

WIOA SUBGRANT AGREEMENT

Office of Economic and Workforce Development

SUBGRANT NO: AA011035
 MODIFICATION NO: 10
 SUBRECIPIENT CODE: SFO
 UNIQUE ENTITY NO: 788656416
 INDIRECT COST RATE: 18.89

PASS-THROUGH ENTITY:
 State of California
 Employment Development Dept.
 Central Office Workforce
 Services Division
 P.O.Box 826880, MIC 69
 Sacramento, CA 94280-0001

SUBRECIPIENT: Office of Economic and
 Workforce Development
 1 SOUTH VAN NESS AVENUE
 5TH FLOOR
 GOVERNMENTAL SAN FRANCISCO, CA 94103
 ENTITY:
 Yes

This Subgrant Agreement is entered into by and between the State of California, Employment Development Department, hereinafter the Pass-through Entity, and the **Office of Economic and Workforce Development**, hereinafter the Subrecipient. The Subrecipient agrees to operate a program in accordance with the provisions of this Subgrant and to have an approved Workforce Innovation and Opportunity Act (WIOA) Local Plan for the above named Pass-through Entity filed with the Pass-through Entity pursuant to the WIOA. This modification consists of this sheet and those of the following exhibits, which are attached hereto and by this reference made a part hereof:

Funding Detail Chart	
Workforce Accelerator Fund (WAF) 8.0 PY 19/20	
1173 Project Narrative	Exhibit A, 6 pages
1173 Other Exhibit	Exhibit E, 1 pages
1173 Budget Summary Plan	Exhibit F, 1 pages
1173 Other Exhibit	Exhibit F2, 2 pages
1173 Supplemental Budget Form	Exhibit G, 1 pages
1173 Project Workplan	Exhibit I, 1 pages
1173 Partner Roles and Responsibilities	Exhibit J, 1 pages

ALLOCATION(s) The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'	PRIOR AMOUNT INCREASE/DECREASE: TOTAL:	\$6,753,725.00 \$0.00 \$6,753,725.00
TERM OF AGREEMENT From:4/1/2019 To: 3/31/2022	Terms of Exhibits are as designated on each exhibit	
PURPOSE: The purpose of this modification is to incorporate original exhibits to the Workforce Accelerator Fund (WAF) 8.0 PY 19/20 project in grant code 1173.		
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature) <i>Julia Williams for</i>	APPROVED FOR SUBRECIPIENT (By Signature) Unilateral modification. Subrecipient Signature not required	
Name and Title JAIME GUTIERREZ CHIEF CENTRAL OFFICE WORKFORCE SERVICES DIVISION	Name and Title	

I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditures as stated herein

This agreement does not fall within the meaning of Section 10295 of Chapter 2 of Part 2 of Division 2 of the Public Contract Code of the State of California and pursuant to 58 OPS Cal. Atty. Gen 586, is exempt from review or approval of the Dept. of General Services and the Dept. of Finance

Signature of EDD Accounting Officer

Budget item: 7100

Fund: 0869

Budgetary Attachment: Yes

Chapter: 023

Statute: 2019

FY: 19/20

Office of Economic and Workforce
Development

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 15% - Governor's Discretionary				
96470 1173 Workforce Accelerator Fund (WAF) 8.0 PY 19/20 04/01/2020 to 09/30/2021 Prog/Element 61/40 Ref 001 Fed Catlg 17.258	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Total WIA/WIOA 15% - Governor's Discretionary	\$150,000.00	\$0.00	\$0.00	\$150,000.00
WIA/WIOA 25% - Dislocated Worker Rapid Response				
98420 1187 Underserved COVID-19 Impacted Individuals Grants 03/01/2020 to 09/30/2020 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$675,000.00	\$0.00	\$0.00	\$675,000.00
98420 1204 COVID-19 Layoff Aversion Support (SFO) 04/01/2019 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$0.00	\$0.00	\$0.00	\$0.00
98420 1204 COVID-19 Layoff Aversion Support (SFO) 05/01/2020 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$999,950.00	\$0.00	\$0.00	\$999,950.00
96210 292 Rapid Response Layoff Aversion 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$15,884.00	\$0.00	\$0.00	\$15,884.00
98420 293 Rapid Response Layoff Aversion 10/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$75,362.00	\$0.00	\$0.00	\$75,362.00
Total WIA/WIOA 25% - Dislocated Worker Rapid Response	\$1,766,196.00	\$0.00	\$0.00	\$1,766,196.00
WIA/WIOA Formula				
96150 201 Adult Formula RD 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$172,657.00	\$0.00	\$0.00	\$172,657.00
98280 202 Adult Formula Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$920,454.00	\$0.00	\$0.00	\$920,454.00
96100 301 Youth Formula Rd 1 04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$982,197.00	\$0.00	\$0.00	\$982,197.00
96100 302 Youth Formula 04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$2,906.00	\$0.00	\$0.00	\$2,906.00
96200 501 Dislocated Worker Rd 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$277,373.00	\$0.00	\$0.00	\$277,373.00
Total WIA/WIOA Formula	\$2,355,587.00	\$0.00	\$0.00	\$2,355,587.00

