

Orig.: Mod.: X Date: 7/20/18 Information for PY 2018, effective July 1, 2018. Note: TABE Scores update page 3



RECRUITMENT AND REFERRAL FORM
WIOA Youth Programs

Youth Program Function: WIOA YOUTH EDUCATIONAL SERVICES PROVIDER
for Boone & Winnebago Counties **Elevate Program** (See chart on page 7)

Program Provider: YMCA of Rock River Valley **FEIN: 36-2174838**
(with subcontractor RVC Adult Education & Literacy)

Address: 200 Y Boulevard **Telephone:** 815-489-1124 (Kari Cullen)
Rockford, IL 61107 **Fax:** 815-489-1184

Training Site Address: See Training Locations, page 3.

Contact Person: Kari Cullen
Telephone: 815-489-1124
E-mail: kcullen@rockfordymca.org

Activity Name: Youth Services - Youth Coordinating Entity enters all activities in IWDS from the activity/service options listed in IWDS

Provider Code: 2016-202 **Start Date: 7/1/16**
Provider Code is TWC subaward number.

CIP Code: N/A **OES:** N/A

Expected Results:

- Youth will earn a HSE or high school diploma by the time they leave the program.
- Youth will go on to further education/training and/or to employment when they leave the program.
- Out-of-School youth who are basic-skills deficient will significantly increase their educational skills during their first year in the program.

Enrollment Schedule

In addition to the carry over participants, ELEVATE seeks to enroll **380** (or more) “new” WIOA youth participants (345 Out-of-School; 35 In-School) during the period 7/1/18-6/30/19.

<u>PY 2017 Carry-Over # In-School Youth</u>	<u>PY 2017 Carry-Over # Out-of-School Youth</u>	<u>Total PY17 Carry-Over</u>	
<u>0</u>	<u>112</u>	<u>112</u>	
<u>Cumulative # of Planned New Enrollments—In-School (Year-to-Date New Enrollments)</u>	<u>Cumulative # of New Planned Enrollments—Out- of-School (Year-to-Date New Enrollments)</u>	<u>Total New</u>	<u>By Date</u>
8	58	66	September 30, 2018
16	116	132	December 30, 2018
28	175	203	March 31, 2019
35	233	268	June 30, 2019
<u>GOAL Total PY 18 In-School Youth</u>	<u>GOAL Total PY 18 Out-of-School Youth</u>	<u>GOAL Total PY 18 New & Carry-Over</u>	
35	345	380	

Metrics per Quarter:

Academic Learning Services:

ITAs

Non-ITAs

Basic Skills

HSE

Tutoring

Other

Work Based Learning:

Work Experience/Internships

OJT

Pre-Apprenticeship

Other

Supportive Services:

Youth are referred to Educational Services by Coordinating Entity.

Out-of-School Youth : (Estimated 345 youth served in HSE/GED preparation during the year.)

- Age:16-24
- **Math Level:** 4th grade minimum for TABE 11/12; 6th grade minimum for TABE 9/10
- **Reading Level:** 6th grade minimum for TABE 11/12; 8th grade minimum for TABE 9/10
- Commitment to obtaining a HSE/GED and then a job and/or further education/training

In-School Youth: (Estimated 35 youth served during the year.)

- Age: 14-21
- Commitment to finishing high school within 2-3 years and going on to post-secondary education/training and/or a job

ELEVATE PROGRAMMING LOCATIONS and HOURS –PY 2018

LOCATIONS OF OUT-OF-SCHOOL EDUCATIONAL SERVICES AND CAREER EXPLORATION/WORK READINESS CLASSES AS OF JULY 1, 2018:

BASIC SKILLS UPGRADING:

The Workforce Connection: Monday through Thursday 1:00 to 4:00pm

OUT-OF-SCHOOL HSE/GED PREPARATION:

YMCA class: Monday-Thursday, 9:00 am -Noon

RVC Downtown: Monday through Friday 1:00 to 4:00 p.m.

