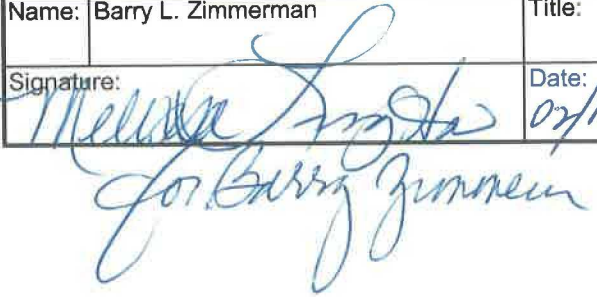


**Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant**  
**Cover Page** EDD RFA #84049

Applicant Workforce Development Board of Ventura County					
Total Project Budget					\$ 3,988,495.00
Requested Amount					\$ 3,988,495.00
Match					\$ 0
Address:			855 Partridge Drive		
City & Zip Code:			Ventura, 93003		
County:			Ventura County		
Designated Contact Person and Title:			Patrick Newburn		
Telephone:	805-477-5470	Fax:	805-477-5380	E-mail:	Patrick Newburn
DUNS Number:	176041101				
Proposed Region:		Ventura Regional Planning Unit			
Proposed Occupations/Trades:		1. Education and Health Services 2. Trade, Transportation, and Utilities 3. Manufacturing 4. Construction			
List Partners:		Workforce Development Board of Ventura County, Ventura County Public Defender's Office County Legal Service Provider, Ventura County Veterans Services Department, Ventura County Sheriff's Office, Ventura County Probation Agency, CDCR Adult Department of Parole Operations, Goodwill Industries of Ventura and Santa Barbara Counties, Interface Children and Family Services, Arc of Ventura County, Boys and Girls Club of Greater Oxnard and Port Hueneme, Genesis Sober Living, Inc., National Alliance on Mental Illness, Ventura County Sober Living			
<b>Approval of Authorized Representative</b>					
Name:	Barry L. Zimmerman		Title:	Director, Human Services Agency Administrative entity for WDB Ventura County	
Signature:			Date:	02/15/2015	E-mail: <a href="mailto:Barry.Zimmerman@ventura.org">Barry.Zimmerman@ventura.org</a>



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY Prison to Employment Implementation Grant February 2019 - PROPOSAL NARRATIVE -

### INTRODUCTION

Respected for working in the best interests of the region, the Workforce Development Board of Ventura County (WDB) is a neutral convener and coordinator of regional partners, who helped shape the WDB Regional Plan for 2017-2020 by implementing a results-oriented combination of committee, sector, cross-sector and work group activities. WDB has a twenty-year history of working together with partners to serve at-risk populations with barriers to employment, including but not limited to, formerly incarcerated and justice involved individuals, as well as out-of-school youth, by aligning training, education and services to supply the skills, service support, and training needs of Ventura County's employers. The Ventura County Board of Supervisors (BOS) is the governing body that oversees the County's Human Services Agency, in which WDB's activities are embedded. WDB has a separate independent board appointed by the BOS, and is the Regional Planning Unit (RPU) for Ventura County.

Moreover, WDB has established four Industry Sector Committees (Manufacturing, Healthcare, Clean-Green and, Business Services) that have provided regional leadership to work with industry to analyze regional job data, identify regional employment needs, determine credentials and skills in high demand, and work with educators on the committees to implement programs to address industry needs. Additionally, twenty AJCC System Partners are working to align existing workforce programs, reduce duplication, identify gaps in services, and collaborate to provide career services to those with barriers to employment. Our Human Services Agency, Adult and Family Services (AFS) Department also collaborated with the Ventura County Probation Agency and the Sheriff's Office which funded several initiatives targeted to address the reintegration of ex-offender populations including incarcerated adults, youth and those released on probation.

The Prison to Employment (P2E) strategic planning process has uncovered a variety of additional strategies and goals that can align the workforce and corrections systems in the county. This application for the *Prison to Employment (P2E) Implementation Direct Services and Supportive Services Earn and Learn Grant* requests **\$3,988,495**. This award will help the WDB support community based organizations (CBOs) and agency leadership structures to: improve staff capacity and training, strengthen sector initiatives, more fully integrate career services, create employment opportunities, and provide additional supportive services offered by AJCC partners, CBOs, and Labor Organizations. The principal plan is to build sustainable investments by all stakeholders serving formerly incarcerated and justice involved individuals. This narrative describes six interconnected projects/services that will increase positive outcomes for formerly incarcerated and justice involved individuals the regional P2E vision includes:

1. Create a Regional Employer Outreach and Training Program
2. Provide micro-contracts to sober living houses in order to provide housing to more of the target population, regardless of AB 109 status
3. Contract with CBO's that perform direct employment and placement services to facilitate a Continuum of Care into the community and enhance gainful employment opportunities

4. Pilot a program at Main Jail and Todd Road jail to develop mandatory pre-release resources and toolkit
5. Expand a food handler credential program model at Todd Road Jail to include grounds-keeping work crew and expanded employer partnerships
6. Formalize a Ventura County Reentry Council

## **I. STATEMENT OF NEED**

The purpose of this P2E implementation application is to seek funding that will provide implementation of regional partnerships and direct services and supportive services using Earn and Learn models to serve formerly incarcerated and other justice involved individuals in Ventura County. WDB has a history of successful programs serving ex-offenders, and seeks additional funding to sustain, support, and expand regional partnerships. This implementation grant will enable WDB to develop new and strengthen previous regional partnerships, and will provide a foundation for the implementation of the newly drafted Ventura County Regional P2E Plan.

Successful implementation of a regional workforce system serving formerly incarcerated and justice involved individuals requires informed and efficient outreach and communication with local business, labor organizations and CBOs. Currently, several organizations conduct independent business outreach and engagement with ex-offenders through partners in the local workforce system. While not wholly fragmented, these independent systems are not effective in assuring lateral partner-to-partner communication and employment outcomes.

Demographic Data (see attachment 1, Figures 1-5): Ventura County, like other California counties, has at-risk populations who need to develop marketable skills. There are approximately 15,500 adult offenders and 2,500 minors being supervised by the Ventura County Probation Agency (Ventura County Probation Agency Data, 2018). Two of these at-risk populations are the clients served by the Temporary Assistance for Needy Families (TANF, aka CalWORKs Welfare-to-Work) program, and the non-AB 109 ex-offender population. Hispanic men and White men of Prime Working Age (25-50 years old) comprise the majority of the justice-involved population.

### Adult and Juvenile Population:

- The Ventura County Probation Agency (Ventura Field Services, Oxnard Field Services, and East County Field Services) supervised 6,820 clients. There are 33,900 justice involved individuals in Ventura County. When combined with an estimated 42,000 individuals with past felony convictions, the total population who could benefit from P2E services is approximately 75,900.
- According to a recent (June 2018) outcomes report from an independent research firm (EvalCorp), Ventura's first three AB 109 cohorts (FY 11/12 and 13/14) were analyzed using the Board of State and Community Corrections (BSCC) definition (arrests within 3 years of release from custody) of recidivism. One key finding from this report was that 1170 jail-only clients recidivated at a rate of 61%.



