

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: May 19, 2020	TYPE OF AGENDA ITEM: <input type="checkbox"/> Regular <input type="checkbox"/> Timed <input checked="" type="checkbox"/> Consent
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DEPARTMENT: Public Health
APPROVING PARTY: Vickie Clark, Director
PHONE NUMBER: (530) 993-6700

AGENDA ITEM: Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding between Northern Rural Training and Employment Consortium (NORTEC) and America's Job Center of California Partners.

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other
MOU

BACKGROUND INFORMATION: Please see attached memo

FUNDING SOURCE:
GENERAL FUND IMPACT: No General Fund Impact
OTHER FUND:
AMOUNT: \$ N/A

ARE ADDITIONAL PERSONNEL REQUIRED?

 Yes, -- --
 No

IS THIS ITEM ALLOCATED IN THE BUDGET? Yes No

IS A BUDGET TRANSFER REQUIRED? Yes No

SPACE BELOW FOR CLERK'S USE

<p>BOARD ACTION:</p> <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____ _____	Resolution 2020- _____ Agreement 2020- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD

DATE

Memorandum

To: Sierra County Board of Supervisors

From: Vickie Clark, Director

Reference: Agenda Item

Date of memo: May 8, 2020

Date of Board Meeting: May 19, 2020

Requested Action: Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding between Northern Rural Training and Employment Consortium (NORTEC) and America's Job Center of California Partners.

Mandated by:

Funding

Budgeted? Yes **No**

Revenue		
Expenses		
Difference	0	

Background Information: The Workforce Innovation and Opportunity Act of 2014 (WIOA), establishes local Workforce Development Boards (WDB), which, in partnership with the chief elected official, are responsible for setting policy and overseeing workforce development programs for a workforce development area. The workforce development area of NoRTEC includes the eleven counties of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Sierra, Shasta, Siskiyou, Tehama, and Trinity.

The "chief elected official" for NoRTEC is a special district formed by a joint powers agreement (JPA) among the eleven NoRTEC member counties. Each of these counties appoints a member of their Board of Supervisors to serve on the NoRTEC Governing Board. The NoRTEC Governing Board appoints the NoRTEC WDB, consistent with the WIOA for a private sector majority, a cross section of public agencies, education, community-based organizations and organized labor. The NoRTEC Governing Board and the NoRTEC WDB then operate as partners for the implementation of the WIOA.

The establishment of a One-Stop delivery system for workforce development services is a cornerstone of the WIOA, and is the primary charge of the NoRTEC WDB and Governing Board. In general, the One Stop delivery system is a network of employment centers within which entities responsible for administering workforce development, educational, and other human resource programs and funding streams (referred to as "Partners") collaborate to create a seamless system of service delivery designed to enhance access to services and improve long-term employment outcomes for individuals receiving assistance.

WIOA requires an MOU be developed and executed between the NoRTEC Workforce Development Board (WDB) and the America's Job Centers of California (AJCC) Partners to establish an agreement concerning the operations of the AJCC delivery system.

The purpose of the MOU is to establish a cooperative working relationship between the AJCC Partners and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

Potential Issues to consider: None

Alternatives or Impacts of disapproval:

**NORTHERN RURAL TRAINING AND EMPLOYMENT
CONSORTIUM (NORTEC) MEMORANDUM OF
UNDERSTANDING (MOU)**

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**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) MOU BETWEEN NORTEC
AND AMERICAS' JOB CENTERS OF CALIFORNIA PARTNERS**

PARTIES TO THE MOU (SIGNATURES)

NoRTEC, the WIOA Title I grant recipient and administrative entity, representing a Local Workforce Development Area comprised of a consortium of eleven counties: Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity.

SIGNATURES:

John Fenley, Chair of the Governing Board (NoRTEC)

Wade Meith, Chair of the Workforce Development Board (NoRTEC)

WIOA Title I, Adult, Dislocated Worker, and Youth Programs

SIGNATURES:

Traci Holt, Executive Director – Alliance for Workforce Development

Wendy Zanolli, Executive Director – SMART Business Resource Center

Kathy Sarmiento, Chief Executive Officer – Job Training Center of Tehama County

WIOA Title I, Native American Programs (Section 166)

SIGNATURE:

Lorenda T. Sanchez, Executive Director - California Indian Manpower Consortium, Inc.

WIOA Title I, Migrant Seasonal Farmworker Programs (Section 167)

SIGNATURES:

Anita Maldonado, Ph.D., Chief Executive Director - California Human Development Corporation

WIOA Title II, Adult Education and Literacy Programs

SIGNATURES:

Brett W. McFadden, Superintendent - Nevada Joint Union High School District

Jeff Ochs, Director of Alternative Education - Oroville Adult Education Center, Oroville Unified School District

Jared Caylor, Superintendent- Corning Union High School District

WIOA Title III, Wagner-Peyser Programs

SIGNATURE:

Carianne Huss, Deputy Division Chief – California Employment Development Department

Trade Adjustment Assistance Programs

SIGNATURE:

Carianne Huss, Deputy Division Chief – California Employment Development Department

Veterans Programs

SIGNATURE:

Carianne Huss, Deputy Division Chief – California Employment Development Department

Unemployment Insurance Program

SIGNATURE:

David Rangel, Employment Development Administrator – California Employment Development Department

Emilia Bartolomeu, Deputy Division Chief, Northern Workforce Services Division – California Employment Development Department

WIOA Title IV, Vocational Rehabilitation Programs

SIGNATURES:

Jay Onasch, District Administrator - California Department of Rehabilitation

David Wayte – Regional Director- California Department of Rehabilitation

Title V, Older American Act Programs

SIGNATURE:

Demetrios Antzoulatos, VP – Finance, Operations & Grants – AARP Foundation, The Senior Community Service Employment Program (SCSEP)

CalWORKS/TANF

SIGNATURES:

Shelby Boston, Director - Butte County Department of Employment & Social Services

Bruce S. Alpert, County Counsel

Barbara Longo, Director - Lassen County Health & Social Services Agency

Elizabeth Cavasso, Chairman of Board of Supervisors - Modoc County Board of Supervisors

Tex Ritter, Director - Nevada County Department of Social Services

Catherine Elliott, County Counsel

Neal Caiazzo, Director - Plumas County Department of Social Services

R. Craig Settlemyre, County Counsel

Vicki Clark, Director - Sierra County Department of Social Services

Chris Howard – Chair, Supervisor, District 3 – Del Norte County Department of Health & Human Services

David Kehoe, Chairman – Shasta County Board of Supervisors

Alan B. Cox, Deputy County Counsel, Shasta County

Michael N. Kobseff – Chair, Siskiyou County Board of Supervisors

Laura Williams, Director – Tehama County Department of Social Services

Letty Garza, Director – Trinity County Health and Human Services

APPENDIX: SERVICE AND REFERRAL MATRIX

- A: Butte County
- B: Del Norte County
- C: Lassen County
- D: Modoc County
- E: Nevada County
- F: Plumas County
- G: Shasta County
- H: Sierra County
- I: Siskiyou County
- J: Tehama County
- K: Trinity County

EXHIBIT 1: INFRASTRUCTURE FUNDING AGREEMENT (EXCEL SPREADSHEET)

- Consolidated Infrastructure Budget (Attachment A)
- Consolidated Proportionate Share of Infrastructure Costs (Attachment B)
- Summary of Career Services (Attachment C)
- Other Systems Costs: Basic Career Services and Individual Career Services Budget (Attachment D)

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN NORTHERN RURAL TRAINING AND EMPLOYMENT CONSORTIUM (NORTEC) AND AMERICA'S JOB CENTERS OF CALIFORNIA PARTNERS

Background

The Workforce Innovation and Opportunity Act of 2014 (WIOA), establishes local Workforce Development Boards (WDB), which, in partnership with the chief elected official, are responsible for setting policy and overseeing workforce development programs for a workforce development area. The workforce development area of NoRTEC includes the eleven counties of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Sierra, Shasta, Siskiyou, Tehama, and Trinity.

The "chief elected official" for NoRTEC is a special district formed by a joint powers agreement (JPA) among the eleven NoRTEC member counties. Each of these counties appoints a member of their Board of Supervisors to serve on the NoRTEC Governing Board. The NoRTEC Governing Board appoints the NoRTEC WDB, consistent with the WIOA for a private sector majority, a cross section of public agencies, education, community-based organizations and organized labor. The NoRTEC Governing Board and the NoRTEC WDB then operate as partners for the implementation of the WIOA.

The establishment of a One-Stop delivery system for workforce development services is a cornerstone of the WIOA, and is the primary charge of the NoRTEC WDB and Governing Board. In general, the One Stop delivery system is a network of employment centers within which entities responsible for administering workforce development, educational, and other human resource programs and funding streams (referred to as "Partners") collaborate to create a seamless system of service delivery designed to enhance access to services and improve long-term employment outcomes for individuals receiving assistance.

Purpose

WIOA requires an MOU be developed and executed between the NoRTEC Workforce Development Board (WDB) and the America's Job Centers of California (AJCC) Partners to establish an agreement concerning the operations of the AJCC delivery system.

The purpose of the MOU is to establish a cooperative working relationship between the AJCC Partners and to define their respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

California's delivery system, the AJCC, is a locally-driven system which develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking assistance with any of the following:

2020 - 2022 NoRTEC Partner MOU

- Career placement services
- Building basic educational or occupational skills
- Earning a postsecondary certificate or degree
- Obtaining guidance on how to make career choices
- Seeking to identify and hire skilled workers

Mission Statement and Goals

Bring together workforce development, educational, economic development and other employment services in a seamless customer-focused delivery network that enhances access to program services and improves long-term employment outcomes. As AJCC partners, we are committed to administering our independently funded programs as a set of integrated streamlined services to job seekers and employers, by:

- Helping businesses find skilled workers and access other support services, including education and training, for their current workforce.
- Providing an array of employment and business services and connecting customers to work-related training and education
- Continuing to align investments in workforce, education and economic development to regional in-demand jobs
- Reinforcing partnerships and strategies to provide job seekers and workers with high-quality career services, education and training, and supportive services needed to get good jobs and stay employed
- Continuing to plan, coordinate, and provide services in an integrated manner to maximize the utilization of resources and assure there will be no "wrong door" for customers seeking services from the system
- Measuring customer satisfaction and continuously improving services based upon customer feedback
- Designing and continuously improving a system that reflects statewide/regional economic development strategies and is responsive to industry sectors in the region

Parties to the MOU

Per Section 121(b) of the WIOA, the following entities are required partners in the NoRTEC One-Stop System:

1. NoRTEC, the WIOA Title I grant recipient and administrative entity
2. WIOA Title I Adult, Dislocated Worker, and Youth Programs
3. WIOA Title I Native American Programs (Section 166)
4. WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)
5. WIOA Title II Adult Education and Literacy Programs
6. WIOA Title III Wagner-Peyser Programs
7. WIOA Title IV Vocational Rehabilitation Programs
8. Title V Older Americans Act Programs
9. Trade Adjustment Assistance (TAA) Programs
10. Veterans Programs
11. Unemployment Insurance Program
12. Temporary Assistance for Needy Families (TANF)/CalWORKs

One-Stop System Services

The NoRTEC region includes the geographic area of Butte, Del Norte, Lassen, Modoc, Nevada, Plumas, Shasta, Sierra, Siskiyou, Tehama, and Trinity Counties. There are thirteen AJCCs in the region:

Butte County – Chico Comprehensive AJCC

Alliance for Workforce Development
500 Cohasset Road, Suite 30
Chico, CA 95926
(530) 961-5125
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

Butte County – Oroville Comprehensive AJCC

Oroville Community Employment Center
78 Table Mountain Blvd
Oroville, CA 95965
(530) 538-7301
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWorks: Butte County Department of Employment and Social Services

Del Norte County – Comprehensive AJCC

Del Norte Workforce Center
875 5th Street
Crescent City, CA 95531
(707) 464-8347
<http://dnworkforcecenter.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center
- WIOA Title IV – Vocational Rehabilitation: California Department of Rehabilitation
- TANF/CalWorks – Del Norte County Department of Health & Human Services

Lassen County – Comprehensive AJCC

Business and Career Network
1616 Chestnut Street
Susanville, CA 96130
(530) 257-2567
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

- TANF/CalWORKS: Lassen County Health & Social Services Department

Modoc County Comprehensive AJCC

Business and Career Network

701 N. Main Street, Suite F

Alturas, CA 96101

(530) 233-4161

<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TEACH – Adult Education

Nevada County - Comprehensive AJCC

Business and Career Network

988 McCourtney Road

Grass Valley, CA 95949

(530) 265-7088

<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKS: Nevada County Department of Social Services

Nevada County – Comprehensive AJCC

Business and Career Network

10075 Levon Ave

Truckee, CA 96161

(530) 550-3015

<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.
- TANF/CalWORKS: Nevada County Department of Social Services

Plumas County – Comprehensive AJCC

Business and Career Network

7 Quincy Junction Road

Quincy, CA 95971

(530) 283-1606

<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development, Inc.

Shasta County – Comprehensive AJCC

Smart Business Resource Center

1201 Placer Street
Redding, CA 96001
(530) 246-7911
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center

Sierra County Comprehensive AJCC

Business and Career Network
305 South Lincoln Street
Sierraville, CA 96126
(530) 994-3349
<http://afwd.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Alliance for Workforce Development

Siskiyou County Comprehensive AJCC

SMART Business Resource Center (previously Siskiyou Training & Employment Program)
190 Boles Street
Weed, CA 96094
(530) 938-3231
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center

Tehama County Comprehensive AJCC

Job Training Center of Tehama County
718 Main Street
Red Bluff, CA 96080
(530) 529-7000
<http://jobtrainingcenter.org>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: Job Training Center of Tehama County

Trinity County Comprehensive AJCC

Smart Business Resource Center
790 Main Street, Suite 618
Weaverville, CA 96093
(530) 623-5538
<http://thesmartcenter.biz>

Partners Colocated at this AJCC:

- WIOA Title I – Adult, DW & Youth: SMART Business Resource Center

AJCC System Services

Each AJCC in the One-Stop system provides access to the full range of available employment services, training and education, and employer assistance as described in the WIOA.

