




INVENTORY OF

Wisconsin's Workforce Education and Training Programs

**State Administered
June 2005**

**Department of Workforce Development
Division of Workforce Solutions
Office of Economic Initiatives
and
Governor's Council on Workforce Investment**



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State of Wisconsin
Department of Workforce Development
Jim Doyle, Governor
Roberta Gassman, Secretary

June 2005

To Wisconsin's Workforce Investment System Policy Makers and Professionals:

I am pleased to transmit this ***Inventory of Workforce Education and Training Programs***, a resource tool that the Department of Workforce Development (DWD), along with our state level partners, has developed on behalf of Governor Doyle's Council on Workforce Investment (CWI).

Wisconsin has a range of programs that provide services to address the education, job training, employment and employment transition needs of Wisconsin's current and future workers and businesses. A key strategy of Governor Doyle's Grow Wisconsin plan is to align and target these resources to support the development of a high wage economy. To effectively implement the Governor's strategy and advance his economic goals, state and local policy makers need to know what programs and resources make up the state's workforce investment system and how they work.

This ***Inventory*** is intended to address this need. Identifying what resources are available, what they are to accomplish, who they serve, how they are administered, and how they measure success is a necessary first step in helping us all work together more effectively. It is through our cooperative efforts that we can build a more cohesive, efficient workforce investment system and creative strategies to meet the challenges facing Wisconsin's businesses and workers now and in the future.

The CWI and DWD hope that the ***Inventory*** provides useful information to state and local policy makers and others. We believe that it is vital that Wisconsin's leaders have a basic knowledge and understanding of the resources and programs that comprise Wisconsin's workforce investment system. This will help us make informed policy choices and collaboratively bring resources to bear on state and local workforce investment needs. We hope this state effort will provide a model for local and regional leaders to use in identifying local resources and considering how best to collaboratively use them to address local needs.

Finally, I want to extend my appreciation to the many state level staff who assisted DWD in producing this ***Inventory***. Thank you as well to the State Interagency Team (SIT), the Executive Assistants and other leaders from each of the state level organizations represented on the CWI, who helped move this effort forward. We will look for your ongoing assistance as DWD regularly updates the ***Inventory*** to help ensure that policy makers have the up-to-date information they need.

Sincerely,

A handwritten signature in black ink, appearing to read 'Roberta Gassman', written over a horizontal line.

Roberta Gassman
Secretary

Wisconsin's Workforce Education and Training Programs State Administered

| Table of Contents | Page # |
|--|---------------|
| Transmittal Letter From DWD Secretary Roberta Gassman | 3 |
| Table of Contents | 4 |
| Introduction | 6 |
| Programs by Focus Area | 7 |
| Job Center Partner Program Funding: Changes Between 2000 and 2004/05 | 9 |
| Non-Job Center Partner Program Funding: 2004-2005 | 10 |
| Workforce Programs Summary by State Agency | 11 |
| Detailed Program Descriptions by State Agency | |
| ❖ <i>Designates programs that are required Job Center Partners under the Workforce Investment Act.</i> | |
| Department Of Commerce | |
| Business Employees Skills Training | 22 |
| Community-Based Economic Development | 25 |
| ❖ Community Development Block Grant (Non-Housing) | 27 |
| Customized Labor Training | 30 |
| Department of Health and Family Services | |
| Brighter Futures Initiative | 33 |
| ❖ Community Services Block Grant | 37 |
| DCFS Scholarship Program | 40 |
| ❖ Senior Community Services Employment Program | 42 |
| Wisconsin Resource Center Pre-Release | 45 |
| Wisconsin Resource Center Vocational Workshop | 48 |
| Department of Public Instruction | |
| ❖ Carl Perkins Vocational and Technical Education -- Secondary | 50 |
| Department of Veterans Affairs | |
| FastTrac Entrepreneurial Training | 53 |
| Retraining Grant | 55 |
| Troops-to-Teachers | 57 |
| Veterans Assistance Program | 59 |
| Veterans Educational Grants | 62 |
| Veterans Informational Services (Demobs, DVP, RSVP) | 64 |

| | |
|---|-----|
| Department of Workforce Development | |
| Apprenticeship | 67 |
| Children First Program | 69 |
| ❖ Food Share Employment and Training | 73 |
| Jobs and Business Development | 75 |
| ❖ Reemployment Services (UI Profiling) | 77 |
| Refugee Employment and Training | 79 |
| ❖ Trade Adjustment Assistance/TAA | 81 |
| ❖ Unemployment Insurance | 83 |
| ❖ Veterans Employment and Training Programs (LVER/DVOP, Native Americans) | 85 |
| ❖ Vocational Rehabilitation Act | 89 |
| ❖ Wagner-Peyser (Job Service) | 92 |
| ❖ Wisconsin Works (W-2) | 96 |
| ❖ Workforce Investment Act Title IB (Dislocated Workers, Adults, Youth) | 99 |
| Small Business Development Center (UW Extension) | |
| SBDC Training and Consulting Services | 104 |
| Wisconsin Entrepreneurs' Network | 107 |
| Wisconsin Technical College System | |
| ❖ Adult Education and Family Literacy | 110 |
| ❖ Carl Perkins Vocational and Technical Education -- Post Secondary | 113 |
| General Purpose Revenue Grants Program | 116 |
| Work-Based Learning Board | |
| ❖ Tech Prep Title II, Carl Perkins Vocational and Technical Education | 119 |
| Youth Apprenticeship | 124 |
| Regional Contacts | 126 |
| Acknowledgements | 127 |

Introduction

Wisconsin has a range of programs that provide services to address the education, job training, employment and employment transition needs of Wisconsin's current and future workforce and Wisconsin employers. A key strategy of Governor Jim Doyle's Grow Wisconsin Plan is to align and target these resources to support the Governor's goal for development of a high wage economy. To effectively implement the Governor's strategy and advance his economic development goals, state and local policy makers need to know what programs and resources make up the state's workforce investment system and how they work.

This ***Inventory of Wisconsin's Workforce Education and Training Programs*** is intended to address this need. It updates and expands upon an inventory published in July 2000, ***Wisconsin Statewide Partner Programs in a One-Stop Delivery System***, to provide basic information on 37 programs administered by eight state agencies. These programs together provide nearly \$1.3 billion in the current (2004-2005) year to assist youth, adults and employers meet their workforce education, training, employment and employment transition needs. Eighteen of these programs are required by the federal Workforce Investment Act (WIA) and by state policy to be partners in Job Centers, Wisconsin's one-stop service delivery system, and were included in the 2000 inventory.

Not all of Wisconsin's resources for preparing the current and future workforce are included in this ***Inventory***. It does not include the state and local resources devoted to K-16 education, by far Wisconsin's largest public investment for building a skilled workforce. Nor does it capture all state and local match generated by the included programs or the one-time grants that state agencies frequently receive through federal or other national competitive grant processes. Finally, it omits most economic development programs that provide loans, tax incentives, or other assistance for employers, some of which they may use to train their workforce.

Review of the programs included in this ***Inventory*** highlight a number of characteristics about Wisconsin's workforce investment system that may be of interest, among them:

- Most funds available through the programs included in the ***Inventory*** are for income replacement benefits for experienced workers or emergency assistance cash benefits for low income families. These programs account for about 72% of all resources represented in the ***Inventory***. Funding levels for these programs have increased significantly between 2000 and 2005 (by almost 68%), an increase that may be explained in part by the economic downturn and worker dislocations experienced during this period.
- Approximately 28% of the total resources for programs included in the ***Inventory*** are available for activities directly supporting workforce education, job training and related activities for the current or future workforce. Of the required Job Center partner programs included in this group, funding has declined by nearly 12% between 2000 and 2005, due primarily to reductions in programs serving welfare recipients.
- Most programs included in the ***Inventory***, whether funded by state or federal agencies, are targeted to specific purposes and/or groups of individuals, have differing governance structures and planning requirements, and operate under different accountability systems using differing performance metrics. These variations contribute to the continuation of program silos that make coordinated planning, resource alignment or integration (including Job Center infrastructure support), and joint program implementation an ongoing challenge.

Wisconsin's Workforce Education and Training Programs By Focus Area

| | Page # |
|---|---------------|
| Focus: Business/Employers and Communities | |
| Apprenticeship | 67 |
| Business Employees Skills Training | 22 |
| Community Development Block Grant (Non-Housing) | 27 |
| Community-Based Economic Development | 25 |
| Customized Labor Training | 30 |
| Jobs and Business Development | 75 |
| Small Business Development Center Training and Consulting | 104 |
| Wisconsin Entrepreneur's Network | 107 |
| Focus: Education | |
| Adults: | |
| Adult Education and Family Literacy | 110 |
| Carl Perkins Vocational and Technical Education -- Post-Secondary | 113 |
| Veterans -- FastTrac Entrepreneurial Training | 53 |
| Veterans -- Troops-to-Teachers | 57 |
| Veterans -- Veterans Educational Grants | 62 |
| WTCS GPR Grants Program | 116 |
| Youth | |
| Carl Perkins Vocational and Technical Education - Secondary | 50 |
| Tech Prep, Title II Carl Perkins | 119 |
| Youth Apprenticeship | 124 |
| Focus: Targeted Workforce Preparation Programs | |
| Dislocated Workers | |
| Reemployment Services (UI Profiling) | 77 |
| Trade Adjustment Assistance/TAA | 81 |
| Unemployment Insurance | 83 |
| Veterans -- Informational Services (Dislocated Veterans Program) | 64 |
| Veterans -- Retraining Grant | 55 |
| WIA (Title IB) Dislocated Worker Program | 99 |
| Refugees | |
| Refugee Employment and Training | 79 |
| Low-Income - General | |
| Children First Program | 69 |
| Community Services Block Grant | 37 |
| Food Share Employment and Training | 73 |
| Senior Community Services Employment Program | 42 |
| Wisconsin Works (W-2) | 96 |

| | |
|--|----|
| Offenders | |
| Wisconsin Resource Center Pre-Release | 45 |
| Wisconsin Resource Center Vocational Workshop | 48 |
| People with Disabilities | |
| Vocational Rehabilitation Act | 89 |
| Veterans at Risk | |
| Veterans Assistance Program | 59 |
| Veterans Employment and Training Programs (LVER/DVOP, Native Americans) | 85 |
| Youth at Risk | |
| Brighter Futures Initiative | 33 |
| DCFS Scholarship Program | 40 |
| WIA (Title IB) Youth Programs | 99 |
| Focus: Universal/General Workforce Development Services | |
| Veterans Informational Services -- Demob and RSVP | 64 |
| Wagner-Peyser Labor Exchange (Job Seeker and Business Services) | 92 |
| WIA (Title IB) Adult Programs | 99 |

Changes in Job Center Partner Programs Funding Levels Between 2000 and 2005

The following figures are taken from this inventory and an earlier inventory prepared by the Department of Workforce Development -- *Wisconsin Statewide Partner Programs in a One Stop Delivery System Under the Workforce Investment Act* (July 2000). The figures are actual allocations and are not adjusted for inflation to provide a comparison in constant dollars.

| Required Partner Programs | 2000 | 2005 |
|--|-----------------------|-------------------------|
| Education, Training & Related Services Programs | | |
| Adult Education/Family Literacy | \$ 5,170,000 | \$ 6,820,900 |
| Carl Perkins Post Secondary Education | 9,463,000 | 10,953,200 |
| Carl Perkins Secondary Education | 8,965,258 | 10,179,533 |
| Community Development Block Grant | 22,899,100 | 22,899,100 |
| Community Services Block Grant | 6,409,418 | 7,708,716 |
| Food Stamps/Food Shares | 14,653,685 | 16,688,862 |
| Reemployment Services (UI Profiling) | 1,000,000 | 1,639,959 |
| Senior Community Service Employment Program | 2,243,428 | 2,248,935 |
| Tech Prep, Title II Carl Perkins | 2,133,808 | 2,106,802 |
| Trade Adjustment Assistance Training/Case Management | 2,314,600 | 14,300,000 |
| Veterans Employment & Training (LVER/DVOP) | 2,800,000 | 3,625,000 |
| Vocational Rehabilitation | 60,653,951 | 65,904,275 |
| Wagner-Peyser | 13,300,000 | 13,900,000 |
| Wisconsin Works (W-2) ¹ | 140,538,081 | 85,360,251 |
| WIA - Title IB (<i>All state and local funds</i>) | 30,506,817 | 47,999,016 |
| <i>Local Adult</i> | 7,961,601 | 10,685,637 |
| <i>Local Dislocated Worker</i> | 6,904,187 | 12,167,670 |
| <i>Local Youth</i> | 8,188,262 | 12,874,994 |
| Welfare to Work | 12,032,000 | 0 |
| Workforce Attachment and Advancement | 19,700,000 | 0 |
| Subtotal | \$ 354,783,146 | \$ 312,334,549 |
| Income Replacement/Cash Benefit Programs | | |
| Trade Adjustment Assistance Benefits | \$ 4,065,000 | \$ 24,600,000 |
| Unemployment Insurance Benefits | 500,000,000 | \$833,000,000 |
| Wisconsin Works (W-2) Emergency (Cash Benefits) Assistance | 44,784,110 | \$ 63,620,899 |
| Subtotal | \$ 548,849,110 | \$921,220,899 |
| TOTAL | \$ 903,632,256 | \$ 1,233,555,448 |

¹ 2005 Wisconsin Works (W-2) figures represent half of the two year (2004 and 2005) budget; this includes \$11,538,900 released by Joint Finance in April 2005, of which \$10,810,654 is for cash benefits.

Non-Job Center Partner State Administered Programs 2004-2005

The programs listed below are supported with federal, state general purpose revenue, and/or program revenue funds. These programs are not required by the Workforce Investment Act or state policy to be partners in Wisconsin's Job Center system.

| Program | 2004-2005 Annual Funding |
|---|--------------------------|
| Department of Commerce | |
| Business Employees Skills Training | \$ 50,000 |
| Community Based Economic Development | \$ 712,200 |
| Customized Labor Training | \$ 2,750,000 |
| Subtotal | \$ 3,512,200 |
| Department of Health and Family Services | |
| Brighter Futures Initiative | \$ 3,446,500 |
| DCFS Scholarship Program | \$ 637,913 |
| Wisconsin Resource Center Pre-Release & Vocational Workshop | \$ 255,000 |
| Subtotal | \$ 4,339,413 |
| Department of Veterans Affairs | |
| FastTrac Entrepreneurial Training | 00 |
| Informational Services (DVP, Demob, RSVP) | 00 |
| Retraining Grants | \$ 378,000 |
| Troops- to-Teachers (TTT) | \$ 157,500 |
| Veterans Assistance Program | \$ 2,021,300 |
| Veterans Educational Grants | \$ 3,360,000 |
| Subtotal | \$ 5,916,800 |
| Department of Workforce Development | |
| Apprenticeship | \$ 1,250,000 |
| Children First Program | \$ 1,140,000 |
| Jobs and Business Development | \$ 537,000 |
| Refugee Employment and Training | \$ 1,311,999 |
| Subtotal | \$ 3,238,999 |
| Small Business Development Center | |
| SBDC Training and Consulting Services | \$ 4,585,960 |
| Wisconsin Entrepreneurs' Network | \$ 800,000 |
| Subtotal | \$ 5,385,960 |
| Wisconsin Technical College System | |
| General Purpose Revenue Grants | \$ 13,746,400 |
| Sub Total | \$ 13,746,400 |
| Work-Based Learning Board | |
| Youth Apprenticeship | \$ 1,100,000 |
| Sub Total | \$ 1,100,000 |
| TOTAL | |
| | \$ 37,239,772 |

Wisconsin's Workforce Education and Training Programs Summary

By State Administrative Agency

| PROGRAM NAME | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|--|----------------------------------|---|--|--|
| DEPARTMENT OF COMMERCE | | | | |
| Business Employees' Skills Training (BEST) | \$100,000 (\$50,000 annually) | SFY 2003-2005 (07/01/03 to 06/30/05) | The program helps existing Wisconsin small businesses (25 or fewer employees) upgrade the skills of their workforce by providing a tuition reimbursement grant to cover a portion of the costs associated with training employees. | |
| Community-Based Economic Development Program | \$712,200 | SFY 2005 (07/01/04 to 06/30/05) | Provides grants to community-based organizations undertaking economic development initiatives targeted to business development and/or targeted populations, including minorities and women. Activities include promoting entrepreneurship. | |
| Community Development Block Grant - Non-Housing (CDBG) | \$22,899,100 | FFY 2005 (04/01/05 to 03/31/06) | Facilitate community development by helping finance municipal infrastructure, assisting businesses that will invest private funds and create jobs, blight elimination and brownfield cleanup, and technical assistance to support community development. | \$3.0 million additional program income from repaid loans for FY 2004. |

² Funding year for programs differs depending on funding source. The 2004-2005 year includes state fiscal year (SFY) 2005 (July 1, 2004 to June 30, 2005), federal program year (FPY) 2004 (July 1, 2004 to June 30, 2005), federal fiscal year (FFY) 2005 (October 1, 2004 to September 30, 2005), and calendar year (CY) 2005 (January 1, 2005 to December 30, 2005). (In some cases, a state contracting year starts somewhat later than the start of the fiscal or program year under which the contracts are funded.)

