



New York City Local Workforce Investment Area
LOCAL PLAN

JULY 1, 2014 - JUNE 30, 2015

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The following attachments are provided separately:

- Attachment C: Signature of Local Board Chair
- Attachment D: Signature of Chief Elected Official
- Attachment E: Signature of WIB Director
- Attachment F: Federal and State Certifications
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Labor Market Overview

WIA §118 (b) The local plan shall include - (1) an identification of—

- (A) the workforce investment needs of businesses, jobseekers, and workers in the local area;
- (B) the current and projected employment opportunities in the local area; and
- (C) the job skills necessary to obtain such employment opportunities;

LWIB and Regional Demand Lists are now maintained online at:

<http://www.labor.ny.gov/workforcenypartners/lwia/lmi-for-workforce-planning.shtm>. Any changes to these lists should be sent to DEWS.WebpagePostings@labor.ny.gov.

1. I attest that the priority ranked list of local area’s demand occupations was last updated on July 7, 2013.
 - a. How was this information shared with the Board? The complete Local Plan, including the priority ranked list of demand occupations, was shared with the full Board at a Quarterly Meeting. On what date? September 18, 2013
2. What factors were used in determining your demand list?

As a strongly demand-driven system, the New York City One-Stop System – whose centers are known locally as Workforce1 Career Centers – pays close attention to the hiring needs of businesses across a range of industries. In 2013, the Workforce1 system leveraged its strong relationships with its business customers to successfully connect jobseekers to fill over 25,000 job opportunities.

In PY2014, the Workforce1 Career Centers will further align to the city’s strategy to move our residents into employment with income mobility in key sectors that are expected to grow and offer living wages.

In determining sector and occupation priorities, the New York City Department of Small Business Services (SBS), which administers the Workforce1 system, focused on sectors with the most promising opportunities for connecting customers to employment, in alignment with the citywide workforce development strategy. These sectors are selected based on historical performance, current relationships with a variety of businesses, opportunities for ongoing job opportunities and opportunities for living-wage employment and income growth. These sectors include the following: Retail Trade; Accommodation and Food Services; Administrative and Support and Waste Management and Remediation Services; Healthcare and Social Assistance; Transportation and Warehousing; Construction; Manufacturing; Wholesale Trade; Professional, Scientific, and Technical Services; Information; and Finance and Insurance.

New York City Labor Market In-Demand Definition

The New York City Labor Market Information Service (NYCLMIS) provides labor market analysis for the public workforce system.

The NYCLMIS was formed in Spring 2008 as a joint endeavor of the New York City Workforce Investment Board and The City University of New York at the Center for Urban Research. The NYCLMIS produces New York City's demand occupation list.

NYCLMIS chiefly relied on the New York State Department of Labor's Long-Term Occupational Projections for New York City as a source of occupational data. Additional sources consulted include New York State Department of Labor, Jobs in Demand Lists, New York State Department of Labor, Industry Staffing Patterns; New York State Department of Labor, Quarterly Census of Employment and Wages; NYC Department of Small Business Services, Workforce Training, Growth Occupation List ; United States Department of Labor O*NET Production Database, Version 13.0.

According to the methodology, in-demand occupations in New York City should meet the following criteria (these criteria also correspond with the columns in Appendix 1).

1) BASIC CRITERIA. Should meet all of the following criteria:

a. EDUCATION. Require a four-year college degree or fewer years of education/experience and the majority of individuals who are employed in the occupation in New York City have attained less than a four-year college degree.

b. CURRENT EMPLOYMENT. Employed 5,000 or more people in New York City; and

c. PROJECTED EMPLOYMENT. Must be the same as or greater than current employment.

2) WAGES. Should meet at least one wage criterion from among the following:

a. ENTRY-LEVEL. The entry level wage is at least two-thirds of the median wage income in New York City (\$22,200 for occupations requiring a high school diploma, GED or less; \$28,400 for all other occupations)

b. MEDIAN. The median wage is at least the median wage income in New York City (\$33,300 for occupations requiring a high school diploma, GED or less; \$42,600 for all other occupations); or

c. EXPERIENCE PREMIUM. The difference between entry-level and experienced wages is at least 75 percent of the entry-level wage.

3) GROWTH/STABILITY. And should meet at least one of the following growth/stability criteria:

a. OPENINGS. At least 237 (citywide average) average annual openings;

b. EMPLOYMENT CHANGE. At/above citywide average employment growth (7.4%);

c. GROWTH AS SHARE OF OPENINGS. Share of openings due to growth (versus replacement) is at/above average (21.4%);

d. RECESSION RESISTANCE. The primary industry employing each occupation retained jobs as well

as or better than the local labor market on average during the previous recession; or

e. SHORT-TERM DEMAND. The occupation appeared on NYSDOL's "jobs-in-demand" list at least once.

Given the limited dollars allocated to Individual Training Account vouchers, known locally as Individual Training Grants, in August 2011 SBS, in consultation with the New York City Workforce Investment Board, narrowed the focus of occupations eligible for these vouchers. SBS and the WIB further refined the list again in August of 2011. In order to do this, SBS established the following investment criteria for such occupations:

- Defined as 'in-demand' by NYCLMIS;
- Require specific technical skills training (in addition to experience and education) in order to gain employment;
- Aligned with SBS's business development targets; and
- Scarcity of other low-cost/subsidized training options available through SBS or community partners for the specific occupation.

The resulting list of targeted occupations eligible for Individual Training Grants in New York City was refined again in 2013 and includes the following:

- Bus Drivers
- Certified Nursing Aides
- Clinical Medical Assistant
- Computer Support Specialist
- Computer Systems Analyst
- Network Administrator
- Security Guard (armed and unarmed)
- Truck Drivers

Our training investments further support our sector priorities with trainings in healthcare and technology and we are currently reviewing the training need in the construction and manufacturing sectors. We will continue to provide, evaluate and make determinations of sectors we currently invest in and on an ongoing basis review ITG investments; and as appropriate further refine and adjust our training investment strategy to best align to growth and income mobility occupations in our priority sectors.

3. For PY 13, which industry recognized credentials and degrees, available from providers on the Eligible Training Provider List, have been achieved by utilizing WIA Funds?

For PY13, the following industry-recognized credentials and degrees have been achieved by utilizing WIA Funds.

In healthcare-related occupations: Certified Nurse Assistant, NYS Local Anesthesia and Nitrous Oxide Certificate, NYS Licensed Registered Nurse, NYS Paramedic (pending, August 2014), NYS Certified Home Health Aide, National Healthcareer Association certified Patient Care Technician, National Healthcareer Association certified Medical Assistant, and Pharmacy Technician Certification (PCTB) Certified Pharmacy Technician (pending, Sept. 2014).

In transportation-related occupations: CDL (Commercial Driver’s License) A, CDL B, and CDL C.

In information technology-related occupations: Various, including A+, Solaris, Microsoft, Cisco Certified Network Administrator, Red Hat Certification, BICSI, Web Development certification (Noble Desktop) and Digital Publishing certification (Noble Desktop)

In other occupations: Various security guard certifications, Lean Mastery certification (CUNY City Tech), Microsoft Office 2010 Master Certification Training, Construction Blueprint Reading Certificate (Pace University)

4. Identify any skills gaps in your local/regional area?

The New York City LWIA is primarily focused on skills gaps in the healthcare, technology, manufacturing, and construction sectors. The LWIA is currently developing a Career Pathways approach to bolster our work in these sectors. The goal is to help prepare low-income individuals to move from lower-skilled positions into increasingly higher-skilled and higher-paying positions, while also filling the most pressing labor needs of employers.

Healthcare:

Healthcare is a sector with strong growth and a substantial number of jobs offering family-supporting wages. The following are some of the occupations with skills gaps that the New York City LWIA will be targeting in PY14/FY15.

Home Health Aides: Demand for Home Health Aides (HHAs) is projected to grow 48% through 2020, yet the minimum required training often does not prepare HHAs for the challenges of the job. As a result, employers struggle with retention issues while the quality of care delivered to patients may also be impacted. Therefore, in FY14, we offered an enhanced HHA training program through CUNY Lehman and Queensborough Colleges. The curriculum is highly detailed, extremely hands-on, and includes additional content such as problem solving and communication. The program will be offered again in FY15.

Medical Coding: Because medical coding errors carry high costs, most employers require experience as a pre-requisite for hiring. As a result, many new graduates of coding programs have

difficulty finding employment as coders. In 2015, the shortage of qualified coders will be exacerbated by the transition to a new coding classification system, ICD-10, which is far more complex than the current one, ICD-9. Therefore, in FY15, we plan to offer a coding externship program to help unemployed or underemployed coders fill the experience gap.

Registered Nurses: According to the New York State Department of Labor, registered nurses had the third highest projected volume of openings in New York City out of dozens of selected health care occupations. At the same time, studies have found that an increasing number of newly licensed Bachelor of Science in Nursing graduates are not employed as registered nurses within 18 months of graduation. In response, the New York Alliance for Careers in Healthcare (NYACH), in collaboration with Lehman College's School of Continuing and Professional Studies, the Greater New York Hospital Association, and the New York City Department of Small Business Services, launched a Transition to Practice (TTP) program. This pilot program provides unemployed and underemployed licensed registered nurses with six months of additional classroom instruction and hands-on clinical training under the guidance of a nurse preceptor at a participating hospital. Three hospital systems – with six sites across Manhattan and Brooklyn – are participating in the program.

Technology:

Technology is a sector that has seen increasing growth in New York City in recent years and suffers from significant skills gaps. We have heard from technology employers that there are not a sufficient number of computer programmers, web developers, digital designers, software engineers, or computer network specialists to meet the demands in New York City. An article in the tech industry periodical Inc. states that, "there are more than 5,000 unfilled tech jobs--iOS developers, front-end programmers, and assorted roles in data-processing and programming--in New York City." To help fill this gap, SBS has launched the Web Development Fellowship Training program, which provides training to individuals with little to no web development experience and enables them to start careers as web developers. SBS also continues to invest in training to prepare computer support specialists and network administrators.

Manufacturing:

Manufacturing is a sector that offers good job opportunities to individuals with low education levels or low levels of English proficiency. Further, manufacturing jobs pay better than retail jobs on average and are more likely to offer benefits. SBS' Industrial & Transportation Workforce1 Career Center provides services to this sector. Over the past year, SBS served about 340 manufacturing businesses, with the majority of hires in positions such as warehouse workers, drivers, data techs, and sales representatives. SBS also connects individuals to jobs such as machinists, electronics engineers, machinery mechanics, and computer support specialists in this sector. SBS will explore opportunities to invest WIA funding in manufacturing training to help address the skills gaps in this sector.

Commercial Drivers: According to the New York State Department of Labor (NYSDOL), the employment need for motor vehicle operators, particularly commercial drivers, will experience a

positive 10.3% change between 2010 and 2020 in the New York City region, resulting in 2410 average annual openings. Annual salaries for these positions range between \$27,260 for ambulance drivers to \$56,440 for intercity and transit bus drivers. Further, NYSDOL lists heavy and light truck drivers as two of the region’s occupations with the highest expected hiring need based on recent labor market patterns. This ongoing employer demand for class A, B, and C-licensed commercial drivers as well as other non-commercial drivers is also represented in the work of the Workforce1 Industrial and Transportation Career Center, which filled 1,000 driver positions in 2013.

Construction:

The construction sector is once again experiencing strong growth after declining significantly during the 2008 recession. Construction offers excellent pay and benefits and does not typically require more than a High School Diploma or equivalent as a minimum education level for entry. SBS’ Industrial & Transportation Workforce1 Career Center provides services to this sector. SBS has helped connect individuals to employment in this sector in a number of positions, but they heavily skew towards Construction Laborers, Carpenters, and Electricians. SBS will explore opportunities to invest WIA funding in construction training to help address the skills gaps in this sector.

a. Does the ETPL have sufficient providers to meet those needs? If no, explain:

The primary issue with the ETPL is not the quantity of providers, but rather the quality of training available through the providers. In many cases, the training curricula are not aligned with the most pressing needs of employers. The training providers on this list do not often work with employers to develop their curricula. As a result, the individuals who undergo this training are often not immediately “hirable” upon completion of their training. To help address this need, the New York City WIB, through the NYC Department of Small Business Services (SBS), has begun working with training providers to better align training curriculum with the needs of employers to create a real-time feedback loop mechanism. For example, NYACH (the New York Alliance for Careers in Healthcare) has convened employers to help design curricula or provide feedback on an existing curriculum to ensure that trainees are prepared to meet the needs of employers once they complete training. These efforts are part of NYACH's efforts to achieve its vision of maximizing the healthcare industry’s ability to deliver quality care by developing a collaborative, effective, and sustainable workforce system.