AJCC's services as required by WIOA and provided by the AJCC Partners to this MOU are outlined in Appendix 1 (A-K)

- A. Butte County
- B. Del Norte County
- C. Lassen County
- D. Modoc County
- E. Nevada County
- F. Plumas County
- G. Shasta County
- H. Sierra County
- I. Siskiyou County
- J. Tehama County
- K. Trinity County

Responsibility of AJCC Partners

It is understood that the development and implementation of this system will require mutual trust and teamwork between all involved parties. It is further acknowledged that the system, because it is driven by local needs, will evolve over time, as employer and individual customer needs change. In consideration of the mutual aims and desires of the partners participating in this agreement, and in recognition of the public benefit to be derived from the effective implementation of the programs involved, the partners agree that their respective responsibilities under this agreement will be as follows:

Parties to this MOU agree to engage in planning, plan development, and modification, to result in:

1. Continuous partnership building between all parties to this agreement;
2. Continuous planning responsive to regional, State, and Federal requirements;
3. Responsiveness to specific Statewide and regional economic conditions including employer needs;
4. Adherence to common data collection and reporting needs;
5. Making services applicable to the partner program available to customers through the one-stop delivery system;
6. Participation in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
7. Participation in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained when applicable.

Funding of Services and Operating Costs

NoRTEC and the AJCC partners to this MOU have chosen a consolidated system-wide budget for the network of comprehensive AJCCs.

The annual consolidated infrastructure budget outlining the infrastructure costs were provided by

each co-located partner. These amounts serve as a baseline to determine the cost each partner contributed. The consolidated infrastructure budget can be found as Exhibit 1.

The costs allocation methodology agreed on by co-located partners is the proportion of an individual partner program's square footage occupancy as a percentage to the total AJCC. This cost allocation methodology adheres to the following: is consistent with federal laws authorizing each partner's program; complies with federal cost principles in the Uniform Guidance; includes only costs that are allowable, reasonable, necessary, and allocable to each program partner; and is based on an agreed upon measure that mathematically determines the proportionate use and benefit received by each partner.

For Non-Co-Located Partners

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-co-located partners who are receiving benefit from the AJCC will also be required to contribute their proportionate share towards infrastructure costs in accordance with State WIOA policies and guidance. Consequently, this MOU must include an assurance from all non-co-located partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available. By signing this MOU, all parties agree that when data are available to determine the AJCC benefit to non-co-located partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

For Native American Programs: WIOA Section 121[h][2][D][iv] stipulates that Native American programs are not required to contribute and will not be contributing to infrastructure funding.

Methods for Referring Customers

The AJCC Partners will refer customers using the inter-partner and inter-agency referral process as required by WIOA and described in Attachment A-K.

Access for Individuals with Barriers to Employment

The AJCC system is committed to providing needed services to all job seekers, including individuals with barriers to employment.

Section 3(24) of the WIOA defines an "individual with a barrier to employment" as a member of one or more of the following populations:

- Displaced homemakers
- Low-income individuals
- Indians, Alaska Natives, and Native Hawaiians, defined in Section 66 of the WIOA
- Individuals with disabilities, including youth
- Older individuals
- Ex-offenders
- Homeless individuals
- Youth who are in or have aged out of foster care
- Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- Eligible migrant and seasonal farm workers as defined in Section 167(i) of WIOA

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- Individuals within two years of exhausting lifetime eligibility under Part A of Title IV of the Social Security Act
- Single parents, including pregnant women
- Long-term unemployed individuals
- Other groups as the Governor involved determines to have barriers to employment

AJCC partners ensure their policies, procedures, programs, and services are in compliance with the *Americans with Disabilities Act of 1990* and its amendments, in order to provide equal access to all customers with disabilities.

Section 134(c)(3)(E) of the WIOA requires the Title I Adult program to provide priority of service to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient. Veterans and eligible spouses shall also be provided priority of services among all eligible individuals, as long as they meet the WIOA Adult program eligibility criteria. WIOA Title I Adult programs must provide priority of service to these groups in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low income individuals, or individuals who are basic skills deficient.
2. Individuals who are recipients of public assistance, other low income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in one of three WIOA priority groups noted above.

Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, each AJCC Partner agrees to the following:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.
- The principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under their governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or Partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence, and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Understand that system security provisions shall be agreed upon by all AJCC Partners.

Confidentiality

The AJCC Partner agrees to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, Federal Privacy Act of 1974, as amended and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU,

including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.

- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

Non-Discrimination and Equal Opportunity

The AJCC partner shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sex, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations. The AJCC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

Grievances and Complaints Procedure

The AJCC partner providing Title I services agrees to follow NoRTEC's established grievance and complaint procedure that is applicable to customers accessing WIOA funded programs and services. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The Title I AJCC partner also agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

AJCC Partners to this MOU agree to have established grievance and complaint processes pertinent solely to their own programs and funds, and will use these processes when a complaint is filed only with a partner agency and does not include issues with programs funded under Title I of WIOA.

AJCC Partners to this MOU will share information with customers about how, where, and with whom to file complaints.

American's with Disabilities Act and Amendments Compliance

The AJCC partner agrees to ensure that the policies and procedures as well as the programs and

services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with the provisions of the WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

Effective Dates and Terms of the MOU

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be July 1, 2020 – June 30, 2022. The MOU will be reviewed not less than once every three years to identify any substantial changes that have occurred.

Modifications and Revisions

This MOU constitutes the entire agreement between parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

Termination

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more parties to cease being a part of this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

Supervision/Day-to-Day Operations

The day-to-day supervision of staff located in the AJCCs will be the responsibility of the site supervisor(s). The employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite will be handled by the site supervisor(s) and/or the employer of each AJCC staff member.

The office hours for staff at the AJCCs will be established by the site supervisor(s) and/or the employer of staff. All staff assigned to the AJCC will comply with the holiday schedule of their employer and will provide a copy of the holiday schedule to the operator and host agency of the AJCC facility at the beginning of each fiscal year.

Disciplinary actions may result in removal of co-located staff from the AJCCs and each party will take appropriate action.

Each party shall be solely liable and responsible for providing to, or on behalf of, its employee(s), all legally required employee benefits. In addition, each party shall be solely responsible and hold all other parties harmless from all matters relating to payment of each party's employee(s), including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

Dispute Resolution

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

Press Releases and Communications

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The pertinent AJCC Partners shall have the option to be included in any communicating with the press, television, radio or any other form of media when an AJCC Partner's specific duties or performance under this MOU is addressed. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other AJCC Partners, in all communications, each party shall make reference to the AJCC as a single system and only call out individual AJCC Partners as appropriate to the topic or issue being covered.

The AJCC Partners agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals originating in the AJCC.

Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

Signatures

In WITNESS THEREOF, the parties to this MOU hereby agree to the terms and execute this MOU and Attachments/Exhibits (separate signature page).

**Northern Rural Training and Employment Consortium, (NoRTEC)
WIOA MOU 2020-2022
Partner Signature Page**

PARTNER AGENCY

Signature (Authorized Representative)

Date

Print Name/Title

Organization Name

**BOARD OF SUPERVISORS
(IF REQUIRED):**

Signature

Date

Print Name/Title

**APPROVED AS TO FORM
(IF REQUIRED):**

County Counsel Signature

Date

Print Name/Title

**RISK MANAGEMENT APPROVAL
(IF REQUIRED):**

Signature

Date

Print Name/Title

Attachment A 2020/2021

Consolidated Infrastructure Budget										
Cost Category/Line Item	Line Item Cost Detail	Total Cost	WIOA Title I: AFDW	WIOA Title I: SMART (previously STEP)	WIOA Title I: SMART	WIOA Title I: JTC	TANF - Butte	TANF - Lassen	TANF - Nevada	Vocational Rehabilitation
Rent										
Rental of Facilities		\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44		
Rental Costs Subtotal:		\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ -	\$ -
Utilities and Maintenance										
Electric		\$ 377,768.00	\$ 11,760.00	\$ 9,082.00	\$ 47,457.00	\$ 8,094.00	\$ 292,559.00	\$ 8,816.00	\$ -	\$ -
Gas		\$ 17,914.00	\$ -	\$ -	\$ 5,043.00	\$ -	\$ 10,061.00	\$ 2,810.00	\$ -	\$ -
Water		\$ 10,849.00	\$ -	\$ 2,772.00	\$ -	\$ 827.00	\$ 7,250.00	\$ -	\$ -	\$ -
Sewer Connections		\$ 9,073.00	\$ -	\$ 740.00	\$ 2,840.00	\$ 901.00	\$ 4,378.00	\$ 214.00	\$ -	\$ -
Internet		\$ 22,388.00	\$ 14,245.00	\$ 1,900.00	\$ 1,900.00	\$ 3,743.00	\$ -	\$ 600.00	\$ -	\$ -
Telephones (landlines)		\$ 51,401.00	\$ 17,300.00	\$ 8,919.00	\$ 14,460.00	\$ 5,322.00	\$ -	\$ 5,400.00	\$ -	\$ -
Facility Maintenance Contract		\$ 68,007.00	\$ 18,100.00	\$ 7,320.00	\$ 19,200.00	\$ 9,537.00	\$ -	\$ 13,850.00	\$ -	\$ -
Janitorial/Supplies/Garbage/Pest Control		\$ 14,241.00	\$ 245.00	\$ 4,633.00	\$ 930.00	\$ -	\$ -	\$ 8,433.00	\$ -	\$ -
Insurance		\$ 24,875.00	\$ 1,500.00	\$ -	\$ 22,000.00	\$ -	\$ -	\$ 1,375.00	\$ -	\$ -
Alarm/Fire/Burglar Monitoring		\$ 4,441.00	\$ -	\$ 756.00	\$ -	\$ -	\$ -	\$ 3,685.00	\$ -	\$ -
Utilities and Maintenance Costs Subtotal:		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$ -	\$ -
Equipment										
Assessment-related products		\$ 836.00	\$ -	\$ 836.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		\$ 848.00	\$ -	\$ -	\$ 700.00	\$ 148.00	\$ -	\$ -	\$ -	\$ -
Copiers		\$ 75,153.00	\$ 22,090.00	\$ 8,639.00	\$ 26,565.00	\$ 10,707.00	\$ -	\$ 7,152.00	\$ -	\$ -
Fax Machines		\$ 4,101.00	\$ -	\$ 2,341.00	\$ 1,460.00	\$ -	\$ -	\$ 300.00	\$ -	\$ -
Computers		\$ 76,215.00	\$ 6,800.00	\$ 30,130.00	\$ 30,228.00	\$ 6,557.00	\$ -	\$ 2,500.00	\$ -	\$ -
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 104,786.00	\$ -	\$ 50,800.00	\$ 44,150.00	\$ 9,836.00	\$ -	\$ -	\$ -	\$ -
Specify Other Tangible Equipment										
Alarm/Fire/Burglar System		\$ 2,585.00	\$ -	\$ 1,865.00	\$ 720.00	\$ -	\$ -	\$ -	\$ -	\$ -
Phone System		\$ 73,004.00	\$ -	\$ 7,899.00	\$ 65,105.00	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment Costs Subtotal:		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$ -	\$ -
Technology to Facilitate Access to the AJCC										
Technology used for the center's planning and outreach activities	Career Center computer and sign in computer systems upkeep and maintenance for visitor check in.	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
Specify the Technology										
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)										
Technology to Facilitate Access Costs Subtotal:		\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS										
Cost Category		Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
Subtotal: Rental Costs		\$ 2,095,000.84	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ -	\$ -
Subtotal: Utilities and Maintenance Costs		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$ -	\$ -
Subtotal: Equipment Costs		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$ -	\$ -
Subtotal: Technology to Facilitate Access Costs		\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
TOTAL CONSOLIDATED INFRASTRUCTURE COSTS FOR THE AJCC/Network:		\$ 3,067,863.84	\$ 321,517.56	\$ 197,654.08	\$ 433,533.00	\$ 119,407.00	\$ 1,837,779.76	\$ 157,972.44	\$ -	\$ -

Attachment B 2020/2021

Consolidated Proportionate Share of Infrastructure Costs				
Colocated Partner/s	Shared Total Infrastructure Costs	Cost Allocation Methodology	Allocated Share	Amount: Cash
Partner: WIOA Title I - Adult, DW & Youth	\$3,242,484.51	SQ FT	\$1,072,706.64	\$1,072,706.64
Partner: TANF/CalWORKs	\$3,242,484.51	SQ FT	\$2,164,933.11	\$2,164,933.11
Partner: WIOA Title IV - Vocational Rehabilitation	\$3,242,484.51	SQ FT	\$4,844.76	\$4,844.76

Attachment C 2020/2021

Summary of Career Services								
Summary of Career Services Applicable to each One-Stop Delivery System Partner (Phase I MOU)								
Basic Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Program Eligibility	X	X	X	X	X	X	X	X
Outreach, Intake, Orient	X	X	X	X	X	X	X	X
Initial Assessment	X	X	X	X	X	X	X	X
Labor Exch/Job Search	X	X	X	X			X	X
Referrals to Partners	X	X	X	X	X	X	X	X
LMI	X	X	X	X	X		X	
Performance/Cost Info	X	X	X	X			X	
Support Service Info	X	X	X	X	X		X	X
UI Info/Assistance	X	X	X	X			X	
Financial Aid Info	X	X	X	X	X	X	X	X

Individual Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Comp Assessment	X	X	X	X	X	X	X	X
IEP	X	X	X	X			X	X
Career Plan/Counsel	X	X	X	X	X	X	X	X
Short-Term Prevoc.	X	X	X	X	X	X	X	X
Internships/Work Experience	X	X	X	X	X		X	X
Out-of-Area Job Search	X	X	X	X			X	
Financial Literacy	X	X	X	X				
IET/ELA			X		X			X
Workforce Preparation	X	X	X	X		X		X