SUBGRANT AGREEMENT
FUNDING DETAIL SHEET

SUBGRANT NO:AA011035
MODIFICATION NO:10

Office of Economic and Workforce
Development

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA National Emergency Grant				
93870 1194 COVID-19 Employment Recovery NDWG 04/10/2020 to 03/31/2022 Prog/Element 62/10 Ref 001 Fed Catlg 17.277	\$800,000.00	\$0.00	\$0.00	\$800,000.00
Total WIA/WIOA National Emergency Grant	\$800,000.00	\$0.00	\$0.00	\$800,000.00

SUBGRANT AGREEMENT
FUNDING DETAIL SHEET

SUBGRANT NO:AA011035
MODIFICATION NO:10

Office of Economic and Workforce
Development

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 25% - Dislocated Worker Rapid Response				
96210 540 Rapid Response by Formula 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$62,913.00	\$0.00	\$0.00	\$62,913.00
98420 541 Rapid Response by Formula 10/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$298,500.00	\$0.00	\$0.00	\$298,500.00
Total WIA/WIOA 25% - Dislocated Worker Rapid Response	\$361,413.00	\$0.00	\$0.00	\$361,413.00
WIA/WIOA Formula				
98210 502 Dislocated Worker Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$1,320,529.00	\$0.00	\$0.00	\$1,320,529.00
Total WIA/WIOA Formula	\$1,320,529.00	\$0.00	\$0.00	\$1,320,529.00
Grand Total:	\$6,753,725.00	\$0.00	\$0.00	\$6,753,725.00

NARRATIVE

SUBGRANT NO:AA011035
MODIFICATION NO: 10

SUBRECIPIENT:Office of Economic and Workforce Development
FAIN NO: AA-33218-19-55-A-6
FEDERAL AWARD DATE: 7/9/2019
FUNDING SOURCE: Workforce Accelerator Fund (WAF) 8.0 PY 19/20 - 1173

TERM OF THESE FUNDS: 04/01/2020 - 09/30/2021

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

PROGRAM NARRATIVE

The purpose of this modification is to incorporate original exhibits to the Workforce Accelerator Fund (WAF) 8.0 PY 19/20 project in grant code 1173.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

**Workforce Accelerator Fund 8.0
PROJECT NARRATIVE**

Organization	San Francisco Office of Economic and Workforce Development
Project Name	Workforce System Alignment to Alleviate Homelessness
Address	Fifth Floor, One South Van Ness, San Francisco, CA 94103
Designated Contact Person and Title	Katherine Daniel, Deputy Director of Workforce
Phone	(415) 701-4859
Email	Katherine.Daniel@sfgov.org

PROJECT NARRATIVE AND WORKPLAN/Framework

The San Francisco Office of Economic and Workforce Development (OEWD)—the operational arm of the San Francisco Workforce Development Board—in partnership with the San Francisco Department of Homelessness and Supportive Housing and Continuum of Care (CoC), the San Francisco Human Services Agency (SFHSA), the San Francisco Homeless Workforce Collaborative (HWC), and San Francisco Mayor London Breed request \$150,000 to coordinate the San Francisco Homelessness Response System with the Public Benefits and Workforce Development Systems to better serve people experiencing homelessness (PEH) in a trauma-informed, whole person approach to care. This funding will allow partners to map an integrated service delivery system for PEH; develop a tailored, job readiness assessment; identify public and community-based organizations that serve PEH with cultural humility; and develop a trauma-informed, service coordination and referral training.