- Post-Release Community Supervision clients returning from prison and supervised by Probation recidivated at a rate of 54%, and 1170(h) Mandatory Supervision clients released from local custody and supervised by Probation recidivated at a rate of 45%. That is a 16% difference between those clients who are supervised by Probation and receiving community services versus those who do not. The research also stated that with each cohort studied, the reduction in recidivism continued to decrease. *What does this indicate?* That what we do and how we do it matters; that supervision and evidence-based treatment matters.
- Juvenile arrests have dropped substantially since the 2008 Ventura County Juvenile Justice Plan. Overall, juvenile arrests declined from a total of 7,329 in 2008 to 3,058 in 2014 (CA Attorney General's Office), reflecting an overall decrease of 58%. Of the 3,058 total juvenile arrests in 2014, there were 656 felony arrests, 1,749 misdemeanor arrests, and 653 status offense arrests. Between 2008 and 2014, juvenile arrests for felonies, misdemeanors, and status offenses all experienced an overall downward trend. Felony arrests decreased by 46%, misdemeanor arrests decreased by 59%, and status offense arrests decreased by 64%.

Individuals Served (see Attachment 2): Many leading public agencies and CBOs in Ventura County have already recognized the need for high-quality reentry workforce development programs aimed at serving justice-involved individuals. The Human Services Agency, Goodwill Industries of Ventura and Santa Barbara Counties, Interface Children and Family Services and others have provided services with successful outcomes to over 1,000 formerly incarcerated individuals in 2018.

Types of Services Needed (see Attachment 1, Figure 6): The P2E Partner Coalition has been meeting since August 2010. During these meetings and resulting stakeholder outreach, multiple challenges and needs have been identified including a need for more CBOs that perform direct employment placement and connections to employers and additional sober living housing and drug treatment. There are many programs that provide social services and career training, but very few organizations that provide actual job placement, earn and learn opportunities and on the job training. Ventura County has a growing need for housing, and certain policies make it especially difficult for formerly-incarcerated populations to find a home. Employment and housing-related services are needed to help the supervised population achieve long-term employment outcomes in occupations that pay a family-sustaining, livable wage.

## **II. Partnerships** (see Form 3A in P2E Workbook)

Ventura County's workforce system includes many committed entities that have a successful track record of working together. The WDB, in collaboration with CausalMPACTS, a California Workforce Association consultant procured to facilitate research and partner outreach in the P2E Planning Phase, is in the process of hosting six meetings from August 2018 through March 2019. WDB compiled a list of over 170 people representing more than 40 unique organizations serving formerly incarcerated and justice-involved populations to participate in the regional planning process. Several Memorandum of Understanding have been executed and included with our application and we will submit additional MOU's with our strategic plan.



A variety of methods were employed to conduct stakeholder outreach to ensure that multiple perspectives were heard across sectors. These methods included: Stakeholder Survey, Employer Survey, P2E Stakeholder Meetings, Justice Involved Individual Focus Groups, and 1-1 Interviews with over 25 individuals.

Many of the P2E Partner Coalition members have been members of The Ventura County Reentry Council for years. The Ventura County Reentry Council was created to help county agencies coordinate AB 109 implementation, but has since expanded to include service providers, corrections partners, and agencies serving the entire reentry population. Formalizing this entity by providing funding for staffing resources and better coordination will increase networking opportunities, training, and collaboration. There are a variety of existing collaborations and meetings seeking to bring multiple service providers together. For example, the monthly Parole and Community Team (PACT) meetings invite service providers to present to newly released parolees. These meetings are helpful, and serve a need for the involved entities, but they do not create a forum for everyone serving the justice-involved to collaborate and share resources. However, a formalized reentry council needs support and standing in order to facilitate long term client benefits.

Ventura's P2E Partner coalition will serve as a test-zone for collaborative efforts, cross-agency referrals, and provide a known centralized location that assesses the state of the reentry and services system in Ventura County. Furthermore, the region's workforce professionals will coordinate services through existing and new partnerships within the Reentry Council. Funding will be utilized to ensure that the Ventura County Reentry Council meets every two months; provides high-quality quarterly trainings to Council members on relevant topics, to be decided annually by the Council (*i.e.* training on how to access and utilize existing employer incentives); conducts bi-annual SWOT assessment of countywide resources and services to identify challenges, needs, and gaps in services; reports quarterly to the Ventura County Board of Supervisors on the Council's activities; provides a public database of Reentry Council members; provides a forum for members to share resources and make announcements; manages meeting logistics, invitations, and training scheduling; and identifies joint member grant opportunities.

#### Referral Process for Supportive Services and Direct Services:

- The existing Reentry Council will facilitate information sharing among partners to evaluate and share evolving service needs, best practices, and lessons learned, with regards to programs and service models that serve the region's justice-involved population. This council, though not currently funded other than in-kind support, is an excellent existing forum for discussing "What Works" in evidenced-based practices and principles of hiring, supervising and coaching the justice-involved population. If funded to conduct regular monthly meetings, the council will enhance opportunity for replication and expansion of successful programs.
- The Council will strive to reduce duplication of efforts and increase collaboration with other existing service networks. Some of these related working groups and initiatives

include: Ventura County Workforce Development Board (Clean/Green committee, Child Support task force, etc.); Ventura County Adult Education Consortium (VCAEC); Tri-Counties Regional Center Employment Collaborative and Employment Task Force; Ventura County Family Justice Center Foundation; Ventura County Reentry Council; Ventura County Continuum of Care; Ventura County Civic Alliance; Veterans Treatment Court; WIOA services providers; Women United; Ventura County Whole Person Care; Ventura Project to Support Reentry; and Economic Development Collaborative.

Over 75% of the P2E Partner Coalition members reported that they partner with other organizations to provide job placement, workforce development, and other justice-involved community initiatives and services. The top three public agencies suggested were the Ventura County Probation Agency, Human Services Agency, and Ventura County Behavioral Health. Among the community-based organizations listed, the three most recommended were Goodwill Industries, Interface Children and Family Services, and Salvation Army. Education and research institutions will also be necessary for this initiative, and the four most suggested partners for this were the Ventura County Community College District, California Adult Literacy Professional Development Project (CALPRO), Ventura County Adult Education Consortium, and Center for Employment Training. Upward mobility, employment, and increased training opportunities are an important component of P2E, so identifying how to bridge that gap between agencies wanting to participate and provide direct services needs to be addressed. P2E Implementation funding will provide the ability to fill the gaps and challenges in serving these individuals.

Employer Partnerships: (see Attachment 1, figure 7)

In the Ventura County region, the WDB has had a long history of working together with business partners to serve at-risk populations with barriers to employment in Ventura County. WDB has four business led sector committees focused in pathways in manufacturing, clean/green, healthcare, and business services to meet employment outcomes. Business engagement is offered through the American Job Center of California (AJCC) system, Economic Development Collaborative (EDC) business consultants and networks, Ventura County Economic Development Roundtable, Small Business Development Center, Service Corps of Retired Executives, Women's Economic Ventures, Workforce Education Coalition, and the Ventura County Economic Development Association (VCEDA).

A significant challenge is that of almost 48,000 businesses in the county, the vast majority are diverse and small businesses. Most employers have 50 or fewer employees. There is no dominant industry and job requirements vary widely. This reality justifies the need for funding support to strengthen employer partnerships with small business as well as larger employers. Based on analysis of labor market data from the California Employment and Development Department (EDD), over 115,850 current jobs in Ventura County are in Opportunity Occupations (37.3% of total jobs). The highest number of jobs are in: Education and Health Services; Trade, Transportation, and Utilities; and Manufacturing. These three industries, along with Construction are also expected to add the highest

number of new jobs in Opportunity Occupations per year. It is estimated that Ventura County will add close to 4,700 new job openings in Opportunity Occupations per year through 2024.

