

**AN ORDINANCE BY
COMMUNITY DEVELOPMENT AND HUMAN RESOURCES COMMITTEE**

AN ORDINANCE AMENDING THE 2007 (JOB TRAINING FUND) BUDGET, ATLANTA WORKFORCE DEVELOPMENT AGENCY (“AWDA”), BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS, IN THE AMOUNT OF ONE HUNDRED TWENTY FOUR THOUSAND EIGHT HUNDRED DOLLARS (\$124,800.00), FROM THE UNITED WAY OF METROPOLITAN ATLANTA, FOR THE PURPOSE OF FUNDING THE NEW BEGINNINGS PROGRAM; AND FOR OTHER PURPOSES.

WHEREAS, the Atlanta Workforce Development Agency (“AWDA”) has established a New Beginnings Program that is design to provide job training and placement assistance to chronically homeless individuals. The New Beginnings Program will assist participants in “jump starting” their journey back into the workforce; and

WHEREAS, the AWDA will assigned these persons to a Career Advisor that will develop an Individualized Employment Plan (“IAP”) to prepare them for employment. The IAP will include basic skills and career interest assessments, ongoing counseling and coaching, work experience, occupational training, and job placement assistance; and

WHEREAS, the AWDA will provide the aforesaid job training and placement to fifty (50) chronically homeless individuals that will lead to unsubsidized employments; and

WHEREAS, the United Way of Metropolitan Atlanta (“United Way”) is dedicated to effecting long lasting change in the community by supporting the highest quality and most effective programs to combat and eliminate homelessness; and

WHEREAS, the United Way has awarded the AWDA grant funds in the amount of one hundred twenty four thousand eight hundred dollars (\$124,800.00) to fund the New Beginnings Program; and

WHEREAS, the AWDA wishes to accept the said grant funds to carry out the said job training and placement assistance to chronically homeless individuals.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS, as follows:

SECTION 1: That the 2007 WIA Adult Job Training Fund Budget for the AWDA is hereby amended as follows:

ADD TO ANTICIPATIONS

1B07 J53X0210JB70	Georgia Department of Labor	
	Workforce Investment Act	
631101	Federal Grant/Entitlements	\$124,800.00

ADD TO APPROPRIATIONS

1B07	Georgia DOL-WIA	
7*****	Administrative Appropriations	
1B07 Y71R0331JB7B	Georgia DOL-WIA	
7*****	Non-Administrative Appropriations Adults	\$124,800.00
	TOTAL	<u>\$124,800.00</u>

SECTION 2: That all existing ordinances or parts of ordinances in conflict with this ordinance shall be waived for the purposes of this Ordinance only, and only to the extent of the conflict.

Atlanta Workforce Development Agency

New Beginnings Program

Scope of Work

Atlanta Workforce Development Agency (AWDA) will provide job training and placement assistance to (50) chronically homeless individuals that will lead to unsubsidized employment. These services will be provided for a period of (12) twelve months.

Targeted Population

This project targets the segment of the homeless population considered the hardest to serve: single, able-bodied adults, the majority of whom have histories of incarceration and substance abuse.

Program Overview

The *New Beginnings* project will provide job search support and direction to those individuals who have been identified as long term homeless. It is AWDA's mission to assist participants in jump starting their journey back into the workforce. Individuals will work closely with the designated Career Advisor to develop an Individualized Employment Plan (IEP) in preparation for employment. The plan will include basic skills and career interest assessments, ongoing counseling and coaching, work experience, occupational training, and job placement assistance. The Career Advisor will work with the participants to search for job matches with participating employers for those individuals who are job ready. Those participants who are not deemed job ready will be enrolled in occupation-specific skills training program such as construction to increase employability.

Referral Process

Referrals and initial prescreening would be done by the Gateway, Samaritan House and Hope House partner agencies. Prescreening will include participant's ability to complete a standard job application, motivation, and sobriety. Upon acceptance, participants will then be referred to AWDA for enrollment in the project.

AWDA will serve a maximum of 10 *New Beginnings* participants at one time. As participants successfully obtain employment, new participants will be enrolled in the program until a total of 50 participants have been **assisted with employment**.

Service Strategy

The following services are available to all participants enrolled in the program.

- Assessments (TABE and Career Interest)
- Employment Readiness Classes
- Resume Preparation
- Interviewing Skills
- Computer Training (Basic / Intermediate)
- Computerized Training (Customer Service, Electrical, Healthcare, Office Clerical, and Workplace Skills)
- Construction Classes (day/evening)
- Forklift Training
- Warehouse Logistics Training
- Work Experience
- On-the-Job Training

Eligibility Requirements

Individual must be clean and sober, able to complete a standard employment application and be willing and able to work.

