2006

a valuable resource for programs and services in Washington State

WORKFORCE
development directory

WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD

Our Vision

Washington's Workforce Training and Education Coordinating Board is an active and effective partnership of labor, business, and government leaders guiding the best workforce development system in the world.

Our Mission

The Workforce Training and Education Coordinating Board's mission is to bring business, labor, and the public sector together to shape strategies to best meet the state and local workforce and employer needs of Washington in order to create and sustain a high-skill, high-wage economy.

To fulfill this Mission, Board members, with the support of staff, work together to:

- Advise the Governor and Legislature on workforce development policy.
- Promote a system of workforce development that responds to the lifelong learning needs of the current and future workforce.
- Advocate for the nonbaccalaureate training and education needs of workers and employers.
- Facilitate innovations in workforce development policy and practices.
- Ensure system quality and accountability by evaluating results and supporting high standards and continuous improvement.

Board Members

David Harrison, Chair

Labor
Rick Bender
Janet Lewis
Beth Thew

Business
Julianne Hanner
Mike Hudson
Asbury Lockett

Government
Terry Bergeson
Superintendent of
Public Instruction

Charlie Earl
State Board for Community and
Technical Colleges

Karen Lee
Employment Security Department

Target Populations
Tony Lee

Participating Officials
Robin Arnold-Williams
Department of Social and
Health Services

Executive Director
Ellen O'Brien Saunders

WASHINGTON STATE
Workforce Training and Education Coordinating Board
P.O. Box 43105
128 10th Avenue, S.W.
Olympia, WA 98504-3105

TELEPHONE: 360.753.5660 FAX: 360.586.5862
WEBSITE: www.wtb.wa.gov

The Workforce Training and Education Coordinating Board does not discriminate or deny services on the basis of race, color, national origin, sex, age, religion, or disability.

This publication is available in alternative format upon request.

Workforce Development Directory 2006 Customer Satisfaction Survey

The Workforce Training and Education Coordinating Board is committed to high-quality customer satisfaction and continuous improvement. You can help us meet our commitment by downloading this form, completing it, and mailing it to the Workforce Board, P.O. Box 43105, Olympia, WA 98504-3105. Please circle the words that best answer the following questions. In the spaces provided, please elaborate on your response.

1. How useful is this publication?	Not Useful	Somewhat Useful	Very Useful
2. How clear is this publication?	Not Clear	Somewhat Clear	Very Clear
3. How complete is the information?	Not Complete	Somewhat Complete	Very Complete
4. How well is the information presented?	Not Enough Detail	Right Amount Detail	Too Much Detail
5. How about the length of the document?	Too Short	About Right	Too Long

6. Do you want additional copies of this publication? Yes ___ Quantity _____ No ___

7. How did you expect to use this publication? How have you used this publication?

8. How can this publication be made more useful in future editions? What additional information would you like to see?

Please Tell Us About Yourself

JOB TITLE	SECTOR Public ___ Private ___ Nonprofit ___	YOUR ZIP CODE

Does your organization provide training or employment services to clients? Yes ___ No ___

Would you like to be contacted about future WTECB initiatives in this field? Yes ___ No ___

If we have any questions about what you have written here, may we contact you? Yes ___ No ___
(If you answered "yes" to this question or question #6, please fill out the following.)

NAME	ADDRESS	
TELEPHONE #	FAX#	E-MAIL ADDRESS

TABLE OF CONTENTS

Introduction i

Workforce Preparation for All Youth (in-school and out-of-school) 1
- Secondary Career and Technical Education 2
- Even Start Family Literacy Program 5
- Workforce Investment Act, Title I-B Youth Activities Program 7
- Washington Service Corps/Americorps 9
- Washington Conservation Corps 11
- Job Corps 13

Workforce Preparation and Employment Services for Workers 15
- Carl D. Perkins Postsecondary Technical Education 16
- Postsecondary Technical Education 18
- Wagner-Peyser Act 21
- Job Skills Program 23
- Apprenticeship 25
- On-the-Job Program 27
- Workforce Investment Act, Title I-B Dislocated Worker Program 29
- Trade Act—Trade Adjustment Assistance Program 31
- Training Benefits Program 33
- Claimant Placement Program 35
- Worker Retraining Program 37
- Reemployment Support Centers 39
- Private Vocational School Act 41
- Displaced Homemaker Program 43

Workforce Preparation and Employment Services for Adults With Barriers to Employment 45
- Workers' Compensation Vocational Rehabilitation Benefits Program 46
- Division of Vocational Rehabilitation 48
- Vocational Rehabilitation for the Blind 50
- Washington State Business Enterprise for the Blind 52
- Temporary Assistance for Needy Families WorkFirst Program 54
  - WorkFirst Program Employment Services 57
  - WorkFirst Program Community Jobs 59
  - WorkFirst Program WorkFirst Training 61
- Workforce Investment Act, Title I-B Adult Program 63
- Refugee Assistance Program 65
- Employment and Training for Migrant Seasonal Farm Workers 67
- Community Services Block Grant Program 69
- Adult Education and Basic Skills 71
- Volunteer Literacy Program 74
- Offender Education Program 76
- Offender Employment Services 78
- Special Employment Services for Offenders Program (Correction Camps) 79
- Disabled Veterans' Outreach Program 81
- Local Veterans Employment Representative Program 83

WORKFORCE DEVELOPMENT DIRECTORY

Workforce Development Directory 2006 identifies and describes workforce development programs and related services available in Washington State. Consistent with the Workforce Training and Education Coordinating Board's (Workforce Board) statutory role, it focuses on education, training, and employment services preparing young people and adults for jobs that require less than a baccalaureate degree—75 percent of all jobs. The directory has proven to be a valuable resource for workforce development educators and planners, school and social service administrators, community and government officials, legislators, and business and labor leaders to understand the variety, scope, and interrelationships of workforce development programs and services in our state.

While the full directory (available at www.wtb.wa.gov) gives detailed and searchable information about the 39 workforce development programs, this executive summary paints a much broader picture and answers some key questions.

- What programs comprise the workforce development system as identified by Washington State law?
- How is funding distributed among agencies and among population cohorts, such as youth, adults, and individuals with significant barriers to employment?
- What "other" programs must also be described to get a complete picture of the state's network of workforce development programs?

CHART 1

State Workforce Development System
(RCW 28C.18, RCW 50.12, and E.O. 99-02)

State Board for Community and Technical Colleges	Postsecondary Technical Education	$351,362,402
	Adult Education and Basic Skills	$76,253,521
	Worker Retraining Program	$35,259,100
	Volunteer Literacy Program	$436,617
	Job Skills Program	$1,475,000
Office of Superintendent of Public Instruction	Secondary Career and Technical Education	$273,388,239
	Even Start Family Literacy Program	$2,764,443
Employment Security Department	Workforce Investment Act (WIA) Title I-B Dislocated Workers Program	$35,787,000
	WIA Title I-B Adult Training Programs	$23,000,000
	WIA Title I-B Youth Activities Program	$25,342,000
	Training Benefits Program	$20,000,000
	Wagner-Peyser	$15,617,015
Department of Social and Health Services	Division of Vocational Rehabilitation	$49,101,381
Department of Services for the Blind	Vocational Rehabilitation for the Blind	$7,980,184
Workforce Board	Carl D. Perkins Technical Education	$1,167,968
	Private Vocational School Act	$177,164
Department of Labor and Industries	Apprenticeship	$1,200,000
	Total Public Funds	$920,312,034

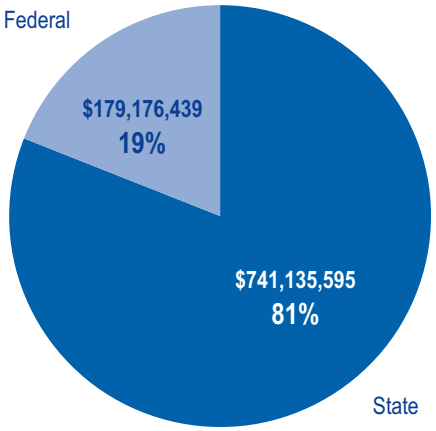
State and federal funds for the workforce development system for each of the seven administering agencies show that considerably more state funds contribute to the workforce development system than federal funds.

CHART 2 **Workforce Development Funds by Administering Agency**

ADMINISTERING AGENCY	STATE FUNDS	FEDERAL FUNDS	AGENCY TOTAL
State Board for Community and Technical Colleges	$455,355,612	$94,310,028	$464,786,640
Office of Superintendent of Public Instruction	$273,388,239	$2,764,443	$276,152,682
Employment Security Department	$20,000,000	$99,746,015	$119,746,015
Department of Social and Health Services	$10,458,594	$38,642,787	$49,101,381
Department of Services for the Blind	$1,455,233	$6,524,951	$7,980,184
Workforce Board	$713,247	$631,885	$1,345,132
Department of Labor and Industries	$1,200,000	0	$1,200,000

The combined annual total of state and federal funds for workforce development programs is $920,312,034. Federal funds account for $179,176,439 or 19 percent of the total workforce development funds. State funds account for $741,135,595 or 81 percent. (See Chart 3.)

CHART 3 **Percentage of Total Workforce Development Funds by Source**



Seventeen public workforce development programs are defined by state statute and Executive Order as the state workforce development system. Taken together, they manage nearly $1 billion a year in state and federal funding. The programs and funds provide a variety of services, including occupational skills training, adult basic skills training and English as a second language instruction, job search assistance, career guidance, and support services, such as child care and other services. All of these programs have one goal in common: they help people to be employed.

The state's workforce development programs provide a variety of services designed to develop and upgrade the skills of the state's current and future workforce and to connect job seekers to jobs. Programs are grouped together based on customer characteristics and needed services. The major groups are workforce preparation for youth, workforce preparation and employment services for adults, and workforce preparation and employment services for adults with barriers to employment, e.g., individuals who are disabled, economically disadvantaged, or educationally unprepared.

CHART 4

State and Federal Funding of Workforce Development Programs Grouped by Population Cohort Served

POPULATION COHORT	NUMBER OF PROGRAMS	ANNUAL STATE FUNDS	ANNUAL FEDERAL FUNDS	TOTAL ANNUAL FUNDS
Workforce Preparation for Youth	3	$265,112,624	$36,966,041	$302,078,665
Workforce Preparation and Employment Services for Adults	9	$396,850,034	$64,611,632	$461,461,666
Workforce Preparation and Employment Services for Adults With Barriers	5	$79,172,937	$77,598,766	$156,771,703
TOTAL	17	$741,135,595	$179,176,439	$920,312,034

Although current state law defines a specific group of programs as the state workforce development system, to get a complete picture of the services available to our people, other programs must also be identified. These other "related" programs also help people to be employed.

Related Workforce Development Programs

- Washington's WorkFirst Program
- Washington Conservation Corps
- Job Corps
- On-the-Job Program
- Trade Act-Trade Adjustment Assistance
- Claimant Placement Program
- Reemployment Support Centers
- Workers' Compensation Vocational Rehabilitation Benefits Program
- Washington Service Corps/AmeriCorps
- Displaced Homemaker Program
- Washington State Business Enterprise for the Blind
- Offender Education Program
- Offender Employment Services
- Special Employment Services for Offenders
- Community Services Block Grant Program
- Disabled Veterans' Outreach
- Refugee Assistance Program
- Local Veterans' Employment Representatives

For detailed descriptions of all programs, please visit the Workforce Board website at wtb.wa.gov. Look for the *Workforce Development Directory 2006* in the Publications section. Each description in the directory includes information about the program's purpose, history, funding, participant eligibility, and who to contact for additional information.

Workforce Preparation for All Youth (in-school and out-of-school)

PROGRAM	TARGETED POPULATION	STATE FUNDS	FEDERAL FUNDS	FEDERAL GRANTOR	OPERATING CYCLE	STATE ADMIN. AGENCY
IN-SCHOOL						
Carl D. Perkins	Improvement of technical education for all students	$268,041	$315,942	U.S. Dept. of Education	7/01-6/30	Workforce Training and Education Coordinating Board
Secondary Career and Technical Education	All secondary students	$264,844,583	$8,543,656		7/01-6/30	Office of Superintendent of Public Instruction
Even Start Family Literacy	Low-income parents and their children		$2,764,443	U.S. Dept. of Education	9/01-8/31	Office of Superintendent of Public Instruction
Workforce Investment Act Title I-B Youth Activities Program	Economically disadvantaged youth aged 14-21		$25,342,000	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
OUT-OF-SCHOOL						
Washington Service Corps/AmeriCorps	Unemployed, out-of-school youth, aged 18-25	$1,714,000	$8,792,000		9/01-8/31	Employment Security Department
Washington Conservation Corps	Unemployed youth, aged 18-25, with emphasis on minority and disadvantaged youth	$1,747,800			7/01-6/30	Departments of Ecology, Natural Resources, Fish and Wildlife, and Parks and Recreation
Job Corps	Low-income youth		$26,816,000	U.S. Dept. of Labor	7/01-6/30	U.S. Department of Labor
	Totals	$265,112,624	$109,244,140			

SECONDARY CAREER AND TECHNICAL EDUCATION

Contact: Rod Duckworth
Office of Superintendent of Public Instruction
P.O. Box 47200
Olympia, WA 98504-7200
Telephone: 360.725.6242
Fax: 360.753.4515
E-mail: rduckworth@ospi.wednet.edu
Website: www.k12.wa.us/careerteched/

Statutory Authority

Federal—Carl D. Perkins Vocational and Technical Education Act as amended in 1998, P.L. 105-332. State—Basic Education Authorization to Common Schools, RCW 28A, WAC 180, and WAC 392. Administered by the Office of Superintendent of Public Instruction (OSPI).

Federal Funding

$8,543,656 (7/01/05 to 6/30/06). U.S. Department of Education.

State Funding

$264,844,583 (School Year 2004-05).

Program History

Federal funding for vocational education legislation began with the Smith-Hughes Act of 1917. In 1976, the Vocational Education Act set aside funds to assist special populations, such as persons with disabilities, educationally disadvantaged, and single parents. The current law is the second reauthorization of a 1984 act. Known as Perkins III, the Act emphasizes vocational education programs integrating academic and vocational education, technology use, teacher training, and distance learning.

State funding for vocational education began in 1939 when legislation created a weighting factor for approved vocational classes in local school districts. Over the years, significant changes have been made to this vocational funding formula. The term vocational education has also changed. It is now called career and technical education (CTE). State funding for secondary CTE uses an enhancement formula, whereby the local district's basic education apportionment receives enhanced funding for students who enroll in approved CTE programs.

Planning Cycle

Federal—five-year federal plan and an annual funding plan.

Purpose and Type of Services

CTE provides for the occupational and technical skills interest of students and industry need for a skilled workforce. Programs are designed to develop the skills, understanding, and attitudes needed by workers in their occupations. Instructional programs organized

SECONDARY CAREER AND TECHNICAL EDUCATION
(cont.)

Purpose and Type of Services
(cont.)

within career pathways include agriculture, trade and industry, business education, diversified occupations, technology education, cosmetology, health education, and others. Leadership development activities are an integral part of CTE programs.