According to the Department of Housing and Urban Development’s Point-in-Time Count (PITC) (2019) administered by the San Francisco CoC, San Francisco County hosts 8,025 PEH, an approximate 17% increase from the last PITC (2017). According to the PITC (2019), PEH reported that the primary cause of homelessness was job loss (26%) and the primary barriers to obtaining permanent housing are largely economic: rent affordability (63%), no job or income (37%), and no money for moving costs (19%).

In keeping with best practices, San Francisco government agencies contract with community-based organizations that are a known entity in the communities in which they serve. While San Francisco boasts an abundance of resources and collectively funds hundreds of community-based organizations, service delivery systems remain siloed. OEWD oversees the Workforce Development System and OEWD Job Centers. CoC oversees the Homelessness Response System and CoC Coordinated Entry (CE) Access Points. SFHSA oversees the Public Benefits System and SFHSA Workforce Development Centers. While there are natural intersections among City agencies and service providers, and while most providers maintain a commitment to whole person care, not all agencies and providers have the capacity to provide culturally humble, whole person care to PEH. Additionally, PEH tend to receive fragmented care across many different service providers.

In response to the ineffectiveness of fragmented service delivery and to a growing population of individuals experiencing homelessness, the Mayor’s Office set Citywide policy to prioritize

PROJECT NARRATIVE AND WORKPLAN/Framework

service delivery for PEH. CoC, in partnership with SFHSA, developed a coordinated entry Homelessness Response System and implemented a homeless management information system to gather and report information on PEH and the services they receive. CoC opened seven CE Access Points, including a number of physical spaces in areas with a high population of unsheltered individuals and a Vehicle Triage Center for individuals who may be living in their cars. PEH may enter any of the CE Access Points to access temporary shelter, participate in housing and service assessment, and receive referral to supportive services.

The CoC, SFHSA, OEWD, HWC, and the Mayor's Office determined that the next step in a coordinated entry, whole person service delivery for PEH includes integration of workforce development services to alleviate any present or future economic barriers to housing.

Currently, the CoC is developing a brief triage tool to determine client capacity for employment and interest in job readiness and employment services, with the intent to refer appropriate clients to SFHSA and OEWD workforce programs. Partners plan to embed one or more Homeless Employment Navigators at the CE Access Point(s). Co-location of employment navigation services in the Homelessness Response System will streamline and expedite connections to the Public Benefits and Workforce Development Systems by facilitating warm handoffs between systems of care, improving housing stability and employment outcomes.

In preparation for co-location of service providers and coordinated service delivery among the three systems, this funding will permit partners to map an integrated service delivery model, to develop a tailored job readiness assessment to be administered by the Homeless Employment Navigator at the CE Access Points, to inventory public and community-based employment service providers with potential to accept referrals of PEH, and to identify system-wide training needs to build capacity for system providers.

San Francisco has not yet coordinated service delivery for a highly vulnerable population at this magnitude. Additionally, this will be the first attempt to incorporate workforce development services into the Homelessness Response System and to embed workforce development at the CE Access Points. If this program is successful, it will streamline service delivery for PEH, improve resource sharing and referral for providers, improve the quality of service delivery for PEH, and limit service triplication across three service delivery systems.

Objectives: strategies, outputs and outcomes, performance measures, and timeline.

Over the 18-month grant period, partners will achieve service coordination through the following strategies: embedding workforce development service assessment and referral at the CE Access Points for PEH and assessing system health and wellness to serve PEH in a culturally humble service strategy.

Outputs / Outcomes

- Map of integrated service delivery model across three benefits systems.
- Tailored job readiness assessment toolkit for Employment Navigators at CE Access Points.
- Inventory of public and community-based employment providers with capacity to effectively serve PEH in a whole person and culturally humble service delivery model.
- Recommendations for system-wide, trauma-informed care training to build capacity.

Performance Metrics

PROJECT NARRATIVE AND WORKPLAN/Framework

- Quality system coordination among City and CBO providers serving PEH.
- CoC will co-locate Homeless Employment Navigators at CE Access Points.
- CE Access Points will incorporate job readiness assessment as part of whole person care.
- Service delivery system efficiencies will improve whole person care outcomes.