Based on evaluation of the five key criteria outlined in the previous section, it is believed that the following major industry groups present the greatest level of opportunity for justice-involved/formerly incarcerated populations in Ventura County:

1. Education and Health Services
2. Trade, Transportation, and Utilities
3. Manufacturing
4. Construction

### **III. Regional Implementation and Direct Service Plan (IDS)**

P2E partners have drafted recommendations that will meet the needs of this population. The top of the list included 6 recommendations that will provide direct services and provide supportive services. The attachment to our plan details rationale, outcomes, and challenges addressed. The IDS plan in this application will enroll 75 participants over three years of proposed funding. Highlights of these priority recommendations include:

The Big Ideas! (See Attachment 3)

1. **CONTRACT WITH CBOs WORKING ON DIRECT EMPLOYMENT AND PLACEMENT.** The Specialized Training and Employment Services (STEPS) program provided through AFS, will offer individual training accounts (ITA) to participants. Additionally, we will offer new contracts with CBOs that do direct employment and placement to facilitate a Continuum of Care into the Community. Placement would not be based on AB 109 status. Connecting participants with their CBO provider on the same day of release through transportation via the Public Defender's Office or CBO transportation fund.
2. **CREATE A REGIONAL EMPLOYER OUTREACH AND TRAINING PROGRAM.** WDB will create a registry of employers willing to do "First Opportunity" hiring and employ those with felonies. The creation of a regional position dedicated to employer outreach, cultivating partnerships, and bolstering employment prospects, will streamline this outreach and establish a comprehensive outreach plan that all CBOs and agencies can utilize.
3. **FORMALIZE AND SUPPORT THE EXISTING VENTURA COUNTY REENTRY COUNCIL.** Formalizing the Ventura County Reentry Council with funding and recognition will create a singular entity through which collaboration, meeting, training, and sharing can occur. This Council should include all mandated P2E partners, as well as all entities that serve the Justice-Involved population.

Connection to Career Pathways: Using current economic and labor market data, the Local Board focuses on four industry sector clusters which provide opportunities for Ventura County workers to make gains in jobs and income: Business Services, Clean/Green/Construction, Healthcare, and Manufacturing. The Local Board conducts bi-monthly sector meetings and an annual joint regional sector forum to identify cross-sector



workforce challenges, essential job qualifications for workers in priority occupations and steps to address career pathways priorities. Additionally, it is envisioned that the WDB will include oversight of P2E programs within the existing WDB programs committee and provide periodic reports to the four WDB sector committees.

Connection to State and Other Linkages: WDB will continue to provide connection and collaboration with California Workforce Development Board (CWDB) and its grantees through our Regional Organizer. Additionally, WDB, as a member of the California Workforce Association and National Association of Workforce Boards, will stay connected at state and national levels. The WDB, which is embedded in the Human Services Agency, will serve as CWDB and P2E grantee linkage to the existing Reentry Council partnership and the Community Corrections Partnership. The connection with organized labor will also ensure linkage to apprenticeships through the mandated P2E partnerships as well as existing members in our local workforce board.

Connection to Education: To expand access to employment, training, education and supportive services for the target population, the Local Board and the Reentry Council will continue to work with appropriate partners from K-12, adult education, community college, and university programs; workforce-related community programs; and government service agencies. Collaboration will facilitate referrals that provide access to regional sector pathway programs for those with barriers to employment, including the disabled.

Employer Outreach: A variety of methods will be employed to conduct stakeholder outreach. Having started this process already, we have some lessons learned and will use these takeaways as guidance in future engagement: 1) Employers that are part of a large chain do not know their headquarters' policies on hiring formerly incarcerated, 2) Many employers from large corporations seemingly assume that they cannot hire those who are formerly incarcerated even when they are not sure of a formal policy in place, 3) Many employers were very uncomfortable even talking about this population, 4) Trying to track down these employers' HR policies on hiring this population was extremely difficult and led to many switchboard operators and accidentally cancelled calls; 5) Smaller employers prefer to speak in person (For example, one employer asked if the caller could come into the restaurant so they could answer the questions in person), and 6) Having an on-the-ground presence would improve the survey response rate as well as build relationships.

Training Needs of Staff and Partners: P2E partners may be required to participate in technical assistance activities, including, but not limited to, the convening of communities of practice to identify and help replicate evidence-based practices and to help facilitate an assessment and evaluation of grant performance and initiative success. Cross training of partners will enable improved client referrals based upon participants needs. Reporting systems and tracking methods agreed upon will require partner training.

Participant Training and Education Assessment: The P2E program will provide individuals intensive employment services through existing AJCC models and partner collaboration:

1) a pre- and post- vocational assessment, 2) the development of an Individual Employment Plan (IEP); 3) Job Readiness Workshops and or Career Academy Workshops., 4) supportive services and an Individual Training Account voucher to access training for in-demand occupations in priority industry sectors (Manufacturing, Healthcare, Business Services and Clean-Green-Construction occupations). All services will be provided through a strong partnership with the individual's probation or parole officer. Additional services to be provided by the P2E program include job search assistance, training, in-demand industry information for the local area and with industry recognized certificates, supportive services (e.g. tools, clothing, test materials), and access to public assistance services and other community-based services. This service delivery strategy has been proven effective for ensuring offenders remain engaged and have access to comprehensive resources.

#### **IV. Regional Supportive Service / Earn & Learn Plan (SSEL)**

The P2E Regional Plan will provide supportive services that will model services provided through the Local Board, AJCC partners, and WIOA workforce and education programs. P2E funding will be provided for a wide range of supportive resources including: academic and career counseling; subsidized childcare and dependent care; transportation vouchers; payments for books, uniforms and course equipment; substance abuse treatment; and the use of assistive technology for individuals in California who are disabled. On the Job Training will be provided by AFS through the STEPS service model. The SSEL plan in this application will enroll 45 participants over three years of proposed funding.

#### **The Big Ideas! (See Attachment 3)**

1. **INCREASE THE NUMBER OF SOBER LIVING HOUSES THAT ARE PLACEMENTS FOR AB 109 AND ALL OTHERS.** A high percentage of justice-involved individuals have drug and alcohol addictions. Housing can be expanded for more justice-involved people by providing micro-contracts to sober living houses and allowing Probation and Parole to refer and pay for client's housing for 90 days, regardless of AB 109 status.
2. **PROVIDE EARN AND LEARN OPPORTUNITY WITH ON THE JOB TRAINING.** Support existing On the Job Training provided through AFS to facilitate a Continuum of Care into the Community. Placement would not be based on AB 109 status. The Specialized Training and Employment Services (STEPS) program has a successful history of providing career service and placement.
3. **DEVELOP A MANDATORY PRE-RELEASE RESOURCES FILE AND TOOLKIT.** Pre-Release Opportunities: create integrated reentry planning by a team that includes the Probation or Parole Officer on record, CBO or agency, Behavioral Health, and others who develop comprehensive reentry plans. If every inmate was provided with the necessary documents and program enrollments prior to release, they would save time and effort and more seamlessly reintegrate into society. The desired outcome is to develop database infrastructure and identify an ideal system for easy document sharing with clients.
4. **EXPAND EXISTING FOOD HANDLER CREDENTIAL PROGRAM MODEL** Expand existing in-jail training programs to include other in-jail work crews and expand

employer partnerships, provide food handler credentials, provide landscaping credentials, and provide jail-to-employment placement.