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR² | PROGRAM OVERVIEW | OTHER |
|---|--|---|--|---|
| Customized Labor Training (CLT) | \$5.5 million (\$2.75 million annually) | SFY 2003-2005 (07/01/03 to 06/30/05) | The program assists Wisconsin companies that are investing in new technologies or manufacturing processes by providing a grant of up to 50% of the employee cost of customized training on the new technologies. | Projects must be presented and approved by Wisconsin Development Fund (WDF) Board. |
| DEPARTMENT OF HEALTH AND FAMILY SERVICES | | | | |
| Brighter Futures Initiative (BFI) | \$3,446,500 Total (\$1,697,000 federal SAPTBG funds \$1,172,100 federal TANF funds \$577,400 State GPR) | Current contracts: CY 2005 (01/01/05 to 12/31/05) for eight counties and Community Advocates serving Milwaukee county. FFY 2005 (10/01/04 to 09/30/05) for Menominee Tribe. | BFI supports evidence-based youth development and prevention strategies in 10 high-risk counties to prevent and reduce youth violence, alcohol and other drug usage, child abuse and neglect, and teen pregnancy; as well as increasing adolescent self-sufficiency by encouraging high school graduation, vocational preparedness, improved social and other interpersonal skills, and responsible decision-making. | BFI is authorized through Wis Stat s.46.99 and is administered by DHFS-DCFS. Service provision and oversight is contracted out to eight county social service agencies, one non-profit agency, and one Tribe. The eight counties receiving current contracts are Douglas, Forest, Iron, Kenosha, Racine, Rock, Walworth, and Winnebago. Federal funds include Substance Abuse Prevention and Treatment Block Grant (SAPTBG) and Temporary Assistance to Needy Families (TANF) |
| Community Services Block Grant (CSBG) | \$7,708,716 in CSBG dollars | FFY 2005 (10/01/04 to 09/30/05) | The purpose of CSBG is to reduce poverty, revitalize low-income communities, and empower low-income individuals and families to become self-sufficient. | The program is administered by DHFS-DCFS. It is delivered through 16 Community Action Agencies, UMOS, 11 tribal governments, Rural Housing, and the Coalition of WI Aging Groups. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR² | PROGRAM OVERVIEW | OTHER |
|---|---|-------------------------------------|--|---|
| DCFS Scholarship Program | \$637,913 | FFY 2005 (10/01/04 to 09/30/05) | Awards scholarships for post-secondary education and training for youth that have been in out-of-home care placements | Administered by DHFS-Division of Children and Family Services. |
| Senior Community Services Employment Program (SCSEP) (Also referred to as Title V-OAA) | \$2,248,935 federal funds with an additional 10% in State and Local matching funds. | FPY 2004-2005 (07/1/04 to 06/30/05) | This program provides part-time community service activities/other training for unemployed low-income persons 55+ who have poor employment prospects. The training enhances or enables older individuals to learn new skills so that they may obtain unsubsidized employment. | This program is part of the Older Americans Act, Title V; is administered through the Wisconsin DHFS, Division of Disability and Elder Services, Bureau of Aging and LTC Resources; and is delivered through contracts with various agencies. |
| Wisconsin Resource Center Pre-Release | \$92,000 est. included in general instruction budget. | SFY 2005 (07/01/04 to 06/30/05) | Improve the inmate's chances of making a successful transition to the community. Provides information and skills to aid the inmate in seeking and maintaining employment, developing a portfolio, managing his finances, using community agencies, obtaining his driver's license, developing appropriate/productive relationship with his parole agent, developing positive family relationships, maintaining a healthy lifestyle, and using leisure time productively. | Program administered by DHFS/DDES/WRC. |
| Wisconsin Resource Center Vocational Workshop | \$163,000 est. included in general institution budget. | SFY 2005 (07/01/04 to 06/30/05) | Provides opportunities for personal growth/development resulting in greater independence for people with special needs. Partnered with Goodwill Industries, provides additional means to assess an individual's ability to appropriately function in a group setting and assist in preparing/ motivating the individual for other rehabilitative programming, leading to increased self awareness, cooperation, empathy and a new, positive attitude. | Program administered by DHFS/DDES/WRC. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|---|---|--------------------------------------|--|--|
| DEPARTMENT OF PUBLIC INSTRUCTION | | | | |
| Carl Perkins Vocational & Technical Education - Secondary Education | \$10,179,533 | FPY 2004-2005 (07/01/04 to 06/30/05) | The purpose of the Carl Perkins Act is to develop more fully the academic, vocational and technical skills of secondary students (7 th and 12 th grade) and post-secondary students who enroll in vocational and technical education programs. DPI delivers the program to secondary students, 7 th to 12 th grade. | The WI Department of Public Instruction administers the program through the federal Department of Education. They receive their portion of funding through the WTCSB. DPI subcontracts with school districts for service delivery. |
| DEPARTMENT OF VETERANS AFFAIRS | | | | |
| FastTrac Entrepreneurial Training | Not Applicable | Calendar Year | The WDVA coordinates two types of FastTrac entrepreneurial classes for veterans in Wisconsin -- <i>New Ventures</i> and <i>Planning</i> . The Veterans Corporation, Washington, D.C., is the national program sponsor and offers the courses at no cost to veterans. Classes are taught at various sites by FastTrac certified facilitators. | The Veterans Corp. is making fundamental changes for programs after April 1, 2005. |
| Retraining Grant (RTG) | \$378,000 in State funding (Veterans Trust Fund) | FFY 2005 (10/01/04 to 09/30/05) | A grant program to re-train veterans who have become unemployed, underemployed or received a notice of termination. Grants of up to \$3000 per year for two years are available. The veteran must apply within twelve months of termination or underemployment and the employment must have been for at least six months. An OJT option will reimburse the employer a portion of a training wage for a new hire. | |
| Troops-to-Teachers (TTT) | \$157,500 in Federal funding (Dept. of Education) | FFY 2005 (10/01/04 to 09/30/05) | It is based on the No Child Left Behind Act of 2001. The primary objective of TTT is to help recruit quality teachers for school districts and schools that serve low income families and assist eligible | WDVA works closely with DPI to establish alternative routes to teacher certification for degreed veterans entering the education community. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|---|--|---------------------------------|--|---|
| | | | veterans and members of the Selected Reserve transition to careers in public education. | |
| Veterans Assistance Program (VAP) | \$ 2,021,300 in total Funding (\$1,501,600 in State Veterans Trust Fund) (\$519,700 in Federal USDVA Per Diem) | FFY 2005 (10/01/04 to 09/30/05) | The VAP is a collaborative effort between WDVA and the VA to help homeless veterans and those at risk of becoming homeless receive job training, counseling and rehabilitative services (such as alcohol and drug abuse treatment) they need to obtain steady employment, affordable housing and the skills to sustain a productive lifestyle. | |
| Veterans Educational Grants | \$3,360,000 in total funding (TFRG: \$2,572,100 Veterans Trust Fund) (PTSG: \$787,900 Veterans Trust Fund) | SFY 2005 (07/01/04 to 6/03/05) | The WDVA has two education grants, the Tuition and Fee Reimbursement Grant (TFRG) for full-time study (12-credits or more per semester) and the Part-Time Study Grant (PTSG) for part-time study (11-credits or less per semester). Both are reimbursement grants for tuition and fees not to exceed what UW-Madison charges for the same number of credits. | To be eligible for the TFRG, a veteran must have separated from active duty within the past ten years. The PTSG is a life-long educational benefit. |
| Veterans Informational Services: <ul style="list-style-type: none"> • Demobilization Briefings (Demobs) • Dislocated Veterans Program (DVP) • Recently Separated Veterans Program (RSVP) | Not Applicable | Ongoing | The WDVA provides information on veteran's services and benefits (including employment and training) through three programs. <u>Demobs</u> provides informational presentations to veterans of National Guard Units who are demobilizing from active duty. <u>DVP</u> provides informational presentations to veterans who are displaced from employment due to business closings or downsizing. <u>RSVP</u> provides written information to all separating veterans returning to Wisconsin. | Ongoing costs are integrated into the ongoing work of WDVA, supported with Veterans Trust Funds. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|--|---|--|---|--|
| DEPARTMENT OF WORKFORCE DEVELOPMENT | | | | |
| Apprenticeship | Approximately \$1.0 million (Fed) for DWD Administrative \$250,000 (Fed) Veterans Administration | FFY2005 | Apprenticeship is a training strategy that combines supervised, structured on-the-job training with related classroom instruction. | Program is administered by DWD-BAS. Wisconsin Technical College System provides related classroom training. Strong partnership with employers, employer associations and labor unions. |
| Children First Program | \$1,140,000 in state GPR (used as Maintenance of Effort funds for the TANF Program. | CY 2005 (01/01/05 to 12/31/05) | Provide employment and training services for non-custodial parents (NCPs) who are not paying child support due to being unemployed or underemployed. Participation in Children First is court ordered. | Program is administered by DWD-DWS-BCS. DWD contracts with county agencies, tribal governing bodies or Wisconsin Works agencies to provide services. |
| Food Share Employment and Training (FSET) | \$16,688,812 total funding (\$9,068,944 Fed) (\$7,619,868 state/local required match) | FFY 2004/2005 (Oct 1, 2004-Sept. 30, 2005) | Improve work opportunities and work-related skills of unemployed or underemployed individuals receiving Food Stamps through short term career/occupational programs and by providing timely educational and work-related interventions including basic skills/diploma and customized skills training opportunities. | Program is administered by DHFS under a contractual arrangement with DWD-DWS. Service provision is contracted out to W-2 agencies. |
| Jobs and Business Development | \$537,000 total funding (\$300,000 state GPR) (237,000 fed. FSET). | CY 2005 contract (01/01/05 to 12/31/05) | Provides training to help low-income entrepreneurs begin their own businesses. | Program is administered by DWD-DWS and contracted through WISCAP to local Community Action Agencies. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR² | PROGRAM OVERVIEW | OTHER |
|---|---|--|---|---|
| Reemployment Services (UI Profiling) | Approximately \$1.64 million | SFY 2004 (07/01/04 to 06/30/05) | The purpose of Reemployment Services (UI Profiling) is to identify claimants who are likely to exhaust their benefits and the referral of these individuals to reemployment services to assist them in gaining the assistance and skills needed to obtain new employment. | The program is delivered by the DWD-DWS-BWP Dislocated Worker Section through subcontract with Job Service and coordinated with the Dislocated Worker program under WIA Title I. |
| Refugee Employment and Training | \$1,311,999 in federal funds under a variety of grants | Generally CY 2005 contracts on FFY grants, but some grant cycles vary. | Provides bilingual job development and other employment services to help refugees obtain self-sufficiency as quickly as possible after arrival. | Program is administered by DWD-DWS. Service provision is contracted to local Refugee Employment and Training agencies (CBOs). |
| Trade Adjustment Assistance and NAFTA TAA | \$39.9 million total (fed) (\$14.3 million - training/ case management) (\$24.6 million - weekly Trade Readjustment Allowances) | FFY 2005 (Oct. 1, 2004 to Sept. 30, 2005) | Training and reemployment assistance to workers impacted by production shifts out of the country. | Administered by DWD-DWS-BWP. Service provision is contracted out to Job Service (DWD-DWS-JS). |
| Unemployment Insurance | An estimated \$833 million in benefits | SFY 2005 (07/01/04 to 06/30/05) | Provide economic stability to Wisconsin's economy by providing partial wage replacement to unemployed individuals who meet eligibility criteria. | Services are provided through phone and internet systems. Public sites for service delivery do not exist. Administered by DWD-UI. |
| Veterans Employment and Training Programs | \$3,625,000 in total federal funds (\$3,063,000 allocation & \$412,000 budget) | FFY 2005 (10/01/04 to 09/30/05) | The Veterans Employment Program (LVER and DVOP) is a federally funded program that provides employment, training, and placement services required under Chapter 41 of Title 38 and P.L. 107-288. The Special Native American Initiative | LVERs and DVOPs work with veterans that have employment barriers and/or those that fit within certain target populations. Their method of delivering this service is through case management. The state must set aside 1% of its |

| PROGRAM NAME | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|---|---|--|--|--|
| | modification) (\$150,000 Special Initiative for Native Americans) | | provides job placement, training, and support services to Native American veterans living on or in close proximity to reservations in Northern Wisconsin. The program will work closely with DWD and WDVA Native American Coordinators. | grant funds for Veterans Incentive Awards to be used for employee incentive awards. The program includes all staff who are involved in assisting veterans. \$30,000 is available for Veterans Incentives Awards in SFY 2005. |
| Vocational Rehabilitation Act | \$65,904,275 (78.7% federal, 21.3% state) | FFY 2005 (10/01/04 to 09/30/05) | Provides services to people with disabilities and employers to increase employment opportunities for people with disabilities. | Most services are provided directly by DWD-DVR. Some are contracted out to organizations such as Goodwill and other community rehabilitation programs. |
| Wagner-Peyser Labor Exchange (Job Service) | Approx. \$13.9 million | FPY 2004 (07/01/04 to 06/30/05) | Job Service is an integral part of the Wisconsin One Stop delivery system that provides universal access to an integrated array of Labor Exchange and Workforce Investment Act (WIA) services so that workers, job seekers and businesses can find the services they need. | |
| Wisconsin Works (W-2) | \$297,962,300 W-2 Contracts (including \$151,106,136 for cash benefits) <u>For 2005 only:</u> \$154,750,600, of which \$63,620,899 is for benefits) | Two Contract Years 2004 and 2005 (1/1/04 to 12/31/05) | The purpose of W-2 is to help Wisconsin families in working and supporting themselves. Services are available to families at or below 115% of poverty. | All service provision is subcontracted out to local agencies, public and private. Program is administered by DWD-DWS Includes \$11,538,900 approved in April 2005 by Joint Finance, of which \$10,810,654 is for cash benefits. |
| Workforce Investment Act (WIA) - Title I B Employment and | \$47,999,016 in total funds (Adults - | FPY 2004- 2005 (07/01/04 to 06/30/05) | WIA Title IB establishes the umbrella -- the one stop delivery system -- under which delivery of workforce employment and training programs is organized. It | Programs for adults and dislocated workers include "core", "intensive", and "training" services. DWD-DWS-Bureau Workforce Programs (BWP) |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR² | PROGRAM OVERVIEW | OTHER |
|---|--|---------------------------------|---|--|
| Training | \$12,571,338, of which \$10, 685,637 is local) (Dislocated Workers - \$20,279,450, of which \$12,167,670 is local) (Youth - \$15,148,228, of which \$8,188,262 is local) | | also authorizes programs for Adults, Dislocated Workers, and Youth. | administers subcontracts with WDBs. WDBs ideally subcontract with others for service provision. |
| SMALL BUSINESS DEVELOPMENT CENTER (UW EXTENSION) | | | | |
| SBDC Training and Consulting Services | \$4,585,960 total funding (\$1.484 million state GPR) (\$1.517 million program revenue) (\$1.585 federal US SBA) | FFY 2005 (10/01/04 to 09/30/05) | The Wisconsin SBDC's training and educational services increase the knowledge and skills of small business owners and managers or of those interested in going into business. | |
| Wisconsin Entrepreneurs' Network | \$800 000 total funding (\$500,000 GPR - Dept. of Commerce) (\$300,000 match - UW System, UW | FFY 2005 (10/01/04 to 09/30/05) | WEN integrates services for entrepreneurs offered by Wisconsin universities, technical colleges, chambers of commerce and economic development organizations and will link them to four dynamic new regional centers. | WEN is a partnership of the University of Wisconsin System, the Wisconsin Technical College System, the WiSys Technology Foundation, and the Agricultural Innovation Center. |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR ² | PROGRAM OVERVIEW | OTHER |
|--|------------------------------|--------------------------------------|---|---|
| | Extension, UW Madison, WARF) | | | |
| WISCONSIN TECHNICAL COLLEGE SYSTEM | | | | |
| Adult Education & Family Literacy (AEFL) | \$6,820,900 federal funds | FPY 2004-2005 (07/01/04 to 06/30/05) | AEFL assistance funds grants in the areas of providing comprehensive basic education programs at technical colleges, targeted outreach to specific populations, instructing criminal offenders in correctional institutions and supporting state leadership activities for curriculum and professional development initiatives. | Basic education services are provided in a variety of settings - on technical college campuses, at community based organizations, at Job Centers, at work sites, and in correctional institutions. Program is administered by WTCSB. |
| Carl Perkins - Vocational and Technical Education - Post-Secondary | \$10,953,200 federal funds | FPY 2004-2005 (07/01/04 to 06/30/05) | The purpose of the Carl Perkins Act is to develop more fully the academic, vocational and technical skills of secondary and post-secondary students who enroll in vocational and technical education programs. WTCSB delivers the program to post-secondary students (beyond high school). | The program is delivered locally by the technical college districts. Perkins funding is only one source of support to the WTCS. It provides critical supplemental funding for: special needs students, non-traditional occupations, and pre-technical learning activities, work-based learning activities and criminal offender programs. |
| General Purpose Revenue (GPR) Grants Program | \$13,746,400 state funds | SFY 2004-2005 | GPR funds are available for the following grants: Basic Skills, Adult Literacy, Workplace Adult Basic Education, New & Expanding Occupations, Health Care Education, Displaced Homemaker, Transition Services for individuals with Disabilities, Minority Student Participation and Retention, Alcohol and Drug Abuse, Faculty Development, Advance Chauffeur and School-to-Work for At-Risk Youth. | |

| | STATEWIDE FUNDING LEVELS | FUNDING YEAR² | PROGRAM OVERVIEW | OTHER |
|---|---------------------------------|---------------------------------|---|--|
| WORK-BASED LEARNING BOARD | | | | |
| Tech Prep, Title II Carl Perkins Vocational and Technical Education | \$2,106,802 federal funds | FPY 2005 (07/01/04 to 06/30/05) | Programs focus on enhancing a high school student's technical & academic skills and providing opportunities for transition to post-secondary education or into the workforce. | Tech Prep is administered by GWBLB through annual grants to Wisconsin's 16 technical colleges. |
| Youth Apprenticeship | \$ 1.1 million state GPR funds | SFY 2005 (07/01/04 to 06/30/05) | Provide high school juniors and seniors with work-based learning experience and classroom instruction related to their career choice. | Administered by Governor's Work-Based Learning Board, contracted to local consortia of schools and businesses. |

Business Employees Skills Training Program

Program/Project Overview

The Business Employees Skills Training (BEST) program was established by the Wisconsin Legislature to help small businesses (25 or fewer employees) in industries that are facing severe labor shortages upgrade the skills of their workforce. Under the BEST program, the Department of Commerce can provide applicants with a tuition reimbursement grant to help cover a portion of the costs associated with training employees.

Agency/Division/Section with Responsibility

Wisconsin Department of Commerce, Division of Business Development, Bureau of Business Development

Eligibility

Eligible applicants include Wisconsin for-profit businesses that have 25 or fewer full time employees or annual sales of less than \$2.5 million and are in state-designated industry clusters. Only full time employees of the applicant are eligible for training cost reimbursement.

The state has designated ten industry clusters for which BEST funds can be used: automation, agriculture/food products, biotechnology, information technology, manufacturing, medical devices, paper/forest products, printing, tourism, and childcare (does not include in-home childcare).

Governance and Service Delivery Structure

The Department of Commerce is responsible for overall state program administration, including review of applications by Commerce Business Finance Specialists who recommend funding. Approved applicants are responsible for carrying out the terms and conditions of their approved grant award.

Primary Services Available

BEST provides tuition reimbursement grants to businesses to cover a portion of the costs of training employees. Eligible project costs are limited to tuition costs for courses that are directly related to the employee's work requirements. All training must be provided by a qualified independent third party that is acceptable to the Department of Commerce.

Special Initiatives

Not applicable.

State-wide Funding Levels

\$100,000 (\$50,000 annually) in General Purpose Revenue Funds (GPR) is available for the 2003-2005 state fiscal years (July 1, 2003 - June 30, 2005). Funds are made available through the Wisconsin Development fund and are augmented by match requirements; applicants are required to provide a cash match of at least 25 percent of eligible project costs. The maximum funding available to a business is 75 per cent of eligible project costs not to exceed \$2,500 per full-time employee trained and \$10,000 per business.

How is funding for the Program Procured?

GPR funds allocated in the state budget process are provided through the Wisconsin Development Fund. Funding to an employer is made available through a Department of Commerce administered application process. A Commerce Business Finance Specialist makes funding recommendations using underwriting criteria that includes analysis of several factors:

- whether the business is in an industrial cluster,
- the wage level and benefit package provided to the employee being trained in relation to the cost of training,
- the impact the training will have on the applicant's business operations,
- viability of the applicant,
- qualifications of the trainer,
- whether the business is located in a Development Zone, and
- availability of funds.

Performance Measures

The primary performance measure is reimbursement for actual training of employees.

Key Planning Dates

Not applicable.

Advisory Bodies

Wisconsin Development Finance Board

Web Pages

www.commerce.wi.gov

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Community-Based Economic Development Program

Program/Project Overview

The Community-Based Economic Development Program provides grants to community-based organizations undertaking economic development initiatives targeted to business development and/or targeted populations, including minorities and women. Activities assisted include business incubator development, business assistance and planning, and working with target populations to promote entrepreneurship.

Agency/Division/Section with Responsibility

Department of Commerce, Division of Community Development, Bureau of Community Finance

Eligibility

Community-based economic development organizations, typically non-profits.

Governance and Service Delivery Structure

Commerce provides the funds to community-based organizations to under take the activities described in its application for financial assistance. The organization is responsible for progress reporting and maintaining records of assistance provided. The organization requests funds from the Department on a reimbursement basis. Upon project completion, the organization must provide a final report to the Department on accomplishments.

Primary Services Available

Financial assistance and technical assistance is provided to program participants. Grant limits vary for specific activity categories within the program. Incubator development grants can be as high as \$100,000. Most program activities, including planning and business assistance, are limited to no more than \$30,000.

Special Initiatives

Within the program are subcategories that target funds to special initiatives. A primary one is the earmarking of funding for the Wisconsin Women's Business Initiative Corporation that provides assistance to entrepreneurs statewide and more specifically to women-owned businesses. Another major subcategory is targeting funds to Venture Capital Fairs.

State-wide Funding Levels

For State Fiscal Year 2005 (07/01/04 - 06/30/05), \$712,200 is available for distribution.

How is funding for the Program Procured?

Funds are available through a competitive application process. All funds must be obligated within the fiscal year, and grant recipients have 18 months to spend the funds.

Performance Measures

Performance is measured by the grant recipient's accomplishments as compared to the "Scope of Work" described in the contract between the recipient and the Department of Commerce. Most measurements are in terms of businesses or persons assisted. In some cases, plan documents are the finished product and the completion of these is the measurement of success.

Key Planning Dates

Applications are solicited in October and November of each year. Applicants need to start planning their proposals two to three months in advance to ensure time to secure the necessary documentation required in the application.

Advisory Bodies

None. The Department of Commerce management and staff are solely responsible for the administration of the program. Funding recommendations are made available to the Department Secretary who makes final decisions on which projects to fund.

Web Pages

<http://commerce.state.wi.us>

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**Community Development Block Grant Small Cities Program
(non-entitlement)**

[official name]

Community Development Block Grant Program (CDBG)

Non-Housing Component

[common name]

Program/Project Overview

The CDBG program awards funds on a competitive basis to local units of government for projects that meet one of three national objectives:

1. Benefit people of low and moderate income (LMI) by making jobs available.
2. Meet local urgent needs.
3. Removal of slum and blight.

Eligible applicants are units of local government including towns, villages, cities, and counties. Entitlement cities (population of 50,000 or more), Milwaukee County, and most of Dane and Waukesha counties are not eligible. These entities receive CDBG funds directly from HUD through the entitlement program.

Commerce administers six distinct programs within CDBG, two of which are directly tied to job creation. These two are described below:

1. CDBG Public Facilities for Economic Development.
2. CDBG Economic Development (administered by the Division of Economic Development, Bureau of Business Finance)

The CDBG program's overall goal is to encourage and facilitate sound community development by addressing one or more of the national objectives. This is accomplished through helping finance municipal infrastructure, assisting businesses that will invest private funds and create jobs, blight elimination and brownfields clean-up, and providing technical assistance services in support of community development.

Agency/Division/Section with Responsibility

Department of Commerce/ Division of Community Development/ Bureau of Community Finance

Eligibility

All grants are made to general purpose units of government, which in the CDBG Economic Development program; pass the grants along to businesses in the form of loans. In that program, the municipality applies for the funds, and then passes them on

to a business, which uses them for the project. In the CDBG Public Facilities program, however, the municipality itself uses the funds for improvements to public infrastructure and facilities. In the TA program, Commerce personnel provide services directly to businesses and Job Centers.

Governance and Service Delivery Structure

Units of government apply to Commerce for funding. Some of the sub-programs take applications continuously, while others use an annual competition.

Primary Services Available

CDBG Public Facilities for Economic Development - funds the installation or expansion of water and sewer to an enlarging industrial park, street improvements, increase of water storage capacity for sprinkler and fire protection services, and related projects that allow for economic opportunity in the form of job creation for area residents. Most projects funded through this program meet the national objective of benefiting LMI persons.