Attachment D 2020/2021

Other System Costs: Basic Career Services and Individual Career Services Budget								
Basic Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Program Eligibility	AFWD \$494,826	AFWD: \$492,698	AFWD: \$508,510	California Indian	California	Oroville Adult Ed: \$	California Department	TANF Butte, Chico:
Outreach, Intake, Orient	SMART (STEP) \$39,380	SMART (STEP):	SMART (STEP):	Manpower	Human	58,504	of Rehabilitation	\$1,344,886
Initial Assessment	SMART \$168,961	\$63,193	\$37,493	Consortium, Inc.	Development	Corning Union HS:		TANF Butte, Oroville:
Labor Exch/Job Search	JTC: \$55,053	SMART: \$162,341	SMART: \$171,165			\$73,581		\$896,589
Referrals to Partners		JTC: \$69,590	JTC: \$31,405			Nevada Union HS:		TANF Lassen: \$393,334 TANF
LMI						\$7,725		Tehama: \$1,121,516 TANF
Performance/Cost Info								Trinity: \$804,375
Support Service Info								TANF Modoc: \$238,229
UI Info/Assistance								TANF Nevada: \$1,037,812
Financial Aid Info	Total: \$758,220	Total: \$787,822	Total: \$748,573	Total: \$258,505	Total: \$18,536	Total: \$139,810	Total: \$1,516,701	TANF Del Norte \$36,631
								TANF Shasta: \$4,895,416
Basic Career Services Subtotal:	\$15,360,537							Total: \$11,132,370
Individual Career Services	T-I Adult	T-I DW	T-I Youth	Native Am	MSF	T-II AEL	T-IV VR	TANF
Comp Assessment	AFWD: \$727,788	AFWD: \$713,207	AFWD: \$764,804	California Indian	California	Oroville Adult Ed:	California Department	TANF Butte, Chico:
IEP	SMART (STEP):	(SMART) STEP:	(SMART) STEP:	Manpower	Human	\$157,060	of Rehabilitation	\$2,212,378
Career Plan/Counsel	\$159,318	\$252,708	\$149,974	Consortium, Inc.	Development	Corning Union HS:		TANF Butte, Oroville:
Short-Term Prevoc.	SMART: \$394,243	SMART: \$378,797	SMART: \$399,386			\$61,929		\$1,474,918
Internships/Work Experience	JTC: \$123,761	JTC: \$135,683	JTC: \$151,696			Nevada Union HS: \$7,725		TANF Lassen: \$201,411
Out-of-Area Job Search								TANF Siskiyou \$726,055
Financial Literacy								TANF Tehama: \$3,313.311
								TANF Trinity: \$344,366
								TANF Modoc: \$180,643
								TANF Nevada: \$620,231
								TANF Plumas: \$236,458
								TANF Sierra: \$103,025
IET/ELA								TANF Del Norte \$34,630
Workforce Preparation	Total: \$1,405,110	Total: \$1,480,395	Total: \$1,465,860	Total: \$29,046	Total: \$29,046	Total: \$226,714	Total: \$6,065,332	TANF Shasta: \$829,660.00
Individual Career Services Subtotal:	\$18,394,646							Total: \$7,693,143
Consolidated budget total of career services delivered through the One-Stop system:								\$33,755,182

AJCC Infrastructure Budget Consolidated

Consolidated Budget PY 16/17

Cost Category/Line Item	Line Item Cost Detail	Total Cost	WIOA Title I: AFWD	WIOA Title I: STEP	WIOA Title I: SMART	WIOA Title I: JTC	TANF - Butte	TANF - Lassen	TANF - Nevada	Vocational Rehabilitation
Rent										
Rental of Facilities		\$ 2,216,888.60	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ 117,043.00	\$ 4,844.76
	Rental Costs Subtotal:	\$ 2,216,888.60	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ 117,043.00	\$ 4,844.76
Utilities and Maintenance										
Electric		\$ 377,768.00	\$ 11,760.00	\$ 9,082.00	\$ 47,457.00	\$ 8,094.00	\$ 292,559.00	\$ 8,816.00	\$ -	\$ -
Gas		\$ 17,914.00	\$ -	\$ -	\$ 5,043.00	\$ -	\$ 10,061.00	\$ 2,810.00	\$ -	\$ -
Water		\$ 10,849.00	\$ -	\$ 2,772.00	\$ -	\$ 827.00	\$ 7,250.00	\$ -	\$ -	\$ -
Sewer Connections		\$ 9,073.00	\$ -	\$ 740.00	\$ 2,840.00	\$ 901.00	\$ 4,378.00	\$ 214.00	\$ -	\$ -
Internet		\$ 22,388.00	\$ 14,245.00	\$ 1,900.00	\$ 1,900.00	\$ 3,743.00	\$ -	\$ 600.00	\$ -	\$ -
Telephones (landlines)		\$ 51,401.00	\$ 17,300.00	\$ 8,919.00	\$ 14,460.00	\$ 5,322.00	\$ -	\$ 5,400.00	\$ -	\$ -
Facility Maintenance Contract		\$ 68,007.00	\$ 18,100.00	\$ 7,320.00	\$ 19,200.00	\$ 9,537.00	\$ -	\$ 13,850.00	\$ -	\$ -
Janitorial/Supplies/Garbage/Pest Control		\$ 14,241.00	\$ 245.00	\$ 4,633.00	\$ 930.00	\$ -	\$ -	\$ 8,433.00	\$ -	\$ -
Insurance		\$ 24,875.00	\$ 1,500.00	\$ -	\$ 22,000.00	\$ -	\$ -	\$ 1,375.00	\$ -	\$ -
Alarm/Fire/Burglar Monitoring		\$ 4,441.00	\$ -	\$ 756.00	\$ -	\$ -	\$ -	\$ 3,685.00	\$ -	\$ -
	Utilities and Maintenance Costs Subtotal:	\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$ -	\$ -
Equipment										
Assessment-related products		\$ 836.00	\$ -	\$ 836.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		\$ 848.00	\$ -	\$ -	\$ 700.00	\$ 148.00	\$ -	\$ -	\$ -	\$ -
Copiers		\$ 75,153.00	\$ 22,090.00	\$ 8,639.00	\$ 26,565.00	\$ 10,707.00	\$ -	\$ 7,152.00	\$ -	\$ -
Fax Machines		\$ 4,101.00	\$ -	\$ 2,341.00	\$ 1,460.00	\$ -	\$ -	\$ 300.00	\$ -	\$ -
Computers		\$ 76,215.00	\$ 6,800.00	\$ 30,130.00	\$ 30,228.00	\$ 6,557.00	\$ -	\$ 2,500.00	\$ -	\$ -
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 104,786.00	\$ -	\$ 50,800.00	\$ 44,150.00	\$ 9,836.00	\$ -	\$ -	\$ -	\$ -
Specify Other Tangible Equipment										
Alarm/Fire/Burglar System		\$ 2,585.00	\$ -	\$ 1,865.00	\$ 720.00	\$ -	\$ -	\$ -	\$ -	\$ -
Phone System		\$ 73,004.00	\$ -	\$ 7,899.00	\$ 65,105.00	\$ -	\$ -	\$ -	\$ -	\$ -
	Equipment Costs Subtotal:	\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$ -	\$ -
Technology to Facilitate Access to the AJCC										
Technology used for the center's planning and outreach activities	Career Center computer and sign in computer systems upkeep and maintenance for visitor check in.	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
Specify the Technology										
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)										
	Technology to Facilitate Access Costs Subtotal:	\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS										
Cost Category		Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
Subtotal: Rental Costs		\$ 2,216,888.60	\$ 229,477.56	\$ 59,022.08	\$ 150,775.00	\$ 29,357.00	\$ 1,523,531.76	\$ 102,837.44	\$ 117,043.00	\$ 4,844.76
Subtotal: Utilities and Maintenance Costs		\$ 600,957.00	\$ 63,150.00	\$ 36,122.00	\$ 113,830.00	\$ 28,424.00	\$ 314,248.00	\$ 45,183.00	\$ -	\$ -
Subtotal: Equipment Costs		\$ 337,528.00	\$ 28,890.00	\$ 102,510.00	\$ 168,928.00	\$ 27,248.00	\$ -	\$ 9,952.00	\$ -	\$ -
Subtotal: Technology to Facilitate Access Costs		\$ 34,378.00	\$ -	\$ -	\$ -	\$ 34,378.00	\$ -	\$ -	\$ -	\$ -
TOTAL CONSOLIDATED INFRASTRUCTURE COSTS FOR THE AJCC/Network:		\$ 3,189,751.60	\$ 321,517.56	\$ 197,654.08	\$ 433,533.00	\$ 119,407.00	\$ 1,837,779.76	\$ 157,972.44	\$ 117,043.00	\$ 4,844.76

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are non personnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Chico Employment Center 500 Cohasset Rd., Ste. 30, Chico CA 95926 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 84,000.00
13	Rental Costs Subtotal:		\$ 84,000.00
14	Utilities and Maintenance		
15	Electric	5,000	\$ 5,000.00
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet	6,000	6,000
20	Telephones (landlines)	5,500	5,500
21	Facility Maintenance Contract	10,000	10,000
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ 26,500.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers	5,500	\$ 5,500.00
30	Fax Machines		
31	Computers	2800.00	2800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		
35	Phone System		
36	Equipment Costs Subtotal:		\$ 8,300.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
42	Technology to Facilitate Access Costs Subtotal:		\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category	Total Cost	
45	Subtotal: Rental Costs	\$ 84,000.00	
46	Subtotal: Utilities and Maintenance Costs	\$ 26,500.00	
47	Subtotal: Equipment Costs	\$ 8,300.00	
48	Subtotal: Technology to Facilitate Access Costs	\$ -	
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 118,800.00

Required Phase II MOU Component: Sharing Infrastructure Costs		
Budget, Cost Allocation Methodology, Initial Proportionate Share		
Phase II MOU Content Requirements:		
A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are non personnel costs necessary for the general operation of the one-stop center.		
AJCC Infrastructure Budget		
Chico Employment Center 2445 Carmichael Chico, CA 95928 - TANF/CalWORKs		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Rental of Facilities		\$ 693,283.76
Rental Costs Subtotal:		\$ 693,283.76
Utilities and Maintenance		
Electric		\$ 116,812.00
Gas		\$ 2,474.00
Water		\$ 4,941.00
Sewer Connections		\$ 4,378.00
Internet		
Telephones (landlines)		
Facility Maintenance Contract		
Janitorial/Supplies/Garbage/Pest Control		
Insurance		
Alarm/Fire/Burglar Monitoring		
Utilities and Maintenance Costs Subtotal:		\$ 128,605.00
Equipment		
Assessment-related products		
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
Copiers		
Fax Machines		
Computers		
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	
<u>Specify Other Tangible Equipment</u>		
Alarm/Fire/Burglar System		
Phone System		
Equipment Costs Subtotal:		\$ -
Technology to Facilitate Access to the AJCC		
Technology used for the center's planning and outreach activities		
<u>Specify the Technology</u>		
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
Technology to Facilitate Access Costs Subtotal:		\$ -
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
Cost Category		Total Cost
Subtotal: Rental Costs		\$ 693,283.76
Subtotal: Utilities and Maintenance Costs		\$ 128,605.00
Subtotal: Equipment Costs		\$ -
Subtotal: Technology to Facilitate Access Costs		\$ -
TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 821,888.76

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Oroville Employment Center 78 Table Mtn. Oroville, CA - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 16,928.00
13	Rental Costs Subtotal:		\$ 16,928.00
14	Utilities and Maintenance		
15	Electric		
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		
20	Telephones (landlines)		
21	Facility Maintenance Contract		
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		\$ 300.00
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ 300.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		\$ 7,300.00
30	Fax Machines		
31	Computers		\$ 800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		
35	Phone System		
36	Equipment Costs Subtotal:		\$ 8,100.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
42	Technology to Facilitate Access Costs Subtotal:		\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category	Total Cost	
45	Subtotal: Rental Costs	\$ 16,928.00	
46	Subtotal: Utilities and Maintenance Costs	\$ 300.00	
47	Subtotal: Equipment Costs	\$ 8,100.00	
48	Subtotal: Technology to Facilitate Access Costs	\$ -	
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 25,328.00

Required Phase II MOU Component: Sharing Infrastructure Costs		
Budget, Cost Allocation Methodology, Initial Proportionate Share		
<u>Phase II MOU Content Requirements:</u> A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
AJCC Infrastructure Budget		
Oroville Employment Center 78 Table Mtn. Oroville, CA - TANF/CalWORKs		
Cost Category/Line Item	Line Item Cost Detail	Cost
Rent		
Rental of Facilities		\$ 830,248.00
	Rental Costs Subtotal:	\$ 830,248.00
Utilities and Maintenance		
Electric		\$ 175,747.00
Gas		\$ 7,587.00
Water		\$ 2,309.00
Sewer Connections		
Internet		
Telephones (landlines)		
Facility Maintenance Contract		
	Utilities and Maintenance Costs Subtotal:	\$ 185,643.00
Equipment		
Assessment-related products		
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
Copiers		
Fax Machines		
Computers		
Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
<u>Specify Other Tangible Equipment</u>		
Alarm/Fire/Burglar System		
Phone System		
	Equipment Costs Subtotal:	\$ -
Technology to Facilitate Access to the AJCC		
Technology used for the center's planning and outreach activities		
<u>Specify the Technology</u>		
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
	Technology to Facilitate Access Costs Subtotal:	\$ -
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
Cost Category		Total Cost
Subtotal: Rental Costs		\$ 830,248.00
Subtotal: Utilities and Maintenance Costs		\$ 185,643.00
Subtotal: Equipment Costs		\$ -
Subtotal: Technology to Facilitate Access Costs		\$ -
	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	\$ 1,015,891.00