PROJECT TEAM

EXPERT: Kat Daniel, Deputy Director of Workforce for OEWD is responsible for overseeing workforce development services in San Francisco and administering local, State, and Federal funding and outcomes for workforce development programs. OEWD represents the core of the San Francisco Workforce Development System, which encompasses programming across 18 City Departments and over 150 community-based organizations. Ms. Daniel demonstrates significant expertise in system design and coordination, managing State and Federal monies, as well as in developing interagency partnerships.

EXPERT: Noelle Simmons, Deputy Director of Economic Support and Self-Sufficiency at SFHSA is a workforce development and social services expert with fifteen years of management experience in the City & County of San Francisco. Ms. Simmons oversees the delivery of public benefits including County General Assistance, TANF, CalFresh and Medicaid enrollment in San Francisco. SFHSA also provides workforce development and housing stabilization services to thousands of low-income public aid recipients each year, including PEH.

INNOVATOR is a consultant with significant expertise in system design, implementation science and community-based needs assessment. The Innovator works with partners to develop service delivery systems, build partnerships, and specializes in social services for highly vulnerable populations. The third-party contractor will be determined from an existing panel of approved City consultants in advance of the grant period.

CUSTOMER: Joe Wilson is the Executive Director of Hospitality House and representative of the Homeless Workforce Collaborative (HWC), a body of 10 community-based organizations with significant cultural humility in serving PEH. The HEC includes service providers who work with very low-income workers, including the following special populations relevant to this application: immigrants, long-term unemployed, people with disabilities, reentry, and veterans. Mr. Wilson, who has lived experience with homelessness, has worked in service delivery, policy reform, and advocacy for PEH for over thirty years.

INFLUENCER: Jeff Kositsky has over 20 years of experience leading social service agencies, and is the Director of the CoC which oversees the Homelessness Response System. Services include outreach, homelessness prevention, emergency shelter, drop-in centers, transitional housing, supportive housing, and support services to help people exit homelessness.

INFLUENCER: Emily Cohen, Policy Advisor on Homelessness, represents the Office of Mayor London Breed. Emily has over fifteen years of experience in advocacy and service delivery for PEH, and sets City policy for alleviating homelessness for Mayor Breed.

EXPERTS: OEWD will oversee the project, coordinate partners, and engage providers to implement new tools and business processes that result from this process. OEWD will also be responsible for connecting partners to the Workforce Development System, tracking project outcomes, and reporting to CWDB. **SFHSA** will provide expertise on the Public Benefits System and best practices in workforce development for PEH.

PROJECT NARRATIVE AND WORKPLAN/Framework

INNOVATOR: CONTRACTOR will be responsible for convening project partners, mapping an integrated service delivery strategy, creating a job readiness assessment toolkit, conducting an analysis of CBO capacity to serve PEH across three service delivery systems, and identifying training priorities for system coordination and referral.

CUSTOMER: HEC will be responsible for protecting Customer interests and providing expertise on service delivery coordination, culturally humble services, and system training needs.

INFLUENCERS: CoC and the **Mayor’s Office** will be responsible for assisting in the design of the service delivery system, ensuring its coordination with existing systems and processes, supporting the implementation of the new service delivery system, reporting on the quality of referrals, and working in unison with partners to advocate for resources and policy necessary to support the development of effective models for coordinated care. Influencers will report out on any opportunities for replication and/or scale.

SFHSA will provide cash match of \$150,000 in the form of contracts for PEH workforce services. Cash match originates from County General Fund monies.

Project Matrix

This project aims to “move the needle” on employment by:

Coordinating the San Francisco Homelessness Response System with the Public Benefits and Workforce Development Systems to provide seamless whole person care for people experiencing homelessness (PEH). These three systems provide stabilizing benefits such as temporary and transitional housing, public benefits and coordinated case management, and workforce development services, which together can move PEH who may be job ready into sustainable wage employment and pathways out of poverty.

This project will bring together key decision makers from the San Francisco Office of Economic and Workforce Development (OEWD), San Francisco Human Services Agency (SFHSA), San Francisco Department of Homelessness and Supportive Housing which administers the Continuum of Care (CoC), the Homeless Workforce Collaborative (HWC), and San Francisco Mayor London Breed to move the needle on whole person outcomes for PEH.