The Workforce Connection: Monday Wednesday Thursday Fridays 1:00 to 4:00 p.m.

CAREER EXPLORATION/WORK READINESS BOOT CAMP

Goodwill Industries of Northern Illinois: Two week boot camp – new sessions available every two weeks as needed.

Monday through Friday 9:00 am to Noon

Follow-up available during weekly office hours

LOCATION AND HOURS OF IN-SCHOOL TUTORING AND CAREER EXPLORATION/WORK READINESS CLASSES DURING SCHOOL YEAR 2018-2019:

IN-SCHOOL: Tutoring

YMCA Achievers program: Tuesdays and Thursdays tutoring, Career Exploration training modules/activities prior to Achievers 6:00 to 8:00 pm meetings

SUMMER PROGRAMMING FOR IN-SCHOOL YOUTH

Description with locations and hours, as appropriate.

Most students will be working on preparation for post-secondary education/college. Some will be provided with job search assistance and Work-Based Learning opportunities

In school students may have the opportunity to participate in Work based learning activities.

Referral Procedures: Contact Kari Cullen, 815-489-1124.

Authorization: The Workforce Connection, Inc.

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

The Workforce Connection (TWC) is the fiscal agent for approved WIOA programming.

YMCA's Responsibilities as Youth Educational Services Provider:

As WIOA Youth Educational Services Provider, the YMCA and its subawardee Rock Valley College Adult Education & Literacy will provide the following Educational Services for in-school and out-of-school youth referred to WIOA Educational Services by the Coordinating Entity:

- HSE/GED Preparation for WIOA Out-of-School Youth
- Tutoring for WIOA youth in HSE/GED preparation
- Tutoring for WIOA In-School Youth
- Bridge Programming for Out-of-School Youth

During the course of the program year, the Educational Services Provider will provide services to most of the 380 youth enrolled with the Coordinating Entity; approximately 268 of these youth will be new enrollees. Entry into and "exits" from youth programming will be on-going throughout the year and programming will be flexible, based upon the needs of the youth in the program. Youth active in the program on July 1, 2018 will be carried into PY 2018.

The Educational Services provided by the YMCA and its subawardee Rock Valley College Adult Education & Literacy are key services that assist WIOA youth attain the expected youth programming results listed above.

Educational activities for out-of-school youth pursuing their HSE/GED will enhance participants' skills in literacy, math and other required academic areas to enable youth to earn a HSE/GED within a year. Therefore, using traditional and alternative teaching methods, the Educational Services provider will deliver the necessary basic skills instruction, HSE/GED preparation instruction, tutoring, and study skills training to help youth prepare for and pass the HSE/GED tests. Options for students who require instruction in Spanish and who will take the HSE/GED tests in Spanish will be available.

Educational activities for in-school youth will enhance youths' educational skills in literacy, math and other areas necessary for youth to complete high school within the time-frame identified in their WIOA Individual Service Strategies (ISSs). To ensure that the youth complete high school in a timely manner, the Educational Services provider will tutor youth in basic skills and school subjects, provide study skills training, and offer alternative learning methods activities, such as project-based and computer-assisted learning. Tutoring instruction will accommodate students with limited English ability or other special needs.

The educational component for both out-of-school youth and in-school youth will be intertwined with the Career Exploration/Work Readiness provider's services/activities that address work readiness and career exploration and provide employment opportunities through activities such as job shadowing, internships, and work experience (coordinated with the Coordinating Entity's Business Services' Coordinator and The Workforce Connection's Business Services team). Educational activities will be flexible to enable youth to participate while working.

The Educational Services provider will also conduct one or more bridge programs for youth, focusing on preparing youth for entry-level jobs and/or further education in a TWC-targeted industry. In the bridge program(s), youth lacking a HSE/GED /high-school diploma will receive HSE/GED instruction; youth who already have a HSE/GED or high school diploma but whose basic literacy skills need upgrading in preparation for further training or entry level employment will receive educational skills upgrading instruction.