CDBG Economic Development (administered by the Division of Economic Development, Bureau of Business Finance) funds business projects which create jobs. Commerce makes the award to the unit of local government, which then loans the funds to the business. Repaid loan funds are often retained by the locality to capitalize a local revolving loan fund. Most of these projects meet the LMI national objective.

Special Initiatives

None.

State-wide Funding Levels

\$22,899,100 in federal funds for April 1, 2005 to March 31, 2006 and \$3,000,000 in program income from repaid loans for FY 2004.

How is funding for the Program Procured?

Commerce and the Department of Administration (for the housing portion of the program) file with the US Department of Housing and Urban Development a five year consolidated plan, and then annually in February files an update to that plan. The state's allocation of funds is based on a formula that includes population, percentage of low and moderate-income residents, and certain distress indicators. The program year begins on April 1.

Performance Measures

Commerce audits awards for compliance with the terms of the contract, the timely committing of funds and the timely completion of projects, the number of jobs created or retained, the level of low and moderate income benefits, and related measures.

Key Planning Dates

The state's annual update is filed within the first quarter of each year. The program year begins on April 1.

Advisory Bodies

None.

Web Pages

<http://Commerce.wi.gov>

Miscellaneous

Through the Jobs Creation in Enterprise Zones program, Commerce jobs specialists work with employers and training and assistance providers to increase the employment of target group members, including W-2 participants, in the department's development zones programs.

Contact(s)

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Customized Labor Training Program

Program/Project Overview

The Customized Labor Training (CLT) program is designed to assist companies that are investing in new technologies or manufacturing processes by providing a grant of up to 50% of the cost of training employees on the new technologies. The program's primary goal is to help Wisconsin Manufacturers maintain a workforce that is on the cutting edge of technological innovations.

Agency/Division/Section with Responsibility

Wisconsin Department of Commerce, Division of Business Development, Bureau of Business Development

Eligibility

Any business making a firm commitment to locate a new facility in Wisconsin or expand an existing facility within the state, which is upgrading a product, process or service that requires training in new technology and industrial skills is eligible.

Governance and Service Delivery Structure

The Department of Commerce is responsible for overall state program administration, with final project approval through the Wisconsin Development Finance Board. At the local level, Commerce's Area Development managers are responsible for submitting project information to the state following discussion with the applicant. Approved applicants are responsible for carrying out the terms and conditions of their approved grant award, which includes providing training services to employees through applicant-selected and Commerce-approved training providers.

Primary Services Available

CLT provides funds to employers to train their employees. The program provides up to 50% of the costs for eligible training, not to exceed \$2,500 per employee trained. The funds may be used to support trainee wages, training material and trainer costs. The training must meet two criteria to be eligible for funding.

1. The training must focus on new technology, industrial skills or manufacturing processes.
2. The training must not be currently available through other resources (e.g., Wisconsin Technical College System.)

Special Initiatives

None.

State-wide Funding Levels

\$5.5 million (\$2.75 million annually) in state General Purpose Revenue (GPR) is available for State Fiscal Years 2003-2005 (July 1, 2003 to June 30, 2005). Funds are augmented by match requirements (at least 50 % of eligible project costs).

How is funding for the Program Procured?

GPR funds allocated in the state budget process are provided through the Wisconsin Development Fund. Funding to an employer is made available through a Department of Commerce administered application process. The Commerce Department's Local Area Development Managers submit preliminary project information to Commerce after discussion with the applicant. A Commerce Finance Specialist reviews the proposal and makes recommendations based on analysis of several factors:

- whether the business is in an industrial cluster,
- the wage level and benefit package provided to the employee being trained in relation to the cost of training,
- the impact the training will have on the applicant's business operations,
- viability of the applicant,
- qualifications of the trainer,
- whether the business is located in a Development Zone, and
- availability of funds.

The Finance Specialist makes funding recommendations to the Department Secretary. Projects approved by the Secretary are presented to and approved by the Wisconsin Development Finance Board.

Performance Measures

Reimbursement for actual training of employees is the core indicator of project success.

Key Planning Dates

Not applicable.

Advisory Bodies

Wisconsin Development Finance Board

Web Pages

www.commerce.wi.gov

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Brighter Futures Initiative

Program/Project Overview

The Brighter Futures Initiative (BFI) helps Wisconsin's children, adolescents, and families achieve their maximum potential by promoting healthy families and youth, school readiness for children, child safety in their families and communities, and successful navigation from childhood to adulthood. The Initiative supports evidence-based youth development and prevention strategies to achieve the following BFI legislative outcomes set forth in Wis Stat s.46.99:

- Prevent and reduce the incidence of youth violence and other delinquent behavior;
- Prevent and reduce the incidence of youth alcohol and other drug use and abuse;
- Prevent and reduce the incidence of child abuse and neglect;
- Prevent and reduce the incidence of non-marital pregnancy and increase the use of abstinence to prevent non-marital pregnancy; and
- Increase adolescent self-sufficiency by encouraging high school graduation, vocational preparedness, improved social and other interpersonal skills and responsible decision-making.

While focusing on the legislative outcomes, BFI projects reflect the unique needs and resources of each local community. Many Brighter Futures projects consist of partnerships between agencies, such as county social services, health departments, school districts, police departments, churches, community centers, and non-profit agencies, in order to maximize resources by utilizing a cross-systems approach.

Agency/Division/Section with Responsibility

Department of Health and Family Services, Division of Children and Family Services, Bureau of Programs and Policies

Eligibility

A range of youth development, prevention, and early intervention services are provided to youth, families, and communities in 10 high-risk Wisconsin counties: Douglas, Forest, Iron, Kenosha, Menominee, Milwaukee, Racine, Rock, Walworth, and Winnebago. BFI sites set their own eligibility requirements according to the needs of the community and scope of services provided.

Governance and Service Delivery Structure

DHFS contracts with (8) county social service agencies (Douglas, Forest, Iron, Kenosha, Racine, Rock, Walworth, and Winnebago); (1) non-profit agency in Milwaukee Co. (Community Advocates); and (1) tribe (Menominee Tribe of Wisconsin.) These agencies provide youth development, prevention, and early intervention services, and/or performance oversight over subcontracted non-profit agencies providing these services in their community.

Primary Services Available

Services provided are based on each BFI site's assessment of local needs and resources; however, all services aim toward preventing high-risk youth behaviors as well as promoting healthy, safe families, schools, and communities.

Special Initiatives

Not applicable.

State-wide Funding Levels

| | |
|-------------------|---|
| \$1,697,000 | Substance Abuse Prevention & Treatment Block Grant (SAPTBG) (federal) |
| \$1,172,100 | TANF (federal) |
| <u>\$ 577,400</u> | GPR (State of Wisconsin general purpose revenue) |
| \$3,446,500 | Total |

Nine of the ten BFI counties are contracted on a calendar year basis (January 1 – December 31). The Menominee Tribe (Menominee County) is funded on a federal fiscal year basis (October 1 – September 30).

| | | |
|------------------|------------------|---|
| Douglas: | \$64,067 | |
| Forest: | \$50,000 | |
| Iron: | \$50,000 | |
| Kenosha: | \$205,938 | |
| Milwaukee: | \$2,125,200 | (Community Advocates subcontracts 28 BFI projects in Milwaukee Co.) |
| Racine: | \$291,641 | |
| Rock: | \$227,088 | |
| Walworth: | \$107,843 | |
| Winnebago: | \$202,723 | |
| Menominee Tribe: | <u>\$122,000</u> | (New BFI site as of 4/1/04) |
| BFI Total: | \$3,446,500 | |

How is funding for the Program Procured?

Brighter Futures Initiative legislation (Wis Stat s.46.99), the state budget, and state agency agreements authorize the following funding: federal TANF dollars are transferred to DHFS via inter-agency agreement with the Dept. of Workforce Development; federal SAPTBG dollars through intra-agency agreement with the Bureau of Mental Health and Substance Abuse Services; GPR dollars through the State of WI budget process.

Prior to the start of the Initiative in January 2001, the UW Center for Health Policy and Program Evaluation developed a county "youth-risk" ranking reflective of the following indicators: juvenile Part 1 arrests, youth substance abuse arrests, substantiated cases of child abuse and neglect, teen pregnancies, ACT scores and high school dropout rates. The highest ranked counties in terms of youth risk were invited to participate in the Brighter Futures Initiative. Nine of the ten highest risk counties were funded in January 2001. Funding amounts for the initial nine sites were based on number of youth residing in the county, with a minimum grant amount of \$50,000; the funding levels have

remained unchanged. The Brighter Futures Initiative program expanded in April 2004 to include the Menominee Tribe/Menominee County, which leads the State in youth risk behavior indicators. Funding was made possible through an increase in the SAPTBG allocation.

Performance Measures

The core indicators of program success for the Brighter Futures Initiative:

1. Increased utilization of evidence-based youth development and prevention strategies to achieve the following BFI legislative outcomes set forth in Wis Stat s.46.99: Preventing and reducing the incidence of youth violence/delinquency, youth alcohol/other drug usage, child abuse/neglect, non-marital pregnancy (and increasing use of abstinence)
 - Increasing adolescent self-sufficiency by encouraging high school graduation, vocational preparedness, improved social/interpersonal skills, and responsible decision-making.
2. Systems change, including increased coordination of prevention efforts at the local/county level to avoid duplication of services as well as gaps in service delivery. Examples:
 - Utilization of local needs and resource assessments for prevention planning purposes and formation of collaborative relationships and coalitions between government agencies, schools, faith-based communities, non-profit organizations, and families.
 - Performance information is collected by means of an annual BFI Report that includes both quantitative data (numbers served, demographics, outcomes achieved) as well as each site's process analysis (possible factors affecting the outcomes; mid-year adjustments, program enhancements and modifications; "lessons learned", etc.)

Key Planning Dates

Annual BFI Plans are due in November. Each plan includes a Site Narrative (overview of prevention projects in the community, prevention coordination efforts and coalitions, needs and resource assessments); individual Project Descriptions (target group, leveraged funds/community partners, strategies/activities, theory of change, anticipated project outcomes, measurement tools); and annual Budget.

Annual BFI Reports are due in February. Each report includes a Site Summary/Program Analysis (achievements, collaborations, systems change, as well as challenges and "lessons learned"); individual Project Outcomes (actual outcomes and evaluation methods; numbers served, age range, demographics, setting; project collaborations/leveraged funds); and Outcomes Analysis (comparison of actual outcomes to anticipated outcomes; BFI site's interpretation of the data – including "lessons learned", mid-year adjustments, program or outcome modifications, participant anecdotes, etc.)

Advisory Bodies

Not applicable.

Web Pages

<http://wch.uhs.wisc.edu/02-Programs/02-BFI-MainPage.html>

Or link from the Department of Health & Family Services web site:

<http://dhfs.wisconsin.gov/programs/youth.htm?nav=mo>

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Community Services Block Grant

Program/Project Overview

The purposes of the Community Services Block Grant (CSBG) are to reduce poverty, revitalize low-income communities, and empower low-income individuals and families to overcome poverty. These goals are achieved through a network of 16 community action agencies, 11 tribal governments, United Migrant Opportunity Services (UMOS), Foundation for Rural Housing and Coalition of Wisconsin Aging Groups. CSBG funds are utilized to support the agency's ability to develop local strategies to eliminate poverty. In 2003, almost 491,000 sought assistance at their local community action agency.

Agency/Division/Section with Responsibility

Department of Health and Family Services, Division of Children and Family Services, Bureau of Programs and Policies

Eligibility

Funds made available through this grant are used to support activities that are designed to assist low-income families and individuals. CSBG provides core funding to support the agency's overall infrastructure and operate a variety of programs to alleviate poverty. These programs have different eligibility criteria and program participants must meet those different guidelines in order to participate in the program.

Governance and Service Delivery Structure

Services are provided by 16 community action agencies, 11 tribal governments, United Migrant Opportunity Services (UMOS), Foundation for Rural Housing and Coalition of Wisconsin Aging groups. The CSBG Coordinator is required to conduct a full onsite review of all programs receiving CSBG funds at least once every three years. All agencies are also required to submit monthly financial statements and semi-annual program reports using Results Oriented Management and Accountability (ROMA), an outcome framework that measures the impact of programs and services on individuals and families.

Primary Services Available

Education, emergency assistance, employment, health, housing, home rehabilitation and improvement, transportation, child development, nutrition, etc.

Special Initiatives

Not applicable.

State-wide Funding Levels

Federal Fiscal Year 2005 (10/01/04 -- 09/30/05) award is \$7,708,716. Of this allocation, 96% must be distributed to the 16 Community Action Agencies and UMOS.

How is funding for the Program Procured?

States must submit an application for CSBG funds to the United States Department of Health and Human Services (U.S. DHHS), Administration for Children and Families. The application requires an annual plan for the expenditure of these funds. Of the total award amount, less than 5% may be used for administrative purposes with the remaining funds allocated to the agencies comprising the delivery network. At least 86% of these funds must be allocated to community action agencies; 4% to tribal governments; 4% to UMOS; 2% to other agencies; and 4% for state administration.

Performance Measures

A federally mandated evaluation system, Results Oriented Management and Accountability (ROMA) is required for all agencies receiving CSBG. ROMA incorporates a range of indicators to demonstrate client, community, and agency outcomes. These local performance measures are then aggregated on a state and federal level to measure the impact on the lives of low-income people.

Key Planning Dates

CSBG contracts are allocated on a contract year. The application for federal funds is due in September. In August of each year, either a public hearing or legislative hearing is required before submission of the CSBG application to the U.S. DHHS. This process allows for public input into the priorities and performance of agencies using CSBG funds.

Advisory Bodies

Before submission of the state plan and request for funding to the U.S. DHHS, Wisconsin's Department of Health and Family Services must conduct a public hearing to solicit input on the priorities for CSBG and use of funding to end poverty. A legislative hearing must be conducted at least every three years. The last legislative hearing took place on September 16, 2003.

Web Pages

<http://dhfs.wisconsin.gov>

www.wiscap.org

www.umos.org

<http://www.acf.hhs.gov/programs/ocs/csbq/index.htm>

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DCSF Scholarship Program (Education and Training Vouchers Program)

Program/Project Overview

The Department of Health and Family Services, Division of Children and Family Services (DHFS/DCFS) Scholarship Program awards scholarships for post-secondary education and training to youth who have been in out-of-home care placement. Eligible youth may receive up to \$5,000 per year for tuition, fees and books.

Agency/Division/Section with Responsibility

Department of Health and Family Services, Division of Children and Family Services (DCFS), Bureau of Programs and Policies

Eligibility

Eligible youth must have been in out-of-home care placement (foster home, group home, residential care center or court ordered Kinship Care) for at least six months after the age of 15 years; must be accepted into an institution of higher education at the time the application is submitted; and must be age 20 years or less, unless enrolled in a post-secondary education program on his/her 21st birthday, extending eligibility to age 23.

Governance and Service Delivery Structure

Applications are submitted to the Division of Children and Family Services, Bureau of Programs and Policies for review and approval/denial. Scholarship awards are paid directly to the institution of higher education for payment of tuition, fees and books for the approved applicant.

Primary Services Available

Scholarship awards are for tuition, fees and books. The Division provides no services. Eligible youth may contact their local county or tribal human/social services department if additional financial or other post-secondary related assistance is needed.

Special Initiatives

Not applicable.

State-wide Funding Levels

DCFS will receive \$637,913 for the Education and Training Vouchers Program in FFY 2005. \$157,740 will be retained by DCFS for administration of the DCFS Scholarship Program. The remaining funds are allocated to 71 counties, the Bureau of Milwaukee

Child Welfare, and three tribes for other locally administered assistance for foster care youth pursuing post-secondary education or training.

How is funding for the Program Procured?

The DCFS Scholarship Program is funded by the federal “Promoting Safe and Stable Families Amendments of 2001,” Education and Training Vouchers Program (ETV) and administered in accordance with the John Chafee Foster Care Independence Act of 1999. An annual application and report are submitted to the federal government requesting the designated available ETV Program funds for Wisconsin for the upcoming fiscal year.

Performance Measures

Federal performance measures and reporting requirements are not finalized. The Division compiles data annually on the number of scholarship awards granted, the local educational services and support provided to youth, the number of youth attending post-secondary education and training, and the degrees, licenses and/or certificates obtained by the youth during the report period.

Key Planning Dates

Scholarship applications are accepted continually throughout the year. Prior year activities are reported each year to the federal government by June 30th.

Advisory Bodies

Not applicable.

Web Pages

Application forms are available at: www.dhfs.wisconsin.gov/forms/DCFS/CFS2197.pdf

Program information is available at: www.dhfs.wisconsin.gov/children/independentliving/

Contact(s)

| | |
|------------------------|---|
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Senior Community Services Employment Program (Older Americans Act, Title V Program)

Program/Project Overview

The purpose of the Senior Community Services Employment Program (SCSEP) is to provide part-time community service activities and training for unemployed low-income persons 55+ who have poor employment prospects. The training provided to older individuals will foster individual economic self-sufficiency and will enhance or enable them to learn new skills so they may obtain unsubsidized employment.

Agency/Division/Section with Responsibility

Department of Health and Family Services, Division of Disability and Elder Services, Bureau of Aging and Long Term Care Resources

Eligibility

The SCSEP serves older individuals 55 years of age and older, who are residents of Wisconsin, unemployed, and family income is at or below 125% of poverty. Community Service assignments are limited to public, governmental or non-profit organizations who provide the work experience and training necessary for participants.

Governance and Service Delivery Structure

The Department of Health and Family Services contracts with local Area Agencies on Aging, Community Action and Faith-based organizations, Inter-Tribal Council and Workforce Development Boards to provide a wide range of employment related services to the targeted population. The agencies contracted provide intake, orientation, assessment, and an individualized employment plan that assist participants in obtaining their goal for unsubsidized employment.

Primary Services Available

Eligible participants are provided with a complete assessment, Individualized Employability Plan, Community Service Assignment providing work experience, and general, specialized, and on-the-job training. Other supportive services available that assist participants to be successful include: Benefit Specialist referrals, housing, transportation, dependent/family care, telephone, work-related items, medical care, clothing, referral to meal site, and other living expenses.

Special Initiatives

Not applicable.

State-wide Funding Levels

The SCSEP is funded annually through a U.S. Department of Labor (U.S. DOL) grant. For Program Year 2004-2005 (July 1, 2004 to June 30, 2005), the program received \$2,248,935 in federal funds with an additional 10% in state and local matching funds.

How is funding for the Program Procured?

Program funds are a congressional allocation to states and National Sponsors through the U.S. DOL (mandated), which has an annual application process for submittal and approval. The State in turn has an annual contract process with sub-grantee non-profit agencies, in which they submit an application as well.

Performance Measures

The performance measures are: 1) number of persons served; 2) number of persons served with the greatest economic and social need or whose prospects for employment are poor; 3) community services provided; 4) placement in unsubsidized employment; 5) retention in unsubsidized employment; 6) customer satisfaction of participants and host agencies (community service assignments), and 7) earnings increase. Sub-grantees utilize a new Data Collection Reporting System for intake, community service, and placement to document their performance that is sent to the Department of Health and Family Services, which in turn reports to the U.S. DOL.

Key Planning Dates

The program grant application for the next (2005-2006) program year is due to the U.S. DOL in June 2005. The grant application is reviewed and approved before the beginning of the next program year. The State SCSEP Coordination Plan is due May 31, 2005. The Equitable Distribution of Slots is due twice a year, March and October.

Advisory Bodies

Not applicable.

Web Pages

Information about the Senior Community Services Employment Program can be obtained on the Department of Health and Family Services web site. The web site can be found at:

<http://dhfs.wisconsin.gov/aging/genage/sencsep>

Contact(s)

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Wisconsin Resource Center Pre-Release Program

Program/Project Overview

The Pre-Release program improves Wisconsin Center inmates' chances of making a successful transition to the community. It also provides information and skills to aid the inmate in seeking and maintaining employment, developing a portfolio, managing his finances, using community agencies, obtaining his driver's license, developing an appropriate and productive relationship with his parole agent, developing positive family relationships, maintaining a healthy lifestyle and using leisure time productively.

Agency/Division/Section with Responsibility

Department of Health and Family Services, Division of Disability and Elder Services, Wisconsin Resource Center

(The Wisconsin Resource Center is a medium security facility for prison inmates with mental illness whose treatment needs cannot be met in the Department of Corrections.)

Eligibility

Inmates incarcerated at the Wisconsin Resource Center referred for the Pre-Release program should be within six months of their release date. Inmates who are being transferred to a facility that does not have Pre-Release programming may also be referred.

Referrals should also have needs in one or more of these areas:

- The seeking and maintaining of employment
- Managing personal finances
- Consumer skills
- Obtaining services from community agencies
- Fulfilling supervision responsibilities
- Using leisure time productively
- Developing a healthy lifestyle
- Improving family relationships

Governance and Service Delivery Structure

Services are planned and delivered by education, therapeutic services, and social services staff employed by the Wisconsin Resource Center under the authority of the institution director.

