STATE OF CALIFORNIA

STANDARD AGREEMENT

STD. 213 (Rev 06/03)

AGREEMENT NUMBER
M6103152
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME
CA Workforce Development Board

CONTRACTOR'S NAME
Santa Barbara County WDB

2. The term of this Agreement is: June 30, 2016 through December 31, 2017, or upon final approval.

3. The maximum amount of this Agreement is: $341,373.72
Three Hundred Forty One Thousand Three Hundred Seventy Three Dollars and Seventy Two Cents

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A	Scope of Work	1 Page
Attachment A-1	Work Plan	1 Page
Exhibit B	Budget Detail and Payment Provisions	2 Pages
Attachment B-1	Project Budget	1 Page
Attachment B-2	Budget Detail	2 Pages
Exhibit C *	General Terms and Conditions	GTC 610
Exhibit D	Special Terms and Conditions	3 Pages
Exhibit E**	Request for Application (RFA) No. 73705	0 Page
Exhibit F	Contractor's Response to RFA No. 73705	23 Pages

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this Agreement as if attached hereto.
These documents can be viewed at www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR

CONTRACTOR'S NAME *(if other than an individual, state whether a corporation, partnership, etc.)*
Santa Barbara County WDB

BY *(Authorized Signature)*

DATE SIGNED *(Do not type)*

PRINTED NAME AND TITLE OF PERSON SIGNING
Daniel Nielson, Director, Santa Barbara County Department of Social Services

ADDRESS
260 N San Antonio Rd Ste C, Santa Barbara, CA 93110

STATE OF CALIFORNIA

AGENCY NAME
CA Workforce Development Board

BY *(Authorized Signature)*

DATE SIGNED *(Do not type)*

PRINTED NAME AND TITLE OF PERSON SIGNING
Douglas Sale, Chief of Operations

ADDRESS
722 Capitol Mall, MIC 62-C, Sacramento, CA 95814

California Department of General Services Use Only

[X] Exempt per:

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

STATE OF CALIFORNIA		CALIFORNIA Department of General Services Use Only
AGENCY NAME Employment Development Department		
BY *(Authorized Signature)*	DATE SIGNED *(Do not type)*	
PRINTED NAME AND TITLE OF PERSON SIGNING Melanie Meeks, Chief, Office of Procurement, Contracting, and Administration		
ADDRESS 722 Capitol Mall, MIC 62-2, Sacramento, CA 95814		☒ Exempt per SCM Vol 1, 4.06

EXHIBIT A
(Standard Agreement)

SCOPE OF WORK

1. This Agreement is entered into by and between the California Workforce Development Board, hereinafter referred to as CWDB, the Employment Development Department hereinafter to as EDD and the Santa Barbara County Workforce Investment Board, hereinafter referred to as Contractor, for the purpose of a recidivism reduction workforce training and development grant program. This grant program was part of AB 2060 (Chapter 383, Statutes of 2014) and placed in Penal Code §1234-1234.5. The work under this Agreement shall be governed by the Request for Application (RFA) No. 73705.

2. The project representatives during the term of this agreement will be:

State Agency

California Workforce Development Board
Attn: Douglas Sale
800 Capitol Mall, Suite 1022
Sacramento, CA 95814
Phone: (916) 657-1445
E-Mail: Douglas.Sale@cwib.ca.gov

Contractor

Santa Barbara County WIB
Attn: Jessica McLernon
260 North San Antonio Road, Suite C
Santa Barbara, CA 93110
Phone: (805) 681-4760
E-Mail: j.mclernon@sbcsocialserv.org

3. The Scope of Work is further defined in Exhibit F, Contractor's Response to RFA 773705, Statement of Need.

Applicant: Santa Barbara County Workforce Development Board

Strategy/Objective	Activity	Deliverables/Outcomes	Completion Date
Hire qualified staff to provide effective services	Hire and train program staff (BSR and ES)	CSI hires ES by July 15; WDB hires BSR by September 1	1-Sep-16
Attract participants to the program	Probation staff refers clients to the Employment Specialist	10 successful referrals/month from Probation to Employment Specialist	30-Nov-17
Connect participants to training	ES refers participants to SBCC Construction Technology Program; OJT; Apprenticeship based on assessment and individual plan	25 participants in SBCC Construction Technology Program; 20 in OJT; 3 in Apprenticeship	31-Dec-17
Place participants in meaningful employment	BSR and Contractors Assoc develop training and employment opportunities for participants; ES supports independent job search/placement	60 participants placed in Building and Design sector; 65 placed in temporary or other employment	31-Dec-17
Support employment retention	ES follows up and supports participants after placement; BSR follows up with employers to support retention	Strong retention and/or re-employment outcomes for participants ~80%	31-Dec-17
Maintain program model beyond the grant term	Write a project close out report with lessons learned, best practices, recommendations	Close out report	15-Jan-18

EXHIBIT B
(Standard Agreement)

BUDGET DETAIL AND PAYMENT PROVISIONS

A. Invoicing and Payment

1. For services satisfactorily rendered and upon receipt and approval of the invoices, CWDB agrees to compensate the Contractor in accordance with Attachment B-2, Budget Detail. The total amount of this Agreement shall not exceed **Three Hundred Forty One Thousand Three Hundred Seventy Three Dollars and Seventy-Two Cents ($341,373.72)**.

2. Invoices shall include the Agreement Number **M6103152** and shall be submitted monthly in triplicate, in arrears to:

   California Workforce Development Board
   Attn: Douglas Sale
   800 Capitol Mall, Suite 1022
   Sacramento, CA 95814

3. The Grantee is responsible for ensuring that invoices submitted to the EDD claim actual expenditures for eligible project costs under Attachments B-1 and B-2. Grantee shall, upon demand, remit to the EDD any grant funds not expended for eligible project costs or an amount equal to any grant funds expended by the Grantee in violation of the terms, provisions, conditions, or commitments of this Grant Agreement.

B. Withholding of Grant Disbursements

1. The CWDB and EDD may withhold all or any portion of the grant funds provided for by this Grant Agreement in the event that that the Grantee has materially and substantially breached the terms and conditions of this Grant Agreement, including submission of required reports and data.

2. The CWDB and EDD will not reimburse Grantee for costs identified as ineligible for grant funding. If grant funds have been provided for costs subsequently discovered to be ineligible, the CWDB and EDD may either withhold an equal amount from subsequent payments to the Grantee or require repayment of an equal amount to the state by the Grantee.

