

Orig.: Mod.: X Date: 6/23/2016 Information for PY 2016, effective July 1, 2016



RECRUITMENT AND REFERRAL FORM
WIOA Youth Programs

Program Name: WIOA Youth Program (Stephenson Co.) Elevate
(See Chart on page 4).

Program Provider: Carroll-JoDavieSS-Stephenson Regional Office of Education

<u>Program Provider:</u> Carroll-JoDavieSS-Stephenson Regional Office of Education	<u>Telephone:</u> 815-599-1408 <u>Fax:</u> 815-297-9032
<u>Address:</u> Regional Office of Education (Main Office) 27 S. State Street Freeport, IL 61032	<u>Contact Person:</u> Cindy Gordon , Email: cgordon@roe8.com Telephone: 815-599-1408 Ext. 136 Fax: 815-297-9032
<u>Training Site Address:</u> Same site and HSE/GED conducted by HCC Adult Education at various sites	<u>FEIN:</u> 362827613
<u>Activity Name:</u> Youth Services	
<u>Provider Code:</u> 2014-201 <i>Provider Code is the RRTC contract number.</i>	Program and Activity Codes are no longer used. When necessary, enter the name of the activity from the activity/service options listed in IWDS.
<u>CIP Code:</u> N/A	O*Net: N/A

Enrollment Schedule

In addition to the carry over participants, *Elevate-Stephenson* seeks to enroll at least 27 “new” WIOA youth participants (21 Out-of-School; 6 In-School) during the period 7/1/15-6/30/16.

	<u>Cumulative # of New Enrollments—In-School</u> (Year-to-Date New Enrollments)	<u>Cumulative # of New Enrollments—Out-of-School</u> (Year-to-Date New Enrollments)	<u>Total New</u>	<u>By Date</u>
Planned #:	2	4	6	October 25, 2016
Planned #	3	10	13	December 30, 2016
Planned #:	5	17	22	February 28, 2017
Planned #:	6	21	27	April 30, 2017

Elevate-Stephenson may enroll more than 27 new enrollees; no contract modification will be necessary.

ELEVATE PROGRAMMING LOCATIONS

OUT-OF-SCHOOL: Highland Community College HSE/GED Classes

HSE Preparation:

In previous academic years, classes were held on Tuesdays, Wednesdays and Thursdays for 3 hours each day. Sites for those classes were HCC, Westview Community Room and the NICAA classroom. HCC had AM classes 9:00-12:00 and PM classes 5:30-8:30, Westview AM classes 9:00-12:00, NICAA afternoon classes 12:30-3:30. At Highland Community College, HSE classes do not run during the summer months. Elevate-Stephenson provided academic tutors to run an interim class on Tuesdays, Wednesdays Thursdays for 3 hours each day. Due to the Illinois State Budget Impasse, HSE classes did not resume this past fall as scheduled, so again Elevate-Stephenson ran interim classes on Tuesdays, Wednesdays, and Thursdays for 3 hours each day. Should the Illinois State Budget impasse continue, Elevate-Stephenson will again run interim evening Academic Tutoring classes through PY 16 at the HCC campus.

IN-SCHOOL: Freeport High School Tutoring or other options

Freeport High School: In School tutoring will be offered after school Tuesday, Wednesday and Thursday from 2:45-4:30 in the school library utilizing tutors provided by Freeport High School. An *Elevate-Stephenson* staff member will be there to monitor the WIOA Youth Participants progress, documenting attendance and engagement in the tutoring sessions. An Elevate-Stephenson staff will provide tutoring when this does not fit a youth’s schedule or is a youth enrolled in another Stephenson County School District/Alternative program. Students at Freeport Alternative High School have a Career and College Readiness 3 hour block on Wednesdays when they have the opportunity for tutoring as well as support in creating a resume or other items for their college portfolio. An Elevate-Stephenson staff member will be there to monitor the WIOA Youth Participant’s progress, documenting attendance and engagement in the sessions.

PY 2016 ELEVATE-STEPHENSON - MEASUREABLE GOALS TO BE ACCOMPLISHED BY 6/30/17:

1. Total Number of youth enrolled in program	Out of School: 35 In School: 8 Total: 43
2. Number of Carry-In Youth	Out of School: 14 In School: 2 Total: 16
3. Total number of <u>new</u> enrollees (estimate = total minus carry-in)	Out of School: 21 In-School: 6 Total: 27
4. Number of youth enrolled in HSE preparation during program year	22
5. Number of In-School Youth enrolled in after-school Tutoring	5
6. Number of out-of-school youth earning HSE during PY 2014	12
7. Number of in-school youth graduating H.S. during PY 2014	4
8. Number of youth who have been in a Work Experience (unsubsidized job, WIOA-subsidized job, paid or unpaid internship, OJT, Pre-Apprenticeship, volunteer work, job shadowing) during PY 2015	Out of School: 15 In School: 5 Total:20
9. Number of Youth who have been in an ITA	Out of School: 3 In School: N/A Total: 3

10. Number of youth who will earn a <i>WorkKeys National Career Readiness Certificate (NCRC)</i>	Out of School: 11 In School: 2 Total: 14
11. Total # of youth to Exit* program during Program Year	Out of School: 19 In School: 6 Total: 25

Program Description:

The Carroll-JoDaviess-Stephenson Regional Office of Education will administer the WIOA Youth Program (WYP) to serve eligible out-of-school 16-24 year old youth and economically disadvantaged, basic skills deficient In-School 14 to 21 year old youth throughout Stephenson County. The program will provide eligible youth with HSE/GED preparation for Out of School youth and tutoring for In School Youth; basic skills instruction in reading, writing, and math; job readiness training; occupational skills training; mentoring; WorkKeys testing; introduction to financial literacy; leadership development; and subsidized employment. Enrolled youth will be provided with case management and support as they proceed through several steps designed to lead them to their post-secondary goal of enrollment in college coursework, a certificate program, an apprenticeship, military service, or employment.

Out of School youth without a high school diploma will participate in HSE/GED preparatory work [youth are enrolled in HCC Adult Education HSE/GED classes]. When they have exhibited satisfactory attendance and effort, they will participate in job readiness and career exploration activity. Students who have attained a satisfactory attendance level and have completed the Job Readiness class successfully will be eligible to enter WIOA-subsidized or unsubsidized work experience such as OJT, WEX, apprenticeship, internship. In School youth will participate in after-school tutoring and career awareness classes to prepare for WIOA-subsidized or unsubsidized work experience opportunities.

Expected Outcome: Attainment of HSE/GED and employment and/or advanced education or training

Program Schedule:

Freeport ROE Office Hours: 8:00 am – 4:00 p.m. Monday – Friday.

HCC HSE/GED program hours vary by location.

Tutoring is after school 3 days per week.

No. of “New” Participants: Total: 27

Out-of-School Youth

Age: 16-24

Math Level: 7th grade minimum

Reading Level: 8th grade minimum

Other:

- **Out of School youth**
- **Commitment to obtaining a HSE/GED and a job and/or further education/training**

In-School Youth

Age: 14-21

Economically Disadvantaged, basic skills deficient.

Referral Procedures: Contact Cindy Gordon, Telephone: 815-599-1408 Ext. 136

Authorization: Northern Illinois Workforce Alliance

R&R prepared by Val Johnson, NIWA Planning & Quality Assurance Manager.

Rock River Training Corporation (RRTC) is the fiscal agent for WIOA programming approved by the NIWA.