

Special Short-Term Santa Barbara AEBG Consortium Request for Proposal for Noncredit Adult Education Funds

The Santa Barbara AEBG Consortium is pleased to announce \$30,000.00 recaptured funds from the 2017-2018 Year-3 grant cycle.

All funds must be expended no later than September 1, 2019.

A comprehensive and competitive Request for Proposal submission will align with the Adult Education Block Grant and the Consortium's Goals and Objectives set forth below.

The overarching AEBG 3-year plan goals of the Consortium are (1) to provide excellent programming for adults in a variety of program areas based on proven community needs; (2) to develop student support services specifically focused on the needs of adult learners, to assist in transfer acceleration and career success; (3) to support innovative professional development for staff and faculty; and (4) to set meaningful outcomes captured by various measurements and tools and shared with her stakeholders.

The Santa Barbara AEBG Consortium's primary goals for upcoming 2018-2019 year are the following:

- 1) Continue to support our noncredit faculty in building bridges to credit for existing and new AEBG programs.
- 2) Continue to fill gaps in Career Education in Industrial Technologies (or other areas supported by the study currently underway to be completed by 2018).
- 3) Support new activity resulting from AB705 implementation (focused on mathematics, English, and ESL).
- 4) Implement and support the new the Adults with Disabilities Career Planning and Training Program
- 5) Continue to partner with local Santa Barbara One-Stop operator and other agencies for career training initiatives.
- 6) Continue to cross-pollinate AEBG initiatives with WIOA and Strong Workforce initiatives.
- 7) Continue its commitment to the collection of accurate data and analytics for all AEBG programs and services
- 8) Continue to support our Student Support Services to help transition students from noncredit to credit or jobs/careers.
- 9) Continue to support our existing SBCC programs that are aligned with the AEBG goals and initiatives.
- 10) Support job placement assistance efforts where feasible and allowable

The statewide AEBG targets programs in areas with a focus on economic mobility and include:

- Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate.
- Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.
- Programs for adults, including but not limited to older adults that are primarily related to entry or reentry into the workforce.
- Programs for adults with disabilities.
- Programs in career technical education that are short term in nature and have high employment potential.
- Programs offering pre-apprenticeship training activities conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.

AEBG Fiscal Regulation for all Independent Contractors and External Partners:

- (I) Indirect, for Profit, or Fringe Benefits are not allowable expenses and cannot be reimbursed.
- (II) All Independent Contractors and External Partners must submit invoices to the AEBG Coordinator for reimbursement

THIS APPLICATION IS DUE NO LATER THAN MIDNIGHT, WEDNESDAY, OCTOBER 10, 2018.

Are you an existing 2015/16, 2016/17, 2017/18 AEBG funding awardee? *

Yes

No

Program Name *

Passport to Public Service in Paradise Program

Primary Contact Name *

Amber Lloyd

Primary Contact Email *

alloyd@sbcountyhr.org

Primary Contact Phone *

805-568-2822

Applicable Noncredit Program Area *

Adult Education (ABE, ASE, Basic Skills)

English as a Second Language/Literacy

Adults in the Workforce

Adults with Disabilities

1. Executive Summary *

Please provide an executive summary of your proposed plan (to include overarching goals and outcomes) to create new programs or expand existing programs in one of the areas identified above.

Since the launch of our free monthly employment workshop in March 2018, we have held a total of 7 workshops with over 160 community members in attendance. As a reminder, the workshops focus on teaching the community about the job application process with the County of Santa Barbara, educating participants on best practices when looking employment, and providing resources to enrich job skills.

As of 2nd quarter 2018, 22% of Passport Program attendees have secured employment, including 9% securing employment with the County of Santa Barbara.

In addition to the 160 community members we have already served, we have over 200 applicants that have applied to attend a future Passport Program Workshop. In order to meet the growing demands of the community, we are requesting additional funding of \$15,000 to get us through 4th quarter 2018. By the end of Quarter 3 of 2018, we expect to have spent 98% of our \$114,750 allocated funds.

2. Integration *

Please explain how your proposed program creates a transition to credit/transfer educational programs or creates a transition to the workforce (including, but not limited to, internships, jobs, pre-apprenticeships, self-employment).

Our program has been able to assist participants with the best tools to apply for County employment, prepare for civil service exams, locate resources on preparing for a job search, and provide resources for free job skills educational courses. As of 2nd quarter 2018, 22% of Passport Program attendees have secured employment, including 9% securing employment with the County of Santa Barbara. We expect the employment rate to be even higher for 3rd quarter AEBG reporting, as the County is preparing for upcoming elections and will be hiring recent Passport Program participants.