	A	B	C	D	E	F	G	H	I
1	Required Phase II MOU Component: Sharing Infrastructure Costs								
2	Budget, Cost Allocation Methodology, Initial Proportionate Share								
3									
4	Phase II MOU Content Requirements:								
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.								
6									
7	AJCC Infrastructure Budget								
8	Del Norte Workforce Center 875 5th Street, Crescent City, CA 95531 - STEP								
9									
10	Cost Category/Line Item	Line Item Cost Detail	Cost						
11	Rent								
12	Rental of Facilities	Space Approx. 3,100 square feet	\$ 21,322.08						
13	Rental Costs Subtotal:		\$ 21,322.08						
14	Utilities and Maintenance								
15	Electric	Electricity Costs	\$ 3,600.00						
16	Gas	N/A	\$ -						
17	Water	Water Costs	\$ 1,200.00						
18	Sewer Connections	Sewer Costs	\$ 315.00						
19	Internet	Internet Connectivity Costs	\$ 856.00						
20	Telephones (landlines)	Telephone Costs	\$ 4,017.00						
21	Facility Maintenance Contract		\$ -						
22	Janitorial/Supplies/Garbage/Pest Control	Maintenance/Janitorial Costs	\$ 4,633.00						
23	Insurance		\$ -						
24	Alarm/Fire/Burglar Monitoring		\$ 378.00						
25	Utilities and Maintenance Costs Subtotal:		\$ 14,999.00						
26	Equipment								
27	Assessment-related products	Assessment materials for clients	\$ 418.00						
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	Equipment is available to clients with disabilities, phones are compatible	\$ -						
29	Copiers	Copier costs	\$ 1,393.00						
30	Fax Machines	Fax Machine Costs	\$ 130.00						
31	Computers, Monitors, Sonic Wall & Sound Bar, and Server	Initial Technology Purchases	\$ 25,630.00						
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 20,400.00						
33	Alarm/Fire/Burglar System		\$ 1,865.00						
34	Phone System	Telephone system costs	\$ 4,399.00						
35	Equipment Costs Subtotal:		\$ 54,235.00						
36	Technology to Facilitate Access to the AJCC								
37	Technology used for the center's planning and outreach activities								
38	Specify the Technology								
39	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services								
40	Website Address:www.dnworkforcecenter.org (Does not include data systems or case management systems specific to individual program partners.)								
41	Technology to Facilitate Access Costs Subtotal:		\$ -						
42	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS								
43	Cost Category		Total Cost						
44	Subtotal: Rental Costs		\$ 21,322.08						
45	Subtotal: Utilities and Maintenance Costs		\$ 14,999.00						
46	Subtotal: Equipment Costs		\$ 54,235.00						
47	Subtotal: Technology to Facilitate Access Costs		\$ -						
48	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 90,556.08						

Required Phase II MOU Component: Sharing Infrastructure Costs

Budget, Cost Allocation Methodology, Initial Proportionate Share

Phase II MOU Content Requirements:

A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with what specific costs are included in each line item. Infrastructure costs of one-stop centers are necessary for the general operation of the one-stop center.

AJCC Infrastructure Budget

Del Norte Workforce Center 875 5th Street, Crescent City, CA 95531 - Department

Cost Category/Line Item	Line Item Cost Detail
Rent	
Rental of Facilities	Space Approx. 3,100 square feet
Rental Costs Subtotal:	
Utilities and Maintenance	
Electric	Electricity Costs
Gas	N/A
Water	Water Costs
Sewer Connections	Sewer Costs
Internet	Internet Connectivity Costs
Telephones (landlines)	Telephone Costs
Facility Maintenance Contract	Maintenance/Janitorial Costs
Janitorial/Supplies/Garbage/Pest Control	
Insurance	
Alarm/Fire/Burglar Monitoring	
Utilities and Maintenance Costs Subtotal:	
Equipment	
Assessment-related products	Assessment materials for clients
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	Equipment is available to clients with disabilities, phones are compatible
Copiers	Copier costs
Fax Machines	Fax Machine Costs
Computers, Monitors, Sonic Wall & Sound Bar, and Server	Initial Technology Purchases
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system
Specify Other Tangible Equipment	
Alarm/Fire/Burglar System	
Phone System	

Equipment Costs Subtotal:	
Technology to Facilitate Access to the AJCC	
Technology used for the center's planning and outreach activities	
Specify the Technology	
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services	
Website Address:www.dnworkforcecenter.org (Does not include data systems or case management systems specific to individual program partners.)	
Technology to Facilitate Access Costs Subtotal:	
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS	
Cost Category	
Subtotal: Rental Costs	
Subtotal: Utilities and Maintenance Costs	
Subtotal: Equipment Costs	
Subtotal: Technology to Facilitate Access Costs	
TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	

with a detailed description of
the nonpersonnel costs

Cost of Rehabilitation

Cost

\$ 4,844.76

\$ 4,844.76

\$ -

\$	-
\$	-
Total Cost	
\$	4,844.76
\$	-
\$	-
\$	-
\$	4,844.76

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network - 1616 Chestnut Street Susanville, CA 96130 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 59,162.56
13	Rental Costs Subtotal:		\$ 59,162.56
14	Utilities and Maintenance		
15	Electric		
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		
20	Telephones (landlines)		
21	Facility Maintenance Contract		
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ -
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		
30	Fax Machines		
31	Computers		
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		
35	Phone System		
35	Equipment Costs Subtotal:		\$ -
36	Technology to Facilitate Access to the AJCC		
37	Technology used for the center's planning and outreach activities		
38	Specify the Technology		
38	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
38	Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)		
39	Technology to Facilitate Access Costs Subtotal:		\$ -
40	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
41	Cost Category	Total Cost	
42	Subtotal: Rental Costs	\$	59,162.56
43	Subtotal: Utilities and Maintenance Costs	\$	-
44	Subtotal: Equipment Costs	\$	-
45	Subtotal: Technology to Facilitate Access Costs	\$	-
46	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 59,162.56

Required Phase II MOU Component: Sharing Infrastructure Costs

Budget, Cost Allocation Methodology, Initial Proportionate Share

Phase II MOU Content Requirements:

A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with what specific costs are included in each line item. Infrastructure costs of one-stop centers are necessary for the general operation of the one-stop center.

AJCC Infrastructure Budget

Business and Career Network 1616 Chestnut Street Susanville, CA 96130 - TA

Cost Category/Line Item	Line Item Cost Detail
Rent	
Rental of Facilities	
Rental Costs Subtotal:	
Utilities and Maintenance	
Electric	
Gas	
Water	
Sewer Connections	
Internet	
Telephones (landlines)	
Facility Maintenance Contract	
Janitorial/Supplies/Garbage/Pest Control	
Insurance	
Alarm/Fire/Burglar Monitoring	
Utilities and Maintenance Costs Subtotal:	
Equipment	
Assessment-related products	
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	
Copiers	
Fax Machines	
Computers	
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	
Specify Other Tangible Equipment	
Alarm/Fire/Burglar System	
Phone System	
Equipment Costs Subtotal:	

Technology to Facilitate Access to the AJCC	
Technology used for the center's planning and outreach activities	
Specify the Technology	
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services	
Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)	
Technology to Facilitate Access Costs Subtotal:	
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS	
Cost Category	
Subtotal: Rental Costs	
Subtotal: Utilities and Maintenance Costs	
Subtotal: Equipment Costs	
Subtotal: Technology to Facilitate Access Costs	
TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	

with a detailed description of
the nonpersonnel costs

INF/CalWORKs

Cost

\$	102,837.44
\$	102,837.44
\$	8,816.00
\$	2,810.00
\$	214.00
\$	600.00
\$	5,400.00
\$	13,850.00
\$	8,433.00
\$	1,375.00
\$	3,685.00
\$	45,183.00
\$	7,152.00
\$	300.00
\$	2,500.00
\$	-
\$	-
\$	-
\$	9,952.00

\$	-
Total Cost	
\$	102,837.44
\$	45,183.00
\$	9,952.00
\$	-
\$	157,972.44

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network 701 North Main St., Ste. #1, Alturas, CA 96101 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities	6,000.00	\$ 6,000.00
13		Rental Costs Subtotal:	\$ 6,000.00
14	Utilities and Maintenance		
15	Electric		
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		
20	Telephones (landlines)	3,500.00	\$ 3,500.00
21	Facility Maintenance Contract		
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance	300.00	\$ 300.00
24	Alarm/Fire/Burglar Monitoring		
25		Utilities and Maintenance Costs Subtotal:	\$ 3,800.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers	2500	\$ 2,500.00
30	Fax Machines		
31	Computers	800	\$ 800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
32	Specify Other Tangible Equipment		
33	Alarm/Fire/Burglar System		\$ -
34	Phone System		\$ -
35		Equipment Costs Subtotal:	\$ 3,300.00
36	Technology to Facilitate Access to the AJCC		
37	Technology used for the center's planning and outreach activities		
37	Specify the Technology		
38	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
38	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
39		Technology to Facilitate Access Costs Subtotal:	\$ -
40	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
41	Cost Category		Total Cost
42	Subtotal: Rental Costs		\$ 6,000.00
43	Subtotal: Utilities and Maintenance Costs		\$ 3,800.00
44	Subtotal: Equipment Costs		\$ 3,300.00
45	Subtotal: Technology to Facilitate Access Costs		\$ -
46		TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	\$ 13,100.00

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network 988 McCourtney Drive Grass Valley, CA 95949 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 32,187.00
13		Rental Costs Subtotal:	\$ 32,187.00
14	Utilities and Maintenance		
15	Electric		
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		\$ 4,700.00
20	Telephones (landlines)		
21	Facility Maintenance Contract		
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		
24	Alarm/Fire/Burglar Monitoring		
25		Utilities and Maintenance Costs Subtotal:	\$ 4,700.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		
30	Fax Machines		
31	Computers		
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		\$ -
35	Phone System		\$ -
36		Equipment Costs Subtotal:	\$ -
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)		
42		Technology to Facilitate Access Costs Subtotal:	\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category		Total Cost
45	Subtotal: Rental Costs	\$	32,187.00
46	Subtotal: Utilities and Maintenance Costs	\$	4,700.00
47	Subtotal: Equipment Costs	\$	-
48	Subtotal: Technology to Facilitate Access Costs	\$	-
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	\$	36,887.00

Required Phase II MOU Component: Sharing Infrastructure Costs

Budget, Cost Allocation Methodology, Initial Proportionate Share

Phase II MOU Content Requirements:

A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with what specific costs are included in each line item. Infrastructure costs of one-stop centers are necessary for the general operation of the one-stop center.

AJCC Infrastructure Budget

Business and Career Network 988 McCourtney Drive Grass Valley, CA 95949 - T

Cost Category/Line Item	Line Item Cost Detail
Rent	
Rental of Facilities	
Rental Costs Subtotal:	
Utilities and Maintenance	
Electric	
Gas	
Water	
Sewer Connections	
Internet	
Telephones (landlines)	
Facility Maintenance Contract	
Janitorial/Supplies/Garbage/Pest Control	
Insurance	
Alarm/Fire/Burglar Monitoring	
Utilities and Maintenance Costs Subtotal:	
Equipment	
Assessment-related products	
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	
Copiers	
Fax Machines	
Computers	
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	
Specify Other Tangible Equipment	
Alarm/Fire/Burglar System	
Phone System	
Equipment Costs Subtotal:	

Technology to Facilitate Access to the AJCC	
Technology used for the center's planning and outreach activities	
Specify the Technology	
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services	
Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)	
Technology to Facilitate Access Costs Subtotal:	
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS	
Cost Category	
Subtotal: Rental Costs	
Subtotal: Utilities and Maintenance Costs	
Subtotal: Equipment Costs	
Subtotal: Technology to Facilitate Access Costs	
TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	

with a detailed description of
the nonpersonnel costs

TRANSF/CALWORKS

Cost

\$ 95,622.00

\$ 95,622.00

\$ -

\$ -

\$ -

\$	-
Total Cost	
\$	95,622.00
\$	-
\$	-
\$	-
\$	-
\$	95,622.00

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network 10075 Levon Ave, Truckee, CA 96161 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		
13	Rental Costs Subtotal:		\$ -
14	Utilities and Maintenance		
15	Electric		
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		\$ 1,145.00
20	Telephones (landlines)		
21	Facility Maintenance Contract		
22	Janitorial/Supplies/Garbage/Pest Control		\$ -
23	Insurance		\$ 300.00
24	Alarm/Fire/Burglar Monitoring		\$ -
25	Utilities and Maintenance Costs Subtotal:		\$ 1,445.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		\$ 500.00
30	Fax Machines		
31	Computers		\$ 800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		\$ -
35	Phone System		\$ -
36	Equipment Costs Subtotal:		\$ 1,300.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)		
42	Technology to Facilitate Access Costs Subtotal:		\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category	Total Cost	
45	Subtotal: Rental Costs	\$ -	
46	Subtotal: Utilities and Maintenance Costs	\$ 1,445.00	
47	Subtotal: Equipment Costs	\$ 1,300.00	
48	Subtotal: Technology to Facilitate Access Costs	\$ -	
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 2,745.00

Required Phase II MOU Component: Sharing Infrastructure Costs

Budget, Cost Allocation Methodology, Initial Proportionate Share

Phase II MOU Content Requirements:

A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with what specific costs are included in each line item. Infrastructure costs of one-stop centers are necessary for the general operation of the one-stop center.