3. In the event that grant funds are withheld from the Grantee, the CWDB's Executive Director or designee shall notify the Grantee of the reasons for withholding and advise the Grantee of the time within which the Grantee may remedy the situation leading to the withholding.

C. Budget Contingency Clause

It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional and legislative appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.

EXHIBIT B
(Standard Agreement)

This Agreement is valid and enforceable only if (1) sufficient funds are made available by the State Budget Act of the appropriate State Fiscal Year(s) covered by this Agreement for the purposes of this program; and (2) sufficient funds are made available to the State by the United States Government or by the State of California for the Fiscal Year(s) covered by this Agreement for the purposes of this program. In addition, this Agreement is subject to any additional restrictions, limitations or conditions established by the United States Government and/or the State of California, or any statute enacted by the Congress and Legislature, which may affect the provisions, terms or funding of the Agreement in any manner.

The parties mutually agree that if the Congress and/or Legislature does not appropriate sufficient funds for the program, this agreement shall be amended to reflect any reduction in funds.

The CWDB has the option to terminate the agreement under the 30-day termination clause or to amend the Agreement to reflect any reduction of funds.

D. <u>California Prompt Payment Clause</u>

Payment will be made in accordance with, and within the time specified in, Government Code § 927, et seq.

Supervised Population Workforce Training Grant Program 2.0
Form 1: Project Budget

Applicant Santa Barbara County Workforce Development Board

Item #	Expense Item	Amount Requested	Amount Leveraged	Total Allocated to Project	Source of Leveraged Funds	In-Kind or Cash
1.	Staff					
a.	Salaries	$85,194.72	$93,745.05	$178,939.77	WDB, Probatio ☑	In-Kind ☐ Cash
b.	Fringe Benefits	$38,823.00	$44,365.95	$83,188.95	WDB ☑	In-Kind ☐ Cash
2.	Staff Travel	$0.00	$6,000.00	$6,000.00	WDB, Probatio ☑	In-Kind ☐ Cash
3.	Communications	$0.00		$0.00	☐	In-Kind ☐ Cash
4.	Facilities Rent	$0.00	$16,843.35	$16,843.35	WDB ☑	In-Kind ☐ Cash
5.	Facilities Utilities	$0.00		$0.00	☐	In-Kind ☐ Cash
6.	Facilities Maintenance	$0.00		$0.00	☐	In-Kind ☐ Cash
7.	Office Supplies	$0.00		$0.00	☐	In-Kind ☐ Cash
8.	Testing and Instructional Materials	$0.00		$0.00	☐	In-Kind ☐ Cash
9.	Equipment Purchases	$0.00	$1,400.00	$1,400.00	WDB ☑	In-Kind ☐ Cash
10.	Equipment Leases/Use-Charge	$0.00		$0.00	☐	In-Kind ☐ Cash
11.	Tools and Supplies	$0.00		$0.00	☐	In-Kind ☐ Cash
12.	Support Services	$0.00		$0.00	☐	In-Kind ☐ Cash
13	Indirect Costs	$19,843.00		$19,843.00	☐	In-Kind ☐ Cash
14.	Other - List other in Item 14 of Budget Detail	$57,500.00		$57,500.00	☐	In-Kind ☑ Cash
15.	Subcontract(s) - List subcontract(s) in Item 15 of Budget Detail	$140,013.00	$28,513.00	$168,526.00	☑ CSI, Probation	In-Kind ☑ Cash
16.	**TOTAL**	$341,373.72	$190,867.35	$532,241.07		

Applicant: Santa Barbara County Workforce Development Board

BUDGET LINE #1 - Staff Salary and Fringe Benefits				
List job titles of staff working on project	**Salaries charged to project**	**Fringe Benefits charged to project**	**FTEs %**	**Amount Requested**
Business Services Rep (1.5 years)	$85,195	$38,823	100%	**$ 124,017.72**
Staff Subtotals	**$ 85,194.72**	**$ 38,823.00**	***100%***	**$ 124,017.72**

BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL	Amount Requested
2	Staff Travel	Travel expenses for one WDB staff person, one Probation staff person to attend three in person meetings in Sacramento (in kind)	
3	Communications	Included in CSI subcontract	
4	Facilities Rent	In kind, space for Employment Specialist at each One Stop location	
5	Facilities Utilities	In kind (included in rent estimate)	
6	Facilities Maintenance	In kind (included in rent estimate)	
7	Office Supplies -- detail major	Included in CSI subcontract	
8	Testing/Instructional Materials -- detail major	WorkKeys included in CSI subcontract	
9	Equipment Purchases with grant funds -- list, briefly state purpose/need/cost of each item.	In kind - Desk and chair at each One Stop location; Laptop for Employment Specialist included in CSI subcontract	
10	Equipment lease/use-charge costs paid with grant funds -- list, briefly state purpose/need/total lease or use-charge cost of each item, total (to equal Budget line 10 entry).		
11	Tools and Supplies (detail per participant cost)	Leveraged funds from Probation for employment and training related items - workboots, tools, etc	
12	Support Services -- (detail each type of cost, and amount per participant)	Leveraged funds from Probation for transportation supports, participation incentives, license fees, professional clothing	
13	Indirect costs -- Provide rate, direct cost(s) to which authorized to be applied, approving cognizant agency and date of approval. Show how total was calculated.	16% of staff costs (WDB, County Dept of Social Services)	**$ 19,843.00**

BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL	Amount Requested
14	"Other" Costs - Identify and detail the nature of each such cost to be paid with grant funds.)	On the Job Training participant wages (up to 50%) - 20 participants	$ 24,000.00
		SBCC Contruction Training - 25 participants x average 30 units	$ 33,500.00
		"Other" Subtotal	**$ 57,500.00**
15	Subcontract - Identify, detail main functions/activities, cost of each subcontracts and timelines of grant agreements. Subcontractors must also be identified on the Bidder's Declaration on Form 8.	Community Solutions Inc. Subcontract	$ 140,013.00
		"Subcontract" Subtotal	**$ 140,013.00**
		Total Amount Requested	**$ 341,373.72**

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

1. Subcontractors or Subgrantees

   Nothing contained in this Agreement or otherwise, shall create any contractual relationship between the State and any subcontractors or subgrantees, and no subcontract or subgrant shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the acts and omissions of its subcontractors or subgrantees and of persons either directly or indirectly employed by the Contractor. The Contractor's obligation to pay its subcontractors or subgrantees is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any monies to any subcontractor or subgrantee.