In other cases, such as in the case of Registered Nurses or Medical Coders and Billers, the lack of experience, not training, is the issue and so the skills gap cannot be closed simply through additional training. As mentioned above, SBS in coordination with NYACH has launched a Transition to Practice program for graduates of nursing bachelor's degree programs still not employed as registered nurses within a certain time after graduation that provides them with an opportunity to gain work experience in hospitals and a chance to attain full-time employment.

Performance

WIA §118 (b) The local plan shall include - (3) a description of the local levels of performance negotiated with the Governor and chief elected official pursuant to section 136(c), to be used to measure the performance of the local area and to be used by the local board for measuring the performance of the local fiscal agent (where appropriate), eligible providers, and the one-stop delivery system, in the local area;

Note: Information and documentation produced through the yearly Performance Indicator Negotiation Process will become part of this plan. No additional information is required.

Planned Services and Expenditures

ADULT AND DISLOCATED WORKERS

WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—

- (A) a description of how the local board will ensure the continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants;

WIA §118 (b) The local plan shall include - (4) a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area;

Please complete the charts entitled “PY 2013 Training” and “PY 2014 Training Projections” located in the Budget spreadsheet (Attachment I). In addition, if you procure service providers to provide Adult and Dislocated Worker or Business services, complete the Adult/Dislocated Worker and Business Services worksheets in the Service Provider spreadsheet (Attachment J).

5. Briefly describe the type and availability of Adult and Dislocated Worker services in your area.

Please see Appendix 1.

6. Describe the steps the Workforce Investment Board takes to ensure the continuous improvement of Adult and Dislocated Worker services through the system. Describe the information that is reviewed to determine that providers are meeting the employment needs of local businesses and jobseekers.

For Adult and Dislocated Workers, the NYC Department of Small Business Services (SBS) ensures the continuous improvement of intensive service providers through two primary means: performance management and ongoing quality assurance monitoring.

Performance Management

SBS places a major emphasis on performance management. SBS reinforces the importance of performance management through its performance-based contracts, its definition of a number of non-paid performance targets, publication of frequent reports with information about outcomes and indicators reflecting progress towards those outcomes, regular meetings with contractors about strategy and performance, and the use of Corrective Action Plans in cases where contractors are significantly behind pace on their outcomes.

- Performance-Based Contracts: SBS uses contracts that are a hybrid of simple reimbursement and performance-based. SBS uses three metrics that are attached to paid performance milestones: total job placements, job placements paying \$15 per hour or more, and Veterans placements. These milestones reflect SBS’ most important measure of success.
- Additional Performance Measures: In addition to the three paid performance measures listed above, SBS also sets a number of non-paid performance targets. A contractor’s performance factors into SBS’ VENDEX evaluation, which is The City of New York’s primary way of evaluating the performance of contractors. These measures include sales (the number of job opportunities

developed), fill rate (the percent of each job opportunity that a center was able to fill with candidates it referred to a business), Individual Training Grant issuance and job placement, and Community Partner job placements.

- **Reporting:** SBS produces a range of dashboards showing outcomes as well as other indicators that reflect each contractor’s progress towards their outcome targets. SBS communicates these dashboards internally as well as to the contractors. Contractors also have direct access to an extensive array of data and reports about their performance.
- **Strategy and Performance Review Meetings:** SBS meets twice-monthly with each contractor to review their strategy for identifying business development opportunities and recruiting candidates to fill those opportunities. In addition, SBS meets quarterly with each contractor to engage in a thorough review of its performance, identifying areas of strength as well as challenges and solutions for addressing those challenges. These meetings involve executives from the contractor as well as leadership from the relevant Workforce1 Career Center. Finally, Center Operations Managers at SBS discuss performance with the contractors on a weekly basis in a more informal setting and work with the contractors to identify the root cause of an issue and adjust their strategy in order to improve their performance.

Quality Assurance: SBS uses a variety of means to assure the quality and integrity of data entered into its data system and to assure the quality of the customer service experience for jobseekers.

- **Presence at Career Centers:** SBS Quality Assurance staff visit the Career Centers on a regular basis to ensure that services are delivered in accordance with the agency’s policies. Staff examine three key areas: efficiency of service delivery, efficacy of Workshops, and customer service quality.
- **Data Quality Review:** SBS is collecting Customer Information Forms from all Centers and storing them onsite. For a sample of customers for each Center, SBS will match the information on these forms to the data entered in Worksource1 to ensure accuracy and check that past employment is not recorded as new placements attributable to services delivered by Workforce1. The results of these data checks are tabulated and reported to the Career Centers regularly.
- **Placement Validation Process:** SBS utilizes a double-check methodology to ensure the validity and accuracy of the placement information reported. Centers only receive performance payments for outcomes that can be supported with acceptable documentation.
 - a. **1ST CHECK:** Placement information must be corroborated by the employer. SBS accepts two forms of employer validation: 1) Direct Employer Validation – the employer provides details about a hire. 2) Third Party Validation – SBS has a contract with The Work Number, a third party company that provides employment information of current employees for participating businesses to organizations that request this information for legitimate purposes.
 - c. **2ND CHECK:** Jobseeker Calls. For a sample of the employer-verified placements, SBS validation staff call jobseekers directly to corroborate the placement information provided by the employers

as a second check.

- Customer Satisfaction Surveys: SBS collects customer satisfaction information through surveys completed by customers either online or in-person with SBS staff. These surveys seek to determine the level of satisfaction that customers have with the services they received. More specifically, the surveys ask jobseekers about the likelihood that they would recommend Workforce1 services to someone else, the effectiveness of the services they received, and the expertise and professionalism of the staff with whom they interacted. SBS collects customer satisfaction surveys from all centers. SBS uses the information to assess customer satisfaction and to improve service delivery. Quarterly, SBS releases a Customer Satisfaction Scorecard to the Centers that shows how each performed. This year, SBS will implement a full Quality Dashboard that will incorporate the customer satisfaction measures and add others. This Dashboard will become part of the measures regularly reviewed by SBS with the contractors to ensure that they offer high quality, professional, effective services to jobseekers.

7. How do you determine that Adult and Dislocated Worker jobseeker customers are satisfied with local Career Center services?

Please see the portion of the response to Question #6 above that describes "Customer Satisfaction Surveys."

8. How do you determine that your business customers are satisfied with local Career Center services?

SBS collects business customer satisfaction surveys after the completion of a service by sending an email to the business requesting that it complete a short survey. These surveys ask about the business' satisfaction with the services received, the helpfulness and professionalism of staff, the usefulness and effectiveness of the services received, the professionalism of the physical space, and whether the services helped the business achieve its desired outcome.

9. Briefly describe one positive practice in your local area which has improved services to customers.

The New York Alliance for Careers in Healthcare (NYACH) is a workforce intermediary in New York City whose vision is to maximize the healthcare industry's ability to deliver quality care by developing a collaborative, effective, and sustainable workforce system. Its mission is to build an effective healthcare workforce development system in New York City by identifying healthcare employers' needs; helping education and training organizations adapt their approach to better meet those needs; and ensuring low-income and unemployed New Yorkers have access to viable career opportunities in healthcare.

In support of its mission, NYACH closely examines the rapidly shifting workforce needs of the healthcare industry and works closely with three primary groups of stakeholders to respond to these needs: employers, education and training providers, and the public workforce development system. First, NYACH works with healthcare employers and 1199SEIU Training and Employment Funds to hire and promote unemployed and low-income New York City residents. Furthermore, the organization helps build the capacity of trade associations representing the major subsectors of healthcare (hospitals, community health centers, long-term care facilities, and home care providers) to identify pressing labor needs and develop solutions to fill those needs. Second, NYACH works closely with the City University of New York (CUNY) to help adapt its curriculum and

overall training program design in response to healthcare policy reforms and input from employers about the specific skills required for certain jobs. Third, NYACH influences the training investments of the public workforce development system by providing its deep understanding of labor market needs in healthcare. NYACH not only works individually with each of these stakeholder groups, but also convenes them together on a regular basis to build a more collaborative workforce system.

To date, NYACH has worked with several CUNY schools to design and fund innovative training programs, with curricula heavily informed by employer needs, in areas such as medical coding and billing, certified clinical medical assistant, home health aide, and transition to practice for registered nurses. To date, more than 900 low-income or unemployed individuals have benefited from these programs. Of these, more than 630 have completed training to date; most of the balance of these individuals are still participating in that training. Of those who have completed, NYACH has so far been able to confirm that nearly 500 individuals have found a job or received a wage increase, and expects this figure to increase as it collects more outcome information.

NYACH has also had a significant influence on how SBS invests in healthcare training through the Workforce1 Career Center system. SBS relied heavily on NYACH in developing a plan to invest in healthcare training for more than 600 individuals in FY2015. All of the training offered will be informed by NYACH's approach. By coordinating closely with NYACH, SBS has improved its services to healthcare employers by ensuring that training curriculum fully prepares individuals for their open job opportunities and meets their most pressing needs for talent. SBS has also improved its services to jobseeker customers by adopting NYACH's approach: engaging employers upfront in the selection of trainees makes customers more likely to get a job or wage increase and using NYACH-informed curriculum and overall training program design makes customers better prepared for their new jobs.

YOUTH

WIA §118 (b) The local plan shall include - (6) a description and assessment of the type and availability of youth activities in the local area, including an identification of successful providers of such activities;

Please complete the Youth worksheet in the Service Provider spreadsheet (Attachment J).

§664.405(4)(b) The local plan must describe the design framework for youth program design in the local area, and how the ten program elements required in §664.410 are provided within that framework.

10. Describe how the Workforce Investment Board and/or Youth Council monitor Youth Program providers.

a. Program Monitoring:

The WIB and Youth Council monitor youth program providers in two ways. The first is through quarterly WIB Executive Committee meetings, at which DYCD shares information with the Committee and the Mayor's Office of Workforce Development staff about WIA youth program spending and performance, and then any issues related to these areas are addressed. The WIB Executive Committee includes the Youth Council Chair, thereby ensuring the involvement of both bodies in youth program oversight.

The second way is through the coordination of DYCD staff with Office of Workforce Development staff on all WIA program monitoring activities by NYSDOL and USDOL. DYCD as a matter of course shares all correspondence related to monitoring and audits with the Office of Workforce Development staff, allowing the Office of Workforce Development to communicate as it deems appropriate with the WIB and Youth Council members concerning WIA program monitoring. As such, the Office of Workforce Development is made aware of substantive programmatic issues, and can work with both the WIB/Youth Council members and DYCD to ensure that appropriate corrective action is taken.

In addition to these activities, DYCD WIA staff closely track the performance of contractors. Each year, every WIA youth provider program undergoes a full review using DYCD's Program Quality Monitoring Tool in order to identify areas of strength and issues that must be corrected. DYCD staff members also monitor contractor progress toward contractual milestones throughout the program year, and periodically visit program sites to perform validations of participant registration and enrollment information, participant credential attainment, and completion of work readiness activities.

DYCD's Equal Opportunity (EO-WIA) Unit conducts annual reviews of the DYCD WIA Youth programs to ensure compliance with the nondiscrimination and equal opportunity requirements required under Section 188 of the Workforce Investment Act of 1998 and 29 CFR Part 37.

b. Fiscal Monitoring:

DYCD is committed to using its resources to ensure thorough monitoring of all Workforce Investment Act Youth sub-recipients. The Agency Chief Contracting Officer promotes adherence to the compliance and oversight requirements of the Mayor's Office of Contract Services as they pertain to monitoring and procurement issues. DYCD also works with the New York City Department of Investigation to enhance business integrity and address conflict of interest or other sensitive issues. DYCD is periodically monitored by the United States Department of Labor and the NYS Department of Labor to ensure accuracy of reports and to evaluate DYCD processes as they pertain to sub-recipient monitoring.

