curry

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note “N/A”.**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III*	VR	DHS*	Other
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X			x			X
Initial Assessment of Skills	X		X	X	X		X
Initial Assessment of Need for Support Services	X		X	X	X		X
Referral to Unemployment Insurance	X		X	X	X		
Labor Market Information	X		X	X	X	X	X
Provide referral to TANF	X		X	X	X		
Help access federal Financial Aid	X		X	X	X		X
Job Search and Placement Assistance	X		X	X	X		X
Career Exploration	X		X	X	X		X
Provide Information on Availability of Support Services	X		X	X	X		X
Performance Outcomes and Cost Information on Eligible Training Providers	X		X	X	X		
Tracking of Local Performance Measures	X		X	X	X		X
Services to Veterans	X			X	X		X
Business Engagement	X			X	X		X
Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			
Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)				X			
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Paid Work Experience	X						
Unpaid Work Experience	X					X	
Workshops (7- Smarts; Colors; Networking; Road to Success)	X						

Training Services (indicate what service)							
Classroom Training/Vocational Training	X		X		X		
On the Job Training	X						
Jobs Plus	X					X	X
Support Services (indicate what service)							
Transportation	X					X	
Work Clothes	X					X	
Per diem and Lodging for out of the area training (ex; Green Tech labs)	X					X	

Local Workforce Area/Region: **TOC/OWA : Region 7**

WorkSource Oregon Center/Affiliate Site: WorkSource North Bend

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III*	VR	DHS*	Other
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X			x			X
Initial Assessment of Skills	X		X	X	X		X
Initial Assessment of Need for Support Services	X		X	X	X		X
Referral to Unemployment Insurance	X		X	X	X		
Labor Market Information	X		X	X	X	X	X
Provide referral to TANF	X		X	X	X		
Help access federal Financial Aid	X		X	X	X		X
Job Search and Placement Assistance	X		X	X	X		X
Career Exploration	X		X	X	X		X
Provide Information on Availability of Support Services	X		X	X	X		X
Performance Outcomes and Cost Information on Eligible Training Providers	X		X	X	X		
Tracking of Local Performance Measures	X		X	X	X		X
Services to Veterans	X			X	X		X
Business Engagement	X			X	X		X
Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			
Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)				X			

WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Paid Work Experience	X						
Unpaid Work Experience	X					X	
Workshops (7- Smarts; Colors; Networking; Road to Success)	X						
Training Services (indicate what service)							
Classroom Training/Vocational Training	X		X		X		
On the Job Training	X						
Jobs Plus	X					X	X
Support Services (indicate what service)							
Transportation	X					X	
Work Clothes	X					X	
Per diem and Lodging for out of the area training (ex; Green Tech labs)	X					X	

Local Workforce Area/Region: **TOC/OWA : Region 7**

WorkSource Oregon Center/Affiliate Site: SCBEC Main Office: Coos Bay

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III*	VR	DHS*	Other
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X			x			X
Initial Assessment of Skills	X		X	X	X		X
Initial Assessment of Need for Support Services	X		X	X	X		X
Referral to Unemployment Insurance	X		X	X	X		
Labor Market Information	X		X	X	X	X	X
Provide referral to TANF	X		X	X	X		
Help access federal Financial Aid	X		X	X	X		X
Job Search and Placement Assistance	X		X	X	X		X
Career Exploration	X		X	X	X		X
Provide Information on Availability of Support Services	X		X	X	X		X
Performance Outcomes and Cost Information on Eligible Training Providers	X		X	X	X		
Tracking of Local Performance Measures	X		X	X	X		X
Services to Veterans	X			X	X		X
Business Engagement	X			X	X		X



Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			
Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)				X			
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Paid Work Experience	X						
Unpaid Work Experience	X					X	
Workshops (7- Smarts; Colors; Networking; Road to Success)	X						
Training Services (indicate what service)							
Classroom Training/Vocational Training	X		X		X		
On the Job Training	X						
Jobs Plus	X					X	X
Support Services (indicate what service)							
Transportation	X					X	
Work Clothes	X					X	
Per diem and Lodging for out of the area training (ex; Green Tech labs)	X					X	

Local Workforce Area/Region: **TOC/OWA : Region 9**

WorkSource Oregon Center/Affiliate Site: WorkSource Hood River

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other State
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X			X			
Initial Assessment of Skills	X			X		X	
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X			X			
Labor Market Information	X			X		X	
Provide referral to TANF	X					X	
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X			X		X	
Career Exploration	X						
Provide Information on Availability of Support Services	X					X	
Performance Outcomes and Cost Information on Eligible Training Providers	X			X			
Tracking of Local Performance Measures							
Services to Veterans	X						
Business Engagement	X			X			
Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			
Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)				X			
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)							
Career Work Readiness and Skills Prep							
Training Services (indicate what service)	X						
Occupational Skills Training, Talent Development							
Support Services (indicate what service)	X						
Transportation, Clothing, Books, Tuition and Fees							

Local Workforce Area/Region: **TOC/OWA : Region 9**

WorkSource Oregon Center/Affiliate Site: MCCOG The Dalles

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X						
Initial Assessment of Skills	X					X	
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X						
Labor Market Information	X					X	
Provide referral to TANF	X					X	
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X					X	
Career Exploration	X						
Provide Information on Availability of Support Services	X					X	
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures							
Services to Veterans	X						
Business Engagement	X						
Claimant Reemployment							
Migrant Seasonal Farm Worker (MSFW) Services							
Reemployment Eligibility Assessment (REA)							
Self-Employment Assistance (SEA)							
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Career Readiness and Skills Prep							
Training Services (indicate what service)	X						
Occupational Skills Training, Talent Development							
Support Services (indicate what service)	X						
Transportation, Clothing, Books, Tuition and Fees							