2. Consultant–Staff Expenses

   The Contractor represents that it has or shall secure at its own expense, all staff required to perform the services described in this Agreement. Such personnel shall not be employees of or have contractual relationship with any governmental entity.

3. Public Contract Code (Consultant Services)

   The Contractor is advised that he/she has certain duties, obligations, and rights under the Public Contract Code §§ 10335 – 10381 and 10410 - 10412, with which the Contractor should be familiar. These Public Contract Code sections can be viewed at:

   http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PCC&sectionNum=10335.
   http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PCC&sectionNum=10381.
   http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PCC&sectionNum=10410

4. Contractor Evaluation

   Within sixty (60) days after the completion of this Agreement, the Contract Manager shall complete a written evaluation of Contractor's performance under this Agreement. If Contractor did not satisfactorily perform the work, a copy of the evaluation will be sent to the State Department of General Services, Office of Legal Services, and to Contractor within 15 working days of the completion of the evaluation. (PCC 10369)

5. Contractor agrees to provide an education and training assessment for each individual of the supervised population who participates in this project pursuant to Penal Code Section 1234.3(c). The assessment may be undertaken by the contractor or by another entity. A prior assessment of an individual may be used if, in the determination of the CWDB, its results are accurate.

6. Termination Clause

   This Agreement may be terminated by CWDB by giving written notice 30 days prior to the effective date of such termination.

EXHIBIT D
(Standard Agreement)

7. Advance Work

Should the Contractor begin work before receiving a copy of the approved Agreement, any work performed before approval shall be considered as having been done at the Contractor's own risk and as a volunteer.

8. Force Majeure

Neither party shall be liable to the other for any delay in or failure of performance, nor shall any such delay in or failure of performance constitute default, if such delay or failure is caused by "Force Majeure." As used in the this section, "Force Majeure" is defined as follows: Acts of war and acts of God such as earthquakes, floods and other natural disasters such that performance is impossible.

9. Change in Contractor Staff

Should a Contractor's team member(s) become unavailable prior to a start date agreed upon with CWDB, the Contractor will propose an equally well-qualified replacement consultant after consultation with CWDB. All replacements are subject to CWDB approval. Switching staff that were identified in the Contractor's proposal with alternates immediately, or soon thereafter, after execution of this Agreement, are grounds for termination of this contract. CWDB has the right to request removal and/or replacement of Contractor resources.

10. Avoidance of Conflicts of Interest by the Contractor

A. The Contractor agrees that all reasonable efforts will be made to ensure that no conflict of interest exists between its officers, agents, employees, consultants or members of its governing body.

B. The Contractor shall prevent its officers, agents, employees, consultants or members of its governing body from using their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others such as those with whom they have family, business or other ties.

C. In the event that CWDB determines that a conflict of interest situation exists, any cost associated with the conflict may constitute grounds for termination of this agreement. This provision shall not be construed to prohibit the employment of persons with whom the Contractor's officers, agents, or employees have family, business or other ties so long as the employment of such persons does not result in increased costs over those associated with the employment of any other equally qualified applicant and such persons have successfully competed for employment with other applicants on a merit basis.

D. Certain consultants designated by the EDD's Conflict of Interest Code are required to file a Statement of Economic Interests, Form 700. The Contractor agrees that if the Director of EDD determines that a Statement of Economic Interests, Form 700, is required, the consultant shall obtain the Form 700 and filing instructions from the EDD Personnel Office.

EXHIBIT D
(Standard Agreement)

11. Travel Clause

    The travel and per diem shall be set in accordance with Department of Personnel Administration for comparable classes and that no travel outside the State of California shall be reimbursed unless prior written authorization is obtained from CWDB.

12. Workforce Innovation and Opportunity Act

    Contractor agrees to conform to nondiscrimination provisions of the Workforce Innovation and Opportunity Act (WIOA) and other federal nondiscrimination requirements as referenced in 29 CFR, Part 37.

13. Disputes

    If the Grantee is disputes an action of the EDD and/or CWDB in the administration of this Grant Agreement, the Grantee may appeal to the CWDB's Executive Director or designee. Such appeals shall be filed within 30 calendar days of the notification from Grantee of such dispute. The appeal shall be in writing and 1) state the basis for the appeal, 2) state the action being requested of the Executive Director, and 3) include any documentation relating to the dispute.

    The CWDB Executive Director will review the correspondence and related documentation and render a decision of the appeal within 30 calendar days, except in those cases where the Grantee withdraws or abandons the appeal. The procedural time requirement may be waived with the mutual consent of the Grantee and the Executive Director.

14. Grantee shall cooperate with CWDB and EDD with regard to the performance of this agreement.

15. Grantee shall cooperate with CWDB and/or EDD to provide timely responses to any requests for data and/or reports the California Energy Commission and/or CWDB deems necessary for the evaluation of the grant program. Such data may include individual program participant data. Grantee further understands and agrees that this data will be shared with the California Energy Commission and other stakeholders.

16. Grantee is responsible for the project activities identified in the original Grant Proposal submitted to the CWDB and EDD, which is attached to and made a part of this Grant Agreement. Review and approval by the CWDB and EDD is solely for the purpose of proper administration of grant funds by EDD and shall not be deemed to relieve or restrict the Grantee's responsibility.

17. Grantee shall fulfill all assurances, declarations, representations, and statements made by the Grantee in the Grant Proposal, documents, amendments, approved modifications, and communications filed in support of its request for grant funds.

18. Grantee agrees to procure all permits and licenses necessary to complete the project, pay all charges and fees, and give all notices necessary or incidental to the due and lawful proceeding of the project work.