Our “Big Idea” is to:

Include workforce development in the whole person care approach. We plan to embed Homeless Employment Navigators at the Continuum of Care’s Coordinated Entry (CE) Access Points in order to perform job readiness assessments at crucial triage entry points for PEH. CE Access Points will refer PEH who have the ability to work to public and community-based workforce development organizations with the capacity to deliver culturally humble care. Partners will also develop recommendations for a trauma-informed care training to build capacity among workforce development providers.

This project aims to “move the needle” on employment by:			
<p>Providing funding for a third-party consultant with experience in system design and with convening authority. With oversight from the Mayor’s Office, the consultant will convene OEWD, SFHSA, CoC, and HWC; confirm and map an integrated service delivery model; create a job readiness assessment toolkit for Homeless Employment Navigators; inventory public and community-based providers that demonstrate the cultural humility and appropriate resources to serve PEH; and create training recommendations to build capacity among the three service delivery systems—Homelessness Response System, Public Benefits System, and Workforce Development Systems—and the workforce providers embedded in these three systems.</p>			
Project Team			
Experts	Innovators	Customers	Influencers
<p>Katherine Daniel, San Francisco Office of Economic and Workforce Development</p> <p>Noelle Simmons, San Francisco Human Services Agency</p>	<p>CONSULTANT, Third-Party Contractor selected from existing panel. Expert in government consulting, system design, assessment, implementation science, qualitative research & evaluation.</p>	<p><input type="checkbox"/> Employer <input checked="" type="checkbox"/> Job Seeker</p> <p>Joe Wilson, Executive Director, Hospitality House and Representative of Homeless Workforce Collaborative</p>	<p>Emily Cohen, San Francisco Mayor’s Office</p> <p>Jeff Kositsky, San Francisco Department of Homelessness and Supportive Housing & Continuum of Care</p>
Target Population		End-Use Customers	
<i>People who experience homelessness or are precariously housed, who may also be</i>			
<p><input checked="" type="checkbox"/> Long Term Unemployed <input checked="" type="checkbox"/> Returning Veterans <input checked="" type="checkbox"/> Individuals with Disabilities <input checked="" type="checkbox"/> Low-Income Workers <input type="checkbox"/> CalWORKS Participants <input type="checkbox"/> Disconnected Youth <input checked="" type="checkbox"/> Ex-Offenders <input checked="" type="checkbox"/> Immigrant Job Seekers</p>		<p><input checked="" type="checkbox"/> Job Seekers <input type="checkbox"/> Employers/Business <input type="checkbox"/> Both</p>	
System Goals and Performance Measure			
What will the project do?		How will this be measured?	
<p>Create a map of integrated service delivery model across three benefits systems.</p>		<p>Continuum of Care will be able to co-locate Homeless Employment Navigators at CE Access Points and/or propose recommendations for additional service delivery efficiencies.</p>	
<p>Create a job readiness assessment toolkit for Homeless Employment Navigators to administer at CE Access Points.</p>		<p>Assessment tool reflects workforce development goals for employment and embeds culturally humble practices and trauma-informed care in toolkit.</p>	

Create a job readiness assessment toolkit for Homeless Employment Navigators to administer at CE Access Points.	CE Access Points will embed toolkit in service delivery model.
Create an inventory of public and community-based employment providers with capacity to effectively serve PEH in a whole person and culturally humble service delivery model.	Quality of providers in the Inventory and description of their practices, service delivery models, and capacity for integration into a coordinated system.
Create recommendations for trauma-informed care training to build capacity for workforce providers across systems.	Recommendations will document appropriate methodology and action plan.
Service Delivery Goals	
# of job seekers to be served/impacted: <i>*If you plan to provide direct services, you must enter all participant data into CalJOBS.</i>	This grant award will not fund direct service delivery. San Francisco hosts over 8,000 people experiencing homelessness, most of whom are working age adults
Outcome Goals	Measure
N/A	N/A
Innovation and Learning	
Partners will determine whether embedding job readiness assessment at the CE Access Points will improve economic self-sufficiency and whole person care outcomes for people experiencing homelessness. Additionally, partners will determine whether they have the capacity to coordinate three major service delivery systems through the following: apply consistent assessment, referral, and communications to vulnerable clients; assess provider overlap and capacity at magnitude; and standardize culturally humble and trauma-informed care training.	