Local Workforce Area/Region: **TOC/OWA : Region 9**

WorkSource Oregon Center/Affiliate Site: OED The Dalles

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other State
Eligibility Determination for WIA Title IB Services							State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system				X			
Initial Assessment of Skills				X			
Initial Assessment of Need for Support Services				X			
Referral to Unemployment Insurance				X			
Labor Market Information				X			
Provide referral to TANF				X			
Help access federal Financial Aid				X			
Job Search and Placement Assistance				X			
Career Exploration				X			
Provide Information on Availability of Support Services				X			
Performance Outcomes and Cost Information on Eligible Training Providers							
Tracking of Local Performance Measures				X			
Services to Veterans				X			
Business Engagement				X			
Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			
Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)				X			
WIA Title 1B Follow-up Services (after Exit)							
Intensive Services (indicate what service)							
Training Services (indicate what service)							
Support Services (indicate what service)							

Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: Redmond, Bend, Madras, La Pine, Prineville

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X	NA		NA			State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			
Initial Assessment of Skills	X	X		X			
Initial Assessment of Need for Support Services	X	X		X			
Referral to Unemployment Insurance	X	X		X			
Labor Market Information	X	X		X			
Provide referral to TANF	X	X		X			
Help access federal Financial Aid	X	X		X			
Job Search and Placement Assistance	X	X		X			
Career Exploration	X	X		X			
Provide Information on Availability of Support Services	X	X		X			
Performance Outcomes and Cost Information on Eligible Training Providers	X	NA		NA			
Tracking of Local Performance Measures	X	X		X			
Services to Veterans	X	X		X			
Business Engagement (OJT Contracts)	X	X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		NA		X			
Self-Employment Assistance (SEA)		R		R			
WIA Title 1B Follow-up Services (after Exit)	X	NA		NA			
Intensive Services (indicate what service)	X	X Priority		R			
		R		R			
Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X	NA		NA			
Support Services (indicate what service)							
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment	X	NA		NA			

goal.							
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Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: WorkSource Redmond

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X	NA		NA			State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			
Initial Assessment of Skills	X	X		X			
Initial Assessment of Need for Support Services	X	X		X			
Referral to Unemployment Insurance	X	X		X			
Labor Market Information	X	X		X			
Provide referral to TANF	X	X		X			
Help access federal Financial Aid	X	X		X			
Job Search and Placement Assistance	X	X		X			
Career Exploration	X	X		X			
Provide Information on Availability of Support Services	X	X		X			
Performance Outcomes and Cost Information on Eligible Training Providers	X	NA		NA			
Tracking of Local Performance Measures	X	X		X			
Services to Veterans	X	X		X			
Business Engagement (OJT Contracts)	X	X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		NA		X			
Self-Employment Assistance (SEA)		R		R			
WIA Title 1B Follow-up Services (after Exit)	X	NA		NA			
Intensive Services (indicate what service)	X	X Priority		R			
		R		R			
Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X	NA		NA			
Support Services (indicate what service)							

When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.	X	NA		NA			
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Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: WorkSource Bend

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X	NA		NA			State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			
Initial Assessment of Skills	X	X		X			
Initial Assessment of Need for Support Services	X	X		X			
Referral to Unemployment Insurance	X	X		X			
Labor Market Information	X	X		X			
Provide referral to TANF	X	X		X			
Help access federal Financial Aid	X	X		X			
Job Search and Placement Assistance	X	X		X			
Career Exploration	X	X		X			
Provide Information on Availability of Support Services	X	X		X			
Performance Outcomes and Cost Information on Eligible Training Providers	X	NA		NA			
Tracking of Local Performance Measures	X	X		X			
Services to Veterans	X	X		X			
Business Engagement (OJT Contracts)	X	X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		NA		X			
Self-Employment Assistance (SEA)		R		R			
WIA Title 1B Follow-up Services (after Exit)	X	NA		NA			
Intensive Services (indicate what service)	X	X Priority		R			
		R		R			
Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X	NA		NA			

Support Services (indicate what service)							
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.	X	NA		NA			

Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: WorkSource Madras

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X	NA		NA			State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			
Initial Assessment of Skills	X	X		X			
Initial Assessment of Need for Support Services	X	X		X			
Referral to Unemployment Insurance	X	X		X			
Labor Market Information	X	X		X			
Provide referral to TANF	X	X		X			
Help access federal Financial Aid	X	X		X			
Job Search and Placement Assistance	X	X		X			
Career Exploration	X	X		X			
Provide Information on Availability of Support Services	X	X		X			
Performance Outcomes and Cost Information on Eligible Training Providers	X	NA		NA			
Tracking of Local Performance Measures	X	X		X			
Services to Veterans	X	X		X			
Business Engagement (OJT Contracts)	X	X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		NA		X			
Self-Employment Assistance (SEA)		R		R			
WIA Title 1B Follow-up Services (after Exit)	X	NA		NA			
Intensive Services (indicate what service)	X	X Priority		R			
		R		R			



Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X	NA		NA			
Support Services (indicate what service)							
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.	X	NA		NA			

Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: WorkSource Prineville

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title 1B Services	X	NA		NA			State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			
Initial Assessment of Skills	X	X		X			
Initial Assessment of Need for Support Services	X	X		X			
Referral to Unemployment Insurance	X	X		X			
Labor Market Information	X	X		X			
Provide referral to TANF	X	X		X			
Help access federal Financial Aid	X	X		X			
Job Search and Placement Assistance	X	X		X			
Career Exploration	X	X		X			
Provide Information on Availability of Support Services	X	X		X			
Performance Outcomes and Cost Information on Eligible Training Providers	X	NA		NA			
Tracking of Local Performance Measures	X	X		X			
Services to Veterans	X	X		X			
Business Engagement (OJT Contracts)	X	X		X			
Claimant Reemployment		X		X			
Migrant Seasonal Farm Worker (MSFW) Services		X		X			
Reemployment Eligibility Assessment (REA)		NA		X			
Self-Employment Assistance (SEA)		R		R			
WIA Title 1B Follow-up Services (after Exit)	X	NA		NA			

Intensive Services (indicate what service)	X	X Priority		R			
		R		R			
Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X	NA		NA			
Support Services (indicate what service)							
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.	X	NA		NA			