Supervised Population Workforce Training Grant Program 2.0 EDD RFA # 73705
Checklist EDD Contract No. M6103152
EXHIBIT F - CONTRACTOR'S RESPONSE EDD/Santa Barbara County WIB

Proposer: Santa Barbara County Workforce Development Board

CHECK X	ATT #	DOCUMENT NAME/DESCRIPTION	FORM PROVIDED	FORM REQUIRED
X	1	Cover Page	YES	YES
x	2	Application Narrative	NO	YES
x	3	Form 1: Project Budget	YES	YES
x	4	Form 2: Budget Detail	YES	YES
x	5	Form 3: Workplan	YES	YES
x	6	Form 4: Participant Plan	YES	YES
x	7	Form 5: Worker's Compensation Certification	YES	YES
x	8	Form 6: CCC-307	YES	YES
n/a	9	Form 7: Darfur Contracting Act Certification (If applicable, see form for details)	YES	If applicable
x	10	Form 8: Bidder Declaration	YES	YES
n/a	11	Proof of registration with the California Secretary of State's Office.	NO	If applicable
x	12	Partnership Agreement Letter/MOU (For a sample template, see Appendix B in the RFA)	NO	YES
x	13	Participant Service Delivery Flow Chart (that includes pre and post participant enrollment services and required services listed on page 6.)	NO	YES

Supervised Population Workforce Training Grant Program 2.0 EDD RFA #73705
Cover Page

Applicant	Santa Barbara County Workforce Development Board

Total Project Budget				$	538,603
Requested Amount				$	341,374
Address:		260 North San Antonio Road, Suite C			
City & Zip Code:		Santa Barbara 93110			
County:		Santa Barbara County			
Designated Contact Person and Title:		Jessica McLernon, Program Manager			
Telephone:	805 681 4760	Fax:		E-mail:	j.mclernon@sbcsocialserv.org
DUNS Number:	70200196				

Proposed Region:	Santa Barbara County
Proposed Occupations/Trades:	Sector: Building and Design Occupations: Laborer, Carpenter, Solar Installer
List Partners:	Santa Barbara County Workforce Development Board; Santa Barbara County Probation Department; Community Solutions Inc.; Santa Barbara City College; Santa Barbara Contractors Association

Approval of Authorized Representative

Name:	Ray McDonald	Title:	Executive Director
Signature:		Date:	4/28/2016

I. Statement of Need

This proposal is designed to establish a public/private collaboration to address the employment needs of unemployed and underemployed adults who are on supervision in Santa Barbara County and who have achieved stability for basic employment readiness (i.e. stable housing, progressing in referred or mandated treatment such as drug and alcohol treatment and/or other cognitive behavioral interventions). The requested grant funds would supplement and enhance the services the supervised population currently receives through Probation referrals and would bring new partners to the table for a more collaborative service delivery model with an increased focus on employment outcomes.

The County's Probation Department supervises an average of 5210 adults. As of March 2016, a point in time snapshot reveals 2,643 supervised adults were available in the community and reporting to probation. Forty-seven percent of those reporting (1,234) were unemployed. Current programming and available services are inadequate to address the employment barriers these individuals face, which include: skill deficiencies (basic skills, occupational skills, workplace skills); lack of resources necessary for employment (e.g. transportation, state issued identification); inability to explain background and address the conviction question; disconnection from job opportunities; and difficulty retaining employment. Both the local workforce system and the Probation Department have struggled to address these barriers and effectively serve the population. As a result, the supervised population struggles to find and retain meaningful employment which often leads to recidivism. In the first half of FY 15-16, 24.4% of felony adult probationers and 32.8% of realigned adults were convicted of a new crime while on supervision. In 2013, Santa Barbara County became the first county in California to participate in the Pew-MacArthur Results First Initiative to better understand the cost of recidivism. The researchers found that each high-risk probationer reconvicted of a new crime in Santa Barbara County costs the community $66,000 in incremental criminal justice system and victimization costs.

The Santa Barbara County Workforce Development Board (WDB) has conducted in-depth analysis and identified areas of opportunity for this population. In 2015, the WDB contracted with BW Research to examine the Santa Barbara County labor market and identify industry sectors that are growing or particularly important to the area. Designated industry clusters offer a framework to understand employment opportunities in the County, to engage employers, and to develop career pathways and training opportunities that are consistent with the needs of Santa Barbara County.

Of the nine designated industry clusters identified in Santa Barbara County, one in particular offers promising opportunities for the supervised population. The Building and Design industry cluster includes all firms that design and build residential and nonresidential buildings, such as contractors, architects, landscaping, building inspection services, interior design, and material manufacturing and wholesale. As of 2014, Building and Design employed just over 10,000 workers in Santa Barbara County, representing 5% of the county's total labor market. Employment in the sector increased by 2% between 2013 and 2014. Over two-thirds of employers in the sector report difficulty finding and hiring qualified workers. The hourly wage for common occupations within the sector ranges from $15.33 to $73.87, and these occupations typically require an Associate's or Vocational degree.

The training tracks described in the Program Plan (Section III) below will prepare participants for the following occupations within the County's Building and Design sector: Laborer, Carpenter, Solar Installer, Plumber, and Electrician, among others.

II. Partnerships

The Workforce Development Board, Probation Department, Community Solutions Inc., and the Santa Barbara Contractor's Association have come together to design a new, collaborative service delivery model that will better serve the County's supervised population. Each organization has been involved in the program design and has submitted a Partnership Agreement (attached) detailing the specific commitments of their organizations. The Community Corrections Partnership (CCP) is not scheduled to meet until after the submission deadline for proposals. The project team will take this proposal to the CCP and the County Board of Supervisors for official approval.

In the proposed service model, the Partner Organizations will fulfill the following functions:

The Workforce Development Board (WDB) will be responsible for employer outreach, engagement, and job development. The WDB has Business Services staff who have developed strong relationships with the local business community. They help make employers aware of the workforce system and increase utilization of services. This proposal includes one dedicated Business Services Representative (BSR) who will develop opportunities for the supervised population. The BSR will have individual goals and accountability around project outcomes. The BSR will have the required skill set and experience to effectively interact with employers and will be well versed in State and Federal incentives and bonding programs related to the population. The BSR will have the full support of the local Workforce Development Board to help with employer outreach which includes the Presidents of four local Chambers of Commerce as well as senior executives from the private sector. The BSR will collaborate with the Santa Barbara Contractors Association to reach industry employers and develop job opportunities within the sector. In addition, the BSR will have a dedicated budget to be used for on-the-job training/workplace learning and employer stipends to encourage skeptical employers to hire jobseekers with a background. Finally, the BSR will be responsible for following up with employers who have hired from the supervised population to ensure customer satisfaction and to troubleshoot any issues that may arise.