Primary Services Available

Groups that provide education and skills training in these content areas:

Community Supervision (2 hours per week): This group focuses on impending release from confinement. The participants determine the point at which they are at in the parole

process. They are made aware of the reality of field supervision in the community including the rules of supervision, the reporting system, and maintaining a constructive relationship with the parole agent. The participants learn how to use the parole agent as a resource to obtain community services.

Health Education (2 hours per week): The Health Education group is designed to provide information from a wide variety of topics, which will have an impact on the health, and wellness of the participants. Emphasis is placed on presenting issues the participants will encounter upon release to the community.

Job Skills (3 hours per week): The participants are taught methods of exploring employment opportunities and obtaining job training. They are asked to examine their interests and abilities, as well as information relating to various occupations in order to make more informed career choices. The participants are taught how to complete job applications, write resumes, and conduct themselves in an interview. The problems they may encounter on a new job are discussed along with positive job habits, which will help in maintaining their employment.

Life Skills (5 hours per week): The Life Skills group is designed to provide the participants with the opportunity to develop essential life-management skills and to experience life in the real world. Each lesson provides information about a topic, and then guides the participants step-by-step into an expanding simulation experience which enables them to assume responsibilities they will face once they are actually released and living on their own in the community. Topics covered include, goal-setting, problem-solving, time management, leisure skill development, community resources, looking for housing, living with a roommate, how to prepare a shopping list, public transportation, paying bills, how to prepare a shopping list, shopping, cooking and nutrition, budgeting, banking, charge accounts and insurance.

Parenting and Families (4 hours per week): Participants will explore the role of the father in a child's development from conception to teens. Through the use of discussion, videos, and worksheets, participants will learn to incorporate appropriate parenting skills into their current and future parental roles. Participants will discuss and share their experiences with family life and their fears of returning to the family setting when released. Techniques of fair fighting and employing communication methods, which convey respect, will be discussed.

Release Group (2 hours per week): Plans for the future that are made while incarcerated are often built on blind hope or lack of substance due to self-destructive feelings of bitterness and hopelessness. Coming out of prison, back into the free world, to everyday responsibilities and relationships, is a demanding and difficult task. The Release Group focuses on the tumultuous thoughts, feelings and behaviors that arise during the last three months of confinement and continue through the months following release. When properly understood and prepared for, release from incarceration can become a personal and social "rebirth."

Relationships (4 hours per week): In this class, participants will learn about relationships, not only with spouses, but also with family members and friends. They will learn about the differences in men and women, why disagreements happen, and some techniques they can use to get along better. Different types of relationships are discussed how they happen, and how to make them healthy and long lasting. Participants are encouraged to discuss their own relationships and relate the material to themselves. Participants will learn effective ways to communicate with family members.

Techniques of fair fighting and employing communication methods, which convey respect, will be discussed.

Special Initiatives

None.

State-wide Funding Levels

For State FY 2005 (07/01/04 to 7/30/05) - \$92,000 est. of state GPR funds

How is funding for the Program Procured?

The Institution is funded through the state budgeting process. The Pre-Release Program is part of general institution budget

Performance Measures

Inmates are evaluated by each instructor at the mid-term and completion of the program.

Key Planning Dates

Program plans are included in the institution work plan, which is developed by January 1 of each year.

Advisory Bodies

WRC has a standing Steering Committee made up of institution and community members, which provide advice on program development.

Web Pages

The Wisconsin Resource Center facility web site is in the process of being developed and deployed. When the site is completed it will contain information on the programs available at WRC.

Contact(s)

| | |
|------------------------|------------------------------------|
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Wisconsin Resource Center Vocational Workshop

Program/Project Overview

The Vocational Workshop provides opportunities for personal growth and development resulting in greater independence for people with special needs. Partnered with Goodwill Industries, it provides additional means to assess the individual's ability to appropriately function in a group setting and assist in preparing and motivating the individual for other rehabilitative programming, leading to increased self awareness, cooperation, empathy and a new, positive attitude.

The program goal is to provide within the confines of the Wisconsin Resource Center, meaningful work experience and positive reinforcement for individuals receiving treatment and preparing for community reintegration.

Agency/Division/Section with Responsibility

DHFS/Division of Disability and Elder Services/Wisconsin Resource Center

(The Wisconsin Resource Center is a medium security facility for prison inmates with mental illness whose treatment needs cannot be met in the Department of Corrections.)

Eligibility

Inmates incarcerated at the Wisconsin Resource Center must meet the following criteria to enter the Vocational Workshop:

- Diagnosis of a mental illness or developmental disability
- Part of Basic Skills or Psychiatric Skills Services Area
- Lack of vocational skills that would provide for gainful employment in the community or other adult institutions
- General population

Governance and Service Delivery Structure

Services are planned and delivered by education and therapeutic services staff employed by the Wisconsin Resource Center under the authority of the institution director.

Primary Services Available

A vocational workshop provides skills and on-the-job work experience. At any time the inmates may be working on a variety of projects which includes:

- Books – sorting and pricing
- Shrink wrapping

- Shredding
- Cleaning
- Special Projects

Special Initiatives

None.

State-wide Funding Levels

For State FY 2005 (07/01/04 to 06/30/05) - \$163,000 est. of state GPR funds

How is funding for the Program Procured?

The Institution is funded through the state budgeting process. The Pre-Release Program is part of general institution budget

Performance Measures

Inmates are evaluated by each instructor upon completion of the program.

Key Planning Dates

Program plans are included in the institution work plan, which is developed by January 1 of each year.

Advisory Bodies

WRC has a standing Steering Committee made up of institution and community members, which provide advice on program development. BCE and its advisory board aided in the development of the Vocational Workshop.

Web Pages

The Wisconsin Resource Center facility web site is in the process of being developed and deployed. When the site is completed it will contain information on the programs available at WRC.

Contact(s)

| | |
|------------------------|------------------------------------|
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Carl Perkins Vocational and Technical Education Act of 1998

Perkins Secondary Education

Program/Project Overview

The goal of Perkins Secondary Education is “program improvement of vocational and technical education programs.”

Agency/Division/Section with Responsibility

The Perkins Secondary Education program in Wisconsin is delivered through the Department of Public Instruction, Division for Academic Excellence, Career and Technical Education Team.

Eligibility

“Eligible recipient”—The term “eligible recipient” means “a local educational agency, an area vocational and technical education school, an educational service agency, or a consortium, eligible to receive assistance under section 131.” K-8 elementary schools are not eligible recipients.

Governance and Service Delivery Structure

The WI Department of Public Instruction administers the program through the federal Department of Education. They receive their portion of funding through the Wisconsin Technical College System Board. DPI subcontracts with school districts for service delivery. If a school district does not meet the \$15,000 minimum allocation requirement prescribed under section 131, it must form a consortium. The types of consortiums available to school districts are as follows: CESA contract (between CESA and one or more school districts), or 66.30 agreement (between a school district and one or more school districts).

Primary Services Available

The school district/consortium must identify how it “(A) will review vocational and technical education programs, and identify and adopt strategies to overcome barriers that result in lowering rates of access to or lowering success in programs, for special populations; and (B) will provide programs that are designed to enable the special populations to meet the State adjusted levels of performance.”

Special Initiatives

10% State Reserve - As a means to provide more certificated industry based occupational training program options, DPI implemented the Carl Perkins Act (CPA)

10% State Reserve for fiscal years 2000-2001, 2001-2002, 2002-2003, 2003-2004, 2004-2005, and 2005-2006 (Title I, Section 112).

The "eligible recipient" is the same as for the formula allocation grants. Of the \$8,774,587 available for Title I "eligible recipients," \$877,458 is allotted for the 10% State Reserve (with the remaining \$7,897,120 allotted for formula allocation grants).

State wide Funding Levels

Congress annually appropriates monies for this program. The 2004-2005 (July 1, 2004-June 30, 2005) appropriation (sub-granted from the State Board of Vocational, Technical, and Adult Education to DPI) is \$10,179,533. The appropriation includes 5% is for State Administration, 10% for State Leadership, and 85% for local eligible recipients.

(This law also appropriates monies for the CPA Title III Tech-Prep program, which received \$2,106,802 in 2004-2005. This program is administered by the Work-Based Learning Board and is described elsewhere in this inventory.)

How is funding for the Program Procured?

The State Board of Vocational, Technical, and Adult Education and DPI jointly develop a 2000-2004 State Plan for Secondary and Post-secondary Vocational and Technical Education. The Department of Education/OVAE provided states with the state plan outline.

Performance Measures

The law requires that each state measure program performance based on four prescribed "core indicators" and State adjusted levels of performance. The core indicators/state adjusted levels of performance are "under negotiation" with the Department of Education/OVAE.

Key Planning Dates

The four-year State Plan was due April 2000. The four-year state plans covered the following planning period: July 1, 2000-June 30, 2004. In the absence of Congressional action to reauthorize Perkins III, section 422(a) of the General Education Provisions Act (GEPA) automatically extended the law for one additional year, i.e., program year six. Congress continued funding for Perkins III in the FFY 2005 Appropriations Act (Public Law 108-447 signed on December 8, 2004). Funds for use in program year 7 will become available to states on an advanced-funded basis, beginning July 1, 2005.

Advisory Bodies

None.

Web Pages

See Program Administration and/or Voc. Administration
<http://www.dpi.state.wi.us/dpi/dlsis/let/index.html>

Miscellaneous

This source of funds complements Perkins Tech Prep, GPR

Contact(s)

| | |
|------------------------|---|
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FastTrac Entrepreneurial Training

Program/Project Overview

The Wisconsin Department of Veterans Affairs (WDVA) coordinates two types of FastTrac entrepreneurial classes for veterans in Wisconsin. The Veterans Corporation (TVC), Washington, D.C., is the national program sponsor and provides scholarships and a gift card from Staples, Inc. Classes are taught at various sites by FastTrac certified facilitators.³

Agency/Division/Section with Responsibility

WDVA, Division of Veterans Services, Training and Employment Section

Eligibility

All veterans

Governance and Service Delivery Structure

Classes are taught by a facilitator certified by the Ewing Marion Kauffman Foundation, owner of the FastTrac Curriculum. WDVA administers the program in Wisconsin for TVC; administrative activities include planning, marketing, and coordination of classes. WDVA identifies class sites and dates in conjunction with the facilitator. The facilitator is responsible for classroom performance of the students.

Primary Services Available

FastTrac offers two courses:

- *NewVenture*, a nine-module feasibility study
- *Planning*, an eleven module program during which the student develops a business plan

State-wide Funding Levels

Not applicable. WDVA receives no specific federal or state funding for this program.

How is funding for the Program Procured?

TVC pays the facilitator on a per-student basis: \$450/student for *NewVenture* and \$600/student for *Planning*. There is no cost to the veteran.

³ The current structure of the Veterans Corporation services and funding will change on April 1, 2005. FastTrac will continue as a mainstay, but the funding to veterans will most-likely change.

Performance Measures

Feasibility Study and Business Plans are reviewed by TVC for professional quality and application of principles taught in the course.

Key Planning Dates

Not applicable

Advisory Bodies

The Veterans Corporation and Wisconsin Board of Veterans Affairs

Web Pages

<http://dva.state.wi.us/>

<http://www.fasttrac.org/pages/factsheet.cfm>

http://www.missouribusiness.net/training/fasttrac_planning.asp

http://www.missouribusiness.net/training/fasttrac_newventure.asp

Contact(s)

| | |
|------------------------|--|
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Retraining Grant (RTG)

Program/Project Overview

The Retraining Grant (RTG) is to retrain veterans that have become unemployed, underemployed, or received a notice of termination. Grants of up to \$3000 per year for two years are available to veterans. The veteran must apply at the Wisconsin Department of Veterans Affairs (WDVA) within twelve months of termination or underemployment, and the employment must have been for at least six months. An on-the-job-training (OJT) option reimburses the employer a portion of a veteran's training wage for a new hire.

Agency/Division/Section with Responsibility

WDVA, Division of Veterans Services, Training and Employment Section

Eligibility

The veteran must be eligible for Wisconsin veterans' benefits and have become unemployed or underemployed within the past twelve months through no fault of the veteran.

Governance and Service Delivery Structure

A veteran may download an application from the WDVA web site or obtain one through the County Veterans Service Office (CVSO). The application is then completed by the school for an education RTG or the employer for an OJT. It must be received at WDVA within twelve months of being laid-off or becoming underemployed. WDVA processes the application and mails the grant check to the CVSO; the veteran picks up the check at the CVSO. Eligible schools include technical colleges or a proprietary school in the state approved by the Education Approval Board (EAB), other than a proprietary school offering a four-year degree or a four-year program. WDVA has promulgated program requirements for employers seeking to hire veterans through the RTG OJT program.

Primary Services Available

The grant may be used for living expenses while attending an approved school.

Special Initiatives

Not applicable.

State-wide Funding Levels

State funding (Veterans Trust Fund) for FY05: \$378,000.

How is funding for the Program Procured?

Funds are allocated out of Veterans Trust Fund based on estimated usage.

Performance Measures

Grants are to be processed within three days of receipt at Department.

Key Planning Dates

Not applicable.

Advisory Bodies

Wisconsin Board of Veterans Affairs

Web Pages

<http://dva.state.wi.us/>

Contact(s)

| | |
|------------------------|--|
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Troops to Teachers (TTT)

Program/Project Overview

Reflecting the focus of the No Child Left behind Act of 2001, the primary objective of Troops to Teachers (TTT) is to help recruit quality teachers for school districts and schools that serve low income families and assist eligible veterans and members of the Selected Reserve transition to careers in public education.

Agency/Division/Section with Responsibility

Wisconsin Department of Veterans Affairs, Division of Veterans Services, Bureau of Veterans Training and Employment, Training and Employment Section.

Eligibility

- Active Duty (AD) personnel within one year of retirement, AD retirees and personnel separated from AD due to a service connect disability (must register within four years after separation).
- Personnel with at least six years of AD who join a drilling National Guard or Reserve unit upon separation and commit to serve for at least three years.
- Members of the Selected Reserve with at least 10 years of creditable service who commit to an additional three years.
- Members of the Selected Reserve within one year of retirement.
- Retired members of the Selected Reserve.

Governance and Service Delivery Structure

The Congress chartered TTT in 1994. Responsibility for program oversight and funding is assigned to the United States Department of Education (DoEd), but operational responsibility rests with the United States Department of Defense. TTT is managed by the Defense Activity for Non-Traditional Education Support (DANTES) through a network of state offices. In Wisconsin, the state office is located within the WDVA.

Persons eligible for the TTT Program may access services by contacting the state TTT Program Director and by completing program registration via the national web site.

In 2004 the Wisconsin TTT Office was chosen by DANTES to lead a TTT initiative in Minnesota and Iowa. WDVA is partnering with the Minnesota Department of Education and the MN National Guard to provide services to eligible Minnesota veterans interested in TTT. A similar expansion of activities will occur in Iowa in the near future.

Primary Services Available

TTT services include counseling and assistance regarding state certification requirements, routes to state certification, and guidance concerning the pursuit of employment. Financial assistance may be provided as stipends of up to \$5,000 to help pay for teacher certification costs or as bonuses of \$10,000 to teach in high need schools. The maximum available per individual is \$10,000. Participants who accept TTT funds commit to teaching for at least three years following licensure.

Special Initiatives

Not applicable.

State-wide Funding Levels

\$157,500 in DoED funds in federal fiscal year 2005 (October 1, 2004 to September 30, 2005). The 2005 budget includes funding for the Minnesota initiative. Neither Wisconsin nor Minnesota provide state funding.

How is funding for the Program Procured?

Participants apply to DANTEs for funds once they begin a certification program (Stipend) or sign a teaching contract (Bonus). DANTEs confirms that the teacher training program leads to certification or that the school where the participant will be teaching meets the "high need" standard (50% or more of the students eligible for free or reduced price lunch) and forwards funds to the participants.

Performance Measures

Core indicators of success are the numbers of new TTT registrants each year and the number of registrants hired as new teachers each year for each state. Participant data is available from a database maintained by DANTEs.

Key Planning Dates

Planning is based on the federal fiscal year. Budgets are generally submitted in early August.

Advisory Bodies

Wisconsin Board of Veterans Affairs

Web Pages

<http://dva.state.wi.us>

www.proudtoserveagain.com

Contact(s)

TTT activities in Wisconsin:

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TTT activities in Minnesota

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Veterans Assistance Program (VAP)

Program/Project Overview

The VAP is a collaborative effort primarily between the Wisconsin Department of Veterans Affairs (WDVA) and the United States Department of Veteran Affairs (VA) to help homeless veterans and those at risk of becoming homeless receive job training, counseling, and rehabilitative services (such as alcohol and drug abuse treatment). They need to obtain steady employment, affordable housing, and the skills to sustain a productive lifestyle.

Agency/Division/Section with Responsibility

Wisconsin Department of Veterans Affairs, Division of Veterans Services, Veterans Assistance Section

Eligibility

Eligible for Wisconsin veteran's benefits or one day of honorable wartime service if entering the program from another state.

Governance and Service Delivery Structure

The WDVA is currently operating three centers -- King, Fort McCoy and Union Grove. The centers are managed locally under uniform policy and procedure guidelines governed by Chapter 45 of the Wisconsin Statutes and Chapter VA 13 of the Wisconsin Administrative Code. Program monitoring out of the Madison Center Office of the Department insures delivery of adequate, appropriate and uniform services at each site.

Veterans participating in the program are given an employability assessment at program entry to determine past work history, skills, training and education the veteran has to contribute to a future employer, as well as barriers to employment such as ongoing health or addictive disorders issues. Veterans who are able to work are given initial work and income-earning experience through the Incentive Therapy program (IT) administered through the Veterans Health Administration. This initial experience facilitates an ongoing assessment of the veteran's skills, abilities, attitudes, and capacity for work tasks. Veterans successful in this phase of employment training may progress to a supported work position with a private employer through the Compensated Work Therapy Program (CWT) within the VA partnership leading to eventual full time employment within the private sector.

In addition to partnership employment related activities with the VA, the Veterans Assistance Program is supported by the Department of Labor's Homeless Veterans Reintegration Program (HVRP) grant at the Southeastern Wisconsin site. This program provides for vocational skill assessments conducted on incoming members and appropriate training and educational classes to upgrade skill levels to support more lucrative employment. Additionally, HVRP provides for job development with private

employers in the community to support re-entry into the workforce on the part of veterans who have been unemployed and out of the labor force for long periods of time. Such initial employment enables participating veterans to develop a work history and reintegrate back to the full time labor force. After such initial employment intervention, veterans are able to seek and sustain full time employment at a competitive level within the private labor force.

The VAP actively participates with the Wisconsin Department of Workforce Development in getting program participants employed. Each site is assigned a participating Local Veterans Employment Representative (LVER) or Disabled Veterans Outreach Program (DVOP) specialist to provide employment placements, as well as job seeking skills training in resume writing, interviewing, and successful application completion.

Primary Services Available

Housing, education and training, health care, work experience, employment counseling and legal assistance.

Special Initiatives

Not applicable.

State-wide Funding Levels

State funding (Veterans Trust Fund) for FY 2005: \$1,501,600
Federal funding (Per Diem from U.S. DVA) for FY 2005: \$519,700

How is funding for the Program Procured?

Homeless provider grant from the VA pays \$27.19 per veteran per day for transitional housing. The program is certified annually for payment after a program and service review by the VA.

Performance Measures

60% of program residents must graduate with employment and housing.

Key Planning Dates

Participation in the planning cycles for the state's biennial budget.

Advisory Bodies

Wisconsin Department of Veterans Affairs Board

Web Pages

<http://dva.state.wi.us/>

Contact(s)

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Veterans Educational Grants

Program/Project Overview

The Wisconsin Department of Veterans Affairs (WDVA) has two education grants -- the Tuition and Fee Reimbursement Grant (TFRG) for full-time study (12-credits or more per semester) and the Part-Time Study Grant (PTSG) for part-time study (11-credits or less per semester). Both are reimbursement grants for tuition and fees not to exceed what the University of Wisconsin (UW)-Madison charges for the same number of credits.

Agency/Division/Section with Responsibility

Wisconsin Department of Veterans Affairs, Division of Veterans Services

Eligibility

To obtain education benefits from the WDVA, veterans must meet military service requirements and state residency requirements set by the State Legislature. Further, there is an income limitation of \$50,000 household income, with an additional \$1,000 for each dependent over two dependents.

Governance and Service Delivery Structure

Veterans make application within 60 days after the end of the semester for TFRG (within 60-days after the earliest ending course for PTSG) and submit the application to the school. The school certifies the successful completion of the courses and the tuition and fees paid; it then forwards the application to WDVA for processing. The WDVA processes the applications and, if approved, mails a check to the veteran to reimburse their tuition and fees.

Primary Services Available

Reimbursement of tuition and fees not to exceed what UW-Madison charges for the same number of credits.

State-wide Funding Levels

| | |
|--------------------|---------------------------------|
| State Fiscal Year: | July 1, 2004 to June 30, 2005 |
| TFRG: | \$2,572,100 Veterans Trust Fund |
| PTSG: | \$787,900 Veterans Trust Fund |

How is funding for the Program Procured?

Allocated out of Veterans Trust Fund based on estimated usage.