**Workforce Accelerator Fund 8.0
FUNDING and EXPENDITURE PLAN**

STATE USE ONLY	EXHIBIT E
Subgrant Number:	A011035
Grant code:	1173
Start Date:	4/1/2020
Modificaiton Date:	7/23/2020
Subgrantee Code	SFO

Organization:	San Francisco Office of Economic and Workforce Development (SFO)				
Project Name:	Workforce System Alignment to Alleviate Homelessness				
I. FUNDING PLAN					
A. Fund Source	WIOA 15%	Cash/In-Kind	Project Total		
B. YOA					
C. Subgrant Number	A011035				
D. Fund Source Term	4/1/2020 - 9/30/2021				
E. Grant Code					
F. Total Administration - 10% Cap	\$ 13,580.00	\$ -	\$ 13,580.00		
G. Total Program Cost	\$ 136,420.00	\$ 150,000.00	\$ 286,420.00		
H. Total Subgrant Amount	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00		
II. EXPENDITURE PLAN					
Quarter/Year	Quarterly Planned Expenditures	Cumulative Planned Expenditures	Quarterly Planned Match	Quarterly Cumulative Planned Match	Project Total Planned Expenditures
April - June 2020	\$0	\$0	\$0	\$0	\$0
July - September 2020	\$30,000	\$30,000	\$30,000	\$30,000	\$60,000
October - December 2020	\$30,000	\$60,000	\$30,000	\$60,000	\$120,000
January - March 2021	\$30,000	\$90,000	\$30,000	\$90,000	\$180,000
April - June 2021	\$30,000	\$120,000	\$30,000	\$120,000	\$240,000
July - September 2021	\$30,000	\$150,000	\$30,000	\$150,000	\$300,000
TOTAL	\$150,000	\$150,000	\$150,000	\$150,000	\$300,000

**Workforce Accelerator Fund 8.0
BUDGET SUMMARY**

Line Item	Budget Line Item	WIOA 15% Funds	Amount Leveraged	Total Project Budget	Source of Leveraged Fund	Type of Leveraged Fund
A.	Staff Salaries	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
B.	Number of full-time equivalents: 0					
C.	Staff Benefit Cost	0	0	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
D.	Staff Benefit Rate (Percent): 0.00%					
E.	Staff Travel	\$1,420.00	\$0.00	\$1,420.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
F.	Operating Expenses	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
G.	Furniture and Equipment	0	0	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
1	Small Purchas (unit cost of under (\$5,000)	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
2	Equipment Purchase	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
3	Lease	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
H.	Consumable Testing and Instructional Materials	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
I.	Tuition Payments/Vouchers	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
J.	On-The-Job Training	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
K.	Participant Wages and Fringe Benefits	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
L.	Participant Support Services	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
M.	Contractual Services (must complete Form G)	\$135,000.00	\$150,000.00	\$285,000.00	County General Fund	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> In-Kind
N.	Indirect costs* (complete items 1 and 2 below)	\$13,580.00	\$0.00	\$13,580.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
O.	Other (describe):	\$0.00	\$0.00	\$0.00		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind
P.	TOTAL FUNDING**	\$150,000.00	\$150,000.00	\$300,000.00		
					Total Award	\$150,000.00
					**Administrative Costs	\$13,580.00
					Program Costs	\$136,420.00

*Indirect Cost Rate must be negotiated and approved by Cognizant Agency, per Appendices III or IV to Uniform Guidance 2CFRPart200.

1	Indirect cost Rate (Percent):	18.89%
2	Name of cognizant Agency:	City and County of San Francisco Office of Economic and Workforce Development

**A maximum of 10% of the total project budget will be allowed for administrative costs.

**Workforce Accelerator Fund 8.0
BUDGET NARRATIVE**

STATE USE	EXHIBIT F2
Subgrant Number	AA011035
Grant Code	1173
Initial Plan	4/1/2020
Modification Date	7/23/2020
Subgrantee Code	SFO

Organization: San Francisco Office of Economic and Workforce Development (SFO)

Project Name: Workforce System Alignment to Alleviate Homelessness

Salaries: Total Salaries Paid + Benefits (WIOA 15%) Total **\$0.00**

Staff Travel **\$1,420.00**

Travel to (2) Communities of Practice events in Sacramento by (4) project staff. Costs include federal rates for per diem meals and incidental expenses (MIE) and mileage.