Local Workforce Area/Region: **TOC/OWA : Region 10**

WorkSource Oregon Center/Affiliate Site: COIC - La Pine

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X						
Initial Assessment of Skills	X						
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X						
Labor Market Information	X						
Provide referral to TANF	X						
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X						
Career Exploration	X						
Provide Information on Availability of Support Services	X						
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures	X						
Services to Veterans	X						
Business Engagement (OJT Contracts)	X						
Claimant Reemployment							
Migrant Seasonal Farm Worker (MSFW) Services							
Reemployment Eligibility Assessment (REA)							

Self-Employment Assistance (SEA)							
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Training Services (indicate what service)							
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X						
Support Services (indicate what service)							
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.	X						

Local Workforce Area/Region: **Region 11**

WorkSource Oregon Center/Affiliate Site: WorkSource Klamath

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other State
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X	X		
Initial Assessment of Skills	X	X		X	X		
Initial Assessment of Need for Support Services	X	X			X		
Referral to Unemployment Insurance	X	X		X	X		
Labor Market Information	X	X		X	X		
Provide referral to TANF	X	X			X		
Help access federal Financial Aid	X	X		X	X		
Job Search and Placement Assistance	X	X		X	X		
Career Exploration	X	X		X	X		
Provide Information on Availability of Support Services	X	X			X		
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures	X			X	X		
Services to Veterans	X	X		X	X		
Business Engagement (OJT Contracts)	X			X			
Claimant Reemployment				X			
Migrant Seasonal Farm Worker (MSFW) Services				X			

Reemployment Eligibility Assessment (REA)				X			
Self-Employment Assistance (SEA)	X			X			
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X	X			X		
Training Services (indicate what service) Classroom training	X				X		
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X				X		
Support Services (indicate what service)	X				X		
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.							

Local Workforce Area/Region: **Region 11**

WorkSource Oregon Center/Affiliate Site: COIC-Lakeview

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X						
Initial Assessment of Skills	X						
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X						
Labor Market Information	X						
Provide referral to TANF	X						
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X						
Career Exploration	X						
Provide Information on Availability of Support Services	X						
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures	X	X					
Services to Veterans	X	X					
Business Engagement (OJT Contracts)	X						
Claimant Reemployment	X						
Migrant Seasonal Farm Worker (MSFW) Services							

Reemployment Eligibility Assessment (REA)							
Self-Employment Assistance (SEA)	X						
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)	X						
Training Services (indicate what service) Classroom Training	X						
<b>Occupational Skills; On-the-Job-Training; Skill Upgrade</b>	X						
Support Services (indicate what service)	X						
When funding is available, any allowable under COIC, TOCOWA, CCWD and DOL policy limits that are deemed necessary for participant to meet their employment goal.							

Local Workforce Area/Region: **TOC/OWA : Region 12**

WorkSource Oregon Center/Affiliate Site: WorkSource Hermiston

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Experience Works
Eligibility Determination for WIA Title IB Services	X					n/a	
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X	X	X	X
Initial Assessment of Skills	X	X		X		X	X
Initial Assessment of Need for Support Services	X	X		X		X	X
Referral to Unemployment Insurance	X	X		X	X	n/a	n/a
Labor Market Information	X	X		X	X	X	X
Provide referral to TANF	X	X		X	X	X	n/a
Help access federal Financial Aid	X	X		X	X	X	n/a
Job Search and Placement Assistance	X	X		X	X	X	X
Career Exploration	X	X		X	X	n/a	X
Provide Information on Availability of Support Services	X			X		X	X
Performance Outcomes and Cost Information on Eligible Training Providers	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Tracking of Local Performance Measures	X	X		X	X	n/a	X
Services to Veterans	X	X		X	X	n/a	X
Business Engagement				X		n/a	X
Claimant Reemployment				X		n/a	n/a

Migrant Seasonal Farm Worker (MSFW) Services	X refer	X refer		X refer	X refer	X refer	n/a
Reemployment Eligibility Assessment (REA)				X		n/a	n/a
Self-Employment Assistance (SEA)		X		X	X	n/a	n/a
WIA Title 1B Follow-up Services (after Exit)	X					n/a	n/a
Intensive Services (indicate what service)						n/a	n/a
Career counseling services	X					n/a	
ESL						n/a	
GED	X					X	
Individual Employment Plan	X					X	
Short-term vocational services	X					n/a	
Support Services	X					X	
Temporary Employment	X					n/a	
Work Experience/Internships	X					X	
Training Services (indicate what service)						n/a	
Case Coordinated Training	X					n/a	
Customized Training						n/a	
Entrepreneurial Training						n/a	
Needs Related Payment						n/a	
Occupational Skills Training	X					n/a	
OJT	X					X	
Skill Upgrading/Retraining	X					n/a	
Training for Unemployed/low income individuals 55 and older							SCSEP
Support Services (indicate what service)							
*This line a Title V Work Experience answer only: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP
Tools/Supplies/Books – training related	X					n/a	
Transportation – training related and/or support only	X					X	
Internet Assistance – training related only	X					n/a	
Uniforms/Clothing – training related & support	X					n/a	
Testing/Exam fees – training related & support	X					n/a	
Incentive – youth only	X					n/a	
Medical/Dental/Vision/Medical Emergency – support	X					n/a	
Personal such as hair cut – support	X					n/a	
Drivers License – Photo ID/Birth Certificate – support	X					n/a	

Relocation Assistance – support	X					n/a	
Car repair/tires – support	X					n/a	
Housing assistance – support	X					n/a	
Utilities assistance – support	X					n/a	
Food – support	X					n/a	
Vehicle insurance – support	X					n/a	

Local Workforce Area/Region: **TOC/OWA : Region 12**

WorkSource Oregon Center/Affiliate Site: CAPECO: Pendleton Main Office

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note “N/A”.