Tracking

Participants will receive placement and retention services for six months. Once a job placement has been made the Career Advisor will conduct follow-up services for six months with the participants to ensure that any job related issues or challenges are appropriately addressed.

Budget

Line Item	Costs
Career Advisor	\$60,000
Transportation (MARTA)	\$7,875
Work Experience	\$50,000
Miscellaneous (clothing, tools, supplies)	\$6,925
TOTAL	\$124,800

AWDA will provide employment and training services for 50 *New Beginning* participants. The average cost per participant is approximately \$2,320 over a 12-month period.

Career Advisor – Assessed at an annual salary of \$60,000 which includes fringe benefits. The Career Advisor will provide one-on-one counseling, intensive case management, job development, tracking and follow-up over a 6-month period.

Transportation – is equated at \$52.50 per month serving 50 participants' up to a 3 month period.

Work Experience – AWDA will payroll a three month work experience program for all participants in preparation for unsubsidized employment. Participants will work 40 hours per week at a rate of \$5.15 per hour at public or private sector agencies or businesses. Full-time employment opportunities will be negotiated with the worksites prior to the completion of the work experience phase.

Miscellaneous – Funding available to provide participants with *Target* cards for clothing, work shoes/boots, tools/supplies, and other items deemed necessary for job placement.

Contract Requirements and Outcomes

Grantee must comply with requirements of the agreement and report success of meeting these outcomes.

Grantee will provide job training and placement assistance to fifty chronically homeless individuals that will lead to unsubsidized employment. These services will be provided for a period of twelve months and will serve a maximum of ten people at a time.

Grantee will provide placement and retention services for six months and will conduct follow-up services for six months with participants placed in employment.

Grantee will report on a quarterly basis using the form Appendix C.1.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Community Development and Human Resources

Caption: AN ORDINANCE AMENDING THE 2007 (JOB TRAINING FUND) BUDGET, ATLANTA WORKFORCE DEVELOPMENT AGENCY ("AWDA"), BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS, IN THE AMOUNT OF ONE HUNDRED TWENTY FOUR THOUSAND EIGHT HUNDRED DOLLARS (\$124,800.00), FROM THE UNITED WAY OF METROPOLITAN ATLANTA, FOR THE PURPOSE OF FUNDING THE NEW BEGINNINGS PROGRAM; AND FOR OTHER PURPOSES.

Council Meeting Date: March 3, 2008

Requesting Dept.: Atlanta Workforce Development Agency

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is anticipate funds from an United Way of Metropolitan Atlanta grant to provide job training and placement assistance to chronically homeless clients.

2. Please provide background information regarding this legislation.

This grant is a part of the City's strategy to assist the homeless.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):**
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**

(h) Term of Contract:

4. Fund Account Center:

5. Source of Funds: *Example: Local Assistance Grant* United Way of Metropolitan Atlanta

6. Fiscal Impact: This legislation will result in an increase of \$124,800 to Fund Account Center Number 1B07 J53X0210JB70.

7. Method of Cost Recovery: Money obtained from the United Way of Metropolitan Atlanta

This Legislative Request Form Was Prepared By: Jerry Rucker

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Jerry Rucker

Contact Number: (404) 658-9675

Originating Department: Atlanta Workforce Development Agency

Committee(s) of Purview: Community Development and Human Resources

Chief of Staff Deadline: January 30, 2008

Anticipated Committee Meeting Date(s): February 12, 2008

Anticipated Full Council Date: March 3, 2008

Legislative Counsel's Signature: Terry Grandison *Terry Grandison*

Commissioner Signature: *Deborah L...*

Chief Procurement Officer Signature: _____

CAPTION

AN ORDINANCE AMENDING THE 2007 (JOB TRAINING FUND) BUDGET, ATLANTA WORKFORCE DEVELOPMENT AGENCY ("AWDA"), BY ADDING TO ANTICIPATIONS AND APPROPRIATIONS, IN THE AMOUNT OF ONE HUNDRED TWENTY FOUR THOUSAND EIGHT HUNDRED DOLLARS (\$124,800.00), FROM THE UNITED WAY OF METROPOLITAN ATLANTA, FOR THE PURPOSE OF FUNDING THE NEW BEGINNINGS PROGRAM; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any)

Mayor's Staff Only

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

by Mayor's Office: 1/30/08 *[Signature]* Reviewed by: [Signature]
(date) (date)

Submitted to Council: _____
(date)