DYCD-contracted CPA firms perform comprehensive fiscal analysis of sub-recipients' program

operations in the form of Fiscal Field Reviews (FFR) conducted in accordance with the Department of Labor approved audit program. DYCD’s Contract Agency Audit (CAA) unit ensures that audits and Fiscal Field Reviews (FFR) are assigned and completed in a timely manner. When necessary, DYCD issues a Corrective Action Plan (CAP) after receipt of the FFR report and ensures that an appropriate and timely corrective action plan response is received. When required, the CAA unit also conducts scheduled and special investigation reviews.

The CAA’s fiscal monitoring process of sub-recipients includes:

1. Analysis of the sub-recipient's A-133 Independent Audit Report;
2. Analysis of the sub-recipient's indirect cost package for compliance with U.S Department of Labor Guide for indirect cost rate determination; and
3. Analysis of the sub-recipient's closeout packages for reasonableness and agreement with the organization's accounting records.

Periodically, a team of DYCD finance , legal, and audit staff meet to consider applicable revision of the WIA fiscal manual based on updated or new processes and changes in laws and regulations governing Federal funding. The CAA unit also provides technical assistance to sub-recipients . This assistance is intended to help the sub-recipients understand their financial responsibilities under DYCD and regulatory requirements.

11. Provide the name of your LWIA’s Youth Council Chair and Co-Chair. Please provide their **professional** contact information (title, address, phone, email).

The Workforce Investment Board intends to confirm new Youth Council Chair Scott Berger of Arista Air Conditioning Corp. in September 2014.

12. Do your Youth Program Providers have direct access to the One Stop Operating System (OSOS)?
 Yes No

a. If not, what process is in place to ensure youth activities are entered into OSOS in a timely manner?

DYCD providers use the Capricorn database, which was designed to meet all USDOL WIASARD edit check specifications. The NYSDOL allows DYCD to submit a quarterly youth WIASARD file that meets all data standards set by USDOL.

13. Describe *what* youth data is shared and *how* it is shared and reviewed with the Workforce Investment Board and the Youth Council. Please address each group specifically.

DYCD provides regular updates on WIA youth program spending and overall program performance to the WIB and Youth Council at quarterly WIB Executive Committee meetings. DYCD reviews WIA youth program compliance with NYSDOL policies related to progress toward the negotiated Common Measure goals.

14. Do your WIA youth program providers have access to the Youth Management Reports?
 Yes No

a. If not, how do you share youth program data with your providers and how frequently do you share this?

DYCD takes a very active approach in communicating program data to individual youth program providers so that they have the most updated performance information possible.

Out of School Youth (OSY) providers receive:

- Performance milestone certification reports via automated email that detail payments or reasons for nonpayment for milestone claims for individual participants;
- Monthly performance milestone certification summary reports via automated email;
- Contractor summary certification/payment reports via automated emails that summarize milestone certification and payments to contractors against those certifications;
- Quarterly desk audits generated to show a provider's expected performance against actual attainments;
- VENDEX ratings generated annually for each OSY provider's contract;
- Monthly program status reports that outline each provider's line-item and performance-based expenditures; and
- Registration, work readiness, and credential validations, completed periodically by OSY program managers in order to track the number of OSY participant files validated for enrollment, completion of work readiness, and attainment of credentials by contractor subsequent to site visits completed by staff.

In School Youth (ISY) providers receive:

- Performance milestone certification reports via automated email that detail payments or reasons for nonpayment on milestone claims for individual participants;
- Monthly performance milestone certification summary reports via automated email;
- Contractor summary certification/payment reports via automated emails that summarize milestone certifications and payments to contractors against those certifications;
- Annual desk audits generated to show a provider's expected performance goals against actual attainments;
- VENDEX ratings generated annually for each ISY provider's contract;
- Monthly program status reports that outline each provider's line-item and performance-based expenditures;
- Registration validations completed periodically by ISY program managers to track the number of

ISY participant files validated for enrollment subsequent to site visits completed by staff; and

- Monthly review of provider’s rate of participation (ROP) by ISY program managers, in order to track attendance, participation, and progress towards the program ROP goal.

15. Which entit(ies) provide the WIA youth program design framework (including Intake and Eligibility, an Objective Assessment, and the Individual Service Strategy)?

All DYCD OSY and ISY Contractors are responsible for providing WIA youth design framework elements which including intake, eligibility, objective assessment, and the Individual Service Strategy.

16. Describe how the WIA 10 Program Elements required in §664.410 are provided within your youth program design framework. In particular, discuss how each youth’s service strategy specifically identifies which program elements will be used to help the youth reach his/her goals.

The Out-of-School Youth program has intentionally targeted growth sectors. We currently offer sector-focused training in healthcare, IT, construction and retail. These programs help youth earn HS equivalency diplomas and provide training and certification in these and other industries. DYCD’s other programs, SYEP, YAIP and ISY have been flexible in the types of sectors where internships are developed because they account for both the needs of the youth and the needs of the employers that are able to work with them.

1. Tutoring, study skills, and dropout prevention strategies

OSY contractors provide basic skills instruction, drop-out prevention, High School Equivalency (HSE) exam preparation, NYS Regents exam preparation, SAT preparation, and tutoring. These activities are provided directly by the contractors or through linkages and partnerships with the NYC Department of Education or educational service providers such as Kaplan Educational Services.

2. Alternative secondary school offerings

OSY contractors provide this element through partnerships and linkages with the NYC Department of Education.

3. Summer employment opportunities linked to academic and occupational learning

Participants in the In-School Youth (ISY) program are guaranteed a job through the NYC Summer Youth Employment Program (SYEP). SYEP worksites are developed by contractors throughout the year and include hospitals, schools, community centers, government agencies and small and large businesses.

DYCD administers payroll for all participants. Contractors provide worksite orientations and monitor all worksites at least once a week. DYCD reviews worksite assignments prior to program start and conducts random worksite monitoring visits during the employment period to ensure compliance.

All youth are evaluated and assigned to worksites according to their skills, needs and interests and

taking into consideration any specific requirements of the worksite, such as age and skills needed.

4. Paid and unpaid work experience

This element is provided by contractors through their linkages with private and public sector employers. OSY contractors conduct a subsidized work experience component that runs from September to June. Work experience sites are developed by contractors throughout the year and include hospitals, schools, community centers, government agencies and small and large businesses.

DYCD administers payroll for all participants. Contractors provide worksite orientations and monitor all worksites at on a regular basis. DYCD reviews worksite assignments prior to participants' start dates and conduct random worksite monitoring visits during the work experience period to ensure compliance.

All youth are evaluated and assigned to worksites according to their skills, needs and interests and taking into consideration any specific requirements of the worksite, such as age and skills needed.

5. Occupational skill training

OSY contractors provide this element directly or through partnerships with vocational trade schools, community colleges, and trade unions. Occupational skill training is offered in the industries including information technology, food service, construction, customer service, and healthcare.

6. Leadership development

This element is provided by contractors through the following services and activities:

Work readiness: career fair work readiness workshops, workplace guest speakers and workplace visits.

College readiness: college acceptance assistance, college fairs, college guest speakers, college visits, FAFSA financial aid workshops.

Leadership development: community garden project, mentoring younger participants, service learning projects, team building activities, and youth leadership councils.

Life Skills: arts and culture, cooking, family engagement, financial literacy, gender group, healthy living, healthy relationships, public speaking, sexual health workshops, stress management, and time management programs.

7. Supportive services

Contractors provide supportive services that are available to all youth that are participating in DYCD programs. Participant-specific supportive services are determined on a per-case basis by the

community-based organization. Some examples of the support services include referrals for healthcare, immigration, legal services, mental health services, transportation assistance, stipends, and meals.

8. Adult mentoring for at least 12 months

Contractors provide this element directly or through partnerships and linkages with employers and mentorship sponsoring organizations such as the Federal Mentoring Council.

9. Comprehensive guidance and counseling

Contractors provide this element to participants in order to help them make informed decisions about their vocational, academic, and personal goals. Specific areas of this element include, but are not limited to, career and educational counseling, mental health counseling, and life skills counseling. This element helps to ensure that youth achieve success in their career, academic and social growth, and development.

10. Follow-up activities for no less than 12 months after completion of participation

Contractors provide this element directly or with partnerships and linkages. Some of the services and activities related to this element focus on:

- Job retention
- Career advancement or promotion
- Relationships with bosses and co-workers
- Managing change for themselves and family members
- Punctuality in the workplace
- Budgeting
- Regular contact with appropriate frequency with the participants' employers and/or postsecondary academic advisors
- Leadership development activities provided after completion of participation
- Supportive services provided after completion of participation
- Case management activities

All contractors are required to identify which program elements are administered to individual participants on the participant "WIA Youth Program Ten Element Checklist" form.

In PY2014 DYCD projects to serve the following through the varied programs:

Summer paid work experience/internships: 1,186

In-program paid work experience/internships: 386

Occupational skills training: 1,329

17. Attach the following policies and indicate when each was last reviewed by the LWIB.
 - a. Youth Needing Additional Assistance Last Reviewed Will be reviewed in PY14
 - b. Serious Barriers to Youth Employment Last Reviewed Will be reviewed in PY14

STAFF INFORMATION

Consulting with your Wagner-Peyser partners, please complete the charts entitled “PY 2013 FTE Staffing” and “Projected PY 2014 FTE Staffing” located in the attached Budget spreadsheet (Attachment I).

18. Please explain the reasons for any changes between PY2013 and PY2014.

The increase in Youth FTEs for DYCD from PY 2013 to PY 2014 is due to an increase in the number of SYEP seasonal staff members from 34 to 45. These staff members are allocated at .083 FTE each, resulting in a 0.9 FTE total increase.

Procurement

WIA §118 (b) The local plan shall include - (9) a description of the competitive process to be used to award the grants and contracts in the local area for activities carried out under this subtitle;

19. Please describe the competitive bidding process that is used to award grants and contracts in your local area (including how vendors are made aware of opportunities to compete for these funding opportunities and how the process is being documented). Describe the process used for Adults/DW services, administrative services, and Youth services.

ADULT AND DISLOCATED WORKER GRANTS AND CONTRACTS

There are several competitive bidding processes, depending on the potential size of the contract and on the nature of the contract. Large contracts, the process for which is addressed below, are the most common. SBS typically uses a competitive Request for Proposals (RFP) process to award contracts for services estimated to cost more than \$100,000 and in cases in which the funding source is public (City, State or Federal government). Any RFPs must conform to The City of New York’s Procurement Policy Board (PPB) Rules, as well as any procurement rules of the funding entity. Here is a summary of the typical process, including the key stages:

- Notify Vendors and Release RFP
 - a. The relevant City agency develops and releases an RFP.
 - b. The agency prepares a bidders list from a Citywide Vendors’ List and the Minority- and Women-Owned Business Enterprise Certified List, and all organizations receive a copy of the RFP by mail.
 - c. The agency posts a Notice of Solicitation in the City Record and on the agency’s website.
- Public Release Period and Pre-Proposal Conference
 - a. The agency convenes a public “pre-proposal conference” to discuss the RFP and to answer questions.
 - b. The agency collects any questions received by phone or email.
 - c. The agency releases an addendum providing answers to questions asked at the pre-proposal

conference and received directly, which is sent to all of the prospective vendors that received the RFP.

- Evaluate Responses and Select Winning Vendors
 - a. The agency assembles an evaluation committee composed of agency staff relevant to the RFP.
 - b. Each committee member evaluates all proposals using a Rating Guide.
 - c. The agency tabulates all ratings and identifies the high scorers.
 - d. The evaluation committee meets to review the scores.
 - e. If requested, vendors provide their Best and Final Offer and/or Oral Presentations about their proposals.
 - f. If relevant, the evaluators meet and adjust their scores based on the Best and Final Offer and/or Oral Presentations.
 - g. The agency notifies the winning vendor.

Customized Training Grants: Employers can apply for a customized training grant through a program called NYC Business Solutions Training Funds. Training Funds are awarded on a quarterly basis. Employers can find key dates for the application process by logging on to www.nyc.gov/training.