AJCC Infrastructure Budget

Business and Career Network 10075 Levon Ave, Truckee, CA 96161 - TANF

Cost Category/Line Item	Line Item Cost Detail
Rent	
Rental of Facilities	
Rental Costs Subtotal:	
Utilities and Maintenance	
Utilities and Maintenance Costs Subtotal:	
Equipment	
Assessment-related products	
Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	
Copiers	
Fax Machines	
Computers	
Other tangible equipment used to serve all center customers (not specific to an individual program partner)	
Specify Other Tangible Equipment	
Alarm/Fire/Burglar System	
Phone System	
Equipment Costs Subtotal:	

Technology to Facilitate Access to the AJCC	
Technology used for the center's planning and outreach activities	
Specify the Technology	
Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services	
Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)	
Technology to Facilitate Access Costs Subtotal:	
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS	
Cost Category	
Subtotal: Rental Costs	
Subtotal: Utilities and Maintenance Costs	
Subtotal: Equipment Costs	
Subtotal: Technology to Facilitate Access Costs	
TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:	

with a detailed description of
the nonpersonnel costs

/CalWORKs

Cost

\$ 21,421.00

\$ 21,421.00

\$ -

\$ -

\$ -

\$ -

\$	-
Total Cost	
\$	21,421.00
\$	-
\$	-
\$	-
\$	-
\$	21,421.00

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network 7 Quincy Junction Road Quincy, CA 95971 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 24,000.00
13	Rental Costs Subtotal:		\$ 24,000.00
14	Utilities and Maintenance		
15	Electric		\$ 5,050.00
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		\$ 1,200.00
20	Telephones (landlines)		\$ 5,600.00
21	Facility Maintenance Contract		\$ 7,200.00
22	Janitorial/Supplies/Garbage/Pest Control		
23	Insurance		\$ 300.00
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ 19,350.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		\$ 5,200.00
30	Fax Machines		
31	Computers		\$ 800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		\$ -
35	Phone System		\$ -
36	Equipment Costs Subtotal:		\$ 6,000.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)		
42	Technology to Facilitate Access Costs Subtotal:		\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category	Total Cost	
45	Subtotal: Rental Costs	\$ 24,000.00	
46	Subtotal: Utilities and Maintenance Costs	\$ 19,350.00	
47	Subtotal: Equipment Costs	\$ 6,000.00	
48	Subtotal: Technology to Facilitate Access Costs	\$ -	
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 49,350.00

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget (one per AJCC office)		
8	Shasta County Private Industry Council, Inc.- Redding Facility		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities	Redding Facility Rental	\$ 139,075.00
13	Rental Costs Subtotal:		\$ 139,075.00
14	Utilities, Maintenance, Services		
15	Electric	City of Redding Utilities	\$ 44,737.00
16	Gas	PG&E	\$ 5,043.00
17	Water		\$ -
18	Sewer Connections	City of Redding Utilities	\$ 2,840.00
19	Internet	Charter Business Communications	\$ 1,650.00
20	Telephones (landlines)	AT&T Calnet	\$ 12,600.00
21	Facility Maintenance Contract	Peerless Janitorial	\$ 15,600.00
22	Janitorial/Supplies/Garbage/Pest Control		\$ 600.00
23	Insurance		\$ 19,800.00
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ 102,870.00
26	Equipment, Maintenance and Support		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (Access and Accommodation)	Trackball, oversized keyboard, oversized monitor	\$ 350.00
29	Copiers	Annual Lease of equipment	\$ 24,705.00
30	Fax Machines	Annual fees	\$ 1,260.00
31	Computers	Thin clients and monitors for workstations	\$ 27,303.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner) Specify Other Tangible Equipment	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 33,100.00
33	Alarm/Fire/Burglar System		\$ 480.00
34	Phone System		\$ 60,548.00
35	Equipment Costs Subtotal:		\$ 147,746.00
36	Technology to Facilitate Access to the AJCC		
37	Technology used for the center's planning and outreach activities Specify the Technology		\$ -
38	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)		
39	Technology to Facilitate Access Costs Subtotal:		\$ -
40	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
41	Cost Category		Total Cost
42	Subtotal: Rental Costs		\$ 139,075.00
43	Subtotal: Utilities and Maintenance Costs		\$ 102,870.00
44	Subtotal: Equipment Costs		\$ 147,746.00
45	Subtotal: Technology to Facilitate Access Costs		\$ -
46	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 389,691.00

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Business and Career Network 305 South Lincoln Street, Sierraville, CA 96126 - Alliance for Workforce Development, Inc.		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 7,200.00
13	Rental Costs Subtotal:		\$ 7,200.00
14	Utilities and Maintenance		
15	Electric		\$ 1,710.00
16	Gas		
17	Water		
18	Sewer Connections		
19	Internet		\$ 1,200.00
20	Telephones (landlines)		\$ 2,700.00
21	Facility Maintenance Contract		\$ 900.00
22	Janitorial/Supplies/Garbage/Pest Control		\$ 245.00
23	Insurance		\$ 300.00
24	Alarm/Fire/Burglar Monitoring		
25	Utilities and Maintenance Costs Subtotal:		\$ 7,055.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		
29	Copiers		\$ 1,090.00
30	Fax Machines		
31	Computers		\$ 800.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		
35	Phone System		
36	Equipment Costs Subtotal:		\$ 1,890.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities		
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: www.afwd.org (Does not include data systems or case management systems specific to individual program partners.)		
42	Technology to Facilitate Access Costs Subtotal:		\$ -
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
44	Cost Category	Total Cost	
45	Subtotal: Rental Costs	\$	7,200.00
46	Subtotal: Utilities and Maintenance Costs	\$	7,055.00
47	Subtotal: Equipment Costs	\$	1,890.00
48	Subtotal: Technology to Facilitate Access Costs	\$	-
49	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 16,145.00

	A	B	C	D	E	F
1	Required Phase II MOU Component: Sharing Infrastructure Costs					
2	Budget, Cost Allocation Methodology, Initial Proportionate Share					
3						
4	Phase II MOU Content Requirements:					
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.					
6						
7	AJCC Infrastructure Budget					
8	Siskiyou Training & Employment Program, Inc. - 190 Boles Street, Weed, CA 96094 - STEP					
9						
10	Cost Category/Line Item	Line Item Cost Detail	Cost			
11	Rent					
12	Rental of Facilities	Space -- Approx. 4,000 square feet	\$ 37,700.00			
13	Rental Costs Subtotal:		\$ 37,700.00			
14	Utilities and Maintenance					
15	Electric	Electricity Costs	\$ 5,482.00			
16	Gas	N/A	\$ -			
17	Water	Water Costs	\$ 1,572.00			
18	Sewer Connections	Sewer Costs	\$ 425.00			
19	Internet	Internet Connectivity Costs	\$ 1,044.00			
20	Telephones (landlines)	Telephone Costs	\$ 4,902.00			
21	Facility Maintenance Contract	Maintenance/Janitorial Costs	\$ 7,320.00			
22	Janitorial/Supplies/Garbage/Pest Control					
23	Insurance					
24	Alarm/Fire/Burglar Monitoring		\$ 378.00			
25	Utilities and Maintenance Costs Subtotal:		\$ 21,123.00			
26	Equipment					
27	Assessment-related products	Assessment materials for clients	\$ 418.00			
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)	Equipment is available to clients with disabilities, phones are compatible	\$ -			
29	Copiers	Copier costs	\$ 7,246.00			
30	Fax Machines	Fax Machine Costs	\$ 2,211.00			
31	Computers	Client Towers & Monitors	\$ 4,500.00			
	Other tangible equipment used to serve all center customers (not specific to an individual program partner)		\$ 30,400.00			
32	Specify Other Tangible Equipment					
33	Alarm/Fire/Burglar System					
34	Phone System		\$ 3,500.00			
35	Equipment Costs Subtotal:		\$ 48,275.00			
36	Technology to Facilitate Access to the AJCC					
	Technology used for the center's planning and outreach activities	Technology/Computer Maintenance and Support				
37	Specify the Technology					
	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services					
	Website Address: www.stepoffice.org (Does not include data systems or case management systems specific to individual program partners.)					
38						
39	Technology to Facilitate Access Costs Subtotal:		\$ -			
40	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS					
41	Cost Category	Total Cost				
42	Subtotal: Rental Costs	\$ 37,700.00				
43	Subtotal: Utilities and Maintenance Costs	\$ 21,123.00				
44	Subtotal: Equipment Costs	\$ 48,275.00				
45	Subtotal: Technology to Facilitate Access Costs	\$ -				
46	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 107,098.00			

	A	B	C
1	Required Phase II MOU Component: Sharing Infrastructure Costs		
2	Budget, Cost Allocation Methodology, Initial Proportionate Share		
3			
4	Phase II MOU Content Requirements:		
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.		
6			
7	AJCC Infrastructure Budget		
8	Job Training Center of Tehama County - 718 Main Street, Red Bluff, CA 96080 - JTC		
9			
10	Cost Category/Line Item	Line Item Cost Detail	Cost
11	Rent		
12	Rental of Facilities		\$ 29,357.00
13	Rental Costs Subtotal:		\$ 29,357.00
14	Utilities and Maintenance		
15	Electric		\$ 8,094.00
16	Gas		\$ -
17	Water		\$ 827.00
18	Sewer Connections	Trash	\$ 901.00
19	Internet		\$ 3,743.00
20	Telephones (landlines)		\$ 5,322.00
21	Facility Maintenance Contract		\$ 9,537.00
22	Janitorial/Supplies/Garbage/Pest Control		\$ -
23	Insurance		\$ -
24	Alarm/Fire/Burglar Monitoring		\$ -
25	Utilities and Maintenance Costs Subtotal:		\$ 28,424.00
26	Equipment		
27	Assessment-related products		
28	Assistive technology for individuals with disabilities (<i>Access and Accommodation</i>)		\$ 148.00
29	Copiers		\$ 10,707.00
30	Fax Machines		
31	Computers		\$ 6,557.00
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Other equipment, computers; includes software	\$ 9,836.00
33	Specify Other Tangible Equipment		
34	Alarm/Fire/Burglar System		\$ -
35	Phone System		\$ -
36	Equipment Costs Subtotal:		\$ 27,248.00
37	Technology to Facilitate Access to the AJCC		
38	Technology used for the center's planning and outreach activities	Career Center computer and sign in computer systems upkeep and maintenance	\$ 34,378.00
39	Specify the Technology		
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services		
41	Website Address: www.jobtrainingcenter.org		
42	(Does not include data systems or case management systems specific to individual program partners.)		
43	Technology to Facilitate Access Costs Subtotal:		\$ 34,378.00
44	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS		
45	Cost Category	Total Cost	
46	Subtotal: Rental Costs	\$	29,357.00
47	Subtotal: Utilities and Maintenance Costs	\$	28,424.00
48	Subtotal: Equipment Costs	\$	27,248.00
49	Subtotal: Technology to Facilitate Access Costs	\$	34,378.00
50	TOTAL INFRASTRUCTURE COSTS FOR THIS AJCC/Network:		\$ 119,407.00

	A	B	C	D
1	Required Phase II MOU Component: Sharing Infrastructure Costs			
2	Budget, Cost Allocation Methodology, Initial Proportionate Share			
3				
4	Phase II MOU Content Requirements:			
5	A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Infrastructure costs of one-stop centers are nonpersonnel costs necessary for the general operation of the one-stop center.			
6				
7	AJCC Infrastructure Budget			
8	Shasta County Private Industry Council, Inc.- 790 Main Street, Suite 618, Weaverville, CA 96093 - Smart Business Resource Center			
9				
10	Cost Category/Line Item	Line Item Cost Detail	Cost	
11	Rent			
12	Rental of Facilities	Weaverville Facility Rental	\$ 11,700.00	
13	Rental Costs Subtotal:		\$ 11,700.00	
14	Utilities, Maintenance, Services			
15	Electric	Trinity PUD	\$ 2,720.00	
16	Gas			
17	Water			
18	Sewer Connections			
19	Internet	Charter Business Communications	\$ 250.00	
20	Telephones (landlines)	AT&T Calnet	\$ 1,860.00	
21	Facility Maintenance Contract		\$ 3,600.00	
22	Janitorial/Supplies/Garbage/Pest Control	Facility Bi-Monthly Pest Control	\$ 330.00	
23	Insurance	Liability Insurance	\$ 2,200.00	
24	Alarm/Fire/Burgler Monitoring		\$ -	
25	Utilities and Maintenance Costs Subtotal:		\$ 10,960.00	
26	Equipment, Maintenance and Support			
27	Assessment-related products			
28	Assistive technology for individuals with disabilities (Access and Accommodation)	Trackball, oversized keyboard, oversized monitor	\$ 350.00	
29	Copiers	Annual Lease of equipment	\$ 1,860.00	
30	Fax Machines	Annual fees	\$ 200.00	
31	Computers	Thin clients and monitors for workstations	\$ 2,925.00	
32	Other tangible equipment used to serve all center customers (not specific to an individual program partner)	Printers, technical support, computer maintenance and telephone system, supplies, work stations, client headsets and paging system	\$ 11,050.00	
33	Specify Other Tangible Equipment			
34	Alarm/Fire/Burgler System	Smoke/burgler alarm system	\$ 240.00	
35	Phone System	Gaynor Phone System	\$ 4,557.00	
36	Equipment Costs Subtotal:		\$ 21,182.00	
37	Technology to Facilitate Access to the AJCC			
38	Technology used for the center's planning and outreach activities		\$ -	
39	Specify the Technology			
40	Cost of creation and maintenance of a center website (not specific to an individual program partner) that provides outreach to customers by providing information on AJCC services and/or provides direct service access to AJCC services			
41	Website Address: _____ (Does not include data systems or case management systems specific to individual program partners.)			
42	Technology to Facilitate Access Costs Subtotal:		\$ -	
43	SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY COLOCATED PARTNERS			
44	Cost Category		Total Cost	
45	Subtotal: Rental Costs		\$ 11,700.00	
46	Subtotal: Utilities and Maintenance Costs		\$ 10,960.00	
47	Subtotal: Equipment Costs		\$ 21,182.00	
48	Subtotal: Technology to Facilitate Access Costs		\$ -	
49	TOTAL INFRASTRUCTURE COSTS FOR THIS		\$ 43,842.00	

Attachment A - Butte County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167), CHD	WIOA Title II, Adult Education and Literacy Programs - Oroville Adult Ed.	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Employment & Social Services
Services											
Basic Career Services											
Program eligibility	X	X	X	X		X	X	X	X	X	X
Outreach and intake and orientation to services	X	X	X	X	X	X			X	X	X
Initial assessment of skill levels	X	X	X	X			X	X	X		X
Job search and placement assistance	X	X	X		X	X	X		X		X
Labor Market employment statistics	X	X		X	X	X			X		
Supportive services information	X	X	X		X		X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	
Eligibility for programs of financial aid assistance for training and education programs	X	X	X	X		X		X			X
Training vendor information	X	X				X		X			
Performance measure information	X	X				X		X			
Referrals to other programs and services	X	X	X	X	X	X	X	X	X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X	X	X		X	X				X
Individual Employment Plan	X	X	X			X	X				X
Group counseling	X	X									X
Individual counseling	X	X	X			X			X		X
Career Planning	X	X	X	X		X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X	X	X		X	X		X		X