MIE \$76 x 4 staff = \$304.

Mileage \$0.58 x 174.8 mi to/from San Francisco/Sacramento = \$101.38 x 4 staff= \$405.52

Subtotal: \$709.52

\$709.52 x (2) Communities of Practice events = \$1420

Total: \$1,420

Operating Expenses **\$0.00**

Item	Cost
Rent*	\$ 0.00
Insurance	\$ 0.00
Accounting (payroll services) and Audits	\$ 0.00
Consumable office supplies*	\$ 0.00
Printing	\$ 0.00
Communications (phones, web services, etc.)*	\$ 0.00
Mailing and Delivery	\$ 0.00
Dues and Memberships*	\$ 0.00
Outreach	\$ 0.00

**(based on FTE for program staff)*

Furniture and Equipment* **\$0.00**

Small Amount of Equipment and Furniture	\$0.00
Equipment and Furniture	0.00

Consumable Testing and Instructional Materials **\$0.00**

Tuition, Payments/Vouchers **\$0.00**

On-The-Job Training **\$0.00**

Participant Wages and Fringe Benefits **\$0.00**

Supportive Services **\$0.00**

Contractual Services **\$135,000.00**

CONSULTANT is a third-party contractor which will provide services to convene partners, confirm and map an integrated service delivery model, create a job readiness assessment tool kit for people experiencing homelessness, inventory public and community-based providers that demonstrate competence in working with the vulnerable population, and make recommendations

to develop a culturally humble training for providers serving people experiencing homelessness. If proposal is awarded, CONSULTANT will be determined from an existing panel of government consultants with experience in system design, implementation science, qualitative research, and evaluation. CONSULTANT rate for San Francisco workforce system design is **\$185/hour**.

This project estimates **730 hours** of work over 18 months with the following deliverables:

Convening partners monthly: 4 hours x 18 months = 72 hours x \$185/hr. = \$13,320

Map of integrated service delivery model: 200 hours x \$185/hr. = \$37,000

Job readiness assessment toolkit and testing: 180 hours x \$185/hr = \$33,300

Inventory of culturally humble providers: 220 hours x \$185/hr = \$40,700

Recommendations and action plan for training: 57.73 hours x \$185/hr = \$10,680

Total: \$135,000

Indirect Costs \$ 13,580.00

*Costs incurred by managing and administering contract. City and County of San Francisco Office of Economic and Workforce Development's Negotiated Indirect Cost Rate is 18.89%. Administrative costs for WAF 8.0 total **less than 10% of requested and total budget.***

Other \$0.00

**Workforce Accelerator Fund 8.0
SUPPLEMENTAL BUDGET**

STATE USE ONLY	EXHIBIT G
Subgrant Number	AA011035
Grant Code	1173
Start Date	4/1/2020
Modification Date	7/23/2020
Subgrantee Code	SFO

Organization:	San Francisco Office of Economic and Workforce Development (SFO)
Project Name:	Workforce System Alignment to Alleviate Homelessness

I Equipment*					
Item Description	Quantity	Cost Per Item	Total Cost	% Charged to Project	Total Cost Charged to Project
TOTAL	0		\$ -		\$ -

*List equipment items with a useful life of more than one year with a unit acquisition cost of \$5,000 or more charged to the project. Reference WSD 16-16, WSD 16-10, and WSD 17-08 for equipment purchases. The approval of the budget plan contained in the subgrant does not constitute approval of the equipment request. A separate request to purchase equipment must be submitted to the state for prior approval.

II. Contractual Services**		
Description - Type of Service	Cost	Service Provider
Convene partners, create assessment tools, design workforce system model for vulnerable population, identify training priorities.	\$135,000	Contractor will be determined from an existing panel of government consultants with experience in system design, implementation science, qualitative research, and evaluation.
TOTAL	\$135,000	

**All contractual services must be competitively procured in accordance with federal and state procurement regulations and policies. See Procurement Standards (Sect. 200.318.326) in the Federal Uniform guidance, 2CFR200.