Supportive Services to be provided:

1. Increase the number of Sober Living placements for AB 109 and non- AB 109 individuals. We aim to reduce existing waitlists for sober living facilities for re-entry and justice involved individuals. Examine other sober living houses in the County beyond the two that have been contracted through Ventura County Probation Agency, that have vacancies available and can fill a much-needed gap for AB 109 sober living beds as well as additional justice-involved individuals.
2. Provide transportation funds to housing directly from incarceration, as well as employment bus pass or other suitable solutions.
3. Provide appropriate referrals to a behavioral health provider for behavioral health needs.
4. Provide referral for eligibility and application assistance for all government assistance (e.g., CalFRESH, General Relief, Medi-Cal).
5. Increase funding and resources to CBOs for On the Job training participant placements.
6. Provide assistance and funds for locating existing education records, certifications, and assessment scores. Provide assistance in securing other government records such as driver's license, social security, child support and court documents.

**V. Data Collection and Evaluation**

HSA, Adult and Family Services Department (AFS), as the lead AJCC program operator, will use efficient strategies to link, track and report outcomes and outputs. Utilizing the EDD Labor Exchange CalJOBS system will allow this program to track clients with consistency and allow for follow-up services along with HSA's continuum of client assistance. HSA, AFS and EDD are the operators of the American Job Centers in Ventura County, and AFS also provides WIOA-funded Adult and Dislocated Worker programs.

The P2E Regional Plan will provide services including job search assistance, training, in-demand industry information for the local area and industry recognized certificates, supportive services (e.g. tools, clothing, test materials), and access to public assistance services and other community-based services. HSA will deliver services through the State's labor exchange system. The online features allow staff the ability to effectively track P2E program activities and coordinate and deliver services through an integrated program model. Services will be measured, and the projected outcomes of the P2E programs will be tracked with CalJOBS. As the County's primary provider of Medi-Cal, CalFresh and General Relief Programs, HSA, AFS brings access to these services to the in-jail and post release population. The P2E service delivery strategy is expected to be effective with ensuring offenders remain engaged and have access to comprehensive resources such as medical, behavioral/mental health, housing, support services, and other community-based services.

Outcomes monitored will include those performance reporting requirements outlined in AB 1111 and the Prison to Employment Initiative Trailer Bill. Highlights include:



- Ability of individuals to successfully complete relevant programming funded under the grant as demonstrated by relevant measures directly related to the purpose of the program.
- Ability of individuals to transition into or be integrated into the broader workforce and education system as evidenced by enrollment in relevant programs.
- Ability of individuals to succeed in both the broader workforce and education system and labor market once they transition into the broader system. This shall be measured by tracking these individuals utilizing the existing performance monitoring systems and metrics governing relevant programs and outcomes once they transitioned into the broader system.

## **VI. Innovation & Sustainability**

Formalizing the Ventura County Reentry Council will create a singular entity through which sustained collaboration, meeting, training, and sharing can occur. This Council should include all mandated P2E partners, as well as all entities that serve the justice-involved population. Desired outcomes include: increased coordination among service providers; six Reentry Council meetings per year; four trainings per year; increased knowledge of the countywide reentry system among the Ventura County Board of Supervisors; identification of joint grant opportunities; and conducting a bi-annual SWOT assessment of countywide resources and services to identify challenges, needs, and gaps in services.

Additionally, the Reentry Council will strive to work in partnership with the Board of State and Community Corrections (BSCC) to apply for and secure other grants serving formerly incarcerated individuals. Example of recently announced grant opportunities include the Adult Reentry Grant Program established by California's Budget Act of 2018 (Senate Bill 840, Chapter 29, Statute of 2018) and appropriated \$50,000,000 in funding for competitive awards to community-based organizations. Another example is potential collaboration with the County of Ventura to apply and leverage Proposition 47 grants, which requires that these funds be awarded to public agencies to provide mental health services, substance use disorder treatment and/or diversion programs for those in the criminal justice system.

**SUMMARY:** Having clearly identified our P2E Regional Plan approach towards priority goals that align with the goals of the California Strategic Workforce Development Plan, the Ventura County Economic Vitality Strategic Plan, and the WDB Regional Plan 2017-2020, funding our request for **\$3,988,495** is needed to support the costs to attain priority goals. This will help the WDB support CBOs, agency leadership structures, improve staff capacity and training, strengthen sector initiatives, integrate career services, employment opportunities, and supportive services offered by AJCC partners, CBOs, Labor Organizations, and help to build sustainable investments by all stakeholders serving formerly incarcerated and justice involved individuals.

## **VII. Budget & Participant Plans**

Please see the submitted required budget and participant plans workbook.

**Prison to Employment Implementation Direct Services Grant**

**Form 1: Budget Summary**

EDD RFA #84049

Grantee		Workforce Development Board of Ventura County			
Budget Line Item		Admin*	In House Program	Contracted Program	Total
1	Staff Salaries and Fringe Benefits	\$117,567.00	\$1,167,928.00		\$1,285,495.00
2	Staff Travel		\$15,000.00		\$15,000.00
3	<b>Operating Expenses</b>				
	- Facilities Rent	\$5,400.00	\$81,000.00		\$86,400.00
	- Office Supplies		\$3,600.00		\$3,600.00
	- Communications		\$36,000.00		\$36,000.00
	- Other (Describe)		\$15,000.00		\$15,000.00
4	<b>Equipment Purchases &amp; Furniture</b>				
	- Purchases				\$0.00
	- Leases				\$0.00
5	Testing/Instructional Materials				\$0.00
6	Tuition Payments/Vouchers				\$0.00
7	Training Costs		\$450,000.00		\$450,000.00
8	Supportive Services		\$186,000.00		\$186,000.00
9	Indirect Costs	\$240,000.00			\$240,000.00
10	Other Program Services				\$0.00
11	Contracts			\$1,333,500.00	\$1,333,500.00
<b>Total Budget Amount</b>		<b>\$362,967.00</b>	<b>\$1,954,528.00</b>	<b>\$1,333,500.00</b>	<b>\$3,650,995.00</b>

	Total Cost	Percentage
<b>Total Admin*</b>	\$362,967.00	10%
<b>Total Program</b>	\$3,288,028.00	90%
<b>Total Budget Amount</b>	<b>\$3,650,995.00</b>	<b>100%</b>

\*Administrative Costs not to exceed 10% of total budget

# Prison to Employment Supportive Services Earn and Learn Grant

## Form 1: Budget Summary

EDD RFA #84049

Grantee		Workforce Development Board of Ventura County			
Budget Line Item		Admin*	In House Program	Contracted Program	Total
1	Staff Salaries and Fringe Benefits				\$0.00
2	Staff Travel				\$0.00
3	Operating Expenses				
	- Facilities Rent				\$0.00
	- Office Supplies				\$0.00
	- Communications				\$0.00
	- Other (Describe)				\$0.00
4	Equipment Purchases & Furniture				
	- Purchases				\$0.00
	- Leases				\$0.00
5	Testing/Instructional Materials				\$0.00
6	Tuition Payments/Vouchers				\$0.00
7	Training Costs		\$337,500.00		\$337,500.00
8	Supportive Services				\$0.00
9	Indirect Costs				\$0.00
10	Other Program Services				\$0.00
11	Contracts				\$0.00
Total Budget Amount		\$0.00	\$337,500.00	\$0.00	\$337,500.00

	Total Cost	Percentage
Total Admin*	\$0.00	0%
Total Program	\$337,500.00	100%
Total Budget Amount	\$337,500.00	100%