- There is a two-step application process:
 - a. Pre-Application: All applicants must have submitted a pre-application that was approved by NYC Business Solutions Training Funds. The pre-application is used to assess an applicant's eligibility based upon the criteria presented below. The pre-application is available on a quarterly basis at: www.nyc.gov/training.
 - b. Application: All applicants must complete the full application, also available at www.nyc.gov/training.
- The amount of available funding varies from year to year. The maximum award is \$400,000. The minimum award is \$10,000.
- Training Funds cannot be used for:
 - a. Training that is outside any of the following four categories of business needs:
 - i) Training on recently purchased equipment or software
 - ii) Training to offer new services/products to reach new markets
 - iii) Training to promote current staff or give current staff new skills to advance into hard to fill

positions or take on significant new responsibilities

iv) Training to update obsolete skills that are necessary in order for the business to be competitive

b. Training that is mandated by the government and considered the responsibility of the employer (such as sexual harassment training, diversity training, and mandated safety training).

c. Ongoing training that is already being provided by the business.

d. Training that does not provide transferable skills (such as new employee orientation).

• Applications are evaluated on the following criteria:

a. Statement of need and feasibility of program

b. Trainee wage gains

c. New or upgraded skills for trainees

d. Budget and cost/benefit of proposal

e. Potential impact on economic activity in New York City

• NYC Business Solutions Training Funds strives to catalyze economic activity within New York City. For that reason, the evaluation process treats favorably those applicants whose success will bring new money into the City. This can happen in two ways:

a. Selling products or services to customers outside the City

b. Attracting local customers who would otherwise purchase goods or services from outside the City

• The applicant's statement of need must address both the need for training and the need for Training Funds. Awards will not be made to fund programs that would exist without Training Funds support.

• No preference is given for training special populations (i.e. minority groups, people with disabilities, etc.). However, employers who propose wage gains for low-income workers (those who currently make \$15/hr or less) will receive favorable consideration in the evaluation process.

• Reviewers may award Funds on the condition that one or more components of training be altered or eliminated from the proposal.

• The Chief Executive Officer of the business and all training provider(s) must be willing, upon request, to meet with Training Funds staff and provide additional details regarding the training proposed or past experience administering similar training. Training providers may be required to

provide references.

- For a more detailed list of the application evaluation criteria, go to the Application Evaluation section of our website at www.nyc.gov/training.

Pursuant to the New York City Procurement Policy Board Rules, DYCD uses an innovative procurement method to procure contracts for WIA youth services. DYCD issues requests for proposals (RFP) for the services required. Prior to the issuance of an RFP, DYCD may issue a concept report describing the contemplated program and offering an opportunity for the public to comment. The concept report is released to the public through the City Record and other publications, such as the New York Nonprofit Press. On the date of the issuance, DYCD posts the concept paper on the agency's website.

Beginning in 2014, DYCD will release RFPs through the centralized New York City Health and Human Services (HHS) Accelerator system. HHS Accelerator was launched to simplify and speed the contract process for client and community-based services providers. Through a deliberate and collaborative multi-year planning process with providers, redundant paper-based requirements were removed, processes reengineered, and contract documents standardized, freeing more resources for mission-focused activities. HHS will notify all prequalified vendors electronically of its release.

RFPs describe the scope of work required and the methodology for selection, as prescribed by the PPB Rules. In addition, the PPB rules foster effective broad-based competition from all segments of the vendor community and protect against corruption, waste, fraud, and abuse. Prospective contractors submit proposals pursuant to the RFP and are scored according to the criteria laid out therein. The scores are then sorted in descending order and, with consideration of all the basis of contract award criteria articulated in the RFP, DYCD extends invitations to negotiate to those proposers deemed eligible. The Mayor's Office of Contracts reviews all eligible awards for adherence to PPB rules. Finally, the contract is developed and executed.

Waivers

The general statutory and regulatory waiver authority granted to the Secretary of Labor is a continuing authority granted by the Workforce Investment Act at section 189(i)(4), Public Law 105-220, and provides increased flexibility to states and local areas in implementing reforms to the workforce development system in exchange for state and local accountability for results, including improved programmatic outcomes. A list of the current waivers that are in effect for New York can be found in [Workforce Development System Technical Advisory #10.19.1](#). Changes to available waivers have been noted below. A new Technical Advisory for the available waivers with the will be issued at a later date.

20. Please indicate which waivers you requested for Program Year (PY) 2013 and which waivers you are requesting for PY 2014 by checking the appropriate boxes below.

- Waiver of the requirement for a 50 percent employer match for Customized Training, to permit a graduated scale match to increase employer connection with the One-Stop System.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for PY 2014 – PY 2016? Yes No

- Waiver to increase the employer reimbursement for On-the-Job Training for small- and medium-sized businesses.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for PY 2014 – PY 2016? Yes No

- Waiver to permit local areas to request the use of up to 10 percent of the local area’s formula allocation funds for Adult and Dislocated Workers to support incumbent worker training programs as part of layoff aversion. Adult funds must be restricted to serving low income adults.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for PY 2014 – PY 2016? Yes No

- Waiver to permit the Local Workforce Investment Board (LWIB) the ability to transfer up to 50 percent of a program year allocation for adult employment and training activities, and up to 50 percent of a program year allocation for dislocated worker employment and training activities between the two programs, with the approval of the governor. *This is a new waiver beginning with PY 2014.*
 - Are you requesting this waiver for PY 2014 – PY 2016? Yes No

- Waiver for the inclusion of Youth follow-up services and work experience as a Youth Program Framework Service. *For PY 2014, this waiver has been expanded to include supportive services in addition to follow-up services and work experience.*
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting the expanded waiver for PY 2014 – PY 2016? Yes No

- Waiver to allow use of work readiness as the sole performance indicator for Youth aged 14-21 that are co-enrolled under TANF and WIA for Summer Employment Activities.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for May 14, 2014 – Sept. 30, 2017? Yes No

- Waiver to apply program design flexibility for Youth aged 14-21 that are co-enrolled under TANF and WIA for Summer Employment Activities.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for May 14, 2014 – Sept. 30, 2017? Yes No

- Waiver of the Prohibition at 20CFR 664.520 on the Use of Individual Training Accounts (ITA) for Older and Out-of-School Youth.
 - Did you request this waiver for PY 2013? Yes No
 - Are you requesting this waiver for PY 2014 – PY 2016? Yes No
- a. How many Youth ITAs did the LWIA procure in PY13? N/A
- b. What specific certificates/degrees resulted from these ITAs in PY13? N/A

21. Please suggest future WIA waivers that may be useful to your local area and which you would like NYS to consider requesting (optional).

The New York City WIB references Technical Advisory 14-5 for the most current information about waivers available in New York State.

Some of the waivers that NYSDOL requested appear in this TA but not in the checklist above. The NYCWIB would like to request the following:

- Waiver of the provision at 20 CFR 665.200 (b)(3) that requires the State to disseminate training provider performance and program cost information as described in 20 CFR 663.540. Under this waiver the State is allowed to postpone the dissemination of such information, which is used to determine subsequent eligibility of training providers on the Eligible Training Providers List (ETPL).
- Waiver to discontinue the collection of seven of the data elements in Section 1 of the WIASRD for incumbent workers trained with WIA funds.
- Waiver of WIA Section 123 that requires that providers of Youth program elements be selected on a competitive basis. This waiver allows follow-up services and work experience to be included as part of the Youth Program design framework services.

Additionally, we would like to request the following new waivers:

- Waiver to expand eligible expenses for reimbursement to include all three of the following for the same training program: instruction, trainee wages (in the case of incumbent workers), and employee backfill.
- Waiver of the provision at 20 CFR 663.530 that prescribes a time limit on the period of initial eligibility for training providers on the Eligible Training Providers List (ETPL).
- Refinement and extension of exemptions of community-based organizations that can be added to State ETPL (and offer ITA funded training) without State certification
- Refinement and extension of ability to contract with institutes of higher learning without competitive process to include non-profit community based occupational training providers
- Ability to use WIA funding to serve males who have not registered with selective service, but who self-attest without additional documentation that they did not willfully avoid doing so

Contracts, MOUs, and Appendices

WIA §118 (b) The local plan shall include - (2) a description of the one-stop delivery system to be established or designated in the local area, including—a copy of each memorandum of understanding described in section 121(c) (between the local board and each of the one-stop partners) concerning the operation of the one-stop delivery system in the local area;

22. Is each Memorandum of Understanding for the local area up-to-date?

Yes No

If not, when will they be updated?

Policy

23. Does the LWIA have written policies on each of the following topics? If yes, indicate when each was last updated by the Board (or a board subcommittee).

Policy	Yes	No	Date of Last Update
A. On the Job Training (OJT)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
B. Individual Training Account (ITA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	August 2013
C. Competitive Procurement Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
D. Customized Training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
E. Supportive Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
F. Budget Modifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
G. Sub Recipient Monitoring Policy and Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N/A
H. Unsatisfactory Youth Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

a. Describe how staff are made aware of these policies?

Attachments:

WIA §118 (b) The local plan shall include - (8) an identification of the entity responsible for the disbursement of grant funds described in section 117(d)(3)(B)(i)(III), as determined by the chief elected official or the Governor under section 117(d)(3)(B)(i);

WIA §118 (b) The local plan shall include - (10) such other information as the Governor may require.

Please complete all of the required attachments and include copies of policies listed in the Youth section. Hard copies of signature pages must be delivered to NYSDOL per the instructions at the beginning of these guidelines.

If any of the following documents have changed in whole or in part since the submittal of your PY 2013 Local Plan, please email any updated documents with your Local Plan:

	Changed?		Attached?	
Chief Elected Official Agreement	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Local Board By-Laws	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Career Center Operator Agreement(s)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Memorandum(s) of Understanding	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Please provide a copy of your WIB-approved budget for PY2014. This budget should include any carry-in funds as well as PY2014 funds. Note that the WIB-approved budget should total to the PY2014 Planned Budget included in Attachment I.

Indicate the date of the meeting when the WIB budget was approved: vote will occur on September 18, 2014

ATTACHMENT A: UNITS OF LOCAL GOVERNMENT

Please list the unit or units (multiple counties or jurisdictional areas) of local government included in the local area. If the CEO Grant Recipient has designated a local grant subrecipient to administer WIA pursuant to WIA § 117(d)(3)(B)(i – ii), please indicate the unit of local government that is the grant subrecipient. However, if instead, the CEO Grant Recipient has designated a fiscal agent, please indicate this on Attachment B.

Unit of Local Government	Grant Subrecipient	
	Yes	No
Not applicable	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

§667.705(c) - When a local workforce area is composed of more than one unit of general local government, the liability of the individual jurisdictions must be specified in a written agreement between the chief-elected officials.

If your local workforce area is composed of more than one unit of general local government, is there a written agreement between local officials that details the liability of the individual jurisdictions?

Yes No

ATTACHMENT B: FISCAL AGENT

WIA §117(d)(3)(B)(i)(II) indicates that the chief elected official Grant Recipient may designate a local fiscal agent as an alternative to a local grant subrecipient. Such designation to a grant subrecipient or fiscal agent shall not relieve the chief elected official or the Governor of the liability for any misuse of grant funds. If the CEO has identified a fiscal agent to assist in the administration of grant funds, please provide the name of the agent.