The purpose of the Perkins III component of vocational education is to more fully develop the academic, vocational, and technical skills of secondary and postsecondary students who enroll in vocational and technical programs by building on the efforts of states and localities to develop challenging academic standards; integrating academic, vocational, and technical instruction; linking secondary and postsecondary education; increasing state and local flexibility to develop, implement, and improve vocational and technical education; and disseminating national research and providing professional development and technical assistance to improve vocational and technical education programs, services, and activities.

Funding and Regional Division

CTE programs are offered in approximately 235 local school districts and 10 vocational skills centers across the state. Local districts receive an enhancement to the Basic Education apportionment based on the number of vocational full-time equivalents (FTEs) reported by the district. To claim the vocational FTE, a program and its instructor must be approved according to state regulations and/or OSPI policy. Perkins funds are allotted by the U.S. Department of Education to each state's "eligible agency" for strategic disbursement. The Workforce Training and Education Coordinating Board is Washington's eligible agency.

Participant Eligibility

All secondary high school students in grades 9 through 12 are eligible to participate.

SECONDARY CAREER AND TECHNICAL EDUCATION
(cont.)

Outcome Measures

The program is measured against CTE program standards. These standards, based largely on the use of industry-defined skill standards, include a variety of performance indicators. In addition, districts receiving federal vocational education funds must report local program performance in accordance with the performance indicators identified in the Carl D. Perkins Vocational and Technical Education Act, including the attainment of vocational, technical, and academic skill proficiencies; acquisition of degrees, credentials, placement, and retention in postsecondary education or employment; and completion of vocational and technical programs leading to nontraditional training and employment.

Other Program Characteristics

OSPI has organized all CTE programs within career pathways. The CTE program standards are used to approve and evaluate CTE programs. The CTE program standards are also intended to differentiate programs as exploratory or preparatory, depending on the intended program outcomes.

EVEN START FAMILY LITERACY PROGRAM

Contact: Debra Williams-Appleton
Office of Superintendent of Public Instruction
P.O. Box 47200
Olympia, WA 98504-7200
Telephone: 360.725.6049
Fax: 360.664.3575
E-mail: appleton@ospi.wednet.edu
Website: www.k12.wa.us/learnteachsupp/evenstart/

Statutory Authority

The Even Start Family Literacy program was first enacted in 1988 as part of the Elementary and Secondary Education Act of 1965. Since 1965, Even Start has been amended several times. More recently, the program was amended by the Reading Excellence Act of 1999, the Omnibus Appropriations Act for fiscal year 2000, the Literacy Involves Families Together Act, and by the No Child Left Behind Act of 2001. Administered by the Office of Superintendent of Public Instruction.

Federal Funding

$2,764,443 (9/01/05 to 8/31/06). U.S. Department of Education.

Program History

Congress authorized the federal Even Start Family Literacy program in 1989. The federal Even Start Family Literacy program has 13 projects in Washington State.

Planning Cycle

Competitive grants are awarded for four-year periods (across the state) to partnerships between school districts and community-based organizations (including community colleges), serving children and adults.

Purpose and Type of Services

The purpose is to help break the cycle of poverty and illiteracy by improving the educational opportunities of the nation's low-income families and integrating family literacy services into a unified program.

Family literacy means services provided for participants on a voluntary basis are of sufficient intensity in terms of hours and of sufficient duration to make sustainable changes in a family. They integrate all of the following services:

1. Interactive literacy activities between parents and children.
2. Training for parents on how to be the child's primary teacher and a full partner in the child's education.
3. Parent literacy training leading to economic self-sufficiency.
4. Age-appropriate education to prepare children for success in school and life experiences.

Funding and Regional Division

Statewide. Funding is allocated through a competitive grant process.

EVEN START FAMILY LITERACY PROGRAM
(cont.)

Participant Eligibility

To be eligible for Even Start, a family must have at least one eligible parent and one eligible child, birth through age seven, participating together. The parent must be eligible for adult basic education programs under the Adult Education Act or be within the compulsory school attendance age range. Priority is given to families most in need of Even Start services as demonstrated by the area's level of poverty, illiteracy, unemployment, homelessness, limited-English proficiency, or other similar need-related factors.

Outcome Measures

Outcome measures for adults include improvement in reading, writing, English language acquisition, problem solving, and numeracy. Other measures for adults include attainment of a high school diploma or GED, enrollment in postsecondary education, entry into a job-training program, entry into employment or career advancement, and improvement in parenting skills. Outcome measures for children include improvement in reading readiness and reading ability, school attendance, grade retention or advancement, or improvement in achieving the state's Essential Academic Learning Requirements. There are also outcome measures for program performance.

Other Program Characteristics

This federal grant program provides funds to local entities. Each local entity is required to form a partnership among local education agencies and one or more profit/nonprofit community-based organizations, public agencies, institutions of higher education, or nonprofit organizations. The program shall:

- Be implemented through cooperative projects that build on high-quality existing resources to create a range of services.
- Promote the academic achievement of children and adults.
- Assist children and adults from low-income families to achieve challenging state content standards and challenging student performance standards.
- Use instructional activities based on scientifically-developed research on reading and prevention of reading difficulties.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM

Contact: Holly Watson
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4187
Fax: 360.438.3174
E-mail: hwatson@esd.wa.gov

Statutory Authority

Workforce Investment Act (WIA), P.L. 105-220. Administered by the Employment Security Department (ESD).

Federal Funding

$25,342,000 (7/01/05 to 6/30/06). U.S. Department of Labor.

Program History

WIA provides workforce preparation and employment services for dislocated workers and low-income youth and adults. Originally passed in 2000, WIA created an integrated service delivery system open to all adults. Called "WorkSource" in Washington State, this "one-stop" system offers a comprehensive array of services through local WorkSource centers and affiliate sites, as well as through the Internet.

Washington's Governor designated the Workforce Training and Education Coordinating Board (Workforce Board) to act as the state "Workforce Investment Board" and ESD WIA's administrative entity. The state's 12 workforce investment areas each have a business-led workforce development council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area's WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators.

Congressional action to amend and reauthorize the law is still in progress.

Planning Cycle

Five-year planning cycle.

Purpose and Type of Services

The program prepares low-income youth ages 14 to 21 for academic and employment success. Eligible youth may receive counseling, tutoring, job training, mentoring, or work experience. Other service options include summer employment, study skills training, or instruction in obtaining a GED or equivalent. Youth may access information services through WorkSource, the state's one-stop career center system.

WORKFORCE INVESTMENT ACT, TITLE I-B YOUTH ACTIVITIES PROGRAM *(cont.)*

Funding and Regional Division

The majority of WIA funds are allocated to the state and distributed to the 12 local areas based on the employment and demographic characteristics of the geographic area. Federal law defines the funding formulas. Each program has funds allocated based on the number of unemployed and the number of targeted persons living in the area. The data is compiled and used to distribute funds to local areas. A portion of the funds available to the Governor for statewide activities are distributed to workforce investment councils and other entities based on criteria set at the state level.

Participant Eligibility

Specific eligibility guidelines are described in the Act. Youth must be 14 through 21 years old, low income, and meet other criteria such as needing additional assistance to complete an educational program or to secure and hold employment. To be low income, one must be a welfare or food stamp recipient, homeless, a foster child, or have a family income below 70 percent of the lower living standard income level.

Outcome Measures

The measures used to determine the program's success are:

- Skills attainment rate.
- Entered employment and education rate.
- High school degree or certificate attainment rate.
- For out-of-school youth, literacy and numeracy skill attainment rate.

Other Characteristics

Local priorities for WIA Title I-B Youth Activities grant must support the priorities described in each local workforce development council's unified plan and must also be consistent with the goals identified in the state's unified plan.

WASHINGTON SERVICE CORPS/AMERICORPS

Contact: Nancy Pringle
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4054
Fax: 360.438.3113
E-mail: npringle@esd.wa.gov
Website: www.wa.gov/esd/wsc

Statutory Authority

RCW 50.65. Administered by the Employment Security Department (ESD).

Federal Funding

$4,642,000 (9/01/05 to 8/31/06). Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA programs (national competitive selection). $2,852,000 from the Corporation for National Service through the Washington Commission for National and Community Service for AmeriCorps*USA Washington Reading Corps programs (to support the Washington Reading Corps). $1,298,000 from the Corporation for National Service for AmeriCorps*VISTA programs (to support the Washington Reading Corps).

State Funding

$914,000 (7/01/05 to 6/30/06). ESD Penalty and Interest Fund and approximately $800,000 from the Office of Superintendent of Public Instruction as local matching funds for the Washington Reading Corps.

Program History

The Washington Service Corps (WSC) was founded in 1983 to involve young adults in their communities. WSC placed 18- to 25-year-olds in six-month projects and supported them with a minimal living allowance. In 1993, AmeriCorps was created by the federal government to give Americans an opportunity to serve their communities and earn educational benefits. WSC has been a major provider of AmeriCorps services since the program was launched in 1994.

Planning Cycle

Biennial.

Purpose and Type of Services

WSC engages people across the state in full-time service projects benefiting their local communities. It was formed in anticipation of a national program to establish a service delivery system and provide for state matching funds. With the advent of the federal AmeriCorps program, WSC developed a broad-based program to involve service opportunities for Washington residents, both in teams and individuals. In partnership with local sponsors (e.g.,

WASHINGTON SERVICE CORPS/AMERICORPS
(cont.)

Purpose and Type of Services
(cont.)

community-based agencies, school districts, local governments, and chambers of commerce), WSC promotes the ethic of service and skills learned by "getting things done."

AmeriCorps is a service program, not a workforce or training program. Although members receive some job and work maturity skills training, it is not the intent or the focus of the program.

Funding and Regional Division

AmeriCorps*USA competitive grants are awarded for a three-year cycle with an annual renewal process. Two grants supporting the Washington Reading Corps are sought annually. WSC is a statewide program, administered from offices in Lacey, Washington.

Participant Eligibility

The individual placement program is for unemployed, out-of-school youth between the ages of 18 and 25. The team-based program serves any resident of the state 17 years and older who is a citizen or a permanent resident alien.

Outcome Measures

Each AmeriCorps team establishes performance measures in three categories of Direct Service, Community Strengthening, and Participant Development. Each performance measure is clearly defined by establishing activities, results, measurements, standards, and beneficiaries.

Other Program Characteristics

Members successfully completing their term of service (normally 10 1/2 months) are eligible to receive a federally-funded education award of $4,725. The award is held in trust and paid to educational institutions or to sponsors of federally-guaranteed student loans. In both the individual and team programs, members must have completed high school or received a GED before using their educational awards.

WASHINGTON CONSERVATION CORPS

Contact: Kirk D. Thomas
Department of Fish and Wildlife
P.O. Box 43200
Olympia, WA 98501-1091
Telephone: 360.902.8137
Fax: 360.902.8140
E-mail: kirkthomas@wadnr.gov

Statutory Authority

RCW 43.220. Administered jointly by four agencies.

State Funding

$1,747,800 (7/01/053 to 6/30/06).

Department of Ecology $475,000
Department of Natural Resources $267,800
Department of Fish and Wildlife $205,000
Department of Parks and Recreation $800,000

Program History

The Washington Conservation Corps (WCC) was established in 1983 to conserve and enhance Washington's environment and to offer job opportunities for young adults ages 18 to 25. The program has proven to be a valuable resource to the state's natural resources agencies and continues to provide meaningful services and training for young adults.

Planning Cycle

Biennial.

Purpose and Type of Services

WCC has two purposes. It enhances Washington's environment and helps unemployed young adults become employable by giving them experience working outdoors. WCC established numerous objectives, including conservation, rehabilitation, and enhancement of the state's natural, historic, environmental, and recreational resources. Specific projects organized by participating state agencies include such tasks as stream rehabilitation, trail and campground maintenance, facility maintenance, wildlife control fencing, reforestation, and research assistance.

Funding and Regional Division

WCC is a statewide program.

Participant Eligibility

The program enrolls unemployed young adults between 18 and 25 years of age.

WASHINGTON CONSERVATION CORPS
(cont.)

Outcome Measures

WCC measures its success by the impact of the services it provides and by the work it accomplishes.

Service Measurements

- 80 percent of corps members rate the program as “good” or “excellent.”
- 60 percent transition to education or employment.
- 100 percent receive work and life skills training.

Workload Accomplishment Measures

- Department of Ecology: Miles of streambed restored, enhanced, or protected.
- Department of Parks and Recreation: Linear feet of trail maintained.
- Department of Natural Resources: Number of campgrounds and trailheads maintained.
- Department of Fish and Wildlife: Number of wildlife habitat structures constructed or maintained and numbers of elk fed.

Other Program Characteristics

WCC develops work experience, group achievement, land stewardship, resource conservation, and environmental appreciation among Washington youth through a wide range of public works projects. The Departments of Fish and Wildlife, Natural Resources, and Ecology offer scholarships up to $4,725 to corps members who serve one year. The Department of Ecology coordinates WCC projects with federal, state, local, and nonprofit agencies.

JOB CORPS

Contact: Brian Daher
U.S. Department of Labor, Office of Job Corps
71 Stevenson Street
San Francisco, CA 9401-2970
Telephone: 415.975.4680
Fax: 415.975.4715
E-mail: dahler.brian@dol.gov
Website: www.jobcorps.org

Statutory Authority

Federal—Title I Chapter 6–C Workforce Investment Act of 1998. The program is administered through the Seattle Regional Office of the U.S. Department of Labor (DOL), and no funds are allocated to state government or passed through state government.

Federal Funding

$26,816,000 (7/01/05 to 6/30/06). DOL awards program funds directly to the four Job Corps Centers operating in the state.

Program History

Job Corps was originally established under the U.S. Office of Economic Opportunity in 1964, and it has operated in Washington State since 1965 with four campuses serving approximately 1,500 students per year. Now administered by DOL, the program provides academic, vocational, social, and employment skill training for young adults between the ages of 16 and 24.

Planning Cycle

Annual.

Purpose and Type of Services

Job Corps is a comprehensive work-readiness program designed to give low-income youth a chance at a fresh start and a promising future. Young adults receive the educational, vocational, and social skills training needed to compete in today's challenging job market. Students are provided with room and board, medical care, recreational activities, leadership and volunteer opportunities, work experience, counseling, advanced training, and placement assistance. GED and English as a Second Language classes are also available.

Funding and Regional Division

There are no substate divisions. The program is administered by the DOL Job Corps office in San Fransisco. Funding is allocated from DOL. For operation of the Cascades Job Corps Center (Sedro Woolley), the Regional Office in San Fransisco awards a competitive contract. DOL has an interagency agreement with the U.S. Forest Service for the operation of the Curlew Job Corps Center (Curlew) and the U.S. Bureau of Reclamation for the operation of the Fort Simcoe Job Corps Center (White Swan) and the Columbia Basin Job Corps Center (Moses Lake).

JOB CORPS
(cont.)