Community Solutions Inc. (CSI) will be responsible for working directly with the supervised population to provide employment preparation, job placement, and retention support. CSI is a nationally recognized, community-based organization that contracts with Probation to provide services at the County's two Probation Report and Resource Centers (PRRCs) which are located in the cities of Santa Barbara and Santa Maria. This proposal includes one dedicated Employment Specialist who would be hired, trained, and supervised by CSI. The specific responsibilities and activities of the Employment Specialist are described in detail in the Program Plan (Section III).

The Probation Department will be responsible for conducting an initial assessment of clients' risks and needs and referring eligible clients to the Employment Specialist for services. In addition, Probation staff will support clients to meet their employment goals by facilitating

transportation and making referrals to other providers for supplementary services as deemed necessary by the initial assessment. Probation's Special Projects Manager will provide data collection and analysis to support the reporting requirements of the grant.

The Santa Barbara Contractors Association (SBCA) will serve as advisor to the project team to ensure the program design and training are relevant and aligned with employer needs. In addition, the SBCA will help the BSR connect to industry employers to develop on-the-job training and employment opportunities.

III. Program Plan

The proposed service delivery model is a County-wide, collaborative effort designed to prepare, place and retain the supervised population in employment with particular focus on the Building and Design sector. Detailed below is the plan for achieving the outcomes listed in the Participant Plan (Form 4).

Employment Preparation

The grant-funded Employment Specialist will be trained in Dr. Edward Latessa's Cognitive Behavioral Interventions for Offenders Seeking Employment. Dr. Latessa is the Director and Professor of the School of Criminal Justice at the University of Cincinnati. Dr. Latessa has published over 150 works in the area of criminal justice, corrections, and juvenile justice. The approach integrates cognitive-behavioral interventions with more traditional employment approaches to support justice involved individuals who are moderate to high need in the area of employment. The program teaches individuals how to identify and manage high risk situations related to obtaining and maintaining employment. Heavy emphasis is placed on skill building activities to assist with cognitive, social, emotional, and coping skill development for the work environment. Using a modified closed group format with multiple entry points, the curriculum is designed to allow for flexibility across various service settings and intervention lengths. This curriculum was developed in partnership with MDRC.

The Employment Specialist will use WorkKeys® to assess clients' workplace and occupational skill levels. Based on the outcome of the individual assessment, the Employment Specialist will help the client to create an Individual Development Plan which may include any combination of the following employment-related services:

- Career Counseling
- Workshops (e.g. Resume and Interviewing; How to answer the conviction question; Workplace Skills, including communication, punctuality, etc.; GED preparation)
- Access to discounted drivers license and/or state issued ID (CSI will expand a relationship with the DMV that offers discounted CDL/IDs to Parolees)
- Participant incentives and/or supports (e.g. bus pass, gift cards, professional clothing, tools for training/employment, etc.) – *Funds will be provided by Probation*
- Assessment and referral to occupational training and apprenticeship programs
- One-on-one assistance with job applications
- Direct referrals to job openings developed by WDB Business Services Representative
- Follow up services after job placement to support retention or re-employment

Once placed in a job, the Employment Specialist will mentor and coach participants to support retention, troubleshoot issues, and track outcomes. Similarly, the BSR will follow up with the employers to ensure satisfaction and address any issues that arise on their end.

The Employment Specialist will monitor participant progress throughout the grant period. The Employment Specialist will follow up with participants who have been placed in training/employment at least two times per month for the first 90 days post-placement and monthly for the next 90 days.

Program Successes and Lessons

At the end of the project, the Partner Organizations will develop a project close-out report that highlights successes, lessons learned, and recommendations for which programmatic elements should be continued through other funding mechanisms.

IV. Innovation

This proposal incorporates promising practices in workforce development to be applied to the Supervised Population in Santa Barbara County, specifically:

Sector Strategy: An approach to workforce development that: targets a specific industry or cluster of occupations; intervenes through a credible organization or set of organizations; supports workers in improving their range of employment-related skills; meets the needs of employers; and creates lasting change in the labor market to the benefit of the workers and the employers. In a number of studies, the Aspen Institute has found that sector strategies help to remove barriers and lead to strong outcomes for participants including higher incomes, more consistent employment, and higher quality jobs two years after training.

Latessa's Model: An approach that integrates cognitive-behavioral interventions with more traditional employment approaches to enhance and improve employment outcomes and support retention for the supervised population. Staff from CSI will utilize Latessa's curriculum and will attend comprehensive training to ensure program fidelity.

V. Sustainability

The proposed model will serve as a pilot program to establish baseline data and demonstrate strong outcomes. The Partner Organizations are committed to sustaining the program beyond the term of the grant by taking the following actions:

- Establish designated points of contact, clear referral channels, and data sharing among Partner Organizations.
- Develop a project close-out report that highlights successes and includes recommendations for maintaining high-value programmatic elements.
- Require grant-funded staff to cross-train existing staff across the Partner Organizations to share best practices and integrate key elements of the model.

If funded, this model will solidify community partnerships ensuring better collaboration and enhanced employment outcomes for the supervised population.

Supervised Population Workforce Training Grant Program 2.0
Form 1: Project Budget

EDD RFA #73705
EDD Contract No. M6103152
EDD/Santa Barbara County WIB

Applicant Santa Barbara County Workforce Development Board

Item #	Expense Item	Amount Requested	Amount Leveraged	Total Allocated to Project	Source of Leveraged Funds	In-Kind or Cash
1.	Staff					
a.	Salaries	$85,194.72	$93,745.05	$178,939.77	WDB, Probation	☑ In-Kind ☐ Cash
b.	Fringe Benefits	$38,823.00	$44,365.95	$83,188.95	WDB	☑ In-Kind ☐ Cash
2.	Staff Travel	$0.00	$6,000.00	$6,000.00	WDB, Probation	☑ In-Kind ☐ Cash
3.	Communications	$0.00		$0.00		☐ In-Kind ☐ Cash
4.	Facilities Rent	$0.00	$16,843.35	$16,843.35	WDB	☑ In-Kind ☐ Cash
5.	Facilities Utilities	$0.00		$0.00		☐ In-Kind ☐ Cash
6.	Facilities Maintenance	$0.00		$0.00		☐ In-Kind ☐ Cash
7.	Office Supplies	$0.00		$0.00		☐ In-Kind ☐ Cash
8.	Testing and Instructional Materials	$0.00		$0.00		☐ In-Kind ☐ Cash
9.	Equipment Purchases	$0.00	$1,400.00	$1,400.00	WDB	☑ In-Kind ☐ Cash
10.	Equipment Leases/Use-Charge	$0.00		$0.00		☐ In-Kind ☐ Cash
11.	Tools and Supplies	$0.00	$15,750.00	$15,750.00	Probation	☐ In-Kind ☑ Cash
12.	Support Services	$0.00	$11,550.00	$11,550.00	Probation	☐ In-Kind ☑ Cash
13	Indirect Costs	$19,843.00		$19,843.00		☐ In-Kind ☐ Cash
14.	Other - List other in Item 14 of Budget Detail	$57,500.00		$57,500.00		☐ In-Kind ☑ Cash
15.	Subcontract(s) - List subcontract(s) in Item 15 of Budget Detail	$140,013.00	$1,213.00	$141,226.00	CSI	☑ In-Kind ☐ Cash
16.	**TOTAL**	$341,373.72	$190,867.35	$532,241.07		