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other State
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X						
Initial Assessment of Skills	X						
Initial Assessment of Need for Support Services	X						
Referral to Unemployment Insurance	X						
Labor Market Information	X						
Provide referral to TANF	X						
Help access federal Financial Aid	X						
Job Search and Placement Assistance	X						
Career Exploration	X						
Provide Information on Availability of Support Services	X						
Performance Outcomes and Cost Information on Eligible Training Providers	X						
Tracking of Local Performance Measures	X						
Services to Veterans	X						
Business Engagement	X						
Claimant Reemployment							
Migrant Seasonal Farm Worker (MSFW) Services	refer						
Reemployment Eligibility Assessment (REA)							
Self-Employment Assistance (SEA)							
WIA Title 1B Follow-up Services (after Exit)	X						
Intensive Services (indicate what service)							

Career counseling services	X						
ESL							
GED	X						
Individual Employment Plan	X						
Short-term vocational services	X						
Support Services	X						
Temporary Employment	X						
Work Experience/Internships	X						
Training Services (indicate what service)							
Case Coordinated Training	X						
Customized Training							
Entrepreneurial Training							
Needs Related Payments							
Occupational Skills Training	X						
OJT	X						
Skill Upgrading/Retraining	X						
Support Services (indicate what service)							
Tools/Supplies/Books – training related	X						
Transportation – training related and/or support only	X						
Internet Assistance – training related only	X						
Uniforms/Clothing – training related & support	X						
Testing/Exam fees – training related & support	X						
Incentive – youth only	X						
Medical/Dental/Vision/Medical Emergency – support	X						
Personal such as hair cut – support	X						
Drivers License - Photo ID/Birth Certificate – support	X						
Relocation Assistance – support	X						
Car repair/tires – support	X						
Housing assistance - support	X						
Utilities assistance – support	X						
Food – support	X						
Vehicle insurance – support	X						

Local Workforce Area/Region: **TOC/OWA : Region 12**

WorkSource Oregon Center/Affiliate Site: WorkSource Pendleton



Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Experience Works
Eligibility Determination for WIA Title IB Services	X					n/a	
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X	X	X	X
Initial Assessment of Skills	X	X		X		X	X
Initial Assessment of Need for Support Services	X	X		X		X	X
Referral to Unemployment Insurance	X	X		X	X	n/a	n/a
Labor Market Information	X	X		X	X	X	X
Provide referral to TANF	X	X		X	X	X	n/a
Help access federal Financial Aid	X	X		X	X	X	n/a
Job Search and Placement Assistance	X	X		X	X	X	X
Career Exploration	X	X		X	X	n/a	X
Provide Information on Availability of Support Services	X			X		X	X
Performance Outcomes and Cost Information on Eligible Training Providers	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Tracking of Local Performance Measures	X	X		X	X	n/a	X
Services to Veterans	X	X		X	X	n/a	X
Business Engagement				X		n/a	X
Claimant Reemployment				X		n/a	n/a
Migrant Seasonal Farm Worker (MSFW) Services	X refer	X refer		X refer	X refer	X refer	n/a
Reemployment Eligibility Assessment (REA)				X		n/a	n/a
Self-Employment Assistance (SEA)		X		X	X	n/a	n/a
WIA Title 1B Follow-up Services (after Exit)	X					n/a	n/a
Intensive Services (indicate what service)						n/a	n/a
Career counseling services	X					n/a	
ESL						n/a	
GED	X					X	
Individual Employment Plan	X					X	
Short-term vocational services	X					n/a	
Support Services	X					X	
Temporary Employment	X					n/a	
Work Experience/Internships	X					X	

Training Services (indicate what service)						n/a	
Case Coordinated Training	X					n/a	
Customized Training						n/a	
Entrepreneurial Training						n/a	
Needs Related Payment						n/a	
Occupational Skills Training	X					n/a	
OJT	X					X	
Skill Upgrading/Retraining	X					n/a	
Training for Unemployed/low income individuals 55 and older							SCSEP
Support Services (indicate what service)							
*This line a Title V Work Experience answer only: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP
Tools/Supplies/Books – training related	X					n/a	
Transportation – training related and/or support only	X					X	
Internet Assistance – training related only	X					n/a	
Uniforms/Clothing – training related & support	X					n/a	
Testing/Exam fees – training related & support	X					n/a	
Incentive – youth only	X					n/a	
Medical/Dental/Vision/Medical Emergency – support	X					n/a	
Personal such as hair cut – support	X					n/a	
Drivers License – Photo ID/Birth Certificate – support	X					n/a	
Relocation Assistance – support	X					n/a	
Car repair/tires – support	X					n/a	
Housing assistance – support	X					n/a	
Utilities assistance – support	X					n/a	
Food – support	X					n/a	
Vehicle insurance - support	X					n/a	



Support Services: primarily services to enable participants to complete job Training, ie transportation, child care, tools, clothing, etc.	X						
Experience Works Title V: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP

Local Workforce Area/Region: **TOC/OWA : Region 13**

WorkSource Oregon Center/Affiliate Site: WorkSource La Grande: Union

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Experience Works V
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X		X	X
Initial Assessment of Skills	X	X	X	X		X	X
Initial Assessment of Need for Support Services	X	X		X		X	X
Referral to Unemployment Insurance	X	X		X			NA
Labor Market Information	X	X		X		X	X
Provide referral to TANF	X	X		X			NA
Help access federal Financial Aid	X	X	X	X		X	NA
Job Search and Placement Assistance	X	X		X		X	X
Career Exploration	X	X		X			X
Provide Information on Availability of Support Services	X			X			X
Performance Outcomes and Cost Information on Eligible Training Providers	X	n/a					NA
Tracking of Local Performance Measures	X	X		X			X
Services to Veterans		X	X	X			X
Business Engagement			X	X			X
Claimant Reemployment				X			NA
Migrant Seasonal Farm Worker (MSFW) Services		X refer		X			NA
Reemployment Eligibility Assessment (REA)				X			NA
Self-Employment Assistance (SEA)		X		X			NA
WIA Title 1B Follow-up Services (after Exit)	X						NA
Intensive Services: computer training, Word, Excel, Power Point, Web Page Development, customer service training, cashiering,	X						NA

Training Services: scholarships for community college, university, vocational or trade school	X						
Expeience Works: Training for unemployed/low income individuals 55 and over							SCSEP
Support Services: primarily services to enable participants to complete job Training, ie transportation, child care, tools, clothing, etc.	X						
Experience Works Title V: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP

Local Workforce Area/Region: **TOC/OWA : Region 13**

WorkSource Oregon Center/Affiliate Site: WorkSource Enterprise: Wallowa

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Experience Works V State
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X		X	X
Initial Assessment of Skills	X	X	X	X		X	X
Initial Assessment of Need for Support Services	X	X		X		X	X
Referral to Unemployment Insurance	X	X		X			NA
Labor Market Information	X	X		X		X	X
Provide referral to TANF	X	X		X			NA
Help access federal Financial Aid	X	X	X	X		X	NA
Job Search and Placement Assistance	X	X		X		X	X
Career Exploration	X	X		X			X
Provide Information on Availability of Support Services	X			X			X
Performance Outcomes and Cost Information on Eligible Training Providers	X	n/a					NA
Tracking of Local Performance Measures	X	X		X			X
Services to Veterans		X	X	X			X
Business Engagement			X	X			X

Claimant Reemployment				X			<b>NA</b>
Migrant Seasonal Farm Worker (MSFW) Services		X refer		X			<b>NA</b>
Reemployment Eligibility Assessment (REA)				X			<b>NA</b>
Self-Employment Assistance (SEA)		X		X			<b>NA</b>
WIA Title 1B Follow-up Services (after Exit)	X						<b>NA</b>
Intensive Services: computer training, Word, Excel, Power Point, Web Page Development, customer service training, cashiering,	X						<b>NA</b>
Training Services: scholarships for community college, university, vocational or trade school	X						
Expeience Works: Training for unemployed/low income individuals 55 and over							SCSEP
Support Services: primarily services to enable participants to complete job Training, ie transportation, child care, tools, clothing, etc.	X						
Experience Works Title V: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP

Local Workforce Area/Region: **TOC/OWA : Region 14**

**WorkSource Oregon Center/Affiliate Site:** WorkSource Harney

**Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".**

<b>Services</b>	<b>WIA Title 1B</b>	<b>WIA Title 1-D Vets</b>	<b>WIA Title 1I</b>	<b>WIA Title III</b>	<b>VR</b>	<b>DHS</b>	<b>Other</b>
Eligibility Determination for WIA Title IB Services	X						<b>State</b>
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			<b>X</b>
Initial Assessment of Skills	X	X	X	X			<b>X</b>
Initial Assessment of Need for Support Services	X	X		X			<b>X</b>
Referral to Unemployment Insurance	X	X		X			<b>NA</b>
Labor Market Information	X	X		X			<b>X</b>
Provide referral to TANF	X	X		X			<b>NA</b>

Help access federal Financial Aid	X	X	X	X			<b>NA</b>
Job Search and Placement Assistance	X	X		X			<b>X</b>
Career Exploration	X	X	X	X			<b>X</b>
Provide Information on Availability of Support Services	X			X			<b>X</b>
Performance Outcomes and Cost Information on Eligible Training Providers	X	n/a		n/a			<b>NA</b>
Tracking of Local Performance Measures	X	X	X	X			<b>X</b>
Services to Veterans		X		X			<b>X</b>
Business Engagement				X			<b>X</b>
Claimant Reemployment				X			<b>NA</b>
Migrant Seasonal Farm Worker (MSFW) Services		X refer		X refer			<b>NA</b>
Reemployment Eligibility Assessment (REA)				X			<b>NA</b>
Self-Employment Assistance (SEA)		X		X			<b>NA</b>
WIA Title 1B Follow-up Services (after Exit)	X						<b>NA</b>
Intensive Services: computer training, word, excel, power point, web page development, customer service training, cashiering	X						<b>NA</b>
Training Services: scholarships for community college, university, vocational or trade school	X		X				
Experience Works: Training for unemployed/low income individuals 55+							<b>SCSEP</b>
Support Services: Primarily services to enable participants to complete training, ie. Transportation, clothing, tools, child care, etc.	X						
Experience Works: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							<b>SCSEP</b>





Support Services: Primarily services to enable participants to complete training, ie. Transportation, clothing, tools, child care, etc.	X						
Experience Works: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							SCSEP

Local Workforce Area/Region: **TOC/OWA : Region 14**

WorkSource Oregon Center/Affiliate Site: WorkSource Canyon City: Grant

Please note which workforce partner(s) provide(s) the following services at each site. If not applicable, please note "N/A".

Services	WIA Title 1B	WIA Title 1-D Vets	WIA Title 1I	WIA Title III	VR	DHS	Other
Eligibility Determination for WIA Title IB Services	X						State
Outreach, intake, and orientation to the information and services available through the WorkSource Oregon delivery system	X	X		X			X
Initial Assessment of Skills	X	X		X			X
Initial Assessment of Need for Support Services	X	X		X			X
Referral to Unemployment Insurance	X	X		X			NA
Labor Market Information	X	X		X			X
Provide referral to TANF	X	X		X			NA
Help access federal Financial Aid	X	X		X			NA
Job Search and Placement Assistance	X	X		X			X
Career Exploration	X	X		X			X
Provide Information on Availability of Support Services	X			X			X
Performance Outcomes and Cost Information on Eligible Training Providers	X	n/a		n/a			NA
Tracking of Local Performance Measures	X	X		X			X
Services to Veterans		X		X			X
Business Engagement				X			X
Claimant Reemployment				X			NA
Migrant Seasonal Farm Worker (MSFW) Services		X refer		X refer			NA
Reemployment Eligibility Assessment (REA)				X			NA
Self-Employment Assistance (SEA)		X		X			NA
WIA Title 1B Follow-up Services (after Exit)	X						NA

Intensive Services: computer training, word, excel, power point, web page development, customer service training, cashiering	X						<b>NA</b>
Training Services: scholarships for community college, university, vocational or trade school	X		X				
Experience Works: Training for unemployed/low income individuals 55+							<b>SCSEP</b>
Support Services: Primarily services to enable participants to complete training, ie. Transportation, clothing, tools, child care, etc.	X						
Experience Works: Provide minimal direct services such as workplace gear, glasses, minimal gas card. Otherwise we coordinate w/ direct support service agencies.							<b>SCSEP</b>

## ATTACHMENT B

Local Workforce Area/Region: **TOC/OWA**

### Direct Services Plan

Complete the following tables displaying how core and intensive services will be delivered and funded by the partners within the One-Stop Centers and affiliate sites identified. These tables should aggregate WIA Title1-B, Wagner-Peyser and other workforce partner staffing and infrastructure costs, at a minimum.