Participant Eligibility

To meet eligibility requirements, applicants must:

- Be at least 16 and not yet 25 years of age at the time of enrollment.
- Be a U.S. citizen, U.S. national, permanent resident alien, or other alien who is authorized to accept permanent employment in the United States.
- Be economically disadvantaged.
- Have signed consent from a parent or guardian if under 18 years of age.
- Have no history of serious behavioral problems. Applicants on probation, parole, under a suspended sentence, or under the supervision of any court agency or institution will be considered on a case-by-case basis.
- Live in an environment that is not conducive to getting an education or a job.
- Have a child care plan if the applicant has a dependent child.
- Be capable of acquiring additional skills training to meet entrance requirements for the military or qualify for a job that requires education or vocational skill training.

Outcome Measures

Outcome measures include attainment of a GED or high school diploma, completion of a vocational program, number and quality of job placements, and long-term retention in the workforce after separation from the program.

Workforce Preparation and Employment Services for Workers

PROGRAM	TARGETED POPULATION	STATE FUNDS	FEDERAL FUNDS	FEDERAL GRANTOR	OPERATING CYCLE	STATE ADMIN. AGENCY
Carl D. Perkins Postsecondary Technical Education	Improvement of vocational education for all participants	$268,042	$315,943	U.S. Dept. of Education	7/01-6/30	Workforce Training and Education Coordinating Board
Postsecondary Technical Education	All high school graduates and/or those 18 and over	$338,470,728	$12,891,674	U.S. Dept. of Education	7/01-6/30	State Board for Community and Technical Colleges
Wagner-Peyser Act	All legal workers and all employers seeking workers		$15,617,015	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
Job Skills Program	Prospective employees and individuals in the workforce	$1,475,000			7/01-6/30	State Board for Community and Technical Colleges
Apprenticeship	Individuals aged 16 and over	$1,200,000			7/01-6/30	Department of Labor and Industries
On-the-Job Program	Universal access; priority for women, minorities, and disadvantaged individuals	$100,000			7/01-6/301	Department of Transportation
Workforce Investment Act Title I-B, Dislocated Worker Program	Dislocated workers		$35,787,000	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
Trade Act—Trade Adjustment Assistance Program	Workers whose jobs are jeopardized by increased imports		$16,500,000	U.S. Dept. of Labor	10/01-9/30	Employment Security Department
Training Benefits Program	Unemployment insurance claims	$20,000,000			7/01-6/30	Employment Security Department
Claimant Placement Program	Unemployment insurance claims	$8,600,000			7/01-6/30	Employment Security Department
Worker Retraining Program	Unemployment insurance recipients/ exhaustees; priority given to dislocated workers	$35,259,100			7/01-6/30	State Board for Community and Technical Colleges
Reemployment Support Centers	Persons recently unemployed due to community economic distress or plant closures	$170,100			7/01-6/30	Department of Community, Trade and Economic Development
Displaced Homemaker Program	Displaced homemakers	$539,000			7/01-6/30	Higher Education Coordinating Board
Private Vocational School Act	Universal access	$177,164			7/01-6/30	Workforce Training and Education Coordinating Board
	Totals	$406,259,134	$81,111,632			

CARL D. PERKINS TECHNICAL EDUCATION

Contact: Terri Colbert
Workforce Training and Education Coordinating Board
P.O. Box 43105
Olympia. WA 98504-3105
Telephone: 360.753.5680
Fax: 360.586.5862
E-mail:tcolbert@wtb.wa.gov
Website: www.wtb.wa.gov

Statutory Authority

Carl D. Perkins Vocational and Applied Technology Education Act (Perkins Act) as amended in 1998, P.L. 105-33. Funds are allotted from the U.S. Department of Education to each state's "eligible agency" for receipt and in-state disbursement. In Washington, the Workforce Training and Education Coordinating Board (Workforce Board) serves as the state agency responsible for receiving and distributing federal funds.

State Funding

$631,885 (7/01/05 to 6/30/06). U.S. Department of Education. (Administration and Leadership funds only.)

Federal Funding

$536,083 (7/01/05 to 6/30/06). State General Fund.

Program History

Federal legislation for vocational education dates back to 1917. The Vocational Education Act of 1976 set aside funds to assist special populations, i.e., persons with disabilities, educationally disadvantaged, and single parents. The current Act does not set aside funds for special populations, but requires separate tracking of their results. The Workforce Board disburses portions of the funds to the Office of Superintendent of Public Instruction (OSPI) and the State Board for Community and Technical Colleges (SBCTC). The funds are used to support career and technical education.

Planning Cycle

Five-year federal plan and an annual funding plan.

Purpose and Type of Services

Career and technical education activities focus on continuous improvements of relevant and rigorous programs leading to further education or entry into employment and are aligned with the state's strategic plan, *High Skills, High Wages*. The funds are categorized as administrative, leadership, basic grants, and tech-prep. One percent of the leadership dollars is set aside to serve individuals in state institutions. There are 8 required and 14 permitted uses of the funds, providing for local flexibility. The Workforce Board applies Perkin's funds for administration and to conduct assessment and research, partnership building, career guidance, monitoring and evaluation, and technical assistance.

CARL D. PERKINS TECHNICAL EDUCATION
(cont.)

Funding and Regional Division

Funding is provided statewide to OSPI and SBCTC. They, in turn, make funds available to high school and community college districts across the state.

Participant Eligibility

The program emphasizes the improvement of vocational education for all participants. There is open enrollment for career and technical education.

Outcome Measures

Outcome measures include:

- Attainment of academic vocational skills.
- Secondary and postsecondary completion.
- Secondary diploma or credential.
- Secondary and postsecondary placement (further education, military, and employment).
- Postsecondary retention.
- Secondary and postsecondary participation and completion in nontraditional programs.
- Secondary and postsecondary earnings (completers).
- Employer and participant satisfaction.

POSTSECONDARY TECHNICAL EDUCATION

Contact: Jim Crabbe
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4333
Fax: 360.586.4421
E-mail: jcrabbe@sbctc.ctc.edu
Website: www.sbctc.ctc.edu

Statutory Authority

Federal—Carl D. Perkins Vocational and Technical Education Act as amended in 1998, P.L. 105-332. State—Community and Technical College Act of 1991, RCW 28B.50. Administered by the State Board for Community and Technical Colleges (SBCTC).

Federal Funding

$12,891,674 (7/01/05 to 6/30/06). U.S. Department of Education.

State Funding

$338,470,728 (7/01/03 to 6/30/04).

Program History

The first community colleges were established in the 1920s and were locally funded until the Legislature enacted the state's first junior colleges law in 1941. The law included a provision that specified vocational programs as part of the two-year college mission. The current system is framed in state law by the Community College Act of 1967 and the Technical College Act of 1991. The 1991 law merged the technical and community colleges and gave SBCTC responsibility for adult basic education programs. Federal funding for vocational education legislation began with the Smith Hughes Act of 1917. In 1976, the Vocational Education Act set aside funds to assist special populations, such as persons with disabilities, educationally disadvantaged, and single parents. The current law is the second reauthorization of a 1984 act. Known as Perkins III, the Act emphasizes vocational education programs integrating academic and vocational education, technology use, teacher training, and distance learning.

Planning Cycle

Five-year federal plan and biennial state plan.

Purpose and Type of Services

A variety of workforce opportunities are offered in community and technical colleges, including preparatory professional/technical education for entry-level employment; upgrade training and retraining to improve or supplement workers' skills in order to remain competitively employed; supplemental classroom apprenticeship training for indentured apprentices; and developmental education to raise reading, writing, and math skills for entry or success in a vocational program.

POSTSECONDARY TECHNICAL EDUCATION
(cont.)

Purpose and Type of Services
(cont.)

The Perkins III component of vocational education more fully develops the academic, vocational, and technical skills of secondary and postsecondary students who enroll in vocational and technical programs. It builds on the efforts of states and localities to develop challenging academic standards; integrates academic, vocational, and technical instruction; links secondary and postsecondary education; increases state and local flexibility to develop, implement, and improve vocational and technical education; and disseminates national research and provides professional development and technical assistance to improve vocational and technical education programs, services, and activities.

Funding and Regional Division

About 55 percent of the community and technical college system's operating funds is appropriated by the Legislature from the State General Fund. The balance consists of tuition (21 percent), grants and contracts (16 percent), and local funds (8 percent). Perkins funds are allotted by the U.S. Department of Education to each state's "eligible agency" for strategic disbursement. The Workforce Training and Education Coordinating Board is Washington's eligible agency. SBCTC's disbursement is distributed to local campuses by a formula, following an annual local plan review and approval for each campus.

Participant Eligibility

Community and technical college programs are open to all high school graduates or persons aged 18 years or older. Those under 18 who have not completed high school may be admitted with permission from their local school districts. Nearly half of all state-supported students in 2004-2005 were upgrading, training, or preparing for new jobs.

Outcome Measures

Outcome measures include program completion, employment, earnings, employer satisfaction, and student satisfaction. The Carl D. Perkins Vocational and Technical Education Act includes such outcomes as attainment of vocational, technical, and academic skill proficiencies; acquisition of degrees or credentials; placement and retention in postsecondary education or employment; and completion of vocational and technical programs leading to nontraditional training and employment

POSTSECONDARY TECHNICAL EDUCATION
(cont.)

Other Program Characteristics

There are no eligibility requirements for postsecondary workforce training. Full-time students are assessed at admission and placed into appropriate courses. Some programs have prerequisites or selection criteria dictated by licensing or accreditation requirements. Training is offered at more than 600 sites operated by the 34 primary campuses and multiple extension sites, i.e., branch campuses, technology centers, business centers, and state prisons. Community and technical college services are available in every county across the state.

WAGNER–PEYSER ACT

Contact: Cheryl Boldt
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.3136
Fax: 360.438.4777
E-mail: cboldt@esd.wa.gov

WorkSource Washington

Statutory Authority

Wagner-Peyser Act of 1933 as amended by the Workforce Investment Act (WIA) of 1998. Administered by the Employment Security Department (ESD).

Federal Funding

$15,617,015 (7/01/05 to 6/30/06). U.S. Department of Labor (DOL).

Program History

The Wagner-Peyser Act established a national Public Employment Service as part of the New Deal legislation passed in 1933. Following the Great Depression of 1929, the Act embodied the needs of the time. It focused on establishing the role government plays in assisting persons to find jobs free of charge and the importance of working with employers to identify their employment needs and connect them with potential workers. In 1937, the Washington State Legislature authorized the state's public employment service. Congress amended the program in 1998 to be part of a one-stop service delivery system. In Washington State, this system is called WorkSource.

Planning Cycle

Five-year.

Purpose and Type of Services

The purpose of Wagner-Peyser is to provide universal access to job finding and placement for both employers and job seekers. Close coordination is required between Unemployment Insurance (UI) services and reemployment service to help UI recipients return to work. Services are provided through a network of WorkSource centers and affiliate sites that offer group and individual staff-assisted activities, as well as self-service opportunities via computer resources. In addition, Go2WorkSource is an Internet-based resume matching service linked to employer-entered job postings.

Assistance to job seekers is provided through job search activities, labor market information, employability self-assessments, job interview techniques, and resume preparation assistance. When appropriate, referrals are made to other employment and training service providers located in WorkSource centers or other local sites. Employers are provided a range of services, including screening, job order taking, referral of applicants, use of interviewing facilities, job fairs, and value added information regarding the labor market and prevailing wage rates.

WAGNER–PEYSER ACT
(cont.)

Funding and Regional Division

Funds are allocated by DOL to the state based on the state's share of individuals in the civilian labor force and the number of unemployed individuals. In Washington, funds for local services are distributed to Workforce Development Councils who distribute funds to local ESD service sites.

Participant Eligibility

Any individual legally entitled to work in the United States is eligible for service, including veterans, UI claimants, persons with disabilities, and migrant and seasonal farm workers. All employers are eligible for service as long as they adhere to applicable federal and state employment provisions.

Outcome Measures

Federal, state, and agency measures include entered employment rates, wages at employment, and time returning to work after receiving a service. Different methodologies apply for calculating and reporting data.

Other Program Characteristics

Shifts in program design are anticipated to maximize performance and use new information and technology tools developed to match individuals with local job openings.

JOB SKILLS PROGRAM

Contact: Carolyn Cummins
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4339
Fax: 360.586.4421
E-mail: ccummins@sbctc.ctc.edu
Website: www.sbctc.ctc.edu/workforce/job skills.asp

Statutory Authority

State—RCW 28C.04.400. Administered by the State Board for Community and Technical Colleges.

State Funding

$1,475,000 (7/01/05 to 6/30/06).

Program History

The Washington State Legislature created the Job Skills Program (JSP) in 1983. JSP coordinates economic development with workforce training.

Planning Cycle

Biennial.

Purpose and Type of Services

JSP brings together employers and educational institutions to provide customized employee training. State JSP funds, combined with employer match, support four types of training.

1. *New employee training* for prospective employees before a new plant opens or when a company expands.
2. *Current employee retraining* when retraining is required to prevent the dislocation of those employees.
3. *Current employee upgrading* enhancing productivity for advancement opportunities with greater skills and responsibilities.
4. *Industry initiatives* supporting development of customized training programs for several companies within an industry.

Funding and Regional Division

JSP is a statewide program. Eligible applicants include any public secondary or postsecondary institution, independent institution, private career school, or college in the state, including community and technical colleges, secondary vocational programs, public colleges or universities with degree granting authority, and apprenticeship trusts. Also eligible are private, for-profit, or nonprofit institutions offering programs beyond the secondary level provided that such institutions are registered with the Workforce Training and Education Coordinating Board or the Higher Education Coordinating Board, or meet legal requirements for exemption from this requirement.

JOB SKILLS PROGRAM
(cont.)

Participant Eligibility

Prospective and existing employees of a business receiving a JSP grant are eligible for training. Eligible businesses and industries include private firms and institutions, groups, or associations concerned with commerce, trade, manufacturing, or providing services. Public or nonprofit hospitals are also eligible.

Outcome Measures

Applicants must:

- Identify the elements on which trainees will be evaluated to ensure satisfactory completion of the training objectives.
- Describe the expected results of the training project as they relate to need, when the results might be expected, and how they will be measured.

Other Program Characteristics

JSP concentrates its resources in areas with new and growing industries where there is a shortage of skilled labor to meet employers' needs, economically disadvantaged areas with high unemployment rates, and areas affected by economic dislocation.

APPRENTICESHIP

Contact: Nancy Mason
Department of Labor and Industries
P.O. Box 44530
Olympia, WA 98504-4530
Telephone: 360.902.5320
Fax: 360.902.4248
E-mail: thum235@lni.wa.gov
Website: www.apprenticeship.lni.wa.gov

Statutory Authority

Federal—29 CFR, Parts 29 and 30; Fitzgerald Act of 1937. State—Chapter 49.04 RCW: WAC 296-05. Administered by the Department of Labor and Industries (L&I).

State Funding

$1,200,000 (7/01/05 to 6/30/06). Medical Aid and Accident Prevention Funds.

Program History

The federal Fitzgerald Act of 1937 established an apprenticeship program administered by the U.S. Department of Labor's Office of Apprenticeship, Training, Employer, and Labor Services (ATELS)—formerly the Bureau of Apprenticeship Training. ATELS sets labor standards for apprentices, registers apprenticeship programs, and certifies states to register apprenticeship and training programs. Washington adopted an apprenticeship law in 1941. The Washington State Apprenticeship Council sets the program's policy.