\*Administrative Costs not to exceed 10% of total budget



**Prison to Employment Implementation Direct Services  
Form 2: Budget Narrative**

EDD RFA #84049

<b>Grantee</b>	Workforce Development Board of Ventura County			
<b>Budget Line Item 1 - Staff Salary and Fringe Benefits Charged to Project</b>				
<b>List job titles of staff working on project (FTE)</b>	<b>Salaries</b>	<b>Fringe Benefits</b>	<b>Benefits %</b>	<b>Total</b>
Senior Administrative Specialist /WDB Admin Manager (0.5 FTE x 3 years)	\$156,756	\$78,378	50.00%	<b>\$235,134.00</b>
HS Program Manager (0.1 FTE x 3 years)	\$32,433	\$16,217	50.00%	<b>\$48,649.50</b>
Administrative Specialist III (.35 FTE x 3 years)	\$102,191	\$51,096	50.00%	<b>\$153,286.50</b>
Employment Specialist IV(1 FTE x 3 years)	\$210,531	\$105,266	50.00%	<b>\$315,796.50</b>
Account Executive III (1 FTE x 3 years)	\$208,428	\$104,214	50.00%	<b>\$312,642.00</b>
Case Aide II (1 FTE x 3 years)	\$146,658	\$73,329	50.00%	<b>\$219,987.00</b>
<b>Subtotal</b>	<b>\$856,997.00</b>	<b>\$428,498.50</b>		<b>\$1,285,495.50</b>
<b>Budget Line Item</b>		<b>Narrative Detail</b>		<b>Budget Amount</b>
2	<b>Staff Travel</b>	Staff travel to P2E conferences, best practice training and technical assistance opportunities. (\$5,000 per year x 3 years)		<b>\$15,000.00</b>
3	<b>Operating Expenses</b>			
	- Facilities Rent			<b>\$86,400.00</b>
	- Office Supplies	Materials/supplies for Re-Entry Counsel meetings, client intake and supplies needed to develop employer tool kit. (\$1,200/year x 3 years)		<b>\$3,600.00</b>
	- Communications	Design and print of employer outreach materials, possible print/radio adds (\$12,000/year x 3 years)		<b>\$36,000.00</b>
	- Other (Describe)	Evidence-based practice training for staff (\$5,000/year x 3 year)		<b>\$15,000.00</b>
4	<b>Equipment Purchases &amp; Furniture</b>			
	- Purchases			
	- Leases			
5	<b>Testing/Instructional Materials</b>			
6	<b>Tuition Payments/Vouchers</b>			
7	<b>Training Costs</b>	Client training in Occupational Skills/ITA (Approved ETPL Provider) (15 participants x \$10,000/participant x 3 years)		<b>\$450,000.00</b>
8	<b>Supportive Services</b>	Client transportation, sober living, toolkit and database.		<b>\$186,000.00</b>
9	<b>Indirect Costs</b>	Fiscal, HR, IT, Insurance, office supplies		<b>\$240,000.00</b>
10	<b>Other Program Services</b>			

**Prison to Employment Implementation Direct Services  
Form 2: Budget Narrative**

EDD RFA #84049

11	<b>Contracts</b>	<p>Contracts to 1) Community Based Organizations to provide services to in-jail, re-entry and other justice involved clients. Contractors to be determined through competitive bid process (Estimated <b>staffing and program costs</b> at <b>\$352,000</b> per year x 3 years = <b>\$1,056,000</b>) + <b>OJT</b> (5 participants at \$7500 x 3 years = <b>\$112,500</b>) + <b>ETPL</b> (5 participants at \$10,000 x 3 years=<b>\$150,000</b>) 2) <b>Educational provider for In-Jail Training Program</b> (will including materials and supplies for training and testing) (\$5,000/year x 3 years = <b>\$15,000</b>) = \$1,333,500</p>	<b>\$1,333,500.00</b>
<b>Total Budget Amount of Awarded Fund</b>			<b>\$3,650,995.50</b>

	<b>Amount</b>	<b>Percentage</b>
<b>Total Admin</b>	\$362,967.00	10%
<b>Total Program</b>	\$3,288,028.00	90%

# Prison to Employment Supportive Services Earn and Learn Grant

## Form 2: Budget Narrative

EDD RFA #84049

<b>Grantee</b>	Workforce Development Board of Ventura County			
<b>Budget Line Item 1 - Staff Salary and Fringe Benefits Charged to Project</b>				
<b>List job titles of staff working on project (FTE)</b>	<b>Salaries</b>	<b>Fringe Benefits</b>	<b>Benefits %</b>	<b>Total</b>
				\$0.00
				\$0.00
				\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>
<b>Budget Line Item</b>		<b>Narrative Detail</b>		<b>Budget Amount</b>
2	<b>Staff Travel</b>			
3	<b>Operating Expenses</b>			
	- Facilities Rent			
	- Office Supplies			
	- Communications			
	- Other (Describe)			
4	<b>Equipment Purchases &amp; Furniture</b>			
	- Purchases			
	- Leases			
5	<b>Testing/Instructional Materials</b>			
6	<b>Tuition Payments/Vouchers</b>			
7	<b>Training Costs</b>	On the Job Training (OJT) for participants (15 participants/year x \$7,500/participant x 3 years)		<b>\$337,500.00</b>
8	<b>Supportive Services</b>			
9	<b>Indirect Costs</b>			
10	<b>Other Program Services</b>			
11	<b>Contracts</b>			
<b>Total Budget Amount of Awarded Fund</b>				<b>\$337,500.00</b>

	Amount	Percentage
Total Admin	\$0.00	0%
Total Program	\$337,500.00	100%



# Prison to Employment Implementation Direct Services Grant

## Form 3: Work Plan

EDD RFA #84049



Region Name: Ventura Regional Planning Unit

Lead Applicant: Workforce Development Board of Ventura County

Objectives/Activities	Estimated Dates
<b>Quarter 1 (April - June 2019)</b>	
Conduct RFP for Contractors to provide IDS services	Apr-June
Conduct RFP for Sober Living Providers	Apr- June
Conduct RFP for in-Jail Education Provider	Apr-June
Plan support needs and host site for Reentry Council	June
Host Reentry Council Kickoff Meeting	June
<b>Quarter 2 (July - Sept 2019)</b>	
Finalize all provider contract agreements	August-September
Conduct Training for all Providers: Invoice, Reports, Program Guidance, and CalJOBS Technical Assistance	August-September
Conduct Employer Outreach and Engagement for OJT opportunities	September
Conduct Sober Housing Approvals	September
<b>Quarter 3 (Oct - Dec 2019)</b>	
Conduct Outreach and enrollment of Participants (Enroll 10 participants and place into training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	December
Develop Quarterly Caljobs Reports and Monitor for Outcomes	December
Conduct Monthly Reentry Council Meetings	October-December
<b>Quarter 4 (Jan - March 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 15 participants and place into training)	January - March
Conduct Employer Outreach and Engagement for OJT opportunities	January - March
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	January - March
Develop Quarterly Caljobs Reports and Monitor for Outcomes	March
Conduct Monthly Reentry Council Meetings	January - March
<b>Quarter 5 (April - June 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 7 participants and place into training)	Apr-June
Conduct Employer Outreach and Engagement for OJT opportunities	Apr-June
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	June
Develop Quarterly Caljobs Reports and Monitor for Outcomes	June
Conduct Monthly Reentry Council Meetings	Apr-June
<b>Quarter 6 (July - Sept 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	July-September
Conduct Employer Outreach and Engagement for OJT opportunities	July-September
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	September
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	September
Conduct Monthly Reentry Council Meetings	July-September