### Systems Investments (PY11)

<i>One Stop Centers and Affiliate Sites (Identify by Location)</i>	<i>Infrastructure Costs includes: Rent, Utilities, Maintenance, Technology, Marketing, etc.</i>	<i>Participant Costs</i>	<i>Staffing for Services</i>					<i>Total Costs</i>
			<i>Welcome</i>	<i>Job Search</i>	<i>Talent Development</i>	<i>Employer Services</i>	<i>Other</i>	
<b>Region 1</b>								
WSO Clatsop	\$125,727	\$16,752	\$47,493	\$65,922	\$87,632	\$37,212	\$107,866	\$488,603
WSO Columbia	\$207,351	\$105,895	\$42,459	\$52,142	\$43,221	\$20,530	\$19,294	\$490,892
WSO Tillamook	\$211,035	\$35,548	\$20,429	\$177,549	\$9,335	\$16,558	\$16,558	\$487,011
<b>Region 6</b>								
WSO Roseburg UT&E	\$102,316	\$78,945	\$54,353	\$30,059	\$222,697	\$20,399	\$39,188	\$547,957
WSO Roseburg OED	\$18,021		\$89,340	\$71,472		\$62,538	\$178,686	\$420,057
DHS	\$5,000						\$19,062	\$24,062
UCC - JOBS								
<b>Region 7</b>								
Coos Bay, SCBEC	\$110,322	\$10,605	\$4,498	\$77,754	\$400,041	\$40,719	\$105,984	\$749,923
WSO North Bend	\$59,157		\$82,925	\$41,162	\$8,292	\$41,462	\$16,585	\$249,553
WSO Harbor	\$56,658	\$0	\$42,460	\$20,589	\$94,304	\$15,294	\$11,475	\$240,780
<b>Region 9</b>								
WSO Hood River	\$97,608	\$2,645	\$7,611	\$46,448	\$76,939	\$3,368	\$19,891	\$254,510
The Dalles, MCOG	\$90,115	\$11,205	\$3,858	\$57,410	\$84,044	\$1,578	\$19,706	\$267,916
The Dalles, OED	\$32,706		\$39,076	\$34,890	\$1,396	\$37,681	\$1,396	\$147,145

<i>One Stop Centers and Affiliate Sites (Identify by Location)</i>	<i>Infrastructure Costs includes: Rent, Utilities, Maintenance, Technology, Marketing, etc.</i>	<i>Participant Costs</i>	<i>Staffing for Services</i>					<i>Total Costs</i>
			<i>Welcome</i>	<i>Job Search</i>	<i>Talent Development</i>	<i>Employer Services</i>	<i>Other</i>	
<b>Region 10</b>								
WSO Bend	\$105,309	\$4,044	\$88,854	\$64,378		\$258,255	\$108,899	\$565,305
WSO Madras	\$35,798		\$31,357	\$36,695		\$72,212		\$177,989
WSO Prineville	\$21,447		\$43,171	\$31,242		\$117,720		\$140,360
WSO Redmond	\$25,766	\$60	\$17,683	\$14,063		\$77,168		\$124,303
WSO LaPine	\$18,614							\$18,614
<b>Region 11</b>								
WSO Klamath Falls	\$66,055		\$18,879	\$76,234	\$4,495	\$45,309	\$20,677	\$231,649
<b>Region 12</b>								
WSO Hermiston	\$46,532	\$14,784	\$31,235	\$23,124	\$12,634	\$57,985	\$31,005	\$217,299
WSO Pendleton	\$29,227	\$5,947	\$27,590	\$55,949	\$2,785	\$27,103	\$2,985	\$151,586
Pendleton, CAPECO	\$42,280	\$45,490	\$7,018	\$11,757	\$38,878	\$229	\$6,449	\$152,101
<b>Region 13</b>								
WSO Baker City	\$21,945	\$5,019	\$18,405	\$32,129	\$46,951	\$14,286	\$13,188	\$151,923
WSO Enterprise	\$12,434	\$1,869	\$9,805	\$24,498	\$36,046	\$5,528	\$9,749	\$99,928
WSO La Grande	\$46,696	\$179,011	\$52,891	\$84,151	\$140,453	\$20,325	\$62,691	\$586,220
<b>Region 14</b>								
WSO Burns	\$7,045	\$3,815	\$24,328	\$29,201	\$44,865	\$5,343	\$21,253	\$135,851
WSO Canyon City	\$8,973	\$4,837	\$21,906	\$34,976	\$45,551	\$13,358	\$4,293	\$133,895
WSO Ontario	\$34,843	\$14,275	\$60,543	\$103,843	\$79,550	\$41,854	\$51,083	\$385,990

**Total Staff Levels in FTEs (Current)**

One Stop Centers and Affiliate Sites (Identify by Location)	WIA Core Services			WIA Intensive Services			Other		
	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)
<b>Region 1</b>									
WSO Clatsop		2.5			2		5.5	.1 SNAP 1.5 JOBS	
WSO Columbia		3			2		6	.1 SNAP 2.8 JOBS	
WSO Tillamook		2			2		4	.1 SNAP 1.3 JOBS	
<b>Region 6</b>									
WSO Roseburg UT&E		2			4				
WSO Roseburg OED	9						3		
DHS									.05
UCC - JOBS								2	1
<b>Region 7</b>									
Coos Bay, SCBEC		2.08			1.78				
WSO North Bend	6		4				2		
WSO Harbor									
DHS									3.69: DHS .30 SNAP
<b>Region 9</b>									
WSO Hood River		.89			1.66				
The Dalles, MCCOG		.78			1.47				
The Dalles, OED	8								