Fiscal Agent
NYC Department of Small Business Services NYC Department of Youth and Community Development

APPENDIX 1
Services Available

Service	Description	Availability
Introduction to Services	Overview of all services available to customers	All Workforce1 Career Centers
Initial Assessment	One-on-one assessment of a customer's job readiness and employment goal	All Workforce1 Career Centers
Resource Room / Computer Lab	Access to a computer and the internet for job search purposes	All Workforce1 Career Centers
Provision of Adaptive Equipment	Access to adaptive equipment that enables customers with disabilities to take advantage of center services	All Workforce1 Career Centers
SMART Enrollment	Provision of support to customers for uploading resumes into SMART and accessing relevant job openings	All Workforce1 Career Centers
Workshops	Acing the Interview Create a Resume that Gets You the Job Resume Upgrade	All Workforce1 Career Centers
Individual Career Advisement	One-on-one session with a customer to address barriers to employment, assist with an independent job search, and discuss career goals and training options to reach those goals	All Workforce1 Career Centers
Veterans Career Advisement	One-on-one session provided by a Veteran Specialist to address barriers to employment, assist with an independent job search, and discuss career goals and training options to reach those goals	All Workforce1 Career Centers
Access to Online Learning	Issuance of license to access online learning courses	All Workforce1 Career Centers
Individual Training Grants	Grants of up to \$5,000 to enroll in occupational skills training aligned with a demand occupation	Bronx, Brooklyn, Hunts Point, Queens, Staten Island, and Upper Manhattan Workforce1 Career Centers
Contracted Training	Training for in-demand occupations in high growth sectors	Workforce1 Healthcare Career Center
Referral to External Training Services	Connection of a customer to training services offered at an external organization	All Workforce1 Career Centers
Screening for Job Opportunities	Screening of a customer for a fit with a specific job opportunity	All Workforce1 Career Centers
Referral to Employer	The scheduling of a customer for an interview with a specific employer	All Workforce1 Career Centers
GED Preparation	Eligible customers can be enrolled in the Bridge to Tomorrow program	All Workforce1 Career Centers
Referral to Supportive Services	Connection of a customer to services provided at an organization specializing in addressing particular employment barriers	All Workforce1 Career Centers

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR: NYC One-Stop Operator Consortium			
Method of Selection		Type of Operator	
<input checked="" type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input checked="" type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:	253 Broadway, 8th Fl		
Address 2:	c/o NYC Office of Workforce Development		
City:	New York		
State:	NY	Zip Code:	10007
Operator Phone: 212-676-3009			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

New York State Department of Labor

New York City Department of Small Business Services

City University of New York

New York City Workforce Investment Board

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
<i>Method of Selection</i>		<i>Type of Operator</i>	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
<i>Method of Selection</i>		<i>Type of Operator</i>	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

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OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT G: CAREER CENTER OPERATOR INFORMATION

Complete the following information for each locally certified Career Center Operator in your Workforce Investment Area. Use as many pages of ATTACHMENT G as necessary.

OPERATOR:			
Method of Selection		Type of Operator	
<input type="checkbox"/> Consortium <input type="checkbox"/> Competitive Bid		<input type="checkbox"/> System <input type="checkbox"/> Center(s)	
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Operator Phone:			
E-Mail:			

OPERATOR CERTIFICATION STATUS

Indicate status of Local Level Operator Recertification:

- Granted
- Application Submitted/Pending LWIB Review
- Application Not Yet Due
- Other (explain)

--

If the Career Center Operator is a consortium, identify the consortium partners:

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Bronx Workforce1 Career Center		
Address 1:	Fordham Place		
Address 2:	400 East Fordham Road		
City:	Bronx		
State:	NY	Zip Code:	10458
Phone:	718-960-2458	E-Mail:	workforce1bronx@fegs.org
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	8/31/2018		
Lease Holder:	FEGS		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	8:30am	5:00pm
Tuesday	8:30am	5:00pm
Wednesday	8:30am	5:00pm
Thursday	8:30am	5:00pm
Friday	8:30am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Brooklyn Workforce1 Career Center		
Address 1:	9 Bond Street		
Address 2:	5th Floor		
City:	Brooklyn		
State:	NY	Zip Code:	11201
Phone:	718-246-5219	E-Mail:	workforce1brooklyn@grantassociatesinc.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	April 2017		
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	10:00am	6:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Hunts Point Workforce1 Career Center		
Address 1:	1029 East 163rd Street		
Address 2:	3rd Floor		
City:	Bronx		
State:	NY	Zip Code:	10459
Phone:	718-542-6777	E-Mail:	
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	March 2016		
Lease Holder:	Arbor E&T		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Queens Workforce1 Career Center		
Address 1:	168-25 Jamaica Avenue		
Address 2:	2nd Floor		
City:	Jamaica		
State:	NY	Zip Code:	11432
Phone:	718-557-6755	E-Mail:	workforce1queens@grantassociates.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	November 2018		
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYS DOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00p,
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Staten Island Workforce1 Career Center		
Address 1:	120 Stuyvesant Place		
Address 2:	3rd Floor		
City:	Staten Island		
State:	NY	Zip Code:	10301
Phone:	718-285-8388	E-Mail:	workforce1@edsolutions.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	5/31/2019		
Lease Holder:	EDSI, Inc.		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	8:30am	5:00pm
Tuesday	8:30am	5:00pm
Wednesday	8:30am	5:00pm
Thursday	8:30am	5:00pm
Friday	8:30am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Upper Manhattan Workforce1 Career Center		
Address 1:	215 West 125th Street		
Address 2:	6th Floor		
City:	New York		
State:	NY	Zip Code:	10027
Phone:	917-493-7054	E-Mail:	umworkforce1@edsolutions.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	NYS DOL		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYS DOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	8:30am	5:00pm
Tuesday	8:30am	5:00pm
Wednesday	8:30am	5:00pm
Thursday	8:30am	5:00pm
Friday	8:30am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF ONE CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Workforce1 Healthcare Career Center		
Address 1:	79 John Street		
Address 2:	2nd Floor		
City:	New York		
State:	NY	Zip Code:	10038
Phone:	212-618-8925	E-Mail:	workforce1healthcarecareers@fegs.org
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	NYC Department of Small Business Services		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Long Island City Workforce1 Career Center		
Address 1:	38-81 13th Street		
Address 2:			
City:	Long Island City		
State:	NY	Zip Code:	11101
Phone:	718-784-0877	E-Mail:	workforce1LIC@erdalliance.org
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:	September 2016		
Lease Holder:	ERDA		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Far Rockaway Workforce1 Career Center		
Address 1:	1637 Central Avenue		
Address 2:			
City:	Far Rockaway		
State:	NY	Zip Code:	11691
Phone:	718-784-0877 x6	E-Mail:	workforce1fr@erdalliance.org
Fax:		Website:	
Site Type:	<input type="checkbox"/> Full Service <input checked="" type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	ERDA		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	11:00am	6:00pm
Tuesday	2:00pm	6:00pm
Wednesday	11:00am	6:00pm
Thursday	11:00am	6:00pm
Friday	11:00am	6:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Brooklyn Central Library Workforce1 Career Center		
Address 1:	10 Grand Army Plaza		
Address 2:	2nd Floor		
City:	Brooklyn		
State:	NY	Zip Code:	11238
Phone:	(347) 765- 2250	E-Mail:	Workforce1centralbklyn@grantassociatesinc.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	10:00am	6:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Sunset Park Library Workforce1 Career Center		
Address 1:	5108 4th Avenue		
Address 2:	Lower Level		
City:	Brooklyn		
State:	NY	Zip Code:	11220
Phone:	(347) 296-8063	E-Mail:	Workforce1sunsetpark@grantassociatesinc.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	10:00am	6:00pm
Tuesday	1:00pm	6:00pm
Wednesday	10:00am	6:00pm
Thursday	1:00pm	6:00pm
Friday	10:00am	6:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	University Heights Workforce1 Career Center		
Address 1:	2150 University Avenue		
Address 2:			
City:	Bronx		
State:	NY	Zip Code:	10453
Phone:	(718) 552-1550	E-Mail:	(718) 552-1550
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	FEGS		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	10:00am	5:00pm
Tuesday	10:00am	5:00pm
Wednesday	10:00am	5:00pm
Thursday	10:00am	5:00pm
Friday	10:00am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Flushing Workforce1 Career Center		
Address 1:	41-17 Main Street		
Address 2:	3rd Floor		
City:	Flushing		
State:	NY	Zip Code:	11355
Phone:	(718) 412-0926	E-Mail:	workforce1flushing@grantassociatesinc.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input type="checkbox"/> Full Service <input checked="" type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYS DOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	1:00pm	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00p,
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Staten Island South Shore Workforce1 Career Center		
Address 1:	3845 Richmond Avenue		
Address 2:	2nd Floor		
City:	Staten Island		
State:	NY	Zip Code:	10301
Phone:	(347) 308-5018	E-Mail:	Workforce1SouthShore@edsisolutions.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	EDSI, Inc.		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYS DOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:	Midtown Workforce1 Career Center		
Address 1:	1250 Broadway		
Address 2:	Suite 810		
City:	New York		
State:	NY	Zip Code:	10001
Phone:	(646) 358-4747	E-Mail:	workforce1midtown@grantassociatesinc.com
Fax:		Website:	www.nyc.gov/workforce1
Site Type:	<input checked="" type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:	DB Grant Associates		

WIA Contact:	Chris Neale		
Phone:	212-618-6759	E-Mail:	cneale@sbs.nyc.gov
NYSDOL Contact:	Russell Oliver		
Phone:	518-485-6288	E-Mail:	russell.oliver@labor.ny.gov

	Opening Time	Closing Time
Monday	8:30am	5:00pm
Tuesday	8:30am	5:00pm
Wednesday	8:30am	5:00pm
Thursday	8:30am	5:00pm
Friday	8:30am	5:00pm
Saturday	closed	closed
Sunday	closed	closed

ATTACHMENT H: LIST OF ONE CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:			
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Phone:		E-Mail:	
Fax:		Website:	
Site Type:	<input type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:			

WIA Contact:			
Phone:		E-Mail:	
NYSDOL Contact:			
Phone:		E-Mail:	

	Opening Time	Closing Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:			
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Phone:		E-Mail:	
Fax:		Website:	
Site Type:	<input type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:			

WIA Contact:			
Phone:		E-Mail:	
NYSDOL Contact:			
Phone:		E-Mail:	

	Opening Time	Closing Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

ATTACHMENT H: LIST OF CAREER CENTERS

Complete the following information for each Career Center in your Workforce Investment Area. Use as many pages of ATTACHMENT H as necessary.

Career Center Name:			
Address 1:			
Address 2:			
City:			
State:	NY	Zip Code:	
Phone:		E-Mail:	
Fax:		Website:	
Site Type:	<input type="checkbox"/> Full Service <input type="checkbox"/> Certified Affiliate		
Lease Expiration:			
Lease Holder:			

WIA Contact:			
Phone:		E-Mail:	
NYSDOL Contact:			
Phone:		E-Mail:	

	Opening Time	Closing Time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Enter Data into these cells.	1		Career Center:		Brooklyn, BK Central, Sunset Park		Other Funding					
	PY'14	Totals	WIA									
			Adult	DW	Youth	Admin						
Staff Salaries	\$	2,185,123.40	\$	1,485,883.91	\$	699,239.49	\$	-	\$	-	\$	-
Fringe Benefits	\$	546,280.85	\$	371,470.98	\$	174,809.87	\$	-	\$	-	\$	-
Travel	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other Related Staff Costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Supportive Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Youth Wages	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other Related Program costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Rent	\$	730,517.50	\$	496,751.90	\$	233,765.60	\$	-	\$	-	\$	-
Utilities	\$	64,186.33	\$	43,646.71	\$	20,539.63	\$	-	\$	-	\$	-
Supplies	\$	5,044.17	\$	3,430.03	\$	1,614.13	\$	-	\$	-	\$	-
Cleaning Expenses	\$	1,249.72	\$	849.81	\$	399.91	\$	-	\$	-	\$	-
Internet and IT Services Expenses	\$	66,918.60	\$	45,504.65	\$	21,413.95	\$	-	\$	-	\$	-
Leased Equipment	\$	10,519.17	\$	7,153.03	\$	3,366.13	\$	-	\$	-	\$	-
Other Related Operational Costs	\$	110,660.26	\$	75,248.98	\$	35,411.28	\$	-	\$	-	\$	-
Totals	\$	3,720,500.00	\$	2,529,940.00	\$	1,190,560.00	\$	-	\$	-	\$	-