Internships and work experience linked to careers	X	X	X	X		X	X				X
Workforce preparation activities	X	X		X		X	X		X		X
Financial literacy services	X	X		X							
Out-of-Area job search assistance and relocation assistance	X	X				X					
English language acquisition and integrated education and training programs			X	X		X					X
Follow-up Services											
Counseling regarding the workplace	X	X				X	X		X		
Referral to community resources necessary to retain employment	X	X	X			X	X		X		X
Provision of supportive services	X	X				X					
Career development/further education planning	X	X	X	X		X					
Assistance securing a better paying job	X	X	X			X	X		X		
Training Services											
Occupation Skills Training (Classroom based)	X	X		X		X					X
On-the-Job Training (OJT)	X	X	X			X	X				
Incumbent Worker Training	X										
Programs that provide workplace training with related instruction	X	X				X	X				X
Training programs operated by the private sector	X	X				X					X
Skill upgrading and retraining	X	X		X		X	X				X
Entrepreneurial Training	X	X									
Transitional Jobs	X	X				X					
Job readiness training	X	X	X	X		X	X				X
Adult education and literacy activities	X	X	X	X		X					X
High School diploma/GED services	X	X	X	X		X					X
Employer customized training	X					X					
Business Services											
Labor market information	X			X							
Wage & Benefit information	X			X							
Local labor pool information	X			X							

Job/Career Fairs	X						X				
Internet talent search and job postings	X										
Employee recruitment and/or screening assistance	X	X	X								
Financial assistance for employee training	X	X									
Employee assessment/testing services	X	X									
Tax credit information	X	X									
Employer workshops and seminars	X										
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X	X									
Job description assistance	X										
Referral assistance to partnering agency	X	X	X								

Referral Process

When referring to partner agencies that are co-located, AFWD staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, AFWD staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided an AFWD business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Alliance for Workforce Development, Inc. (AFWD), would be referred to:

Erin Clark - Program Supervisor

500 Cohasset Road, Suite 30, Chico, CA 95926

78 Table Mountain Blvd., Oroville, CA 95965

530-538-5208

elcark@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.

Jeff Hogue, Coordinator

2540 Hartnell Ave.

Redding, CA 96002

(530)222-1004

jefferyh@cimcinc.com

WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167)

Customers with questions about farmworker programs and services would be referred to California Human Development (CHD)

Claudia Soto - Case Manager

1249 Mangrove Avenue, Chico CA

916-371-8220 ext 1050

norma.achavez@cahumandevlopment.org

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to Oroville Union High School District.

Debra Burtensha - Administration

530-538-5350

dburtenshaw@ouhsd.org

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department
Redding EDD (530) 741-4218 the Marysville office can be used as backup (530) 741-4218

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to:

(Chico) Leslie Mello

530-895-5507

leslie.mello@dor.ca.gov

(Oroville) Carla Souza

530-538-6856

csouza@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information from Experience Works would be referred to AARP Senior Community Service Employment Program (SCSEP):

Brenda Harden, Project Director

916-749-4165

bharden@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

The Marysville Office can be used as backup (530) 741-4218

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald

78 Table Mountain Blvd., Oroville, CA 95965

530-538-2285

michael.mcdonald@edd.ca.gov

The Marysville Office can be used as backup (530) 741-4218

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

(Chico) Monica Moore, Resource Staff

765 East Ave., Chico CA 95926

530-552-6621

mmoore@buttecounty.net

(Oroville) Teddi Hunter, Resource Staff

78 Table Mountain Blvd., Oroville, CA 95965

530-538-7301

thunter@buttecounty.net

Attachment B - Del Norte County

	WIOA Title I, Adult/DW/Youth - Del Norte Workforce Center	WIOA Title I, Native American Programs California Indian Development Council	WIOA Title I Migrant and Seasonal Farmworker (Section 167)	WIOA Title II, Adult Education and Literacy Programs - Del Norte County	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) Programs	Veterans Programs - EDD	Unemployment Insurance Program - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Health & Human Services
Services											
Basic Career Services											
Program eligibility	X	X				X	X		X	X	X
Outreach and intake and orientation to services	X	X				X	X		X	X	X
Initial assessment of skill levels	X	X				X	X		X		X
Job search and placement assistance	X	X				X	X		X		X
Labor Market employment statistics	X	X				X	X		X		X
Supportive services information	X	X				X			X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X							X	X	X
Eligibility for programs of financial aid assistance for training and education programs	X	X							X		X
Training vendor information	X	X				X			X		X
Performance measure information	X	X							X		
Referrals to other programs and services	X	X		X		X	X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X		X		X	X		X		X
Individual Employment Plan	X	X				X			X		X
Group counseling		X									
Individual counseling	X	X		X		X	X		X		X
Career Planning	X	X				X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X				X	X		X		X

Internships and work experience linked to careers	X	X				X	X		X		
Workforce preparation activities	X	X				X	X		X		X
Financial literacy services											X
Out-of-Area job search assistance and relocation assistance	X	X				X			X		X
English language acquisition and integrated education and training programs				X		X					
Follow-up Services											
Counseling regarding the workplace	X	X				X	X		X		X
Referral to community resources necessary to retain employment	X	X		X		X	X		X		X
Provision of supportive services	X	X				X			X		X
Career development/further education planning	X	X				X	X		X		X
Assistance securing a better paying job	X	X				X	X		X		X
Training Services											
Occupation Skills Training (Classroom based)	X	X				X			X		X
On-the-Job Training (OJT)	X	X							X		
Incumbent Worker Training Programs that provide workplace training with related instruction	X	X							X		
Training programs operated by the private sector	X	X				X			X		X
Skill upgrading and retraining	X	X				X	X		X		X
Entrepreneurial Training											X
Transitional Jobs		X					X		X		
Job readiness training	X	X					X		X		X
Adult education and literacy activities				X		X					
High School diploma/GED services				X							
Employer customized training									X		
Business Services											
Labor market information	X								X		X
Wage & Benefit information	X								X		X
Local labor pool information	X								X		X
Job/Career Fairs	X	X							X		X

Internet talent search and job postings	X								X		
Employee recruitment and/or screening assistance	X	X							X		X
Financial assistance for employee training	X	X							X		
Employee assessment/testing services		X							X		
Tax credit information	X								X		X
Employer workshops and seminars	X								X		
Outplacement assistance											
Small Business Admin. information											
Human Resource information	X										
Rapid Response/Layoff Aversion services	X										
Job description assistance	X										
Referral assistance to partnering agency	X	X		X		X	X		X		X

Referral Process

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by the Del Norte Workforce Center, would be referred to Christy Hernandez, Del Norte Workforce Center Director:

875 5th Street, Crescent City, CA 95531

707-464-8347

chernandez@ncen.org

WIOA Title I, Native American Programs - Section (166)

Customers that might fit eligibility requirement for assistance through Northern CA Indian Development Council or have questions about services would be referred to Brenda Lawrence, NCIDC Program Assistant II:

888 4th Street, Crescent City, CA 95531

707-464-3512

brenda@ncidc.org

WIOA Title I, Migrant and Seasonal Farmworker Programs - Section (167)

Customers with questions about farmworker programs and services would be referred to California Human Development, Paul Castro, Director FWS Operations:

Claudia Soto - Case Manager

1249 Mangrove Avenue, Chico CA

916-371-8220 ext 1050

norma.achavez@cahumandevlopment.org

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to Del Norte County Unified School District office to speak to Jeff Harris,

County and District Superintendent:

301 W. Washington Blvd, Crescent City, CA 95531

707-464-0200

jharris@delnorte.k12.ca.us

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to EDD Redwood Empire Cluster Manager, Robyn Stalcup:

409 K Street, Eureka, CA 95501

707-441-4584

robyn.stalcup@edd.ca.gov

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through Department of Rehab, or might fit eligibility requirements for services, would be referred to Carla Capineri,

Carla Capineri, Department of Rehabilitation PTII – Crescent City Branch:

286 M Street, Crescent City, CA 95531

707-464-8347

carla.capineri@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information from Experience Works would be referred to Lita Evans, Employment & Training Coordinator for Northern CA:

1325 Pine Street, Redding, CA 96001

530-225-2257

lita_evans@experienceworks.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to Robyn Stalcup, Redwood Empire Cluster Manager:

409 K Street, Eureka, CA 95501

707-441-4584

robyn.stalcup@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Disabled Veterans Outreach Program Specialist, Anthony Rivera:

409 K Street, Eureka, CA 95501

707-441-5705

anthony.rivera@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the Eureka EDD office, Robyn Stalcup, Redwood Empire Cluster Manager:

409 K Street, Eureka, CA 95501

707-441-4584

robyn.stalcup@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Rick Willems, Supervising Integrated Case Worker for the Employment and Training Unit
286 M Street, Crescent City, CA 95531
707-464-8347
rwillems@co.del-norte.ca.us

Attachment C - Lassen County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Program (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Social Services
Services											
Basic Career Services											
Program eligibility	X	X		X		X	X		X	X	X
Outreach and intake and orientation to services	X	X		X		X			X	X	X
Initial assessment of skill levels	X	X		X			X		X		X
Job search and placement assistance	X	X				X	X		X		X
Labor Market employment statistics	X	X		X		X			X		
Supportive services information	X	X		X			X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	
Eligibility for programs of financial aid assistance for training and education programs	X	X		X		X		X			X
Training vendor information	X	X				X					
Performance measure information	X	X				X					
Referrals to other programs and services	X	X		X		X	X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X		X		X	X				X
Individual Employment Plan	X	X				X	X				X
Group counseling	X	X									X
Individual counseling	X	X		X		X			X		X
Career Planning	X	X		X		X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X		X		X	X		X		X

Internships and work experience linked to careers	X	X		X		X	X				X
Workforce preparation activities	X	X		X		X	X		X		X
Financial literacy services	X	X									
Out-of-Area job search assistance and relocation assistance	X	X				X					
English language acquisition and integrated education and training programs				X		X					
Follow-up Services											
Counseling regarding the workplace	X	X				X	X		X		
Referral to community resources necessary to retain employment	X	X				X	X		X		X
Provision of supportive services	X	X				X					
Career development/further education planning	X	X		X		X					
Assistance securing a better paying job	X	X				X	X		X		
Training Services											
Occupation Skills Training (Classroom based)	X	X		X		X					X
On-the-Job Training (OJT)	X	X				X	X				
Incumbent Worker Training	X										
Programs that provide workplace training with related instruction	X	X				X	X				X
Training programs operated by the private sector	X	X				X					X
Skill upgrading and retraining	X	X				X	X				X
Entrepreneurial Training	X	X									
Transitional Jobs	X	X				X					
Job readiness training	X	X		X		X	X				X
Adult education and literacy activities	X	X		X		X					
High School diploma/GED services	X	X		X		X					X
Employer customized training	X					X					
Business Services											
Labor market information	X										
Wage & Benefit information	X										
Local labor pool information	X										
Job/Career Fairs	X						X				

Internet talent search and job postings	X			X								
Employee recruitment and/or screening assistance	X	X										
Financial assistance for employee training	X	X										
Employee assessment/testing services	X	X										
Tax credit information	X	X										
Employer workshops and seminars	X											
Outplacement assistance	X											
Small Business Admin. information	X											
Human Resource information	X											
Rapid Response/Layoff Aversion services	X	X										
Job description assistance	X											
Referral assistance to partnering agency	X	X										

Referral Process

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

Kim Keith - Program Supervisor
1616 Chestnut Street, Susanville, CA 96130
530-257-5057
kkeith@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
(530)222-1004
jefferyh@cimcinc.com

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to:

Carol Growdon
530-257-6181
cgrowdon@lassencollege.edu

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Peri Brustad 530-225-2165

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to:

Shannon Hogan

530-257-4217

shogan@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA:

Lita Evans

530-225-2257

levans@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña or Becky Tyson 530-225-2004

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald or Rick Partridge 530-225-2191

78 Table Mountain Blvd., Oroville, CA 95965

530-538-2285

michael.mcdonald@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Yvonne Hawkes

1616 Chestnut Street, Susanville, CA 96130

530-251-8152

yhawkes@co.lassen.ca.us

Attachment D - Modoc County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Employment & Social Services
Services											
Basic Career Services											
Program eligibility	X	X				X	X		X	X	X
Outreach and intake and orientation to services	X	X				X			X	X	X
Initial assessment of skill levels	X	X					X		X		X
Job search and placement assistance	X	X				X	X		X		X
Labor Market employment statistics	X	X				X			X		
Supportive services information	X	X					X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	
Eligibility for programs of financial aid assistance for training and education programs	X	X				X		X			X
Training vendor information	X	X				X					
Performance measure information	X	X				X					
Referrals to other programs and services	X	X				X	X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X				X	X				X
Individual Employment Plan	X	X				X	X				X
Group counseling	X	X									X
Individual counseling	X	X				X			X		X
Career Planning	X	X				X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X				X	X		X		X

Employee recruitment and/or screening assistance	X	X									
Financial assistance for employee training	X	X									
Employee assessment/testing services	X	X									
Tax credit information	X	X									
Employer workshops and seminars	X										
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X	X									
Job description assistance	X										
Referral assistance to partnering agency	X	X									

Referral Process

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

Stacy Snow - Career Center Advisor
701 N. Main Street, #1
530-233-4161
ssnow@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Redding office.