Performance Measures

Grants are to be processed within three days of receipt at Department.

Key Planning Dates

Not applicable

Advisory Bodies

Wisconsin Board of Veterans Affairs

Web Pages

http://dva.state.wi.us/Ben_education.asp

Contact(s)

| | |
|------------------------|---|
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| State Agency/Division: | WDVA/Division of Veterans Services |
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Veterans Informational Services

Program/Project Overview

Three distinct programs comprise organized efforts to inform and educate veterans about benefits and services available to them.

- **Demobilization Briefings (Demobs)** - As Wisconsin National Guard Units return to Wisconsin, the Wisconsin Department of Veterans Affairs (WDVA) is invited by the Wisconsin Department of Military Affairs (WDMA) to provide state and federal veterans' benefits briefings to units or individual groups of soldiers demobilizing from active duty. WDVA also responds to requests by Reserve Units to coordinate Demob presentations and information fairs for their returning troops.
- **Dislocated Veterans Program (DVP)** - When an employer announces a downsizing or reduction in workforce, the Workforce Development Board (WDB) and other partners meet with the employer to plan employee rapid response orientation (RRO) meetings. The RRO provides unemployment, re-employment and training information to the effected employees. Through the WDB and Department of Workforce Development (DWD) Dislocated Worker Program, WDVA is invited to give a brief presentation on state and federal veterans' benefits during the RRO meetings.
- **Recently Separated Veterans program (RSVP)** - The goal of RSVP is to increase the veterans population in Wisconsin and to educate returning veterans about veteran benefits and employment opportunities in the state through monthly mailings of packets of information, which are sent under the Governor's signature.

WDVA is the sole Wisconsin recipient of Department of Defense separation documents for armed forces personnel who designate Wisconsin as their home state. WDVA files and database constitute the only current listing of names and addresses within the state of recently separated Wisconsin veterans.

Agency/Division/Section with Responsibility

Wisconsin Department of Veterans Affairs, Division of Veterans Services, Employment and Training Section

Eligibility

- **Demobs** - all veterans demobilizing from active duty; WDVA screens for eligibility for specific benefits.
- **DVP** - all veterans with other than a dishonorable discharge are eligible to participate in DVP presentations; eligibility for other program services depends on eligibility requirements of the specific programs.

- **RSVP** - separating veterans that identify Wisconsin as their relocation state upon separation from active military duty. WDVA receives copies of their separation documents (DD Form 214).

Governance and Service Delivery Structure

- **Demobs** - WDVA is notified of demobilizations by WDMA or Reserve Units and assigns staff to give a presentation on federal, state, and county veteran's benefits and services. County Veterans Service Officers (CVSO) are invited to participate also. The CVSO can assist veterans to apply for a claim with the United States Department of Veterans Affairs (VA), apply for benefits, and other services.
- **DVP** - Orientation meetings are planned locally with the employer, the local WDB, and other partners. Either a WDVA staff person or a CVSO provides a ten minute overview of state and federal veterans benefit information during the Orientation. Veterans and veteran's spouses are encouraged to contact their CVSO for a follow-up meeting. The CVSO can assist them to apply for a claim with the VA, apply for state or federal benefits, etc.
- **RSVP** - WDVA sends a monthly mailing to each returning veteran and provides the names and addresses to other agencies for additional contacts. These include the 72 CVSOs, veterans' employment representatives in Job Centers, VA Regional Medical Centers, and the WDMA and Reserve commands that recruit in Wisconsin. These agencies may contact the veterans regarding their rights and benefits.

Primary Services Available

- **Demobs and DVP** - Provide information services through presentations to affected groups of veterans. Demobs presentations are 30 minutes, while the DVP presentations provide a five-to-10 minute overview of state and federal benefits.
- **RSVP** - Provides written information on employment services and state and federal benefits available to veterans. Specific items include a cover letter signed by the Governor; WDVA brochure: *State Veterans' Programs and Services for Wisconsin Veterans*; list of veterans employment representatives in Job Centers; VA Instructions for Completing Application for Health Benefits; and information on the Wisconsin National Guard.

Special Initiatives

None

State-wide Funding Levels

RSVP has no special funds allocated other than routine administrative and mailing costs paid by the Veterans Trust Fund. Similarly, Demobs and DVP programs have no specific funds allocated. These services are integrated into the ongoing work of DVA staff.

How is funding for the Program Procured?

WDVA staff/services are paid out of the Veterans Trust Fund. The Veterans Trust Fund was created years ago and is now replenished by the interest from WDVA loans.

Performance Measures

- **Demobs** - give a presentation to 100% of returning Wisconsin National Guard Units and to Reserve Units when requested.
- **DVP** - give a presentation at 100% of Wisconsin employers that are downsizing.
- **RSVP** - 100% of recently separated veterans receive mailing and supplemental contacts.

Key Planning Dates

Not applicable - ongoing activities or as needed.

Advisory Bodies

Wisconsin Board of Veterans Affairs

Web Pages

<http://dva.state.wi.us/>

Contact(s)

For Demobs, DVP and RSVP Programs:

| | |
|------------------------|---|
| Staff Contact Name: | Joe Bertalan |
| State Agency/Division: | Dept. of Veterans Affairs, Training & Employment Section |
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Apprenticeship Training

Program/Project Overview

Apprenticeship Training is a training strategy that combines supervised, structured on the job training with related instruction. It is sponsored by employers, employer associations, and/or labor/management groups that have the ability to hire and train in a working environment. The employment opportunity is the most basic requirement for any apprenticeship. The related instruction is theoretical and technical and is usually provided by the Wisconsin Technical College System.

Agency/Division/Section with Responsibility

Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), Bureau of Apprenticeship Standards (BAS).

Eligibility

Individuals interested in working in skilled trades and occupations are the target populations. Each occupational area has its own eligibility criteria; but generally a high school diploma or equivalency is required, as is the ability to physically perform the job tasks.

Governance and Service Delivery Structure

The Bureau of Apprenticeship Standards (BAS) has field staff, known as Apprenticeship Training Reps, located around the state. Their purpose is to regulate the apprenticeship training program. In the construction sector, over 100 local committees advise the Bureau of Apprenticeship Standards on the administration of the apprenticeship programs. The primary purposes of the local committees is to oversee the training of apprentices and to ensure that all parties are satisfying the conditions of the Apprentice Contract. In the industrial and service sectors individual employers sponsor the apprentice and the apprenticeship program.

Primary Services Available

This program provides training for already employed individuals.

Special Initiatives

The Department of Workforce Development, Bureau of Apprenticeship Standards received a grant from the US Department of Labor/Bureau of Apprenticeship Standards to expand apprenticeship into nontraditional areas. We are currently working to expand apprenticeship into Health Care occupations.

State-wide Funding Levels

\$1.0 million in federal Reed Act funds support DWD administration of the Apprenticeship program. \$250,000 was also provided by the Veterans Administration. Costs of Apprenticeship training is primarily paid for by the apprenticeship sponsors; including employer and employee groups.

How is funding for the Program Procured?

To administer the program funding is primarily Reed Act (federal funding).

Performance Measures

- Number of Apprentices
- Number of sponsors
- Number and quality of compliance reviews
- Apprentice and employer reviews

Key Planning Dates

Program plans are annual and generally run from January 1 - December 30. Plans are also submitted in accordance with the state fiscal year, July 1-June 30.

Advisory Bodies

The Wisconsin Apprenticeship Advisory Council is comprised of nine employer members, nine employee members, and one member from the Department of Public Instruction and one from the Wisconsin Technical College System.

There are also 17 state trade committees made up of equal members of labor and equal members of management.

Web Pages

Contact the Bureau of Apprenticeship Standards on-line at:
<http://www.wisconsinapprenticeship.org>

Contact Information

| | |
|------------------------|--|
| Staff Contact Name: | Karen Morgan |
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Children First Program

Program/Project Overview

The Children First Program provides employment and training services for non-custodial parents (NCPs) who are not paying child support due to being unemployed or underemployed. Participation in Children First is court ordered. Services are provided through contracts to county agencies, tribal governing bodies, or Wisconsin Works (W-2) agencies.

Agency/Division/Section with Responsibility

The program is administered by the Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), Bureau of Child Support (BCS).

Eligibility

Per Wisconsin statutes, participation in the Children First Program must be court ordered. In addition, the NCP must be ordered to pay current support.

Wisconsin Statutes 767.295 and 49.36 determine the eligibility requirements for the Children First Program. The court may order an NCP to participate in the program providing that **all** of the following criteria are met:

- The parent is able to work full-time.
- The parent works an average of less than 32 hours per week and is not participating in an employment and training program.
- The parent earns less than he/she has the ability to earn or has an actual weekly gross income of less than 40 times the federal minimum hourly wage.
- The parent resides in a county with a work experience and job training program under s. 49.36 and that county agrees to enroll the parent.
- The court order must establish support in the amount the parent was ordered to pay in the most recent determination of support or an amount equal to the amount determined by applying the percentage standard established under s. 49.22(9) to the income a person would earn by working 40 hours per week for the federal minimum hourly wage under 29 USC 206(a)(1).
- The court order must provide that, after the obligation to make payments ordered under section 767.295 ceases, the parent must make payments calculated under section 767.25 (1j) or (1m).

Governance and Service Delivery Structure

Children First services are delivered by child support agencies, tribal governing bodies, or Wisconsin Works agencies based on contracts with DWD. Contracts may be issued as an addendum to a W-2 contract, an addendum to the annual county/tribal child support contract, or as a separate contract. Contracting agencies may elect to

subcontract with other private or public agencies to conduct all or part of the Children First Program activities, and may direct the Children First participant to participate in other appropriate community activities. The contract agency must designate a contract administrator that is responsible for all DWD communications related to the Children First Program. When the contract agency is not the child support agency, it is required to submit a letter of support from the child support agency.

Primary Services Available

Children First Participants receive the following services:

- Program Orientation
- Assessment
- Employability Plan Development
- Activities to improve the ability of the NCP to pay court ordered support and to promote self-sufficiency and responsible parenting, including:
 - Case management
 - Finding and maintaining employment
 - Skills training
 - Fatherhood-focused services

Children First providers enter participant information in the CARES system. CARES is then used for ongoing case management and monitoring of participant activities.

Special Initiatives

The Children First Program has no special initiatives.

State-wide Funding Levels

Children First funding for calendar year 2005 is \$1,140,000 in state general-purpose revenue (GPR) that is used as Maintenance of Effort (MOE) funds for the Temporary Assistance for Needy Families (TANF) Program.

How is funding for the Program Procured?

Funding for the Children First Program is set by the Wisconsin Legislature.

Allocations to contracting agencies are calculated using the number of NCP participants, or “slots”, that a Children First Program may need in comparison to the availability of funds in the state budget. Reimbursement for Children First services is restricted by statute to not more than \$400 per participant in a 12-month period. Children First programs may also use other appropriate fund sources, and/or other available agency or community resources to serve Children First participants.

Performance Measures

DWD monitors compliance with state statutes and policies governing the administration of the Children First Program. Program and policy monitoring is completed by the Child Support Regional Administrators during regular scheduled on-site visits.

DWD and the Institute for Research on Poverty have conducted additional program analysis. This work utilized interviews with local officials, staff members, and administrative data from KIDS and CARES to examine child support outcomes for Children First participants. Additional analysis of this type may be conducted in the future.

Key Planning Dates

This is the planning process currently in use in BCS for the Children First Program:

| Date | Action |
|--------------|--|
| August 1 | BCS requests Program Plans from agencies wanting to operate a Children First Program for the upcoming year via Administrator's Memo. |
| September 30 | Agencies submit Program Plans to BCS for consideration. |
| October 31 | BCS reviews and evaluates plans then allocates funding for program operators for the upcoming year. |
| November 30 | DWS Contract Section develops and issues contracts/contract amendments to agencies chosen to operate a Children First program for the upcoming year. |
| December 15 | BCS announces upcoming year funding allocations via Administrator's Memo. |

Advisory Bodies

The Children First Program does not have any required advisory bodies for planning, implementing, or providing oversight to the program.

Web Pages

Customers:

wisconsin.gov > Dept. of Workforce Development > Bureau of Child Support > Information for Parents > Child Support – what the paying parent needs to know, Part 3 at:

http://www.dwd.state.wi.us/dwd/publications/dws/child_support/dwsc_864_p_3.htm#Child_Support_and_W-2

wisconsin.gov > Dept. of Workforce Development > DWS > W-2 Resource Page > W-2 Fact Sheets > Non-Custodial Parent Services at:

<http://www.dwd.state.wi.us/dws/w2/ncp.htm>

Policy-makers/planners & service delivery partners:

DWD > DWS > BCS > Resource Pages > Children First at:

<http://workweb.dwd.state.wi.us/des/bcs/factsheets/childfirst.htm>

Contact(s)

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Madison, WI 53703
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Food Share Employment and Training (FSET)

Program/Project Overview

Food Share Employment and Training (FSET) is an employment and training program for unemployed or underemployed individuals who receive Food Stamps. The goal of FSET is to improve work opportunities and work-related skills through short term career/occupational programs and by providing timely educational and work-related interventions, including basic skills/diploma and customized skills training opportunities.

Agency/Division/Section with Responsibility

The administrative agency is the Department of Health and Financial Services (DHFS) under a contractual arrangement with the Department of Workforce Development (DWD), Division of Workforce Solutions (DWS). The program is funded through the U.S. Department of Agriculture, Food and Nutrition Services (USDA/FNS).

Eligibility

All unemployed and underemployed Food Stamp recipients, with some exceptions, are required to participate in FSET. Participants enrolled in FSET are expected to participate in program activities for up to, but not more than, 30 hours per week, in order to maintain their food stamp eligibility. Able Bodied Adults Without Dependents (ABAWDs) between the ages of 18 and 50 are required to complete monthly workfare hours (similar to work experience) or complete 80 hours per month of work or FSET activities.

Governance and Service Delivery Structure

Wisconsin Works (W-2) agencies have been given the responsibility and funding under the W-2 contract to serve the FSET population to ensure that FSET is available on a statewide basis.

Primary Services Available

FSET services include: assessment (disability or occupational), adult basic education, driver's education, English as a Second Language (ESL), employment search, general education development, high school equivalency, job skills training, literacy skills, job readiness/motivation, on-the-job training, orientation, work experience, workfare, short-term vocational training, supportive services including counseling, and parenting/life skills.

Special Initiatives

None.

Statewide Funding Levels

The FSET program total operating budget for FFY 2004/2005 is \$16,688,812 (\$9,068,944 in federal funds and \$7,619,868 in state/local required match funds).

How is funding for the Program Procured?

Federal dollars totaling \$7,470,000 from the Department of Agriculture requires a 100 percent match of state/local dollars. In addition, \$1,598,944 is federally funded to serve FSET recipients in W-2/tribal agencies.

Performance Measures

W-2 agencies, which deliver the FSET program, have performance standards in their contracts with DWD. The required criteria included in the 2004-2005 contracts are Entered Employment, Job Retention Rate, Recorded Employment Placement Rate, Earnings Gain, Customer Satisfaction Survey, and Financial Management Contract Compliance.

Key Planning Dates

Wisconsin's Food Stamp Employment and Training Federal Plan is submitted annually to USDA/FNS Office in Alexandria, Virginia, due August 15. Contracts with local agencies run for two years on a calendar year basis. Requests for proposal are released at least seven months prior to the commencement of a new contract.

Advisory Bodies

Not applicable.

Web Pages

Not applicable.

Contact(s)

| | |
|------------------------|--|
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Jobs and Business Development Program

Program/Project Overview

The Jobs and Business Development Program provides training and technical assistance to help low-income entrepreneurs gain self-sufficiency through self-employment. This program creates jobs and stimulates growth in low-income neighborhoods. Eligible participants are under 150% of poverty, or small businesses interested in expanding employment to this low-income population.

Agency/Division/Section with Responsibility

Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), Bureau of Migrant, Refugee and Labor Services - Immigrant Integration Section

Eligibility

Income of less than 150% of poverty.

Governance and Service Delivery Structure

Services are contracted to the Wisconsin Community Action Program (WISCAP). WISCAP prepares an annual plan and quarterly performance reports. WISCAP subcontracts with community action agencies.

Primary Services Available

Services include entrepreneurship training, developing a business and marketing plan, obtaining financing, assistance in developing accounting systems, etc. Some local programs operate a revolving loan fund.

Special Initiatives

Not applicable.

State-wide Funding Levels

\$237,000 in state general purpose revenue (GPR) and \$300,000 in Food Share Employment and Training (FSET) funds for Calendar Year 2005.

How is funding for the Program Procured?

Funds are contracted annually by DWD-DWS. FSET funding is contingent upon the number of participants who are eligible for FSET and the availability of required match funds.

Performance Measures

Performance is based on the number of business starts and the number of jobs created.

Key Planning Dates

The contract is issued in November for a January start date. WISCAP submits an annual plan by February 1.

Advisory Bodies

Not applicable.

Web Pages

http://dwd.wisconsin.gov/dws/programs/refugees/Immigrant/immig_integration.htm

Contact(s)

| | |
|------------------------|--|
| Staff Contact Name: | Susan Levy |
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Reemployment Services (UI Profiling)

Program/Project Overview

Implementation of the Worker Profiling and Reemployment Services (WPRS) system is a prominent first step in building a nation-wide reemployment system. State unemployment insurance (UI), labor exchange and training partners have implemented WPRS systems in all States. In Wisconsin, UI claimants who are identified through profiling methods as likely to exhaust benefits and who are in need of reemployment services to transition to new employment are required to participate in reemployment services, such as job search assistance.

Agency/Division/Section with Responsibility

Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), Bureau of Workforce Programs - Dislocated Worker Section.

Eligibility

UI claimants who have been issued a first payment and who do not have a recall date or are not attached to a hiring hall are assigned a probability of exhausting benefits using a statistical model and are put in a profiling pool. Individuals with the highest probability of exhaustion are selected for the orientations. Local areas establish sites by zip codes and schedule orientations based on resources available.

Governance and Service Delivery Structure

UI claimants are provided services through the state's Job Centers. Job Service staff have the responsibility for scheduling orientations and coordinating assistance with local Dislocated Workers staff. Approximately 33 Job Service full time equivalent staff in Job Centers across the state are funded to provide these services.

Primary Services Available

UI Claimants are provided with early intervention services and immediate referrals to suitable job openings. Services include employment services customized to their job finding needs, such as job search workshops, job development, and screening for referrals to jobs, training or other support services. Services are designed to speed the claimants' reentry into employment.

Special Initiatives

None.

State-wide Funding Levels

\$1,639,959 is available during Program Year 2004 (July 1, 2004 through June 30, 2005). This includes \$698,200 in UI Interest and Penalty funds and \$941,759 in Wagner-Peyser funds.

How is funding for Program Procured?

Funding is provided through a combination of:

- UI Interest and Penalty funds, which are approved as part of DWD's budget; and
- Wagner-Peyser Reemployment Services Grant funds

Performance Measures

Performance measures include entered employment rate, wage replacement rate and UI exhaustion rate.

Key Planning Dates

No annual plan is required.

Advisory Bodies

None.

Web Pages

To obtain more information, visit the following web sites:

<http://www.dwd.state.wi.us/dws/bjs/Reemployment.htm>

<http://www.uses.doleta.gov/reemp.asp>

Contact(s)

| | |
|------------------------|--|
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Refugee Employment and Training

Program/Project Overview

The Refugee Employment and Training Program provides specialized employment services for newly arrived refugees and asylees to help them obtain employment and integrate into Wisconsin communities. Services are provided by local, bilingual entities with close connections to the refugee communities. Services are coordinated with other Department of Workforce Development (DWD) employment programs. Funding for this program consists of a variety of federal grants with different timeframes and somewhat different parameters. For these purposes, they are summarized as a single program.

Agency/Division/Section with Responsibility

DWD, Division of Workforce Solutions (DWS), Bureau of Migrant, Refugee and Labor Services, Immigrant Integration Section

Eligibility

Refugees and asylees. Priority is given to recent arrivals and those receiving public assistance.

Governance and Service Delivery Structure

Services are contracted to a series of local service providers through a Request for Proposals. Most of the service providers consist of regional consortia of refugee mutual assistance associations, voluntary resettlement agencies, and other community based organizations. The DWD issues annual planning guidelines and agencies submit annual service plans.

Primary Services Available

World-of-work orientation, case management, bilingual job development and follow-up, English as a Second Language instruction, some training programs for bilingual skill training.

Special Initiatives

Not applicable.

State-wide Funding Levels

\$1,311,999 in federal funds for roughly calendar year (CY) 2005 contracts, consisting of \$514,400 in Refugee Social Services and \$122,099 in Targeted Assistance Grant, which is awarded on a federal fiscal year (FFY) basis, and \$675,500 in Unanticipated Arrivals Grant which covers 8/04-12/05.

How is funding for the Program Procured?

Funding is obtained primarily through competitive procurement. The DWD applies to the Office of Refugee Resettlement in the U.S. Department of Health and Human Services (DHHS). DWD initially awards funds through a Request for Proposals, and renews contracts, subject to the availability of funds and to successful performance. Funding amounts are based upon the number of refugees in the community, the numbers on public assistance, and performance.