Enter Data into these cells.	2		Career Center:		Queens, Midtown, Flushing		Other Funding					
	PY'14	Totals	WIA									
			Adult	DW	Youth	Admin						
Staff Salaries	\$	2,152,943.00	\$	1,631,515.81	\$	521,427.19	\$	-	\$	-	\$	-
Fringe Benefits	\$	538,235.75	\$	407,878.95	\$	130,356.80	\$	-	\$	-	\$	-
Travel	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other Related Staff Costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Supportive Services	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Youth Wages	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Other Related Program costs	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Rent	\$	560,129.75	\$	424,470.38	\$	135,659.37	\$	-	\$	-	\$	-
Utilities	\$	104,446.25	\$	79,150.13	\$	25,296.12	\$	-	\$	-	\$	-
Supplies	\$	4,424.75	\$	3,353.11	\$	1,071.64	\$	-	\$	-	\$	-
Cleaning Expenses	\$	20,137.75	\$	15,260.53	\$	4,877.22	\$	-	\$	-	\$	-
Internet and IT Services Expenses	\$	94,518.75	\$	71,626.99	\$	22,891.76	\$	-	\$	-	\$	-
Leased Equipment	\$	28,350.25	\$	21,484.02	\$	6,866.23	\$	-	\$	-	\$	-
Other Related Operational Costs	\$	196,813.75	\$	149,146.89	\$	47,666.86	\$	-	\$	-	\$	-
Totals	\$	3,700,000.00	\$	2,803,886.82	\$	896,113.18	\$	-	\$	-	\$	-

	3					
	PY'14	Career Center:		Upper Manhattan / LIC / Far Rockaway		Other Funding
		Totals	WIA			
	Totals	Adult	DW	Youth	Admin	
Staff Salaries	\$ 2,865,319.40	\$ 2,015,619.42	\$ 849,699.98	\$ -	\$ -	\$ -
Fringe Benefits	\$ 716,329.85	\$ 503,904.85	\$ 212,425.00	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 40,158.00	\$ 28,249.29	\$ 11,908.71	\$ -	\$ -	\$ -
Cleaning Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Internet and IT Services Expenses	\$ 23,250.00	\$ 16,355.30	\$ 6,894.70	\$ -	\$ -	\$ -
Leased Equipment	\$ 4,746.15	\$ 3,338.70	\$ 1,407.45	\$ -	\$ -	\$ -
Other Related Operational Costs	\$ 99,018.60	\$ 69,655.00	\$ 29,363.60	\$ -	\$ -	\$ -
Totals	\$ 3,748,822.00	\$ 2,637,122.55	\$ 1,111,699.45	\$ -	\$ -	\$ -

	4					
	PY'14	Career Center:		Bronx / University Heights		Other Funding
		Totals	WIA			
	Totals	Adult	DW	Youth	Admin	
Staff Salaries	\$ 1,602,107.20	\$ 1,105,211.20	\$ 496,896.00	\$ -	\$ -	\$ -
Fringe Benefits	\$ 400,526.80	\$ 276,302.80	\$ 124,224.00	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent	\$ 1,084,816.75	\$ 748,359.18	\$ 336,457.57	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 5,421.00	\$ 3,739.67	\$ 1,681.33	\$ -	\$ -	\$ -
Cleaning Expenses	\$ 1,000.00	\$ 689.85	\$ 310.15	\$ -	\$ -	\$ -
Internet and IT Services Expenses	\$ 95,076.75	\$ 65,588.55	\$ 29,488.20	\$ -	\$ -	\$ -
Leased Equipment	\$ 10,877.00	\$ 7,503.48	\$ 3,373.52	\$ -	\$ -	\$ -
Other Related Operational Costs	\$ 310,804.50	\$ 214,408.01	\$ 96,396.49	\$ -	\$ -	\$ -
Totals	\$ 3,510,630.00	\$ 2,421,802.73	\$ 1,088,827.27	\$ -	\$ -	\$ -

	5						
	PY'14	Career Center:			Healthcare		Other Funding
		Totals	WIA				
	Totals	Adult	DW	Youth	Admin		
Staff Salaries	\$ 975,271.20	\$ 750,958.82	\$ 224,312.38	\$ -	\$ -	\$ -	
Fringe Benefits	\$ 243,817.80	\$ 187,739.71	\$ 56,078.09	\$ -	\$ -	\$ -	
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	\$ 8,803.00	\$ 6,778.31	\$ 2,024.69	\$ -	\$ -	\$ -	
Cleaning Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Internet and IT Services Expenses	\$ 87,975.00	\$ 67,740.75	\$ 20,234.25	\$ -	\$ -	\$ -	
Leased Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Operational Costs	\$ 84,133.00	\$ 64,782.41	\$ 19,350.59	\$ -	\$ -	\$ -	
Totals	\$ 1,400,000.00	\$ 1,078,000.00	\$ 322,000.00	\$ -	\$ -	\$ -	

	6						
	PY'14	Career Center:			Hunts Point		Other Funding
		Totals	WIA				
	Totals	Adult	DW	Youth	Admin		
Staff Salaries	\$ 556,657.50	\$ 395,226.83	\$ 161,430.68	\$ -	\$ -	\$ -	
Fringe Benefits	\$ 139,164.38	\$ 98,806.71	\$ 40,357.67	\$ -	\$ -	\$ -	
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Rent	\$ 116,367.00	\$ 82,620.57	\$ 33,746.43	\$ -	\$ -	\$ -	
Utilities	\$ 16,311.00	\$ 11,580.81	\$ 4,730.19	\$ -	\$ -	\$ -	
Supplies	\$ 3,981.75	\$ 2,827.04	\$ 1,154.71	\$ -	\$ -	\$ -	
Cleaning Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Internet and IT Services Expenses	\$ 10,633.25	\$ 7,549.61	\$ 3,083.64	\$ -	\$ -	\$ -	
Leased Equipment	\$ 6,397.50	\$ 4,542.23	\$ 1,855.28	\$ -	\$ -	\$ -	
Other Related Operational Costs	\$ 31,135.63	\$ 22,106.29	\$ 9,029.33	\$ -	\$ -	\$ -	
Totals	\$ 880,648.00	\$ 625,260.08	\$ 255,387.92	\$ -	\$ -	\$ -	

	TOTALS	Career Center:			TOTALS	
PY'14		WIA				
Totals		Adult	DW	Youth	Admin	Other Funding
Staff Salaries	\$ 11,621,917.70	\$ 8,303,893.46	\$ 3,318,024.24	\$ -	\$ -	\$ -
Fringe Benefits	\$ 2,905,479.43	\$ 2,075,973.37	\$ 829,506.06	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supportive Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Youth Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Program costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rent	\$ 2,915,401.25	\$ 2,055,405.23	\$ 859,996.02	\$ -	\$ -	\$ -
Utilities	\$ 323,993.58	\$ 233,913.45	\$ 90,080.14	\$ -	\$ -	\$ -
Supplies	\$ 99,695.67	\$ 71,185.86	\$ 28,509.80	\$ -	\$ -	\$ -
Cleaning Expenses	\$ 22,387.47	\$ 16,800.19	\$ 5,587.28	\$ -	\$ -	\$ -
Internet and IT Services Expenses	\$ 452,772.35	\$ 327,623.41	\$ 125,148.94	\$ -	\$ -	\$ -
Leased Equipment	\$ 80,738.82	\$ 58,229.74	\$ 22,509.08	\$ -	\$ -	\$ -
Other Related Operational Costs	\$ 901,775.74	\$ 644,889.99	\$ 256,885.75	\$ -	\$ -	\$ -
Totals	\$ 19,324,162.00	\$ 13,787,914.71	\$ 5,536,247.29	\$ -	\$ -	\$ -

Enter data into these cells.

	PY'14	WIB Office:		New York City WIB			
		WIA					Other Funding
		Totals	Adult	DW	Youth	Admin	
Staff Salaries	\$ 235,348.61	\$116,119.96	\$116,119.96		\$3,108.69	\$ -	
Fringe Benefits	\$ 119,796.69	\$59,106.69	\$59,106.69		\$1,583.31	\$ -	
Travel	\$ -					\$ -	
Other Related Staff Costs	\$ -					\$ -	
Supportive Services	\$ -					\$ -	
Youth Wages	\$ -					\$ -	
Other Related Program costs	\$ -					\$ -	
Rent	\$ -					\$ -	
Utilities	\$ -					\$ -	
Supplies	\$ 3,709.97	\$1,823.10	\$1,823.10		\$63.77	\$ -	
Cleaning Expenses	\$ -					\$ -	
Internet and IT Services Expenses	\$ -					\$ -	
Leased Equipment	\$ -					\$ -	
Other Related Operational Costs	\$ 5,469.28	\$2,734.64	\$2,734.64			\$ -	
Totals	\$ 364,324.55	\$ 179,784.39	\$ 179,784.39	\$ -	\$ 4,755.77	\$ -	

Training and participants recorded for Single-County LWIA's

WIB Office:		New York City WIB									
County Name:		Total PY 2013 Training reported									
New York City WIB		Adult					Dislocated Worker				
		# Participants in Training		Expenditures			# Participants in Training		Expenditures		
				PY12 Carry In Formula funds	PY13	Non-WIA Funding	Carry In	New	PY12 Carry In Formula funds	PY13	Non-WIA Funding
Training Type	Total Expenditures	Carry In	New		Formula Funds					Formula Funds	
ITA	\$ 2,377,222.86	7	937	\$ 320,468.50	\$1,096,861.06	\$ -	3	531	\$251,864.00	\$ 708,029.30	\$ -
OJT	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Customized	\$ 540,107.05	0	317	\$ -	\$ 540,107.05	\$ -	0	0	\$ -	\$ -	\$ -
Contracted	\$ 2,426,453.18	25	293		\$2,204,154.27	\$ -	4	72	\$ -	\$ 222,298.91	\$ -
Total	\$ 5,343,783.09	32	1,547	\$ 320,468.50	\$3,841,122.38	\$ -	7	603	\$251,864.00	\$ 930,328.21	\$ -

County Name:		PY 2014 Training Projection									
New York City WIB		Adult					Dislocated Worker				
		# Participants in Training		Expenditures			# Participants in Training		Expenditures		
				PY13 Carry In	PY14	Non-WIA Funding	Carry In	New	PY13 Carry In	PY14	Non-WIA Funding
Training Type	Total Expenditures	Carry In	New		Formula Funds					Formula Funds	
ITA	\$ 2,200,000.00	251	623	\$ 376,714.00	\$ 934,953.11	\$ -	113	382	\$202,546.00	\$ 685,786.89	\$ -
OJT	\$ -	0	0	\$ -	\$ -	\$ -	0	0	\$ -	\$ -	\$ -
Customized	\$ 540,107.05	0	317	\$ -	\$ 540,107.05		0	0	\$ -		\$ -
Contracted	\$ 4,929,787.63	219	758	\$ 725,464.73	\$3,256,696.71		26	128	\$ 80,219.05	\$ 867,407.14	\$ -
Total	\$ 7,669,894.68	470	1,698	#####	\$4,731,756.87	\$ -	139	510	\$282,765.05	\$ 1,553,194.03	\$ -

	Budget Summary for: New York City WIB					
	Totals	WIA				Other Funding
		Adult	DW	Youth	Admin	
Total Revenue PY'14	\$ 74,966,820.48	\$ 22,216,867.51	\$ 19,254,682.44	\$ 25,256,226.70	\$ 8,239,043.83	\$ -
Total Staff Costs	\$ 35,312,349.44	\$ 15,556,261.68	\$ 13,632,978.94	\$ 1,220,489.00	\$ 4,902,619.81	\$ -
Total Operational Costs	\$ 5,877,733.55	\$ 3,339,110.73	\$ 2,025,367.55	\$ -	\$ 513,255.27	\$ -
Total Participant Costs	\$ 20,901,437.20	\$ -	\$ -	\$ 20,674,775.20	\$ 226,662.00	\$ -
Total Training Costs	\$ 7,669,894.68	\$ 5,833,935.60	\$ 1,835,959.08	\$ -	\$ -	\$ -
Total Expenditures	\$ 69,761,414.87	\$ 24,729,308.02	\$ 17,494,305.57	\$ 21,895,264.20	\$ 5,642,537.08	\$ -
Carry-over Funds to PY15	\$ 5,205,405.61	\$ (2,512,440.51)	\$ 1,760,376.87	\$ 3,360,962.50	\$ 2,596,506.75	\$ -