Supervised Population Workforce Training Grant Program 2.0 EDD RFA #73705

Form 2: Budget Detail EDD Contract No. M6103152

EDD/Santa Barbara County WIB

Applicant: Santa Barbara County Workforce Development Board

BUDGET LINE #1 - Staff Salary and Fringe Benefits				
List job titles of staff working on project	**Salaries charged to project**	**Fringe Benefits charged to project**	**FTEs %**	**Amount Requested**
Business Services Rep (1.5 years)	$85,195	$38,823	100%	**$ 124,017.72**
Staff Subtotals	**$ 85,194.72**	**$ 38,823.00**	***100%***	**$ 124,017.72**

BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL	Amount Requested
2	Staff Travel	Travel expenses for one WDB staff person, one Probation staff person to attend three in person meetings in Sacramento (in kind)	
3	Communications	Included in CSI subcontract	
4	Facilities Rent	In kind, space for Employment Specialist at each One Stop location	
5	Facilities Utilities	In kind (included in rent estimate)	
6	Facilities Maintenance	In kind (included in rent estimate)	
7	Office Supplies -- detail major	Included in CSI subcontract	
8	Testing/Instructional Materials -- detail major	WorkKeys included in CSI subcontract	
9	Equipment Purchases with grant funds -- list, briefly state purpose/need/cost of each item.	In kind - Desk and chair at each One Stop location; Laptop for Employment Specialist included in CSI subcontract	
10	Equipment lease/use-charge costs paid with grant funds -- list, briefly state purpose/need/total lease or use-charge cost of each item, total (to equal Budget line 10 entry).		
11	Tools and Supplies (detail per participant cost)	Leveraged funds from Probation for employment and training related items - workboots, tools, etc	
12	Support Services -- (detail each type of cost, and amount per participant)	Leveraged funds from Probation for transportation supports, participation incentives, license fees, professional clothing	
13	Indirect costs -- Provide rate, direct cost(s) to which authorized to be applied, approving cognizant agency and date of approval. Show how total was calculated.	16% of staff costs (WDB, County Dept of Social Services)	**$ 19,843.00**

Supervised Population Workforce Training Grant Program 2.0 EDD RFA #73705
Form 2: Budget Detail EDD Contract No. 6103152
EDD/Santa Barbara County WIB

BUDGET LINE #	EXPENSE ITEM	NARRATIVE DETAIL	Amount Requested
14	"Other" Costs - Identify and detail the nature of each such cost to be paid with grant funds.)	On the Job Training participant wages (up to 50%) - 20 participants	$ 24,000.00
		SBCC Contruction Training - 25 participants x average 30 units	$ 33,500.00
		"Other" Subtotal	**$ 57,500.00**
15	Subcontract - Identify, detail main functions/activities, cost of each subcontracts and timelines of grant agreements. Subcontractors must also be identified on the Bidder's Declaration on Form 8.	Community Solutions Inc. Subcontract	$ 140,013.00
		"Subcontract" Subtotal	**$ 140,013.00**
		Total Amount Requested	**$ 341,373.72**

Supervised Population Workforce Training Grant Program 2.0 EDD RFA #73705

Form 3: Workplan EDD Contract No. M6103152

ATTACHMENT A-1 EDD/Santa Barbara County WIB

Applicant: Santa Barbara County Workforce Development Board

Strategy/Objective	Activity	Deliverables/Outcomes	Completion Date
Hire qualified staff to provide effective services	Hire and train program staff (BSR and ES)	CSI hires ES by July 15; WDB hires BSR by September 1	1-Sep-16
Attract participants to the program	Probation staff refers clients to the Employment Specialist	10 successful referrals/month from Probation to Employment Specialist	30-Nov-17
Connect participants to training	ES refers participants to SBCC Construction Technology Program; OJT; Apprenticeship based on assessment and individual plan	25 participants in SBCC Construction Technology Program; 20 in OJT; 3 in Apprenticeship	31-Dec-17
Place participants in meaningful employment	BSR and Contractors Assoc develop training and employment opportunities for participants; ES supports independent job search/placement	60 participants placed in Building and Design sector; 65 placed in temporary or other employment	31-Dec-17
Support employment retention	ES follows up and supports participants after placement; BSR follows up with employers to support retention	Strong retention and/or re-employment outcomes for participants ~80%	31-Dec-17
Maintain program model beyond the grant term	Write a project close out report with lessons learned, best practices, recommendations	Close out report	15-Jan-18

Supervised Population Workforce Training Grant Program 2.0 EDD RFA #73705

Form 4: Participant Plan

Applicant: Santa Barbara County Workforce Development Board

	Q1 Jun - Sep	Q2 Oct - Dec	Q3 Jan - Mar	Q4 Apr - Jun	Q5 Jul - Sep	Q6 Oct - Dec	TOTAL
1. Participants to be Serve	0	30	30	30	30	30	150
2. Enrollment in Training	0	9	9	9	9	9	45
3. Completion of Training	0	0	7	8	10	10	35
4. Attained Industry-Valued Certificate, Credential or Degree	0	0	0	0	0	0	0
5. Placement in Postsecondary Education	0	0	20	0	20	0	40
6. Placement in State-Approved Apprenticeship	0	0	0	0	3	0	3
7. Placement in Industry Sector Employment							60
Industry Type: Building and Design	0	5	10	10	15	20	60
8. Placement in Temporary/Other Employment	0	5	10	15	15	20	65
9. Retention in Employment	0	8	16	16	20	40	100

WORKERS' COMPENSATION CERTIFICATION

The undersigned in submitting this document hereby certifies the following:

I am aware of the provisions of section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with such provisions before commencing the performance of the work of this Agreement.