**Workforce Accelerator Fund 8.0
WORK PLAN**

STATE USE	EXHIBIT I
Subgrant Number	AA011035
Grant Code	1173
Start Date	4/1/20
Modification Date	7/23/20
Subgrantee Code	SFO

Organization: San Francisco Office of Economic and Workforce Development (SFO)	
Project Name: Workforce System Alignment to Alleviate Homelessness	
Objectives/Activities	Estimated Dates
Quarter 1 / APRIL - JUNE 2020	
Consultant finalized by project team.	April - June 2020
Contract administration activities.	April - June 2020
Partners convene to confirm project plan and program design.	April - June 2020
Quarter 2 / JULY - SEPTEMBER 2020	
Partners convene to confirm program design and oversee implementation.	July - September 2020
Partners create job readiness assessment toolkit.	July - September 2020
Partners research and inventory providers with capacity to serve people experiencing homelessness (PEH).	July - September 2020
Partners research system needs and best practices in workforce development for PEH.	July - September 2020
Quarter 3 / OCTOBER - DECEMBER 2020	
Partners convene monthly to confirm program design and oversee implementation.	October - December 2020
Partners embed Homeless Employment Navigators at Coordinated Entry Access Points.	October - December 2020
Partners iterate assessment toolkit at Coordinated Entry Access Point.	October - December 2020
Partners research and inventory providers with capacity to serve PEH.	October - December 2020
Partners research system needs and best practices in workforce development for PEH.	October - December 2020
Quarter 4 / JANUARY - MARCH 2021	
Partners convene monthly to confirm program design and oversee implementation.	January - March 2021
Partners iterate assessment toolkit at Coordinated Entry Access Point.	January - March 2021
Partners identify core providers for referral within inventory.	January - March 2021
Partners test referral strategies.	January - March 2021
Partners research system needs and best practices in workforce development for PEH.	January - March 2021
Quarter 5 / APRIL - JUNE 2021	
Partners convene monthly to confirm program design and oversee implementation.	April - June 2021
Partners iterate assessment toolkit at Coordinated Entry Access Point.	April - June 2021
Partners maintain catalogue of core referral providers.	April - June 2021
Partners recommend whole person, trauma-informed care training and best practices for workforce providers of PEH.	April - June 2021
Partners draft a model of an integrated service delivery system.	April - June 2021
Quarter 6 / JULY - SEPTEMBER 2021	
Partners convene to discuss findings and outcomes.	July - September 2021
Partners deliver final job readiness assessment toolkit for PEH.	July - September 2021
Partners finalize catalogue of core referral partners.	July - September 2021
Partners deliver integrated service delivery model.	July - September 2021
Partners identify action plan for system-wide trainings to develop capacity for providers of PEH.	July - September 2021

**Workforce Accelerator Fund 8.0
PARTNER ROLES AND RESPONSIBILITIES**



STATE USE ONLY	EXHIBIT J
Subgrant Number:	AA011035
Project Number:	1173
Initial Plan:	4/1/2020
Modification Date:	7/23/2020
Subgrantee Code	SFO

Organization:		San Francisco Office of Economic and Workforce Development (SFO)		
List Partners	Roles and Responsibilities	Cash/In-Kind Match Amt <i>(If Applicable)</i>	Fund Source Type <i>(Cash/In-Kind)</i>	Sustainability Partner <i>(Y/N)</i>
Local Workforce Investment Boards				
San Francisco Office of Economic and Workforce Development	Project Lead (Expert) will coordinate partners, oversee project implementation and convenings, provide expertise on workforce development services, and report on outcomes.	\$ -		Y
Additional County Office(s)				
San Francisco Mayor's Office	Partner (Influencer) will participate in convenings, provide policy expertise, and establish mandates.	\$ -		Y
San Francisco Human Services Agency	Partner (Expert) will participate in convenings, lend program expertise, implement program, and train providers.	\$ 150,000.00	Cash	Y
San Francisco Department of Homelessness and Supportive Housing	Partner (Influencer) will participate in convenings, lend program expertise, implement program, and train providers.	\$ -		Y
Community Based Organizations / Faith Based Org / Other Non-Profits				
Homeless Workforce Coalition	Partner (Customer) will participate in convenings, provide expertise on program design, assist in inventory of public and community-based providers, assist in creation of culturally humble trainings for service providers.	\$ -		Y
Others: (list)				
Consultant	Constultant (Innovator) is an expert in social service delivery systems and will convene partners, map integrated system, create a job readiness assessment form, deliver an inventory of CBOs with competency to serve client population, and make training recommendations.	\$ -		N
		Total	\$ 150,000.00	