California Indian Manpower Consortium, Inc.
Jeff Hogue, Coordinator
2540 Hartnell Ave.
Redding, CA 96002
[\(530\)222-1004](tel:5302221004)
jefferyh@cimcinc.com

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department

Peri Brustad 530-225-2165

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to:

Christien Kensley

530-260-1749

ckensley@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA:

Lita Evans - Project Director

707-267-6323

levans@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña or Becky Tyson 530-225-2004

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald

78 Table Mountain Blvd., Oroville, CA 95965

530-538-2285

michael.mcdonald@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Karena Nield - Program Manager

324 South Main Street, Alturas, CA 96101

530-233-6501

karenaneild@co.modoc.ca.us

Attachment E - Nevada County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Social Services
Services											
Basic Career Services											
Program eligibility	X	X		X		X	X		X	X	X
Outreach and intake and orientation to services	X	X		X		X			X	X	X
Initial assessment of skill levels	X	X		X			X		X		X
Job search and placement assistance	X	X				X	X		X		X
Labor Market employment statistics	X	X		X		X			X		X
Supportive services information	X	X					X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	X
Eligibility for programs of financial aid assistance for training and education programs	X	X				X		X			X
Training vendor information	X	X				X					X
Performance measure information	X	X				X					
Referrals to other programs and services	X	X		X		X	X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X		X		X	X				X
Individual Employment Plan	X	X				X	X				X
Group counseling	X	X									X
Individual counseling	X	X				X			X		X
Career Planning	X	X		X		X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X				X	X		X		X

Employee recruitment and/or screening assistance	X	X									
Financial assistance for employee training	X	X									
Employee assessment/testing services	X	X									
Tax credit information	X	X									
Employer workshops and seminars	X										
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X	X									
Job description assistance	X										
Referral assistance to partnering agency	X	X									

Referral Process

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Business & Career Network would be referred to:

(Grass Valley and Truckee) Kate Abbott - Career Center Advisor

988 McCourtney Road, Grass Valley, CA 95949

530-265-7107

kabbott@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.

Jeff Hogue, Coordinator

2540 Hartnell Ave.

Redding, CA 96002

(530)222-1004

jefferyh@cimcinc.com

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to Nevada Joint Union High School District.

(Grass Valley) Beth Huseby - teacher

530-477-7225

ehuseby@njuhsd.com

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for services, would be referred to:

(Grass Valley) Thuy Luu - Counselor

530-477-2483

thuy.luu@dor.ca.gov

(Truckee) John Pillsbury - Counselor

[\(530\)541-3226](tel:(530)541-3226)

Title V, Older Americans Act Programs

Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Brenda Harden - Project Director

916-749-4165

bharden@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald

78 Table Mountain Blvd., Oroville, CA 95965

530-538-2285

michael.mcdonald@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Olivia Ellis

988 McCourtney Road, Grass Valley, CA 95949

530-265-1760

olivia.ellis@co.nevada.ca.us

Attachment F - Plumas County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III Wagner-Peyser Programs	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Employment & Social Services
Services											
Basic Career Services											
Program eligibility	X	X		X		X	X		X	X	X
Outreach and intake and orientation to services	X	X		X		X			X	X	X
Initial assessment of skill levels	X	X		X			X		X		X
Job search and placement assistance	X	X				X	X		X		X
Labor Market employment statistics	X	X				X			X		
Supportive services information	X	X					X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	X
Eligibility for programs of financial aid assistance for training and education programs	X	X		X		X		X			X
Training vendor information	X	X				X					
Performance measure information	X	X				X					
Referrals to other programs and services	X	X		X		X	X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X		X		X	X				
Individual Employment Plan	X	X				X	X				X
Group counseling	X	X									X
Individual counseling	X	X				X			X		X
Career Planning	X	X		X		X	X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X				X	X		X		X

Internships and work experience linked to careers	X	X				X	X				X
Workforce preparation activities	X	X		X		X	X		X		X
Financial literacy services	X	X									
Out-of-Area job search assistance and relocation assistance	X	X				X					
English language acquisition and integrated education and training programs				X		X					X
Follow-up Services											
Counseling regarding the workplace	X	X				X	X		X		
Referral to community resources necessary to retain employment	X	X				X	X		X		X
Provision of supportive services	X	X				X					X
Career development/further education planning	X	X		X		X					
Assistance securing a better paying job	X	X				X	X		X		
Training Services											
Occupation Skills Training (Classroom based)	X	X		X		X					
On-the-Job Training (OJT)	X	X				X	X				
Incumbent Worker Training	X										
Programs that provide workplace training with related instruction	X	X				X	X				X
Training programs operated by the private sector	X	X				X					X
Skill upgrading and retraining	X	X				X	X				
Entrepreneurial Training	X	X									
Transitional Jobs	X	X				X					X
Job readiness training	X	X		X		X	X				X
Adult education and literacy activities	X	X		X		X					X
High School diploma/GED services	X	X		X		X					
Employer customized training	X					X					
Business Services											
Labor market information	X										
Wage & Benefit information	X										
Local labor pool information	X										
Job/Career Fairs	X						X				
Internet talent search and job postings	X			X							

Employee recruitment and/or screening assistance	X	X									
Financial assistance for employee training	X	X									
Employee assessment/testing services	X	X									
Tax credit information	X	X									
Employer workshops and seminars	X										X
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X	X									
Job description assistance	X										
Referral assistance to partnering agency	X	X									X

Referral Process

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Business & Career Network, would be referred to:

Valerie Bourque - Coordinator

7 Quincy Junction Road, Quincy, CA 95971

530-283-1606

vbourque@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.

Jeff Hogue - Coordinator

2540 Hartnell Ave.

Redding, CA 96002

530-222-1004

jefferyh@cimcinc.com

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to Plumas County Literacy.

Michelle Abramson - Coordinator

530-283-1003

mabramson@pcoe.k12.ca.us

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Peri Brustad 530-225-2165

Title V, Older Americans Act Programs

Customers that are requesting information from Experience Works would be referred to AARP, Employment & Training Coordinator for Northern CA:

Brenda Harden - Project Director

916-749-4165

bharden@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña or Becky Tyson 530-225-2004

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald

78 Table Mountain Blvd., Oroville, CA 95965

530-538-2285

michael.mcdonald@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña

78 Table Mountain Blvd., Oroville, CA 95965

530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Robin Eich

270 County Hospital Road, Suite 207, Quincy, CA 95971

530-284-7757

reich@cttp.net

Attachment G - Shasta County

	WIOA Title I, Adult/DW/Youth - SMART BUSINESS RESOURCE CENTER	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	WIOA Title III, Wagner-Peyser Programs - EDD	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Department of Health & Human Services
Services												
Basic Career Services												
Program eligibility	X	X						X			X	X
Outreach and intake and orientation to services	X	X		X		X		X			X	
Initial assessment of skill levels	X	X		X		X		X				
Job search and placement assistance	X	X				X		X				X
Labor Market employment statistics	X	X				X						X
Supportive services information	X	X				X		X				
Unemployment Insurance Claim Filing Assistance and Information	X										X	
Eligibility for programs of financial aid assistance for training and education programs	X			X								
Training vendor information	X	X										
Performance measure information	X	X						X				
Referrals to other programs and services	X	X		X		X		X				X
Individualized Career Services												
Comprehensive assessment of skill levels and service needs	X	X		X		X		X				
Individual Employment Plan	X	X				X		X				
Group counseling	X							X				
Individual counseling	X	X		X		X		X				X
Career Planning	X	X				X						X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X							X				

Internships and work experience linked to careers	X						X				
Workforce preparation activities	X	X		X		X	X				X
Financial literacy services	X										
Out-of-Area job search assistance and relocation assistance	X										
English language acquisition and integrated education and training programs	X			X							
Follow-up Services											
Counseling regarding the workplace	X						X				
Referral to community resources necessary to retain employment	X						X				
Provision of supportive services	X										
Career development/further education planning	X			X							
Assistance securing a better paying job	X										
Training Services											
Occupation Skills Training (Classroom based)	X	X		X							
On-the-Job Training (OJT)	X	X					X				
Incumbent Worker Training Programs that provide workplace training with related instruction	X			X							X
Training programs operated by the private sector	X	X					X				X
Skill upgrading and retraining	X			X							
Entrepreneurial Training	X	X		X							
Transitional Jobs	X										
Job readiness training	X	X		X		X	X				X
Adult education and literacy activities	X			X							
High School diploma/GED services	X			X							
Employer customized training	X			X							
Business Services											
Labor market information	X	X		X							
Wage & Benefit information	X										
Local labor pool information	X										
Job/Career Fairs	X	X				X	X				X

Internet talent search and job postings	X											X
Employee recruitment and/or screening assistance	X					X						
Financial assistance for employee training	X											
Employee assessment/testing services	X											X
Tax credit information	X	X				X						
Employer workshops and seminars	X					X						
Outplacement assistance	X											
Small Business Admin. information	X					X						
Human Resource information	X											
Rapid Response/Layoff Aversion services	X											
Job description assistance	X											
Referral assistance to partnering agency	X	X		X		X	X					X

Referral Process

Referrals to partner agencies will be made through phone calls, instant messaging systems, or on-site introductions.

WIOA Title I, Adult, Dislocated Worker, and Youth Programs

Customers interested in obtaining more information regarding services provided by:
 Shasta County Private Industry Council, Inc., dba The Smart Business Resource Center
 Misty Bowman
 Lead Program Advisor
 530-245-1536
bmisty@thesmartcenter.biz

WIOA Title I Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.
 California Indian Manpower Consortium, Inc.
 Linda LaFountain
 Field Office Supervisor
 738 North Market Blvd.
 Sacramento, CA 95834
 916-920-0285
lindal@cimcinc.com

WIOA Title II Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to:
Anderson Adult Education Center
 Brandt Shriner
 Office 530-365-3334

bshriner@auhsd.net

Shasta College

Gateway to College Program

Nancy Berkey

Office 530-242-7587

nberkey@shastacollege.edu

Shasta Literacy Program

Shasta County Library

Kayla Menne

Literacy Coordinator

Office 530-245-7237

kaylam@shastalibraries.org

Shasta Adult School

Kathi Rodriguez

Secretary

Office 530- 245-2626

Fax 530-245-2682

Good News Rescue Mission - Academic Center

Anthony Zippay

Academic Center Director

Office 530-242-5920

AZippay@gnrm.org

WIOA Title III, Wagner-Peyser Programs

The number listed below the will give the customer options to choose service(s) desired from EDD – Workforce Services. From there, depending on what they need, a live person will answer or return their phone call.

Wagner-Peyser Programs, 530-225-2185 x:3

Peri Brustad 530-225-2165

Trade Adjustment Assistance (TAA) Programs

The number listed below the will give the customer options to choose service(s) desired from EDD – Workforce Services. From there, depending on what they need, a live person will answer or return their phone call.

Becky Tyson 530-225-2004 TAA Specialist

530-225-2004

Lyndsey Richmond Back-up TAA Specialist

530-225-2168

Veterans Programs (VEAP)

The number listed below the will give the customer options to choose service(s) desired from EDD – Workforce Services. From there, depending on what they need, a live person will answer or return their phone call.

Veterans Programs, 530-225-2185

Rick Partridge 530-225-2191

Unemployment Insurance Program - EDD

The numbers listed below the will give the customer options to choose service(s) desired from EDD – Workforce Services. From there, depending on what they need, a live person will answer or return their phone call.

Unemployment Insurance Program
530-225-2185

WIOA Title IV, Vocational Rehabilitation Programs

California Department of Rehabilitation
Jeromie Gridley
Office Technician
Office 530-224-4728
Jeromie.Gridley@dor.ca.gov

Title V, Older Americans Act

Customers that are requesting information from Experience Works would be referred to:
Experience Works Inc. Northern CA
Lita Evans
Employment and Training Coordinator
530-225-2257
lita_evans@experienceworks.org

Temporary Assistance for Needy Families (TANF)/CalWORKs

Eligibility for services may be accessed at one of the following locations or by calling the direct line. A live person will assist the customer over the phone and direct them to the appropriate services they can receive.

Shasta County Health and Human Services

Downtown Redding Center
1220 Sacramento Street
Redding, CA 96001
(530) 229-8441

Eligibility & Employment Services-Cascade

2460 Breslauer Way
Redding, CA 96001
(877) 652-0731

Enterprise Regional Office

2757 Churn Creek Road
Redding, CA 96002
(530) 224-4200

Note: Services by also be accessed by calling 211 in Shasta County

Attachment H - Sierra County

	WIOA Title I, Adult/DW/Youth - AFWD, Inc.	WIOA Title I, Native American Programs - California Indian Manpower Consortium	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV Vocational Rehabilitation Programs	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS -
Services											
Basic Career Services											
Program eligibility	X	X		X			X		X	X	X
Outreach and intake and orientation to services	X	X		X					X	X	X
Initial assessment of skill levels	X	X		X			X		X		X
Job search and placement assistance	X	X					X		X		X
Labor Market employment statistics	X	X							X		
Supportive services information	X	X					X	X	X		X
Unemployment Insurance Claim Filing Assistance and Information	X	X						X	X	X	X
Eligibility for programs of financial aid assistance for training and education programs	X	X						X			X
Training vendor information	X	X									
Performance measure information	X	X									X
Referrals to other programs and services	X	X		X			X		X		X
Individualized Career Services											
Comprehensive assessment of skill levels and service needs	X	X					X				X
Individual Employment Plan	X	X					X				X
Group counseling	X	X									
Individual counseling	X	X							X		X
Career Planning	X	X					X		X		X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X	X					X		X		X

Employee recruitment and/or screening assistance	X	X									
Financial assistance for employee training	X	X									
Employee assessment/testing services	X	X									
Tax credit information	X	X									
Employer workshops and seminars	X										
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X	X									
Job description assistance	X										
Referral assistance to partnering agency	X	X									

Referral Process

When referring to partner agencies that are co-located, Business & Career Network staff will personally escort the customer to an agency representative and provide introductions. For partners not co-located, Business & Career Network staff will contact the agency representative by telephone, e-mail or in person for the customer, and make the referral. The customer will be provided a Business & Career Network staff business card to present to the partner agency.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by the Business and Career Network, would be referred to:

Debra Devenzio - Resource Coordinator
305 South Lincoln Street, Sierraville, CA 96126
530-994-3349
ddvenzio@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.
Jeff Hogue - Coordinator
2540 Hartnell Ave.
Redding, CA 96002
530-222-1004
jefferyh@cimcinc.com

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to:

Wendy Jackson - Coordinator
530-993-1660 ext 180
wjackson@spjusd.org

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

WIOA Title IV Vocational Rehabilitation Programs

John Pillsbury - Counselor
(530) 541-3226

John.Pillsbury@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information would be referred to AARP, Employment & Training Coordinator for Northern CA:

Brenda Harden - Project Director
916-749-4165

bharden@aarp.org

Trade Adjustment Assistance (TAA) Programs

Customers looking to find out more information regarding Trade Adjustment Assistance would be referred to the nearest EDD office to speak to:

Ignacio Magaña
78 Table Mountain Blvd., Oroville, CA 95965
530-749-4898

ignacio.magana@edd.ca.gov

Veterans Programs (EDD)

Veterans looking to get more information regarding services and/or programs would be referred to the Veterans Services Assistant:

Mike McDonald
78 Table Mountain Blvd., Oroville, CA 95965
530-538-2285

michael.mcdonald@edd.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on www.edd.ca.gov. When assistance is needed beyond the website customers are referred to the local EDD office.