Signature

4/28/2016
Date

Raymond McDonald, Executive Director
Name and Title (Print or Type)

260 N. San Antonio Road
Street Address

Santa Barbara County Workforce Developmei
Firm Name

Santa Barbara, CA 93110
City, State, Zip

CONTRACTOR CERTIFICATION CLAUSES-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed) *County of Santa Barbara Department of Social Servics*	*Federal ID Number* *95-600 2833*
By (Authorized Signature)	
Printed Name and Title of Person Signing *Raymond McDonald, Executive Director, Workforce Development Board*	
Date Executed *4/28/2016*	*Executed in the County of* *Santa Barbara*

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

1) the dangers of drug abuse in the workplace;

2) the person's or organization's policy of maintaining a drug-free workplace;

3) any available counseling, rehabilitation and employee assistance programs; and,

4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

1) receive a copy of the company's drug-free workplace policy statement; and,

2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES $50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the

7. DOMESTIC PARTNERS: For contracts over $100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

Not Applicable

Supervised Population Workforce Training Grant Program 2.0
Form 7: Darfur Contracting Act Certification

EDD RFA #73705

Public Contract Code, Sections 10475 -10481 applies to any company that currently or within the previous three years has had business activities or other operations outside of the United States. For such a company to bid on or submit a proposal for a State of California contract, the company must certify that it is either a) not a scrutinized company; or b) a scrutinized company that has been granted permission by the Department of General Services to submit a proposal.

If your company has not, within the previous three years, had any business activities or other operations outside of the United States, you do not need to complete this

OPTION #1 - CERTIFICATION

If your company, within the previous three years, has had business activities or other operations outside of the United States, in order to be eligible to submit a bid or proposal, please insert your company name and Federal ID Number and complete the certification below.

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that a) the prospective proposer/bidder named below is **not** a scrutinized company per Public Contract Code 10476; and b) I am duly authorized to legally bind the prospective proposer/bidder named below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed) N/A	*Federal ID Number*
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Date Executed	*Executed in the County of*

OPTION #2 – WRITTEN PERMISSION FROM DGS

Pursuant to Public Contract Code, Section 10477(b), the Director of the Department of General Services may permit a scrutinized company, on a case-by-case basis, to bid on or submit a proposal for a contract with a state agency for goods or services, if it is in the best interests of the state. If you are a scrutinized company that has obtained written permission from the DGS to submit a bid or proposal, complete the information below.

We are a scrutinized company as defined in Public Contract Code, Section 10476, but we have received written permission from the Department of General Services to submit a bid or proposal pursuant to Public Contract Code, Section 10477(b). A copy of the written permission from DGS is included with our bid or proposal.

Contractor/Bidder Firm Name (Printed) N/A	*Federal ID Number*
Initials of Submitter	
Printed Name and Title of Person Signing	

Solicitation Number 73705

BIDDER DECLARATION

1. Prime bidder information **(Review attached Bidder Declaration Instructions prior to completion of this form)**:

   a. Identify current California certification(s) **(MB, SB, NVSA, DVBE):** _____ **or None** ☑ (If "None", go to Item #2)

   b. Will subcontractors be used for this contract? **Yes** ☐ **No** ☐ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

   c. If you are a California certified DVBE: (1) Are you a broker or agent? **Yes** ☐ **No** ☐
   (2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ☐ **No** ☐ **N/A** ☐

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, NVSA, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?
Community Solutions Inc. Robert D. Pidgeon, CEO Phone: 860 683 7100 Fax: 860 683 7199	340 W. Newberry Road, Ste. B Bloomfield, CT 06002 bpidgeon@csimail.com	None	Provide employment preparation, training referrals, job placement and retention support to the Supervised Population in Santa Barbara County	41%	☑	☐
					☐	☐
					☐	☐

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

[signature], EXECUTIVE DIRECTOR

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between:

- **Santa Barbara County Workforce Development Board (WDB)**, a public/private partnership established by the Federal Workforce Innovation and Opportunity Act and staffed by the County of Santa Barbara. The WDB develops innovative workforce strategies that help businesses, individuals, and industries achieve and sustain economic vitality across all communities in Santa Barbara County.
- **Santa Barbara County Probation Department**, which provides investigation and supervision services for juvenile and adult offenders as ordered by the Santa Barbara County Superior Court and supervises adult offenders realigned to the county by the State as a result of the 2011 Public Safety Realignment Act, among other responsibilities.
- **Community Solutions Inc. (CSI)**, a nonprofit organization that promotes self-reliance, responsibility, and accountability for at-risk and disadvantaged youth and adults. CSI contracts with Probation to provide services at the County's Probation Report and Resource Centers.
- **Santa Barbara Contractors Association**, a nonprofit organization serving contractors and construction industry professionals. The membership is comprised of licensed general contractors, specialty subcontractors, builders, architects, designers, manufacturers, materials suppliers and construction industry professionals. The SBCA is an active professional association serving over 500 members and is recognized as one of the leading organizations representing the overall construction industry on the California Central Coast.

A. Purpose:

The purpose of this MOU is to establish a public/private collaboration to address the employment needs of unemployed and underemployed adults on Probation supervision in Santa Barbara County.

B. Roles and Responsibilities:

Santa Barbara County Workforce Development Board (WDB) agrees to:

Responsibility/Activity
Outreach, recruit, and engage employers.
Develop on-the-job training and employment opportunities for program participants.
Follow up with participating employers to ensure satisfaction and troubleshoot issues.

Santa Barbara County Probation Department agrees to:

Responsibility/Activity
Assess clients and refer to the Employment Specialist for services.
Facilitate transportation for clients to attend training, interviews, and other program activities.
Refer clients to supplementary supportive services.

Community Solutions Inc. agrees to:

Responsibility/Activity
Assess participants and develop individual development plans.
Provide employment preparation and career counseling to program participants.
Refer participants to training and work-based learning opportunities.
Place participants in jobs.
Follow up to support retention or facilitate re-employment.

Santa Barbara Contractors Association agrees to:

Responsibility/Activity
Serve as advisor to the project team to ensure alignment with employer needs.
Facilitate connections with industry employers to develop training and employment opportunities.