# Prison to Employment Implementation Direct Services Grant

## Form 3: Work Plan

EDD RFA #84049

<b>Quarter 7 (Oct - Dec 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	December
Develop Quarterly CalJobs Reports and Monitor for Outcomes	December
Conduct Monthly Reentry Council Meetings	October-December
<b>Quarter 8 (Jan - March 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	January-March
Conduct Employer Outreach and Engagement for OJT opportunities	January-March
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	March
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	March
Conduct Monthly Reentry Council Meetings	January-March
<b>Quarter 9 (April - June 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 7 participants and place into training)	April-June
Conduct Employer Outreach and Engagement for OJT opportunities	April-June
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	June
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	June
Conduct Monthly Reentry Council Meetings	April-June
<b>Quarter 10 (July - Sept 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	July-September
Conduct Employer Outreach and Engagement for OJT opportunities	July-September
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	September
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	September
Conduct Monthly Reentry Council Meetings	July-September
<b>Quarter 11 (Oct - Dec 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	December
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	December
Conduct Monthly Reentry Council Meetings	October-December
<b>Quarter 12 (Jan - March 2022)</b>	
Conduct Outreach and enrollment of Participants (Enroll 6 participants and place into training)	January-March
Conduct Employer Outreach and Engagement for OJT opportunities	January-March
Conduct Provider Quarterly Training and CalJOBS Technical Assistance	February
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	March
Conduct Monthly Reentry Council Meetings	January-March
Conduct Wrap up Reports, Invoicing, Outcomes Reports	March



**Prison to Employment Supportive Services Earn and Learn Grant  
Form 3: Workplan**

EDD RFA #84049



Region Name: Ventura Regional Planning Unit

Lead Applicant: Workforce Development Board of Ventura County

Objectives/Activities	Estimated Dates
<b>Quarter 1 (April - June 2019)</b>	
Conduct Training for AFS Staff: Invoice, Reports, Program Guidance, and CalJOBS Technical assistance	April-June
Staff all positions	June
Participate in Reentry Council Meeting.	
Conduct employer outreach and engagement for OJT opportunities	June
<b>Quarter 2 (July - Sept 2019)</b>	
Conduct Outreach and enrollment of Participants (enroll 2 Participants and place into OJT Training)	July-September
Conduct Employer Outreach and Engagement for OJT opportunities	July-September
Participate in Reentry Council Meeting.	July-September
<b>Quarter 3 (Oct - Dec 2019)</b>	
Conduct Outreach and enrollment of Participants (Enroll 5 participants and place into OJT training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	December
<b>Quarter 4 (Jan - March 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 8 participants and place into OJT training)	January-March
Conduct Employer Outreach and Engagement for OJT opportunities	January-March
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	March
<b>Quarter 5 (April - June 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	April-June
Conduct Employer Outreach and Engagement for OJT opportunities	April-June
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	June
<b>Quarter 6 (July - Sept 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 3 participants and place into OJT training)	July-September
Conduct Employer Outreach and Engagement for OJT opportunities	July-September
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	September
<b>Quarter 7 (Oct - Dec 2020)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	December
<b>Quarter 8 (Jan - March 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	January - March
Conduct Employer Outreach and Engagement for OJT opportunities	January - March
Develop Quarterly Caljobs Reports and Monitor for Outcomes	March

# Prison to Employment Supportive Services Earn and Learn Grant

## Form 3: Workplan

EDD RFA #84049

<b>Quarter 9 (April - June 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	April-June
Conduct Employer Outreach and Engagement for OJT opportunities	April-June
Develop Quarterly Caljobs Reports and Monitor for Outcomes	June
<b>Quarter 10 (July - Sept 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	July-September
Conduct Employer Outreach and Engagement for OJT opportunities	July-September
Develop Quarterly CalJOBS reports and Monitor for Outcomes	September
<b>Quarter 11 (Oct - Dec 2021)</b>	
Conduct Outreach and enrollment of Participants (Enroll 3 participants and place into OJT training)	October-December
Conduct Employer Outreach and Engagement for OJT opportunities	October-December
Develop Quarterly CalJOBS Reports and Monitor for Outcomes	December
<b>Quarter 12 (Jan - March 2022)</b>	
Conduct Outreach and enrollment of Participants (Enroll 4 participants and place into OJT training)	January - March
Conduct Employer Outreach and Engagement for OJT opportunities	January - March
Wrap-up Quarterly CalJOBS Reports and Monitor for Outcomes	March



# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

Applicant Name: Workforce Development Board of Ventura County					
Organization Type	Name of Partner	Role and Responsibilities	Cash/In-Kind Match Amt (if Applicable)	Description of Fund Source (Cash (or) In-Kind)	Sustainability Partner (Y/N)
Required Partners					
Local Workforce Investment Boards in Region	Workforce Development Board of Ventura County	Convening stakeholder participation and priority setting for the region. Completing the application for funds available for the P2E initiative for the Ventura Region.			Lead
Department of Corrections	CDCR Adult Department of Parole Operations (DAPO) Brian Mendoza	Provide information and referral of the individuals under supervision who can benefit from employment, training and supportive services.	N/A		
	Goodwill Industries of Ventura and Santa Barbara Counties	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E
	Interface Children and Family Services	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E. A current partner in the local re-entry council to serve the justice-involved.
	Arc of Ventura County	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Referrals and partnership only

# Prision to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

Community Based Organizations / Faith Based Org / Other Non-Profits	Boys and Girls Club of Greater Oxnard and Port Hueneme	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E
	National Alliance on Mental Illness	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region.	TBD	TBD	Referrals and partnership only
	Genesis Sober Living, Inc.	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Y- if contracted through a competitive bid process to implement P2E
	Ventura County Sober Living Coalition	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E
	Khepera House	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Referrals and partnership only

# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

State Agency Partners	Prototypes for Women Center	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Referrals and partnership only
	New Life Community Church	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region.	N/A		Referrals and partnership only
	Tri-Counties Regional Center	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Referrals and partnership only
	Other Partners				
State Agency Partners	Department of Rehabilitation	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		Referrals and partnership only
	Employment Development Department, L.A. & Coastal Region	Regional Partnership and best practice sharing	N/A		
	California Workforce Development Board	Funding and organizational support and oversight	N/A		
	(CWDB)				

# Prision to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

Employers / Industry Champions	Milgard Manufacturing, Inc.	A representative from Milgard Manufacturing, Inc. is a member and past chair of the WDB Ventura County. Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.			WDB Board Member
	United Staffing Associates	A representative from United Staffing Associates is Vice President of the WDB Ventura County. Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.			WDB Board Member
	Jaxx Manufacturing, Inc.	A representative of Jaxx Manufacturing, Inc. is the president of the WDB Ventura County. Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.			WDB Board Member
	Small Manufacturers Association	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.			WDB Board Member
Education – Universities, Community Colleges	Ventura County Community College District (VCCCD)	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an education partner, work together to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Providing education opportunities through multiple programs to the justice-involved population



# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

	California State University, Channel Islands	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an education partner, work together to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		
	California Lutheran University	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an education partner, work together to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A		
Education K-12	Ventura County Office of Education	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an education partner, work together to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Providing education opportunities through multiple programs to the justice-involved population
	Gateway Community School & Providence		TBD	TBD	
Other Educational Institutions (e.g. ROP, CTE)	Center For Employment Training	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	Referrals and partnership only
	Ventura Adult and Continuing Education	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E

# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

	Aspire3	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E
Additional County Office(s)	County of Ventura Human Service Agency	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As an employment services provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.			WIOA Career Services Provider
	Ventura County Behavioral Health	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	Referrals and partnership only
	Ventura County District Attorney's Office	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	Referrals and partnership only at this time
	Ventura County Child Support Services Department	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	
	Ventura County Public Defender's Office	County Legal Service Provider. Key Stakeholder in P2E	N/A	N/A	

# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

	Ventura County Veterans Services Department	Convening stakeholder participation and priority setting for the region. Completing the application for funds available for the P2E initiative for the Ventura Region.	N/A	N/A	
	Ventura County Office of the Sheriff	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Referrals and partnership at this time; potential for increased in-jail services
	Ventura County Probation Agency	The Ventura County Probation Agency currently works in partnership with the Ventura Regional Career Services Provider to operate the STEPS employment and training program providing a direct linkage for justice involved adults and youth with WIOA services and employers. The agency has participated in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Current partner in the STEPS employment and training program that provides a proven model for the P2E initiative implementation in our region.
Training Providers not already mentioned					
Economic Development Agencies	Economic Development Collaborative	Partner to reach out to employers in order to serve the justice-involved population.	TBD	TBD	Y- if contracted through a competitive bid process to implement P2E



# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

<p>Others: (list)</p>	<p>Telecare Corp.</p>	<p>Community Solutions, Inc.</p>	<p>Segue Career Mentors</p>	<p>Workforce Education Coalition</p>	<p>Tri-Counties Building &amp; Construction Trades Council</p>	<p>Laborers International Union of North America</p>
<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.</p>	<p>N/A</p>	<p>N/A</p>	<p>A source for hiring of justice-involved</p>	<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.</p>	<p>N/A</p>	<p>N/A</p>
<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.</p>	<p>N/A</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>	<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. Provide insight into local employer needs.</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>
<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.</p>	<p>N/A</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>	<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>
<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.</p>	<p>N/A</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>	<p>Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.</p>	<p>N/A</p>	<p>Referral and partnership only at this time.</p>



# Prison to Employment Implementation Direct Services Grant and Supportive Services Earn and Learn Grant

## Partner Roles Responsibilities

EDD RFA #84049

	Aegis Treatment Centers, LLC.	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	Referral and partnership only at this time.
	Housing Authority of the City of San Buenaventura	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	TBD	TBD	Referral and partnership only at this time.
	GEO Reentry Services	Participation in a stakeholder engagement process to identify best practices, needs and priorities for the Ventura Region. As a service provider, partner to serve the justice-involved population by sharing referrals and services within the capacity of the organization.	N/A	N/A	A partner in the STEPS employment and training program for the formerly incarcerated/ Probation clients
	Total Cash/In-Kind Match		\$TBD		

## EDD RFA #84049

[illegible]

EDD RFA #84049

[illegible]

# **Prison to Employment Supportive Services Earn and Learn Grant Form 4: Participant Plan**

EDD RFA #84049

**Applicant: Workforce Development Board of Ventura County**

	Q1 Apr - Jun 2019	Q2 Jul - Sep 2019	Q3 Oct - Dec 2019	Q4 Jan - Mar 2020	Q5 Apr - Jun 2020	Q6 Jul - Sep 2020	Q7 Oct - Dec 2020	Q8 Jan - Mar 2021
1. Participants to be Serve	0	2	5	8	4	3	4	4
2. Enrollment in Training	0	2	5	8	4	3	4	4
3. Completion of Training								
4. Attained Industry-Valued Certificate, Credential or Degree								
5. Placement in Postsecondary Education								
6. Placement in State-Approved Apprenticeship								
7. Placement in Industry Sector Employment								
Industry Type:								
Industry Type:								
Industry Type:								
Industry Type: (Add more rows if needed)								
8. Placement in Temporary/Other Employment								
9. Retention in Employment								



EDD RFA #84049

[illegible]

**PARTNERSHIP AGREEMENT**

**BETWEEN**

**WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY**

**AND**

**DIVISION OF ADULT PAROLE OPERATIONS**

**NORTHERN REGION**

**I. PARTIES**

This Partnership Agreement is entered into by and between the following partners:

The Workforce Development Board of Ventura County (WDB), which acts as the Ventura Regional Planning Unit and operates the America's Job Centers of California (AJCC) in the region, and the California Department of Corrections and Rehabilitation, Division of Adult Parole Operations (DAPO), Northern Region.

Nothing in this Partnership Agreement should be construed as limiting or impeding the basic spirit of cooperation that exists between the participating partners.

**II. MISSION**

The mission of this Agreement is to create opportunities for the parole population to improve their qualifications for apprenticeship programs, community college career programs, and direct job placement as well as to develop Workforce Innovation and Opportunity Act (WIOA) program strategies available to this population. Partners will link education, job training and work experience in prison to post-release jobs by fostering a system of coordinated service delivery to this population that faces a variety of barriers to employment.

### III. PURPOSE

The Prison to Employment Initiative (P2E) will endeavor to accomplish the major objectives of the California WIOA Unified Strategic Workforce Development Plan in order to reduce recidivism, reduce victimization, facilitate reintegration and enhance public safety. Workforce development partners will provide focused services to the reentry population to ensure:

- Fostering demand-driven skills attainment. Workforce and education programs need to align program content with the state's industry sector needs so as to provide California's employers and businesses with the skilled workforce it needs to compete in the global economy.
- Enabling upward mobility for all Californians, including populations with barriers to employment. Workforce and education programs need to be accessible for all Californians and ensure that everyone has access to a marketable set of skills and able to access the level of education necessary to ensure economic self-sufficiency and security.
- Aligning, coordinating, and integrating programs and services to economize limited resources while also providing the right services to clients, based on each client's particular and potentially unique needs so as to facilitate skills-attainment.

### IV. ORGANIZATIONAL STRUCTURE

All participants acknowledge that the Ventura Regional Planning Unit is responsible for the policies and general direction for the Local WDB and AJCC/One Stops.

The leveraged contribution to this project will be staff time and delivery of program services. DAPO staff will cooperate with AJCC staff to ensure parolees (Justice Involved) are referred to and have relevant information available to progress through training, educational and job opportunities.

The AJCC leveraged contributions are provided by AJCC staff time and on-site resources to give participants access to computers, phones, current job listings, employer recruitments and valuable workshops. AJCC staff will provide case management and work with participants to develop an employment and training plan, receive job coaching, provide appropriate supportive services, address barriers to employment, and provide access to on-the-job training, occupational training and employment opportunities. AJCC staff will report services, progress and outcomes in appropriate databases.

**V. DURATION:**

This Partnership Agreement will remain in effect for two full fiscal years, July 1, 2019, through June 30, 2021. Renewal of the agreement will be automatic contingent upon continual state funding for the Prison to Employment Initiative.



**Partnership Agreement Signatories**



REBECCA EVANS

Executive Director

Workforce Development Board of Ventura County

Ventura Regional Planning Unit

2/12/19

Date



ANGELA KENT

Adult Program Parole Administrator (A)

Division of Adult Parole Operations, Northern Region

California Department of Corrections & Rehabilitation

2/12/19

Date



DAVID BABBY

Regional Parole Administrator or Designee

Division of Adult Parole Operations, Northern Region

California Department of Corrections & Rehabilitation

2/15/19

Date

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WORKFORCE DEVELOPMENT BOARD VENTURA COUNTY  
AND  
VENTURA COUNTY PROBATION AGENCY

I. PARTIES

This Agreement is entered into by and between the following partners:

The Workforce Development Board of Ventura County (WDB), which acts as the Ventura Regional Planning Unit and operates the America's Job Centers of California (AJCC) in the region, and the Ventura County Probation Agency.

Nothing in this Agreement should be construed as limiting or impeding the basic spirit of cooperation that exists between the participating partners.

II. MISSION

The mission of this Agreement is to create opportunities for the justice involved population to improve their qualifications for apprenticeship programs, community college career programs, and direct job placement as well as to develop Workforce Innovation and Opportunity Act (WIOA) program strategies available to this population. Partners will link education, job training and work experience in prison or during supervision to post-release jobs by fostering a system of coordinated service delivery to a population that often faces a variety of barriers to employment.

