

**Prison to Employment Implementation Direct Services Grant  
Form 3: Work Plan**

EDD RFA #84049

**CAREER DWG Implementation Plan****Targeted Population of Dislocated Workers served by this activity include:**

- Individuals from historically marginalized communities
- Individuals unemployed for an extended period of time
- Individuals dislocated from San Francisco's Hospitality Industry
- Individuals the have exhausted UI or other Pandemic UI programs

Objectives/Activities	Timeframe / Completion
<b>Quarter 1 (July - Sept 2021)</b>	
<b>Quarter 2 (Oct - Dec 2021)</b>	
Contracts negotiated and executed with selected service providers.	10/31/2021
Meet with selected service providers to review services and expectations.	11/30/2021
Discuss program strategy, planning, data sharing, and implementation with selected providers (MHH/SHE)	12/31/2021
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to establish referral and employment pipelines	12/31/2021
<b>Quarter 3 (Jan - March 2022)</b>	
OEWD and subrecipients provide services, as identified in grant proposal and contracts.	ongoing
Targeted outreach to historically disenfranchised communities/neighborhoods	ongoing
Begin enrollment of participants into intensive Direct Placement Services	ongoing
Provide Supportive Services to appropriate participants	ongoing
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders officially start program and implement referral and employment pipelines	3/31/2022
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
Initial participants attain employment	ongoing
<b>Quarter 4 (April - June 2022)</b>	
Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	
Conduct Hospitality Industry related Hiring Fair produced by OEWD and Provider Agencies (MHH/SHE)	6/30/2022
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and to course correct if need be.	6/30/2022
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
<b>Quarter 5 (July - Sept 2022)</b>	
Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	ongoing
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and to course correct if need be.	9/30/2022
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
<b>Quarter 6 (Oct - Dec 2022)</b>	
Conduct Hospitality Industry related Hiring Fair produced by OEWD and Provider Agencies (MHH/SHE), in partnership with San Francisco International Airport (SFO)	12/31/2022
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and to course correct if need be.	12/31/2022
Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	ongoing
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
Program evaluation and assessment related activities: reporting on performance outcomes, best practices, lessons learned, continuous improvement strategies, recommendations, and sustainability	ongoing
<b>Quarter 7 (Jan - March 2023)</b>	

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Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	ongoing
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and to course correct if need be.	3/31/2023
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
Program evaluation and assessment related activities: reporting on performance outcomes, best practices, lessons learned, continuous improvement strategies, recommendations, and sustainability planning	ongoing
<b>Quarter 8 (April - June 2023)</b>	
Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	ongoing
Hold collaborative meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and to course correct if need be.	6/30/2023
Provide technical assistance and support to providers to ensure program outcomes are met	ongoing
Program evaluation and assessment related activities: reporting on performance outcomes, best practices, lessons learned, continuous improvement strategies, recommendations, and sustainability planning	ongoing
<b>Quarter 9 (July - Sept 2023)</b>	
Final Reporting Delivered to NOVA	9/30/2023
Participants continue to attain employment	ongoing
Provide Supportive Services to appropriate participants	ongoing
Final collaborative/celebratory meeting with OEWD Staff, provider agencies (MHH/SHE), employer partners, and stakeholders to discuss best practices and review overall programmatic outcomes	9/30/2023
Provide technical assistance and support to providers to ensure program outcomes are met	9/30/2023

Element / Quarter Ending Date	12/31/2021	3/31/2022	6/30/2022	9/30/2022	12/31/2022	3/31/2023	6/30/2023	9/30/2023	Total Grant
Salary & Wages		8585.57	8585.57	8585.57	8585.57	8585.57	8585.57	8967.57	60,481
Fringe Benefits		1,717	1,717	1,717	1,717	1,717	1,717	1,718	12,021
Travel									-
Supplies									-
									-
actual:									-
Job Search/Training		47,962	49,957	49,690	51,669	49,930	50,926	51,910	352,044
Training/OJT									-
Direct Support Costs		1,200	6,400	3,000	10,600	3,000	5,200	600	30,000
									-
Provide categories									-
									-
									-
									-
Total Direct Charges	-	59,465	66,660	62,993	72,572	63,233	66,429	63,196	454,546
									-
Indirect Charges		5,946	6,666	6,299	7,257	6,323	6,643	6,320	45,455
									-
Total Costs	\$0	\$65,411	\$73,326	\$69,292	\$79,829	\$69,556	\$73,072	\$69,515	500,000

<b>Participant Plan: SF OEWD</b>									
<b>Measures / Quarter Ending Date</b>	<b>12/31/2021</b>	<b>3/31/2022</b>	<b>6/30/2022</b>	<b>9/30/2022</b>	<b>12/31/2022</b>	<b>3/31/2023</b>	<b>6/30/2023</b>	<b>9/30/2023</b>	<b>Grant Total</b>
<b>1</b> Total participants served		14	14	14	15	14	14	15	100
<b>2</b> Number of Participants receiving Basic & Career Services		14	14	14	15	14	14	15	100
<b>3</b> Number of Participants receiving Training Services									N/A
<b>4</b> Number of Participants receiving OJT Services									N/A
<b>5</b> Number of Participants receiving Supportive Services		14	14	14	15	14	14	15	100