



May 29, 2014

Lorenzo S. Legaspi
Vice-Chancellor, Business Services
Chabot-Las Positas Community College District
5020 Franklin Drive
Pleasanton, CA 94588

SUBJ: AWARD NOTIFICATION - PY 2014/2015 WIA Grant Funds

Dear Mr. Legaspi,

Congratulations on your recent award by the Alameda County Workforce Investment Board (ACWIB) for the allocation of Workforce Investment Act (WIA) Grant funds for Program Year 2014/2015, as detailed in this notification. The PY 2014/2015 contract will stipulate a special condition that must be met before execution of the contract. The Chabot Las Positas Community College District (CLPCCD) must develop and submit a detailed outreach and marketing plan for approval by the ACWIB that demonstrates how services will be accessible to the Tri-Valley area. The plan must include all locations WIA services will be provided in the Tri-Valley area. Include the name, address, hours of operations and the type of WIA services to be provided at each community access point.

This funding award notification addresses the program operations, services, and fiscal compliance for the One-Stop Career Center in the Tri-Valley area. This letter transmits information concerning the funding allocation and planned contracting necessary to implement the program activities on or after July 1st. Attachment A to this letter contains the PY 2014/2015 funding notification, performance goals and deadlines.

SERVICES: Workforce Investment Act (WIA) One-Stop Career Center Operation

**FUNDING SOURCE: WIA Title I – PY 2014/15 Adult Formula Grant –CFDA # 17.258
WIA Title I – PY 2014/15 Dislocated Workers Grant – CFDA# 17.278**

**FUNDING AWARD: Adult Programs: \$ 122,962
Dislocated Workers: \$ 190,237**

GEOGRAPHIC AREA: Alameda County excluding Oakland

CONTRACT PERIOD: July 1, 2014- June 30, 2015

PROGRAM LIAISON: Lazandra Dial, Program Financial Specialist, (510) 780-8768

This Funding Notification is not a contract and does not guarantee that a contract will be executed between your Agency and the County of Alameda. Any contract written will be pursuant to the actions and conditions set by the Alameda County Workforce Investment Board (WIB) and in compliance with Alameda County Social Services Agency (SSA).

Please be advised that the total amount of the contract and the payment of invoices by the County are conditioned upon receipt of adequate funds from the State of California. The County reserves the right to reduce the amount of consideration to be paid under this contract if it does not receive adequate funds from the State of California. Under such circumstances, a corresponding adjustment in services to be rendered by Contractor will be made by mutual agreement of the parties.

Please review the attachment to ensure that your Agency is in agreement with the information provided. Your assigned Program Liaison will provide technical assistance in assuring that all terms and conditions of the award are met.

The contract package will be forwarded to your organization no later than June 9, 2014. No invoice payments can be made until the entire contracting process has been completed and both parties have signed all required documents. Review and approval of the contract package by County staff must occur before the Alameda County Board of Supervisors' designated representative schedules the contract for County signature.

In addition, the following must be addressed prior to completion of the Contract:

1. If your agency's "Identified Signatory" has changed, your agency must have a Board Resolution authorizing the person to sign contracts attached to the packet.
2. If indirect costs are to be claimed, a letter certifying the percentage and acknowledgement by the cognizant agency must accompany the contract packet.
3. Insurance coverage must be current and must include endorsement of additional insured as specified in Exhibit C of the contract package.
4. Plan to address cash match resources.
5. ACWIB approval of site for One Stop Career Center.

The Contractor will receive close out procedures before the end of the PY 2014/15 contract period that will include a 45-day reconciliation period.

The Alameda County Workforce Investment Board and the WIB Department staff look forward to working with your agency in our partnership to serve workers and employers in the community.

Sincerely,



Nick Schultz
WIB Director

FUNDING ALLOCATION:

PY 2014/2015	Adult	Dislocated Workers	25% Cash Match	Total
Allocation	\$122,962	\$190,237	\$78,300	\$391,499
<u>Minimum</u> Number of Participants to be Registered	41	64	78	183

PY 2014/2015 PERFORMANCE GOALS:

Enrollments	Adult	Dislocated Workers
Intensive Enrollments – by 6/30/15	41	64
Common Measures		
Entered Employment from Intensive	75.5 / 31	78% / 50
Average Earnings	\$15,900	\$19,500
Retention Rate	81.8%	87%

The contractor is also responsible for local measures as specified in the Contract Package. All performance goals are based on a minimum number of participants to be served. Achievement of State and local performance goals will be evaluated by the Alameda County Workforce Investment Board:

1. Through the Contract Performance Indicator Reports compiled monthly that are based on Actual exit outcomes reported by the program providers via MIS forms.
2. Through the Performance Reports by Grant compiled annually that are based on the State calculations from the base wage file records.
3. Through reports generated by CalJOBS, EastBay Works and other data management systems.

The State allows for annual Performance Goal negotiations with the Local Workforce Investment Areas. Until the negotiations are complete, the program providers are responsible to meet performance goals from the prior funding allocation period. Additionally, for Program Year 2014/2015, Contractors will be responsible for industry sector focused performance goals. An updated performance goal sheet will be disseminated. The program providers are then responsible for meeting the updated goals.