C. **Reporting Requirement:**
The Workforce Development Board (WDB) will be responsible for collecting, collating and submitting data as per the project target outputs and outcomes. Probation and Community Solutions Inc. will be responsible for submitting timely and relevant data to the WDB for the purposes of reporting and program management.

D. **Leverage Resources:**
The Partners will contribute matching funds which will be spent according to the Program Budget (Appendix C):

- Santa Barbara County Workforce Development Board will contribute $136,834 in matching funds and in kind services for program oversight, fiscal management, contracting, reporting, facilities, facility-related costs, and staff travel for mandated trainings.
- Santa Barbara County Probation Department will contribute $67,270 in matching funds and in kind services for client outreach and referral, managerial oversight, reporting, and travel to mandatory trainings, as well as cash funds for client supports, training and employment materials, and incentives.
- Community Solutions Inc. will contribute $1,213 in in-kind matching funds for seven days of internal training for the Employment Specialist who will be hired to provide services to program participants.

E. **Timeframe/Compensation:**
This MOU will commence on the projected Program Start Date, June 30, 2016, and will dissolve at the end of the grant funding period on December 31, 2017.

$140,013 will be funded to Community Solutions, Inc. through a subcontract with the Workforce Development Board for the period of June 30, 2016 to December 31, 2017. Community Solutions, Inc. shall submit a monthly invoice by the 30th day of each month

F. **Confidentiality:**
In order to ensure the safety of clients, all parties to the MOU agree to adhere to the confidentiality expectations as outlined in the Grant Agreement.

The designated lead agency accepts full responsibility for the performance of the collaborative organizations/agencies.

This MOU is the complete agreement between the Santa Barbara County Workforce Development Board, Santa Barbara County Probation Department, Community Solutions Inc., and the Santa Barbara Contractors Association and may be amended only by written agreement signed by each of the parties involved.

The MOU must be signed by all partners. Signatories must be officially authorized to sign on behalf of the agency and include title and agency name.

Santa Barbara County Workforce Development Board

Authorized Official: _____ Date: 4/27/16

Printed Name and Title: Raymond McDonald, Executive Director

Agency Name: Workforce Development Board

Santa Barbara County Probation Department

Authorized Official: _____ Date: 4/27/16

Printed Name and Title: Lee A. Bethel, DCPO

Agency Name: Santa Barbara County Probation

Community Solutions Inc.

Authorized Official: _____ Date: 4-26-16

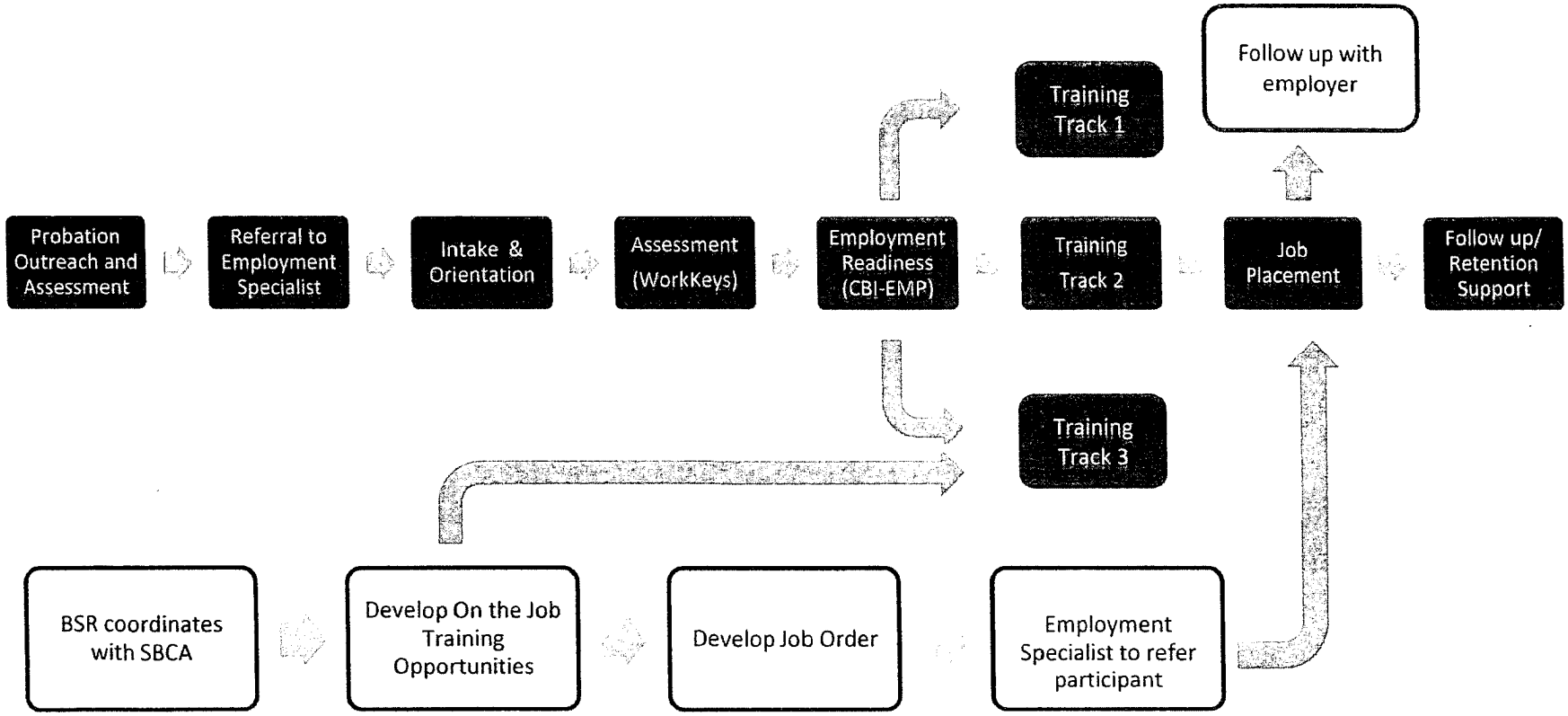
Printed Name and Title: Robert D. Pidgeon

Agency Name: Community Solutions, Inc.

Santa Barbara Contractors Association

Authorized Official: Kyle Pe Date: 4/27/2016

Printed Name and Title: K. Peissinotto, Executive Director

Agency Name: SBCA

Participant Service Delivery Flow Chart