III. PURPOSE

The Prison to Employment Initiative (P2E) will endeavor to accomplish the major objectives of the California WIOA Unified Strategic Workforce Development Plan in order to reduce recidivism, reduce victimization, facilitate reintegration and enhance public safety. Workforce development partners will provide focused services to the reentry population to ensure:

- Fostering demand-driven skills attainment. Workforce and education programs will align program content with the region's industry sector needs so as to provide Ventura County's employers and businesses with the skilled workforce it needs to compete in the global economy.
- Enabling upward mobility for all Californians, including populations with barriers to employment. Workforce and education programs need to be accessible for all Californians and ensure that everyone has access to a marketable set of skills and able to access the level of education necessary to ensure economic self-sufficiency and security.
- Aligning, coordinating, and integrating programs and services to economize limited resources while also providing the right services to clients, based on each client's particular and potentially unique needs so as to facilitate skills-attainment.

#### IV. ORGANIZATIONAL STRUCTURE

All participants acknowledge that the Ventura Regional Planning Unit is responsible for the policies and general direction for the Local WDB and AJCC/One Stops.

The leveraged contribution to this project will be staff time and delivery of program services. Ventura County Probation Agency staff will cooperate with AJCC staff to ensure that clients who have been involved with the justice system are referred to and have relevant information available to progress through training, educational and job opportunities should they choose to do so.

The AJCC leveraged contributions are provided by AJCC staff time and on-site resources to give participants access to computers, phones, current job listings, employer recruitments and valuable workshops.

#### V. DURATION:

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#### Partnership Agreement Signatories



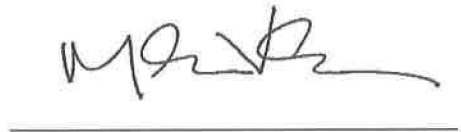
February 12, 2019

Rebecca Evans

Executive Director

Ventura Workforce Development Board

Ventura Regional Planning Unit



February 12, 2019

Mark Varela

Chief and Agency Director

Ventura County Probation Agency

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WORKFORCE DEVELOPMENT BOARD VENTURA COUNTY  
AND  
VENTURA COUNTY SHERIFF'S OFFICE

I. PARTIES

This Agreement is entered into by and between the following partners:

The Workforce Development Board of Ventura County (WDB), which acts as the Ventura Regional Planning Unit and operates the America's Job Centers of California (AJCC) in the region, and the Ventura County Sheriff's Office Inmate Services.

Nothing in this Agreement should be construed as limiting or impeding the basic spirit of cooperation that exists between the participating partners.

II. MISSION

The mission of this Agreement is to create opportunities for the justice involved population to improve their qualifications for apprenticeship programs, community college career programs, and direct job placement as well as to develop Workforce Innovation and Opportunity Act (WIOA) program strategies available to this population. Partners will link education, job training and work experience in prison or during supervision to post-release jobs by fostering a system of coordinated service delivery to a population that often faces a variety of barriers to employment.

III. PURPOSE

The Prison to Employment Initiative (P2E) will endeavor to accomplish the major objectives of the California WIOA Unified Strategic Workforce Development Plan in order to reduce recidivism, reduce victimization, facilitate reintegration and enhance public safety. Workforce development partners will provide focused services to the reentry population to ensure:

- Fostering demand-driven skills attainment. Workforce and education programs will align program content with the region's industry sector needs so as to provide Ventura County's employers and businesses with the skilled workforce it needs to compete in the global economy.
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- Aligning, coordinating, and integrating programs and services to economize limited resources while also providing the right services to clients, based on each client's particular and potentially unique needs so as to facilitate skills-attainment.



#### IV. ORGANIZATIONAL STRUCTURE

All participants acknowledge that the Ventura Regional Planning Unit is responsible for the policies and general direction for the Local WDB and AJCC/One Stops.

The leveraged contribution to this project will be staff time and delivery of program services. Ventura County Sheriff's Office will cooperate with AJCC staff and community based partners to ensure that clients who have been involved with the justice system are referred to and have relevant information available to progress through training, educational and job opportunities should they choose to do so.

The AJCC leveraged contributions are provided by AJCC staff time and on-site resources to give participants access to computers, phones, current job listings, employer recruitments and valuable workshops.

#### V. DURATION:

This Partnership Agreement will remain in effect for two full fiscal years, July 1, 2019, through June 30, 2021. Renewal of the agreement will be automatic contingent upon continual state funding for the Prison to Employment Initiative.

#### Partnership Agreement Signatories



February 12, 2019

Rebecca Evans

Executive Director

Ventura Workforce Development Board

Ventura Regional Planning Unit



February 12, 2019

Name Patricia Salas

Title COMMANDER

Ventura County Sheriff's Office

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**WORKFORCE DEVELOPMENT BOARD VENTURA COUNTY**  
**AND**  
**VENTURA ADULT AND CONTINUING EDUCATION**

**I. PARTIES**

This Agreement is entered by and between the following partners:

The Workforce Development Board of Ventura County (WDB), which acts as the Ventura Regional Planning Unit and operates the America's Job Centers of California (AJCC) in the region, and the Ventura Adult and Continuing Education.

Nothing in this Agreement should be construed as limiting or impeding the basic spirit of cooperation that exists between the participating partners.

**II. MISSION**

The mission of this Agreement is to create opportunities for the justice involved population to improve their qualifications for apprenticeship programs, adult education, community college career programs, and direct job placement as well as to develop Workforce Innovation and Opportunity Act (WIOA) program strategies available to this population. Partners will link education, job training and work experience in prison or during supervision to post-release jobs by fostering a system of coordinated service delivery to a population that often faces a variety of barriers to employment.

**III. PURPOSE**

The Prison to Employment Initiative (P2E) will endeavor to accomplish the major objectives of the California WIOA Unified Strategic Workforce Development Plan in order to reduce recidivism, reduce victimization, facilitate reintegration and enhance public safety. Workforce development partners will provide focused services to the reentry population to ensure:

- Fostering demand-driven skills attainment. Workforce and education programs will align program content with the region's industry sector needs so as to provide Ventura County's employers and businesses with the skilled workforce it needs to compete in the global economy.
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- Aligning, coordinating, and integrating programs and services to economize limited resources while also providing the right services to clients, based on each client's particular and potentially unique needs so as to facilitate skills-attainment.

#### IV. ORGANIZATIONAL STRUCTURE

All participants acknowledge that the Ventura Regional Planning Unit is responsible for the policies and general direction for the Local WDB and AJCC/One Stops.

The leveraged contribution to this project will be staff time and delivery of program services. Ventura Adult and Continuing Education staff will cooperate with AJCC staff to ensure that clients who have been involved with the justice system are referred to and have relevant information available to progress through training, education and job opportunities should they choose to do so.

The AJCC leveraged contributions are provided by AJCC staff time and on-site resources to give participants access to computers, phones, current job listings, employer recruitments and valuable workshops.

#### V. DURATION:

This Partnership Agreement will remain in effect for two full fiscal years, July 1, 2019, through June 30, 2021. Renewal of the agreement will be automatic contingent upon continual state funding for the Prison to Employment Initiative.

#### Partnership Agreement Signatories



February 13, 2019

Rebecca Evans

Executive Director

Ventura Workforce Development Board

Ventura Regional Planning Unit



February 13, 2019

Carolyn Vang-Walker

Director/Principal

Ventura Adult and Continuing Education