Operational Cost Breakdown	
WIB Costs	\$ 364,324.55
Rent	\$ 1,725,169.00
Utilities	\$ 414,393.90
Supplies	\$ 452,073.03
Cleaning Expenses	\$ 71,469.37
Internet and IT Services Expenses	\$ 859,078.16
Leased Equipment	\$ 134,327.63
Other Related Operational Costs	\$ 1,856,897.91
Total Operational Costs	\$ 5,877,733.55

	Staffing Totals	
	2013	2014
WIB	4	4
TAA	3	3
Core/Intensive	346.5	339.5
Business Services	77.5	75.5
Rapid Response	0	0
Youth Services	57.2	58.1
Admin/Fiscal/ Supervision	68	68
Total	556.2	548.1

	Training Totals	
	PY'13	PY'14
ITA	\$ 2,377,222.86	\$ 2,200,000.00
OJT	\$ -	\$ -
Customized	\$ 540,107.05	\$ 540,107.05
Contracted	\$ 2,426,453.18	\$ 4,929,787.63
Totals	\$ 5,343,783.09	\$ 7,669,894.68

Attachment I

PY 2013 FTE Staffing -									
Function/ Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other Funding	Total
WIB	2	2	0	0	0	0	0	0	4
TAA	0	3	0	0	0	0	0	0	3
Core/Intensive	122	63	0	13.5	123	21	4	0	346.5
Business Services	48	24	0	5.5	0	0	0	0	77.5
Rapid Response	0	0	0	0	0	0	0	0	0
Youth Services	0	0	0	29.6	27.6	0	0	0	57.2
Admin/Fiscal/Supervision	36	24	0	8	0	0	0	0	68
Total	208	116	0	56.6	150.6	21	4	0	556.2

Projected PY 2014 FTE Staffing									
Function/Type of Service	WIA Adult	WIA DW	WIA Youth	WIA Admin	Wagner-Peyser	REA	DVOP LVER	Other Funding	Total
WIB	2	2	0	0	0	0	0	0	4
TAA	0	3	0	0	0	0	0	0	3
Core/Intensive	117	61	0	13.5	123	21	4	0	339.5
Business Services	46	24	0	5.5	0	0	0	0	75.5
Rapid Response	0	0	0	0	0	0	0	0	0
Youth Services	0	0	0	30.5	27.6	0	0	0	58.1
Admin/Fiscal/Supervision	36	24	0	8	0	0	0	0	68
Total	201	114	0	57.5	150.6	21	4	0	548.1

Note: The total FTE's here should match the total staff that are funded in the LWIA.

WIA/Other Funds Budget

LWIA NAME:

New York City WIB

Attachment I

Blue Cells must be filled in.

	Totals	WIA				Other Funding
		Adult	DW	Youth	Admin	
Revenue						
WIA PY 13 Carryover at 6/30/14	\$ 9,389,631.48	\$ 1,276,897.81	\$ 1,574,782.74	\$ 4,856,626.00	\$ 1,681,324.93	\$ -
WIA PY 14 NOA	\$ 65,577,189.00	\$ 20,939,969.70	\$ 17,679,899.70	\$ 20,399,600.70	\$ 6,557,718.90	\$ -
Total Revenue	\$ 74,966,820.48	\$ 22,216,867.51	\$ 19,254,682.44	\$ 25,256,226.70	\$ 8,239,043.83	\$ -
Expenditures- One Stop						
Staff Costs						
Staff Salaries	\$ 27,982,366.70	\$ 11,731,969.52	\$ 11,094,146.97	\$ 1,220,489.00	\$ 3,935,761.20	\$ -
Fringe Benefits	\$ 7,329,982.74	\$ 3,824,292.16	\$ 2,538,831.97	\$ -	\$ 966,858.61	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Related Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Costs	\$ 35,312,349.44	\$ 15,556,261.68	\$ 13,632,978.94	\$ 1,220,489.00	\$ 4,902,619.81	\$ -
Operational Costs						
WIB Costs	\$ 364,324.55	\$ 179,784.39	\$ 179,784.39	\$ -	\$ 4,755.77	\$ -
One-Stop Costs						
Rent	\$ 1,725,169.00	\$ 907,913.84	\$ 616,706.43	\$ -	\$ 200,548.73	\$ -
Utilities	\$ 414,393.90	\$ 184,773.32	\$ 156,238.09	\$ -	\$ 73,382.49	\$ -
Supplies	\$ 452,073.03	\$ 311,172.31	\$ 131,325.34	\$ -	\$ 9,575.38	\$ -
Cleaning Expenses	\$ 71,469.37	\$ 51,926.52	\$ 19,542.85	\$ -	\$ -	\$ -
Internet and IT Services Expenses	\$ 859,078.16	\$ 615,538.67	\$ 243,305.65	\$ -	\$ 233.84	\$ -
Leased Equipment	\$ 134,327.63	\$ 78,673.05	\$ 43,727.24	\$ -	\$ 11,927.34	\$ -
Other Related Operational Costs	\$ 1,856,897.91	\$ 1,009,328.64	\$ 634,737.55	\$ -	\$ 212,831.71	\$ -
Total Operational Costs	\$ 5,877,733.55	\$ 3,339,110.73	\$ 2,025,367.55	\$ -	\$ 513,255.27	\$ -
Other Program Costs						
Support Services	\$ 537,027.00	\$ -	\$ -	\$ 310,365.00	\$ 226,662.00	\$ -
Youth Wages	\$ 1,948,233.00	\$ -	\$ -	\$ 1,948,233.00	\$ -	\$ -
Other Related Program costs	\$ 18,416,177.20	\$ -	\$ -	\$ 18,416,177.20	\$ -	\$ -
Total Program Costs	\$ 20,901,437.20	\$ -	\$ -	\$ 20,674,775.20	\$ 226,662.00	\$ -
Training Costs						
Total Training Costs	\$ 7,669,894.68	\$ 5,833,935.60	\$ 1,835,959.08	\$ -	\$ -	\$ -
Total Expenditures	\$ 69,761,414.87	\$ 24,729,308.02	\$ 17,494,305.57	\$ 21,895,264.20	\$ 5,642,537.08	\$ -
Carry-over Funds to PY15	\$ 5,205,405.61	\$ (2,512,440.51)	\$ 1,760,376.87	\$ 3,360,962.50	\$ 2,596,506.75	\$ -

Youth Activity Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Type of Arrangement (e.g. Agreement, MOU, collaboration, contractual)	Start Date (if applicable)	End Date (if applicable)	Planned Expenditures for PY14	Counties Served	Planned Enrollments PY14 In-School	Planned Enrollments PY14 Out-of-School	Using the definition of successful in Question 8 of the Local Plan, has this provider been successful? (Yes or No)
BronxWorks, Inc.	60 East Tremont Avenue	Bronx	NY	10453	718-508-3193	Shalima McCants	Deputy Director	smccants@bronxworks.org	Contractual	7/1/2013	6/30/2016	\$323,232	Bronx	NA	42	NO
CAMBA	1720 Church Avenue	Brooklyn	NY	11225	718-462-4244	Daniel Manbode	Program Director	danielm@camba.org	Contractual	7/1/2013	6/30/2016	390,000	Kings	NA	39	NO
Central Queens YM & YWHA	67-09 108th Street	Forest Hills	NY	11375	718-268-5011	Danielle Ellman	Site Director	dellman@cqy.org	Contractual	7/1/2013	6/30/2016	451,000	Queens	NA	55	YES
Chinatown Manpower Project	70 Mulberry Street	New York	NY	10013	212-571-1690	Dong Yang	Program Director	dongyang@cmpny.org	Contractual	7/1/2013	6/30/2016	697,000	Manhattan	NA	82	YES
Henkels & McCoy (Queens)	31-00 47th Avenue	Long Island City	NY	11101	917-856-2368	Daniel O'Gallagher	Program Director	dogallagher@henkels.com	Contractual	7/1/2013	6/30/2016	749,115	Queens	NA	93	YES
Henkels & McCoy (Citywide)	31-00 47th Avenue	Long Island City	NY	11101	917-856-2368	Daniel O'Gallagher	Program Director	dogallagher@henkels.com	Contractual	7/1/2013	6/30/2016	747,960	Citywide	NA	92	YES
Henkels & McCoy (Bronx)	West 181st Street & University Avenue	Bronx	NY	10453	917-856-2368	Daniel O'Gallagher	Program Director	dogallagher@henkels.com	Contractual	7/1/2013	6/30/2016	801,839	Bronx	NA	101	YES
Highbridge Community Life Center	979 Ogden Avenue	Bronx	NY	10452	646-393-9533	Muzette Torres	Program Director	torresm@highbridge.org	Contractual	7/1/2013	6/30/2016	440,000	Bronx	NA	55	YES
Italian-American Civil Rights League	1460 Pennsylvania Avenue	Brooklyn	NY	11239	718-642-2180	Dorian Nicoletti	Program Director	dori813@aol.com	Contractual	7/1/2013	6/30/2016	902,500	Kings	NA	95	YES
JTPA Sheet Metal Worker ETER Fund	470 Park Avenue South	New York	NY	10016	212-732-7897	Ralph Garcia	Program Director	garciar@raffbec.com	Contractual	7/1/2013	6/30/2016	308,992	Queens	NA	34	YES
Medgar Evers College/Research Foundation/CUN	1534 Bedford Avenue	Brooklyn	NY	11216	718-804-8841	Julanne Reid	Program Director	jreid@mec.cuny.edu	Contractual	7/1/2013	6/30/2016	644,000	Kings	NA	70	YES
Mosholu Montefiore Community Center	3450 Dekalb Avenue	Bronx	NY	10467	718-652-0282	Edith Bolanos	Program Director	ebolanosatmmcc@yahoo.com	Contractual	7/1/2013	6/30/2016	740,000	Bronx	NA	74	YES
Northern Manhattan Improvement Corporation	76 Wadsworth Avenue	New York	NY	10033	212-822-8359	Sara Farimani	Program Director	sarafarimani@nmic.org	Contractual	10/1/2013	6/30/2016	432,495	Manhattan	NA	45	YES
NYSARC (Brooklyn-Food Service)	57 Willoughby Street	Brooklyn	NY	11201	212-895-3376	Cristina Mapoy	Program Director	crisrina.mapoy@ahrcnyc.org	Contractual	7/1/2013	6/30/2016	282,660	Kings	NA	30	YES
NYSARC (Brooklyn-Janitorial)	57 Willoughby Street	Brooklyn	NY	11201	212-895-3376	Cristina Mapoy	Program Director	crisrina.mapoy@ahrcnyc.org	Contractual	7/1/2013	6/30/2016	553,616	Kings & Richmond	NA	56	YES
NYSARC (Queens-Janitorial)	38-18 Woodside Avenue	Woodside	NY	11104	212-895-3376	Cristina Mapoy	Program Director	crisrina.mapoy@ahrcnyc.org	Contractual	7/1/2013	6/30/2016	399,160	Queens	NA	40	YES
Opportunities for a Better Tomorrow - Computer	783 4th Avenue	Brooklyn	NY	11232	718-369-0303	Susan Gambale	Program Director	sgambale@obtjobs.org	Contractual	7/1/2013	6/30/2016	1,228,200	Kings	NA	138	YES
Opportunities for a Better Tomorrow - MAA Program	25 Thornton Street	Brooklyn	NY	11206	718-387-1600	Flutra Gorana	Program Director	fgorana@obtjobs.org	Contractual	7/1/2013	6/30/2016	366,408	Citywide	NA	42	YES
Opportunities for a Better Tomorrow - Computer	332E.149th Street	Bronx	NY	10451	718-369-0303	Pablo Sierra	Program Director	psierra@obtjobs.org	Contractual	8/1/2014	6/30/2016	358,452	Bronx	NA	36	YES
Staten Island Employment Education Consortium	28 Bay Street	Staten Island	NY	10301	718-816-6700	Gina Watson	Program Director	gwatson@sieec.org	Contractual	7/1/2013	6/30/2016	114,218	Richmond	NA	13	YES
STRIVE - East Harlem Employment Services	240 East 123rd Street	New York	NY	10035	212-360-1100	Lakythia Ferbry	Program Director	lferby@striveinternational.org	Contractual	7/1/2013	6/30/2016	466,600	Citywide	NA	50	YES
The Door - A Center of Alternatives	121 Avenue of the Americas	New York	NY	10013	212-941-9090	Reshard Riggins	Program Director	rriggins@door.org	Contractual	7/1/2013	6/30/2016	423,000	Citywide	NA	47	YES