Planning Cycle

Biennial.

Purpose and Type of Services

L&I is the administrative arm of Washington's Apprenticeship and Training Council. The Council's primary goal is to promote development and implementation of structured on-the-job training programs supplemented with related theoretical instruction. These programs provide individuals with the ability to progress from entry-level to fully qualified journey-level workers. Apprenticeship agreement standards include a progressive increase in scale of wages. Completion standards include minimum total work hours (2,000 hours) and annual minimums for related and supplemental instruction (144 hours). L&I develops, approves, and monitors on-the-job training programs for occupations requiring less than 2,000 hours of work experience.

Funding and Regional Division

Eight Washington State Apprenticeship Coordinators are responsible for the following areas:

- Region 1—Snohomish, Skagit, Whatcom, Island, and San Juan Counties.
- Region 2—King County.

APPRENTICESHIP
(cont.)

Funding and Regional Division
(cont.)

- Region 3—Pierce, Kitsap, Clallam, and Jefferson Counties.
- Region 4—Longview Office: Wahkiakum, Cowlitz, Clark, and Skamania Counties.
- Region 4—Tumwater Office: Grays Harbor, Mason, Thurston, Lewis, Klickitat, and Pacific Counties.
- Region 5—Okanogan, Chelan, Douglas, Kittitas, Grant, Yakima, Benton, Franklin, Walla Walla, and Columbia Counties.
- Region 6—Ferry, Stevens, Pend Oreille, Lincoln, Spokane, Adams, Whitman, Garfield, and Asotin Counties.

Participant Eligibility

Participants must be at least 16 years old and meet other minimum qualifications established by industry standards that are included in the written apprenticeship agreement.

Outcome Measures

Outcomes are measured by the successful completion of an apprenticeship trade by an apprentice.

Other Program Characteristics

Apprenticeship programs are developed by industry and labor and are constantly reviewed by these entities to ensure apprenticeship training standards respond to workforce needs. L&I systematically reviews approved apprenticeship programs (including adequate participation of females and minorities). Staff members assist in the development of more than 15 new apprenticeship programs each year.

ON-THE-JOB PROGRAM

Contact: Marvin L. Jenkins
Department of Transportation
P.O. Box 47314
Olympia, WA 98504-7314
Telephone: 360.705.7088
Fax: 360.705.6801
E-mail: jenkinm@wsdot.wa.gov

Statutory Authority

Federal Highway Administration, Nondiscrimination Section, Title 23 USC 140; 23 CFR 230, Subpart A, Appendix B. Administered by the Washington State Department of Transportation (DOT).

State Funding

$100,000 (7/01/05 to 6/30/06). State Legislature.

Program History

The On-the-Job Training Program trains and upgrades minorities and women into higher paying skilled trades and transportation-technology related careers to meet projected labor needs. This is a federally-mandated program under CFR Title 23, Chapter 1, Subchapter C, Part 230.

Planning Cycle

Biennial.

Purpose and Type of Services

The goal of the program is to increase minority and female representation in the highway construction industry and create employment opportunities for disadvantaged people. Federal guidelines governing federally-funded highway construction contracts allow DOT to implement this affirmative action program addressing underrepresentation of minorities and women in the highway construction industry. The program provides participants with training and support services while on the job.

Funding and Regional Division

This is a statewide program. DOT has six regions: Northwest, North Central, Olympic, Southwest, South Central, and Eastern.

Participant Eligibility

Minorities, females, and disadvantaged individuals are recruited for the program. The program is not discriminatory; nonprotected group members may apply.

Outcome Measures

Outcome measures are determined on a yearly basis and reported to the Federal Highway Administration in a Federal Aid Construction Cumulative Training Report. The report includes the number starting, receiving, and completing training. The report also includes trainees completing 1,000 hours+ and apprentices reaching journey level.

ON-THE-JOB PROGRAM
(cont.)

Other Program Characteristics

Wage-earning opportunities are created for disadvantaged people in the highway construction industry. Contract training requirements enable minority and women participants to pursue a career in the skilled construction trades.

WORKFORCE INVESTMENT ACT, TITLE I-B DISLOCATED WORKER PROGRAM

Contact: Mary Ellen Laird
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4952
Fax: 360.438.3174
E-mail: mlaird@esd.wa.gov

Statutory Authority

Workforce Investment Act (WIA), P.L. 105-220. Administered by the Employment Security Department (ESD).

Federal Funding

$35,787,000 (7/01/05 to 6/30/06). WIA and U.S. Department of Labor (DOL).

Program History

WIA provides workforce preparation and employment services for dislocated workers and low-income youth and adults. Originally passed in 2000, WIA created an integrated service delivery system open to all adults. Called "WorkSource" in Washington State, this "one-stop" system offers a comprehensive array of services through local WorkSource centers and affiliate sites, as well as through the Internet.

Washington's Governor designated the Workforce Training and Education Coordinating Board (Workforce Board) to act as the state "Workforce Investment Board" and ESD WIA's administrative entity. The state's 12 workforce investment areas each have a business-led workforce development council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area's WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators.

Congressional action to amend and reauthorize the law is still in progress.

Planning Cycle

Five-year planning cycle.

Purpose and Type of Services

The program tailors employment and training services to meet dislocated workers' needs; establishes early intervention for workers and firms facing substantial layoffs; and fosters labor, management, and community partnerships with government to address worker dislocation.

Dislocated workers are eligible for "core services" available through WorkSource, the state's one-stop career center system. Core services include skill assessment, labor market information, training program consumer reports, and job search and placement assistance. Second and third tier services are available for eligible dislocated workers unable to get jobs through core services. This

WORKFORCE INVESTMENT ACT, TITLE I-B DISLOCATED WORKER PROGRAM *(cont.)*

Purpose and Type of Services *(cont.)*

sequence of services is individualized and may include more intensive assessments, counseling, and prevocational and vocational training.

Funding and Regional Division

At the state level, services are described in a five-year operations plan developed by ESD and the Workforce Board and approved by the Governor. DOL must approve the plan in order to access funds. At the local level, services are described in five-year operations plans developed by workforce development councils and chief local elected officials. Funds are allocated to the local workforce investment areas using federal and state allocation formulas.

Participant Eligibility

Specific eligibility guidelines are described in the Act. In general, dislocated workers are people who lost jobs due to plant closures, company downsizing, or some other significant change in market conditions. In most cases, it must be unlikely that they will return to their occupation, and they must be eligible for (or have exhausted) unemployment compensation. Other conditions can lead to eligibility for services such as being self-employed (but not working as a result of general economic conditions) or being a displaced homemaker.

Outcome Measures

Measures used to determine the program's success include:

- Entered employment rate.
- Employment retention rate.
- Earnings increase of six months.
- Employment and education rate.

Other Characteristics

Local priorities for the WIA Title I-B Dislocated Worker grant must support the priorities described in each local workforce development council's unified plan and must also be consistent with the goals identified in the state's unified plan for the workforce development system.

TRADE ACT—TRADE ADJUSTMENT ASSISTANCE PROGRAM

Contact: Julie Garitone
Employment Security Department
P.O. Box 9049
Olympia, WA 98507-9046
Telephone: 360.438.4032
Fax: 360.438.4666
E-mail: jgaritone@esd.wa.gov

Statutory Authority

Federal—The Trade Act of 1974 as amended, (P.L. 93–618). The Employment Security Department serves as an agent to the U.S. Department of Labor (DOL) in administering the program in Washington State.

Federal Funding

$16,500,000 (10/01/05 to 9/30/06). U.S. Department of Labor (DOL)

Program History

The Trade Act of 1974 established the Trade Adjustment Assistance (TAA) program. In 1993, the Trade Act was amended to include the North American Free Trade Agreement—Transitional Adjustment program (NAFTA-TAA). The Trade Act was again amended in 2002 to expand eligibility and increase services and also to repeal the NAFTA-TAA program.

Planning Cycle

Annual.

Purpose and Type of Services

The program assists trade-affected workers who have lost their jobs as a result of increased imports or shifts in production out of the United States. Certified workers are assisted in returning to employment. Depending on assessments, individuals may be eligible to receive job search allowances, relocation allowances, or training assistance. They may also be eligible to receive weekly income support benefits or Trade Readjustment allowances once their employment benefits have been exhausted.

Funding and Regional Division

This program is administered at the state level. Certified workers apply for TAA services through their local WorkSource offices.

Participant Eligibility

To qualify for services and benefits, DOL must certify that a group of workers has been adversely affected by foreign trade. Once certified, the worker applies separately for services and benefits. Various reemployment and training-related services have different criteria and deadlines for provision.

TRADE ACT—TRADE ADJUSTMENT ASSISTANCE PROGRAM
(cont.)

Outcome Measures

The measures used to determine the program's success are:

- Entered employment rate.
- Employment retention rate.
- Earnings increase after six months.

Other Program Characteristics

The services workers receive under this program are offered in conjunction with other assistance provided in WorkSource centers, depending on their needs.

TRAINING BENEFITS PROGRAM

Contact: Mel Hurd
Employment Security Department
P.O. Box 98507-9406
Olympia, WA 98507-9685
Telephone: 360.902.9732
Fax: 360.902.9799
E-mail: mhurd@esd.wa.gov

Statutory Authority

State—RCW 50.22.130, RCW 50.22.140, RCW 50.22.150. Administered by the Employment Security Department (ESD).

State Funding

$20,000,000 (7/01/05 to 6/30/06).

Program History

Enacted by the Legislature in February 2000, training benefits provide additional unemployment insurance benefits to qualified individuals participating in approved training programs determined necessary for their reemployment.

Planning Cycle

Annual

Purpose and Type of Services

Training Benefits are additional Unemployment Insurance (UI) benefits paid to eligible dislocated workers enrolled in and making satisfactory progress in a full-time vocational training program approved by the UI program. Training Benefits are paid after a claimant receives all regular (and federally extended) benefits payable. However, claimants must apply for Training Benefits within 60 days of being notified of the program and be enrolled in training within 90 days of being notified of the program.

Participant Eligibility

To be eligible for the Training Benefits program, claimants must show a need for training to find suitable work, establish that the full-time training program will enhance their marketable skills and earning power, and that such training is for an occupation that is in high-demand in their local labor market as determined by the local workforce development council. This means claimants would not qualify for Training Benefits if they could get a job without any training that pays similar to the job(s) for which they are training. Claimants can receive up to a maximum of 52 times their weekly benefit amount, minus any regular and extended benefits paid.

Funding and Regional Division

Training Benefits are paid from the UI Trust Fund but cannot exceed the $20 million annual cap established by the Legislature. The expenditure of training benefits is controlled through an obligation process established by ESD.

TRAINING BENEFITS PROGRAM
(cont.)

Outcome Measures

Outcome measures include participant employment and earnings.

Other Program Characteristics

Training Benefits are payable until the claimant completes (or withdraws from) training or runs out of benefits, whichever comes first. Training Benefits are payable only while a claimant is enrolled in and making satisfactory progress in an approved full-time training program.

CLAIMANT PLACEMENT PROGRAM

Contact: M'Lissa Carson
Employment Security Department
WorkSource Operations Division
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4796
Fax: 360.438.4777
E-mail: mcarson@esd.wa.gov

Statutory Authority

State—RCW 50.62 and 50.24.014. Administered by the Employment Security Department (ESD).

State Funding

$8,600,000 (7/01/05 to 6/30/06). State-approved allocation.

Program History

The program was authorized by the Washington State Legislature in 1987 to provide early intervention reemployment services to state Unemployment Insurance (UI) claimants. Priority was designated for claimants with the potential to become "long-term unemployed." Changes were made to the program in subsequent years. In 1993, the program merged with new federal requirements to "profile" claimants most likely exhaust their UI benefits before returning to work. With the advent of telecenters, profiled claimants began to use reemployment services offered by WorkSource centers.

Planning Cycle

Biennial.

Purpose and Type of Services

Claimant Placement services are provided to claimants most likely to exhaust their UI benefits. Services include job search, labor market research, employability self-assessment, job interview techniques, and resume preparation assistance. When appropriate, referrals are made to other employment and training service providers located in WorkSource centers or other local sites to ensure more intensive services and retraining opportunities are explored to assist the person's return to work. Claimants face a potential denial of benefits if they fail to meet requirements imposed by the program.

Funding and Regional Division

Funding is appropriated by the Legislature to ESD. Funds are targeted to maximizing technology and tools, as well as providing staff strategically in WorkSource centers throughout the state.

CLAIMANT PLACEMENT PROGRAM
(cont.)

Participant Eligibility

All claimants identified by the profiling system are eligible to participant in Claimant Placement program activities. Priority is offered to those individuals most likely to exhaust UI benefits before returning to work, to older workers, and to potentially long-term unemployed individuals.

Outcome Measures

Federal, state, and agency measures include entered employment rates, wages at employment, and time returning to work after receiving a service. Different methodologies apply for calculating and reporting data.

Other Program Characteristics

Shifts in program design are anticipated to maximize performance and use new information technology tools developed to match individuals with local job openings.

WORKER RETRAINING PROGRAM

Contact: Carolyn Cummins
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4333
Fax: 360.586.4421
E-mail: ccummins@sbctc.ctc.edu
Website: www.sbctc.ctc.eduworkforce/workforceretrain.asp

Statutory Authority

State—RCW 28C.04.410 and .420. Administered by the State Board for Community and Technical Colleges (SBCTC).

State Funding

$35,259,100 (7/01/05 to 6/30/06).

Program History

The Employment and Training Trust Fund was established in 1993 to fund training and related support services for the unemployed and to fund improvements in the state's employment security system. After sunsetting in 1997, the fund was reauthorized as the Worker Retraining Program with the passage of SB5909 in 1999. Funding comes from the State General Fund.

Planning Cycle

Annual.

Purpose and Type of Services

The program serves the unemployed or those facing imminent layoffs. Community and technical colleges provide training in basic skills and literacy, occupational skills, vocational education, and related or supplemental instruction for apprentices. Qualified students may receive financial assistance to help with tuition, as well as offset the costs of child care and transportation. The program is administered by SBCTC with advice and counsel from the Workforce Training Customer Advisory Committee.

Funding and Regional Division

2005-2006 funds are allocated as follows:

- Enrollment: 7,436 full-time equivalents (FTEs).
- Financial Aid/Training Completion Aid: $1,300 per FTE.
- Emergency Fund: Enables colleges to respond to major layoff and/or economic emergencies.
- Private Vocational School Funding: $3,816 per FTE. 600 FTEs.

Each college is required to submit a one-year plan. The plans must be developed in cooperation with and endorsed by the college's general worker retraining advisory committee. The plans are approved by the Workforce Training Customer Advisory Committee for funding recommendations.

WORKER RETRAINING PROGRAM
(cont.)

Participant Eligibility

Program services are used for the unemployed and those who have been notified they are about to be laid off. To qualify, a person must be eligible for or have exhausted their unemployment compensation benefits within the last 24 months. Dislocated workers and the long-term unemployed have priority access to the program's training and supportive services. Displaced homemakers and those formerly self-employed may also qualify.