Performance Measures

Performance is based on grant terminations (getting a refugee a job which will close the assistance grant for at least three months) or grant reductions (getting a job which will reduce the level of cash payment for at least three months). Performance information is also collected regarding entered employments, 90-day retention, and health benefits. Data are submitted in quarterly reports from the providers.

Key Planning Dates

Federal grant applications are usually submitted in the spring, with various due dates. DWD issues Planning Guidelines or Requests for Proposals in September or October for the next calendar year. Agency plans are generally due by November 1.

Advisory Bodies

Refugee Advisory Committee (ongoing)
Governor's Hmong Resettlement Task Force (ad hoc in 2004)

Web Pages

http://dwd.wisconsin.gov/dws/programs/refugees/Immigrant/immig_integration.htm

Contact(s)

| | |
|------------------------|--|
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Trade Adjustment Assistance (TAA)

Program/Project Overview

The TAA program provides assistance to workers impacted by foreign imports and shifts in production to outside the United States. This includes training assistance (including classroom training and on-the-job training), job search assistance, relocation assistance, Health Care Tax Credits, income support, and wage subsidies for older workers.

Agency/Division/Section with Responsibility

Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), Bureau of Workforce Programs/Dislocated Worker Section. Services are delivered through Job Centers by Job Service staff.

Eligibility

Dislocated workers laid off from facilities that have been determined by the United States Department of Labor (U.S. DOL) to have been negatively impacted by foreign competition or shifts in production to outside the United States. The process starts with a petition being filed by the company, union, three workers, or a Job Center partner. An investigation is completed and then a final determination is made by the U.S. DOL on group eligibility. The Unemployment Insurance Division in the DWD determines individual dislocated worker eligibility.

Governance and Service Delivery Structure

Dislocated workers access services through Job Centers. Job Service staff have the responsibility for approving training assistance and coordinating assistance with the Dislocated Workers programs administered by workforce development boards (WDBs).

Primary Services Available

Training including classroom, on the job training, job search assistance and relocation assistance, and income support to enable individuals to participate in training and complete job search activity.

Special Initiatives

None.

State-wide Funding Levels

\$14.3 million for training and \$24.6 million (estimated) for income support is the current allocation for October 1, 2004 – September 30, 2005.

How is funding for the Program Procured?

The annual TAA allocation for training is issued to the state by the U.S. DOL, Employment and Training Administration. Funds for weekly benefits are requested from U.S. DOL as they are needed by DWD submitting a written request.

Performance Measures

Performance measures for these programs are in the process of being implemented and will likely include entered employment rate and wage replacement rates.

Key Planning Dates

No annual plan is required.

Advisory Bodies

None.

Web Pages

Dislocated Worker Web site is located at:

<http://www.dwd.state.wi.us/dws/programs/dislocated/staff.htm>

Contact(s)

Dislocated Worker Program

| | |
|------------------------|---|
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Unemployment Insurance

Program/Project Overview

Unemployment Insurance (UI) provides economic stability to Wisconsin's economy by providing partial wage replacement to unemployed individuals who meet eligibility criteria.

Agency/Division/Section with Responsibility

Department of Workforce Development (DWD), Unemployment Insurance Division

Eligibility

Unemployed individuals with a work history in employment covered by Unemployment Insurance.

Governance and Service Delivery Structure

Centralized service delivery for UI tax services and UI benefit payment. Telephone and internet claims filing results in weekly benefit checks mailed to individual claimants. Disputed benefit claim adjudication is provided regionally by telephone. Appeals hearings are provided regionally by phone and in person.

Primary Services Available

- Benefit payments
- Adjudication of disputed claims
- Information services
- Appeal process for disputed claims
- Determining employer UI liability and tax collection
- Profiling to one stop centers for re employment services
- Quarterly wage collection
- New Hire reporting

Special Initiatives

The Unemployment Insurance Division will implement two re-engineering projects during the next several years. It is expected that the deployment of the new Tax & Accounting and Wage Systems (SUITES) will be completed within 12 months. In addition, a new Benefits System (ENABLES) will be phased in within three years.

State-wide Funding Levels

Unemployment Insurance benefit payments are estimated to reach \$833 million in state fiscal year 2005. UI paid out \$653 million for the first three quarters of the fiscal year and estimates benefit payments for the rest of the fiscal year will be \$180 million. The trust fund balance on June 30, 2005 is estimated to be \$750 million. The account is funded by a payroll tax paid by employers quarterly.

How is funding for the Program Procured?

The UI Trust fund is funded quarterly through payroll taxes.

Performance Measures

- Promptness of payments
- Quality of claims information
- Timeliness of adjudication decisions
- Quality of adjudication decisions
- Timeliness of appeal decisions
- Quality of appeals decisions
- Timeliness of employer coverage decisions
- Quality of employer coverage decisions
- Timeliness of transfer of funds to trust fund account

Key Planning Dates

Program plans are annual and run from October 1 through the following September 30. Planning schedules call for plans to be submitted by August.

Advisory Bodies

Unemployment Insurance Advisory Council (UIAC). The UI Advisory Council is comprised of five labor (employee) representatives and five management (employer) representatives and one non-voting chairperson.

Web Pages

Contact the Unemployment Insurance Division on-line: www.dwd.state.wi.us/ui/

Contact(s)

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Veterans Employment and Training Program

Program/Project Overview

The Jobs for Veterans LVER and DVOP Program is a multi-service program that assists all veterans by providing employment, training, and placement services as required under Chapter 41 of Title 38 and P.L. 107-288. The program concentrates on serving military veterans and employers in providing job placement services. The program is designed to work specifically with veterans with employment barriers and targeted classes of veterans. Local Veteran Employment Representatives (LVERs), and especially Disabled Veterans Outreach Program staff (DVOPs), deliver this service through case management providing customized service to veterans. In addition, all first time veterans are seen on their initial visit to the Job Center for triage.

Agency/Division/Section with Responsibility

The Department of Workforce Development (DWD), Division of Workforce Solutions (DWS), through its Job Service Bureau/Veteran's Unit and 78 Job Centers, is responsible for planning, administering, and ensuring that "veteran's priority" is met to deliver the highest quality of service to all veterans and employers in Wisconsin.

Eligibility

Veterans are eligible to receive employment and training service from LVERs and DVOPs if they have served in the military for 180 days. All service dates must be while the veteran is on active duty. Exceptions to the 180 days include all veterans who were injured while in service and who were released from the military prior to 180 days, veterans who have earned a campaign badge or Expeditionary Medal because of wartime service and have not fulfilled the required 180 days, and a group of non-veterans termed "other eligible veterans". These are spouses of veterans that fulfill one of the criteria below:

1. Spouse of a veteran who is missing in action or is a POW, or
2. Spouse of a veteran who is termed 100% disabled by the USVA, or
3. Spouse of a veteran and the veteran died as a result of his/her disability.

Regular National Guard and reserve members are not eligible to receive service under this program unless they meet one of the criteria above.

The program is designed to provide priority service to "veterans with employment barriers". In addition, the program targets specific veteran groups for priority service, including the disabled, female, ethnic, recently separated, and economically disadvantaged.

Governance and Service Delivery Structure

Funding for the Veterans program is provided to the DWD from the United States Department of Labor (U.S. DOL), Veteran's Employment and Training Service (VETS). Services are provided at local Job Centers by LVERs and DVOP staff.

Primary Services Available

Services administered through the LVER/DVOP Program include those listed below.

- Intake assessment is completed at all Job Centers where there are LVERs and DVOPs for first time veterans registering for service. At the initial assessment, the veteran's work history is reviewed, resume screened, and benefit eligibility is determined.
- LVERs and DVOPs make contact with numerous community and inter-agencies for program eligibility and referral.
- DVOPs provide services to veterans at outstation sites (smaller Job Centers). They also outreach to veterans located at homeless sites, prisons, etc.
- LVERs develop comprehensive employer relation annual plans to work on developing job opportunities for veterans with employers.
- LVERs, and especially DVOPs, provide intensive services to veterans through case management.
- Both LVERs and DVOPs develop jobs with employers by utilizing job development techniques.
- LVERs and DVOPs screen job orders that have a salary with benefits that improve the veteran's quality of life.

Special Initiatives

For Federal Fiscal Year (FFY) 2005, U.S. DOL/VETS approved a Native American special initiative for \$150,000. The scope of the initiative is to provide job placement, training, and support services to Native American veterans living on or in close proximity to reservations in Northern Wisconsin. The State will hire two Native American veteran staff to deliver these services on the reservations. The goal of the project is to help Native American veterans find employment that will improve their quality of life.

State-wide Funding Levels

The Job Service Bureau's Veterans programs' total operating budget for federal fiscal year (FFY) 2005, facilitated by federal grants, is approximately \$3,625,000. This includes \$412,000 for a FFY 2005 budget modification and \$150,000 for the special Native American initiative. It also includes a 1% set aside (\$30,000 in FFY 2005) for Veterans Incentive Awards, which are available to all staff who are involved in assisting veterans.

How is funding for the Program Procured?

Services to veterans are provided pursuant to LVER and DVOP Grants from the U. S. DOL/VETS, as well as from successful federal requests for budget modifications and competitive grants.

Performance Measures

Federal program performance is measured by three different methods.

1. Method one identifies the Entered Employment and Retention rates through the 9002 federal report for all veterans and disabled veterans.
2. Method two identifies Entered Employment, Staff Assisted services, Retention and Case Management data for all veterans and disabled veterans and recently separated veterans through the VETS 200 reports.
 - For LVERs, Entered Employment, Staff Assisted, and Retention rates are averaged for all veterans, disabled veterans, and recently separated veterans. A second standard is accomplished by averaging all except retention rate.
 - For DVOPs, Entered Employment, Staff Assisted, Retention, and Case Management rates are averaged for all veterans and disabled veterans. Similar to the LVERs, one standard is for all employment rates and one is for the rates excluding retention.
3. Method three includes local office performance standards that have been set by local managers. One statewide local performance standard is that 65% of all first-time veterans registering at a Job Center must see a LVER or DVOP.

Key Planning Dates

Once every five (5) years, a detailed LVER/DVOP Program and Budget Plan is submitted to the U.S. DOL, as mandated by federal law. The current plan covers the five-year cycle of 2005 –2009. Each succeeding year, a shortened Program Plan is submitted along with a new Budget Plan covering that specific fiscal year.

Advisory Bodies

The U.S. DOL/VETS provides oversight to the program. No advisory committees, councils, or similar bodies are required by the legislation.

Miscellaneous

DWD/DWS has cooperative agreements with the Wisconsin Division of Vocational Rehabilitation, the U.S. Veterans Administration Chapter 31 Vocational Rehabilitation and Education, Wisconsin Department of Corrections, and Workforce Investment Act (WIA) where specific resources are offered by LVERs and DVOPs through detailed Memoranda of Understanding (MOUs).

Web Pages

LVER and DVOP Program web site is
<http://www.dwd.state.wi.us/dws/bjs/veterans/default.htm>.

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Vocational Rehabilitation Act

Program/Project Overview

The Division of Vocational Rehabilitation (DVR) helps people with disabilities to gain, maintain, or advance in employment. In state fiscal year (SFY) 2004, the agency served about twenty thousand active cases, with more than 3,300 successful case closures for people who reached their employment goal. Approximately \$35.75 million was spent during SFY 2004 in direct services to consumers.

Agency/Division/Section with Responsibility

DVR is one of the divisions of the Department of Workforce Development (DWD). The agency has three bureaus. While all activity and staff of the agency are consumer services driven, the Bureau of Consumer Services is most responsible for direct services to consumers.

Eligibility

To be eligible for DVR services, an applicant must:

- Have a physical or mental impairment that results in a substantial impediment to employment.
- Require VR services in order to prepare for, secure, retain, or regain employment.

Governance and Service Delivery Structure

DVR services are delivered through office installations across the state. Over 195 Vocational Rehabilitation Counselors provide services to eligible consumers. Almost all DVR direct-service staff are located in Wisconsin Job Centers.

Primary Services Available

DVR services include, but are not limited to:

- Counseling and Guidance
- Eyeglasses and Visual Services
- Job Search/Placement Assistance
- Occupational Assessment
- On-the-Job Personal Assistance
- Physical Restoration Treatment
- Post-Employment Services
- Prosthetic and Orthotic Devices
- Rehabilitation Teaching for the Blind
- Rehabilitation Technology
- Sign Language Interpreter
- Small Business Assistance
- Supported Employment
- Tools, Equipment, Licenses
- Transportation and Maintenance
- Vocational Training

Special Initiatives

- The Business Enterprise Program for Blind and Visually Impaired (BEP) is a small business self-employment initiative for the benefit of people who are legally blind. These business enterprises consist of cafeteria, coffee shop, snack bar, vending machine, and newsstand operations.
- Farm Assessment and Rehabilitation Methods (FARM) is a program designed for farmers and other agricultural workers who want to continue in their profession after an injury or the onset of a disability.
- Supported Employment (SE) services match and train people with severe developmental, mental, or physical disabilities to jobs where their specific skills and can be used in employment.
- Transition Services for students with disabilities transitioning from high school to post-secondary education.
- AbillTy Connection (Milwaukee Area) and TechWorks (Madison Area) assist qualified people with disabilities to prepare for employment in information technology through collaboration with local employers, educational institutions, and governmental agencies.

State-wide Funding Levels

In the current state fiscal year, DVR is budgeted over \$69 million. Almost 80% of these funds are from the United States Department of Education (U.S. DoEd), Rehabilitation Services Administration (RSA). The 20% balance consists of matching funds, mostly from state general purpose revenue (GPR), but also from other government agencies that provide matching funds to DVR.

How is funding for the Program Procured?

Each state is allocated an amount of available federal Vocational Rehabilitation (VR) funds, based on the estimated disabled population within the state, and on the “maintenance of effort” in past years for VR services within the state. Annually, each state submits an application (i.e., State Plan) for its allocated funds. The state must put forth its matching funds in order to draw down on the federal funds available.

Performance Measures

Performance is measured in employment outcomes, customer satisfaction, and equal access to services.

Key Planning Dates

The State Vocational Rehabilitation Plan must be submitted to the U.S. DoEd, RSA by July 1 of each year. The plan is for each Federal Fiscal Year, which is from October 1 to September 30.

Advisory Bodies

The Wisconsin Rehabilitation Council or WRC (formerly State Rehabilitation Planning and Advisory Council) was officially established by executive order of the Governor in 1993. Its purpose is to advise and assist the DVR with the preparation of applications, the state plan, the strategic plan, and amendments to the plans, reports, needs assessments, and evaluations required by Title I of the Rehabilitation Act of 1973 (as amended).

WRC members are appointed to staggered three-year terms by the Governor. The Administrator of DVR serves as an ex-officio member of the Council.

Web Pages

<http://dwd.wisconsin.gov/dvr/>

Contact(s)

| | |
|------------------------|--|
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Wagner-Peyser Program (Job Service)

Program/Project Overview

The United States Department of Labor (U.S. DOL), through the Wagner-Peyser Act, provides for establishment, in cooperation with the states, of a national employment system to respond to the needs of job seekers and businesses. Under the Workforce Investment Act (WIA), emphasis is placed on a one-stop center system for delivery of workforce development services. Retaining a separate authorization and funding stream, public labor exchange services under the Wagner-Peyser Act are described by the U.S. DOL as the foundation of the one-stop system. In Wisconsin, Wagner-Peyser Act-funded Job Service staffs are key participants in Job Centers, Wisconsin's one-stop service delivery system.

Agency/Division/Section with Responsibility

Wisconsin's Department of Workforce Development (DWD), through its Job Service Bureau in the Division of Workforce Solutions, is responsible for planning, administering, and making available high quality self-service, facilitated self-help, and staff-assisted public labor exchange program services to all job-seekers and businesses in Wisconsin.

Eligibility

There are no targeted program eligibility requirements for job seekers or businesses to receive public labor exchange services. These provide high volume, information brokering services that attract and connect job seekers from all walks of life with businesses recruiting for a full range of occupations. The public labor exchange's "open door" provision of core services through the Job Center system provides all Wisconsin citizens with equal and universal access to locally available employment opportunities.

Governance and Service Delivery Structure

Annually, through a formula-funding allotment process, the U.S. DOL provides Wagner-Peyser funds to the DWD. Consistent with federal legislation, this funding finances the public labor exchange operated by Wisconsin Job Service. Job Service staffs are DWD employees located in local Job Centers, where they manage and provide core services to job seekers and recruitment services, including job order servicing, to businesses. This field structure is linked and supported by a network of Internet-based public electronic labor exchange technologies that aid staff in their provision of information brokering services "on-line", as well as the traditional office structure. As a result, Job Service operated public labor exchange information-brokering services are also readily available to businesses and to job seekers wherever they can access the Internet.

Primary Services Available

Self Service

In Job Centers, self service occurs for job seekers who visit the Resource Room and choose to use electronic systems and hard copy materials without consulting staff.

Facilitated Self Help

1. **For Job Seekers:** Resource Rooms are the setting for facilitated self-help in Job Centers. Job Service is the lead agency and primary provider of Resource Room services. Resource Rooms offer personalized staff assistance in the effective use of a growing array of electronic job search and career planning systems and hard copy materials. Staff provide assistance when requested or when they observe a need. The Customer Service representatives in the Resource Room:
 - are more than computer literate;
 - have comprehensive knowledge of the local labor market;
 - understand career planning;
 - are proficient in successful job search strategies and recognize potential eligibility for other Job Center system services;
 - direct job seekers' attention to jobs for which they may be qualified and make referrals as appropriate based on their knowledge of the labor market in general and specific listings that reflect current recruitment activities; and
 - share their expertise with customers and, in return, customers keep staff knowledgeable about who is looking for work and how best to present job opportunities.
2. **For Business:** Job Service functions as a provider of high volume recruitment services to the business community. Job Service staff funded by Wagner-Peyser service job orders that are displayed on Wisconsin's JobNet system. Wagner-Peyser staff who provide business services may:
 - provide businesses with recruitment services, as well as related staff and partner training; and
 - offer facilitated self-help, in relation to job orders, which is the assistance that Job Service staffs provide to businesses that list their own orders on a direct entry system.

Staff Assisted Service

1. **For Job Seekers:** Declining Wagner-Peyser funding allotments impact the availability and funding of staff-assisted services beyond the Resource Room. However, Job Service continues to provide services, such as:
 - reemployment Services to UI Claimants, in collaboration with local partners;
 - a variety of job search and career planning workshops for the general public; and
 - employment counseling and testing, both of which are important to addressing vocational choice, change, and adjustment faced by dislocated workers, youth, and older workers. This service is also of value to businesses for recruitment and workforce retention, particularly during times of labor shortages.
2. **For Business:** Staff-assisted service for business is expected to undergo significant change, due to technological enhancements. The expectation is that with a direct

job order entry system, staff can turn their attention to increasing and improving the job opportunities available through Job Centers. Job Service staff services for businesses in the future may include:

- provision of consultative services on recruitment and workforce retention issues; and
- assistance in all aspects of recruitment planning and information brokering services to inform and educate the business community regarding successful workforce development and retention strategies.

Special Initiatives

Not applicable.

State-wide Funding Levels

DWD's total Wagner-Peyser budget for Program Year 2004 is \$13.9 million dollars.

How is Funding for Program Procured?

Wisconsin is allotted Wagner-Peyser program funding annually. The allocation is based on a U.S. DOL- applied formula that factors each state's share of monthly averages of the civilian labor force and unemployed individuals.

Performance Measures

Performance goals have been negotiated with the U.S. DOL for rates of job seekers entered employment and employment retention.

Key Planning Dates

To receive funds, Wisconsin must submit a state plan to the U.S. DOL. Wisconsin's Wagner-Peyser plan of services was submitted with Wisconsin's Five-Year (2000-2004) Workforce Investment Act (WIA) Plan. The plan is submitted on a federal program year basis, from July to June. (A new WIA Plan, this one for two program years, will be submitted to the U.S. DOL in May, 2005).

Advisory Bodies

Not applicable.

Web Pages

Program information can be accessed at:

<http://www.dwd.state.wi.us/dws/bjs/default.htm>

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Wisconsin Works (W-2)

Program/Project Overview

The goal of W-2 is to help Wisconsin families reach self-sufficiency through work. Under W-2, parents who have barriers to employment receive services to help them overcome those barriers. The "work first" approach is carried out with interim subsidized work placements to improve job readiness skills, short-term education and training assistance, transportation assistance, childcare eligibility, Job Access Loans, and job retention and advancement services for those entering the workforce.

Agency/Division/Section with Responsibility

The administrative agency is the Department of Workforce Development (DWD), Division of Workforce Solutions (DWS). The program is funded through the United States Department of Health and Human Services (U.S. DHHS) under the TANF (Temporary Assistance for Needy Families) block grant program.

Eligibility

The W-2 program is targeted to low income families making at or below 115% of the federal poverty level. Eligibility for some ancillary support services, such as childcare assistance, can continue for families whose income is at or below 200% of the federal poverty level. There are also asset limits for the W-2 program.

Governance and Service Delivery Structure

The DWD/DWS, through a biennial Request for Proposals (RFP) process, contracts with public and private local agencies for provision of services.