3. Justification *

Please justify the need of your proposed program and include research, labor market information, employer feedback, student surveys, or other relevant information and describe how funding will further your objectives. For programs that received 2015/16 or 2016/17 or 2017/2018 AEBG funding, please justify the need and provide a status report on your existing awards and remaining balances.

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4. Outreach & Marketing *

Please describe your plans to conduct outreach and marketing to reach your target population and increase enrollments.

We will continue to market to the unemployed, underemployed, and student populations by distributing flyers at local temporary employment agencies, the EDD office, SBCC, UCSB, and additional online job board sites.

5. Alignment *

Please describe how your program is in alignment and furthers the Consortium's goals and objectives as stated above.

In support of the Santa Barbara AEBG Consortium's vision to use "data-driven decision-making", County employee turnover statistics and local unemployment rates illuminate the need for fresh approaches to attracting and retaining talent. In addition, the Santa Barbara County Board of Supervisors report, "Snapshot of Poverty in Santa Barbara County" clearly establishes the high cost of living and need for jobs with livable wages in this area.

The Passport to Public Service in Paradise Program is by its very nature, "inclusive", (aimed at unemployed, students and entry-level employees) "collaborative", (spring boarding from existing local programs) and "coordinated" (bringing multiple resources together for a coherent whole). This is a new program that integrates the benefits of existing programs with a unique process that creates value for all.

In support of the Consortium's mission to "provide excellence in adult educational programming", the County of Santa Barbara's Employees' University has established and maintained high standards for professional adult educational programming. This has been necessary to satisfy the ongoing training and development needs for the large (4,000 employees), complex (23 departments) County organization, and promote the long term career success of its employees. In support of the Consortium's goals and objectives; The Passport to Public Service will specifically focus on the following Consortium goals;

Goal 1 - Provide recognized professional enrichment training to 3 populations of candidates, in 3 identified, broad skill categories.

Goal 2 - Assist students in bridging academic knowledge and business experience through assessment, job exposure and training.

6. Activity Chart *

Please use Activity Chart provided in the link under the instructions and email to sbaebg@gmail.com. The Activity Chart should outline your program's specific objectives and activities, along with a timeline for completion, the person/agency responsible, outcomes and data capture methods. Please attach additional pages if necessary. *

I certify that the Activity Chart has been completed and emailed to sbaebg@gmail.com

Total Budget Requested *

\$15,000

1000 (Instructional Salaries) *

Total dollars requesting for INSTRUCTIONAL PERSONNEL (include 25% for BENEFITS in 3000 section below)

10,000

1000 Detail *

Please provide a detailed budget for this category.

AEBG Administrator Salary

2000 (Noninstructional Salaries) *

Total dollars requesting for PERSONNEL (include 25% for BENEFITS in 3000 section below)

0

2000 Detail *

Please provide a detailed budget for this category.

N/A

3000 (Benefits from 1000 and 2000 categories) *

Total dollars requesting for BENEFITS . The average benefit rate is 25%.

0

4000 *

Total dollars requesting for INSTRUCTIONAL SUPPLIES and NON-INSTRUCTIONAL SUPPLIES and Computer Software (not Hardware).

5,000

4000 Detail *

Please provide a detailed budget for this category.

workshop supplies including but not limited to: folders, employment resources, online job application help booklet, and educational resources.

5000 *

Total dollars requesting for CONSULTANTS, MEETINGS, PROFESSIONAL DEVELOPMENT

0

5000 Detail *

Please provide a detailed budget for this category.

n/a

6000 *

Total dollars requesting for CAPITAL OUTLAY (Computer Hardware)

0

6000 Detail *

Please provide a detailed budget for this category.

n/a

Total Number of Adults Students Served *

160

Target Number of New Adult Students Served for 2018-19. *

60

Do you currently receive other NON-AEBG funding that supports the proposed activity? If yes, please describe how additional funding expands or supports that activity. *

No

What is your sustainability plan for this activity when funding is no longer available? *

As the positive impact on recruitment and retention continues to become visible, it will continue encourage existing internal County service areas to support the program on an ongoing basis, thus spreading the work load and funding requirements across a broader area.

I have reviewed the 2018-2019 AEBG 1-Year Plan and attest that this proposal is in alignment with AEBG current goals and objectives. *

Yes

This form was created inside of Santa Barbara City College.

Google Forms