Ignacio Magaña
78 Table Mountain Blvd., Oroville, CA 95965
530-749-4898

ignacio.magana@edd.ca.gov

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Lori McGee
Integrated Caseworker Supervisor
530-993-6725

lmcgee@sierracounty.ca.gov

Attachment I - Siskiyou County

	WIOA Title I, Adult/DW/Youth - Siskiyou Training & Employment Program, Inc. (SMART Business Resource Center, previously STEP)	WIOA Title I, Adult/DW/Youth - Siskiyou Manpower	WIOA Title I Native American Programs (Section 166) California Indian	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Vocation Rehab	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS - Siskiyou County Human Services
Services												
Basic Career Services												
Program eligibility	X						X	X			X	X
Outreach and intake and orientation to services	X					X	X	X			X	X
Initial assessment of skill levels	X					X		X				X
Job search and placement assistance	X					X	X	X				X
Labor Market employment statistics	X					X	X					X
Supportive services information	X					X	X	X				X
Unemployment Insurance Claim Filing Assistance and Information	X					X	X				X	X
Eligibility for programs of financial aid assistance for training and education programs	X						X					X
Training vendor information	X											X
Performance measure information	X											X
Referrals to other programs and services	X					X		X				X
Individualized Career Services												
Comprehensive assessment of skill levels and service needs	X					X	X	X				X
Individual Employment Plan	X					X	X	X				X
Group counseling	X					X						X
Individual counseling	X					X	X	X				X
Career Planning	X					X	X	X				X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X					X	X					X
Internships and work experience linked to careers	X					X		X				X

Workforce preparation activities	X				X	X	X				X
Financial literacy services	X										X
Out-of-Area job search assistance and relocation assistance	X					X					X
English language acquisition and integrated education and training programs	X										X
Follow-up Services											
Counseling regarding the workplace	X					X	X				X
Referral to community resources necessary to retain employment	X				X	X					X
Provision of supportive services	X					X					X
Career development/further education planning	X					X					X
Assistance securing a better paying job	X				X						X
Training Services											
Occupation Skills Training (Classroom based)	X					X					X
On-the-Job Training (OJT)	X					X					
Incumbent Worker Training	X						X				
Programs that provide workplace training with related instruction	X						X				X
Training programs operated by the private sector	X					X					X
Skill upgrading and retraining	X					X	X				
Entrepreneurial Training	X					X					X
Transitional Jobs	X										X
Job readiness training	X					X	X				X
Adult education and literacy activities	X					X	X				X
High School diploma/GED services	X					X	X				X
Employer customized training	X										
Business Services											
Labor market information	X				X	X					
Wage & Benefit information	X				X						
Local labor pool information	X				X						
Job/Career Fairs	X				X						
Internet talent search and job postings	X				X						

Employee recruitment and/or screening assistance	X				X	X					
Financial assistance for employee training	X					X					
Employee assessment/testing services	X					X					
Tax credit information	X				X	X					
Employer workshops and seminars	X				X	X					
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X					X					
Rapid Response/Layoff Aversion services	X				X						
Job description assistance	X				X						
Referral assistance to partnering agency	X				X	X					

Referral Process

The referral process for partners is to mutually refer clients to programs that best benefit the needs of the client. This will be done in a prompt, courteous, and professional manner by all participating staff. The referral process allows for client contact and referral by a variety of methods, including client initiated, self-directed referrals, internet based referral, hard copy, telephone and in-person referral.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by the SMART Business Resource Center (previously Siskiyou Training and Employment Program) will be directed to:

Carrie Williams, Vocational Services Coordinator

530-938-3231, Ext. 217

cwilliams@ncen.org

WIOA Title I, Native American Programs (Section 166)

The local office has asked that all referrals are made through the Sacramento office.

California Indian Manpower Consortium, Inc.

Jeff Hogue, Coordinator

2540 Hartnell Ave.

Redding, CA 96002

(530)222-1004

jefferyh@cimcinc.com

WIOA Title III, Wagner-Peyser Programs

All referrals will be directed to Wagner-Peyser staff, Redding EDD office, as staffing members are rotated on a daily/ weekly

530-246-7911

Peri Brustad 530-225-2165

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements for

Sara Kallstrom, Service
Coordinator
500 North Main Street, Yreka CA 96097
530-842-1042
Sara.Kallstrom@dor.ca.gov

Title V, Older Americans Act Programs

Customers that are requesting information from AARP would be referred to, Employment & Training Coordinator for
Lita Evans - Project Director
2400 Washington Ave., Suite 231
Redding, CA 96001
(530) 225-2257
levans@aarp.org

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact EDD" on

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:
Human Services Front Office Staff, as staffing members are rotated on a weekly basis.
818 S. Main Street, Yreka CA
530-841-2700

Trade Adjustment Assistance (TAA) - EDD

Becky Tyson 530-225-2004

Veterans Programs (EDD)

Rick Partridge 530-225-2191

Attachment J - Tehama County

	WIOA Title I, Adult/DW/Youth - Job Training Center of Tehama County	WIOA Title I Native American Programs (Section 166)	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III, Wagner-Peyser Programs - EDD	WIOA Title IV, Vocational Rehabilitation Programs - California Department of Rehabilitation	Title V Older Americans Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD
Services										
Basic Career Services										
Program eligibility	X			X		X				x
Outreach and intake and orientation to services	X			X		X				x
Initial assessment of skill levels	X			X		X				
Job search and placement assistance	X			X		X				
Labor Market employment statistics	X					X				
Supportive services information	X			X		X				
Unemployment Insurance Claim Filing Assistance and Information	X					X				x
Eligibility for programs of financial aid assistance for training and education programs	X					X				
Training vendor information	X			X		X				
Performance measure information	X					X				
Referrals to other programs and services	X			X		X				
Individualized Career Services										
Comprehensive assessment of skill levels and service needs	X					X				
Individual Employment Plan	X					X				
Group counseling	X					X				
Individual counseling	X			X		X				
Career Planning	X			X		X				
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X			X		X				
Internships and work experience linked to careers	X					X				

Workforce preparation activities	X			X		X				
Financial literacy services	X									
Out-of-Area job search assistance and relocation assistance	X					X				
English language acquisition and integrated education and training programs				X						
Follow-up Services										
Counseling regarding the workplace	X			X		X				
Referral to community resources necessary to retain employment	X			X		X				
Provision of supportive services	X			X		X				
Career development/further education planning	X			X		X				
Assistance securing a better paying job	X					X				
Training Services										
Occupation Skills Training (Classroom based)	X					X				
On-the-Job Training (OJT)	X					X				
Incumbent Worker Training	X					X				
Programs that provide workplace training with related instruction	X			X		X				
Training programs operated by the private sector	X					X				
Skill upgrading and retraining	X					X				
Entrepreneurial Training	X					X				
Transitional Jobs	X					X				
Job readiness training	X			X		X				
Adult education and literacy activities				X		X				
High School diploma/GED services	X			X		X				
Employer customized training	X									
Business Services										
Labor market information	X									
Wage & Benefit information	X									
Local labor pool information	X									
Job/Career Fairs	X									
Internet talent search and job postings	X			X						

Employee recruitment and/or screening assistance	X									
Financial assistance for employee training	X									
Employee assessment/testing services	X									
Tax credit information	X									
Employer workshops and seminars	X									
Outplacement assistance	X									
Small Business Admin. information	X									
Human Resource information	X									
Rapid Response/Layoff Aversion services	X									
Job description assistance	X									
Referral assistance to partnering agency	X			X		X				

Referral Process

The referral process for partners is to mutually refer clients to programs that best benefit the needs of the client done in a prompt, courteous, and professional manner by all participating staff. The referral process allows for and referral by a variety of methods, including client initiated, self-directed referrals, internet based referral, hot telephone and in-person referral.

WIOA Title I, Adult, Dislocated Worker and Youth Programs

Customers interested in obtaining more information regarding services provided by Job Training Center of Tehama would be referred to:

Christi Goni

718 Main Street, Red Bluff, CA 96080

530-529-7000, ext. 114

cgoni@jobtrainingcenter.org

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to:

Corning Union High School - Corning Adult School

Maria Tena - Administrative Assistant

250 East Fig Lane, Corning, CA 96021

530-824-7414

mtena@corningshs.org

Tehama County Department of Education

Tehama eLearning Academy (TeLA)
David Span - Adult Education Teacher
724 Main Street, Red Bluff, CA 96080
530-527-7055
dspan@telacademy.org

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Peri Brustad 530-225-2165

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab, or might fit eligibility requirements, would be referred to:

Runi Mackinnon, Office Technician
705 Pine Street, Red Bluff, CA 96080
530-529-4270
Runghapha.MacKinnon@dor.ca.gov

Unemployment Insurance Program (EDD)

Customers with questions regarding EDD's Unemployment Insurance Program are first directed to use "Contact www.edd.ca.gov.

1325 Pine Street, Redding, CA 96001
530-225-2185

Temporary Assistance for Needy Families (TANF)/CalWORKs

Customers interested in programs and/or services provided by the CalWORKs department would be referred to:

Lisa Matheson - Employment and Training Worker Supervisor
310 S. Main Street, Red Bluff, CA 96080
503-528-4016
lmatheson@tcdss.org

Trade Adjustment Assistance (TAA)

Becky Tyson 530-225-2004

Veterans Programs (EDD)

Rick Partridge 530-225-2191

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X

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	WIOA Title I, Adult/DW/Youth - SMART BUSINESS RESOURCE CENTER	WIOA Title I Native American Programs (Section 166)	WIOA Title I Migrant and Seasonal Farmworker Programs (Section 167)	WIOA Title I Native American Programs (Section 166)	WIOA Title II, Adult Education and Literacy Programs	WIOA Title III Wagner-Peyser Programs	WIOA Title IV Vocational Rehabilitation Programs	Title V, Older Americans Act Programs - AARP	Trade Adjustment Assistance (TAA) - EDD	Veterans Programs - EDD	Unemployment Insurance - EDD	Temporary Assistance for Needy Families (TANF)/CalWORKS -Department of Health & Human Services
Services												
Basic Career Services												
Program eligibility	X							X			X	X
Outreach and intake and orientation to services	X							X			X	X
Initial assessment of skill levels	X							X				X
Job search and placement assistance	X							X				X
Labor Market employment statistics	X											X
Supportive services information	X							X				X
Unemployment Insurance Claim Filing Assistance and Information	X										X	
Eligibility for programs of financial aid assistance for training and education programs	X				X							X
Training vendor information	X											
Performance measure information	X							X				
Referrals to other programs and services	X				X			X				X
Individualized Career Services												
Comprehensive assessment of skill levels and service needs	X							X				X
Individual Employment Plan	X							X				X
Group counseling	X							X				X
Individual counseling	X				X			X				X
Career Planning	X				X							X
Short-term prevocational services (i.e. communication, interview skills, punctuality)	X							X				X
Internships and work experience linked to careers	X							X				X

Financial assistance for employee training	X										
Employee assessment/testing services	X										
Tax credit information	X										
Employer workshops and seminars	X										
Outplacement assistance	X										
Small Business Admin. information	X										
Human Resource information	X										
Rapid Response/Layoff Aversion services	X										
Job description assistance	X										
Referral assistance to partnering agency	X			X			X				X

Referral Process

Referrals to partner agencies will be made through phone calls, instant messaging systems, or on-site introductions.

WIOA Title I Adult, Dislocated Worker, and Youth Programs

Shasta County Private Industry Council, Inc., dba The Smart Business Resource Center
 Brae Buhnerkemper
 Program Advisor
 790 Main Street, Suite 618, Weaverville, CA 96093
 Office 530-623-5538
 Fax 530-623-2149
bbrae@thesmartcenter.biz

WIOA Title II, Adult Education and Literacy Programs

Customers with questions about adult education and/or literacy programs would be referred to:

Shasta College

Gateway to College Program
 Nancy Berkey
 30 Arbuckle Ct., Weaverville, CA 96093
 Office 530-223-2231
trinity@shastacollege.edu

Trinity County Office of Education

Peggy Linn
 201 Memorial Dr., P.O. Box 1256, Weaverville, CA 96093
 Office 530-623-2861

WIOA Title III, Wagner-Peyser Programs

Customers with questions about Wagner-Peyser programs in our area would be referred to the California Employment Development Department.

Peri Brustad 530-225-2165

Title V, Older Americans Act

Customers that are requesting information from Experience Works would be referred to:

Lita Evans

Employment and Training Coordinator

Office 530-225-2257

Cell 530-356-6797

Fax 530-225-2029

Lita_Evans@experienceworks.org

Temporary Assistance for Needy Families (TANF)/CalWORKs

Eligibility for services may be accessed at one of the following locations or by calling the direct line. A live person will assist the phone and direct them to the appropriate services they can receive.

Trinity County Health & Human Services

Jesse Ferguson

51 Industrial Parkway, Weaverville, CA 96093

530-623-1306

WIOA Title IV, Vocational Rehabilitation Programs

Customers asking about services available through California Department of Rehab would be referred to:

Jeromie Gridley

Office Technician

Office 530-224-4728

Jeromie.Gridley@dor.ca.gov

Trade Adjustment Assistance (TAA)

Becky Tyson 530-225-2004

Veterans Programs (EDD)

Rick Partridge 530-225-2191

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