Primary Services Available

Services available include: case management for those ready for unsubsidized employment; placement in subsidized employment positions and development of employability plans; short-term education and training opportunities; referrals to appropriate agencies; partnerships with employers; Learnfare for six (6) to 18 year olds; Job Access loans; case management for non-custodial parents, pregnant women and minor parents; child care assistance; child support referrals; Children First (some locations); emergency assistance; food share support (see separate section); Medicaid/BadgerCare; transportation assistance; and the Children's Services Network.

Special Initiatives

Children First (CF) is a supportive work related program that provides job search assistance, work experience, education and training opportunities, and case management services to eligible non-custodial parents to help them obtain and retain

employment. The program is funded with TANF dollars and is budgeted in the amount of \$1,140,000 for each year of the 2004-2005 contract years. (The Children First Initiative is described in a separate section of this inventory.)

Statewide Funding Levels

\$297,962,300 is available for the 2004-2005 (January 1, 2004 - December 31, 2005) W-2 Contracts. Of this amount, \$151,106,136 is allocated for emergency (cash benefits) assistance. (For the 2005 year, \$154,750,600 is budgeted, of which \$63,620,899 is for cash benefits.) These figures include an additional \$11,538,900 approved by Joint Finance in April 2005, of which \$10,810,654 is for cash benefits.

How is funding for the Program Procured?

Wisconsin funds the program through the TANF (Temporary Assistance to Needy Families) block grant from the U.S. DHHS. Wisconsin must submit a plan every two years to receive the funds. Within the state, private and public agencies participate in a biannual RFP process to be awarded a contract to provide W-2 services in a region. In the 2004-2005 contract period, W-2 agencies operating under 2002-2003 W-2 contracts could earn the Right of First Selection for the next cycle of W-2 contracts.

Performance Measures

Agencies that deliver the programs have performance standards in their contracts with DWD. The required criteria in the 2004-2005 W-2 contract are: Entered Employment, Recorded Employment, Placement Rate, Earnings Gain, Job Retention Rate, Basic Educational Activities, Literacy and Numeracy Gains, Degree or Certificate Attainment, Assessment for Appropriate W-2 Placement, Customer Satisfaction, Financial Management, Contract Compliance, and Acceptable Level of Performance & Monitoring.

Key Planning Dates

The State must submit a TANF Plan every two years. The next two-year plan is due in December 2005 and will cover the Federal Fiscal Years 2006 and 2007 (October 1, 2005 through September 30, 2007). Contracts with local agencies run for two years on a calendar year basis. Requests for proposals are released at least seven months prior to the commencement of a new contract.

Advisory Bodies

A standing "Contract and Implementation (C&I) Committee" provides input on W-2 contract issues to DWD-DWS. Standing C&I Committee work groups exist to review and address W-2 program items in more detail. Currently, they are the "W-2 Focus Work Group" that provides feedback on W-2 policy and procedural issues; the "Program Connections Committee" that helps to address coordination and operational issues among W-2 and IM program agencies; the "W-2 Reports and Information Users Group" that helps to identify report, training, and informational needs for W-2 agencies; and the Information Technology (IT) Work Group that helps to identify and provide feedback on program IT issues. In addition, ad hoc C&I Committee work groups are formed when

needed to address W-2 program major issues. (e.g., performance standards, case transfers, CMC placement, etc.)

Web Pages

Some Web page links that help provide program information to the public or to partners on the W-2 program are:

- DWS W-2 Program Resource Home Page at:
<http://www.dwd.state.wi.us/dws/w2/default.htm>
- DWS W-2 Partner Page at:
<http://www.dwd.state.wi.us/dws/w2/w2partnr.htm>
- DWS W-2 Fact Sheet Page at:
<http://www.dwd.state.wi.us/dws/w2/w2factsheet.htm>
- DWS W-2 Program Manual Page at:
http://www.dwd.state.wi.us/dws/manuals/w-2_manual/first_page.htm

Contact(s)

| | |
|------------------------|--|
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Workforce Investment Act (WIA), Title I B Employment and Training Program

Program/Project Overview

The Workforce Investment Act (WIA) creates a comprehensive workforce investment system, which is intended to be customer focused, help job seekers and workers find jobs and access workforce development tools, and help employers find qualified workers.

WIA embodies seven key principles, which are:

- streamlining services (through the One-Stop delivery system);
- empowering individuals (through Individual Training Accounts/vouchers and making available performance information through consumer reports);
- universal access (all individuals will have access to a set of “core” services through the Job Center, Wisconsin’s one-stop delivery system);
- increased accountability (through core indicators of performance that states and local entities managing the program must meet);
- strong role for local workforce investment boards and the private sector;
- state and local flexibility (significant authority is reserved for the Governor and Local Elected Officials); and
- improved youth programs.

Other titles of WIA pertain to the Adult Education and Family Literacy Act (Title II); the Wagner-Peyser Act (Title III), and amendments to the Rehabilitation Act (Title IV).

Agency/Division/Section with Responsibility

The Department of Workforce Development (DWD) is the Governor’s designee for operation of the WIA Title IB program. The Division of Workforce Solutions (DWS) has responsibility for policy development, plan development, implementation, approval of local plans, and administration and oversight of funds. Workforce Development Boards (WDBs), which are the local workforce investment boards in Wisconsin, are responsible for policy development and management of funds at the local level. Local program operations are carried out under contract with WDBs.

Eligibility

WIA offers universal access for “core” services. For “intensive” and “training” services, priority may be given based on local policy if it is determined that there are insufficient funds to serve everyone. In order to receive WIA youth services, most youth must be low-income and be in one or more identified youth categories. WIA also includes eligibility criteria for dislocated workers, (which includes displaced homemakers).

Governance and Service Delivery Structure

WIA is delivered through the One-Stop system of Job Centers. Funding allocations are in most cases made to each WDA through the local WDB based on federal formula.

Primary Services Available

The WIA provides for three “tiers” of services that are dependent on customer needs – core, intensive, and training services for adult customers.

Core Services - Available to “universal customers,” for which the only eligibility requirements for adults are that the individual must be 18 years or older and have legal status to work in the United States. Services include:

- determination of eligibility for WIA services;
- outreach, intake and orientation;
- initial assessments of skills, aptitudes, abilities and supportive service needs;
- job search and placement assistance, career counseling;
- provision of employment statistics;
- provision of performance and cost information of eligible providers of services;
- provision of information on how the local area is performing;
- provision of information relating to supportive services in the local area;
- information on filing claims for unemployment compensation;
- assistance in establishing eligibility for targeted employment and training programs; and
- follow up services for individuals placed in unsubsidized employment.

Intensive Services - For individuals who are unable to obtain employment through core services or are determined to need additional services to obtain or retain employment that leads to self-sufficiency. Services include:

- comprehensive and specialized assessments;
- development of individual employment plan;
- group counseling;
- individual counseling and career planning;
- case management; and
- short term prevocational skills (“soft skills”) to prepare for unsubsidized employment or training.

Training Services - For individuals who are unable to obtain employment through core and intensive services or who are determined to be in need of training services and have the skills and qualifications to successfully participate in the selected program of training. Training services provide for customer choice in the selection of an eligible training provider through use of the “Individual Training Account” (voucher). Training services include:

- occupational skills training;
- on-the-job training;
- programs combining workplace training with related instruction;
- training programs operated by the private sector;
- skill upgrading and retraining;

- entrepreneurial training;
- job readiness training;
- adult education and literacy services provide in combination with other training services; and
- customized training.

Other Permissible Services

- Discretionary One-Stop delivery activities including customized screening and referral of qualified participants and customized employment related services to employers on a fee-for-service basis;
- Supportive services; and
- Needs-related payments.

Special Initiatives

Rapid Response - A portion of the state's annual allocation under WIA Title 1B is reserved to provide rapid response services in the event of layoffs or business closings. These funds are used to provide information to dislocated workers on the benefits and services available to them.

Special Response Grants - Funding from the Dislocated Worker allocation for Rapid Response and WIA Set-aside resources is used to provide grants to local areas to assist dislocated workers become retrained and reemployed.

National Emergency Grants - These are U.S. Secretary of Labor discretionary funds. States may apply and be awarded these funds to assist workers dislocated from employment as the result of business closures or mass layoffs. When awarded these grants, DWS contracts with local areas to operate the program.

State-wide Funding Levels

Total Program Year 2004 funding for WIA 1B is \$47,999,016: Adults \$12,571,338; Dislocated Workers \$20,279,450; and Youth \$15,148,228.

For the period July 1, 2004 – June 30, 2005, \$10,685,637 was allocated to the WDBs for local programs for adults, \$12,167,670 for dislocated worker programs, and \$12,874,994 for youth programs. In addition, \$3,104,443 in Special Response grants was allocated.

How is funding for the Program Procured?

WIA law requires states to submit a state five-year plan to receive a WIA funding allocation. (Wisconsin's five-year WIA State Plan was submitted June 28, 2000.) The United States Department of Labor (U.S. DOL) determines the state's allocation based on a formula that includes factors for relative numbers of unemployed individuals in areas of substantial unemployment; relative excess number of unemployed persons, and relative number of disadvantaged adults.

Performance Measures

WIA specifies core indicators of performance and customer satisfaction. The specific performance levels are proposed by the state and negotiated with the U.S. DOL.

For Adults, Dislocated Workers, and Youth age 19 through 21, the core indicators of performance are:

1. entry into unsubsidized employment;
2. retention in unsubsidized employment 6 months after entry into employment;
3. earnings received in unsubsidized employment six months after entry into employment (except for dislocated workers, where a wage replacement rate is used); and
4. attainment of a recognized credential related to achievement of educational or occupational skills, by participants who enter unsubsidized employment.

For Youth age 14 through 18, the core indicators of performance are:

1. attainment of basic skills and , as appropriate, work readiness and occupational skills;
2. attainment of secondary school diplomas and their recognized equivalents; and
3. placement and retention in post-secondary education, advanced training, military service, employment or qualified apprenticeships.

The customer satisfaction indicator of performance includes the customer satisfaction of employers and participants with services from the workforce investment activities in WIA.

Key Planning Dates

WIA legislation requires state five-year plans, the first of which was submitted in 2000. In the absence of WIA Reauthorization, the U.S. DOL is requiring states to submit a new two-year state WIA plan by the end of May 2005. Similarly, local areas must prepare and submit to the state a local WIA plan, which covers the same time period as the state plan. Wisconsin's WIA state plan may be modified at anytime. Local WIA plans are updated annually, typically each spring.

Advisory Bodies

Governor's Council on Workforce Investment (CWI) - This is the federally required oversight entity specified in WIA that is advisory to the Governor.

Dislocated Worker Committee - This committee is established by State administrative rule. It is advisory to the Secretary of DWD on the distribution of Special Response funds and issues affecting dislocated workers.

Web Pages

Governor's Council on Workforce Investment at: <http://www.wi-cwi.org>

Dislocated Workers at: <http://www.dwd.state.wi.us/dws/programs/dislocated/default.htm>

Miscellaneous

At the foundation of WIA is the establishment and delivery of services through area-wide one-stop delivery systems. Such delivery systems (Job Centers in Wisconsin) are dependent on collaborative relationships and programming between numerous local programs including, but not limited to, the partners mandated by WIA. The federal law expects these partners to participate with services and infrastructure support within the one-stops.

Contact(s)

WIA Title 1

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Dislocated Worker Program

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Small Business Development Center Training and Consulting

Program/Project Overview

The Small Business Development Center (SBDC) offers a variety of educational services to small business clients along the entire business development spectrum -- pre-venture, start-up, established, and high-growth. The low-cost courses, seminars, and workshops cover both basic and complex issues, from marketing to management techniques to business development.

In addition, the SBDC provides counseling to help clients manage and run their businesses more profitably. The SBDC operates through a network of offices at the University of Wisconsin (UW)-Extension, 13 UW campus service centers, and two specialty centers. The network relies on a broad range of support from partners, including the state Department of Commerce, the Wisconsin Technology Council, the United States Small Business Administration (U.S. SBA), the Wisconsin Technical College System, and regional economic development organizations.

Agency/Division/Section with Responsibility

University of Wisconsin-Extension, Business and Manufacturing Division, Small Business Development Center (SBDC)

Eligibility

Open to all Wisconsin residents.

Governance and Service Delivery Structure

We offer one entrepreneurial program online. Experienced instructors conduct the rest of our programs in classroom settings through 13 University of Wisconsin Centers across the state.

Primary Services Available

The SBDC educates state entrepreneurs through an array of low-cost classes for start-up and existing businesses. It also provides no-cost confidential counseling services to assist small businesses in small business start up and management, including assistance in areas such as development of a business plan, financing and financial management, human resource management, and marketing.

Special Initiatives

Not applicable.

State-wide Funding Levels

| <u>Sources of State-wide Funding Levels</u> | <u>SBDC & Business Outreach</u> |
|---|-------------------------------------|
| State General Purpose Revenue (GPR) | 1,483,846 |
| Program Revenue | 1,516,707 |
| Federal Small Business Administration | <u>1,585,407</u> |
| Total: | 4,585,960 |

How is funding for the Program Procured?

State GPR levels are determined through the State bi-annual budget process. Business Outreach Program Revenue is primarily from registration fees received from the Wisconsin small business community. Funding from the Small Business Administration is obtained through the submission of annual proposals. The funding level is state formula based.

Performance Measures

Centers distribute evaluation forms at the end of each program for the attendees to complete before leaving. All comments are reviewed in relation to the specific program and are considered when planning future programs. Indicators include sales and employment of the clients that are served.

Key Planning Dates

Each of the SBDC's thirteen centers plan on an ongoing basis, based on local needs and interests.

Advisory Bodies

The Wisconsin SBDC Advisory Council - The council's representatives include the President of Forward Wisconsin (state's marketing organization), Secretary of Commerce, chair-elect of the University of Wisconsin Business Deans' Consortium, current chair of the continuing education system-wide consortium, lending institutions, SCORE, WWBIC, technical college representation, utilities, local economic development organizations, large corporations with supplier relationships, minority organizations and, of course customers. The University and the SBA are represented in an ex-officio capacity. In addition to routine electronic communications, the Advisory Council meets semi-annually.

Web Pages

<http://www.wisconsinsbdc.org/classes.cfm>

Contact(s)

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Small Business Development Center Wisconsin Entrepreneurs' Network

Program/Project Overview

The Wisconsin Entrepreneurs' Network (WEN) brings together the people, resources, technology, and capital to help small Wisconsin companies at each stage of growth. Funded through Act 255, WEN will create four new regional business assistance and technology transfer centers and will operate 25 or more intake centers to serve existing businesses and startups. New regional centers are at University of Wisconsin (UW)-Milwaukee, UW-Madison, the Northeast Wisconsin Technical College in Green Bay, and UW-Eau Claire. Through this network of assistance, entrepreneurs and small businesses get more information and stronger skills - a powerful combination that helps them better plan, manage, and grow their businesses. WEN is operated through UW-Extension with partners at the Wisconsin Technical College System, the Agriculture Innovation Center, and WiSys Technology Foundation.

Agency/Division/Section with Responsibility

University of Wisconsin-Extension

Eligibility

Open to all Wisconsin residents.

Governance and Service Delivery Structure

The WEN is comprised of 24 intake centers, four regional technology-transfer centers, and 26 ag-based counselors. The four regional centers are located in UW-Eau Claire, UW- Milwaukee, UW-Madison and Northeast Wisconsin Technical College (Green Bay).

The 24 formal Outreach and Intake Centers and the 26 Agricultural Innovation Center (Outreach and Intake Center) agents seek, locate, and interview entrepreneurs and potential entrepreneurs. The services are structured as follows:

- Each entrepreneur is assessed on a simple scale on their intent and capacity to grow, their presence in identified industry clusters, and their immediate needs for assistance.
- Most will be assisted by the Intake Centers and their immediate referral partners, but those with seeming intent and capacity to grow is referred to the Regional Centers (RCs).
- The RCs receive these referrals and generate other clients who need and deserve additional assistance from business angels, banks, VC firms, the Governor's Business Plan competition, TechStar, etc. The RCs will further interview and evaluate these on the basis of their management team, market size and knowledge,

sustainable competitive advantage, the competitive environment for their product/service, and the presence of a viable business plan.

- These entrepreneurs are then placed into three groups. A small group receives very active case management, counseling, access to financial resources, and specific, targeted assistance to make them strong enough to flourish on their own. A larger group is actively managed, but more will be done with steering to appropriate resources. The third group is sent back to the Outreach and Intake Centers (O and ICs) for more basic assistance.

Primary Services Available

WEN key services include one-on-one consulting, educational workshops, executive level programs, peer learning and strategies to assess technologies and access capital. They are provided through:

- Wisconsin Entrepreneurs' Network web site – an informative, educational and interactive web-based community;
- statewide access to an integrated technical assistance network for entrepreneurs; and
- special attention and assistance to those clients identified at any time as having potential for significant economic impact.

These incorporate the services and resources of four leading organizations as follows:

- UW Extension -- the UW System's statewide small business outreach network
- WiSys Technology Foundation -- part of the Wisconsin Alumni Research Foundation (WARF) protecting and licensing inventions created by scientists at 12 UW Campuses
- Wisconsin Technical College -- the state's network of 16 technical colleges, providing educational opportunities in over 300 occupational fields
- Agricultural Innovation Center -- the Department of agriculture, Trade and Consumer Protection's new hub serving agriculture-related entrepreneurs

Special Initiatives

Not applicable.

State-wide Funding Levels

| | |
|---|------------------|
| Wis. Entrepreneurs' Network - State Dept. of Commerce | \$500,000 |
| Match from UW System, UW-Extension, UW-Madison, and WARF | <u>\$300,000</u> |
| Total: | \$800,000 |

How is funding for the Program Procured?

Funding for the Wisconsin Entrepreneurs' Network is the result of funding from Act 255, with general purpose revenue (GPR) funds distributed through the Wisconsin Department of Commerce. State GPR levels are determined through the State bi-annual budget process.

Performance Measures

The network is expected to assist more than 10,000 clients during the first year, helping to contribute more than \$500 million to the state's economy in the first year.

Key Planning Dates

Ongoing.

Advisory Bodies

To be determined.

Web Pages

<http://www.wenportal.org>

Contact(s)

| | |
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**Adult Education and Family Literacy Act
(AEFL or AEFLA)
Title II of the Workforce Investment Act**

Program/Project Overview

The purpose of the Adult Education and Family Literacy (AEFL) Act is to assist adults:

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

The principal purposes of the Wisconsin Technical College System are to provide occupational education programs to prepare Wisconsin residents for technical, skilled, or paraprofessional careers and to provide customized training and technical assistance to business and industry. Providing basic education is one of the additional statutory purposes of the system. Other purposes include working with high schools to facilitate the transition of high school age students into post-secondary education and employment and providing community services and vocational programs.

Basic education provided by the technical colleges is primarily funded with local revenues. Local revenues are supplemented with AEFL and state GPR revenues.

Technical college districts receive most of the AEFL funding, with funds also being granted to community based organizations, voluntary literacy organizations, and other institutions. Basic education services are provided in a variety of settings – on technical college campuses, at community based organizations, at Job Centers, at work places, and in correctional institutions.

AEFL assistance funds grants in the areas of providing comprehensive basic education programs at technical colleges, targeted outreach to specific populations, and instructing criminal offenders in correctional institutions.

Agency/Division/Section with Responsibility

The Wisconsin Technical College System Board is the state agency responsible for administering the Adult Education and Family Literacy Act.

Eligibility

AEFL funds may be used to serve Wisconsin residents who are above the age of compulsory school attendance and:

- lack sufficient mastery of basic educational skills to enable them to function effectively in society;
- do not have a secondary school diploma, or its recognized equivalent, and have not achieved an equivalent level of education; or
- are unable to speak, read, or write the English language.

Governance and Service Delivery Structure

Each technical college district, with the assistance of AEFL funds, operates a comprehensive basic education program. Community based organizations, volunteer literacy organizations, technical college districts, and other agencies receive AEFL funds to deliver services to targeted populations and individuals in correctional institutions. Other public or private non-profit agencies and institutions also are eligible to apply for AEFL funding.

Primary Services Available

AEFL services are comprised of adult education and literacy services, including workplace literacy services, family literacy services, and English literacy programs for individuals whose first language is not English.

Special Initiatives

None.

State-wide Funding Levels

AEFL funding supplements districts' expenditures for basic education services. A total of \$6,820,900 is available in Program Year (PY) 2004-2005 (July 1, 2004 to June 30, 2005). For PY 2005-2006, \$6,831,300 is available. These funds include:

- \$5,560,800 in both PY 2004-2005 and PY 2005-2006 for Comprehensive Education and Targeted Outreach (grants and contracts to eligible providers)
- \$ 617,900 in both PY 2004-2005 and PY 2005-2006 for programs for Corrections Education and Other Institutionalized Individuals
- \$ 342,200 in PY 2004-2005 and \$ 352,600 in PY 2005-2006 for English Literacy and Civics Education
- \$300,000 in both PY 2004-2005 and PY 2005-2006 for State Leadership

Districts contribute more than \$7 million of local funds to support the comprehensive basic education programs. Community-based organizations and volunteer literacy organizations receive grants for targeted outreach, and technical colleges and other agencies receive funds for basic education in correctional institutions.