One Stop Centers and Affiliate Sites (Identify by Location)	WIA Core Services			WIA Intensive Services			Other		
	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)	Wagner-Peyser Staff	WIA Title 1-B Staff	Other Partners (identify)
<b>Region 10</b>									
WSO Bend	2.5	1			5.76		9.5	1	3.88 SSP SNAP
WSO Madras, Prineville	4.5	1.5			6.36		5.5		2.43 SSP SNAP
WSO Redmond					2				1 SSP SNAP
<b>Region 11</b>									
WSO Klamath Falls		3		3				1	3: OVRS 2.75 SSP SNAP
Lakeview, COIC		2.5		2.5					.55 SSP SNAP
<b>Region 12</b>									
WSO Hermiston	1.75	1.3			.9		4.25		
WSO Pendleton	1.25	.15			.15		2.75		2.5: DHS JOBS
Pendleton, CAPECO		7			2				
<b>Region 13</b>									
WSO Baker City	.75	.3		.75	.5		2.5		.33: Title IV
WSO Enterprise	.5	.1			.2		.5		.33: Title IV
WSO La Grande	1.25	.6		.25	1		2.5		.33: Title IV
<b>Region 14</b>									
WSO Burns	.5	.15			.25		.5		.75: Title II
WSO Canyon City	.75	.15			.25		1.25		
WSO Ontario	2.25	1.2			1.8		5.75		

**Management & Administrative Staffing Across All One Stop Centers and Affiliate Sites (Current)**

<i>Management/Administrative Staff (Identified by Partner, i.e., Wagner-Peyser, Title I-B, TANF, etc.)</i>	<i>Total FTEs</i>
Management Staff	13.95: Title IB 9: OED 2.51: DHW/TANF/OFSET .24 Experience Works
Administrative Staff	3.7: Title IB
Total for the LWIA	29.4

**ATTACHMENT E  
TOC/OWA**

**WORKFORCE INVESTMENT ACT TITLE I-B  
BUDGET, PARTICIPANT and PERFORMANCE PLAN for PY13**

<b>Service Categories</b>	<b>Projected Number of Participants Who Will Receive at Least One Staff-Assisted Service*</b>	<b>Participant Carry-In by Program Year</b> (e.g. X# = PY 10; X# = PY 11)**	<b>Funding Allocation</b>	<b>Indicator of Performance (TEGL 17-05)</b>	<b>LWIA Performance Target</b>
<b>Adults</b>	4,440	PY12: 840 PY11: 937	\$2,363,396	Entered Employment Rate	68.3%
				Retention Rate	56.7%
				Average Earnings	\$12,500
<b>Dislocated Workers</b>	3,508	PY12: 660 PY11: 493	\$2,375,184	Entered Employment Rate	68.3%
				Retention Rate	56.7%
				Average Earnings	\$12,500
<b>Youth</b>	586	PY12: 204 PY11: 90	\$2,318,801	Placement in Employment or Education	70%
				Attainment of a Degree or Certificate	69%
				Literacy and Numeracy Gains	31%

Adults and Dislocated Workers

\*This is the total projected number of Adults (or DWs) who will receive services funded under Title I other than self-service or informational activities.

\*\* Total number of Adults (or DWs) enrolled in previous year/s carried forward, by Program Year.

Youth

\* This is the total projected number of Youth planned to be enrolled in the Program Year.

\*\* Total number of Youth enrolled in previous year/s carried forward.

NOTE: This attachment must be submitted for each year of the plan and attached to any modification request to CCWD.



## ATTACHMENT F

**One-Stop  
Memorandum of Understanding (MOU) for the  
Local Workforce Investment Area  
The Oregon Consortium & Oregon Workforce Alliance**

The current Memorandum of Understanding (MOU) was written and signed in 2010. There is a signed extension until December 31, 2012. A draft MOU will be distributed to One-Stop Partner organizations in November for review and approval. Once approved, the MOU will be distributed for signatures in late November, with the expectation that the new MOU will be signed by all partners by December 31, 2012.

[Hyperlink to current MOU](#)

## ATTACHMENT G

**One-Stop  
Resource Sharing Agreement (RSA) for the  
Local Workforce Investment Area  
The Oregon Consortium & Oregon Workforce Alliance**

**The Current Resource Sharing Agreement (RSA), which stands as an addendum to the MOU, was written and signed in 2010. There is a signed extension until December 31, 2012. A draft RSA will be distributed to One-Stop Partner organizations in November for review and approval. Once approved, the RSA will be distributed for signatures in late November, with the expectation that the new RSA will be signed by all partners by December 31, 2012.**

**[Hyperlink to current RSA](#)**

**ATTACHMENT H**

**COVER PAGE FOR**

**WIA TITLE I-B  
ASSURANCES  
AND  
DISCLOSURE OF LOBBYING ACTIVITIES**

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**WIA TITLE I-B  
ASSURANCES  
AND  
DISCLOSURE OF LOBBYING ACTIVITIES**

**FEDERAL GRANT ASSURANCES**

Each Grantee should carefully read and review the WIA Statute and Regulations related to this Assurances form. For purposes of this Grant Contract, "Contract" shall mean "Grant Contract" and "Contractor" shall mean "Grantee."

The Contractor identified below, through its duly authorized representative, hereby assures and certifies that throughout the period of the grant /contract award and at all times while this Contract is in effect, it will comply with (as they may be amended from time to time), all applicable federal, state and local laws, regulations, ordinances, executive orders, administrative rules and directives, including without limitation: the Title IB of the Workforce Investment Act of 1998 (PL 105-220 29 USC Sec 2801 et seq) and corresponding WIA Regulations (20 CFR 660.300) OMB Circulars A-87 and A-133; all regulations and administrative rules established pursuant to the foregoing, all applicable Oregon Revised Statutes; and all applicable Oregon Administrative Rules.