Outcome Measures

Outcomes are measured by placement in high-wage, high-demand jobs, closely approximating pre-layoff conditions.

Other Program Characteristics

Training programs must prepare students for occupations that have demonstrated employment demand for qualified workers and lead to jobs providing a living wage appropriate to the local labor market. Program plans must actively involve business, government, and labor as they determine the employment demand and content of the training program. There is flexibility as to the length of participant training.

REEMPLOYMENT SUPPORT CENTERS

Contact: Will Graham
Department of Community, Trade and Economic Development
P.O. Box 48300
Olympia, WA 98504-8300
Telephone: 360.725.2854
Fax: 360.586.0489
E-mail: willg@cted.wa.gov
Website: www.cted.wa.gov

Statutory Authority

State—WAC 43-330-130. Administered by the Department of Community, Trade and Economic Development (CTED).

State Funding

$170,100 (7/01/05 to 6/30/06). State General Fund and the Employment Security Department (ESD) Penalty and Interest Fund.

Program History

Created by the Legislature in 1987, the Reemployment Support Center Program provides direct and referral services to people who have recently lost their jobs. The program was originally a response to the timber and salmon crisis in rural counties and to large-scale layoffs in urban areas.

Planning Cycle

Biennial.

Purpose and Type of Services

The program provides coordinated services to eliminate the emotional, physical, medical, and financial barriers keeping clients from conducting an effective job search. A second purpose is to increase the local community's capability to help its unemployed by building the capacity of the existing service delivery network. Types of services include job search assistance and job referral, training referral, financial counseling, utility assistance, and other support services.

Funding and Regional Division

The program has no substate or regional districts. Three reemployment centers must submit a spending plan and a plan for units of service delivered. Each center receives equal funding. Currently Clallam, Jefferson, Grays Harbor, Pacific, and King Counties are served by reemployment centers in Port Angeles, Aberdeen, and Seattle. Originally a program of ESD, the Legislature transferred the program several years ago to CTED.

Participant Eligibility

Persons recently unemployed due to community economic distress or plant closures are eligible. The program is not designed for chronically unemployed persons or as a youth training program.

REEMPLOYMENT SUPPORT CENTERS
(cont.)

Outcome Measures

Outcome measures include units of service and client characteristics.

Other Program Characteristics

Three locally-based contractors provide services.

1. Worker Center—Seattle.
2. Pacific Mountain Workforce Development Council—Aberdeen.
3. Community Action Program—Olympia.

PRIVATE VOCATIONAL SCHOOL ACT

Contact: Peggy Rudolph
Workforce Training and Education Coordinating Board
P.O. Box 43105
Olympia, WA 98504-3105
Telephone: 360.586.8682
Fax: 360.586.5862
E-mail: prudolph@wtb.wa.gov
Website: www.wtb.wa.gov

Statutory Authority

Private Vocational Schools Act, RCW 28C.10 and WAC 490-105. Administered by the Workforce Training and Education Coordinating Board.

State Funding

$177,164 (7/01/05 to 6/30/06). Funds are generated from license fees paid by private vocational schools that do business in Washington State.

Program History

Washington's Private Vocational Schools Act was passed as a consumer protection law in 1986. The law protects students who enroll in private career school programs offering less than associate or bachelor degrees. Today, the state's 250 plus schools offer a variety of vocational training programs, such as massage therapy, boat building, health care occupations, information technology, truck driving, and many more to over 35,000 students per year.

Planning Cycle

N/A.

Purpose and Type of Services

Private career schools comprise a large sector in the array of educational resources available to Washington State citizens. The Workforce Training and Education Coordinating Board licenses and regulates the schools, ensuring adequate educational quality and protection against unfair or misleading practices. It also administers the Tuition Recovery Fund, which provides financial assistance for students who are adversely affected by a school closure.

Funding and Regional Division

N/A.

Participant Eligibility

Generally, a high school diploma or GED is required for entry into a private vocational school or college. In some cases, particularly for individuals without a high school diploma or equivalent, an "ability-to-benefit" test must be successfully passed before a student is accepted.

PRIVATE VOCATIONAL SCHOOL ACT
(cont.)

Outcome Measures

The state's Eligible Training Provider List is a form of outcome measurement for private schools. Schools that want their programs to be eligible to receive Workforce Investment Act Title I funds or train dislocated workers receiving extended Unemployment Insurance benefits must meet certain standards for student completion, employment, and earnings. In addition, many individual schools apply their own measures.

DISPLACED HOMEMAKER PROGRAM

Contact: Lisa Aquilera Lawrenson
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4308
Fax: 360.586.6440
E-mail: llawrenson@sbctc.ctc.edu
Website: www.sbctc.ctc.edu/admin/studentservices.displaced.asq

Statutory Authority

State—RCW 28B.04 and WAC 250-44. Administered by the State Board for Community and Technical Colleges.

State Funding

$539,000 (7/01/05 to 6/30/06). State General Fund.

Program History

The Washington State Legislature established a pilot project to serve displaced homemakers in 1979 and made it a permanent program in 1982. The Displaced Homemaker Program provides training, counseling, job search, resume help, local referrals, and other services to help displaced homemakers find employment and become self-sufficient.

Planning Cycle

Biennial.

Purpose and Type of Services

Homemakers who become displaced due to divorce, separation, abandonment, death, or disability of their spouses often encounter severe economic hardship. Displaced homemakers are:

- Often left with little or no income.
- Ineligible for categorical welfare assistance.
- Subject to high rates of unemployment.
- Faced with continuing employment discrimination.
- Ineligible for unemployment insurance or social security benefits.

Without timely and appropriate intervention, the loss can lead to a life of poverty or underemployment. The program offers free classes that help displaced homemakers identify their skills and find employment. In addition to support services and information and referral, statewide outreach educates residents about programs in their communities and the services they provide.

Funding and Regional Division

The Displaced Homemaker Program is funded through the State General Fund to provide statewide services to displaced homemakers. Funds are distributed through a competitive application process based on organizational capacity to administer funds and geographical representation. Eligible applicants include governmental and nonprofit organizations.

DISPLACED HOMEMAKER PROGRAM
(cont.)

Participant Eligibility

The program is targeted to individuals who have worked in the home for ten or more years providing unsalaried household services for family members on a full-time basis, are not gainfully employed, need assistance in securing employment, and meet at least one of the following requirements:

- Dependent on the income of another family member, but will no longer be supported by that income.
- Dependent on federal assistance, but will no longer be eligible for that assistance.
- Supported as the parent of minor children by public assistance or spousal support, but the youngest children are within two years of reaching the age of twenty-one.

Individuals who do not meet this criteria, but are experiencing similar circumstances, may be served on space available basis.

Outcome Measures

Completion of Intensive Instructional Services results in:

1. Increased employability, which includes ability to address personal issues impacting employability, awareness of personal assets and strengths, enhanced self-confidence, development of clear employment goals, and mastering job search strategies.
2. Enhanced employability, which includes entry into full- or part-time employment in a field with potential for personal satisfaction, growth, and a living (family) wage, increased earnings for those already employed, and entry into vocational or academic programs.

Other Program Characteristics

Through Intensive Instructional Services, displaced homemakers increase their awareness of employment and training opportunities. They also increase their awareness of transferable skills and abilities, increase self-confidence, and learn new job skills.

A key factor in the program is the collaboration among diverse agencies and organizations and its comprehensive statewide coverage. Several urban multipurpose service centers are maintained with additional services offered on a smaller scale in rural locations.

Workforce Preparation and Employment Services for Adults With Barriers to Employment

PROGRAM	TARGETED POPULATION	STATE FUNDS	FEDERAL FUNDS	FEDERAL GRANTOR	OPERATING CYCLE	STATE ADMIN. AGENCY
Workers Compensation Vocational Rehabilitation Benefits Program	Injured workers	$45,900,000			7/01-6/30	Department of Labor and Industries
Division of Vocational Rehabilitation	Disabled individuals	$10,458,594	$38,642,787	U.S. Dept. of Education	10/01-9/30	Department of Social and Health Services
Vocational Rehabilitation Program for the Blind	Blind or visually impaired individuals	$1,455,233	$6,524,951	U.S. Dept. of Education	7/01-6/30	Department of Services for the Blind
Washington State Business Enterprise for the Blind	Blind or visually impaired individuals	$540,000	$200,000	Federal Vending Machine Revenue	10/01-9/30	Department of Services for the Blind
Temporary Assistance for Needy Families WorkFirst Program	Applicants and recipients of welfare	$63,756,000	$37,444,000	U.S. Dept. of Health and Human Services	7/0-/6/30	Department of Social and Health Services With Contracts to Other State and Local Agencies
WorkFirst Program Employment Services	Welfare recipients		$21,900,000	U.S. Dept. of Health and Human Services	7/01-6/30	Employment Security Department
WorkFirst Program Community Jobs	Welfare recipients		$12,000,000	U.S. Dept. of Health and Human Services	7/01-6/30	Department of Community, Trade and Economic Development
WorkFirst Program WorkFirst Training	Welfare recipients		$22,200,000	U.S. Dept. of Health and Human Services	7/01-6/30	State Board for Community and Technical Colleges
Workforce Investment Act Title I-B, Adult Program	Economically disadvantaged individuals		$23,000,000	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
Refugee Assistance Program	Low-income, legal refugees	$2,981,000	$5,825,000	U.S. Dept. of Health and Human Services	10/01-9/30	Department of Social and Health Services
Employment and Training for Migrant Seasonal Farm Workers	Low-income, seasonal or migrant farm workers and dependents		$2,995,532	U.S. Dept. of Labor	7/01-6/30	Washington State Farm Worker Investment Program Opportunities Industrialization Center
Community Services Block Grant Program	Low-income individuals		$522,078	U.S. Dept. of Health and Human Services	1/01-12/31	Department of Community, Trade and Economic Development
Adult Education and Basic Skills	Persons 16 years and older with low basic skills	$67,016,000	$9,237,521	U.S. Dept. of of Education	7/01-6/30	State Board for Community and Technical Colleges
Volunteer Literacy Program	Trainers for adults who wish to learn to read and speak English	$243,110	$193,507		7/01-6/30	State Board for Community and Technical Colleges
Offender Education Program	Adult offenders	$14,294,022	$333,451	U.S. Dept. of Education	7/01-6/30	Department of Corrections
Offender Employment Services	Juvenile and adult offenders	$925,000	$226,435	U.S. Dept. of Education	7/01-6/30	Employment Security Department
Special Employment Services for Offenders (Correction Camps)	Incarcerated youth and adults	$5,210,000	$64,000	U.S. Dept. of Agriculture	7/01-6/30	Department of Natural Resources
Disabled Veterans Outreach Program	Disabled veterans		$2,283,000	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
Local Veterans Employment Representative Program	Veterans		$1,805,000	U.S. Dept. of Labor	7/01-6/30	Employment Security Department
	Totals	$212,778,959	$185,397,262			

WORKERS' COMPENSATION VOCATIONAL REHABILITATION BENEFITS PROGRAM

Contact: Richard Wilson
Department of Labor and Industries
P.O. Box 44324
Olympia, WA 98504-4323
Telephone: 360.902.6313
Fax: 360.902.5035
E-mail: wir1235@lni.wa.gov

Statutory Authority

State—RCW 51.32.095, 090, and 250. WAC 296-19A. Administered by the Department of Labor and Industries (L&I).

State Funding

$45,900,000 (7/01/05 to 6/30/06). Funds are provided through workers' compensation premiums collected from employers and employees insured by the Washington State Fund. Retraining fees are paid from the Accident Fund and include tuition, supplies, equipment, books, and travel. Job modification costs are paid from the Second Injury Fund. Vocational providers are paid from the Medical Aid Fund.

Program History

Vocational rehabilitation began officially for worker's compensation in the late 1970s and early 1980s. The program helps individuals to become employable or to return workers to work.

Planning Cycle

N/A.

Purpose and Type of Services

This program provides injured workers with return to work assistance. L&I uses qualified vocational providers to assist in return to work, assess participants' ability to work, and, where necessary, develop a rehabilitation plan. L&I may pay up to $4,000 in a 52-week period for short-term training costs, which may be provided through community or technical colleges or by on-the-job training. The supervisor of Industrial Insurance has discretionary authority to extend training an additional 52 weeks with an additional $4,000 available for costs. These costs may include books, tuition, equipment, and child care. Transportation during vocational rehabilitation services is paid separately. A "preferred worker" allows employers to hire workers whose injury prevents them from returning to work with their former employer and impairs their reemployment. State Fund employers who agree to hire these workers are excused from paying the usual premium for a period not to exceed 36 months with financial protection against any subsequent injury. Job modification provides up to $5,000 for job modification for eligible workers.

WORKERS' COMPENSATION VOCATIONAL REHABILITATION BENEFITS PROGRAM *(cont.)*

Funding and Regional Division

N/A.

Other Program Characteristics

Vocational benefits administered by the State Fund are only available to eligible insured workers. Workers covered under Self-Insured employers may be eligible for the same benefits.

DIVISION OF VOCATIONAL REHABILITATION

Contact: Lynnae Ruttledge
Department of Social and Health Services
P.O. Box 45340
Olympia, WA 98504-5340
Telephone: 360.725.3610
Fax: 360.438.8007
E-mail: ruttlem@dshs.wa.gov

WorkSource Washington

Statutory Authority

Federal—Rehabilitation Act of 1973 amended in 1992, P.L. 102–569. State—WAC 388-890-005 through 1310 and RCW 74.29.005–.080. Administered by the Department of Social and Health Services.

Federal Funding

$38,642,787 (10/01/04 to 9/30/05). U.S. Department of Education (DOE).

State Funding

$10,458,594 (10/01/04 to 9/30/05). State General Fund.

Program History

The Division of Vocational Rehabilitation (DVR) operates under the Rehabilitation Act of 1973, amended in 1992, and reenacted by Congress in 1998. DVR has a long history of helping people with disabilities go to work. In 1933, it began as a division of the Vocational Education Department and operated with three staff. Currently, the division has approximately 340 staff and serves more than 13,000 individuals per year.

Planning Cycle

Biennial.

Purpose and Type of Services

DVR offers vocational rehabilitation and training services to help eligible individuals with disabilities become employed. The primary objective is competitive, full-time employment. Depending on the individual's disability and functional limitations, however, other outcomes are sometimes more appropriate, such as part-time employment, self-employment, or supported employment. To meet these objectives, a series of customized services are offered, such as assessment, counseling, vocational and other training services, physical and mental restoration services (including corrective surgery), and job search and placement assistance.

Funding and Regional Division

Headquartered in Lacey, DVR has 36 satellite offices around the state and staff at 10 WorkSource offices. DVR must submit a state plan to receive funding from DOE under the basic support grant. This is a formula grant distributed to each state based on a calculation of its share of the previous allotment and its population. The state provides matching funds to receive the full federal grant.

DIVISION OF VOCATIONAL REHABILITATION *(cont.)*

Participant Eligibility

Eligibility requires certification by DVR that the individual:

- Has a physical, mental, or sensory impairment that constitutes or results in a substantial impediment to employment.
- Can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.
- Requires vocational rehabilitation services to prepare for, enter into, engage in, or retain gainful employment.