How is funding for the Program Procured?

The Wisconsin Technical College System Board applies to the United States Department of Education for AEFL funding on an annual basis. The Department of Education approved a five-year state plan covering the 1999-2004 program years and

extended that plan through 2006 pending reauthorization of the Workforce Investment Act.

Performance Measures

There are five core measures that are required on all students who receive 12 hours or more of service. The Department of Education will use these measures to judge program performance.

1. Educational Gains - Learner completes or advances one or more functioning levels from starting level, measured on entry into the program.
2. Employment - Learners who are not employed at time of entry and who have a main or secondary goal of obtaining employment.
3. Retained Employment - Learners who are employed at entry and who have a main or secondary goal of improved or retained employment.
4. Receipt of a Secondary School Diploma - Learner who obtains certification of attaining passing score on the General Education Development (GED) tests, or who obtains a High School Equivalency Diploma (HSED) or a high school diploma documenting satisfactory completion of secondary studies.
5. Placement in Post-secondary Education or Training - Learner who enrolls in a post-secondary education or occupational skills training program that does not duplicate other services or training received, regardless of whether the prior services of training were completed.

Key Planning Dates

The AEFL program year coincides with the state fiscal year. The Department of Education approved a five-year state plan covering the 1999-2000 through 2003-2004 program years and extended that plan through 2006 pending reauthorization of the Workforce Investment Act. A new plan will be required after reauthorization. Annual application for funds will be submitted by April 1 preceding the beginning of the program year.

Advisory Bodies

None.

Web Pages

www.witechcolleges.com

Contact(s)

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Carl Perkins Vocational and Technical Education Act of 1998

Perkins Post-Secondary Education

Program/Project Overview

The purpose of the Carl Perkins Act is to develop more fully the academic, vocational and technical skills of secondary and post-secondary students who enroll in vocational and technical education programs. The Workforce Investment Act (WIA) requires the post-secondary activities under Title I of the Perkins Act to be a One-Stop partner.

The principal purposes of the Wisconsin Technical College System are to provide occupational education programs to prepare Wisconsin residents for technical, skilled, or paraprofessional careers and to provide customized training and technical assistance to business and industry. Other purposes include working with high schools to facilitate the transition of high school age students into post-secondary education and employment, providing community services and vocational programs, and providing basic education.

The technical colleges' occupational education and training programs are primarily supported by local revenues, and, to a smaller extent, state revenues. The Perkins Act provides critical supplementary funding for initiatives that improve post-secondary instructional programs and provide student support services to special population students. Instructional program improvement activities may include integrating academic and occupational instruction, redesigning courses or upgrading curriculum, expanded or innovative scheduling of course offerings, and mentoring or job coaching to link students to their chosen occupational fields. Support services for special population students may include career guidance and academic counseling, remedial course work, services for students pursuing nontraditional training, assistive technology, and other services.

Agency/Division/Section with Responsibility

The Wisconsin Technical College System Board is the state agency responsible for administering Perkins post-secondary activities.

Eligibility

Perkins post-secondary projects must benefit students in occupational programs. Student support services projects must serve students who are individuals with disabilities; individuals who are economically disadvantaged; individuals preparing for nontraditional training and employment; single parents, including single pregnant women; displaced homemakers; individuals who are academically disadvantaged; or individuals with limited English proficiency.

Governance and Service Delivery Structure

The technical college districts are the eligible recipients for Perkins post-secondary funds. The districts implement program improvement projects and deliver student support services to their students.

Primary Services Available

Instructional program improvement activities may include integrating academic and occupational instruction, redesigning courses or upgrading curriculum, expanded or innovative scheduling of course offerings, and mentoring or job coaching to link students to their chosen occupational fields. Support services for special population students may include career guidance and academic counseling, remedial course work, services for students pursuing nontraditional training, assistive technology, and other services.

Special Initiatives

None.

State-wide Funding Levels

Perkins post-secondary funding is allocated by formula and supplements districts' expenditures for post-secondary program improvement and student services. For the 2004-2005 program year (July 1, 2004 to June 30, 2005), Perkins allocations to technical college districts total \$10,953,200. For the 2005-2006 program year, Perkins allocations to the technical college districts will total \$10,839,800.00. Maintenance of effort spending required of the districts using local funds totals more than \$6.6 million.

How is funding for the Program Procured?

The Wisconsin Technical College System Board applies to the United States Department of Education for Carl Perkins Act funding on an annual basis. A four-year state plan was submitted April 1, 2000, to cover program years 2000-01 through 2003-04 and extended through 2006 pending reauthorization. The current authorization of the Carl Perkins Act ends on September 30, 2004; as of January 2005 Congress has not undertaken action to reauthorize the Act.

Performance Measures

The Wisconsin Technical College System uses four core indicators of performance for the Carl Perkins Act in accordance with guidance from the U.S. Department of Education.

1. Student Academic Achievement and Technical Skill Attainment
2. Graduation/Completion
3. Placement and Retention
4. Equity - Preparation for Nontraditional Training and Employment

Key Planning Dates

The Carl Perkins Act program year coincides with the state fiscal year. A four-year state plan covering program years 2000-01 through 2003-04 was extended through 2006, pending reauthorization. Subsequent annual applications for funds will be submitted by April 1 preceding the beginning of the program year.

Advisory Bodies

None.

Web Pages

www.witechcolleges.com

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Wisconsin Technical College System State General Purpose Revenue Programs

Program/Project Overview

The purpose of the General Purpose Revenue (GPR) funds is to provide post-secondary and adult education programs and services with GPR funds from the State of Wisconsin. Grants fund projects on a program year basis starting July 1 and ending June 30 of the following year. Funds under this category are available for New and Expanding Occupations, Basic Skills, Adult Literacy, Workplace Adult Basic Education, Health Care Education, Displaced Homemakers, Transition Services for Individuals with Disabilities, Minority Student Participation and Retention, Alcohol and Other Drug Abuse Prevention and Intervention, Faculty Development and Advance Chauffeur Training.

Agency/Division/Section with Responsibility

The Wisconsin Technical College System Board is the state agency responsible for administering the General Purpose Revenue (GPR) funds.

Eligibility

Technical colleges are eligible to apply for GPR grant funds. Community-Based Organizations are eligible to apply for Displaced Homemaker grants.

Governance and Service Delivery Structure

Technical College Districts and other eligible organizations, where applicable, may apply for GPR funding. Each program/group funded has unique criteria and compliance requirements as set forth in the GPR Guidelines. An applicant electing to accept GPR funding must comply with all the requirements set forth in these Guidelines and all applicable state statutes, rules, and policies prescribed by the WTCS Office. These requirements include grant application formats, program evaluations, data collection, and reporting requirements. This includes complying with State Single Audit Guidelines, Standards and Procedures.

Primary Services Available

Services and activities provided with GPR funds include: Adult Literacy, Basic Skill and Workplace Adult Basic Education instruction; increased enrollments in health care courses and programs; assisting displaced homemakers in obtaining marketable skills and securing employment; counseling and tutoring minority students; working with community based organizations to recruit, train and retain minority students; preparing graduates for a teacher education program at a University of Wisconsin campus; support transition services for individuals with disabilities; educational activities for alcohol and other drug abuse prevention and early intervention; development of chauffeur training

facilities, instructional equipment, and operational costs; and costs associated with integrating learning technologies into curriculum and instruction.

Special Initiatives

None.

State-wide Funding Levels

For the 2004-2005 program year, \$13,746,400 is available for General Purpose Revenue (GPR) Activities. For the 2005-2006 program year, \$12,861,700.00 will be available for GPR activities. The following dollar amounts have been allocated for program/grant subparts in 2005-2006:

- Health Care Education-\$5,450,000.00
- New and Expanding Occupations-\$1,504,100.00
- Basic Skills-\$2,515,000.00
- Adult Literacy-\$559,600.00
- Workplace Adult Basic Education-\$400,000.00
- Advanced Chauffeur Training-\$191,000.00
- Displaced Homemaker-\$896,100.00
- Minority Student Participation and Retention Grants-\$589,200.00
- Alcohol and Other Drug Abuse Prevention and Intervention-\$501,400.00
- Transition Services for Individuals with Disabilities-\$382,000.00
- Faculty Development Grants-\$794,600.00

How is funding for the Program Procured?

The legislature appropriates funds for these grant programs in the biennial budget legislation. The Wisconsin Technical College System Board applies to the State of Wisconsin for GPR funding on an annual basis. (See also Governance and Service Delivery Structure.)

Performance Measures

Each program has its own indicators of program/project success. Program/project information is collected through the Wisconsin Technical College System Client Reporting System and mid-year and end-of-year Evaluation/Monitoring and Screening reports.

Key Planning Dates

The 2004 GPR program year is from July 1, 2004 through June 30, 2005; the 2005 program year begins on July 1, 2005 and ends on June 30, 2005. Applications are due by the end of January preceding the beginning of the program year (July 1st).

Advisory Bodies

None.

Web Pages

www.witechcolleges.com

Contact(s)

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Tech Prep Education Act, Title II (Carl Perkins Vocational and Technical Education Act)

Program/Project Overview

The Tech Prep Education Act, Title II, is a part of the Carl D. Perkins Vocational and Technical Education Act of 1998 and authorizes federal funding for developing and implementing technical preparation programs. Tech Prep programs focus on enhancing high school students' technical and academic skills and providing opportunities for transition to post-secondary education or into the workforce.

Agency/Division/Section with Responsibility

The Wisconsin Technical College System (WTCS) is the fiscal agent for Carl Perkins funds for Wisconsin. The Governor's Work-Based Learning Board (GWBLB) receives Title II Perkins funds from the WTCS for distribution to the 16 Wisconsin Technical Colleges through the local Tech Prep Consortia. The state Department of Education (DPI) also receives Carl Perkins funding from the WTCS to support secondary level programs, services and activities.

Eligibility

The Wisconsin's 16 technical colleges are eligible to receive Title II Carl Perkins funds administered by the GWBLB. Wisconsin's 16 technical college boundaries serve as Tech Prep consortium boundaries and include all 426 K-12 school districts in the state, as well as secondary schools funded by the Bureau of Indian Affairs. All schools within individual Tech College consortia can receive Tech Prep funds directly through a local Tech Prep Partnership Project administered by the Tech Prep coordinator in each technical college. Tech Prep programs and opportunities for high school and post-secondary staff and counselors are made available to all schools within each Tech Prep Consortium by a process developed locally by each consortium, which must meet all grant requirements.

Governance and Service Delivery Structure

The GWBLB provides state management, technical assistance and grant oversight to the Tech Prep program. Tech Prep programs and opportunities for high school and post-secondary staff and counselors are developed by and provided to the schools through a Local Tech Prep coordinator/consortia, which are the entities that manage the grant locally.

Primary Services Available

A Tech Prep Program is a program of study that:

- combines at a minimum two years of secondary education (as determined under state law) with a minimum of two years of post-secondary education in a non-duplicative, sequential course of study;
- integrates academic and vocational and technical instruction and utilizes work-based and work site learning where appropriate and available;
- provides technical preparation in a career field such as engineering technology, applied science, a mechanical, industrial, or practical art or trade, agriculture, health occupations, business, or applied economics;
- builds student competence in mathematics, science, reading, writing, communications, economics, and workplace skills throughout applied, contextual academics, and integrated instruction in a coherent sequence of courses;
- leads to an associate or a baccalaureate degree or a post-secondary certificate in a specific career field; and
- leads to placement in appropriate employment or to further education.

The program includes a variety of secondary and post-secondary activities leading toward career development in career and technical fields as specified within the Act.

- Development and expansion of work-based learning opportunities for students choosing to enroll in work-based learning experiences linked to industry skill standards and state issued skill certificates including youth apprenticeships, skill certified cooperative education experiences, and all state-recognized paid or unpaid work-based learning programs
- Development of career pathways and career portfolios
- Curriculum development or revision
- Staff development and training, including secondary and post-secondary instructors and faculty, career counselors, middle school teachers, secondary special education instructors
- Articulation agreement development, including meetings, travel, workshops and training to secondary and post-secondary institutions
- Development of secondary student's written career plans that lead to post-secondary education and future employment goals
- Development of specific 2+2+2 nonduplicative, sequential courses of study
- Grants to secondary schools that focus on expanding or updating any aspect of allowable Tech Prep programs or activities
- Externships in businesses for secondary/post-secondary faculty and counselors
- Summer Institutes for secondary-post-secondary staff development
- Tech Camps for middle school students – both during the school year and in the summer
- Stipends/travel for secondary and post-secondary instructors and counselors located within each consortia boundary
- Local Tech Prep web site development
- Local consortium meeting expenses
- Contractual services relating to professional development
- Purchase of new software and Internet based applications that relate to the goals and outcomes of the Tech Prep grant
- Marketing Tech Prep programs and activities to local constituents and stakeholders
- Tours of local business and industries for CTE counselors and instructors

- Tours of local post-secondary institutions for middle school students
- Workshops for special needs students
- Workshops that focus on nontraditional careers and employment opportunities
- Development of a local data system relating to Tech Prep that helps determine the effectiveness and outcomes of the related programs and activities
- Marketing the opportunities available to high school students to enroll in post-secondary coursework while still in high school
- Encouraging all high schools to develop curriculum maps that show the linkage to associate degree programs and two years of a baccalaureate degree
- Providing opportunities to decrease the need for remediation for high school students entering a post-secondary institution through Accuplacer testing type programs
- Annual evaluation and assessment of local programs to measure program effectiveness

Special Initiatives

Not applicable.

State-wide Funding Levels

Total federal Tech Prep funds available for federal program year 2004-05 (7/1/04-6/30/05) totals \$2,106,802. Of that amount, \$2,001,462 is distributed to the Tech Prep colleges/consortia through a formula and a non-competitive grant process. The remaining \$105,340 is used for Tech Prep administration by the GWBLB.

How is funding for the Program Procured?

The federal Carl Perkins funds are distributed to each state on an allocation basis determined by the federal Department of Education/Office of Vocational Technical Adult Education and based on the 2000 census. The Wisconsin Technical College System (WTCS) develops a state plan for use of Wisconsin's Carl Perkins funds, including Tech Prep, and is the grant recipient and fiscal agent for the funds.

The GWBLB receives an annual allocation from the WTCS for Title II Tech Prep. It, in turn, allocates funds to each of the 16 technical colleges by a state developed formula determined on the basis of:

- number of 10th grade students enrolled in high school within the WTCS district, and
- number of secondary schools within the WTCS districts.

To receive the funds, Tech-Prep Coordinators at each of the 16 technical colleges must respond to a non-competitive grant application developed by the GWBLB. The grant application is distributed to the Tech Prep Coordinators annually in April, with the grant due back for review and consideration by the GWBLB in May.

Performance Measures

Tech-Prep includes seven federally required Tech-Prep program elements:

1. Articulation Agreements

2. Coherent Sequence of Courses
3. Joint Secondary/Post Secondary Program
4. Joint In-Service Training for Teachers
5. Counselor Training
6. Equal Access for Special Populations and Racial/Ethnic Minorities and Nontraditional Training and Employment
7. Preparatory Services

When addressing the federal program elements, each Tech Prep consortium is required to incorporate state outcomes into their local Tech Prep plan. There are 30 outcomes related to the program elements, 25 of which are state determined. Examples include the following:

- Increase the number of 2=2=2 or 4=2=2 program-to-program articulation agreements in specific career fields stated in the Act and the academic areas that are part of those agreements (if baccalaureate programs/courses are available and locally applicable).
- Increase the percent of high school students completing courses eligible for advanced standing credit at a technical college.
- Provide opportunities for externships to expose teachers and administrators to industry work sites and labor force expectations.
- Establish externship opportunities for high school counselors in local business and industry to expose counselors to industry work sites and labor force expectations.
- At least 25% of each gender participate and complete Tech Prep activities.
- Increase the percent of grade 9-12 students with written career plans that outline high school work and/or high school to post-secondary education plans leading to future employment goals.

There are also 15 Tech-Prep performance measures, which relate to participation in and/or outcomes from participation in Tech Prep activities. For example:

- High school graduates enrolling in technical college the semester following high school graduation.
- High school graduates completing a one or two-year technical college program (associate degree or vocational diploma/certificate) within three years of initial entry.
- Secondary teachers, counselors, principals, assistant principals, and directors of instruction in internships that result in improved curriculum, teaching strategies and counseling strategies.
- Number of high schools with curriculum maps developed for technical college associate degree programs and two years of baccalaureate degree.

The state Tech Prep performance measures are incorporated into existing data systems so that student data can be reported through the Vocational Education Enrollment Reporting System (VEERS) managed by the Department of Public Instruction and the Client Reporting System at the Wisconsin Technical College System Board.

Key Planning Dates

The GWBLB writes a non-competitive grant application annually and distributes the application to the sixteen technical colleges via the Tech Prep Coordinators. The

coordinators have about five weeks to complete the extensive 44-page application. The GWBLB starts the grant application writing process in early April and distributes the document in late April with a due date in late May.

Local Tech Prep consortia generally plan how they will use the next allocation of funding during meetings in January-April prior to the distribution of the Tech Prep grant application.

Advisory Bodies

The Governor's Work-Based Learning Board is advisory to the Governor's Work-Based Learning Staff/Tech Prep administration.

Web Pages

www.dwd.state.wi.us/gwblb

Each of the 16 Tech Prep coordinators is on the web site and their name links to the Tech Prep web site at the Coordinator's technical college. The grant application for FY 2004-05 can be downloaded from the web site, as can all the forms required by the grant.

Contact(s)

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Youth Apprenticeship Program

Program/Project Overview

The Youth Apprenticeship program provides high school juniors and seniors with work-based learning experience and classroom instruction related to their career choice.

Agency/Division/Section with Responsibility

Governor's Work-Based Learning Board (GWBLB)

Eligibility

High school juniors and seniors.

Governance and Service Delivery Structure

GWBLB issues an annual request for proposal (RFP) to local school districts. Local consortia are responsible for operating the program within state guidelines and providing local program oversight. GWBLB provides state oversight, grant monitoring, and technical assistance. Students must complete state skill competencies in order to receive a skill certificate issued by GWBLB.

Primary Services Available

One or two year programs in 22 occupational areas that provide a minimum of 450 or 900 hours respectively of paid job training with a participating employer and two or four semesters of related classroom instruction.

Special Initiatives

None. All funds allocated to local consortia.

State-wide Funding Levels

An annual appropriation totaling \$1.1 million for state fiscal year (SFY) 2005 (July 1, 2004 – June 30, 2005)

How is funding for the Program Procured?

Funding available to GWBLB for this program is through state biennial budget process. Funds are distributed to local partnerships through an annual competitive RFP issued by GWBLB.

Performance Measures

State mandated performance requirements are:

- local consortia must provide 50% match funds;
- 100% of two-year youth apprentice graduates must receive a high school diploma;
- 60% of employers of two-year graduates must provide a job offer; and.
- maximum funding of \$900 per youth apprentice.

GWBLB evaluates grantee performance based on monthly invoices and annual and semi-annual performance reports.

Key Planning Dates

GWBLB prepares and issues the RFP in March or April of each year. Responses are due by early May. Grants are awarded by mid-June.

Advisory Bodies

General program oversight is provided by the Governor's Work-Based Learning Board.

Web Pages

www.dwd.state.wi.us/gwblb

Contact(s)

| | |
|------------------------|---|
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Regional Contacts

Department of Commerce

Area Development Managers -- <http://commerce.wi.gov/BD/MT-FAX-0901.html>

Department of Veterans Affairs

County Veterans Services Offices -- <http://dva.state.wi.us/CVSO.asp>

Veterans Assistance Programs: King, Union Grove and Ft. McCoy –
http://dva.state.wi.us/Ben_homeless.asp

Department of Workforce Development

Apprenticeship Standards Contacts --
<http://www.wisconsinapprenticeship.org>

Child Support Agency Directory –
<http://dwd.wisconsin.gov/bcs/cslst.htm>

Job Centers -- <http://dwd.wisconsin.gov/dws/directory/default.htm>

Refugee Services --
http://dwd.wisconsin.gov/dws/programs/refugees/Immigrant/immig_integration.htm ("Refugee Services" followed by "nonprofit and voluntary agencies")

Vocational Rehabilitation Service Locations --
<http://dwd.wisconsin.gov/dvr/locations/default.htm>

Wisconsin Works (W-2) Agency Directory --
<http://dwd.wisconsin.gov/dws/w2/resources/agencyProfiles.htm>

Workforce Development Areas and Contacts --
http://dwd.wisconsin.gov/dwdwia/Pdf/wda_map.Pdf
http://dwd.wisconsin.gov/dwdwia/wda_contacts.htm

Small Business Development Center

SBDC Contacts -- <http://www.wisconsinsbdc.org/contact.cfm>

Wisconsin Technical College System

Technical College Districts/institutions -- <http://www.wtcsystem.org/colleges.htm>

Work-Based Learning Board

Directory of Tech Prep Consortia --
http://dwd.wisconsin.gov/gwblb/tp_consortia.htm

Youth Apprenticeship Coordinators --
http://dwd.wisconsin.gov/gwblb/ya_coordinators.htm

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