Without limitation, Contractor assures and certifies that it:

1. Has the legal authority to apply for and receive funds, including federal and state funds, under the grants and programs covered by this Contract, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost) to ensure proper planning, management and completion of the projects, grants and programs covered by this Contract.
2. With respect to Federal funds received by Contractor under this Contract, will comply with the cost principles determined in accordance with the provisions of OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," or A-21. "Cost Principles for Educational Institutions" or A-122, "Cost Principles for Non-Profit Organizations" as applicable based on the status of the entity receiving the Contract, and the cost related provisions of the corresponding regulations found in 29 CFR part 97, 29 CFR Part 95 or 48 CFR Part 31.
3. Will maintain and will permit the Agency, the Oregon Secretary of State's Audit Division, the Oregon Department of Justice, the Federal Department of Labor, Employment and Training Administration through any authorized representative, access to and the right to examine and audit all records, books, papers or documents related to the awards or programs, to satisfy audit and program evaluation purposes and for all other lawful purposes; will establish a proper accounting system in accordance with generally accepted accounting standards and directives of the Federal awarding agencies; and will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
4. Will not permit any person or entity to receive grant or program funds if the person or entity is listed on the non-procurement portion of the General Service Administration's list of parties excluded from federal procurement or non-procurement programs in accordance with Executive Order No. 12,549 and Executive Order No. 12,689 of the President of the United States.

5. Contractor will comply with the following:

A. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 USC section 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. The lobbying provisions of 34 CFR Part 82.

Contractor certifies, by signing this agreement to the best of his or her knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Contract, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

C. Contractor shall require certification of the foregoing from all recipients of grant or program funds by including it in and requiring that it be included in all contracts pursuant to which grant or program funds are paid.

6. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

7. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding Agency.

8. Will comply with all federal, state and local laws, regulations, executive orders, ordinances, administrative rules and directives relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U. S. C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U. S. C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U. S. C. §§6101-6107), which prohibits discrimination on the basis of age; (e) The Americans with Disabilities Act of 1990 (42 U.S.C. §§12131 et seq.), which protects qualified persons with disabilities from discrimination in employment opportunities and imposes requirements for construction, remodeling, maintenance and operation of structures and facilities; (f) Implementation of the Nondiscrimination and equal Opportunity Provisions of the Workforce Investment Act of 1998 (29 CFR Part 37); (g) ORS Chapter 659, as amended; (h) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and, (i) the requirements of any other nondiscrimination laws, regulations, executive orders or ordinances which may apply to Applicant or the award or programs.

9. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7326) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds, unless exempt by the Hatch Act exclusion for individuals employed by an educational or research institution, establishment, agency, or system which is supported in whole or in part by a state or political subdivision thereof, or by a recognized religious, philanthropic, or cultural organization, as provided in 5 U.S.C. §1501(4) (B).
10. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
11. Will comply with the applicable requirements of the federal Health Insurance Portability and Accountability Act of 1996 (HIPPA) (42U.S.C. §§1320d et seq.) and the implementing regulations, 45 CFR 160, which relate to health information privacy and security and the transmission of such information
12. Will comply with the following additional requirements in accordance with WIA:
  - A. All proposals, evaluations, periodic program plans, and reports relating to each program will be available for public inspection.
  - B. No grant funds will be used for the acquisition of real property or for construction unless specifically permitted by the authorizing statute or implementing regulations for the program.
  - C. No grant funds will be used in violation of the prohibitions against use of such funds for religious worship, instruction, or proselytization.
  - D. Contractor will cooperate in any evaluation of the program by the Secretary of the United States Department of Labor.
  - E. Contractor will use fiscal control and accounting procedures that ensure proper disbursement of and accounting for federal funds.
  - F. Contractor will obligate funds in accordance with the timing and other requirements of 29 CFR Part 97.21 or 29 CFR 95.22.
  - G. Contractor will furnish reports that the Agency requests or that may reasonably be necessary for the Agency to carry out its responsibilities under the program, and will furnish all annual and other reports required by applicable laws and regulations.
  - H. Contractor will keep records that fully show: (1) the amount of funds; (2) how the funds are used; (3) the total cost of the project; (4) the share of that cost provided from other sources; and (5) other records to facilitate an effective audit.
  - I. Contractor will keep records to show its compliance with program requirements.
  - J. Records will be retained for three years after completion of the projects and Work covered by this Contract and access will be provided as deemed necessary by the Department or the United States Department of Labor.
  - K. Contractor will comply with the protection of the rights and privacy of parents and students in accordance with, the Family Educational Rights and Privacy Act of 1974, (20 U.S.C. §1232g).
  - L. None of the funds will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.

14. Will comply with all applicable requirements of all of the foregoing and all other federal, state and local laws, regulations, ordinances, executive orders, administrative rules and directives applicable to the grants, awards, programs and Work covered by this Contract

15. Debarment, suspension, ineligibility and voluntary exclusion – lower tier covered transactions: As required by Executive Order 12549, Debarment and Suspension, and implemented at 15 CFR Part 26, Section 26.510, Participants Responsibilities, for prospective participants in lower tier covered transactions (except subcontracts for goods or services under the \$25,000 small purchase threshold, unless the subtier recipient will have a critical influence on or substantive control over the award), as defined at 15 CFR Part 26, Sections 26.105 and 26.110:

- A. The prospective lower tier participant certifies, by submission of these assurances, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this proposal.

16. The Contractor also agrees by signing this Contract that he or she shall require that the language of these assurances be included in all subagreements, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.



**ATTACHMENT I**

**Signature Page**

**WIA Title I-B Statement of Concurrence for the  
Local Workforce Investment Area  
The Oregon Consortium & Oregon Workforce Alliance**

**[Hyperlink to Attachment I](#)**

**ATTACHMENT J**

**Signature Page**

**WIA Title I-B Partners Statement of Agreement  
for the Local Workforce Investment Area  
The Oregon Consortium & Oregon Workforce Alliance**

[Hyperlink to Attachment J](#)

**ATTACHMENT K**

**LOCAL WORKFORCE INVESTMENT BOARD  
RECERTIFICATION REQUEST  
The Oregon Consortium & Oregon Workforce Alliance**

**[Hyperlink to Attachment K](#)**