(Approximately 99 percent of individuals served by DVR have severe disabilities.)

Outcome Measures

DVR establishes performance objectives at the start of the state fiscal year (July 1 through June 30). Two key outcome measures are:

1. Number of individuals employed.
2. Rate at which Individual Plans for Employment are completed successfully. Other federal standards and indicators also apply.

Other Program Characteristics

When program funds or staff resources are insufficient to serve all eligible individuals, priority is given to those with the most significant disabilities. DVR identifies unserved or underserved groups, including individuals from diverse cultural and ethnic groups such as Native Americans, African Americans, and Asians and Pacific Islanders.

With the incorporation of the Rehabilitation Act into the Workforce Investment Act, a key challenge is to develop partnerships in WorkSource sites. Coordination involves ensuring accessibility of WorkSource core services to individuals with disabilities and inclusion of vocational rehabilitation services as part of the WorkSource system.

VOCATIONAL REHABILITATION FOR THE BLIND

Contact: Lou Oma Durand
Department of Services for the Blind
P.O. Box 40933
Olympia, WA 98504-0933
Telephone: 360.586.6981
Fax: 360.586.7627
E-mail: loudurand@dsb.wa.gov
Website: www.dsb.wa.gov

Statutory Authority

Federal—34 CFR 361. State—WAC Chapter 67-25. Administered by the Department of Services for the Blind (DSB).

Federal Funding

$6,524,951 (7/01/04 to 6/30/05). U.S. Department of Education (DOE), Rehabilitation Services.

State Funding

$1,455,233 (7/01/04 to 6/30/06). State General Fund.

Program History

Originally part of the Department of Social and Health Services, the Commission for the Blind was established in July 1977 by the Commission Bill to provide separate services for people who are blind or visually impaired. It was renamed the DSB in July 1983.

Planning Cycle

State annual planning and a three-year federal plan. Planning is coordinated with the Workforce Investment Act (WIA) State Unified Plan process.

Purpose and Type of Services

The mission of DSB is to open doors of opportunity for individuals who are blind and visually impaired to pursue their dreams, determine their goals, develop their skills and abilities, and participate socially and economically in the community. DSB provides vocational rehabilitation services, including information, assessment and referral; vocational counseling, including guidance, referral, and placement; and rehabilitation training in adaptive skills, job skills, and assistive technology. Occupational licenses, tools, equipment, technological aids, and other goods and services that can be reasonably expected to help participants achieve successful employment outcomes are also provided.

Funding and Regional Division

DSB has no regional divisions. The agency is directed from Olympia with offices in Seattle, Spokane, Tacoma, Vancouver, and Yakima. DOE, Rehabilitation Services Administration requires a state plan. Funding is allocated by formula: 79 percent federal grant and 21 percent state matching funds based on state population.

VOCATIONAL REHABILITATION FOR THE BLIND
(cont.)

Participant Eligibility

Any blind or visually impaired person may apply for vocational rehabilitation services. Eligibility is based on statutory criteria for legal or functional blindness and the need for vocational rehabilitation services. Individuals must have a visual impairment that creates a barrier to employment.

Outcome Measures

The primary outcome measure for vocational rehabilitation is successful employment. Other measures include job retention, employment outcome quality, participant satisfaction, coverage and accessibility of services, and cost effectiveness. Over the past 15 years, the Vocational Rehabilitation Program of DSB has served an average of 1,154 blind and visually impaired individuals and achieved 132 successful outcomes per year. The most recent benefit and cost ratio for the Vocational Rehabilitation Program was $1.89 for every dollar invested.

Other Program Characteristics

Two factors influence the direction of DSB, which represent major opportunities and challenges. The first is the nature of the job arena. More jobs require high levels of technical skill and knowledge of computerized systems. Access to technology is required for visually impaired workers to be more productive and competitive in the workplace. The challenge is to retool programs, train staff, and acquire the costly resources to fully realize the benefits of rapidly changing technology. The second factor is effective integration of Vocational Rehabilitation Services into the workforce investment system. WIA provides the opportunity to leverage the resources of larger agencies to assist in the employment of blind individuals. As a small agency, the challenge is to creatively manage the limited resources available to meet legislative requirements, enhance access to job opportunities for the visually impaired, and not diffuse agency efforts into areas that are not cost effective. The Workforce Training and Education Coordinating Board has established 12 regions for service delivery. DSB currently employs 12 full-time counselors with an average annual case load close to 100 participants requiring intensive vocational rehabilitation services.

WASHINGTON STATE BUSINESS ENTERPRISE FOR THE BLIND

Contact: Jeanne Gallo
Department of Services for the Blind
P.O. Box 40933
Olympia, WA 98504-0933
Telephone: 360.586.0277
Fax: 360.586.7627
E-mail: jeagallo@dsb.wa.gov

Statutory Authority

Federal—Section 2, 49 Statute 1559 as amended. 209 USC 107 CFR 34, Part 395. State—RCW 74.18.220 and 74.18.230.WAC Chapter 67–35. Administered by the state Department of Services for the Blind (DSB).

Federal Funding

$200,000 (7/01/04 to 6/30/05). Federal vending machine revenue.

State Funding

$540,000 (7/01/04 to 6/30/05). State vending machine revenue.

Program History

The Business Enterprise program was one of the programs that moved to the Commission for the Blind (later DSB) from the Department of Social and Health Services after legislation was signed in July 1977 that established separate services for people who are blind or visually impaired.

Planning Cycle

Biennial.

Purpose and Type of Services

The purpose of the Business Enterprise Program is to provide opportunities for blind individuals to succeed as independent business people. It is part of the state vocational rehabilitation program for the blind. The program's goal is to increase employment opportunities for blind citizens and to demonstrate their skills and abilities. Opportunities to become independent business people are made possible through training and licensing to operate and maintain vending machine and food service management facilities in public buildings. There are numerous blind vendors presently operating in federal, state, county, municipal, and other government facilities throughout the state.

Funding and Regional Division

The program has no regional divisions. It is directed from its main office in Olympia and funded by vending machine revenue only.

WASHINGTON STATE BUSINESS ENTERPRISE FOR THE BLIND
(cont.)

Participant Eligibility

Individuals must be United States citizens and meet the legal definition of blind. They also must be referred by a DSB vocational rehabilitation counselor and meet Business Enterprise Program requirements.

Outcome Measures

The primary outcome measure for the program is placement of licensed blind vendors in facilities and the successful operation of the sites under blind vendor management.

Other Program Characteristics

By legislation, blind persons participating in the program are given preference in the operation of vending facilities on federal, state, county, municipal, and other governmental property. The source of program funds is federal and state vending machine revenues.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORKFIRST PROGRAM

Contact: Brent Law
Department of Social and Health Services
P.O. Box 45470
Olympia, WA 98504-5470
Telephone: 360.725.4633
Fax: 360.413.3493
E-mail: lowbo@dshs.wa.gov
Website: www.wa.gov/workfirst

Statutory Authority

Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). Major portions of this Act are administered by the Department of Social and Health Services (DSHS), including Temporary Assistance for Needy Families (TANF) and the WorkFirst Program.

Federal Funding

$37,444,000 (7/01/05 to 6/30/06). U.S. Department of Health and Human Services (TANF Block Grant). This includes financial and social support services, local contracts, client services, and support. Child care expenditures are not included. TANF and state funds transferred to other state agencies managing additional elements of the WorkFirst program are listed separately.

State Funding

$63,756,000 (7/01/05 to 6/30/06). State maintenance-of effort funds.

Program History

WorkFirst went into effect in 1997 after PRWORA repealed and consolidated the Aid to Families with Dependent Children, Job Opportunities and Basic Skills program, and Emergency Assistance programs into TANF. Underlying the WorkFirst philosophy is the expectation that everyone who is able to work should be working, preparing for work, or looking for work.

Planning Cycle

Annual.

Purpose and Type of Services

PRWORA gives states flexibility to design their TANF programs. Washington's TANF Work Program is the cornerstone for the Welfare-to-Work initiative, requiring participants to prepare for, find, and maintain employment leading to self-sufficiency. Benefits are limited to 60 months in a lifetime for adults with 3- to 12-month limit extensions available on a case-by-case basis for families or children who are still in need. Under WorkFirst, DSHS determines if a recipient is ready to engage in work activities. If ready, recipients must be working, looking for work, or preparing for work. They must develop work plans as part of their individual responsibility plans.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORKFIRST PROGRAM *(cont.)*

Purpose and Type of Services *(cont.)*

Support services are provided to facilitate involvement in the TANF Work program. Child care assistance, transportation, and other job-related expenditures are a part of the job planning process.

Funding and Regional Division

DSHS's Community Service Division is divided into 6 regional offices and 579 local offices. Regions are given the latitude to tailor participant service delivery to maximize program effectiveness. They coordinate services through Local Area Planning units comprised of representatives from WorkFirst partners, community organizations, and tribal governments. Washington State receives a TANF block grant from the federal government. State plan amendments are made whenever substantive changes in spending TANF funds are made.

Participant Eligibility

Only recipients of TANF are eligible for the Washington TANF Work program. Recipients and, on a limited basis, some applicants are eligible for support services. As a part of the block grant funding, TANF programs are not considered an entitlement.

Outcome Measures

The TANF program has seven measures.

1. *TANF Case Load Reduction*—Current TANF adult case load as a percentage of the January 1997 adult case load by Community Service Offices. Data is available monthly, but lagged by one month due to availability.
2. *Jobs Leading to Exits From TANF*—Percentage of clients exiting TANF within six months of entering employment. Data is available monthly.
3. *Long-Term Exits From Welfare*—Percentage of adults who remain off TANF for 12 consecutive months. Data is available monthly.
4. *Employment Retention*—Percentage of TANF adults with an employment exit who earned at least $2,500 per quarter for four consecutive quarters. Data is available quarterly.
5. *Child Support*—Percentage of current and recent TANF child support cases with paid child support by Community Service Offices. Data is available monthly.

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES WORKFIRST PROGRAM *(cont.)*

Outcome Measures *(cont.)*

6. *Percentage Increasing Earnings*—Percentage of clients leaving welfare whose earnings increased by 10 percent after one year. Data available quarterly.
7. *Alternative Assistance for Applicants*—Percentage of TANF-eligible applicants who choose to receive alternate sources of support instead of a TANF grant.

Other Program Characteristics

Four state agencies jointly carry out the program.

1. DSHS is the entry point and ongoing contact point for WorkFirst participants. Once eligibility is established, participants are assigned a WorkFirst program specialist. The specialist stays with a participant throughout the process, helping to develop a plan for employment, encouraging progress toward the goal of getting a job, and arranging for support services needed to get, keep, and advance in a job.
2. The Employment Security Department makes the employment connection. Employment services are provided to assess client's employment needs and opportunities and to work with clients and employers to make the best possible job matches. (See the Employment Services section for a description of TANF and state funding provided for this element of the WorkFirst program.)
3. The State Board for Community and Technical Colleges (SBCTC) ensures that training for basic skills and job advancement is available through community and technical colleges across the state. The colleges are developing a new generation of training for WorkFirst participants: shorter courses, offered during nonwork hours, and geared toward specific fields with high demand for workers. SBCTC is also linking with employers to design short-term, customized job skills training leading directly to a job. (See the WorkFirst Training section for a description of this program.)
4. The Department of Community, Trade and Economic Development supports availability of local social services, such as housing and early childhood education. The agency also administers the Community Jobs program. (See the Community Jobs program for this element of the WorkFirst program.)

WORKFIRST PROGRAM EMPLOYMENT SERVICES

Contact: Sandy Miller
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4135
Fax: 360.438.4777
E-mail: smiller@esd.wa.gov
Website: www.wa.gov/workfirst

Statutory Authority

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). Major portions of the Act are administered by the Department of Social and Health Services (DSHS), including Temporary Assistance for Needy Families (TANF) and the WorkFirst program.

Federal Funding

$21,900,000. TANF Block Grant funds. (7/01/05 to 6/30/06).

Program History

WorkFirst went into effect in 1997 after PRWORA repealed and consolidated the Aid to Families With Dependent Children, Job Opportunities and Basic Skills, and Emergency Assistance programs into TANF. Underlying the WorkFirst philosophy is the expectation that everyone who is able to work should be working, preparing for work, or looking for work.

Planning Cycle

Annual.

Purpose and Type of Services

Employment Security Department (ESD) is one of the partner agencies that administers the WorkFirst program. ESD provides employment services to eligible TANF parents to help them achieve their employment goals in the best jobs they are qualified for. Parents are provided services in an atmosphere that is focused on making the best possible employment match based on a Work Skill Assessment and individualized services. Activities are monitored with each parent to ensure they are moving toward their employment goals when it becomes apparent that a parent needs other services to help them meet their goals. They are referred quickly to connect them with those services.

Funding and Regional Division

ESD's WorkFirst Services are distributed to 12 ESD WorkSource area directors to provide program services through local WorkSource centers, ESD affiliate sites, or DSHS Community Services offices.

WORKFIRST PROGRAM EMPLOYMENT SERVICES
(cont.)

Participant Eligibility

Only recipients of TANF are eligible for Washington's TANF WorkFirst program.

Outcome Measures

Federal, state, and agency measures include:

- Entered employment rate.
- Wages at employment.
- Time returning to work after receiving a service.

Different methodologies apply to calculating and reporting data.

WORKFIRST PROGRAM COMMUNITY JOBS

Contact: Diane Klotz
Department of Community, Trade and Economic Development
P.O. Box 42525
Olympia, WA 98504-2525
Telephone: 360.725.4147
Fax: 360.586.0489
E-mail: dianek@cted.wa.gov
Website: www.wa.gov/workfirst/briefing/commjobs.htm

Statutory Authority

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). Community Jobs Program is administered by the Department of Community, Trade and Economic Development (CTED).

Federal Funding

$12,000,000 (7/01/05 to 6/30/06).

Program History

Since WorkFirst's implementation in 1997, Washington State has provided services to help clients conduct an effective job search to enter the labor market. Most WorkFirst clients have been successful in finding a job, however, some clients need additional assistance to enter the regular job market. The Community Jobs program was started in June 1997 to provide temporary community-based work and skill building experience to increase employability and successful job placement.

Planning Cycle

Community Jobs is part of the annual WorkFirst local planning process.

Funding and Regional Division

CTED contracts with community-based organizations throughout the state to provide local service delivery operations, often as regional consortia.

Purpose and Type of Services

The Community Jobs program provides comprehensive, paid work experience plus training opportunities for hard to employ Temporary Assistance for Needy Families recipients. Community Jobs builds work and life skills. Participants improve the quality of their communities through their work in community, government, and tribal organizations. Private nonprofit contractor-partners provide participants with 20 hours of work per week, a paycheck, one-on-one support, and mentoring to resolve barriers to work. Program participants remain in the program up to six months, long enough to gain both substantial work experience and an opportunity to deal with life situations beyond crisis management. The ultimate goal is unsubsidized job placement.

WORKFIRST PROGRAM COMMUNITY JOBS
(cont.)