Be'er Hagolah Institutes	Be'er Hagolah Institutes: 671 Louisiana Avenue	Brooklyn	NY	11239	(718) 642-6800 x101	Toby Goldstein	Program Director	TGoldstein@beehagolah.org	Contractual	9/1/2009	8/31/2016	\$138,240	Brooklyn	60	NA	YES
Catholic Charities Community Services, Archdiocese of New York	34 West 134th Street	New York	NY	10037	(212) 862-6401 x413	Eddie Silverio	Director Employment & Training/Refugee Resettlement	eddie.silverio@archny.org	Contractual	9/1/2009	8/31/2016	\$141,000	New York	60	NA	YES
Catholic Charities Community Services, Archdiocese of New York	4271 Broadway, 2nd Floor, New York, NY 10033; George Washington High School: 549 Audubon Avenue, NY, NY 10040	New York	NY	10033	(212) 862-6401 x413	Eddie Silverio	Director Employment & Training/Refugee Resettlement	eddie.silverio@archny.org	Contractual	9/1/2009	8/31/2016	\$159,780	New York	60	NA	YES
Chinese American Planning Council (Queens)	136-18 39th Avenue, 8th Floor	Queens	NY	11354	(212) 941-0920 x122	Edgar Pereira	Director of Youth Services	epereira@cpc-nyc.org	Contractual	9/1/2009	8/31/2016	\$124,800	Queens	48	NA	YES
Chinese American Planning Council (Manhattan)	165 Eldridge Street; New York, NY 10002	New York	NY	10002	(212) 941-0920 x122	Edgar Pereira	Director of Youth Services	epereira@cpc-nyc.org	Contractual	9/1/2009	8/31/2016	\$85,050	New York	42	NA	YES
Federation Employment and Guidance Service, Inc.	Bronx Lab School: 800 E. Gun Hill Road, 4th Floor	New York	NY	10467	(212) 524-5759	Sandy Rosenthal	Sr. Director Workforce Development	srosenthal@fegs.org	Contractual	9/1/2009	8/31/2016	\$189,000	Bronx	70	NA	YES
Global Kids, Inc.	Wingate Campus High School: 600 Kingston Avenue; Brooklyn, NY 11203 & Transit Tech Career and Technical Education High School: 1 Wells Street, Brooklyn, NY 11208	New York	NY	11203	(212) 226-0130 x105	Coco Killingsworth	Director of Programs	coco@globalkids.org	Contractual	9/1/2009	8/31/2016	\$297,000	Brooklyn	110	NA	YES
Harlem Children's Zone, Inc.	Learn to Earn: 300 West 134th Street	New York	NY	10030	(347) 226-4241	Mizetta Johnson	Program Director	mwilson@hcz.org	Contractual	9/1/2009	8/31/2016	\$185,000	New York	74	NA	YES
Hellenic American Neighborhood Action Committee	23-16 30th Avenue	Queens	NY	11102	718-204-2325 x 103	George Stellakis	Director	gstellakis@hanc.org	Contractual	9/1/2009	8/31/2016	\$132,500	Queens	50	NA	YES
Henkels & McCoy, Inc.	John F. Kennedy High School: 99 Terrace View Avenue, Room 333	Bronx	NY	10463	(718)220-1085	Margarita Vargas	Program Director	cvargas@henkels.com	Contractual	9/1/2009	8/31/2016	\$123,786	Bronx	46	NA	YES
Jacob A. Riis Neighborhood Settlement, Inc.	Information Technology High School: 21-16 44th Rd.	Long Island City	NY	11101	(718) 784-7447 ext: 125	Sheirly Rinchere	Program Director	srinchere@riissettlement.org	Contractual	9/1/2009	8/31/2016	\$108,000	Queens	40	NA	YES

Jewish Community Council of Greater Coney Island, Inc.	Abraham Lincoln High School: 2800 Ocean Parkway	Brooklyn	NY	11235	(718) 449-5000 x2238	Marissa Sperling	Director	m.sperling@jccgci.org	Contractual	9/1/2009	8/31/2016	\$106,000	Brooklyn	40	NA	YES
Jewish Services Coalition, Inc.	Yeshiva of Far Rockaway; 802 Hicksville Road ; 632 Lanett Ave, Queens, NY 11691	Far Rockaway	NY	11691	(718) 327-4903	Esther Schenker	Executive Director	jewishservicescoalition@yahoo.com	Contractual	9/1/2009	8/31/2016	\$80,000	Queens	32	NA	YES
Mosholu Montefiore Community Center, Inc.	3400 Reservoir Oval	Bronx	NY	10467	(718) 652-1471	Dominique Walker	Program Director	dwalker@mmcc.org	Contractual	9/1/2009	8/31/2016	\$208,088	Bronx	76	NA	YES
Police Athletic League, Inc.	116-25 Guy R. Brewer Blvd	Queens	NY	11434	(718) 389-5309	Tamara Chavire	Director of Youth Employment	tchavire@palny.org	Contractual	9/1/2009	8/31/2016	\$108,000	Queens	40	NA	NO
Ridgewood Bushwick Senior Citizens Council	Ridgewood Bushwick Youth Center: 1474 Gates Avenue	Brooklyn	NY	11237	(718) 381-9653 x136	Elena Zullo	Assistant Executive Director	ezullo@rbicc.org	Contractual	9/1/2009	8/31/2016	\$199,800	Brooklyn	74	NA	YES
Rockaway Development & Revitalization Corporation	1920 Mott Avenue	Far Rockaway	NY	11691	(718) 327-5300	Renee McWilliams	Program Director	rmcwilliams@rdrc.org	Contractual	9/1/2009	8/31/2016	\$104,000	Queens	40	NA	YES
Samuel Field YM & YWHA, Inc.	Queens HS of Teaching: 74-20 Commonwealth Blvd, Bellerose, NY 11426	Bellerose	NY	11426	(646) 772-3687	Danielle Hersch	Program Director	dhersch@sfy.org	Contractual	9/1/2009	8/31/2016	\$174,900	Queens	66	NA	YES
SCO Family of Services	Sunset Park High School: 153 35th Street	Brooklyn	NY	11232	(718) 840-1640	Kristie Mancell	Program Director	kmancell@cflsp.org	Contractual	9/1/2009	8/31/2016	\$189,000	Brooklyn	70	NA	YES
Sesame Flyers International, Inc.	IS 68- Isaac Bildersee School	Brooklyn	NY	11236	(718) 221-8880 x1160	Kesha Shortt	Program Director	kshortt@sesameflyers.org	Contractual	9/1/2009	8/31/2016	\$178,200	Brooklyn	66	NA	YES
Southeast Bronx Neighborhood Center, Inc.	New Day Academy 800 Home Street	Bronx	NY	10456	(718) 542-2724	Atta Acheampong	Program Director	aacheampong@sebnc.org	Contractual	9/1/2009	8/31/2016	\$167,400	Bronx	62	NA	YES
The Child Center of NY	Parsons Beacon at JHS 168: 158-40 76th Road, Flushing, NY 11366 South Ozone Park Beacon at IS 226: 121-10 Rockaway Blvd, 2nd Floor, South Ozone Park, NY 11420 Civic Leadership Academy: 45-10 94th St New York, NY 11373	Woodside	NY	11366	(718) 228-0724	Eric Anthony Torres	Program Director	ericanthonytorres@childcenterny.org	Contractual	9/1/2009	8/31/2016	\$135,000	Queens	50	NA	YES

Union Settlement Association	Park East High School: 230 East 105th Street, New York, NY 10029; Washington Community Center: 1775 Third Avenue, New York, NY 10029	New York	NY	10029	(212) 828-6111	Akiko Nishimura	Program Director	anishimura@unionsett.org	Contractual	9/1/2009	8/31/2016	\$128,800	New York	56	NA	YES
United Activities Unlimited, Inc.	Susan E. Wagner High School: 1200 Manor Rd, Staten Island, NY 10314 PS 18: 221 Broadway, Staten Island, NY 10310	Staten Island	NY	10314	(718) 448-4834	Kim McLaughlin	Program Director	kimpsyd@hotmail.com	Contractual	9/1/2009	8/31/2016	\$140,184	Staten Island	54	NA	YES
Wildcat (FEDCAP) Service Corporation	P.U.L.S.E. High School: 560 East 179 Street	New York	NY	10457	(718) 617-1378	Shanette Linton	Program Director	slinton@fedcap.org	Contractual	9/1/2009	8/31/2016	\$118,800	New York	44	NA	YES
YMCA of Greater New York/Vanderbilt	Vanguard High School: 317 EAST 67 STREET	New York	NY	10021	(212) 912-2520	Lauren Barr	Senior Program Director	lbarr@ymcany.org	Contractual	9/1/2009	8/31/2016	\$124,200	New York	62	NA	
YMCA of Greater New York/Greenpoint	Williamsburg Preparatory HS: 257 North 6th Street	Brooklyn	NY	11211	(212) 912-2269	Florentina Weiss	Program Coordinator	fweiss@ymcany.org	Contractual	9/1/2009	8/31/2016	\$167,400	Brooklyn	46	NA	YES

Youth Program Design Framework	Provider Names
Intake and Registration	
Objective Assessment	all OSY providers, all ISY providers
Individual Service Strategy	all OSY providers, all ISY providers

Youth Program Element	Provider Names
Tutoring/Study Skills Training/Instruction leading to completion of secondary school	all OSY providers, all ISY providers
Alternative Secondary School Services	all OSY providers, no ISY providers
Summer employment opportunities	all OSY providers, all ISY providers
Paid and unpaid work experience	all OSY providers, Police Athletic League, Samuel Field YM & YWHA, Wildcat, Sesame Flyers and The Child Center of NY ISY providers
Occupational skills training	all OSY providers, all ISY providers
Leadership development opportunities	all OSY providers, all ISY providers
Supportive Services	all OSY providers, all ISY providers
Adult Mentoring	all OSY providers, all ISY providers
Follow Up Services	all OSY providers, all ISY providers
Comprehensive Guidance and Counseling	all OSY providers, all ISY providers

ATTACHMENT J

Business Services Provider Name	Address	City	State	Zip Code	Phone Number	Contact Name	Contact Title	Contact Email	Activities to be Provided	Type of Contract (Cost Reimbursement, Fixed Price, Performance Based, Hybrid, etc.)	Contract Start Date	Contract End Date	Counties to be Served
Grant Associates	555 Bergen Avenue	Bronx	NY	10455	718-732-7590	Paul Smith	Director	psmith@nycbusiness-solutions.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	1/1/2012	12/31/2012	Bronx
Brooklyn Alliance/Brooklyn Chamber of Commerce	9 Bond Street	Brooklyn	NY	11201	(718) 875-1000 ext 137	Andrew H. Steining	Vice President	Asteininger@brooklynchamber.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	1/1/2012	12/31/2012	Kings
Next Street	79 John Street	New York	NY	10038	212-513-6394	Samra Haider	Director	shaider@nycbusiness-solutions.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	6/15/2012	12/31/2012	New York
Grant Associates	168-25 Jamaica Avenue	Jamaica	NY	11432	718-577-2148	Lloyd Cambridge	Director	lcambridge@nycbusiness-solutions.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	1/1/2012	1/1/2012	Queens
New York City Dept of Small Business Services	120 Stuyvesant Place	Staten Island	NY	10301	718-285-8406	Lorrain Frazier	Sr. Account Manager	LoFrazier@sbs.nyc.gov	direct business services (i.e. financing, legal, recruitment)	Reimbursement	N/A	N/A	Richmond
Harlem Commonwealth Council	361 West 125th Street	New York	NY	10027	212-749-0900 Ext. 132	Christian Damiba	Director	cdamiba@nycbusiness-solutions.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	6/15/2012	12/31/2012	New York
Harlem Commonwealth Council	560 West 181st Street	New York	NY	10033	212-749-0900 Ext. 126	Christian Damiba	Director	cdamiba@nycbusiness-solutions.com	direct business services (i.e. financing, legal, recruitment)	Reimbursement	6/15/2012	12/31/2012	New York