Participant Eligibility

Community Jobs participants have:

- Demonstrated to their Department of Social and Health Services case manager that they have been unsuccessful in or unable to complete a job search.
- Been deemed by their WorkFirst case manager to have the potential to become more employable after a Community Jobs assignment.

Outcome Measures

Program contracts are performance based with pay points for participant engagement, job enrollment, success in meeting individual development plan goals, and Community Job completion and/or unsubsidized job placement.

WORKFIRST PROGRAM
WORKFIRST TRAINING

Contact: Jennifer Thornton
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4335
Fax: 360.586.4421
E-mail: jthornton@sbctc.ctc.edu

Statutory Authority

Temporary Assistance for Needy Families (TANF), WorkFirst Reinvestment Funds, and State Board for Community and Technical Colleges (SBCTC) budget. Administered by SBCTC.

Federal Funding

$22,200,000 (7/01/05 to 6/30/06).

Program History

Shortly after WorkFirst's implementation in 1997, Washington's community and technical colleges initiated new programs to serve current and former welfare recipients along with other low-income working parents earning less than 175 percent of the poverty level. These programs were combined into the "WorkFirst Block Grant" three years ago. WorkFirst is experiencing its first major redesign since its inception. A range of training options will continue to be available.

Planning Cycle

Annual.

Purpose and Type of Services

Community colleges submit a plan application to use the block grant funds in one or more of the following activities:

- Customized job skills/integrated basic skills training.
- Work-based learning/work study.
- WorkFirst financial aid/work-based learning tuition assistance.
- Other basic skills and/or job skills training.
- Postemployment services.
- Child care or other services.

Participant Eligibility

Eligibility depends on the type of services offered, but generally eligible participants include current and former welfare recipients and other low-income working adults earning less than 175 percent of the poverty level.

Funding and Regional Division

Community and technical colleges and WorkFirst training providers at community-based organizations and private colleges are awarded funds after submitting a WorkFirst Block Grant application.

WORKFIRST PROGRAM
WORKFIRST TRAINING
(cont.)

Outcome Measures

The WorkFirst Training program is measured by:

- The number of TANF adults entering employment after training.
- The number of job placements and wage progression for low-income parents.

WORKFORCE INVESTMENT ACT, TITLE I-B ADULT PROGRAM

Contact: Holly Watson
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4187
Fax: 360.438.3174
E-mail: hwatson@esd.wa.gov

Statutory Authority

Federal—Workforce Investment Act (WIA), P.L. 105-220. Administered by the Employment Security Department (ESD).

Federal Funding

$23,000,000 (7/01/05 to 6/30/06). WIA Title I-B.

Program History

WIA provides workforce preparation and employment services for dislocated workers and low-income youth and adults. Originally passed in 2000, WIA created an integrated service delivery system open to all adults. Called "WorkSource" in Washington State, this "one-stop" system offers a comprehensive array of services through local WorkSource centers and affiliate sites, as well as through the Internet.

Washington's Governor designated the Workforce Training and Education Coordinating Board (Workforce Board) to act as the state "Workforce Investment Board" and ESD WIA's administrative entity. The state's 12 workforce investment areas each have a business-led workforce development council whose members are appointed by local elected officials. Councils have strategic and operational responsibilities, including planning and overseeing their area's WorkSource systems and WIA-funded programs, as well as designating administrative entities and WorkSource operators.

Congressional action to amend and reauthorize the law is still in progress.

Purpose and Type of Services

The program prepares individuals 18 years and older for participation in the labor force by providing core services and access to job training and other services. Services are coordinated through the state's one-stop career center system called WorkSource. Core services include skill assessment, labor market information, consumer reports on training programs, and job search and placement assistance. Second and third tier "intensive" services are available for eligible adults unable to obtain jobs through core services. This sequence of services is individualized and may include more intensive assessments, individual counseling, employment planning, and prevocational and vocational training. Priority is given to welfare and low-income, WIA-eligible clients.

WORKFORCE INVESTMENT ACT, TITLE I-B ADULT PROGRAM
(cont.)

Funding and Regional Division

The majority of WIA funds are allocated to the state and passed on to each of the 12 local areas based on the employment and demographic characteristics of the geographic area. Federal law defines the funding formulas. Each program has funds allocated based on the number of unemployed and excess unemployed and the number of targeted persons residing in the area. The data is compiled and used to distribute funds to local areas. A portion of funds available to the Governor for statewide activities are distributed to councils and other entities based on criteria at the state level.

Outcome Measures

The measures used to determine the program's success are:

- Entered employment rate.
- Employment retention rate.
- Six months earnings increase.
- Education and employment rate.

Employer and participant satisfaction levels are also measured.

Participant Eligibility

Specific eligibility guidelines are described in the Act. Core services are available to all adults with no eligibility requirements. Intensive and training services are authorized for unemployed individuals unable to find jobs through core services alone. In some cases, these services are available to employed workers who need more help to reach self-sufficiency.

Other Characteristics

Local priorities for WIA Title I-B Adult Employment and Training Program must support the priorities described in each local workforce development council's unified plan and must also be consistent with the goals identified in the state's unified plan for the workforce development system.

REFUGEE ASSISTANCE PROGRAM

Contact: Jeff Kibler
Office of Refugee and Immigrant Assistance
Department of Social and Health Services
P.O. Box 45420
Olympia, WA 98504-5420
Telephone: 360.725.4636
Fax: 360.413.3494
E-mail: kiblej@dshs.wa.gov

Statutory Authority

Federal—Refugee Education Assistance Act of 1980, P.L. 96–212); the U.S. Immigration and Nationality Act; 45 CFR Chapter 4, Part 400.

Federal Funding

$5,825,000 (10/01/05 to 9/30/06). U.S. Department of Health and Human Services (HHS). $1,200,000 from Temporary Assistance for Needy Families (TANF).

State Funding

$2,981,000 State General Fund. Chapter 388–55 WAC. Employment and English as a Second Language Services for Refugees and Immigrants. $1,500,000 State General Fund. Citizenship Services for Refugees and Immigrants.

Program History

The program began in 1975 to assist low-income, legally determined refugees, Amerasians, and those seeking asylum. Program services are delivered through contracts with community-based organizations, refugee resettlement (voluntary) organizations, state and local government, and private agencies. Since 1975, over 250,000 refugees have resettled in Washington each year. Prior to 2001, over 5,000 refugees per year resettled in our state. Due to increased security checks after the September 11 attacks, the number of refugees resettling in our state decreased significantly in 2002 and 2003. However, in 2004 and 2005, refugee arrivals increased to over 3,000 per year.

The Office of Refugee and Immigrant Assistance is the coordinating office for all federal dollars for refugee services. The office director is designated the Refugee State Coordinator by the Governor for all refugee services and planning.

Planning Cycle

Annual.

Purpose and Type of Services

The goal of the program is to coordinate the resettlement of refugees in Washington and to promote economic self-sufficiency as quickly as possible. This is accomplished through effective use of social and employment services, as well as financial and medical assistance. Refugee program services include public health

REFUGEE ASSISTANCE PROGRAM
(cont.)

Purpose and Type of Services *(cont.)*

screening, foster care if needed, cultural adjustment and social services, English language instruction, bilingual support, skill training, employment services, and job retention services.

Funding and Regional Division

The Refugee Assistance Program uses the HHS and Economic Services Administration regional structure for planning and service delivery. Funding is allocated by the federal Office of Refugee Resettlement based on the number of refugee admissions to the state.

Participant Eligibility

Section 101 (a)(42) of the Immigration and Nationality Act defines the term "refugee" to mean any person who is persecuted or has a well-founded fear of persecution in their home country because of race, religion, nationality, membership in a particular social group, or political opinion. Individuals who are allowed to enter the U.S. as refugees, certain Amerasians, Cuban/Haitian entrants, and victims of severe forms of trafficking are eligible for services. The Department of Homeland Security establishes refugee status.

Outcome Measures

Number of refugees receiving health screening, public assistance, social, and employment services—job placement, English as a Second Language, and training. For those receiving TANF and Refugee Grant Assistance, the outcome is the number of refugees who obtain employment and become economically self-sufficient.

Other Program Characteristics

The program emphasizes:

- Services be provided in a manner that is linguistically and culturally compatible with the refugee's background.
- English language instruction be provided in a concurrent, rather than in a sequential manner with other program services.
- Refugee women be offered the same opportunities as men to participate in training and instruction.

EMPLOYMENT AND TRAINING FOR MIGRANT SEASONAL FARM WORKERS

Contact: Gilberto Alaniz
Washington Farm Worker Investment Program
Opportunities Industrialization Center of Washington State
815 Fruitvale Boulevard
Yakima, WA 98902-1922
Telephone: 509.457.2930
Fax: 509.575.0482
E-mail: galaniz@yvoic.org

Statutory Authority

Title 1, Section 167 of the Workforce Investment Act (WIA). Administered by the Washington Farm Worker Investment Program, Opportunities Industrialization Center (OIC) of Washington State.

Federal Funding

$2,995,532 (7/01/05 to 6/30/06). U.S. Department of Labor (DOL).

Program History

Washington State has provided employment and training services for migrant workers since the inception of the Job Training Partnership Act. It has historically been operated by a single grantee for the state selected by DOL through a competitive procurement process. OIC of Washington is operating the program as the Washington Farm Worker Investment Program.

The program is currently operated under Title I, Section 167 of WIA. Program services will be coordinated fully within the state's one-stop delivery system (WorkSource) with participants receiving core, intensive, and/or training services from the state grantee working in conjunction with WorkSource partners.

Planning Cycle

Two-year competitive bid.

Purpose and Type of Services

The program provides job training, employment opportunities, and other services for those suffering chronic seasonal unemployment and underemployment in the agricultural industry. Services include job search assistance, job development, classroom training, work-based training, and support services.

Funding and Regional Division

There are six program regions.

1. Yakima Regional Office serving Kittitas County and Upper Yakima Valley.
2. Sunnyside Regional Office serving Lower Yakima Valley and Klickitat County.
3. Pasco Regional Office serving Benton, Franklin, and Walla Walla Counties.
4. Moses Lake Regional Office serving Grant and Adams Counties.

EMPLOYMENT AND TRAINING FOR MIGRANT SEASONAL FARM WORKERS
(cont.)

Funding and Regional Division
(cont.)

5. Wenatchee Regional Office serving Chelan, Douglas, and Okanogan Counties.
6. Mount Vernon Regional Office serving Skagit and Whatcom Counties.

Funds are distributed among states by formula. The approved grantee for the state establishes substate allocations consistent with the application and the approved grant plan.

Participant Eligibility

Eligibility for participation in the program is limited to seasonal farm workers or migrant farm workers who, during a specified time period, received at least 50 percent of their income from or who were employed at least 50 percent of their time in farm work. Applicants must also meet low-income guidelines.

Outcome Measures

The program is measured by the number of eligible individuals receiving classroom training, on-the-job training, work experience, training assistance, or emergency assistance. The program is also measured by the number of individuals placed in jobs or whose employability is enhanced.

Other Program Characteristics

The Migrant Seasonal Farm Worker Program was developed after Congress concluded that chronic seasonal unemployment and underemployment in the agricultural industry constituted a portion of the nation's rural employment problem, substantially affecting the national economy.

COMMUNITY SERVICES BLOCK GRANT PROGRAM

Contact: Julie Baker
Department of Community, Trade and Economic Development
P.O. Box 48300
Olympia, WA 98504-8300
Telephone: 360.725.2852
Fax: 360.586.0489
E-mail: jbaker@cted.wa.gov
Website: cted.wa.gov/porta/alias_cted/lang_eu/tab10_380/desktopdefault.aspx

Statutory Authority

Federal—P.L. 105-285. Administered by the Department of Health and Human Services, and Washington State Department of Community, Trade and Economic Development.

Federal Funding

$522,078 (1/01/05 to 12/31/06). U.S. Department of Health and Human Services for workforce development programs from the overall block grant budget.

Program History

The Community Services Block Grant (CSBG) Program was a continuation of the war on poverty program created by Congress in 1964. Funds and policies were transferred to a state block grant in 1981.

Planning Cycle

Biennial state plan. Annual local plan.

Purpose and Type of Services

The purpose of the CSBG program is to encourage local communities to establish goals that address the causes of poverty. Funds support the costs of implementing comprehensive local plans designed to eliminate barriers to self-sufficiency among needy residents. The grant can support 84 activities and services, including housing assistance, emergency services, education, job readiness counseling, job placement assistance, nutrition, asset building, and transportation services.

Funding and Regional Division

The state contracts with 31 community action agencies, some serving more than one county, who address the causes of poverty in every local community in the state. Each community action agency must submit an annual Community Action Plan. Funds are distributed by a formula developed in collaboration with the Washington State Community Partnership. Funds are allocated according to the 1990 census of the number of persons living at or below 125 percent of poverty.

Participant Eligibility

Citizens with incomes at or below 125 percent of the federal poverty level are eligible.

COMMUNITY SERVICES BLOCK GRANT PROGRAM *(cont.)*

Outcome Measures

- Unemployed people obtained employment.
- People who were employed obtained an increased income.
- People started small businesses through enterprise training and technical assistance.
- People obtained living wage employment and benefits.
- People obtained access to reliable transportation and/or drivers licenses to acquire or maintain employment.
- People received diplomas or certificates after completing preemployment skills training.

Other Program Characteristics

CSBC operates with the following principles:

- CSBC-funded activities have long-term accountable relationships with federal, state, and local private and public funders.

- Public accountability and private flexibility support the design of effective intervention at the family and community levels.

- Community Action Agencies are logical collaborators and supporters for a variety of workforce development initiatives at the local level.

- Community action strengthens the social service infrastructure necessary for employment

ADULT EDUCATION AND BASIC SKILLS

Contact: Brian Kanes
Office of Adult Basic Education
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4324
Fax: 360.664.8808
E-mail: bkanes@sbctc.ctc.edu
Website: www.sbctc.ctc.edu/oal/default.asp

Statutory Authority

Federal—Adult Education and Family Literacy Act, Title II of the Workforce Investment Act (WIA), P.L. 105-220, C.F.D.A. 84.0002. State—RCW 28B.50, WAC 180-72. Also, a special line item in the State Board for Community and Technical Colleges (SBCTC) State General Fund budget.

Federal Funding

$9,237,521 (7/01/04 to 6/30/05). U.S. Department of Education.

State Funding

$67,016,000 (7/01/04 to 6/30/05). Primarily from SBCTC's allocation to colleges and a special line item in the SBCTC budget.

Program History

Federal adult education legislation, enacted in 1965, started the modern era of adult and family literacy services in the state. In 1991, the program moved from the Office of Superintendent of Public Instruction to SBCTC. Over the years, special state and federal initiatives expanded the scope of adult education to include homeless adults, English language instruction, citizenship for undocumented adults, workforce basics, adults with disabilities, basic skills for welfare reform participants, and family literacy.

Planning Cycle

Biennial, with a five-year state plan.

Purpose and Type of Services

Adult Education and Basic Skills provides services or instruction in adult education and literacy services, including workplace literacy, family literacy, and/or English literacy, in order to:

- Assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency.
- Assist adults who are parents to obtain the educational skills necessary to become full partners in the educational development of their children.
- Assist adults in the completion of a secondary school education.

Adult literacy, family learning, workplace skills enhancement, English language instruction, citizenship classes, basic skills education, high school equivalency preparation, alternative high school diploma, and similar programs are all parts of the state's

ADULT EDUCATION AND BASIC SKILLS *(cont.)*

Purpose and Type of Services *(cont.)*

Adult and Family Literacy services. These services provide opportunities for adults to gain control over their own lives by enabling them to practice, learn from, and master the skills and strategies required for responsible citizenship, productive employment, and family self-sufficiency.

Funding and Regional Division

Funds are allocated equitably among 16 funding areas in a ratio representing populations needing these services and the current levels of service in each area. The current plan emphasizes maintaining an adult and family literacy presence throughout the state, fostering a local and regional fit between services and needs, demonstrating a commitment to direct and equitable access, and ensuring continuity of services for existing students. Each applicant for state and/or federal funding must compete with other eligible applicants within its funding area. Competition is based on responses to the 12 criteria specified in WIA Title II, plus a budget item added by the state.

Participant Eligibility

In order to be eligible, participants must meet the following requirements:

- Be at least 16 years old.
- Not be enrolled or required to be enrolled in secondary school under state law.
- Lack sufficient mastery of basic educational skills enabling them to function effectively in society and:
  - Not have a high school diploma or recognized equivalent.
  - Not achieved an equivalent level of education.
  - Not be able to speak, read, or write the English language.

Outcome Measures

Each Adult and Family Literacy provider must propose and report quarterly rates for participants to:

- Demonstrate improvements in literacy skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills.

ADULT EDUCATION AND BASIC SKILLS
(cont.)

Outcome Measures
(cont.)

- Enroll in, retain, or complete, postsecondary education, training, unsubsidized employment, or career advancement.
- Earn a secondary school diploma or a GED certificate.

Other Program Characteristics

Adult and Family Literacy Programs are provided by the state's community and technical colleges and by community-based organizations. The Adult Education Advisory Council has adopted Indicators of Program Quality, Basic Skills Competencies, and a Statewide Assessment System that are applicable to all providers. Service providers have developed broad-based, community-wide literacy programs using a variety of funding sources. For example, providers enter into local agreements to deliver basic skills for participation in WorkFirst, refugee resettlement and job training programs, as well as for inmates of state and local correction facilities.

VOLUNTEER LITERACY PROGRAM

Contact: Michael Tate
State Board for Community and Technical Colleges
P.O. Box 42495
Olympia, WA 98504-2495
Telephone: 360.704.4329
Fax: 360.664.8808
E-mail: mtate@sbctc.ctc.edu

Statutory Authority

State Board for Community and Technical Colleges (SBCTC) budget.

Federal Funding

$193,507 (7/01/05 to 6/30/06).

State Funding

$243,110 (7/01/05 to 6/30/06).

Program History

SBCTC has awarded small grants to community and technical colleges, literacy councils, and community-based organizations (CBOs) to help recruit, train, and support volunteer literacy tutors since 1987.

Planning Cycle

Triennial.

Purpose and Type of Services

The Volunteer Literacy Program subsidizes the salary and benefits of an on-site professional to recruit, train, and support literacy tutors and match them with adult learners. Most tutors work on a one-to-one basis with students. Other tutors assist in classrooms, work with small groups of students, or provide related services such as recruiting and testing students.

Funding and Regional Division

SBCTC awards small grants to community and technical colleges, literacy councils, and CBOs across the state.

Participant Eligibility

Tutors are carefully screened and trained by local program coordinators. In order to be eligible, participants must:

- Be at least 16 years old.
- Not be enrolled or required to be enrolled in secondary school under state law.
- Lack sufficient mastery of basic educational skills enabling them to function effectively in society and:
  - Not have a high school diploma or recognized equivalent.
  - Not achieved an equivalent level of education.
  - Not be able to speak, read, or write the English language.

VOLUNTEER LITERACY PROGRAM
(cont.)

Outcome Measures

Each Adult and Family Literacy provider must propose and report quarterly rates for participants to:

- Demonstrate improvements in skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills.
- Enroll in, retain, or complete postsecondary education, training, unsubsidized employment, or career advancement.
- Earn a secondary school diploma or a GED certificate.

Other Program Characteristics

Tutoring programs provide students with intense one-to-one instructional opportunities at convenient times and locations. Tutoring programs also supplement service to students receiving classroom instruction.

OFFENDER EDUCATION PROGRAM

Contact: Mike Paris
Department of Corrections
7345 Linderson Way, S.W.
MS: 41129
Tumwater, WA 98501
Telephone: 360.725.8211
Fax: 360.586.6582
E-mail: miparis@doc1.wa.gov

Statutory Authority

Federal Adult Education Act—Title I.

Federal Funding

$333,451 (7/01/04 to 6/30/05).

State Funding

$14,294,022 (7/01/05 to 6/30/06).

Program History

The Department of Corrections (DOC) contracts with two state agencies and three private organizations to provide offender education services. The State Board for Community and Technical Colleges subcontracts with community colleges to provide basic skills, vocational skills training, and offender change programs. Offender Employment Services provides a job hunter program. Stress and anger management, victim awareness education, and pre-apprentice carpentry are also provided.

Planning Cycle

Annual contract selection.

Purpose and Type of Services

The mission of the program is to provide offenders, under the supervision of DOC, with appropriate educational opportunities to increase knowledge, skills, and abilities to function effectively while incarcerated and upon release. Programs address a broad rage of offender needs, including adult basic education, vocational skills training, and offender change programs.

Funding and Regional Division

DOC is comprised of three regions. Statewide oversight of education is provided by the educational services administrator. The administrator works collaboratively with all contractors to develop a model of service delivery based on offender needs, including a menu of appropriate programs for the system.

Participant Eligibility

Educational programs are available to all offenders in 15 correctional facilities. DOC has presumptive enrollment for offenders under the age of 22 who do not have a high school diploma or GED certificate and for offenders who have literacy scores lower than ninth grade.

OFFENDER EDUCATION PROGRAM
(cont.)

Outcome Measures

DOC has two objectives for offender education.

1. Increase the number of offenders completing education course subject levels by 5 percent each year while reducing the cost per offender enrollment.
2. Increase the number of offenders who complete vocational skills training by 5 percent while reducing the cost per offender enrollment.

Other Program Characteristics

DOC offers a variety of educational programs by coordinating the delivery of services. Primary education providers are local community colleges. DOC has standardized vocational skills training programs in information technology, welding, building maintenance, interactive media, and electronics. Standardized offender change programs include stress and anger management, victim awareness, and Job Hunter. DOC continues to work on standardizing additional programs

OFFENDER EMPLOYMENT SERVICES

Contact: Jeff Johnston
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.407.5151
Fax: 360.407.5218
E-mail: jjohnston@esd.wa.gov

Statutory Authority

Federal—Carl D. Perkins Vocational and Technical Education Act of 1998. Administered by the Employment Security Department (ESD).

Federal Funding

$226,435 (7/01/05 to 6/30/06). U.S. Department of Education. The Workforce Training and Education Coordinating Board grants federal Carl D. Perkins Funds (1 percent of Title 1) to ESD.

State Funding

$925,000 (7/01/05 to 6/30/06) Penalty and Interest Funds.

Program History

Offender Employment Services (OES), formerly known as Corrections Clearinghouse, was founded in 1972 to provide offender employment services. The OES mission is to develop comprehensive employment reentry strategies for individuals with criminal histories.

Planning Cycle

Biennial.

Purpose and Type of Services

This program delivers employment reentry programs to individuals with criminal histories. ESD works with a network of local contractors to provide preemployment workshops and career fairs at several state prisons, offering job counseling for ex-offenders, incentives to businesses that hire offenders, a reentry guide for offenders, and training for professionals who counsel offenders.

Funding and Regional Division

Programs are located in correctional facilities throughout Washington.

Participant Eligibility

Participants are adult offenders in a state correctional institution, local jail, and adult ex-offenders residing in local communities.

Outcome Measures

Outcome measures include enrollments, completions, job placements, job developments, and employment upgrades to include follow-up at 90 and 180 days.

Other Program Characteristics

Employment and training services for offenders are delivered through OES partnerships with the Department of Corrections, local jails, community-based organizations, and other offender employment and training providers.

SPECIAL EMPLOYMENT SERVICES FOR OFFENDERS PROGRAM (Correction Camps)

Contact: Jim Sweeney
Department of Natural Resources
P.O. Box 47037
Olympia, WA 98504-7045
Phone: 360.902.1046
Fax: 360.902.1757
E-mail: jim.sweeney@wadnr.gov

Statutory Authority

State—RCW 72.09, 72.64.090, 76.04. Administrated by the Department of Natural Resources (DNR).

Federal Funding

$64,000 (7/01/05 to 6/30/06). U.S. Department of Agriculture—U.S. Forest Service.

State Funding

$5,210,000 (7/01/05 to 6/30/06). State General Fund and state Timber Sales receipts.

Program History

For over 50 years, correctional camps for adult and juvenile offenders in Washington have been cooperatively operated by DNR, the Department of Corrections (DOC), and the Department of Social and Health Services (DSHS)—Division of Juvenile Rehabilitation. The program was authorized in 1943 by the Legislature as an adult honor camp program.

Planning Cycle

Biennial.

Purpose and Type of Services

The program provides work opportunities for 550 inmates daily, supporting projects managed by DNR and other agencies. Employment includes fire suppression, reforestation, thinning, forest plantation maintenance, recreation site maintenance, and providing services to other governmental agencies.

Funding and Regional Division

There are seven camps statewide.

Adult Camps
Olympic, Jefferson County
Cedar Creek, Thurston County
Larch, Clark County
Airway Heights, Spokane County
Monroe, Snohomish County
Correctional Center for Women, Pierce County
Juvenile Camps
Naselle, Pacific County

SPECIAL EMPLOYMENT SERVICES FOR OFFENDERS PROGRAM (Correction Camps) *cont.*

Funding and Regional Division *(cont.)*

Funding is secured through DNR's normal budget development process. DNR develops its budget based on the historical work provided by work camps and its projected future workload for emergency response, state trust land management, and services contracted out to other agencies.

Participant Eligibility

The program targets youth and adults incarcerated in the state's corrections facilities. Individuals are selected for the program's special employment services through agreements established between DNR, DOC, and the DSHS—Division of Juvenile Rehabilitation.

Outcome Measures

Outcome measures include:

- Maintain 48 10-person hand crews during the fire season.
- Maintain four mobile fire kitchens.
- Complete 37,620 acres of silvaculture treatments planting, trimming, and vegetation management on state lands.
- Complete contracted work for other state, federal, local, and not-for-profit agencies.

Other Program Characteristics

DNR largely provides the same work opportunities for female and male youth and adult inmates. Both sexes fight fires, plant trees, do pre-commercial thinning of harvestable timber, clean up streams, control brush, and maintain forest roads. During a typical year, inmates plant trees from January through April, undergo fire fighting training in the spring, fight fires and maintain timber stands during the summer, and do pre-commercial thinning year round.

DISABLED VETERANS OUTREACH PROGRAM

Contact: Chip Kormas
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4068
Fax: 360.438.4014
E-mail: ckormas@esd.wa.gov

Statutory Authority

Federal—Title 38, USC, Chapter 41, Section 4103A, as amended by the Job or Veterans Act of 2002, Public Law 107-288, enacted November 7, 2002. Administered by the Employment Security Department (ESD).

Federal Funding

$2,283,000 (10/01/05 to 9/30/06). Veterans' Employment and Training Service, U.S. Department of Labor (DOL).

Program History

The Disabled Veterans' Outreach Program (DVOP) was initially established by executive order in 1977 and later authorized by the Veteran's Rehabilitation and Education Amendments of 1980. Although DVOP personnel are employees of this state, their positions are funded annually by DOL grants.

Planning Cycle

Federal fiscal year.

Purpose and Type of Services

DVOP specialists provide intensive services to veterans with special employment and training needs. Staff target services to "Special Disabled" veterans, disabled veterans, economically or educationally disadvantaged veterans, and veterans with other barriers to employment, especially homeless veterans. As an integral part of the state's labor exchange system, DVOP provides a full range of employment and training services to veterans.

Funding and Regional Division

ESD administers veteran activities via the 12 local WorkSource center directors. Funds are allocated to support specialists in designated WorkSource centers.

Participant Eligibility

The program serves disabled and other eligible veterans with a priority given to disabled veterans.

Outcome Measures

The measures used to determine the program's success are:

- Entered employment rate.
- Employment retention rate.
- Six months earnings increase.

DISABLED VETERANS OUTREACH PROGRAM
(cont.)

Other Program Characteristics

DVOP staff are also outstationed at approved locations such as the Veterans' Affairs Hospital, the Veterans' Affairs Regional Office, and military installations.

LOCAL VETERANS EMPLOYMENT REPRESENTATIVE PROGRAM

Contact: Chip Kormas
Employment Security Department
P.O. Box 9046
Olympia, WA 98507-9046
Telephone: 360.438.4068
Fax: 360.438.4014
E-mail: ckormas@esd.wa.gov

WorkSource Washington

Statutory Authority

Federal—Title 38, USC, Chapter 41, Section 4103A, as amended by the Jobs for Veterans Act of 2002, Public Law 107-288, enacted November 7, 2002. Administered by the Employment Security Department (ESD).

Federal Funding

$1,805,000 (10/01/05 to 9/30/06). Veterans Employment and Training Service, U.S. Department of Labor (DOL).

Program History

The Local Veterans' Employment Representative (LVER) Program was first authorized under the original GI Bill, the Servicemen's Readjustment Act of 1944. Since then, legislation has been enacted to increase benefits and entitlements for veterans. ESD receives annual grants from DOL to fund LVER positions.

Planning Cycle

Federal fiscal year.

Purpose and Type of Services

LVER staff work with other service providers to promote veterans as job seekers who have highly marketable skills and experience. They advocate for veterans for employment and training opportunities with business, industry, and community-based organizations. As an integral player in the local WorkSource office, LVER staff coordinate with WorkSource employer relations staff and partners. They conduct a variety of job search assistance workshops and provide job development and referrals for veterans.

Funding and Regional Division

ESD administers veteran activities via the 12 local workforce development councils. Funds are allocated to support local veteran employment representatives in designated WorkSource centers.

Participant Eligibility

Any person who served on active duty for a period of more than 180 days and was discharged or released from active duty with other than a dishonorable discharge or was discharged or released from active duty because of a service-connected disability is eligible.

LOCAL VETERANS EMPLOYMENT REPRESENTATIVE PROGRAM
(cont.)

Outcome Measures

The measures used to determine the program's success are:

- Entered employment rate.
- Employment retention rate.
- Six months earnings increase.

Representatives carry out a number of specific monitoring functions to assure participation of veterans in employment and training programs and in subsequent referrals of qualified veterans to job opportunities.

Other Characteristics

The state's plan is to physically integrate services where it makes sense, electronically tie various existing locations and providers together, and provide for extensive self-service options. The WorkSource career center system presents a broad range of reemployment services that were not previously accessible or easily available to veterans who visited job service centers.